



**CITY OF CUPERTINO**  
**PARKS AND RECREATION COMMISSION**  
Community Hall  
10350 Torre Ave, Cupertino, CA  
Thursday, March 1, 2018  
7:00 PM  
**MEETING**  
**DRAFT MINUTES**

**CALL TO ORDER**

Chair Tambe called the meeting to order at 7:00pm in the Community Hall, at 10350 Torre Ave, Cupertino, CA.

**PLEDGE OF ALLEGIANCE**

Commissioners present: Meenakshi Biyani, Neesha Tambe, Carol Stanek

Commissioners absent: Helene Davis, Judy Wilson

Staff present: Jeff Milkes, Kevin Khuu, Rachelle Sander, Jason Bisely, Daniel Mestizo

**CEREMONIAL MATTERS AND PRESENTATIONS**

1. Summer & Neighborhood Events

Rachelle Sander, Recreation Supervisor, presented to the Commission an overview of the potential neighborhood programs planned in the future.

Jason Bisely, Facility Attendant/Recreation Coordinator, reviewed the current events that are being planned this year. Chair Tambe suggested adding the neighborhood events survey results into the Parks and Recreation System Master Plan.

2. Teen Programs Update

Daniel Mestizo, Recreation Coordinator, presented to the Commission about the Teen Services currently offered and potential programs and events coming up in the future. Highlighted upcoming events such as the YAC Attack Leadership Conference, scheduled for March 10<sup>th</sup> at the Quinlan Community Center and <hack> Cupertino on April 14<sup>th</sup> and 15<sup>th</sup>.

Vice Chair Biyani suggested having a teen newsletter to publicize the teen programs and events and advertise through the local school newspapers. Suggested creating a collective list of volunteer opportunities to share with the volunteer clubs at the schools and hosting a book store and inviting authors to come and speak to teens.

Chair Tambe suggested adding in different styles of education to the Budding Leaders program and reaching out to local community members to lead some of the sessions. Also suggested talking to the local Congress in regards to Youth Mental Health and Awareness. Is asking for feedback from the teens on the teen center and how to improve it.

### **APPROVAL OF MINUTES**

1. Regular Meeting of February 1, 2018 – Commissioner Stanek motioned to approve the minutes of February 1, 2018. Vice Chair Biyani seconded. Motion passed with 3 yes and 2 absent.

### **POSTPONEMENTS**

None

### **ORAL COMMUNICATIONS**

None

### **WRITTEN COMMUNICATIONS**

None

### **OLD BUSINESS**

2. 2017-2018 Commission Work Plan  
The Commission reviewed the work plan and inquired about the Jollyman Park - Off Leash Hours item. Jeff Milkes confirmed that a survey will be conducted in the area nearest to the park. Item should come back to the Commission in May. After the survey is performed, will host public workshops then bring back to the Commission for guidance. Potential goal to have a July through November trial period. Community Garden's item will come back in April and the Enterprise Software work will begin in April.

### **NEW BUSINESS**

3. Department/City Work Plan  
Jeff presented to the Commission the work plan proposed to City Council on initiatives and projects for staff. Will be presented to Council on March 6th. Requested guidance from the Commission on other goals for Recreation staff to work towards.

For Smart Cities, Chair Tambe suggested for Emergency Services, to have a mesh network so mobile phones and apps can share info without being connected to data. For Public Engagement and Transparency, Chair Tambe suggested using the past year <hack> application to be incorporated into the Volunteer Fair. Also suggested putting together a welcome to Cupertino Parks and Rec packet for new residents of the City and add it to the website. Community Livability and

Sustainability, Vice Chair Biyani suggested connecting with the schools on the Teen Stress item. The Commission suggested adding the Sedgwick property, Stocklmeir property, and bee guild as a priority. Also supported outdoor fitness with the neighborhood events. For Public and Private Partnerships, Chair Tambe supports increasing responsibilities on businesses and developers to create more recreation spaces for community members. Overall, asked for increased focus of the Master Plan to be sustainable and cost efficient and offering shared value, being fair in how we allocate our resources.

#### **STAFF AND COMMISSION REPORTS**

4. Director's Report

Jeff Milkes presented on the following:

- Summer hiring is underway
- Budgeting for next year is also in process
- Will have a kickoff meeting with Verde Design to study the possibility of having an all-inclusive playground
- Jason Bisely received the Professional Merit Award from CPRS last week.

The Commission had attended a joint meeting with City Council yesterday.

**ADJOURNMENT** – Chair Tambe adjourned the meeting at 8:29 p.m.

Respectfully submitted,

Kevin Khuu, Administrative Assistant  
Recreation and Community Services Department  
*Minutes approved at the \_\_\_\_ regular meeting*