



CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION
Quinlan Community Center – Conference Room
10185 North Stelling Road, Cupertino, CA
Tuesday, July 24, 2018
5:30 PM
SPECIAL MEETING
DRAFT MINUTES

CALL TO ORDER

Chair Tambe called the meeting to order at 5:31pm in the Quinlan Community Center, Conference Room, at 10185 North Stelling Road, Cupertino, CA.

PLEDGE OF ALLEGIANCE

Commissioners present: Meenakshi Biyani, Neesha Tambe, Carol Stanek Helene Davis, Judy Wilson

Commissioners absent: None

Staff present: Jeff Milkes, Jacqueline Guzman, Kevin Khuu

ORAL COMMUNICATIONS

Kitty Moore, Cupertino Resident, was against the idea of the rooftop park presented in the Vallco SB 35. Lives on the East side of the City and believes this park is not what the community is asking for. Commented on the park facing the sun directly, its unsafe proximity to the freeway, and the noise factor for the location.

Liang Chao, Cupertino Resident, sent an email to City Council and Planning Commission, to comment about amending the City municipal code to clarify all parks should be ground level parks. Any rooftop park proposals should be approved by the Parks and Recreation Commission and City Council. Believes the Vallco developers should provide the ground level parklets in return for the space they are receiving.

WRITTEN COMMUNICATIONS

None.

STUDY SESSION

1. Study session to explore consolidation of Senior Citizen, Library, and Safety issues into Parks & Recreation Commission

Jacqueline Guzman, Deputy City Manager, presented to the Commission the background on the subject. There will be a special meeting on July 31st to present the initial findings to City Council. The goal is to do research, meet with various Commissions, review their budgets, and look at how other cities operate their

Commissions. Reviewed each Commission's responsibilities and the possible results from the study, such as refining the duties for each Commission to reduce overlap or consolidating commissions to reduce staff time and result in budgetary savings.

Presented 4 questions to the Commission:

1. How would the consolidation impact this commission?
2. Could committees report to this commission?
3. What are the pros/cons of consolidation?
4. What would a consolidated commission look like?

Liang Chao, Cupertino Resident, was unclear as to why there were several special meetings to deal with an objective listed on the City's work plan. Confirmed all other cities part of the Santa Clara County Library district have Library Commissions. Combining the Commissions would lead to taking up more time of the head librarian, county librarian, sheriff and fire chiefs, whom regularly attend the Library and Public Safety Commission meetings respectively. Asked why this wasn't directed towards all Commissions?

Lisa Warren, Cupertino Resident, attended both the special meetings of the Public Safety and Library Commissions and neither supports the merging. There would be no savings in staff time or budget if this was the goal. Suggested bringing back the Senior Advisory Committee to a Commission to help facilitate the Age Friendly Cities Initiative. Questioned what the change is from a Commission to a Committee and what savings could result from the switch. If there are no more Commissions, then there's no chance for the residents to voice their concerns or volunteer to help their community.

Kitty Moore, Cupertino Resident, suggested watching the March 6th City Council meeting to see how this subject came up and reviewed comments during said meeting. Believes the term committee demoralizes current Commissioners. The Recreation Department's name did change in the general plan to add community services, but there was no change to the Parks and Recreation Commission name or the Recreation Department's name in the municipal code and no mention of public safety or the library under the department's responsibilities. In 2015, the ordinance changed the Parks and Recreation Commission's duties, but the Public Safety and Library Commissions duties remained the same.

The Commission discussed the subject and emphasized that this was just a discussion. Staff confirmed from a budgetary perspective, there would not be much savings from the consolidation, but could result in clarifying each

Commission's duties and having less overlap or changing some commissions to committees instead.

Commissioner Stanek believed the possible change to committees could provide more freedoms to accomplish tasks. Saw this study session as an opportunity to explore that. Could also result in greater involvement from the public for the committees and transparency to the community on library, public safety, and senior issues. Vice Chair Biyani emphasized that because this is just a discussion, could lead to looking at improving the efficiency of the Commissions overall.

In regards to the questions asked, Commissioner Davis commented that changing Commissions to Committees could lead to having more people getting involved. Saw possibly having several committees working on the separate issues, due to the overall work load. Had questions on the structure, formation of, and functionality of the committees.

Commissioner Wilson commented since there's a correlation in programming for both the Recreation Department and the Library, could see combining them into the Parks and Recreation Commission. The nature of the Parks and Recreation Commission would change however. Would want to see a committee model to learn what the pros and cons are of being a committee versus a commission. However, questioned what the exact problem with the current Commission system is.

Commissioner Stanek commented that if this consolidation did happen, it would be built equally from all of the commissions affected and not just an assimilation into the Parks and Recreation Commission. Also, some of the affected commissioners wouldn't want to oversee all of the various issues and would rather be part of the advisory committees instead. Commented that the other commissions also have significant external stakeholders that attend and partake in their meetings.

Vice Chair Biyani commented that this would result in more work and time dedicated for the Parks and Recreation Commission. Could see the senior citizen work being combined into the Parks and Recreation Commission, since senior programs do fall under the Recreation Department and that this study session as a chance to review and realign the functionality between the commissions.

Chair Tambe said the Parks and Recreation Commission wouldn't be able to absorb all of the work from the other Commissions. Would need the other commissions or committees to deal with their respective workloads. Didn't see a difference between a commission and committee, but could have more freedoms

and benefits. Suggested an alternative idea to the merging or changing of commissions would to have the chairs of the various commissions host an independent meeting to get everyone on the same page and to streamline the advice to City Council. Also wanted to hear from the Senior Advisory Council, to see how they function and get feedback.

Staff confirmed that both the Library and Public Safety Commissions were against the idea, due to the Commissions feeling very passionate about their various subjects and if the commissions were merged or changed to committees, would feel undervalued. Also wouldn't hold the same weight being part of a committee compared to being an appointed commissioner.

The Commission agreed that all of the mentioned commissions do critical work and shouldn't be dissolved. Desired to have more structured integration/interactions between the commissions and regardless of the resulting designations, their work would need to continue. Also to hear from City Council what the exact issue is with the current system and to possibly include more citizens in the process. Asked to see an example of a committee and if overall processes are smoother compared to a commission.

Chair Tambe called the meeting to recess at 7:17pm. Called the meeting to order at 7:25pm.

OLD BUSINESS

None

NEW BUSINESS

2. FY 2018/2019 Work Plan Discussion & Planning

Jeff Milkes, Director of Recreation and Community Services, reviewed the potential goals and plans for the Commission.

Kitty Moore, Cupertino Resident, spoke about park space equity per resident, pointing out the current deficiencies on the East side of Cupertino. Confirmed that the City would need 28.7 acres to match the future influx of residents from the Vallco construction. Commented having parks on top of buildings is not the same as the parks on the west side of the City. Also that permit fees for fields haven't changed in 10 years.

Liana Crabtree, Cupertino Resident, requested why the Parks and Recreation Commission was discussing their work plan in a special meeting and not the normal monthly meeting. Believes the work plan planning and discussion should be televised and noticed under a regular meeting, to be more transparent to the public on what items will be brought in future meetings.

Liang Chao, Cupertino Resident, requested adding reviewing the municipal code to the work plan, to clarify all codes that deal with parks, since due to a state law passed last year, anyone can interpret the code. Wishes that this meeting would be televised and hosted during the normal meeting date and time. Doesn't believe the work plan is an urgent matter to discuss under a special meeting.

Chair Tambe commented that the commission hasn't televised the discussion of the agenda for the past 6 years, is worked on at a special meeting so there can be more deliberation between commissioners, the agenda was posted 4 days ago, and is posted in all of the meetings, to welcome additions or changes from the commissioners and public.

Chair Tambe cannot attend the October meeting. Commissioner Wilson will possibly not attend the June meeting. Vice Chair Biyani might not be able to attend the December meeting.

The Commission requested receiving presentations at the same time as the posting of the agenda and possibly having the Parks and Recreation System Master Plan items as a separate meeting or to start the meetings earlier to dedicate time for that item. Requested staff to look into how long presentations are prior to the meetings.

The Commission discussed the new fiscal year work plan and agreed to the following:

August 2, 2018

- Vallco Specific Plan Presentation
- Muni Code Clarification Presentation on Park Land.
- All Inclusive Playground Feasibility Study – Concept Designs
- System Master Plan Update on Goals, Objectives and Action Items

September 6, 2018

- Haul Road Trail Donation and Improvements
- Jollyman Dog Park Item
- Bicycle Pedestrian Commission Presentation
- System Master Plan Implementation Framework

October 4, 2018

- Community Gardens Construction Update
- Organizational Structure Presentation
- Department Strategic Plan Study Session
- System Master Plan Update

November 2, 2018

- Active-Net Presentation and demonstration
- Public Transportation Survey Results
- CIP Update and Priority Discussion
- System Master Plan Update

December 6, 2018

- Commission Priorities for the City Work Plan
- Strategic Plan “Draft Plan” Review
- Case Management Presentation
- Sievert Property Presentation
- Electronic Sign Presentation
- System Master Plan Draft Plan Presentation

January 3, 2019

- Strategic Partnerships with Non Profits Work plan Item Update
- Jollyman Dog Park Update
- Neighborhood Events Update
- Strategic Plan Approval
- System Master Plan Update

February 7, 2019

- System Master Plan Update – Draft Plan with Public Input
- Recreation Department Budget Packages
- Connected or Smart City

March 7, 2019

- System Master Plan Update
- Corridor Master Plan Update
- CUSD Joint Use Agreement for Facilities Presentation
- Marketing Plan presentation by consultant

April 4, 2019

- Strategic Plan for Equity and Access to Recreation Programs – Update
- National Accreditation Update
- System Master Plan Update – Council Comments

May 2, 2019

- Sports Center Upgrades Presentation

June 6, 2019

- National Accreditation Visit Update

July 4, 2019 (No Meeting)

August 1, 2019

Special Meetings to Be Scheduled

- San Francisco Roof Top Park Visitation
- Splash Pad Field Trip
- Amphitheatre Visit

Items to schedule:

- Senior Advisory Council Presentation
- State of the Trails Presentation
- Emergency Services Update
- Bee Apiary/Bee Guild Update (put into Master Plan)
- Lawrence-Mitty Project Update
- Comprehensive Revenue Policy
- Partnerships with CUSD/Sedgwick Property

ADJOURNMENT – Chair Tambe adjourned the meeting at 8:46p.m.

Respectfully submitted,

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