



**CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION
Community Hall
10350 Torre Ave, Cupertino, CA
Thursday, December 13, 2018
7:00 PM
SPECIAL MEETING
DRAFT MINUTES**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

Commissioners absent: None

Staff present: Jeff Milkes, Gail Seeds, Kevin Khuu

APPROVAL OF MINUTES

1. Special Meeting on November 1, 2018 – Commissioner Wilson motioned to approve the special meeting minutes of November 1, 2018. Vice Chair Biyani seconded. Motion passed unanimously.

CEREMONIAL MATTERS AND PRESENTATIONS

None

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

None

Chair Tambe moved up item number 4 to next on the agenda.

NEW BUSINESS

4. Report on the Senior Center Volunteer Advisory Council
Mary Lou Robinson, President of the Volunteer Advisory Council, presented to the Commission the background of Volunteer Advisory Council, their purpose, and what they do for the Cupertino Senior Center. The Advisory Council had

recently voted to not support the creation of a Senior Commission. The Commission accepted the presentation, offered their support for the Volunteer Advisory Council, and requested more future collaborations if possible.

OLD BUSINESS

2. Citywide Parks and Recreation System Master Plan – Prioritization Tools

Gail Seeds, Park Improvement Manager, presented to the Commission the draft prioritization tools that will be used to evaluate the possible projects arising from the Master Plan, before being submitted to the CIP (Capital Improvement Projects) process. Requested feedback from the Commission and community members.

The Commission reviewed and supported the criteria. Chair Tambe asked to emphasize “connectivity” more clearly in the criteria, add youth, teens, and age friendliness as a community priority, put more weight in diversity, sustainability and efficiency. Vice Chair Biyani asked to have more weight in the public support criteria.

The Commission requested seeing some of the past, current, and all of the future park projects, after being ranked by the draft prioritization tools.

Chair Tambe moved up item number 5 to next on the agenda.

NEW BUSINESS

5. Report on Organizational Changes in the Recreation and Community Services Department

Jeff Milkes, Director of Recreation and Community Services, reviewed the current functions of the department and recent organizational changes that had occurred. Asked the Commission to think about revising the name of the department in a future meeting.

OLD BUSINESS

3. 2018-2019 Draft Work Plan

The Commission reviewed the work plan. Staff will look into having the meeting on the 3rd instead of the 10th. The Commission requested presenting to City Council the Commission work plan at the second meeting in January. Director Milkes suggested moving out the Sievert Property Presentation and the Strategic Partnerships with Non Profits Work Plan Item Update.

STAFF AND COMMISSION REPORTS

6. Director’s Report

Jeff Milkes presented on the following:

- Community Tree Lighting Event
- Breakfast with Santa

- The Electronic Sign at the Cupertino Sports Center
- McClellan West Parking Lot Update
- Community Gardens Clean Up
- Replastering of the Swimming Pool at Blackberry Farm.
- Neighborhood Events Presentation to City Council on December 18th
- All-Inclusive Playground Grant Update and invited the Commission to attend the meeting at the Santa Clara County Board of Supervisors Meeting on December 18th. Staff will send out the staff report and agenda to the Commissioners.
- Closure of the Quinlan Community Center from December 24 to January 2 due to the holidays and the Quinlan Center maintenance week closure from January 7 to 11.
- The Commission Efficiency item will come back sometime in the next few months.

All of the Commissioners attended the Tree Lighting Ceremony event on Friday November 30, 2018.

ADJOURNMENT – Chair Tambe adjourned the meeting at 8:34 p.m.

Respectfully submitted,

Kevin Khuu, Administrative Assistant
Recreation and Community Services Department

Minutes approved at the ____ regular meeting