



**CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION
Community Hall
10350 Torre Ave, Cupertino, CA
Thursday, January 10, 2019
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, Kevin Khuu, Rachelle Sander, Karen Goss, Adrianna Stankovich

Guest speakers: Jennifer E. Furlong

APPROVAL OF MINUTES

1. Special Meeting on December 13, 2018 – The Commission asked to amend the agenda, and correct the minutes under Staff and Commission Reports, to say that Commissioner Davis, Commissioner Wilson, and Commissioner Stanek attended the Tree Lighting Ceremony. Commissioner Wilson motioned to approve the amended special meeting minutes of December 13, 2018. Commissioner Davis seconded. Motion passed unanimously.

CEREMONIAL MATTERS AND PRESENTATIONS

None

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

The Commission reviewed an email communication sent in regards to Agenda item number 6.

OLD BUSINESS

2. 2018-2019 Draft Work Plan

The Commission reviewed the work plan. Jeff Milkes, Director of Recreation and Community Services, asked to bring the Field Use Policy item to the March meeting. The Commission agreed to the addition.

NEW BUSINESS

3. ActiveNet Presentation

Rachelle Sander, Recreation Supervisor, presented to the Commission the new ActiveNet system used by the Recreation Department, from the customer's standpoint, reviewing the new functions and capabilities. The Commission accepted the presentation.

4. Case Management Services at the Cupertino Senior Center Presentation

Karen Goss and Adrianna Stankovich, Case Managers, presented to the Commission about the Case Management program at the Cupertino Senior Center. The Commission accepted the presentation and suggested building more community partnerships to aid in certain aspects of the program and increasing outreach efforts to gauge interest in the program.

5. Defining the Relationship between the City of Cupertino and the Cupertino Historical Society

Jennifer Furlong, Director of the Cupertino Historical Society & Museum, spoke to the Commission about the services that they provide to the community, reviewing the society's history, current exhibits, and asked for support from the Commission to establish the society as the City's official archivist and become officially recognized as the City's museum.

Sandy James, Board Member of the Historical Society, clarified that the society's goal is to formalize their relationship with the City.

Chair Tambe asked for a motion, to recommend to City Council to formally designate the Cupertino Historical Society & Museum as the City's official archivist, with the mission to preserve the history of the City, for the City of Cupertino. Commissioner Wilson motioned. Vice Chair Biyani seconded. Motion passed with 4 yes and 1 abstain.

6. Potential Priority Areas for the 2019 Recreation and Community Services Work Plan, Part of the City Council Approved City Work Plan

Jeff Milkes reviewed with the Commission the potential work flow on the creation of the City's, Recreation Department's, and Commission's future work plan and

asked for feedback on what direction, priorities, or potential topics the Commission would like to include for next fiscal year.

Rhoda Fry, Cupertino Resident, commented on the Stevens Creek Quarry and suggested several items to include in the work plan.

Chair Tambe requested that the new Commissioners, if any, are caught up on all items discussed, by the Commission, in the previous year. Commissioner Wilson asked staff to bring the need for continuity to the attention of City Council.

The Commission agreed to postpone this item until the special meeting on January 24 and to the February meeting, with the potential seating of the new Commission being a factor, to take their input as well.

STAFF AND COMMISSION REPORTS

7. Director's Report

Jeff Milkes presented on the following:

- Electronic Sign Board at the Cupertino Sports Center
- Cupertino Spelling Bee on Saturday, January 12.
- Staff had recently gone through a zero base budget process and will work on the Capital Improvement Projects list next.

Commissioner Davis will attend the February Mayor's meeting. Vice Chair Biyani attended the January Mayor's meeting and reported on the following: the Library Commission reported on the Think Tank Room at the Cupertino Library, new grant funding for various potential programs at the Library, and are currently working on their work plan, TICC Commission is looking to fill two spots, and the Mayor had an idea of adding in adult equipment areas into parks in the Master Plan. Vice Chair Biyani and Chair Tambe will judge at the Cupertino Spelling Bee. Chair Tambe and Vice Chair Biyani suggested moving the Chair cycle to match up with fiscal year.

ADJOURNMENT – Chair Tambe adjourned the meeting at 9:11 p.m.

Respectfully submitted,

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