



**CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION
Community Hall
10350 Torre Ave, Cupertino, CA
Thursday, January 9, 2020
7:00 PM
SPECIAL MEETING
DRAFT MINUTES**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Commissioners present: Neesha Tambe, Gopal Kumarapan, Carol Stanek, Xiangchen Xu, Helene Davis,
Commissioners absent: None
Staff present: Christine Hanel, Whitney Zeller, Daniel Mestizo, Marilu Mejia, Molly James, Kelsey Hayes, Jason Bisely
Guest speakers: None

APPROVAL OF MINUTES

1. Regular Meeting of December 5, 2019

Commissioner Xu motioned to amend Old Business Item 2 to reflect the request that a simplified version of Appendix E be available for the public.

Commissioner Xu motioned to amend Staff and Commission Reports Item 6 to reflect that the Chair of the Fine Arts Commission mentioned that they would like to work with the Parks and Recreation Commission to bring a project to Cupertino similar to the Kids' Crafts Corner event hosted by the City of Santa Clara. Commissioner Stanek motioned to approve the minutes with the two amendments. Commissioner Xu seconded. Motion was approved with three yes and two abstentions.

ORAL COMMUNICATIONS

WRITTEN COMMUNICATIONS

OLD BUSINESS

2. Quarterly Update on Youth and Teen Services

Recreation Coordinator, Danny Mestizo presented on the youth and teen services that were offered throughout 2019.

Chair Tambe suggested to list teen programs with the summer events programs, specifically the TEDx talks and Bobateeno, to give them more visibility. She also suggested to include voter registration forms at all events and encouraged staff to let the Commission know how they can help support the Lawson teen center, future events and programming.

Vice Chair Gopal commented that he would like to see the connection between events and get more information on the long-term impacts of events and programming.

NEW BUSINESS

3. 2019 Holiday Events

Recreation Coordinators Marilu Mejia, Molly James, Kelsey Hayes, Danny Mestizo and Jason Bisely shared a presentation on the 2019 holiday events offered.

Resident Heather commented on their experience with the Senior Center's holiday events.

Commissioner Davis commended the staff on their collaboration with community organizations and the execution of the holiday events.

Vice Chair Gopal encouraged the staff to continue to lead the area in inclusive and innovative programming ideas.

Commissioner Stanek commented on the events and suggested brainstorming ideas to improve the flow of traffic at events.

4. Commission Proposals for the 2020/2021 City Work Program.

Assistant Director Christine Hanel reviewed the 2020-2021 City Work Program process. The Commission reviewed the status of the 2019/2020 Work Program and then created a draft proposal for the 2020-21 City Work Program with 10 items noting their top three. The top three projects/tasks were the all-inclusive playground, dog off leash areas and summer events. The remaining projects/tasks on the list were the status of trails, historical preservation (McClellan Ranch), teen wellness programs, collaboration with other commissions, senior programs, the parks and recreation marketing plan, and the parks and recreation strategic plan (Rancho Rinconada, Lawrence Mitty Park, Memorial Park, Stevens Creek Corridor, Park Equity, Blackberry Farm Golf Course). A footnote was added to the document that notes items already in progress, such as the community gardens and athletic field review were not explicitly listed, as the Commission expects them to continue to be executed until

they are completed. The draft Parks and Recreation Commission Proposals for FY 2020-21 City Work Program will be brought back as an agenda item at the February 6th meeting for approval to be sent to Council.

STAFF AND COMMISSION REPORTS

5. Receive Monthly Update Reports from:

- Director
 - Assistant Director Christine Hanel provided the Director's Report.
 - Friday, February 28th Winter Ball Dance.
 - Chair Tambe inquired about the process and next steps of the Master Plan. Staff will provide an update to Commissioners from Gail and Randy when available.
- Commissioners
 - Commissioner Stanek attended the tree lighting and the Sunnyvale Parks and Recreation Commission meeting. Sunnyvale is reviewing options for dog off leash areas. Los Altos Parks and Recreation are also discussing structuring workshops for proposals for two DOLAs and fenced dog parks.

ADJOURNMENT – Chair Tambe adjourned the meeting at 9:52p.m. to the February 6, 2020 meeting at 7 p.m.

Respectfully submitted,

Whitney Zeller, Administrative Assistant
Parks & Recreation Department

Minutes approved at the _____ regular meeting