TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION
Regular Meeting
November 4, 2020 7:00 p.m.

Draft MINUTES

CALL MEETING TO ORDER
Chair Mohanty called the meeting to order at 7:03 pm

ROLL CALL
Commissioners Present: Prabir Mohanty, Naidu Bollineni, Mukesh Garg, Rajaram
                          Soundararajan, Eliza Du, Ph. D.
Commissioners Absent: None
Staff Present   Bill Mitchell, Staff Liaison
Speakers: Teri Gerhardt, GIS Manager
                          Nidhi Mathur, Applications Manager

APPROVAL OF MINUTES
1. **Subject: Approve Minutes from the October 7, 2020 regular meeting.**

Commissioner Du moved to approve the minutes for October 7, 2020 as amended.
Commissioner Bollineni second the Motion. Motion passed unanimously.

ORAL COMMUNICATIONS
This portion of the meeting is reserved for persons wishing to address the commission
on any matter not on the agenda. Speakers are limited to three (3) minutes a person. In
most cases, state law will prohibit the commission from making any decisions with
respect to a matter not listed on the agenda.
   A. **Venkat Ranganathan, Cupertino Resident**
   B. **Nori, Cupertino Resident**

WRITTEN COMMUNICATIONS

NEW BUSINESS
2. **Receive Presentation on City used Applications from GIS Manager Gerhardt
   and Applications Manager Mathur**

Applications Manager Mathur and GIS Manager Gerhardt presented the PowerPoint on
City used Applications, which focused on the following initiatives:

- ❖ Core Services
- ❖ Accessibility to City Services
- ❖ Transparency
- ❖ Informative/Civic Engagement

Applications Manager Mathur reviewed and demonstrated the following Core Services Applications:

- Accela: Application used for Permitting and inspection scheduling.

- Recreation: Portal lists all the recreation activities found in the Recreation brochure. Activities are reserved here as well as Facilities and Public Parks.

- Business License: For Business, the City's Business License Application

- Residential Permit Parking registration: Portal for residents living in Parking Designated neighborhoods to access Parking permit application

- Digital Records: Portal to access all City public Documents such as Public Meeting Agendas.

GIS Manager Gerhardt reviewed and Demonstrated:

- 311: Cupertino's resident reporting system.

Applications Manager Mathur reviewed the following Accessibility to City Services Applications:

- Legistar: City Public Meetings Agenda Portal. You can find all public agendas and written communications here.

- Cobblestone: Portal for Procurement Services.

- NextRequest: Public Records Act (PRA) Portal, here requesters can submit PRA requests and access previously submitted requests.

- Bid Management: Portal for Vendors to submit electronic bids, access Requests for Proposals (RFP) and Request for Information (RFI).

- NeoGov: Portal for recruitment and onboarding.

- Municipal Code: Webpage to access Cupertino's Municipal Code.

GIS Manager Gerhardt reviewed and demonstrated the following Transparency Apps:

- Cupertino Datahub: Explore Data by selecting ten categories, view Dashboards.

- Environmental Hub: View the City's Environmental story through numbers, charts, and Maps.

- Civic Central: Portal allows residents to view current and completed building and planning permits. Allows for alert setting for properties of interest.

- Project Activity Map: Interactive Private development map that allows residents to visualize Projects happening throughout the City. Categorized under applied, under construction, and completed.

- CIP Dashboard: Visual and Interactive dashboard to keep up to date with the City's Capital Improvement Projects.

- Cell Site Map: This interactive Map displays the locations of Macro Cell Antennas and Active Small Cells.

GIS Manager Gerhardt reviewed and demonstrated the following Informative/Civic Engagement apps:

- Service Finder: One stop shop of all City Services and activities. By default, the app opens to display upcoming events.

- Property Info: Gives residents access to all details related to their property including assessor property information.

- Tree Plotter: application allows you to see tree's eco benefits, maintenance history, bio facts, and even submit a 311 request all by scanning the code.

- Bike-Ped Map: Here you can view 2016 Bicycle Transportation Plan and 2018 Pedestrian Transportation Plan.

- Safe Routes: This Map helps families identify their own safe, walkable routes to school.

- ARTour: Fun application allows you to explore Cupertino's Public Art with Augmented Reality.

- Open Town Hall: Portal for City to engage with residents.

The Commission thanked Applications Manager Mathur and GIS Manager Gerhardt for the presentation.

OLD BUSINESS
3. Subject: Review FY21 TICC Work Plan.
Staff Liaison Mitchell reiterated to the Commission he published Requests for Information (RFI) in the City's Bid webpage for the Work Plan Items in October. He further commented that responses Vendors may have are due to Staff in mid-December.

Mr. Mitchell summarized Work Plan Items and the schedule for them.

4. Subcommittee Reports
Staff Liaison Mitchell and the Commissioners provided an update.
- **Traffic and Video**
    - Commissioner Bollineni commented on the Subcommittee meeting he organized with Bike & Ped Commissioners Ganga and Gerhardt. Commissioner Bollineni stressed pursuing further data by obtaining detailed Traffic Accident reports published by the Sheriff's Office.
    - Bike & Ped Commissioner Ganga further added the Commissioners have been reviewing historical data, starting with the Bicycle and Pedestrian Master Plan, and analyzing and identifying corridors and correlating with accidents.
    - Chair Mohanty relayed there was interest from Companies like Google, AT&T, Apple, and Microsoft.
- **Climate and Conservation**
    - General comments provided under Work Plan.
- **Education**
    - Commissioner Bollineni reported he did not get a response from NASA regarding his solicitation for a 5G unbiased Educational Presentation. He further commented he will reach out to Industry Carriers to secure an Educational Presentation on 5G.

STAFF AND COMMISSION REPORTS

5. Subject: Commissioner Report from the Mayor's Meeting

Commissioner Du provided an update on the Mayor's Meeting.

6. Subject: Review Action Items List

The Commission reviewed the Action items List and agreed to add item to Receive a Presentation from the City of Fullerton on their Wireless Master Plan.

7. Subject: Review Activities Calendar.

The Commission reviewed the Activities Calendar.

8. Commissioner Updates

General updates provided.

ADJOURNMENT

Chair Mohanty adjourned the meeting at 9:13 pm.

SUBMITTED BY: APPROVED BY:

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Marilyn Monreal, Recording Secretary   Prabir Mohanty, Chair