



**CITY OF CUPERTINO  
PARKS AND RECREATION COMMISSION  
Teleconference Meeting  
Thursday, November 4, 2021  
7:00 PM  
DRAFT MINUTES**

**CALL TO ORDER**

Chair Stanek called the meeting to order at 7:01 p.m. via remote teleconference.

**ROLL CALL**

Commissioners present: Carol Stanek, Xiangchen (Minna) Xu (arrived at 7:07 p.m.),  
Sashikala Begur, Gopal Kumarappan, Neesha Tambe  
(arrived at 7:02 p.m.)

Commissioners absent: None

Staff present: Greg Larson, Joanne Magrini, Kevin Khuu, Rachelle Sander,  
Molly James, Susan Michael

Guest speakers: Kevin Davis

**CEREMONIAL MATTERS AND PRESENTATIONS**

1. Subject: Capital Improvement Projects Update

Recommended Action: Accept a presentation on the Capital Improvement Projects Update.

Joanne Magrini, Director of Parks and Recreation, introduced Susan Michael, Capital Improvement Projects Manager, to provide an update on several CIP projects, including the Annual Playground Equipment Replacement, All-Inclusive Playground at Jollyman Park, Junipero Serra Trail – East Segment, and the Memorial Park Ponds Repurposing.

Greg Larson, Interim City Manager, introduced himself to the Commission and thanked the Commission for their service.

**APPROVAL OF MINUTES**

2. Subject: Meeting Minutes for the October 7, 2021 Parks and Recreation Commission Meeting

Recommended Action: Review and approve the minutes for the October 7, 2021 Parks and Recreation Commission meeting.

Commissioner Kumarappan motioned to approve the minutes as submitted.

Commissioner Begur seconded. Motion carried unanimously.

## **POSTPONEMENTS**

None

## **ORAL COMMUNICATIONS**

None

## **WRITTEN COMMUNICATIONS**

Two written communications were sent to the Commission for item number 3 on the agenda and will be included for the record.

## **OLD BUSINESS**

3. Subject: Rancho Rinconada Recreation and Park District Update and Recommendation to the City Council

Recommended Action: Receive an update on the Rancho Rinconada Work Program Item. Recommend not to proceed with the annexation of Rancho Rinconada Recreation and Park District (RRRPD) until such time that the RRRPD Board requests that the City annex the facility, or until LAFCO initiates a transfer of facilities management from the RRRPD Board to the City.

Greg introduced the item, reviewed the recent history of the project, and reaffirmed the City's recommendation to not proceed with the annexation of Rancho Rinconada Recreation and Park District (RRRPD).

Joanne presented the update on the item, summarizing the historical timeline of the project, RRRPD's Strategic Plan, annexation process, and current considerations if the City were to move forward with the acquisition. Staff recommends to not proceed with the annexation until the RRRPD Board requests the City annex the facility, or until LAFCO initiates the transfer of facilities to the City. Greg reaffirmed the City's recommendation for the RRRPD Board or LAFCO to lead the district.

Jennifer Griffin, Cupertino Resident, praised the work performed towards the RRRPD Strategic Plan and supported the City's recommendation to not move forward with the annexation and acquisition of RRRPD.

Commissioner Kumarappan commented that more outreach should be performed to garner a better response from the RRRPD community and if they are being served and agree with the RRRPD Board's oversight. Recommended that the RRRPD Board communicate more often to the community members to build more trust between the RRRPD Board and the community.

Commissioner Tambe had concerns about making a recommendation without having the data to backup and support that the RRRPD residents, who pay tax dollars to the

special district, are utilizing the pool and being served. Would like to see the implementation of the strategic plan to also take into consideration.

Chair Stanek reviewed comments made during the previous City Council meetings where this item was discussed and is considering those comments for the recommendation.

Vice Chair Xu agreed with the Chair and other Commissioners. Suggested that there is not enough data to support moving forward with the annexation or not.

Greg confirmed if the Commission decides to delay their recommendation, it would be communicated to City Council and considered during the work program development for Fiscal Year 2022-2023.

Commissioner Kumarappan summarized the Commission's current discussion, which is to defer their recommendation and work with the current RRRPD Board to increase outreach and communication to the RRRPD community members and decide once feedback is gathered from more of the community members.

Greg confirmed if the recommendation is for the City to work with RRRPD Board to perform more outreach to the RRRPD community, he would direct staff to only support the RRRPD Board in their outreach efforts, due to the current work program priorities set by City Council.

Chair Stanek motioned for the City to work with the RRRPD Board and management staff to determine the best outcome for the district and perform additional outreach and education to the RRRPD residents to get a more accurate stance from the community and find a positive way forward. Commissioner Kumarappan seconded. Motion passed unanimously.

Chair Stanek asked Joanne to keep the Commission informed of when this item will go to City Council for consideration.

4. Subject: Update from the Labyrinth Quest Discretionary Fund Subcommittee  
Recommended Action: Receive an update from the Labyrinth Quest Discretionary Fund subcommittee on the project status and implementation.

Chair Stanek provided an update on this item, covering the beginning of the program, the total email responses and photo submissions, highlighted some public comments submitted, photo descriptions, questionnaire responses received, things to consider for the project moving forward, the winners, and thanked staff for their help.

Commissioner Kumarappan praised the project and suggested using this project as a template for future possible projects to create community connections.

Commissioner Tambe visited the Creekside labyrinth and praised the project and hopes to see more of them out at other City parks.

Vice Chair Xu also supports having more labyrinths at City parks.

Commissioner Begur praised the idea and enjoyed being part of the project. Thanked the Commission and Chair Stanek for the idea and project.

Chair Stanek commented that this was a rewarding program and enjoyed doing the project.

### **NEW BUSINESS**

5. Subject: Status of the Fiscal Year 2021-2022 City Work Program and First Quarter Budget Update.

Recommended Action: Receive a report on the status of the Fiscal Year 2021-2022 City Work Program and first quarter budget.

Kevin Khuu, Management Analyst, presented on this item. Noted a slight error in the staff report. The Department currently has four vacancies and not five.

Jennifer Griffin, Cupertino Resident, commented about a park land donation from Mayor Lowenthal and reviewed the new housing bills discussed by City Council this past Tuesday. Commented that there's no provision for more parkland in the bills and suggested the City find a way to address the need for more parkland.

Commissioner Tambe offered to help in connecting with Deep Cliff to create a relationship with the City and requested that all future presentations for projects that involves water usage or environmental impacts to include that information in the staff report for the Commission's consideration or if there are no impacts, to mention that as well.

Commissioner Tambe left the meeting at 9:33 p.m. and confirmed her attendance at the December Mayor's meeting.

### **STAFF AND COMMISSION REPORTS**

6. Subject: Monthly Update Reports.

Recommended Action: Receive monthly update reports from the Director of Parks and Recreation and Commissioners.

Joanne provided the Director's update. Commissioner Kumarappan suggested creating an award or something for the Parks and Recreation Commission to award. Commissioner Begur asked for an update when a decision is made about in-person or hybrid meetings.

Commissioner Begur attended the October Mayor's meeting. Commented about discussions on cameras from the TICC commission. Will forward her notes to the Commission for reference.

### **COMMISSIONER ATTENDANCE AT UPCOMING MEETINGS AND EVENTS**

Commissioners to attend the upcoming Mayor's meetings as follows:

- November 10: Vice Chair Xu
- December 8: Commissioner Tambe
- January 12: Chair Stanek
- February 9: Commissioner Kumarappan

### **FUTURE AGENDA SETTING**

Joanne reviewed the upcoming items for the December meeting:

- Commission Proposals for the Fiscal Year 2022-2023 City Work Program
- Updates for the Community Funding Policy from the City Council Subcommittee
- Consider the Cancellation of the January 6, 2022 Parks and Recreation Commission Meeting.

### **ADJOURNMENT**

Chair Stanek adjourned the meeting at 9:49 p.m. to the December 2, 2021 meeting at 7:00 p.m.

Respectfully submitted,

Kevin Khuu, Management Analyst  
Parks and Recreation Department

*Minutes approved at the \_\_\_\_\_ regular meeting*