



**CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION
10185 N Stelling Rd, Quinlan Social Room
Thursday, March 7, 2024
7:00 PM
APPROVED MINUTES**

CALL TO ORDER

Chair Shearin called the Parks and Recreation Commission meeting to order at 7:00 p.m. in the Quinlan Community Center Social Room, 10185 N Stelling Rd.

ROLL CALL

Commissioners present: Jennifer Shearin, Hemant Buch (7:01 p.m.), Carol Stanek, Seema Swamy (7:02 p.m.), Claudio Bono
Commissioners absent: None
Staff present: Jenny Koverman, Jessica Javier, Jacinta Liang, Susan Michael, Chad Mosley, Matt Morley
Guest speakers: Casey Case, Michael Freitag, Shauna Wright

APPROVAL OF MINUTES

1. Subject: February 1, 2024 Parks and Recreation Commission Meeting Minutes
Recommended Action: Review and approve the February 1, 2024 Parks and Recreation Commission meeting minutes.

Commissioner Bono requested to update the minutes to include that he recommended implementation of dynamic rates verses static rates in order to increase revenue for the City.

Commissioner Bono motioned to approve the February 1, 2024 Parks and Recreation meeting minutes as amended. Commissioner Stanek seconded. Motion carried with 3 yes (Shearin, Stanek, Bono) and 2 absent (Buch, Swamy).

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

Written communications were emailed to the commission and are included for the record.

OLD BUSINESS

None

NEW BUSINESS

2. Subject: Memorial Park Specific Plan design and the Parks & Recreation System Master Plan initial study/mitigated negative declaration (IS/MND) Addendum.
Recommended Action: Recommend that City Council approve the Memorial Park Specific Plan (“Plan”) design and adopt the addendum to the Parks & Recreation System Master Plan (PRSMP) initial study/mitigated negative declaration (IS/MND).

Jenny Koverman, Recreation Manager, introduced Susan Michael, Capital Improvement Programs (CIP) Manager, to present on the item. CIP Manager Michael provided an overview on the purpose of the item and introduced Casey Case, Principal in Charge from GATES and Associates to present. Presented on the background of the project and the final concept plan and introduced Michael Freitag, Project Manager from GATES and Associates to present. Presented on the festivals and events area, site circulation, and proposed trees. GATES Consultant Case then followed up on the implementation phases and next steps.

Commissioner Buch requested clarification on the added trees in relation to a reduction in open space. GATES Consultant Freitag clarified that the park currently has a lot of open lawn space, and the addition of the trees will help better define the spaces. GATES Consultant Case added that in the renderings they incorporated event tents and clarified that the trees add for more structure and usability for events. CIP Manager Michael added that a priority of the project was to provide for festivals and events, and the final concept plan was designed with that intent.

Commissioner Stanek requested clarification on the number of bocce ball courts. GATES Consultant Case clarified one bocce ball court.

Commissioner Stanek requested clarification on the height of the softball field fence in front of the picnic area as there have been concerns previously that it is not tall enough. CIP Manager Michael clarified that concern is more operational and could be addressed presently verses being added to the final concept plan.

Commissioner Stanek requested clarification on the proposed implementation timeframe and whether there could be parts implemented earlier such as the dog off-leash area (DOLA). CIP Manager Michael clarified that the phasing implementation

was a suggestion with associated costs, and yes there could be elements taken out and implemented separately.

Commissioner Swamy requested clarification on prioritization of the phases and whether or not the pickleball and bocce ball courts will be prioritized as they are more functional and usable. GATES Consultant Case clarified that they prioritized the elements they heard from the community while also thinking about infrastructure and constructability. Added that the recommendations take into account logical sequencing, and it doesn't necessarily have to go in that order – it can evolve as funding becomes available.

Commissioner Bono requested clarification on whether or not there were contingencies for drought. CIP Manager Michael clarified that drought resistant plantings such as native plants have always been a priority and will be a long-term condition.

Commissioner Bono requested clarification on the specifics for the amphitheater upgrades including evaluation of costs based on the number of parking spaces for events. CIP Manager Michael clarified that there were extensive parking studies done showing that the parking was adequate for day to day and to use DeAnza College for events. Added that originally there was additional parking where the pickleball courts are, and they were asked to reduce the added parking to accommodate more pickleball courts. Clarified that there are no specific amphitheater upgrades decided yet, but it will focus mainly on accessibility.

Chair Shearin requested clarification on how the following dates were determined – construction starting in 2028 and lasting approximately 15 years. CIP Manager Michael clarified that they took into account the City's fiscal reality given they would need to figure out funding sources. GATES Consultant Case added that it is an estimate based on the magnitude of the improvements and the likelihood of funding.

Chair Shearin opened public comment.

Andrea Wald, representing Community for Natural Play Surfaces, advocated for no artificial turf in any of the open grass areas and no toxic materials (such as PIP) in the playground.

Deepa M, Cupertino resident, supported the addition of a dog off-leash area (DOLA) in the Memorial Park Specific Plan and supported starting a DOLA trial earlier than the implementation of the entire plan.

Chair Shearin closed public comment.

Chair Shearin requested clarification on whether or not there were plans for artificial turf. GATES Consultant Case clarified that there are currently no plans for artificial turf.

Chair Shearin requested clarification on whether or not implementing a DOLA was operational and if it would be up to City staff. Recreation Manager Koverman clarified that it would be up to staff as it is a City program.

Commissioner Stanek supported the basketball court, new restroom in the middle of the park, upgrades to the two on sides, all-abilities playground using safe materials, pickleball courts location, and the softball field shared use for a DOLA. Expressed concerns surrounding one bocce ball court given that it would not support the current senior social program as they take up two bocce courts at Blackberry Farm.

Commissioner Swamy supported Commissioner Stanek's comments and the Memorial Park Specific Plan as a whole.

Vice Chair Buch supported a multi-generational playground and requested clarification on the all-abilities playground and whether it is multi-generational. CIP Manager Michael clarified that the playground would bring together all generations and abilities.

Commissioner Bono supported Commissioner Stanek's comments and requested clarification on the implementation estimated costs and whether or not it could change in the next three to four years once inflation goes down (therefore helping with cost savings). CIP Manager Michael clarified that it would be up to the community, Commissions, and City Council given the funding reality.

Chair Shearin commended the team for taking into consideration what the Commission and community have asked for in the plan – grassy hill light area, amphitheater with ADA accessibility, all-abilities and all generation playground, pickleball courts away from resident homes as much as feasible, no additional parking lots, plantings incorporating low water usage and native species, enhanced bicycle facilities in the park, and consideration for lighting. Expressed concern that during the community outreach process, keeping the softball field was a low community priority, but ultimately was added following Council direction.

Commissioner Stanek motioned to recommend that City Council approve the Memorial Park Specific Plan ("Plan") design and adopt the amendment to the Parks & Recreation System Master Plan (PRSMP) initial study/mitigated negative declaration (IS/MND)

with the additional comment that when this moves forward there will be consideration for two bocce ball courts. Commissioner Bono seconded.

Chair Shearin made a friendly amendment to recommend two bocce ball courts and adopt the addendum to the PRSMP IS/MND. (Commissioner Stanek and Commissioner Bono accepted the friendly amendment).

The motion to recommend that City Council (1) adopt the Addendum to the Parks & Recreation System Master Plan initial study/mitigated negative declaration and (2) approve the Memorial Park Specific Plan design with the recommendation to consider two bocce courts when implementation of the design moves forward, as amended carried unanimously.

3. Subject: Review Fiscal Year 2024-2025 Community Funding Grant Applications and Program Evaluation Process

Recommended Action: Review Fiscal Year 2024-2025 Community Funding Grant Applications and Program Evaluation Process

Recreation Manager Koverman introduced Jacinta Liang, Management Analyst, to present on the item.

Chair Shearin called for a five-minute break at 7:46 p.m. and resumed the meeting at 7:51 p.m.

Management Analyst Liang requested that Commissioners make it known for complete transparency if they are affiliated with any of the applicant organizations. Vice Chair Buch and Commissioner Bono are members of Cupertino Rotary.

Management Analyst Liang presented an overview of the community funding item and moved into the applicant presentations and clarifying questions from Commissioners. Each organization was given three minutes to present, and Commissioners were given a total of eight minutes across all applicant presentations to ask clarifying questions.

- 1.) Special Olympics Northern California for their 2024 Spring Games. Representatives from the organization presented and Commissioners asked clarifying questions:
 - Commissioner Buch requested clarification on whether or not they have looked into sponsorships. Special Olympics Northern California clarified that they do rely heavily on sponsorships for all their events – they currently do not have any sponsorships for this specific event, but their team is actively working on additional sponsorships.

- Commissioner Stanek requested clarification from City staff on whether or not the Commission has previously approved community funding grants for an event that occurs prior to the fiscal year funding period. Management Analyst Liang clarified that staff would check and follow-up.
- Commissioner Stanek requested clarification on whether or not they have done this event in Cupertino before. Special Olympics Northern California clarified that this would be their second year in Cupertino following COVID.
- Commissioner Bono requested clarification on the calculation of travel and lodging costs. Special Olympics Northern California clarified that they work with a travel agent.
- Chair Shearin requested clarification on whether or not it's typical that almost 25% of the participants are from the City where the event is held. Special Olympics Northern California clarified that an estimated 50 participants are within the Cupertino billing address out of 200 participants.
- Commissioner Bono requested clarification on exposure for the event. Special Olympics Northern California clarified that all their events are widely advertised through their social media platforms, websites, and word of mouth through their coaches, athletes, and families.

2.) Bay Area Urban Eagles for their Summer Aviation Academy 2024. Representatives from the organization presented and Commissioners asked clarifying questions:

- Commissioner Swamy requested clarification on how they identify at risk youth and the how they came up with the targeted number of participants. Bay Area Urban Eagles clarified that they want to provide a more intimate and engaging one on one experience.
- Commissioner Stanek followed up on Commissioner Swamy's clarification question regarding how they identify at risk youth. Bay Area Urban Eagles clarified that "at risk" means students who are not exposed to aviation or the potential career opportunities available.
- Vice Chair Buch requested clarification on whether or not the program was free. Bay Area Urban Eagles clarified that the program is free.
- Vice Chair Buch requested clarification on advertising efforts. Bay Area Urban Eagles clarified that they have a community engagement plan that includes them going to schools in the Cupertino community.
- Vice Chair Buch requested clarification on whether or not they considered a sliding scale instead of offering the program for free. Bay Area Urban Eagles clarified that would go against their mission statement as at risk youth aren't in aviation because of costs.
- Chair Shearin requested clarification on how many kids in Cupertino have participated in their programs previously. Bay Area Urban Eagles clarified that this would be the first time.

- Commissioner Stanek requested clarification on whether or not they would still be able to offer the program if they were only awarded a partial funding amount. Bay Area Urban Eagles clarified that they would make program adjustments such as participants bringing their own supplies while keeping costs as low as possible.
- 3.) Cupertino Little League for their Scoreboard Replacements at Wilson Park. Representatives from the organization presented and Commissioners asked clarifying questions:
- Vice Chair Buch requested clarification on whether the scoreboards were electric or solar. Cupertino Little League clarified electric.
 - Commissioner Stanek requested clarification on who would own and maintain the scoreboards. Cupertino Little League clarified that the City would own and maintain the scoreboards.
- 4.) Omniware Networks for their project Improve Mental Health for Low Income Seniors. Representatives from the organization presented and Commissioners asked clarifying questions:
- Commissioner Swamy requested clarification on whether or not the target demographic was Chinese only. Omniware Networks clarified that they target the entire community.
 - Commissioner Swamy requested clarification on the breakdown of the demographics. Omniware Networks clarified that they offer services in English, Spanish, and Chinese.
 - Chair Shearin requested clarification on whether or not everything offered is through the Cupertino Senior Center. Omniware Networks clarified that they also partner with Sunnyvale Senior Community and West Valley Social Services.
 - Chair Shearin requested clarification on the differences between their services and those currently offered at the Cupertino Senior Center as there seems to be duplicates. Omniware Networks clarified that they have been talking to the Cupertino Senior Center to ask what programs are unique and they then offer services based on that response – they only partner with the Cupertino Senior Center for two out of the eight events.
 - Commissioner Bono requested clarification on whether they also include Chateau Cupertino. Omniware Networks clarified yes.
- 5.) Rotary Club of Cupertino for their project Rebuilding Together House Renovations. Representatives from the organization presented and Commissioners did not have any clarifying questions.
- 6.) STEMBoost for their Elementary Science Olympiad Summer Workshops. Representatives from the organization presented and Commissioners asked clarifying questions:

- Commissioner Stanek requested clarification on where the workshops were held last year and whether or not students attended multiple workshops. STEMBoost clarified they were held at Omei Academy and St. Jude's Church in Cupertino, and that students did attend multiple workshops.
- Commissioner Stanek requested clarification on number of anticipated workshops for this year. STEMBoost clarified six to eight workshops.
- Commissioner Swamy requested clarification on how they define low-income students in Cupertino and how many were low-income in 2023. STEMBoost clarified that they ask the question *Does your student receive free lunch from school?* on the application to determine low-income, and there were 91 out of 500 self-reported low-income students.
- Chair Shearin requested clarification on whether or not the 91 low-income students were all from Cupertino. STEMBoost clarified that all 500 students were from Cupertino.
- Vice Chair Buch requested clarification on how many Science Olympiad programs there are in Cupertino. STEMBoost clarified that other schools (such as Kennedy and Miller) have teams independent from STEMBoost.
- Vice Chair Buch requested clarification on their outreach to the schools. STEMBoost clarified that they reach out to all schools in Cupertino and only accept students who are Cupertino residents.

7.) Cupertino Symphonic Band for their Band Equipment and Materials.

Representatives from the organization presented and Commissioners asked clarifying questions:

- Chair Shearin requested clarification on the 500 number of Cupertino residents served. Cupertino Symphonic Band clarified that they base it on four concerts per year, an estimated 200 per concert.

8.) Monta Vista High School Speech Boosters for their Monta Vista Speech Program.

Representatives from the organization presented and Commissioners asked clarifying questions:

- Vice Chair Buch requested clarification on the summer camp – commitment level including hours/weeks, number of volunteers, and coaches. Monta Vista High School Speech Boosters clarified it is a one-week intensive summer camp for three to four hours, in the past it has been Monta Vista Speech Captains teaching the students, and that moving forward they are planning to integrate more professional coaches.
- Commissioner Swamy requested clarification on whether this is only for Monta Vista or is it open to all High Schools in Cupertino. Monta Vista High School Speech Boosters clarified that the High School Speech Program is only for Monta Vista but that the grant request is focused on the Kennedy Middle

School Program and Summer Camp that is open to all Cupertino residents and non-Cupertino residents.

- Commissioner Swamy requested clarification on advertising and how many students outside of Monta Vista participate. Monta Vista High School Speech Boosters clarified no students outside of Monta Vista for the summer camp – all incoming from Kennedy. Added that their goal is to increase participation from other schools, and they plan to advertise through social media, different initiatives, and working with other organizations.
- Commissioner Swamy requested clarification on the number 7,232 Cupertino residents served. Monta Vista High School Speech Boosters clarified that the number represents the potential Cupertino residents that can be served.
- Commissioner Stanek requested clarification on how many students participated in the summer camp last year. Monta Vista High School Speech Boosters clarified 19 students.
- Chair Shearin requested clarification on whether or not they have received funding for this program from the PTSA, ASB, or FUHSD Foundation, and if they haven't applied, why not. Monta Vista High School Speech Boosters clarified they have received funding from FUHSD and through donations for the High School Program specifically, but that the Summer Camp and Kennedy Program is new and something they cannot use current funds for.
- Chair Shearin requested clarification on the number of Cupertino residents as there are 10,000 students across FUHSD. Monta Vista High School Speech Boosters clarified they are referring to FUHSD and Cupertino middle school students including CUSD.
- Chair Shearin requested clarification on a previous community funding grant report from FY21-22 as the funding was supposed to be used on scholarships but was instead used for chaperones and coaches, so how can they ensure that the funding proposed this year will be used for the purpose stated. Monta Vista High School Speech Boosters clarified that they are committed to their mission of equity and inclusiveness, and that they intend on using the funds effectively to better the next generation of students.

9.) AINAK for their Eyeglasses. Representatives from the organization presented and Commissioners asked clarifying questions:

- Commissioner Stanek requested clarification on the number of Cupertino residents served from the 18 individuals who received eyeglasses from the FY22-23 community funding grant. AINAK clarified that number should be 100. Chair Stanek requested clarification on how many of the 100 were children. AINAK clarified 50/50.

10.) West Valley Community Services for their Gift of Hope 2024. Representatives from the organization presented and Commissioners asked clarifying questions:

- Chair Shearin requested clarification for how they determine Cupertino residency. West Valley Community Services clarified that they complete an eligibility client intake where they request documentation/proof of residency.
- 11.) Chinese American Coalition for Compassionate Care (CACCC) for their Loss and Grief Workshop and Starting the Conversation. Representatives from the organization presented and Commissioners asked clarifying questions:
- Commissioner Stanek requested clarification on where the in-person events are held. CACCC clarified they have been virtual but they are gradually bringing them back in-person. Added that they have held them at the Senior Centers previously.
 - Commissioner Stanek requested clarification on the 5500 total number of individuals and whether that was just virtual programs. CACCC clarified that number encompasses participants in their virtual and in-person programs.
 - Commissioner Stanek requested clarification on how many participants they see in a particular program. CACCC clarified that the number varies and depends on the program but estimated 300 for a virtual program.
 - Commissioner Stanek requested clarification on what their most popular program was. CACCC clarified that it is the doctor talks and the virtual forum with spiritual leaders who talk about perspective on end of life.
 - Commissioner Stanek requested clarification on why \$13,000 was the minimum level of funding needed. CACCC clarified that was the amount they have received previously for a community funding grant.
 - Commissioner Swamy requested clarification on whether or not their target demographic was only the Chinese American community. CACCC clarified they focus on the Chinese American community, but they also collaborate with health care professionals to educate them about cultural barriers. Added that they conduct their programs mainly in Mandarin but if someone is interested in attending, they will arrange for interpretation.
 - Commissioner Swamy requested clarification on whether there were ideas for making it more inclusive to other demographics while still keeping the programs culturally specific. CACCC commented that they could discuss offline to explore the possibilities.
 - Chair Shearin requested clarification on whether or not they have reached out to other municipalities for funding. CACCC clarified they have not requested funding from any other municipalities.

Commissioner Bono expressed concerns regarding Special Olympics Northern California's funding request that includes funds for a third-party travel agent as costs could be reduced.

Vice Chair Buch commented that he hopes the Special Olympics Northern California, if given community funding, can host the event for years to come in Cupertino and that it isn't a one-time event in the City.

Commissioner Swamy commended the Special Olympics Northern California for the work that they do and commented that sometimes there are better rates through an agency for travel and lodging costs.

Commissioner Stanek thanked all the applicants for their presentations and for sharing their passions.

Management Analyst Liang reviewed the eligibility and evaluation process for the April 4 Parks and Recreation Commission meeting.

STAFF AND COMMISSION REPORTS

Commissioner Stanek reported on her conversation with San Francisco Shakespeare, the March 5 City Council meeting, and the Earth and Arbor Day Festival eNotification.

Vice Chair Buch reported on the February 6 City Council meeting.

Commissioner Bono reported on community concerns regarding Parks and Recreation Commission meetings no longer being televised.

Chair Shearin reported on the February 6 and March 5 City Council meetings and the Mandatory Annual Commissioner Training.

Recreation Manager Koverman presented the Liaison's update as submitted.

COMMISSIONER ATTENDANCE AT UPCOMING MEETINGS AND EVENTS

Chair Shearin will attend the upcoming March Mayor's Commissioners meeting.

Chair Shearin will attend the [April 3] City Council meeting to represent the Parks and Recreation Commission for the Memorial Park Specific Plan item.

FUTURE AGENDA SETTING

None

ADJOURNMENT

Chair Shearin adjourned the meeting at 9:33 p.m. to the April 4, 2024 meeting at 7:00 p.m.

Respectfully Submitted by,

A handwritten signature in black ink, appearing to read 'Jessica', written in a cursive style.

Jessica Javier, Administrative Assistant
Parks and Recreation Department

Minutes approved at the 04.04.24 regular meeting