



**CITY OF CUPERTINO**  
**PARKS AND RECREATION COMMISSION**

**City Hall - EOC**

**10300 Torre Ave, Cupertino, CA**

**Thursday, November 9, 2017**

**7:00 PM**

**SPECIAL MEETING**

**MINUTES**

**CALL TO ORDER**

Chair Davis called the meeting to order at 7:01 p.m. in the City Hall, EOC, at 10300 Torre Ave, Cupertino, CA.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commissioners present: Carol Stanek, Judy Wilson, Helene Davis, Meenakshi Biyani,  
Neesha Tambe

Commissioners absent: None

Staff present: Jeff Milkes, Kevin Khuu, Gail Seeds

**ORAL COMMUNICATIONS**

None

**WRITTEN COMMUNICATIONS**

None

**OLD BUSINESS**

1. Citywide Parks and Recreation System Master Plan – Update and Draft Recreation Program Overview
  - a. Gail Seeds presented to the Commission an update of the Citywide Parks and Recreation System Master Plan, covering the programs offered by the Cupertino Recreation and Community Services Department. Presented the overall findings from the consultant, trends observed, and reviewed the data collected.  
Discussion followed. The Commission requested more in depth data be collected if possible, such as demographic information of current participants or the number of unique participants. Also to find the number of uses of the sports fields compared to the number of renters overall.  
Gail presented the revision of the current Recreation programs into 2 types, program services and support services. Asked for feedback on the revised 9 categories for program services and 8 categories for support services and

if there's support in developing the framework for data gathering for better program evaluation and planning.

The Commission suggested better utilizing the current space that the City has and stressed decentralizing programs. Strongly highlighted partnerships with other public and private organizations to improve program offerings and resource allocation, such as the Cupertino Union School District, MidPenninsula Regional Open Space District, or the Flint Center. Supported improvements in the data collection, research and analysis, and supported increasing connectivity and parking within the City, as well as hosting more culturally diverse programs. The Commission also suggested reaching out to new developers for space in return for support and can build a wish list to send to them.

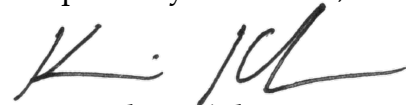
Director Jeff Milkes confirmed that decentralization of programs is already happening, announcing the movie in the park, Home Alone, at Creekside Park on December 9th.

## **NEW BUSINESS**

None

**ADJOURNMENT** – Chair Davis adjourned the meeting at 10:03 p.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'K. Khuu', with a stylized flourish at the end.

Kevin Khuu, Administrative Assistant  
Recreation and Community Services Department

*Minutes approved at the 12.07.17 regular meeting*