



**CITY OF CUPERTINO**  
**PARKS AND RECREATION COMMISSION**  
**Teleconference Meeting**  
**Thursday, May 6, 2021**  
**7:00 PM**  
**MINUTES**

**CALL TO ORDER**

Chair Stanek called the meeting to order at 7:00p.m. via remote teleconference.

**ROLL CALL**

Commissioners present: Carol Stanek, Xiangchen Xu, Gopal Kumarappan,  
Neesha Tambe, Sashikala Begur

Commissioners absent: None

Staff present: Joanne Magrini, Whitney Zeller, Rachelle Sander,  
Jenny Koverman, Jeff Ordway, Susan Michael

**CEREMONIAL MATTERS AND PRESENTATIONS**

None

**APPROVAL OF MINUTES**

1. Subject: Meeting Minutes for the April 1, 2021 Parks and Recreation Commission Meeting.

Recommended Action: Review and approve the minutes for the April 1, 2021 Parks and Recreation Commission meeting.

Vice Chair Xu motioned to approve the meeting minutes for the April 1, 2021 Parks and Recreation Commission meeting. Commissioner Tambe seconded the motion. Motion carried unanimously with five votes yes.

2. Subject: Meeting Minutes for the April 8, 2021 Parks and Recreation Commission Special Meeting.

Recommended Action: Review and approve the minutes for the April 8, 2021 Parks and Recreation Commission special meeting.

Commissioner Kumarappan requested to amend his comments on item one to specify the amphitheater costs seemed high relative to the others.

Commissioner Kumarappan motioned to approve the minutes for the April 8, 2021 Parks and Recreation Commission special meeting with the noted amendment. Vice Chair Xu seconded the motion. Motion carried with four votes yes and Commissioner Tambe abstaining.

## **POSTPONEMENTS**

None

## **ORAL COMMUNICATIONS**

None

## **WRITTEN COMMUNICATIONS**

Written communications were received for item 7.

## **OLD BUSINESS**

3. Subject: Satellite Community Garden Evaluation Data and Potential Satellite Garden Locations.

Recommended Action: Review the satellite community garden evaluation data and provide input on potential satellite garden locations.

Recreation Coordinator, Jeff Ordway, provided a presentation on the item.

Commissioner Tambe shared that her understanding was Council had intended the funds to provide garden plots on the east side of Cupertino and added she would be hesitant to put more gardens on the west side, which does not have as much high-density housing. She noted that Creekside Park and Wilson Park could be two potential locations and that there is a lot going on at Jollyman Park that might not make it an ideal location for gardens.

Chair Stanek noted that she would like to see the data indicating where the gardeners requesting plots were located and compare it to the parks rated highly for satellite gardens.

Vice Chair Xu agreed with Commissioner Tambe's comments about Jollyman Park and Creekside Park. She noted that Jollyman Park already has many activities happening there. She commented that Creekside is close to neighborhoods with apartments and townhomes with smaller yards. Vice Chair Xu added that Portal Park also scored high and that it is near high-density housing.

Commissioner Begur agreed that Jollyman Park already has a lot of activity and recommended considering Wilson Park, Hoover Park, Creekside Park, and Portal Park, as they are on the east side.

Commissioner Kumarappan voiced support for Creekside Park and noted that operations and accessibility are important, but the Commission should be considering which areas have the need for garden beds.

Chair Stanek inquired about the number of beds anticipated.

Director of Parks and Recreation, Joanne Magrini, commented that we are expecting around 15 to 20 garden beds for a satellite garden.

Chair Stanek commented that if we had three satellite garden sites, it would only equate to around half the number of beds at the McClellan Ranch Community Garden, and that adding a satellite garden on the west side would increase the inequity.

Commissioner Tambe asked if we could put out a call to action for restaurants, small businesses, and the Cupertino Chamber to find opportunities for parklets on the east side. She added that aside from parklets, east side parks should take priority in the order of Creekside, Wilson, and Portal.

Chair Stanek reminded that the item is intended to provide input to staff on which sites to examine feasibility for a satellite garden. She added that there needs to be consideration of the parks system as a whole, noting that other amenities are being considered for implementation at parks, such as dog off leash areas (DOLAs), and some parks may be potential locations for both DOLAs and satellite gardens.

4. Subject: Jollyman Park All-Inclusive Playground.

Recommended Action: Receive an update on the Jollyman Park all-inclusive playground project.

Director of Parks and Recreation, Joanne Magrini, provided an update on the Jollyman Park all-inclusive playground project. Capital Improvements Program Manager, Susan Michael, was available to answer questions.

Commissioner Tambe commented that she would like the design to stay true to the diversity in Cupertino and to be inclusive as well as culturally representative. She noted that the master plan encourages incorporating natural elements, textures, and colors.

Commissioner Xu noted that the Magical Bridge playground in Palo Alto has a donor wall that we could consider for small donors.

Chair Stanek added that the Rotary playground in San Jose has a donor wall as well.

5. Subject: Community Funding Grant Policy.

Recommended Action: Discuss the Community Funding Grant Policy and provide input on potential changes for improvement, with a focus on eligibility.

Assistant Director of Parks and Recreation, Rachelle Sander, provided a presentation on the item.

Commissioner Tambe provided her comments and noted she would like to see organizations file their fiscal report by two weeks following the completion of their event/program/service. She proposed that the criteria for being awarded once per project be for a two-year or three-year span to provide more flexibility, and to make it project specific, not organization specific. She referenced the eligibility criteria for funding to be for specific costs and noted she would be ok allowing funding for positions that are providing a service, such as supplementing the time of a dentist. Lastly, she commented that would be cautious to fund high school groups, as it would open the door to funding schools. She recommended if we consider boosters to add a requirement to make it organization specific rather than school specific.

Commissioner Kumarappan provided comments and noted that he sees the Community Funding Grant Program as a source for seed funding, and if it becomes a constant funding source it will restrict new organizations from wanting to apply and getting funded. He commented that the criteria to be awarded once per project is good, but does not keep from funding the same organizations each year. He shared he would like to see new organizations funded next year.

Commissioner Begur agreed with Commissioner Kumarappan's comments. She inquired if discounts and waived fees for facilities for organizations are being captured in the eligibility criteria.

Chair Stanek noted that there are some events the City used to manage that other organizations stepped in to support, and because historically the events have been funded, the organizations return each year. She noted that these events might be better considered on their own, like the Historical Society. She added her perspective was that events were to be considered as new projects each year.

Vice Chair Xu commented that the process should encourage new organizations to apply and because of the uncertainty of COVID, those organizations that are returning and are established have an advantage over new organizations. She added the process should be fair to new organizations.

Chair Stanek noted one of the challenges was determining specific needs vs ongoing operational costs.

Commissioner Tambe voiced concern with the criteria to only fund once per project. She shared she would like to take a community approach and not a corporate approach, not having organizations become dependent on the funding. She noted that the eligibility form was split between pre-existing and existing organizations to support

new organizations and added availability to Cupertino residents should be part of eligibility.

Commissioner Kumarappan agreed that if the City would like to see the festivals funded, it should be considered separately for Council to decide, but including them with the other funding requests puts the Commission in difficult position obligating them to recommend them for funding. He added he would like to encourage new organization to apply and the currently policy does not do this.

Chair Stanek commented if we would like the Community Funding Program to be encouraging for new opportunities, those organizations that are funded regularly should be considered separately.

Commissioner Tambe noted that eligibility should be able to apply across the board to all organizations.

Assistant Director Sander noted that eligibility could be simplified by limiting it to having a complete application submitted by the deadline and moving the other criteria to evaluation criteria.

Commissioner Tambe showed interest in simplifying the eligibility criteria, as long as there is consistency in applying the process and that it can be fair across the board with evaluations.

Chair Stanek added if we do put other organizations into the annual budget, that there should be an opportunity to review funded organizations annually and have new organizations move in and existing move out, based on priorities.

6. Subject: Rancho Rinconada Recreation and Park District Community Outreach.  
Recommended Action: Receive an update on Rancho Rinconada Recreation and Park District community outreach.

Director Magrini provided a presentation on the item.

Community member, Jennifer Griffin, provided public comment that she is impressed by the consultant and Rancho Rinconada's outreach efforts.

Commissioner Tambe thanked staff for following up with the Commission's questions and noted she is looking forward to seeing the strategic visioning process, that the efforts are successful, and that the taxpayers get what they deserve out of the facility.

Commissioner Xu thanked staff for the update and noted that the video recordings of the community meetings had been posted. She recommended that the City put a Q&A for residents about impacts on property tax and program costs.

Director Magrini noted that we will not have answers to those questions until we go through the process and have an analysis, if Council decides to move forward.

## **NEW BUSINESS**

7. Subject: Use of Public Tennis Courts and Regulation of Use.

Recommended Action: Discuss the use of public tennis courts and regulation of use.

Assistant Director Sander provided a presentation on the item.

Community member Santosh Rao provided public comment recommending that a free online reservation system be implemented.

Community member Liana Crabtree provided public comment that an online reservation system would be useful and recommended looking at opportunities to partner with schools on the east side to open tennis courts for public use.

Chair Stanek noted that she had visited three City parks and some of the time dials were not working.

Commissioner Kumarappan shared he has had the same experience of having to wait for the courts and supports implementing an online reservation system.

Commissioner Begur noted an electronic system could potentially provide consequences for those who do not follow the rules and that an electronic reservation system should be implemented.

Commissioner Tambe commented that if it is something the community is asking for, we should implement it. She added that not everyone has the same access to technology, and we may want to have a designated time for seniors to register or receive technical support at the Senior Center.

Chair Stanek commented that an electronic reservation system would provide a better resource for Code Enforcement to reference. She noted the sensitivity to those who do not have access to technology and providing an opportunity to receive support. She recommended partnering with schools to alleviate the demand for tennis courts, reviewing the signage for consistency to eliminate confusion, and ensuring our residents have priority for reserving courts.

## **STAFF AND COMMISSION REPORTS**

8. Subject: Monthly Update Reports.

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

Parks and Recreation Director, Joanne Magrini, provided the Director's update.

Commissioner Tambe noted she would like statistics about Cupertino residents 16 and over that are vaccinated.

Chair Stanek attended the Mayor's meeting and provided an update on the information discussed. She shared that she visited the Jollyman Park DOLA trial and saw little league utilizing the field.

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

Commissioner Tambe will attend the May Mayor's meeting and Vice Chair Xu will attend the June Mayor's meeting.

## **FUTURE AGENDA SETTING**

Director Magrini reviewed the tentative agenda for the June 3 meeting.

## **ADJOURNMENT**

Chair Stanek adjourned the meeting at 9:37 p.m. to the June 3, 2021 meeting at 7:00 p.m.

Respectfully submitted,



Whitney Zeller, Administrative Assistant  
Parks & Recreation Department

*Minutes approved at the June 3, 2021 regular meeting*