

TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION

Regular Meeting

December 7, 2022, 7:00 p.m.

**APPROVED MINUTES**

**CALL MEETING TO ORDER**

Meeting was called to order at 7:08 pm

**ROLL CALL**

Commissioners Present: Naidu Bollineni, Prabir Mohanty, Eliza Du  
Commissioners Absent: Mukesh Garg, Rajaram Soundararajan  
Staff Liaison: Bill Mitchell, Chief Technology Officer (CTO)  
Guest Speakers: None

**APPROVAL OF MINUTES**

1. **Subject: Approve the November 2, 2022, regular meeting minutes.**

Vice Chair Bollineni made a motion to approve the November 2, 2022, regular meeting minutes. Commissioner Du second the motion.

Motion passed 2-1 with Commissioner Mohanty abstaining.

**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. None**

**WRITTEN COMMUNICATIONS**

**A. None**

**NEW BUSINESS**

2. **Subject: Suggestions for FY23-28 Capital Improvement Program**

CTO Mitchell provided background on the City's Capital Improvement Program:

Dashboard link: <https://gis.cupertino.org/webmap/cip/>

*Background*

The Capital Improvement Program (CIP) Administration Division provides design and construction administration for all capital improvement projects including streets,

sidewalks, storm drainage, buildings, parks, bicycle and pedestrian improvements, and other public facilities. The Division ensures that all public improvements are designed and constructed in accordance with community expectations and City standards. The division places safety of the public, City employees, and workers as the highest priority in the delivery of capital projects.

A CIP project enhances the unit of property or restores or prolongs the useful life of the unit of property or adapts the unit of property to a new or different use. A CIP project is typically distinguished from a maintenance project by (a) outside consultants are needed and/or (b) the implementation budget exceeds +/- \$60,000.

*Difference between City Work Program and Capital Improvement Program*

The City Work Program (CWP) Projects manifest the Goals and Policies established by the City Council, and thus, the Community. The CWP guides some of the major efforts of the City for the upcoming fiscal year, ensuring that staff efforts are aligned with those goals. The City Manager's Office (CMO) directs these projects. The Capital Improvements Program (CIP) Projects emanate from the need to improve our City's Assets, like streets, storm drains, buildings, parks, and trails. Public Works (PW) department directs these projects.

*How do we choose the CIP projects?*

The process of choosing CIPs is City staff are asked to submit project proposals to CIP. Staff considers Council priorities about Capital Improvements from previous communications, commission suggestions, and community feedback. The City's master plans, and general plan have many stated goals and policies that affect the generation of CIP projects. Staff also evaluates what is the most fiscally responsible use of City resources, including staff time and funding. If projects have secured (or could secure) outside funding, that is also considered.

*What are the next steps?*

The commission is being asked to provide possible suggestions for the CIP administration division to consider. Staff will then develop the Fiscal year (FY) 2023-2028 CIP proposal in early 2023. City Council will hold their first study session in early 2023 with the initial FY23-28 CIP proposals.

CTO Mitchell opened the floor for recommendations. Mr. Mitchell suggested Fiber Master Plan, an estimated \$9 million project. Due to the costs, this will likely be a phase project, and can make the City eligible for infrastructure grants since it will be part of the CIP Plan.

Vice Chair Bollineni inquired about Wi-Fi in public areas. CTO Mitchell informed him the City's Infrastructure division has been procuring wi-fi for City facilities and parks as part of Operations.

Commissioner Du suggested backup satellite service such as Starlink. CTO Mitchell informed her the City's Infrastructure division has already acquired the service as part of operations.

Commissioner Mohanty made a motion to recommend Fiber Master Plan to be included in the City's FY23-28 Capital Improvement Program. Commissioner Du seconded the motion.

Motion passes 3-0.

### **3. Discuss TICC FY23-24 Work program Proposal Recommendations**

CTO Mitchell opened the floor for recommendations.

Commissioner Mohanty inquired about providing all Cupertino residents with Starlink satellite service in case of a catastrophic emergency.

Mr. Mitchell advised the City will strategically respond with setting up multiple staging areas for residents to connect in such catastrophic situation.

Vice Chair Bollineni recommended adding flashing U-turn electronic signaling to busy intersections for the safety of pedestrians. CTO Mitchell recommended this item be included in the City's FY23-28 Capital Improvement Program.

Commissioner Mohanty recommended expanding Adaptive Traffic Signaling. into all intersections.

Commissioner Mohanty made a motion to recommend flashing U-turn signals and expanding adaptive traffic signaling to be included in the City's FY23-28 Capital Improvement Program. Vice Chair Bollineni seconded the motion.

Motion passes 3-0.

Commissioner Du made a motion to table FY23-24 Work program Proposal recommendations for the January 11 Special meeting. Commissioner Mohanty seconded the motion.

Motion passes 3-0.

### **OLD BUSINESS**

#### **4. Subject: Review TICC FY22-23 Work Program**

CTO Mitchell provided an update:

Project	Objective	Status
<b>License Plate Recognition (LPR)</b>	Research and Interview Bay Area Cities that use License Plate Recognition	City staff will be working with Captain Valenzuela on Project scope, deliverables. Project completion scheduled for June 2023.
<b>Cybersecurity Education</b>	Increase Fraud Prevention Awareness	Commissioners Soundararajan and Du are working with Bill on this Project
<b>Climate Monitoring and Noise Measurement</b>	Monitor and report on Lehigh and Stevens Creek Quarries. Includes noise and pollution monitoring for these locations.	Continuing pilot into second year.

Background:

License Plate Recognition: In partnership with the County Sheriff, install LPR devices for the automated detection of license plates. This data will only be for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction, and stolen property recovery.

Cybersecurity: Provide education on cybersecurity to City residents, guests, and businesses. A subcommittee was formed consisting of Commissioners Soundararajan and Du.

Climate Monitoring and Noise Measurement: *The project is completed.*

Scope: Installing sensors to monitor Pollution and Noise Environments in the area adjacent to Lehigh and Stevens Creek Quarry. Each location has two sensors, to monitor noise and air quality levels.

The Commission thanked CTO Mitchell for the informative update.

**5. Subject: Receive Subcommittee Report on Cyber Security Education from Commissioners Soundararajan and Du.**

Commissioner Du provided an update. She mentioned CTO Mitchell and her met with Rachelle Sanders, Director of Parks and Recreation, to inquire about Fine Arts' Commission (FAC) marketing approach and awarding process.

Ms. Du relayed FAC Commissioners are heavily involved in spreading the word out to the Community and volunteered she can provide the commission a draft template letter to agree on and send out to the Principals in Cupertino schools.

For reference, the Four objectives of this CWP item are:

- Retain Security Professionals to carry out informative Presentation and Panel
- Provide Informative links on website
- Present the informative educational content via social media (i.e. a Reel)
- Competition by kids on various cybersecurity issues

CTO Mitchell thanked Commissioner Du for the update.

#### **STAFF AND COMMISSION REPORTS**

**6. Subject: Receive Commissioner Report from the Mayor's Meeting**

- Vice Chair Bollineni provided an update.

**7. Subject: Review Activities Calendar**

The Commission reviewed the schedule for upcoming Mayors Meetings:

- December 14: Vice Chair Bollineni

**8. Subject: Review Action Items List**

The Commission reviewed Action Items list.

**9. Subject: Commissioner Updates**

#### **ADJOURNMENT**

Vice Chair Bollineni adjourned the meeting at 8:02 pm.

SUBMITTED BY:

*/s/ Marilyn Pavlov*

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Marilyn Pavlov, Secretary

APPROVED BY

*/s/ Naidu Bollineni*

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Naidu Bollineni, Vice Chair