



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

**Community Hall**  
**10350 Torre Ave, Cupertino, CA**

**Thursday, August 3, 2017**

**7:00 PM**  
**MEETING**  
**MINUTES**

**CALL TO ORDER**

Chair Davis called the meeting to order at 7:05 p.m. in the Community Hall, at 10350 Torre Ave, Cupertino, CA.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commissioners present: Carol Stanek, Judy Wilson, Helene Davis, Meenakshi Biyani, Neesha Tambe (arrived at 7:08pm)

Commissioners absent: None

Staff present: Jeff Milkes, Gail Seeds, Kevin Khuu

**APPROVAL OF MINUTES**

1. Regular Meeting of June 1, 2017 – Commissioner Wilson moved to approve the minutes of June 1, 2017. Commissioner Stanek seconded. Motion carried with 3 yes, 1 abstain, and 1 absent.

**CEREMONIAL MATTERS AND PRESENTATIONS**

None

**POSTPONEMENTS**

2. Library Agreement  
Item was postponed to a future meeting.

**ORAL COMMUNICATIONS**

None

**WRITTEN COMMUNICATIONS**

None

**OLD BUSINESS**

3. Citywide Parks and Recreation System Master Plan Update

Gail Seeds provided the update for the Master Plan to the Commission, highlighting the geographic studies and results. Reviewed the goal of having a park within a half mile walk for all homes in Cupertino. Requested feedback from the Commission on the current definition of a “neighborhood park”. Discussion followed.

The Commission advised that the definition should be broadened. Also suggested adding in regional parks, county parks, open spaces, and the schools to the maps. Director Jeff Milkes advised that this study was looking at a conservative approach, in that the school usages were based on current agreements and may change in the future.

Commissioner Stanek asked to overaly the bike map plan to further display the connectivity between the parks and highlight areas to alleviate congestion. The Commission also suggested to host a joint meeting with the Bicycle Pedestrian Commission to discuss and improve the maps overall.

Gail asked if the “within a half mile” goal was sufficient. The Commission agreed it was, but requested to integrate connectivity, and access points into the maps as well.

Vice Chair Tambe asked to include parking impacts for potential park spaces. Chair Davis asked to add in the size and usages of the pools. Gail asked for clarification of what a “neighborhood park” should be defined as, what threshold it would need to have to meet the goal of the Master Plan. The Commission suggested to broaden the definition to a place where people can gather, to give it a lot of flexibility because different people have different needs and wants from a “neighborhood park”.

#### 4. 2016-2017 Commission Work Plan

Chair Davis brought up a possible date of Wednesday, August 23rd, for a special meeting to discuss the 2017-2018 Work Plan. The Commission agreed on that date. Will be scheduled at 6:30pm, at the Quinlan Community Center, Conference Room.

### **NEW BUSINESS**

None

### **STAFF AND COMMISSION REPORTS**

#### 5. Director’s Report

Jeff Milkes reported to the Commission on the following:

- A. Currently have had about 1000 responses to the Parks and Recreation System Master Plan survey.
- B. Reviewed the community gardens situation. Initial tests found no toxins in the buckets found at the site. On August 8th, gardens will be closed only from 8:30am to 5:30pm to conduct further testing.
- C. Cupertino Sports Center Sign on Stevens Creek and Stelling will be upgraded to an electronic sign.
- D. The Chairman of the National Accreditation Standards came and trained the Recreation Department on July 13th.
- E. Shakespeare in the Park will be presenting Hamlet for 3 more nights.
- F. Cinema at Sundown starts on August 11th at Memorial Park.
- G. Recruitment for the Emergency Coordinator position is currently underway.

Commissioner Wilson attended the 4th of July Fireworks, the Summer Concert Series featuring the Zydeco Flames, Shakespeare in the Park and the LIT dinner. Also attended the Mayor's meeting and suggested partnering with the Bicycle Pedestrian Commission and their master plan project.

Commissioner Stanek also attended the Summer Concert Series events.

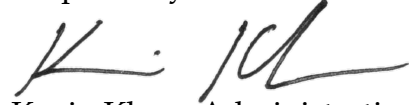
Chair Davis attended the same events as Commission Wilson.

Vice Chair Tambe also attended the Summer Concert Series and Shakespeare in the Park events. Commended the traffic management of the 4th of July Fireworks.

Commissioner Biyani also attended the 4th of July Fireworks, Shakespeare in the Park, and the LIT dinner.

**ADJOURNMENT** – Chair Davis adjourned the meeting at 8:43 p.m.

Respectfully submitted,



Kevin Khuu, Administrative Assistant  
Recreation and Community Services Department  
*Minutes approved at the 09.07.17 regular meeting*