



**CITY OF CUPERTINO  
PARKS AND RECREATION COMMISSION  
Community Hall  
10350 Torre Ave, Cupertino, CA  
Thursday, December 5, 2019  
7:00 PM  
MEETING MINUTES**

**CALL TO ORDER**

Chair Tambe called the meeting to order at 7:00p.m. in the Community Hall, at 10350 Torre Ave, Cupertino, CA.

**PLEDGE OF ALLEGIANCE**

Commissioners present: Neesha Tambe, Carol Stanek, Xiangchen Xu  
Commissioners absent: Gopal Kumarapan, Helene Davis  
Staff present: Randy Schwartz, Christine Hanel, Gail Seeds,  
Whitney Zeller  
Guest speakers: First Lego League Team, Urban Green Sheep

**APPROVAL OF MINUTES**

1. Regular Meeting of November 7, 2019  
Commissioner Xu motioned to approve the draft minutes. Commissioner Stanek seconded. Motion passed with 3 approvals.

**ORAL COMMUNICATIONS**

**WRITTEN COMMUNICATIONS**

Chair Tambe moved New Business Item 5 to next on the agenda.

5. Receive Presentation and Provide Feedback to First Lego League Team, "Urban Green Sheep", Regarding Improvements to the Ponds in Memorial Park.  
The Commission received a presentation from the 5 members of the First Lego League Team Urban Green Sheep regarding improvements to the ponds in Memorial Park. The Commissioners suggested that Staff consider the proposed short-term ideas as cost effective improvements that can be implemented immediately, until long-term improvements of the master plan are in place.

**OLD BUSINESS**

2. Parks and Recreation System Master Plan – Updated Draft Master Plan  
Cindy Mendoza and Gail Seeds presented the updated master plan and highlighted outreach conducted and input considered in the current version. Public Comment by one resident was received.

Chair Tambe confirmed that diversity would remain a focus in the master plan. Chair Tambe requested that traffic and parking impacts would be considered when implementing master plan items and that alternative modes of transportation are available to each of our parks and recreation facilities.

Commissioner Stanek confirmed the master plan will reflect that enhancements are considered for all parks and locations and will not narrow opportunities for improvements.

Commissioner Xu suggested that a simplified version of Appendix E be available for the public.

Chair Tambe emphasized that the Master Plan is a 20-year goal, which should be considered in planning and implementing projects.

Commissioner Stanek motioned to approve the updated draft master plan and that it be sent to Council with the Commission's suggestions. Commissioner Xu seconded. Motion passed unanimously with 3 approvals.

## **NEW BUSINESS**

### 4. Status Update on Rancho Rinconada Recreation & Park District.

Interim Director Randy Schwartz updated the Commission on the status of Rancho Rinconada Recreation & Park District. New report will be brought to Commission in January.

Old Business Item 3 was discussed at this portion in the agenda.

### 3. Confirm January Meeting Schedule

Chair Tambe requested a joint study session with Council in January to review the Master Plan before its adoption.

Commissioners agreed to cancel the regular meeting on January 2, 2020 and postpone business to a special meeting on January 9, 2020.

## **STAFF AND COMMISSION REPORTS**

### 6. Receive Monthly Update Reports from:

#### - Director

Interim Director Randy Schwartz shared department updates with the Commission.

#### - Commissioners

- Commissioner Xu attended the Mayor's meeting. The Chair of the Art Commission shared that they would like to work with the Parks and Recreation Commission to bring a project to Cupertino similar to the Kids' Crafts Corner event hosted by the City of Santa Clara.

Commissioner Xu also discussed the status of the all-inclusive playground and demand for swim classes with the Mayor.

- Commissioner Stanek requested additional information on the status of municipal code updates to the Parkland Dedication and Fees as well

as Dedications and Reservations. Commissioner Stanek has attended Parks and Recreation Commission meetings for neighboring cities which are working on DOLAs and noted that the Jollyman DOLA hours had been adjusted after the last Commission meeting.

- Chair Tambe talked with community members about the DOLA and has received positive feedback. Chair Tambe suggested that the VIA Cupertino program be shared with our recreation program participants.

**ADJOURNMENT** – Chair Tambe adjourned the meeting at 8:26p.m. to the January 9, 2020 special meeting at 7:00 p.m.

Respectfully submitted,



Whitney Zeller, Administrative Assistant  
Parks & Recreation Department

*Minutes approved at the January 9, 2020 special meeting*