



# City of Sunnyvale

## Meeting Minutes - Draft Parks and Recreation Commission

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Wednesday, October 14, 2020

7:00 PM

Telepresence Meeting: City Web Stream

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### **TELECONFERENCE NOTICE**

#### **CALL TO ORDER**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting was conducted telephonically.

Chair Kenton called the meeting to order at 7:01 p.m. via teleconference.

#### **ROLL CALL**

**Present:** 4 - Chair Ralph Kenton  
Vice Chair Prakash Giri  
Commissioner Daniel Bremond  
Commissioner Gregory Dibb  
**Absent:** 1 - Commissioner Mike Michitaka

Council Liaison Fong (absent)

#### **PRESENTATION**

##### [20-0752](#) PRESENTATION - State of the City Review

Recreation Services Coordinator, Michele-Bridget Ragsdale gave a presentation on the State of the City Address and Community Awards Presentation. Highlights included: original plans, COVID-19 pivot, film production and virtual viewership outcomes.

Commissioners inquired and staff responded:  
Are the virtual viewership numbers unique views? Yes.

##### [20-0753](#) PRESENTATION - Fee Waiver Report

Recreation Services Coordinator, Dustyn Bindel gave a presentation on the Fee Waiver Program. Highlights included: history of program, current fee waiver

program details, income eligibility criteria, number of youth served, providing 30 Chromebooks to fee waiver families to support distance learning and program restructure proposals.

[20-0562](#) PRESENTATION - Capital Improvements Update

Superintendent of Parks and Golf, Jim Stark provided an update on Capital Improvements. Highlights included: updates on Fair Oaks Park, Plaza del Sol, Washington Swim Center, AMD Place, Ortega Park and Murphy Park.

Commissioners inquired and staff responded:

What are the plans for the turf field's usage and how would it be managed? The turf field would be managed just like any of our other fields. Groups would have the opportunity to reserve it and the public would be able to use it when not reserved.

What is the difference in maintenance cost between artificial and real grass? Artificial grass would save money on water and mowing cost, but would need occasional maintenance to upkeep the turf - it is a tradeoff.

[20-0754](#) PRESENTATION - Study Issues Update (Citywide)

Superintendent of Parks and Golf, Jim Stark provided an update on Study Issues. Highlights included: providing a status update on: DPW 17-05 Orchard Heritage Park and Heritage Museum Analysis and Long-Term Operations, DPW 18-11 Analysis of Sunnyvale Golf Program and Property Options, DPW 19-07 Ascertain Suitable Location(s) for the Installation of Youth Cricket Batting Cages and Potential Funding Sources, DPW 20-11 Evaluate Dog Feasibility of Dog Off-leash Hours in Select Sunnyvale Parks, DPW 20-03 Waste Reduction Initiative in Sunnyvale Parks, and LRS 20-03 Assessment of Needs for Additional Outdoor Sports Programs and Facilities

[20-0884](#) PRESENTATION - Joint Meeting of City Council with Board and Commission Chairs and Vice Chairs to Review and Improve Overall Effectiveness for Study Session Scheduled on 11/17/2020.

Parks and Recreation Commission Chair, Ralph Kenton gave a presentation on a Joint Meeting of City Council with Board and Commission Chairs and Vice Chairs to Review and Improve Overall Effectiveness for Study Session Scheduled on 11/17/2020. Highlights included: background of meeting, results, City Clerk's August 2020 survey and recommendations for all Chairs and Vice Chairs to participate.

Chair Kenton inquired and the Commission responded:  
Did all Commission Members receive the City Clerk August 2020 survey? Yes.

Staff inquired and Chair Kenton responded:  
Would Chair Kenton like input prior to the November 18, 2020 meeting? Yes, I will resend the form to Commissioners for input.

Staff requested Commissioners send suggestions to answer point, Ricky Le. After review, Ricky will forward suggestions to Chair Kenton.

**ORAL COMMUNICATIONS**

Chair Kenton opened oral communications and there being no public testimony, closed oral communications.

**CONSENT CALENDAR**

Commissioner Bremond moved and Commissioner Giri seconded the motion to approve of the consent calendar as presented.

The motion carried with the following vote:

**Yes:** 4 - Chair Kenton  
Vice Chair Giri  
Commissioner Bremond  
Commissioner Dibb

**No:** 0

**Absent:** 1 - Commissioner Michitaka

- 1      [20-0563](#)      Approve the Parks and Recreation Commission Meeting Minutes of September 9, 2020

**PUBLIC HEARINGS/GENERAL BUSINESS**

- 2      [20-0755](#)      Review and Approve 2021 Master Work Plan

Superintendent of Recreation Services, Damon Sparacino presented the draft 2021 Master Work Plan.

Commissioners inquired and staff responded:

Will we be able to work with staff to add items to the agenda? Yes, the 2021 Master

Work Plan will only serve as a baseline for upcoming agendas.

Can we add a presentation on park usage? Yes, our proposed 2021 Master Work Plan has a February date listed for a Picnic Usage and Field Rental agenda item.

Chair Kenton opened the public hearing, and there being no public testimony, closed the public hearing.

Commissioner Dibb moved and Commissioner Bremond seconded the motion to Review and Approve the 2021 Master Work Plan.

The motion carried by the following vote:

**Yes:** 4 - Chair Kenton  
Vice Chair Giri  
Commissioner Bremond  
Commissioner Dibb

**No:** 0

**Absent:** 1 - Commissioner Michitaka

**3**      [20-0756](#)      Annual Review and Acceptance - Code of Ethics

Superintendent of Recreation Services, Damon Sparacino presented the 2021 Code of Ethics to the Commissioners.

Commissioners inquired and staff responded:

Were there any changes from last years Code of Ethics? No, the adopted RTC 20-0021 noted that there were no changes from the 2020 Code of Ethics.

Commissioners added:

The Model of Excellence Member Statement form (signature page) does not have the year listed on the document.

Chair Kenton opened the public hearing, and there being no public testimony, closed the public hearing.

Commissioner Bremond moved and Commissioner Dibb seconded the motion to approve the Annual Review and Acceptance - Code of Ethics.

The motion carried by the following vote:

**Yes:** 4 - Chair Kenton  
Vice Chair Giri  
Commissioner Bremond  
Commissioner Dibb

**No:** 0

**Absent:** 1 - Commissioner Michitaka

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

- 4      [20-0564](#)      Parks and Recreation Commission Proposed Study Issues,  
Calendar Year: 2021

Chair Kenton encouraged Commissioners to be creative and suggest study issue ideas.

Commissioners inquired and staff responded:

Is the October deadline for submitting study issues today or at the end of the month? Today is the deadline for 2020. Potential study issues would be agendized for future meetings.

Could there be an extension to the deadline as meetings were canceled due to COVID? Unfortunately no; however, last year's study issues will be brought back for reconsideration. Also, study issues can still be sent in to be agendized for future meetings and considered for next year.

**NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments**

None.

**-Staff Comments**

Superintendent of Parks and Golf, Jim Stark announced that the City is reopening all Sunnyvale playgrounds to the public. Although equipment will be cleaned on a regular basis, equipment would not be sanitized.

Superintendent Stark added that the basketball courts would remain closed.

**ADJOURNMENT**

Chair Kenton adjourned the meeting at 8:35 p.m.