



# City of Sunnyvale

## Meeting Minutes - Final Parks and Recreation Commission

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Wednesday, April 11, 2018

7:00 PM

Council Chambers, City Hall, 456 W. Olive  
Ave., Sunnyvale, CA 94086

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### **CALL TO ORDER**

Chair Kenton called the meeting to order at 7:00 p.m. in the Council Chambers.

### **SALUTE TO THE FLAG**

Chair Kenton led the salute to the flag.

### **ROLL CALL**

**Present:** 4 - Chair Ralph Kenton  
Vice Chair Henry Alexander III  
Commissioner Daniel McCune  
Commissioner Craig Pasqua  
**Absent:** 1 - Commissioner Irene Gabashvili

Commissioner Gabashvili (excused)

Council Liaison Larsson (absent)

### **ORAL COMMUNICATIONS**

None

### **CONSENT CALENDAR**

[18-0311](#) Approve the Parks and Recreation Commission Meeting Minutes of  
March 14, 2018

Commissioner Alexander III moved and Commissioner Pasqua seconded the motion to approve the Parks and Recreation Commission Minutes of March 14, 2018 as submitted. The motion carried by the following vote:

**Yes:** 3 - Vice Chair Alexander III  
Commissioner McCune  
Commissioner Pasqua

**No:** 1 - Chair Kenton

**Absent:** 1 - Commissioner Gabashvili

**PUBLIC HEARINGS/GENERAL BUSINESS**

[18-0312](#) Branch Library and Learning Center Update

The Director of Library and Community Services, Cynthia Bojorquez, presented an overview of the Lakewood Branch Library and Learning Center. Ms. Bojorquez informed the Commission of a change in the report given to the Commission in January 2018. The change reflected a cost escalation for “soft costs” going from 20% in the previous report to 35% in the final report to be presented to City Council in June or July 2018.

The branch library will be a joint operated facility in partnership with the Sunnyvale School District and City of Sunnyvale. The City is exploring possible contributions from the Fremont Union High School District as they have expressed interest in shared space to provide adult education programs and staffing in the evening. The overview included the impact to parking and the sports field at Lakewood Elementary School and the park site. Commissioners were invited to the upcoming Lakewood Branch Library and Learning Center Community Table to be held on April 26 at 6 p.m.

Commissioner Pasqua suggested that staff should consider inviting the school board and other community members to represent the community as part of the governing board.

Commissioner Alexander III mentioned the parking changes and how it would be addressed. Ms. Bojorquez replied that the City will be using the standard requirement set by the Institute of Transportation Engineers and allocating a minimum of 107 parking spaces and a maximum of 112.

Commissioner Alexander III asked if staff would consider a digital safety course for children and youth and the possibility to educate library users on internet usage before using the library’s computers. Ms. Bojorquez stated that she would explore the internet teaching component for children at Lakewood Elementary School and confer with Principal Chang. Commissioner McCune suggested to consider an internet safety training already provided by the Department of Public Safety.

Chair Kenton questioned the possible contribution by Fremont Union High School

District and the cost of a one-story versus a two-story branch library. Ms. Bojorquez responded that the City is still negotiating costs and possible use of space for adult education and other programs.

[18-0313](#) Study Issue Process Overview

Senior Management Analyst, Lupita Alamos from the City Manager's Office shared a presentation of the City's Study Issue Process. During the presentation, Ms. Alamos spoke about the study issue process timeline, who can propose a study issue and how study issues can be policy related but not operational. Ms. Alamos discussed the role of the boards and commissions in the study issue process, information on public input and the City Council's role and responsibilities in the study issue process.

Commissioner McCune asked how many study issues were completed last year. Staff responded that two study issues had been completed and noted that some study issues make take more than one year to complete.

Chair Kenton inquired about the study issues process and if it can be accelerated or expedited. Superintendent of Community Services, Dan Wax responded that a study issue may require staff resources city-wide and extensive research that are factored into the study issue timeline.

[18-0314](#) Parks Dedication Fund Overview

Superintendent of Parks, Jim Stark, provided a staff report on the Park Dedication Fund (PDF). The funds are used for public parks and recreation facilities and cannot be used for City operational or maintenance costs. The Park Dedication Fund requires that residential developers establish acres of property for each one thousand persons residing within each neighborhood planning area that are devoted to public park and recreation facilities. A developer also has the option to pay in-lieu fees currently at \$129 per square foot as set by the City's Planning Department. Currently, the PDF has funded the rehabilitation of four park buildings, the planned Washington Swim Center, an all-inclusive playground at Fair Oaks Park and the comprehensive infrastructure project at the Sunnyvale Community Center.

Mr. Stark spoke about the association between the Land Acquisition Fund and the Park Dedication Fund, allowing the City to transfer 20 cents for every one dollar

collected from the PDF in-lieu fees and moved into the Land Acquisition Fund. The collected funds can then be used towards recreational facilities or land acquisition.

Commissioner Alexander III inquired about the fees in residential areas and the acres of property per one thousand persons and when it will be reviewed again. Mr. Stark replied that the in-lieu fees are reviewed annually and calculated using the City's annual population census, acres of land, proposed housing projects, fair market value and more.

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

Commissioner Alexander III asked when was the last assessment on park rental fees for residents and if this could be proposed as a possible study issue. Ms. Bojorquez stated that the City looks at these fees every two years along with benchmarking.

### **NON-AGENDA ITEMS & COMMENTS**

#### **-Commissioner Comments**

Chair Kenton thanked staff for new name badges that were provided.

#### **-Staff Comments**

Superintendent of Parks, Jim Stark mentioned that submissions for naming of the new city park has concluded and staff will prepare a report for the Parks and Recreation Commission to review in the coming months. Many names were suggested for the new park. The Commission will be asked to review the suggested names and make a recommendation to the City Council.

Superintendent of Community Services, Dan Wax informed the Commission of the joint meeting with the Arts Commission as outlined in their workplan. The joint meeting will take place at the Sunnyvale Senior Center on May 16 and will begin at 6:45 p.m. at which time the Commission will review the consent calendar and an information only item. At 7 p.m. the joint meeting will then begin in conjunction with the Arts Commission to review the City's budget and of the Brown Act.

### **INFORMATION ONLY REPORTS/ITEMS**

None

### **ADJOURNMENT**

Chair Kenton adjourned meeting at 8:36 p.m.