



# City of Sunnyvale

## Notice and Agenda

### Parks and Recreation Commission

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Wednesday, September 11, 2019

7:00 PM

Neighborhood Room - Recreation Center,  
Sunnyvale Community Center, 550 E.  
Remington Dr., Sunnyvale, CA 94087

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#### **CALL TO ORDER**

#### **SALUTE TO THE FLAG**

#### **ROLL CALL**

#### **PRESENTATION**

[19-0734](#)

PRESENTATION - Urban Forest Management Plan

[19-0805](#)

PRESENTATION - Capital Improvement Projects Update

#### **ORAL COMMUNICATIONS**

*This category provides an opportunity for members of the public to address the commission on items not listed on the agenda and is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the Chair) with a maximum of up to three minutes per speaker. Please note the Brown Act (Open Meeting Law) does not allow commissioners to take action on an item not listed on the agenda. If you wish to address the commission, please complete a speaker card and give it to the Recording Secretary. Individuals are limited to one appearance during this section.*

#### **CONSENT CALENDAR**

- 1.a [19-0712](#) Approve the Parks and Recreation Commission Revised Meeting Minutes of June 12, 2019

**Recommendation:** Approve the Parks and Recreation Commission Revised Minutes of June 12, 2019 as submitted.

- 1.b [19-0765](#) Approve the Parks and Recreation Commission Meeting Minutes of July 10, 2019

**Recommendation:** Approve the Parks and Recreation Commission Minutes of July 10, 2019 as submitted.

## **PUBLIC HEARINGS/GENERAL BUSINESS**

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

- [19-0776](#) Parks and Recreation Commission Proposed Study Issues, Calendar Year: 2020

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

-Commissioner Comments

-Staff Comments

## **ADJOURNMENT**

*Notice to the Public:*

*Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection in the originating department or can be accessed through the Office of the City Clerk located at 603 All America Way, Sunnyvale, CA. during normal business hours and at the meeting location on the evening of the board or commission meeting, pursuant to Government Code §54957.5.*

*Agenda information is available by contacting Community Services Administration at (408) 730-7336. Agendas and associated reports are also available on the City's website at [sunnyvale.ca.gov](http://sunnyvale.ca.gov) or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting.*

*Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact Community Services Administration at (408) 730-7336. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.160 (b) (1))*



Sunnyvale

# City of Sunnyvale

## Agenda Item

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**19-0734**

**Agenda Date: 9/11/2019**

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PRESENTATION - Urban Forest Management Plan





Sunnyvale

# City of Sunnyvale

## Agenda Item

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**19-0805**

**Agenda Date: 9/11/2019**

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PRESENTATION - Capital Improvement Projects Update





Sunnyvale

# City of Sunnyvale

## Agenda Item

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**19-0712**

**Agenda Date:** 9/11/2019

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**SUBJECT**

Approve the Parks and Recreation Commission Revised Meeting Minutes of June 12, 2019

**RECOMMENDATION**

Approve the Parks and Recreation Commission Revised Minutes of June 12, 2019 as submitted.







# City of Sunnyvale

## Meeting Minutes - Revised Parks and Recreation Commission

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Wednesday, June 12, 2019

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 7:01 p.m. in the Council Chambers.

### **SALUTE TO THE FLAG**

Chair Kenton led the salute to the flag.

### **ROLL CALL**

**Present:** 5 - Chair Ralph Kenton  
Vice Chair Daniel McCune  
Commissioner Henry Alexander III  
Commissioner Prakash Giri  
Commissioner Craig Pasqua

Council Liaison Smith (absent)

### **PRESENTATION**

Chair Kenton informed those at meeting that we will be moving the presentation (File 19-0111) after the Public Hearing section on the agenda.

[19-0111](#) PRESENTATION - Board/Commission Study Issue Sponsorship Process

Superintendent of Parks, Jim Stark gave an update on the Study Issue Sponsorship Process. Information included the new process, required steps and the new form. Handouts were provided to the commission with further information. The commissioners will review the materials and come back in July with any questions. No questions were asked during the presentation.

### **ORAL COMMUNICATIONS**

None

### **CONSENT CALENDAR**

- 1.A**      [19-0115](#)      Approve the Parks and Recreation Commission Meeting Minutes of April 10, 2019

Vice Chair McCune moved, and Commissioner Giri seconded the motion to approve the Parks and Recreation Commission Minutes of April 10, 2019 as submitted. The motion carried by the following vote:

**Yes: 5 -**    Chair Kenton  
                 Vice Chair McCune  
                 Commissioner Alexander III  
                 Commissioner Giri  
                 Commissioner Pasqua

**No: 0**

- 1.B**      [19-0116](#)      Approve the Parks and Recreation Commission Special Meeting Minutes of May 22, 2019

Vice Chair McCune moved, and Commissioner Giri seconded the motion to approve the Parks and Recreation Commission Minutes of May 22, 2019 as submitted. The motion carried by the following vote:

**Yes: 5 -**    Chair Kenton  
                 Vice Chair McCune  
                 Commissioner Alexander III  
                 Commissioner Giri  
                 Commissioner Pasqua

**No: 0**

## **PUBLIC HEARINGS/GENERAL BUSINESS**

- 2**        [19-0355](#)      Make Recommendations to City Council Regarding the Sunnyvale Historical Society and Museum Association's Proposed Expansion of the Sunnyvale Heritage Park Museum

Chair Kenton introduced the Superintendent of Parks, Jim Stark who gave the staff report on RTC 19-0355. Superintendent Stark provided information on the background, environmental review and discussion areas.

Superintendent Stark introduced Laura Babcock, Director of Sunnyvale Historical Society and Museum Association. Ms. Babcock gave a presentation on the museum including: accomplishments and expansion plans. Ms. Babcock provided information on why they felt the expansion was important.

Chair Kenton invited Superintendent Stark back to the podium to complete staff report. Superintendent Stark shared fiscal impact, public contact and alternatives.

Chair Kenton asked if there were any questions from the Commissioners. Being none, he opened it up to public contact.

The following members of the public spoke in favor of the museum expansion:

- Dennis Mueller
- James VanPernis
- Margaret Lawson

The following members of the public spoke in favor of not expanding and keeping the orchard as is:

- Jeannine Avila
- Nan Mehan
- Jeff Lawson
- Janet Hamma
- Theresa Walterskirchen
- Eri Izawa
- Mary Brunkhorst
- David Ginsberg
- Steve Scandalis
- Niki Canotas
- Nancy Hextell
- Charles Olson
- Colleen Haggerty
- Ken Cook
- Alecks Haucky
- Janet Hardford
- Irene Preysman
- Vladimir Preysman
- Linda Paris-Bell

Chair Kenton closed the public comments at 8:23 p.m. and thanked everyone for coming and their input.

Chair Kenton asked if Superintendent Stark had any additional comments. With none, Chair Kenton asked Ms. Babcock if she had any closing comments.

Ms. Babcock urged the Commissioner to go with Alternative 1.

Chair Kenton asked Superintendent Stark to review the three alternatives with the Commissioners.

Superintendent Stark reread the three alternatives.

Chair Kenton opened it up for Commissioner questions.

Commissioner McCune made a few comments and then left the meeting at 8:30 p.m. for a previous commitment.

Chair Kenton asked for a motion. Commissioner Alexander III stated that he had some questions.

Commissioners inquired:

- What is difference between you or City doing CEQA
- Would you consider doing the expansion in a different location. Not at the museum.
- Since 2000, has there been any other expansions?
- Will you be needing additional space over the next five years?
- The 1,600 square feet you are currently requesting is for only what you currently plan and will not allow for further expansion in the future?

Ms Babcock responded:

- They have explored what is part of Alternative 3 and feel it won't work. Also, if go that way, there will be time constraints.
- We have to have it all on the same site. Items are considered artifacts and at times are used as rotating exhibits.
- The museum started in 2008, is 8,500 square feet and full.
- It's hard to say what we ill need in the future.
- No, that is just for now. We would hope to look at a 2nd story or other options in the future.

Commissioners discussed Alternative 2 and other possibilities including, not going with Alternative 3 at this time as they wanted to see the outcome of the current Study Issue in process.

Commissioner Pasqua moved and Chair Kenton seconded the motion to

recommend to City Council not to proceed with the addition to the Museum at this time. The motion carried by the following vote:

**Yes:** 4 - Chair Kenton  
Commissioner Alexander III  
Commissioner Giri  
Commissioner Pasqua

**No:** 0

**Absent:** 1 - Vice Chair McCune

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

[19-0100](#) Discussion and Consideration of Sunnyvale Parks Waste Reduction Initiative Study Issue

Commissioner Alexander III shared his plan for the Sunnyvale Parks Waste Reduction study issue which includes having recycling, compost and waste bins at parks.

Chair Kenton asked if this is currently being done.

Commissioner Alexander II noted that there is not a designated area in parks and this study issue would assist in addressing that.

Superintendent Stark informed the Commissioners that the waste is currently being sorted offsite.

Commissioner Giri moved and Commissioner Pasqua seconded the motion to move forth with the Sunnyvale Parks aWaste Reduction study issue. The motion carried by the following vote:

**Yes:** 4 - Chair Kenton  
Commissioner Alexander III  
Commissioner Giri  
Commissioner Pasqua

**No:** 0

**Absent:** 1 - Vice Chair McCune

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

#### **-Commissioner Comments**

Commissioner Giri questioned if there was anything from the budget meeting that the Commissioners should be aware of Superintendent Stark noted that there was not.

Chair Kenton and fellow Commissioners thanked Commissioner Pasqua for his service.

**-Staff Comments**

Jackie Davison, staff support shared the June 12 Superintendent's Report and a couple housekeeping items.

Superintendent Stark informed the Commission that Fair Oaks Park was at 100% design, that construction would start hopefully in October and it should take a year to completion.

Commissioner Giri inquired if it was one contract and if he could see the plans.

Superintendent Stark responded that it was one contract, however the contractor may have sub-contracts. He also replied that he could share an overview of the plans.

Chair Kenton inquired on pricing.

Superintendent replied with pricing as well as contribution from Magical Bridge.

**ADJOURNMENT**

Chair Kenton adjourned the meeting at 9:21 p.m.



Sunnyvale

# City of Sunnyvale

## Agenda Item

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**19-0765**

**Agenda Date: 9/11/2019**

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**SUBJECT**

Approve the Parks and Recreation Commission Meeting Minutes of July 10, 2019

**RECOMMENDATION**

Approve the Parks and Recreation Commission Minutes of July 10, 2019 as submitted.







# City of Sunnyvale

## Meeting Minutes - Draft Parks and Recreation Commission

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Wednesday, July 10, 2019

7:00 PM

Boardroom - Recreation Center,  
Sunnyvale Community Center, 550 E.  
Remington Dr., Sunnyvale, CA 94087

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### **CALL TO ORDER**

Chair Kenton called the meeting to order at 7:01 p.m. in the Boardroom at the Recreation Center.

### **SALUTE TO THE FLAG**

Chair Kenton led the salute to the flag.

### **ROLL CALL**

**Present:** 3 - Chair Ralph Kenton  
Commissioner Henry Alexander III  
Commissioner Prakash Giri  
**Absent:** 1 - Vice Chair Daniel McCune

Commissioner McCune absence is excused.  
Council Liaison Melton (present)

### **PRESENTATION**

[19-0707](#) PRESENTATION - Parks and Recreation Month

Community Services Manger, Trenton Hill gave a presentation on Parks and Recreation Month.

Highlights included: theme (Game On), community calendar of events, upcoming events and how staff was promoting the month.

Commissioners inquired:

- Was the calendar posted on social media?
- Can we use NextDoor for promoting?
- Are calendars only on social media?
- Small recommendation - get on Instagram.

Mr. Hill responded:

- Yes, the calendar was posted on social media.
- Yes, we posted once on NextDoor. We plan on posting more after the Special Order of the Day.
- No, the calendars are located in other areas as well. Angela Chan, Community Services Manger, mentioned the calendars are posted at various City buildings.
- We have an Instagram account however, we are currently focusing on Facebook and do not to start another line until we have the bandwidth to bolster it.

[19-0708](#) PRESENTATION - Fee Waiver Update

Community Services Manger, Angela Chan gave a presentation on update on the Fee Waiver Program and shared the fee waiver application and flier.

Highlights included: program background and current details, criteria to get a waiver, number of youth served and new and upcoming items.

Commissioners had no questions or comments.

**ORAL COMMUNICATIONS**

None.

**CONSENT CALENDAR**

- 1      [19-0236](#)      Approve the Parks and Recreation Commission Meeting Minutes of June 12, 2019

Commissioner Alexander III moved, and Commissioner Giri seconder, the motion to approve the Parks and Recreation Commission Minutes of June 12, 2019 as submitted. The motion carried by the following vote:

**Yes:** 3 - Chair Kenton  
Commissioner Alexander III  
Commissioner Giri

**No:** 0

**Absent:** 1 - Vice Chair McCune

**PUBLIC HEARINGS/GENERAL BUSINESS**

- 2      [19-0137](#)      Selection of Chair and Vice Chair

Nominations were opened for Chair to the Parks and Recreation Commission. Commissioner Giri nominated Chair Kenton for an additional term. No further nominations were presented. Chair Kenton accepted the nomination.

Vote on nomination for Chair:

**Yes:** 2 - Commissioner Alexander III  
Commissioner Giri

**No:** 0

**Absent:** 1 - Vice Chair McCune

**Abstain:** 1 - Chair Kenton

Nominations were opened for Vice Chair to the Parks and Recreation Commission. Chair Kenton nominated Commissioner Giri. No further nominations were presented. Commissioner Giri accepted the nomination.

Vote on nomination for Vice Chair:

**Yes:** 2 - Chair Kenton  
Commissioner Alexander III

**No:** 0

**Absent:** 1 - Vice Chair McCune

**Abstain:** 1 - Commissioner Giri

- 3**      [19-0588](#)      Second Amendment to the Agreement between the City of Sunnyvale and California Sports Center for the Management, Operation and Supervision of Public Swimming Programs at Fremont High School Pool.

There was no presentation for this item.

Commissioners inquired:

- Any money concerns?
- Extending?

Superintendent of Community Service, Damon Sparacino replied:

- Just the original amounts allotted for
- We are asking for an extension

Chair Kenton asked if there were any additional questions from the Commissioners. Being none, he opened it up for public comment. Being none, he asked for a motion.

Commissioner Giri moved, and Commissioner Alexander III to recommend the City Council Authorize the City Manager to execute the Second Amendment to the Agreement Between the City of Sunnyvale and California Sports Center for the Management, Operation and Supervision of Public Swimming Programs at Fremont High School Pool extending the term to August 31, 2022, in substantially the same form as in Attachment 2 to the report, and when all necessary conditions have been met. The motion carried by the following vote:

**Yes:** 3 - Chair Kenton  
Commissioner Alexander III  
Commissioner Giri

**No:** 0

**Absent:** 1 - Vice Chair McCune

- 4**      [19-0102](#)      Review and Consider Recommendation to City Council to Approve a Waiver of City Fees Associated with the Special Event Permit for the 2019 Pet Parade

Community Services Coordinator, Jennifer Acuna provided the board with an overview of the Pet Parade RTC.

Commissioners inquired:

- Has it ever been considered that the City take this on?
- Are others taking on expenses for this?

Ms. Acuna responded:

- It was not recommended previously for staff to take on due to staff time and expenses.
- Yes, Duo-Duo is taking the lead and looking for assistance from other areas.

Chair Kenton asked if there were any additional questions from the Commissioners. Being none, he opened it up for public comment.

Mr. Tony Spitaleri, provided the commission with a history of the Pet Parade and provided information on the parade planning so far. He requested help to educate people on pets and how to properly care for them. He noted that the pet education would be provided as well that this could be an annual event to memorialize Jax.

Commissioners inquired:

- Are there twice as many pets as there are people in Sunnyvale?
- Is this is a memorial for Jax, wouldn't DPS waive their fees?
- As soon as you call it the Sunnyvale Pet parade, wouldn't that be City event?'
- Will other cities be collaborating with us?
- How much were past expenses, 20k?
- Why is this as the Parks Commission?
- Are you thinking, 14K to run it?
- What is your relationship with the vendors?
- How many exhibitors will you have?
- Can this be combined with other City events?
- Who's planning the parade?
- Will you be doing more fundraising?

Mr. Spitaleri responded:

- I'm not sure on the number. We are a dog-friendly town.
- Not sure, I believe it is part of the package for the permit.
- Sunnyvale is a good partner now.
- Other cities do their own parade. We are inviting others to attend though.
- Roughly, We are looking at ways to reduce the costs. We've altered the route and are looking for sponsors.
- Jim Stark, Superintendent of Parks and Golf responded that Special Event Permits run though this Division.
- We would hope it isn't that high but, we just don't know.
- We are not having vendors. No one will be selling anything. They will be exhibiting at Plaza del Sol.
- We are not sure. We hope to have many that deal with pets in a variety of ways.
- It is its own identity and is a parade. We'd like to keep it on its own.
- We have a committee of four.
- We will be reaching out and look for sponsors.

Chair Kenton asked if there were any further questions.

Council Liaison Melton shared information on Community Grants and mentioned that Duo Duo received \$2800 for this year's Pet Parade.

Chair Kenton asked if there was a motion.

Commissioner Giri asked what it would take for the City to take on.

Superintendent of Community Services, Damon Sparacino shared some of the additional costs the City would take on by taking it over.

Chair Kenton noted that he agreed in principle, but we needed to move forward with this year's request and could look into a study for future years.

Commissioner Giri asked if this had come back every year to waive fees?

Ms. Acuna replied that fees were last waived in 2010.

Commissioner Giri moved, and Commissioner Alexander III seconded to recommend that City Council approve a waiver of City fees in the amount of \$4,823.28 associated with the special event permit for the 2019 Pet Parade. The motion carried by the following vote:

**Yes: 3 -** Chair Kenton  
Commissioner Alexander III  
Commissioner Giri

**No: 0**

**Absent: 1 -** Vice Chair McCune

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

[19-0702](#)

Parks and Recreation Commission Proposed Study Issues, Calendar Year: 2019

Vice-Chair Giri proposed a study issue on the City taking over the Pet Parade.

Staff confirmed and noted that the study issue form would be sent out first thing in the morning and that the item would be placed on the next regular meeting's agenda after the return of the form.

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

#### **-Commissioner Comments**

Chair Kenton shared that he will be attending the City Council meeting next week to share information on why the Commission voted the way it did for the Heritage Park item.

#### **-Staff Comments**

Superintendent of Parks and Golf, Jim Stark gave reminded the commission that the Historical Museum item was going to council next week. He also shared that Finance was wrapping up their part for the current Study Issue and that we hoped to be going out to bid soon for a consultant.

Superintendent of Community Services, Damon Sparacino, passed out the Superintendent's report and provided a high level overview.

### **ADJOURNMENT**

Chair Kenton adjourned the meeting at 8:04 p.m.







## Agenda Item

19-0776

Agenda Date: 9/11/2019

Parks and Recreation Commission Proposed Study Issues, Calendar Year: 2020  
Proposed Study Issues\*

Date	Working Title	Summary of Scope	Staff Comments
6/12/19	Sunnyvale Parks Waste Reduction Initiative	By creating opportunities to recycle in public spaces, municipalities can capture more materials for recycling, create and support a culture of recycling, and demonstrate the value of recycling materials. As a City, Sunnyvale has an opportunity to lead efforts to reduce garbage going to the landfill. The success of public space recycling programs involves community collaboration, infrastructure investments, and setting realistic goals that benefit residents, visitors, businesses and the environment. Success also comes from raising awareness about waste reduction, and the environmental and economic benefits resulting from recycling. Public space recycling can help communities move toward zero-waste programs and community-wide composting efforts. Public space recycling highlights a	The purpose of this study is to consider options for better managing garbage at City Parks to reduce waste. The Study will look at various options including, but not limited to recycling, food scraps and composting in City Parks. It's possible that by separating waste sooner in the collection stream at City parks that Sunnyvale may be able to significantly reduce waste produced at the parks going into landfills. The Study would identify best practices for minimizing refuse going to the landfill and analyze associated costs for the various options. Cost analysis would include such things labor, additional refuse retainers and infrastructure upgrades.

		community's commitment to the environment and sustainability, while increasing livability.	

\*The study issues have been proposed for future sponsorship

Toward the end of the calendar year, no later than October, boards and commissions will review the list of proposed study issues and officially vote on sponsorship for each individually listed study issue. Official sponsorship means that the study issue is approved for ranking with a majority vote of the board or commission. Staff will then prepare the sponsored study issue papers, including fiscal impact **but not** the staff recommendation.