



City of Sunnyvale

Meeting Minutes - Draft Parks and Recreation Commission

Wednesday, July 10, 2019

7:00 PM

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

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 Manager, 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 Manager, 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 Manager, 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 seconded, 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.