



# City of Sunnyvale

## Meeting Minutes - Final Parks and Recreation Commission

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Wednesday, February 10, 2021

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 February 10, 2020, the meeting was conducted telephonically.

Chair Kenton called the meeting to order at 7:00 p.m. via teleconference.

### **ROLL CALL**

**Present:** 5 - Chair Ralph Kenton  
Vice Chair Prakash Giri  
Commissioner Daniel Bremond  
Commissioner Gregory Dibb  
Commissioner Mike Michitaka

Council Liaison Hendricks (Present)

### **PRESENTATION**

**A**      [21-0223](#)      Park Facilities and Park Usage

Interim Recreation Services Manager, Veronica Torrez and Recreation Services Coordinator, Rick Cotter provided a presentation on Park Facilities and Park Usage. Highlights included: Facility reservations and rental overview, types of facilities available for rent, and fiscal year 2018-2019 facility usage hours.

Commissioners inquired and staff responded:

What was the usage difference between FY 2018-2019 and this year? There was a substantial reduction in usage, as COVID-19 allowed for minimal reservations.

Would the City be able to pull usage data for specific locations? Yes, our registration software can pull reports for individual locations.

Would there be an update on reservations during COVID-19? Currently indoor reservations are on hold, but outdoor reservation will begin soon.

Does the City have plans to allow field/facility reservations online? No, although the City has considered this option before, customers would need to answer questions regarding the nature of their reservation before being permitted.

**B**      [21-0227](#)      Study Issue Overview

Superintendent of Recreation Services, Damon Sparacino provided a Study Issue Overview presentation. Highlights included: Overview of study issue/budget issue, who can propose a study issue, annual timeline, sponsorship process, key dates, status of ongoing study issues, and proposed study issues for 2021 workshop.

Commissioners inquired and staff responded:

When is the deadline to submit a study issue each year? October.

What is City Council's main constraint when considering which study issues to approve? The budget, staff availability, council consideration and the City Manager's discretion would all play factors.

**ORAL COMMUNICATIONS**

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

**CONSENT CALENDAR**

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

The motion carried by the following vote:

**Yes:** 5 -    Chair Kenton  
                 Vice Chair Giri  
                 Commissioner Bremond  
                 Commissioner Dibb  
                 Commissioner Michitaka

**No:** 0

**1**      [21-0224](#)      Approve the Parks and Recreation Commission Meeting

## Minutes of January 13, 2021

Approve the Parks and Recreation Commission Minutes of January 13, 2021 as submitted.

**PUBLIC HEARINGS/GENERAL BUSINESS****2      [21-0322](#)      Rank 2021 Study Issues**

Commissioners collectively discussed the study issues of DPW 20-03 Waste Reduction Initiative in Sunnyvale Parks, DPW 20-11 Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Parks, LRS 20-03 Assessment of Needs for Additional Outdoor Sports Programs and Facilities, and ESD 17-01 Eliminate the Use of Chemical Pesticides on City Owned or Leased Property.

Chair Kenton opened for public comment and there being no public testimony, closed public comment.

Staff conducted a random voice vote and informed the Commissioners of the ranking study issue results:

1. LRS 20-03 Assessment of Needs for Additional Outdoor Sports Programs and Facilities
2. DPW 20-11 Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Parks
3. DPW 20-03 Waste Reduction Initiative in Sunnyvale Parks
4. ESD 17-01 Eliminate the Use of Chemical Pesticides on City Owned or Leased Property

Commissioner Giri moved and Commissioner Michitaka seconded the motion to adopt the ranking as provided.

The motion carried by the following vote:

**Yes: 5 -**    Chair Kenton  
                 Vice Chair Giri  
                 Commissioner Bremond  
                 Commissioner Dibb  
                 Commissioner Michitaka

**No: 0**

**3      [21-0228](#)      Discussion and Consideration of Potential Study Issue:  
                         Parkscore Implementation for Residents**

Parks and Recreation Commissioner, Mike Michitaka presented a potential study issue on ParkScore. The purpose of the study is to get residents' direct input on each park's evaluation and invite more attention from residents to use parks within the City of Sunnyvale.

Commissioners stated that although they liked the idea of providing the public with a list of amenities at parks, they noted that ranking parks could be objective and prove difficult to substantiate.

Commissioners inquired and staff responded:

Does the City currently have a guide for park amenities? Yes, park amenities can be found in the recreation brochure.

Once discussion concluded, Commissioner Michitaka agreed to work with Commission Liaisons to narrow scope of proposed study issue. Revised study issue will be presented at a upcoming Parks and Recreation Commission meeting.

Chair Kenton added that the general public can send proposed study issues to [rle@sunnyvale.ca.gov](mailto:rle@sunnyvale.ca.gov).

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

- 4      [21-0226](#)      Parks and Recreation Commission Proposed Study Issues,  
Calendar Year: 2022

Standing item. No study issues approved in previous meeting were proposed.

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

##### **-Commissioner Comments**

Chair Kenton informed the Commission of the City Council Board and Commission Subcommittee meeting scheduled for February 11, 2021 and Neighborhood Association meeting scheduled for May 10, 2021.

##### **-Staff Comments**

None.

#### **ADJOURNMENT**

Chair Kenton adjourned the meeting at 8:53 p.m.