



**MINUTES  
SUNNYVALE PARKS AND RECREATION COMMISSION  
DECEMBER 9, 2009**

The Sunnyvale Parks and Recreation Commission met in regular session in City Hall Council Chambers, at 456 W. Olive Avenue, Sunnyvale, CA 94086 at 7 p.m. with Chair Colvin presiding.

**CALL TO ORDER/SALUTE TO THE FLAG**

Chair Colvin called the meeting to order at 7 p.m.

**ROLL CALL**

**Commissioners Present:** Chair Jim Colvin  
Commissioner Robert Harms  
Commissioner Robert Pochowski

**Commissioners Absent:** Vice Chair Richard Oliver (excused)  
Commissioner Howard Chuck (excused)

**Staff Present:** Assistant to the Director Cathy Merrill  
Recreation Superintendent Nancy Bolgard Steward (arrived 7:45 p.m.)

**Guests Present:** None

**CONSIDERATION OF ABSENCES**

**MOTION:** Chair Colvin moved and Commissioner Pochowski seconded to determine that Commissioner Oliver's absence was excused because it was announced during the November meeting that there were no planned agenda items for December; therefore, it was likely that Commissioner Oliver thought the meeting was canceled.

**VOTE:** Motion passed 3-0 with Commissioners Oliver and Chuck absent.

**MOTION:** Chair Colvin moved and Commissioner Pochowski seconded to determine that Commissioner Chuck's absence was excused because he notified Chair Colvin and Assistant to the Director Merrill before the meeting that he would be absent.

**VOTE:** Motion passed 3-0 with Commissioners Oliver and Chuck absent.

**SCHEDULED PRESENTATION** – None

**PUBLIC ANNOUNCEMENTS** – None

**CONSENT CALENDAR**

1.A. Approval of Draft Minutes of November 11, 2009, Commission Meeting

**MOTION:** Commissioner Harms moved and Commissioner Pochowski seconded to approve Item 1.A. as amended with the underlined text: "Commissioner Harms said it seems as if Baylands Park is a lost cause because it is better to concentrate on City-owned parks that are located closer to the population."

**VOTE:** Motion passed 3-0 with Commissioners Oliver and Chuck absent.

**STAFF RESPONSES TO PRIOR PUBLIC COMMENTS** – None

**PUBLIC HEARINGS/GENERAL BUSINESS**

2. Bylaws for all Boards and Commissions (Revision to Council Policy 7.2.19 Sections 1 and 2.A. – I.) and Adoption of Resolution Repealing Any Existing Bylaws and Resolutions (Council Action 12/15/09)

Assistant to the Director Merrill presented the staff report. She said this report was on the Commission's November agenda; however, it was being brought back to the December meeting because corrections were needed in the report and a formal recommendation from the Commission to the Council was desired. Assistant to the Director Merrill said the report includes proposed revisions to the by-laws and related changes to Council Policy 7.2.19 for all boards and commissions. She said it was discovered after the November meeting that on page 12 of Council Policy 7.2.19, Section II, describing the specific duties of the Parks and Recreation Commission, parts ii – iv had mistakenly been omitted. She referred Commissioners to agenda item 2, revised page 12 that was included in the Commissioners' meeting packet. She indicated the final report is still scheduled to go to Council on December 15, 2009.

Commissioner Harms asked if the Senior Center is considered part of the Community Center. Assistant to the Director Merrill confirmed that it is.

Chair Colvin opened the public hearing and there being no public testimonies, closed the public hearing.

Chair Colvin stated he had two changes to Council Policy 7.2.19 that he would like to bring forward for the Commission's consideration. The first is to add a provision that would allow a Commission to select a different meeting date other than the regularly scheduled meeting date if the change was done in a timely manner and would maximize the attendance of Commissioners and staff attending the meeting. The second addition is to amend the attendance requirements to allow a Commissioner to have an excused absence of several meetings in a row provided the absence was pre-approved by the Mayor or the City Council, whichever Council felt was appropriate. Commissioner Colvin noted that allowing a Commissioner to have a series of pre-approved absences would assist to keep a willing Commissioner on a Commission even though there may be unplanned or extenuating circumstances requiring a series of meetings to be missed on a short-term basis.

Assistant to the Director Merrill suggested the Commissioner state his proposals in the form of one or more motions. Commission Pochowski suggested that the Commission first approve the revisions to the Council Policy as they are proposed.

**MOTION: Chair Colvin moved and Commissioner Pochowski seconded to recommend that Council approve the revisions to Council Policy 7.2.19 to include the revisions to the Parks and Recreation Commission duties presented in the addendum to the Draft Report to the Commission (Section (g) ii through iv) and with two changes to the Board and Commission By-Laws in Attachment A to this report as follows:**

- 1) Add a provision following Section 2 H. (I) Meetings to allow the Commission to select a different meeting date and time, within a week of the regularly scheduled meeting date, provided the changed date will maximize attendance of Commissioners and staff, and;**
- 2) Add a provision in Section 2 H. (II) Attendance to allow a Commissioner to be excused from missing up to four (4) consecutive meetings with the prior approval of the Mayor and/ or the City Council.**

**VOTE: Motion passed 3-0 with Commissioners Chuck and Oliver absent.**

### **NON-AGENDA ITEMS AND COMMENTS**

#### Commissioner Oral Comments

Commissioner Harms inquired about a *San Jose Mercury News* article regarding the Neighborhood Enhancement Action Team (NEAT). Assistant to the Director Merrill responded to his satisfaction.

Chair Colvin said he received a letter from the Table Tennis Club expressing concern that their table tennis site at Murphy Park may go away given the new playground that was installed. Chair Colvin said he would discourage staff from moving the club and asked if space vacated by the Historical Society Museum could be used to expand the table tennis site.

Commissioner Harms said he has heard concerns that table tennis pros play and take up much of the time.

Recreation Superintendent Steward arrived at 7:45 p.m. She said that the Table Tennis Club is a senior program and anyone with questions should direct them to the Senior Center Recreation Supervisor Gerard Manuel or Recreation Coordinator Kay Whitney.

Recreation Superintendent Steward addressed concerns raised by Chair Colvin regarding the future use of Murphy Park space that was vacated by the Historical Society. She said plans are underway to look at users and staff has held a focus group meeting. She said Murphy Park will remain a multi-purpose building used by different groups, such as square dancing, table tennis, facility rentals, etc.

Chair Colvin said space is under development at Trinity Church located near Maude and Mathilda and may be available for use by specific groups in collaboration with *Generations Community Wellness* to bring non-profit service providers (social, health, recreation, education, etc.) to Trinity Church.

#### Staff Oral Comments

Assistant to the Director Merrill responded to questions raised by the Commissioners at their last meeting. The first question was in regard to signage for the Community Center as related to the Heritage Park Museum. Director Lewis met with Laura Babcock, Museum Project Team Chair, on this subject and Ms. Babcock proposed temporary signage which the City has approved. The City has a small capital project for new signage at the Community Center which is funded in the current fiscal

year. The City plans to coordinate with the museum staff to include the museum in the new Community Center signage.

The second question was in regard to agreements with Cupertino Union School District (CUSD) that include open space/sports fields and recreation areas at the following schools: Ortega, Stockmeir, Nimitz, Cupertino Middle, and West Valley. Commissioner Pochowski confirmed that Cupertino Middle School was the school site where a resident said he was discouraged from using the playground. Chair Colvin said the playground may not be on lands considered under the Open Space Agreement between CUSD and the City. Rather than speculate, Assistant to the Director Merrill offered to send the Commissioners a site map of the Cupertino Middle School designating the areas maintained by the City which should be open during non-school hours.

**INFORMATION ONLY ITEMS**

- Staff Liaison Written Report

**ADJOURNMENT** – 8:02 p.m.

Respectfully submitted,

Cathy E. Merrill, Assistant to the Director  
Department of Community Services

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