



**MINUTES
SUNNYVALE PARKS AND RECREATION COMMISSION
JULY 14, 2010**

The Sunnyvale Parks and Recreation Commission met in regular session in City Hall West Conference Room, 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 Howard Chuck
Commissioner Robert Pochowski

Commissioner Absent: Vice Chair Richard Oliver (excused)

Staff Present: Assistant to the Director Cathy Merrill

CONSIDERATION OF ABSENCE

Before the meeting, Vice Chair Oliver notified Assistant to the Director Merrill of his absence. The Commission voted 4-0 to excuse his absence.

SCHEDULED PRESENTATION – None

PUBLIC ANNOUNCEMENTS

Commissioner Harms announced that July 23, 2010, is the seven year anniversary celebration of the opening of the Senior Center. He invited Commissioners to attend and distributed event notices.

CONSENT CALENDAR

Chair Colvin pulled Item 1.A. from the Consent Calendar.

Commissioner Pochowski pulled Items 1.B. and 1.C. from the Consent Calendar.

1.A. Approval of Draft Minutes of May 19, 2010

Chair Colvin stated he was absent on May 19, 2010.

The Public Hearing was opened. There were no speakers. The Public Hearing was closed.

MOTION: Commissioner Chuck moved and Commissioner Pochowski seconded to approve Item 1.A. as presented.

VOTE: Motion passed 3-0. (Chair Colvin abstained & Vice Chair Oliver was absent.)

1.B. Work Plan Approval

1.C. Calendar Review

Commissioner Pochowski requested that the August 11, 2010, meeting be rescheduled to the following week.

The Public Hearing was opened. There were no speakers. The Public Hearing was closed.

MOTION: Chair Colvin moved and Commissioner Harms seconded to amend Items 1.B. & 1.C. to reflect that the August 11, 2010, meeting be rescheduled to the following week, date to be determined.

VOTE: Motion passed 4-0. (Vice Chair Oliver was absent.)

PUBLIC COMMENTS

Wendy Bradford addressed the Commission and requested that they consider reopening the fee waiver program to include adults (in addition to children). She stated Sunnyvale Community Services used to qualify her for a \$150 fee waiver for the year. When the Community Center took over the fee waiver program, the rules were changed and now only children are eligible for a fee waiver. Ms. Bradford would like the Commission to reinstate the fee waiver program to cover adults again.

Chair Colvin asked staff to clarify the role of Sunnyvale Community Services and Department of Community Services in the process of qualifying for a fee waiver. Assistant to the Director Merrill responded and noted if more detail is desired, this topic should be agendaized for a future meeting.

The Commission requested that a staff member come to a future meeting with a report on the history, background, and current level of service of the fee waiver program.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Commission Participation at City Events

Assistant to the Director Merrill gave an overview of the roles and expectations between staff and Commission members during Citywide events.

Commissioner Harms said he and Arts Commissioner Obrey were at the Hands on the Arts booth from 1 p.m. to 4 p.m. Mayor Hamilton stopped by to pick up information on recreation programs. He noted the booth was placed in a windy location this year and informational material kept blowing away. He said keeping a booth is worthwhile and that people seem happy with parks and recreation. He said Commissioners could do something similar at other events, such as the senior volunteer recognition event, give tours of parks and talk to folks.

Chair Colvin is in favor of getting the Commissioners to participate at other events but noted there are often scheduling conflicts or personal and family obligations.

The Public Hearing was opened. There were no speakers. The Public Hearing was closed.

Commissioners thanked Assistant to the Director Merrill for the report.

No action was required.

3. General Plan Update

Commissioner Pochowski described the General Plan which has been in place since 1957. The committee goal is to bring 22 sub-elements to a single, usable document. Sub-elements will be moved to the General Plan or become policy documents. The document will be formatted for on-line usage, repetitiveness and extraneous information will be removed, and the Library will maintain a copy. A

subcommittee is working with City staff on technical issues. The last committee meeting is on July 29, 2010, and recommendations will go to Council in September 2010. The goal is to have all changes in place by June 2011.

The Public Hearing was opened. There were no speakers. The Public Hearing was closed.

4. Election of Officers for FY10/11

Assistant to the Director Merrill reviewed the process for election of Commission officers.

Chair Colvin thanked the Commissioners for their support during the past year.

The Public Hearing was opened. There were no speakers. The Public Hearing was closed.

Chair Colvin opened the floor for nominations for Chair.

Chair Colvin nominated Commissioner Pochowski who declined and said he would rather wait a year.

Commissioner Pochowski nominated Chair Colvin who accepted.

There were no other nominations and the nominations were closed.

VOTE for Colvin for Chair: 4-0. (Vice Chair Oliver was absent.)

Chair Colvin was declared Chair for FY 10/11.

Chair Colvin opened the floor for nominations for Vice Chair.

Chair Colvin nominated Commissioner Pochowski who accepted

There were no other nominations and the nominations were closed.

VOTE for Pochowski for Vice Chair: 4-0. (Vice Chair Oliver was absent.)

Commissioner Pochowski was declared Vice Chair for FY 10/11.

Assistant to the Director Merrill stated that the City Clerk will be offering Chair and Vice Chair training in early August. Chair Colvin and Vice Chair Pochowski will not be available the first week in August.

NON-AGENDA ITEMS AND COMMENTS

COMMISSIONER ORAL COMMENTS

Commissioner Harms reviewed the Recreation Division Quarterly Report and asked the definition of "staycation" and "jump house." Chair Colvin responded.

Chair Colvin brought up the difficulty in understanding the difference between Sunnyvale Community Services and City of Sunnyvale Department of Community Services since the names are so similar. Commissioner Harms stated his wife works with Sunnyvale Community Services and they receive calls to reserve picnic areas. Assistant to the Director Merrill explained the Department of Parks and Recreation name change occurred when Youth and Family Services moved into Parks and Recreation Department. The city manager renamed the department to Community Services. Many

cities have a Community Services Department, similar to ours. Commissioners voted 4-0 (Commissioner Oliver was absent.) to add this topic to the agenda for the next meeting.

STAFF ORAL COMMENTS

None

INFORMATION ONLY ITEMS

- Staff Liaison Written Report
- Customer Satisfaction Survey
- Recreation Division Quarterly Report, January-March 2010

ADJOURNMENT – 8:15 p.m.

Respectfully submitted,

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

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