



**MINUTES  
SUNNYVALE PARKS AND RECREATION COMMISSION  
MARCH 9, 2011**

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

**CALL TO ORDER**

Vice Chair Pochowski called the meeting to order at 7 p.m.

**SALUTE TO THE FLAG**

Vice Chair Pochowski led the salute to the flag.

**ROLL CALL**

**Commissioners Present:** Vice Chair Robert Pochowski  
Commissioner Howard Chuck  
Commissioner Robert Harms  
Commissioner Robert Kinder

**Commissioners Absent:** Chair Jim Colvin (excused)

**Staff Present:** Assistant to the Director of Community Services Cathy Merrill  
Superintendent of Parks & Golf Scott Morton  
Superintendent of Recreation Nancy Bolgard Steward

Vice Chair Pochowski welcomed Commissioner Kinder to the Commission.

Chair Colvin notified Assistant to the Director Merrill in advance of the meeting that he would be absent due to personal reasons.

**MOTION: Commissioner Chuck moved and Commissioner Harms seconded to excuse Chair Colvin's absence.**

**VOTE: 4-0 motion passed. Chair Colvin was absent.**

**SCHEDULED PRESENTATION** – Sunnyvale Parks and Open Space

Scott Morton, Superintendent of Parks & Golf, presented an overview of Sunnyvale's parks and golf operations and answered Commissioners' questions. The Commissioners expressed their appreciation for his presentation.

**PUBLIC ANNOUNCEMENTS** - None

**CONSENT CALENDAR**

1.A. Approval of Draft Minutes of November 10, 2010, Special Meeting

**MOTION: Commissioner Harms moved and Commissioner Chuck seconded to approve Consent Item 1.A. as presented.**

**VOTE: 3-0 motion passed. Chair Colvin was absent. Commissioner Kinder abstained because he was not a Commission member on November 10, 2010.**

1.B. Approval of Master Work Plan

Assistant to the Director Merrill provided an overview of upcoming meeting dates and reports and also explained the April 13, 2011, joint meeting scheduled with the Arts Commission.

**MOTION: Commissioner Harms moved and Commissioner Chuck seconded to approve Consent Item 1.B. as presented.**

**VOTE: 4-0 motion passed. Chair Colvin was absent.**

**PUBLIC COMMENTS** - None

**PUBLIC HEARINGS/GENERAL BUSINESS**

2. DISCUSSION      Review of Code of Ethics and Conduct for Elected and Appointed Officials

Assistant to the Director Merrill said this was the Commissioners' opportunity to review and discuss the Code of Ethics and Conduct and that she was available to answer questions.

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

Commissioners had no comments and no questions.

**NON-AGENDA ITEMS AND COMMENTS**

**COMMISSIONER ORAL COMMENTS**

Commissioner Harms inquired about the status of a past action where the Commission recommended that the name of Community Services Department be changed back to Parks and Recreation Department. Assistant to the Director Merrill confirmed that City Manager Luebbers received the Commission's recommendation, but she said this is an administrative issue.

Commissioner Kinder stated he is pleased to be back on the Commission.

Commissioner Harms asked if the Senior Center fitness room closure in the evenings is due to budget reductions. Recreation Superintendent Steward responded that there were relatively few participants in the fitness room during evening hours. At the same time there is a high demand for fitness classes; therefore, the fitness room is closed to drop-in use in the evenings now, but available to those taking classes.

Vice Chair Pochowski asked if there were changes in field use policies. Recreation Superintendent Steward responded she is not ready to formally respond but indicated that there is high demand for athletic fields in the City. She also indicated that she expects to raise youth sports organizations and other groups' fees in the foreseeable future. The groups have received verbal and written communication about this issue, so they are aware that it is coming. The new fees are not public yet however. She said staff is also looking at field rental fees to the general public and these will be adjusted based on market rates. Staff is also looking at adult sports field use in which the groups advertise via the internet, charge participant fees and routinely plan their games on Sunnyvale fields, but do not pay fees to use the fields. She also pointed out issues with other camps, programs and day care that are bussed into Sunnyvale parks from surrounding cities on a drop-in basis. In some cases,

they may have a significant impact on City programs. For example, when a non-profit brings a large group to swim at Washington Pool, the pool may have to be closed to new entries. Lifeguard staffing is based on average attendance, so an unexpected drop-in of 60 children can have a significant impact. Staff is currently working on this issue, but it will take time before a final report is ready.

**STAFF ORAL COMMENTS**

None

**INFORMATION ONLY ITEMS**

Staff Liaison Written Report  
Study Issue Ranking Sheet by Department  
P&R Commission Unapproved 2011 Calendar  
Recreation Division Report, September – December 2010

**ADJOURNMENT** – 8:15 p.m.

Respectfully submitted,

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

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