



**APPROVED MINUTES
SUNNYVALE HERITAGE PRESERVATION COMMISSION
Wednesday, June 5, 2013 at 7:00 P.M.
West Conference Room, Sunnyvale City Hall
456 West Olive Avenue, Sunnyvale 94086**

CALL TO ORDER/SALUTE TO THE FLAG

ROLL CALL

Present: Chair Jeanine Stanek; Vice Chair David Squellati; Comm. Mark Johnson; Comm. Mike Michitaka; Comm. Dale Mouritsen; Comm. Nirmala Vaidyanathan

Absent: Comm. Amrit Verma (excused)

Staff Present: Ryan Kuchenig, Associate Planner; Joey Mariano, Recording Secretary; Trudi Ryan, Planning Officer

City Council Liaison: Councilmember Chris Moylan (absent)

Other Councilmembers Present: Mayor Tony Spitaleri

SCHEDULED PRESENTATION

None

PUBLIC ANNOUNCEMENTS

CONSENT CALENDAR

1. Approval of Draft Minutes of April 3, 2013

Comm. Johnson noted a change on page two, to replace "should" to "might consider", and add "aesthetically pleasing".

Comm. Mouritsen moved to accept. Comm. Johnson seconded. As amended. 5-0 with Vice Chair Squellati abstaining and Comm. Verma absent.

Comm. Mouritsen made a motion to approve the Minutes April, 2013 as amended. Comm. Johnson seconded. Motion carried 5-0, with Vice Chair Squellati abstaining and Comm. Verma absent.

PUBLIC COMMENTS

None

PUBLIC HEARINGS/GENERAL BUSINESS

1. Board and Commission Member Recognition

Mayor Spitaleri gave recognition to Comm. Verma's years of service and volunteerism to the City and presented a certificate of recognition on behalf of the City Council. He thanked the Commissioners for their continued service.

2. Review of FY 2013-2014 Budget for Heritage Preservation Commission Program

Trudi Ryan, Planning Officer, reviewed the budget relevant to Heritage Preservation Commission and noted minor adjustments were made from the previous year. She discussed the study issue section of the budget that is tied to policy level work.

Chair Stanek asked Ms. Ryan to elaborate on the items related to Heritage Preservation.

Comm. Michitaka asked about the cost unit, if the numerical value represents the dollar amount.

Ms. Ryan discussed the costs, products, and the hours.

Comm. Michitaka asked if the staff hours are averages and asked what the dollar amount consists of.

Ms. Ryan responded that the dollar amount for a certain activity is the total cost, which includes equipment, staff hours, electricity, supplies, etc. She then noted that these include direct and indirect costs.

Comm. Michitaka clarified that the cost includes total resources budgeted for each activity.

Ms. Ryan noted activities 234110 and 234220 are regarding this Commission.

Comm. Michitaka and Ms. Ryan discussed how the hours and products are tracked and eventually budgeted.

In response to **Comm. Johnson**, Ms. Ryan explained "products" as items such as a report to Council, or a permit application.

Comm. Michitaka and Ms. Ryan, discussed salaries, costs, and permit fees. **Comm. Michitaka** noted that reports are the products with the most hours. Ms. Ryan concurred and elaborated on other costs related to activities.

Comm. Mouritsen asked if this budgeting process works well for the City. Ms. Ryan said that during the time of her employment, the budget process has continually changed to adjust to new needs and the current budget structure is good. She also noted that the Finance Department is considering a different timecard system, which may cost more at the beginning to implement, but could save time and money in the end.

Comm. Michitaka noted other cities starting to utilize technology, such as allowing customers to use their smart phones to make payments for the water and garbage bill. He noted that it is inevitable and someday will be common practice.

Comm. Johnson asked about the Planning Division's staffing. Ms. Ryan noted the current open positions in the Planning Division.

Comm. Johnson noted that since the products are presented with two decimal places, they appear to be dollar amounts.

Comm. Michitaka asked if this Commission and the Planning Commission review the budget. Ms. Ryan responded in the affirmative.

Comm. Johnson asked if their Commission's budget allows the installation of historical plaques for sites that have historical significance. Ms. Ryan provided a history of the heritage plaques and noted the budget includes funds for miscellaneous items which could include additional plaques, if needed. She also noted that if a heritage landmark would be part of a redevelopment, then the developer could be required to install a plaque. Comm. Johnson and Ms. Ryan discussed technological businesses that may be significant to Sunnyvale's history.

Comm. Michitaka asked what percentage of the total planning budget resources is allocated for the Heritage Commission. Ms. Ryan estimated around five percent.

Vice Chair Squellati indicated he would not vote due to lack of understanding.

Comm. Michitaka made a motion to recommend to City Council the approval of the Heritage Preservation Commission Budget. Comm. Johnson seconded. Motion carried 5-0 with Vice Chair Squellati abstaining and Comm. Verma absent.

3. Update of Downtown Development

Comm. Michitaka asked about the Commission's role in downtown development.

Ms. Ryan noted that most of the downtown work for this Commission is completed because it was centered on Murphy Avenue. The Commission discussed Murphy Avenue. **Chair Stanek** noted documents she recovered at the museum regarding a 1930 city council meeting involving the City Council asking PG&E to remove the electrical poles along Murphy Avenue.

Comm. Michitaka asked about the streetscape design of the Murphy Avenue extension. Ms. Ryan noted the design could change if a new developer takes on the project. She explained that she has no new information.

Ms. Ryan noted current downtown projects, their designs and plans.

NON-AGENDA ITEMS AND COMMENTS

- BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS
- STAFF ORAL COMMENTS

Ms. Ryan noted the Butcher family property along El Camino Real, stating that heirs to the late owner have shown interest in selling the property. She noted that it would have to be incorporated into the City prior to redevelopment.

Comm. Johnson noted his previous comment about plaques in the City. He noted that he visited Caesar Chavez's home and saw a plaque there which reminded him about placing plaques on historically significant properties.

Ms. Ryan noted one vacancy for this Commission, and asked the Commissioners to refer any friends they may know that would be interested in serving to apply.

INFORMATION ONLY ITEMS

Chair noted upcoming events for the Historical Society.

The meeting adjourned at 8:35 p.m.