

CITY OF MILPITAS
APPROVED MINUTES

PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION

- Minutes:** Regular Meeting of the Parks, Recreation and Cultural Resources Commission
- Date of Meeting:** September 8, 2008
- Place of Meeting:** Milpitas Community Center Auditorium, 457 E. Calaveras Blvd.
- I. Call to Order** Chair Munzel called the meeting to order at 7:01 pm
- II. Flag Salute** The Chair led the Commission in the Pledge of Allegiance
- III. Roll Call** Commissioners Present: Krommenchock, Munzel, Serena, and Gray
Commissioners Excused: Chang, Ku and Matau
Alternates Present: Cacao and Mathur
Councilmember Absent: Gomez
City Staff Present: Carol Randisi, Senior Supervisor; Salia Lopa, Public Services Assistant II; Felix Reliford, Principal Housing Planner; Toby Librande, Child Care Coordinator
- IV. Seating of Alternates** Both alternates seated.
- V. Approval of Agenda** Chair Munzel requested to move Agenda Item #2 to Item #1 and then return to Item #1 after the presentation of Family Child Care Assistance Fund.
Motion to approve the agenda for September 8, 2008 as revised
- M/S: Gray/Mathur
- Ayes: 6
Excused: 3
- VI. Approval of Minutes** **Motion** to approve the minutes for August 4, 2008
- M/S: Krommenhock/Mathur
- Ayes: 6
Excused: 3
- VII. Public Forum**
- VIII. Announcements and Correspondence**
- Senior Supervisor Carol Randisi made the following announcement
- CPRS (California Park and Recreation Society) is accepting nominations for Awards of Excellence. The award is designed to recognize outstanding educational programs offered by CPRS Districts, Sections, Task Forces or

Committees. All submittals will be recognized and awards to the winning entries in each category will be presented at the CPRS Annual Awards and Installation Banquet, held at the Spring Conference. Ms. Randisi encouraged all commissioners to consider submitting a nomination. Chair Munzel suggested creating an awards subcommittee, and Commissioners Krommenhock, Gray and Cacao volunteered to be part of the Awards Subcommittee.

Chair Munzel announced he has been appointed to the County Parks and Recreation Commission.

IX. Old Business

X. New Business

1. Update on Senior Housing (Felix Reliford, Principal Housing Planner)

Mr. Reliford explained that the Mid-Peninsula Housing Coalition (MPHC) entered into an agreement with the City of Milpitas in May 2004. The MPHC has 30 years of development experience during which time they installed over 5,000 units in seven Bay Area counties. They have been successful in developing housing to meet the special needs of seniors while integrating affordable housing with historic preservation. They received 560 applications with 267 applicants on the waiting list. Mr. Reliford stated that all applicants must be 62 years of age or older with a monthly income from \$400 to \$800. There is also a local preference for applicants whereby the first priority is for Milpitas Residents, second priority is for anyone that works in Milpitas and all others are in the third priority.

Regarding the design and use for the Smith-Devries House, all historic elements are preserved while facilitating contemporary use by seniors. The ground floor which is approximately 600 square feet, has common use areas, which can be reserved by groups/residents for gatherings and or meetings. The upper floor consists of three apartments. There is a covered walkway or trellis which will connect the house to a new four-story main building consisting of 100 units for low-income seniors, which will also include a computer room, movie room and fitness room. Outdoor courtyards will be developed on ground level and at the 2nd floor podium level. Seventy structured parking spaces for residents and guests will be provided. The total development cost is budgeted at \$20.2 million.

2. Family Child Care Assistance Fund (Toby Librande , Child Care Coordinator)

Ms. Librande provided background information on the Child Care Grant process, explaining that each application is reviewed by staff and assigned a tier designation or deemed ineligible based upon the following criteria:

Tier One: Currently serves special needs children and/or never before funded.
Tier Two: Funded one prior year
Tier Three: Funded two or more prior years
Ineligible: Funded for past three consecutive years or licensed less than one year

Ms. Librande also went through all items that were included in the commissioner's packets:

1. Family Child Care Assistance Fund Cover Letter
2. Policies and Procedures
3. Application
4. Client Data
5. Grant Applications Summary FY 2008-2009
6. Fund Disbursement History 1995/1996 – 2007/2008 and copies of the thirteen submitted grant applications

Commissioner Mathur asked if the City inspects the Child Care locations to ensure the grant money was used for the items they requested. Ms. Librande responded that the City is not authorized to do jurisdiction inspections, however all funded applicants must submit receipts showing that the funded money was used for the requested items. Chair Munzel suggested voting by tier designations.

MOTION to grant \$500 to all eight Tier 1 applicants (Sherry Clanton, Yan Ding, Mora Giltug, YuYing Lai, Carol Lynn Reed, Evangeline Robillos, Samiha Samawai and Sabrina Sheikh).

M/S: Mathur/Serena
Excused: (3) Chang, Ku and Matau

MOTION to grant \$444 to one Tier 2 applicant (Lisa Hodges)

M/S: Gray/Cacao
Excused: (3) Chang, Ku and Matau

MOTION to grant \$389 to four Tier 3 applicants (Victoria Burns, Francisca Diaz, Donna Egusa and Fauzia Salim)

M/S: Serena/Mathur
Excused: (3) Chang, Ku and Matau

3. PRCRC Ordinance and Bylaw Review (Carol Randisi, Senior Maintenance Supervisor)

Ms. Randisi provided a brief presentation on the Parks, Recreation and Cultural Commission Ordinance 226.2 and bylaws. Chair Munzel requested a copy of the designated cultural resources and inventory.

XI. Staff Reports

None.

XII. Liaison Reports

1. **City Council**
None
2. **Community Advisory Commission (CAC)**
None
3. **Senior Advisory Commission (SAC)**
None
4. **Planning Commission**
None
5. **Youth Advisory Commission (YAC)**
None
6. **Milpitas Historical Society**
Chair Munzel reported the Historical Society takes the summer off and will start back up on Wednesday, September 10th. He also stated that the Historical Society took a tour of the Alviso Adobe in June and the Milpitas Post had a great article on the restoration of the Alviso Adobe in the August 28th edition.
7. **Arts Commission**

None

8. Park & Recreation Foundation

Commissioners Gray and Serena handed out a Parks and Recreation Foundation brochure, which included their mission statement, activities, support options and general information. Commissioner Gray reported that the foundation had a kick off event at the August 5th Summer Concert Series selling raffle tickets to win a suite at an Oakland Athletics game, and announced the winner of the raffle was Becky Strauss. The foundation will have a fundraiser “Dining to Donate” on Wednesday, September 17th at Applebee’s whereby 10% of dining expenses are donated to the foundation. Commissioner Gray also reported that the foundation will have a big fundraiser in December which is called the “Festival of Trees” where trees will be sponsored and decorated, then put up for auction on December 4th.

XIII. Future Agenda Items

- **Historical Marker Program (TBD)**
- **Park Master Plan Update (TBD)**
- **Alviso Adobe Project Report (October)**
- **Adopt-A-Spot Program (October)**
- **Commission Award (November)**

XIV. Adjournment

With no further business, Chair Munzel adjourned the meeting at 8:30 pm to the next scheduled meeting on October 6, 2008, in the Committee Room, City Hall. Adjourn to Devries House Tour on Tuesday, September 30, 2008 at 4:30pm.

Respectfully Submitted,

Salia Lopa
Recording Secretary