

**CITY OF MILPITAS
MINUTES**

PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION

Minutes: Regular Meeting of the Parks, Recreation and Cultural Resources Commission

Date of Meeting: January 9, 2012

Place of Meeting: Milpitas Community Center Conference Room, 457 E. Calaveras Blvd.

I. Call to Order: Chair Villalobos called the meeting to order at 7:03 pm

II. Flag Salute: Chair Villalobos led the Commission in the Pledge of Allegiance.

III. Roll Call: Commissioners Present: Baltazar, Fong, Mathur, Munzel, Villalobos
Commissioners Absent: Matau, Sharma
City Staff Present: Jaime Chew - Parks & Recreation Supervisor, Dale Flunoy –
Parks & Recreation Program Coordinator
City Council Liaison Present: Polanski

IV. Seating of Alternates: None

V. Approval of Agenda: Motion to approve the agenda for January 9, 2012.
M/S: Munzel/Mathur Ayes: All

VI. Approval of Minutes: Motion to approve the minutes from December 5, 2011.
M/S: Mathur/Munzel Ayes: All

VII. Public Forum: None

VIII. Announcements and Correspondence:

Parks and Recreation Supervisor Jaime Chew gave a few quick announcements stating that the Parks & Recreation Services Department Spring 2012 Activity guide was released last week with registration beginning on January 12 for residents and January 19 for non-residents. She also stated that the big summer push will be in April 2012. She also announced that Commissioners' Brunch, the event where all Commissioners' are Thanked for serving on their Commissions and that the date is scheduled for Saturday, April 14, 2012 at Dave & Busters beginning at 9:00 am with formal invitations to follow.

IX. Old Business

1. Park Donation Policy

Chairperson Villalobos asked if the Commissioners' had a chance to look over the document. Supervisor Chew stated that City Attorney Bronwen Lacey had a few changes and adjustments. She stated that she would like some consistencies through out the policy, such as keeping the naming of the entity, i.e. the Parks and Recreation Services Department of the City of Milpitas. So if someone makes a donation the donation is going to the City of Milpitas, not the Parks and Recreation Department. Commissioner Munzel asked if the policy would have the PRCRC's name in it anywhere. Supervisor Chew stated since there were changes that needed to be made that these changes be made first before the voted on it. Commissioner Munzel also asked whether donation inquiries were directed towards the department first,

Supervisor Chew agreed with Commissioner Munzel and stated it would start with staff and then go to the PRCRC Commission. Chair Villalobos stated that they should defer this item to the next meeting after changes have been made. Supervisor Chew also asked about the monetary donations below the \$1,000.00 amount, Chair Villalobos agreed and stated that the amounts were just a starting point. Commissioner Mathur asked how people would be recognized people who made donations. There was also some discussion on different ways to acknowledge people and Supervisor Chew stated they could be recognized in the Activity guide, the website, or at a City Council meeting. Councilmember Polanski stated that the policy states that donations under \$1,000.00 would go to the Parks & Recreation Foundation. Supervisor Chew clarified that that was the part they would clarify by adding another level. Councilmember Polanski also stated that anonymous donors could be recognized on the website and that there are other ways to be recognized my letters from the mayor, at Council meetings, etc. Commissioner Munzel asked how they would accept a donation for non-monetary donations, such as the donation of tress from Ted Weller. City Manager Tom Williams stated that he could go through Greg Armendariz. Supervisor Chew said that that needs to add to the policy with the suggestions from City Attorney Lacey. City Manager Williams also stated about adding in kind services, such as helping with planting trees, picking up trash, etc. Chair Villalobos asked to have this item moved to the February meeting.

IX. New Business:

1. Brown Act & Commission Training

City Attorney Bronwen Lacey gave the Parks, Recreation and Cultural Resources Commission a training on the Brown Act and Open Government Ordinance. Note Receipt & File

2. Work Plan

Supervisor Chew stated that since this is the start of a new calendar year the PRCRC needs to set their goals for the upcoming months. Commissioner Munzel asked what they still have not finished from last year and Supervisor Chew stated that they still had the Park Historical Marker Project, the Park Donation Policy and the Recycling Collaboration Effort. City Manager also stated that the PRCRC could take on the Sports Center Master Plan. She also stated that they had ongoing tasks such as Youth Sports and Child Care Grants, which there is no funding for, park visits, receive updates on the Parks Master Plan, and PRCRCR Liaison reports, inform Commissioners on Legislature updates, and Support the Parks & Recreation Foundation. Commissioner Munzel stated that he would like to go forward with the Historical Signage, making sure that first names were list on the signs. He stated that a Memorial Park is supposed to honor the individual and all parks should show this. After discussion the PRCRC will have the following on their work plan: the Park Donation Policy, Field Allocations & Process, Park Memorial Signage, Recycling Collaboration Effort, the Sports Center Master Plan, the No Smoking Ordinance for Parks & Playgrounds, Park Visit/Tour, and the Community Garden Update/Report.

A motion was made that they accept the work plan for 2012.

M/S: Munzel/Mathur

Ayes: All

3. Election of Officer

Nominations were opened for Chair. Current Chair Villalobos declined due to work scheduled. Commissioner Mathur nominated Commissioner Munzel. Chair Villalobos asked if there were any more nominations. With no further nominations, Chair Villalobos asked for a vote for Commissioner Munzel as Chair. Munzel was voted unanimously as Chair for the 2012 year. Chair Villalobos asked for nominations for Vice Chair. Commissioner Baltazar nominated Commissioner Mathur and was seconded by Commissioner Munzel. Commissioner Mathur was unanimously voted as Vice Chair for the 2012 year.

4. Commission Liaison & Reports

With the election of officers, commissioners need to be assigned liaison responsibilities for the next year. After some discussion Chair Villalobos stated that she could due the Senior Advisory Commission and Commissioner Munzel stated he would be the liaison for the Milpitas Historical Society. Other changes were postponed until the February 2012 meeting.

XI. Staff Reports

Supervisor Chew stated that the Historical Master Plan that the PRCRC worked on will be going to City Council on consent at the February 7, 2012 meeting. She also stated that the updated Historical Master Plan will be going to City Council also at the February 7, 2012 meeting.

XII. Liaison Reports

1. City Council: Councilmember Polanski reported as of December 29, 2011 the Supreme Court voted to eliminate the Redevelopment Agency and as February 1, 2012 the City of Milpitas' RDA would be dissolved. Councilmember Polanski also stated the Campaign Finance Ordinance had a amendment and that there were enough signatures, but they have 10 days to make a decision, in which there is a Special City Council meeting on Thursday, January 12, 2012 at 6:00 pm at City Hall where the Campaign Finance Reform Task Force will bring their recommendation to City Council.
2. Community Advisory Commission: No report.
3. Senior Advisory Commission: No report.
4. Planning Commission: Commissioner Mathur stated that nothing stands out, however there are a lot of requests to change the ordinance to increase parking.
5. Youth Advisory Commission: No report.
6. Milpitas Historical Society: There is not a meeting until January 11, 2012. Commissioner Munzel mentioned that Darlene Florin would be giving a presentation and that she has a large postcard collection of Milpitas and Santa Clara County.
7. Arts Commission: No report.
8. Recycling and Source Reduction Advisory Commission: Commissioner Balthazar stated that the Commission was working on a ban of single use plastic bags and the next meeting would be in two weeks.
9. Santa Clara County Parks & Recreation: No report.

XIII. Future Agenda Items:

Non-Smoking Park Ordinance
Recycling Collaboration Effort
Field Allocation Priorities and Process

XIV. Adjournment:

With no further business, Chairperson Villalobos adjourned the meeting at 8:25 pm to the next scheduled meeting on February 6, 2012 at 7:00 pm.