



CITY OF CAMPBELL - CIVIC IMPROVEMENT COMMISSION

CAMPBELL, CALIFORNIA

Thursday, January 14, 2021 – 7:30 pm

REGULAR MEETING MINUTES

This Civic Improvement Commission meeting was conducted pursuant to the Governor’s Executive Order N-29-20.

**This meeting was recorded and can be viewed in its entirety at:
<https://www.youtube.com/user/CityofCampbell/videos>**

CALL TO ORDER

The Civic Improvement Commission convened at its regular meeting time at 7:30 pm on January 14, 2021, via telecommunication.

Chairperson Hoffman stated that the Civic Improvement Commission Meeting was conducted pursuant to provisions of the Brown Act and an Executive Order issued by the Governor to facilitate teleconferencing to reduce the risk of COVID-19 transmission at public meetings.

ROLL CALL: Chairperson Hoffman called the meeting to order at 7:32 pm

PRESENT: Chairperson Hoffman. Commissioners: Bracher, Chase, Fields, Kaufman and Yoshikawa

Staff Liaison, Margarita Mendoza and Recording Secretary Diana Johnson

ABSENT: Dooley

APPROVAL OF MINUTES:

M/S: Kaufman/Yoshikawa To approve the Civic Improvement Commission Regular Meeting Minutes for the Thursday, December 10, 2020.

The Motion was approved unanimously by roll call vote.

Abstain: None
Absent: Dooley

ANNOUNCEMENT: None

COMMUNICATIONS: None

ORAL REQUESTS: None

REPORTS FROM REPRESENTATIVES:

County Library Report: Jennifer Weeks, County Librarian, provided the January 2021 Santa Clara County Librarian Report. A written copy of this report and presentation was included as an attachment to the agenda.

Campbell Library Report: Campbell Community Librarian Peggy Tomasso highlighted the Campbell Library events and programming for the month of January. A written copy of this report was included as an attachment to the agenda.

REPORTS FROM STAFF: NONE

City Update: City Staff Liaison Margarita Mendoza reported on the following items:

COVID-19 TESTING: Testing is available at the Campbell Community Center on Thursdays by appointment. Visit the County's website for more information.

Santa Clara County Health Department: Santa Clara County Health Department has updated information on their website which provides updated information about the current health tiers and vaccine eligibility. For more information please visit, sccfreevax.org

Youth Commission: The Commission is launching a Valentine craft box event, by order, \$10 per box which includes supplies. The Youth Commission is collaborating with the City of Saratoga and Cupertino are holding a Kindness Week event the week of February 15-19 the theme is Kindness promoted via social media.

Clean Water Program: Gardening training 10-week class February 24 – May 4 \$60. Certification for garden architects.

Workplan Review: Submittal of the Commissions workplans have been waylaid due to the Council's focus on Measure O and FY 21/22 budget. Workplans will be compiled and forwarded to the Council via the City Manager's office in an Information Memorandum format. It is anticipated that this will occur in February. A Council Priorities Setting is anticipated in March.

Measure O: City Council has approved the library's design. The Council is further reviewing the design for the Police Department Building.

City Budget: Midyear Budget will be released on February 16. Currently, there is a \$1.2 M deficit. Final revenue data is not currently available. Once the final revenues are accounted for, there is some anticipation that the deficit may double. The City Council will meet on February 16 to discuss the mid-year budget update and determine if any spending or staffing impacts will need to be taken.

Public Art Program: The project is an adopted subcommittee and workplan item of the Commission. The Commission can continue to work on the program and can move forward with a public art proposal. The City Manager has indicated that if the Explore Art subcommittee has a specific project that has been approved by the Commission, it can be taken to the City Council for review. In addition, given the current budget environment, the City Manager advises that projects that require no city funding and limit the impact on staff resources are more likely to receive approval.

Commissioner Fields thanked Margarita and other subcommittee members for their work. He asked whether fundraising could begin prior to March, or whether they the Commission needed

approval from Council. Chair Hoffman recommended that the subcommittee begin working now to put the complete proposal together and submit to the City.

ELECTION OF NEW CHAIRPERSON AND VICE-CHAIRPERSON

The CIC Seniority list was reviewed and discussed. A correction was noted on the Seniority list. The appointment date for Commissioner Fields should be changed to February 2020. This list was attached to the February agenda. A written copy of the CIC Seniority memo was included as an attachment to the agenda.

M/S: Yoshikawa/Fields To nominate Commissioner Kaufman as chair to the Civic Improvement Commission for the 2021 calendar year.

The Motion was approved unanimously by roll call vote (Absent: Dooley)

M/S: Hoffman/ Yoshikawa To nominate Commissioner Fields as vice chair to the Civic Improvement Commission.

The Motion was approved unanimously by roll call vote (Absent: Dooley).

NEW BUSINESS:

Mayor's Commission Collaborative Meeting Update: Commissioner Hoffman served as the CIC representative Hoffman to the Commission Collaborative (Collaborative) which met in January. The Collaborative is comprised of representatives from each of the City Commissions. The Collaborative met in January to discuss workplans, goals, objectives and future opportunities. Commissioner Hoffman shared that there are many potential opportunities to collaborate with other Commissions. For example, the Youth Job Fair with the Youth Commission; Public Art in Parks and Trails with the Parks and Recreation Commission; and with the Planning Commission around Campbell Cares items such as support to homeless individuals in the City. Commissioner Hoffman encouraged continued input from the CIC to share with the Collaborative. There were no further questions or comments from the Commission.

Neighborhood Association Assistance Grant Update: Commissioner Yoshikawa asked whether there was funding for the grant program this year. She proposed skipping the program for this year if there are budget constraints. Staff Liaison Mendoza indicated that as of this meeting, the funding would move forward. Commissioner Yoshikawa indicated that the subcommittee would meet and discuss the application process prior to the next CIC meeting. The subcommittee will review the application form which will remain the same for new applicants; however, applicants reapplying will have a streamlined version. Updated Neighborhood Grant information will be provided for CIC approval in February.

Social Service Subgrants: Applications were posted on the city's website. Has received some feedback from agencies who have applied in the past. Closing deadline is January 29. We have not received any applications as of today's date. We need to move the final recommendations to Council by April. A 6:30 pm Study Session in February is recommended for application review followed by a 7:30pm Regular Meeting to invite applicants to discuss. A second Regular CIC meeting will occur in March wherein the grant allocations will be voted upon.

GOOD OF THE GAME (Ideas and events of what is happening in Campbell):

COMMISSIONER/SUBCOMMITTEE REPORTS:

Explore Art Project: Previously discussed.

Campbell Cares: Commissioner Hoffman indicated that the subcommittee is finalizing the details for reaching out to teens and the proposed care kits and will provide details at the next CIC meeting. Commissioner Bracher added that Second Harvest Food Bank has various toiletries for possible distribution. Commissioner Hoffman suggested that the subcommittee reach out to Commissioner Bracher for assistance.

Chair Kaufman asked what would be the best way to manage monetary donations received in support of Public Art. Mendoza indicated that previous donations were processed through an online bank. Chair Kaufman further requested ideas for obtaining donations. Staff Liaison Mendoza and Commissioner Hoffman suggested using individual professional/personal networks and social media accounts for outreach to solicit funds. That type of networking is what helped fund the Art Outside the Box projects.

Commissioner Bracher suggested a scavenger hunt as a possible future project. Further discussion included art boxes and/or landmarks in the scavenger hunt or creating a mobile app. May consider reaching out to the Campbell Museum to assist. Commissioner Yoshikawa suggested adding this to the February CIC meeting to discuss further.

Chair Kaufman adjourned the Civic Improvement Commission meeting at 8:52 pm.

The next Regular Meeting of the Civic Improvement Commission is scheduled via telecommunication for Thursday, February 11, 2021 at 7:30 pm and conducted pursuant to the Governor's Executive Order N-29-20.

Respectfully submitted,



Diana Johnson, Recording Secretary



Margarita Mendoza, Staff Liaison