



CITY OF CAMPBELL - CIVIC IMPROVEMENT COMMISSION

CAMPBELL, CALIFORNIA

Thursday, May 9, 2019 – 7:30 p.m.

REGULAR MEETING MINUTES

ROLL CALL: Chairperson Yoshikawa called the meeting to order at 7:31 p.m.

PRESENT: Chairperson Yoshikawa. Commissioners: Capatosto, Carpenter, Hoffman, Kaufman, and Souza.

Staff Liaison, Tina Wong-Erling and Acting Recording Secretary Margarita Mendoza

Commissioner Khajuria arrived following role call at 7:33 p.m.

ABSENT: None

PRESENTATIONS: None

APPROVAL OF MINUTES:

M/S: Souza/Hoffman To approve the Regular Meeting minutes of April 11, 2019

Motion was unanimously approved by the following votes: Chair Yoshikawa Commissioners: Khajuria, Kaufman, Capatosto, Carpenter, Hoffman, and Souza

Abstain: None

COMMUNICATIONS: None

ORAL REQUESTS: None

REPORTS FROM REPRESENTATIVES:

Museum Report: Museum Supervisor Kerry Perkins provided the Commission an update on the various events and programs at the Ainsley House and Campbell Museum. The written report was an attachment to the meeting agenda packet.

Adult Center Division Report: Senior Services Supervisor Tina Wong-Erling shared various updates as they relate to the Adult Center which included a House Sharing Program, Hiking Group, Income Tax Assistance and Spring Fling in honor of Older Americans Month.

REPORTS FROM STAFF:

Staff Liaison Update: Staff Liaison Tina Wong-Erling provided the following updates:

- The FY 2019-20 Operating Budget and FY 2020-24 Capital Improvement Program (CIP) Budget Study Sessions were held on May 7. The introduction of the Operating and Capital budgets will take place on June 4 at 7:30 p.m. and the adoption of the budgets is scheduled for June 18 at 7:30 p.m.
- Colleen Hudgen from Live Oak Adult Day Services led the Pledge of Allegiance at the May 7 City Council meeting and was recognized for her retirement after 19 years of service to the community by the City Council.
- The Social Service Sub Grants were unanimously approved which included the development of the funding guidelines by the Civic Improvement Commission at the May 7 Council Meeting. City Councilmembers were particularly grateful for this part of the Commission's work.
- Will Fuentes was hired as the City's Finance Director. He has extensive background in all levels of finance, and was most recently employed by the City of Milpitas.
- Following the Civic Improvements comments and discussion, staff will prepare an updated FY 20 Work Plan to include the evaluation of the Pilot Beautification Grant; develop criteria for street names; the addition of Mindfulness to the Campbell Cares projects. The draft Work Plan will be presented to the Commission for consideration at their June meeting.

Staff liaison Wong-Erling provided the following clarifications for Work Plans:

- The Work Plan is a tool to organize the Commissioners throughout the year and allow staff to plan for any resource needs. Work plan items could be defined as special projects such as the Campbell Cares and Street Naming Subcommittees, Subgrants, etc.
- Commissioners are encouraged to provide ideas to the Commission for consideration.
- Work Plans do not specify Committee membership.
- Work Plans are not individually approved by City Council. Recreation and Community Services Director Regina Maurantonio clarified that the Council receives Work Plans as part of the overall budget, but what is important is to consider whether projects are within the purview of the Commission and staff can assess what requests on staff resources will be needed.

- Current FY 19 Work Plan includes: Teen Job Fair, Campbell Cares, Social Service Subgrants, Neighborhood Association grants, Beautification grants, Capture Campbell, Library Support. Relay for Life Fundraiser was suggested, but not included due to the preparation work that would be required.
- The CIC discussed how to further support the Campbell Library. Suggestions included: attending events, and promoting the Summer Reading Program by issuing challenges to residents.

NEW BUSINESS:

M/S: Souza/Carpenter

To cancel the July 11, 2019 meeting of the Civic Improvement Commission.

Motion was unanimously approved by the following votes: Chair Yoshikawa Commissioners: Khajuria, Kaufman, Capatosto, Carpenter, Hoffman and Souza.

In June, the Commission will discuss whether they want to hold a July social.

The August 8 meeting location time or date may be changed due to the Summer Concert Series that will be held during the day and time of the CIC Meeting. The Commission would like to discuss the potential date and time change of the August 8 meeting.

Announcement:

Commissioner Hoffman invited the CIC to visit the Police Foundation Dunk Tank booth at Boogie Music Festival on Saturday, May 18.

OLD BUSINESS:

None.

COMMISSIONER/SUBCOMMITTEE REPORTS:

Campbell Cares: Commissioner Souza shared information regarding the “Talks Save Lives” presentation which will be held on Thursday, May 16 at 6:30 p.m. in the Roosevelt Room at the Community Center (Q-80). The target audience for this presentation is adults who parent/guide teens. The talk is promoted via the Youth Commission social media and outreach methods. Commissioner Souza will add this event information to NextDoor and Campbell Cares page.

On August 10, there will be a mental health presentation/class (full day class, approximately 8 hours). Several new members have committed to joining the team, including family members, legislative aides and elected officials. They each committed to helping with promotion of the presentation.

Capture Campbell: Commissioner Carpenter shared that the website is now live. Recreation Specialist Jenny Bybee has been very helpful in distributing contest information via all the local schools. \$600 in donations has been secured, and \$500 have been pledged - for a total of

\$1,100 in donations. \$900 are given out in prizes, three categories for three age groups, each awarded \$100. The rest of the money will pay for promotional materials. Digital and physical postcards have been shared with the Commission to assist with the promotion of the event. The names of the program sponsors are listed on the merchant poster and website. San Jose Camera & Video has already given the City \$500, and Photographer Karen Tamaki pledged \$500. Wheel Away Cycle Center has also pledged a store prize. Youth that lives or attends school in Campbell are eligible to enter. The website is searchable on any internet search engine by entering the text "Capture Campbell" or the tiny url is listed on the contest postcard.

Commissioner Hoffman requested that a section of the agenda be added for announcing events to help Commissioners support civic events. Below are some events that Commissioners are attending:

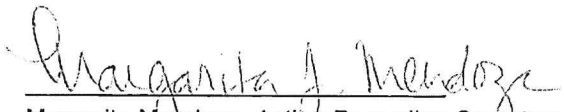
- The Rotary Club of Campbell and West Valley is holding a Chili Cook Off on May 18 at St. Lucy's Church.
- The Boogie Music Festival was mentioned earlier in the evening – and Commissioners were encouraged to attend.

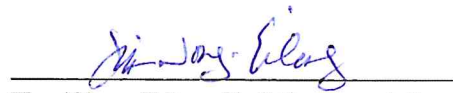
Commissioners also expressed their interest in learning about any businesses that are opening or closing in Campbell.

Chairperson Yoshikawa adjourned the meeting at 8:28 p.m.

The next regular meeting of the Civic Improvement Commission is scheduled for Thursday, June 13 at 7:30 p.m. in the City Council Chamber, Campbell City Hall 70 N. First Street, Campbell, California.

Respectfully submitted,


Margarita Mendoza, Acting Recording Secretary


Tina Wong-Erling, Staff Representative