



**CIVIC IMPROVEMENT COMMISSION**  
**Council Chamber**  
**70 North First Street - Campbell, California 95008**

**Thursday, January 9, 2020 – 7:30 PM**

**Regular Meeting Agenda**

**Call to Order, Roll Call**

**Presentations**

**Approval of Minutes**

1. Regular Meeting – December 12, 2019\*

**Election of new Chairperson and Vice Chairperson\***

**Communications**

**Oral Requests**

**REPORTS FROM REPRESENTATIVES**

**Reports from Staff**

1. Kerry Perkins, Senior Museum Specialist
  - a. Historical Museum and Ainsley House Report
2. Tina Wong-Erling, Senior Services Supervisor
  - a. Adult Center Update\*
3. Al Bito, Staff Liaison
  - a. City Projects and Events\*
    - Neighborhood Assistance Grants – Neighborhood Assistance Grants – Closed January 3
    - CIC Winter Social – January 16
    - Beautification Awards – Closes January 31
  - b. City Updates

**New Business**

**Old Business**

**Good of the Game**

**Subcommittee Reports**

1. Beautification Grants
2. Campbell Cares
3. High School Job Fair

**Adjourn**

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*In compliance with the Americans with Disabilities Act (ADA), assistive listening devices are available upon request for public meetings held in the City Council Chamber. If you require accommodation to participate, please contact Al Bito in the City Manager's office at 408-866-2128 or by email [alb@campbellca.gov](mailto:alb@campbellca.gov). \* Indicates written attachment and is available upon request by contacting Diana Johnson at 408-866-2125 or by email [dianaj@campbellca.gov](mailto:dianaj@campbellca.gov).*



CITY OF CAMPBELL - CIVIC IMPROVEMENT COMMISSION

CAMPBELL, CALIFORNIA

Thursday, December 12, 2019 – 7:30 p.m.

REGULAR MEETING MINUTES

ROLL CALL: Chairperson Yoshikawa called the meeting to order at 7:32 p.m.

PRESENT: Chairperson Yoshikawa. Commissioners: Khajuria, Kaufman, Carpenter and Souza

Staff Liaison, Tina Wong-Erling and Recording Secretary Diana Johnson

ABSENT: Commissioners: Hoffman. Commissioner Capatosto (arrived following role call)

PRESENTATIONS: None

APPROVAL OF MINUTES:

M/S: Souza/Carpenter To approve the meeting minutes of the Thursday, November 14, 2019 Regular Meeting.

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

Abstain: None

COMMUNICATIONS: None

ORAL REQUESTS: None

REPORTS FROM REPRESENTATIVES:

County Library Report: Diane Roche, Director of Communications and Marketing, provided an oral report on behalf of County Librarian Nancy Howe. Ms. Roche reviewed the County Library's Year End Service Report for 2018-2019 and highlighted various upcoming events at the library. A written copy of this report was included as an attachment to the agenda.

Campbell Library Report: Campbell Community Librarian Peggy Tomasso reviewed the 2019-2020 Service Plan and highlighted the Campbell Library events and programming for the month of November. A written copy of this report was included as an attachment to the agenda.

## REPORTS FROM STAFF:

### Staff Liaison Tina Wong-Erling, Senior Services Supervisor:

#### City Update:

- The Commission is invited to attend the December 7 City Council meeting wherein the next Mayor of Campbell will be appointed. There will be no formal business conducted.
- Measure O will be discussed at the January 21, 2020 Council meeting.
- Applications are now accepted for Leadership Campbell, a Community Education Program for people who live and work in Campbell.

#### Street Name Policy Update: City Council approved the following changes to the Street Name Policy.

- D. The following criteria shall be used in evaluating the merit of naming requests for deceased individual(s) of historical significance:
1. The person or persons being honored died in the line of duty serving the City of Campbell or the United States of America.
  2. The person or persons being honored made extraordinary, lasting, and significant contributions to the Campbell community.
  3. The person or persons being honored died while performing a heroic act (e.g. saving the life of another person).
  4. ~~The person or persons being honored made a significant donation to the City, resulting in the acquisition of property, buildings, etc.~~ Eliminated as Council believed that item #2 covered this.

Satisfying one or more of the eligibility criteria listed above does not assure City Council approval of a street name request.

- E. Other considerations as outlined in the City of Campbell Addressing Guidelines maintained by the Community Development Department.

Neighborhood Association Assistance Grant Policy: Staff liaison Wong-Erling indicated that at their regular meeting on Tuesday, December 3, City Council reviewed the CIC's recommendations to the Policy and did not approve the addition of the following language: "Received donations from an individual who is a board member of the grant Neighborhood Association applicant, or from the grant Neighborhood Association applicant itself." Would be required to recuse.

City Council felt adding the language would limit free speech and be restrictive in the new Districting elections.

Council did approve adding the following (in red):

A neighborhood association is a voluntary organized group of residents or “homeowners” with defined boundaries within the City of Campbell that collaborates for the benefit of their neighborhood that is formally recognized by the City Council as advised by the City Manager’s Office and Civic Improvement Commission (CIC). Business owners or individuals who work, “but are not residents or homeowners within a particular neighborhood are not recognized as part of a neighborhood association.”

Ms. Wong-Erling indicated that Council expressed their appreciation to the Commission for their work in updating these two policies.

The Commission had no further questions or comments.

#### NEW BUSINESS:

2020 Winter Social: The Commission would like to meet at 7:30 pm on Thursday, January 16, 2020 at Pacific Catch. The invite was extended to the Museum and Library staff as well as Commissioner Capatosto

Commissioner Capatosto: Chair Yoshikawa expressed her appreciation to Commissioner Capatosto for his service on the Commission. Commissioner Capatosto has moved outside of the City.

OLD BUSINESS: None

GOOD OF THE GAME (Ideas and events of what is happening in Campbell): None

#### COMMISSIONER/SUBCOMMITTEE REPORTS:

Beautification Grants: Commissioner Kaufman distributed the revised flyer. The application deadline is January 31; however, can be extended if needed. Applications will be available from December 16 thru January 31. The information will be posted on the City’s website and social media. Commissioner Khajuria asked the Commission to target specific businesses or organizations in Campbell. The revised flyer was distributed and attached to these minutes as Exhibit “A.”

Campbell Cares: Nothing to report.

Capture Campbell: Chairperson Yoshikawa encouraged the Commissioners to consider participating in the Sub Committee next year.

Youth Job Fair: The event is scheduled on January 31 from 3:30 to 5pm at the Orchard City Banquet Hall. Sports Basement has agreed to participate for a total of 15 businesses. The Youth Commission continue to solicit additional business. Commissioner Souza encouraged businesses interested in internships.

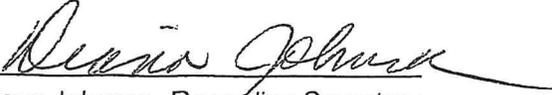
Ms. Wong-Erling expressed a few words as her final meeting as staff liaison to the Commission this past year. She thanked recording secretary Diana Johnson for her support and Al Bito for allowing her the opportunity to serve as staff liaison. She especially thanked Regina Maurantonio for encouraging her to take on the assignment and for supporting her this past year.

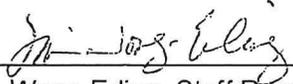
Chairperson Yoshikawa thanked Ms. Wong-Erling and Ms. Maurantonio for all their hard work.

Commissioner Richard Capatosto announced his resignation from the Commission, effective January 2020. Recording Secretary also thanked Commissioner Capatosto for his service this past year.

Chairperson Yoshikawa adjourned the meeting at 8:21 p.m. The next Regular Meeting of the Civic Improvement Commission is scheduled for Thursday, January 9, 2020 at 7:30 p.m. in the City Council Chamber, Campbell City Hall 70 N. First Street, Campbell, California.

Respectfully submitted,

  
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Diana Johnson, Recording Secretary

  
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Tina Wong-Erling, Staff Representative

# MEMORANDUM



City of Campbell  
City Manager's Office

**To:** Civic Improvement Commission  
**From:** Diana Johnson, CIC Recording Secretary  
**Subject:** **CIC Seniority**

**Date:** January 9, 2020

For your reference, below you will find the Civic Improvement Commission's current seniority list and a listing of past chairpersons and vice chairpersons since 2015.

### Current Commissioners

Name	Appointed	Reappointed	Term Expires
Carol Hoffman	7/2014	8/2018	8/2022
William Kaufman	8/2018		8/2022
Viral Khajuria	8/2018		8/2022
Vacancy+	8/2018		8/2022
Anne Souza	10/2015	8/2016	8/2020
Amy Carpenter	8/2016		8/2020
Maryanne Yoshikawa	8/2017		8/2021

+ Once filled, this position will serve the remainder of Commissioner Richard Capatosto term from December 2019 through August 2022.

### Commission Chairs/Vice-Chairs - History

Chairperson	Vice Chairperson	Term
Maryanne Yoshikawa	Carol Hoffman	1/19 – 12/19
Anne Souza	Amy Carpenter	1/18 – 12/18
Lucy Zheng	Anne Souza	1/17 – 12/17
Carol Hoffman	Lucy Zheng	1/16 - 12/16
Sharon Teeter	Carol Hoffman	1/15 - 12/15

\*Amy Carpenter declined the CIC Chair position for the 2019 term.

\*\*Maryanne Yoshikawa was elected as Chair and Carol Hoffman as the new Vice-Chairperson at the January 2019 meeting.

\*\*\* Richard Capatosto resigned effective January 2020.

# MEMORANDUM



**City of Campbell**  
**Recreation & Com. Svcs.**

**To:** Civic Improvement Commissioners  
**From:** Tina Wong-Erling  
Senior Services Supervisor  
**Subject:** Campbell Adult Center Division Report

**Date:** 1/3/20

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The following is a summary of upcoming Adult Center activities for the period of January 1 through February 29, 2020:

### **Aging Mastery Program for Caregivers**

The City of San Jose is partnering with the National Council on Aging to offer the Aging Mastery Program for Caregivers Class. The Aging Mastery Program is designed to educate caregivers about the impacts of caregiving and provides tools to stay healthier and happier throughout the caregiving journey. The 12-week curriculum includes sessions on exercise, sleep, advance planning, healthy relationships, community engagement, and more. The Adult Center's Senior Services Supervisor Tina Wong-Erling will be a featured speaker on the topic of Caregiver Perspectives: Assessing our Needs.

### **Chinese New Year**

The Adult Center will host its annual Chinese New Year Celebration on February 6 at the Orchard City Banquet Hall. Festivities to celebrate the Year of the Rat include the Moonlight Folk Dancers and a lion dance performance. In its seventh year, the Chinese New Year Celebration has become a highly anticipated tradition at the Adult Center!

### **Income Tax Assistance**

The AARP Foundation will provide free income tax assistance from February 4 thru April 14. The service is available for low to moderate income adults and families age 18+. The AARP Income Tax program provides a critical service with approximately twenty volunteer tax aides who file over 500 income tax returns annually.



City of Campbell  
**INTEROFFICE MEMO**

**DATE:** January 6, 2020  
**TO:** Civic Improvement Commission  
**FROM:** Al Bito, CIC Staff Representative  
**SUBJECT:** **January 9 Commission Meeting**  
**Agenda Item: "Reports from Staff"**



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At the Commission's January 9 regular meeting, staff will provide an update on the Commission's FY 2020 Neighborhood Assistance Grants which had an application deadline of January 3, 2020; a reminder about the Commission's traditional winter social/teambuilding event to be held on January 16, 2020 in downtown Campbell; and the FY 2020 Beautification Grant Award applications which closes on January 31, 2020.

Staff will also report on Citywide items of general interest.