



CITY OF CAMPBELL - CIVIC IMPROVEMENT COMMISSION

CAMPBELL, CALIFORNIA

Thursday, February 10, 2022 – 7:30 pm

REGULAR MEETING MINUTES

This Civic Improvement Commission meeting was conducted pursuant to the provisions of the Brown Act.

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 on the regularly scheduled day of Thursday, February 10, 2022.

ROLL CALL: Chair Fields called the meeting to order at 7:31 pm

PRESENT: Chair Fields. Commissioners: Naylor, Malcolm, Bracher, Dooley
Yoshikawa
City Manager, Brian Loventhal, Recording Secretary, Diana Johnson

ABSENT: Commissioner Kaufman

ANNOUNCEMENTS: None

APPROVAL OF MINUTES:

M/S: Yoshikawa/Bracher A motion to approve the Civic Improvement Commission Regular Meeting Minutes for the Thursday, January 13, 2022, meeting.

ROLL CALL: Chair Fields. Commissioners: Naylor, Malcolm, Bracher, Dooley
Yoshikawa

ABSENT: Commissioner Kaufman

ABSTAIN: None

COMMUNICATIONS: None

ORAL REQUESTS: None

REPORTS FROM REPRESENTATIVES:

County Library Report: County Librarian, Jennifer Weeks was unavailable to provide the County Library Report for the month of February. A written copy of this report 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 February. A written copy of this report was included as an attachment to the agenda.

REPORTS FROM STAFF:

City Manager Brian Loventhal reported on the following items:

Authorized License Plate Readers: City Council authorized a budget expenditure for license plate reader cameras. This will address the property crimes that we are seeing in our area. The cameras are only used for crime investigations, if needed. This is not a tracking device. There will be fixed cameras placed throughout the City. There have been social media posts to advise public. In addition, a kickoff information webinar for the public will be available on February 17 at 7pm. The link to this webinar is available on our website. The webinar will include how the public will be affected, how technology will be used/success stories.

City Council Annual Priorities Session: Members of the public are welcome to attend the Council Priorities Session on Thursday, February 24 at Community Center. This meeting will set the Council Priorities for 22/23. This is the beginning of the budget process. A series of workshops in March and May will follow.

General Plan Development/Housing Element: There will be a Special Council meeting on January 25 to finalize the list of potential housing sites that can be developed over the next eight years. City Manager Loventhal encouraged the Commission and community to participate.

City Hall Reopen: City Hall will reopen to the public on Tuesday, February 22 for full over the counter services.

Districting Elections: Fourth and final public meeting will occur Tuesday, March 1. The deadline to submit a redistricting map for consideration is Friday, February 18. There are currently four maps that are under consideration.

Commissioner Bracher asked for an update on the General Plan. City Manager Loventhal provided an overview of what the General Plan is. Currently the focus is on the Housing element. Mr. Loventhal indicated that workshops for the Housing Element are completed with Council. By law over 3000 sites needed to be identified. Council has authorized over 5k sites for review. The environmental process will narrow down the potential sites. The State must certify all plans. Currently, adequate sites are being identified. It is anticipated that the Housing Element of the General Plan will be completed by the end of the calendar year in December.

NEW BUSINESS:

21/22 Neighborhood Association Grants: The application period is open from February 9 through March 2. The Neighborhood Associations have been informed by email. The application will be advertised on the City's website, Facebook and NextDoor. A Study Session to review applications will be held on Thursday, March 10 at 6:30 pm. The applicants will be invited to attend the Study Session for the review of applications and the Regular CIC meeting wherein the applicants will be

given the opportunity to report on how the grant was utilized and for the applicants and Commission to ask questions.

OLD BUSINESS:

FY 21/22 Workplan: The Commission reviewed the FY Workplan and made the following change to the Explore Art subcommittee:

Commissioner Yoshikawa will be removed from the Explore Art subcommittee and replaced by Commissioner Malcolm.

M/S: Yoshikawa/Bracher A motion to approve the Civic Improvement Commission FY 22 Workplan.

ROLL CALL: Chair Fields. Commissioners: Naylor, Malcolm, Bracher, Dooley Yoshikawa

ABSENT: Commissioner Kaufman

M/S: Yoshikawa/Bracher A motion to approve the Civic Improvement Commission Subcommittee assignments. Commissioner Malcolm will replace Commissioner Yoshikawa on the Explore Art subcommittee.

ROLL CALL: Chair Fields. Commissioners: Naylor, Malcolm, Bracher, Dooley Yoshikawa

ABSENT: Commissioner Kaufman

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

1. 130th Anniversary Campbell Heritage Day & Early Settlers Gathering
2. The City Clerk's office is accepting applications for the Bicycle and Pedestrian Advisory Committee.
3. The final deadline for those interested in submitting a draft Redistricting map is Friday, February 18 at 5:00 p.m. The final public hearing wherein City Council will consider all draft maps is scheduled on Tuesday, March 1.
4. City Hall will be closed Monday, February 21 in recognition of President's Day.
5. Chair Fields shared that the downtown mural near Opa was unveiled and is now lighted. He encouraged the Commissioners to visit the site.
6. Commissioner Yoshikawa shared that Saturday, February 19 Stories for Solidarity are holding a candlelight vigil at San Jose City Hall in honor of the "Day of Remembrance" Executive Order 9066.

COMMISSIONER/SUBCOMMITTEE REPORTS:

Neighborhood Refresh Project: A copy of the draft proposal was distributed to the Commission. Vice Chair Bracher provided an overview of the draft. The proposal included the summary, organization, similar programs, structure, finance/expenses, volunteers, recipient selection method and criteria. A copy of this draft is included in these minutes as Exhibit A.

Mr. Loventhal recommended that the volunteers participating in all projects, sign the appropriate City volunteer forms.

Commissioner Dooley added that the Youth Commission should be included in this project. She also recommended a set of standardized guidelines for this project.

Chair Fields and Commissioner Dooley suggested the inclusion of trash cleanups as Refresh Project ideas.

Campbell Cares: No further comments. The "Neighborhood Refresh Project" is a project under "Campbell Cares" and was previously discussed and noted in these minutes.

Capture Campbell: Commissioner Yoshikawa provided a brief overview of the contest to the Commission. She reported that launch for the Youth Photo Contest has been scheduled for Tuesday, March 1 and will run through June 30. The Capture Campbell website is updated. She encouraged the CIC to share the information. Capture Campbell prizes will be awarded this summer.

Explore Art Project: Commissioner Fields reported that he was able to promote Explore Art and reach out to over 30 businesses at the Chamber event. Chair Fields and Commissioner Kaufman will speak at future Chamber and Rotary Clubs events to continue their promotion and fundraising efforts.

Sidewalk Chalk Art: Chair Fields promoted the Sidewalk Chalk Art project to a Boogie on the Bayou organizer at a Chamber event. Possible timeframe in May.

Commissioner Dooley added that available Art Grants require a 501C3 designation. The Civic Improvement Commission is not an independent agency, as they fall under the City; therefore are not eligible to apply for these types of grants. She will continue to research alternative grant options.

The meeting was adjourned at 8:44 pm. The next Regular Meeting of the Civic Improvement Commission is scheduled for Thursday, March 10, 2021, at 7:30 pm and will be conducted pursuant to the provisions of the Brown Act.

Respectfully submitted,



Diana Johnson, Recording Secretary



Brian Loventhal, City Manager



City of Campbell, California

Civic Improvement Commission

Campbell Cares Subcommittee

Draft Proposal

Campbell Refresh

“Making Campbell neighborhoods a little nicer, one yard at a time.”

January 2022

Initially submitted by Commission Christopher Bracher

Summary:

Campbell Refresh (Refresh) is a volunteer program for community members to assist with the maintenance of street-facing front and/or side yards of Campbell residents who are subject to a fixed and/or limited income, are of limited physical resources, dependent on third party care, and/or elderly, for their benefit and that of their neighbors and immediate neighborhood.

Organization:

In a manner similar to that of the Campbell Historical Museum and its sister non-profit organization, the Friends of the Campbell Museum, and that of Campbell Heritage Theater and the Friends of the Heritage Theater, respectively, Campbell Refresh is intended to be a separate group of volunteers who will contribute their time and energy to assist Campbell Residents

Similar Programs:

While there are various municipal, county, and state funded programs to assist with things like the removal of lawns and/or their replacement of drought tolerant landscaping, there appear to be no municipally sponsored volunteer programs to assist residents.

Structure:

Refresh will report to and be directed by the Campbell Civic Improvement Commission via its designated representative similar in the manner that the Campbell Library and Museum do currently.

The group of volunteers will be sought out, organized, and managed by a Board of Directors to be initially select by the CIC Commissioners and then later by the volunteers. The Board of

Refresh will also manage any resources for the group such as tools, work gloves, t-shirts, sun hats, etc. as well as donations of funds or materials to be used on volunteer days.

Ideally, if possible, a 501-c-3 non-profit group will be set up to formalize the volunteer group and also to facilitate and acknowledge any donations made towards Refresh efforts for neighborhood beautification.

Finances/Expenses:

Whenever possible Refresh will seek donations of funds and materials to be used on work days. Granted, volunteers will be encouraged to bring their own items, but things such as yard tools (shovels, rakes, hoes, etc.), work gloves, sun screen, sun hats, high visibility safety vests, and/or custom printed T-shirts will be sought out to facilitate work day efforts.

Potential donors could be Campbell residents as well as any related business such as Home Depot and other hardware stores or landscaping related businesses such as Gardenland Power Equipment or Summer Winds Nursery or other Campbell based businesses.

Deferral of costs will always be always sought out first and at no time will a Refresh recipient resident be asked for remuneration. Much like other CIC projects, these efforts will ideally be self-funded with no request of the Campbell City funds.

Volunteers:

As with other City of Campbell volunteers, the individuals and their hours contributed will be recorded and submitted to City Staff to see who qualifies to attend Campbell's annual volunteer appreciation luncheon.

Recipient Selection Method and Criteria:

Working together with the Campbell Community Development Department, specifically its Code Enforcement Division, the various Campbell neighborhood associations, and hopefully a form which can be submitted via the City's website, candidates will be considered and evaluated.

Street facing front and/or side yards with overgrown weeds, untended grass, unraked leaves, and unkept gardens are the preferred targets of this program. Ideally those yards that can have these needs addresses in a single work day or less are also preferred. More intensive tasks such as repairing a small fence or similar items will be decided on a case-by-case basis depending on the volunteer skillset and availability of materials.

A form and/or checklist should be developed to assist with evaluating the suitability of candidates based on one or more of the following criteria:

- Resident of Campbell regardless of ownership status
- Limited or fixed income
- Limited physical resources (time restriction due to caring for others, tools, equipment, etc.)
- Elderly and/or disabled

In short, those with the greatest need and least able should be prioritized.

Once contact has been made with the resident and their approval for a volunteer work day is given, a work day can be selected and volunteers notified by the Refresh Board.