



CITY OF MOUNTAIN VIEW

HUMAN RELATIONS COMMISSION

AGENDA

REGULAR MEETING - THURSDAY, OCTOBER 3, 2013
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. CALL TO ORDER

- 2. ROLL CALL**—Commissioners Kevin Boer, Greg Coladonato, Lucas Ramirez, Nilda Santiago, Jamil Shaikh, and Chair Ken Rosenberg.

3. MINUTES APPROVAL

Minutes for the July 9, 2013 Regular Meeting have been delivered to Commissioners and a copy posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Commission from acting on nonagenda items.

5. UNFINISHED BUSINESS

5.1 DISCUSS AND POTENTIALLY ADOPT NEW HUMAN RELATIONS COMMISSION VALUES

At the July 9, 2013 Regular Meeting of the Human Relations Commission (HRC), a motion carried 6-0 to change the definition of tolerance as it appears in the HRC brochure.

The HRC is responsible to act as an advisory body to the City Council on issues concerning tolerance, inclusivity, and involvement as defined in the City Council adopted Resolution No. 19148 from 1997. As part of the HRC Work Plan for Fiscal Year 2013-14, the HRC will discuss and potentially recommend new Commission values or definitions to the City Council for consideration.

The Commission may take action on this item.

5.2 VETERANS MEMORIAL FOLLOW-UP DISCUSSION

The Commission will consider potential locations and memorial concepts as directed by City Council on May 14, 2013. The development of a veterans memorial as stated on the HRC Work Plan for Fiscal Year 2013-14 will inform this project.

Action may be taken on this item.

6. NEW BUSINESS

6.1 CIVILITY ROUNDTABLE PROGRAM PLANNING DISCUSSION

The Commission will discuss program planning details and potentially determine a theme for the next Civility Roundtable program.

Action may be taken on this item.

7. COMMISSIONER OUTREACH EFFORTS, UPDATES, AND PLANNING

Commissioners will report on their outreach efforts.

8. COMMISSION/STAFF COMMENTS, QUESTIONS, COMMISSION REPORTS

No action will be taken on any questions raised by the Commission at this time.

The next HRC meeting will be held on Thursday, November 7, 2013.

9. ADJOURNMENT

KC/7/MGR
607-10-03-13A-E

AGENDAS FOR THE HUMAN RELATIONS COMMISSION

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Commission Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to Youth Resources Manager Kimberly Castro at (650) 903-6301, or e-mail at: *kim.castro@mountainview.gov*.
- Interested persons may review the agenda and staff reports at the Mountain View Library (585 Franklin Street) beginning the Friday evening before each regular meeting and at the City Manager's and City Clerk's Offices, 500 Castro Street, Third Floor, beginning the Monday morning before each meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE – Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the City Manager's Office at (650) 903-6301 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Commission may take action on any matter noticed herein in any manner deemed appropriate by the Commission. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE**—Any writings or documents provided to a majority of the Human Relations Commission regarding any item on this agenda will be made available for public inspection in the City Manager's Office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Commission on a nonagenda item may do so during the "Oral Communications" part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



MINUTES

SPECIAL MEETING - TUESDAY, JULY 9, 2013
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 6:52 p.m. with Vice Chair Coladonato presiding.

2. **ROLL CALL**

Present: Commissioners Kevin Boer (arrived at 7:15 p.m.), Greg Coladonato, Lucas Ramirez, Nilda Santiago, Jamil Shaikh, and Chair Ken Rosenberg (arrived at 7:00 p.m.).

Absent: None.

3. **MINUTES APPROVAL**

Minutes for the May 30, 2013 Special Meeting and the June 6, 2013 Regular Meeting were approved without modification.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC** – None.

5. **UNFINISHED BUSINESS**

5.1 **COMMISSION INPUT AND INVOLVEMENT IN THE CITY COUNCIL MAJOR GOALS FOR FISCAL YEAR 2013-14**

The Human Relations Commission (HRC) discussed the City Council major goals and projects in the context of the HRC work plan and determined that they would like to request a meeting with the new IT Director once in place.

Motion – M/S Ramirez/Rosenberg – Carried 4-1-1; Coladonato no; Boer absent – request a meeting with the new IT Director.

SPEAKING FROM THE FLOOR IN FAVOR OF THE HRC'S VETERANS MEMORIAL PROJECT AS PART OF THE WORK PLAN

- Ken Newman
- Cindy Newman

Rosenberg began chairing the meeting.

6. NEW BUSINESS

6.1 HRC WORK PLAN MILESTONE AND PRIORITIZATION DISCUSSION

The HRC determined the scope and milestones for the new work plan items for Fiscal Year 2013-14 for *"Items 2 - Conduct a community analysis to identify local HRC related issues; Item 3 - Attend cultural, ethnic community celebrations and visits from foreign dignitaries; Item 4 - Develop Veterans Memorial Project accordingly to City Council direction: May 14, 2013."* The Commission further discussed *"Item 1- Discuss and potentially adopt new HRC values."*

Motion—M/S Coladonato/Boer—Carried 6-0 Change the definition of tolerance as it appears in the HRC brochure.

SPEAKING FROM THE FLOOR ON THIS ITEM

- Carole Rhodes

7. COMMISSIONER OUTREACH EFFORTS, UPDATES, AND PLANNING

Many Commissioners attended the Council Neighborhoods Committee meeting on June 27, 2013 and found it to be a valuable and a unique opportunity for residents to participate and engage with high-level officials from the City.

The Regular Meeting of the HRC scheduled for September 5, 2013 conflicts with a City recognized holiday and therefore, is cancelled.

The Northern California CHIRO meeting will be held on September 27 in San Francisco.

The next Regular Meeting of the HRC will be held on October 3, 2013.

8. COMMISSION/STAFF COMMENTS, QUESTIONS, COMMISSION REPORTS

None.

9. ADJOURNMENT

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Kimberly Castro
Youth Resources Manager

KC/7/MGR
607-07-09-13mn

CITY OF MOUNTAIN VIEW
RESOLUTION NO. 16148
SERIES 1997

A RESOLUTION OF THE CITY COUNCIL ESTABLISHING
A HUMAN RELATIONS COMMISSION

WHEREAS, the City of Mountain View established a Social Concerns Commission in 1994 with the adoption of Resolution No. 15732 to address economic, political, educational and social issues facing the community; and

WHEREAS, the City of Mountain View now desires to rename the Commission the Human Relations Commission and to clarify the role of the Commission;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain View as follows:

Section 1. Policy and Intent. The City of Mountain View is dedicated to preserving the rights of all persons to enjoy an equal opportunity to live, work and prosper in the community. It is the goal of the City that all persons shall be free from unlawful discrimination and harassment as prohibited under Federal, State and local law.

It is the desire of the City to promote the fullest participation of all members of the community in the economic, political, educational and social aspects of the community and to provide equality of opportunity to the greatest extent possible.

The City Council of Mountain View believes it can enhance the enjoyment and fulfillment of the rights and privileges guaranteed to all members of the community through the establishment of the Human Relations Commission.

Section 2. Establishment of Commission. The City of Mountain View Human Relations Commission (HRC) is hereby established and shall consist of seven (7) voting members to be appointed by the City Council. All candidates for membership must be registered voters of the City and may not be a current officeholder or employee of the City. The candidates chosen should be representative of the community as a whole.

A. **Term of Appointment.** Members appointed by the Council shall serve a maximum of two consecutive four-year terms with terms staggered so that three or four Commission seats would be open for re/appointment every two years with the expiration dates for initial appointments governed by Section 902 of the Mountain View City Charter.

B. **Chairperson.** At the first meeting of the Commission and during the first meeting in January of every year thereafter, the Commission shall organize by electing one of its members to serve as chairperson pursuant to Section 904 of the City Charter.

C. **Meetings.** Meetings of the Commission shall be conducted monthly at a City facility unless an alternate location is approved by the City Council. The agenda shall be prepared by City staff and posted and the meetings noticed as prescribed by law.

Section 3. Powers and Responsibilities of the Commission. The Commission shall function within the following areas of responsibility:

- A. Act as an advisory body to the City Council on issues concerning tolerance, inclusivity and involvement; and
- B. Serve as a liaison/facilitator between City government and the public on issues relating to tolerance, inclusivity and involvement; and
- C. Perform such other duties as the Council may direct; and
- D. Coordinate Commission activities, reports or recommendations with other City boards or commissions where identified as appropriate by City staff and/or the City Council; and
- E. Serve as a forum for public discussion on issues relating to tolerance, inclusivity and involvement; and for the purposes of this section, tolerance, inclusivity and involvement shall be defined as follows:

- 1. Tolerance. Issues concerning nondiscrimination, diversity and cultural awareness in the community.
- 2. Involvement. Issues relating to barriers which may preclude residents from participating in their local government and/or community and assessing the relevance of programs to the needs of the community.
- 3. Inclusivity. Issues concerning outreach to diverse segments of the population and soliciting input from the community.

Section 4. Committees. The Commission may utilize committees of its members comprising less than a quorum of the Commission to study and advise the Commission on any subject within its purview.

Section 5. Annual Report and Work Plan.

- A. The Commission shall compose an annual written report to the City Council on its activities for the prior year.
- B. Prior to April 1 of each year, City staff shall submit an annual work plan to the Commission for consideration and comment aimed at guiding the Commission prospectively in its deliberations and activities. The work plan shall list the Commission's projects and priorities for the upcoming year, along with an estimate of the anticipated workload the projects and priorities will generate for the Commission and City staff.

If, during the course of the fiscal year, the Commission wishes to expand the work plan to include community issues and/or projects beyond those listed in its approved annual work plan, the Commission shall submit a request to the City Council and receive Council approval before proceeding with the issues/projects.

Section 6. Relationship with Existing Law. It is the policy of the City of Mountain View that insofar as Federal and State laws are applicable to matters of unlawful discrimination, voluntary compliance therewith should be fostered by the Human Relations Commission. This resolution shall not be construed to confer any right or privilege on a person which is conditioned or limited by law or construed to protect conduct which is otherwise unlawful under City, Federal or State law or regulation. Article IX of the City Charter shall govern all aspects of the operation of the Commission not specifically addressed in this resolution.

The foregoing Resolution was regularly introduced and adopted at an Adjourned Regular Meeting of the City Council of the City of Mountain View, duly held on the 29th day of July, 1997, by the following vote:

AYES: Councilmembers Ambra, Faravelli, Figueroa, Noe, Stasek, Zoglin and Mayor Kleitman

NOES: None

ABSENT: None

NOT VOTING: None

ATTEST:

APPROVED:



KATHERINE B. KOLIOPOULOS
CITY CLERK



JOSEPH S. KLEITMAN
MAYOR

I do hereby certify that the foregoing resolution was passed and adopted by the City Council of the City of Mountain View at an Adj. Reg. meeting held on the 29th day of July 1997 by the foregoing vote.



City Clerk
City of Mountain View

LF/2/RESO
601-07-18-97RA

**MEMORANDUM**

City Manager's Office

DATE: October 3, 2013

TO: Human Relations Commission

FROM: Kimberly Castro, Youth Resources Manager
Melissa Stevenson Dile, Assistant City Manager

SUBJECT: Veterans Memorial Project Item 5.2

The purpose of this memorandum is to present high-level guidelines for the Veterans Memorial project referred to the Human Relations Commission (HRC) by the City Council on May 22, 2012 and redirected back to the Commission on May 14, 2013 for further development (Attachment 1 – May 14, 2013 Council Report).

BACKGROUND

The City Council referred the process of creating a Veterans Memorial in Mountain View to the HRC at the May 22, 2012 City Council meeting. A report issued to the HRC on October 4, 2012 guided the HRC on how to approach the project. On April 4, 2013, after Commissioner research and input from local veterans groups, the HRC approved recommendations to develop a new Veterans Memorial in Mountain View.

Two existing Veterans Memorials in Mountain View were identified as part of this process. One is located at the Pioneer Park Memorial that includes a tree and a plaque that states—*Honoring Those Who Lost Their Lives in WW I, WW II, Korea, and Vietnam*. This memorial lists names of fallen veterans. The other one is at the Eagle Park flagpole and the plaque states—*Honoring Those Who Lost Their Lives in WW II*. This plaque also lists names of fallen veterans.

A memorial plaque was found in the Mountain View History Center located in the Library. The Veterans of Foreign Wars—Lt. Lawrence C. Brunton Post 2421, V.F.W. was founded in 1933 and the plaque was placed in Mountain View in May of that year. The plaque states—*Erected in Honor of Our Country's Defenders and Dedicated to Those Who Made the Supreme Sacrifice*. The plaque was believed to have been installed at the current location of City Hall and removed for construction of the facility.

The HRC recommended the following project values to the City Council:

1. Invite veterans groups to assist with facilitation, gathering of support, fundraising, and helping with any installation or ceremony that may take place. Representatives from the American Legion Post 558, American Legion Auxiliary Unit 419, Veterans Helping Veterans, and the Vietnam Veterans that attended the HRC meetings expressed interest in supporting the new memorial.
2. Use inclusive memorial language such as, "In recognition of all those who have served and are serving in the armed forces of the United States of America." This expansive recognition was supported by veterans at HRC meetings.
3. Place memorial in a location that allows for gatherings and reflection, and is serene and solemn. The HRC liked the Eagle Park memorial and would appreciate a memorial colocated in this space or similar location.
4. The HRC suggested a memorial plaque, although should funding become available, a statue would be welcome.
5. The HRC suggested the option of inclusion of some type of "buy-a-brick" program where family members could "buy" a piece of the memorial and engrave names into the space around the memorial. The HRC suggests that if this program is part of the memorial, then names should be verified by service records (e.g., a similar donation campaign was referenced as done with the City Centennial Celebration located at the Transit Center).

At the May 14, 2013 Council meeting, staff presented the HRC recommendations to the City Council. The City Council unanimously passed a motion to support the following (see Attachment 2):

1. Approve the HRC recommendations for creating a new Veterans Memorial for Mountain View.
2. Direct staff to come back to the City Council in fall 2013 with grander concepts and a preliminary range of budgets.
3. City Manager's suggestion of developing grander concepts with the HRC before convening with the Visual Arts Committee or Parks and Recreation Commission.

GUIDELINES FOR SCOPE

During the May 14, 2013 Council meeting, City Councilmembers expressed a preference for a richer and more robust concept of the memorial. The following considerations will serve as parameters to enhance the existing HRC recommendations:

- Additional features of the memorial:
 - Size and scale of the memorial.
 - Water feature.
 - Statue.
- Location of the memorial:
 - Fosters an environment of solemnity and reflection.
- Time line, budget, and funding:
 - Streamline the length of project as much as possible.
 - Procurement process.
 - Private funding (commercial and individuals) through a “buy-a-brick” program.
 - Range of designs and respective budgets from other completed memorials.

MEMORIAL CONCEPTS AND FISCAL IMPACTS

Memorial Concept Features and Costs (*including infrastructure and installation*):

Pedestal and plaque	\$13,000
Flagpole	\$25,000
Engraved memorial bench	\$5,000
Thin bricks could be laser inscribed and epoxied to a wall	\$10,000

Personalized pavers	\$40,000
Landscaping	\$1,000
Water feature	\$4,000
Small bronze statue	\$5,000
Gazebo	\$7,500
Project design, management, and contingencies	15%

It is requested that the HRC designate preferred memorial features. The above features are examples of concepts and price points that could be considered as part of a Veterans Memorial project. A memorial location has not been determined. The memorial location may have fiscal implications and impact the installation time line. The memorial location and budget allocation will be determined by City Council as part of the budget consideration in spring 2014.

EXAMPLES OF MEMORIALS AND FUNDING MECHANISMS IN THE COUNTY

The cities of Campbell, Cupertino, Santa Clara, and San Jose have Veterans Memorials and have a community-based fund-raising mechanism. The Town of Los Gatos is currently in the design phase for a memorial.

Concepts of a “buy-a-brick” program for memorials, such as the City is considering, could be a fundraiser for the memorial costs and be placed in a location to recognize loved ones who served in the armed forces or in support of loved ones. In the local city examples, donations are accepted for these memorials and naming recognition is listed on a dedicated website managed by a community group. Price ranges for bricks and pavers vary from \$125 to \$1,000 depending on size and inscribed characters. The majority of the funding for the local Veterans Memorial examples was covered by private donations.

In the case of the Mountain View project, a funding mechanism has not been identified. The City will consider acceptance of private donations and support in this project during the budget process in spring 2014.

CONCLUSION

City Council has expressed interest in developing a Veterans Memorial in Mountain View that would be a place for Veterans Memorial gatherings and reflection. The Veterans Memorial project is unfunded and a location has not been identified. The memorial location, collaborative funding, and budget allocation will be determined by City Council as part of the budget consideration in spring 2014. The City Council has requested that the HRC pinpoint additional memorial design features, which will then determine a budget range, and further recommend the level of collaboration with veterans groups whom have ties to Mountain View.

KC-MSD/9/MGR
607-09-23-13M-E

- Attachments: 1. [HRC Recommendations on a New Veterans Memorial – May 14, 2013 Council Report](#)
2. [Minutes from City Council Meeting on May 14, 2013 – Page 6](#)