

HANDOUTS

Parks and Recreation Commission

Wednesday, November 6, 2024
5:30pm

Hybrid Meeting

<https://sanjoseca.zoom.us/j/96363023495>

San José City Hall
Room T-1734
200 E. Santa Clara St.
San José, CA 95113



District 1	Vacant
District 2	Andre Morrow
District 3	Lawrence Ames, Vice Chair
District 4	Jo Nguyen
District 5	Daisy Barocio
District 6	Kelly Snider, Chair
District 7	Giavanna Vega
District 8	Kent Campbell
District 9	Janny Choy
District 10	Ken Brennan
Citywide	Jose Villarreal

Councilmember Dev Davis, Council Liaison

Jon Cicirelli, Director, PRNS

Parks and Recreation Commission
 Director's Report
 Wednesday, November 6, 2024

Event		Date	Time	Information
Trash Punx E-waste and FreeMarket Event @ Seven Trees Community Center		11/9/2024	9am-12pm	This is a two in one event, a free market where people sign up in advance to bring stuff and e-waste recycling event. More details on the Seven Trees Community Center Facebook
Thanksgiving Party at JTS Northside Community Center		11/15/2024	4:00-7:00pm	Dinner and open mic to sing along. Registration is required. Please contact Josue Covarrubias if you would like to attend this event.
HIRLN Thanksgiving Dinner at Mayfair CC		11/20/2024	6:30-8:30pm	Thanksgiving Dinner for the All Access HIRLN (Head Injury Recreation and Leisure Network) participants at the Mayfair Community Center.
Friendsgiving Social Dance at Roosevelt CC		11/22/2024	1:00-3:00pm	The Roosevelt team is encouraging our older adults to wear their western outfits. Snacks and beverages will be provided.
Southside's Senior Nutrition Program Thanksgiving Lunch	11/27/2024	11:30am-12:30pm	Nutrition will be providing a special lunch to celebrate the Thanksgiving holiday with all of our older adults in District 2.	
Gingerbread House Decorating Party @ Willow Glen	12/14/24	10AM-1PM	Get into the holiday spirit with our annual Gingerbread House Decorating Party at Willow Glen Community Center! Register online or in person	
Cookies with Santa @ Bascom Community Center	12/14/24	10AM-2PM	Join us at Bascom Community Center for COOKIES with SANTA event at Bascom Community Center. Register online or in person	

Communications Tracker	Information		
Work Plan TBD Items:	<ol style="list-style-type: none"> 1. Spartan Keyes Master Plan & Park Naming 2. Coyote Creek Flood Project 3. General Plan Element Updates 4. North San José Park Fees 5. PRNS Partnership Overview 6. Resilience Corps Climate Change Pathway Status Report 		
Attendance Report	Starting January 2025, the attendance report will reflect the calendar year and display absences as excused/unexcused.		
North San Jose (NSJ) Park Fees	<p>It is anticipated the City Council will consider lowering the NSJ Park Impact fee to align with the downtown multi-family fee rate during the December 10th City Council session. This is part of a package of considerations the City is studying to support new housing production.</p> <p>Questions can be directed to: Blage Zelalich in OED. Any park fee questions can be directed to Rebekah Ross.</p>		



*Parks, Recreation and
Neighborhood Services*

PARKS AND RECREATION COMMISSION

District 1 - Vacant
 District 3 - Lawrence Ames
 District 5 - Daisy Barocio
 District 7 - Giavanna Vega
 District 9 - Janny Choy
 Citywide - Jose Villarreal

Andre Morrow - District 2
 Jo Nguyen - District 4
 Kelly Snider - District 6
 Kent Campbell - District 8
 Ken Brennan - District 10

Minutes

Wednesday, October 2, 2024

5:30 p.m.

I. Call to Order & Orders of the Day

- Meeting called to order at 5:30 p.m. by Vice Chair Ames.
- Annie Wong provided meeting logistics information.
- Commissioner Campbell, Choy, Nguyen, and Snider absent.

II. Public Comment

(Members of the Public are invited to speak on any item that does not appear on today's Agenda and that is within the subject matter jurisdiction of the Commission. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission).

- James Kirk Campbell commented on the importance of keeping park land and trails clean and safe for people.

III. Announcements

(Commissioners are invited to share details on upcoming or previous events that are within the purview of the Parks and Recreation Commission. Items requiring further discussion or action from the Commission may not be presented here.)

- None

IV. Announcements of Conflict of Interest

- None

V. Consent Calendar

- A. Approve the September 4, 2024 Minutes
- B. Approve the September 4, 2024 Attendance Report
- C. BeautifySJ Neighborhood Blight Reduction Status Report
- D. Receive and File Correspondence to Commission

Commissioner Campbell arrived at the meeting at 5:51 p.m.

Documents Filed: (1) September 4, 2024 Minutes, (2) September 4, 2024 Attendance Report, (3) BeautifySJ Neighborhood Blight Reduction Status Report.

Public Comment: None.

Commissioner Brennan pulled Item V.C. for discussion.

Olympia Williams, Interim Deputy Director, PRNS, presented Item V.C. and responded to questions.

Action: Commissioner Brennan motioned for the Commission to submit a letter to City Council to direct PRNS to develop options for illegal dumping enforcement. The motion was rejected.

Action: Commissioner Morrow motioned to approve the consent calendar, which was seconded by Commissioner Villarreal. The motion was carried (6-0-3-1). Absent: Choy, Nguyen, and Snider. Abstain: Barocio.

VI. Reports and Information Only

A. Chair

- None

B. Andrea Flores Shelton, Assistant Director, PRNS:

- Distributed the October Director's report handout.
- Reported on several PRNS events and provided a status update on the PRC Communications tracker (formerly known as feedback loop).
- Proposed the potential to hold a Special Meeting in January or February to split the agenda items scheduled for February 2025. The Commission will revisit this in the November meeting.

C. Council Liaison, Diana Alanis, Council Community Relations Director

- On October 22, 2024, City Council will have an item about the speed enforcement cameras that were funded by a federal grant for a five-year pilot program.

-

D. County Parks Commission Liaison, Keith Ball

- Absent

VII. New and Returning Business

A. Park Ranger Program Annual Report

Documents Filed: (1) Memo from Jon Cicirelli, Director, PRNS, dated September 23, 2024; (2) PowerPoint Presentation.

Shannon Heimer, Division Manager, PRNS; Huy Mac, Supervising Park Ranger, PRNS, presented.

Public Comments: None

Commissioner discussion ensued.

Staff responded to Commissioner questions.

Action: Commissioner Morrow motioned to approve the Park Ranger Program Annual Report, which was seconded by Commissioner Brennan. The motion was carried (7-0-3). Absent: Choy, Nguyen, and Snider.

B. 2024-2025 Parks and Recreation Commission Work Plan

Documents Filed: (1) 2024-2025 Parks and Recreation Commission Work Plan.

Annie Wong, Interim Analyst, PRNS, presented the follow changes:

- ActivateSJ Strategic Plan Status Report moved from December 2024 to November 2024.
- Native Garden Overview was added to November 2024.
- Parks Ballot Measure 2026 Discussion was added to February 2025.
- San José Youth Empowerment Alliance, Bringing Everyone's Strengths Together, Safe Summer Initiative Grant, and Youth Intervention Services Programs Annual Report was removed from March 2025.
- Children and Youth Services Master Plan Status Report was removed from April 2025.
- Pickleball Working Group was added to April 2025.
- August Retreat Planning Discussion was added to June 2025.

Public Comments: None

Commissioner discussion ensued.

Staff responded to Commissioner questions.

Action: Commissioner Brennan motioned to accept the 2024-2025 Parks and Recreation Commission Work Plan and to add a water features discussion item, which was seconded by Commissioner Villarreal. The motion was carried (7-0-3).
Absent: Choy, Nguyen, and Snider.

VIII. Adjournment

Meeting adjourned at 7:36 p.m.

The City of San Jose is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public. The City Code of Ethics may be viewed on-line at <https://www.sanjoseca.gov/your-government/departments-offices/office-of-the-city-manager/employee-relations/city-policy-manual/city-administrative-policy-manual-section-1-2-1-code-of-ethics#!/>

To request an accommodation or alternative format for City-sponsored meetings or printed materials, please call 408-793-5505 or 408-294-9337 (TTY) as soon as possible; but, at least three business days before the meeting.

For questions, please contact Parks Division at (408) 793-4186.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection in the Parks, Recreation and Neighborhood Services Department at San José City Hall, 200 E. Santa Clara Street, 9th Floor, San José, CA 95113 at the same time that the public records are distributed or made available to the legislative body.

The foregoing minutes were approved by the Parks and Recreation Commission on November 6, 2024.

Kelly Snider, Chair
Parks and Recreation Commission

PARKS & RECREATION COMMISSION ATTENDANCE REPORT (Year 2024 - 2025)

Name	RETREAT											Term Ends	
	7-Aug	4-Sep	2-Oct	6-Nov	4-Dec	1-Jan	5-Feb	5-Mar	2-Apr	7-May	1-May		4-Jun
CW: Villarreal, Jose	Present		Present										6/30/2025
D1: Vacant	Vacant	Vacant	Vacant	Vacant		C							
D2: Morrow, Andre	Present	Present	Present			A							6/30/2027
D3: Ames, Lawrence	Present	Present	Present			N							6/30/2025
D4: Nguyen, Jo		Present				C							6/30/2027
D5: Barocio, Daisy	Present		Present			E							6/30/2025
D6: Snider, Kelly	Present	Present				L							6/30/2027
D7: Vega, Giavanna	Present	Present	Present			L							6/30/2025
D8: Campbell, Kent	Present		Present			E							6/30/2027
D9: Choy, Janny	Present					D							6/30/2025
D10: Brennan, Ken	Present	Present	Present										6/30/2027

ATTENDANCE

A member of the Parks & Recreation Commission shall notify the Commission Chair or staff if he or she is unable to attend a regular or special meeting at least 72 hours prior (when feasible) to the scheduled meeting. As used in this section, "regular meetings" mean regularly scheduled meeting of the Commission held on the first Wednesday of each month unless it is a holiday. In such case, the same day in the following week shall be designated as the meeting date. Adjourned regular meetings, continued regular meetings and meetings held outside of the regular Commission meeting schedule and location shall be considered "special meetings." For the purpose of this section, a member shall be deemed absent from a meeting if the member fails to be in attendance at a regular meeting for the entire duration of the meeting or one-half of the duration of the meeting.

Automatic Resignation

A member of the Parks & Recreation Commission shall be deemed to have automatically resigned from office if:

- a. The member has unexcused absences from any three consecutive regular meetings of the Commission;
- b. The member has unexcused absences for more than 20 percent of the total number of regular meetings in any calendar year; or
- c. The member has unexcused absences for more than 20 percent of the total remaining number of regular meetings in that calendar year if the member was appointed to fill a vacancy.

A member whose seat has become vacant by virtue of the above provisions may be reappointed to his or her former office for the balance of the member's unexpired term if the Council finds there was a good excuse for the member's absence from meetings or finds that the reappointment will be in the best interest of the City.

*In the event of reappointment, the previous unexcused absences of the reappointed member shall not be considered in determining any future resignation of the member under this section.

Excused Absences

For the purpose of this section, the following shall be considered excused absence:

- a. An absence due to an illness of the member, or illness or death of a member's immediate family member such as spouse, parent, child, brother or sister.
- b. An absence due to pre-authorized commission business.
- c. An absence due to the member, either a City Councilmember or City employee, performing required City business.

Extended Leave of Absence

Except under the most unusual circumstances, such as medical reasons, extended leaves of absence for members will not be allowed. Exception to this and other attendance rules may only be granted by the City Council or City Clerk.

Emma Prusch Fund (131)
2025-2029 Adopted Capital Improvement Program
Source of Funds (Combined)

	Estimated						5-Year Total*
	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	
Emma Prusch Fund (131)							
Beginning Balance	545,849	569,849	255,849	310,849	369,849	432,849	569,849
Revenue from the Use of Money/Property							
Interest Income	14,000	12,000	12,000	12,000	12,000	12,000	60,000
Shell Gas Station Lease Revenue	134,000	138,000	143,000	147,000	151,000	156,000	735,000
TOTAL Revenue from the Use of Money/Property	148,000	150,000	155,000	159,000	163,000	168,000	795,000
Total Emma Prusch Fund (131)	693,849	719,849	410,849	469,849	532,849	600,849	1,364,849

* The 2025-2026 through 2028-2029 Beginning Balances are excluded from the FIVE-YEAR TOTAL SOURCE OF FUNDS to avoid multiple counting of the same funds.

Emma Prusch Fund (131)
2025-2029 Adopted Capital Improvement Program
Use of Funds (Combined)

	Estimated							
	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	5-Year Total*	
Emma Prusch Fund (131)								
All Inclusive Playground - Emma Prusch	73,000	150,000					150,000	
Emma Prusch Multi-Cultural Center Improvements		13,000					13,000	
Other Parks - Construction	73,000	163,000					163,000	
Parks - Construction	73,000	163,000					163,000	
Emma Prusch Park Capital Repairs	50,000	100,000	100,000	100,000	100,000	100,000	500,000	
General Non-Construction - Parks	50,000	100,000	100,000	100,000	100,000	100,000	500,000	
Parks - Non-Construction	50,000	100,000	100,000	100,000	100,000	100,000	500,000	
Capital Program and Public Works Department Support Service Costs	1,000	1,000					1,000	
Allocations	1,000	1,000					1,000	
Emma Prusch Park Animal Area Reserve		200,000					200,000	
Expense Reserves - Non-Construction		200,000					200,000	
Total Expenditures	124,000	464,000	100,000	100,000	100,000	100,000	864,000	
Ending Fund Balance	569,849	255,849	310,849	369,849	432,849	500,849	500,849	
TOTAL Emma Prusch Fund (131)	693,849	719,849	410,849	469,849	532,849	600,849	1,364,849	

* The 2024-2025 through 2027-2028 Ending Balances are excluded from the FIVE-YEAR TOTAL USE OF FUNDS to avoid multiple counting of the same funds.

Prusch park

From Laurie [REDACTED]

Date Tue 11/5/2024 12:02 PM

To The Office of Mayor Matt Mahan <mayor@sanjoseca.gov>; District5 <District5@sanjoseca.gov>; Wong, Annie <Annie.Wong@sanjoseca.gov>; District3 <district3@sanjoseca.gov>; District1 <district1@sanjoseca.gov>; District2 <District2@sanjoseca.gov>; District4 <District4@sanjoseca.gov>; District5 <District5@sanjoseca.gov>; District 6 <district6@sanjoseca.gov>; District7 <District7@sanjoseca.gov>; District8 <district8@sanjoseca.gov>; District9 <district9@sanjoseca.gov>

Cc [REDACTED]

[External Email. Do not open links or attachments from untrusted sources.]

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Dear Leaders,

I am very distressed to learn of the swift eviction of the Prusch Farm Park Foundation's eviction after filing a FOIA. I realize that the city and foundation have not had a signed agreement for years. Not sure what the issues were but I see the eviction as a huge red flag. First it sure looks like retaliation for making the FOIA request.

To me it seems as though the folks in PRNS and city leaders have not had a history of agriculture, or are not willing to preserve that history as it relates to the park. Folks removing or caging animals are harming the essence of farm life. We love seeing the chickens and ducks scratching for food, and it is precious to see mamas with babies roaming around. Maybe it takes a little more work, but it is so enriching to watch their normal behaviors as we walk amongst them. It helps children to understand animal behavior. Caged animals do not show normal behaviors. They are uncomfortable, stressed, bored, and unhappy. Emma wanted a farm type environment, not a zoo.

I fear that the folks making decisions do not understand what farm life is like. Have any of you lived on a farm? Been a 4 H or FFA member? Shown animals or produce at the Fair? Grown a successful garden? We are in a new time where not many folks are able to experience backyard farming. Many live in apartments and have no yard. They need a place to experience a part of that life.

I recall decades ago when the Fair started to change. They wanted to showcase technology because that was taking off. We hated it. It was a disaster. We went to the Fair for the animals, to see the fruits and vegetables people grew, watch the cows being milked, watch the animal competitions. It feels as though that is what is going on here.

Emma's wish was to preserve this farm for the people so that they could experience what she did. The eviction of the foundation goes directly against that wish. Many foundation members are ranchers,

farmers and gardeners who know the value of agriculture, have contributed invaluable insights and hours to Emma Prusch Farm Park. Their work has enriched the lives of so many. I do not know but I fear that if the foundation is evicted, the people making decisions will have no idea how to run a farm. They will not make decisions that Emma would approve of.

It is a shame to think of what will become of the park. Of course people will still come, picnic, have fun, but it won't be the rich agricultural experience that Emma intended. We have plenty of city parks with play structures, bbqs, etc. Emma Prusch Farm Park is unique. It provides a history of old California life. Please don't evict the folks who lived that life. Agriculture was the first claim to fame for our valley, we need to preserve that history and the foundation lived it.

As a constituent, frequent park goer, and native to this city, I urge you to rescind the eviction of the Prusch Farm Park Foundation, and to be transparent regarding the conflict. Perhaps you were not able to come to an agreement for years, no idea what the issues were, but handing out an eviction notice shortly after someone asked for an accounting seems very suspicious.

Please do the right thing for the park, the foundation, and the citizens of this city by rescinding the eviction of the Prusch Farm Park Foundation.

Laurie Alaimo

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Native Gardens in City Parks: Comment Letter

From Arvind Kumar [REDACTED]

Date Tue 11/5/2024 2:07 PM

To Wong, Annie <Annie.Wong@sanjoseca.gov>; Candelas, Domingo <Domingo.Candelas@sanjoseca.gov>

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Dear Members of San Jose Parks & Recreation Commission,

This is to commend you and SJ PRNS for supporting volunteer-led California native plant gardens in city parks and offer suggestions for future growth. Native plants are part of the solution towards a greener, more sustainable future. They offer unmatched habitat value. Their presence in urban landscapes creates many opportunities for public education and engagement.

California Native Plant Society members:

1. have created, expanded, and maintained the 2-acre Native Plant Garden at Lake Cunningham Park since 2002.
2. have planted ~100 native trees along Inner Lake Path and watered them since 2017.
3. have led invasive plant removal efforts throughout the 200-acre park since 2017.
4. have logged 800-1000 volunteer-hours per year.
5. trained volunteers in weeding, mulching, planting, and care of native plants, some of whom have gone on to initiate native garden projects in other city parks.

Suggestions:

1. Volunteer Management Unit is a great asset to these efforts. It needs more staff and resources to support the growing number of volunteers and native gardens.

2. Better signage around each native garden area to educate visitors and crews about native plants and their lifecycle.
3. Training maintenance crews in native plant maintenance best practices.
4. Update BeautifySJ funding rules to permit the maximum grant amount per garden project, not per nonprofit fiscal sponsor. CNPS members live throughout San Jose and have initiated native garden projects in their neighborhood parks but are constrained to divide the \$1500 maximum amount between themselves.
5. Update BeautifySJ funding rules to recognize CNPS on par with neighborhood organizations and be eligible for the higher level of funding.

Sincerely,

Arvind Kumar



District 8

Arvind Kumar

[California Native Plant Society, Santa Clara Valley Chapter](#)
[Lake Cunningham Native Garden](#) workdays Sat 8-10am
[Growing Natives Garden Tour](#)

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[Draft] Motion to add item to Dec Agenda

From

Draft saved Wed 11/6/2024 4:39 PM

To Wong, Annie <Annie.Wong@sanjoseca.gov>

Agenda subject is: Roles and Responsibilities of the San Jose Parks and Recreation Commission

-Add 1.5 hour time slot to Dec agenda for the commission to review and discuss the following documents as a group.

1. SJ Muni Code related to Parks and Recreation Commission
2. Council Policy on Commissions -04
3. Parks and Recreation Commission Bylaws

-Invite City Attorney to Dec meeting to help the commission interpret the documents and clarify what the commissions role is and what the staff obligations are to support the commission activities and requests.

-Commission to develop a list of specific questions regarding our roles and responsibilities ahead of the Dec meeting which will be answered during the Dec review/discussion.

-Commission secretary will come to Dec meeting with a complete list of all the recommendations coming out of the commission for the last 5 years.

-Commission ask staff to provide answers to FAQ's regarding our roles and responsibilities to be answered and documented before or during the Dec review/discussion. Ensure all future training materials provided to commissioners by secretary include these FAQ's.

- Where is the role of the commission defined?
- Who is directly responsible to make sure the commission is operating effectively and as intended by the muni code? Is this council, chairperson of the commission, secretary of the commission or PRNS staff?
- Are there any topics within PRNS that the commission cannot make a recommendation on?
- How many recommendations has the parks and rec commission made over the last 5 years?
- What does it mean when the commission "accepts" a report before it moves up to NSE and council?
- Does NSE assume that if the commission "accepted" a report with no recommendations that they have reviewed it, and believe that the material in the report is acceptable and recommendations are not necessary?
- Can the commission make recommendations on any report where they are being asked to "accept" the report?
- If the commission is expected to make recommendations to council about topics related to PRNS how does the commission go about doing the necessary amount of research to develop the knowledge to make effective recommendations?
- If Staff doesn't support the information requests from the commission how does the commission formulate their recommendations to the council?
- Can the commission request staff research on a specific issue of interest to the commission?

- Is there a limit to how many questions the commission can ask the staff while doing their research?
- Are there any questions that are off limits.
- Can the staff decide to just not respond to questions from the commission? What criteria does the staff use to decide whether they will respond.
- If the staff is telling the commissioners they don't have time to answer their questions how is the commission expected to fulfill its role?
- What is a reasonable amount of time for Staff to respond to commissioners questions.
- is there information within PRNS other than legal or personnel related information that is exempt from public disclosure?
- Who on staff coordinates the response to the commissioners questions and decide if the staff will be responsive?
- Are the rules for how commissioner questions are handled documented somewhere?
- Describe the process by which the commission workplan is developed each year who decides how agenda items get onto the work plan.
- Can the commission work-plan be changed through out the year? Describe the process by which this can happen.
- Who decides and approves what gets included in the commissions annual work plan?