

District 1— VACANT
District 1— Gary Cunningham
District 2— David Wilkins
District 2— Perry Henry
District 3— VACANT

District 3 – Pete Kolstad
District 4 – John Semanik
District 4 – VACANT
District 5 – Juan Estrada
District 5 – Mimi Hernandez

District 6 – Jim Carter
District 6 – Olivia Navarro
District 7 – Jonathan Fleming
District 7 – VACANT
District 8 – Nichole Edraos

District 8 – Harbinder Sikka
District 9 – VACANT
District 9 – Terry Martin
District 10 – Richard Giammona
District 10 – Nick Labosky

Commission Staff: Sabrina Parra-Garcia
Council Liaison: Jacklyn Joanino

Minutes

Prepared by Sabrina Parra-García

Wednesday, August 9, 2017

I. Call to Order & Orders of the Day

The Neighborhoods Commission of the City of San José convened at 6:00 p.m. in the City Hall Wing Rooms 118-119.

Absent Commissioners: Sikka

II. Public Record – None

III. Open Forum

- Bena Chang, City of San José Department of Transportation, informed the Commission that the department is undergoing a revision of how they calculate the traffic impact of new projects due to the State's adoption of Vehicle Miles Travelled as the new method for measuring impact. The department will be presenting on August 23 to the Planning Commission and to the City Council on September 18.
- Ed Rast, resident, invited the Commissioners to attend the United Neighborhoods of Santa Clara County conference on September 9 at 9:30 a.m.
- Marie Arnold, resident, spoke regarding Councilmember Rocha's memo from March and the staff recommendations that resulted, saying she felt it was important to keep the Commission at 20 members.

IV. Consent Calendar

- A.** Approve the Minutes for June 14, 2017
- B.** Approve Agenda for August 9, 2017

Document Filed: (1) [Minutes for June 14, 2017](#).

IV. Consent Calendar (cont'd.)

Action:

With a motion from Commissioner Kolstad, seconded by Commissioner Wilkins, the Commission unanimously approved the minutes from June 14, 2017.

Commissioner Fleming motioned to approve the day's agenda with a change in the wording for the description of agenda item VI. C., replacing the word "subcommittee" with the work phrase "ad hoc". It was seconded by Commissioner Kolstad and approved unanimously by the Commission.

V. Reports and Informational Only

- A. Chair; Chair Pro Tempore Semanik did not have a report
- B. Staff Liaison Jacklyn Joanino submitted a written report, giving up her time for Councilmember Rocha to speak to the Commission before he needed to leave for another meeting in his district.
- C. Commission Staff Sabrina Parra-García submitted a written report, giving up her time for Councilmember Rocha to speak to the Commission before he needed to leave for another meeting in his district.

Handouts

Commission Labosky arrived at 6:10 p.m.

Councilmember Rocha spoke about his memo from March and said that the staff recommendation to reduce the size of the Commission surprised him. The Commissioners asked questions and made statements encouraging that the Council vote to keep the Commission at 20 members for the moment and stay the final decision for one year. Councilmember Rocha left at 6:30 p.m. to attend the Housing meeting in his district.

VI. New Business

- A. Elect Chair and Vice Chair (This item was taken out of order because Councilmember Rocha needed to leave early.)

Chair Pro Tempore Semanik solicited nominations from the Commission to select the leadership team for the 2017-18 season.

Action:

The Commission voted unanimously for Commissioner Edraos as Chair (Commissioner Navarro absent). The Commission voted unanimously for Commissioner Fleming as Vice Chair. (Commissioner Navarro absent)

Reference Material: (1) [Chair Candidate Statement](#). (2) [Vice Chair Candidate Statement](#).

- B. Staff memo regarding recommendations on the Neighborhoods Commission (This item was taken out of order because Councilmember Rocha needed to leave early.)

Zulma Maciel, Office of the City Manager, discussed staff's recommendations to the City Council on the composition, duties, and appointment process of the Commission and reviewed possible Council actions.

After staff's presentation, the Commissioners asked questions and expressed their opinion regarding staff's recommendation to reduce the size of the Commission, with all Commissioners talking about how important it is for there being two Commissioners per district to allow for adequate engagement with the neighborhood associations in each district as well as the opportunity for the Commission to be a more diverse and representative body.

Discussion only (no action)

Reference materials: (1) [PowerPoint presentation](#). (2) [Staff summary memo](#).

VI. New Business (cont'd.)

C. Commission Compulsory Work Plan FY 2017-18 Items

Chair Edraos asked for interest in subcommittee membership and leads for the Local Sales Tax Independent Citizen's Oversight Committee (ICOC), the by-laws rewrite, and the caucus process efforts.

The Commission selected the leadership and time of operation of the three ad hoc committees on work they feel is required: bylaws creation, caucus process determination, and fulfillment of their role as the Independent Citizens Oversight Committee for the 2016 Measure B sales tax.

Commissioner Kolstad volunteered to lead the Caucus Process ad hoc committee with Commissioners Carter and Martin participating, beginning on November 8, 2017 and ending no later than May 9, 2018. The scope is "the biennial election of Neighborhood Commissioners happening in Spring 2018 for the 10 commission seats in the odd Council districts."

Commissioner Wilkins volunteered to co-lead of the Bylaws ad hoc committee with Commissioner Henry participating, beginning on September 14, 2017 and ending no later than March 14, 2018. The scope is to "write bylaws for the Neighborhoods Commission based on the template defined in Policy 0-4 and accommodate the unique structure and operations of the Neighborhoods Commission. Use the suggestions made by the commission in October 2014 as a starting point."

Commissioner Estrada arrived at 6: 51 p.m.

Commissioners Cunningham volunteered to lead the Independent Citizens Oversight Committee with Commissioners Hernandez, Giammona, Labosky, and Carter participating.

Action:

With a motion by Commissioner Wilkins and a second by Commissioner Martin, the Commission voted unanimously to create an ad hoc committee as discussed for Caucus Process and Bylaws.

Commissioner Navarro left at 7:04 p.m.

Action:

With a motion by Commissioner Cater and a second by Commissioner Labosky, the Commission voted unanimously to request the creation of a Standing Committee for the Independent Citizens Oversight Committee.

Commissioner Martin left at 7:10 p.m.

D. Work Plan FY 2017-18 Finalization

Chair Edraos, led discussion to refine the work plan issues for the 2017-18 fiscal year and to submit the Commission's work plan to the Neighborhood Services and Education Committee of the City Council.

VI. New Business (cont'd.)

Action:

With a motion by Commissioner Fleming and seconded by Chair Edraos, the Commission unanimously removed Code Enforcement from their proposed work plan and kept Fostering Creating Neighborhood Associations and Homelessness/Impact of Supportive Housing on Neighborhoods ad hoc committees.

Commissioner Henry offered to lead and Commissioners Wilkins, Semanik, and Edraos will participate in the Fostering Creating Neighborhood Associations ad hoc committee, beginning on September 14, 2017 and ending no later than March 14, 2018. The scope is to "develop a process for creating, developing, and coaching successful neighborhood associations to significantly increase coverage throughout the city. This will be done by working with residents to form associations, working with the associations to be actively involved with the District Leadership Councils, and the Neighborhood Commission to be actively involved with the District Leadership Councils. To help reach this goal, the committee will create leadership training sessions and an integrated communication platform, ideally through the Smart City program."

Action:

With a motion by Commissioner Kolstad and second by Chair Edraos, the Commission voted unanimously to approve adding the Fostering Creating Neighborhoods Associations ad hoc committee to the FY2017-18 work plan.

Commissioner Fleming offered to lead and Commissioners Semanik and Labosky will participate in The Impact of Supportive Housing on Neighborhoods ad hoc committee, beginning on November 15, 2017 and ending no later than May 9, 2018. The scope is to "review and evaluate current supportive housing facilities and personal assessment services of homeless person(s) with the Community, focusing on

the impacts of homeless-specific affordable housing on neighborhoods, specifically on the real and perceived impacts to crime, property values, and overall quality of life, with a deliverable of a letter to City Council on the Impact of Supportive Housing."

Action:

With a motion by Commissioner Wilkins and second by Commissioner Kolstad, the Commission voted 11 to 1 (Chair Edraos voted nay) to approve adding The Impact of Supportive Housing on Neighborhoods ad hoc committee to the FY2017-18 work plan.

Reference Material: (1) [Voting summary from June Commission meeting](#). (2) [Work Plan Cover letter](#). (3) [Commission approved FY2017-18 work plan spreadsheet](#).

E. Working Yearly Calendar Review; Chair Edraos

The Commission will begin to work on their feedback for Council related to the FY2018-19 budget in December so they have a draft letter ready by February.

Discussion only (no action).

VI. New Business (cont'd.)

Reference Material: (1) [Working Annual Calendar FY 2017-18](#).

- F.** Commission Letter on Staff Recommendations regarding Commission Size, Scope, Work Plan, and Staffing (not agendized, but taken up spontaneously)

Public Comment:

- Delbery Ng, resident of District 7, spoke in favor of keeping the Commission at 20 members.

Action:

With a motion by Commissioner Labosky and seconded by Commissioner Fleming, the Commission voted unanimously to approve sending a letter asking for a stay on the question of the size of the Commission for one year until the Commission can set its bylaws and increase its efficiency in working with City staff.

- G.** Council Priority List Review; Chair Edraos

Discussion only (no action).

Reference Materials: (1) [Council Priority List 2017](#).

VII. Meeting Schedule and Agenda Items

- A.** Next regular meeting: September 13, 6 p.m., in San Jose City Hall Wing Rooms 118-119.

VIII. Adjournment

Upon motion by Commissioner Labosky to adjourn the meeting, seconded by Commissioner Wilkins, the motion carried unanimously. The Neighborhoods Commission meeting adjourned at 8:11 p.m.