



Neighborhoods Commission

Anne Szymanski	D1	Pete Kolstad (C)	D3	Jim Carter	D6	Harbinder Sikka	D8
Gary Cunningham	D1	John Semanik	D4	Olivia Navarro	D6	Pamela Parrish	D9
David Wilkins	D2	Mark Espinoza	D4	Jonathan Fleming	D7	Terry Martin	D9
Perry Henry	D2	Juan Estrada	D5	Robert Sandoval	D7	Richard Giammona	D10
Desiree Barragan	D3	Mimi Hernandez	D5	Nichole Edraos (VC)	D8	Nick Labosky	D10

Commission Staff: Ernest Guzman
Council Liaison: Andrea Hyde

Minutes

prepared by Nidia Gómez

Wednesday, September 14, 2016

I. Call to Order & Roll Call

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

Absent Commissioners: Cunningham and Espinoza.

Late Commissioners: Hernandez, Navarro, Parrish, and Labosky.

II. Orders of the Day - None

III. Consent Calendar

- A. Approve the Minutes for August 10, 2016
- B. Approve Agenda for September 14, 2016

Document Filed: (1) Minutes for [August 10, 2016](#).

Action: Minutes for August 10, 2016 was deferred to October 12, 2016.

IV. Role of Commissioners

- A. Functions, Powers, and Duties; Toni Taber, City Clerk, Office of the City Clerk, reviewed the role and expectations of a Commissioner.
- B. Consolidated Board and Commission Policies, Council Policy 0-4; Toni Taber, City Clerk, Office of the City Clerk, provided an overview of the various sections contained in the proposed combined City Council Policy 0-4, on Consolidated Policy Governing Boards and Commissions, responding to Commissioner questions.

Documents Filed: (1) [Council Policy 0-4](#). (2) [Chair's Questions & City Clerk Responses](#).

Public Comment: Ed Rast spoke about action minutes and reminded commissioners to speak clearly and state their names for public records act purposes.

V. Public Record

Document Filed: (1) [Neighborhood Concern](#).

VI. Open Forum

- Ed Rast spoke to the Commission and provided history about how Neighborhoods Commission began.
- Janice Rombeck, Aide to County Supervisor Dave Cortese, invited Commission to a festival Day on the Bay and shared flyers.

Document Filed: [Day on the Bay Flyer](#).

VII. Reports

- A. Chair; Pete Kolstad, submitted a previously written report and gave a verbal report on the following:
- Welcomed new and returning commissioners
 - September 24 Silicon Valley Neighborhood Development 'Mini' Training Conference

Documents Filed: (1) [Chair Report](#). (2) [Annotated Council Policy 0-4](#). (3) [Neighborhood Development Conference](#).

- B. Council Liaison; Andrea Hyde, Office of Council Member Rocha gave a verbal report on the following:
- October 11 Fall Forum on Homelessness
 - Any policy related items requiring Council member Rocha's input and/or direct updates could be arranged through Council Liaison

Document Filed: (1) [Homelessness Forum](#).

- C. Staff and Organizations; Ernest Guzman, City Manager's Office gave a verbal report on the following:
- August 30 Council meeting approval for Neighborhoods Commission District 6 Caucus Appointments.
 - September 8 Neighborhood Services and Education Committee meeting approved and accepted Neighborhoods Commission Activities Update and will be considered and approved at the September 27 Council meeting.

VIII. Action and Discussion Items

- A. Discuss and refine five priority areas, develop work plan and schedule for 2016-2017; Chair Kolstad referenced the Commissioner work plan worksheet which includes the previously submitted draft 2016-17 work plan priority areas, informing the Commission to split the five priority areas into some components, rank them, and re-vote on order or priority.

Commissioners reviewed, discussed and refined the five work plan priorities to the submitted September revised draft 2016-17 work plan priorities.

VIII. Action and Discussion Items (Cont.'d)

Documents Filed: (1) [Draft 2016-17 Work Plan Priority Areas](#). (2) [Chair August Work Plan Worksheet](#). (3) [WikiHow: What is a Workplan?](#).(4) [Mayor's Smart City Vision](#). (5) [Chair, August Work Plan Notes](#). (6) [September Revised Draft 2016-17 Work Plan Priorities](#).

Action: This item was deferred to October 12, 2016 to further refine items.

(Taken out of order)

- B. Review and discuss City's Budget Calendar 2017-2018; Chair Kolstad discussed the need for and establish a Limited-Term Ad hoc Committee on Budget Priorities for FY 2017-18 and appropriate timing.

Lee Wilcox, Budget Director, Mayor's Office, gave a presentation on the City's proposed budget, highlighting process and methods.

Documents Filed: (1) [San José Budget Engagement](#). (2) [City's Budget Calendar 2017-2018](#).

Public Comment:

- Ed Rast spoke and gave suggestions for more education on the Mayor's Budget Games and also gave some suggestions for the budget ad hoc committee.

Action: Upon motion by Commissioner Parrish to form an ad hoc committee with the charge to assist the Mayor's Office to develop an engagement plan for the City Budget for the next year, set to sunset on December 14, 2016, seconded by Commissioner Sikka, the motion carried unanimously. An ad hoc committee on budget priorities for 2017-18 was formed. Commissioners: Sikka (C), Hernandez, Carter, Parrish, and Navarro.

(Taken out of order)

- C. Discuss the Commission Communication Process and intended outcome; Chair Kolstad **Recommendation:** Discuss the need for and establish a Limited-Term Ad hoc Committee on Communications Platform for Neighborhood Outreach and Civic Engagement.

Document Filed: (1) [Communications Flowchart](#). (2) [District Leadership Groups](#). (3) [Nextdoor Boundaries D7](#).

Action: Upon motion by Commissioner Estrada to form an ad hoc committee to review communications processes between Commission and residents, between Commission and Council and City administration, with a report back next in October, sunset will be December 14, 2016, seconded by Labosky, the motion carried unanimously. An ad hoc committee on communications was formed. Commissioners: Wilkins, Fleming, Henry, Estrada, and Barragan.

VIII. Action and Discussion Items (Cont.'d)

D. Discuss the San José Youth Commission's suggestion to establish a liaison to the Neighborhoods Commission; Staff Ernest Guzman, City Manager's Office

Action: This item was deferred to October 12, 2016.

IX. Future Agenda Items

A. Police Staffing

X. Adjournment

Action: Upon motion by Commissioner Labosky to adjourn the meeting, seconded by Commissioner Perry, the motion carried unanimously. The Neighborhoods Commission meeting adjourned at 8:00 p.m.

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<https://www.sanjoseca.gov/DocumentCenter/Home/View/17>

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For questions, please contact Ernest Guzman, Executive Analyst, City Manager's Office at (408) 535-8171.

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