



*Parks, Recreation and  
Neighborhood Services*

## **PARKS AND RECREATION COMMISSION**

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District 1 - Daphna Woolfe  
District 3 – Lawrence Ames  
District 5 - Gregory Lovely  
District 7 - Trami Cron  
District 9 - Rudy Flores, Chair  
Citywide – George Adas

Charles Dougherty, Jr.- District 2  
Kelly Snider - District 4  
Demerris Brooks-Immel - District 6  
Chet Mandair - District 8  
Brian Quint, Vice Chair - District 10

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### **Draft Minutes**

**Wednesday, February 7, 2018**  
**5:30 p.m.**

#### **I. Call to Order & Orders of the Day**

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- Meeting called to order at 5:30 p.m.
- Commissioners Woolfe and Mandair not present.

#### **II. Public Comment**

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*(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).*

- Mackenzie Mossing – spoke on behalf of the Santa Clara Valley Audubon Society in regards to opposing the Evergreen Senior Homes Initiative that will be on the June 2018 ballot.

Commissioner Snider asked a question, and the citizen responded to the question.

- Leslee Hamilton – from the Guadalupe River Park Conservancy introduced herself to the Commission.
- Maya Briones - event coordinator for Keep Coyote Creek Beautiful, spoke about what the organization does and their upcoming events.

### **III. Announcements**

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- Commissioner Cron mentioned the Lunar New Year Festival at Shirakawa Community Center happening on February 24, 2018.
- The Chair introduced the newest Commissioner, Lawrence Ames.
- Commissioner Mandair arrived at the meeting at 5:37 p.m.

### **IV. Announcements of Conflict of Interest**

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- Nothing noted

### **V. Consent Calendar**

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- A. Approve the Minutes of December 6, 2017.
- B. Approve the Attendance Report of December 6, 2017.
- C. Receive and File Correspondence to Commission  
Documents Filed: (1) Minutes of December 6, 2017. (2) Attendance Report for December 6, 2017.

Action: Upon motion by Commissioner Brooks-Immel, seconded by Commissioner Lovely, the motion carried. The Commission minutes and attendance report were approved (9-0-1-1). Commissioner Ames abstained and Commissioner Woolfe was absent.

### **VI. Reports**

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- A. **Chair**; - None
- B. **Director**; Justin Long, Deputy Director, Parks, Recreation and Neighborhood Services (PRNS), reported on the following:
  - Upcoming events and accomplishments of PRNS.
  - Announced the promotion of Senior Park Rangers.
- C. **Council and Commission**
  - 1. **Council Liaison**; Ryan Carrigan, Staff Representative from Council District 7 – Ryan was not present at the meeting.
- D. **Department Staff and Organizations** - none

### **VII. New & Returning Business**

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- A. **Sustainable Park Maintenance**;  
Documents Filed: (1) Memorandum from Justin Long, dated, January 26, 2018. (2) PowerPoint Presentation

Mike Will, Division Manager, Parks, Recreation and Neighborhood Services; Cheryl Smallman, Program Manager, Parks, Recreation and Neighborhood Services; and

Joshua Saavedra, Senior Maintenance Worker, Parks, Recreation and Neighborhood Services presented the item.

Commissioner Woolfe arrived at the meeting at 5:48 p.m.

Chair Flores opened the item for public comment:

Public Comment:

- Mackenzie Mossing – spoke on behalf of the Santa Clara Valley Audubon Society, encouraging the preservation and maintenance of the parks and wanted the Commission to direct staff to include ecological assessment and public enjoyment in future maintenance reports.

Commissioner discussion ensued.

Justin Long, Deputy Director, Parks, Recreation and Neighborhood Services; Cheryl Smallman; and Joshua Saavedra responded to the discussion.

Action: Commissioner Brooks-Immel moved to accept the report on the Sustainable Park Maintenance, which was seconded by Commissioner Ames. The motion passed. (11-0-0).

Chair Flores allowed for additional public comment: Michele Dexter, from Council District 10 office, spoke of upcoming community events including events involving public art, a Guadalupe Oak Grove Park community meeting, and a senior event.

**B. Capital Bond Projects Status Report;**

Documents Filed: (1) Memorandum from the Parks and Recreation Commission, dated, February 7, 2018. (2) City of San José, Parks and Recreation Bond Projects Fund, Reports of Independent Certified Public Accountants, Financial Statements, and other Supplementary Information, for the Year Ended June 30, 2017.

Justin Long, Deputy Director, Parks, Recreation and Neighborhood Services; and Sharon Erickson, City Auditor, Office of the City Auditor, presented the item.

Chair Flores opened the item for public comment:

Public Comment:

- Eric Simons – from South San José Youth soccer spoke on the soccer complex and its timeline for completion.

Commissioner discussion ensued.

Justin Long and Nicolle Burnham, Deputy Director, Parks, Recreation and

Neighborhood Services, responded to the Commission discussion.

Action: Commissioner Woolfe moved to accept the Capital Bond Projects Status Report, seconded by Commissioner Brooks-Immel. The motion carried. (10-0-1). Commissioner Lovely was not present at the time of the vote.

C. **Alviso Park Master Plan;**

Documents Filed: (1) Memorandum from Jason Condit, dated, January 9, 2018. (2) PowerPoint Presentation.

Jason Condit, Associate Landscape Designer, Parks Recreation and Neighborhood Services, introduced the item.

Chair Flores opened the item for public comment:

Public Comment:

- none

Commissioner discussion ensued.

Jason Condit and Justin Long, Deputy Director, Parks, Recreation and Neighborhood Services responded to Commission discussion.

7:36pm – Commissioner Snider left the meeting.

Action: Commissioner Adas moved to accept the Alviso Park Master Plan, seconded by Commissioner Cron. The motion passed. (10-0-1). Commissioner Snider was absent.

D. **Park Ranger Program Report;**

Documents Filed: (1) Memorandum from Mike Will, dated, February 7, 2018. (2) PowerPoint Presentation

Pam Helmke, Supervising Park Ranger, Parks, Recreation and Neighborhood Services presented the status of the Park Ranger Program.

Chair Flores opened the item for public comment:

Public Comment:

- none

Commissioner discussion ensued.

Justin Long, Deputy Director, Parks, Recreation and Neighborhood Services; Pam Helmke, and Mike Will, Division Manager, Parks, Recreation and Neighborhood Services responded to Commission discussion.

Action: Commissioner Lovely moved to accept the Park Ranger Program Report, seconded by Commissioner Woolfe. The motion passed. (10-0-1). Commissioner Snider was absent.

**E. 2017-2018 Parks and Recreation Commission (PRC) Work Plan;**

Documents Filed: (1) 2017-2018 Parks and Recreation Commission (PRC) Work Plan.

Teresa Meyer-Calvert, Recording Secretary, spoke on changes in the Work Plan.

Commissioner discussion ensued.

Teresa Meyer-Calvert responded to the discussion.

Action: Commissioner Quint moved to accept the discussed changes to the 2017-2018 Parks and Recreation Commission (PRC) Work Plan, which was seconded by Commissioner Brooks-Immel. The motion carried, accepting the changes. (10-0-1). Commissioner Snider was absent.

**VIII. Adjournment**

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Meeting adjourned at 8:15 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 [http://www.sanjoseca.gov/clerk/cp\\_manual/CPM\\_0\\_15.pdf](http://www.sanjoseca.gov/clerk/cp_manual/CPM_0_15.pdf)

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For questions, please contact Teresa Meyer-Calvert 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 March 7, 2018.

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 Rudy A. Flores, Jr., Chair  
 Parks and Recreation Commission