



*Parks, Recreation and
Neighborhood Services*

PARKS AND RECREATION COMMISSION

District 1 - Vacant
District 3 - Frank Ponciano
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 Char - District 10

Approved Minutes

Wednesday, August 2, 2017

5:30 p.m.

I. Call to Order & Orders of the Day

- Chair Flores called the meeting to order at 5:45pm

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 Parks and Recreation Commission - Speakers are limited to 2 minutes).

- Deb Kramer spoke to the Commission about Keep Coyote Creek Beautiful and their activities.
- Jean Dreden spoke to the Commission about San Jose Parks Advocates, their activities and becoming involved

III. Announcements

Council Liaison, Tam Nguyen, welcomed the Commissioners and spoke about volunteer activities, flood recovery, and looking for guidance from them. He thanked Commissioners Cron and Flores for their community involvement, and asked each Commissioner to introduce themselves and thanked them for their service.

IV. Consent Calendar

- Approve the Minutes of June 7, 2017
- Approve the Attendance Report
- Receive and File Correspondence to Commission

Documents Filed: (1) Minutes of June 7, 2017 and (2) Attendance Report for June 7, 2017

Action: Upon motion by Commissioner Cron, seconded by Commissioner Mandair, the motion carried unanimously, the Commission Minutes and Attendance Report were approved (4-0-1-5. Absent: Brooks-Immel. Abstention: Adas, Dougherty, Lovely, Ponciano, Snider.)

V. Review Purpose, Products and Process

Alvin Galang, Senior Analyst, reviewed the purpose for the retreat, what product is expected upon completion and the process in which the meeting would be conducted.

VI. Role of Commissioners

- A. Functions, Powers and Duties; Alvin Galang, Senior Analyst, provided the Commission an overview of the expected outcome of the retreat.
- B. Brown Act, Conflicts of Interest and City Policies; Teresa Meyer-Calvert, Recording Secretary, highlighted sections the Commissioner Information binders to include sections of the Brown Act and various City Policies.
- C. Council Policy 0-4 Highlights; Teresa Meyer-Calvert, Recording Secretary, highlighted sections of the policy and how they relate to the Commission.

VII. Commission Activity

Alvin Galang, Senior Analyst, PRNS, lead a team building activity with the Commissioners.

VIII. PRC Accomplishments

Justin Long, Deputy Director of Parks, PRNS, highlighted PRC accomplishments over the 2016-17 fiscal year.

IX. PRNS Accomplishments

- A. Building Forward: Key Strategies for Success; Justin Long, Deputy Director, shared with the Commission items the Department of Parks, Recreation and Neighborhood Services will be concentrating on in 2017-18 to include:
 - Greenprint
 - Staffing
 - Capital Improvement Program
 - Grant Opportunities
- B. 2017-2018 Budget Results (Operating/Capital); Justin Long, Deputy Director, PRNS, spoke to the budget process and operational programs that were either extended or added, while responding to Commissioner questions.
- C. PRNS Priority Work Plan Items; Neil Ruffino, Deputy Director, PRNS, introduced himself and the programs that Recreation Services offers to the community. He spoke to PRNS being at 40% cost recovery, revenue generation, grants, sponsorships and partnerships and having a diverse set of funding. He touched upon generating a level of understanding toward what parks and recreation provide to the community.

X. PRC Work Plan Development

Alvin Galang, Senior Analyst, lead the Commission in an exercise to generate potential work plan items.

Commissioner Mandair requested to have a reconciliation of the items that may have fallen off the pending list that was previously requested by the Commission.

Documents Filed: (1) 2016 - 2017 Draft Work Plan

XI. Election of Officers

Teresa Meyer-Calvert, Recording Secretary, solicited nominations for the position of Chair.

Action: Upon motion by Commissioner Brooks-Immel to elect Commissioner Flores for the position of Chair, seconded by Commissioner Ponciano, the motion carried unanimously. Commissioner Flores was elected Chair. (10-0.)

Teresa Meyer-Calvert, Recording Secretary, solicited nominations for the position of Vice Chair.

Action: Upon motion by Commissioner Brooks-Immel to elect Commissioner Quint for the position of Vice Chair, seconded by Commissioner Mandair, the motion carried unanimously. Commissioner Quint was elected Vice Chair. (10-0.)

XII. Next Steps

Justin Long, Deputy Director, PRNS, shared with the Commission a streamlining process within PRNS for service delivery. He also spoke about staff's approach and intentions for developing the PRC workplan.

XIII. Adjournment

Chair Flores adjourned at the meeting at 8:26 p.m.

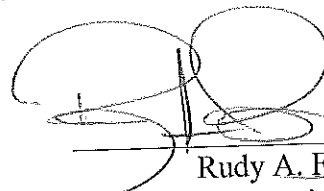
The City of San Jose is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public. The City Code of Ethics may be viewed on-line at http://www.sanjoseca.gov/clerk/cp_manual/CPM_0_15.pdf

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 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 September 6, 2017.



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