



*Parks, Recreation and
Neighborhood Services*

PARKS AND RECREATION COMMISSION

District 1 - Daphna Woolfe
 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

Draft Minutes Wednesday, October 6, 2017 5:30 p.m.

I. Call to Order & Orders of the Day

- Meeting called to order at 5:32 p.m.
- Commissioners Adas, Brooks-Immel, Mandair 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).

- Larry Ames inquired about an ESD project to place a water tank for Microsoft in Iris Chang Park. He also spoke about a roughly 100-year-old train trestle at Coyote Creek and the City's environmental study being conducted.

III. Announcements

- None

IV. Announcements of Conflict of Interest

- None

V. Consent Calendar

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

Action: Upon motion by Commissioner Woolfe, seconded by Commissioner Cron, the motion carried unanimously. The Commission minutes and attendance report were approved (7-0-4) Commissioners Adas, Brooks-Immel, Mandair and Snider absent.

VI. Reports

- A. **Chair**; Moon Festival, Saturday, October 7, 2017
- B. **Director**; Mike Will, Division Manager, Parks, Recreation and Neighborhood Services (PRNS), reported on the following:
- Recruitment updates and hiring of a Landscape Maintenance Manager and two Parks Managers
 - BeautifySJ grant application deadline extended to October 10th
 - Kathly LeVeque, accepted a position out of state
 - Citywide flood recovery projects updates
 - Bill's Backyard at The Children's Discovery Museum is opening on October 19th
 - Two time capsules found on the Agnews site, they will be publicly opened on Thursday, October 5th
 - PRNS is applying for Santa Clara County grant funding for accessible playgrounds
 - Provided a brief report on recent volunteer events.
 - Happy Hollow Foundation is recruiting for a new Executive Director
- C. **Council and Commission**
1. **Council Liaison**; Ryan Carrigan, Staff Representative from Council District 7, reported on the following:
 - Autumn festival at the Vietnamese community center
 - Oct 15th 1 year anniversary of the opening of Shirakawa community center
 - Mentioned Halloween events at various locations
 - Priority setting session for the City Council next week
- D. **Department Staff and Organizations**;
1. **Annual Trail Program Update, Yves Zsutty, Trail Manager, PRNS.**
Yves Zsutty provided the Commission with an update on the trail program, the 2017 trail counts and various trail projects, responding to Commissioner questions.
 2. **Trail Planning and Design Toolkit, Yves Zsutty, Trail Manager, PRNS.**
Yves Zsutty shared with the Commission a set of design guidelines that are being implemented into the trail program as part of a trail planning toolkit, and responded to Commissioner questions.

Chair Flores opened the floor for public comment.

Public Comment:

- Mackenzie Mossing of the Santa Clara Valley Audubon Society, referenced a letter that was sent to the water district when they were assessing their guidelines around developing trails around creeks and the riparian habitat.

VII. New & Returning Business

- A. **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, noted deferred items and potential changes to the reporting months for a few items.

Commissioner discussion ensued.

Teresa Meyer-Calvert responded to Commissioner questions and noted changes.

Recommendation: Accept the 2017-2018 Work Plan

Action: Commissioner Woolfe moved to accept the 2017-2018 Parks and Recreation Commission (PRC) Work Plan, which was seconded by Commissioner Ponciano. The motion carried, accepting the workplan. (7-0-4).

VIII. Adjournment

Meeting adjourned at 6:32 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 November 4, 2017.

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