

District 1 - Vacant  
District 3 - Lawrence Ames, Vice Chair  
District 5 - Daisy Barocio  
District 7 - Giavanna Vega  
District 9 - Janny Choy  
Citywide - Jose Villarreal

Andre Morrow - District 2  
Jo Nguyen - District 4  
Kelly Snider, Chair - District 6  
Kent Campbell - District 8  
Ken Brennan - District 10

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MEETING AGENDA  
December 4, 2024  
Hybrid Meeting – City Hall Tower and Virtually  
5:30pm

Virtual: [Zoom Webinar](#)

Seventeenth Floor, San José City Hall Tower  
200 East Santa Clara Street  
San José, CA 95113  
Room: T-1734

**Beginning Tuesday, February 6, 2024, the City of San José will limit verbal public comments for meetings of such Brown Act Bodies to in person only. The public may attend meetings in person to provide comment, or they may provide written comments on agenda items.**

**How to attend the PARKS AND RECREATION COMMISSION MEETING:**

1. By phone (877) 853-5257. Webinar ID: 963 6302 3495
2. By online: <https://sanjoseca.zoom.us/j/96363023495>
  - a) Use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
  - b) Enter an email address and name. The name will be visible online.

**How to submit written Public Comment:**

By email to [brianna.ramos@sanjoseca.gov](mailto:brianna.ramos@sanjoseca.gov) by 9:00 a.m. the Monday on the week of the meeting to ensure that it will be posted along with the agenda. Letters received afterwards may be posted with the subsequent agenda.

**Approximated  
Time**

- |                  |   |
|------------------|---|
| <b>5:30 p.m.</b> | <b>I. Call to Order &amp; Orders of the Day</b>   |
| <b>5:35 p.m.</b> | <b>II. Public Comment</b> <i>(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.)</i> |

- 5:45 p.m.     **III.    Announcements** *(Commissioners are invited to share details on upcoming or previous events that are within the purview of the Parks and Recreation Commission. Items requiring further discussion or action from the Commission may not be presented here.)*
- 5:50 p.m.     **IV.    Announcements of Conflict of Interest**
- 5:52 p.m.     **V.     Consent Calendar**  
A. [Approve the November 6, 2024 Minutes](#)  
B. [Approve the November 6, 2024 Attendance Report](#)  
C. Receive and File Correspondence to Commission
- 5:55 p.m.     **VI.    Reports and Information Only**  
A. Chair, Kelly Snider  
B. Andrea Flores Shelton, Assistant Director, Parks, Recreation and Neighborhood Services (PRNS)  
C. Council Liaison, Councilmember Devora “Dev” Davis  
D. County Parks Commission Liaison, Keith Ball  
E. Staff and Organizations  
    i. [2024-2025 Parks and Recreation Commission Work Plan](#)  
        Andrea Flores Shelton, Assitant Director, PRNS
- 6:10 p.m.     **VII.  New and Returning Business**  
A. [Park Impact Ordinance and Parkland Dedication Ordinance Fees and Capital Improvement Program Annual Report](#)  
    Jon Cicirelli, Director, PRNS; Raymond Costantino, Deputy Director, PRNS  
    **Recommendation:**  
    a) Accept the Annual Report on Park Impact Ordinance and Parkland Dedication Ordinance Fees for 2023-2024; and  
    b) Accept the Annual Status Report on Parks, Recreation and Neighborhood Services Department’s Capital Improvement Program.  
B. [Neighborhood Center Partner Program Annual Report](#)  
    Pauline Khek, Parks, Recreation and Facilities Supervisor, PRNS  
    **Recommendation:**  
    Accept the annual report on the Neighborhood Center Partner Program (NCP) work plan recommendation and audit implementation.  
C. [Communications Hill Master Plan and Park Naming](#)  
    Leonel Tapia, Planner III, PRNS; Marybeth Bowman, Interim Planner, PRNS  
    **Recommendation:**  
    a) Accept the staff report, and refer two Master Plans for two future City parks that will be located within the “Communications Hill Phase III and IV Project” private development site to the City Council for adoption, and  
    b) Discuss and recommend to the City Council an official park name for the Communications Hill Phase III and IV park sites:

- 1) “Beach Hill Farm Park” for the Phase III park site per staff recommendation based on naming process; and
- 2) “Communications Hill Park” for the Phase IV park site per staff recommendation based on naming process; or
- 3) An alternative park name from the list of eligible names generated through the public outreach process.

**8:35 p.m. VIII. Adjournment**

***The City of San José 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 [Code of Conduct](#) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <http://www.sanjoseca.gov/prc>.

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 at the Office of the City Clerk, 200 East Santa Clara Street, 14<sup>th</sup> Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Clerk for the final document.

On occasion the Commission may consider agenda items out of order.

The Parks and Recreation Commission meets every first Wednesday of the month at 5:30 p.m. and, with special meetings as necessary. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today’s meeting. We look forward to seeing you at future meetings.

**To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please email: [brianna.ramos@sanjoseca.gov](mailto:brianna.ramos@sanjoseca.gov) as soon as possible, but at least three business days before the meeting. Please direct correspondence and questions to:**

City of San José Department of Parks, Recreation and Neighborhood Services  
Attn: Parks and Recreation Commission  
200 E. Santa Clara Street, 9<sup>th</sup> Floor  
San José, California 95113  
Tel: 408-793-4186  
**Email: [brianna.ramos@sanjoseca.gov](mailto:brianna.ramos@sanjoseca.gov)**