

NEIGHBORHOODS COMMISSION

**Roosevelt Community Center
901 East Santa Clara Street
Community Rooms A & B
San Jose, CA 95116**

October 14, 2009
DRAFT Minutes

Commissioners Present		
Larry Ames	Jaime Angulo	Robert E. Boydston
Ed Brooks	David J. Biagini	Neetu Dhaliwal
Judy Soito	David D. Dearborn	Lori L. Kahn
Hugh Graham	Charles E. Jones	Christopher Zhou
Russell J. Petruzzelli	Thomas Paramo	Alexander Ramos
Melisa McCoy-Evans	Moses C. Ramirez	Robert Sandoval
Beth Shafran-Mukai	Rafael Sabic	Matthew Whalin
Frank Throckmorton		

Commissioners Absent		
Elizabeth Contreras	Marie Arnold	Aarón Reséndez
Charles E. Jones	Alexander Ramos	Manuel Souza

Staff:

Ernest Guzman, Annie Gambelin, Deborah Sherrell – NDC

(a) Call to Order

The meeting was called to order at 6:40 p.m. by Chairperson, Beth Shafran-Mukai.

(b) Approval of Minutes: September 8, 2009

- (1) Add Melisa McCoy-Evans to the list of Commissioners present at the meeting
- (2) Under Open Forum change the wording to “No open forum items” instead of “None at this time”.
- (3) David Biagini made the motion to approve the minutes and it was second by Rafael Sabic. Minutes were approved unanimously.

(c) Ceremonial Items

- (1) No ceremonial items

(d) Open Forum

- (1) Welcoming comments by City of San Jose Mayor, Chuck Reed.

Members of the public are invited to speak on any item that does not appear on this agenda and that is within the subject matter jurisdiction of the Commission. Speakers are limited to 2 minutes. Please note that the Commission may not take action on issues brought forth under Open Forum, but may refer issues to staff for action at a further meeting.

Neighborhoods Commission (cont.)

(e) Informational Items

(1) Comments by Norberto Dueñas, Deputy City Manager in regards to the city Council memo dated October 13, 2009 – Annual Summary of Labor Negotiations 2009-2010. This memo presents parameters that might come into play during negotiations. If Commissioners have questions, please call Norberto Dueñas at 535-8180.

(a) The Commissioners and individuals present at the meeting had the opportunity to ask questions.

(f) Items Presented for Action

(1) Draft Bylaws

(a) Chairperson, Beth Shafran-Mukai asked the commissioners to review the draft Bylaws. Discussion included the following:
The Bylaws can be changed as needed.
The City Attorney's comments have been incorporated into the draft Bylaws.

An Ad-hoc Committee was establish to create the draft Bylaws

(b) Changes/additions to the draft Bylaws include:

- (1) Under Membership: Candidates for Neighborhoods Commission must also reside in the District they represent
- (2) It was suggested that at the end of the two year pilot Bylaws can be revised to add staggering of election of commissioners
- (3) District boundaries change every so many years so the commissioners should not be able to serve at that time
- (4) It was suggested that the alternate should be able to vote if the commissioners for that district was out. The alternates don't have official capacity until they are sworn in by City Clerk's office
- (5) Amend the Bylaws to meet on Monday if the Commission cannot meet on Wednesday
- (6) Brief description of each subcommittee and a statement of each subcommittee to make it more clear, was suggested.
- (7) Executive Committee: assist in formulating monthly agenda and projects as needed. Made up by the Chair, Vice Chair and Committee Chairs
- (8) Caucus Committee: responsible for coordinating and administering the Caucus
- (9) Work Plan Committee: continue to research and bring forth items for Work Plan discussion, adjustment and approval
- (10) Outreach Committee: assist and analyze information to the community, and in the development of neighborhood associations
 - (a) How are we improving communication with the neighborhoods?
 - (b) Figure out how many neighborhoods have been represented
 - (c) Which neighborhoods are communicating with the Neighborhoods Commission?
 - (d) How do commissioners obtain information about the neighborhoods? Do they have liaisons?

Neighborhoods Commission (cont.)

- (e) It was suggested the commissioners establish contact with the groups that elected them as their commissioners
- (f) The Neighborhood Development Center can give the commissioners the names of the leaders in their community so they can attend the different meetings.
- (g) One person can work in more than one committee
- (c) Executive Committee: Chair, Vice Chair and Committee Chairs
Caucus Committee: Tom Paramo, David Biagini, Russ Petruzzelli, Robert Sandoval, Moses Chavez
Work Plan Committee: Judy Soito, David Dearborn, Elsie Aranda, Rafael Sabic, Neetu Dhaliwal
Outreach Committee: matt Wahlin, Hugh Graham, Lori Kahn, Jaime Angulo, Judy Soito, Jaime Angulo
- (d) David Biagini made the motion to approve the By-laws, and it was second by Moses Chavez.
Opposed: Elsie Aranda. Robert Boydston abstained in grounds of ignorance
- (2) Draft 2009-2010 Neighborhoods Commission Work Plan
 - (a) The Work Plan dated October 14, 2009 was adopted by the Commissioners.
- (3) Re-schedule November 11, 2009 Neighborhoods Commission Meeting
 - (a) Several dates were proposed for next meeting: November 9, 10, 11, 16, and 18, 2009.
 - (b) It was suggested that if the Neighborhoods Commission cannot meet on a Wednesday, then meet the Monday of that week contingent on availability of space.
 - (c) The results of a vote to meet on November 4, 2009 were: opposed 4, abstained 1. A back up motion to meet on November 9, 2009: opposed 2, abstained 0, in favor 17. Hugh Graham made the motion to approve and Lori Khan second the motion. The motion passed.
- (4) Resignation of D10 Commissioner – Bruce Paynter
No action was taken
- (5) Accept Alternate for D10 – Ronald Layman
No action was taken
- (g) Informational Items
 - (1) September 26, D9 Special Caucus – Ernest Guzman, Community Services Supervisor, Neighborhood Development Center
Deferred to December 2009 meeting
 - (2) D3 Budget Survey – Beth Shafran-Mukai, Chair, Neighborhoods Commission
 - (a) Copies of D3 Budget Survey were distributed among the Commissioners
 - (b) One of the goals is to send information out and receive information.

Neighborhoods Commission (cont.)

- (c) Are there any other districts doing surveys?
- (d) During last budget cycle, D6 did some surveys
- (e) The Outreach Committee should take a look at the processes that have been used and have been successful
- (3) Civic Engagement Process, Tom Manheim, Director of Communications, City Manager's Office
 - (a) Brief presentation of the Civic Engagement Process made by Tom Manheim, Director of Communications, City Manager's Office
- (h) Liaison Report
None at this time
- (i) Correspondence
None at this time
- (j) Adjournment
The meeting was adjourned at 9:07 p.m. by Beth Shafran-Mukai, Chair, Neighborhoods Commission
- (k) Next meeting schedule for November 9, 2009. Location and time TBD.

To request accommodation or alternative format for City-sponsored meetings or printed materials, please call (408) 723-4114 or (408) 294-9337 (TTY) as soon as possible, but at least three business days before the meeting.
For questions, please contact Annie Gambelin at (408) 723-4114.

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 Neighborhood Development Center, 1601 Foxworthy Avenue, San Jose, CA 95118 at the same time that the public records are distributed or made available to the legislative body.