

**From:** [Mendez, Zacharias](#)  
**To:** [Downtown West Project](#)  
**Subject:** Fw: Fw: Weekly Parks meeting and DSA Directors Meeting/DA Meeting  
**Date:** Monday, August 31, 2020 9:49:54 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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FYI - AB900 Records

**ZACHARIAS MENDEZ** | Parks Planner  
**Parks, Recreation and Neighborhood Services**  
City Hall | Tel: 408.793.4171  
200 East Santa Clara Street, San José, CA 95113  
***Building Community Through Fun***  
[sanjoseca.gov/prns](http://sanjoseca.gov/prns) | [www.vivcallesj.org](http://www.vivcallesj.org)

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**From:** Hunter, Cassie <cassie.hunter@sanjoseca.gov>  
**Sent:** Wednesday, August 19, 2020 1:47 PM  
**To:** Mendez, Zacharias <Zacharias.Mendez@sanjoseca.gov>; Fredrick Lee <fredricklee@google.com>  
**Cc:** Reid, Tara <Tara.Reid@sanjoseca.gov>; Burnham, Nicolle <nicolle.burnham@sanjoseca.gov>  
**Subject:** Re: Fw: Weekly Parks meeting and DSA Directors Meeting/DA Meeting

Hello Zak,

I am going to leave them on the calendar until Nicolle returns and agrees to the move to Google Hangouts.

Sent from my Sprint Samsung Galaxy S10+.  
Get [Outlook for Android](#)

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**From:** Mendez, Zacharias <Zacharias.Mendez@sanjoseca.gov>  
**Sent:** Wednesday, August 19, 2020 1:26:09 PM  
**To:** Fredrick Lee <fredricklee@google.com>; Hunter, Cassie <cassie.hunter@sanjoseca.gov>  
**Cc:** Reid, Tara <Tara.Reid@sanjoseca.gov>; Burnham, Nicolle <nicolle.burnham@sanjoseca.gov>  
**Subject:** Re: Fw: Weekly Parks meeting and DSA Directors Meeting/DA Meeting

Hey Cassie,

The applicant has forwarded a series of meeting with a Google Hangout link. The meeting series they set up will replace the one we have placed on the calendar. Can you please remove the meeting series we set up?

Thank you,

Zak

**ZACHARIAS MENDEZ** | Parks Planner  
**Parks, Recreation and Neighborhood Services**  
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**From:** Fredrick Lee <fredricklee@google.com>  
**Sent:** Wednesday, August 19, 2020 11:52 AM  
**To:** Hunter, Cassie <cassie.hunter@sanjoseca.gov>  
**Cc:** Reid, Tara <Tara.Reid@sanjoseca.gov>; Burnham, Nicolle <nicolle.burnham@sanjoseca.gov>; Mendez, Zacharias <Zacharias.Mendez@sanjoseca.gov>  
**Subject:** Re: Fw: Weekly Parks meeting and DSA Directors Meeting/DA Meeting

[External Email]

Hi Cassie,

If you're not able to do the aforementioned pertaining to the links in time for the meeting, you and Zak should have modification access to the invite I have already sent out to the group. Please let me know if you run into any issues.

Best,



**Fredrick Lee**  
| Google  
Administrative Business Partner  
REWS | Josh Portner, Alexa Arena, Jeff Holzman,  
Michael Tymoff, Bhavesh Parikh  
Bay Area | 347.422.1952 |  
[fredricklee@google.com](mailto:fredricklee@google.com)

On Wed, Aug 19, 2020 at 11:14 AM Fredrick Lee <[fredricklee@google.com](mailto:fredricklee@google.com)> wrote:

Hi Cassie,

To make things easier on both ends, can you just add the link below to the already existing invite that we already have on the calendar for Open Space (12:30-1:30p)? That way, we can use Google Hangouts and the invite can stay on Nicolle's calendar. We'll just need to remove the zoom details. Let me know if this works / makes sense.

Google Meeting ID  
[meet.google.com/mnr-ckth-hya](https://meet.google.com/mnr-ckth-hya)

Phone number  
[\(US\)+1 541-583-0349](tel:(US)+15415830349)  
PIN: 980 471 789#

Best,



**Fredrick Lee**  
| Google  
Administrative Business Partner  
REWS | Josh Portner, Alexa Arena, Jeff Holzman,  
Michael Tymoff, Bhavesh Parikh  
Bay Area |  
[347.422.1952](tel:347.422.1952) |  
[fredricklee@google.com](mailto:fredricklee@google.com)

On Wed, Aug 19, 2020 at 11:05 AM Hunter, Cassie <[cassie.hunter@sanjoseca.gov](mailto:cassie.hunter@sanjoseca.gov)> wrote:  
Hello all,

Nicolle will be out of the office for the next two meetings. In her absence, she has assigned Zak as the co-host so that he can lead the meetings on her behalf. Can we make sure that Zak has all the modification access for the next two meetings? Upon her return, I will bring this to her attention.

Thank you,

**Cassie Hunter**

Staff Specialist

City of San José | Parks, Recreation & Neighborhood Services

200 E. Santa Clara St. 9<sup>th</sup> Floor

San Jose, CA 95113

Phone: [\(408\) 535-3520](tel:(408)535-3520)

[cassie.hunter@sanjoseca.gov](mailto:cassie.hunter@sanjoseca.gov) | <http://www.sanjoseca.gov/prns>



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**From:** Fredrick Lee <[fredricklee@google.com](mailto:fredricklee@google.com)>

**Sent:** Wednesday, August 19, 2020 10:02 AM

**To:** Reid, Tara <[Tara.Reid@sanjoseca.gov](mailto:Tara.Reid@sanjoseca.gov)>

**Cc:** Hunter, Cassie <[cassie.hunter@sanjoseca.gov](mailto:cassie.hunter@sanjoseca.gov)>; Burnham, Nicolle  
<[nicolle.burnham@sanjoseca.gov](mailto:nicolle.burnham@sanjoseca.gov)>

**Subject:** Re: Fw: Weekly Parks meeting and DSA Directors Meeting/DA Meeting

[External Email]

Thanks, Tara!

Yes, going forward Google would like to use Google Hangouts. Nicolle also has modification access to add and remove attendees as necessary. If that feature isn't working for some reason on your end, or if you have any questions, please feel free to reach out and we'll work through it.

Thanks again for your support everyone.

Best,

**Fredrick Lee** | Google Administrative Business Partner

REWS | Josh Portner, Alexa Arena, Jeff Holzman, Michael Tymoff, Bhavesh Parikh

Bay Area | [347.422.1952](tel:347.422.1952) | [fredricklee@google.com](mailto:fredricklee@google.com)

On Wed, Aug 19, 2020 at 9:53 AM Reid, Tara <[Tara.Reid@sanjoseca.gov](mailto:Tara.Reid@sanjoseca.gov)> wrote:

Hi Nicolle,

Per Google's request, they would now like to use Google Hangouts for all their meetings. Fredrick, included on this email has sent a new meeting series for your Parks meeting. Just want to ensure this is OK on your end.

Thanks!



Tara Reid | Executive Assistant to Nanci Klein  
Director of Economic Development | Director of Real Estate  
200 E. Santa Clara Street, 17th floor | San Jose, CA 95113  
Phone: [408.535.8179](tel:408.535.8179)  
[www.sanjoseca.gov](http://www.sanjoseca.gov) | [www.sjeconomy.com](http://www.sjeconomy.com)

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**From:** Fredrick Lee <[fredricklee@google.com](mailto:fredricklee@google.com)>

**Sent:** Wednesday, August 19, 2020 9:45 AM

**To:** Reid, Tara <[Tara.Reid@sanjoseca.gov](mailto:Tara.Reid@sanjoseca.gov)>

**Cc:** Klein, Nanci <[Nanci.Klein@sanjoseca.gov](mailto:Nanci.Klein@sanjoseca.gov)>; Cranford, Sandra <[Sandra.Cranford@sanjoseca.gov](mailto:Sandra.Cranford@sanjoseca.gov)>

**Subject:** Re: Weekly Parks meeting and DSA Directors Meeting/DA Meeting

[External Email]

Hi Tara,

Will do. I've just sent them over. I added all participants from our current invites so they should be identical, but please check to make sure I didn't miss anyone.

**Also, can you delete our current holds for both zoom meetings on calendar, since we'll be shifting to Google Hangouts?**

Best,

Fredrick Lee | Google Administrative Business Partner  
REWS | Josh Portner, Alexa Arena, Jeff Holzman, Michael Tymoff, Bhavesh Parikh  
Bay Area | [347.422.1952](tel:347.422.1952) | [fredricklee@google.com](mailto:fredricklee@google.com)

On Wed, Aug 19, 2020 at 9:36 AM Reid, Tara <[Tara.Reid@sanjoseca.gov](mailto:Tara.Reid@sanjoseca.gov)> wrote:

Hi Fredrick,

Go ahead and send over the GH links and I can add to our meeting request.

Thank you,



Tara Reid | Executive Assistant to Nanci Klein  
Director of Economic Development | Director of Real Estate  
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**From:** Fredrick Lee <[fredricklee@google.com](mailto:fredricklee@google.com)>  
**Sent:** Wednesday, August 19, 2020 9:31 AM  
**To:** Reid, Tara <[Tara.Reid@sanjoseca.gov](mailto:Tara.Reid@sanjoseca.gov)>; Klein, Nanci <[Nanci.Klein@sanjoseca.gov](mailto:Nanci.Klein@sanjoseca.gov)>; Cranford, Sandra <[Sandra.Cranford@sanjoseca.gov](mailto:Sandra.Cranford@sanjoseca.gov)>  
**Subject:** Re: Weekly Parks meeting and DSA Directors Meeting/DA Meeting

[External Email]

Hi Both,

Good morning and Happy Wednesday!

Just following up on this request about both weekly meetings being changed over to Google hangouts. [+Sandra Cranford](#) can attest to its ease of use and it would be helpful over here to the folks at Google :)

If possible, I'd like to send those invites over prior to our 12:30p meeting and our 1:30p meetings respectively. Tara, if you'd still like to test the Google Hangouts video conferencing w/ me, I would be happy to do that. A minute or two is all that is needed.

Thanks so much Team,

Best,

Fredrick Lee | Google Administrative Business Partner  
REWS | Josh Portner, Alexa Arena, Jeff Holzman, Michael Tymoff, Bhavesh Parikh

On Tue, Aug 18, 2020 at 4:09 PM Fredrick Lee <[fredricklee@google.com](mailto:fredricklee@google.com)> wrote:

Hi Tara and Nanci,

The meeting with Dave Sykes seems to have gone well yesterday with Google Hangouts.!

That said, the folks here at Google are needing to change both our Wednesday weekly Parks and Open Space meeting (12:30-1:30p) and our DSA Directors Meeting/DA Meeting from (1:30-3:30p), to Google Hangouts meetings going forward, starting with tomorrow's meetings.

Similar to yesterday, I can set those meetings up and send you invites.

Thanks both.

Best,

**Fredrick Lee** | Google Administrative Business Partner

REWS | Josh Portner, Alexa Arena, Jeff Holzman, Michael Tymoff, Bhavesh Parikh

Bay Area | [347.422.1952](tel:347.422.1952) | [fredricklee@google.com](mailto:fredricklee@google.com)

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