

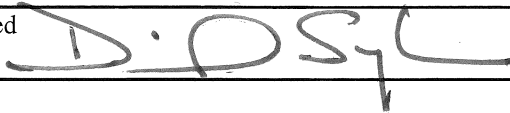
TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Lee Wilcox

**SUBJECT: COUNCIL POLICY PRIORITY
LIST – PROGRESS REPORT 2**

DATE: August 5, 2019

Approved



Date

8/5/19

INFORMATION

This memo provides a status update on the Council Policy Priority List set by the City Council at the March 5, 2019 Council Priority Setting Session. There are 25 items on the current Council Policy Priority List. These items are presented in priority order as ranked by the Council in the attached progress report.

BACKGROUND

Since 2011, the City Council has participated in priority-setting sessions that have resulted in the designation of high priority ordinances and policy initiatives. The priority-setting process has allowed the Administration to focus limited staff resources on the initiatives identified as the highest priorities by the City Council. Attachment A provides the second progress report in 2019, which contains general information on each item, project coordination details related to the departments leading each item, as well as project development details describing project status. As you will note, in most cases, project development crosses multiple departments, requiring coordination from the City Manager's Office and legal analysis from the City Attorney's Office. Also, new to this progress report is a legislative brief section summarizing advocacy at the state and federal level related to Council priorities.

On March 5, 2019, the City Council held a three-part Priority Setting Session, which resulted in the updated Council Policy Priority List of 25 items (Attachment B). At the March session, the Council approved the completion of five policy items and their subsequent removal from the list. The Council also prioritized six new policy items, including:

- Family-Friendly City – Paid Family Leave
- Childcare & Early Education
- Universal Development Fee
- Review of Cannabis Land Use and Regulatory Provisions (Combined)
- Cannabis: Equity Applicant Program
- Update the Council's Wage Theft Prevention Policy

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Budget Process

In preparation for the March 5, 2019 Priority Setting Session, Council members submitted policy nominations for consideration. The priority-setting process is intended to prioritize work that involves changes to City policy, such as the amendment of policies or ordinances. It is not intended to make decisions on changes to the City budget, such as the creation of new positions or allocation of funding. As a result, four nominations were identified as primarily relating to budget issues and were referred to the budget process:

- Blight Squad
- Illegal Dumping Education Campaign & Surveillance
- Family-Friendly City – Facilities and Childcare Portions
- General Plan and Zoning Alignment (Phase 2)

At the March 5, 2019 meeting, Councilmember Arenas requested that staff provide the Council with cost estimates for each item referred to the budget process through a Manager's Budget Addendum (MBA) as part of the 2019-2020 Budget Process. Staff responded to that request as reflected in MBA #11.¹ Through the Mayor's June Budget Message, portions of Family-Friendly City – Facilities and Childcare were funded.² Additionally, by adopting the City Manager's Proposed Operating Budget, Councilmembers approved adding \$350,000 in one-time funding to support the policy development process for City Council Policy Priorities.

NEXT STEPS

The Administration will continue to advance the Council's Policy Priorities over the next Fiscal Year and will submit to Council a progress report in early 2020.

/s/

LEE WILCOX

Chief of Staff

Office of the City Manager

For questions, please contact Sarah Zárate, Assistant to the City Manager, Office of the City Manager, at (408) 535-5601.

Attachment A: *Council Policy Prioritization Progress Report July 2019*

Attachment B: *Council Policy Prioritization List*

¹ Document can be accessed at: <http://www.sanjoseca.gov/DocumentCenter/View/84874>

² See File # 19-441: Spending Proposals, Section D: #2 Family-Friendly City Facilities and #3 Childcare Facilities and Training



Council Policy Priority List

PROGRESS REPORT (2) JULY 2019

Attachment A – Information Memo dated August 1, 2019

Subject: Council Policy Priority List – Progress Report 2

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COUNCIL POLICY PRIORITIZATION: BACKGROUND

Since 2011, the San José City Council has participated in priority-setting sessions to determine which potential or pending ordinances and policy initiatives hold priority for completion in the months and year ahead. This progress report summarizes activities related to the Council's current policy priorities. Changes to the current policy priority list were last made in March 2019, when the Council approved removing five completed priorities from the list, including: Update the City's Rental Rights and Referrals Program, Downtown Active Storefronts Initiative, Housing Rehabilitation Program (Housing Veterans Vouchers), Personal Care Business Compliance Initiative, and Medical Marijuana.

Current Council Policy Priorities List

The current Council Policy Priorities List consists of 25 items, including six items that were newly prioritized at the March 5, 2019 Council Priority Setting Session. Newly prioritized items included:

- # 11 Review of Cannabis Land Use and Regulatory Provisions
- #12 Universal Development Fee
- #13 Cannabis: Equity Applicant Program
- #14 Childcare & Early Education
- #15 Family-Friendly City – Paid Family leave
- #16 Update the Council's Wage Theft Prevention Policy

The Administration is pleased to report that three priorities have been finalized since the March 5, 2019 Council Priority Setting Session. These items include:

- # 10 **Safe Parking Program**
The Safe Parking Program was first prioritized on October 17, 2017. It requested staff to explore and develop an ordinance allowing for a legal use of “safe parking” in public and privately-owned parking lots for people who live in their vehicles. Staff developed a pilot program in response to this direction and the Council approved a nonprofit contract award on October 16, 2018. Staff also drafted an ordinance and obtained environmental clearance, both of which were approved by the Planning Commission on May 22, 2019 on a 5-0-1 vote. The proposed Municipal Code amendments were sent to the City Council where they were approved on June 11, 2019. See file # [19-458](#).
- # 22 **Develop Innovative Strategies to Hire Crossing Guards**
The Develop Innovative Strategies to Hire Crossing Guards policy item was first prioritized on October 17, 2017. In October 2018, staff reported to the Public Safety, Finance and Strategic Support Committee the department's successful implementation of hiring strategies, but need to align staffing

levels with the Adopted Budget. As part of the 2019-2020 Proposed Operating Budget, the Administration added 9.50 FTE School Crossing Guards to align the budget with program service levels. The City Council approved the 2019-2020 Operating Budget on June 11, 2019, completing the actions required for this policy item.

➤ #18 **Sanctioned Encampment**

Sanctioned Encampments was first prioritized on March 7, 2017. It requested that staff explore the operation of a sanctioned encampment pilot to meet the immediate needs of unsheltered homeless people in the community. To meet this policy directive, staff focused on interim housing opportunities, and specifically on creating a Bridge Housing Communities project (BHC). Throughout 2018 staff completed community outreach, CEQA analysis, project prototypes, operation and development plans, as well as accompanying ordinances. The Council accepted final staff site recommendations for 2 BHC projects and associated resolutions and ordinance changes in December 2018 ([File 18-1703](#)). In addition to the BHC project, staff also developed policy for a Homeless Encampment Clean-up Pilot Program for up to four sites as outlined in MBA #22. This pilot was included in the Mayor's June Budget Message and approved by Council.

Although policy development for priority #18 is complete and has moved into the implementation stage, staff will continue to explore sites and funding for potential additional bridge housing communities and other alternative formats of interim and emergency housing, as directed by the Council. To meet this continuing obligation, the City has collaborated with the County of Santa Clara to maintain an open dialogue around homelessness challenges and solutions. Further, the City is currently engaged in helping update the countywide Community Plan to End Homelessness—a collaborative effort driven by Destination:Home, the Continuum of Care, the Lived Experience Board, the County of Santa Clara, the City of San José, and other municipalities and service providers in the county. The City of San José, through the Housing Department and the City Manager's Office, is in the process of leading discussions for the Plan's third pillar, which aims to identify goals and strategies to meet the needs of the county's unsheltered populations.

At the next Council Policy Priority Setting Session, staff will recommend that these completed policy items be removed from the Council Policy Priority List.

Alignment with the Budget Process

In June 2018, Council Members approved staff recommendations to align the Council Policy Priority Setting Process with the City's budget process. The goal of this new process is twofold: First, it allows staff to distinguish Council nominations that require policy development from those that are budgetary in nature. By categorizing Council nominations, staff is better able to direct Council nominations to the appropriate process. Second, it allows staff to highlight the resource needs created at the department level as a result of newly prioritized items. By articulating resource needs on the front end, Council members are better able to allocate the resources needed to complete policy development.

This year marked the first implementation of the new process. It is the City Manager's goal to ensure that the Priority Setting Process is the mechanism used to complete policy development in a timely manner. After setting the newly prioritized list in March, the Administration worked with staff to understand the resource needs required to move items from prioritization, to policy development, to completion. Those conversations resulted in the incorporation of \$350,000 in the City Manager's 2019-2020 Operating Budget, which the Council approved in June 2019.

The following report is organized in order of priority as ranked by the City Council and provides project coordination and development details for all 25 items. The Administration will make every attempt to complete as many priorities as possible in the next fiscal year.

HOW TO USE THIS REPORT

This progress report includes information on each Council Policy Priority. The report is organized by policy priority, and allows readers to learn about the stage of policy development for each item. Additionally, *new to the second progress report is the inclusion of a legislative brief*, which provides a description of high level legislative advocacy efforts impacting the Council’s policy priorities.

You can use this report to get:

General Information

- A description of the policy or ordinance priority.
- The original year of prioritization.
- Review the list of policies completed since 2011

Project Coordination

- Lead and supporting department information.
- Key staff contacts

Project Development

- Status of project and percent completion.
- Work being completed to advance project completion.
- Next steps for Council committees.
- Estimated project completion date.

DEPARTMENT ABBREVIATION GUIDE

Abbreviation	Department
Budget	Budget Office
CAO	City Attorney’s Office
DOT	Department of Transportation
ESD	Environmental Services Department
Housing	Housing Department
Library	Library Department
OED	Office of Economic Development
PBCE	Department of Planning, Building & Code Enforcement
Police	Police Department
PRNS	Parks, Recreation, and Neighborhood Services Department
PW	Public Works Department

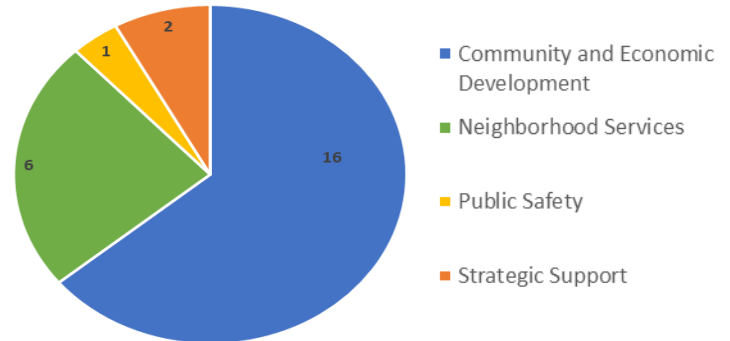
CURRENT COUNCIL POLICY PRIORITY LIST

Priority Number	Policy/Ordinance Name	Lead Department	Project Status
1	Local Hiring/Local Business/Apprentice Utilization Program	Public Works	In Progress
2	Mobile Home Conversions	PBCE	In Progress
3	Disadvantaged Business Enterprises	Public Works	In Progress
4	Electronic Billboards	PBCE/OED	In Progress
5	Downtown and/or Citywide Parks Operations and Maintenance Financing District	PRNS	In Progress
6	Development of a Soft-Story Retrofit Program	PBCE	In Progress
7	Accessory Dwelling Units & Garage Conversion Ordinance	PBCE	In Progress
8	North San José Policy Review	PBCE/OED	In Progress
9	Commercial Linkage Fee for Affordable Housing	CMO/OED	In Progress
10	Safe Parking Program	PBCE	Complete
11	Review of Cannabis Land Use and Regulatory Provisions (Combined)	PBCE	New/In Progress
12	Universal Development Fee	OED	New/In Progress
13	Cannabis: Equity Applicant Program	OED	New/In Progress
14	Childcare & Early Education	Library	New/In Progress
15	Family-Friendly City- Paid Family Leave	OER	New/In Progress
16	Update the Council's Wage Theft Prevention Policy	Public Works	New/In Progress
17	Anti-Displacement Preference Ordinance	Housing	In Progress
18	Sanctioned Encampments	Housing	Complete
19	Update Urban Design Guidelines	PBCE	In Progress
20	Downtown Zoning Code Update	PBCE	In Progress
21	Impact Fee Deferred Payment Program for Housing	PBCE/OED	In Progress
22	Develop Innovative Strategies to Hire Crossing Guards	Police	Complete
23	Smoke-Free Housing	PBCE	In Progress
24	Food and Clothing Distribution at City Parks	PRNS	In Progress
25	Private Property Graffiti Abatement Ordinance	PRNS	In Progress

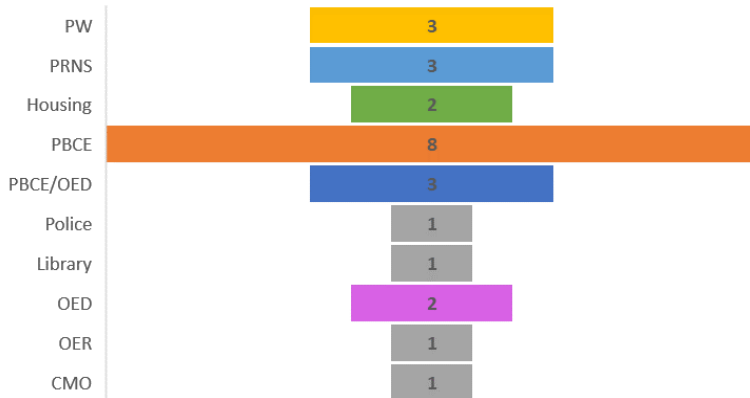
POLICY PRIORITIZATION HIGHLIGHTS

5 Policies were completed in 2018 & early 2019.

Priorities by City Service Area



of Priorities by Lead Department

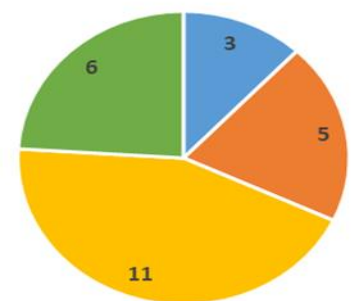


64% of priorities fall under the Community & Economic Development CSA.

9 Projects have estimated completions in 2019.

6 New policies were added in 2019.

Year Prioritized



■ 2014 ■ 2015 ■ 2017 ■ 2019

COUNCIL POLICY PRIORITIES BY DEPARTMENT

<i>LEAD DEPART.</i>	<i>POLICY/ORDINANCE NAME</i>	<i>PAGE #</i>	<i>ESTIMATED COMPLETION YEAR</i>
CMO	Commercial Linkage Fee for Affordable Housing	22	2020
HOUSING	Anti-Displacement Preference Ordinance	31	2020
	Sanctioned Encampments	33	2019
OED	Universal Development Fee	25	2020
	Cannabis: Equity Applicant Program	27	2020
PBCE/OED	Electronic Billboards	16	2020
	North San José Policy Review	21	2019
	Impact Fee Deferred Payment Program for Housing	39	2020
PBCE	Mobile Home Conversions	14	2020
	Development of a Soft-Story Retrofit Program	18	2019
	Accessory Dwelling Units & Garage Conversion Ordinance	19	2019
	Safe Parking Program	23	2019
	Update Urban Design Guidelines	35	2020
	Downtown Zoning Code Update	37	2020
	Smoke-Free Housing	41	2020
	Review of Cannabis Land Use and Regulatory Provisions (Combined)	24	2020
OER	Family-Friendly City- Paid Family Leave	29	2020
POLICE	Develop Innovative Strategies to Hire Crossing Guards	40	2019
PUBLIC WORKS	Local Hiring/Local Business/Apprentice Utilization Program	13	2019
	Disadvantaged Business Enterprises	15	2019
	Update the Council's Wage Theft Prevention Policy	30	2020
PRNS	Downtown and/or Citywide Parks Operations and Maintenance Financing District	17	2020
	Food and Clothing Distribution at City Parks	42	2019
	Private Property Graffiti Abatement Ordinance	43	2020
LIBRARY	Childcare & Early Education	28	2020

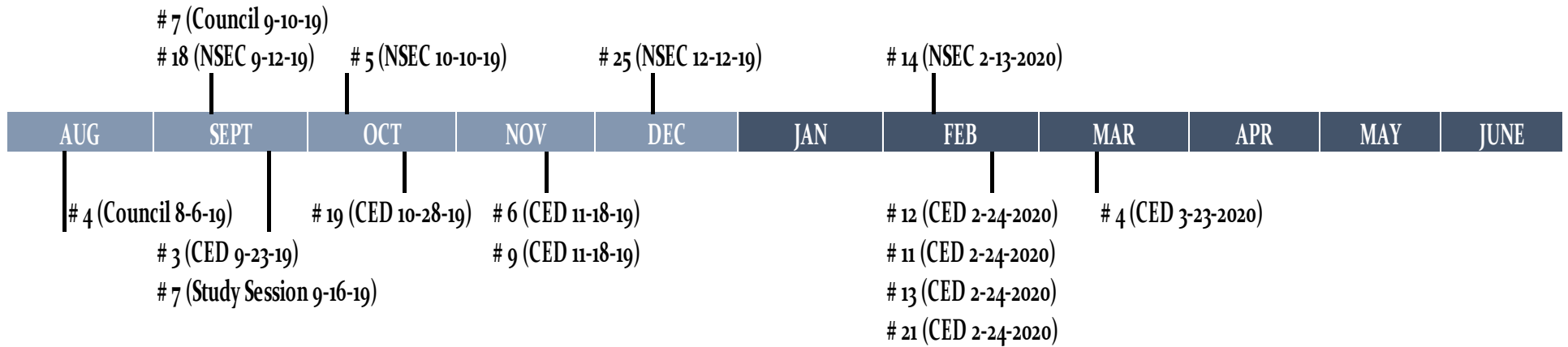
COUNCIL PRIORITY LIST – PROGRESS MADE SINCE JANUARY 2019

#	Policy/Ordinance Name	% Complete Jan. 2019	% Complete July 2019	Progress
1	Local Hiring/Local Business/Apprentice Utilization Prgm.	80%	90%	↑
2	Mobile Home Conversions- GP Text Amend.	100%	100%	Complete
	Mobile Home Conversions- Land Use Designation	0%	10%	↑
3	Disadvantaged Business Enterprises	90%	95%	↑
4	Electronic Billboards	50%	65%	↑
5	Downtown &/or Citywide Parks Operations and Maintenance Financing District	40%	75%	↑
6	Development of a Soft-Story Retrofit Program	35%	45%	↑
7	Accessory Dwelling Units & Garage Conversion Ordinance	90%	90%	→
8	North San José Policy Review	90%	90%	→
9	Commercial Linkage Fee for Affordable Housing	25%	30%	↑
10	Safe Parking Program	75%	100%	Complete
11	Review of Cannabis Land Use and Regulatory Provisions	New	5%	↑
12	Universal Development Fee	New	5%	↑
13	Cannabis: Equity Applicant Program	New	40%	↑
14	Childcare & Early Education	New	5%	↑
15	Family-Friendly City- Paid Family Leave	New	50%	↑
16	Update the Council's Wage Theft Prevention Policy	New	5%	↑
17	Anti-Displacement Preference Ordinance	45%	70%	↑
18	Sanctioned Encampments	85%	100%	Complete
19	Update Urban Design Guidelines- Downtown	-	100%	Complete
	Update Urban Design Guidelines- Citywide	35%	35%	→
	Update Urban Design Guidelines- Berryessa	5%	10%	↑
20	Downtown Zoning Code Update	0%	20%	↑
21	Impact Fee Deferred Payment Program for Housing	0%	10%	↑
22	Develop Innovative Strategies to Hire Crossing Guards	80%	100%	Complete
23	Smoke-Free Housing	5%	15%	↑
24	Food and Clothing Distribution at City Parks	75%	95%	↑
25	Private Property Graffiti Abatement Ordinance	0%	15%	↑

LEGEND: ↑ = Policy Development Progress Made → = Limited Progress/No New Activity 9

COUNCIL POLICY PRIORITIES CURRENTLY SCHEDULED ON COUNCIL/COMMITTEE WORKPLANS

Council Meeting/Committee Timeline August 2019 - June 2020*



*Timeline Updated 7.25.19

COUNCIL POLICY PRIORITIES – LEGISLATIVE BRIEF

The Office of Intergovernmental Relations (IGR) pursues and protects the best interests of the City through legislative reviews and advocacy. As part of this work, IGR routinely tracks bills related to Council priorities as reflected in the Council Policy Priority list, and advocates for City positions. The information below provides updates of this activity by policy priority.

Family-Friendly Legislation

The City is engaged in advocacy around several state and federal efforts around family friendly legislation, as noted in IGR’s [Quarterly Intergovernmental Relations Report](#)¹. Additionally, Councilmember Arenas and Vice Mayor Jones met with Speaker Rendon and the Chief of Staff for Assembly Appropriations Chair Gonzalez to talk about legislative efforts on early childhood education and paid family leave.

Policy Priority	Legislative Activity
#14 <i>Childcare & Early Education</i>	<ul style="list-style-type: none"> - Governor Newsom’s budget contains several proposals related to childcare and early education, including funding for a phased approach to extend universal preschool for all income-eligible four-year old children and \$500 million in one-time General Funds for workforce development and to build child care infrastructure. - IGR is exploring how the city can best access those resources.
#15 <i>Family-Friendly City- Paid Family leave</i>	<ul style="list-style-type: none"> - IGR recently submitted a letter to the City’s federal delegation regarding paid family leave laws.
#16 <i>Update the Council’s Wage Theft Prevention Policy</i>	<ul style="list-style-type: none"> - IGR and the CMO are exploring any barriers and opportunities to state level enforcement of laws related to wage theft. - IGR and the CMO are also reviewing national trends at the state level related to wage theft.

Other Policy Priorities

Policy Priority	Legislative Activity
#2 <i>Mobile Home Conversions</i>	<ul style="list-style-type: none"> - The City is reviewing and working with state legislators to ensure it is possible to change the General Plan or zoning to protect mobile home parks from redevelopment.
#7 <i>Accessory Dwelling Units & Garage Conversion Ordinance</i>	<ul style="list-style-type: none"> - Governor Newsom signed legislation that allows more flexibility in the use of CalHome Program funding for the construction or rehabilitation of ADUs.

¹ Report can be access through File # 19-403 <https://sanjose.legistar.com/LegislationDetail.aspx?ID=3953305&GUID=7E3E56F3-B3C3-416A-A106-A5044A40DDE5&Options=ID|Text|Attachments|Other|&Search=intergovernmental+relations>

	<ul style="list-style-type: none"> - The City is watching SB 13 (Wieckowski) which seeks to streamline ADU development and reduce ADU development impact fees.
#9 Commercial Linkage Fee for Affordable Housing	<ul style="list-style-type: none"> - The City is reviewing AB 1487 (Chiu) which would create a regional entity for the Bay Area with authority to raise regional revenue for affordable housing. Funding options including Commercial Linkage Fees.
#10 Safe Parking Program	<ul style="list-style-type: none"> - The City is reviewing AB 302 (Berman) which would allow safe parking at community colleges for homeless students.
#11 Review of Cannabis Land Use and Regulatory Provisions (Combined)	<ul style="list-style-type: none"> - The City is reviewing AB 1356 (Ting) which would require local jurisdictions to issue a minimum number of local licenses authorizing adult-use or medicinal retail cannabis commercial activity within their jurisdiction that would be permitted by a retailer license issued under MAUCRSA.
#12 Universal Development fee	<ul style="list-style-type: none"> - The State of California is currently reviewing development fees charged by cities state-wide. - IGR will continue to monitor any activity resulting from this review.
#13 Cannabis: Equity Applicant Program	<ul style="list-style-type: none"> - Governor Newsom’s budget includes a \$15 million Cannabis Tax Fund to provide grants to local governments to create and administer equity programs and support equitable access to the market through financial and technical assistance. - The City is monitoring the release of grant funds to submit an application.
#17 Anti-Displacement Preference Ordinance	<ul style="list-style-type: none"> - The City is pursuing legislation that declares it is in the State’s interest to help avoid or mitigate displacement of low-income residents. Such a declaration would provide legal support for implementation of an anti-displacement tenant preference.
#18 Sanctioned Encampments	<ul style="list-style-type: none"> - The City is sponsoring AB 143 (Quirk-Silva) to allow the City of San Jose and the Counties of Alameda and Orange to develop a local ordinance on homeless shelters in lieu of state regulations and to streamline the California Environmental Quality Act for homeless shelters. The City worked to secure feedback and support for the bill from other jurisdictions and stakeholders. - AB 143 passed out of the Assembly and is in the Senate.
#19 Update Urban Design Guidelines	<ul style="list-style-type: none"> - The City is reviewing SB 330 (Skinner), which would place certain restrictions on jurisdictions making zoning changes, and would require the establishment of objective standards. - IGR will continue to monitor this bill and ensure that it is in alignment with the City’s Legislative Program.

Priority 1 Local Hiring/Local Business/Apprentice Utilization Program

Description: Create policies encouraging the hiring of local workers and contracting of local and small businesses.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
June 23, 2015	Public Works	Christopher Hickey	Kim Walesh	CA, OED

Work being completed:

- ✓ At the October 16, 2018 Council Meeting, the City Manager and City Attorney were directed to negotiate and execute a Project Labor Agreement with the Building Trade Council.
- ✓ PW presented the item at the Treatment Plant Advisory Committee meeting on November 8, 2018 and received no objections. PW is in the process of obtaining signatures from the Building Trade Council.
- ✓ An update on the Labor Market Study was provided to the Community and Economic Development Committee on January 28, 2019. PW is coordinating with OED and the City Attorney's Office.
- ✓ The Project Labor Agreement was executed on March 28, 2019.

What's next:

- Project Labor Agreements: City staff are being trained on the details and requirements with the assistance of the Santa Clara and San Benito Building Trades Council.
- Labor Market Study: Staff will return to the Community and Economic Development Committee in late 2019 with the final report assessing the current and forecasted demand and supply for construction workers for public review and recommendations.

Project Status

STATUS: In Progress PROJECT COMPLETION: 90%

EST. COMPLETION: December 2019

Priority 2 Mobile Home Conversions

Description: Review and potentially amend the Mobile Home Conversion Ordinance to address the protection of health, safety, and welfare of mobile home park residents, including any needed General Plan amendments.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
September 9, 2014	PBCE	Jared Hart	Kim Walesh	CAO, Housing

Work being completed:

- ✓ The City Council adopted a New Mobile Home Park Conversion Policy (February 23, 2016), Zoning Code amendments (February 23, 2016 and May 16, 2017) and General Plan text amendments (May 16, 2017) to further the protection of mobile home parks.
- ✓ In response to Council direction on May 16, 2017, staff brought to Council on March 13, 2018, an analysis of proposed general plan land use overlay amendments for mobile home parks and review of recommendations from the Law Foundation of Silicon Valley regarding protection of mobile home park residents.
- ✓ Council accepted staff's analysis and directed staff to bring back to Council three minor General Plan text amendments identified in the analysis as part of a future General Plan hearing cycle.
- ✓ Council also requested that staff consider establishing a Mobilehome Park land use designation and land use amendments for the two mobilehome parks with high density residential land use designations, with staff commencing work no later than Spring 2019.
- ✓ The City Council approved the three General Plan text amendments at the December 11, 2018 Council Meeting.

What's next:

- PBCE is hosting two community meetings with both of the mobile home parks impacted by the land use amendments in August 2019.
- General Plan amendments are anticipated to be brought to the Planning Commission and City Council for consideration in Fall 2019 as part of the General Plan Annual Review.

Project Status

GP TEXT AMENDMENT STATUS: ✓ COMPLETE

PROJECT COMPLETION: 100%

LAND USE DESIGNATION STATUS: In Progress

EST. PROJECT COMPLETION: 10%

EST. COMPLETION LAND USE DESIGNATION CHANGES: Spring 2020

Priority 3 Disadvantaged Business Enterprises

Description: Explore expanding existing Disadvantaged Business Enterprises program beyond Airport to other City departments and contracts.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
June 23, 2015	Public Works	Christopher Hickey	Kim Walesh	CAO, DOT, ESD

Work being completed:

- ✓ An update was provided to the Community and Economic Development Committee on June 25, 2018. The Committee approved a two phase engagement and implementation plan. The consultant, Silvy Group, developed an outreach and engagement plan that launched in October 2018. The outreach and engagement plan revolves around education and information accessibility through on-line tutorials, workshops, and contractor meet and greets.
- ✓ Concurrently, Keen Independent Research LLC and Milagro Marketing LLC, a Joint Venture, are analyzing and developing program options and recommendations to expand contract opportunities. The consultants are analyzing each potential program for feasibility, legal considerations, staffing, and resource considerations.
- ✓ Public Works is embarking on the Public Works Academy. The Academy consists of Opportunity Awareness Events scheduled at five different Community Centers throughout San José and seminars focused on developing contractors' knowledge and experience in working with the City of San José on construction contracts. Public Works has notified 2500+ contractors via USPS, 1200+ contractors through e-mail, and released an RFI on Bidsync.

What's next:

- An update will be provided to the Community and Economic Development Committee in September 2019, with staff presenting a final report and recommendations related to increasing small and local business participation in City-related procurements.
- Staff will also request approval at the September Community and Economic Development Committee to complete the actions referred to the City Manager in Council Priority #3, resulting in the item being removed from the priority list at the next priority-setting session.

Project Status

STATUS: [In Progress](#)

PROJECT COMPLETION: [95%](#)

EST. COMPLETION: [December 2019](#)

Priority 4 Electronic Billboards

Description: Options for public and private property that will allow electronic digital off-site advertising signs or billboard installations.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
December 15, 2015	PBCE/OED	PBCE: Aparna Ankola OED: Blage Zelalich	Kim Walesh	

Work being completed:

- ✓ At the September 25, 2018 City Council Meeting, the Council approved General Plan, Municipal Code, and Council Policy amendments to allow electronic billboards on City-owned sites. These approvals constitute Phase 1 of the work on this priority, which is considered complete.
- ✓ Not only is policy development complete for Phase 1, OED staff is currently working to develop an RFP for large format signage/billboards on City-owned sites. An update on the general parameters of the RFP will be given to City Council on August 6, 2019 and the RFP is scheduled to be released in mid-August. Staff will work toward having the installation of any new signs occur in the Spring or Summer of 2020. The RFP and sign installation is considered part of policy implementation.
- ✓ Phase 2 of this priority involves policy development that allows electronic billboards on non-City-owned sites. Staff is currently working with an environmental consultant for Phase 2. Staff projects finishing the EIR for Phase 2 and bringing the completed work product before the Council in Spring 2020. Upon completing the policy development for Phase 2, Staff will recommend that this policy be considered complete.

What's next:

- The RFP for Phase 1 parameters will be discussed at Council on August 6, 2019 and the RFP will be issued shortly thereafter.
- Staff will compile an inventory of potential non-City owned sites by Spring 2020.
- Staff will provide the CED Committee with an update in early 2020.
- Staff plans to bring the completed work product for Phase 2 to Council in Spring 2020.

Project Status

STATUS: [In Progress](#)

PROJECT COMPLETION: [65%](#)

EST. COMPLETION: [Phase 1 Sept. 2018](#) [Phase 2 Spring 2020](#)

Priority 5 Downtown and/or Citywide Parks Operations and Maintenance Financing District

Description: To study and make recommendations to the City Council for a long term financing district for parks operations and maintenance. The study will look citywide and at downtown as options.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
September 9, 2014	PRNS	Avi Yotam	Angel Rios, Jr.	CAO, CMO

Work being completed:

- ✓ On May 16, 2019, PRNS provided the Neighborhood Services and Education Committee with a status report on Council Priority #5 as well as a report on the development of *Activate SJ*, the comprehensive update of San José’s *Greenprint*. *ActivateSJ* is a 20-year strategic plan to guide the stewardship and expansion of parks, recreation facilities and community services.
- ✓ In late summer 2019, polling will be conducted to test the viability of potential mechanisms for sustainably funding parks operations and maintenance. The Administration will return to Council with recommendations regarding placing potential revenue measures on the ballot in 2020.
- ✓ As a next step, PRNS, in coordination with the City Manager’s Office, has begun implementing outreach campaigns to educate the community on the important services that PRNS provides as well as gaps in services, in the context of *ActivateSJ*.

What’s next:

- An update on Council Priority #5 will be presented to the Neighborhood Services and Education Committee in October 2019 along with the final *ActivateSJ* plan.

Project Status

STATUS: In Progress

PROJECT COMPLETION: 75%

EST. COMPLETION: ActivateSJ Fall 2019

Ballot Measure March 2020

Priority 6 Development of a Soft-Story Retrofit Program

Description: Explore developing a program to incentivize the seismic retrofit of multifamily soft-story buildings. An incentive program may motivate owners to retrofit inadequate structures that pose a safety risk to over 24,000 San José residents who live in the approximately 1,093 "soft-story" buildings.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 7, 2017	PBCE	James Son	Kip Harkness	Housing

Work being completed:

- ✓ Staff submitted an application to the California Office of Emergency Services Hazard Mitigation Program for \$4.6 million to implement a soft story rebate program. The State has not yet notified award winners. However, the City of San José was informed that its application is among the projects forwarded to FEMA for funding.
- ✓ Staff provided an update on the development of the program and the status of grant funding to the Community and Economic Development Committee on April 22, 2019.

What's next:

- Staff is finalizing the RFP for consultant services. This RFP seeks experts from engineering firms who have worked on similar local government projects in the region.
- Staff will complete the RFP and application process while awaiting grant approval.

Project Status

STATUS: In Progress PROJECT COMPLETION: 45%

EST. COMPLETION: December 2019*

*Completion of this priority is grant dependent.

Priority 7 Accessory Dwelling Units & Garage Conversion Ordinance

Description:

Accessory Dwelling Units: Support the Planning Department's recommendations to revise the Zoning Code to ensure that the City's Second Unit Ordinance is in conformance with the provisions of Senate Bill 1069 (Wieckowski), which requires jurisdictions to relax some requirements for second units, also called accessory dwelling units; Direct the Administration to: (a) Eliminate any impediments to the conversion of detached garages or other accessory units to residential use; (b) Consider changes that would increase the number of potential lots in R-2 zones; (c) Study an amnesty program that would legalize illegal non-conforming accessory dwellings as long as they are brought up to the standards included in the City's ordinance; (d) Encourage a robust public information effort to help residents understand the potential for second units, and the process for development; Additionally, to "Not require for the secondary dwelling a minimum area of 80 sq. ft. of private open space with a minimum width of 8 feet."

Garage Conversion Ordinance: An ordinance to establish procedures whereby owner-occupants of single-family residential real property on which certain illegal garage conversions now exist would have a limited time to seek to legalize converted garages. Landlords could be required to provide some affordable housing in exchange for the legalized unit. Explore the possibility of reducing the parking requirements if the unit's close enough to a major transit stop.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 7, 2017	PBCE	Michael Brilliot	Kim Walesh	Housing, CAO

Work being completed:

- ✓ An ordinance change was approved by Council on June 19, 2018, and went into effect on July 27, 2018.

The approved ordinance made the following amendments to the Zoning Code, which are intended to facilitate the construction of ADUs:

- Expanded the Zoning Districts where ADUs are allowed;
- Increased the number of single-family lots that qualify for ADUs;
- Modestly increased the maximum size of ADUs;
- Eased and clarified setback requirements for ADUs; and
- Eased and clarified parking requirements for ADUs.

Priority 7 Cont.

- ✓ As part of the Council action on June 19, 2019, the City Manager was directed to return to Council with a proposal for an amnesty program that would encourage homeowners to bring illegal ADUs up to the building code. In light of this additional direction, this priority is not considered complete. Staff will return to Council on this issue.

What's next:

- Staff will return to Council in response to the direction to develop an amnesty program by October 2019.
- As part of the Mayor's YIMBY memo, staff are working with our Development Service Partners to streamline the permitting process for ADUs including customer materials, over-the-counter service, and requirement clarification.
- Staff will return to Council in August 2019 with streamline improvements to the ADU review and permitting process. This action is also aligned with Councilmember Foley's policy nomination that was green lighted during the Council Priority Setting Meeting in March 2019.
- Per Council memo (6/21), staff to present quarterly updates on ADU process improvements to AD-HOC Committee for Housing Construction and Development Services.

Project Status

STATUS: In Progress

PROJECT COMPLETION: 90%

EST. COMPLETION: October 2019

Priority 8 North San José Policy Review

Description: Review of North San José development policies, fees, and development capacity allocations.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
June 23, 2015	PBCE	PBCE: Michael Brilliot OED: Chris Burton	Kim Walesh	DOT, PW

Work being completed:

- ✓ Code changes and GP amendments to allow flexibility for retail and service commercial uses were completed and approved by Council on December 12, 2017.
- ✓ Staff is moving forward with modifications to the policy that will make 8,000 units from Phase 2 available for development.
- ✓ Staff returned to the Community and Economic Development Committee on October 22, 2018 to provide an update on the proposed approach, which involves consolidating the four phases currently established by the North San José Policy into two phases.
- ✓ Staff returned to City Council on May 14, 2019 to present a phases consolidation plan to advance 8,000 units of housing capacity earlier.

What's next:

- Staff will bring forward Development Policy amendments and appropriate CEQA clearances for Council consideration in Fall 2019.

Project Status

STATUS: In Progress

PROJECT COMPLETION: 90%

EST. COMPLETION: Fall 2019

Priority 9 Commercial Linkage Fee for Affordable Housing

Description: Research the potential of a non-residential development fee as an additional source of revenue for affordable housing development.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
June 23, 2015	CMO	CMO: Peter Hamilton	Kim Walesh	COA, PBCE, OED, Housing

Work being completed:

- ✓ At the March 12, 2019 City Council meeting, staff brought forward a proposed scope of work for the Commercial Linkage Fee nexus and feasibility studies. The City Council approved the staff recommendation with additional direction to consider including high tech office, single user office, retail, industrial, hotel and office as prototypes in the study, conduct a sensitivity analysis on the impact of potential shifts in development costs and income on the feasibility of a fee, ensure that the City’s outreach plan includes developers, employers and other stakeholders, and bring the final study results and policy proposals to Council by January 2020 or as soon as possible.
- ✓ Staff has drafted and released an RFP in accordance with Council direction from the March 12, 2019 meeting to procure a consultant to conduct the nexus and feasibility studies.
- ✓ Staff is monitoring RFP responses and answering questions from potential respondents about the RFP.

What’s next:

- Staff will report on this policy priority to the Community and Economic Development Committee in November 2019.

Project Status

STATUS: [In Progress](#) PROJECT COMPLETION: [30%](#)

EST. COMPLETION: [January 2020 \(This completion date is based on Council direction from the March 12, 2019 Council Meeting. Through the RFP, staff is exploring how fast prospective consultants can complete the project.\)](#)

Priority 10 Safe Parking Program

Description: Explore and develop an ordinance which would allow for a legal use of “safe parking” in public and privately-owned parking lots for people who live in their vehicles.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
October 17, 2017	PBCE	Aparna Ankola	Lee Wilcox	Housing/CAO

Work being completed:

- ✓ The pilot safe parking nonprofit contract was awarded and approved by Council on October 16, 2018. The proposed pilot program is designed to serve families, with at least one minor child, who use their cars and recreation vehicles as their primary residence in San José. It will operate in an overflow parking area in the Seven Trees Community Center located at 3590 Cas Drive in San José.
- ✓ Staff drafted an ordinance and completed the environmental clearance for the new ordinance.
- ✓ The ordinance and environmental clearance was heard by the Planning Commission on January 30, 2019, and by the Council on February 26, 2019.
- ✓ Staff provided a status update on the pilot program to the Neighborhood Services and Education Committee in June 2019.
- ✓ Council approved an Ordinance amendment reducing setback distances and exempting incidental safe parking areas from maximum exterior noise levels.

What's next:

- This priority is complete.

Project Status

STATUS: Complete PROJECT COMPLETION: 100%

Priority 11 Review of Cannabis Land Use and Regulatory Provisions

Description: Conduct an evaluation of land use and regulatory provisions that pertain to the cannabis industry, including an assessment of whether and how registration should be opened to new applicants, where retail dispensaries should be located, how many dispensaries is the right number for a city the size of San José, and other related issues.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 5, 2019	PBCE/ Police	PBCE: Martina Davis Police: Wendy Sollazzi	Michelle McGurk	CAO, CMO

Work being completed:

- ✓ Staff is in the process of developing a work plan for this priority and scoping the issues that will need to be evaluated as part of the effort. For a detailed description of the list of Council recommendations that were included within this priority for evaluation, please refer to pages 7 and 8 of the staff report dated February 25, 2019 under [item 3.3 on the March 5, 2019 City Council agenda](#).
- ✓ Staff is also convening an inter-departmental team that will coordinate work on this priority.

What's next:

- Staff will develop an outreach plan and identify potential policy approaches.
- Staff will bring forward an update on this priority to the February 2020 Community and Economic Development Committee meeting.

Project Status

STATUS: **In Progress** PROJECT COMPLETION: 5%

EST. COMPLETION: [June 2020](#)

Priority 12 Universal Development Fee

Description: Explore creating a universal development fee and structure for residential development that contains all current development tax and impacts fees. The goal is to provide developers and the public with a transparent view as to how fees are calculated so it is easier to estimate and understand fees. An additional possibility may be to create a single point of contact within the organization that builders can go to obtain fee estimates from various departments.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 5, 2019	OED	Chris Burton	Kim Walesh, Angel Rios, Jr., Jim Ortbal	CAO, CMO, PBCE, PRNS

Work being completed:

- ✓ Staff is in the process of developing a work plan and policy approach for this new Council Priority. The work builds on prior Cost of Development research brought to Council in 2017 and 2018.
- ✓ On June 24, 2019, the Community and Economic Development Committee accepted a report that provided an update on Council Priority #21 (Impact Fee Deferred Payment Program for Housing). Council Priority #12 is closely linked to Council Priority #21, and this report included information regarding the work plan for both priorities.
- ✓ Staff has reviewed various development fees and determined that the following fees would be included in the assessment of a Universal Development Fee:
 - Housing Impact In-Lieu Fees: Inclusionary Housing In-Lieu Fee and Affordable Housing Impact Fee
 - Park Impact In-Lieu Fee (Park Impact Ordinance/Park Dedication Ordinance)
 - Traffic Impact Fees, which are adopted by Transportation Development Policy Areas
- ✓ The Office of Economic Development and Department of Parks, Recreation and Neighborhood Services were, prior to adoption of Council Priority #12, in the process of developing procurements for consultant services to update the Park Impact Ordinance/Park Dedication Ordinance fee schedule and approach. This update will inform the work around a Universal Development Fee.

What's next:

- Updated Cost of Development work is expected to be presented to the City Council in September 2019. As part of the focused Council meeting on housing related policy items, staff will bring forward the next progress update on Council Priorities #12 and #21.

Priority 12 Cont.

Project Status

STATUS: In Progress PROJECT COMPLETION: 5%

EST. COMPLETION: June 2020

Priority 13 Cannabis: Equity Application Program

Description: Create a Cannabis Equity Program, which would facilitate the inclusion and support of individuals and communities in the cannabis industry who are from populations that were negatively or disproportionately impacted by cannabis criminalization.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 5, 2019	OED	Chris Burton	Kim Walesh	CAO, CMO, PD

Work being completed:

- ✓ On March 26, 2019, the City Council approved an ordinance adding definitions and setting forth criteria for a Cannabis Equity Assistance Program.
- ✓ On March 30, 2019, the State of California pulled the Notice of Funding Availability, delaying implementation of the Local Equity Grant Program. The Administration is ready to apply for State grant funding when the State opens the application process.
- ✓ CMO and Police Department staff have met and will continue to collaborate with the San José Cannabis Equity Working Group to better understand their goals for program implementation.
- ✓ Currently, the areas of cannabis registration open to new businesses are manufacturing, testing, and distribution. OED is working to update an existing manufacturing-assistance contract to provide additional assistance to cannabis equity applicants interested in opening a cannabis manufacturing, testing, or distribution business in San José.

What's next:

- Applying for State funding to develop a robust program when funding is available.
- Developing a detailed plan for cannabis equity program implementation when Council Priority #11 (Cannabis Land Use) is completed and Council considers program expansion and/or reopening registration to new businesses.
- Providing a status update to the Community and Economic Development Committee in February 2020.

Project Status

STATUS: **In Progress** PROJECT COMPLETION: **40%**

EST. COMPLETION: **June 2020**

Priority 14 Childcare & Early Education

Description: Evaluate underutilized City facilities that can be used for licensed child care purposes as well as find ways to encourage new development to include space for child care purposes.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 5, 2019	Library	Jill Bourne	Angel Rios, Jr.	CAO, CMO, PRNS, PW, OED, PBCE, Housing

Work being completed:

- ✓ The City Manager’s Office created an interdepartmental workgroup comprised of Library, PRNS, PW, PBCE, OED, Housing, and the CMO to advance this policy work.
- ✓ The policy development work for this item will be aligned with the City Manager’s Safe, Vibrant, and Inclusive Neighborhoods and Public Life Enterprise. It will also coordinate and align with existing policy work to improve access to quality childcare and early education, including the Workforce Training Partnership with Work2Future, the Education and Digital Literacy Strategy and Early Education Quality Standards Implementation and Assessment, and the Family Friendly Initiative.
- ✓ Housing staff participated in a training session on developing childcare within affordable housing developments.
- ✓ Departments have reviewed the requested deliverables contained in the policy nomination and designated lead staff to complete each respective task.
- ✓ Library and CMO will conduct meetings with each involved Department lead in Fall 2019 to define target deliverables, ensure clarity, assess resources, and define timelines within the overall project workplan.

What’s next:

- Staff will provide a progress report to the Neighborhood Services and Education Committee in February of 2020.

Project Status

STATUS: [In Progress](#) PROJECT COMPLETION: [5%](#)

EST. COMPLETION: [June 2020](#)

Priority 15 Family-Friendly City – Paid Family Leave

Description: Review and bring back measures to clarify and expand Long-term Disability insurance to provide at least six weeks of Paid Family Leave at 100% of salary for the birth, adoption or foster placement of a child, or child-parent bonding regardless of the gender, marital status, or sexual orientation of the parent.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 5, 2019	OER	Jennifer Schembri	Jennifer Maguire	CAO, CMO

Work being completed:

- ✓ OER completed its research of various options that would meet the intent of this priority, including researching the State of California’s Long-term Disability insurance, as well as a local voluntary benefit.

What’s next:

- With research complete, OER will be taking its findings and recommendations to a closed session of the City Council.

Project Status

STATUS: In Progress

PROJECT COMPLETION: 50%

EST. COMPLETION: Early 2020

Priority 16 Update the Council’s Wage Theft Prevention Policy

Description: Explore opportunities to amend and expand the City’s Wage Theft Prevention Policy (City Council Policy o-44). Research should include expanding the current policy to public works contracts as well as exploring a responsible construction ordinance and potential penalties for private construction projects that receive City incentives and commit wage theft violations on those projects.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 5, 2019	PW	Christopher Hickey	Lee Wilcox	CAO, CMO

Work being completed:

- ✓ Staff is in the process of developing a work plan for this priority and scoping the issues that need to be evaluated as part of the effort.
- ✓ Public Works and CMO staff are conducting meetings with key stakeholders.
- ✓ Staff are researching legal constraints and related wage theft policies from other large cities in California, as well as state enforcement powers and government structures regulating wage theft.
- ✓ Staff is requesting data from various entities to better understand the local and state context of wage theft as well as the organizational impact of expanding the current policy.

What’s next:

- Staff will continue meeting with key stakeholders, including state agencies to define various policy alternatives and their impacts.

Project Status

STATUS: In Progress

PROJECT COMPLETION: 5%

EST. COMPLETION: June 2020

Priority 17 Anti-Displacement Preference Ordinance

Description: Explore the development of policy that will allow a set-aside in affordable housing developments that prioritizes residents who are being displaced that live in low-income neighborhoods undergoing displacement and/or gentrification.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 7, 2017	Housing	Kristen Clements	Kim Walesh	CAO

Work being completed:

- ✓ Tenant preference policies would direct property managers of restricted affordable apartments to give a priority to certain types of applicants. The Anti-Displacement Tenant Preference would give a priority to affordable housing apartment applicants who are from City-identified areas that are undergoing displacement or are likely to experience displacement.
- ✓ Staff has obtained input from both the Housing and Community Development Commission and the City Council's Community and Economic Development Committee two times on the development of tenant preference policies. Additionally, staff obtained input from the Housing and Community Development Commission twice in 2019 on draft elements of the anti-displacement tenant preference.
- ✓ Housing and CAO staff drafted the ordinance and are completing statistical racial analysis and reviewing administrative details together with stakeholders.

What's next:

- Staff is submitting the draft ordinance, program description, and analysis for the State of California's review so the preference can be used with State-funded affordable housing developments.
- Additionally, staff and the City Attorney's Office are working to establish legal support through legislation and State policy proclamation that will support this preference's use in developments funded with federal tax credits and tax-exempt bond financing. Once these legal issues are resolved and stakeholders are again given the opportunity to comment on the draft, staff will bring the ordinance to the City Council for consideration in late fall 2019.

Priority 17 Cont.

What's next (cont.):

- Work on two other potential tenant preferences is on hold given higher policy priorities.
- Staff expects to bring a draft anti-displacement tenant preference ordinance to the City Council in late fall 2019.

Project Status

STATUS: In Progress PROJECT COMPLETION: 70%

ESTIMATED COMPLETION: Early 2020

Priority 18 Sanctioned Encampments

Description: Continue to explore the operation of a sanctioned encampment pilot to meet the immediate needs of unsheltered homeless people in the community.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 7, 2017	Housing	James Stagi	Kim Walesh	CAO

Work being completed:

- ✓ Staff focused on interim housing opportunities to address the immediate needs of unsheltered homelessness.

Bridge Housing Communities (BHC):

- ✓ The Council accepted final staff site recommendations for 2 BHC projects and associated resolutions and ordinance changes. This approval completed the policy development phase for this priority. (File # 18-1703)

BHC policy implementation

- ✓ Staff completed negotiations with the VTA on the lease agreement for the Mabury Rd. BHC site in May 2019 and the agreement was executed at the end of June.
- ✓ Site plans and all reviews were completed for Mabury Rd. in June, including final cabin designs, site and infrastructure, and support facilities. The City's contractor, Habitat for Humanity, began construction on July 2, 2019.
- ✓ Estimated completion of the Mabury Rd. site is early fall.
- ✓ Caltrans introduction of new, more restrictive terms and condition have significantly delayed negotiation and execution of the lease agreement for the second BHC site at Felipe Ave. As a result of the protracted negotiations, the start of construction for the second site is estimated to be fall of 2019.

Hope Village:

- ✓ On March 31, the Hope Village site was closed after the Santa Clara Valley Water District (SCVWD) rejected the Santa Clara County Board of Directors' plan to relocate the sanctioned encampment on a SCVWD site.
- ✓ The County of Santa Clara provided a 28-day stay in a hotel to all 17 residents who were living at Hope Village. This provided additional time to assess and connect residents to services.
- ✓ After the hotel stay, seven former residents moved into shelters and one former resident has been accepted in a City sponsored rapid rehousing program. No plans are in place to reopen the sanctioned encampment.
- ✓ Lessons learned from the Hope Village pilot will be considered during the countywide planning process for the updated Community Plan to End Homelessness.

Priority 18 Cont.

Legislation:

Sanctioned Encampments -

- ✓ Based on direction from the City Council, the City is cosponsoring AB-143. The bill would grant authority to the City of San José to streamline building and zoning approval processes and other applicable standards and laws to allow the City to establish and operate sanctioned encampments, consistent with the authority granted to other California jurisdictions through AB 932.
- ✓ As of July 1, AB 143 is in the Senate appropriations suspense file. The committee has until August 30 to send the bill forward to the Senate floor.

Bridge Housing Communities (BHC) -

- ✓ Assembly member Ash Kalra recently authored AB 1745. The bill seeks to extend AB 2176, which authorizes San José's Bridge Housing Communities, to January 2025. AB 2176 currently sunsets on January 1, 2022. This bill is currently in the Senate appropriations committee, which has until August 30, 2019 to send the bill forward to the Senate floor.

What's next:

- Policy development for this priority is considered complete.
- Staff will continue advancing the implementation of BHC sites as well as advocacy at the state level.
- Staff is committed to the continued advancement of best practices and innovative solutions to meet the needs of unsheltered populations through the development and expansion of interim and emergency housing options.
- Staff is also working with its county and nonprofit partners to update the Community Plan to End Homelessness, which has a pillar related to meeting the needs of unsheltered populations. The City Manager's Office and the Housing Department are leading the countywide efforts for this pillar, which includes countywide engagement of populations with lived experience, service providers, elected officials, and housing staff.

Project Status

STATUS: Complete PROJECT COMPLETION: 100 %

Priority 19 Update Urban Design Guidelines

Description: Update citywide urban design guidelines for our key commercial districts, including Downtown and Berryessa.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
March 7, 2017	PBCE	Citywide/Downtown: Time Rood Berryessa Guidelines: Charla Gomez	Kim Walesh	

Work being completed:

Downtown Design Guidelines:

- ✓ The Downtown Design Guidelines were approved by City Council on May 21, 2019.

Citywide Design Guidelines:

- ✓ In April 2018, the City was awarded a \$200,000 MTC Priority Development Area Staffing Grant to provide consultant support for the second phase of the guidelines update--the Citywide Residential and Commercial Guidelines.
- ✓ The consultant team has analyzed existing guidelines and sample projects.
- ✓ The first Community Workshop will be held in Summer 2019.
- ✓ Public review of draft guidelines is anticipated for Winter 2019.

Berryessa:

- ✓ The Urban Design Guidelines for the Berryessa BART Urban Village will be completed as part the of the Urban Village planning process which was initiated Fall 2018.
- ✓ Staff hosted a second Community Workshop on May 2, 2019.
- ✓ Over the Summer, staff will work with the consultant team to prepare draft plans for a third Community Workshop in Fall 2019.
- ✓ Staff will refine and finalize the Berryessa plan over Winter 2019 and Spring 2020 to take it to the Planning Commission and City Council in Summer 2020.

What's next:

Citywide Residential & Commercial Guidelines

- Going to the Community and Economic Development Committee in October 2019.
- Going to City Council Spring 2020.

Priority 19 Cont.

What's next (Cont.):

Berryessa Guidelines

- Going to Council with Urban Village Plan Summer 2020.

Project Status

STATUS: In Progress

DOWNTOWN PROJECT COMPLETION: Complete

CITYWIDE PROJECT COMPLETION: 35%

CITYWIDE EST. COMPLETION: Spring 2020

BERRYESSA PROJECT COMPLETION: 5%

BERRYESSA EST. COMPLETION: Summer 2020

Priority 20 Downtown Zoning Code Update (Responding to the Housing Crisis)

Description: Eliminate parking requirements, establish height minimums, and establish minimum residential densities for residential uses Downtown. Also establish requirements for retail, restaurants or other active ground floor uses on streets with sufficient visibility or foot traffic.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
October 17, 2017	PBCE	Michael Brilliot	Kim Walesh	CAO

Work being completed:

Parking Requirements

- ✓ Secured Bloomberg American Cities Climate Challenge grant with NRDC partner; closing contract with a consultant team to begin work and develop project timeline.

Active Ground Floor

- ✓ On June 25, 2019, staff brought zoning amendments before the City Council to remove the Downtown Ground Floor overlay with the Active Use Area overlay to support active ground floor uses in the downtown area. The Council approved the amendments.

Minimum Height and Residential Density

- ✓ The Department plans to hire and onboard new staff in August 2019 who will be assigned to this work.
- ✓ This project will build off the work of the downtown strategy update.

What's next:

Parking Requirements

- Staff will work with consultants from Nelson Nygaard on the development of parking recommendations to include a survey of how other cities have successfully designed and implemented parking reduction programs. Expected date of completion: End of summer 2019. Staff is also developing a public outreach program with first meetings expected in late fall 2019.
- Present a Parking Requirement recommendation to Council by June 2020.

Priority 20 Cont.

Active Ground Floor

- Develop an overlay for key Downtown retail corners as part of the General Plan/Zoning conformance.

Minimum Height and Residential Density

- Hire and onboard new staff in August 2019 to conduct this work.

Project Status

STATUS: In-Progress PROJECT COMPLETION: 20%

EST. COMPLETION: Summer 2020

Priority 21 Impact Fee Deferred Payment Program for Housing (Responding to the Housing Crisis)

Description: Consider allowing deferral of payment of impact fees on GP 2040-compliant housing construction to enable payments streams to align with project revenues. Explore financing mechanisms that could allow for-sale housing projects to pay fees over time, at higher aggregate amounts than currently, but reduce the up-front burden.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
October 17, 2017	OED/PBCE	Chris Burton	Kim Walesh	SMO, CA

Work being completed:

- ✓ On June 24, 2019, the Community and Economic Development Committee accepted a report that provided an update on Council Priority #21. This report presented the possibility of deferring payment of Parks Impact In-Lieu Fees, Traffic Impact Fees, and Construction Taxes from being payable when the City issues building permits to being due when the Certificate of Occupancy is issued.
- ✓ Staff is currently updating studies from 2017-2018 to reflect the current market conditions to inform the larger conversation of what actions the City may undertake to incentivize the construction of housing units. This Cost of Development work is expected to be presented to the City Council in September 2019.
- ✓ Some work on this priority has been hindered due to delays in hiring the OED Housing Catalyst position (now anticipated for early 2019-2020). Once hired, staff will conduct a peer review of impact fee deferral programs provided by other cities, and engage with the CAO on developing a path back to the City Council for full consideration.

What's next:

- Updated Cost of Development work is expected to be presented to the City Council in September 2019. As part of the focused Council meeting on housing related policy items, staff will bring forward the next progress update on Council Priorities #12 and #21.

Project Status

STATUS: In-Progress PROJECT COMPLETION: 10%

EST. COMPLETION: June 2020

Priority 22 Develop Innovation Strategies to Hire Crossing Guards

Description: Develop new and innovative strategies to hire crossing guards.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
October 17, 2017	Police	Capt. Mike Kihmm	Jennifer Maguire	Budget

Work being completed:

- ✓ On October 18, 2018, the Public Safety, Finance and Strategic Support Committee (PSFSS) heard and accepted a status report on this item. The report noted that staff has successfully implemented innovative hiring strategies, but that during review of the item staff discovered that crossing guard staffing levels are out of alignment with the Adopted Budget.
- ✓ As part of the 2019-2020 Proposed Operating Budget, the Administration recommended adding 9.50 FTE School Crossing Guards to align the budget with program service levels. With the addition of 9.5 FTE, the number of School Crossing Guard FTE would increase from 35.17 FTE in 2018-2019 (equivalent to 199 School Crossing Guard positions) to 44.67 FTE in 2019-2020 (equivalent to 252 School Crossing Guard positions). The number of positions is greater than the FTE number because School Crossing Guards are part-time.
- ✓ Staff reported back to PSFSS on the status of this priority at its May 16, 2019 meeting. Staff informed the Committee of the proposed increase to School Crossing Guard FTEs in the 2019-2020 Proposed Operating Budget. Staff indicated to the Committee that if the proposed budget action were approved by the City Council, the staff would consider the priority to be complete.
- ✓ The City Council approved the 2019-2020 Operating Budget on June 11, 2019. With the approval of additional School Crossing Guard positions (and with the successful implementation of innovative hiring strategies, as outlined in the October 18, 2018 PSFSS report) staff considers this priority to be complete.

What's next:

- This priority is complete.

Project Status

STATUS: √ COMPLETE PROJECT COMPLETION: 100%

Priority 23 Smoke-Free Housing

Description: Explore a prohibition on smoking in multifamily housing units.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
October 17, 2017	PBCE	Rachel Roberts	Kim Walesh	Santa Clara County, Public Health

Work being completed:

- ✓ San José was selected to receive \$70,000 (monetary and in-kind support) by the Santa Clara County Department of Public Health, “Healthy Cities Program: Tobacco-Free Communities Strategies” for staff resources, research, outreach, and the development of an implementation strategy with outreach materials to develop strategies to reduce smoking in Multifamily Housing.
- ✓ PBCE and Santa Clara County Public Health incorporated the GARE racial equity toolkit for the assessment of policy options.
- ✓ Staff held a kick-off meeting with consultant in May 2019.
- ✓ Staff developed policy objectives, a timeline, and scope of work for available funding in coordination with the County.

What’s next:

- PBCE and Santa Clara County will execute their contract.
- Staff will also assist the County in disseminating their public opinion survey to assess level of support for smoke-free multi-unit housing strategies among City of San José residents. Public opinion surveys will be disseminated through a variety of methods such as the City of San José website.
- Recommendations will be reported from the Consultant to the City Council in June 2020 prior to finalizing the consultant report in July 2020.

Project Status

STATUS: In Progress

PROJECT COMPLETION: 15%

EST. COMPLETION: July 2020

Priority 24 Food and Clothing Distribution at City Parks

Description: Review and update the Municipal Code policy regarding the distribution of food and clothing at City Parks.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
September 9, 2014	PRNS	Alex Pearson	Angel Rios, Jr.	CAO/OED/ Police/Housing

Work being completed:

- ✓ Staff updated the Neighborhood Services and Education Committee on the implementation of the Educate-Re-Direct -Enforce model on June 13, 2019
- ✓ St. James Park has faced challenges in terms of public health, welfare, and safety aspects. For that reason, a public safety campaign to Educate-ReDirect-Enforce homeless feeding at St. James Park was initiated. The goal is to find a balanced solution to promote the park enjoyment, as well as enhanced safety and cleanliness. The “Educate” portion of the campaign has been launched with the installation of signage and a new webpage: <http://www.sanjoseca.gov/howyoucanhelp>, including information on:
 1. The Municipal codes that prohibit the distribution of food at parks;
 2. Established food kitchens that help feed the homeless; and
 3. Safely prepared meals and wrap-around services near the park for the homeless population.
- ✓ The “ReDirect” element of the campaign is in process with identifying a location and securing a food service provider that will fill the food gaps on the weekends.
- ✓ An RFQ was finalized to identify a food provider. The RFQ was released and closed in late spring of 2019, receiving only one applicant, Opening Doors. A grant agreement was signed in June 2019 and the program began operating in July 2019.
- ✓ The Special Park Use Policy pertaining to special event permits was reviewed by the City Attorney’s Office. A recommendation was made to the Neighborhood Services and Education Committee in June 2019 to use the activity fees in the existing policy to address feeding events within the park system.

What’s next:

- The policy development for this Council priority is complete. This policy is now in implementation stage, and an evaluation of the existing program will be taken to Council in Summer 2020.

Project Status

STATUS: **In Progress**

PROJECT COMPLETION: **95%**

EST. COMPLETION: **Fall 2019**

Priority 25 Private Property Graffiti Abatement Ordinance

Description: Explore an ordinance that will allow staff to warn private property owners to abate graffiti on their property within 72 hours, or the City will abate the graffiti and bill the property owner.

Prioritization Year	Lead Department	Lead Staff	CMO Lead	Supporting Departments
October 17, 2017	PRNS	Neil Rufino, Olympia Williams	Angel Rios, Jr.	PBCE CA

Work being completed:

- ✓ Staff is researching best practices in other cities for abatement of graffiti on private property, with an emphasis on examining whether and how other cities enter private property to abate graffiti.
- ✓ Staff is also gathering information on how the City's current abatement process for private property functions, including gathering data on the number and disposition of graffiti complaints on private property and documenting current workflows.
- ✓ PRNS and CMO staff have met with staff from CAO and Code Enforcement to identify alternatives for improving the City's response to graffiti on private property.

What's next:

- Staff will select policy alternatives and identify the steps needed to implement them. Staff will also conduct community outreach in the fall.
- Staff will report on this policy priority at the December 2019 Neighborhood Services and Education Committee Meeting.

Project Status

STATUS: [In Progress](#) PROJECT COMPLETION: [20%](#)

EST. COMPLETION: [February 2020](#)

San José City Council Policy Prioritization Process
Policies Completed Since 2011

	POLICY/ORDINANCE NAME	COMPLETION DATE
1	Housing Rehabilitation Program (Housing Veterans Vouchers)	2019
2	Personal Care Business Compliance Initiative	2019
3	Medical Marijuana	2019
4	Update the City's Rental Rights and Referrals Program	2018
5	Downtown Active Storefronts Initiative	2018
6	Massage Parlor Regulation	2016
7	Illegal Fireworks Ordinance	2016
8	Gender Pay Equity	2016
9	Surplus Land Sale	2016
10	Wage Theft, Parts A, B, & C	2016
11	Riparian Corridor & Bird-Safe Buildings	2016
12	Peddler Permits Enforcement/Outdoor Mobile Vendor Policy	2016
13	Special Events Ordinance	2014
14	Medical Marijuana Regulatory Program	2014
15	Utilizing Hotels to House the Homeless	2014
16	Reducing the Cost of Home Improvement	2014
17	Employment Development Streamlining	2013
18	Landscape Ordinance (Water Efficient)	2013
19	Medical Marijuana Collectives - Remedies for Nonpayment of City Fees or Taxes	2013
20	Mobile Vending	2013
21	Regulation of Unattended Donation Boxes	2013
22	Transportation Innovations to Support High Density Development	2013
23	Tree Removal Ordinance	2013
24	Zoning Standards- Main Street/Alum Rock	2013
25	Urban Village Zoning District	2013
26	Two-year Extension of the Construction Tax Incentive Program	2013
27	Access to Healthy Food/Streamline Permit Process for Recurring Farmers Markets on Private Property	2012
28	Amendments to Title 16 for Gaming Control Licensing and Work Permits	2012
29	Contractor Employee Benefits	2012

	POLICY/ORDINANCE NAME	COMPLETION DATE
30	Mills Act Contract Ordinance Streamlining	2012
31	Off-Sale of Alcohol Process Streamlining	2012
32	Payday Lending	2012
33	Sign Code Major Update	2012
34	Sign Ordinance	2012
35	Smoking in Outdoor Areas	2012
36	Social Host Ordinance	2012
37	Taxicab Vehicle Operation Ordinance Amendment	2012
38	Bail Bonds Ordinance Analysis	2011
39	Development Agreement Ordinance	2011
40	San Jose Municipal Water System	2011
41	Sign Code Update - 3-year pilot program for electronic/digital signs	2011
42	Lobbyist Ordinance Amendment-Communications with Lobbyists	-
43	Plug-in Requirements for Parking Garages	-

COUNCIL POLICY PRIORITIES – KEY REFERENCE DOCUMENTS

<i>Date</i>	<i>File Type</i>
4-23-19	Information Memorandum Re: 2019 City Council Priority Setting Results https://files.constantcontact.com/7a210436601/61e432fb-9c7c-49f9-906d-096c53bd6972.pdf
3-5-19	File # 19-022 Re: Council Priority Setting <ul style="list-style-type: none"> ▪ Council Presentation ▪ Memorandum ▪ Round 1 and 2 Votes ▪ Supplemental Memorandums ▪ Council Nominations https://sanjose.legistar.com/LegislationDetail.aspx?ID=3865380&GUID=FAC8B6D6-B599-47C3-9E17-F28983DA140A&Options=ID Text Attachments Other &Search=19-022
2-15-19	Information Memorandum Re: Council Policy Priority Nominations https://files.constantcontact.com/7a210436601/257931e8-b3ef-4a0c-b5ea-962fa44178d8.pdf
2-7-19	Information Memorandum Re: Council Priority Setting Session https://files.constantcontact.com/7a210436601/82519bc3-6e9c-4boa-b8d5-22b896226ide.pdf
1-24-19	Information Memorandum Re: Council Priority Setting Session <ul style="list-style-type: none"> ▪ 2019 Progress Report 1 https://files.constantcontact.com/7a210436601/5728a9ae-38b3-4e85-af6e-2582e2e49211.pdf
11-15-18	Information Memorandum Re: Council Policy Priorities Update https://files.constantcontact.com/7a210436601/d6ae1f18-c169-4ae4-84b9-63e6a82efe8a.pdf
6-19-18	File # 18-822 Re: Council Policy Prioritization Process <ul style="list-style-type: none"> ▪ Council Presentation ▪ Memorandum https://sanjose.legistar.com/LegislationDetail.aspx?ID=3514620&GUID=F55F85CC-740E-4BD9-BBE4-5F5E0FB64D56&Options=ID Text Attachments Other &Search=18-822

Attachment B – Council Policy Priority List Effective March 2019

Priority Number	Policy/Ordinance Name
1	Local Hiring/Local Business/Apprentice Utilization Program
2	Mobile Home Conversions
3	Disadvantaged Business Enterprises
4	Electronic Billboards
5	Downtown and/or Citywide Parks Operations and Maintenance Financing District
6	Development of a Soft-Story Retrofit Program
7	Accessory Dwelling Units & Garage Conversion Ordinance
8	North San José Policy Review
9	Commercial Linkage Fee for Affordable Housing
10	Safe Parking Program
11	Review of Cannabis Land Use and Regulatory Provisions (Combined)
12	Universal Development Fee
13	Cannabis: Equity Applicant Program
14	Childcare & Early Education
15	Family-Friendly City- Paid Family Leave
16	Update the Council's Wage Theft Prevention Policy
17	Anti-Displacement Preference Ordinance
18	Sanctioned Encampments
19	Update Urban Design Guidelines
20	Downtown Zoning Code Update
21	Impact Fee Deferred Payment Program for Housing
22	Develop Innovative Strategies to Hire Crossing Guards
23	Smoke-Free Housing
24	Food and Clothing Distribution at City Parks
25	Private Property Graffiti Abatement Ordinance