



# Memorandum

**TO:** MAYOR MAHAN

**FROM:** Councilmember Jimenez

**SUBJECT: BUDGET DOCUMENT**

**DATE:** May 23, 2024

Approved

Date: 5/23/2024

## RECOMMENDATION

Modify the City Manager's 2024-2025 Proposed Budget to incorporate the following budget proposal, including any required funding allocation adjustments.

### Proposal

Program/Project Title: **Citywide Planning – Ordinance and Policy Staffing**

Amount of City Funding Required: **\$220,000**

This change is:

One-time       Ongoing

Cost Estimate Number (if applicable): n/a

Proposal Description, including the reason for the need and anticipated outcomes (Please describe how the proposal will affect services for San José residents, community groups, businesses, etc.):

The Citywide Planning – Ordinance and Policy Staffing position in Planning, Building and Code Enforcement is proposed to be eliminated. The Ordinance Team is working on many items, including mandatory Housing Element program implementation and Council-directed items:

- Housing Element Program P-11 (Allow SB 9-Type Housing on Additional Properties). The deadline provided in the certified Housing Element is 2024.
- 6-30 Outreach Policy overhaul – Need to update for both City audit and Housing Element action item
- SB 684 implementation ordinance – comply with state law for small lot subdivisions
- Sign Ordinance Updates:
  - Large Events (Super Bowl, etc.)
  - Digital Wayfinding Signs
  - Update Policy 6-4
  - Maintenance & Respond to Litigation
- Zoning update for new Permit Requirements for Vape Shop

- Zoning Update to Streamline Private Property Event Permitting
- Align Agricultural zoning with County zoning
- Zoning Ordinance Maintenance Update - Text clean-ups

Because of this significant backlog, this position should be retained. Offsetting reductions are proposed below.

**Funding Source**

Essential Services Reserve:

■ Other (Please specify program/project/fund):

- Outcomes, Equity Indicators, and Performance Management Staffing (\$264,276)/City Manager
- Outcomes, Equity Indicators, and Performance Management Dashboard (\$95,000)/City Manager
- City Manager's Office Non-Personal/Equipment (\$130,000)/City Manager

**Department or Organization Contact**

Please list the contact information for the individual that certified cost estimates contained within your recommendation:

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