

L. Ames, Sept. 9, 2015

# **San José Neighborhood Cmsn Work Plan**

# Process:

- Work Plan topics were discussed at June NC mtg
- NC WP ad hoc cmte met in July, made recommendations. (Material is online at [www.WGBackfence.net/NC](http://www.WGBackfence.net/NC))
- Thorough discussion at Aug NC mtg, resulting in selection of 8 topics (in addition to mandatory topics)
- Vote of NC authorized Chair & VC to work w/ Staff on folding tasks into calendar
  
- After mtg., Cmsnrs suggested a couple more: some have been tentatively included, pending NC approval.

# Work Plan Ad Hoc Cmte

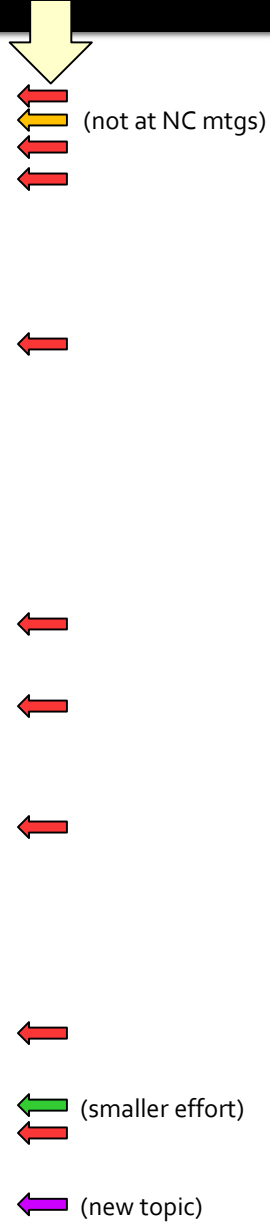
NC-selected topics

- Dan Keller– D9
- Nick Labosky– D10
- Gary Cunningham– D1
- Desiree Barragan– D3
- Terry Martin– D9
- Marie Arnold – D2
- Linda Locke– D4
- Larry Ames – D6
- Joe Horwedel – D1  
(served as alternate for Juan Estrada – D5)

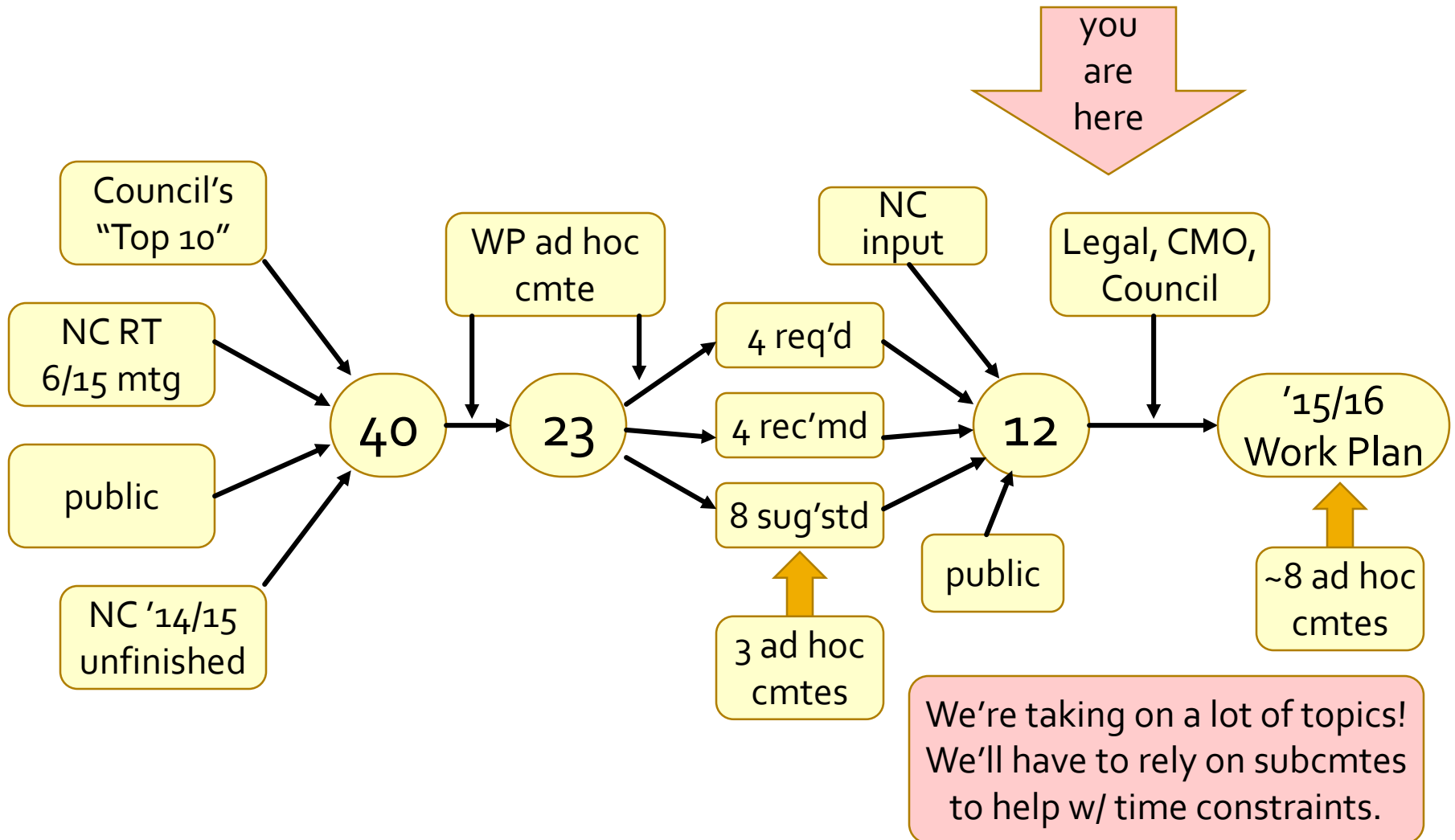
## Task Characterization

- Categories:
  - Code Enforcement (CEnf);
  - Public Safety (PubS);
  - Transportation (Trnsp);
  - Community Engagement (CEng); and
  - Budget (Bdgt);
  - plus “housekeeping” (HK -- take care of Cmsn business)
- Don't have to do one from each category, don't want to do only from one or two...

Topics	Cat.					S/M/L?
<b>Expected / Required</b>						
revisit the process for Caucus election	HK	Required	Nov			S
do the caucuses	HK	Required	May			M
review Mayor's budget proposal and give feedback	Bdgt	Expected	Feb - Apr			L
2016-17 Work Plan	HK	Required	June			L
		Total	Lead	Team	Do	
<b>Budget</b>						
Budget / rezoning, incentive review	Bdgt	3	0	3	0	M
<b>Code Enforcement</b>						
Illegal dumping and blight prevention	CEnf	5	1	1	3	S
Graffiti abatement	CEnf	3	0	1	2	S
Permit Parking?	CEnf	1	0	1	0	M
Riparian Corr & Bird-Safe Bldgs	CEnf	1	0	0	1	S
Allow 2nd'ry Units	CEnf	0	0	0	0	S
<b>Community Engagement</b>						
How to improve public involvement in the Capital Improvement Program (CIP) process	CEng	1	0	1	0	L
Develop process for community input	CEng	6	2	3	1	M
Crowd-sourcing of private surveillance camera data	CEng	3	1	1	1	S
Homelessness	CEng	1	0	0	1	S
Data-driven decision process: show us the data!	CEng	3	0	0	3	M
Invite the City Auditor to attend and provide comment.	CEng	2	0	0	2	S
track changes in Envision 2040 update	CEng	1	0	0	1	S
Council's Outreach Policy 6-30 & how it's being implemented	CEng	2	1	1	0	M
Outside Agency Policies in SJ	CEng	3	1	0	2	M
<b>House-keeping</b>						
Refine and document the process by which NC develops a work product.	HK	4	0	4	0	M
<b>Public Safety</b>						
Policies on Police Body Cameras	PubS	9	0	2	7	L
Illegal Fireworks Ord	PubS	3	0	0	3	S
<b>Transportation</b>						
Traffic calming	Trnsp	0	0	0	0	S
<b>Gang &amp; Crime Prevention</b>						



# Road Map



# Selected Topics, vote count, volunteers

- **Police Body-Cams:** only as a small task (quick report by SJPD Chief, no desire to repeat the “drone” exercise.): 9 votes
- **Police Deployment & Strategies; Gang & Crime Prevention:** 7 votes; Juan Estrada offers to lead & Nick Labosky to serve.
- **Develop Community Input:** 11 votes; taskforce members: Matt Whalin, Terry Martin, Pete Kolstad, Nichole Edraos & Marie Arnold.
- **Illegal Dumping and Blight Prevention:** 15 votes; Desiree Barragian, Dan Keller, Moses Ramirez, Joe Horwedel, Pete Kolstad & Robert Sandoval.
- **Work Plan Product:** 8 votes; Gary Cunningham, Nichole Edraos, Pete Kolstad & Norma Callendar
- **Involvement of City Auditor:** 8 votes; Norma Callendar, David Dearborn, Terry Martin & Gary Cunningham
- **Illegal Fireworks:** 13 votes; Nick Labosky, Desiree Barragan, Nichole Edraos, Dan Keller, Joe Horwedel , & (public) Janet Rombeck
- **Homelessness:** 10 votes; Norma Callendar, Richard Giammona, Moses Ramirez, Linda Locke

# Scheduling Process – step 1

- Mandatory are prescheduled:
  - Caucus process in Nov; Budget in spring (varies w/ Mayor's preferences); Work Plan at end of term (with WP "topic" discussion prior month). Actual Caucuses are off-calendar
- Body Cam presentation by SJPD: they want Nov.
- We want to determine our internal work processes early so that we can employ them: discuss in Sept., finalize by Oct.
- County's Homeless task force will finish by Nov/Dec: we should report out prior. Have 2 sessions:
  - Start: set up subcmte and set expectations in Sept
  - Report: discuss findings & approve a report to Council Oct.

# Scheduling Process – step 2

- Fireworks: lots of community & Cmsn interest.
  - start subcmte in Nov (& request status report from City: spur City to prep for New Years Eve)
  - discuss subcmte findings in Apr & NC report out in May, to impact City in timely fashion for July 4th
- Auditor:
  - gives annual report on Service Efficiency in Feb.
  - follow-up w/ Auditor in Apr (aid w/ Budget discussion?)
- Don't want to do everything at once, so:
  - start Gang & Crime subcmte in Nov, finish report in Jan.
  - Community Input: start in Jan, finish & report out in Feb.
  - start Illegal Dump in Jan, discuss in Feb, report out Mar.

# Scheduling Process – step 3

- Chair received add'l requests for agendizing:
  - Refresher on Brown Act. Staff agrees it's a good idea: Sept. (w/ NC discussion as to whether more is wanted)
  - Suggestion that NC should host Special Session(s) to publicly discuss selection criteria for new SJ Police Chief.
    - NC did host such session(s) last cycle
    - Timing: discuss at Oct. NC mtg. whether & how to be involved
- June mtg: leave room for any unfinished business.
- The following chart shows the proposed schedule, color-coded by category, **BOLD** for "mandatory", ">" for optional.
  - Don't have to do all categories; not doing "transportation"



# draft Work Plan Schedule

Aug:

- \* elect chair/VC
- \* **Work Plan** – discuss & decide
- \* NC Process – start

Sept:

- \* NC Proc's – discuss
- \* Establish subcmte structure & processes
- \* **Homeless** – start > refresher on Brown Act

Oct:

- \* NC Proc's – report
- \* **Homeless** – report > discuss NC outreach on SJPD Chief search

Nov:

- \* **Caucus process**
- \* **Fireworks** – start
- \* **Gang & Crime Prevention** – start
- \* **Police Body Cam** – SJPD presentation

Jan:

- \* **Illegal Dumping** – start
- \* **Community Input** – define & start
- \* **G&C Prev** – report

Feb:

- \* **Budget** – start
- \* **Com.Input** – report
- \* **Ill.Dump** – discuss
- \* **Auditor**: annual SEA presentation

Mar:

- \* **Budget** – discuss
- \* **Ill.Dump** – report

Apr:

- \* **Auditor** – follow-up
- \* **Budget** – report
- \* **Fireworks** – discuss

May:

- \* **Budget** – follow-up
- \* **Fireworks** – report
- \* **Work Plan** – topics

June:

- \* wrap up unfinished projects & reports
- \* **Work Plan** – discuss & decide

key: **BOLD: mandatory/expected.** “\*” from NC WP process, “>” suggested by Cmsnr afterwards  
 Color codes: Code Enforcement (CEnf); Public Safety (PubS); Transportation (Trnsp);  
 Community Engagement (CEng); and Budget (Bdgt); plus “housekeeping” (HK)