

(Draft)

2021 - 2022
NEIGHBORHOODS COMMISSION
ANNUAL REPORT

INTRODUCTION

This report covers the activities of the San José Neighborhoods Commission (NC) from July 2021 through June 2022. The Neighborhoods Commission was unable to meet in person and publicly from July 2021 to June 2022, the commission met by Zoom meetings.

The purpose of the report is to inform the Mayor and City Council of:

- Tasks undertaken by the NC
- Accomplishments
- Lessons learned
- Final recommendations to the Council

Due to the unusual circumstances of COVID 19 restrictions on meeting publicly, accomplishments of the Neighborhoods Commission were greatly reduced. Additionally, the Neighborhoods Commission was unable to fill vacant positions for several districts.

As defined in the San José City Ordinance No. 29297, the commission has the functions, powers, and duties to study, review, and evaluate and make recommendations to the Council regarding issues, policies, and programs affecting the quality of life in San José neighborhoods focusing on:

- Neighborhood safety,
- Transportation
- Code enforcement

The NC also advises and makes recommendations to the Council regarding annual budget priorities.

Additionally, the City of San José Council Resolution No. 78016, adopted December 13, 2016, designated the NC as the San José City's Measure B ¼ cent Sales Tax Independent Citizen's Oversight Committee (ICOC). The ICOC's objective is to analyze the Measure B 'A'-cent Sales Tax

data provided by the city, produce an annual report containing an evaluation of the proposed budget allocations with the actual expenditure and the resultant outcome, and submit that report to the City Council.

Hampered by COVID-19 restrictions, District Commissioners were unable to meet with associations and neighborhood leadership groups in person; many met via zoom or not at all. As a result, the NC was not able to gather feedback from some of these associations and leadership groups.

Following are summaries of each activity undertaken by the NC during the 2021-2022 term:

1. NC COMMISSIONERS

A list of the NC Commissioners serving during 2021-2022 is provided in **Table 1**. Jim Carter (D6) served as chair and Tasha Tenturier (D7) served as vice chair during this period. The commissioners were selected by district caucuses (with the exception of those appointed to fill vacated seats until the next caucus) and represent their district's views and concerns. The commissioner's backgrounds provide a broad spectrum of experience in neighborhood affairs complemented by experience in different occupational areas including management, finance, and technical fields.

Table 1 Commissioners Serving During 2021/2022

Commissioner	District	Commissioner	District
Vacant	1	Jim Carter(C)	6
Gary Cunningham	1	Olivia Navarro	6
* Allie Hughes	2	*Bruce Victorine	7
* Lalbabu Prasad	2	*Tasha Tenturier (VC)	7
* Jackie Vasquez	3	Nicole Edraos	8
Richard Wong	3	Vacant	8
# Anthony Rossello	4	*Brad Loos	9
* Teresa Do	4	Terry Martin	9
Jewel Buchanan	5	Vacant	10
Vacant	5	Vacant	10
* Appointed to fill vacated seat until the next caucus			
# Resigned February			

2. NC NON-WORKPLAN ASSIGNMENTS

The NC is occasionally provided with assignments that are related to the NC charter. Currently these assignments are participating in the Reimagining Public Safety Advisory Committee (RIPS) and the Emergency Services Council

2.1. Reimagining Public Safety Advisory Committee (RIPS). The Neighborhoods Commission was requested by the City Manager to participate in the Reimagining Public Safety Advisory Committee (RIPS). The Commission's chair Jim Carter D6 participated as a representative and the commission was asked to elect an additional representative. The commission elected Jewel Buchanan D5.

The Commission's two representatives attended weekly two-hour meetings. Additional hours were spent as members of Ad Hoc committees also held weekly. The RIPS committee will be presenting recommendations and suggestions to the city council regarding police reform at a May Council Meeting.

2.2. Emergency Services Council. On October 30, 2018, the City of San Jose City Council approved the proposed members of the Emergency Services Council. The City of San Jose Neighborhoods Commission was identified as an organization having an official emergency responsibility, and was requested to serve as a member of the City of San Jose Emergency Services Council.

District 6 Commissioner Carter was selected to serve as the NC representative on the Council because of his experience in public safety and the SJ Fire Department. There were no scheduled Emergency Services Council meetings during 2021-2022

3. NC MEETINGS.

The NC meets 10 times per year, 2 hours each meeting. The effective time to address work plan topics/issues is 1 to 1.5 hours per meeting (10—15 hours per year). The NC uses ad-hoc committees as a viable method for investigating and researching work plan item development providing the commission with the results. Per San Jose City's Policy 0-4, ad-hoc committees are allowed for specific short-term tasks or projects with a narrow scope and shall not last longer than six months. The purpose of an ad-hoc is defined, and that purpose is within the "functions, powers, and duties" of the Commission. **Table 3-1** lists the meeting types, number of occurrences, number of hours of meeting time and the number of commissioner hours supporting the meetings. The hours do not include meeting preparation time, post meeting follow-up time, nor do they include commissioner community and neighborhood participatory engagement time.

Table 3-1 NC Meetings and Occurrences

Meeting Type	Occurrence	Mtg Hours	Commissioner Hours
NC Regular	10	20	120
Annual Budget Eval Ad-Hoc	2	3	15
Code Enforcement	4	5	25
Neighborhood Safety/Neighborhood watch	4	12	30
Illegal Dumping Ad-Hoc	5	8	42
Neighborhood Traffic Ad-Hoc	8	12	36
ICOC Regular	4	5.5	17
ICOC Special	1	1	3
Total	38	66.5	288

4. NC WORKPLAN.

The goals and objectives of the NC are defined by the NC charter. The NC is advisory to the City Council regarding San José neighborhoods.

The Neighborhoods Commission created an annual work plan, which was approved by the Neighborhood Services and Education Committee of the City Council on October 14, 2021.

Table 4-1, Workplan Items and NC Charter Correlation Matrix, identifies the tasks approved for 2021-2022 and the appropriate NC charter element(s) associated with that task. **Table 4-2** lists each work plan topic, goal, sunrise-sunset date, and the Commissioners assigned.

Table 4-1 Work Plan Items and Charter Correlation Matrix

Work Plan Item	NC Charter Correlation				
	Budget	Transportation	Public Safety	Code Enforcement	Quality of Life
ICOC Measure B Oversight	X	X			X
Budget Recommendations	X		X	X	X
2022 NC Caucus					X
Illegal dumping	X		X	X	X
Traffic Safety			X	X	X
Code Enforcement			X	X	X
Neighborhood Safety, Neighborhood Watch			X		X

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Table 4-2 Work Plan Topics and Assignment Table.

2021-2022 Work Plan				
TOPIC	GOAL	SUNRISE	SUNSET	COMMISSION
Measure B sales tax Oversight	Review the distribution of the 2016 Measure B Sales tax revenue for 2020-2021	N/A Standing Committee	N/A	D1 Cunningham(C) D6 Carter D1 Hughes D5 Buchanan
Annual Budge Rec	Produce NC 2022 Annual Budget Letter	Ad-Hoc- Nov 11, 2021	Feb 2, 2022	D1 Cunningham(C) D6 Carter D1 Hughes D6 Navarro D2 Prasad
2022 Caucus	Conduct 2022 Caucus in accordance with City Policy 0-4 and Section 2.08.344 of the Municipal Code	In 2022	May 13, 2022	D6 Carter(C) D1 Cunningham D8 Edraos
Illegal Dumping	Examine issues of illegal dumping in San Jose and suggest possible resolutions	Oct 1, 2021	Mar 10, 2022	D7 Victorine(C)
Traffic Safety	Identify areas of opportunity for the city to improve Traffic Safety for all road users including drivers, cyclists and pedestrians	Oct 5, 2021	Feb 8, 2022	D3 Vasquez(C) D7 Tenturier D4 Rosello
Code Enforcement	Review how Code Enforcement is interfacing with the community	Oct 1, 2021	Apr 1, 2022	D9 Martin(C) D3 Vasquez D3 Wong

				D4 Rosello
Neighborhood Safety Neighborhood Watch	Identify two or three programs currently in effect and recommend how they can be more effective	Oct 1, 2021	Apr 1, 2022	D6 Carter(C) D7 Victorine D9 Loos D5 Buchanan
Date Approved	October 14, 2021			

5. NC Process Improvement. NC processes govern how the work plan is developed, managed and work plan items are implemented. The NC, on its own, started the initiative of continuous process improvements. Continuous process improvement benefits the operation of the NC by reducing City Manager’s Office (CMO) staff time and resource needs. Improvements to NC processes result in the operation of the commission in a more efficient and cost-effective manner. The ad-hoc committee process and the NC caucus process are examples of NC-initiated improvements to its operation.

6. Measure B 1/4-Cent Sales Tax Oversight Committee. The Neighborhoods Commission Independent Citizens Oversight Committee (ICOC) was authorized as a result of the San José City’s Measure B 1/4-cent Sales Tax ballot measure approved by the voters on June 7, 2016. The measure requires Independent Citizens Oversight with public review of spending, and all revenues controlled locally.

City of San José Council Resolution No. 78016, adopted December 13, 2016, designated the NC of the City of San José as the local sales tax Independent Citizens Oversight committee. Each year, for the life of the Measure B 1/4-Cent Sales Tax, the ICOC reviews:

- Revenue resulting from the measure
- Elements of the San José annual budget impacted by the measure
- Measure B 1/4-cent Sales Tax independently audited sales tax revenue expenditure data provided by the San José City Manager Office.

The ICOC will analyze the data provided by the city, evaluate the proposed budget allocations with the actual expenditure, and generate an annual report summarizing its findings and recommendations within the timeline defined by the City. The ICOC then submits a report to the City Council for approval. The summary of the reported ICOC findings, observations, and recommendations for FY 2020-2021 Measure B 1/4-Cent Sales Tax revenues and allocations submitted to the Mayor and City Council can be found under **Appendix A**.

6.1 FY 2020-2021 NC ICOC Findings. The NC ICOC provided the Mayor and City Council, the findings and recommendations for the FY 2020-2021 Measure B 1/4-Cent Sales Tax revenues and allocations. San José City's 2016 Measure B-Cent Sales Tax revenues received for FY 2020-2021 were \$46,869,396. The revenues reported for FY 2020-2021 represent the fifth year of Measure B implementation. The findings as well as observations/comments, and recommendations were based on the Measure B data provided by the San José City Manager. These were submitted as a report to the Mayor and City Council covering the 7/1/2020 to 6/30/2021 period.

7. Annual budget Recommendation. Annually, the Neighborhoods Commission solicits input from the neighborhoods and compiles the information gathered to form an annual budget letter. This year due to COVID 19 restrictions input was limited from the respective neighborhoods. The budget letter was written and based on solicited budget recommendations from neighborhood/homeowner associations, leadership groups and community organizations for each of the districts for the years 2021-2022. The budget letter was submitted to the Neighborhoods Services and Education Committee on February 9, 2022. The budget letter can be found under **Appendix B**. The following is a summary of the recommendations.

Recommendations:

- Neighborhood Safety issues continue to be among the highest concerns expressed in community responses
- Code enforcement is high among the concerns expressed in person at commission and neighborhood association meetings and district leadership group meetings
- Traffic enforcement and pedestrian safety continue to be the concerns in all district neighborhoods
- Quality of life continues to be affected by code violations and public safety issues.

8. Neighborhoods Commission Caucus Process. The Caucus process will be conducted as outlined in City Policy 0-4 and in accordance with Section 2.08.344. A-C of the Municipal Code. Due to complications resulting in Covid 19 the Caucus Process was postponed. This resulted in commissioners infrequently and irregularly being approved by the Boards and Commissions Appointment Committee and appointed by council members and not elected by the neighborhoods as outlined caucus process.

The 2020 Neighborhoods Commission Caucus Process was to be held in each of the even numbered Districts in 2020 to elect commissioners for the next term to include the years 2020-2024. The odd numbered districts caucus was to be held in 2022 to include the years 2022-2026. Both of the scheduled caucuses have been either differed or cancelled. This has resulted in vacancies in the Commission causing a lack of quorum for Commission meetings.

The Neighborhoods Commission has an approved Caucus Process and needs to be allowed to determine caucus schedules and venues in order to get the Commission back to a fully functioning body and fulfil its charter requirements. Schedules had been set to include the dates, times and places for these caucuses to be held.

9. Illegal Dumping. Illegal Dumping continues to be a problem concerning the neighborhoods in all districts. The Illegal Dumping Ad hoc committee discovered that San José residents, using the 311 app, have ordered free junk pickup 45,000 times from January to November 2021 and have reported Illegal dumping 23,000 times.

The Ad Hoc Committee met with city staff who indicated more staff and equipment were needed to deal with the increasing demand for pickups. Additionally, Coyote Creek Beautiful reported scheduled pickups had to be canceled due to lack of City Funding during the summer of 2021. The following is a summary of the recommendations.

Recommendations:

- San Jose 311 App and Website Visibility
 - Add Visibility and Amplify Add a localized campaign perhaps in partnership with Google. Add the use San 311 on all City/Beautify announcements fostering trust and use in the app; this would be especially useful in Districts 3,5 and 7.
 - Stress free junk pick-up service can be utilized by property owners and renters
 - Add the San Jose 311 app information and Free Junk Pick-Up phone number to the recycling and garbage cart education campaign that's being rolled out.
 - Increase the number of languages supported in the 311 app to include, Spanish and Vietnamese in local language specific media.
- Illegal Dumping Staffing
 - Increase staff in all functions across the city to get illegal dumping under control in the near term
 - Staffing support resources need to be increased for trash pickup truck drivers. Staffing includes enforcement of steep fines for illegal dumping and illegal dumpers caught in the act.
 - Code Enforcement staffing
 - Provide funding for Code Enforcement to add 3 additional positions to address the abandoned vehicle problem facing the residents of San Jose.
- Volunteer Organizations Funding Cycle Review
 - Move funding into the fall or lengthen the cycles to 18 months in order to coordinate volunteer availability and funding allocations.
 - South bay Creeks, Trash Punx and Keep Coyote Creek Beautiful provide crucial functions. Communication has not been stream lined, funding not available, and clean-ups canceled for these three organizations.

- Volunteer organizations can be of more strategic value by putting out public service announcement, and publicizing the use of the San Jose 311 to report illegal dumping and schedule junk pickup along with mapping out service areas

10. Traffic Safety. The ad hoc investigated areas of opportunity for the city of San Jose to improve traffic safety for all road users, including drivers, cyclists, and pedestrians. Findings of this Ad Hoc committee include:

- Based on a survey of all Neighborhood Commissioners, the top two traffic safety concerns for the residents are **dangerous driving and sideshows**.
- Each district is budgeted 200K per fiscal year for traffic safety projects. Larger projects usually require additional budget by special request and even larger projects may require a grant.
- DOT uses crash data to determine where to install traffic safety projects. SJPD uses data entered into the Traffic Enforcement Request form to determine where to focus traffic enforcement efforts.
- The City of Fremont has had extraordinary success with their Vision Zero program and has an average rate of 2.1 traffic deaths per 100,000 residents per year. California as a whole has a rate of 9.1 per 100,000. Fremont major crashes are down by 45%
- DOT and SJPD currently meet twice per month to discuss Vision Zero progress and impacts
- The city is currently exploring various types of side show calming methods

The following is a summary of the recommendations.

Recommendations:

- Increase funding for quick build projects with the intent of installing a variety of gathering a variety of traffic safety data
- Improve interdepartmental collaboration and communication by increasing meeting frequency between DOT and SJPD. Increase the scope of meetings to go beyond Vision Zero and assign a department liaison to focus on traffic safety.
- Increase lighting at critical intersections
- Add more flashing crosswalks
- Assess steeper fines for those who perform illegal car modifications
- Install Botts' Dots and barriers narrowing intersections in a pilot program. The barriers should be combined with the pedestrian safety strategy pilot program to see if dual benefit can be achieved.
- Explore the possibility of some form of legal sideshows and investigate the possibility of holding safe and sanctioned sideshows or similar activities in the designated arenas.

11. Code Enforcement. The ad hoc reviewed how Code Enforcement is interfacing with the community and which way the community uses Code Enforcement for neighborhood issues.

Findings of this committee were developed from a survey and discussions with neighborhood leaders and residents who are dissatisfied with the level of service and follow-up provided once the complaint is submitted. Additionally, residents are dissatisfied with the basic lack of transparency with the process. The following is a summary of the recommendations.

Recommendations:

- Provide a brochure from Code Enforcement as a hand out to be distributed by Neighborhood Commissioners and Leaders.
- Provide a platform that will allow two-way discussion on the status of a code case
- Use a “ZENDESK” type model that many tech support organizations use; opening a case with the app, email, web-site or phone and create an online ticket where both the residential and the CE agent can view status, add and read notes and make other updates
- Reroute cases internally. Do not close out a case and tell the reporter/resident to re-open with the correct department. Do this internally.
- Increase funding for staffing in this department

12. Neighborhood Safety, Neighborhood Watch. Two programs were identified as working towards keeping our neighborhoods safer, the Neighborhood Watch Program and the Mobile Crisis Assessment Team (MCAT)

Neighborhood Watch Program findings:

- The City of San Jose has experienced an increase in neighborhood small petty crimes such as porch piracy, package theft and catalytic converter thefts.
- The Neighborhood Watch Program has been in existence for several years and has united neighborhoods and brought neighborhoods together for a common cause
- Neighbors have learned how to identify areas of concern and report suspicious activity by alerting the proper authorities. Neighbors become aware of who in their neighborhood may need assistance in a time of emergency or natural disaster.

Recommendations:

- It is recommended additional funding be provided to the Neighborhood Watch Program to further develop the program by increasing staffing and resources in order to involve more neighborhoods in the program.

Mobile Crisis Assessment Team (MCAT) findings:

- This is a new concept now being incorporated by many cities and jurisdictions findings by this Ad Hoc Committee include:
- Teams are comprised of two or three law enforcement officers and a mental health worker. Currently two teams operate between the hours of 11 a.m. and 7 p.m.

- Teams can be dispatched upon determination of the call taker, or an on-scene officer. The officer or call taker determines if an individual is having a mental or emotional crisis episode and de-escalation of the event or other than law enforcement help is needed.
- Responding officers do not wear a uniform but respond in a light gray shirt in order to not alarm the individual who is having a mental crisis. The team's purpose is to deescalate the situation and provide help and assistance the individual(s).
- Currently the program is funded by general fund and grant money

The following is a summary of the recommendations.

Recommendations:

- Allocate additional funds to the program to provide more trained officers and healthcare professionals. The increased staffing will enable the service to be staffed on a 24/7 basis.

13. CONCLUSION

Neighborhoods Commission Meetings serve as a forum for San José residents to present their concerns and views on issues affecting their neighborhoods. Additionally, it provides a platform for organizations, groups and City Departments to educate and provided presentations on relevant San José City matters including the following:

- Neighborhood Watch
- Mobile Crisis Assessment Team
- City Budget
- Parkland Developers Fee
- D10 Working Group
- Reimagining Public Safety Overview

The Neighborhoods Commission was unable to meet in person and with the public during the fiscal year 2021-2022 term due to Covid 19 restrictions.

APPENDIX A

Measure B 1/4-Cent Sales Tax Oversight Annual Report

APPENDIX B

Annual budget Recommendation