

HONORABLE MAYOR AND CITY COUNCIL

February 10, 2023

**Subject: Study Session of the City Council on the Fiscal Year 2023-2024 City Council Priority-Setting Session #1 - Mayoral Transition Committee Report**

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**COUNCIL AGENDA: 02/14/23**

**FILE: 23-257**

**ITEM: 1**



# Memorandum

**TO: HONORABLE MAYOR AND  
CITY COUNCIL**

**FROM: Mayor Matt Mahan**

**SUBJECT: SEE BELOW**

**DATE: February 10, 2023**

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Approved

Date

02/10/2023

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**SUBJECT: STUDY SESSION OF THE CITY COUNCIL ON THE FISCAL YEAR  
2023-2024 CITY COUNCIL PRIORITY-SETTING SESSION #1 -  
MAYORAL TRANSITION COMMITTEE REPORT**

## **RECOMMENDATION**

- (a) Receive the report from the Mayoral Transition Committees on Clean Neighborhoods, Community Safety, Downtown Vibrancy, Homelessness, and Planning and Permitting to develop a common understanding of the Mayoral Transition Committees' actionable and measurable recommendations and other Committee feedback.
- (b) Discuss and provide feedback to the City Administration on the Committee Reports to be considered as input to the Priority Setting Session #2 Special Meeting of the City Council titled *Administration Priority-Setting Recommendations* and for consideration in development of the 2023-2024 Proposed Budget.

## **SUMMARY AND OUTCOME**

The report and City Council discussion and feedback will:

- Ensure joint understanding by the Mayoral Transition Committee members, the City Council, and the Administration of the actionable and measurable recommendations;
- Inform the Administration's Priority-Setting recommendations presented in Priority-Setting Session #2 special meeting of the City Council titled *Administration Priority-Setting Recommendations*; and
- Inform the development of the 2023-2024 Proposed Budget.

## **BACKGROUND**

The COVID-19 pandemic posed an unprecedented challenge to our community and City organization, requiring approximately 900 employees to staff the Emergency Operation Center for nearly 18 months. As the City developed and scaled new services including food distribution, isolation and quarantine, childcare, and vaccinations in record time, the City also continued delivering core services through a Continuity of Operations Plan. Now the City is in recovery, and it is time for the City Council and Administration to refocus on key challenges and opportunities facing our community.

In the most recent Annual Report on City Services 2021-2022<sup>1</sup>, residents communicated their priorities for City improvement as shown in Table 1. On January 18, 2023, the Rules and Open Government Committee approved five Mayoral Transition Committees – on Clean Neighborhoods, Community Safety, Downtown Vibrancy, Homelessness, and Planning and Permitting – to generate a focused list of actionable and measurable recommendations to address these priorities and inform the upcoming annual Budget Process<sup>2</sup>.

**Table 1 – Resident Priorities for City Improvements**

1.	Address homelessness issues
2.	Improve public safety, reduce crime
3.	Provide more affordable housing
4.	Beautify City, landscaping
5.	Improve police response, presence

Source: City of San José Annual Report on City Services 2021-2022

Each Mayoral Transition Committee is chaired or co-chaired by one or two Councilmembers and one community member, composed of community members recommended by the Mayor and co-chairs, and supported by an Administration (City staff) lead. Each committee has met three times between January and February and were tasked with providing a focused list of actionable and measurable recommendations to immediately address their respective challenges and goals.

Priority-Setting Session #1, a study session of the City Council titled *Mayoral Transition Committee Report* is a read-out by the Mayoral Transition Committee Councilmember Chairs/Co-Chairs with question-and-answer support from the Community Leads and City staff. The read-out covers the Mayoral Transition Committee deliberations and actionable and measurable recommendations.

Priority-Setting Session #2, a special meeting of the City Council titled *Administration Priority-Setting Recommendations* is a report by City staff on a concise set of recommendations based on the report from Priority-Setting Session #1 for City Council consideration and feedback. These two priority-setting sessions will inform the 2023-2024 Proposed Budget development process.

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<sup>1</sup> <https://sanjose.legistar.com/View.ashx?M=F&ID=11606347&GUID=CE8B6843-03E7-41AA-AFD2-C18E016F2311>

<sup>2</sup> <https://sanjose.legistar.com/View.ashx?M=F&ID=11576956&GUID=CD161BD5-F6F3-4F46-A5E9-688DA78397CE>

On February 2, 2023 the Rules and Open Government Committee approved<sup>3</sup>:

- The Study Session Schedule for the period of February through April 2023;
- Scheduling the Study Session and the draft agenda for Priority-Setting Session #1 titled *Mayoral Transition Committee Report* on Tuesday, February 14 at 11:00 a.m. in the City Council Chambers; and
- Scheduling the Special Meeting and the draft agenda for Priority-Setting Session #2 titled *Administration Priority-Setting Recommendations* on Tuesday, February 28 at 11:00 a.m. in the City Council Chambers.

## **ANALYSIS**

### **Focus Area Based Mayoral Transition Committees and Goals**

The Transition Committees focus areas are based on the City of San José Annual Report on City Services 2021-2022 shown in Table 1. The Transition Committees and goals for each Transition Committee are defined in Table 2.

**Table 2 – Mayoral Transition Committees and Goals**

	<b>Mayoral Transition Committees</b>				
	<b>Clean Neighborhoods</b>	<b>Community Safety</b>	<b>Downtown Vibrancy</b>	<b>Homelessness</b>	<b>Planning and Permitting</b>
<b>Goals</b>	Support City beautification by mitigating and diminishing vehicle blight, graffiti, trash in public spaces, illegal dumping, code violations and weeds and overgrowth	Increase pedestrian and traffic safety	Catalyze momentum for downtown to become a destination for residents and investment	Reduce unsheltered homelessness	Improve the ease, speed, and efficacy with which businesses can engage with San José
		Reduce street level crime and improve felt experience of safety for residents and small businesses		Mitigate impacts of encampments on local communities	

<sup>3</sup> <https://sanjose.legistar.com/View.ashx?M=F&ID=11601299&GUID=1430BB96-D98E-4A26-BDA8-BEE533A5CB6C>

### **Mayoral Transition Committee Members**

The City Council Chair/Co-Chairs, Community Leads, and Administration Leads for each Mayoral Transition Committee are shown in Table 3. The full list of Mayoral Transition Committee members is identified in the Attachments A, B, C, D, & E.

**Table 3 – Key Mayoral Transition Committee Members**

	<b>Mayoral Transition Committees</b>				
	<b>Clean Neighbor-hoods</b>	<b>Community Safety</b>	<b>Downtown Vibrancy</b>	<b>Homelessness</b>	<b>Planning and Permitting</b>
City Council Chairs and Co-Chairs	Peter Ortiz	Rosemary Kamei Bien Doan	Omar Torres	Pam Foley David Cohen	Dev Davis Sergio Jimenez
Community Leads	Deb Kramer	Gabrielle Antolovich	Gary Dillabough	David Pandori	Ted McMahon
Administration Leads	Andrea Flores Shelton	Lee Wilcox	Nanci Klein	Omar Passons	Rosalynn Hughey

### **Mayoral Transition Committee Report Structure**

The Committee reports contain the following for each Committee:

- **Acknowledgements** – City Council Chairs/Co-Chairs, Committee leads, Mayoral Transition Committee members, City staff, and additional support;
- **Outcomes** – What success looks like from a holistic community impact or state of wellbeing perspective;
- **Recommendations** – Three to five recommendations for Fiscal Year 2023-2024 and for future fiscal years;
- **Success Metrics** – Metrics to measure the success of achieving the outcomes and to measure the success of implementation the recommendations; and
- **Other Feedback** – Other feedback the Mayoral Transition Committees determined appropriate to share in the report.
- **Glossary of Terms** – An explanation for the various terms used throughout this process.

The Mayor Transition Committee Reports are attached.

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## **EVALUATION AND FOLLOW-UP**

The consolidated Mayoral Transition Committee report will inform the Administration recommendations presented in the Priority Setting-Session #2, the Mayor's March Budget Message, and the Fiscal Year 2023-2024 budget process.

## **COORDINATION**

This memorandum and related documents were prepared in coordination with the City Attorney's Office, City Manager's Budget Office, and City Manager's Office of Administration, Policy, and Intergovernmental Relations.

The Mayor's Office created and provided the Attachments. The Council and Community Co-Chairs signed approved the submission of these reports.

## **PUBLIC OUTREACH**

This memorandum will be posted on the City's Council Agenda website for the February 14, 2023, City Council Study Session meeting.

For questions, please contact Jim Reed, Chief of Staff for Mayor Matt Mahan  
[jim.reed@sanjoseca.gov](mailto:jim.reed@sanjoseca.gov) or (831) 707-4993.

**ATTACHMENT A – CLEAN NEIGHBORHOODS TRANSITION COMMITTEE REPORT**

**ATTACHMENT B – COMMUNITY SAFETY TRANSITION COMMITTEE REPORT**

**ATTACHMENT C – DOWNTOWN VIBRANCY TRANSITION COMMITTEE REPORT**

**ATTACHMENT D – HOMELESSNESS TRANSITION COMMITTEE REPORT**

**ATTACHMENT E – PLANNING AND PERMITTING TRANSITION COMMITTEE REPORT**