

City of San José Community Stabilization and Opportunity Pathways Fund Commission

REGULAR MEETING AGENDA

December 4, 2023

6:30 p.m.

HYBRID

San Jose City Hall – City Managers Conference Room, 17th Floor

Zoom webinar: <https://sanjoseca.zoom.us/j/98321930853>

Consistent with current City policy on Commission meetings, this meeting will be held in-person at City Hall and streamed live using Zoom, so that members of the public may attend in-person or remotely. Commission members must attend the meeting in-person, unless they request an exception. When possible, the agenda will note whether a Commission member is attending remotely. See this [memo](#) for details.

Instructions for Public Participation

From an electronic device: For participants who would like to join electronically from a PC, Mac, Ipad, iPhone or Android device, please click this URL:

<https://sanjoseca.zoom.us/j/98321930853>. Please ensure your device has audio input and output capabilities. During the session, if you would like to comment, please use the ‘raise hand’ feature in Zoom conference call.

- Use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
- Enter an email address and name. The name will be visible online and will be used to notify you that it is your turn to speak.
- Mute all other audio before speaking. Using multiple devices can cause audio feedback.
- When the Chair calls for the item on which you wish to speak, click on “raise hand.” Speakers will be notified shortly before they are called to speak.
- When called, please limit your remarks to the time limit allotted.

By telephone: For participants who would like to join by phone, please dial +1-408-638-0968 or 888-475-4499 (Toll Free) and when prompted, enter the meeting ID listed at the top of this agenda. Click *9 to raise a hand to speak.

Webinar ID: 983 2193 0853

How to Submit Public Comments Prior to the Meeting

If you would like to submit your comments prior to or during the meeting, please e-mail them to zacharias.mendez@sanjoseca.gov. Comments received will be included as a part of the meeting record but will not be read aloud during the meeting.

Commission Information

Refer to the Community Stabilization and Opportunity Pathways Fund Commission ([Fund Commission](#)) webpage to view the presentation and any materials sent to the Fund Commission prior to this meeting.

Commissioners

Sofia Jaquez
Efren Estranero
Alma Rosa Bailon Vidales
Raymond Ramsey
Juana Villalpando Becerra
Olivia Ortiz
Julie Vennewitz-Pierce
Jeffrey Buchanan
Aboubacar Ndiaye
Regina Celestin Williams
Josefina Aguilar
Kiyomi Yamamoto
Lisanna Dominguez

Non-voting City of San Jose

Representatives

Sarah Zarate
Monique Melchor

Office of Economic Development and Cultural Affairs Staff Liaisons

Nanci Klein
Zacharias Mendez

Consultants (Winter Consulting)

Christian Ollano
Frank Ponciano
Joyelyn Banuelos
Corinne Winter

Non-Voting Google Representative

Ricardo Benavidez

Agenda

I. Welcome and Introductions

City staff will begin the meeting with opening remarks, introductions of staff and the consultant team, an overview of the meeting agenda.

II. Public Comment

Members of the public are invited to speak to the Commission about any discussion item that is on the agenda or on items that are not on the agenda but are within the subject matter jurisdiction of the Commission.

Members of the public are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting (City staff and its consultants) and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Fund Commission.

Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comment. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

III. Staff Presentations

- A.** City staff will review the request for proposals process to recruit a Fund Manager for community benefits funding. The training and overview will be conducted by a representative from the City of San Jose's Finance Department. Additionally, staff will lead a discussion about the scope of work for the request for proposals and the commission's participation in the recruitment effort.
- B.** City staff will lead a conversation on commission bylaws, seeking any final input from the commission on the draft bylaws and facilitate a vote to adopt commission bylaws.
- C.** Staff will facilitate the nomination of and voting for commission officers.
- D.** Staff will discuss the future meeting schedule.

Following each staff presentation commission members will have the opportunity to ask questions and provide input.

IV. Adjournment

* On occasion, the Commission may consider agenda items out of order.

Interpretation Services

Spanish interpretation will be available in person and on Zoom. Please view this video in Spanish on how to use Zoom for City meetings: <https://youtu.be/N6lOj5uLFVI>.

Habr  interpretation al espa ol disponible para esta reuni n en persona y en Zoom. Este video describe c mo acceder a la funci n de interpretaci n en Zoom en espa ol: <https://youtu.be/N6lOj5uLFVI>.

English	Vietnamese	Traditional Chinese
Language interpretation services are available at no cost for community members. Please contact customerservice@sanjoseca.gov or call 3-1-1 no less than one week prior to the meeting to request an interpreter.	Các dịch vụ thông dịch ngôn ngữ được cung cấp miễn phí cho các thành viên trong cộng đồng. Vui lòng liên lạc tới customerservice@sanjoseca.gov hoặc gọi số 3-1-1 ít nhất một tuần trước cuộc họp để yêu cầu có thông dịch viên.	社區成員可以獲得免費的口譯服務。請至少在會議前一周聯繫 customerservice@sanjoseca.gov 或致電 3-1-1 申請口譯服務。

Americans With Disabilities Act (ADA)

To request an alternative format agenda or an accessibility accommodation under the ADA for City-sponsored meetings, events, or printed materials, please contact us as soon as possible, but at least three (3) business days before the meeting. Staff will work with the ADA Coordinator and use their best efforts to provide reasonable accommodations while also maintaining public safety, in accordance with the City procedure for resolving reasonable accommodation requests.

English	Vietnamese	Traditional Chinese	Spanish
Disability accommodations provided upon request.	Nhu cầu cho người khuyết tật được cung cấp theo yêu cầu.	應要求提供殘疾人便利設施。	Adaptaciones para discapacitados serán proporcionadas a pedido.
Email ADA@sanjoseca.gov	Email ADA@sanjoseca.gov	電子郵件 ADA@sanjoseca.gov	Mande correo electrónico ADA@sanjoseca.gov
Call (408) 535-8430	Gọi (408) 535-8430	致電 (408) 535-8430	Llame (408) 535-8430

Open Government Policies

The City of San José is committed to open and honest government and strives to consistently meet the community’s expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.

Agendas, staff reports, and some associated documents for the Commission may be viewed at the CSOP Fund Commission’s webpage: <https://www.sanjoseca.gov/your-government/departments-offices/office-of-the-city-manager/economic-development/community-stabilization-and-opportunity-pathways-fund-commission>.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of the City Manager, 200 East Santa Clara Street, 17th Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Manager for the final document.

All communications to the Community Stabilization and Opportunity Pathways Fund Commission are public records. However, the following personal information may be redacted before being posted online: addresses, email addresses, social security numbers, phone numbers, and signatures. It is not required to include your contact information in your communications, but if you do, it will become public record. If you do not want your contact information to be made public, please do not include it in your communication.

The Community Stabilization and Opportunity Pathways Fund Commission meeting schedule is available on the [Commission Website](#), with special meetings announced on the site as necessary. Please note, on occasion the Commission may consider agenda items out of order. Please note, on occasion the Commission may consider agenda items out of order. If you have any questions, please direct them to the Commission staff.

Code of Conduct

The City of San Jose's Code of Conduct is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view. You may view the policy at:
<https://www.sanjoseca.gov/home/showpublisheddocument/12901/636670004966630000>.

The Levine Act

[The Levine Act](#) requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to [disclose](#) any campaign contributions to City elected or appointed officials totaling more than \$250 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily [report](#) a campaign contribution on [this form](#).

Please direct correspondence and questions to:

City of San José
Attn: Zak Mendez
200 East Santa Clara Street
San José, California 95113
Email: zacharias.mendez@sanjoseca.gov Tel: 408-793-4385