



# Memorandum

**TO:** RULES AND OPEN GOVERNMENT  
COMMITTEE

**FROM:** Mayor Sam Liccardo  
Chair Sylvia Arenas

**SUBJECT: NEIGHBORHOOD SERVICES AND  
EDUCATION COMMITTEE  
WORK PLAN**

**DATE:** August 4, 2022

Approved

Date 8/4/22

Approved

Date 8/4/2022

## **RECOMMENDATION**

- a) Approve the Neighborhood Services and Education Committee Work Plan for the period of August through December 2022 and setting its meeting schedule on the second Thursday of each month at 1:30 p.m. in the City Council Chambers, with the exception of the month of September where there is a second meeting with the County of Santa Clara Children, Seniors, and Families Committee.
- b) Accept the draft Neighborhood Services and Education Committee Work Plan for the period of January through June 2023.

## **COMMITTEE MEMBERS:**

SYLVIA ARENAS, CHAIR  
MAGDALENA CARRASCO, VICE CHAIR  
MAYA ESPARZA, MEMBER  
DAVID COHEN, MEMBER  
SERGIO JIMENEZ, MEMBER

## **STAFF:**

ANGEL RIOS, JR., CITY MANAGER'S OFFICE  
KARIN MURABITO, CITY ATTORNEY'S OFFICE  
PAUL PEREIRA, MAYOR'S OFFICE  
TONI TABER, CITY CLERK'S OFFICE

## **MISSION STATEMENT:**

To serve and strengthen community by providing access to lifelong learning opportunities to enjoy life, ensuring a diverse range of housing opportunities, and preserving healthy neighborhoods.

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| <p style="text-align: center;"><b>NEIGHBORHOOD SERVICES AND EDUCATION<br/>COMMITTEE WORK PLAN<br/>August - December 2022</b></p> |
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**AUGUST THROUGH DECEMBER 2022 WORK PLAN ITEMS**

**AUGUST 11, 2022**

**1. Police Athletic League (PAL) Status Report.**

**Purpose:** Provide a status report on PAL to assess and implement alternative operational models for PAL programming and facilities.

(Parks, Recreation and Neighborhood Services)

**2. City Initiatives Roadmap: Bill of Rights for Children and Youth Audit Report.**

**Purpose:** Provide a report on the Bill of Rights for Children and Youth Audit as part of the approved City Initiatives Roadmap for 2022-2023.

(City Auditor)

**3. Proposed Equity Roundtable Status Report.**

**Purpose:** Provide a status report on the proposed Equity Roundtable to be made up of community representatives.

(City Manager – Racial Equity)

**4. Commissions Annual Report and Work Plans.**

**Purpose:** Provide a report on the Library and Education Commission and Youth Commission's accomplishments for Fiscal Year 2021-2022 and work plans for Fiscal Year 2022-2023. Annual Reports and Work Plans comply with the City Municipal Code pertaining to Boards and Commissions.

(Library)

**SEPTEMBER 8, 2022**

**1. Coyote Creek Trail Safety Pilot Project Status Report.**

**Purpose:** Provide a status report on the Coyote Creek Trail Safety Pilot Project.

(Parks, Recreation and Neighborhood Services)

**2. Citywide Residential Anti-Displacement Strategy Status Report.**

**Purpose:** Provide a status report on the Citywide Residential Anti-Displacement Strategy.

(Housing)

**SEPTEMBER 2022 (DATE/TIME TBD) – CITY INITIATIVES ROADMAP: SPECIAL JOINT MEETING OF NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE AND SANTA CLARA COUNTY CHILDREN, SENIORS, AND FAMILIES COMMITTEE**

*Date and time to be determined. Draft agenda subject to additional coordination.*

**OCTOBER 13, 2022**

**1. BeautifySJ – Neighborhood Blight Reduction Status Report.**

**Purpose:** Provide a status report on BeautifySJ – Neighborhood Blight Reduction evaluation plan and results for graffiti, litter removal, illegal dumping, and Dumpster Days.  
(Parks, Recreation and Neighborhood Services)

**2. City Initiatives Roadmap: COVID-19-related Food Distribution Expenditures Audit Report.**

**Purpose:** Provide a report on COVID-19-related Food Distribution Expenditures Audit as part of the approved City Initiatives Roadmap for 2022-2023.  
(City Auditor)

**3. Parks Deficiencies and Needs Mapping Status Report.**

**Purpose:** Provide a status report on park deficiencies and needs mapping based on criteria including 10-minute walk distance, population density, and health indicators.  
(Parks, Recreation and Neighborhood Services)

**4. Senior Commission and Parks and Recreation Commission Work Plans.**

**Purpose:** Provide a report on the work plans for Senior Commission and Parks and Recreation Commission through June 2023. Work Plans comply with the City Municipal Code pertaining to Boards and Commissions.  
(Parks, Recreation and Neighborhood Services)

**5. City Initiatives Roadmap: Children and Youth Services Master Plan Status Report.**

**Purpose:** Provide a status report on the Children and Youth Services master plan as part of the approved City Initiatives Roadmap for 2022-2023.  
(City Manager/Library/Parks, Recreation and Neighborhood Services)

**NOVEMBER 10, 2022**

**1. Community Garden Program Status Report.**

**Purpose:** Provide a status report on the Community Garden Program including an overview of the program and opportunities for future growth.  
(Parks, Recreation and Neighborhood Services)

**2. Bringing Everyone's Strengths Together Status Report.**

**Purpose:** Provide a status report on the Bringing Everyone's Strengths Together grant program

funding opportunity, including objectives, and terms of the Request for Qualifications.  
(Parks, Recreation and Neighborhood Services)

**3. City Initiatives Roadmap: Education and Digital Literacy Annual Report.**

**Purpose:** Provide an annual report on Education and Digital Literacy for Fiscal Year 2021-2022, including program outcomes and progress toward implementation of quality standards as part of the approved City Initiatives Roadmap for 2022-2023.  
(Library/Parks, Recreation and Neighborhood Services)

**4. City Initiatives Roadmap: College and Career Readiness Status Report.**

**Purpose:** Provide a status report on the College and Career Readiness program and the Citywide logic model as part of the approved City Initiatives Roadmap for 2022-2023.  
(Library/Parks, Recreation and Neighborhood Services/Economic Development and Cultural Affairs)

**5. City Initiatives Roadmap: American Rescue Plan (ARP) Spending Plan on Child Care Status Report.**

**Purpose:** Provide a status report on the ARP spending plan on child care funds as part of the approved City Initiatives Roadmap for 2022-2023.  
(Parks, Recreation and Neighborhood Services/Library/Housing/City Manager)

**6. Mayor's Gang Prevention Task Force Strategic Plan Status Report.**

**Purpose:** Provide a status report on the Mayor's Gang Prevention Task Force strategic plan for 2023-2025 recommended by the Mayor's Gang Prevention Task Force Policy Team.  
(Parks, Recreation and Neighborhood Services)

**DECEMBER 8, 2022**

**1. Animal Care and Services Annual Report.**

**Purpose:** Provide an annual report on Animal Care and Services for Fiscal Year 2021-2022 related to the ongoing operations, policies, and programs.  
(Public Works)

**2. Urban Confluence Silicon Valley Project Status Report.**

**Purpose:** Provide a l status report on the proposed Urban Confluence Silicon Valley project at Arena Green.  
(Parks, Recreation and Neighborhood Services)

**3. City Initiatives Roadmap: Digital Equity and Empowerment Program Status Report.**

**Purpose:** Provide a report on preliminary findings and recommendations related to the Digital Inclusion and Broadband strategy, Digital Inclusion Fund grant program, and Digital Equity program outcomes as part of the approved City Initiatives Roadmap for 2022-2023.  
(Information Technology/Library)

**4. City Initiatives Roadmap: Children and Youth Services Master Plan Status Report.**

**Purpose:** Provide a status report and a preliminary draft of the Children and Youth Services Master Plan, including policy, programming, and funding recommendations for the remaining balance from the \$10.5 million of ARP funds as part of the approved City Initiatives Roadmap for 2022-2023.  
(City Manager/Library/Parks, Recreation and Neighborhood Services)

**5. Family Friendly Initiative Report.**

**Purpose:** Provide an annual report on the Family Friendly Initiative Work Plan, including an update on family friendly city policies, facilities, and lactation pods.  
(City Manager/Library/Parks, Recreation and Neighborhood Services)

**6. Lake Cunningham Shoreline and Water Quality Report.**

**Purpose:** Provide a report on the Lake Cunningham Shoreline and Water Quality Report and address water quality issues that hamper recreational use of the park and implement a plan to restore Lake Cunningham.  
(Parks, Recreation and Neighborhood Services/Public Works)

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| <p style="text-align: center;"><b>DRAFT</b><br/><b>NEIGHBORHOOD SERVICES AND EDUCATION</b><br/><b>COMMITTEE WORK PLAN</b><br/><b>January - June 2023</b></p> |
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**DRAFT JANUARY THROUGH JUNE 2023 WORK PLAN ITEMS**

**JANUARY 12, 2023 – MEETING CANCELLED**

**FEBRUARY 9, 2023**

**1. City-Wide Sustainable Park Maintenance Status Report.**

**Purpose:** Provide a status report on citywide sustainable park maintenance, including current service levels and areas of improvement.

(Parks, Recreation and Neighborhood Services)

**2. City Initiatives Roadmap: City Manager’s Office of Racial Equity Work Plan Status Report.**

**Purpose:** Provide a status report on the City Manager’s Office of Racial Equity work plan including immigrant affairs and racial equity work as part of the approved City Initiatives Roadmap for 2022-2023.

(City Manager – Racial Equity)

**3. City Initiatives Roadmap: Emergency Interim Housing Status Report.**

**Purpose:** Provide a status report on the emergency interim housing, including the San Francisco Foundation’s analysis of the City’s operational and financial sustainability models as part of the approved City Initiatives Roadmap for 2022-2023.

(Housing)

**4. City Initiatives Roadmap: Homelessness Annual Report.**

**Purpose:** Provide an annual report on homelessness for 2021-2022, including updates on the approved Citywide Roadmap items for 2021-2022 related to emergency interim housing and sheltering and enhanced encampment services as part of the approved City Initiatives Roadmap for 2022-2023.

(Housing)

**5. Neighborhoods Commission Work Plan.**

**Purpose:** Provide a report on the work plan for Neighborhoods Commission through June 2023. Work Plans comply with the City Municipal Code pertaining to Boards and Commissions.

(Parks, Recreation and Neighborhood Services)

### **MARCH 9, 2023**

**1. Rent Stabilization Program Strategic Plan Status Report.**

**Purpose:** Provide a status report on the Rent Stabilization Program Strategic Plan, including goals and objectives for the program over the coming years.  
(Housing)

**2. City Initiatives Roadmap: Citywide Residential Anti-Displacement Strategy Status Report.**

**Purpose:** Provide a status report on the Citywide Residential Anti-Displacement Strategy as part of the approved City Initiatives Roadmap for 2022-2023.  
(Housing)

**3. Community Impact Annual Report.**

**Purpose:** Provide an annual report on Parks, Recreation and Neighborhood Services Community Impact, including the transition of programming from cost recovery to equitable access, for 2021-2022.  
(Parks, Recreation and Neighborhood Services)

**4. Family Camp Status Report.**

**Purpose:** Provide a status report on Family Camp in advance of the 2023 season.  
(Parks, Recreation and Neighborhood Services)

### **APRIL 13, 2023**

**1. Food and Clothing Distribution Program in Parks Status Report.**

**Purpose:** Provide a status report on the Food and Clothing Distribution program in parks, including pilot progress, key objectives and next steps.  
(Parks, Recreation and Neighborhood Services)

**2. Parks, Recreation and Neighborhood Services Volunteer Management Programs Annual Report.**

**Purpose:** Provide an annual report on Parks, Recreation and Neighborhood Services volunteer management programs, accomplishments and improvement initiatives.  
(Parks, Recreation and Neighborhood Services)

**3. Digital Empowerment: Funding Opportunities to Expand Community WiFi Status Report.**

**Purpose:** Provide a status report on the Digital Empowerment: Funding Opportunities to Expand Community WiFi, including funding opportunities and potential areas for expansion of Community WiFi in partnership with East Side Union High School District.  
(Library/City Manager/Information Technology/Public Works)

**4. Public Life in San José Annual Report.**

**Purpose:** Provide an annual report on public life in San José, including citywide efforts to activate and improve San José's public life.

(City Manager/Economic Development and Cultural Affairs/Parks, Recreation and Neighborhood Services)

**MAY 18, 2023 (9:00 a.m.) SPECIAL MEETING DATE AND TIME**

**1. Mayor's Gang Prevention Task Force Bringing Everyone's Strengths Together (BEST), Safe Summer Initiative Grant, and Youth Intervention Services Program Annual Report.**

**Purpose:** Provide an annual report on the Mayor's Gang Prevention Task Force's BEST grant program, Safe Summer Initiative Grant program, and Youth Intervention Services Programs for 2021-2022.

(Parks, Recreation and Neighborhood Services)

**2. 2023 Summer Program Status Report.**

**Purpose:** Provide a status report on the 2023 Summer Program, including activities and special events planned for summer 2023.

(Parks, Recreation and Neighborhood Services/Library)

**JUNE 8, 2023**

**1. Urban Confluence Silicon Valley Project Status Report.**

**Purpose:** Provide a status report on the proposed Urban Confluence Silicon Valley project at Arena Green.

(Parks, Recreation and Neighborhood Services)

**2. City Initiatives Roadmap: American Rescue Plan (ARP) Spending Plan on Child Care Status Report.**

**Purpose:** Provide a status report on the ARP spending plan on child care including programs, activities and initiatives as part of the approved City Initiatives Roadmap for 2022-2023.

(Parks, Recreation and Neighborhood Services/Library/Housing/City Manager)

**3. Youth Commission Annual Report.**

**Purpose:** Provide an annual report on the Youth Commission's accomplishments for Fiscal Year 2022-2023.

(Library)