



Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Sarah Zárata

SUBJECT: FEBRUARY – APRIL 2023
STUDY SESSION SCHEDULE

DATE: January 23, 2023

Approved

Date

1/24/2023

RECOMMENDATION

- (a) Approve the Study Session Schedule for the period February – April 2023.
- (b) Schedule a Study Session for Priority Setting Session #1 titled *Transition Committee Report* on Tuesday, February 14 at 11:00 a.m. and a Special Meeting for Priority Setting Session #2 titled *Administration Priority Setting Recommendations* on Tuesday, February 28 at 11:00 a.m. in the City Council Chambers and approve the draft agendas.

BACKGROUND

The Administration has developed a tentative schedule of Study Session dates for February – April 2023 (Attachment A) to facilitate calendaring for the Mayor and Council. May 2023 Study Session dates were approved by the Rules and Open Government Committee on December 7, 2022 as part of the 2023-2024/2024-2025 Budget Calendar for review of the City budget.¹ No Study Sessions are anticipated for June 2023. As topics and agendas are set for the dates in the Attachment A, staff will bring dates and times forward to the Rules and Open Government Committee for approval.

Two Priority Setting Session meetings are set for February 14, 2023 and February 28, 2023 per the direction set in the January 18, 2023 Rules and Open Government Committee meeting to best inform the March Budget Message on City focus areas, outcomes, recommendations, and success metrics for the Fiscal Year 2023-2024 Budget Process. The specific dates, times, and draft agendas for each session are included in this memorandum as Attachment B and Attachment C.

Please note that the meeting times are limited during this time frame due to expected construction related to audio and video technology upgrades in the Council Chambers and Wing Rooms 118, 119, and 120 at City Hall.

¹ <https://sanjose.legistar.com/LegislationDetail.aspx?ID=5953464&GUID=E79E2F6F-F9EB-4672-85BB-5DD183FDCABC&Options=&Search=>

COORDINATION

This memorandum has been coordinated with the Mayor's Office and the City Clerk's Office.


SARAH ZARATE
Director, Office of Administration, Policy,
and Intergovernmental Relations

For questions, please contact Rachelle Blattman, Senior Executive Analyst, at
rachelle.blattman@sanjoseca.gov.

Attachments:

- Attachment A – Study Session Schedule for February – April 2023
- Attachment B – Study Session – Priority Setting Session #1 Agenda
- Attachment C – Special Meeting – Priority Setting Session #2 Agenda

**FEBRUARY – APRIL 2023
CITY COUNCIL STUDY SESSION SCHEDULE**

DATE	TIME
Tuesday, February 14 Study Session - Priority Setting Session #1	11:00 a.m. – 1:00 p.m.
Tuesday, February 28 Special Meeting - Priority Setting Session #2	11:00 a.m. – 1:00 p.m.
Thursday, March 23	1:30 p.m. – 4:30 p.m.
Thursday, March 30	1:30 p.m. – 4:30 p.m.
Tuesday, April 4	6:00 p.m. – 9:00 p.m.



City Council Meeting Agenda

Tuesday, February 14, 2023

11:00 AM

Hybrid Meeting - Council Chambers and Virtually

Study Session – Priority Setting Session #1
Transition Committee Report

MATT MAHAN, MAYOR
ROSEMARY KAMEI, DISTRICT 1
SERGIO JIMENEZ, DISTRICT 2
OMAR TORRES, DISTRICT 3
DAVID COHEN, DISTRICT 4
PETER ORTIZ, DISTRICT 5
DEV DAVIS, DISTRICT 6
BIEN DOAN, DISTRICT 7
VACANT, DISTRICT 8
PAM FOLEY, DISTRICT 9
VACANT, DISTRICT 10



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.

Welcome to the San José City Council meeting!

This Agenda contains both a Consent Calendar section for routine business items that require Council approval, and general business items arranged to correspond with San José's City Service Areas (CSAs). City Service Areas represent the policy-making level for strategic planning, policy setting, and investment decisions in the critical functions the City provides to the community. They are:

- **Strategic Support** - The internal functions that enable the CSAs to provide direct services to the community in an effective and efficient manner.
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- o **Fill out a Yellow Speaker's Card and submit it to the City Clerk seated at the front table. Do this before the meeting or before the item is heard.** This will ensure that the name on the card is called for the item(s) that you wish to address, and it will help ensure the meeting runs smoothly for all participants by calling speakers in an orderly manner.
- o When the Council reaches your item on the agenda, the Mayor will open the public hearing and call your name. Please address the Council from the podium, which is located to the left of the City Clerk's table.

- o Each speaker generally has two minutes to speak per item. The total amount of time allocated for public testimony for each public speakers or for an agenda item may be limited at the Mayor's discretion, depending on the number of speakers or the length of the agenda. (California Government Code Section 54954.3; Council Policy 0-37)
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On occasion the City Council may consider agenda items out of order.

*** COVID-19 NOTICE ***

Consistent with AB 361 and City of San José, Resolution Nos. 80628, 80659, 80685, 80724, 80758, 80809 and 80853, Councilmembers may be teleconferencing from remote locations.

How to observe the Meeting (no public comment):

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Alternative phone numbers are: US: +1 (213) 338-8477 or +1 (408) 638-0968 or (877) 853-5257 (Toll Free)
- 2) Online at: TBD
 - a. 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. Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
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- **Call to Order and Roll Call**

11:00 a.m.- Study Session
Council Chambers, City Hall

Purpose

To provide an overview of the Transition Committee results on outcomes, recommendations, and success metrics.

Outcome

The Mayor and City Councilmembers will develop a common understanding of the Transition Committee results on outcomes, recommendations, and success metrics, and will provide feedback to the Administration to help inform the Priority Setting Session #2 Recommendations.

STUDY SESSION – PRIORITY SETTING SESSION #1

(a) **Overview and Context**

- (1) Present the process and timeline overview of Priority Setting within the context of the Fiscal Year 2023-2024 Budget Process.

(b) **Transition Committee Reports**

- (1) Receive the reports on the Transition Committee results on outcomes, recommendations, success metrics, and other feedback from each of the five Transition Committees on 1) Homelessness, 2) Community Safety, 3) Clean Neighborhoods, 4) Planning and Permitting, and 5) Downtown Vibrancy.

(c) **Discussion and Feedback**

- (1) Discuss the reports' results on outcomes, recommendations, success metrics, and other feedback.
- (2) Provide feedback to staff.
- (3) Discuss next steps.

- **Public Comment**

- **Adjournment**



City Council Meeting Agenda

Tuesday, February 28, 2023

11:00 AM

Hybrid Meeting - Council Chambers and Virtually

Special Meeting – Priority Setting Session #2
Administration Priority Setting Recommendations

MATT MAHAN, MAYOR
ROSEMARY KAMEI, DISTRICT 1
SERGIO JIMENEZ, DISTRICT 2
OMAR TORRES, DISTRICT 3
DAVID COHEN, DISTRICT 4
PETER ORTIZ, DISTRICT 5
DEV DAVIS, DISTRICT 6
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- Call to Order and Roll Call

11:00 a.m.- Special Meeting
Council Chambers, City Hall

SPECIAL MEETING – PRIORITY SETTING SESSION #2

(a) Overview, Context, and Summary

- (1) Present process and timeline overview of Priority Setting within the context of the Fiscal Year 2023-2024 Budget Process.
- (2) Confirm terminology understanding and examples.
- (3) Summarize Results and Feedback from Session #1.

(b) Administration Recommendations

- (1) Receive Administration recommendations on priority focus areas including outcomes, initiatives, and success metrics.

(c) Discussion and Prioritization

- (1) Discuss Administration recommendations and provide feedback and direction to staff.
- (2) Prioritize outcomes.
- (3) Discuss next steps.

- Public Comment

- Adjournment