



# Memorandum

**TO: RULES AND OPEN GOVERNMENT  
COMMITTEE**

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

**SUBJECT: NEIGHBORHOOD SERVICES AND  
EDUCATION COMMITTEE  
WORKPLAN**

**DATE:**

Approved

Date

1-31-19

Approved

Date

1-31-19

## RECOMMENDATION

Approval of the Neighborhood Services and Education Committee workplan for the period January through June 2019 and setting its meeting schedule on the second Thursday of each month at 1:30 p.m. in Rooms W118-119.

## WORKPLAN CONTENTS

**NEIGHBORHOOD SERVICES AND EDUCATION  
COMMITTEE WORKPLAN  
January 2019 - June 2019**

### **COMMITTEE MEMBERS:**

SYLVIA ARENAS, CHAIR  
MAGDALENA CARRASCO, VICE-CHAIR  
MAYA ESPARZA, MEMBER  
PAM FOLEY, MEMBER  
SERGIO JIMENEZ, MEMBER

### **STAFF:**

ANGEL RIOS, JR., CITY MANAGER'S OFFICE  
KARIN MURABITO, CITY ATTORNEY'S OFFICE  
PAUL PEREIRA, MAYOR'S OFFICE  
LOUIS OSEMWEGIE, 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.

**JANUARY 10, 2019** - CANCELLED

**FEBRUARY 14, 2019**

1. **Report on Office of Immigrant Affairs Activities** (City Manager's Office – Office of Immigrant Affairs)  
**Purpose:** To provide the Committee with a status report on accomplishments as it relates to the Welcoming SJ Plan and highlight significant activities.
2. **Report on Sustainable Park Maintenance** (Park, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with a report on city-wide park maintenance, including current service levels and areas of improvement, as well as an overview of best practices, drought response actions, and chemical reduction through Integrated Pest Management Practices.
3. **Report on Fine-Free Juvenile Materials Pilot** (Library)  
**Purpose:** To provide the Committee with a report on the impact of the Fine-Free Juvenile Materials Pilot Program funded in the 2018-2019 Budget.
4. **Report on Quality Standards for Early Education Programming** (Library)  
**Purpose:** To provide the Committee with proposed quality standards for programs in early education, as specified by the Education & Digital Literacy Strategy, for review and approval.

**MARCH 14, 2019**

1. **Report on the Pilot Safe Parking Program** (Housing)  
**Purpose:** To provide the Committee with an update on the status of the pilot parking program.
2. **Verbal Update of Police Activities League** (Police/Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with a verbal update on the Police Activities League.
3. **Parks, Recreation and Neighborhood Services Community Impact Report** (Parks Recreation and Neighborhood Services)  
**Purpose:** Provide the draft of the annual report that highlights the accomplishments and programs of the Parks, Recreation and Neighborhood Services Department for Committee discussion and feedback to staff.
4. **Project Hope Update** (Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with a report on the status of Project Hope.

**APRIL 11, 2019**

1. **Youth Commission Report** (Parks Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with an updated report of the Youth Commission's activities and collaboration with the Youth Advisory Councils.
2. **Status Update on City-Wide Public Life Efforts** (Parks Recreation and Neighborhood Services/Transportation/Economic Development/Library)  
**Purpose:** To provide an update on city-wide efforts around public life and placemaking.
3. **Report on City-Wide Expanded Learning Programs** (Library/Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide a report about the programs that provide learning opportunities city-wide which augment the academic day for San José youth and families, including proposed quality standards for Expanded Learning programs, as specified by the Education & Digital Literacy Strategy, for review and approval. The report will review 2018 program highlights and preview 2019 program offerings.
4. **Community Center Reuse Program Update** (Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with a report on the Community Center Reuse Program, hybrid Reuse centers, current Request for Quotations status, and outstanding Council referrals related to the Audit of Community Center Reuse.
5. **City Council Policy Priority #21: Report on Food and Clothing Distribution at City Parks** (Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with a brief status report on the Council Policy Priority item regarding the distribution of food and clothing at City parks.

**MAY 16, 2019 (SPECIAL DATE AND TIME DUE TO BUDGET STUDY SESSIONS)**

1. **Greenprint Final Report and ActivateSJ** (Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with the final report on the Greenprint Update and an introduction of ActivateSJ.
2. **City Council Priority #7: Downtown and/or Citywide Parks Operations and Maintenance Financing District** (Parks Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with an update on downtown and/or Citywide Operations and the Funding Feasibility Study.
3. **Report on Demand for Affordable Housing for Families with Children** (Housing)  
**Purpose:** To provide the Committee with information on the demand for affordable housing for families with children, and how families are served by the City's housing programs including affordable housing production, homelessness response, and forthcoming anti-displacement strategies and future opportunities and potential strategies to provide additional assistance.

**JUNE 13, 2019**

1. **Education & Digital Literacy Strategy Annual Report** (Library)  
**Purpose:** To provide the Committee with an update on the implementation of the Education & Digital Literacy Strategy outcomes of programs and pilots complete to-date, and program plans for 2019-2020.
2. **St. James Park Update** (Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with an update on St. James Park, including the Levitt Pavilion project and other efforts to activate the park.
3. **Report on Therapeutic Services** (Parks, Recreation and Neighborhood Services)  
**Purpose:** To provide the Committee with a presentation on Citywide therapeutic programs and services.
4. **Report on the Pilot Safe Parking Program** (Housing)  
**Purpose:** To provide the Committee with an update on the status of the pilot parking program.