

RULES COMMITTEE APPROVED:  
ITEM:



# Memorandum

**TO: RULES AND OPEN GOVERNMENT  
COMMITTEE**

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

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

**DATE:**

Approved

Date 6/29/20

Approved

Date

7/24/20

## RECOMMENDATION

- a) Approval of the Neighborhood Services and Education Committee Work Plan for the period August through December 2020 and setting its meeting schedule on the second Thursday of each month at 1:30 p.m. in Rooms W118-119.
- b) Accept the draft Neighborhood Services and Education Committee Work Plan for the period January through June 2021.

## WORKPLAN CONTENTS

**NEIGHBORHOOD SERVICES AND EDUCATION  
COMMITTEE WORKPLAN  
August 2020 - June 2021**

### **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  
TONI TABER, CITY CLERK

**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.

***AUGUST THROUGH DECEMBER 2020 WORKPLAN ITEMS***

**AUGUST 13, 2020**

1. **1. Summer Program Update and Fall Program Preview.** (Parks, Recreation and Neighborhood Services/Library/Office of Economic Development-Work2Future)  
**Purpose:** Provide a verbal update on Summer 2020 programming and a preview of Fall 2020 programs with a focus on opportunities for children and youth.

**SEPTEMBER 10, 2020**

2. **Commission Work Plans Approval. [Consent Calendar]**
  - (a) **Neighborhoods Commission 2019-2020 Annual Report and 2020-2021 Workplan.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Review and approve the Neighborhoods Commission's 2019-2020 Annual Report and 2020-2021 Workplan.
  - (b) **Parks and Recreation Commission, Youth, Commission, and Senior Commission 2020-2021 Workplans.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Review and approve the 2020-2021 Workplans for the Parks and Recreation Commission, Youth Commission and Senior Commission.
  - (c) **Library and Early Education Commission 2019-2020 Annual Report and 2020-2021 Workplan.** (Library)  
**Purpose:** Review and approve the 2019-2020 Annual Report and 2020 Workplan of the Library and Early Education Commission.
3. **Digital Literacy Update.** (Library)  
**Purpose:** Provide a report on the City's efforts to improve digital literacy in San José, including an update on the Coding 5K program, device-lending pilots, public computer and Wi-Fi usage, and the Wonder Robots program.
4. **Police Athletic League (PAL) Update.** (Parks, Recreation and Neighborhood Services/Police)  
**Purpose:** Provide a verbal update on work to assess and implement alternative operational models for PAL programming and facilities.

### **OCTOBER 8, 2020**

1. **City Council Policy Priority #4: Downtown and/or Citywide Parks Operations and Maintenance Financing District Status Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a verbal status report on City Council Policy Priority #4: Downtown and/or Citywide Parks Operations and Maintenance Financing District, including funding feasibility for parks.
2. **Age-Friendly City Initiative Update.** (Parks, Recreation and Neighborhood Services)  
**[Deferred from May 14, 2020]**  
**Purpose:** Provide an update on implementation of the Age-Friendly Initiative.  
**[Deferred from May 14, 2020]**
3. **Blighted Properties and Responsible Landlord Engagement Initiative Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a report on the assessment and options with Responsible Landlord Engagement Initiative to continue neighborhood improvements by resolving problem properties afflicted with blight, disrepair, persistent code violations, and criminal activity.  
**[6/16/20 Council referral – Item 3.3]**

### **NOVEMBER 12, 2020**

1. **College and Career Update.** (Library)  
**Purpose:** Provide an update on the City's college and career-related programming, including the following programs: SJ Engage; SJ Aspires; COHS; Working Scholars; and SJ Works Collaborations.
2. **Neighborhood Center Partner Program (formerly Reuse) Update.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide an update on the City's Community Center Reuse program.
3. **Capital Improvement Program and Trail Update.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a report on the citywide Capital Improvement Program for parks, trails, and community centers.
4. **2018-2019 Animal Care and Services Annual Report.** (Public Works)  
**Purpose:** Provide the Committee with an annual report on the City's animal care and services programming.



**DECEMBER 10, 2020**

1. **2019-2020 Consolidated Annual Performance Evaluation Report.** (Housing)  
**Purpose:** Review the Consolidated Annual Performance Evaluation Report and cross-reference to the City Council for approval.
2. **Homelessness Annual Report.** (Housing)  
**Purpose:** Provide an annual report on homelessness for 2019-2020, including an update on Homelessness & Housing Insecurity among children and families; and cross-reference to the City Council for approval.
3. **Anti-Graffiti/Anti-Litter Program and BeautifySJ Annual Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide an annual report on the Anti-Graffiti and Anti-Litter Program and the BeautifySJ Program.
4. **Scholarships and Fee Activity Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a report on scholarships and fee activity for Parks, Recreation and Neighborhood Services programming.
5. **City Council Policy Priority #12: Flavored Tobacco and E-Cigarettes, 1,2, and 3/ Protecting our Youth from the E-Cigarette Epidemic Status Report.** (Planning, Building and Code Enforcement)  
**Purpose:** Provide a status report on the City Council Policy Priority #12: Flavored Tobacco and E-Cigarettes, 1,2, and 3/ Protecting our Youth from the E-Cigarette Epidemic.
6. **City Council Policy Priority #18: Smoke-Free Housing Status Report.** (Planning, Building and Code Enforcement)  
**Purpose:** Provide a status report on City Council Policy Priority #18: Smoke-Free Housing.

***DRAFT JANUARY THROUGH JUNE 2021 WORKPLAN ITEMS***

**JANUARY 14, 2021 – MEETING CANCELLED**

**FEBRUARY 11, 2021**

1. **Fair Housing Assessment Report.** (Housing)  
**Purpose:** Provide a report and provide input on the draft Assessment of Fair Housing.
2. **FY 2020-21 Annual Action Plan Funding Priorities.** (Housing)  
**Purpose:** Provide a report on the FY 2020-21 Annual Action Plan Funding priorities.
3. **Sustainable Park Maintenance Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a report on city-wide sustainable park maintenance, including current service levels and areas of improvement.
4. **Police Athletic League (PAL) Update.** (Parks, Recreation and Neighborhood Services/Police)  
**Purpose:** Provide a verbal update on work to assess and implement alternative operational models for PAL programming and facilities.

**MARCH 11, 2021**

1. **Office of Immigrant Affairs Activities Report.** (City Manager's Office – Office of Immigrant Affairs)  
**Purpose:** Provide a report on the significant accomplishments of the Office of Immigrant Affairs and implementation of the Welcoming SJ Plan.
2. **Digital Literacy Standards and Digital Inclusion Fund Report.** (Library)  
**Purpose:** Provide a report on the City's Digital Literacy Standards and Digital Inclusion Fund.
3. **2019-2020 Annual Community Impact Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide the annual Community Impact Report for Parks, Recreation and Neighborhood Services for 2019-2020.
4. **ActivateSJ Plan.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide the final ActivateSJ plan (formerly the Greenprint) and refer to the full City Council for approval.



5. **Project Hope 2019-2020 Annual Report and 2020-2021 Expansion Status Update.** (Park, Recreation and Neighborhood Services)  
**Purpose:** Provide the 2019-2020 Annual Report for Project Hope and a status update on the expansion of Project Hope into additional neighborhoods in 2020-2021.
6. **Youth Intervention /San Jose BEST Update.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide an update on the Youth Intervention and San José BEST programs.

#### **APRIL 8, 2021**

1. **Public Life Annual Report.** (City Manager's Office/Office of Cultural Affairs/Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide an annual report on citywide efforts to activate and improve public life in San José.
2. **Food Insecurity Among Youth, Families, and Seniors Report.** (Housing/Library/Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a verbal report regarding hunger in San José and an overview of City programs and partnerships addressing food insecurity among youth, families, and seniors.  
[Deferred from April 9, 2020]

#### **MAY 13, 2021**

1. **Therapeutic Programs and Services Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a report on Citywide therapeutic programs and services.
2. **Youth Commission Report.** (Parks, Recreation and Neighborhood Services)  
**Purpose:** Provide a report on the Youth Commission's activities and collaboration with the Youth Advisory Councils.
3. **Summer Program Preview.** (Parks, Recreation and Neighborhood Services/Library/Housing/work2Future)  
**Purpose:** Provide a verbal report on summer 2021 programming for San José residents, with a focus on opportunities for children and youth during the school break.

#### **JUNE 10, 2021**