



Council Policy Prioritization: Early Consideration Response Form

Department	Parks, Recreation, & Neighborhood Services	Rules Date	9/29/21	Item	G.3
Department Rep. Name/Ext.	Andrea Flores Shelton	Council Member Sponsorship	Mayor, Davis, Foley, Cohen, Mahan		
Policy/Ordinance Subject	Cleaner San Jose				

Staff Recommendation												
<input checked="" type="checkbox"/> GREEN Adopt based on tradeoffs outlined on next page			<input type="checkbox"/> YELLOW Send to Priority Setting Process			<input type="checkbox"/> RED Recommend Council not adopt nominated idea			<input type="checkbox"/> NEEDS CLARIFICATION OR MORE TIME TO EVALUATE			
Staff Evaluation												
Is this aligned with City Roadmap?			Is this already underway in a Department work plan?			Is this time critical or an emergency?			Will this require substantial resources, staffing, budget, or strategic support?			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Criterion to Determine Scale of Project Complexity												
Project complexity is determined by scoring the project in each of the 3 criteria below and then summing the score.												
a. Low Complexity is a sum of 6 or less. b. Medium Complexity is a sum of 7 – 9. Total Score = 12 c. High Complexity is a sum of 10 or greater.												
Scoring Criterion			Low Complexity			Medium Complexity			High Complexity			
	Estimated Duration		6 – 9 months <input type="checkbox"/> = 1		9 - 18 months <input checked="" type="checkbox"/> = 2		More than 18 months <input type="checkbox"/> = 3					
	(Internal)		Can Easily be Absorbed into Existing Work Plan <input type="checkbox"/> = 1		Planned Work (Future) <input checked="" type="checkbox"/> = 2		Work Not Currently Proposed <input type="checkbox"/> = 3					
			Have staff with required skillset/knowledge <input type="checkbox"/> = 1		Have staff with required skillset/ requires moderate research <input checked="" type="checkbox"/> = 2		Do not have staff with required skillset/requires significant research <input type="checkbox"/> = 3					
	(External)		Less than or equal 2 staff required <input type="checkbox"/> = 1		3 - 4 staff required <input type="checkbox"/> = 2		More than 5 staff required <input checked="" type="checkbox"/> = 3					
		1 Additional Department <input type="checkbox"/> = 1		2 Other Departments Involved <input type="checkbox"/> = 2		3 or more Departments Involved <input checked="" type="checkbox"/> = 3						
DEPT. Required	<input type="checkbox"/> Airport	<input type="checkbox"/> Auditor	<input type="checkbox"/> CMO	<input type="checkbox"/> CMO – Communication	<input type="checkbox"/> OED/CA	<input type="checkbox"/> ESD	<input type="checkbox"/> Fire	<input checked="" type="checkbox"/> HR	<input checked="" type="checkbox"/> IT	<input checked="" type="checkbox"/> PRNS	<input type="checkbox"/> Police	<input type="checkbox"/> Retirement
	<input checked="" type="checkbox"/> Attorney	<input type="checkbox"/> Clerk	<input checked="" type="checkbox"/> CMO – Budget	<input type="checkbox"/> CMO –	<input type="checkbox"/> Community Energy	<input checked="" type="checkbox"/> Finance	<input checked="" type="checkbox"/> Housing	<input type="checkbox"/> IPA	<input type="checkbox"/> Library	<input checked="" type="checkbox"/> PBCE	<input type="checkbox"/> PW	<input checked="" type="checkbox"/> DOT

Analysis

Explain the rationale for staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant work plan changes, etc.). Please address the following as well.

GREEN LIGHT: The Administration can implement this Nominated Idea under its current work plan. Item should be sent to Council to add to Department work plan. (1) How will the Idea be approached? (2) If adopted, what is its impact and/or tradeoff to the City Roadmap or to a Department work plan, including strategic support? (3) What is the minimum viable scope to move the Idea forward and reduce its complexity?

1a. [GREEN] The Housing Dept. is in the process of completing an RFP for the employment programs and can return in November with the needed information. The RFP closes on Friday, October 1st, and Housing will have additional information on whether the 100 unhoused individuals can be served.

1b. [GREEN] PRNS will work with Housing to develop (1a) such that it supports both the increase in the Bridge Program and establishes outcomes that aim to dramatically improve the appearance of public spaces. PRNS' anticipates there may be Personal Services and Non-Personal/Equipment resource needs related to this request. As such, this will be brought forward for consideration at the November 2, 2021 meeting where the Council will consider a strategic funding proposal of American Rescue Plan Fund, federal, and state funding sources.

YELLOW LIGHT: The Administration recommends Council send this Nominated Idea to the Priority Setting Process due to (describe cost implications, workload impacts, or other factors).

RED LIGHT: The Administration recommends Council not adopt this Nominated Idea due to (describe reason implementation would be difficult if not impossible – conflict with other laws, etc.).

Analysis (Continued)

GREEN LIGHT:

1c. [GREEN]

PRNS can incorporate this recommendation into the existing work plan for the new GIS Analyst in the Community Services Division. This position is tentatively scheduled to be filled by 2022. Data collection may require both existing datasets and qualitative ground-truthing with staff such as Project Hope and community advisory groups like Neighborhood Commission. A tiered system of identifying which neighborhoods have the greatest accumulation of blight will be approached as the encampment waste program is developed. Beautify will work internally with PRNS programs (Encampment waste, Illegal Dumping, Anti-Litter/Graffiti, Parks Maintenance) and with other Departments to determine and coordinate how to re-prioritize response operations within those neighborhoods with existing resources.

2 a-c. [GREEN]

By November 2021 staff will be able to provide a report on the deployment and usage of the 4 operable cameras BSJ has deployed. PRNS anticipates an additional six cameras to be installed by February 2022 upon completion of a single RFP for security camera purchases coordinated through the Finance Department. However, further analysis and a cost assessment will be needed to develop a functioning citizen monetary reward procedure. This effort would need to also involve the City Attorney's Office, Finance, IT and PBCE to understand the staffing and resource needs to handle the anticipated increase in volume of reports, processing, and enforcement.

In regard to (c), DOT currently reviews Vehicle Abatement Program operational data on both a regular and as needed basis. The information, data review, and analysis request outlined within the Cleaner San Jose Memo, however, requests a unique data analysis timeline which will require report customization and analysis. An update on the Hybrid Vehicle Abatement Program can be provided to the Council by late November 2021.