

Summary of Commissions' Duties

Neighborhoods Commission Municipal Code 2.08.3430	Parks and Recreation Commission Municipal Code 2.08.3820	Senior Citizens' Commission Municipal Code 2.08.4220
<p>A. Study, review, and evaluate and make recommendations to the city council regarding issues, policies, and programs affecting the quality of life in San José neighborhoods, focusing on neighborhood safety, transportation, and code enforcement.</p> <p>B. Advise and make recommendations to the city council regarding annual budget priorities.</p> <p>C. Serves as the Independent Citizens Oversight Committee for the Measure B Sales Tax Ballot Measure approved by voters on June 7, 2016.</p>	<p>A. Study, review, evaluate and make recommendations to the council, city manager, [Director of Parks, Recreation and Neighborhood Services,] and other department heads respecting existing and/or proposed parks, recreation, and community services, facilities and programs; their use and operation; the extent and nature of the services to be rendered to the public; the financing of parks, recreation, and community service facilities and their operations and services; and other matters respecting the city's parks, recreation and community services system.</p>	<p>A. Study, review, evaluate and make recommendations to the Council related to all matters affecting elderly people in the city, including without being limited thereto, health, education, employment, housing, transportation and recreation.</p> <p>B. Make such studies and submit to the Council such reports or recommendations respecting matters affecting elderly people as the council may from time to time request.</p>

2020–2021 Neighborhoods Commission Annual Report

1. INTRODUCTION

This report covers the activities of the San José Neighborhoods Commission (NC) from July 2020 through June 2021. The NC was unable to meet in person and publicly from July 2020 to June 2021 the commission met by Zoom meetings from April 2020 until June 2021.

The purpose of the report is to inform the Mayor and City Council of the tasks undertaken by the NC, what was accomplished, the lessons learned, and recommendations to the Council. Due to the unusual circumstances of COVID-19 restrictions on meeting publicly, accomplishments of the Neighborhoods Commission were greatly reduced. The Neighborhoods Commission was unable to fill vacant positions created by resignations. As a result, a quorum was not able to be attained from November 2020 until March 2021.

As defined in San José City Ordinance No. 29297, the NC has the functions, powers, and duties to study, review, and evaluate and make recommendations to the Council regarding issues, policies, and programs affecting the quality of life in San José neighborhoods focusing on neighborhood safety, transportation, and code enforcement. The NC also advises and makes recommendations to the Council regarding annual budget priorities.

Additionally, City of San José Council Resolution No. 78016, adopted December 13, 2016 designated the NC as the San José City's Measure B ¼-cent Sales Tax independent citizen's oversight committee. The Neighborhoods Commission Independent Citizens Oversight Committee (Oversight Committee) will analyze the Measure B ¼-cent Sales Tax data provided by the City and produce an annual report containing an evaluation of the proposed budget allocations with the actual expenditure, and the resultant outcome and submit that report to the City Council. District Commissioners were unable to meet with associations and neighborhood leadership groups. The result was feedback from those neighborhood associations and leadership groups were unable to be gathered and conveyed to the Neighborhoods Commission as a whole.

2. NC COMMISSIONERS

A list of the NC Commissioners serving during 2020-2021 is provided in Table 2-1. Jim Carter (D6) served as chair and Nicole Edraos (D8) served as vice chair during this period. The commissioners were selected by district caucuses (with the exception of those appointed to fill vacated seats until the next caucus) and represent their district's views and concerns. The commissioner's backgrounds provide a broad spectrum of experience in neighborhood affairs complemented by experience in different occupational areas, including management, finance, and technical.

Table 2.1 Commissioners Serving During 2020-2021

Commissioner	District	Commissioner	District
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Vacant	1	Jim Carter(C)	6
Gary Cunningham	1	Olivia Navarro	6
Perry Henry	2	*Bruce Victorine	7
* Lababu Prasad	2	*Tasha Tenturier	7
* Jackie Vasquez	3	Nicole Edraos(VC)	8
Richard Wong	3	Vacant	8
*Anthony Rossello	4	Michael Young	9
Vacant	4	Terry Martin	9
Jewel Buchanan	5	Richard Giammona	10
Vacant	5	Vacant	10
* Appointed to fill vacated seat until the next caucus			

3. **NC WORK PLAN**

The goals and objectives of the NC are defined by the NC charter. The NC is advisory to the City Council regarding San José neighborhoods.

The Neighborhoods Commission was unable to create an annual work plan, which was to be approved by Neighborhood Services and Education Committee. The 2019-2020 work plan was not completed due to COVID-19 and the inability of the Commission to establish a quorum in order to conduct business from March 2020 to April 2021.

The NC meets 10 times per year, 2 hours each meeting. The effective time to address work plan topics/issues is 1 to 1.5 hours per meeting (10—15 hours per year). The NC uses ad-hoc committees as a viable method for investigating and researching work plan item development and providing the commission with the results. Per San José City's Policy 0-4, ad-hoc committees are allowed for specific short-term tasks or projects with a narrow scope and shall not last longer than six months. The purpose of an ad-hoc is defined, and that purpose is within the "functions, powers, and duties" of the Commission.

4 **MEASURE B ¼-CENT SALES TAX OVERSIGHT**

The Neighborhoods Commission Independent Citizens Oversight Committee was authorized as a result of the San José City's Measure B ¼-cent Sales Tax ballot measure approved by the voters on June 7, 2016. The measure required Independent Citizens Oversight with public review of spending, and all revenues controlled locally.

City of San José Council Resolution No. 78016, adopted December 13, 2016, designated the NC of the City of San José as the local sales tax independent citizens oversight committee.

Each year, for the life of the Measure B ¼-Cent Sales Tax, the Oversight Committee will review:

- Revenue resulting from the measure;
- Those areas of the San José annual budget impacted by the measure; and
- Measure B ¼-cent Sales Tax independently audited sales tax revenue expenditure data provided by the San José City Manager's Office.

The Oversight Committee will analyze the data provided by the City and produce an annual report with a timeline defined by the City, containing an evaluation of the proposed budget allocations with the actual expenditure, and the resultant outcome and submit that report to the City Council. The following is a summary of the reported Oversight Committee findings and recommendations for FY 2019-2020 Measure B ¼-Cent Sales Tax revenues and allocations submitted to the Mayor and Council. The findings, observations/comments, and recommendations are provided in the Oversight Committee report submitted to the Mayor and Council.

4.1 FY 2019-2020 Findings. The revenues reported for FY 2019-2020 represent the fourth year of Measure B implementation and were for 12 months. The City Manager's Office provided the Measure B ¼-Cent Sales Tax revenues and expenditures for FY 2019-2020. The findings in this report as well as observations/comments, and recommendations are based on the Measure B data provided by the City Manager's Office and was submitted to the Mayor and Council and cover the period from 7/1/2019 to 6/30/2020.

4.2 FY 2019-2020 Revenues. San José City's 2016 Measure B ¼-Cent Sales Tax revenues received for FY 2018-2019 were \$43,150,275. The revenues were expended for each of the Measure B categories as detailed in Table 4-1.

Table 4-1. FY 2019-2020 Measure B ¼-Cent Sales Tax Allocations

Measure B Category	Measure B Allocation (Dollars)	Percent Allocated (%)
Improving Police Response to Reduce Violent Crimes and Burglaries	29,278,795	68.0
Improving 911/Emergency Medical/Fire Response Times	8,659,008	20.0
Repairing Potholes and Streets	0	0
Expanding Gang Prevention	2,688,517	6.2
Maintaining the City's Long-Term Financial Stability	0	0
Other	2,523,955	5.8
Total	43,150,275	100

5 ANNUAL BUDGET RECOMMENDATION

Annually the NC solicits input from neighborhoods and compiles that information to form a budget letter. This year due to COVID-19 restrictions, input was not obtained from the respective neighborhoods, however input was received for the year 2019-2020. The letter for the years 2019-2021 was written and is attached to this report and was submitted to the Neighborhoods Services and Education Committee on May 20, 2021. See attachment.

CONCLUSION

Neighborhoods Commission Meetings serve as a forum for San José residents to present their concerns and views on issues affecting their neighborhoods. Additionally, organizations provided presentations on relevant San José matters including the following:

- City of San José Illegal Fireworks: San José Fire Department

The NC was unable to meet in person and with the public during the fiscal year 2020-2021 from March 2020 until the end of the fiscal year due to COVID-19 restrictions. Additionally, the NC was not able to meet quorum. The NC met by Zoom meetings from March 2020 until June 2021.

**Neighborhoods Commission
2021-22 Work Plan ***

#	Topic	Goal	Ad Hoc, Req'd, Chmpn	Ad Hoc Sunrise	Ad Hoc Sunset	Lead
1	Measure B Sales Tax Oversight	Review the distribution of the 2016 Measure B Sales Tax revenue for 2017-18.	Required, Standing Committee	N/A	N/A	G. Cunningham
2	Annual Budget Recommendation	Annual budget recommendations from the Commission as required by the Municipal Code	Required, Ad Hoc	11/10/21	5/9/22	B. Prasad
3	Caucus	Pending September 2021 Meeting	Ad Hoc	Spring 2022	Spring 2022	J. Carter
4	Illegal Dumping/Trash	Pending September 2021 Meeting	Ad Hoc	10/13/21	4/12/2022	B. Victorine
5	Code Enforcement	Pending September 2021 Meeting	Ad Hoc	10/13/21	4/12/2022	T. Martin
6	Traffic Safety	Pending September 2021 Meeting	Ad Hoc	10/13/21	4/12/2022	J. Vasquez
7	Neighborhood Safety and Neighborhood Watch	Pending September 2021 Meeting	Ad Hoc	11/10/21	3/9/22	J. Carter

*The Ad Hoc committees within the Neighborhoods Commission are led by Commissioners. The ad hoc committees typically begin meeting in October and will establish their committee objectives at that time.

2021-2022 PARKS AND RECREATION COMMISSION WORK PLAN

Page 1 of 3

Objective for FY 2021-22	Actions	Timeframe
<ul style="list-style-type: none"> Review, provide staff feedback and advise the City Council on park and recreation items related to existing and/or proposed parks, recreation, and community services, facilities and programs related to their use and operation. 	<ul style="list-style-type: none"> Capital/Development Projects Park Master Plans Park Naming Turn-Key Parks Neighborhood Center Partner Program (NCPP) Update Coyote Creek Flood Control and Park Integration Park Design Guidelines Golf Update Parks and Community Facilities Development CIP, Annual Reports Alma Area Park Naming and Master Plan Bassett Street and North San Pedro Parks Master Plans and Naming Payne Avenue Park Naming 1353 Alameda Park Naming and Master Plan Kelley Park Master Plan Family Camp Operations Urban Confluence Update Parkland Dedication and Park Impact Ordinance Communication Hill Hillsdale Staircase Master Plan and Park Naming Santana Row Private Rec Parkland Agreement Amend. 	<ul style="list-style-type: none"> As Needed As Needed As Needed As Needed September 2021 September 2021 September 2021 December 2021 December 2021 Fall 2021 Fall 2021 Fall 2021 Fall 2021 February 2022 March 2022 April 2022 Spring 2022 To Be Determined To Be Determined

2021-2022 PARKS AND RECREATION COMMISSION WORK PLAN

Page 2 of 3

Objective for FY 2021-22	Actions	Timeframe
<ul style="list-style-type: none"> Review, provide staff feedback and advise the City Council on items related to the extent and nature of the services to be rendered to the public. 	<ul style="list-style-type: none"> Park Ranger Program Annual Report Community Forest Management Plan Update Resilience Corps environmental & beautification projects overview Emma Prusch Farm Park RFP Operator – Public Outreach Sustainable Park Maintenance BeautifySJ Update ActivateSJ Strategic Plan & Community Impact Annual Report Sustainable Park Maintenance Volunteer Program Management Update 	<ul style="list-style-type: none"> October 2021 October 2021 October 2021 November 2021 Fall 2021 Spring 2022 February 2022 February 2022 February 2022 April 2022
<ul style="list-style-type: none"> Review, provide staff feedback and advise the City Council on items related to the financing of parks, recreation, and community service facilities and their operations and services. 	<ul style="list-style-type: none"> Budget Updates Parks Funding Initiative Status Report 	<ul style="list-style-type: none"> As Needed February 2022

2021-2022 PARKS AND RECREATION COMMISSION WORK PLAN

Page 3 of 3

Objective for FY 2021-22	Actions	Timeframe
<ul style="list-style-type: none">Review, provide staff feedback and advise the City Council on items related to other matters respecting the city's parks, recreation and community services system.	<ul style="list-style-type: none">Legislative UpdatesPRNS Operational PlansPRNS Policy Items	As Needed As Needed As Needed
<ul style="list-style-type: none">Select and designate members of the commission to act as the commission's representatives to various work groups and/or steering committee.	<ul style="list-style-type: none">Upon request of staff, commissioners may act as liaisons to, or members of, assigned work groups and/or steering committees on an as needed basis.	As Needed

2021-2022 SENIOR CITIZENS COMMISSION WORK PLAN

Page 1 of 7

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
Civic Participation and Employment	Make recommendations that increase older adults' ability to seek employment or volunteer opportunities.	<ul style="list-style-type: none"> Develop and strengthen relationships with programs and organizations serving seniors/older adults. <ul style="list-style-type: none"> o Invite and record speakers from agencies such as, but not limited to: Family Peninsula Services, Council on Aging/Sourcewise, AARP, Santa Clara County Adult and Aging Services, etc. 	Ongoing
		<ul style="list-style-type: none"> Explore, identify, and address employment or volunteerism opportunities and barriers for seniors/older adults. 	Ongoing
		<ul style="list-style-type: none"> Partner with Santa Clara County Registrar of Voters for any elections to encourage older adults to vote. 	FY 2021-22
		<ul style="list-style-type: none"> To encourage civic engagement, invite and record speakers on how to advocate to elected officials. 	FY 2021-22
		<ul style="list-style-type: none"> Encourage Commissioners to have ongoing contact with their City Community Centers, City Council Members, and any organization serving older adults. 	Ongoing
		<ul style="list-style-type: none"> Encourage older adults to stay active and purposeful, explore and disseminate resources for retooling a new career, workshops to prepare for jobs or volunteering utilizing places like the City of San Jose Library Career Center, Work2Future etc. 	Ongoing
		<ul style="list-style-type: none"> Include in monthly Senior Commission meetings the CSL (California Senior Legislature) Reports to give Commissioners opportunities for advocacy. 	Ongoing
		<ul style="list-style-type: none"> Commission members will research and join sub committees to help move workplan along. Also look into developing sub-committees within the commission. 	FY 2021 -22

2021-2022 SENIOR CITIZENS COMMISSION WORK PLAN

Page 2 of 7

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
Communication Information and Technology	Make recommendations that increase digital-inclusion access for older adults and raise awareness of older-adult issues in San José.	<ul style="list-style-type: none"> Research best practices, techniques, and approaches to reach and engage seniors/older adults and provide recommendations to City of San José department staff and councilmembers, and other agencies and partners. 	Ongoing
		<ul style="list-style-type: none"> Support and participate in the development of the City of San José's digital-inclusion and communication efforts. Advocate to increase engagement and access for seniors/older s and asses the ongoing needs of this population during the pandemic as it related to digital inclusion efforts. 	Ongoing
		<ul style="list-style-type: none"> Identify a platform or centralized location to house information on community resource and services. <ul style="list-style-type: none"> Explore platforms such as, but not limited to: Age-Friendly website, Next Door, Santa Clara County 2-1-1, PRNS website, Sourcewise, etc. 	Ongoing
		<ul style="list-style-type: none"> Partner with Santa Clara County 2-1-1 United Way to enhance and expand inventory of resources and services: <ul style="list-style-type: none"> Make recommendations to enhance information referral systems to increase outreach and access for seniors/older adults. Attend 2-1-1 Quarterly Advisory Meetings and provide input. Work on connecting United Way's 2-1-1 Resource Line to CBO's working with minority/ underserved communities to set up cross- training to streamline information on resources and services available across in the city/county, see "Billy DeFrank model". 	Ongoing

2021-2022 SENIOR CITIZENS COMMISSION WORK PLAN

Page 3 of 7

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
(continued) Communication Information and Technology		<ul style="list-style-type: none"> Work with CSJ, CBO and other older adults serving agencies to improve and ensure accurate translation of materials into various languages. Namely technical and medical translation need improvement. 	FY 2021-22
Transportation	Increase the access of transportation options available for older adults in the community through advocacy.	<ul style="list-style-type: none"> Identify Commissioner representative to attend and/or be appointed to the VTA Committee for Mobility and Transportation Accessibility to stay informed of VTA policy and updates; provides information to Senior Commission members and makes recommendations as needed. Research transportation resources from community-based organizations and other partner organizations and share information across City of San José's community centers. Continue to study transportation options available for seniors/older adults and make recommendations as needed. <ul style="list-style-type: none"> Investigate obstacles and benefits to ride-sharing programs such as Uber, Lyft and Ryde. Continue communication with City of San José's Department of Transportation and partner with agencies and advocacy groups regarding updated pedestrian safety, walkability and mobility issues. Explore feasibility of a free/no cost transportation program in the San José. Ensure that the City and VTA (1) find the funds to eliminate the safety hazard on the downtown light rail platforms, (2) provide safe, ADA-compliant access to all VTA bus stops, and (3) install missing and repair broken sidewalks. 	FY 2021-22 Ongoing Ongoing

2021-2022 SENIOR CITIZENS COMMISSION WORK PLAN

Page 4 of 7

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
(continued) Transportation		<ul style="list-style-type: none"> ○ Advise the City of the need for VTA bus stops at all major City destinations such as the Martin Luther King Library. Prioritize bus stop amenities (shelters and benches) frequented by older adults. ○ Senior Drivers and Senior Pedestrian Safety, including bikes around seniors. 	
Housing	Provide recommendations and feedback on potential housing issues and solutions.	<ul style="list-style-type: none"> ● Research the availability of a current user-friendly senior/older adult housing list for San José residents; continue to monitor qualification guidelines, such as minimum income qualifications, to ensure policies and protocols are in alignment with senior/older adult needs which includes providing updated lists of resources at the community centers and partner agencies to disseminate the information. ● Continue to support and explore various forms of shared housing feasible for seniors through partner agencies such as Catholic Charities, City of San José Housing Department, Silver Nest-Vista Project, etc. Include cultural considerations for example: ethnicity, religion, members of the LGBTQ+ Communities. ● Review and assess San Jose City's General Plan to determine the effect on older adult housing and communities. 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>

2021-2022 SENIOR CITIZENS COMMISSION WORK PLAN

Page 5 of 7

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
Respect and Social Inclusion / Social Participation	Advocate for programming that demonstrates opportunities for increased community participation among older adults.	<ul style="list-style-type: none"> • Explore feasibility of providing programming and information addressing respect and social inclusion for senior/older adults in community centers: <ul style="list-style-type: none"> ○ Mentoring, skill sharing, life coaching, Create TV interviews 	FY 2021-22
		<ul style="list-style-type: none"> • Advocate for the integration and/or expansion of intergenerational activities across all community centers. <ul style="list-style-type: none"> • For example: youth writing letters to older adults in skilled nursing homes, assisted living centers, independent living facilities, etc. ○ Promote partnerships, increase funding, and policies and protocols supporting intergenerational activities and programming. 	FY 2021-22
		<ul style="list-style-type: none"> • Promote and make recommendations on strategies to increase senior/older-adult participation in citywide events (such as Viva CalleSJ, Viva Parks and other placemaking events) and receive a report out from staff regarding engagement. 	FY 2021-22
		<ul style="list-style-type: none"> • Create a calendar of events that will serve as a resource guide as well - hardcopy and online. This will connect the community and increase engagement. It should include photos of our city, events, historical sites, offers from businesses. 	Ongoing

2021-2022 SENIOR CITIZENS COMMISSION WORK PLAN

Page 6 of 7

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
Outdoor Spaces and Buildings	Make recommendations around the Age-Friendly Initiative features of parks.	<ul style="list-style-type: none"> • Maintain communication with PRNS staff to provide recommendations on the City of San José ActivateSJ plan and receive updates from Parks staff regarding the incorporation of age-friendly equipment and design at new or existing parks. 	Ongoing
		<ul style="list-style-type: none"> • Build partnerships with the City of San José Department of Transportation, Planning and PRNS to provide recommendations on the creation, modification, and refurbishment of outdoor spaces and buildings. <ul style="list-style-type: none"> ○ Universal design ○ ADA compliance ○ Accessory dwelling units 	Ongoing
		<ul style="list-style-type: none"> • Continue walkability and safety assessment of key neighborhoods. 	Ongoing
Community Support and Health Services	Ensure the community centers are equipped to provide quality programming and services for older adults.	<ul style="list-style-type: none"> • Advocate for continued support to address food insecurities among older adults. 	Ongoing
		<ul style="list-style-type: none"> • Work alongside CSJ Senior Health and Wellness Grantees to connect Older Adults with community services such as dental health, legal advice, caregiver support, information on preventing financial abuse, and services provided by Adult Protective Services (APS). 	Ongoing
		<ul style="list-style-type: none"> • Identify and promote current services and trainings provided by public agencies that inform and educate organizations on best practices when working with seniors/older adults (i.e. mental health, dementia, other chronic diseases, etc.). • Create inventory of agencies and their services to address senior/older adult related needs. 	Ongoing

Age-Friendly Domain	Objective for FY 2021-22	Actions	Timeframe
(continued) Community Support and Health Services		<ul style="list-style-type: none"> Identify gaps in services and make recommendations to create new programming and/or expand access by mitigating barriers where possible (i.e., transportation, cost, language needs, investing in older adults to support living on fixed incomes, etc.). Research available evidence-based disease management and physical-fitness programs and promote implementation across all City of San José community centers. Expand Older Americans month activities to disseminate information to seniors/older adults and partner organizations. <ul style="list-style-type: none"> Invite vendors and agencies to share information and resources for seniors/older adults and caregivers. Engage City Council to celebrate and participate in Older American month efforts across all community centers. 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>May 2022</p>
Disaster Preparedness	Ensure that older adults in the community have access to resources around disaster preparedness.	<ul style="list-style-type: none"> Collaborate with stakeholders in building partnerships with minority serving agencies to provide information and resources to address emergency response needs of Access and Functional Needs (AFN), underserved of the older adult communities (i.e. mobility, communication, language, isolation, cost barriers, etc.) as it relates to disaster preparedness. Support initiatives outlines in San Jose's Three-year Age Friendly Action Plan, to be submitted during this fiscal year. For example: Distribute 'Life Files' to Community Centers acquired from Santa Clara County to bring awareness to the need to gather important medical information in one place. 	<p>Ongoing</p> <p>FY 2021-22</p>