Hi, team,

Here's the results of the Work Plan priority-setting exercise. The first column of red/orange/yellow/ green cells give the total votes for a topic; the middle three are the leaders, team-members, and other supporters; the right column is the task size (S: small: listen to a quick staff report; M: **medium**: half a NC meeting and draft a letter; L: **large**: multiple meetings, special outreach sessions, create a report?)

We have the four required/expected tasks:

- revisit the process for Caucus election in Nov.; establish protocols, a small task in November,
- actually do the caucuses, a **medium** task in May,
- review Mayor's budget proposal and give feedback: a **large** task spanning Feb - April, and
- Develop the 2016-17 WP: a **large** task next June.

From our voting, the following came out on top:

- Policies on Police Body Cameras – a **large** task
- Develop process for community input – **medium**,
- Illegal dumping and blight prevention – a small task, and
- Refine and document the process by which NC develops a work product, a **medium** task.

The 8 tasks above are comprised of 3 large tasks and 3 medium ones: that should keep us fairly busy. They are spread across a number of categories:

Topics	Cat.					S/M/L?
Expected / Required						
revisit the process for Caucus election	HK	Required		Nov		S
do the caucuses	HK	Required		May		M
review Mayor's budget proposal and give feedback	Bdgt	Expected		Feb - Apr		L
2016-17 Work Plan	HK	Required		June		L
		Total	Lead	Team	Do	
Budget				**Budget**		
Budget / rezoning, incentive review	Bdgt	3	0	3	0	M
Code Enforcement				**Code Enforcement**		
Illegal dumping and blight prevention	CEnf	5	1	1	3	S
Graffiti abatement	CEnf	3	0	1	2	S
Permit Parking?	CEnf	1	0	1	0	M
Riparian Corr & Bird-Safe Bldgs	CEnf	1	0	0	1	S
Allow 2nd'ry Units	CEnf	0	0	0	0	S
Community Engagement				**Community Engagement**		
How to improve public involvement in the Capital Improvement Program (CIP) process	CEng	1	0	1	0	L
Develop process for community input	CEng	6	2	3	1	M
Crowd-sourcing of private surveillance camera data	CEng	3	1	1	1	S
Homelessness	CEng	1	0	0	1	S
Data-driven decision process: show us the data!	CEng	3	0	0	3	M
Invite the City Auditor to attend and provide comment.	CEng	2	0	0	2	S
track changes in Envision 2040 update	CEng	1	0	0	1	S
Council's Outreach Policy 6-30 & how it's being implemented	CEng	2	1	1	0	M
Outside Agency Policies in SJ	CEng	3	1	0	2	M
House-keeping				**House-keeping**		
Refine and document the process by which NC develops a work product.	HK	4	0	4	0	M
Public Safety				**Public Safety**		
Policies on Police Body Cameras	PubS	9	0	2	7	L
Illegal Fireworks Ord	PubS	3	0	0	3	S
Transportation				**Transportation**		
Traffic calming	Trnsp	0	0	0	0	S

Budget, Code Enforcement, Community Engagement, and Public Safety, along with Housekeeping.

We may be able to squeeze in a few more tasks, since folks are willing to work on them and they are not large. (We can ask the other Commissioners for help.)

- Budget / rezoning, incentive review: **medium**, and three of us have said we'd work on it;
- Graffiti abatement: a small task and three volunteers;
- Crowd-sourcing of private surveillance camera data: a small task that someone has agreed to lead;
- Invite the City Auditor to attend and provide comment: a small task with 2 votes;
- Council's Outreach Policy 6-30 & how it's being implemented: a **medium** task with only 2 votes, but someone has volunteered to lead;
- Outside Agency Policies in SJ: a **medium** task that someone has agreed to lead; and
- the Illegal Fireworks Ordinance: a small task with 3 votes.

The following topics fell off the list, with no votes:

- Policy to Allow 2nd'ry Units, and
- Traffic calming

I would <u>not</u> recommend the following: they are not small tasks and no one stepped up to take the lead:

- Permit Parking (**medium** task, 1 vote); and
- How to improve public involvement in the Capital Improvement Program (CIP) – a **large** task with 1 vote.

The following tasks each got only one vote without a commitment to lead, but they are all "small" efforts, perhaps needing nothing more than a half-hour briefing some time during the year to show Commission interest:

- Riparian Corridor Development Setback Policy & Bird-Safe Buildings;
- Homelessness; and
- track changes in Envision 2040 update

And then there is:

- "Data-driven decision process: show us the data" – a **medium** task with only 3 votes that none of us have volunteered to lead or even work on. I suggest that it might be combined with the high priority "Refine and document the NC process" task above.

That's the 23 topics that we discussed last week. We now know what the ad hoc committee considers to be the top priorities, which are too much work or not of that much interest, and which ones we might be able to squeeze in.

I will prepare a report or presentation on the above information for the Commission as a whole. After going thru the above discussion, I recommend we ask the other Commissioners for their input, to see if they're willing to help with some of the mid-tier medium-effort tasks: whether to push them into the "to do" list or off to the "too much" pile.

Thank you for taking the survey, and thank you to those who have volunteered to lead or work on a task – I've keep the list of names! I think we'll have a busy but productive year!

Please let me know if you have any questions, suggestions, or corrections to this report. Thanks!
~Larry, July 14, 2015 (revised 7/26/15)