

SUBJECT: NEIGHBORHOOD INPUT ON INFRASTRUCTURE NEEDS AND PRIORITIES
POLICY NO.: 000-32
EFFECTIVE DATE:

BACKGROUND:

~~In 2012, The City's Engineering and Capital Projects Department Public Works staff, before drafting the Fiscal Year 2014 Capital Improvement Program (CIP) budget, conducted the first ever public process to gain~~ began conducting a community input process on infrastructure suggestions and priorities in 2012. ~~The public process was organized under the Community Planners Committee (CPC) and implemented by the community planning groups. Despite a shortened timeline and a steep learning curve, the City's community planning groups conducted public outreach, provided a forum for discussion, and built consensus for recommendations. These community priorities were submitted to the City for consideration in the upcoming budget. The initial process was designed to receive input from the community to inform the City's Capital Improvement Program (CIP) budget and was originally focused solely on receiving recommendations from the City's recognized community planning groups pursuant to City Council Policy 600-24.~~

~~The Council has long recognized public participation and collaboration enhances its effectiveness, expands its range of options, and improves the quality of its decisions. Furthermore, the Council recognizes knowledge and talent are widely dispersed throughout our City, and all benefit when those skills and abilities are directed toward common goals. Along with City staff expertise, the public has an important role in developing the City's CIP.~~

~~In 1976, community planning groups were formed by Council Policy 600-24 and recognized by the Council to provide ground level organization for every neighborhood within the City of San Diego (City) as well as make recommendations to the Council and City staff. Planning groups are voluntarily created and maintained by members of their communities, provide democratic elections of their boards, and are subject to California's Open Meeting Law, the Ralph M. Brown Act ("Brown Act"). The CPC was formed under Council Policy 600-09 to advise the Council on citywide matters and consists of chairs of the planning groups.~~

However, it is now recognized that there are many other organizations and individuals that do not participate in the community planning group process that have valuable input in all City matters, including the City's CIP budget. While community planning groups are a key stakeholder, hearing from a broader cross-section of our City's residents is critical to ensuring equitable community input on the City's CIP. Only by improving and changing the community input process on the City's CIP budget can the City begin to deliver critically needed infrastructure that truly meets the needs of residents.

PURPOSE:

The purpose of this policy is to formalize a ~~role and~~ process for neighborhood input on infrastructure needs and priorities for consideration in the City's multi-year infrastructure plan, which is the blueprint for the annual CIP budget. It is ~~intended~~ critical that the process be equitable and efficient, and that it is truly representative of the people that live in the City. ~~administratively efficient, structurally predictable, and result in timely community input. This policy is also intended to underscore the importance of citywide public understanding and outreach for the CIP, as well as the need to communicate in various formats to reach all San Diegans.~~

In developing its multi-year infrastructure plan, the City will consider ~~the neighborhood input collected under this policy~~ received from the community, along with expert knowledge, judgment, and objective data and information on capital needs provided by City staff that is consistent with Asset Management policies and Council Policy 800-14 on CIP Prioritization.

POLICY:

~~Neighborhood input on infrastructure needs and priorities shall be overseen by the CPC and implemented through the community planning groups. The process shall provide for public engagement that is responsive to the needs of all communities, neighborhoods, and residents; and encourages full, effective and equitable participation.~~

The Planning Department shall engage with people that live in the City to solicit information on infrastructure needs and priorities. This shall be achieved using equitable engagement practices, including but not limited to, at least once every two years engagement with community-based organizations, community planning groups, and other interested stakeholders and individuals with focused engagement within the City's Communities of Concern.

RESPONSIBILITIES:

1. In its executive and legislative role, the City shall:
 - a. Initiate the ~~annual~~ community input process with a citywide public outreach effort at least once every two years.
 - b. ~~Assist planning groups in expanding their public education, outreach, and participation efforts.~~ Provide education and outreach on City's CIP budget process to community-based organizations, community planning groups and the general public to ensure equitable engagement and input.
 - c. Provide City data in user-friendly and accessible formats including:
 1. All City data on current CIP projects and identified infrastructure needs by community planning area. The City shall make this

information accessible via geographic information system on the City's website.

- ~~i. The City shall make this information accessible via a geographic information system on the City's website.~~
- d. Conduct CIP training sessions for planning groups, community leaders and organizations, and the general public. Within the constraints of staffing and budget, hold a in-person and/or virtual training sessions that reach people in all communities. in each council district.
- e. Provide user-friendly accessible formats for the public to submit recommendations.
- f. Bi-annually review and update, if necessary, Council Policy 800-14 "Prioritizing CIP Projects" to reflect the changing needs of the City and its residents.
- g. Maintain and annually update the Independent Budget Analyst's "Citizen's Guide to the Capital Improvements Program."
- h. ~~Through the respective council office, issue a formal response to each community planning group regarding its annual submittals upon adoption of each multi-year infrastructure plan and/or annual CIP budget to that the public understands why a recommendation was not included or funded.~~ Publish an engagement summary report that summarizes community input for project prioritization and the resulting multi-year infrastructure plan and/or annual CIP budget.
- i. Through the Council's Active Transportation and Infrastructure Committee, with input from ~~the CPC~~, community planning groups, community-based organizations, members of the public and the Council offices, conduct ~~annual~~ public review of this policy and its implementation at least every two years to identify strengths as well as areas needing improvement including consideration of adequate resources.

~~In its advisory capacity, the Community Planners Committee (CPC) shall:~~

- ~~j. Work with the City and the planning groups to improve implementation of this policy including:~~
 - ~~1. Provide support when requested by individual planning groups:~~
 - ~~2. Develop a standardized manner to collect and submit the recommendations and lessons learned:~~

3. ~~Partner with other stakeholder groups to enhance public outreach and direct public participation via planning group meetings;~~
4. ~~Gather, assemble and submit the community planning group recommendations to the City by October 1st of each year without evaluating or filtering each group's recommendations;~~
5. ~~Gather, assemble, and submit the community planning group recommendations regarding "lessons learned" to the Infrastructure Committee by March 1st of each year to ensure continuous improvement for this policy and its implementation.~~

1. ~~In its advisory capacity, each Community Planning Group~~ The City's Planning Department shall:
 - a. Start the community input process in July ~~in order~~ to allow as much time for outreach, input, deliberation and engagement and consensus building prior to the October 1st submittal deadline.
 - b. Conduct public outreach ~~above and beyond Brown Act and Council Policy 600-24 requirements~~ to obtain input from participants that reflects the diversity of the City's neighborhoods, including from the City's recognized community planning groups. Consideration shall be given to removing traditional barriers to participation including: day, time, and location of meetings; translation services; engagement methods and inclusion of other community-based ~~oriented~~ organizations and individuals.
 - c. Provide outreach for and hold at least two (2) ~~or more~~ public hearings to gain community input with focused engagement in underserved communities.
 - d. Through outreach, ~~discussion, deliberation, and public input, and engagement~~ develop consensus ~~on~~ recommendations considering taking inspiration from the following:
 1. Prior years' community recommendations.
 2. Existing CIP projects that have not been funded or need additional funding in order to proceed.
 3. ~~Public Facilities Financing Plans~~ Any applicable land use plans or infrastructure plans.

4. Projects identified as documented and validated infrastructure needs by City staff.
 5. “New” projects that have not previously been considered by the City.
 6. Adopted City policies, including but not limited to, the General Plan, Parks Master Plan, Climate Action Plan, Climate Resilient SD, etc.
- e. The public shall submit recommendations to the City by October 1st of each year to be considered for the upcoming budget fiscal year in a format developed by the City in collaboration with the CPC that includes:
1. Name of Community Planning Group, Council District, Neighborhood/Community, Proposed Project Title, General Location, CIP Number (If any), Type of Project, Project Description, Project Purpose/Need, Project Urgency, and Planning Group Vote. A summary of the engagement and input received.
 2. The recommended priority of each project recommendation.
 3. Any applicable supplemental information (graphics, plans, special considerations, etc.)
 4. ~~Description of the process conducted, including outreach, to encourage broad-based participation within the community planning group’s diverse neighborhoods.~~
- f. ~~Be an advocate for your community by participating in City Council deliberations during budget discussions the following May and June and/or through the development and updating of multi-year infrastructure plan.~~
- g. ~~Submit additional ideas for improving or refining the implementation of this policy or the policy itself to the CPC for its annual presentation to the Infrastructure Committee~~

LIMITATIONS:

Nothing in this policy shall preclude the right of the public or organizations to directly contact the Mayor’s Office or the City Council or the ability of the Mayor’s Office and the City Council to directly seek public input.

CITY OF SAN DIEGO, CALIFORNIA
COUNCIL POLICY

CURRENT

HISTORY:

“Neighborhood Input on Infrastructure Needs and Priorities”
Adopted by Resolution R-308287 - 07/05/2013