

**MINUTES OF THE
JOINT MEETING OF THE RULES AND OPEN GOVERNMENT COMMITTEE AND
COMMITTEE OF THE WHOLE**

SAN JOSÉ, CALIFORNIA

WEDNESDAY, AUGUST 20, 2025

The Committee meeting was held in the Council Chambers and convened at 2:00 p.m.

Present: Councilmembers - Kamei, Foley, Doan, Candelas.

Absent: Councilmembers - Cohen.

Staff: Lee Wilcox, Assistant City Manager, Office of the City Manager; Kevin Fisher, Assistant City Attorney, City Attorney's Office; Joy Rodriguez, Assistant City Clerk, City Clerk's Office; Gina Espejo, Executive Analyst, Office of the City Manager; and Daniel Aguilar, Deputy City Clerk, City Clerk's Office.

A. City Council (City Clerk)

1. Review August 26, 2025 Final Agenda

- a) Add New Items to Final Agenda
- b) Assign "Time Certain" to Agenda Items (if needed)
- c) Review of Notice of Waiver Requirements for Agenda Items or Documents (if needed)

Public Comment: None provided.

Action: Upon motion by Vice Mayor Pam Foley, seconded by Councilmember Domingo Candelas, and carried unanimously, the Committee approved the final agenda for the City Council meeting on August 26, 2025. (4-0-1; Absent: Cohen)

2. Review September 2, 2025 Draft Agenda- *Meeting Canceled.*

B. Consent Calendar

Public Comment: None provided.

Action: Upon motion by Councilmember Bien Doan, seconded by Vice Mayor Pam Foley, and carried unanimously, the Consent Calendar was approved *as a whole*. The below actions were taken as

indicated. (4-0-1; Absent: Cohen)

1. The Public Record for August 7, 2025 - August 14, 2025. (City Clerk)

Receive and file the Public Record for August 7, 2025 - August 14, 2025.

Action: The Public Record for August 7, 2025 - August 14, 2025, was received and filed. (4-0-1; Absent: Cohen)

2. Joint City Council and Planning Commission General Plan and Land Use Study Session. (Planning, Building and Code Enforcement)

Set a Joint City Council and Planning Commission Study Session entitled General Plan and Land Use Overview for Thursday, September 18, 2025, from 1:30 p.m. to 4:30 p.m. in Wing Rooms 118-120 and approve the Study Session agenda.

Action: A Joint City Council and Planning Commission Study Session entitled *General Plan and Land Use Overview* was set for September 18, 2025 from 1:30 p.m. to 4:30 p.m. in Wing Rooms 118-120; the Study Session agenda was approved. (4-0-1; Absent: Cohen)

C. Rules Committee Reviews, Recommendations and Approvals

1. Vacant Storefront Incentive: Explore a Fee Waiver Program for New and Expanding Small Businesses in Urban Villages and Areas of Growth. (Ortiz)

Direct the City Manager to explore an ordinance that amends the Business and Tax Regulations Code to develop a year-long pilot fee waiver program for specific first-year permit, license, and business registration fees for qualifying small businesses that are newly formed or opening a new location in urban villages and areas of growth within the city.

Councilmember Peter Ortiz introduced the item, bringing forward the recommendation as outlined in his memorandum dated August 14, 2025.

Public Comment: None provided.

Action: Upon motion by Vice Mayor Pam Foley, seconded by Councilmember Domingo Candelas, and carried unanimously, the Vacant Storefront Incentive was moved for approval, *subject to the pending Work Load Analysis*. (4-0-1; Absent: Cohen)

D. Open Forum

No public comment provided.

E. Adjournment

Vice Chair Rosemary Kamei adjourned the Committee meeting at 2:06 p.m.

Minutes Recorded, Prepared, and Respectfully Submitted by,

Daniel Aguilar

Daniel Aguilar
Deputy City Clerk, City of San José

Approved at Council on:

Number of actions: 3

Attest by:



Toni J. Taber, MMC
City Clerk, City of San José