



Memorandum

TO: RULES AND OPEN
GOVERNMENT
COMMITTEE

FROM: Mayor Matt Mahan
Chair Pam Foley

SUBJECT: Community and Economic
Development Committee Work
Plan

DATE: December 18, 2024

Approved	<i>Matt Mahan</i>	Date:	12/18/24
Approved	<i>Pam Foley</i>	Date:	12/18/24

RECOMMENDATION

Approve the Community and Economic Development Committee Work Plan for the period of January through June 2025 and set its meeting schedule on the fourth Monday of each month at 1:30 p.m. in the City Council Chambers, with the exception of the month of May, setting the meeting on the third Monday of that month at 1:30 p.m. in the City Council Chambers.

COMMITTEE MEMBERS	STAFF
Pam Foley, Chair	Rosalynn Hughey, City Manager’s Office
Vice Chair – VACANT	Johnny Phan, City Attorney’s Office
Rosemary Kamei, Member	Michael Lomio, Mayor’s Office
Peter Ortiz, Member	Yasmin Johnson, City Clerk’s Office
George Casey, Member	

MISSION STATEMENT:

Facilitate the equitable and focused evolution of the City to foster strong communities and a diverse economy with shared prosperity for all.

COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE WORK PLAN January - June 2025

JANUARY 27, 2025

1. Commercial Anti-Displacement Strategy Status Report.

Purpose: Provide a status report on the project plan and timeline for a commercial anti-displacement and mitigation strategy. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement/Housing/Transportation)

2. Real Estate Services Division Activities Annual Report.

Purpose: Provide an annual report on the activities of the Office of Economic Development and Cultural Affairs' Real Estate Services Division, including surplus land sales, leasing activities, project updates, development of the Creative Center for the Arts, and an enterprise-wide lease and asset management software platform, and City-owned vacant land management for Fiscal Year 2023-2024. (Economic Development and Cultural Affairs)

3. Economic Development Activities Quarterly Status Report.

Purpose: Provide a verbal quarterly status report on recent announcements, significant accomplishments, and upcoming events related to economic development. (Economic Development and Cultural Affairs)

4. Economic Strategy Work Plan Status Report.

Purpose: Provide a status report on the updated Economic Strategy Work Plan. (Economic Development and Cultural Affairs)

FEBRUARY 24, 2025

1. Community and Economic Development City Service Area Performance Measure Status Report.

Purpose: Provide a status report on the performance modernization of the Community and Economic Development City Service Area, including updates to core services, budget programs, and performance measures. (City Manager/Housing/Planning, Building and Code Enforcement/Economic Development and Cultural Affairs/Public Works/Fire)

2. Downtown and Regional Wayfinding Status Report.

Purpose: Provide a status report and workload analysis on Downtown and Regional Wayfinding efforts. (Economic Development and Cultural Affairs/Planning, Building, and Code Enforcement/Transportation)

3. Housing Catalyst Team Work Plan Status Report.

Purpose: Provide a status report on the work to implement the Housing Catalyst Team work plan. (Planning, Building and Code Enforcement/Housing/Economic Development and Cultural Affairs)

4. Moderate-Income Housing Strategy Status Report.

Purpose: Provide a status report on the moderate-income housing strategy and preliminary findings. (Housing/Planning, Building and Code Enforcement)

5. California Environmental Quality Act Streamlining for Downtown Projects Status Report.

Purpose: Provide a status report on approaches and estimated costs to update the Downtown Strategy 2040 Environmental Impact Report to provide streamlining opportunities for future development projects in downtown. (Planning, Building and Code Enforcement/Economic Development and Cultural Affairs)

MARCH 24, 2025

1. Team San José Semi-Annual Status Report.

Purpose: Provide a semi-annual status report on the performance and activities of Team San José. (Economic Development and Cultural Affairs)

2. Berryessa Flea Market Status Report.

Purpose: Provide a status report on the redevelopment of the Berryessa Flea Market, as well as the Flea Market Advisory Group and Vendor Transition Fund. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement)

3. Development Services Process Improvements and Dashboard Semi-Annual Status Report.

Purpose: Provide a semi-annual status report on the Development Services process improvements and dashboard. (Planning, Building and Code Enforcement/Public Works/Fire)

4. Citywide Planning Activities Semi-Annual Status Report.

Purpose: Provide a semi-annual status report on Citywide planning activities, including Urban Village planning and aligning zoning with the General Plan. (Planning, Building and Code Enforcement)

APRIL 28, 2025

1. Housing Balance Status Report.

Purpose: Provide a status report on the balance between gains and losses in restricted affordable and low-cost housing stock relative to city demographics as included in strategy I-4 of the Housing Element. (Housing)

2. Business Development Division Activities Annual Report.

Purpose: Provide an annual report on the activities of the Economic Development and Cultural Affairs' Business Development Division, including small business assistance, corporate engagement, development facilitation, and emerging trends. (Economic Development and Cultural Affairs)

3. Work2future Activities Annual Report.

Purpose: Provide an annual report on work2future activities and accomplishments in support of job seekers and employers. (Economic Development and Cultural Affairs)

4. Economic Development Activities Quarterly Status Report.

Purpose: Provide a verbal quarterly status report on recent announcements, significant accomplishments, and upcoming events related to economic development. (Economic Development and Cultural Affairs)

MAY 19, 2025 – SPECIAL MEETING DATE

1. Housing Stabilization and Eviction Prevention Status Report.

Purpose: Provide a status report on housing stabilization and eviction prevention efforts to resolve active and potential unlawful detainer (eviction) court cases by preventing unnecessary forced evictions involving unpaid rent and promoting housing stability. (Housing)

2. Cost of Special Events Audit Report.

Purpose: Provide a report on the audit of security or other costs of special events. (City Auditor)

JUNE 23, 2025

1. 2026 Major Events Status Report.

Purpose: Provide a status report on planning to facilitate marketing, sponsorships, and local special events for the 2026 Super Bowl LX, NCAA Men's Basketball West Regional Games, and FIFA World Cup. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement)

2. Downtown Annual Progress Report.

Purpose: Provide an annual downtown progress report, including business and economic development, public life, and arts and cultural initiatives. (Economic Development and Cultural Affairs)

3. Foreign Trade Zone 18 and Sister Cities Program Status Report.

Purpose: Provide a status report on the City-managed Foreign Trade Zone 18 and the Sister Cities Program. (Economic Development and Cultural Affairs)