





Memorandum

TO: RULES AND OPEN GOVERNMENT
COMMITTEE

FROM: Mayor Matt Mahan
Chair Pam Foley

SUBJECT: COMMUNITY AND ECONOMIC
DEVELOPMENT COMMITTEE
WORK PLAN

DATE: January 17, 2023

Approved		Date	01/17/2023
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RECOMMENDATION

Approve the Community and Economic Development Committee Work Plan for the period of January through June 2023 and setting its meeting schedule on the fourth Monday of each month at 1:30 p.m. in the City Council Chambers.

COMMITTEE MEMBERS:

PAM FOLEY, CHAIR
OMAR TORRES, VICE CHAIR
ROSEMARY KAMEI, MEMBER
PETER ORTIZ, MEMBER
VACANT, MEMBER

STAFF:

ROSALYNN HUGHEY, CITY MANAGER'S OFFICE
JOHNNY PHAN, CITY ATTORNEY'S OFFICE
MICHAEL LOMIO, MAYOR'S OFFICE
YASMIN JOHNSON, CITY CLERK'S OFFICE

MISSION STATEMENT:

To manage the growth and change of the City of San José in order to encourage a strong economy, create and preserve healthy neighborhoods, ensure a diverse range of housing and employment opportunities, and encourage a diverse range of arts, cultural, and entertainment offerings.

COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE WORK PLAN

January - June 2023

JANUARY 23, 2023

1. Real Estate Services Division Activities Annual Report.

Purpose: Provide an annual report on the activities of the Real Estate Services Division, including surplus land sales leasing activities and City-owned vacant lands for Fiscal Year 2021-2022.

(Economic Development and Cultural Affairs)

2. San José Arts Status Report.

Purpose: Provide a status report on the San José arts sector as well as arts funding trends and projections.

(Economic Development and Cultural Affairs)

3. Downtown West Community Benefits Status Report.

Purpose: Provide a status report on the Downtown West Community Benefits, including programs funded by the initial community benefit payments to the City generated by the Downtown West project.

(Economic Development and Cultural Affairs/Housing/Library)

FEBRUARY 27, 2023

1. 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)

2. City Initiatives Roadmap: Development Services Process Improvements and Dashboard Status Report.

Purpose: Provide a status report on the Development Services Process Improvements and Dashboard as part of the approved City Initiatives Roadmap for 2022-2023.

(Planning, Building, and Code Enforcement/Public Works/Fire)

3. City Initiatives Roadmap: Citywide Planning Activities Status Report.

Purpose: Provide a status report on Citywide planning activities, including Urban Village planning, and Align Zoning with the General Plan as part of the approved City Initiatives Roadmap for 2022-2023.

(Planning, Building, and Code Enforcement)

4. City Initiatives Roadmap: Housing Stabilization – Eviction Prevention and Housing Stability Status Report.

Purpose: Provide a status report on eviction prevention efforts during Fiscal Year 2021-2022 to resolve active and potential unlawful detainer (eviction) court cases by preventing unnecessary forced evictions involving unpaid rent and promoting housing stability as part of the approved City Initiatives Roadmap for 2022-2023.

(Housing)

MARCH 27, 2023

1. Team San José Performance and Activities Status Report.

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

2. Local/Small Business Contracting Participation Annual Report.

Purpose: Provide an annual report on City contracting with local and small businesses for Fiscal Year 2021-2022.

(Public Works/Finance)

3. City Initiatives Roadmap - Housing Stabilization: Citywide Residential Anti-Displacement Strategy Status Report.

Purpose: Provide a status report on the Citywide Residential Anti-Displacement Strategy as part of the approved City Initiatives Roadmap for 2022-2023.

(Housing)

4. City Initiatives Roadmap - Housing Stabilization: Community Opportunity to Purchase Program Status Report.

Purpose: Provide a status report on the draft Community Opportunity to Purchase Program proposal that would stabilize low-income renters by ensuring notification of residential building sales to qualified nonprofits and giving them a right to make a first purchase offer.

(Housing)

5. Rent Stabilization Program Strategic Plan Status Report.

Purpose: Provide a status report on the Rent Stabilization Program Strategic Plan, including goals and objectives for the program over the coming years.

(Housing)

6. City Initiatives Roadmap: Ending Homelessness Annual Report.

Purpose: Provide an annual report on homelessness for 2021-2022, including updates related to emergency housing system expansion and encampment services, outreach, assistance, and resources as part of the approved City Initiatives Roadmap for 2022-2023.

(Housing)

APRIL 24, 2023

1. Parks Development Impact Fee Study Status Report.

Purpose: Provide a status report on the Parks Development Impact Fee Study.
(Parks, Recreation and Neighborhood Services)

2. City Initiatives Roadmap: Small Business Recovery + Resilience Status Report.

Purpose: Provide a status report on the activities of the Business Development Division, including small business assistance, City Initiatives Roadmap COVID-19 Pandemic Community and Economic Recovery efforts, corporate engagement, and development facilitation.
(Economic Development and Cultural Affairs)

3. City Initiatives Roadmap: Re-Employment and Workforce Development Status Report.

Purpose: Provide a status report on Re-Employment and Workforce Development as part of the approved City Initiatives Roadmap for 2022-2023.
(Economic Development and Cultural Affairs)

4. City Initiatives Roadmap: Citywide Residential Anti-Displacement Strategy Status Report.

Purpose: Provide a status report on the Citywide Residential Anti-Displacement Strategy as part of the approved City Initiatives Roadmap for 2022-2023.
(Housing)

5. City Initiatives Roadmap: Emergency Interim Housing Status Report.

Purpose: Provide a status report on emergency interim housing and emergency housing financial sustainability, including the San Francisco Foundation's analysis of the City's operational and financial sustainability models as part of the approved City Initiatives Roadmap for 2022-2023.
(Housing)

MAY 22, 2023

1. 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)

2. City Initiatives Roadmap: Soft-Story Building Earthquake Retrofit Policy Status Report.

Purpose: Provide a status report on the Soft-Story Building Earthquake Retrofit Policy as part of the approved City Initiatives Roadmap for 2022-2023.
(Planning, Building and Code Enforcement/Housing/City Manager – Emergency Management)

3. Berryessa Flea Market Status Report.

Purpose: Provide a status report on the Berryessa Flea Market entitlement process, as well as the Flea Market Advisory Group and Vendor Transition Fund, consistent with City Council direction provided in June 2021.
(Planning, Building, and Code Enforcement/Economic Development and Cultural Affairs)

4. Downtown and Regional Wayfinding Status Report.

Purpose: Provide a status report on Downtown and Regional Wayfinding efforts.
(Transportation/Economic Development and Cultural Affairs)

5. City Initiatives Roadmap: COVID-19 Recovery Task Force Semi-Annual Implementation Status Report.

Purpose: Provide a status report on the implementation of the COVID-19 Recovery Task Force Report.
(City Manager)

JUNE 26, 2023

1. 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)

2. 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)

3. Housing Catalyst Team Work Plan Status Report.

Purpose: Provide a status report on the work to initiate 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)

5. Lease and Asset Management System Status Report.

Purpose: Provide a status report on the Lease and Asset Management System project for effective management of leases, property ownership, maintenance, and comprehensive tracking of real estate assets.

(Economic Development and Cultural Affairs/Information Technology)