



Memorandum

**TO: RULES AND OPEN GOVERNMENT
COMMITTEE**

FROM: Mayor Sam Liccardo
Chair Johnny Khamis

**SUBJECT: COMMUNITY & ECONOMIC
DEVELOPMENT COMMITTEE
WORKPLAN**

DATE: July 25, 2018

Approved

Date

8/1/18

Approved

Date

8-2-18

RECOMMENDATION

- a. Approval of the Community and Economic Development Committee workplan for the period August through December 2018 and setting its meeting schedule on the fourth Monday of each month at 1:30 p.m. in Rooms W118-119.
- b. Accept the draft Community and Economic Development Committee workplan for the period January through June 2019.

WORKPLAN CONTENTS

COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE WORKPLAN August 2018 - June 2019

COMMITTEE MEMBERS:

JOHNNY KHAMIS, CHAIR
DEV DAVIS, VICE CHAIR
LAN DIEP, MEMBER
RAUL PERALEZ, MEMBER
DON ROCHA, MEMBER

STAFF:

KIM WALES, CITY MANAGER'S OFFICE
ED MORAN, CITY ATTORNEY'S OFFICE
LOUIS OSEMWEGIE, CLERK'S OFFICE

MISSION STATEMENT:

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

AUGUST THROUGH DECEMBER 2018 WORKPLAN ITEMS:

AUGUST 27, 2018

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.
2. **Council Travel Policy: Official International Delegations** (Economic Development/City Clerk's Office)
Purpose: Following April 17, 2017 Council direction, consider staff analysis and recommendation regarding amendment to the Council Travel Policy for Sister City and other official City international delegations.
3. **Verbal Update on 2019 Collegiate Football Playoff** (Economic Development)
Purpose: Provide the committee with a verbal update regarding preparations for activities associated with the 2019 College Football National Championship January 3-7, 2019.

SEPTEMBER 24, 2018

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.
2. **Downtown Airspace and Development Capacity Progress Report** (Economic Development/Airport)
Purpose: Update the Committee on work to date on the Downtown Airspace and Development Capacity study concerning building height limitations downtown. *Deferred from June 25, 2018*
3. **Arts Commission FY 18-19 Workplan** (Office of Cultural Affairs)
Purpose: Approve the Arts Commission 18-19 Workplan.
4. **Team San Jose Annual Report on Activities and Semi-Annual Performance Measure Updates** (Office of Cultural Affairs)
Purpose: Accept annual report on Team San Jose activities and semi-annual update on Team San Jose performance measures.
5. **Small Project Inclusionary Housing** (Housing)
Purpose: Provide recommendations on the design of the structure of an inclusionary housing program imposed on new developments with three to nineteen home. (Deferred from May 21, 2018)

OCTOBER 22, 2018

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.
2. **City Council Policy Priority #11: North San Jose Policy Review** (Economic Development)
Purpose: Provide an update on potential changes the North San Jose Area Development Policy.
3. **City Council Policy Priority #20: Update Urban Design Guidelines** (Planning, Building & Code Enforcement)
Purpose: Update the Committee on work to update citywide urban design guidelines: Phase 1, Downtown/Diridon; and Phase 2, citywide residential and commercial guidelines.
4. **City Council Policy Priority #2: Local Hire Construction Industry Local Hire Study** (Public Works)
Purpose: Share results of the Local Hire Study including information, best practices, and considerations.
5. **Hammer Theatre Center Operations and Maintenance Agreement** (Office of Cultural Affairs)
Purpose: Accept report and forward a recommendation to the full City Council to extend the agreement with San Jose State University to operate and maintain the Hammer Theatre Center.
6. **City-Owned Cultural Facilities Overview** (Office of Cultural Affairs)
Purpose: It is recommended that the Committee accept a report on the operations and maintenance of City-owned cultural facilities.

NOVEMBER 26, 2018

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.
2. **Local/Small Business Participation Presentation** (Public Works/Finance)
Purpose: Provide a report on City contracting with local and small businesses for Fiscal Year 2017-2018.
3. **Downtown Retail Strategy** (Economic Development/Planning, Building and Code Enforcement)
Purpose: Provide recommendations for the implementation of a downtown retail strategy.

RULES AND OPEN GOVERNMENT COMMITTEE

Re: Community Economic Development Committee Workplan

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4. **Citywide Retail Opportunity Analysis and Recommendations** (Planning, Building and Code Enforcement)
Purpose: Provide recommendation for the implementation of a citywide retail strategy.
5. **History San Jose Operations and Maintenance Agreement** (Office of Cultural Affairs)
Purpose: Accept report and forward to the full City Council a recommendation to extend the operations and maintenance agreement with History San Jose.
6. **Economic Strategy Update** (Economic Development)
Purpose: Provide an update to the Committee on the implementation of the Economic Strategy and propose how staff will update the strategy in the future.

DECEMBER MEETING CANCELLED

DRAFT JANUARY THROUGH JUNE 2019 WORKPLAN ITEMS

JANUARY 28, 2019

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.
2. **City Council Policy Priority #5: Disadvantaged Business Enterprise Program Update** (Public Works)
Purpose: Continuation of item from June 25, 2018 CED Committee meeting.
3. **City Council Policy Priority #8: Development of a Soft Story Retrofit Program** (Office of Emergency Management/Housing)
Purpose: Provide recommendations on a draft framework for a Soft Story Retrofit program, ordinance, and staffing plan.
4. **Moderate-income Housing Strategy** (Housing)
Purpose: Accept the report on proposed strategies to meet the housing needs of moderate-income residents in San Jose.
5. **Business Development and Small Business Update** (Economic Development)
Purpose: Review progress implementing the FY 2017-2018 workplan for business outreach, retention, expansion, and attraction.

FEBRUARY 25, 2019

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.
 2. **Housing Crisis Workplan** (Economic Development/Planning, Building & Code Enforcement/Housing)
Purpose: Accept progress report on implementation of prioritized items in the Housing Crisis workplan.
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MARCH 25, 2019

1. **Verbal Report on Economic Development Activities** (Economic Development)
Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.

2. Team San Jose Semi-annual Report (Economic Development)

Purpose: It is recommended that the Committee accept a semi-annual report on Team San Jose's performance measures and activities.

APRIL 22, 2019

1. Verbal Report on Economic Development Activities (Economic Development)

Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.

2. Annual Update on Work2future (Economic Development)

Purpose: Provide a summary of work2future's key initiatives and accomplishments for Program Year 2017-2018.

*** SPECIAL DATE MAY 20, 2019**

1. Verbal Report on Economic Development Activities (Economic Development)

Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.

2. Air Services Update (Airport)

Purpose: Brief the Committee on successes, challenges, and opportunities being pursued related to the attraction of new air services and the retention of existing service.

JUNE 24, 2019

1. Verbal Report on Economic Development Activities (Economic Development)

Purpose: Provide a brief summary of recent announcements, significant accomplishments, and upcoming events related to economic development.

2. City Council Policy Priority # 16: Impact Fee Deferred Payment Program for Housing (Economic Development)

Purpose: Provide the committee with an analysis of the feasibility of moving the time of payment of development related fees from the issuance of building permits to the issuance of a certificate of occupancy.

3. Downtown Progress Report (Economic Development)

Purpose: Update the Committee on downtown business and economic development, public life and arts and cultural initiatives.