



RULES COMMITTEE: 1/10/19  
ITEM:

## Memorandum

**TO: RULES AND OPEN GOVERNMENT  
COMMITTEE**

**FROM:** Mayor Sam Liccardo  
Chair Johnny Khamis

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

**DATE:** January 10, 2019

Approved

Date

Approved

Date

### RECOMMENDATION

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

### WORKPLAN CONTENTS

**COMMUNITY & ECONOMIC DEVELOPMENT  
COMMITTEE WORKPLAN  
January 2019 - June 2019**

**COMMITTEE MEMBERS:**

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

**STAFF:**

KIM WALES, CITY MANAGER'S OFFICE  
ED MORAN, CITY ATTORNEY'S OFFICE  
KELLY KLINE, MAYOR'S OFFICE  
LOUIS ÓSÉMWEGIE, 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.

### **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. Provide progress of outreach and engagement action plan, Disadvantaged Business Enterprise Program policy analysis and considerations to be heard at CEDC on June 24, 2019.
3. **City Council Policy Priority #2: Local Hire Construction Industry Study** (Public Works)  
**Purpose:** Share results of the Local Hire Study including information, best practices, and considerations.
4. **Business Development and Small Business Update** (Economic Development)  
**Purpose:** Review progress implementing the FY 2017-2018 workplan for business outreach, retention, expansion, and attraction.
5. **One Engine Inoperative Airport** (Airport)  
**Purpose:** Provide a briefing on the findings from the OEI Steering Committee with potential recommendations.

### **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.
3. **Downtown Wayfinding Program Update** (Economic Development/Transportation)  
**Purpose:** Provide an update to the Committee on the status of the Downtown Wayfinding Program Design work being conducted by City ID.
4. **Opportunity Zones Update** (Economic Development)  
**Purpose:** Brief the committee on implementation of the federal Opportunity Zone incentive in San Jose as well as staff's work to facilitate investment in the city's zones.

5. **Special Events City Service Costs** (Office of Cultural Affairs)  
**Purpose:** Receive the report on The City Service Costs for Outdoor Special events.
6. **Downtown Retail Strategy** (Economic Development/Planning, Building and Code Enforcement)  
**Purpose:** Provide recommendations for the implementation of a downtown retail strategy.

### **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. **Update on Real Estate Activities Surplus Sales and Leasing Activities** (Economic Development)  
**Purpose:** Provide a review of the City's Real Estate activities, including surplus sales and leasing activities.
3. **Team San Jose Semi Annual Update** (Office of Cultural Affairs)  
**Purpose:** Receive the report on Team San Jose performance and activities.
4. **Review of the College Football Playoff and NHL All-Star Game Activation Coordination and Implementation** (Office of Economic Development)  
**Purpose:** Provide the committee with a review of city staff activities around the coordination and implementation of activations associated with the College Football Playoffs and National Hockey League All-Star game, including recommended policy and process adjustments.
5. **Affordable Housing Investment Plan Update** (Housing)  
**Purpose:** Accept report on the Housing Department's Housing Investment Plan for expenditure of affordable housing funds.
6. **Audit of Development Noticing** (Planning, Building and Code Enforcement)  
**Purpose:** To review the effectiveness of outreach for new development including radius, timing, and languages.

### **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.



3. **Economic Strategy Update (Economic Development)**  
**Purpose:** Provide an update to the Committee on the status of the Economic Strategy
4. **Mobile Vendor Policy Update (Economic Development)**  
**Purpose:** Update the Committee on the review and potential update of city-wide mobile vendor policies.  
*[12/5/18 RULES REFERRAL Item C. 3]*
5. **Urban Village Update (Planning, Building and Code Enforcement)**  
**Purpose:** To update the committee on the City's various Urban Village Planning and Implementation efforts currently underway and future work to be initiated.
6. **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.
7. **Prospect SV Programs, Partnerships, and Lease Renewal (Economic Development)**  
**Purpose:** Update on Prospect SV's programs impacting City goals (e.g. economic development, mobility, climate smart) and lease extension at Environmental Innovation Center.

**MAY 20, 2019 (\*SPECIAL DATE)**

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.
3. **Moderate-Income Housing Strategy (Housing)**  
**Purpose:** Accept the report on proposed strategies to meet the housing needs of moderate-income residents in San Jose.
4. **Outreach for Accessory Dwelling Unit Program**  
**Purpose:** Staff to provide a report on the effectiveness of the new Accessory Dwelling Unit Ordinance, including program outreach, application data, and neighborhood impacts.

**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. Downtown Progress Report (Economic Development)**

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

**3. 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.

**4. City Council Policy Priority #5: Disadvantaged Business Enterprise Program (Public Works)**

**Purpose:** Provide the committee with an analysis and considerations for a Disadvantaged Business Enterprise Program.