



Memorandum

**TO: RULES AND OPEN GOVERNMENT
COMMITTEE**

FROM: Mayor Sam Liccardo
Chair Johnny Khamis

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

DATE: August 1, 2019

Approved

Date

Approved

Date

RECOMMENDATION

- a) Approval of the Community and Economic Development Committee workplan for the period August through December 2019 setting its meeting schedule on the fourth Monday of each month at 1:30 p.m. in Rooms W118-119, with the exception of the month of November that is set on the third Monday of that month.
- b) Accept the draft Community and Economic Development Committee workplan for the period January through June 2020.

WORKPLAN CONTENTS

**COMMUNITY & ECONOMIC DEVELOPMENT
COMMITTEE WORKPLAN
August 2019 - June 2020**

COMMITTEE MEMBERS:
JOHNNY KHAMIS, CHAIR
PAM FOLEY, VICE CHAIR
LAN DIEP, MEMBER
RAUL PERALEZ, MEMBER
MAYA ESPARZA, MEMBER

STAFF:
KIM WALES, CITY MANAGER'S OFFICE
KELLY KLINE, MAYOR'S OFFICE
ED MORAN, CITY ATTORNEY'S OFFICE
LOUIS OSEMWEGIE, 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, ensure a diverse range of arts, cultural and entertainment offerings, and create and preserve housing and healthy neighborhoods.

AUGUST THROUGH DECEMBER 2019 WORKPLAN ITEMS:

AUGUST 26, 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. **Affirmatively Furthering Fair Housing Plan.** (Housing)
Purpose: Provide a status report and workplan to develop the Affirmatively Furthering Fair Housing Plan.
3. **Five Year Consolidated Plan.** (Housing)
Purpose: Provide a status report and workplan to develop the Five Year Consolidated Plan governing the use of federal funding over the 2020-2025 period.

SEPTEMBER 23, 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. **Arts Commission FY 2018-2019 Annual Report and FY 2019-2020 Workplan.** (Office of Cultural Affairs)
Purpose: Provide an annual report on the Arts Commission and 2019-2020 Workplan.
3. **Human Services Commission FY 2018-19 Annual Report and FY 2019-20 Workplan.** (Office of the City Manager)
Purpose: Provide a report on the Human Services Commission's 2018-2019 Annual Report and 2019-2020 Workplan.
4. **Housing and Community Development Commission FY 2018-2019 Annual Report and FY 2019-2020 Workplan.** (Housing)
Purpose: Provide a report on the Housing and Community Development Commission's FY 2018-2019 Annual Accomplishments Report and consider and either approve, or approve with modifications, its FY 2019-2020 workplan.

5. **Team San Jose Annual Report on Activities and Semi-Annual Performance Measure Updates.** (Economic Development)
Purpose: Provide an annual report on Team San Jose activities and semi-annual update on Team San Jose performance measures.
6. **Verbal Report on CSL Study for the Convention Center/South Hall Site.** (Economic Development)
Purpose: Provide the committee with an overview of CSL's findings and recommendations for the Convention Center/South Hall site.
7. **City Council Policy Priority #3: Disadvantaged Business Enterprise Program.** (Public Works)
Purpose: Provide the committee with an analysis and considerations for a Disadvantaged Business Enterprise Program. (Previously Dropped from June 24, 2019 agenda)
8. **2019 California Building Standards Code Adoption.** (Planning, Building & Code Enforcement)
Purpose: Provide a summary of the proposed amendments to the California Building Code that the City will adopt as part of the triennial update to the State codes and regulations for building construction and fire safety.

OCTOBER 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. **Semiannual Report on the Hammer Theatre Center Reuse Partnership.** (Economic Development)
Purpose: Provide an update on the partnership with San Jose State University to operate and maintain the Hammer Theatre Center.
3. **Verbal Report on Citywide Planning Activities.** (Planning, Building & Code Enforcement)
Purpose: Provide a brief summary of Citywide Planning Initiatives including recent accomplishments, milestones and upcoming activities.
4. **City Council Policy Priority #19: Citywide Design Guidelines Update.** (Planning, Building & Code Enforcement)
Purpose: Provide a status on updating the Citywide Design Guidelines, including reviewing draft documents.

NOVEMBER 18, 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. **Affordable Housing Development Siting Policy.** (Housing)
Purpose: Provide staff report and recommendations regarding a siting policy for the future development of affordable housing (formerly known as the Dispersion Policy).
3. **City Council Policy Priority #9: Commercial Linkage Fee for Affordable Housing.**
(Economic Development/City Manager's Office/Housing)
Purpose: Provide an update on the process of preparing a nexus and feasibility study on the Commercial Linkage Fee.
4. **City Council Policy Priority #6: Soft Story Retrofit Program Update.**
(Planning, Building & Code Enforcement)
Purpose: Provide an update on the Soft Story Retrofit program following the FEMA grant award notification in summer 2019.
5. **Team San Jose and Convention and Visitors Bureau Performance 2018-2019.** (City Auditor)
Purpose: Provide a report on Team San Jose and Convention and Visitors Bureau performance.

DECEMBER 23, 2019 - CANCELLED

DRAFT JANUARY THROUGH JUNE 2020 WORKPLAN ITEMS

JANUARY 27, 2020

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. **Business Development and Small Business Update.** (Economic Development)
Purpose: Review progress implementing the FY 2018-2019 workplan for business outreach, retention, expansion, and attraction.

FEBRUARY 24, 2020

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 Downtown and Regional Wayfinding Initiative.** (Transportation and Economic Development)
Purpose: Provide an overview of the city's Downtown Wayfinding efforts as well as progress on Regional Wayfinding activities.
3. **City Council Policy Priority #12: Universal Development Fee and City Council Policy Priority #21: Impact Fee Deferred Payment Program for Housing.** (Economic Development)
Purpose: Provide an update on staffs work to implement a Universal Development Fee and Impact Fee Deferred Payment Program for Housing.
4. **City Council Policy Priority #11: Review of Cannabis Land Use and Regulatory Provisions.** (Planning, Building and Code Enforcement/Police)
Purpose: Provide the committee with an update on progress on City Council Policy Priorities #11, Review of Cannabis Land Use and Regulatory Provisions, as well as greenlit cannabis policy items, including allowing current cannabis businesses to open a second location, modifying the audit requirement for cannabis businesses, and reporting back on cannabis manufacturing, distribution and testing business permits.
5. **City Council Priority #13 Cannabis Equity Applicant Program.** (Economic Development)
Purpose: Provide the committee with an update on progress on City Council Policy Priorities #13, Cannabis Equity Applicant Program. This priority concerns creation of a Cannabis Equity Program, which would facilitate the inclusion and support of individuals and communities in the cannabis industry who are linked to populations or neighborhoods that were negatively or disproportionately impacted by cannabis criminalization.

MARCH 23, 2020

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: Provide a semi-annual report on Team San Jose's performance measures and activities.
3. **City Council Policy Priority #4: Electronic Billboards Phase 2.** (Planning, Building & Code Enforcement)
Purpose: Provide an update on Electronic Billboards Phase 2 workplan to allow electronic digital off-site advertising signs or billboards on non-City-owned sites.
4. **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.

APRIL 27, 2020

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 activities and accomplishments for Program Year 2018-2019.
3. **Verbal Report on Citywide Planning Activities.** (Planning, Building & Code Enforcement)
Purpose: Provide a brief summary of Citywide Planning Initiatives including recent accomplishments, milestones and upcoming activities.
4. **Urban Village Planning Updates.** (Planning, Building & Code Enforcement)
Purpose: Provide an update on Urban Village planning and implementation efforts.
5. **Housing Crisis Workplan.** (Economic Development/Planning, Building & Code Enforcement/Housing)
Purpose: Provide progress report on implementation of prioritized items in the Housing Crisis workplan.

MAY 18, 2020 - 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. **Update on Retail Activities.** (Economic Development)
Purpose: Report on implementation of Council allocated one time dollars to spur retail.

JUNE 22, 2020

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.