



Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Mayor Matt Mahan
Chair Pam Foley

SUBJECT: COMMUNITY AND ECONOMIC
DEVELOPMENT COMMITTEE
WORK PLAN

DATE: June 4, 2024

Approved

Date:

6-4-2024

Approved

Date:

6-4-2024

RECOMMENDATION

- (a) Approve the Community and Economic Development Committee Work Plan for the period of August through December 2024 and setting its meeting schedule on the fourth Monday of each month at 1:30 p.m. in the City Council Chambers, except for the month of November, which is set on the third Monday of that month at 1:30 p.m. in the City Council Chambers.
- (b) Accept the draft Community and Economic Development Committee Work Plan for the period of January through June 2025.

COMMITTEE MEMBERS:

PAM FOLEY, CHAIR
 OMAR TORRES, VICE CHAIR
 ROSEMARY KAMEI, MEMBER
 PETER ORTIZ, MEMBER
 ARJUN BATRA, 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:

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

<p style="text-align: center;">COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE WORK PLAN August - December 2024</p>

AUGUST 26, 2024

1. Housing and Community Development Commission Annual Accomplishments Report and Work Plan.

Purpose: Provide the Housing and Community Development Commission Annual Accomplishments Report for Fiscal Year 2023-2024 and the Work Plan for Fiscal Year 2024-2025 to comply with the City Municipal Code pertaining to Boards and Commissions. (Housing) *[DEFERRED TO 9/23/24 CED COMMITTEE MEETING]*

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, consistent with City Council direction provided in June 2021. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement) *[DROPPED PER 8/14/24 ROGC]*

3. Rent Stabilization Program Strategic Plan Status Report.

Purpose: Provide a status report on the draft Rent Stabilization Program Strategic Plan including Apartment Rent Ordinance, Mobilehome Rent Ordinance, Tenant Protection Ordinance, Ellis Act Ordinance, and goals and objectives for the program over the coming years. (Housing) *[DROPPED PER 8/14/24 ROGC]*

4. Fire Sprinkler Systems in Qualifying Accessory Dwelling Unit Condominiums

Purpose: Provide a status report on requiring fire sprinkler systems in qualifying Accessory Dwelling Units to be sold as condominiums. (Fire) *[ADDED PER 8/7/24 ROGC] [DEFERRED TO 11/18/24 CED COMMITTEE MEETING]*

SEPTEMBER 23, 2024

1. Arts Commission Annual Report and Work Plan.

Purpose: Provide the Arts Commission Annual Report for Fiscal Year 2023-2024 and the Work Plan for Fiscal Year 2024-2025 to comply with the City Municipal Code pertaining to Boards and Commissions. (Economic Development and Cultural Affairs)

2. Housing and Community Development Commission Annual Accomplishments Report and Work Plan.

Purpose: Provide the Housing and Community Development Commission Annual Accomplishments Report for Fiscal Year 2023-2024 and the Work Plan for Fiscal Year 2024-2025 to comply with the City Municipal Code pertaining to Boards and Commissions. (Housing) *[DEFERRED FROM 8/26/24 CED MEETING]*

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)

5. 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)

6. 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)

OCTOBER 28, 2024

1. Tenant Protection Ordinance Audit Report.

Purpose: Provide a report on the Tenant Protection Ordinance audit. (City Auditor)

2. Local/Small Business Contracting Participation Annual Report.

Purpose: Provide an annual report on City contracting with local and small businesses for Fiscal Year 2023-2024. (Finance)

3. 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)

4. 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)

5. 2026 Major Events Status Report.

Purpose: Provide a status report on planning to facilitate advertising, sponsorships, and local special events for the 2026 World Cup and Super Bowl.

(Planning, Building and Code Enforcement/Economic Development and Cultural Affairs)

NOVEMBER 18, 2024 – SPECIAL MEETING DATE

1. Transit-Oriented Communities Policy Status Report.

Purpose: Provide a status report on implementation of the Metropolitan Transportation Commission Transit-Oriented Communities Policy.

(Transportation/Planning, Building and Code Enforcement/Housing/Economic Development and Cultural Affairs)

2. 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)

3. Team San José and Convention and Visitors Annual Performance Audit Report.

Purpose: Provide a report on the annual performance of Team San José and Convention and Visitors audit.

(City Auditor)

4. 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)

5. Fire Sprinkler Systems in Qualifying Accessory Dwelling Unit Condominiums.

Purpose: Provide a status report on requiring fire sprinkler systems in qualifying Accessory Dwelling Units to be sold as condominiums. (Fire) *[ADDED PER 8/7/24 ROGC]*
[DEFERRED FROM 8/26/24 CED COMMITTEE MEETING]

DECEMBER 23, 2024 – MEETING CANCELLED

DRAFT
COMMUNITY AND ECONOMIC DEVELOPMENT
COMMITTEE WORK PLAN
January - June 2025

JANUARY 27, 2025

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. 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)

3. 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, project updates including, 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)

FEBRUARY 24, 2025

1. 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)

2. 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. 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)

2. 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)

3. 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)

APRIL 28, 2025

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. Business Development Division Activities Annual Report.

Purpose: Provide an annual report on the activities of the 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)

MAY 19, 2025 - SPECIAL MEETING DATE

- 1. Disability Inclusion and Community Engagement Work Plan Annual Report.**
Purpose: Provide an annual report on the Disability Services and Community Engagement Work Plan, including policies and initiatives implemented to improve accessibility in City programs and services.
(City Manager – Administration, Policy, and Intergovernmental Relations)

- 2. Citywide Community Engagement Framework Annual Report.**
Purpose: Provide an annual report on the City’s community engagement activities, including the use of on-call consultants and community-based organizations by departments and City Council Offices.
(Economic Development and Cultural Affairs)

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

JUNE 23, 2025

- 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)