



Memorandum

TO: RULES AND OPEN GOVERNMENT COMMITTEE

FROM: Mayor Sam Liccardo
Chair Pam Foley

SUBJECT: COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE WORK PLAN

DATE: August 12, 2021

Approved

Date 8/12/21

Approved

Date 8/12/21

RECOMMENDATION

- a) Approval of the Community and Economic Development Committee Work Plan for the period August through December 2021 and setting its meeting schedule on the fourth Monday of each month at 1:30 p.m., by virtual meeting during the month of August and in the City Council Chambers for the months of September through December.
- b) Accept the draft Community and Economic Development Committee Work Plan for the period January through June 2022.

WORK PLAN CONTENTS

**COMMUNITY AND ECONOMIC DEVELOPEMENT
COMMITTEE WORK PLAN
August 2021 - June 2022**

COMMITTEE MEMBERS:
PAM FOLEY, CHAIR
MAYA ESPARZA, VICE CHAIR

STAFF:
ROSALYNN HUGHEY, CITY MANAGER'S OFFICE
JOHNNY PHAN, CITY ATTORNEY'S OFFICE

RULES AND OPEN GOVERNMENT COMMITTEE

Re: Community and Economic Development Committee Work Plan

Page: 2

MATT MAHAN, MEMBER

RAUL PERALEZ, MEMBER

MAGDALENA CARRASCO, MEMBER

KELLY KLINE, 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, ensure a diverse range of arts, cultural, and entertainment offerings and create and preserve housing and healthy neighborhoods.

AUGUST THROUGH DECEMBER 2021 WORK PLAN ITEMS:

AUGUST 23, 2021

1. **Economic Development Activities Verbal Report.** (Economic Development and Cultural Affairs)
Purpose: Provide a verbal report on recent announcements, significant accomplishments, and upcoming events related to economic development.
2. **Citywide Residential Anti-Displacement Strategy Verbal Quarterly Status Report.** (Housing)
Purpose: Provide a verbal quarterly status report on the Citywide Residential Anti-Displacement Strategy.
3. **City Roadmap: Community and Economic Recovery Task Force Status Report.** (City Manager)
Purpose: Provide a status report on the Community and Economic Development Task Force, including its roles and responsibilities and 12-month work plan, as part of the approved City Roadmap for 2021-2022.

SEPTEMBER 27, 2021

1. **Arts Commission Annual Report and Work Plan.** (Economic Development and Cultural Affairs)
Purpose: Provide the Arts Commission Annual Report for Fiscal Year 2020-2021 and the Arts Commission Work Plan for Fiscal Year 2021-2022 to comply with the City Municipal Code pertaining to Boards and Commissions.
2. **Arts Mean Business Economic Impact Study Overview.** (Economic Development and Cultural Affairs)
Purpose: Provide an overview of the 2021 Arts Mean Business Economic Impact Study of the local arts sector conducted in partnership with SVCreates.
3. **Economic Recovery Status Report.** (Economic Development and Cultural Affairs)
Purpose: Provide a status report on the implementation of economic recovery work in response to the COVID-19 pandemic.

4. Housing and Community Development Commission Annual Accomplishments Report and Work Plan. (Housing)

Purpose: Provide the Housing and Community Development Commission's Fiscal Year 2020-2021 Annual Accomplishments Report and Fiscal Year 2021-2022 Work Plan.

OCTOBER 25, 2021

1. Economic Development Activities Verbal Report. (Economic Development and Cultural Affairs)

Purpose: Provide a verbal report on recent announcements, significant accomplishments, and upcoming events related to economic development.

2. Community Opportunity to Purchase Program Draft Guidelines Report. (Housing)

Purpose: Provide a draft guidelines report for the Community Opportunity to Purchase Program that would ensure notification of residential building sales to qualified nonprofits and give them a right of first offer to purchase.

3. Electronic Billboards on City-Owned Property Phase 1 Status Report. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement)

Purpose: Provide a Phase 1 status report on electronic billboards on City-owned property.

NOVEMBER 22, 2021

1. Team San José and the Convention and Visitors Bureau Performance Report Annual Review. (City Auditor)

Purpose: Provide a report on the annual review of Team San José and the Convention and Visitors Bureau performance for Fiscal Year 2020-2021.

2. Real Estate Services Division Activities Annual Report. (Economic Development and Cultural Affairs)

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 2020-2021.

3. Citywide Residential Anti-Displacement Strategy Quarterly Status Report. (Housing)

Purpose: Provide a quarterly status report on the Citywide Residential Anti-Displacement Strategy.

4. Housing Crisis Work Plan Prioritized Items Status Report. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement/Housing)

Purpose: Provide a status report on the implementation of prioritized items in the Housing Crisis Work Plan, including information about the proposed update to City Council Policy 5-1: Transportation Analysis Policy and options to advance market rate and affordable housing as part of that effort.

DECEMBER 27, 2021 – MEETING CANCELLED

DRAFT JANUARY THROUGH JUNE 2022 WORK PLAN ITEMS:

JANUARY 24, 2022

1. **Citywide Planning Activities Status Report.** (Planning, Building and Code Enforcement)
Purpose: Provide a status report on citywide planning activities, including Align Zoning with General Plan as part of the approved City Roadmap for 2021-2022, Urban Village planning, Housing Element Update, and Ordinance amendments.
2. **Local/Small Business Inclusion in Procurement Annual Report.** (Public Works/Finance)
Purpose: Provide an annual report on local/small business inclusion in procurement for 2020-2021.
3. **U.S. Department of Commerce's Economic Development Administration Grant Status Report.** (Economic Development and Cultural Affairs)
Purpose: Provide a status report on the funding and progress of the U.S. Department of Commerce's Economic Development Administration grant for the City's Small Business and Manufacturing Initiative aimed to support small businesses and manufacturers in underserved areas impacted the most by the COVID-19 pandemic.
4. **Berryessa Flea Market Rezoning Status Report.** (Planning, Building and Code Enforcement/
Economic Development and Cultural Affairs)
Purpose: Provide a status report on the Berryessa Flea Market rezoning, including all construction planning and permitting activities (soil remediation, utilities, infrastructure, grading, and building construction) that may result in construction impacts to existing Berryessa Flea Market operations.

FEBRUARY 28, 2022

1. **Environmental Review for New Development Audit.** (City Auditor)
Purpose: Provide a report on the Environmental Review for New Development Audit.
2. **Development Fee Framework and Parkland Dedication and Park Impact Ordinances Fee Study Status Reports.** (Parks, Recreation and Neighborhood Services)
Purpose: Provide a status report on work to create a Development Fee Framework and the fee study to update the Parkland Dedication and Park Impact Ordinances (San José Municipal Code Sections 19.38 and 14.25).
3. **Downtown and Regional Wayfinding Efforts Status Report.** (Transportation/Economic Development and Cultural Affairs)
Purpose: Provide a status report on the City's Downtown and Regional Wayfinding efforts.

4. Assessment of Fair Housing Report and Housing Element Strategies Report.

(Housing/Planning, Building and Code Enforcement)

Purpose: Provide a report on the assessment of fair housing, including potential strategies to incorporate into the forthcoming sixth cycle Housing Element.

MARCH 28, 2022

1. Economic Development Activities Verbal Report. (Economic Development and Cultural Affairs)

Purpose: Provide a verbal report on recent announcements, significant accomplishments, and upcoming events related to economic development.

2. City Roadmap: Small Business Recovery and Al Fresco Forever Status Report. (Economic Development and Cultural Affairs)

Purpose: Provide a status report on Small Business Recovery and Al Fresco Forever as part of the approved City Roadmap for 2021-2022.

3. City Roadmap: Re-Employment and Workforce Development Status Report. (Economic Development and Cultural Affairs)

Purpose: Provide a status report on Re-Employment and Workforce Development as part of the approved City Roadmap for 2021-2022.

4. Team San José Performance and Activities Status Report. (Economic Development and Cultural Affairs)

Purpose: Provide a status report on the performance and activities of Team San José.

5. Citywide Residential Anti-Displacement Strategy Quarterly Status Report. (Housing)

Purpose: Provide a quarterly status report on the Citywide Residential Anti-Displacement Strategy.

APRIL 25, 2022

1. Rent Burden and Demographics of Affordable Housing Residents Report. (Housing)

Purpose: Provide a report on the rent burden and demographics of residents living in affordable housing developments and an analysis of how much money is required to alleviate the rent burden for households above 50% rent burden in the City's affordable housing portfolio.

2. City Roadmap: Soft-Story Building Earthquake Retrofit Policy Status Report. (Planning, Building and Code Enforcement/Housing/City Manager – Emergency Management)

Purpose: Provide a status report on the Soft-Story Building Earthquake Retrofit Policy as part of the approved City Roadmap for 2021-2022.

3. City Roadmap: Community and Economic Recovery Task Force Status Report. (City Manager)

Purpose: Provide a status report on the activities and accomplishments of the Community and Economic Recovery Task Force.

MAY 23, 2022

1. Housing Crisis Work Plan Prioritized Items Status Report. (Economic Development and Cultural Affairs/Planning, Building and Code Enforcement/Housing)

Purpose: Provide a status report on the implementation of prioritized items in the Housing Crisis Work Plan.

2. Work2future Annual Report. (Economic Development and Cultural Affairs)

Purpose: Provide an annual report on work2future activities and accomplishments in support of employers and job seekers.

3. City Roadmap: Development Services Transformation Status Report. (Planning, Building and Code Enforcement/Public Works/Fire)

Purpose: Provide a status report on Development Services Transformation activities as part of the approved City Roadmap for 2021-2022.

JUNE 27, 2022

1. Economic Development Activities Verbal Report. (Economic Development and Cultural Affairs)

Purpose: Provide a verbal report on recent announcements, significant accomplishments, and upcoming events related to economic development.

2. Citywide Planning Activities Status Report. (Planning, Building and Code Enforcement)

Purpose: Provide a status report on citywide planning activities, including Align Zoning with the General Plan as part of the approved City Roadmap for 2021-2022, Urban Village planning, Housing Element Update, and Ordinance amendments.

3. Downtown Annual Progress Report. (Economic Development and Cultural Affairs)

Purpose: Provide an annual downtown progress report, including business and economic development, public life, and arts and cultural initiatives.

4. Citywide Residential Anti-Displacement Strategy Quarterly Status Report. (Housing)

Purpose: Provide a quarterly status report on the Citywide Residential Anti-Displacement Strategy.