

**TO: Envision San José 2040  
Task Force**

**FROM: Andrew Crabtree**

**SUBJECT: February 22, 2010  
TASK FORCE MEETING**

**DATE: February 16, 2010**

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This memo provides information to assist you in preparing for the February 22, 2010 Envision San José 2040 Task Force Meeting. Links to the referenced documents and other resource materials (e.g., reading materials and correspondence) are posted on the Envision website. Task Force members should note that specific additional Meeting Materials are provided for Agenda Item 3 (review of the Land Use Study Scenarios and the results of their analysis), Agenda Item 4 (results of the Fiscal Report) and Agenda Item 7 (Announcements – Code of Ethics Agreement).

The Task Force will use the February 22, 2010 and March 8, 2010 meetings to form a recommendation for a Preferred Land Use Scenario. After completion of this important step, additional and revised Goals, Policies and Implementation Actions will be brought to the Task Force for consideration. Please refer to the Work Program on the Envision Task Force webpage for more detailed information.

### **Agenda Item 3 – Envision Land Use Study Scenarios**

The first part of the Task Force meeting will be used to review the Envision Land Use Study scenarios and a summary of the results of the analyses provided for each scenario. Additional information in a separate memorandum, provided as one of the Meeting Materials, addresses various questions that have been raised at recent Task Force meetings and provides an analytical summary of the results from the various analyses performed for each of the scenarios. The Meeting Materials also include a table and pie chart comparison of the scenarios.

The scenarios and their analyses are intended to provide the Task Force with information that will support the Task Force decision making process. The Task Force will be asked to form a recommendation on a Preferred Land Use Scenario at the March 8, 2010 Task Force meeting in order to allow the Envision process to stay on schedule to reach conclusion in June of 2011. Task Force members should carefully consider the information provided by the scenario analyses and use it in a collaborative process to identify the elements which should be included within the a Preferred Land Use Scenario which best achieves the goals set forth in the Draft Task Force Land Use Transportation Guidelines which were developed by the Task Force to enable this process.

### **Agenda Item 4 – Fiscal Report and Analysis**

The Task Force packet includes a Fiscal Report that provides an analysis of the City's existing fiscal condition, modeling of existing land-use fiscal impacts and an evaluation of the City's performance in providing various municipal services. The Fiscal Report also provides a comparative analysis of the fiscal impacts of the five Land Use Study Scenarios being considered by the Envision Task Force. This analysis can be used by the Task Force to support the upcoming selection process for a Preferred

Land Use Scenario. Staff has prepared and posted an Analytical Summary of the Fiscal Report in the Meeting Materials section of the Task Force page of the Envision website. The consultant, Applied Development Economics (ADE), will present the Fiscal Report to the Task Force and be available to answer questions.

### **Agenda Item 5 – Discussion of a Preferred Land Use Scenario**

Following the Task Force discussion of the Fiscal Report, Task Force members will have an opportunity to further discuss the Land Use Study Scenarios, the results of the analyses of those scenarios and to provide input on the Preferred Land Use Scenario selection process.

### **Agenda Item 6 – Community Input**

Members of the community will be provided with an opportunity to address the Task Force and provide input on the Agenda discussion items.

### **Reading Materials**

To prepare for the discussion of the Fiscal Report, the Task Force is provided with the following reading material in addition to the packet materials:

- Applied Development Economics (ADE) Fiscal Report Executive Summary

A link to this summary is posted on the Task Force page of the Envision website, and a link to the full ADE Fiscal Report is provided in the Resource Materials section of the Task Force page.

### **Resource Materials**

Additional resource materials related to the meeting agenda items are included in the meeting packet. These materials are not required reading but are provided for those seeking more background information or interested in exploring or understanding a specific topic further.

### **Task Force Correspondence**

A proposed addition to the Economic Development Goals, Policies and Implementation Actions was submitted by Task Force member Brian Darrow shortly prior to the February 8, 2010 Task Force meeting and distributed to the Task Force and members of the community at the meeting. Because the material was received too late to be included within the prior meeting packet materials, it is included with the February 22<sup>nd</sup> packet materials. The Task Force Work Program has been revised to include additional time for the discussion of Economic Development at the March 22, 2010 meeting:

[http://www.sanjoseca.gov/planning/gp\\_update/documents/Work\\_Program\\_Feb2010.pdf](http://www.sanjoseca.gov/planning/gp_update/documents/Work_Program_Feb2010.pdf)

### **Public Correspondence**

Several correspondence items were received by staff shortly prior to the February 8, 2010 Task Force meeting and distributed to the Task Force and members of the community at the meeting. Because the material was received too late to be included within the prior meeting packet materials, it is included with the February 22<sup>nd</sup> packet materials. The Task Force page of the Envision website has links to letters from:

- Santa Clara Valley Public Health
- Healthy Silicon Valley
- The Health Trust
- Kathryn Mathewson
- Bonnie Mace

## **Announcements**

An Envision Community Workshop is scheduled for Saturday, February 27, 2010, 9:00 a.m. to 12:30 p.m. in the City Hall Wing Rooms. This Workshop will provide community members with an opportunity to provide input into the selection of a Preferred Land Use Scenario. Task Force members are welcome and encouraged to attend the Workshop as observers.

As part of the Sunshine Reform, Council adopted a policy on August 18, 2009, that requires all of the members of Council appointed Boards and Commissions to sign a Code of Ethics Agreement. A copy of this Agreement form is included in the Meeting Materials for this Task Force meeting and should be signed and returned to staff. As record keepers for these various groups, it is our responsibility to collect your signatures and to keep the signed form as part of the legal record associated with the group. Please sign the form and bring it with you to the February 22 or March 8 Task Force meeting. The Ethics Agreement includes references to several City Council policies which have been provided in the Resource Materials for the Task Force.

Task Force members should also be aware that the Sunshine Phase II Report, as approved by the City Council, specifies that:

“In order to ensure equal, full and fair access to all substantive information, a member of a body subject to the Ralph M. Brown Act must disclose any relevant substantive information he or she has received from any source outside the public decision-making process when that matter is under consideration of the body.”

## **Next Meetings**

The next meeting is scheduled for Monday, March 8, 2010. This meeting will focus on discussion of the preferred Land Use Study Scenario.

If you have any questions, please contact either me or Susan Walton. I can be reached by phone at (408) 535-7893 or by email at: [andrew.crabtree@sanjoseca.gov](mailto:andrew.crabtree@sanjoseca.gov). Susan can be reached by phone at (408) 535-7847 or by email at: [susan.walton@sanjoseca.gov](mailto:susan.walton@sanjoseca.gov).

Andrew Crabtree  
Envision San José 2040