



## Agenda Report

20-1100

Agenda Date: 11/19/2020

### REPORT TO DOWNTOWN COMMUNITY TASK FORCE

#### **SUBJECT**

Review and discussion of applications received for two vacant Downtown Community Task Force (DCTF) seats.

#### **BACKGROUND**

On December 4, 2018 the City Council appointed a Downtown Community Task Force (DCTF) to support the preparation of the Downtown Precise Plan. The DCTF is an advisory and non-decision making body, and is time limited to the duration of the Precise Plan process. The purpose and mission of the DCTF is to provide input and help guide the Downtown Precise Plan planning process through:

- High-level strategic thinking on the direction of the plan at key points in the project;
- Review, interpretation, and guidance on the results of the public workshops and other engagement activities; and
- Recommendations on the vision, land use, circulation, and key policy topics for the project area.

#### **DISCUSSION**

At the October 15, 2020 DCTF meeting, the DCTF requested an opportunity to provide input on the application process for filling the two vacant DCTF seats. Staff posted an application form for interested parties on the Downtown Precise Plan website for three weeks. For the DCTF review and consideration, applications submitted by nine (9) community members who are interested in participating on the task force are attached to this report. Input from the DCTF will be provided to the City Council for their consideration as to who to select to fill the vacant seats.

The current DCTF members were carefully selected to represent a diversity of backgrounds and interests as well as a willingness to work cooperatively to achieve a realistic plan for redevelopment of the Downtown in the near term. To ensure a balanced DCTF, the two new members should contribute to the diversity of backgrounds and interests of the current member make-up. Staff is requesting that the DCTF review the submitted applications and provide your recommendations related to the candidates.

#### **Appointment Process**

The City Council will be asked to fill the two vacant DCTF positions at the next available Council hearing. The new members will then take the Oath of Office with the City Clerk's Office, and be able to participate in DCTF meetings.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California

Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

**COORDINATION**

This report has been coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the DCTF meeting agenda on the City's official-notice bulletin board outside City Hall Council Chambers, as well as on the Downtown Precise Plan City website. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <mailto:clerk@santaclaraca.gov>

**RECOMMENDATION**

Provide input on nominations to fill two Downtown Community Task Force member vacancies.

Reviewed by: Andrew Crabtree, Director, Community Development Department

Approved by: Manuel Pineda, Assistant City Manager

**ATTACHMENTS**

1. DCTF Applications