

# County of Santa Clara



# City of San José



**TO:** CITY COUNCIL AND COUNTY BOARD OF SUPERVISORS

**FROM:** Debra Figone, City Manager  
Jeffrey V. Smith, County Executive

**SUBJECT:** ANNUAL CITY-COUNTY MEETING

**DATE:** October 15, 2010

Approved

Date

Approved

Date

## BACKGROUND

Four years ago, the City of San Jose (City) and County of Santa Clara (County) re-affirmed their commitment to establish a stronger, more productive relationship, focused on issues of mutual interest. Working towards this effort, the City and County have developed a process whereby staffs from both organizations communicate and collaborate on identified topic areas. Elements of this process are highlighted below:

- a) **Compendium Development and Maintenance:** The compendium (Attachment A) represents a dynamic list of mutually identified interests, programs, and projects of importance to both parties. This document provides a synopsis of each issue, identified point persons, timelines, and a summary of both the City and County viewpoints for each particular item. Staff has established set procedures for updating the document simultaneously, and protocols for adding and removing items. Before future projects or programs are referred to either party, there shall be sufficient time to contemplate the issues in order to discuss plausible solutions or potential issues.
- b) **Staff Liaisons and Executive Staff Responsibilities:** Both the County and the City have assigned key staff in the County Executive's Office and the City Manager's Office to serve as support staff and key contacts for items of interest to surface. Additionally, County and City Department Heads and their respective managers have been charged with communicating and collaborating on identified items of mutual interest.
- c) **Regularly Scheduled Meetings:** The County Executive and City Manager meet monthly, and the Board President and Mayor meets bimonthly to discuss matters listed in the compendium, as well as other general interest topics.
- d) **Annual Joint Meeting:** Since 2006, both elected bodies convene an annual joint meeting, including the San Jose Redevelopment Agency, to discuss key areas of interest to the community.

**Honorable City Council and County Board of Supervisors**

Subject: City-County Annual Meeting

September 30, 2009

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**ANALYSIS**

The Board and Council have convened four annual joint meetings (2006-2009). This year's topic areas were selected as being most relevant to the community's current interests. In addition, the Board and Council will have an opportunity to comment and inquire about items listed in the compendium.

The City and County reiterate their commitment to ensuring the economic health and high quality of life in San Jose and the County of Santa Clara through continued coordination between the organizations. Economic sustainability, health, education, transportation, economic development, quality of life, and the environment are high on the priority lists for government and business. To attain these goals, we must transform the way we do business. Transformations require looking at doing things in new, unprecedented ways. With reduced resources, City and County staffs will begin discussions to identify innovative solutions to better leverage our abilities to meet the community's needs. Additionally, the protocols that have been established for adding and removing items from the Compendium as well as the manner in which referrals are presented to each organization should continue to be followed and implemented given the reduced resources.