



OFFICE OF COMMUNITY DEVELOPMENT

CITY HALL

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PLANNING COMMISSION STAFF REPORT

Meeting Date: January 27, 2026

Subject

Selection of Economic Development Committee Representative

Recommended Action

Select a representative to the Economic Development Committee for appointment by City Council.

Discussion

Background:

The City Council re-established the Economic Development Committee (EDC) on April 15, 2025, with a requirement to have representatives from several business sectors and commissions, including a requirement to have two councilmember representatives.¹ On July 15 2025, the City Council changed the composition of the Committee to having one representative each from the City Council and Planning Commission instead of two councilmember representatives.² The Interim Deputy City Manager requested that an item be placed on the PC agenda for selection of the Planning Commission representative for appointment by the City Council.

Analysis:

The initial term of office of the City Councilmember, Sustainability Commissioner, Technology, Information, and Communications Commissioner and Planning Commissioner shall be for a term expiring January 30, 2026. Following the initial appointment, the term of office for the City Councilmember, Sustainability Commissioner, Technology Information, and Communications Commissioner and Planning Commissioner shall be for a term of one year, expiring on January 30 of each year, or until a successor is duly appointed. Moving forward, the representatives will be selected for appointment by Council at the same time as the annual election of Chair and Vice-Chair to ensure continuity in representation (typically in February of each year).

The EDC will meet quarterly, unless special meetings are called. Upon appointment, the representative will be provided additional information by appropriate city staff.

¹ See Ordinance No. 25-2269 online here:

<https://records.cupertino.org/WebLink/DocView.aspx?id=1168800&dbid=0&repo=CityofCupertino>

² See Agenda Item: <https://cupertino.legistar.com/LegislationDetail.aspx?ID=7476647&CUID=F7BF3F4E-3941-4592-B381-4A899A6DE4CD&Options=&Search=>. Second Reading of Ordinance No. 25-2273 conducted on a 5-0 vote on 7/16/2025 by Council. Ordinance effective date: 30 days after second reading.

Staff recommends that the Commission recommend an appointment to the Economic Development Committee to the City Council for a term ending January 30, 2027.

Prepared by: Eva Momoki, Administrative Assistant to Planning Division

Reviewed by: Michael Woo, Senior Assistant City Attorney

Approved for Submission by: Luke Connolly, Assistant Director of Community Development