



PAUL KREKORIAN

COUNCILMEMBER • DISTRICT 2

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Memorandum

To: Members of the Ad Hoc Committee on Comprehensive Job Creation Plan

From: Committee Chair, Councilmember Paul Krekorian

August 29, 2016

Re: CF 15-0850 – Jobs and Business Advancement in Los Angeles – An Action Plan

CC: Mayor Eric Garcetti, Holly Wolcott, City Clerk, Miguel Santana, City Administrative Officer, and Sharon Tso, Chief Legislative Analyst

On June 28, 2016, the Ad Hoc Committee on Comprehensive Job Creation Plan (the Committee) instructed the Chief Legislative Analyst to prepare and present a report summarizing the work of the Committee over the last year with an implementation plan for each of the issues discussed by the Committee. As the Committee prepares to discuss and review the report, entitled *Jobs and Business Advancement in Los Angeles – An Action Plan*, I submit the following additional instructions that I will recommend for inclusion in the final Committee report to Council for your consideration.

1. Instruct the Economic and Workforce Development Department to work with Council offices to establish JEDI Zones if a geographic area meets at least four of the criteria listed in Goal 2C of the *Jobs and Business Advancement in Los Angeles – An Action Plan*.
2. Instruct the Office of Finance to add a subscription capability to the Business Tax Registration Certificate website and form to allow businesses to subscribe for updates from the City.
3. Instruct the Office of Finance to share the subscription list with the Business Advancement Team and the Los Angeles Small Business Commission.
4. Instruct the Business Advancement Team to report to Council annually with:
 - a. The number of businesses seeking assistance and the outcome of those requests;
 - b. The average time to resolve an issue;
 - c. Trends in the types of problems businesses need assistance with;
 - d. Recommendations for policy changes.

5. Instruct the Business Advancement Team to work with the Council and the Mayor to create a pilot program to assist manufacturers relocating to Los Angeles and report to Council with policy recommendations.
6. Instruct the Business Advancement Team to negotiate a Memorandum of Understanding with the Employment Development Department to receive job related data for the City of Los Angeles.
7. Instruct the City Administrative Officer and the Department of General Services to meet with Council offices annually to prioritize City properties in each district with the greatest potential for economic development.
8. Instruct the City Administrative Officer and the Department of General Services to promote the list and inform the business community, real estate agents, developers, etc. what properties can be utilized for.
9. Instruct the City Administrative Officer and the Department of General Services to list surplus properties on the City's website.
10. Instruct the Department of Building and Safety, the Planning Department and other development services departments to lock in permit fees when an application is accepted and deemed complete.
11. Instruct the Department of Building and Safety, the Planning Department and other development services departments to develop a partnership plan with the Business Advancement Team.
12. Instruct the Planning Department and the Bureau of Engineering to provide free application and process training to the development industry.
13. Instruct the Planning Department and the Bureau of Engineering to post workload and performance metrics online.
14. Instruct the Planning Department to report to Council within 30 days on Motion 16-0738 (O'Farrell-Huizar) regarding conditional use permits renewal.
15. Instruct Planning Department to allow restaurants up to 24 months to effectuate their CUB grant and start the time limit when the grant is effectuated.
16. Instruct the Information Technology Agency to work with the Targeted Local Hiring Working Group to translate the Local Hire LA website to multiple languages.

17. Instruct the Information Technology Agency to prominently display the Local Hire LA website on the City's homepage.
18. Instruct the Targeted Local Hiring Working Group to report to Council quarterly with the status of the local hire initiative.
19. Instruct the City Administrative Officer to report in the next Financial Status Report on the feasibility of providing the City Clerk's Office with \$50,000 for trash bags for business improvement districts.
20. Instruct the Office of Community Beautification and the Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services to provide the City Clerk's Office on a quarterly basis with information on services performed in business improvement districts.
21. Instruct the City Administrative Officer, the Chief Legislative Analyst and the General Services Department to report to the Jobs Committee within 60 days on the proposed organizational structure, advantages and disadvantages, impacts to existing departments, and resources needed to implement the formation of a new department or unit of procurement.
22. Instruct the Business Advancement Team, in partnership with the Small Business Commission, the Office of Finance, development services departments, the Bureau of Contract Administration and other relevant departments, to maintain and update the small business portal.
23. Instruct the Information Technology Agency to report to the Committee within 30 days with options for creating a subscription capability for the small business portal.
24. Instruct City departments to report quarterly to the Committee on the status of the respective reports described herein.