

From: [Han, James](#)
To: [Downtown West Project](#)
Subject: FW: tomorrow's Diridon Partner Coordination meeting
Date: Friday, December 18, 2020 12:12:20 PM

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San José City Hall is closed in response to COVID-19.
I am working remotely in accord with governor's and City's direction.
I will monitor email during this time.

From: Severino, Lori <Lori.Severino@sanjoseca.gov>
Sent: Wednesday, December 16, 2020 12:02 PM
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Subject: tomorrow's Diridon Partner Coordination meeting

Hi all,

Below is the agenda for the Diridon Partner Coordination meeting tomorrow at 3:30. When I scheduled it, I was hoping it would be all about celebrating and reflecting, so I invited the core project team and others who helped get the grant program off the ground (buddies). It turns out that I need to use much of the time to discuss how they will fulfill their commitments under the grant agreements moving forward. (Overall, the program has gone well, but follow through has been challenging for a number of reasons.) This is just to say that you are still welcome to attend if you want, but staff is optional and you are welcome to skip it. I will invite you to the final partner meeting, probably in June, when we can really reflect and celebrate as a group.

1. Celebrate/reflect on completed events since 11/5 – 15 min
 - a. Friends of Caltrain event
 - b. Resident Cafecito
 - c. Artist Workshop
 - d. Experience Workshop

2. Reflection – 15 min
 - a. How has outreach been going?
 - b. What methods have you used to share info about Diridon engagement opportunities?
 - c. Which methods have worked best?
 - d. Suggestions for how the City can best support you?
3. Grant Agreements – 25 min
 - a. We are extending the term to June 2021 to enable ongoing assistance with outreach (Task 1.1) and to complete engagement commitments.
 - b. Discuss the scope of outreach/engagement work for 2021
 - i. All to re-share announcements about engagement opportunities through outreach channels (5-8 announcements through June)
 - ii. Aiming for a total of 3-5 partner events in late January through March
 - c. Discuss deliverables
 - i. Event summaries and outreach materials
 - ii. Final Grant Report with expense tracking/receipts
4. Wrap up/Next Steps – 5 min

Thanks!

Lori

Lori Severino

Diridon Program Manager

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