



Forwarded on:
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by Council Liaison's Office

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Del D. Borgsdorf

SUBJECT: CITY MANAGER'S MONTHLY
ACTIVITY REPORT

DATE: May 5, 2004

INFORMATION

Beginning this month, I will be providing a monthly activity report on city-wide activities by City Service Area (CSA). The purpose of this Information memo is to provide more information on CSA activities and improve communication. Following are the CSA activities:

AVIATION (Contact: Frank Kirkbride, x-7668)

Security levels remained at "Yellow" status for the month of April 2004. Planning and design of the North Concourse continued. Construction bids were received for site preparation and excavation for the North Concourse. That bid process, however, was successfully protested, and the project will need to be rebid. A City Council Study Session was held on April 12th to review the key components impacting the design and implementation of the Airport Improvement Program (AIP). Community meetings on the AIP were held for the residents of Council Districts 2, 7 and 8. The Acoustical Treatment Program began construction on the first phase of historic homes in the Guadalupe Washington community. On April 15th, a press event kicked off construction on a historical home on Vine Street. In addition to sound insulation, this home also received several improvements through grants from the City's Housing Department. Northbound Route 87 was opened on April 5th between Taylor Street and Skyport Drive. This completes the Route 87 mainline between Route 85 and US 101. Construction work was substantially completed at the Northbound Route 87 Skyport Drive off ramp and at the Skyport Drive urban interchange. Pavement striping is underway. The new underpass on Airport Boulevard at Skyport Drive was opened on April 27th. This was another traffic improvement milestone. Traffic on Airport Boulevard was routed from its detour location to its permanent location under Skyport Drive, greatly improving traffic circulation and minimizing confusion. ATA's last day of service was April 26th.

ECONOMIC DEVELOPMENT & NEIGHBORHOOD SERVICES (Contact: Paul Krutko, x-5880)

KLA-Tencor, Novellus, PGI and Snap Appliance received development assistance, resulting in a significant number of jobs retained or attracted. City is working to help Kohl's occupy two former K-Mart sites. West Coast Beauty Tradeshow generated over \$135,000 in direct revenue and an estimated \$10.6 million in direct spending, and \$2.5 million in tax revenue.

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SVWIN is partnering with NOVA and EDD to serve roughly 2,000 workers slated to be laid-off from the County of Santa Clara and private sector companies. Additional grant money sought to provide services to laid-off govt. workers.

The Predatory Lending stakeholders group will recommend to Council on May 25th a program of counseling and education pending state and federal actions.

City received \$3 million in Proposition 46, Housing Bond Measure, funding.

- The City is working to avoid reductions to Section 8 Program funding and displacement of 348 families.

BEA Systems will double its size to 2.8 million sq. ft. if EIR, development agreement and zoning change are approved by the Planning Commission on May 26th and Council on June 15th.

Council will consider a Staff proposal for a design review process for Downtown on May 18th based on business organization input.

Data and maps are being prepared regarding gas stations and mini-marts and a strategy developed for presenting this policy issue to the Council.

City's development service partners have met with industry groups on fee increases and methodology changes proposed for FY 2004-05.

- The Fire Department Bureau of Fire Prevention largely completed work on a new Administrative Citation process. Working with the City Attorney's Office, Fire Prevention will soon be able to administer citations to businesses within the City who are out of compliance with Fire Safety Code and Hazardous Materials storage ordinances. This added tool should result in fewer instances of on-going safety violations, and increased compliance with permitting processes. Additionally, it will be easier to collect unpaid permit fees, bolstering the cost-recovery performance of the Fire Safety Code Compliance core service.

ENVIRONMENT & UTILITY SERVICES (Contact: Carl Mosher, x-5540)

Staff is developing a program to reduce the level of contamination in recycling carts at single-family homes occurring in certain neighborhoods. The pilot phase of the effort, dubbed CURBS (Capturing & Understanding Recycling Behavior System), will entail a baseline audit of the contents of recycling carts on targeted routes, the application of three separate outreach approaches, and follow-up audits of the contents of recycling carts. Once a better understanding of recycling behavior and the most effective outreach approach has been determined, this program can be expanded to neighborhoods beyond the pilot areas.

ESD completed the Annual Consumer Confidence Report in April. The report states that water delivered in 2003 met all health standards as set by the California Department of Health and the U.S. EPA. The report will be distributed to Municipal Water System customers as a bill insert, contains information on the source of water, water quality data, and the potential health affects. In April, ESD staff along with other water retail agencies in Santa Clara County met with Water District staff to discuss the escalating cost of wholesale water, which is projected to increase by 41% at a minimum over the next 5 years. The discussion centered on cost drivers and what efficiency measures the District can implement to minimize the cost of water.

On April 15th, the Environmental Enforcement Data Management System was implemented. This database combines data from five antiquated databases into one comprehensive system, while streamlining data entry and tracking, improving staff productivity, and facilitating management oversight. The new data management system, includes field handheld devices for data entry and

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field printers, and was utilized to generate the pretreatment reports submitted to the Regional Water Quality Control Board and EPA.

As of end of April, DOT has installed approximately 33 of the targeted 40 new miles of street sweeping parking prohibition signs throughout the City. The remaining signs will be implemented by June 30th. Response from the public has been positive, including a recent message of appreciation from the Burbank/Del Monte Neighborhood where community leaders commended the City for caring about clean streets and safe neighborhoods, and the work of City staff.

The first annual South Bay NPDES permit meeting was held April 29th. The objective was to maintain an open dialogue and discuss the status of major permit activities during the 5-year permit cycle to help facilitate future permit reissuance. Between September 2003 when the Regional Board approved the permit and now, all required studies, plans and reports have been submitted on time. One of the major required reports was the first annual South Bay Action Plan workplan, submitted on February 24, 2004, which allows flow reduction activities to be adapted based on current needs and effectiveness.

PUBLIC SAFETY (Contact: Rob Davis, x-4212)

Initiated a review to analyze potential cross-agency efficiencies related to Grant Administration, Public Education, and Bond Management. Additional activity and information forthcoming. Submitted a grant application to FEMA to purchase and equip approximately 1,920 "Grab and Go" emergency survival kits. The kits will be distributed to "at risk" populations, largely senior citizens, and are designed to foster self-sufficiency in the critical first few days following a disaster. *Operation Safe Passage* took place on April 19th through April 23rd. The emphasis of this program is to enforce any Vehicle Code violations in school zones, as well as any violations pertaining to school-related traffic near local schools. The following is a summary of activity: over 2000 hazardous violation citations, 2900 warnings, 57 vehicles towed and 28 arrested. A total of 376 officers responded to conduct traffic enforcement near 241 schools throughout the City. Additionally, the Department of Transportation and two radar display trailers were deployed at 25 schools throughout the City.

On April 16th, an Officer stopped a vehicle for Vehicle Code violations. During the stop the Officer acted upon probable cause, which resulted with a discovery of over ten pounds of Ecstasy pills and \$32,000 in cash. The two occupants of the vehicle were arrested and asset seizure proceedings have been initiated for both the money and the suspect's vehicle.

The Patrol Division continues to deploy Gang Suppression cars on the Second and Third Watches, when gang activity is most prevalent. These officers are actively identifying, arresting and interacting with validated gang members throughout the City. The following statistics represents the activity from March 1st through April 30th: 6 midsummer citations, 14 felony warrant arrests, 97 subjects validated as gang members, and a total of 18 overall arrests. PRNS continues to develop a structured and coordinated community safety response protocol to address critical incidents of youth violence, crime or criminal gang activity occurring in or around community centers.

In April, Robbery detectives solved three separate bank robberies that occurred in San Jose. Working with Bureau of Field Operations personnel, detectives took two unconnected male suspects into custody who were each responsible for a bank robbery. Working with the Santa Clara Police Department, detectives obtained charges on a female suspect who had committed a total of three bank robberies in Sunnyvale, Santa Clara and San Jose.

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- The CAD Replacement Project is progressing on time and on budget with the recent completion of Interface testing. The Project will go live in June 2004.
All Data 911 Mobile computers have been installed in all of the marked fleet in preparation for Infield Report Writing and the new CAD Mobile project.
619 Model X26 tasers received and have been issued to Patrol Officers/Sergeants and Airport Officers/Sergeants. They previously received 100 M26 tasers of the earlier model.
West Community Policing Center land purchased at 3707 Williams Road.

RECREATION & CULTURAL SERVICES (Contact: Jane Light, x-4826)

The Office of Cultural Affairs' Grant Review Panels met to review and recommend 2004-2005 grants: 64 Arts Grant applications received and 56 recommended (\$1,810,579); 47 Festival/Parade/Celebration applications received and 39 recommended (\$292,251). Grant funding has decreased 26%-32%, due primarily to projected 2004-2005 TOT revenues.

The streamlined "One-Start" Event Permit Application process was implemented in April.

Cinco de Mayo Parade moved to a shorter Downtown route to reduce street closure impact, avert freeway off-ramp closures, and reduce City service costs by 50%.

Contract awarded for construction of the replacement Almaden Community Center and Library.

Design started for the replacement Joyce Ellington Branch Library and the new branch in the Edenvale neighborhood. These are the tenth and eleventh library bond projects (of twenty).

Construction of the replacement Berryessa Branch was delayed because the contractor, D.J.

Amoroso, failed to perform. The surety company will provide a contractor to complete the building, expected at this point to be delayed by 3-4 months.

- Planning for the merger of the Early Care and Education Program and Library Literacy Program continues. The actual merger is scheduled to take place in July, but Gordon Yusko, Library Division Manager, will assume functional supervision of the PRNS Program in May to facilitate merger activities.

General Services Parks Maintenance has redeployed staff and adjusted assignments to respond to the increased parks usage associated with warmer weather and longer days. Staff was redistributed to provide basic park maintenance across the entire park system. The restroom cleaning crews also adjusted their schedules to coincide with the start of daylight savings time and later daily restroom lock-downs.

Several major benchmarks in the Joint Strategic Plan for Aging Services were accomplished in April. A phone survey tool for the Needs Assessment was completed, and the research firm of J.D. Franz began the implementation of the phone survey in both the City of San Jose and throughout Santa Clara County.

STRATEGIC SUPPORT (Contact: Jose Obregon, 938-2025, Mark Danaj, x-4380)

Six vendors submitted proposals for the New City Hall Converged Network RFP, for provision and implementation of a voice and data network system, and technical review was completed in April.

Cost evaluation and vendor demonstrations will occur in May.

Completed specifications for RFP for a consolidated server, storage area network hardware, and implementation services. The IT Department is working to issue the RFP in May.

In the first nine months of this fiscal year, the number of Workers' Compensation claims decreased 8.6% compared to the first nine months of last fiscal year. Workers' compensation reform

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legislation (SB 899) passed on April 20, 2004 is expected to generate savings, while ensuring effective medical treatments to injured employees. The magnitude of the impact will be better defined in the next few months as we complete the impact analysis of this reform.

A New City Hall Team has been organized to work on all of the operational elements required for a successful transition to the new facility. This team brings together staff from multiple departments who have already been working on various aspects of the construction of the new city hall and the move to the new facility.

- A second round of fleet utilization meetings is being held with departments, expanding utilization analysis to include light/heavy metered equipment and transport vehicles. The immediate goal is to remove 50% of the identified underutilized vehicles and equipment from departmental inventories. This will be an ongoing effort to right size the composition of the City's fleet through equipment reductions, reassignments, and increased sharing of fleet resources across Departmental lines.
- Employee Services identified classifications likely to be affected by position cuts and bumping. Seniority lists were then developed and published on the Intranet. A separate Information Memo was issued on this subject on May 1st.
- The City Council recently made changes to the City's Business Tax Ordinance consistent with the Economic Development Strategy. These changes, retroactive to June 2003, include establishing business tax exemptions for financial hardship and family provided caregivers, establishing a 45-day grace period for new businesses, increasing the hardship exemption income threshold and increasing the flexibility for which the City Attorney, City Manager and Director of Finance may compromise a claim related to business tax and related penalties and interest.

TRANSPORTATION (Contact: Jim Helmer, x-2857)

Since the presentation to the BBT Committee on the annual Street Maintenance Program, staff has been participating with the MTC, VTA and local municipalities on an advisory committee to develop funding allocation criteria and propose funding distribution to local agencies for approved projects. Final approval of projects by the VTA is expected in September.

- On April 23rd, VTA approved the Valley Transportation Plan 2030 (VTP 2030). This new 30-year plan of regional transportation priorities includes the City's priorities adopted the City Council in December 2003, and designates high priority for such projects at the BART extension to San José, the Downtown East Valley transit corridor, Route 101 freeway improvements in the Evergreen Area (Tully, Capitol, Yerba Buena), and various improvements to local streets and bicycle/pedestrian facilities.

In April, the Director of Transportation made a presentation to the Public Technology Institute in San Antonio, Texas, on the relationship of a strong transportation system, a strong economy and a vital community. DOT continues to provide transportation planning support to several major land use planning efforts that support economic development.

A groundbreaking ceremony was held on April 23rd to celebrate the start of construction for the 880/Coleman interchange improvement project. This project was accelerated by the use of State/Federal GARVEE Bond financing in order to support expansion of the Mineta San José International Airport. Project completion is scheduled for July 2006.

- On April 15th, a Public Hearing was held in San Francisco on the High Speed Train project. A San José/Silicon Valley delegation provided strong testimony in support of the project and for the San José southern gateway alignment. Another public hearing for the project is scheduled in San José on May 26th.

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- On April 30th, DOT facilitated a kick-off meeting of the City's Executive Committee for the BART to San José project. The purpose of the committee is to provide monthly "one voice" guidance to the City's project management team, with input from the City Manager's Office; Transportation; Economic Development; Planning, Building and Code Enforcement; Public Works; Redevelopment; and others. The City's BART project management staff includes two persons co-located with VTA staff and BART consultants.

In April, versions of the Federal transportation bill identified funding for BART, the San José/Silicon Valley Transportation and Incident Management Center (TiMC), the Coyote Creek Trail, and Almaden Expressway improvements near Route 85. The Director attended the National League of Cities meeting in early April, accompanying the Vice Mayor to advocate the City's position on Transportation issues.

The traffic calming projects that were completed in the Loma Linda and Eden Avenue neighborhoods were dedicated in public ceremonies in March 2004. In addition, the West Hedding and Elm Median Island Landscaping project which installed trees, shrubs, concrete pavers, decomposed granite and irrigation, was completed in April 2004. It is anticipated that staff will respond to 2000 traffic calming request by the end of the fiscal year. Due to staff vacancies that have been present for a majority of the year, the timeliness in responding to these neighborhood service requests is decreasing.

The City and Bank of America recently signed an agreement to make available the bank's parking lot on Lincoln Avenue available for public parking to the Willow Glen community during both day and extended evening business hours. The design and improvement phases of the project were managed and implemented by DOT's Parking and Infrastructure Maintenance Divisions under the leadership of the Office of Economic Development.

On March 15, 2004, NLC met in San Jose. Director Jim Helmer gave a presentation on NASCOP effectiveness and encouraged other cities to try NASCOP. There were approximately 4,000 attendees, including elected officials, city managers, and department directors. The City asked that other cities help participate in legislative change to make NASCOP easier to use in California.

CONCLUSION

I hope that you find this memo informative and productive to understanding the various current CSA activities. If you would like specific information on CSA activities, I have included the contact/teamleader for each CSA after the heading. I look forward to meeting with you and discussing this idea and the content of the memo.



Del D. Borgsdorf
City Manager