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# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Del D. Borgsdorf

**SUBJECT:** CITY MANAGER'S MONTHLY  
ACTIVITY REPORT

**DATE:** June 8, 2004

## INFORMATION

In addition to providing the monthly activity report on city-wide activities by City Service Area (CSA) for the month of May, I want to first provide a list of items coming forward to Council in June. This list reflects high-profile items that require Council action and/or deliberation prior to the July recess.

### June 15<sup>th</sup> Council Meeting

1. Mayor's March Message discussion
2. 1<sup>st</sup> reading of the approval of FY 04-05 Budget actions
3. Recycle Plus, Solid Waste, Recycle Water etc.. rate increases
4. Auditor's Report on CUSP
5. General Plan Hearings
6. Downtown Design Guidelines
7. MOU re: Habitat Conservation Plan
8. Library Benefit Assessment District Annual Report

### June 22<sup>nd</sup> Council Meeting

1. Final approval of FY 04-05 Budgets
2. Public Hearing on Sewer Fee Increase
3. Convention Center award and budget adoption
4. New City Hall (NCH) Voice & Cabling Award
5. Converged Network for NCH
6. Susan Hammer Theater re-naming
7. Conceptual approval of architectural design of Airport/North Concourse Project
8. Downtown East Valley Light Rail Stations

### June 29<sup>th</sup> Council Meeting

1. FY 03-04 Budget clean-up
2. Planning Commission Interviews
3. Audio Video award for NCH
4. Various FY 04-05 Consent Calendar agreements
5. Lobbyist Ordinance discussion
6. EIR re: NCH Employee Garage
7. Change Order for NCH Window Cleaning
8. Legacy Partners Eminent Domain (t)
9. BART station reconfiguration @ Berryessa

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Following are the CSA activities

**AVIATION (Contact: Frank Kirkbride, x-7668)**

- Security levels remained at "Yellow" for the month of May.
- Planning and Design of the North Concourse continues. The award of the Site Preparation and Excavation Package was brought to Council on June 8, and is the first major construction package for the North Concourse Project. This work will prepare the site for subsequent contracts.
- Runway 30L was closed on May 17<sup>th</sup> for a five-month extension project that will enhance safety and increase efficiency for aircraft using the runways. A total of 800 feet will be added to the north and south ends of the runway, extending it to 11,000 feet. During the closure, Runway 30R will be used for both arrivals and departures, shifting approaches to the airport approximately one mile to the east of the normal flight path. Community outreach was conducted with residents potentially affected by the shift in the normal flight path. A major federal grant in the amount of \$8.3 million was awarded to Norman Y. Mineta San Jose International Airport to provide funds for this extension project.
- Caltrans opened the new exit ramp from Airport Boulevard, over the underpass, to southbound Route 87.
- Airport traffic entering from the northbound Route 87 off ramp started driving on a new inbound lane over the Skyport Bridge. The new lane directs motorists to the terminals and short-term parking.  
On May 28, the Transportation Security Administration in partnership with the Airport Department announced summer travel tips for Airport customers on how to save time in the security screening process.

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

- The amendment of the Industrial Land Use Ordinance was completed.
- Based on Council approval of the term sheet on May 18, negotiations for the purchase of the FMC 75 acres is proceeding. The purchase will allow future Airport growth and significant revenue through a long-term ground lease.
- The Sports Facility Task Force has received a preliminary presentation on the market analysis and facility review for major league franchises in San Jose. This is the first of a series of reports that will evaluate the NFL, NBA and Major League Soccer. The full major league franchise report will be provided to City Council in an Information Memo under separate cover.  
The grand opening for the new Gilroy WIN One-stop was held on May 20, with over 500 in attendance. The relocated center is expected to serve 25% of the program's estimated 190,000 annual client visits.  
A six-member delegation of City Council members from Okayama, Japan traveled to San Jose May 11<sup>th</sup> to participate in the dedication ceremony of the new gate at the Japanese Friendship Garden. Speakers included the Japanese Consul General.  
Housing Department's second Notice of Funding Availability round for 2004 closed on May 19<sup>th</sup>. Of the three applications filed, two were eligible and scored well enough to be recommended to City Council on June 29<sup>th</sup>.

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The celebration of the completion of the 6,000<sup>th</sup> unit of affordable housing, in combination with the grand opening of Villa Solara, a JSM development, is scheduled for 11:00 a.m. to 1:00 p.m. on June 24<sup>th</sup> at 1385 Lucretia Ave.

- On May 18<sup>th</sup>, the City Council approved a Memorandum of Understanding with Hitachi. Plans for community outreach are underway.

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

- Staff conducted a small field inspection of recycling cart contents and door-to-door market research at 50-80 homes to develop the pilot program to reduce contamination in recycling carts that will launch sometime this summer.
- The City officially opposed AB 2290, which would undermine local commercial solid waste systems and would impair franchise agreements between local agencies and their hauler franchisees. Approval of this legislation would result in the City of San Jose losing approximately \$500 to \$750K in annual General Fund revenue.
- Source Control staff is investigating a cyanide dump that occurred on May 26<sup>th</sup>, presumably from an industrial source. The illegal dump elevated the Plant's cyanide levels to approximately 15 times the expected normal concentration. The incident was reported to the Regional Board.
- As of May, the Sanitary Sewer Construction Program was on-target to award 14 capital projects in FY 2003-04 totaling \$38.6M. An additional 14 projects have been brought to "Project Acceptance" in FY 2003-04 totaling \$30.5M.
- City Staff, SCVWD, the VTA, and the US Army, hosted a "Public Project Development Process" workshop on May 12<sup>th</sup> to educate and inform interested public and resource agency stakeholders on the capital project development process, with a focus on Public Financing, Land Acquisition, Scheduling, City Planning requirements for private development, Review Process constraints on the City, and the City of San Jose General Plan.
- On May 28<sup>th</sup>, staff participated in the second annual *Children's Water Wizard Festival* at Guadalupe Gardens. The event brought together over 300 San Jose third-graders for a consolidated message on promoting and maintaining a healthy water environment and supply. ESD activities focused on stormwater pollution prevention and composting education and messages.

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

- A Police Department Promotional Ceremony will occur on June 18, at 3:00 p.m. at Bellarmine College Preparatory School.  
Police Special Operations had a full division call back on for Cinco de Mayo events. Approximately 350 law enforcement personnel were assigned to the event. For the two days there were 1,060 citations issued, 96 arrests made, and 124 Field Information cards filed. Very serious gang presence and parolee presence were observed.  
Fire Department has responded to 9 Wildland Fires since April 7<sup>th</sup>. Four of the 9 TIER (Tactically Integrated Emergency Responses) have been at a level of TIER 3 Responses. Three of the 9 responses have included SJFD response to a California Department of Forestry (CDF) mutual aid request (South County).
- Fire held three Wildfire Safety Fairs at three hardware stores to raise homeowner awareness for home protection.

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- At least 778 personnel have completed the new Mobile Data Computer training. The training should be 90-95% completed by June 4<sup>th</sup>.  
Approximately 489 Model X26 tasers have been distributed to patrol officers as of May 18<sup>th</sup>; 97 Model M26 tasers have been distributed as well. The roll-out process is continuing.
- The Sexual Assault Investigation Unit's Child Exploitation Detail will host a National Internet Crimes Against Children Conference at the Convention Center on June 23-25. Experts from around the country will attend to provide expert training to law enforcement officials and local residents.
- Office of Emergency Services staff taught the Spring #2 San Jose Prepared! classes, and held a San Jose Prepared! Leadership Forum on Critical Incident Stress issues, with Bob Porter of County Mental Health Department as co-presenter.  
Final preparations for the new Computer Aided Dispatch system are in progress. The training has been completed for officers and dispatchers and final review is in progress. SBC is continuing to deploy their new equipment in anticipation of the go-live on June 15, 2004.  
The City's November 2003 Federal Emergency Management Agency (FEMA) Grant Application for 2003 funding was rejected. The grant request was for funding of an on-going "Life Safety Education" program aimed at seniors and an expansion of resources for Citizen CPR training. At this point in time, it is not clear whether the Fire Department will continue to seek alternatives for these programs. The 2004 FEMA Grant, for senior safety "Grab and Go" kits, submitted in April 2004, is still pending.

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

- In May, the City was selected as one of eight cities selected nationwide by the NLC to participate in the Municipal Leadership to Reengage Disconnected Youth Program. The purpose of this program is to help cities reengage older youth who are disconnected from school, work, and the community.
- Staff launched the Smart Start San José Program Quality Campaign. Posters are available in English, Spanish, and Vietnamese. Posters will be mailed to all licensed early care and education centers in San José, and will be posted at all San José community centers and other key locations.
- The Smart Start San José website went live ([www.smartstartsanjose.com](http://www.smartstartsanjose.com)).
- eBay awarded a \$250,000 grant (through the City of San Jose) to the Silicon Valley Economic Development Corporation to support the conversion of existing early care and education spaces to Smart Start San José quality program spaces.
- Staff developed a multiple page PRNS website for grant funding resources, in-kind giving and technical assistance. The web page will complement the direct funding resources provided by the CDBG and HNVF grant programs.
- San Jose Public Library and San Jose State University Library have been selected to be the co-recipients of Library Journal's annual Library of the Year award. The award recognizes innovation, extraordinary service to the community, and programs or activities that other libraries can replicate. The award will be given at the annual American Library Association conference in late June. A press conference and local celebration will follow.
- The King Library Grand Opening garnered national awards including: Public Relations Society of America Silver Anvil Award ("the academy award of the PR profession"); John Cotton Dana Award from HW Wilson Co. & the Library Administration and Management Association (a



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division of the American Library Association); California Association of Public Information Officials Award of Excellence in the Special Event or Marketing/Communication Campaign category.

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

On April 19<sup>th</sup>, the California legislature enacted workers' compensation legislation (SB 899), which provides strong reforms in an effort to save jobs, reduce costs for employers and improve care for injured workers. Staff will complete an impact analysis of this reform within the next few months.

- In May, a contract was completed to provide advanced leadership training for employees starting in September 2004. Content will include collaborative communication, best practices in team building, managing constant change and innovation, coaching and mentoring, ethics, project management, the business case for diversity and managing customer relationships and creative external partnerships.
- On May 3<sup>rd</sup>, Employee Services coordinated and submitted preliminary notification memos to the 296 employees affected by Tier 1 budget reductions. Placement teams have been formed to review and recommend optimum placements within occupational groups. Following this effort, a similar collective approach will be used to identify redeployment opportunities for the remaining 67 employees subject to layoff.
- The City has obtained underlying ratings for the Airport from the three primary bond rating agencies: Moody's Investors Services, Standard & Poor's and Fitch Ratings. They have each confirmed the Airport's existing underlying rating and rated the Airport Revenue Bonds Series 2004 as follows:

○ Moody's Investors Services	A2	Stable Outlook
○ Standard & Poor's	A	Stable Outlook
○ Fitch Ratings	A+	Stable Outlook

The underlying ratings are beneficial to the financing by reducing the cost of bond insurance and improving the pricing of the Bonds. The Bonds will be issued with ratings of Aaa/AAA/AAA as a result of the bond insurance coverage.

**TRANSPORTATION (Contact: Jim Helmer, x-2857)**

- Construction of the permanent Newhall Street Closure project began in mid-May and is nearing completion. Final landscaping will be installed in mid-June. Two curb ramp installation projects are nearing completion. The East Valley/680 SNI project is about 95% complete. All 77 ramps will be installed by July 1. The Citywide ramp project that will install 314 ramps throughout the city is 85% complete and will conclude by the end of July. Staff worked to install banners in San Pedro Square to celebrate the Sharks playoff success. The idea was conceived and the banners were installed in four days. The banners received National media coverage on ESPN. The Lynhaven Neighborhood and Westmont High School Enhanced Crosswalk projects were completed. State of the art, solar powered, flashing beacon signs were used at these locations. A ceremony was held on May 17<sup>th</sup> to dedicate the new signs.

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- The City's Street Smarts Public Education Program was presented with the top transportation award in the State, in the category of community awareness, last month at the "Tranny" awards program in Sacramento, sponsored by the California Transportation Foundation. On May 20<sup>th</sup>, staff worked at energizer stations as part of the San Jose Metropolitan area *bike to work day*. On May 22<sup>nd</sup>, DOT presented a preliminary transportation improvement plan for the Evergreen Smart Growth Strategy to the Evergreen Task Force.

**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 the content of the memo.

  
Del D. Borgsdorf  
City Manager

