

# INFORMATION MEMO LOG

## JANUARY 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
1/2/2013	Betsy Shotwell	Patton Boggs Update on U.S. Fiscal Cliff Crisis
1/4	William McDonald	San José Fire Department Response Time Performance Reporting
1/7	Kim Welsh	ANA Inaugural Flight Economic Development Program
1/14	Debra Figone	Appointment of Acting San José Police Chief
1/16	Gloria Schmanek	Early Distribution Council Packet for January 29, 2013
1/17	Angelique Gaeta	Medical Marijuana Enforcement Update
1/17	Julia H. Cooper	SARA Overpayment Update
1/22	Gloria Schmanek	Early Distribution Council Packet for February 5, 2013
1/24	Julia H. Cooper	2012-2013 Business Tax Amnesty Program
1/24	Betsy Shotwell	National League of Cities Congressional City Conference March 9-13, 2013
1/29	Gloria Schmanek	Early Distribution Council Packet for February 12, 2013
1/30	Debra Figone	2013-2014 General Fund Budget Planning – Retirement Costs Update

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# INFORMATION MEMO LOG

## FEBRUARY 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
2/1/2013	Kim Walesh	Update on School of Arts & Culture at MHP
2/7	William F. Sherry	West Side Lease Award Notice of Intended Award
2/7	Betsy Shotwell	Federal Legislation and Regulatory Action Relevant to General Local Government Interests: 2012 Year-End Analysis and 2013 Forecast
2/12	Betsy Shotwell	City Staff Legislative Training
2/12	Gloria Schmanek	Early Distribution Council Packet for February 26, 2013
2/15	William F. Sherry	Annual Reallocation of Airport Taxicab Company Permits
2/15	David Sykes	2013 Living Wage Rates
2/15	Betsy Shotwell	State of the Union in 2013
2/19	Gloria Schmanek	Early Distribution Council Packet for March 5, 2013
2/20	Leslye Corsiglia	Spring Street Encampment Reponse
2/21	William F. Sherry	Airport Living Wage Ordinance Rate Increase
2/22	Julie Edmonds-Mares	Community Center Reuse Contracts Expiration Summary
2/26	Gloria Schmanek	Early Distribution Council Packet for March 12, 2013

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# INFORMATION MEMO LOG

## MARCH 2013

DATE	DEPARTMENT	SUBJECT
3/1/13	Lesyle Corsiglia Julia H. Cooper	Report on Activities Undertaken by the Director of Housing and the Director of Finance Under the Delegation of Authority Ordinance for the Period of October 1, 2012 through December 31, 2012
3/1	Debra Figone	2013-2014 Preliminary Alternative Service Delivery Evaluations and Alternative Service Delivery Pilot Program Updates
3/4	Betsy Shotwell	Patton Boggs Update on Sequestration
3/5	Gloria Schmanek	Early Distribution Council Packet for March 19, 2013
3/8	Betsy Shotwell	League of California Cities Briefing on Priority Bills
3/12	Gloria Schmanek	Early Distribution Council Packet for March 26, 2013
3/18	William F. Sherry	Annual Status Report on the Airport Master Plan
3/18	Kerrie Romanow	Sanitary Sewer Flow and Rate Study Update
3/20	Alex Gurza	Pension and Retiree Healthcare Valuations Update
3/21	Debra Figone (SARA)	State Controller's Review on Redevelopment Asset Transfer
3/25	Betsy Shotwell Roxanne Miller	City of San José Trip to the State Capitol
3/26	Gloria Schmanek	Early Distribution Council Packet for April 9, 2013
3/28	Anne Cain	Library In-Service

# INFORMATION MEMO LOG

## APRIL 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
4/2/2013	Gloria Schmanek	Early Distribution Packet for April 16, 2013
4/4	Kerrie Romanow	Earth Day-Great American Litter Pick Up Day 2013
4/9	Gloria Schmanek	Early Distribution Packet for April 23, 2013
4/12	Debra Figone	Employee Pay Range Information
4/10	Alex Gurza Roberto Pena	Blue Shield 2% Pledge
4/16	Julie Edmonds-Mares	2012 PRNS Annual Report
4/16	Gloria Schmanek	Early Distribution Packet for April 30, 2013
4/18	Kerrie Romanow	Report on Rate Noticing Process for Municipal Water System Rate Changes Beginning 2013-2014
4/19	Jeff Ruster	Annual Summary of Funding to Community Based Organizations
4/23	Gloria Schmanek	Early Distribution Packet for May 7, 2013
4/23	Larry Esquivel	Police Sworn Street-Ready Position Status Update
4/30	Kim Welsh	Work2Future's Veterans Initiative
4/30	Gloria Schmanek	Early Distribution Packet for May 14, 2013
4/30	Kim Welsh	Work2Future Direct Client Services – Preliminary Business Case Analysis
4/30	Debra Figone	Aviation Director Recruitment

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# INFORMATION MEMO LOG

## MAY 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
5/2/2013	Anne Cain	Joint Library In-Service
5/3	William McDonald	Breathing Air Services
5/3	Kim Walesh	Update on School of Arts & Culture at MHP
5/8	Kerrie Romanow Hans F. Larson	Update on Street Sweeping Signage Expansion to Support Clean Streets
5/7	Gloria Schmanek	Early Distribution Packet for May 21, 2013
5/7	Alex Gurza	Update on Hiring
5/10	Julie Edmonds-Mares	Graffiti Removal on Highway Overpasses
5/10	Leslye Corsiglia	Colonial Mobile Manor Mobilehome Park Petition for Rent Increase
5/15	Alex Gurza	Update on Hiring
5/15	Angelique Gaeta	Medical Marijuana Enforcement Update
5/16	Kerrie Romanow	Clean Creeks, Healthy Communities Project Update
5/17	Julie Edmonds-Mares David Sykes	Three Creeks Bridge Issues
5/21	Lee Wilcox	Team San José Reimbursement
5/21	Gloria Schmanek	Early Distribution Packet for June 4, 2013
5/28	Gloria Schmanek	Early Distribution Packet for June 11, 2013
5/30	Betsy Shotwell Roxanne Miller	Status Report of Select State Bills
5/30	Betsy Shotwell	League of California Cities Annual Conference September 18-20, 2013

# INFORMATION MEMO LOG

## JUNE 2013

DATE	DEPARTMENT	SUBJECT
6/4/2013	Gloria Schmanek	Early Distribution Packet for June 18, 2013
6/12	Leslye Corsiglia Julia H. Cooper	Report on Activities Undertaken by the Director of Housing and the Director of Finance Under the Delegation of Authority Ordinance for the Period of January 1, 2013 through March 31, 2013
6/18	Debra Figone	Interim Leadership for San José Fire Department
6/18	Debra Figone	Waiver of 2% Salary Increase by City Manager
6/19	Kerrie Romanow	Update on Power Generation at the Regional Wastewater Facility
6/19	Larry Esquivel	Update on Documenting Detentions and/or Searches
6/25	Kerrie Romanow	EPS Collection Pilot
6/25	Betsy Shotwell Roxanne Miller	Status Report of Select State Bills
6/27	Betsy Shotwell	National League of Cities Congress of Cities & Exposition November 13-16, 2013

# INFORMATION MEMO LOG

## JULY 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
7/1/13	Leslye Corsiglia	Results of 2013 Homeless Census and Survey
7/3	Julia H. Cooper	2012-2013 Business Tax Amnesty Program
7/3	Ed Shikada	Profiles of City Managers Having Served San José
7/3	Julia H. Cooper	Results of Civic Center and Civic Center Garage Refunding Bonds Sales
7/9	Kimberly B. Aguirre	Aircraft Diversions at SJC Due to Asiana Accident at SFO
7/16	Jennifer A. Maguire Lee Wilcox	Team San Jose 2012-2013 Budget
7/16	Debra Figone	Guava Fruit Fly Eradication Project in San Jose by State
7/22	Kerrie Romanow	Distribution of Annual Consumer Confidence Report
7/30	Kim Aguirre	The Public use of the Airport's WebTrak Program in the Analysis of the Asiana Incident
7/30	Gloria Schmanek	Early Distribution Council Packet for August 13, 2013
7/30	Debra Figone	Retirement of Joe Horwedel, PBCE Director
7/30	Julia H. Cooper	<i>INFO MEMO TO TPAC</i> Insurance Renewal Process

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# INFORMATION MEMO LOG

## AUGUST 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
8/5/13	Debra Figone	National Night Out 2013
8/6	William F. Sherry	Airport Taxi Staging Building Rent
8/6	Gloria Schmanek	Early Distribution Council Packet for August 20, 2013
8/12	David Sykes	Council Recess Actions
8/12	Julie Edmonds-Mares	Three Creeks Trestle
8/13	Gloria Schmanek	Early Distribution Council Packet for August 27, 2013
8/20	Debra Figone	Proposed CPUC Regulations for Transportation Network Companies
8/22	Julie Edmonds-Mares	San José Family Camp Fire Evacuation
8/22	Debra Figone	Recruitment for Director of Planning, Building and Code Enforcement
8/27	Gloria Schmanek	Early Distribution Council Packet for September 10, 2013
8/29	Leslye Corsiglia	Impact of Section 8 Program Changes on San Jose Residents
8/30	Debra Figone	Potential Media Report on Parking Citations

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# INFORMATION MEMO LOG

## SEPTEMBER 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
9/3/13	Gloria Schmanek	Early Distribution Council Packet for September 17, 2013
9/4	Leslye Corsiglia Julia H Cooper	Report on Activities Undertaken by the Director of Housing and the Director of Finance Under the Delegation of Authority Ordinance for the Period of April 1, 2013 Through June 30, 2013
9/5	Leslye Corsiglia	HUD Funding Adjustments to Nonprofit Service Agency Agreements
9/10	Gloria Schmanek	Early Distribution Council Packet for September 24, 2013
9/12	Kerrie Romanow	Pollution Prevention Week
9/16	Betsy Shotwell	Federal Legislation and Regulatory Action Relevant to General Local Government Interests
9/16	Norberto Dueñas	Community Crime Prevention Associates, LLC Evaluation Services
9/17	Gloria Schmanek	Early Distribution Council Packet for October 1, 2013
9/18	Betsy Shotwell Roxanne Miller	Status Report of Select State Bills
9/20	Jill Bourne	Library In-Service
9/26	Hans F. Larson	Copper Materials Anti-Theft Regulations
9/30	Betsy Shotwell	City Staff Legislative Training
9/30	Leslye Corsiglia	Follow-up on the Nexus Study for an Affordable Housing Impact Fee

# INFORMATION MEMO LOG

## OCTOBER 2013

DATE	DEPARTMENT	SUBJECT
10/1/13	Ruben Torres	Interim Leadership for San Jose Office of Emergency Services
10/8	Gloria Schmanek	Early Distribution Council Packet for October 22, 2013
10/8	David Sykes	San Jose Minimum Wage Ordinance Update
10/15	Gloria Schmanek	Early Distribution Council Packet for October 29, 2013
10/23	Kimberly B. Aguirre	Assignment of Areas Concession Agreement
10/22	Gloria Schmanek	Early Distribution Council Packet for November 5, 2013
10/25	Debra Figone	Fire Chief Recruitment
10/28	Betsy Shotwell	League of California Cities Legislative Briefing November 6, 2013
10/31	Debra Figone	Sworn Fire Second Tier

# INFORMATION MEMO LOG

## NOVEMBER 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
11/1/13	Kim Becker Aguirre	Fly San Jose Campaign
11/1	Larry Esquivel	South San Jose Police Substation
11/5	Gloria Schmanek	Early Distribution Council Packet for November 19, 2013
11/6	Debra Figone	ProspectSV and work2future Foundation Initiatives
11/7	Betsy Shotwell Roxanne Miller	2013 Status Report of Select State Bills
11/7	Kerry Romanow	Car Wash Events
11/8	Larry Esquivel	Recruit Training Costs
11/8	Hans F. Larsen	Streetlight Outage Status Report
11/12	Kim Becker Aguirre	2012 Annual Airline Compliance and Noise Control Report
11/14	Jill Bourne	Library In-Service
11/19	Gloria Schmanek	Early Distribution Council Packet for December 3, 2013
11/20	Leslye Corsiglia Julia H. Cooper	Report on Activities Undertaken by the Director of Housing and the Director of Finance Under the Delegation of Authority Ordinance for the Period of July 1, 2013 Through September 30, 2013

# INFORMATION MEMO LOG

## DECEMBER 2013

<b>DATE</b>	<b>DEPARTMENT</b>	<b>SUBJECT</b>
12/3/13	David Sykes	New Police Patrol Vehicles
12/3	Gloria Schmanek	Early Distribution Council Packet for December 17, 2013
12/6	Jill Bourne	Closure of the Vineland Branch Library
12/11	Leslye Corsiglia	Colonial Mobile Manor Mobilehome Park Petition for Rent Increase Decision
12/12	Larry Esquivel	Appointment of Assistant Chief of Police
12/17	Joseph Horwedel Hans Larsen Kim Walesh	Release of Diridon Station Area Plan Director
12/19	Alex Gurza	Work-Related Injuries and Illnesses
12/20	Kim Becker Aguirre	Implementation of CFC Increase
12/23	Ed Shikada	Leadership Changes in City Manager's Office