

**MINUTES OF THE CITY COUNCIL  
DISCLOSURE OBLIGATIONS OF MUNICIPAL BOND ISSUERS AND  
PROCUREMENT PROCESS AND PROCEDURES**

**SAN JOSE, CALIFORNIA**

**MONDAY, OCTOBER 19, 2015**

The Council of the City of San José convened in Regular Study Session at 1:33 p.m. in the Council Chambers at City Hall.

Present: Council Members - Carrasco, Herrera, Jones, Kalra, Khamis, M. Nguyen, T. Nguyen, Oliverio, Peralez, Rocha.

Absent: Council Members - Liccardo. (Excused)

Staff: City Attorney Richard Doyle, City Manager Norberto Dueñas, Assistant City Manager David Sykes, Chief Deputy City Attorney Danielle Kenealey, Director of Finance Julia H. Cooper, City Clerk Toni Taber, Mayor’s Assistant Chief of Staff Margaret Le and Deputy City Clerk Susan Davis.

Documents Filed: (1) Memorandum from Director of Finance Julia H. Cooper, dated October 15, 2015, providing reference material containing policies and procedures related to the City’s procurement procedures for Supplies, Material, Equipment, Non-Professional and Professional Services and Information Technology, and a pocket *Guide to Public Procurement for Elected Officials and Public Sector Managers*. (2) Staff presentation dated October 19, 2015 summarizing the Review of Disclosure Obligations. (3) Staff Presentation dated October 19, 2015 summarizing the Review of Procurement Processes and Procedures and Process Integrity Guidelines.

**(1) Review of Disclosure Obligations – “What Issuers of Municipal Securities should know about Federal Securities Law”.**

City Manager Norberto Dueñas provided opening remarks.

Director of Finance Julia H. Cooper presented an Overview of Municipal Bonds.

Stephen Melikian, Jones Hall, A Professional Law Corporation, Chief Deputy City Attorney Danielle Kenealey and Director of Finance Julia H. Cooper offered the presentation on “What Issuers of Municipal Securities should know about Federal Securities Law”.

**(1) (Cont'd.)**

Director of Finance Julia H. Cooper and Stephen Melikian, Jones Hall responded to Council questions and concerns.

Council discussion ensued.

**(2) Review of Procurement Process and Procedures including Process Integrity Guidelines.**

City Manager Norberto Dueñas presented introductory remarks.

Director of Finance Julia H. Cooper, Deputy Director of Finance Mark Giovannetti presented the report and responded to Council questions.

**ADJOURNMENT**

Vice Mayor Rose Herrera adjourned the meeting at 3:52 p.m.

Minutes Recorded, Prepared and Respectfully Submitted by,



Toni J. Taber, CMC  
City Clerk

smd/10-19-15 SS