

COUNCIL AGENDA: 06-24-08

ITEM: 2.50

# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Katy Allen  
James R. Helmer

**SUBJECT:** SEE BELOW

**DATE:** 06-03-08

Approved

Date

6/10/08

**COUNCIL DISTRICT:** 3

**SUBJECT: DOWNTOWN SAN JOSE PROPERTY-BASED BUSINESS  
IMPROVEMENT DISTRICT ANNUAL REPORT FOR FISCAL YEAR 2008-2009**

## RECOMMENDATION

Adoption of a resolution:

1. Approving the Downtown San Jose Property-Based Business Improvement District Annual Report for Fiscal Year 2008-2009 as filed or modified by Council
2. Confirming the individual assessments as proposed or modified by Council, including the assessment on City owned property of approximately \$296,000 and the assessment on Redevelopment Agency property of approximately \$63,000
3. Directing that the City baseline services contribution in the amount of \$340,000, and assessment payment be made
4. Directing the Director of Finance to deliver the assessment roll to the County for collection with the property taxes.

## OUTCOME

The desired outcome is the continued enhanced cleaning, ambassador, image enhancement services, and beautification projects funded through the levy of special assessments for Downtown San José.

## **BACKGROUND**

The City of San José established its first Property-Based Business Improvement District (PBID) in 2007 to fund specific enhanced services and improvements above those provided by the City from generally available funds. Since the enhanced services directly benefit individual parcels within the district rather than the City as a whole, the costs are assessed to these same parcels.

The Downtown San Jose Property-Based Business Improvement District (Downtown PBID) was approved by property owners and adopted by Council on August 7, 2007 to raise funds for enhanced cleaning, ambassador and image enhancement services for the Downtown area. This district was formed in response to declining maintenance levels in the Downtown area at the request of numerous stakeholders. The voter approved assessment formula provides for an annual inflation adjustment at the rate of the Bay Area CPI for all urban consumers and/or other changes in program costs, but not to exceed 5%. The district has an initial term of five years and can be renewed for ten year term increments. Attachment A provides a map and boundary of the district.

## **ANALYSIS**

As required by Part 7 of Division 18 of the California Streets and Highways Code "Property and Business Improvement District Law of 1994" for reporting, and in accordance with the agreement between the City and the San Jose Downtown Property Owners' Association (OA), the OA has submitted the *San Jose Downtown Property-Based Improvement District Report* (Report) to the San Jose City Council, dated May 15, 2008 (Attachment B). This Assessment District Report which is the first of two reports for Fiscal Year 2008-2009 will be on file in the City Clerk's Office prior to the Council Meeting. A second report, the Financial Report, will be submitted in October to the Council from the OA. This first report contains:

1. Property-Based Improvement District boundaries
2. FY 2008-2009 improvements and activities
3. Cost estimates for improvements and activities in FY 2008-2009
4. Method and basis for levying FY 2008-2009 assessment
5. Revenue to be carried over
6. Non-assessment revenue

The Downtown PBID commenced services on January 28, 2008. The enhanced cleaning program includes sidewalk and street furniture cleaning and scrubbing, power washing and sweeping, portering and trash collection, and reporting of graffiti. In addition, ambassadors patrol within the boundaries of the Downtown PBID daily offering assistance to employees, visitors and residents. The services have been well received and the overall condition of the area within the boundaries of the Downtown PBID is cleaner and better supported from a visitor and customer standpoint. For fiscal year 2008-2009, the Downtown PBID will implement a beautification improvement plan enhancing the aesthetics of the downtown area.

It is recommended to increase assessments 5% for fiscal year 2008-2009 to keep pace with increases in the consumer price index, enhanced program costs and service levels, and to ensure that beautification projects have the desired impact in the district. This recommended increase is at the 5% maximum as specified in the voter approved Management Plan/Engineers Report. Although the annual change in the applicable Consumer Price Index (CPI) is 3.2734%, the OA is seeking a 5% assessment increase to accommodate necessary adjustments to the cleaning program and to deliver beautification projects. After providing services for three months, it became apparent to the OA that additional service hours will be needed to provide the level of service promised. The supplemental increase beyond the CPI will accommodate the additional costs of more cleaning staff and a second pressure-washing unit. The total aggregate assessment for fiscal year 2008-2009, including approximately \$74,000 in additional funds from assessments on new developments, is anticipated to be approximately \$1,700,000.

As a property owner within the district, the City's assessment will be approximately \$296,000 and the San Jose Redevelopment Agency's assessment will be approximately \$63,000. The City's baseline cleaning contribution for services provided prior to the formation of the PBID would be adjusted by the applicable CPI in February 2009 with an estimated baseline funding contribution of approximately \$340,000 in fiscal year 2008-2009. Funds are included in the Proposed 2008-2009 budgets for these purposes.

The assessment roll and diagram for fiscal year 2008-2009 will be on file with the City Clerk's Office prior to the Council meeting for public review.

Approval of the proposed resolution by the City Council will:

1. Approve the PBID annual report as filed or modified by Council
2. Confirm the individual assessments as proposed or modified by Council
3. Direct that the City baseline services contribution and assessment payment be made
4. Direct the Director of Finance to deliver the assessment roll to the County for collection with the property taxes.

### **EVALUATION AND FOLLOW-UP**

The attached annual report by the OA sets the budget and proposed assessments for fiscal year 2008-2009 consistent with the approved Management Plan/Engineer's Report. The current agreement between the City and the OA, and PBID law, also requires the OA to submit an Annual Financial Report, containing an independent Certified Public Accountant Review Report in October of each year. If the 2008-09 Downtown PBID Annual Report is approved with the 5% increase, staff will bring forward appropriation and funding sources recommendations for Council approval at a later date as appropriate.

## **POLICY ALTERNATIVES**

Not applicable.

## **PUBLIC OUTREACH**

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

Although the recommendation in this memorandum does not meet the \$1 million threshold under Criterion 1, this memorandum will be posted on the City's website for the June 24, 2008 Council Agenda. The Annual Report is filed in the City Clerk's Office for public review and will also be made available to the property owners within the district upon request. A notice of assessment and map of the district will be recorded with the County Recorder for public viewing and for title purposes. This will allow the district to be referenced in title searches to inform property owners of the district and the accompanying assessment. Staff is also available to respond to any public inquiries. Finally, the San Jose Downtown Property Owners' Board of Directors approved the proposed fiscal year 2008-2009 assessment increase and budget at its publicly noticed and held meeting on May 13, 2008 at 28 N. First Street.

## **COORDINATION**

This memorandum and related documents and resolutions were coordinated with the City Attorney's Office, the Departments of Planning, Building and Code Enforcement and Finance, and the City Manager's Budget Office.

## **FISCAL/POLICY ALIGNMENT**

This action is consistent with the Council-approved Budget Principle to meet legal commitments and requirements.

**COST IMPLICATIONS**

If the 2008-2009 Downtown PBID Annual Report is approved with the 5% increase, the City's assessment will be approximately \$296,000 and the San Jose Redevelopment Agency's assessment will be approximately \$63,000. The City's adjusted baseline cleaning services contribution will be approximately \$340,000. Appropriation and funding sources adjustments, if necessary, will be brought forward for Council approval if appropriate.

**BUDGET REFERENCE**

Not applicable.

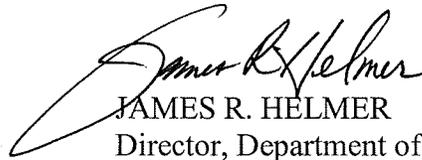
**CEQA**

Exempt: File No. PP08-095



KATY ALLEN

Director, Public Works Department



JAMES R. HELMER

Director, Department of Transportation

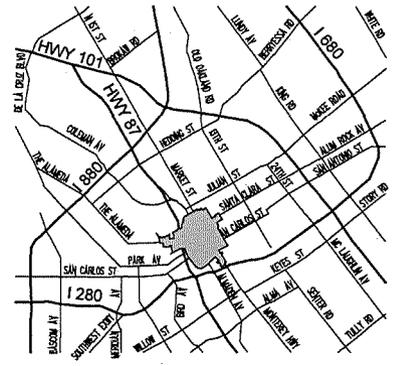
For questions please contact Kevin O'Connor, Deputy Director of Transportation at 277-5000.

**Attachments**

PD:TMB

08cmemoPBID downtown.doc



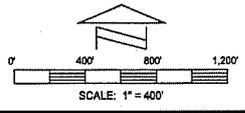


LOCATION MAP

**CITY OF SAN JOSE**  
 CAPITAL OF SILICON VALLEY  
**PUBLIC WORKS DEPARTMENT**  
 TRANSPORTATION AND DEVELOPMENT SERVICES DIVISION  
 P.C. SPECIAL DISTRICTS

**LEGEND**

- ZONE A (Premium)
- ZONE B (Basic)
- STREET RIGHT OF WAY
- PROPERTY LINE



CITY OF SAN JOSE, COUNTY OF SANTA CLARA  
 STATE OF CALIFORNIA  
**DOWNTOWN SAN JOSE**  
**PROPERTY-BASED BUSINESS IMPROVEMENT DISTRICT**  
 FISCAL YEAR 2008-2009

## ATTACHMENT B

### Downtown San Jose Property-Based Business Improvement District

#### Annual Report for Fiscal Year 2008-09 by the Downtown San Jose Property Owner's Association

May 15, 2008

1. Property-Based Improvement District

The Downtown San Jose Property-Based Business Improvement District (PBID), formed in August 2007, is a special benefit assessment district (District) that conveys special benefits to the properties located within the District boundaries. The District currently encompasses the core of the downtown area bounded approximately by Fourth Street and City Hall complex to the east, St. James and Devine streets to the north, Highway 87 and the HP Pavilion to the west and Market and First streets south to Reed Street. No changes are proposed to the District's boundaries, benefit zones, or classification of properties for fiscal year 2008-09.

2. Improvements and Activities to be provided in FY 2008-09

The PBID provides enhanced maintenance, public assistance, beautification and image enhancement activities, above and beyond those provided by the City of San Jose. PBID services began on January 28, 2008. The overall services to be provided by the District in fiscal year 2008-09 continue to be refined and adjustments to the deployment of the cleaning program are necessary. After providing services for four months, it is apparent that additional service hours will be needed in certain areas of the District. A supplemental increase in the assessments beyond the 3.2734% CPI increase will be needed to accommodate additional program costs. The additional costs will be for more cleaning staff and a second pressure-washing unit. The total assessment increase for the next fiscal year will be five percent, as recommended by the Downtown San Jose Property Owners' Association Board of Directors.

The amount of litter and the condition of the streets, coupled with various environmental factors has made it necessary to add additional service hours and equipment. Environmental factors such as street trees dropping fruit, berries and sticky substances onto sidewalks have contributed to a greater need for sidewalk cleaning. The District has already been proactive in addressing these factors by adding supplemental equipment. Two walk-behind scrubber machines were purchased one month after the District took over services downtown. These smaller scrubbers are able to navigate around street furniture, such as light poles, benches, news racks and garbage cans raising the level of detailed cleaning.

The need for another piece of cleaning equipment has also been identified. An additional steam cleaning/pressure-washing unit is needed to deal with the unanticipated conditions that require extra cleaning downtown without impacting regular cleaning schedules and predictable service needs. Examples include removal of tree droppings (berries, sticky substances by the Tech Museum and various other areas), particularly when special events and activities are held at various venues downtown. While the District has responded to these unanticipated conditions it has impacted regularly scheduled services that are still in need of delivery. The second pressure washing unit provides the resources needed to respond to the urgent requests that must be resolved without disrupting regularly scheduled cleaning activities to continue to meet the needs and expectations of the District.

Additional litter removal has become necessary because the cleaning needs within the District, particularly in high traffic areas, and in District areas adjacent to the Guadalupe River and Los Gatos Creek have increased; and have repeatedly required the District to commit resources. The District must regularly monitor and deploy cleaning resources in these high traffic areas to remove litter and debris and maintain these areas at the expected condition level, which draws from resources used to meet other District needs. The District also supports the City's Environmental Service and Parks Departments by emptying their trash receptacles when these containers are noticed to be full during regular PBID staff rounds, as well as the designated PBID receptacles along the transit mall. To meet the District needs in a proactive manner as the property owners expect, the additional resources described are needed.

The table below reflects the clean and safe services for 2008-09, including the specific changes in activities based on the need for additional pan and broom services and steam cleaning/pressure washing.

| <b>Cleaning</b>                     | <b>Proposed in Management Plan</b> | <b>Current FY 07-08</b>                       | <b>Projected FY 08-09</b>                     |
|-------------------------------------|------------------------------------|---|---|
| Maintenance F.T.E.                  | 13 to 22                           | 13  | 16  |
| Average weekly coverage             | 5 to 7 days                        | 5 to 7 days                                   | 5 to 7 days                                   |
| Litter Removal/Vacuuming            | Daily All Downtown                 | Daily All Downtown                            | Daily All Downtown                            |
| Litter Removal/Pan & Broom          | One to Two Shifts in Premium Area  | One to Two Shifts in Premium Area             | Two Shifts in Premium Area                    |
| Machine Sweeping/Scrubbing          | Daily All Downtown                 | Daily All Downtown                            | Daily All Downtown                            |
| Transit Stop Maintenance            | Yes                                | Yes   | Yes   |
| Steam Cleaning/Pressure Wash: Basic | Two to Four times per year         | Two to Four times per year and as needed SWAT | Two to Four times per year and as needed SWAT |

|  |                            |   |   |
|--|----------------------------|---|---|
| Steam Cleaning/Pressure Wash: Premium            | Four to Six times per year | Four to Six times per year and as needed SWAT | Four to Six times per year and as needed SWAT |
| Graffiti Reporting/Cleaning                      | Daily as Needed            | Daily as Needed                               | Daily as Needed                               |
| Light Landscape/Weeds                            | As Needed                  | As Needed                                     | As Needed                                     |
| SWAT Patrol or "emergency cleaning"              | As Needed                  | As Needed                                     | As Needed                                     |
| <b>Safe (Information and Safety Ambassadors)</b> |                            |   |   |
| Ambassadors F.T.E.                               | 9-12                       | 9-12  | 9-12  |
| Coverage in all areas                            | 8 hours                    | 8 hours                                       | 8 hours                                       |
| Coverage in Premium areas                        | 12-16 hours                | 12-16 hours                                   | 12-16 hours                                   |

Along with clean and safe services, the district will provide Image Enhancement activities that are defined as streetscape beautification. Such enhancements can be improvement projects including but not limited to flowerpots, decorative lighting, directional way-finding signs and street furniture. In fiscal year 2007-08, the PBID will select a landscape designer/architect to create a streetscape beautification plan for the District and a demonstration project area. There are more than 10 different locations throughout the District identified for potential beautification enhancements, and the PBID Board of Directors has scheduled its first demonstration project in FY 2008-09 for image enhancements to be completed by the end of 2008. Since the scope of desired District image enhancements and beautification projects is greater than PBID budget resources, the PBID Board of Directors is developing a demonstration project that will have the most potential to be replicated for maximum impact and value throughout the District.

The administrative costs for the PBID represent 9.1% of the revenue received, as approved by the PBID Board of Directors and reflected in the District management plan. The administrative costs include one full time Operations Manager, additional support staff from the San Jose Downtown Association, office supplies, postage, professional services, dues and other miscellaneous costs. An increase in administrative duties is anticipated for the management of the image enhancement and the demonstration project in FY 2008-09.

### 3. Estimate of Costs for Improvements and Activities in FY 2008-09

The estimated cost for improvements and activities for FY 2008-09 is \$2,032,375. This includes the service provided in FY2007-08, and other needs that have increased costs over 2007-08, including the following: 1) SGI contract calls for an inflationary increase based on the CPI in January 2009 which is anticipated to result in an approximate increase of \$22,643; 2) the addition of a second steam cleaner/pressure washer which will cost \$85,000; 3) the increased scope of services for cleaning high traffic areas, which costs \$54,000. The total amount of these new costs is \$161,642, which is higher than the

\$49,413 that would be generated by an increase pegged to the 3.2734% CPI allowed in the Management Plan. Therefore, the Owners Association is recommending an increase of 5%, the maximum allowed by the Management Plan, to cover program costs in excess of the CPI.

The table below summarizes the total estimated costs for providing the services to meet the needs of the District in 2008-09:

| <b>Improvements &amp; Activities</b> | <b>Estimated costs</b> |
|--------------------------------------|------------------------|
| Cleaning                             | \$949,925              |
| Information Ambassadors              | \$582,200              |
| Image Enhancements                   | \$315,000              |
| Administration                       | \$185,250              |
| <b>TOTAL</b>                         | <b>\$2,032,375</b>     |

In order to cover the total costs associated with these District needs, property owner assessments need to be raised by 5% to generate sufficient revenue.

| <b>Revenue Category</b>   | <b>Projected Revenue</b> |
|---------------------------|--------------------------|
| Net Assessments           | \$1,646,784              |
| City of San Jose Baseline | \$340,025                |
| VTA Agreement             | \$50,000                 |
| <b>TOTAL</b>              | <b>\$2,036,809</b>       |

The attached district budget provides detailed estimates of revenues and expenses as approved by the PBID Owners Association Board of Director's at its publicly held meeting on May 13, 2008.

4. Method and Basis of Levying FY 2008-09 Assessments

The methodology for levying the assessments will remain the same for FY 2008-09. Service benefits are distributed to lot and building square footage through a "cost allocation" approach – the costs of specific services are allocated to the assessment variables that benefit most from services. The table below reflects the 5% increase in assessments for FY 2008-09.

| <b>Fiscal Year 2008-09</b>  | <b>Per sq.ft. of Lot FY 2008-09</b> | <b>Per sq.ft. of Building FY 2008-09</b> |
|---|-------------------------------------|--|
| <b>Basic Zone: Commercial, Enterprise Government</b>  | \$ 0.0458                           | \$ 0.0458                                |
| <b>Premium Zone: Commercial, Enterprise Government</b>  | \$ 0.0791                           | \$ 0.0791                                |
| <b>Basic Zone: Residential, Traditional Gov't, Other Non-Commercial (image enhancement assessment not included)</b>   | \$ 0.0333                           | \$ 0.0333                                |
| <b>Premium Zone: Residential, Traditional Gov't, Other Non-Commercial (image enhancement assessment not included)</b> | \$ 0.0667                           | \$ 0.0667                                |

The sum of lot and building square footage are the primary assessment variables for cleaning, information, and beautification/image enhancement costs. Benefits from all PBID activities are designed to improve ease of use, image, occupancy, and sales that are distributed to all properties and those using and occupying those buildings. The inclusion of lot square footage in the calculation acknowledges the greater benefits of these services to the ground level of property.

5. Amount of Surplus Revenue to be carried over from previous fiscal year

A portion of the image enhancement budget, approximately \$112,000 will be carried over to the next fiscal year because the beautification plan has not yet been implemented.

6. Contributions from non-assessment revenue

A separate agreement with the Santa Clara Valley Transit Authority is being finalized to primarily maintain the transit mall light rail track way. VTA will pay the PBID \$50,000 to clean the light rail track ways and transit stops along the downtown transit mall. The City of San Jose also contributes baseline funding in an amount of approximately \$340,000 in FY 2008-09 to provide baseline cleaning services.

San Jose Downtown Property Business Improvement District  
FY 08-09 Budget

|    | A  | B              | C                | D  |
|----|--|----------------|------------------|--|
| 1  | 5/14/2008  | FY 07-08       | FY 08-09         | <i>Fiscal Year begins July 1</i>                                 |
| 2  |  | Approved *     | Approved **      |  |
| 3  |  | BUDGET         | BUDGET           | <b>NOTES for 08-09 Budget</b>                                    |
| 4  |  |                |                  |  |
| 5  | <b>REVENUE</b>   |                |                  |  |
| 6  |  |                |                  |  |
| 7  | Assessments  |                |                  |  |
| 8  | Assessments - thru SCC   | 608,172        | 1,259,035        | PBID property assessments  |
| 9  | less assessment charges SCC  | (12,163)       | (12,590)         | Santa Clara County (1%)  |
| 10 | Assessments - exempt thru SJ   | 198,184        | 410,340          | Exempt property assessments                                      |
| 11 | less assessment charges SJ   | (5,000)        | (10,000)         | City of San Jose (per city management contract)                  |
| 12 |  |                |                  |  |
| 13 | <b>Net Assessments</b>   | <b>789,193</b> | <b>1,646,784</b> |  |
| 14 |  |                |                  |  |
| 15 | City baseline  | 139,583        | 340,025          | per city baseline agreement (3% Feb. 09)                         |
| 16 | Contracts  | -              | 50,000           | fee for service contract (VTA)                                   |
| 17 |  |                |                  |  |
| 18 | <b>TOTAL REVENUE</b>   | <b>928,776</b> | <b>2,036,809</b> |  |
| 19 |  |                |                  |  |
| 20 |  |                |                  |  |
| 21 | <b>EXPENSES</b>  |                |                  |  |
| 22 |  |                |                  |  |
| 23 | <b>CLEAN TEAMS</b>   |                |                  |  |
| 24 | Contract PBID  | 250,000        | 609,900          |  |
| 25 | Contract Baseline  | 139,583        | 340,025          |  |
| 26 | <b>Subtotal</b>  | <b>389,583</b> | <b>949,925</b>   | SGI - (3% Jan. 09)   |
| 27 |  |                |                  |  |
| 28 | <b>GREET (SAFETY AMBASSADOR) TEAMS</b>   |                |                  |  |
| 29 | Contracts  | 239,583        | 582,200          |  |
| 30 | <b>Subtotal</b>  | <b>239,583</b> | <b>582,200</b>   | SGI - (3% Jan. 09)   |
| 31 |  |                |                  |  |
| 32 | <b>Total SGI Contract **</b>   | <b>629,166</b> | <b>1,532,125</b> | inclusive of baseline  |
| 33 |  |                |                  |  |
| 34 | <b>IMAGE ENHANCEMENTS</b>  |                |                  |  |
| 35 | <b>Subtotal</b>  | <b>50,000</b>  | <b>315,000</b>   | projects to be determined  |
| 36 |  |                |                  |  |
| 37 | <b>ADMINISTRATION</b>  |                |                  |  |
| 38 | SJDA Management  | 72,500         | 185,350          | Operations Manager, SJDA support staff, rent, dues/meetings      |
| 39 | Insurance  | 5,441          | 5,500            | directors and officers, general liability, crime package         |
| 40 | Professional Services  | 9,000          | 11,000           | CPA, payroll processing, legal                                   |
| 41 | Marketing  | 2,000          | 6,000            | website, brochure  |
| 42 | Misc   | 5,000          | 8,000            | postage, office supplies, utilities, telephone, internet, copier |
| 43 | less 2% prepay contracts   | (12,583)       | (30,600)         | discount applied to SGI payments                                 |
| 44 | <b>Subtotal</b>  | <b>81,358</b>  | <b>185,250</b>   | 9.1% target in mgmt plan of total revenue                        |
| 45 |  |                |                  |  |
| 46 | <b>START UP COSTS</b>  |                |                  |  |
| 47 | Marketing/Design   | 39,742         |                  | logo, uniform, brand identity, marketing                         |
| 48 | Permits  | 2,500          |                  | Cleaning permit, initial filing with Secretary of State, IRS     |
| 49 | Recruitment/startup office   | 4,300          |                  |  |
| 50 | Coordinator  | 9,500          |                  | Coordinator Aug-Dec 2007   |
| 51 | <b>Subtotal</b>  | <b>56,042</b>  | 0                | 07-08 start-up expenses only                                     |
| 52 |  |                |                  |  |
| 53 |  |                |                  |  |
| 54 | <b>TOTAL EXPENSES</b>  | <b>816,566</b> | <b>2,032,375</b> |  |
| 55 |  |                |                  |  |
| 56 | <b>REVENUE NET OF EXPENSES</b>   | <b>112,210</b> | <b>4,435</b>     |  |
| 57 |  |                |                  |  |
| 58 |  |                |                  |  |
| 59 | Beginning Fund Balance   | 0              | 112,210          |  |
| 60 |  |                |                  |  |
| 61 | Projected Ending Fund Balance  | 112,210        | 116,645          | reserve/contingency  |
| 62 |  |                |                  |  |
| 63 |  |                |                  |  |
| 64 | * Approved by finance committee 5/6/08   |                |                  |  |
| 65 | ** Approved by Board 5/13/08   |                |                  |  |
| 66 |  |                |                  |  |
| 67 | ** Total annual SGI contract of \$1.51 million began Jan. 28, 2008 (approximately 5 months expense for FY 07-08) |                |                  |  |

## **Downtown San Jose Property Owners Association Board of Directors**

### ***Directors***

**Richard Berg (2010)**

Property Owner  
SoFA Properties

**Chuck Hammers (2009)**

Business Owner  
Pizza My Heart

**Cyril Isnard (2010)**

Property Owner  
General Manager  
Fairmont San Jose

**Randy Knox III (2008)**

Property Owner  
Director, Global Real Estate, Facilities and Security  
Adobe Systems, Incorporated

**Elizabeth Mattson (2010)**

Resident  
San Jose Downtown Residents Association

**Susan Gallagher (2009)**

Property owner  
Legacy Partners Commercial, Inc.

**Dean Munro\***

Chief of Staff  
San Jose Redevelopment Agency

**Jim Ortbal\***

Assistant Director  
City of San Jose Department of Transportation

**Bill Ryan (2009)**

Property Owner  
Barry Swenson Builder

**Michael Shadman (2008)**

Property owner  
Shad Engineers

**Richard Utic (2008)**

Property Owner  
Saratoga Capital

Year in parenthesis is when board member's term expires

\*Appointees by City and Redevelopment Agency; not  
subject to term limits