



Regular Meeting  
of the  
San José  
Public Safety, Finance & Strategic Support Committee  
held  
September 20, 2007 at 1:30 P.M

**Roll Call:** Madison Nguyen, Chair; Pete Constant, Vice-Chair; Forrest Williams, Member; Pierluigi Oliverio, Member; Kay Winer, Chief Deputy City Manager; Melanie Jimenez, Mayor's Office; Danielle Kenealey, City Attorney's Office; David Baum, Redevelopment Agency

**Staff:** David Persselin, Debt Administrator, Finance Department; Abe Andrade, Assistant Budget Director, Redevelopment Agency; Lupe Aguinaga, Financial Analyst, Redevelopment Agency; Steve Hendrickson, Interim City Auditor; Chris Constantin, Senior Auditor; Tom Manheim, Director of Communications; Ross Braver, Video Communications Manager; Julie Mark, Deputy Director, Parks, Recreation, and Neighborhood Services; Darryl Von Raesfeld, Fire Chief; David Schoonover, Deputy Fire Chief; Ruben Torres, Assistant Fire Marshall; Geoff Cady, Administrative Officer; Kathryn Sedwick, Planning, Building and Code Enforcement; Scott Johnson, Director of Finance, David McPherson, Deputy Director of Revenue Management, and Mark Brogan, Financial Analyst

**Guest:** Sharon Brockett, Community Strategies Manager, American Heart Association

The meeting was called to order at 1:30 p.m.

Items were heard in the order given.

The Committee approved the deferral of items 2, 4, 7, and 9.

1. **Redevelopment Agency Monthly Financial Reports (Redevelopment Agency)**
  - a. **Financial Statements**
  - b. **Capital Cost Report**
  - c. **Cash Flow Projections**

Abe Andrade, Assistant Director, Redevelopment Agency, presented the financial reports.

Upon motion of Member Oliverio, seconded by Member Williams, the Committee accepted the financial reports.

2. **Report on Communications Services (IT) (Request Deferral to October)**
  - a. **WiFi**
  - b. **Cabling**
  - c. **Technology Infrastructure**Deferral approved.

**8. Report on Public and Educational Cable Access Transition Planning (City Manager)**

Tom Manheim, Director of Communications, and Ross Braver, Video Communications Manager, presented the report.

This report provides an update on the City's project to transition Public and Educational (PE) Access cable programming facilities, as required under the Comcast Franchise approved by the City Council in December 2006, to a new management structure and facility under the San Jose Community Media Access Center (SJCMAC). SJCMAC's role is to support, manage, produce, and distribute noncommercial community programming. The transition plan is being executed on schedule for assumption of Public and Educational Access services by mid-2008.

Upon motion of Member Oliverio, seconded by Vice Chair Constant, the Committee accepted the report.

**3. Initial Review of the Los Lagos Golf Course (Auditor)**

Steve Hendrickson, Interim City Auditor, and Chris Constantin, Senior Auditor, presented the report.

In March 2002, the City of San Jose signed a 15-year operations and management agreement with CourseCo to operate Los Lagos Golf Course (Los Lagos). The Los Lagos operations generate a surplus; however, the revenues are insufficient to make debt payments. The City will continue to pay a significant portion of the bond payments. Revenue and rounds of golf projections for 2006-2007 through 2010-2011 appear optimistic. However, City staff should scrutinize Los Lagos revenue and rounds of golf projections for 2006-2007 through 2010-2011 before asking the City Council to make any policy decisions regarding Los Lagos.

Parks, Recreation, and Neighborhood Services (PRNS) has contracted with a consultant to perform a review of all three municipally-owned golf courses. The consultant performance review will address the Mayor and City Council's concern regarding golf course performance. Estimated completion date of the operational review is February 2008. Consequently, the City Auditor does not recommend duplicating this effort by conducting additional audit work on Los Lagos at this time.

Upon motion of Member Oliverio, seconded by Vice Chair Constant, the Committee accepted the report.

**4. Risk Management Reorganization Update (Human Resources) (Request Deferral to October)**  
Deferral approved.

**5. Report on Resolution Amending Administrative Citation Schedule of Fines (Fire)**

Chief Darryl Von Raesfeld, Fire Chief, David Schoonover, Deputy Chief, and Ruben Torres, Assistant Fire Marshall presented the report.

The Fire Department has recommended adoption of a resolution amending the Administrative Citation Schedule of Fines. This amendment will establish administrative fines for fire false alarms and other violations of the fire safety, fire protection, and hazardous materials storage, or use provisions of the San Jose Municipal Code, with base fines ranging from \$100 to \$1000. This amendment will also enhance fines for repeat violations of the same provision, which occur within any one year period, and superseding Resolution No. 73712, as amended on 4/3/07.

This item will be cross-referenced on October 2 City Council agenda.

Upon motion of Member Oliverio, seconded by Member Williams, the Committee accepted the report.

**6. Report on Heart Safe City (Fire)**

Chief Darryl Von Raesfeld, Fire Chief, Geoff Cady, Administrative Officer, Captain Jose Chavez, Sharon Brocket, American Heart Association presented the Heart Safe City report.

The Fire Department will establishment a Task Force to identify partnerships, public and private, to support and define the key elements of a Heart Safe City, focusing on prevention and response. The Fire Department will report back to this Committee within six months with a progress report.

The Fire Department had a demonstration of how an Automated External Defibrillator (AED) works and how simple the instructions are.

Upon motion of Member Oliverio, seconded by Member Williams, the Committee accepted the report.

**7. Quarterly Update on Council Directives (City Manager) (Request Deferral)**  
Deferral Approved.

**9. Audit Recommendation Follow-up: San Jose Police Department's Staffing and Deployment (Auditor) (Request Deferral to October)**  
Deferral Approved.

**10. Report on the Process and Timeline Update for Adoption of the 2007 California Building Standards, CCR Title 24, Parts 2-6,8-10, and 12 (Planning, Building and Code Enforcement/Fire)**

David Schoonover, Deputy Fire Chief, presented the report.

The California Building Standards is comprised of codes regulating building, fire, electrical, plumbing and mechanical trade areas. On January 30, 2007, the State adopted and approved the 2007 edition of the California Building Standard Codes.

On the October 19, 2007 meeting of the Public Safety, Finance and Strategic Support Committee, staff will present a report on the 2007 California Building Standards Adopting Ordinance.

Proposed amendments have been posted on the City's website [www.sanjoseca.gov/building](http://www.sanjoseca.gov/building).

Upon motion of Vice Chair Constant, seconded by Member Oliverio, the Committee accepted the report.

**11. Update on Finance Department Revenue Collection (Finance)**

Scott Johnson, Director of Finance, David McPherson, Deputy Director of Revenue Management, and Mark Brogan, Financial Analyst presented the report.

The Finance Department-Revenue Management Division (RM) developed a Revenue Collection Strategic Plan (RCSP) which was implemented on January 6, 2007 with the following results; restructured operations to maximize effectiveness of Investigators/Collectors which increased the percentage of time actually worked on collections from 28% to 70%; through the first six months of 2007, increased revenues by 119% when compared to the same time period last year; expand use of collection agencies; implement an Accounts Receivable Amnesty Program; implement a Business Tax Outreach Program with PBCE; and maximize use of technology.

These programs are in place to guarantee that the City receives the maximum advantage to facilitate the delivery of City services provided by specific revenue and cash streams from Business Tax, Accounts Receivable and Revenue Compliance and Monitoring.

Upon motion of Member Oliverio, seconded by Member Williams, the Committee accepted the report.

**12. Oral Petitions**

No oral petitions.

**13. Adjournment**

Meeting adjourned at 3:33 p.m.

By:



**Madison Nguyen, Chair  
Public Safety, Finance and Strategic Support  
Committee**

*Please note that this meeting can be viewed in its entirety on the City's website, [www.sanjoseca.gov](http://www.sanjoseca.gov) and click on the link to view meeting broadcast. you can find all Committee meetings as well as City Council meetings.*