



Memorandum

**TO: RULES & OPEN GOVERNMENT
COMMITTEE**

**FROM: Mayor Chuck Reed
Chair Madison Nguyen**

**SUBJECT: PUBLIC SAFETY, FINANCE AND
STRATEGIC SUPPORT COMMITTEE
PROPOSED WORKPLAN**

DATE: July 14, 2010

Approved

Madison Nguyen *Chuck Reed* Date

7/14/10

RECOMMENDATION

Approval of the Public Safety, Finance and Strategic Support workplan for the period August through December 2010 and setting its meeting schedule on the third Thursday of each month at 1:30 p.m. in Committee Room W118-119, or as noticed below.

WORKPLAN CONTENTS

**PUBLIC SAFETY, FINANCE AND STRATEGIC SUPPORT
COMMITTEE WORKPLAN
August - December 2010**

COMMITTEE MEMBERS:

Madison Nguyen, Chair
Pete Constant, Vice Chair
Pierluigi Oliverio, Member
Kansen Chu, Member

STAFF:

Deanna Santana, City Manager's Office
Antonio Guerra, Mayor's Office
Danielle Kenealey, City Attorney's Office
David Baum, Redevelopment Agency

MISSION STATEMENT:

To effectively develop, manage and safeguard to City's fiscal, physical, technological and human resources to enable and enhance the delivery of city services and projects and to provide prevention and emergency response services for crime, fire, medical, hazardous and disaster related situations.

MEETING SCHEDULE:

Third Thursday of each month at 1:30 p.m. in Council Committee Rooms. If the Committee needs to meet more than monthly, a draft agenda will be presented to the Rules Committee for approval and with sufficient time to distribute the Committee Agenda packet for public review.

RULES AND OPEN GOVERNMENT COMMITTEE

Re: August-December 2010 Public Safety, Finance and Strategic Support Committee Workplan

Page 2 of 3

AUGUST 19

1. **Redevelopment Agency Monthly Financial Reports**
Recommendation: Accept the Redevelopment Agency's Monthly Financial Statements, Capital Cost, and Cash Flow Projections. (Redevelopment Agency)

2. **Fourth Quarter Financial Reports**
Recommendation:
 - (a) Accept the Fourth Quarter Revenue Collection Plan Report.
 - (b) Accept the Report on Fourth Quarter Debt Issuance and Debt Management activities.
 - (c) Accept the Fourth Quarter Investment portfolio statistics and performance; compliance reporting requirements; investment trading activity; and investment strategy pursuant to the requirements of the Council adopted Investment Policy.
(Finance)

3. **Report on Key Legislative Items**
Recommendations: Accept the Report on State Legislation focusing on public safety and strategic services. (Intergovernmental Relations)

4. **Annual Review and Proposed Amendments of the City's Investment Policy**
Recommendation: Accept the Annual Review and Proposed Amendments of the City's Investment Policy. (Finance)

5. **Report on Infrastructure Priority Projects**
Recommendation: Accept the Report on Infrastructure Priority Projects update on the current state of priority technical infrastructure projects. (Information Technology)

6. **Police Management Audit**
Recommendation: Accept report on Police Management Audit. (Auditor)

SEPTEMBER 16

1. **Redevelopment Agency Monthly Financial Reports**
Recommendation: Accept the report on Redevelopment Agency's Monthly Financial Statements, Capital Cost, and Cash Flow Projections. (Redevelopment Agency)

2. **Report on Enterprise and Business Applications Priority Projects**
Recommendation: Accept the Report on Enterprise and Business Applications Priority Projects. (Information Technology)

3. **Quarterly Status Report on Consortium for Police Leadership in Equity**
Recommendation: Accept the Quarterly Status Report on Consortium for Police Leadership in Equity. (Police)

4. **Quarterly Report on Workers' Compensation Program**
Recommendation: Accept the Quarterly Report on Workers' Compensation Program. (Human Resources)

RULES AND OPEN GOVERNMENT COMMITTEE

Re: August-December 2010 Public Safety, Finance and Strategic Support Committee Workplan

Page 3 of 5

5. **Team San Jose Performance Measures**
Recommendation: Accept the Annual Report from Team San Jose on its performance measures. (Team San Jose)

6. **Police Management Audit**
Recommendation: Accept report on Police Management Audit. (Auditor)

OCTOBER 21

1. **Redevelopment Agency Monthly Financial Reports**
Recommendation: Accept the report on Redevelopment Agency's Monthly Financial Statements, Capital Cost, and Cash Flow Projections. (Redevelopment Agency)

2. **Bi-Monthly Financial Report for July-August**
Recommendation: Accept the Bi-Monthly Financial Report summarizes the City's financial status. (Budget)

3. **Review of Relevant 2011 Legislative Guiding Principles**
Recommendation: Accept the Review of Legislative Guiding Principles with focus on Public Safety and Strategic Support. (Intergovernmental Relations)

4. **Semi-Annual Recommendation Follow-up Report on all Outstanding Audit Recommendations**
Recommendation: Accept the Semi-Annual Recommendation Follow-up Report on all Outstanding Audit Recommendations. (Auditor)

5. **Report on Asset Management**
Recommendation: Accept the report on asset management. (General Services)

6. **Report on Civilianization**
Recommendation: Accept the status report on Civilianization.

7. **Police Management Audit**
Recommendation: Accept report on Police Management Audit. (Auditor)

NOVEMBER 18

1. **Redevelopment Agency Monthly Financial Reports**
Recommendation: Accept the Report on Redevelopment Agency's Monthly Financial Statements, Capital Cost, and Cash Flow Projections. (Redevelopment Agency)

2. **First Quarter Financial Reports**
Recommendation:
 - (a) Accept the First Quarter Revenue Collection Plan Report.
 - (b) Accept the Report on First Quarter Debt Issuance and Debt Management activities.

RULES AND OPEN GOVERNMENT COMMITTEE

Re: August-December 2010 Public Safety, Finance and Strategic Support Committee Workplan

Page 4 of 5

- (c) Accept the First Quarter Investment portfolio statistics and performance; compliance reporting requirements; investment trading activity; and investment strategy pursuant to the requirements of the Council adopted Investment Policy.
(Finance)
- 3. **Comprehensive Annual Financial Report (CAFR)**
Recommendation: Accept the Comprehensive Annual Financial Report containing audited financial statements for the fiscal year. (Finance)
- 4. **Domestic Violence Activity Report**
Recommendation: Accept the Domestic Violence Activity Report.
(City Manager/Police)
- 5. **Comprehensive Annual Debt Report (CADR)**
Recommendation: Accept the Report on Fourth Quarter Debt Issuance and Debt Management activities. (Finance)
- 6. **Citywide Advertising Program**
Recommendation: Accept the report on the Citywide Advertising Program.
[Council Referral: Mayor's Budget Message, June 16, 2009]
(City Manager)
- 7. **Status Report on Fire Department's Strategic Plan**
Recommendation: Accept the Status Report on Fire Department's Strategic Plan. (Fire)
- 8. **Police Management Audit**
Recommendation: Accept report on Police Management Audit. (Auditor)

DECEMBER 16

- 1. **Redevelopment Agency Monthly Financial Reports**
Recommendation: Accept the Report on Redevelopment Agency's Monthly Financial Statements, Capital Cost, and Cash Flow Projections. (Redevelopment Agency)
- 2. **Bi-Monthly Financial Report for September-October.**
Recommendation: Accept the Bi-Monthly Financial Report for September-October.
(Budget)
- 3. **Quarterly Status Report on Consortium for Police Leadership in Equity (CPLE)**
Recommendation: Accept the Quarterly Status Report on Consortium for Police Leadership in Equity. (Police)
- 4. **Quarterly Report on Workers' Compensation**
Recommendation: Accept the Quarterly Report on Workers' Compensation.
(Human Resources)
- 5. **Independent Auditor's Reports**
Recommendation:
 - (a) Accept the Independent Auditor's Report on Internal Controls and Recommendations Related to the City's Financial Management. (Finance)

RULES AND OPEN GOVERNMENT COMMITTEE

Re: August-December 2010 Public Safety, Finance and Strategic Support Committee Workplan

Page 5 of 5

- (b) Accept the Independent Auditor's Report on Single Audit and Management Letter on Internal Controls. (Finance)

- 6. **Audit of Hayes Mansion FY 2009-2010**
Recommendation: Accept the Audit of Hayes Mansion FY 2009-1020. (Finance)

- 7. **Audit of San Jose Convention Center and Cultural Facilities FY 2009-2010**
Recommendation: Accept the Audit of San Jose Convention Center and Cultural Facilities FY 2009-2010. (Finance)

- 8. **Quarterly Report on Retirement Plans' Investments**
(Retirement)
Recommendation: Accept the Quarterly Report on Retirement Plans' Investments

- 9. **Police Management Audit**
Recommendation: Accept report on Police Management Audit. (Auditor)

NOTE: The PSFSS Workplan will allow any audits on the City Auditor's Workplan that are completed during this six-month cycle to be added to the Committee's agenda.