

In accordance with the Americans with Disabilities Act, persons requiring assistance or auxiliary aids in order to participate should contact the City Clerk's Office at City Hall, 13831 San Pablo Avenue, San Pablo, as soon as possible prior to the meeting. The city will give such requests primary consideration, taking into account undue financial and administrative burdens or fundamental alterations in the city service, program or activity.

NEXT RESOLUTION NUMBER 2014-057
NEXT ORDINANCE NUMBER 2014-005
NEXT LOCAL SUCCESSOR AGENCY RESOLUTION NUMBER LSA2014-001
NEXT JOINT POWERS FINANCE AUTHORITY RESOLUTION NUMBER 2014-001

**SAN PABLO CITY COUNCIL AND LOCAL SUCCESSOR AGENCY
MEETING AGENDA**

**City Hall / Council Chambers
13831 San Pablo Avenue
San Pablo, CA 94806
Telephone 510.215.3000**

**MONDAY, APRIL 21, 2014
6:00 pm**

Copies of this Agenda and non-exempt public records relating to an open session item on this agenda will be available for public view at the City Clerk's Office, 13831 San Pablo Avenue, Building 1, San Pablo. The full agenda packet may also be viewed on the city website at www.SanPabloCA.gov.

Speakers wishing to address the Council or the Successor Agency on a specific agenda item should file a form with the City Clerk indicating the agenda item. The Mayor or Chair will invite you to speak at the appropriate time when the matter is being considered. If you desire to address the Council or Agency, please file your name and address with the City Clerk on forms available at the podium. We also ask that all cell phones be turned off or silenced during the meeting.



ROLL CALL / PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

This is the time for comments on any item within the Council's or Agency's subject matter jurisdiction, if such item is NOT listed on tonight's agenda. The Council or Agency may not engage in discussion or take action on any item that is not specifically listed on the agenda. Your item may be referred to city staff for investigation, report or placement on a future agenda. Persons addressing the Council or Agency are required to limit their remarks to three (3) minutes unless an extension or decrease of time is ordered. Please file your name and address with the City Clerk on forms available at the speaker's podium.

CEREMONIAL MATTERS

Introduction and Administration of Oath to new San Pablo Police Officer Roberto Arguello.

PRESENTATIONS

- A. Contra Costa Community College District Update (Dr. Denise Noldon/John Marquez)
- B. Verbal Financial Reports by Grant Recipients to the City Council - FY 2013-14 Annual Community Grant Program (pages 7-8)

CITY MANAGER REMARKS

CONSENT CALENDAR

All matters listed in the Consent Calendar section will be considered routine by the City Council and will be enacted by one motion. The disposition of the item is indicated. There will be no separate discussion of these items. If discussion is requested, that item will be removed from the section entitled Consent Calendar and will be considered separately.

CONSENT CALENDAR

MINUTES *(pages 9-12)*

1. Minutes of the meeting of April 7, 2014.

RECOMMENDATION: Approve

PERIODIC REPORTS

Council *(pages 13-46)*

2. Vendor Check Register Report for the month of March 2014.

RECOMMENDATION: Approve

Council *(pages 47-50)*

3. Quarterly Treasurer's Report for the third quarter of Fiscal Year 2013-14.

RECOMMENDATION: Approve

Council *(pages 51-70)*

4. Investment Reports for the quarters ending September 30, 2013, December 31, 2013 and March 31, 2014.

RECOMMENDATION: Approve

Council *(pages 71-92)*

5. Update on amended Cabaret Permit Resolution 2013-038 regarding live entertainment at NOYA Restaurant & Lounge located at 14350 Laurie Lane, Suites A & B, San Pablo.

RECOMMENDATION: For informational purposes only

Council *(pages 93-122)*

6. Independent Citizens' Oversight Committee Informational Report to City Council regarding Measure Q – Transaction and Use Sales Tax for period ending June 30, 2014.

RECOMMENDATION: Receive and file informational report

MISCELLANEOUS

Council (pages 123-138)

7. Resolution of the City Council of the City of San Pablo appropriating up to \$18,000 for FY 2013/2014 for environmental programs, professional services for the purposes of conducting a feasibility analysis for Community Choice Aggregation with Marin Clean Energy and authorizing the City Manager to execute documents necessary to proceed with the feasibility analysis.

RECOMMENDATION: Adopt Resolution

Council (pages 139-148)

8. Resolution of the City Council of the City of San Pablo authorizing the City Manager to execute an amendment to the Stormwater Utility Area Agreement and to execute an Inspection Program Indemnification Agreement for the purpose of obtaining stormwater inspection services and therein appropriating funding in the amount of \$60,970.

RECOMMENDATION: Adopt Resolution

Council (pages 149-150)

9. Resolution of the City Council of the City of San Pablo rejecting all bids received for the janitorial services for city facilities.

RECOMMENDATION: Adopt Resolution

Council (pages 151-155)

10. Resolution of the City Council of the City of San Pablo to consider proposed purchase of the CINT Commander II Incident Management System and Tactical Phone from 836 Technologies with the appropriation of Asset Forfeiture Funds.

RECOMMENDATION: Adopt Resolution

Council (pages 156-184)

11. Resolution of the City Council of the City of San Pablo authorizing the City Manager to execute the FY 2014-15 Annual San Pablo Community Foundation Grant Application Guidelines, Program Criteria and Policy Changes.

RECOMMENDATION: Adopt Resolution

Council/LSA (pages 185-204)

12. Concurrent Resolution of the City Council of the City of San Pablo and the Local Successor Agency of the Former Redevelopment Agency of the City of San Pablo approving an Investment Policy for Fiscal Year 2014/15.

RECOMMENDATION: Adopt Resolution

***** END OF CONSENT CALENDAR *****

ORDINANCES

Council (pages 205-214)

13. Second reading of an Ordinance of the City Council of the City of San Pablo amending the zoning map to reclassify two vacant parcels with access on Rumrill Boulevard (APN 410-012-007 and 410-012-008) from a zoning designation of C-2 (Heavy Commercial) to OS (Open Space).

RECOMMENDATION: Waive second reading; adopt Ordinance

Council (pages 215-254)

14. Second reading of an Ordinance of the City Council of the City of San Pablo ratifying Ordinance No. 2013-22 of the Contra Costa Fire Protection District amending the 2013 California Fire Code.

RECOMMENDATION: Waive second reading; adopt Ordinance

RESOLUTIONS

Council (pages 255-260)

15. Resolution of the City Council of the City of San Pablo approving the recommended Childhood Obesity Prevention Task Force Community Action Plan (CAP) to combat childhood obesity in San Pablo.

RECOMMENDATION: Adopt Resolution

MAYOR AND CITY COUNCIL ASSIGNMENTS REPORTS: (Approved by Resolutions 2014-015; 2014-016)
Informational reports from Councilmember representatives to the following committees, commissions and organizations; **brief reports on meetings attended at the expense of the City or Agency, as required by Government Code section 53232.3(d) (AB 1234);** and other reports regarding items of general interest to the City Council. The City Council may take action on other items of interest that are specifically agendized herein:

(a) **Mayor Paul V. Morris**

Memberships: Contra Costa Mayors' Conference (Primary); West County Mayors' Association (Primary); League of California Cities/Public Safety Policy Committee; West County Integrated Waste Management Authority (Alternate)

Ad-Hoc Subcommittees: Casino San Pablo/MSA; Community Grants; Legislative, Inter-governmental & Policy Affairs; Public Safety; Youth Services

(b) **Vice Mayor Kathy Chao Rothberg**

Memberships: League of California Cities/East Bay League Division; SPEDC Board of Directors; West County Mayors' Association (Alternate)

Ad-Hoc Subcommittees: Casino San Pablo/MSA; Economic Development & Environmental Planning/Quality; Human and Social Services

(c) **Councilmember Rich Kinney**

Memberships: Association of Bay Area Governments (ABAG); League of California Cities/Housing, Community and Economic Development Policy Committee

Ad-Hoc Subcommittees: Budget, Fiscal and Operational Services; Legislative, Inter-governmental and Policy Affairs

(d) **Councilmember Cecilia Valdez**

Memberships: League of California Cities/East Bay League Division (Alternate) San Pablo Oversight Board; Sister City Committee (Alternative); West County Integrated Waste Management Authority (Primary); West Contra Costa Transportation Advisory Committee;

Ad-Hoc Subcommittees: Budget, Fiscal and Operational Services; Community Grants

(e) **Councilmember Genoveva Garcia Calloway**

Memberships: Association of Bay Area Governments (Alternate); SPEDC Board of Directors; Sister City Committee; West Contra Costa Transportation Advisory Committee (Alternate)

Ad- Hoc Subcommittees: Human and Social Services; Public Safety; Youth Services

ADJOURNMENT

Adjourn to Monday, May 5, 2014 at 6:00 pm, in memory of Mary Parker, former member of the San Pablo Safety Commission.

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(4)	K to College	\$3,500	GF	Yes
(5)	Los Cenzontles Mexican Arts	\$4,500	GF	Yes
(6)	Mariachi Nueva Luz y Cascabeles	\$3,500	GF	Yes
(7)	Morada de Mujeres del Milenio	\$3,500	GF	Yes
(8)	Multi-Cultural Dance Foundation	\$3,500	GF	Yes
(9)	The Watershed Project	\$9,000	GF/RSS	No
(10)	Weigh of Life	\$3,500	BSF	Yes

Financial Statements Received

All grant recipients listed above have submitted all required financial statements to the City Manager by the required deadline of 04/04/14, except for one local community service organization as indicated above, as follows:

- **The Watershed Project (No Financial Statements Received)**

NOTE: Those organizations who do not complete all financial reporting requirements may not be eligible for future grant opportunities during the upcoming FY 2014-15 Annual San Pablo Community Foundation Grant Program pursuant to the City Council's adopted policy. All eligibility issues are subject to the discretionary approval of the San Pablo City Council by majority vote at time of application.

FISCAL IMPACT

None associated with this report.

Departmental Coordination

Comm. Services _____

Finance _____

Police _____

Public Works _____

**MINUTES OF THE REGULAR MEETING OF THE SAN PABLO CITY COUNCIL
AND THE LOCAL SUCCESSOR AGENCY OF THE CITY OF SAN PABLO**

MONDAY, APRIL 7, 2014

ROLL CALL

The meeting convened in the Council Chambers at 6:00 pm. Present were Mayor Paul Morris, Vice Mayor Kathy Chao Rothberg, and Councilmembers Rich Kinney and Cecilia Valdez. Councilmember Genoveva Calloway was absent. Also present were Assistant City Manager Kelsey Worthy, City Attorney Brian Libow, Chief of Police Walter Schuld, Finance Manager Kelly Sessions, City Treasurer Viviana Toledo, and Deputy City Clerk Leahy Corbin. Absent were City Manager Matt Rodriguez and City Clerk Ted Denney.

ORAL COMMUNICATIONS

Ron Deziel spoke regarding review of the proposed marijuana ordinance and suggested a public debate or a town hall meeting to educate the public.

CEREMONIAL MATTERS

Public Works Manager of Maintenance and Park Facilities introduced new Public Works Department employees Administrative Intern Winnie Mui and Maintenance Workers I Clinton Weaver and Erick Guzman-Rivera. Also to be introduced was Maintenance Worker I Spencer Baca, however, he was not present.

Mayor Morris presented Rita Xavier with a Certificate of Recognition that was awarded by the Contra Costa Commission for Women – Women's Hall of Fame under the Women Creating Community category. Assistant City Manager Worthy provided a brief background of Ms. Xavier's qualifications.

Mayor Morris presented owner Frank Quattro, owner of Moler Barber College, with a Certificate of Recognition for being awarded by the San Pablo Economic Development Corporation the 2014 Small Business of the Year Award. Leslay Choy, General Manager for the San Pablo Economic Development Corporation provided some background information regarding the process of selection.

CITY MANAGER REMARKS

Assistant City Manager Worthy did not have any remarks.

CONSENT CALENDAR

It was moved by Vice Mayor Chao Rothberg, seconded by Councilmember Valdez, and passed by vote of those present, to adopt all items in the Consent Calendar with the exception of the item regarding Canine "Argos." The motion passed as follows:

AYES: Valdez, Kinney, Chao Rothberg and Morris
NOES: None
ABSENT: Calloway
ABSTAIN: None

CONSENT CALENDAR

MINUTES

By adoption of the Consent Calendar, the Minutes of the meetings of March 17, 2014 and March 27, 2014 were approved.

PROCLAMATIONS

Council

By adoption of the Consent Calendar, the requests for issuance of Proclamations from the San Pablo Chamber of Commerce honoring *Dr. Denise Noldon as Woman of the Year*, *Mohammed A. Kahn as Man of the Year*, and *Chapel of the Mission Bells Wilson & Kratzer Mortuaries as Business of the Year*; and proclamations recognizing *May 2014 as Building Safety Month* and declaring the *Week of May 18-24, 2014 as National Public Works Week*, were approved.

MISCELLANEOUS

Council

This item was pulled from the Consent Calendar and discussed separately. Speaker Ron Deziel inquired about how the retired canine and its ultimate destination, and Chief Schuld provided an explanation. It was moved by Vice Mayor Chao Rothberg, seconded by Councilmember Kinney, and passed by vote of those present to adopt **Resolution 2014-050**, a Resolution of the City Council of the City of San Pablo authorizing the sale of San Pablo Police Canine "Argos." The motion passed as follows:

AYES: Valdez, Kinney, Chao Rothberg and Morris
NOES: None
ABSENT: Calloway
ABSTAIN: None

Council

By adoption of the Consent Calendar, **Resolution 2014-051** was adopted, a Resolution of the City Council of the City of San Pablo authorizing fee waiver for use of Maple Hall for Contra Costa College's Puente Project End of the Year Celebration event held on Thursday, May 22, 2014 event.

Council

By adoption of the Consent Calendar, **Resolution 2014-052** was adopted, a Resolution of the City Council of the City of San Pablo authorizing \$320 table sponsorship for the San Pablo Chamber of Commerce Installation Dinner Event held on Saturday, April 19, 2014.

Council

By adoption of the Consent Calendar, **Resolution 2014-053** was adopted, Resolution of the City Council of the City of San Pablo authorizing \$1,000 sponsorship for Bike East Bay's 20th Annual Bike to Work Day on Thursday, May 8, 2014.

Council

By adoption of the Consent Calendar, **Resolution 2014-054** was adopted, a Resolution of the City Council of the City of San Pablo authorizing the City Manager to execute an amendment in the amount of \$77,000 to the agreement with Studio L'Image for design services and fabrication oversight for wayfinding signage to transit, kiosk and City of San Pablo Facilities Identification Signage Project (PW 576).

Council

By adoption of the Consent Calendar, **Resolution 2014-055** was adopted, a Resolution of the City Council of the City of San Pablo authorizing the installation of signage designating and restricting two parking stalls as electric vehicle charging stations in the City Hall parking lot.

Council

By adoption of the Consent Calendar, **Resolution 2014-056** was adopted, a Resolution of the City Council of the City of San Pablo authorizing April 14-15, 2014, as "Days of Action Against Military Spending" to coincide with 4th Annual Global Day of Action Against Military Spending requested by East Bay Peace Action of Albany, California.

LSA

By adoption of the Consent Calendar, the following Resolutions of the Local Successor Agency of the City of San Pablo authorizing the City Manager to execute professional services contracts associated with predevelopment of the Former Circle S site were adopted: **Resolution LSA2014-004** contract with Kister, Savio & Rei, Inc.; **Resolution LSA2014-005** contract with NBS; **Resolution LSA2014-006** contract with Fieldman, Rolapp & Associates, Inc.; **Resolution LSA2014-007** contract with Best, Best & Krieger; and, **Resolution LSA2014-008** contract with Alan Kropp & Associates.

COUNCIL AUTHORIZATIONS

Council

By adoption of the Consent Calendar, authorization for the Release of Second Quarter External Communications Report (October 1, 2013 through December 31, 2013) for FY 2013-14 was approved Minute Order.

***** END OF CONSENT CALENDAR *****

PUBLIC HEARINGS

Council

The item was introduced by Assistant City Manager Worthy. The public hearing was opened at 6:33 pm. No one spoke for or against the item. The public hearing was closed at 6:33 pm. It was requested by Council and explained by City Attorney Libow the process of the introduction and adoption of an ordinance. It was moved by Vice Mayor Chao Rothberg, seconded by Councilmember Kinney, and passed by vote of those present to

waive first reading and introduce the proposed Ordinance of the City Council of the City of San Pablo amending the zoning map to reclassify two vacant parcels with access on Rumrill Boulevard (APN 410-012-007 and 410-012-008) from a zoning designation of C-2 (Heavy Commercial) to OS (Open Space). The motion passed as follows:

AYES: Valdez, Kinney, Chao Rothberg and Morris
NOES: None
ABSENT: Calloway
ABSTAIN: None

Council

The item was introduced by Assistant City Manager Worthy. The public hearing was opened at 6:37 pm. No one spoke for or against the item. The public hearing was closed at 6:37 pm. It was moved by Councilmember Valdez, seconded by Councilmember Kinney, and passed by vote of those present to waive first reading and introduce the proposed Ordinance of the City Council of the City of San Pablo ratifying Ordinance No. 2013-22 of the Contra Costa Fire Protection District amending the 2013 California Fire Code. The motion passed as follows:

AYES: Valdez, Kinney, Chao Rothberg and Morris
NOES: None
ABSENT: Calloway
ABSTAIN: None

MAYOR AND CITY COUNCIL ASSIGNMENTS REPORTS

Mayor and City Council reported on their recent and upcoming activities.

ADJOURNMENT

The meeting adjourned at 6:55 pm to Monday, April 21, 2014 at 6:00 pm.

Respectfully Submitted,

Lehny M. Corbin, Deputy City Clerk

Paul V. Morris, Mayor

REQUEST FOR CITY COUNCIL ACTION



CITY of SAN PABLO
City of New Directions

PREPARED BY: Karalee Vroom, Fiscal Clerk II

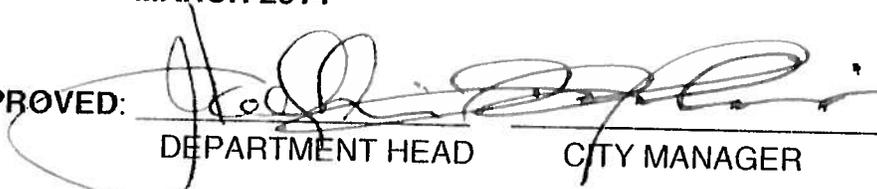
DATE OF MEETING: 4/21/14

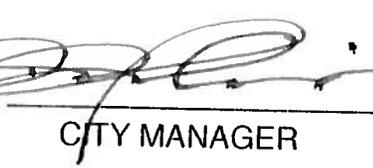
DATE: 4/7/14

PHONE: (510) 215-3026

SUBJECT: **VENDOR CHECK REGISTER REPORT FOR THE MONTH OF MARCH 2014**

APPROVED:


DEPARTMENT HEAD


CITY MANAGER


CITY ATTORNEY

RECOMMENDATION

Approve.

COMPLIANCE STATEMENTS

FY 2013-14 Council Priority Workplan Compliance Statement

This action is not applicable under the FY 2013-14 Council Priority Workplan, effective July 1, 2013.

CEQA Compliance Statement

This is not a project as defined by CEQA.

BACKGROUND

Total Disbursements for the Month of March 2014:

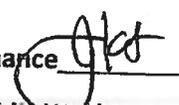
\$1,569,025.37

FISCAL IMPACT

This item is informational only – no fiscal impact.

Departmental Coordination

Dev. Services _____

Finance 

Police _____

Public Works _____

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Accounts Payable

Checks by Date - Detail by Check Date

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CITY of SAN PABLO
 City of New Directions

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	HEALTHCA	Health Care Dental Trust	03/04/2014	
		PR Batch 00031.01.2014 Dental Cobra	PR Batch 00031.01.2014 Den	54.26
		PR Batch 00031.01.2014 Dental 80% Employee	PR Batch 00031.01.2014 Den	33.36
		PR Batch 00031.01.2014 Dental	PR Batch 00031.01.2014 Den	13,892.23
	JAN2014D	Council Retirees	Monthly Dental	54.26
	JAN2014D	City Mgr. Retirees	Monthly Dental	207.82
	JAN2014D	Neighborhood Services Division	Monthly Dental	198.60
	JAN2014D	Police Department	Monthly Dental	650.06
	JAN2014D	Street Maintenance	Monthly Dental	147.56
	JAN2014D	Police Department Adj. Sprague, Sechler	Monthly Dental	63.83
	JAN2014D	Adj. Chamberlain	Monthly Dental	166.78
	JAN2014D	Finance Dept	Monthly Dental	101.17
	JAN2014D	J. Rudolph	Monthly Dental	54.26
Total for this ACH Check for Vendor HEALTHCA:				15,624.19
109121	ALBANYFO 621711FOW	Albany Ford Inc. # 822	03/04/2014	521.69
Total for Check Number 109121:				521.69
109122	ATTCALNE ATT 3/3 Excel	AT&T Jan/Feb 2014 Multiple Invoices, see spreadsheet	03/04/2014	3,804.30
Total for Check Number 109122:				3,804.30
109123	BAYAREA 1401020 1401021	Bay Area Community Resources "Gateway Project Counseling" Jan 2014 San Pablo Team for Youth, "Project Restore" Jan	03/04/2014	2,406.25 3,772.10
Total for Check Number 109123:				6,178.35
109124	BENNETTB JAN2014 Reimb.	Brett Bennett Reimb. Drug Rec Expert Schl Jan 6-16, 2014 En	03/04/2014	92.84
Total for Check Number 109124:				92.84
109125	BOTTADOU FEB2014 Reimb.	Douglas Botta Reimb. Adv Rdside Impair Drvng train. 2/4-2/5/	03/04/2014	111.96
Total for Check Number 109125:				111.96
109126	BOWLERD 021614 K-9Reimb	Danielle Bowler Reimb. Food & Glucosamin Pills for K-9 Ivan	03/04/2014	178.35
Total for Check Number 109126:				178.35
109127	BOWLERD FEB2014 Reimb.	Danielle Bowler Reimb. ARIDE training 2/4-5/14 San Ramon, C/	03/04/2014	123.58

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 109127:				123.58
109128	CCCEDUCA 10-2013 11-2013 12-2013	CCC Office of Education "Safe & Healthy Futures for Teens" Oct 2013 "Safe & Healthy Futures for Teens" Nov 2013 "Safe & Healthy Futures for Teens" Dec 2013	03/04/2014	2,361.48 2,589.44 2,048.14
Total for Check Number 109128:				6,999.06
109129	CCCSHERI 13-32964 Extrad 13-33396 Extrad	Contra Costa Sheriff 12/13/13 Thomas Extradition - Mississippi repor 12/18/13 Sweeney Extradition - Mississippi repo	03/04/2014	350.00 350.00
Total for Check Number 109129:				700.00
109130	CCHEALTH IN0139628 IN0139641 IN0142403	Contra Costa Health Services Health Permit Prod Kitchen Davis Park Senior C Health Permit Snack Bar Davis Park Concession Inspection Fee City Jails per state Health & Safe	03/04/2014	920.00 640.00 621.00
Total for Check Number 109130:				2,181.00
109131	CHANGELA 0121COSP	ChangeLab Solutions Childhood Obesity Prevention Task Force 6/1/1.	03/04/2014	9,698.00
Total for Check Number 109131:				9,698.00
109132	CHIMESPR 14431	Vincent A Corbella, Inc. giveaway pens for Mayors conf. on 2/6/14	03/04/2014	695.83
Total for Check Number 109132:				695.83
109133	CIWALNUT 02242014	Walnut Creek, City of Attendance at CC Mayors Assoc Morris, Kinney	03/04/2014	50.00
Total for Check Number 109133:				50.00
109134	COMCRIME CSP-01-14	Community Crime Prevention Association ; Evaluate Team For Youth Programs 1/1/14-1/31/	03/04/2014	2,700.00
Total for Check Number 109134:				2,700.00
109135	COMPPRIN 5331	COMP Printing Vinyl color printing w/hs Parking Permits Exp 1:	03/04/2014	152.95
Total for Check Number 109135:				152.95
109136	CSIFOREN 52642A	CSI Forensic Supply Drug Tests , Fingerprint Brushes	03/04/2014	239.17
Total for Check Number 109136:				239.17
109137	DEPTJUS1 015708 015708 015708	Department of Justice PD Fingerprinting C.S.P. Fingerprinting City Fingerprinting	03/04/2014	422.00 896.00 64.00
Total for Check Number 109137:				1,382.00
109138	EBMUD111 EBMUD 3/3 Excel EBMUD 3/3 Excel	EBMUD Jan/Feb 2014 mulitple invoices, see spreadsheet Jan/Feb 2014 mulitple invoices, see spreadsheet	03/04/2014	1,062.20 1,454.04

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	EBMUD 3/3 Excel	Jan/Feb 2014 multiple invoices, see spreadsheet		234.20
			Total for Check Number 109138:	2,750.44
109139	ENERGYCA 22836	EnergyCAP, Inc. Express annual Fee 1/1/14-1/1/15	03/04/2014	1,920.00
			Total for Check Number 109139:	1,920.00
109140	GHIRARDE 13108-1	Ghirardelli Associates Construction Inspection Serv for PG&E Gas Rel	03/04/2014	1,115.28
			Total for Check Number 109140:	1,115.28
109141	GOLDENGA 631259	Golden Gate Petroleum Fuel	03/04/2014	7,046.25
			Total for Check Number 109141:	7,046.25
109142	GONOFFIC SI00069397 SI00069397 SI00069397	Gonzalez Office Products, Inc. office supplies office supplies office supplies	03/04/2014	193.22 10.54 9.50
			Total for Check Number 109142:	213.26
109143	HARRISAS 23473 23802	Harris & Associates Design work for 2013 pavement maint services t Design work for the 2013-2014 pavement maint	03/04/2014	25,070.00 19,429.50
			Total for Check Number 109143:	44,499.50
109144	INTASSOC M14-C96075	International Association for Property & Ev 2014 IAPE Membership 1/1-12/31/14	03/04/2014	50.00
			Total for Check Number 109144:	50.00
109145	Keefe 02192014 Boots	Terrence Keefe Reimb. Uniform boots	03/04/2014	130.75
			Total for Check Number 109145:	130.75
109146	LANGANEN LAN 0214957	Langan Engincrring Environmental Serviccc HAZ Mat Dec28-Jan24 2014 1820 Rumrill, 145t	03/04/2014	862.25
			Total for Check Number 109146:	862.25
109147	LYONSMAR Feb2014 Ballet Feb2014 Tap	Mary Lyons Feb 2014 Ballet Lessons Feb 2014 Tap Lessons	03/04/2014	560.00 180.00
			Total for Check Number 109147:	740.00
109148	NEWWORL 033465 033513	New World Systems Travel & Time Expense, 12/23/13 Jeremy Summ Travel & Time Expense, 12/23/13 Jeremy Summ	03/04/2014	300.00 1,130.30
			Total for Check Number 109148:	1,430.30
109149	ODINSYST 1146 1146	Odin Systems Inc. Design & Installation of Surveillance Equipment Design & Installation of Surveillance Equipment	03/04/2014	13,660.80 19,894.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109149:	33,554.80
109150	OFFICEDE 697343065001 697343065001 697343175001 697343176001 697686115001 697766623001 699996538001	Office Depot Tracys printer batteries, pens report cover office supplies office supplies Detectives - Dater salt/pepper, paper	03/04/2014	117.72 33.64 5.24 22.84 293.82 75.20 53.44
			Total for Check Number 109150:	601.90
109151	PETCAREC Jan 2014 Jan 2014 Jan 2014 Jan 2014 Jan 2014	City of San Pablo Walgreens Cleaning Supplies City of Onklad Parking Camp for Training CPRS Teen / Youth Roundtable Smart & Final Teen Social Dinner Bridge Toll	03/04/2014	7.62 14.00 5.00 15.17 5.00
			Total for Check Number 109151:	46.79
109152	PGE11112 PGE 3/3 Excel PGE 3/3 Excel PGE 3/3 Excel PGE 3/3 Excel	P.G.& E. Jan-Feb 2014 Multi invoices see spreadsheet Jan-Feb 2014 Multi invoices see spreadsheet Jan-Feb 2014 Multi invoices see spreadsheet Jan-Feb 2014 Multi invoices see spreadsheet	03/04/2014	4,521.01 2,807.23 1,273.02 22,139.46
			Total for Check Number 109152:	30,740.72
109153	PGE11112 0007327868-1	P.G.& E. P 1970 Rumrill Blvd (2012 Rumrill Blvd) Notifi	03/04/2014	1,000.00
			Total for Check Number 109153:	1,000.00
109154	PGE11112 0007327876-4	P.G.& E. P 1968 Rumrill Blvd San Pablo Notification # 1C	03/04/2014	1,000.00
			Total for Check Number 109154:	1,000.00
109155	PURNORTH 02 203302 02 203304 02 203425 02 210235 02 210236	Stommel Inc. cable, con, miclip cable, con miclip Dual Gunlock Credit Memo PAR 46 LED Spot, Flood Credit Memo PAR 46 LED Spot, Flood	03/04/2014	42.38 42.38 812.77 -392.40 -392.40
			Total for Check Number 109155:	112.73
109156	RAMERNES 01242014 Cater	Ernesto Ramirez Senior Center Dinner on 1-24-14 Catering Servic	03/04/2014	2,496.60
			Total for Check Number 109156:	2,496.60
109157	SHREDITC 9403185004	Shred-It Concord shredding	03/04/2014	171.44
			Total for Check Number 109157:	171.44
109158	STAILING 3532-804	Stailing S & S R.V. Repair #804 repair noise in front end, caliper bracket bo	03/04/2014	146.16

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3536-842	#842 headlight, spotlights		68.70
	3537-844	#844 LOF, 2 tires, splight bulbs, condenser, sway		494.16
	3539-839	#839 intake manifold, rad, spotlight bulbs		421.02
	3540-838	#838 coil pak, 2 tires, spotlight bulbs		161.16
	3541-859	#859 LOF, rear brake pads, headlight, tires		280.52
	3542-865	#865 Electrical problem power supply cable		100.00
			Total for Check Number 109158:	1,671.72
109159	STRATEGY 1563SP021401	Strategy Research Institute Economic Development Tracking Poll Survey Ja	03/04/2014	6,250.00
			Total for Check Number 109159:	6,250.00
109160	ULINE 56588645	ULine, Inc 40 lb Draft Paper Bag & Tag Area	03/04/2014	43.76
			Total for Check Number 109160:	43.76
109161	UNITEPAR 0000E4070V084	UPS shipping	03/04/2014	2.05
			Total for Check Number 109161:	2.05
109162	VERIZONW 9719904909	Verizon Wireless Jan 2014 Charges	03/04/2014	38.01
			Total for Check Number 109162:	38.01
109163	WCCTAWES 1024	WCCTA West Cat Chamber of Commerce Expo/Mixer	03/04/2014	70.00
			Total for Check Number 109163:	70.00
109164	THOMSONF 828963577	Thomson Reuters - West Payment Center Jan 2014 Information Charges Clears System	03/04/2014	235.94
			Total for Check Number 109164:	235.94
109165	XEROXCCA 072570207	Xerox Corporation Grip Unit Copier Jan 2014 1/15-2/10/14	03/04/2014	212.50
			Total for Check Number 109165:	212.50
109166	YMCAEAST 1314-06	YMCA of the East Bay Young Men's Christ "Scking Safety for Adolcscents" 1/1/14-1/31/14	03/04/2014	4,223.26
			Total for Check Number 109166:	4,223.26
			Total for 3/4/2014:	194,663.52
ACH	EMPLOYME	Payroll Taxes - Employment Dev. Dept. PR Batch 00005.03.2014 State Income Tax	03/05/2014 PR Batch 00005.03.2014 Stati	229.40
			Total for this ACH Check for Vendor EMPLOYME:	229.40
ACH	IRS11111	Internal Revenue Service PR Batch 00005.03.2014 Federal Income Tax PR Batch 00005.03.2014 Medicare Employee Pc PR Batch 00005.03.2014 Medicare Employer Po	03/05/2014 PR Batch 00005.03.2014 Fedt PR Batch 00005.03.2014 Mec PR Batch 00005.03.2014 Mec	1,315.65 355.60 355.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor IRS1111:				2,026.85
109167	CCCSHERI	Contra Costa Sheriff PR Batch 00015.02.2014 Garnishment CoCo Sh PR Batch 00028.02.2014 Garnishment CoCo Sh	03/05/2014 PR Batch 00015.02.2014 Garn PR Batch 00028.02.2014 Garn	318.55 318.55
Total for Check Number 109167:				637.10
109168	PUBEMPLO	Public Employees Union Local 1 PR Batch 00015.02.2014 Local One Union Dues PR Batch 00028.02.2014 Local One Union Dues	03/05/2014 PR Batch 00015.02.2014 Loc PR Batch 00028.02.2014 Loc	551.78 552.86
Total for Check Number 109168:				1,104.64
109169	STATEDIS	State Disbursement Unit PR Batch 00015.02.2014 Garnishment CA State PR Batch 00020.02.2014 Garnishment CA State PR Batch 00028.02.2014 Garnishment CA State	03/05/2014 PR Batch 00015.02.2014 Garn PR Batch 00020.02.2014 Garn PR Batch 00028.02.2014 Garn	1,025.37 70.00 1,025.37
Total for Check Number 109169:				2,120.74
Total for 3/5/2014:				6,118.73
109170	AssocSou S131106	Associated Sound Signal Processor Modu	03/11/2014	1,917.65
Total for Check Number 109170:				1,917.65
109171	CALLANDE 12038019	Callander Assoc. Landscape Architect Inc. Design Services for the Rumrill Sports Facility P	03/11/2014	24,164.98
Total for Check Number 109171:				24,164.98
109172	CARDIODA 117	Cardio Dance Studio LLC Feb 2014 Zumba Classes	03/11/2014	3,482.50
Total for Check Number 109172:				3,482.50
109173	CCHEALTH IN0139990	Contra Costa Health Services Maple Hall Production Kitchen Health Permit 2C	03/11/2014	920.00
Total for Check Number 109173:				920.00
109174	CODEPUBL 45721	Code Publishing Company Inc. SP Municipal Code Electronic Update	03/11/2014	68.85
Total for Check Number 109174:				68.85
109175	EBMUD111 EBMUD 3/10Excel EBMUD 3/10Excel	EBMUD EBMUD multiple invoices, see spreadsheet EBMUD multiple invoices, see spreadsheet	03/11/2014	121.78 29.34
Total for Check Number 109175:				151.12
109176	EDFUND11 2014-509	The Ed Fund membership dues through June 30 2014	03/11/2014	250.00
Total for Check Number 109176:				250.00
109177	ENTERPRR	Enterprise Rent A Car (San Ramon)	03/11/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1086805	Zink Car Rental 1/2-2/1/14		681.61
			Total for Check Number 109177:	681.61
109178	FALCONCR SPPD14-3551	Falcon Critical Care Transport Transportation of suspect	03/11/2014	487.00
			Total for Check Number 109178:	487.00
109179	FIRESTONE 176727 177012	Firestone Complete Auto Care 10 Tires Tire Package	03/11/2014	1,042.64 518.68
			Total for Check Number 109179:	1,561.32
109180	HAWKINST 21205	Hawkins Traffic Safety L-Bracket , balnk aluminum	03/11/2014	837.32
			Total for Check Number 109180:	837.32
109181	HERTZLEQU 27155650-001	Hertz Equipment Rental Trencher, Trailer rental 11/5/13	03/11/2014	282.86
			Total for Check Number 109181:	282.86
109182	HYDREXPE 50066271 50066272 50066273	Hydrex Pest Control Qterly pest control Senior Center Qterly pest control Multi Purpose Building Semi Annual general pest control mice JR Playg	03/11/2014	72.00 72.00 100.00
			Total for Check Number 109182:	244.00
109183	KELLYMOC 609-00000336634	Kelly-Moore Paint Co. paint City Hall	03/11/2014	15.58
			Total for Check Number 109183:	15.58
109184	LIEBERTC 176671	Liebert Cassidy Whitmore Professional services through 1/31/14	03/11/2014	360.00
			Total for Check Number 109184:	360.00
109185	MASSONEM 48812	Massonc Mcchanical Inc. Regular Labor	03/11/2014	187.50
			Total for Check Number 109185:	187.50
109186	NATCIVIC 02252014	National Civic League All-America City Award Application Fee	03/11/2014	100.00
			Total for Check Number 109186:	100.00
109187	PEARLNOR 278905	Pearl Northwest, Inc. 3 Safety Rain Jackets, Bibs	03/11/2014	273.56
			Total for Check Number 109187:	273.56
109188	PELAYOAL JAN2014 Reimb.	Alma Pelayo Reimb. Code Enf Officer Courcc 1/6-10/14 McC	03/11/2014	45.69
			Total for Check Number 109188:	45.69
109189	PETCASHF	City of San Pablo	03/11/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2/5/14-3/3/14	Scott Christie Parking Cal Trans Meeting Oakland		8.00
	2/5/14-3/3/14	LaTanya , name badges for CC Mayors Conf.		9.04
	2/5/14-3/3/14	Christie CCEAC meeting, Martinez parking		19.00
	2/5/14-3/3/14	Gallegos postage Grant Application		19.95
	2/5/14-3/3/14	Mac Alvarez Hitch Adapter AutoZone		21.79
	2/5/14-3/3/14	Christie parking Caltrans meeting Oakland		8.00
	2/5/14-3/3/14	Christie APWA meeting Berkeley		50.00
			Total for Check Number 109189:	135.78
109190	QUINNSUN 41593	JRQ2 Enterprises Hannis Uniforms	03/11/2014	97.08
			Total for Check Number 109190:	97.08
109191	SPAUTOMO 6-106671 6-107757	San Pablo Automotive # 636, 691 battery switch # 301 break light	03/11/2014	88.20 0.64
			Total for Check Number 109191:	88.84
109192	SPPLUMBI 3064903 3064904	San Pablo Plumbing Supply meter box w/sewer lid, round box w/water lid meter box w/sewer lid	03/11/2014	38.82 23.64
			Total for Check Number 109192:	62.46
109193	SPRINTSO 900535311-147 900535311-147	Sprint Solutions, Inc. Feb 2014 PD phone service Feb 2014 Paratransit phone service	03/11/2014	50.51 162.29
			Total for Check Number 109193:	212.80
109194	STAILING 3538-854	Stailing S & S R.V. Repair # 854 Intake Manifold, LOF, tires	03/11/2014	557.18
			Total for Check Number 109194:	557.18
109195	OFFICECITY IN-1186506 IN-1186506 IN-1186506 IN-1186506 IN-1186507 IN-1186507	Vince's Office Supply, Inc. office supplies office supplies office supplies office supplies office supplies office supplies	03/11/2014	17.05 245.27 55.79 55.79 20.02 20.02
			Total for Check Number 109195:	413.94
109196	UNIVERSA 368839 368841 368842 368843 368844 368845 368846 368847 368848 368849 368850 375220	Universal Building Services Retro Pricing Increase July, Aug, Sept 2013 Bldg Retro Pricing Increase July, Aug, Sept 2013 Chu Retro Pricing Increase July, Aug, Sept 2013 Text Retro Pricing Increase July, Aug, Sept 2013 Dav Retro Pricing Increase July, Aug, Sept 2013 Cou Retro Pricing Increase July, Aug, Sept 2013 Holy Retro Pricing Increase July, Aug, Sept 2013 Dav January 2014 Street Sweeping.	03/11/2014	36.00 27.00 48.00 57.00 48.00 144.00 15.00 27.00 3.00 3.00 27.00 7,008.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 109196:				7,443.49
109197	USBANKIM 0211 Feb 2014	US Bank/ I.M.P.A.C Government Feb 2014 CC Charges Account ending 0211	03/11/2014	17,391.25
Total for Check Number 109197:				17,391.25
109198	XEROXCXA 072434292 072434292 072434293 072434293 072434294 072434295	Xerox Corporation January 2014 Bldg 3 copier January 2014 Bldg 3 copier January 2014 Bldg 5 copier January 2014 Bldg 5 copier January 2014 Bldg 1 copier January 2014 Bldg 2 copier	03/11/2014	245.59 245.58 348.98 348.98 539.99 460.89
Total for Check Number 109198:				2,190.01
Total for 3/11/2014:				64,624.37
ACH	CALPERS1	California Public Employees Retirement Sy	03/13/2014	
		PR Batch 00031.01.2014 PERS Classic Misc. Er	PR Batch 00031.01.2014 PER	3,843.30
		PR Batch 00031.01.2014 PERS Classic Misc. Er	PR Batch 00031.01.2014 PER	4,611.97
		PR Batch 00031.01.2014 PERS Classic Safety E	PR Batch 00031.01.2014 PER	7,359.04
		PR Batch 00031.01.2014 PERS Classic Safety E	PR Batch 00031.01.2014 PER	13,670.44
		PR Batch 00031.01.2014 PERS New Member M	PR Batch 00031.01.2014 PER	1,108.70
		PR Batch 00031.01.2014 PERS NewMember Sa	PR Batch 00031.01.2014 PER	892.13
		PR Batch 00031.01.2014 PERS NewMember Sa	PR Batch 00031.01.2014 PER	892.13
		PR Batch 00031.01.2014 PERS Classic Misc. Er	PR Batch 00031.01.2014 PER	20,529.41
		PR Batch 00031.01.2014 PERS Classic Safety E	PR Batch 00031.01.2014 PER	43,891.65
		PR Batch 00031.01.2014 PERS Classic Misc Er	PR Batch 00031.01.2014 PER	17,107.86
		PR Batch 00031.01.2014 PERS Classic Safety E	PR Batch 00031.01.2014 PER	23,627.63
		PR Batch 00031.01.2014 PERS New Member M	PR Batch 00031.01.2014 PER	1,108.70
		PR Batch 00031.01.2014 PERS Payback (Code	PR Batch 00031.01.2014 PER	231.96
		PR Batch 00031.01.2014 PERS Survivor Benefi	PR Batch 00031.01.2014 PER	125.00
		PR Batch 00005.02.2014 PERS Part time Emplo	PR Batch 00005.02.2014 PER	495.73
		PR Batch 00005.02.2014 PERS Classic Misc. Er	PR Batch 00005.02.2014 PER	735.58
		PR Batch 00005.02.2014 PERS Classic Misc Er	PR Batch 00005.02.2014 PER	117.25
		PR Batch 00005.02.2014 PERS Survivor Benefi	PR Batch 00005.02.2014 PER	5.00
		PR Batch 00034.01.2014 PERS New Member M	PR Batch 00034.01.2014 PER	132.33
		PR Batch 00034.01.2014 PERS New Member M	PR Batch 00034.01.2014 PER	132.33
		PR Batch 00034.01.2014 PERS Survivor Benefi	PR Batch 00034.01.2014 PER	1.00
		Jan 31st Adj. CalPERS		0.93
Total for this ACH Check for Vendor CALPERS1:				140,620.07
ACH	PARS	PARS	03/13/2014	
		PR Batch 00020.01.2014 PARS - Employee Port	PR Batch 00020.01.2014 PAR	980.94
		PR Batch 00020.01.2014 PARS Employer Portio	PR Batch 00020.01.2014 PAR	205.68
		PR Batch 00033.01.2014 PARS - Employee Port	PR Batch 00033.01.2014 PAR	23.12
		PR Batch 00033.01.2014 PARS Employer Portio	PR Batch 00033.01.2014 PAR	4.85
		PR Batch 00005.02.2014 PARS - Employee Port	PR Batch 00005.02.2014 PAR	1,216.50
		PR Batch 00005.02.2014 PARS Employer Portio	PR Batch 00005.02.2014 PAR	255.08
Total for this ACH Check for Vendor PARS:				2,686.17
ACH	SPPDASSN	San Pablo Police Association	03/13/2014	
		PR Batch 00015.01.2014 Police Association Due	PR Batch 00015.01.2014 Poli	2,550.00
		PR Batch 00031.01.2014 Police Association Due	PR Batch 00031.01.2014 Poli	2,550.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor SPPDASSN:	5,100.00
ACH	SPPDLIFE	San Pablo Police Life Insurance PR Batch 00015.01.2014 Life Insurance Police A	03/13/2014 PR Batch 00015.01.2014 Life	46.00
			Total for this ACH Check for Vendor SPPDLIFE:	46.00
ACH	EMPLOYMI	Payroll Taxes - Employment Dev. Dept. PR Batch 00015.03.2014 State Income Tax	03/13/2014 PR Batch 00015.03.2014 Stat	23,211.30
			Total for this ACH Check for Vendor EMPLOYME:	23,211.30
ACH	ICMARETI	I.C.M.A. Retirement Corp. PR Batch 00005.03.2014 ICMA Loan PR Batch 00015.03.2014 ICMA Deferred Comp. PR Batch 00015.03.2014 ICMA Deferred Comp. PR Batch 00015.03.2014 ICMA Loan	03/13/2014 PR Batch 00005.03.2014 ICM PR Batch 00015.03.2014 ICM PR Batch 00015.03.2014 ICM PR Batch 00015.03.2014 ICM	42.07 22,146.49 495.82 3,940.67
			Total for this ACH Check for Vendor ICMARETI:	26,625.05
ACH	IRS11111	Internal Revenue Service PR Batch 00015.03.2014 Federal Income Tax PR Batch 00015.03.2014 Medicare Employee Pt PR Batch 00015.03.2014 Medicare Employer Po	03/13/2014 PR Batch 00015.03.2014 Fed PR Batch 00015.03.2014 Mec PR Batch 00015.03.2014 Mec	64,693.66 6,874.36 6,874.36
			Total for this ACH Check for Vendor IRS11111:	78,442.38
109199	ACCOUNTEN 39764852 39764852 39816918 39816918 39859483 39859483	Robert Half International, Inc. Emily Hobdy, wk end 2/7/14 WCCTAC OPS Emily Hobdy, wk end 2/7/14 Indirect Emily Hobdy, wk end 2/14/14 WCCTAC OPS Emily Hobdy, wk end 2/14/14 indirect Emily Hobdy, wk end 2/21/14 OPS Emily Hobdy, wk end 2/21/14 Indirect	03/13/2014	930.00 930.00 755.62 755.62 930.00 930.00
			Total for Check Number 109199:	5,231.24
109200	ACEHARDV 27938 27947 27947 27977	Ace Hardware #3142 supplies supplies supplies supplies PD	03/13/2014	48.61 57.18 57.18 189.84
			Total for Check Number 109200:	352.81
109201	ADAMSONI INV131020	Adamson Police Products Uniforms Rosic	03/13/2014	825.15
			Total for Check Number 109201:	825.15
109202	ALAMEDCS 3153	Alameda County Sheriff's Office S&A Team Training Range	03/13/2014	300.00
			Total for Check Number 109202:	300.00
109203	ALBANYFO FOCS340196	Albany Ford Inc. //855 transmission	03/13/2014	1,256.41
			Total for Check Number 109203:	1,256.41
109204	ANWESTIN	A-N West Inc.	03/13/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	5752-04-34	Dec 2013 Construction Services Rumlill Blvd B		4,875.00
			Total for Check Number 109204:	4,875.00
109205	ATT11111 ATT 3/10 Excel	AT & T Alarm	03/13/2014	63.12
			Total for Check Number 109205:	63.12
109206	AUTOGRAP 79500	Autographics Lettering	03/13/2014	153.00
			Total for Check Number 109206:	153.00
109207	BAAIRQUA 3GY40	Bay Area Air Quality Management Permit to Operate Fee and Toxic Surcharge	03/13/2014	535.00
			Total for Check Number 109207:	535.00
109208	BAEFSKY & 2014008	Michael Baefsky Review pesticide use	03/13/2014	1,500.00
			Total for Check Number 109208:	1,500.00
109209	BAXTERSF 27280	Bill Baxter Graphic "65 Years of Service" and frame	03/13/2014	766.18
			Total for Check Number 109209:	766.18
109210	BAYALARM 10821225 10821225 10841402	Bay Alarm Company SP PD Training site 3/1/14-6/1/14 Monitoring Fe SP REC Training site 3/1/14-6/1/14 Monitoring I SP Police 3/1/14-6/1/14 Monitoring Fee Fire	03/13/2014	107.74 107.75 309.75
			Total for Check Number 109210:	525.24
109211	CARRANZR 030514 Reimb.	Ricardo Carranza Reimb. Seminar Heart attack & Stroke, 3/4/14 re	03/13/2014	81.80
			Total for Check Number 109211:	81.80
109212	CCCOMMU 14-001	CCC - Building Inspection Department Inspection Services January, 2014	03/13/2014	18,956.50
			Total for Check Number 109212:	18,956.50
109213	CCFORENS SPPD-1401	CCC Office of the Sheriff Forensics Jan 2014	03/13/2014	7,410.00
			Total for Check Number 109213:	7,410.00
109214	CCSPLIMI March 2014 CAM	CC San Pablo Limited Partnership March 2014 CAM	03/13/2014	5,088.68
			Total for Check Number 109214:	5,088.68
109215	CIFAIRFI INV2140918	Fairfield, City of Range Use fees for Dec 2013 Dept Training	03/13/2014	1,100.00
			Total for Check Number 109215:	1,100.00
109216	COMCAST Mar2014 20917	Comcast ACC # 8155 40 042 0020917 TV & Internet	03/13/2014	140.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109216:	140.05
109217	CRESTLIN 11162687100024	Crestline Specialities, Inc. Thermal Grocery Tote Royal	03/13/2014	313.33
			Total for Check Number 109217:	313.33
109218	CSIFOREN 52724A	CSI Forensic Supply supplies	03/13/2014	37.92
			Total for Check Number 109218:	37.92
109219	CUSTOMGL 021914-854	Arthur Vigil #854 Back 5% limo	03/13/2014	250.00
			Total for Check Number 109219:	250.00
109220	DEPTTOX1 13SM2946	Dept of Toxic Substances former BNSF Chgs 10/13-12/13	03/13/2014	60.26
			Total for Check Number 109220:	60.26
109221	EASTBAYR AR119039	East Bay Regional Park District Pinole Bay Trail Gap Closure Dec 2012- Dec 20	03/13/2014	1,108.10
			Total for Check Number 109221:	1,108.10
109222	ENTERPRR 1275063	Enterprise Rent A Car (San Ramon) Dancker & Singh 1/23/14-2/22/14	03/13/2014	1,362.87
			Total for Check Number 109222:	1,362.87
109223	FEDERALX 2-566-21326 2-574-29446	Federal Express shipping shipping	03/13/2014	11.81 10.28
			Total for Check Number 109223:	22.09
109224	FIRESTON 177497 177665	Firestone Complete Auto Care 9 tire package - stock 10 tires - stock	03/13/2014	1,049.53 1,292.27
			Total for Check Number 109224:	2,341.80
109225	FOLGERGR 101447	Folger Graphics Spring 2014 Guide	03/13/2014	7,394.99
			Total for Check Number 109225:	7,394.99
109226	FORDBONI 431	Ford and Bonilla LLC Professional Social Media Services for Feb 2014	03/13/2014	3,750.00
			Total for Check Number 109226:	3,750.00
109227	FREEMANS 99581	Freemans Tow Service PD Tow Unit # 8	03/13/2014	95.00
			Total for Check Number 109227:	95.00
109228	GLOBALST 100000005394736	Globalstar USA Satellite phone EOC	03/13/2014	46.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109228:	46.24
109229	GOLDENGA 632450	Golden Gate Petroleum Fuel	03/13/2014	7,294.64
			Total for Check Number 109229:	7,294.64
109230	GOLGATEK SPPD02282014	Golden Gate K9, LLC Feb 2014 K-9 Proficiency Training	03/13/2014	375.00
			Total for Check Number 109230:	375.00
109231	HELLERM1 030414 Reimb.	Micah Heller Transport Equip Ontario, CA for conference 3/4-	03/13/2014	470.08
			Total for Check Number 109231:	470.08
109232	HEXAGON1 8016	Hexagon Transportation Consultants, Inc. Transportation Design for Circle S Initiation thro	03/13/2014	20,445.10
			Total for Check Number 109232:	20,445.10
109233	HILLCHRY CHCS217853	Michael Stead's Auto Depot, Inc. 15000 mile service 2011 Dodge Truck lic#14062	03/13/2014	622.41
			Total for Check Number 109233:	622.41
109234	HOMEDEPC 4024333 4165041 5020391	Home Depot supplies Account # 6035 3225 5166 0041 Return - supplies Account # 6035 3225 5166 004 supplies Account # 6035 3225 5166 0041	03/13/2014	11.93 -10.72 132.23
			Total for Check Number 109234:	133.44
109235	HOMEDEPC 4562419 5571551	Home Depot supplies Account # 6035 3225 0188 5846 supplies Account # 6035 3225 0188 5846	03/13/2014	43.49 15.11
			Total for Check Number 109235:	58.60
109236	HONDALAN 2013	Honda Landscape & Maintenance, Inc. Feb 2014 monthly maintenanc of weed & tras	03/13/2014	850.00
			Total for Check Number 109236:	850.00
109237	IDEALSER 607748	Ideal Service Company Inc. A/C Repair for Computer Room	03/13/2014	305.89
			Total for Check Number 109237:	305.89
109238	JARVISFA 6009	Jarvis, Fay, Doport & Gibson, LLP Jan 2014 Chevron Property Tax Refund matter	03/13/2014	14.80
			Total for Check Number 109238:	14.80
109239	KAISERFO 320900497564Jan	Southern CA Permanente Medical Grp. Pre-Emp Tests Jan 2014 Chong, Jackson, Rosic	03/13/2014	846.00
			Total for Check Number 109239:	846.00
109240	KELLYMOO 609-00000335004	Kelly-Moore Paint Co. Paint Graffiti	03/13/2014	87.73

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	609-00000337247	Paint Graffiti		18.93
	609-00000337330	Paint Graffiti		75.64
	609-00000337348	Paint Graffiti		19.75
	609-00000337744	Paint Graffiti		147.34
			Total for Check Number 109240:	349.39
109241	LANERELLE 791979 792447	Laner Electric Supply Co. 42W Triple 4 Pin 3000K Undercab fluo	03/13/2014	169.50 29.98
			Total for Check Number 109241:	199.48
109242	LASTRADA 22014	La Strada #2 Influential Informational Luncheon (EMS)	03/13/2014	376.05
			Total for Check Number 109242:	376.05
109243	MORRISPA FEB2014 Reimb.	Paul Morris Reimb. Meeting w kish Rahan Procu Gov Office	03/13/2014	50.00
			Total for Check Number 109243:	50.00
109244	MSCINDUS 96040744 96040744	Sid Tool Co Inc. Poly Slings Poly Slings	03/13/2014	179.12 179.12
			Total for Check Number 109244:	358.24
109245	NEMETHJO 022714 Reimb.	John Nemeth Feb 2014 Mileage	03/13/2014	138.73
			Total for Check Number 109245:	138.73
109246	NORGECLE Feb2014 9569	Norge Cleaners clean & Press Uniforms	03/13/2014	996.80
			Total for Check Number 109246:	996.80
109247	ODINSYST 1142	Odin Systems Inc. Monthly Remote Services 13 hrs	03/13/2014	2,405.00
			Total for Check Number 109247:	2,405.00
109248	OFFSHERI 14-2199 14-2204	Contra Costa County Office of the Sheriff-I Acrylic Award "Miller" Nameplates	03/13/2014	44.80 91.56
			Total for Check Number 109248:	136.36
109249	OJEDAPRI 2000361.002	Priscilla Ojeda Refund Maple Hall Deposit	03/13/2014	500.00
			Total for Check Number 109249:	500.00
109250	OLIVERST 50529 711686 711812	Olivers Towing car # 833 tow from 580E @ 106 Ave Exit Oakland 14-2515 Evidence tow SPA @ Lowell to 2800 R 14-3831 Evidence tow from 2876 El Portal to SF	03/13/2014	150.00 340.00 190.00
			Total for Check Number 109250:	680.00
109251	PECKHAM&	Peckham & McKenney	03/13/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2	Police Chief Recruitment		2,267.98
Total for Check Number 109251:				2,267.98
109252	PEIDALERRB 022414 Bike	Jeff A. Jerge Bicycle Patrol Repair 4 bikes	03/13/2014	268.00
Total for Check Number 109252:				268.00
109253	PETCASHP 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14 10/2/13-2/27/14	City of San Pablo Radio Shack - Portable Ham Radio supplies And Costco - Cert, Holiday Potluck Andrea Barte Blue foam mounting boards Tracy Fed X - chiefs Challenge Coin M. Gancasz Bagels for Search Warrants , Brady Push Botton Switch Gregg Fruit Tray Sgts Assessment Theboduau Noah's Bagels Sergeants Assessment Duque SPPD Stamp Fund 6 Postage Stamps Mechanical Pencils for Chiefs Assess. Thebodea Parking Swearing In Brady Parking MTC Table toop Exercise Parking Barte Parking Special Deputation US Marshal Singh Parking mark Galios Miller Explorer Prog. Bagels	03/13/2014	4.35 17.99 4.00 25.50 14.75 5.00 35.00 29.50 2.94 4.35 15.00 14.00 15.00 32.84
Total for Check Number 109253:				235.22
109254	PMCPACIF 39576	Pacific Municipal Consultants Provide Planning Services to Update Title 17 (Z)	03/13/2014	3,006.25
Total for Check Number 109254:				3,006.25
109255	PREFERRE 0094819-IN	Preferred Alliance, Inc. Pre-cmp tests	03/13/2014	168.00
Total for Check Number 109255:				168.00
109256	PROFORCE 195594	ProForce Law Enforcement Data download ADP for Tasers	03/13/2014	359.54
Total for Check Number 109256:				359.54
109257	PURNORTII 02 203923	Stommel Inc. strip out patrol labor	03/13/2014	300.00
Total for Check Number 109257:				300.00
109258	QUINNSUN 41595 41802 41882 42063 42087 42609 42610	JRQ2 Enterprises Uniforms Avalos Asuncion Uniforms Uniforms Gonzalez Uniforms Von Millanich Uniforms Schuld Uniforms Asuncion Uniforms Gonzalez	03/13/2014	155.60 393.70 98.17 15.00 12.95 71.47 71.47
Total for Check Number 109258:				818.36
109259	RICHTIRE 10690	Richmond Tire # 681 flat	03/13/2014	10.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109259:	10.00
109260	SESSIONS 030514 Reimb	Kelly Sessions Reimb. Milenge Tracy, CA Conference "....3-D W	03/13/2014	41.44
			Total for Check Number 109260:	41.44
109261	SHREDITC 9403276278	Shred-It Concord shredding services	03/13/2014	171.44
			Total for Check Number 109261:	171.44
109262	SIXFLAGD 071114 Tickets	Park Management Corporation 105 Student Admission, 7 Chaperone Admission	03/13/2014	2,581.95
			Total for Check Number 109262:	2,581.95
109263	SPRINT LCI-192702	Sprint SPPD 211 Pe # 14-3551 GPS	03/13/2014	382.11
			Total for Check Number 109263:	382.11
109264	SSDSYSITE 354542-S 354542-S 901094-A 901094-A	SSD Systems - Security Signal Devices, Inc 1515 Folsom Ave Service on security system 1515 Folsom Ave Service on security system 1655 Folsom Storage yard Burglar Alarm Servic 1655 Folsom Storage yard Burglar Alarm Servic	03/13/2014	154.52 154.52 20.00 20.00
			Total for Check Number 109264:	349.04
109265	STAILING 3510-857 3514-858 3544-854 3545-854 3546-862 3547-862 3550-825 3558-842 3559-838 3564-830 3565-823 3566-853 3568-851	Stailing S & S R. V. Repair #857 LOF, rear tires, spotlight bulbs #858 R&R fuel sender, spotlight, sound to monit #854 K-9 equip from 836 to 854, ign lockout, de #854 R&R transmission, freon #862 LOF, spotlight bulbs #862 battery #825 LOF, wiper blades #842 rewire monitor, solenoid #838 rewire monitor, solenoid #830 Repair Front caliper, LOF #823 R&R intank fuel pump, rear end pinion #853 LOF #851 Battery	03/13/2014	106.11 566.16 1,626.40 708.78 81.11 208.45 51.56 129.38 129.38 134.95 358.70 34.95 208.45
			Total for Check Number 109265:	4,344.38
109266	STERICYC 3002553156 3002553156	Stericycle, Inc. Steri-Safe Chgs, Corp Yard, 1515 Folsom Ave 3/ Steri-Safe Chgs, Corp Yard, 1515 Folsom Ave 3/	03/13/2014	540.41 540.40
			Total for Check Number 109266:	1,080.81
109267	STRATEGY 1579SP031401 1583SP03142	Strategy Research Institute March Consulting 2014 Out of Pocket expenses	03/13/2014	4,000.00 703.94
			Total for Check Number 109267:	4,703.94
109268	SUBTRONI 19445	Subtronic Corporation color tv pipe inspection Hillcrest rd.	03/13/2014	900.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109268:	900.00
109269	SWINERTO 13101076-02	Swinerton Builders Supplemental engineering dept. inspection serv	03/13/2014	840.00
			Total for Check Number 109269:	840.00
109270	OFFICECITY IN-1187188 IN-1187188 IN-1188718 IN-1188999 IN-1188999 IN-1189886 IN-1190000 IN-1190148 IN-1190292 IN-1191272	Vince's Office Supply, Inc. office supplies office supplies 10 Boxes Window Envelopes no building # cards legal pads Binders Toner Tracey Envelopes, paper Toner # 10 regular envelopes qty 5000	03/13/2014	26.28 54.78 279.04 16.23 5.62 19.49 136.24 232.87 110.09 181.38
			Total for Check Number 109270:	1,062.02
109271	TRANSTRA SLT115E	Transit Strategies Paratransit Consultant Services Survey/Maps Re	03/13/2014	2,979.00
			Total for Check Number 109271:	2,979.00
109272	UNIVERSA 368840 375664 375665 375666 375667 375668 375669 375670 375671 375672 375673 375674 375675	Universal Building Services PD Janitorial Service Retro rate increase July, Au Feb 2014 Service Building 2 Feb 2014 Service PD Feb 2014 Service Building 1 Feb 2014 Service Building 3 Feb 2014 Service Building 4 Feb 2014 Service Building 5 Feb 2014 Service Senior Center Church Lane Feb 2014 Service Senior Center Davis Park Feb 2014 Service Davis Park Muti-Use Center Feb 2014 Service Council Chambers Feb 2014 Service Holy Ghost Room Feb 2014 Service Texia House	03/13/2014	162.00 425.00 1,852.00 316.00 565.00 641.00 557.00 1,637.00 297.00 310.00 29.00 29.00 162.00
			Total for Check Number 109272:	6,982.00
109273	UPSSTORE 00000004496	Mitchell Newman Shipping	03/13/2014	17.62
			Total for Check Number 109273:	17.62
109274	VERIZONW 9719904908	Verizon Wireless Charges 2/11-3/10 2014	03/13/2014	922.94
			Total for Check Number 109274:	922.94
109275	THOMSONF 828915741	Thomson Reuters - West Payment Center Jan 2014 Info Charges	03/13/2014	302.88
			Total for Check Number 109275:	302.88
109276	XEROXCCA 069424398 069424398	Xerox Corporation July 7/16-7/21 2013 copies July 7/16-7/21 2013 copies	03/13/2014	4.23 4.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	070961705	Sept/Oct 2013 copies		96.21
	070961705	Sept/Oct 2013 copies		96.21
	071428475	Oct/Nov 2013 copies		123.69
	071428475	Oct/Nov 2013 copies		123.68
	071928367	Nov/Dec 2013 copies		122.70
	071928367	Nov/Dec 2013 copies		122.70
Total for Check Number 109276:				693.66
Total for 3/13/2014:				416,068.34
ACH	CALPERS1	California Public Employees Retirement Sy	03/14/2014	
		PR Batch 00015.02.2014 PERS Classic Misc. E	PR Batch 00015.02.2014 PER	3,109.54
		PR Batch 00015.02.2014 PERS Classic Misc. E	PR Batch 00015.02.2014 PER	3,731.45
		PR Batch 00015.02.2014 PERS Classic Safety E	PR Batch 00015.02.2014 PER	7,327.14
		PR Batch 00015.02.2014 PERS Classic Safety E	PR Batch 00015.02.2014 PER	13,611.21
		PR Batch 00015.02.2014 PERS New Member M	PR Batch 00015.02.2014 PER	1,430.06
		PR Batch 00015.02.2014 PERS NewMember Sa	PR Batch 00015.02.2014 PER	1,428.82
		PR Batch 00015.02.2014 PERS NewMember Sa	PR Batch 00015.02.2014 PER	1,428.82
		PR Batch 00015.02.2014 PERS Classic Misc. Er	PR Batch 00015.02.2014 PER	20,217.18
		PR Batch 00015.02.2014 PERS Classic Safety E	PR Batch 00015.02.2014 PER	42,710.26
		PR Batch 00015.02.2014 PERS Classic Misc Err	PR Batch 00015.02.2014 PER	16,847.64
		PR Batch 00015.02.2014 PERS Classic Safety E	PR Batch 00015.02.2014 PER	22,991.67
		PR Batch 00015.02.2014 PERS New Member M	PR Batch 00015.02.2014 PER	1,430.06
		PR Batch 00015.02.2014 PERS Payback (Code	PR Batch 00015.02.2014 PER	231.96
		PR Batch 00015.02.2014 PERS Survivor Benefi	PR Batch 00015.02.2014 PER	114.00
		PR Batch 00020.02.2014 PERS Part time Emplo	PR Batch 00020.02.2014 PER	371.03
		PR Batch 00020.02.2014 PERS Classic Misc. Er	PR Batch 00020.02.2014 PER	570.30
		PR Batch 00020.02.2014 PERS Classic Misc Err	PR Batch 00020.02.2014 PER	104.22
		PR Batch 00020.02.2014 PERS Survivor Benefit	PR Batch 00020.02.2014 PER	5.00
		Feb 15th Adj. CalPERS		0.98
Total for this ACH Check for Vendor CALPERS1:				137,661.34
ACH	PRAMERIC	American Fidelity Assurance	03/14/2014	
		PR Batch 00015.01.2014 American Fidelity Afte	PR Batch 00015.01.2014 Amc	1,526.54
		PR Batch 00015.01.2014 American Fidelity Befi	PR Batch 00015.01.2014 Amc	2,576.78
		PR Batch 00015.01.2014 Vision City Paid Contr	PR Batch 00015.01.2014 Visi	817.49
		PR Batch 00031.01.2014 American Fidelity Afte	PR Batch 00031.01.2014 Amc	1,517.16
		PR Batch 00031.01.2014 American Fidelity Befi	PR Batch 00031.01.2014 Amc	2,785.11
		PR Batch 00031.01.2014 Vision City Paid Contr	PR Batch 00031.01.2014 Visi	1,080.01
		Adj. AFA Jan		-0.20
		Adj. White		21.38
		Adj. Chao Rothberg		208.33
Total for this ACH Check for Vendor PRAMERIC:				10,532.60
Total for 3/14/2014:				148,193.94
ACH	EMPLOYME	Payroll Taxes - Employment Dev. Dept.	03/19/2014	
		PR Batch 00020.03.2014 State Income Tax	PR Batch 00020.03.2014 Stat	212.82
Total for this ACH Check for Vendor EMPLOYME:				212.82
ACH	IRS1111	Internal Revenue Service	03/19/2014	
		PR Batch 00020.03.2014 Federal Income Tax	PR Batch 00020.03.2014 Fed	1,369.30
		PR Batch 00020.03.2014 Medicare Employee Pc	PR Batch 00020.03.2014 Med	370.63
		PR Batch 00020.03.2014 Medicare Employer Po	PR Batch 00020.03.2014 Med	370.63

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor IRS11111:				2,110.56
Total for 3/19/2014:				2,323.38
109277	ACCOUNTS 39449723 39449723	Robert Half International, Inc. Hobby, Emily WE 12/20/13 Hobby, Emily WE 12/20/13	03/24/2014	1,046.25 1,046.25
Total for Check Number 109277:				2,092.50
109278	ALAMEDA Feb14 Reimb.	Eugene Alameda Reimb. for Officer Involved Shootings 2/27-28/1	03/24/2014	40.95
Total for Check Number 109278:				40.95
109279	ALFORNOJ 04012014 04	Jerome G. Alford Retiree Monthly Supplemental Allowance April	03/24/2014	1,117.26
Total for Check Number 109279:				1,117.26
109280	AMERICAR April14 Richer	American River College Richer Impact Weapons Instructor 4/7-18/14 Mc	03/24/2014	138.00
Total for Check Number 109280:				138.00
109281	AT&TMOBI Feb 2014	AT & T Mobility Feb 2014 Wiretaps	03/24/2014	151.50
Total for Check Number 109281:				151.50
109282	ATTCALNE ATT 3/24 Excel ATT 3/24 Excel	AT&T Telephone service Feb/Mar 2014 See spreadshee Telephone service Feb/Mar 2014 See spreadshee	03/24/2014	1,661.33 81.56
Total for Check Number 109282:				1,742.89
109283	BART1111 GN-0002364	BART Reimb improvements at Richmond Bart through	03/24/2014	34,610.00
Total for Check Number 109283:				34,610.00
109284	BPXPRESS RJ00106577	BPXpress Inc. Street Sweeping & Janitorial Bid Packets	03/24/2014	249.37
Total for Check Number 109284:				249.37
109285	BROWNMA Feb2014 Reimb.	Matthew Brown Reimb. Drug Influence H&S 2/19-21/14 Concor	03/24/2014	54.00
Total for Check Number 109285:				54.00
109286	BUBARBRI Dec13 Reimb.	Brian Bubar Reimb. Hostage Neg Train Conf. Dec 16-18 201.	03/24/2014	256.61
Total for Check Number 109286:				256.61
109287	COSTCO 6098 Feb 2014	Capital One Commercial Acc # 7003-7309-2001-6098 Starbucks City Ma	03/24/2014	19.99
Total for Check Number 109287:				19.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
109288	CARA 2014 Membership	California Alliance for Retired Americans San Pablo Committee on Aging CARA Members	03/24/2014	50.00
Total for Check Number 109288:				50.00
109289	CCCOMMU 14-002	CCC - Building Inspection Department Inspection Services Feb 2014	03/24/2014	16,723.50
Total for Check Number 109289:				16,723.50
109290	CCCPW 5179 5179	CCC- Cmty. Dev. Public Works Dept. Traffic sign maint chgs Jan 2014 Traffic sign maint chgs Jan 2014	03/24/2014	5,991.23 241.91
Total for Check Number 109290:				6,233.14
109291	CEB11111 10239505	The Regents of UC/ C.E.B. information	03/24/2014	330.94
Total for Check Number 109291:				330.94
109292	CIRICHMO 033114 Mayor	Richmond, City of Attendance at CC Mayors Assoc Meeting & Din	03/24/2014	150.00
Total for Check Number 109292:				150.00
109293	CODEPUBL 45800	Code Publishing Company Inc. San Pablo Muni Code Web Services	03/24/2014	75.00
Total for Check Number 109293:				75.00
109294	COPYCEN1 017-030907	Copy Central printing	03/24/2014	899.52
Total for Check Number 109294:				899.52
109295	EBMUD111 EBMUD 3/17Excel EBMUD 3/17Excel	EBMUD Feb/Mar charges, multi invoices see spreadsheet Feb/Mar charges, multi invoices see spreadsheet	03/24/2014	371.76 2,770.74
Total for Check Number 109295:				3,142.50
109296	EXPERIAN CD1410004149 CD1410004149 CD1410004149	Experian Pre Emp checks CSP Pre Emp checks PD Pre Emp checks City	03/24/2014	176.35 8.25 2.75
Total for Check Number 109296:				187.35
109297	GAGENMCC 126974 126974 126974	Gagen, McCoy, McMahon, Koss, Markowi legal services legal services legal services	03/24/2014	161.25 161.25 423.75
Total for Check Number 109297:				746.25
109298	HANNISTY FEB2014 Reimb. FEB2014 Reimb.	Tyler Hannis Reimb. Motorcycle Enforcement & Safety 2/20/ Reimb. ARIDE 2/4-5/14 San Ramon, CA	03/24/2014	14.68 76.77
Total for Check Number 109298:				91.45
109299	LINDBLOM	Bradley Lindblom	03/24/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Feb14 Reimb.	Reimb. Officer Involved Shootings 2/27-28/14 F		68.89
			Total for Check Number 109299:	68.89
109300	LINDBLOM Mar14 Reimb.	Bradley Lindblom Reimb. AB109 Public Safety Realignment 3/6/14	03/24/2014	32.37
			Total for Check Number 109300:	32.37
109301	MARATHON 183999 184003	Marathon Distributors Inc. Bingo Supplies Bingo Supplies	03/24/2014	1,069.46 601.95
			Total for Check Number 109301:	1,671.41
109302	MIKEWELL 022714 Tuition	Michael Lee Wells Tuition Crime Prev. Environ Design 3/19-20/14	03/24/2014	250.00
			Total for Check Number 109302:	250.00
109303	MSCINDUS 98668064	Sid Tool Co Inc. POLY SLINGS	03/24/2014	358.24
			Total for Check Number 109303:	358.24
109304	NINYOMOR 178282 178282 178976	Ninyo & Moore Geotechnical & Environm Former BNS Environmental Consulting Services Former BNS Environmental Consulting Services Former BNSF Envir. Consulting Services Jan 20	03/24/2014	5.12 1,775.27 2,175.00
			Total for Check Number 109304:	3,955.39
109305	PARROTTJ Feb 2014	James Parrott Professional Services Agreement Fire Consulting	03/24/2014	1,500.00
			Total for Check Number 109305:	1,500.00
109306	PETERSON ARIP00000054 SW240112266	Peterson Power Systems, Inc. Repair Clutch late fee Repair Clutch	03/24/2014	39.81 2,654.09
			Total for Check Number 109306:	2,693.90
109307	RICHARDS 033114	Richards, Watson & Gershon CCCCAA Luncheon 4/3/14 for Brian Libow	03/24/2014	36.00
			Total for Check Number 109307:	36.00
109308	RICHERRO April14 Exp	Robert Richer Expenses Impact Weapons Inst. 4/7-18/14 McCl	03/24/2014	1,433.33
			Total for Check Number 109308:	1,433.33
109309	RJAMANAC 4 4 4	RJA Management Services, Inc. Provide Professional Services for City Manager Provide Professional Services for City Manager CM performance evaluation	03/24/2014	239.29 7,635.71 1,907.05
			Total for Check Number 109309:	9,782.05
109310	RODRIGJO Mar14 Reimb.	Jo Anna Rodriguez Reimb. CRW Systems Training 3/7/14 Carlsbad,	03/24/2014	159.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109310:	159.57
109311	Sechler MAR2014 ADPP	Kelli Sechler Richer Advanced Disability Pension Payment March 20	03/24/2014	4,000.00
			Total for Check Number 109311:	4,000.00
109312	SHREDDIEF 14802	Shred Defense Inc. purge docs	03/24/2014	135.00
			Total for Check Number 109312:	135.00
109313	SPCHAMBE 2014 Award Dinn	San Pablo Chamber of Commerce Man, Women & Business of the Year, Recogniti	03/24/2014	640.00
			Total for Check Number 109313:	640.00
109314	STAPLESC 8028988393	Staples Advantage office supplies	03/24/2014	71.71
			Total for Check Number 109314:	71.71
109315	STRATEGY 1555SP01142	Strategy Research Institute Travel Expenses	03/24/2014	489.96
			Total for Check Number 109315:	489.96
109316	SUPERIOR pw0902-0001 pw0902-0049	Superior Plumbing Refund of deposit - Orig Issued 02/02/2009 Refund of deposit - Orig Issued 02/12/2009	03/24/2014	500.00 500.00
			Total for Check Number 109316:	1,000.00
109317	SUPERIOR pw0903-0001 pw0903-0002 pw0906-0036	Superior Plumbing Refund of deposit - Orig Issued 03/03/2009 Refund of deposit - Orig Issued 03/03/2009 Refund of deposit - Orig Issued 06/30/2009	03/24/2014	500.00 500.00 500.00
			Total for Check Number 109317:	1,500.00
109318	SUPERIOR pw0907-0001 pw0907-0058 pw0908-0038	Superior Plumbing Refund of deposit - Orig Issued 07/01/2009 Refund of deposit - Orig Issued 07/29/2009 Refund of deposit - Orig Issued 02/18/2009	03/24/2014	500.00 500.00 500.00
			Total for Check Number 109318:	1,500.00
109319	SUPERIOR pw0909-0005 pw0909-0006 pw0909-0022	Superior Plumbing Refund of deposit - Orig Issued 09/02/2009 Refund of deposit - Orig Issued 09/02/2009 Refund of deposit - Orig Issued 09/18/2009	03/24/2014	500.00 500.00 500.00
			Total for Check Number 109319:	1,500.00
109320	SUPERIOR pw0909-0035 pw0910-0004 pw1003-0020	Superior Plumbing Refund of deposit- Orig Issued 09/29/2009 Refund of deposit- Orig Issued 10/07/2009 Refund of deposit - Orig Issued 03/17/2010	03/24/2014	500.00 500.00 500.00
			Total for Check Number 109320:	1,500.00
109321	SUPERIOR	Superior Plumbing	03/24/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	pw1006-0034	Refund of deposit - Orig Issued 06/14/2010		500.00
	pw1009-0002	Refund of deposit - Orig Issued 09/07/2010		500.00
	pw1104-0007	Refund of deposit - Orig Issued 04/12/2011		500.00
Total for Check Number 109321:				1,500.00
109322	TOWNSENL 9977	Townsend Public Affairs, Inc. Consulting Feb 2014	03/24/2014	5,000.00
Total for Check Number 109322:				5,000.00
109323	UPSSTORE 00000004569	Mitchell Newman shipping IT Cisco ph for repair	03/24/2014	10.62
Total for Check Number 109323:				10.62
109324	WCCTAC 21645	WCCTAC Member Agency Dues FY 13/14	03/24/2014	25,482.00
Total for Check Number 109324:				25,482.00
109325	THOMSONF 829093299	Thomson Reuters - West Payment Center Information charges	03/24/2014	302.88
Total for Check Number 109325:				302.88
Total for 3/24/2014:				135,676.04
ACH	CALPERS1	California Public Employees Retirement Sy	03/25/2014	
		PR Batch 00028.02.2014 PERS Classic Misc. Er	PR Batch 00028.02.2014 PER	3,109.53
		PR Batch 00028.02.2014 PERS Classic Misc. Er	PR Batch 00028.02.2014 PER	3,731.45
		PR Batch 00028.02.2014 PERS Classic Safety E	PR Batch 00028.02.2014 PER	7,332.24
		PR Batch 00028.02.2014 PERS Classic Safety E	PR Batch 00028.02.2014 PER	13,620.65
		PR Batch 00028.02.2014 PERS New Member M	PR Batch 00028.02.2014 PER	1,252.39
		PR Batch 00028.02.2014 PERS NewMember Sa	PR Batch 00028.02.2014 PER	1,326.82
		PR Batch 00028.02.2014 PERS NewMember Sa	PR Batch 00028.02.2014 PER	1,326.82
		PR Batch 00028.02.2014 PERS Classic Misc. Er	PR Batch 00028.02.2014 PER	20,881.41
		PR Batch 00028.02.2014 PERS Classic Safety E	PR Batch 00028.02.2014 PER	42,244.08
		PR Batch 00028.02.2014 PERS Classic Misc Err	PR Batch 00028.02.2014 PER	17,401.18
		PR Batch 00028.02.2014 PERS Classic Safety E	PR Batch 00028.02.2014 PER	22,740.73
		PR Batch 00028.02.2014 PERS New Member M	PR Batch 00028.02.2014 PER	1,252.39
		PR Batch 00028.02.2014 PERS Payback (Code :	PR Batch 00028.02.2014 PER	231.96
		PR Batch 00028.02.2014 PERS Survivor Benefit	PR Batch 00028.02.2014 PER	127.00
		PR Batch 00005.03.2014 PERS Part time Emplo	PR Batch 00005.03.2014 PER	363.11
		PR Batch 00005.03.2014 PERS Classic Misc. Er	PR Batch 00005.03.2014 PER	560.79
		PR Batch 00005.03.2014 PERS Classic Misc Err	PR Batch 00005.03.2014 PER	104.22
		PR Batch 00005.03.2014 PERS Survivor Benefit	PR Batch 00005.03.2014 PER	5.00
		Feb 28th Adj. CalPERS		0.91
Total for this ACH Check for Vendor CALPERS1:				137,612.68
Total for 3/25/2014:				137,612.68
ACH	PRAMERIC APR2014RET APR2014RET APR2014RET APR2014RET	American Fidelity Assurance Aita Cowger Arner White, Sandi	03/26/2014	1,890.13 1,265.44 418.16 414.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	APR2014RET	Skellenger		260.00
	APR2014RET	Armstrong		571.77
	APR2014RET	Lewellyn		1,220.86
	APR2014RET	Ray Rhonda		260.00
	APR2014RET	Foise		901.00
	APR2014RET	Monterrosa		135.00
	APR2014RET	Krathwohl		1,048.90
	APR2014RET	Bnys		966.00
	APR2014RET	Robinson		179.21
	APR2014RET	Lozada		135.00
	APR2014RET	Colbert		135.00
	APR2014RET	Berg		109.71
	APR2014RET	Bryant		163.34
	APR2014RET	Kiedrowski		434.72
	APR2014RET	Maggard		434.72
	APR2014RET	Palmer		121.71
	APR2014RET	Jelonck		515.00
	APR2014RET	Hearn		1,285.86
	APR2014RET	Nilsson		623.72
	APR2014RET	Thrower		623.72
	APR2014RET	Weaver		522.72
	APR2014RET	Brown		245.12
	APR2014RET	Gomes		208.36
	APR2014RET	Bray		473.72
	APR2014RET	Creekmore		920.60
	APR2014RET	Ward		908.59
	APR2014RET	White, Rick		515.00
	APR2014RET	Ho		867.24
Total for this ACH Check for Vendor PRAMERIC:				18,774.32
109326	PRCLEA11	CA Law Enforcement Assoc	03/26/2014	
		PR Batch 00032.12.2013 LTD/STD City Paid	PR Batch 00032.12.2013 LTD	49.00
		PR Batch 00015.02.2014 LTD/STD City Paid	PR Batch 00015.02.2014 LTD	612.50
		PR Batch 00028.02.2014 LTD/STD City Paid	PR Batch 00028.02.2014 LTD	612.50
Total for Check Number 109326:				1,274.00
109327	MPA11111	MPA	03/26/2014	
		PR Batch 00032.12.2013 Life Insurance Addition	PR Batch 00032.12.2013 Life	21.52
		PR Batch 00032.12.2013 Life Insurance Depend	PR Batch 00032.12.2013 Life	5.48
		PR Batch 00032.12.2013 Life Insurance City Pai	PR Batch 00032.12.2013 Life	54.00
		PR Batch 00034.01.2014 Life Insurance City Pai	PR Batch 00034.01.2014 Life	13.50
		PR Batch 00034.01.2014 LTD/STD Insurance C	PR Batch 00034.01.2014 LTD	16.73
		PR Batch 00015.02.2014 Life Insurance Depend	PR Batch 00015.02.2014 Life	1.37
		PR Batch 00015.02.2014 Life Insurance City Pai	PR Batch 00015.02.2014 Life	13.50
		PR Batch 00015.02.2014 LTD/STD Insurance C	PR Batch 00015.02.2014 LTD	1,670.69
		PR Batch 00028.02.2014 Life Insurance Addition	PR Batch 00028.02.2014 Life	107.60
		PR Batch 00028.02.2014 Life Insurance Depend	PR Batch 00028.02.2014 Life	24.66
		PR Batch 00028.02.2014 Life Insurance City Pai	PR Batch 00028.02.2014 Life	1,714.50
		PR Batch 00028.02.2014 LTD/STD Insurance C	PR Batch 00028.02.2014 LTD	1,652.72
Total for Check Number 109327:				5,296.27
109328	PRSUNLIF	Standard Insurance Co.	03/26/2014	
		PR Batch 00028.02.2014 Life Insurance Supplier	PR Batch 00028.02.2014 Life	660.20
Total for Check Number 109328:				660.20
Total for 3/26/2014:				26,004.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	EMPLOYMI	Payroll Taxes - Employment Dev. Dept. PR Batch 00031.03.2014 State Income Tax	03/28/2014 PR Batch 00031.03.2014 State	26,964.86
Total for this ACH Check for Vendor EMPLOYME:				26,964.86
ACH	ICMARETI	I.C.M.A. Retirement Corp. PR Batch 00020.03.2014 ICMA Loan PR Batch 00031.03.2014 ICMA Deferred Comp PR Batch 00031.03.2014 ICMA Deferred Comp PR Batch 00031.03.2014 ICMA Loan	03/28/2014 PR Batch 00020.03.2014 ICM PR Batch 00031.03.2014 ICM PR Batch 00031.03.2014 ICM PR Batch 00031.03.2014 ICM	42.07 24,066.49 495.82 3,717.72
Total for this ACH Check for Vendor ICMARETI:				28,322.10
ACH	IRS11111	Internal Revenue Service PR Batch 00031.03.2014 Federal Income Tax PR Batch 00031.03.2014 Medicare Employee Pc PR Batch 00031.03.2014 Medicare Employer Po	03/28/2014 PR Batch 00031.03.2014 Fed PR Batch 00031.03.2014 Mec PR Batch 00031.03.2014 Mec	78,855.59 7,678.68 7,678.68
Total for this ACH Check for Vendor IRS11111:				94,212.95
ACH	CALPERS1	California Public Employees Retirement Sy PR Batch 77020.01.2014 Pers Employee Contrib PR Batch 77020.01.2014 Pers EPMC PR Batch 77020.01.2014 Pers Employer Contrib PR Batch 77020.01.2014 PERS Survivor Contrib	03/28/2014 PR Batch 77020.01.2014 Pers PR Batch 77020.01.2014 Pers PR Batch 77020.01.2014 Pers PR Batch 77020.01.2014 PER	208.65 297.16 926.88 3.00
Total for this ACH Check for Vendor CALPERS1:				1,435.69
ACH	EMPLOYMI	Payroll Taxes - Employment Dev. Dept. PR Batch 77020.01.2014 State Income Tax PR Batch 77005.02.2014 State Income Tax PR Batch 77020.02.2014 State Income Tax PR Batch 77005.03.2014 State Income Tax	03/28/2014 PR Batch 77020.01.2014 State PR Batch 77005.02.2014 State PR Batch 77020.02.2014 State PR Batch 77005.03.2014 State	348.17 807.89 637.08 663.71
Total for this ACH Check for Vendor EMPLOYME:				2,456.85
ACH	IRS11111	Internal Revenue Service PR Batch 77020.01.2014 Federal Income Tax PR Batch 77020.01.2014 Medicare Employee Pc PR Batch 77020.01.2014 Medicare Employer Po PR Batch 77005.02.2014 Federal Income Tax PR Batch 77005.02.2014 Medicare Employee Pc PR Batch 77005.02.2014 Medicare Employer Po PR Batch 77020.02.2014 Federal Income Tax PR Batch 77020.02.2014 Medicare Employee Pc PR Batch 77020.02.2014 Medicare Employer Po PR Batch 77005.03.2014 Federal Income Tax PR Batch 77005.03.2014 Medicare Employee Pc PR Batch 77005.03.2014 Medicare Employer Po	03/28/2014 PR Batch 77020.01.2014 Fed PR Batch 77020.01.2014 Mec PR Batch 77020.01.2014 Mec PR Batch 77005.02.2014 Fed PR Batch 77005.02.2014 Mec PR Batch 77005.02.2014 Mec PR Batch 77020.02.2014 Fed PR Batch 77020.02.2014 Mec PR Batch 77020.02.2014 Mec PR Batch 77005.03.2014 Fed PR Batch 77005.03.2014 Mec PR Batch 77005.03.2014 Mec	1,552.38 175.17 175.17 2,656.14 278.38 278.38 2,215.80 250.58 250.58 1,756.59 249.14 249.14
Total for this ACH Check for Vendor IRS11111:				10,087.45
ACH	EMPLOYME	Payroll Taxes - Employment Dev. Dept. PR Batch 77020.03.2014 State Income Tax	03/28/2014 PR Batch 77020.03.2014 State	680.99
Total for this ACH Check for Vendor EMPLOYME:				680.99
ACH	IRS11111	Internal Revenue Service PR Batch 77020.03.2014 Federal Income Tax PR Batch 77020.03.2014 Medicare Employee Pc	03/28/2014 PR Batch 77020.03.2014 Fed PR Batch 77020.03.2014 Mec	1,795.88 252.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 77020.03.2014 Medicare Employer Po	PR Batch 77020.03.2014 Mcc	252.94
		Total for this ACH Check for Vendor IRS11111:		2,301.76
ACH	CALPERS1	California Public Employees Retirement Sy	03/28/2014	
		PR Batch 77005.02.2014 Pers Employee Contrib	PR Batch 77005.02.2014 Pers	437.68
		PR Batch 77005.02.2014 Pers EPMC	PR Batch 77005.02.2014 Pers	623.35
		PR Batch 77005.02.2014 Pers Employer Contrib	PR Batch 77005.02.2014 Pers	1,944.32
		PR Batch 77005.02.2014 Pers Survivor Benefit	PR Batch 77005.02.2014 Pers	4.00
		Total for this ACH Check for Vendor CALPERS1:		3,009.35
ACH	CALPERS1	California Public Employees Retirement Sy	03/28/2014	
		PR Batch 77020.02.2014 Pers Employee Contrib	PR Batch 77020.02.2014 Pers	474.66
		PR Batch 77020.02.2014 Pers EPMC	PR Batch 77020.02.2014 Pers	676.02
		PR Batch 77020.02.2014 Pers Employer Contrib	PR Batch 77020.02.2014 Pers	2,108.62
		PR Batch 77020.02.2014 PERS Survivor Contrib	PR Batch 77020.02.2014 PER	4.00
		Total for this ACH Check for Vendor CALPERS1:		3,263.30
Total for 3/28/2014:				172,735.30
109329	ACCOUNT# 39907369 39907369	Robert Half International, Inc. Emily Hobby, WE 2/28 WCCTAC OPS Emily Hobby, WE 2/28 WCCTAC Indirect	03/31/2014	
				930.00
				930.00
		Total for Check Number 109329:		1,860.00
109330	AMSOILPR C4008729	American Soil and Stone Products Black Mulch	03/31/2014	
				165.68
		Total for Check Number 109330:		165.68
109331	ATTCALNE AT&T 3/31 Excel	AT&T AT&T multi inv. see Excel SS 3/31	03/31/2014	
				3,323.68
		Total for Check Number 109331:		3,323.68
109332	BALANCEH 207063-0114 207063-0214	Balance Hydrologics, Inc. work up water yr 2013 data, update & maintain r Sediment sampling during high flow on 2/8/14 a	03/31/2014	
				371.54
				686.76
		Total for Check Number 109332:		1,058.30
109333	BLINKTAG 0001061	BlinkTag Inc. Feb 2014 Services	03/31/2014	
				112.50
		Total for Check Number 109333:		112.50
109334	CACENTER inv01312014	California Center for Public Health Advoca Provide technical advice & support May - Dec 2	03/31/2014	
				18,147.00
		Total for Check Number 109334:		18,147.00
109335	CALALIFA 042014 Rodriguz	CA Association of Local Housing Finance / Seminar for Rodriguez, New Approaches to Hou	03/31/2014	
				295.00
		Total for Check Number 109335:		295.00
109336	CCCEDUCA 1-2014	CCC Office of Education Provide a "Safe & Healthy Futures for Teens" Ja	03/31/2014	
				4,736.56

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2-2014	Provide a "Safe & Healthy Futures for Teens" FT		3,138.24
			Total for Check Number 109336:	7,874.80
109337	CCCORONE April 14 Hoff	CCC - Office of the Sheriff Tuition - Hoff Impact Weapons Instructor 4/28-5	03/31/2014	1,222.00
			Total for Check Number 109337:	1,222.00
109338	CHIMESPR 14529	Vincent A Corbella, Inc. Zippered Padfolios	03/31/2014	711.97
			Total for Check Number 109338:	711.97
109339	COMCAST 1022 MarApr 14	Comcast Acc # 8155 40 042 0021022 Cable	03/31/2014	14.89
			Total for Check Number 109339:	14.89
109340	CUTWATER 18079A 18179A	Cutwater Investor Services Corp. August 2013 Services Sept 2013 Services	03/31/2014	1,000.00 1,000.00
			Total for Check Number 109340:	2,000.00
109341	DARPROSO 600:2443224	Darling International Inc. I-TRAP & Energy Surcharge	03/31/2014	164.71
			Total for Check Number 109341:	164.71
109342	DISHNETW MAR2014 1297	Dish DBS Corporation Acc# 8255 7070 8628 1297 March 2013 Senior t	03/31/2014	36.82
			Total for Check Number 109342:	36.82
109343	DTECHAUT 00442	Dany F. De Leon Replace Door Handle	03/31/2014	62.71
			Total for Check Number 109343:	62.71
109344	EBMUD111 EBMUD 3/31Excel EBMUD 3/31Excel	EBMUD multi inv 3/21/14 see Excel SS multi inv 3/21/14 see Excel SS	03/31/2014	140.46 214.26
			Total for Check Number 109344:	354.72
109345	EMPDEV L1430339904	Employment Development Dept. Late Penalty and Interest on period Jan - Mar 20	03/31/2014	635.06
			Total for Check Number 109345:	635.06
109346	ENTERPRR 1392120	Enterprise Rent A Car (San Ramon) Zink Rental Car 2/1-3/3	03/31/2014	681.61
			Total for Check Number 109346:	681.61
109347	EVENTSWE 209124	Events West, Inc. San Pablo to Boomers, Livermore 4/11/14 day t	03/31/2014	792.50
			Total for Check Number 109347:	792.50
109348	GIACALON 0114-120	Giacalone Design Services, Inc. Professional Services Circle S Site	03/31/2014	6,250.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0214-342	Professional Services Circle S site		500.00
	0314-115	Professional Services Circle S Site		1,900.00
			Total for Check Number 109348:	8,650.00
109349	GLORIAST SP20121127- Mar	Herrera Hector D Trip to Red Hawk Casino	03/31/2014	400.00
			Total for Check Number 109349:	400.00
109350	GRANDPRI 001 10/15-11/15 001 10/15-11/15 001 10/15-11/15	Grand Prix Auto Wash & Detail Car Wash Oct 15 - Nov 15 2014 3 wash Bldg 3 & Car Wash Oct 15 - Nov 15 2014 1 wash Recreati Car Wash Oct 15 - Nov 15 2014 4 wash Paratran	03/31/2014	38.97 12.99 51.96
			Total for Check Number 109350:	103.92
109351	GRANICUS 53368	Granicus, Inc. Council Chambers Video Webcasting	03/31/2014	4,700.00
			Total for Check Number 109351:	4,700.00
109352	GRISHAM& 3-14	Grisham & Associates, Inc. Prof Svcs for Strategic Planning/Special Project	03/31/2014	3,500.00
			Total for Check Number 109352:	3,500.00
109353	HARRISAS 24035	Harris & Associates Prof Serv - Staff Augmentation City Engineering	03/31/2014	6,965.00
			Total for Check Number 109353:	6,965.00
109354	HINDERLI 0021899-IN 0021961-IN 0021961-IN 0022106-IN	Hinderliter, deLlamas & Associates Audit Services - Transactions Tax Sales Q 3 201: Audit Services - Sales Tax Sales Q3 2013 contract Services - Sales Tax 1st Quarter Audit Services - Sales Tax Mass Appeal Litigati	03/31/2014	215.76 939.32 900.00 3,000.00
			Total for Check Number 109354:	5,055.08
109355	HOFFDAVI April14 Expen	David Hoff Impact Weapons Instructor 4/28-5/9 Pittsburg, C	03/31/2014	426.37
			Total for Check Number 109355:	426.37
109356	HYDREXPE 50062850	Hydrex Pest Control Pest controll	03/31/2014	84.00
			Total for Check Number 109356:	84.00
109357	IDEALSER 607881 607920	Ideal Service Company Inc. Condensate Pump parts Maintenance March 2014	03/31/2014	150.16 975.00
			Total for Check Number 109357:	1,125.16
109358	JOHNSONJ Feb2014 Reimb.	Jeremy Johnson Reimb. SWAT Team Leader Course 2/17-21/14 (03/31/2014	52.18
			Total for Check Number 109358:	52.18
109359	JUDITHAR Jan/Feb2014	Judith A Robbins Jan / Feb 2014 Professional Services	03/31/2014	2,635.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109359:	2,635.00
109360	LIBOWBRI Jan2014 Reimb.	Brian Libow Reimb. Travel Jan 2014	03/31/2014	96.90
			Total for Check Number 109360:	96.90
109361	LIEBERTC 177884 177885	Liebert Cassidy Whitmore Professional Services through 2/28/14 Professional Services through 2/28/14	03/31/2014	540.00 855.00
			Total for Check Number 109361:	1,395.00
109362	MAGGIORA 9903 9903 9903	Maggiora & Ghilotti, Inc. Wildcat Creek Daylighting @ Davis Park Wildcat Creek Daylighting @ Davis Park Wildcat Creek Daylighting @ Davis Park	03/31/2014	3,997.72 6,955.75 1,277.85
			Total for Check Number 109362:	12,231.32
109363	MARKETPL 0314-229	PS Publishing/Professional Salutations Front Cover Ad CC Marketplace Mag for March	03/31/2014	3,500.00
			Total for Check Number 109363:	3,500.00
109364	MAZEASSO 8712 8712 8712 8712	Maze & Associates Comprehensive Annual Fin Rpt YE 6/30/13 Single Audit Act Report YE 6/30/13 Measure Q AUP YE 6/30/13 Single Audit Act Rpt 1 additional Program YE 6/	03/31/2014	1,200.00 3,750.00 350.00 3,850.00
			Total for Check Number 109364:	9,150.00
109365	MILLERPA 13958	Miller Pacific Engineering Group Geotechnical Services - Slope monitoring, Hiller	03/31/2014	2,000.00
			Total for Check Number 109365:	2,000.00
109366	MPA11111 Nov/Dec13Chamb.	MPA Medicare Tax Withheld Reimb. Empr Portion Nc	03/31/2014	45.75
			Total for Check Number 109366:	45.75
109367	MSCINDUS 10998532	Sid Tool Co Inc Nylon Line	03/31/2014	71.74
			Total for Check Number 109367:	71.74
109368	MUNITEMP 124402	Government Staffing Services, Inc. Bear - WE 2/30 & 3/9	03/31/2014	2,062.50
			Total for Check Number 109368:	2,062.50
109369	OFFICECIT IN-1188272 IN-1188272 IN-1188272 IN-1190217 IN-1190217	Vince's Office Supply, Inc. office supplies office supplies office supplies office supplies office supplies	03/31/2014	29.78 20.70 62.24 22.82 22.83
			Total for Check Number 109369:	158.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
109370	PAKPOURA 032414 - 1	Art Arjang & Mehrzad Mary Pakpour Lease Payment # 1 For Library Study	03/31/2014	11,250.00
Total for Check Number 109370:				11,250.00
109371	PGE11112 PGE 3/31 Excel PGE 3/31 Excel PGE 3/31 Excel PGE 3/31 Excel	P.G. & E. PGE multi inv 2/15-3/18 see Excel SS PGE multi inv 2/15-3/18 see Excel SS PGE multi inv 2/15-3/18 see Excel SS PGE multi inv 2/15-3/18 see Excel SS	03/31/2014	5,022.92 2,656.61 2,031.96 20,959.12
Total for Check Number 109371:				30,670.61
109372	PUBLICAG 28232	Public Agency Retirement Services PARS Jan 2014	03/31/2014	400.00
Total for Check Number 109372:				400.00
109373	QUILLCOR 1221400	Quill Corporation copy paper	03/31/2014	150.39
Total for Check Number 109373:				150.39
109374	RAILSTOT 14-68005	Rails-to-Trails Conservancy workshop 50%	03/31/2014	500.00
Total for Check Number 109374:				500.00
109375	REALGOOD 20528	Real Goods Energy Tech Inc. Municipal Solar Project - Work through 2/28/14	03/31/2014	93,685.34
Total for Check Number 109375:				93,685.34
109376	RODRICYN 2000363.002	Cynthia Rodriguez Refund	03/31/2014	10.00
Total for Check Number 109376:				10.00
109377	ROJASMIG 2000362.002 2000362.002	Miguel Rojas Return cleaning deposit Charge for Unscheduled Time	03/31/2014	500.00 -180.00
Total for Check Number 109377:				320.00
109378	SHAHKARN Feb2014 Karate	Mehran Shahkar 2/24-3/17 2014 Karate Instruction	03/31/2014	84.00
Total for Check Number 109378:				84.00
109379	SSTOWING 8724 8725	S & S Towing Evidence Tow Evidencc Tow	03/31/2014	165.00 165.00
Total for Check Number 109379:				330.00
109380	STAILING 3573-858 3574-859 3583-857 3584-858 3585-838	Stailing S & S R.V. Repair #858 LOF # 859 replace solenoid & airbag light #857 Engine cooling fan assembly #858 replace hub assembly #838 replace fuse holder	03/31/2014	34.95 146.40 100.00 300.00 100.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 109380:	681.35
109381	STARLEEV 209445	Star Elevator Inc./Atlas Elevator Regular Service	03/31/2014	567.71
			Total for Check Number 109381:	567.71
109382	STEVE SAU 000065258 000065394 000065403 000065593 000065643	Steve Kahn's Auto Care of Albany CA, Inc. #7 brake inspection, replace pad and machine rot #8 replaced 2 keys, reprogrammed to vehicle, tes #306 4 tires, oil change alignment #6 oil change #6 alignment, 4 tires	03/31/2014	745.88 226.88 816.22 54.81 893.58
			Total for Check Number 109382:	2,737.37
109383	STPAULSS 2000365.002	St. Paul School Deposit Return	03/31/2014	500.00
			Total for Check Number 109383:	500.00
109384	SUGARCIT 25239	Sugar City Lapis Sand	03/31/2014	16.24
			Total for Check Number 109384:	16.24
109385	SWINERTO 13101076-03	Swinerton Builders Supplemental engineering dept. inspection servic	03/31/2014	280.00
			Total for Check Number 109385:	280.00
109386	TAYLORDA 2000364.002	D'Aujenique Taylor Refund	03/31/2014	140.00
			Total for Check Number 109386:	140.00
109387	THOMSONF 829143022	Thomson Reuters - West Payment Center Clears Systems	03/31/2014	235.94
			Total for Check Number 109387:	235.94
109388	UNIVERSA 376705	Universal Building Services Street Sweeping Feb 2014	03/31/2014	6,870.85
			Total for Check Number 109388:	6,870.85
109389	UPTIMERE 1451832	Uptime Resources - Brandon Teller Ink cartridge - Printer in Records	03/31/2014	276.23
			Total for Check Number 109389:	276.23
109390	WATERWOF 4103	Waterworld California 115 Admissions & Buffet meals	03/31/2014	3,101.55
			Total for Check Number 109390:	3,101.55
109391	XEROXCCA 072434298 072434298 072892104 072892105 072892106	Xerox Corporation Jan 2014 Corp Yard Maintenance Jan 2014 Corp Yard Maintenance February 2014 Records copier February 2014 Admin/ Invest copier Feb 2014 Bldg 3	03/31/2014	14.30 14.30 578.53 516.10 291.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	072892106	Feb 2014 Bldg 3		291.69
	072892107	Feb 2014 Bldg 5		323.15
	072892107	Feb 2014 Bldg 5		323.15
	072892108	Feb 2014 Bldg 1		657.33
	072892109	Feb 2014 Bldg 2		508.91
	072892112	Feb 2014 Corp Yard		24.11
	072892112	Feb 2014 Corp Yard		24.11
	072892116	Feb 2014 City Attorney Copies		25.37
	072892116	Feb 2014 WCC/TAC OPS Copies		372.03
	072892116	Feb 2014 EBTR Copies		61.07
	072892116	Feb 2014 GRH Copies		8.46
	072892116	Feb 2014 Measure // Indirect Copies		16.91
Total for Check Number 109391:				4,051.20
109392	YMCAEAS'I 1314-07	YMCA of the East Bay Young Men's Christ "Seeking Safety for Adolescents" FEB 2014	03/31/2014	4,223.26
Total for Check Number 109392:				4,223.26
Total for 3/31/2014:				265,004.28
Report Total (298 checks):				1,569,025.37

REQUEST FOR COUNCIL ACTION



CITY of SAN PABLO
City of New Directions

PREPARED BY: Kelly Sessions *AKS*
Finance Manager

DATE OF MEETING: April 21, 2014

DATE: April 15, 2014

PHONE: (510) 215-3021

SUBJECT: QUARTERLY TREASURER'S REPORT FOR THE THIRD QUARTER OF FISCAL YEAR 2013-14

APPROVED: _____
DEPARTMENT HEAD

R. D. Wood, MPA
CITY MANAGER
Acting

[Signature]
CITY ATTORNEY

RECOMMENDATION

The City Manager recommends approval of said report.

COMPLIANCE STATEMENTS

FY 2013-14 Council Priority Workplan Compliance Statement

The Fiscal Sustainability/Budget Spending Controls is an adopted policy item under the FY 2013-15 Council Priority Workplan, effective July 1, 2013.

CEQA Compliance Statement

This is not a project as defined by CEQA.

BACKGROUND

See attached report.

FISCAL IMPACT

This item is for informational purposes only—no fiscal impact.

Departmental Coordination

Development Services _____
 Police _____

Finance *AKS*
 Public Works _____

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CITY OF SAN PABLO
One of New Directions

Treasurer's Report

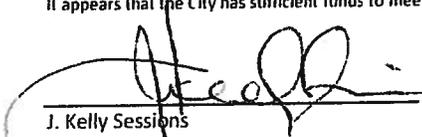
3rd Quarter - FY 2014

Fund No.	Description	Preliminary Balance	12/31/2013 Adjustments	1/1/2014 Begin Balance	Revenue	Expenditures	3/31/2014 End Balance
General / Unrestricted							
100	General Fund	\$ 10,932,570	\$ (55,514)	\$ 10,877,056	\$ 9,247,259	\$ 5,827,112	\$ 14,297,203
150	General Fund Reserve	\$ 13,128,893	\$ -	\$ 13,128,893	\$ -	\$ -	\$ 13,128,893
160	East Bay Regional Communication Sys	\$ 493,806	\$ 34,800	\$ 528,606	\$ -	\$ -	\$ 528,606
170	Budget Stabilization Fund	\$ (242,843)	\$ -	\$ (242,843)	\$ -	\$ -	\$ (242,843)
General / Unrestricted		\$ 24,312,426	\$ (20,714)	\$ 24,291,712	\$ 9,247,259	\$ 5,827,112	\$ 27,711,858
Special Revenue							
200	Gas Tax	\$ (136,000)	\$ (5,569)	\$ (141,569)	\$ 228,659	\$ 467,926	\$ (380,835)
202	Supplemental Law Enforce Grant	\$ 73,899	\$ -	\$ 73,899	\$ 8,153	\$ -	\$ 82,052
203	Public Safety 1/2% Allocation	\$ 291,522	\$ -	\$ 291,522	\$ 15,728	\$ -	\$ 307,250
205	Street Lighting	\$ 322,101	\$ (7,336)	\$ 314,765	\$ -	\$ 358,047	\$ (43,282)
207	NPDES	\$ 119,084	\$ (300)	\$ 118,784	\$ 202,480	\$ 142,820	\$ 178,444
211	Police Grants (NC3TF/Westnet)	\$ 102,522	\$ -	\$ 102,522	\$ -	\$ -	\$ 102,522
212	Development Services	\$ 28,372	\$ (4,162)	\$ 24,210	\$ 241,249	\$ 210,369	\$ 55,090
213	Traffic Congestion Relief	\$ 144,187	\$ 109	\$ 144,296	\$ -	\$ -	\$ 144,296
215	Measure C	\$ 1,052,540	\$ 797	\$ 1,053,337	\$ -	\$ -	\$ 1,053,337
216	Paratransit	\$ 419,437	\$ 1,215	\$ 420,652	\$ 140,736	\$ 45,206	\$ 516,183
217	COPS-CHRP Hiring Recovery Prgm	\$ 55,353	\$ -	\$ 55,353	\$ 43,730	\$ 15,793	\$ 83,290
218	JAG	\$ -	\$ -	\$ -	\$ -	\$ 19,894	\$ (19,894)
225	Asset Seizure	\$ 73,170	\$ 55	\$ 73,225	\$ -	\$ 13,661	\$ 59,564
226	Unadjudicated Asset Seizure	\$ 53,099	\$ -	\$ 53,099	\$ 1,554	\$ 2,645	\$ 52,009
245	HCD Grants	\$ 92,319	\$ 70	\$ 92,389	\$ -	\$ -	\$ 92,389
555	EDC - Non RDA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Revenue		\$ 2,691,605	\$ (15,121)	\$ 2,676,484	\$ 882,289	\$ 1,276,359	\$ 2,282,414
Debt Service / Assessment Dist							
410	Oak Park Bonds	\$ 882,115	\$ -	\$ 882,115	\$ 7	\$ 769,921	\$ 112,202
Debt Service / Assessment Dist		\$ 882,115	\$ -	\$ 882,115	\$ 7	\$ 769,921	\$ 112,202
Capital Projects							
320	Public Works Projects	\$ 3,010,772	\$ 2,687	\$ 3,013,459	\$ 4,052,581	\$ 324,091	\$ 6,741,950
330	Municipal Building Projects	\$ 188,816	\$ -	\$ 188,816	\$ -	\$ 2,537	\$ 186,279
Capital Projects		\$ 3,199,588	\$ 2,687	\$ 3,202,275	\$ 4,052,581	\$ 326,628	\$ 6,928,229
Trust & Agency							
705	Public Deposit Fund	\$ 481,713	\$ -	\$ 481,713	\$ 5,680	\$ 13,974	\$ 473,419
720	Payroll Withholdings	\$ 890,610	\$ (423,752)	\$ 466,858	\$ 4,698,032	\$ 4,689,814	\$ 475,076
730	Senior Nutrition Program	\$ 105,750	\$ 77	\$ 105,827	\$ 10,010	\$ -	\$ 115,837
731	San Pablo Advisory on Aging	\$ 1,906	\$ 2	\$ 1,908	\$ 24	\$ 132	\$ 1,800
733	Senior Bingo Fund	\$ 285,195	\$ 161	\$ 285,356	\$ 83,937	\$ 12,282	\$ 357,010
738	Davis Park Bingo Fund	\$ 154,748	\$ 117	\$ 154,865	\$ 3,139	\$ 2,292	\$ 155,712
741	San Pablo Community Foundation	\$ 145,522	\$ (2,275)	\$ 143,247	\$ 741	\$ 739	\$ 143,249
770	WCCTAC Operations	\$ 242,900	\$ (803)	\$ 242,097	\$ 153,926	\$ 127,909	\$ 268,114
772	WCCTAC TDM	\$ (121,254)	\$ (345)	\$ (121,599)	\$ 5,393	\$ 98,399	\$ (214,605)
773	STMP	\$ 1,247,875	\$ 943	\$ 1,248,818	\$ 73,172	\$ 35,718	\$ 1,286,272
774	WCCTAC Special Projects	\$ 48,093	\$ 39	\$ 48,132	\$ -	\$ -	\$ 48,132
Trust & Agency		\$ 3,483,058	\$ (425,836)	\$ 3,057,222	\$ 5,034,053	\$ 4,981,259	\$ 3,110,016
LMIHF							
250	CC Housing Authority Tenth TWP	\$ 147,313	\$ 113	\$ 147,426	\$ 55,020	\$ -	\$ 202,446
280	CC Housing Authority Legacy	\$ 77	\$ -	\$ 77	\$ -	\$ -	\$ 77
LMIHF		\$ 147,390	\$ 113	\$ 147,503	\$ 55,020	\$ -	\$ 202,524
Successor Agency							

Fund No.	Description	Balance	Adjustments	Begin Balance	Revenue	Expenditures	End Balance
350	COSP as Successor RDA Tenth TW	\$ 3,143,173	\$ 4,948	\$ 3,148,121	\$ 4,591,373	\$ 1,903,012	\$ 5,836,482
351	Interest Rate Risk Reserve Fnd	\$ 1,340,433	\$ -	\$ 1,340,433	\$ -	\$ -	\$ 1,340,433
360	COSP as Success RDA Sm Bus Loa	\$ 48,735	\$ -	\$ 48,735	\$ 3,065	\$ -	\$ 51,800
361	10th Township 2006 Bond	\$ 1,422,752	\$ -	\$ 1,422,752	\$ -	\$ 1,422,752	\$ -
380	COSP as Successor RDA Legacy	\$ 354,260	\$ 268	\$ 354,528	\$ -	\$ -	\$ 354,528
	Successor Agency	\$ 6,309,353	\$ 5,216	\$ 6,314,569	\$ 4,594,438	\$ 3,325,764	\$ 7,583,243
RDA Bonds							
455	10th Township 2004 Bond	\$ 4,605,361	\$ -	\$ 4,605,361	\$ 706,307	\$ -	\$ 5,311,668
456	10th Township 2001 Bond	\$ 9,450	\$ -	\$ 9,450	\$ 118,037	\$ -	\$ 127,487
457	Legacy 2004 Bond	\$ 564,007	\$ -	\$ 564,007	\$ 2,961	\$ -	\$ 566,968
459	JPGA 2004 Bond	\$ 0	\$ -	\$ 0	\$ -	\$ -	\$ 0
461	10th Township 2006 Bonds	\$ 3,630,305	\$ -	\$ 3,630,305	\$ 950,000	\$ 435,993	\$ 4,144,311
490	Merged Area 1999 TAB Bond	\$ 2,235	\$ -	\$ 2,235	\$ 93,249	\$ -	\$ 95,484
	RDA Bonds	\$ 8,811,357	\$ -	\$ 8,811,357	\$ 1,870,554	\$ 435,993	\$ 10,245,918
	Total LMIHF & Successor Agency	\$ 15,268,101	\$ 5,329	\$ 15,273,430	\$ 6,520,012	\$ 3,761,757	\$ 18,031,685
	GRAND TOTAL	\$ 49,836,893	\$ (453,655)	\$ 49,383,238	\$ 25,736,202	\$ 16,943,035	\$ 58,176,405

Description	Prelim Balance	Adjustments	Begin Balance	Revenue	Expenditures	End Balance
Mechanics	\$ 5,952,478	\$ (453,630)	\$ 5,498,848	\$ 16,728,320	\$ 20,270,419	\$ 1,956,749
LAIF - City	\$ 17,648,999	\$ -	\$ 17,648,999	\$ 8,012,689	\$ -	\$ 25,661,687
Credit Card Account	\$ 126,653	\$ -	\$ 126,653	\$ 76,101	\$ 1,508	\$ 201,247
Payroll	\$ 137,192	\$ -	\$ 137,192	\$ 1,976,340	\$ 2,297,405	\$ (184,414)
Imprest	\$ 1,700	\$ -	\$ 1,700	\$ -	\$ -	\$ 1,700
Investments at Wells Fargo / Cutwater	\$ 16,208,394	\$ -	\$ 16,208,394	\$ 4,031,340	\$ -	\$ 20,239,734
Investments held by RDA Bond Trustee	\$ 9,693,472	\$ -	\$ 9,693,472	\$ 1,890,873	\$ 1,338,427	\$ 10,245,918
Interest Receivable	\$ 12,689	\$ -	\$ 12,689	\$ -	\$ 12,689	\$ -
ATM	\$ 1,775	\$ (25)	\$ 1,750	\$ -	\$ -	\$ 1,775
Unadjudicated Asset Seizure	\$ 53,543	\$ -	\$ 53,543	\$ 1,554	\$ 3,089	\$ 52,009
GRAND TOTAL	\$ 49,836,895	\$ (453,655)	\$ 49,383,240	\$ 32,717,218	\$ 23,923,536	\$ 58,176,405

I hereby certify that the above, as reconciled to the bank, represents fairly the City's cash position at quarter end, and that any reconciling items will be reflected in subsequent reports. It appears that the City has sufficient funds to meet its obligations for the next ninety days.


 J. Kelly Sessions
 Finance Manager


 Viviana Toledo
 Treasurer

REQUEST FOR COUNCIL ACTION



CITY of SAN PABLO
City of New Directions

PREPARED BY: Kelly Sessions *KJS*
DATE: April 16, 2014

DATE OF MEETING: April 21, 2014
PHONE: 510-215-3021

SUBJECT: INVESTMENT REPORTS FOR THE QUARTERS ENDING SEPTEMBER 30, 2013, DECEMBER 31, 2013 AND MARCH 31, 2014

APPROVED: _____
DEPARTMENT HEAD

H. D. Wong, MPA

CITY MANAGER
Acting

[Signature]

CITY ATTORNEY

RECOMMENDATION

Approve the Investment Report for the quarters ending September 30, 2013, December 31, 2013 and March 31, 2014.

COMPLIANCE STATEMENTS

FY 2013-15 Council Priority Workplan Compliance Statement

Fiscal Sustainability/General Fund Reserves Protection (City Council, City Manager) and Fiscal Resiliency Reserve Policies (City Council, City Manager, Finance) are adopted policy items under the FY 2013-15 Council Priority Workplan, effective July 1, 2013.

CEQA Compliance Statement

This is not a project as defined by CEQA

BACKGROUND

Government Code Section 53646 requires the City Treasurer or the Chief Financial Officer to submit to the City Council detailed quarterly information on all securities, investments and monies held. In addition, they must verify that the investment portfolio complies with the adopted investment policy and that there are adequate funds to meet the expenditure requirements for the next six months.

The attached report complies with Government Code Section 53646.

FISCAL IMPACT

This item is for informational purposes only—no fiscal impact.

Attachment: Investment Portfolio.

Departmental Coordination

Comm. Services _____
 Police _____

Finance *KJS*
 Public Works _____

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City of San Pablo
Investment Portfolio as of September 30, 2013

Description	Cost	Market Value	Par Value	Stated Rate	Yield on Cost	Purchase Date	Maturity Date	Life to Maturity Days	Remaining Life Days	AAA	Prospectus
City / Successor Agency Pooled Funds											
Local Agency Investment Fund / City	28,632,485.94	28,632,485.94	N/A	0.00257	0.00257	N/A	N/A				
Mechanics Bank / Credit Card Deposits	37,783.68	37,783.68	N/A	0.00010	0.00010	N/A	N/A				
Mechanics Bank / General Checking	440,827.84	440,827.84	N/A	0.00010	0.00010	N/A	N/A				
ATM Machine	1,786.15	1,786.15	N/A	0.00010	0.00010	N/A	N/A				
Cutwater Investments (see attached sheet)	10,150,747.05	10,019,254.61	10,097,951.61	0.00836	0.00836	Vrs	Vrs	Vrs	Vrs		
Unadjudicated Asset Seizure	41,499.92	41,499.92	N/A	0.00010	0.00010	N/A	N/A				
Mechanics Bank / Payroll	41,631.35	41,631.35	N/A	0.00010	0.00010	N/A	N/A				
Investment in NMITC / Helms Community Center	0.00	0.00									
Interest Receivable	16,512.64	16,512.64	N/A								
Impress	1,700.00	1,700.00	N/A								
Total & Averages	39,364,974.57	39,233,482.13			0.004081	N/A	N/A				
2006 Tenth TWP Tax Allocation Bond (10261)											
Federal National Mortgage Assn.	2,000,000.00	1,980,560.00	2,000,000.00	0.01050	0.01050	9-Aug-12	9-Aug-17	1825	1598	3135GOMWVO	AAA
Federal National Mortgage Assn.	1,358,475.30	1,362,780.16	1,358,000.00	0.01430	0.01430	24-Jul-13	24-Jul-17	1460	1361	3136G1R76	AAA
WF Advantage Gov. Money Market	1,085,362.07	1,085,362.07	N/A	0.00010	0.00010	Vrs	Vrs				Prospectus
Total & Averages	4,443,837.37	4,428,702.23			0.009122						
Oak Park 1998 Bond (10210)											
F Advantage Gov. Money Market	630,116.39	630,116.39	N/A	0.00010	0.00010	Vrs	Vrs				Prospectus
Total & Averages	630,116.39	630,116.39			0.00010						
1999 Merged Area Tax Allocation Bond (10200)											
WF Advantage Gov. Money Market	797,636.55	797,636.55	N/A	0.00010	0.00010	Vrs	Vrs				Prospectus
Total & Averages	797,636.55	797,636.55			0.00010						
2001 Legacy & Tenth TWP Tax Allocation Bond (10256)											
WF Advantage Gov. Money Market	662,649.70	662,649.70	N/A	0.00010	0.00010	Vrs	Vrs				Prospectus
Total & Averages	662,649.70	662,649.70			0.00010						
2004 Legacy & Tenth TWP Tax Allocation Bond (10255/57/59)											
Federal Home Loan Mortgage Corporation	2,000,000.00	1,963,480.00	2,000,000.00	0.01000	0.01000	14-Feb-13	14-Feb-18	1825	1386	3134G34Y3	AAA
Federal National Mortgage Assn.	1,584,000.00	1,548,797.92	1,564,000.00	0.01050	0.01050	9-Aug-12	9-Aug-17	1825	1597	3135GOMWVO	AAA
Federal National Mortgage Assn.	1,576,551.60	1,581,547.52	1,576,000.00	0.01430	0.01430	24-Jul-13	24-Jul-17	1460	1361	3136G1R76	AAA
WF Advantage Gov. Money Market	2,178,962.47	2,178,962.47	N/A	0.00010	0.00010	Vrs	Vrs				Prospectus
Total & Averages	7,319,514.07	7,272,787.91			0.00230						
Total	53,218,728.65	53,025,374.91			0.491%						

Investments By Types

Description	Cost	Market Value	Par Value	Stated Rate	Yield on Cost	Purchase Date	Bloomberg Maturity Date	Life to Maturity Days	Remaining Life Days	CUSIP #	Credit Rating	Source

1. US Treasury/US Agencies/Corporate
Cutwater Investments (see attached sheet)

	10,150,747.05	10,019,254.61	10,097,951.61	0.836%	0.836%	Vrs	Vrs	Vrs	Vrs			See Attached
Total & Averages	10,150,747.05	10,019,254.61	10,097,951.61	0.836%	0.836%							

2. Investments with Bond Trustee

Federal National Mortgage Assn.	2,000,000.00	1,990,560.00	2,000,000.00	1.050%	1.050%	9-Aug-12	9-Aug-17	1825	1598	3135GOMW	AA	Bloomberg
Federal Home Loan Mortgage Corporation	2,000,000.00	1,963,480.00	2,000,000.00	1.000%	1.000%	14-Feb-13	14-Feb-18	1825	1386	3134G3Y3	AA	Bloomberg
Federal National Mortgage Assn.	1,358,475.30	1,362,780.16	1,358,000.00	1.430%	1.430%	24-Jul-13	24-Jul-17	1460	1361	3136G1R76	AA	Bloomberg
Federal National Mortgage Assn.	1,576,551.60	1,581,547.52	1,576,000.00	1.430%	1.430%	24-Jul-13	24-Jul-17	1460	1361	3136G1R76	AA	Bloomberg
Federal National Mortgage Assn.	1,584,000.00	1,548,797.92	1,564,000.00	1.050%	1.050%	9-Aug-12	9-Aug-17	1825	1597	3135GOMW	AA	Bloomberg
WF Advantage Gov. Money Market	5,354,727.18	5,354,727.18	N/A	0.010%	0.010%	Vrs	Vrs					
Total & Averages	13,853,754.08	13,791,892.78		0.721%	0.721%							

3. Local Agency Investments / Pooled Funds

Local Agency Investment Fund / City	28,632,485.94	28,632,485.94	N/A	0.257%	0.257%	N/A	N/A					
Total & Averages	28,632,485.94	28,632,485.94		0.257%	0.257%							

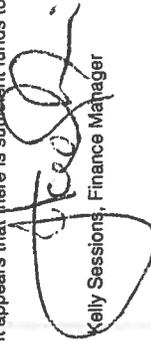
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Checking Accounts

Mechanics Bank / General Checking	440,827.84	440,827.84	N/A	0.010%	0.010%	N/A	N/A					
Mechanics Bank / Payroll	41,631.35	41,631.35	N/A	0.010%	0.010%	N/A	N/A					
Mechanics Bank / Credit Card Deposits	37,783.68	37,783.68	N/A	0.010%	0.010%	N/A	N/A					
Unadjudicated Asset Seizure	41,499.92	41,499.92	N/A	0.010%	0.010%	N/A	N/A					
Impress	1,700.00	1,700.00	N/A									
Investment in NMTC / Helms Community Center	0.00	0.00										
Interest Receivable	16,512.64	16,512.64										
ATM Machine	1,786.15	1,786.15										
Total & Averages	581,741.58	581,741.58										
Total	53,218,728.65	53,025,374.91			0.491%							

Note: Market value obtained from quarterly investment reports issued by Wells Fargo Bank, N.A. & Cutwater Asset Management

I verify that this is the City's & Agency's investment portfolio as of June 30, 2013. These investments comply with the City's & Agency's investment policy. It appears that there is sufficient funds to meet expenditure requirements for the next six months.


Kelly Sessions, Finance Manager


Viviana Toledo, City Treasurer

**City of San Pablo
GASB 40 - Deposit and Investment Risk Disclosure
September 30, 2013**

CU/SIP LAIE	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moodys Rating	Par Value Shares	Historical Cost	% Portfolio Hist Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
Cash and Equivalents												
ISSUER TOTAL		0.271	01/30/2018		AAA	AAA	28,632,485.94	28,632,485.94	73.83	28,632,485.94	74.08	0.00
FNMA												
3130843176	U.S. Instrumentality	1.250	03/14/2014	03/14/2014	AAA-	Aaa	500,000.00	510,115.00	1.32	502,638.00	1.30	0.46
313601C22	U.S. Instrumentality	1.350	04/25/2017	04/25/2014	AAA-	Aaa	500,000.00	507,260.00	1.31	502,534.00	1.30	0.56
3135GWH3	U.S. Instrumentality	0.750	03/04/2016	03/04/2015	AAA-	Aaa	500,000.00	501,590.00	1.29	501,956.50	1.30	1.42
3135GVA5C	U.S. Instrumentality	0.750	03/14/2017	03/14/2014	AAA-	Aaa	500,000.00	500,375.00	1.29	493,369.00	1.28	3.40
3135GPP2	U.S. Instrumentality	1.000	09/20/2017		AAA-	Aaa	2,500,000.00	2,506,020.00	6.46	2,481,937.50	6.42	3.88
3136GIER6	U.S. Instrumentality	1.125	03/05/2018	03/05/2014	AAA-	Aaa	2,000,000.00	2,005,372.00	5.17	1,973,248.00	5.11	4.30
3136GJLN8	U.S. Instrumentality	1.500	04/24/2018	04/24/2015	AAA-	Aaa	500,000.00	509,250.00	1.31	490,381.50	1.29	2.37
ISSUER TOTAL							7,000,000.00	7,039,982.00	18.15	6,954,854.50	17.99	3.34
Berkshire Hathaway Finance Cor												
084664BSV	Corporate	1.600	05/15/2017		AAA	Aa2	1,000,000.00	1,018,830.00	2.63	1,008,623.00	2.61	3.49
ISSUER TOTAL							1,000,000.00	1,018,830.00	2.63	1,008,623.00	2.61	3.49
APPLE INC												
037833AJ9	Corporate	1.000	05/03/2018		AAA-	Aa1	1,000,000.00	991,620.00	2.56	963,463.00	2.49	4.44
ISSUER TOTAL							1,000,000.00	991,620.00	2.56	963,463.00	2.49	4.44
T-Note												
91282RF9	U.S. Treasury	1.000	08/31/2016		AAA-	Aaa	500,000.00	502,148.44	1.29	505,429.50	1.31	2.87
ISSUER TOTAL							500,000.00	502,148.44	1.29	505,429.50	1.31	2.87
Wal-Mart												
931142DF7	Corporate	1.125	04/11/2018		AAA	Aa2	500,000.00	500,215.00	1.29	488,933.00	1.26	4.37
ISSUER TOTAL							500,000.00	500,215.00	1.29	488,933.00	1.26	4.37
Wells Fargo												
ISSUER TOTAL					AAA	Aaa	97,951.61	97,951.61	0.25	97,951.61	0.25	0.00
							97,951.61	97,951.61	0.25	97,951.61	0.25	0.00

Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

www.treasurer.ca.gov/pmia-laif
 April 16, 2014

CITY OF SAN PABLO

PMIA Average Monthly Yields

FINANCE DEPARTMENT
 #1 ALVARADO SQUARE
 SAN PABLO, CA 94806

Account Number:
 98-07-824

Tran Type Definitions

September 2013 Statement

Effective Date	Transaction Date	Tran Type	Tran Confirm Number	Authorized Caller	Amount
9/17/2013	9/17/2013	RD	1409392	BRADLEY J. WARD	4,700,000.00
9/20/2013	9/19/2013	RW	1409600	KELLY SESSIONS	-1,000,000.00

Account Summary

Total Deposit:	4,700,000.00	Beginning Balance:	24,932,485.94
Total Withdrawal:	-1,000,000.00	Ending Balance:	28,632,485.94

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City of San Pablo
Investment Portfolio as of December 31, 2013

Description	Cost	Market Value	Par Value	Stated Rate	Yield on Cost	Purchase Date	Maturity Date	Life to Maturity Days	Remaining Life Days
City / Successor Agency Pooled Funds									
Local Agency Investment Fund / City Mechanics Bank / Credit Card Deposits	17,648,998.58	17,648,998.58	N/A	0.00264	0.00264	N/A	N/A		
Mechanics Bank / General Checking	126,653.13	126,653.13	N/A	0.00010	0.00010	N/A	N/A		
ATM Machine	5,498,847.78	5,498,847.78	N/A	0.00010	0.00010	N/A	N/A		
Cutwater Investments (see attached sheet)	1,774.66	1,774.66	N/A	0.00010	0.00010	N/A	N/A		
Unadjudicated Asset Seizure	16,208,394.34	16,040,179.57	16,027,188.07	0.00836	0.00836	Vrs	Vrs	Vrs	
Mechanics Bank / Payroll	53,543.12	53,543.12	N/A	0.00010	0.00010	N/A	N/A		
Investment in NMTC / Helms Community Center	137,191.62	137,191.62	N/A	0.00010	0.00010	N/A	N/A		
Interest Receivable	0.00	0.00							
Impress	12,688.76	12,688.76	N/A						
	1,700.00	1,700.00	N/A						
Total & Averages	39,689,791.99	39,521,577.22			0.00537	N/A	N/A		
2006 Tenth TWP Tax Allocation Bond (10261)									
Federal National Mortgage Assn.	2,000,000.00	1,980,320.00	2,000,000.00	0.01050	0.01050	9-Aug-12	9-Aug-17	1825	1506 3135GOMWO
Federal National Mortgage Assn.	1,358,475.30	1,359,140.72	1,358,000.00	0.01430	0.01430	24-Jul-13	24-Jul-17	1460	1269 3136G1R76
WF Advantage Gov. Money Market	271,929.36	271,829.36	N/A	0.00010	0.00010	Vrs	Vrs		AAA Prospectus
Total & Averages	3,630,304.66	3,611,290.08			0.011143				
059 Oak Park 1998 Bond (10210)									
WF Advantage Gov. Money Market	882,114.84	882,114.84	N/A	0.00010	0.00010	Vrs	Vrs		AAA Prospectus
Total & Averages	882,114.84	882,114.84			0.00010				
1999 Merged Area Tax Allocation Bond (10200)									
WF Advantage Gov. Money Market	2,234.75	2,234.75	N/A	0.00010	0.00010	Vrs	Vrs		AAA Prospectus
Total & Averages	2,234.75	2,234.75			0.00010				
2001 Legacy & Tenth TWP Tax Allocation Bond (10256)									
WF Advantage Gov. Money Market	9,449.98	9,449.98	N/A	0.00010	0.00010	Vrs	Vrs		AAA Prospectus
Total & Averages	9,449.98	9,449.98			0.00010				
2004 Legacy & Tenth TWP Tax Allocation Bond (10255/57/59)									
Federal Home Loan Mortgage Corporation	2,000,000.00	1,937,240.00	2,000,000.00	0.01000	0.01000	14-Feb-13	14-Feb-18	1825	1294 3134G34Y3
Federal National Mortgage Assn.	1,564,000.00	1,548,610.24	1,564,000.00	0.01050	0.01050	9-Aug-12	9-Aug-17	1825	1597 3135GOMWO
Federal National Mortgage Assn.	1,576,551.60	1,577,323.84	1,576,000.00	0.01430	0.01430	24-Jul-13	24-Jul-17	1460	1269 3136G1R76
WF Advantage Gov. Money Market	28,816.23	28,816.23	N/A	0.00010	0.00010	Vrs	Vrs		AAA Prospectus
Total & Averages	5,169,367.83	5,091,990.31			0.0032				
Total	49,383,264.05	49,118,657.18			0.647%				

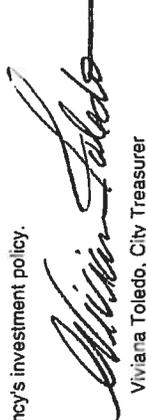
Investments By Types

Description	Cost	Market Value	Par Value	Stated Rate	Yield on Cost	Purchase Date	Bloomberg Maturity Date	Life to Maturity Days	Remaining Life Days	CUSIP #	Credit Rating	Source
1. US Treasury/US Agencies/Corporate												
Cutwater Investments (see attached sheet)	16,208,394.34	16,040,179.57	16,027,188.07	0.836%	0.836%	Vrs	Vrs	Vrs	Vrs		See Attached	
Total & Averages	16,208,394.34	16,040,179.57	16,027,188.07	0.836%	0.836%							
2. Investments with Bond Trustee												
Federal National Mortgage Assn.	2,000,000.00	1,980,320.00	2,000,000.00	1.050%	1.050%	9-Aug-12	9-Aug-17	1825	1506	3135GOMW	AA	Bloomberg
Federal Home Loan Mortgage Corporation	2,000,000.00	1,937,240.00	2,000,000.00	1.000%	1.000%	14-Feb-13	14-Feb-18	1825	1294	3134G3Y3	AA	Bloomberg
Federal National Mortgage Assn.	1,358,475.30	1,359,140.72	1,358,000.00	1.430%	1.430%	24-Jul-13	24-Jul-17	1460	1269	3136G1R76	AA	Bloomberg
Federal National Mortgage Assn.	1,576,551.60	1,577,323.84	1,576,000.00	1.430%	1.430%	24-Jul-13	24-Jul-17	1460	1269	3136G1R76	AA	Bloomberg
Federal National Mortgage Assn.	1,564,000.00	1,548,610.24	1,564,000.00	1.050%	1.050%	9-Aug-12	9-Aug-17	1825	1597	3135GOMW	AA	Bloomberg
WF Advantage Gov. Money Market	1,194,445.16	1,194,445.16	N/A	0.010%	0.010%	Vrs	Vrs					
Total & Averages	9,693,472.06	9,597,079.96		1.027%	1.027%							
3. Local Agency Investments / Pooled Funds												
Local Agency Investment Fund / City	17,648,998.58	17,648,998.58	N/A	0.264%	0.264%	N/A	N/A					
Total & Averages	17,648,998.58	17,648,998.58		0.264%	0.264%							
060 Checking Accounts												
Mechanics Bank / General Checking	5,498,847.78	5,498,847.78	N/A	0.010%	0.010%	N/A	N/A					
Mechanics Bank / Payroll	137,191.62	137,191.62	N/A	0.010%	0.010%	N/A	N/A					
Mechanics Bank / Credit Card Deposits	126,653.13	126,653.13	N/A	0.010%	0.010%	N/A	N/A					
Unadjudicated Asset Seizure	53,543.12	53,543.12	N/A	0.010%	0.010%	N/A	N/A					
Impress	1,700.00	1,700.00	N/A			N/A	N/A					
Investment in NIMTC / Helms Community Center	0.00	0.00										
Interest Receivable	12,688.76	12,688.76										
ATM Machine	1,774.66	1,774.66										
Total & Averages	5,832,399.07	5,832,399.07										
Total	49,363,264.05	49,118,657.18			0.647%							

Note: Market value obtained from quarterly investment reports issued by Wells Fargo Bank, N.A. & Cutwater Asset Management

I verify that this is the City's & Agency's investment portfolio as of June 30, 2013. These investments comply with the City's & Agency's investment policy. It appears that there is sufficient funds to meet expenditure requirements for the next six months.


Kelly Sessions, Finance Manager


Viviana Toledo, City Treasurer

**City of San Pablo
Securities Held
December 31, 2013**

CUSIP Description	Purchase Date	Rate/Coupon	Maturity/Call Date	Par Value Shares	Historical Cost - Accrued Interest Purchased	Amortized Cost - Accretion (-Amortization)	Fair Value Change in Fair Value	Unrealized Gain (Loss)	Interest Received	Interest Earned	Total Accrued Interest	% Port Cost	Yield
Cash and Equivalents													
LAIF	12/31/13	0.263V		17,648,998.58	17,648,998.58	17,648,998.58	17,648,998.58	0.00	0.00	2,687.35	8,210.42	52.13	0.26
Wells Fargo	12/31/13	0.616V		27,188.07	27,188.07	27,188.07	27,188.07	0.00	0.19	0.78	0.78	0.08	0.01
TOTAL (Cash and Equivalents)				17,676,186.65	17,676,186.65	17,676,186.65	17,676,186.65	0.00	0.19	2,688.13	8,211.20	52.21	
Commercial Paper													
4407W1CA	10/02/13	0.000	03/18/14	1,000,000.00	958,561.94	959,345.55	959,600.00	254.45	0.00	0.00	0.00	2.95	0.31
ING Funding					0.00	260.94	251.00						
06737PPT	10/02/13	0.000	06/27/14	1,000,000.00	998,798.89	997,885.85	998,477.60	591.17	0.00	0.00	0.00	2.94	0.22
Barclays US Funding					0.00	376.27	577.00						
TOTAL (Commercial Paper)				2,000,000.00	1,957,360.83	1,957,231.38	1,958,077.00	845.62	0.00	0.00	0.00	5.89	
U.S. Treasury													
912828R9	09/27/11	1.000	08/31/16	500,000.00	502,148.44	501,161.35	504,648.50	3,487.15	0.00	428.18	1,698.93	1.48	0.91
T-Note					0.00	(37.00)	(2,255.50)						
TOTAL (U.S. Treasury)				500,000.00	502,148.44	501,161.35	504,648.50	3,487.15	0.00	428.18	1,698.93	1.48	
U.S. Instrumentality													
31398A316	08/18/11	1.250	03/14/14	500,000.00	510,115.00	500,775.59	501,129.50	355.91	0.00	520.83	1,857.64	1.51	0.46
PNMA					0.00	(333.94)	(484.50)						
313560V13	07/18/13	0.750	03/04/16	500,000.00	501,593.00	501,142.98	502,232.00	1,089.02	0.00	312.50	1,218.75	1.48	0.55
PNMA					0.00	(82.98)	(716.50)						
313370VW8	10/02/13	2.000	09/09/16	1,000,000.00	1,035,850.00	1,032,809.60	1,035,539.00	729.40	0.00	1,666.66	6,222.22	3.06	0.76
PHLB					1,277.78	(1,355.74)	(4,344.00)						
31350VA12	04/02/13	0.750	03/14/17	500,000.00	500,375.00	500,078.63	494,225.00	(5,853.03)	0.00	312.86	1,114.58	1.48	0.67
PNMA					0.00	(33.40)	(2,849.50)						
313662C22	07/13/12	1.350	04/25/17	500,000.00	507,260.00	501,271.34	501,564.00	292.66	0.00	562.50	1,237.50	1.50	0.55
PNMA					0.00	(345.71)	(507.50)						
31350RPP2	11/16/12	1.000	09/20/17	500,000.00	501,470.00	500,000.00	493,594.00	(6,406.00)	0.00	416.67	1,502.78	1.48	1.00
PNMA					0.00	0.00	(5,420.00)						
31350RPP2	12/03/12	1.000	09/20/17	1,000,000.00	1,002,750.00	1,000,000.00	987,188.00	(12,812.00)	0.00	833.34	2,892.56	2.96	1.00
PNMA					0.00	0.00	(10,852.00)						

**City of San Pablo
Securities Held
December 31, 2013**

CU/SIP Description	Purchase Date	Rate Coupon	Maturity/Call Date	Par Value/Shares	Historical Cost/ Accrued Interest Purchased	Amortized Cost/ Accretion (-Amortization)	Fair Value/ Change in Fair Value	Unrealized Gain (Loss)	Interest Received	Interest Earned	Total Accrued Interest	Port Cost	Yield
3135GHP2	02/27/13	1.000	09/20/17	1,000,000.00	1,000,000.00	1,000,000.00	987,188.00	(12,812.00)	0.00	833.34	2,803.56	2.96	1.00
PNMA					(0.00)	(0.00)	(10,852.00)						
3136GHR6	03/11/13	1.125	03/05/18	2,000,000.00	2,000,372.00	2,000,942.72	1,962,694.00	(38,248.72)	0.00	1,875.00	7,250.00	5.92	0.85
PNMA					(0.00)	(463.88)	(23,310.00)						
3136GHN8	05/08/13	1.500	04/24/18	500,000.00	500,250.00	506,175.28	496,297.00	(9,878.28)	0.00	625.00	1,393.53	1.50	0.55
PNMA					(0.00)	(400.99)	(5,520.00)						
TOTAL (U.S. Instrumentality)				8,000,000.00	8,075,832.00	8,142,145.54	7,959,650.50	(83,545.04)	0.00	7,955.34	27,310.42	23.85	
					1,277.78	(2,696.34)	(64,862.00)						
Corporate													
7170RDA8	10/16/13	5.350	03/15/15	1,000,000.00	1,006,750.00	1,050,769.90	1,056,653.00	(116.90)	0.00	4,458.34	15,752.78	5.15	0.60
Pfizer Inc					4,606.94	(4,017.96)	(5,003.92)						
3096AHE2	10/02/13	0.850	10/09/15	1,000,000.00	1,002,660.00	1,002,331.56	1,004,670.00	2,338.44	0.00	768.33	1,936.11	2.96	0.72
General Electric					(0.00)	(111.89)	(788.00)						
8923P5I2	10/15/13	2.000	09/15/16	1,000,000.00	1,027,790.00	1,025,756.59	1,028,536.00	2,779.41	0.00	1,666.67	5,888.89	3.04	1.03
Toyota Motor Credit					1,666.67	(808.15)	(4181.00)						
08466H89	01/11/13	1.600	05/15/17	1,000,000.00	1,018,830.00	1,014,612.36	1,009,262.00	(5,350.36)	0.00	1,333.33	2,044.44	3.01	1.15
Berkshire Hathaway					(0.00)	(368.28)	(2,770.00)						
931142D7	04/16/13	1.125	04/11/18	500,000.00	500,215.00	500,184.30	485,017.50	(15,166.80)	0.00	468.75	1,250.00	1.48	1.12
Wal-Mart					(0.00)	(3.66)	(5,607.00)						
05783YAJ9	05/23/13	1.000	05/03/18	1,000,000.00	991,620.00	992,654.74	966,477.00	(26,177.74)	0.00	833.33	1,611.11	2.93	1.17
Apple Inc					0.00	143.84	(7,117.00)						
TOTAL (Corporate)				5,500,000.00	5,607,365.00	5,592,309.65	5,530,615.50	(41,694.15)	0.00	9,468.75	28,482.33	16.56	
					6,273.61	(5,166.10)	(25,466.00)						

GRAND TOTAL 33,676,186.65 33,857,392.92 33,810,084.57 33,689,178.15 (120,906.42) 0.19 26,543.40 65,703.85 100.00

V = variable rate, current rate shown, average rate for Cash & Equivalents

Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

www.treasurer.ca.gov/pmia-laiif
 April 16, 2014

CITY OF SAN PABLO

FINANCE DEPARTMENT
 #1 ALVARADO SQUARE
 SAN PABLO, CA 94806

PMIA Average Monthly Yields

Account Number:
 98-07-824

Tran Type Definitions

December 2013 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
12/11/2013	12/11/2013	RW	1417500	KELLY SESSIONS	-800,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	18,448,998.58
Total Withdrawal:	-800,000.00	Ending Balance:	17,648,998.58

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City of San Pablo
Investment Portfolio as of March 31, 2013

Description	Cost	Market Value	Par Value	Stated Rate	Yield on Cost	Purchase Date	Maturity Date	Life to Maturity Days	Remaining Life Days	AAA	Prospectus
City / Successor Agency Pooled Funds											
Local Agency Investment Fund / City	25,661,687.34	25,661,687.34	N/A	0.00236	0.00236	N/A	N/A				
Mechanics Bank / Credit Card Deposits	201,246.76	201,246.76	N/A	0.00010	0.00010	N/A	N/A				
Mechanics Bank / General Checking	1,956,749.34	1,956,749.34	N/A	0.00010	0.00010	N/A	N/A				
ATM Machine	1,774.66	1,774.66	N/A	0.00010	0.00010	N/A	N/A				
Cutwater Investments (see attached sheet)	20,239,734.26	20,104,896.43	20,014,944.93	0.00836	0.00836	Vrs	Vrs	Vrs			
Unadjudicated Asset Seizure	52,008.50	52,008.50	N/A	0.00010	0.00010	N/A	N/A				
Mechanics Bank / Payroll	-184,413.97	-184,413.97	N/A	0.00010	0.00010	N/A	N/A				
Investment in NIMTC / Helms Community Center	0.00	0.00									
Interest Receivable	0.00	0.00									
Impress	1,700.00	1,700.00	N/A								
Total & Averages	47,930,486.89	47,795,649.06			0.005						
2006 Tenth TWP Tax Allocation Bond (10261)											
Federal National Mortgage Assn.	2,000,000.00	1,984,540.00	2,000,000.00	0.01050	0.01050	9-Aug-12	9-Aug-17	1825	1415	3135GDMWO	AAA Prospectus
WF Advantage Gov. Money Market	2,144,311.45	2,144,311.45	N/A	0.00010	0.00010	Vrs	Vrs				
Total & Averages	4,144,311.45	4,128,851.45			0.005119						
Oak Park 1998 Bond (10210)											
GF Advantage Gov. Money Market	0.00	0.00	N/A	0.00010	0.00010	Vrs	Vrs				AAA Prospectus
Total & Averages	0.00	0.00			#DIV/0!						
1999 Merged Area Tax Allocation Bond (10200)											
WF Advantage Gov. Money Market	95,483.53	95,483.53	N/A	0.00010	0.00010	Vrs	Vrs				AAA Prospectus
Total & Averages	95,483.53	95,483.53			0.00010						
2001 Legacy & Tenth TWP Tax Allocation Bond (10256)											
WF Advantage Gov. Money Market	127,487.27	127,487.27	N/A	0.00010	0.00010	Vrs	Vrs				AAA Prospectus
Total & Averages	127,487.27	127,487.27			0.00010						
2004 Legacy & Tenth TWP Tax Allocation Bond (10255/57/59)											
Federal Home Loan Mortgage Corporation	2,000,000.00	1,950,880.00	2,000,000.00	0.01000	0.01000	14-Feb-13	14-Feb-18	1825	1204	3134G34Y3	AAA Prospectus
Federal National Mortgage Assn.	564,000.00	559,640.28	564,000.00	0.01050	0.01050	9-Aug-12	9-Aug-17	1825	1597	3135G1AWO	AAA Prospectus
Federal National Mortgage Assn.	1,000,000.00	992,270.00	1,576,000.00	0.01430	0.01430	24-Jul-13	24-Jul-17	1460	1179	3136G1R75	AAA Prospectus
WF Advantage Gov. Money Market	2,314,635.73	2,314,635.73	N/A	0.00010	0.00010	Vrs	Vrs				
Total & Averages	5,878,635.73	5,817,426.01			0.00010						
Total	58,176,404.87	57,964,897.32			0.519%						

Investments By Types

Description	Cost	Market Value	Par Value	Stated Rate	Yield on Cost	Purchase Date	Bloomberg Maturity Date	Life to Maturity Days	Remaining Life Days	CUSIP #	Credit Rating	Source
1. US Treasury/US Agencies/Corporate												
Cutwater Investments (see attached sheet)	20,239,734.26	20,104,896.43	20,014,944.93	0.836%	0.836%	Vrs	Vrs	Vrs	Vrs		See Attached	
Total & Averages	20,239,734.26	20,104,896.43	20,014,944.93	0.836%	0.836%							
2. Investments with Bond Trustee												
Federal National Mortgage Assn.	2,000,000.00	1,984,540.00	2,000,000.00	1.050%	1.050%	9-Aug-12	9-Aug-17	1825	1416	3135GCMW	AA	Bloomberg
Federal Home Loan Mortgage Corporation	2,000,000.00	1,950,880.00	2,000,000.00	1.000%	1.000%	14-Feb-13	14-Feb-18	1825	1204	313dG34Y3	AA	Bloomberg
Federal National Mortgage Assn.	0.00	0.00	1,358,000.00	1.430%	1.430%	24-Jul-13	24-Jul-17	1460	1179	3135G1R76	AA	Bloomberg
Federal National Mortgage Assn.	1,000,000.00	992,270.00	1,576,000.00	1.430%	1.430%	24-Jul-13	24-Jul-17	1460	1179	3135G1R76	AA	Bloomberg
Federal National Mortgage Assn.	564,000.00	559,640.28	564,000.00	1.050%	1.050%	9-Aug-12	9-Aug-17	1825	1597	3135GCMW	AA	Bloomberg
WF Advantage Gov. Money Market	4,681,917.98	4,681,917.98	N/A	0.010%	0.010%	Vrs	Vrs					
Total & Averages	10,245,917.98	10,169,248.26		0.602%	0.602%							
3. Local Agency Investments / Pooled Funds												
Local Agency Investment Fund / City	25,661,687.34	25,661,687.34	N/A	0.236%	0.236%	N/A	N/A					
Total & Averages	25,661,687.34	25,661,687.34		0.236%	0.236%							
06. Checking Accounts												
Mechanics Bank / General Checking	1,956,749.34	1,956,749.34	N/A	0.010%	0.010%	N/A	N/A					
Mechanics Bank / Payroll	-184,413.97	-184,413.97	N/A	0.010%	0.010%	N/A	N/A					
Mechanics Bank / Credit Card Deposits	201,246.76	201,246.76	N/A	0.010%	0.010%	N/A	N/A					
Unadjudicated Asset Seizure	52,008.50	52,008.50	N/A	0.010%	0.010%	N/A	N/A					
Impress	1,700.00	1,700.00	N/A			N/A	N/A					
Investment in NMTC / Helms Community Center	0.00	0.00										
Interest Receivable	0.00	0.00										
ATM Machine	1,774.66	1,774.66										
Total & Averages	2,029,065.29	2,029,065.29										
Total	58,176,404.87	57,964,897.32			0.519%							

Note: Market value obtained from quarterly investment reports issued by Wells Fargo Bank, N.A. & Cutwater Asset Management

I verify that this is the City's & Agency's investment portfolio as of June 30, 2013. These investments comply with the City's & Agency's investment policy. It appears that there is sufficient funds to meet expenditure requirements for the next six months.


Kelly Sessions, Finance Manager


Viviana Toledo, City Treasurer

**City of San Pablo
GASB 40 - Deposit and Investment Risk Disclosure
March 31, 2014**

CUSIP	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moody Rating	Par Value Shares	Historical Cost	% Portfolio Hist.Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
LAIF												
Cash and Equivalents												
		0.256	01/30/2100		AAA	Aaa	25,661,687.34	25,661,687.34	55.91	25,661,687.34	56.07	0.00
ISSUER TOTAL												
FNMA												
3136GHCZ2	U.S. Instrumentality	1.550	04-25-2017	04-25-2014	AAA	Aaa	500,000.00	507,260.00	1.11	500,391.00	1.09	0.07
3135G0VH3	U.S. Instrumentality	0.750	03/04/2016	03/04/2015	AAA	Aaa	500,000.00	501,590.00	1.09	502,468.50	1.10	0.92
3135G0V3C	U.S. Instrumentality	0.750	03/04/2017		AAA	Aaa	500,000.00	500,375.00	1.09	496,691.50	1.09	2.91
3135G0PP2	U.S. Instrumentality	1.000	00/20/2017		AAA	Aaa	2,500,000.00	2,505,020.00	5.46	2,484,087.50	5.43	3.40
3136G1E8G	U.S. Instrumentality	1.125	03/05/2018		AAA	Aaa	2,000,000.00	2,005,372.00	4.27	1,975,740.00	4.32	3.82
3136G1E8H	U.S. Instrumentality	1.500	04/24/2018	04/24/2015	AAA	Aaa	500,000.00	509,250.00	1.11	499,251.50	1.09	3.90
ISSUER TOTAL												
FHLB												
3136A02N3	U.S. Instrumentality	0.500	09/13/2017	06/13/2014	AAA	Aaa	1,000,000.00	999,700.00	2.18	1,002,718.00	2.19	0.20
313370TW8	U.S. Instrumentality	2.000	09/09/2016		AAA	Aaa	1,000,000.00	1,035,850.00	2.26	1,032,540.00	2.26	2.35
ISSUER TOTAL												
UNION BANK, NA												
91520EAC5	Corporate	3.000	06/06/2016		A-	A-	1,000,000.00	1,047,940.00	2.28	1,045,430.00	2.28	2.16
ISSUER TOTAL												
Pfizer Inc												
71781DA8	Corporate	5.350	03/15/2015		AAA	A+	1,000,000.00	1,066,750.00	2.32	1,044,937.00	2.28	0.92
ISSUER TOTAL												
Toyota Motor Credit												
89233P5E2	Corporate	2.000	00/15/2016		AAA	Aaa	1,000,000.00	1,027,790.00	2.24	1,026,689.00	2.24	2.40
ISSUER TOTAL												
Berkshire Hathaway												
084604BS9	Corporate	1.600	05/15/2017		AAA	Aaa	1,000,000.00	1,018,830.00	2.22	1,012,397.00	2.21	3.02
ISSUER TOTAL												

**City of San Pablo
GASB 40 - Deposit and Investment Risk Disclosure
March 31, 2014**

CUSIP	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moody Rating	Par Value Shares	Historical Cost	% Portfolio Hist Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
General Electric												
309604BE2	Corporate	0.850	10/09/2015		A++	A-3	1,000,000.00	1,002,660.00	2.18	1,004,585.00	2.20	1.51
ISSUER TOTAL												2.20
EXXON MOBIL CORPORATION												
30231GAA0	Corporate	0.921	08/15/2017		A++	A-3	1,000,000.00	1,000,000.00	2.18	999,928.00	2.16	2.91
ISSUER TOTAL												2.18
Barclays US Funding												
06737JF7	Commercial Paper	0.000	06/27/2014		A-1	P-1	1,000,000.00	996,798.89	2.17	999,516.00	2.18	0.00
ISSUER TOTAL												2.17
FFCB												
3133EDDP4	U.S. Instrumentality	0.520	06/17/2016		A++	A-3	1,000,000.00	1,001,080.00	2.18	998,959.00	2.18	2.20
ISSUER TOTAL												2.18
FHLMC												
3134GAN78	U.S. Instrumentality	1.150	09/27/2017	06/27/2014	A++	A-3	1,000,000.00	1,000,000.00	2.18	994,194.00	2.17	3.41
ISSUER TOTAL												2.18
Apple Inc												
037833AJ9	Corporate	1.000	08/03/2018		A++	A-3	1,000,000.00	991,620.00	2.16	969,693.00	2.12	3.96
ISSUER TOTAL												2.16
Colgate-Palm Co.												
10416QDN5	Corporate	1.300	01/15/2017		A++	A-3	500,000.00	\$03,540.00	1.16	\$03,021.50	1.16	2.73
ISSUER TOTAL												1.16
T-Note												
912828RF9	U.S. Treasury	1.000	08/31/2016		A++	A-3	500,000.00	\$02,148.44	1.09	\$02,202.00	1.10	2.38
ISSUER TOTAL												1.09

**City of San Pablo
GASB 40 - Deposit and Investment Risk Disclosure
March 31, 2014**

CUSIP	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moodys Rating	Par Value Shares	Historical Cost	% Portfolio Hist Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
Wal-Mart												
93114CDF7	Corporate	1.125	04/11/2018		AAA	Aaa	\$50,000,000	\$50,215,000	1.00	45,937,500	1.07	3.90
ISSUER TOTAL												
Wells Fargo												
	Cash and Equivalents	0.000			AAA	Aaa	14,944.95	14,944.95	0.03	14,944.95	0.03	0.00
ISSUER TOTAL												
							45,676,632.27	45,901,421.60	100.00	45,766,583.77	100.00	1.08

GRAND TOTAL

Highlighted totals are issuers representing 5.00% or more of the portfolio's market value

Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

www.treasurer.ca.gov/pmia-laif
 April 16, 2014

CITY OF SAN PABLO

FINANCE DEPARTMENT
 #1 ALVARADO SQUARE
 SAN PABLO, CA 94806

PMIA Average Monthly Yields

Account Number:
 98-07-824

Tran Type Definitions

March 2014 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
3/13/2014	3/13/2014	RD	1426092	KELLY SESSIONS	5,000,000.00
3/20/2014	3/20/2014	RD	1426580	KELLY SESSIONS	3,000,000.00

Account Summary

Total Deposit:	8,000,000.00	Beginning Balance:	17,661,687.34
Total Withdrawal:	0.00	Ending Balance:	25,661,687.34

REQUEST FOR CITY COUNCIL ACTION



CITY OF SAN PABLO
City of New Directions

PREPARED BY: Michele Rodriguez *MR*

MEETING DATE: April 21, 2014

DATE: April 9, 2014

PHONE: (510) 215-3036

SUBJECT: **UPDATE ON THE AMENDED CABARET PERMIT RESOLUTION 2013-038 REGARDING LIVE ENTERTAINMENT AT A RESTAURANT, NOYA, LOCATED AT 14350 LAURIE LANE, SUITES A & B.**

APPROVED: _____
DEPARTMENT HEAD

R. D. Wood, MPA
CITY MANAGER
Acting

CITY ATTORNEY

RECOMMENDED ACTION

For informational purposes only.

BACKGROUND

The conditions of approval for the Use Permit and Cabaret Permit for the NOYA lounge required a six month review to ensure consistency with the conditions of approval. At that six month review, the significant number and type of Police Department activity (Attachment A), resulted in the conditions of approval being modified to deny private parties, to limit hours of operation, and loitering, and to reiterate the requirement that food sales be greater than alcohol sales (Attachment B). An additional 90-day review of the modified conditions of approval was required. The Police Department conducted the 90-day review was conducted on March 31, 2014 (Attached C). In summary, the calls for Police has stopped, but alcohol sales remain high at 69 percent with the condition requiring 40 percent.

CITY COUNCIL ACTION

No action. Staff recommends maintaining the modified conditions as adopted, and returning in February 2015 for an additional review.

FISCAL IMPACT

There is no impact to the General Fund as a result of this Action.

ATTACHMENTS

Attachment A. Police Department Memorandum dated December 5, 2013.

Attachment B. City Clerk Amendment to Cabaret Permit at NOYA dated February 6, 2014.

Attachment C Police Department Memorandum dated April 2, 2014.

Departmental Coordination
 Dev. Services *MR*
 Police _____

gkd
 Finance
 Public Works _____

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Walter N. Schuld, Chief of Police

CITY of SAN PABLO
City of New Directions

MEMORANDUM

DATE: December 5, 2013
TO: Walter N. Schuld, Chief of Police
FROM: Jeff Palmieri, Commander; Investigation Division
SUBJECT: Noya Restaurant and Lounge/A.B.C./Permit Violations

History

The Noya Restaurant and Lounge located at 14350 Laurie Lane, Suites A&B, San Pablo CA is owned by Norma and Yasmin Lozano. The City of San Pablo's Planning Commission approved a Use Permit on September 18, 2012 and subsequently provided a business/cabaret license to the establishment (PLAN1208-0006) for general alcohol sales, live entertainment and outdoor seating. This Use Permit was provided to the Lozano's for their records (See Attached).

On February 12th, 2013, a PETITION FOR CONDITIONAL LICENSE/For Issuance of an On-Sale General Eating Place, **Type 47**, Under the Alcohol Beverage Control Act, was issued to Noya Restaurant from A.B.C. with the license holder being Yasmin Lozano (See attached, FILE 47-525419).

The business opened in June 2013 on was presented as a Night Club/Restaurant. The "Latin Bay Area" web site promoted the opening on Friday, June 21, 2013 as follows:

- *Noya Restaurant and Lounge in San Pablo 14350 Laurie Lane San Pablo CA 94806*
- *DJ's playing salsa, merengue, reggae ton, hip hop, and top 40's*
- *Live in The Mix*
- *DJ-JR and DJ Checo*
- *Dress code enforced*
- *Ladies free B4 10pm \$5 after Guys \$15*
- *9pm-2am*

Calls for Service SPPD

Between the months of July through September, the police department noticed an increased rate of calls for service at or near 14350 Laurie Lane that were attributed to

13880 San Pablo Avenue • San Pablo, CA 94806
Main: 510-215-3130 • Fax: 510-215-3135
www.sanpablopolice.org



Noya Restaurant. The reports included loitering and public intoxication, to assault and even one shooting. There were 11 calls for service at or near the business "Noya". In one instance, a customer was attacked and brutally beaten after leaving the business by other patrons. The victim in that case was in a coma for approximately three weeks with great bodily injury. An examination of police reports revealed this business was the origin for these occurrences. See the below listed cases:

- **2013-15525, 06/11/13, 12:22 am (Disturbance)** Officers responded to three subjects trying to fight the bartender; all were intoxicated. Subjects fled prior to police arrival.
- **2013-19676, 07/20/13, 01:18 am- (647f PC Intox. In Public)** Officers responded to a domestic call where the reporting person said her intoxicated husband was inside the bar and she came to get the car in order for him not to drive DUI. He in turn broke the windows on his vehicle and admitted to officers he had consumed several alcoholic beverages. The suspect was taken into custody as he was intoxicated and a danger to himself. During the booking process, the suspect submitted to a PAS test with a result of 0.22% BAC.
- **2013-20416, 07/28/13, 01:36 am- (12.26.010 SPMC Open Container)** Officers responded to a report of a disturbance and located a 25 year old male subject who had walked out of the bar with two open containers of beer. Officers observed objective signs that the person was under the influence of alcohol. He did not have any identification on his person and he told the officers the staff did not ask him for one. The person was subsequently cited for the open containers of alcohol.
- **2013-22188, 08/17/13, 23:55 pm- (415 PC Disturbance)** Officers responded to a fight between eight males that were separated and told to leave the bar. Upon arrival, officers contacted three involved parties who had signs of being intoxicated and told the fight was over a female. They were told not to come back and were released to a sober driver.
- **2013-22854, 08/25/13, 01:44 am- (246 PC Shooting a Firearm)** Officers responded to a fight involving several males inside the restroom by the bar. Security told the involved to go outside. The fight went out into the parking lot where one of the subjects fired several rounds from a moving vehicle into the air. The involved parties fled the area prior to police arrival. An employee told an officer he saw a black male in the bar with a handgun down at the side of his pants.

One hour prior to this incident, SPPD officers did a security check and noticed approximately one hundred people loitering in front of the business and in the parking lot. The staff at NOYA did not call the police for the violation of loitering and police told those who were violating the ordinance to leave. No one was injured from the shooting.



- **2013-23410, 08/31/13, 02:53 am- (Disturbance)** Officers dispatched to a group of unknown people fighting with no further information.
- **2013-23511, 09/01/13, 01:23 am- (11350 HS Possession of Cocaine)** An officer conducted a traffic stop and during a search located cocaine for personal use on the driver. During a waived Miranda statement, the suspect said he did not buy the cocaine, but obtained the cocaine from a friend while at the NOYA night club. This same person said while he was inside the club, he saw some of his acquaintances using cocaine and he asked them if he could have some of the cocaine.
- **2013-24090, 09/06/13, 23:43 pm- (647f PC Intox. In Public)** While officers were conducting a Security Check of the NOYA bar, an officer located a male subject urinating in the parking lot by vehicles. He was arrested for public intoxication as he could not care for himself. During booking the person submitted to a PAS test and the BAC was .217%.
- **2013-24201, 09/08/2013, 02:13 am- (245 A1PC Assault with GBI/Attempted Murder)** An altercation occurred between customers inside Noya. The victim was seen leaving the business on surveillance cameras. A short distance away, across the street from the business, the victim was physically attacked and brutally beaten. The victim was in a coma for several weeks. Investigation Division provided information to the press on September 2nd releasing the surveillance film from the Noya Bar of the possible involved parties. Investigators received information on the suspects and warrants were obtained for their arrests. Management did cooperate with the police during the investigation. At the conclusion, the main suspect was arrested and charged with assault with a deadly weapon/GBI. See attached press release of the arrest.
- **2013-25480, 09/22/2013, 02:59 am- (Suspicious Circumstance)** Officers were dispatched to a disturbance. The manager, Norman Lozano told police that two males were asking people in the bar "What did they claim?" This is a term used by gang members as to find out what gang they are claiming. The subjects in question were contacted and claimed to be Norteno members, but denied threatening staff. They said security sprayed them with pepper spray as they were walking away in the parking lot. Officers noticed both gang members had objective signs of intoxication with slurred speech.

When officers were taking Lozano's statement, they noticed he had the distinct odor of alcohol on this breath, slurred speech and objective signs of being intoxicated. Officers asked Lozano for security staffs information and he said he did not have it and did not want any further police action.

- **2013-26211, 09/30/2-13, 03:25 PM – (Disturbance)** Officers responded to a male subject who was possibly high on drugs.



A majority of the calls for service were occurring during graveyard hours where police staffing levels are at the lowest. It is the goal of the San Pablo Police Department to provide a safe environment for the general public and the business community. Due to the increase in calls for service and violence at the NOYA Bar, the Police Department was required to develop and implement a plan to address the issue.

Police Response

A collaborative investigation was conducted with input from first line supervisors, investigators and line officers. The goal of the program was to significantly reduce the crime associated in the area through a series of proven and effective measures.

- Increased awareness at patrol briefings
- Enhanced security checks during high risk times (weekends/late evening)
- Identify areas of concern through intelligence gathering
- Document high risk situations

Operation

During a sixty day period, a Confidential Reliable Informant (CRI) spoke with five patrons at NOYA who openly offered to sell him/her cocaine. These contacts took place inside the business and in the smoking areas outside. This same person bought cocaine openly inside the business on four separate occasions and saw subjects ingesting cocaine on multiple occasions in the bathroom and in front of the business.

The CRI was able to purchase cocaine from a person inside the bar and provided a description to police. Officers conducted a traffic stop on the seller and found him with two occupants. All of the subjects in the vehicle were identified as being affiliated with a criminal street gang and one person was arrested for possession of cocaine (**SPPD 13-23511**).

The Intelligence gathered during the operation allowed the department to identify those individuals who were providing narcotics for sale. All had previous contacts with law enforcement, as well as some being affiliated with criminal street gangs. The CRI further said he/she saw African American gang members from North Richmond (Project Trojan's) on Friday nights and Hispanic gang members on Saturday nights.

Based on my training and experience as an officer who has investigated street gangs for over twenty years, it is not uncommon for gang members to try and establish a foothold in a local business; such as NOYA in order to conduct criminal activity in furtherance of the gang. A majority of the gang activity that can be found range from; extortion, narcotic trafficking, firearms possession, prostitution, assaults, assaults with a deadly weapon and homicide.

With two separate gang factions using the NOYA establishment as a place to conduct criminal activities, in my opinion it would be just a matter of time before a turf battle



started over the business, or a rival gang would come to assault either one of these gangs.

Halloween Party/SPPD case 13-29036

On October 31st, 2013, at 1536 hours, Sergeant Cook of the Investigation Division notified me of the following:

A citizen who wished to remain anonymous contacted the unit and said there was going to be a Halloween party at the Noya Bar with several (North Richmond) Project Trojan gang members in attendance. "***I WANT ENT.***" was promoting the party from 9PM to 2 AM with male and female strippers and a best costume contest. The promoter of the event, Damon McGee is a confirmed Project Trojan gang member that goes by the name of "Kleat". The flyer for the party had the names of deceased PJT members. This actually was going to be a tribute party for them.

The rival gang from central Richmond, "Deep C" was aware of the party and planned to do a drive by shooting. Deep C felt this was a good opportunity to retaliate on a large group of rivals. There was talk of gang members being armed with semi-auto handguns and assault rifles. This information was confirmed through a second CRI (Confidential Reliable Informant). Based on this information, an investigation was opened by the department's gang unit as the threat appeared credible.

Because of the concern for public safety, Commander Alameda and I contacted the owner/manager, Norman Lozano at the business and made him aware of the possibility of a drive-by shooting at this Halloween party. He originally declined to close the establishment thus putting his establishment, patrons and neighbors at risk. After talking to him on two separate occasions in length, and after a receipt of a warning letter of his unlawful conduct by the office of the Chief of Police, he subsequently closed his business at 8:00pm.

To ensure public safety, it was necessary for the police department to use extra SPPD officers with the mutual aid of Richmond Police Department and Contra Costa D.A.'s Gang Units. Due to the voluntary closer of NOYA, no acts of violence occurred and no gang members arrived at the business as they received word of the police presence.

Follow up

During this investigation, I noticed there was no Incident Log for NOYA which is a requirement per the Use Permit. On 11-08-13, at 2122 hours, officer Hoff contacted the manager, Jessica Palma and requested to see the Incident Log. Palma told Hoff they did not have one and did not know one was required.



Fiscal Impact

The cost of police services for response to this NOYA incident exceeds \$9,570.00.

This analysis does not include benefits, administration, dispatching, booking fees or outside agency costs. The eleven documented calls for service were over a four month period and due to their nature; required an average of three officers to respond. If the aforementioned calls for service were to continue, based on this last four month review, it could potentially cost the City of San Pablo more than \$40,000.00 in a one year period.

Public Perception as of 10/11/13

Internet research was compiled regarding the public's perception of the business. This can be insightful in the business' ability to maintain its current status as a restaurant/lounge. It also gives a "third party, outside view of the business model. The first review stated the business was not managed well and a bartender quit that night because she did not receive any help from her co-workers. The second review also claimed there was poor service and they thought it was "*low brow*" that the owner's nephew and his hoodlum friends were smoking directly outside the restaurant. The third and last review stated the drinks (Margaritas) were good, but had not tried the food. See below reviews:

<http://www.yelp.com/biz/noya-restaurant-and-lounge-san-pablo>

Three reviews posted on the internet for Noya restaurant and lounge:

- 1) "Poorly run by an amateur. Whoever wrote this menu clearly has no experience. The food is not what I would consider authentic or even distinguishable from a taqueria or a pupuseria. I had pupusas, yucca frita, and something that they called Cuban sausage (which was just cut up hot dogs with onions). I was in there the other night and watched as the bartender quit because she was so busy that she couldn't keep up and the owner or manager would not help her out. This place will not be around for long due to poor management. It's a shame because the facility has some promise and if it was run properly it could do well. I won't be going back".
- 2) Bartender was nowhere to be found during happy hour. That's a major no-no. I waited, but the bartender never did show up during the course of the 1 1/2 hours our party was there. Sad face. Beautiful interior. However, we witnessed the owner's nephew(??) and his hoodlum friends smoking directly outside the restaurant... How low brow ... Go somewhere else with all of that--it's a restaurant--not a hookah lounge. Now, turning to the food. I had a bean and cheese pupusa which was decent, but the condiments (salsa and pickled



cabbage) were mostly bland and tasteless. The Mexican nacho plate was HUGE and was generously smothered in what seemed like canned nacho cheese sauce. Lots of tasteless nacho cheese. The only saving grace of this awful dining experience was the excellent service provided to us by our waiter. He bent over backwards to accommodate us, even offering to try mixing drinks for us! The waiter was great, but it's sad he has to work at such a poorly managed establishment. Save your money, go elsewhere.

- 3) I have been here few times after work to have a drink. Margaritas are the best. I haven't tried their food. But I heard that is really good. I had a good time in my last visit with my friends. Can't wait go back.

Use Permit Violations

The owners of the NOYA bar came to an agreement with the City of San Pablo for a conditional Use Permit (PLAN1208-006). After reviewing the police reports and calls for service, I found the following violations to have occurred:

- The Cabaret permit shall only be valid for the restaurant during its normal business hours and may not be used for private party rentals at the restaurant's location.
- Use of the restaurant for private party shall be considered on a case-by-case basis and the City's special event procedures must be followed.

Requires that private party events go through the City's Special Event procedures; NOYA did not meet this requirement for the Halloween party.

- Entertainment shall only be allowed between the hours of 1:00PM and 8:00PM from Monday through Thursday and 10:00 AM through 12:00 AM on Fridays, Saturdays and Sundays.

The Halloween event (Thursday) was scheduled to go from 9:00PM to 2:00AM.

- Intoxicated persons shall not be served alcoholic beverages. If there is an incident where the owner(s) or their representative(s) serve an already intoxicated person, the Cabaret Permit shall be revoked.

Review of the cases has shown that during six of the incidents, the persons involved in the disturbance were intoxicated and management should not have continued to serve them. On case, 13-



25480, the officers while engaging Mr. Lozano himself observed the objective symptoms of alcohol intoxication.

- Uniformed security guards, properly licensed by the State of California, shall be employed to the extent that they are needed to assist in maintaining order, as demonstrated by calls for police service and conduct of the patrons. A minimum of (3) such guards shall be on duty at all times when there is live music, with a minimum of one guard in the parking lot area.

During report 13-25480, the investigating officer asked Mr. Lozano for the name of the security officers that pepper sprayed a patron. He did not provide the name of the company or officers names. Additional requests were made by the police department, and of this date, he has not provided the information.

- Use of marijuana and/ or all other controlled substances shall be forbidden inside and outside the premises.

Based on the intelligence gather by the investigations division, cocaine use in the bar is prevalent and ongoing. The use was not reported to the department by NOYA.

Recommendation

It is recommended that due to the aforementioned violations of City of San Pablo RESOLUTION 2013-038, that new conditions be placed on the business as there is a pattern of criminal activity consisting of; public intoxication, physical assaults, firearms possession, narcotic sales and use (cocaine) and street gang activity. The following conditions should be added:

- **Use of the restaurant for a private party shall not be considered due to inadequate security and a prior practice of not following the City's special event procedures.**
- **Entertainment shall only be allowed between the hours of 1:00 PM and 8:00 PM from Sunday through Thursday and 1:00 PM through 11:00 PM on Fridays and Saturdays. The business will close at 12:00 AM each day of the week.**



- *Upon closing, the management or its representative will not allow patrons to loiter in or about the business and will not furnish or sell alcohol to anyone on the premises.*
- *The monthly gross sales of alcoholic beverages shall not exceed the gross sales of food during the same period. The licensee shall at all times maintain records which reflect a separate gross sale of food and the gross sales of alcoholic beverages of the licensed business. Records will be kept on a monthly basis and shall be made available to the San Pablo Police Department on demand.*

Conclusion

The NOYA Restaurant and Lounge is operating as a night club on the weekends and has operated outside the scope of their Use Permit; thus becoming a Public Nuisance as defined by the below listed San Pablo Municipal Codes.

San Pablo Muni Code 8.02.010

B. The existence of such conditions as described in this chapter is injurious and inimical to the public health, safety and welfare of the residents of the city and contributes substantially and increasingly to the deterioration and blight of residential neighborhoods, commercial areas and industrial areas.

San Pablo Muni Code 8.02.020/ Unlawful Public Nuisance

The existence of any property condition which is unlawful or declared to be a public nuisance pursuant to any other provision in the San Pablo Municipal Code; this subsection shall be construed to place an affirmative duty on property owners and occupants to maintain their property in conformity with all applicable codes. The City shall have the power to require property owners and occupants to bring their property into compliance with applicable codes, regardless of whether the building is occupied. (Ord. 02-006 § 2, 2002; Ord. 96-006 § 1, 1996; Ord. 95-003 (part), 1995) (Ord. No. 2009-001, § 2, 4-20-09)

Jeff Palmieri, Commander
Investigation Division



November 18, 2013

Based on this investigation, the recommended additional conditions should be placed on the business for public safety.

Walt Schuld,
Chief of Police

EXHIBIT



February 6, 2014

CITY OF SAN PABLO
City of New Directions

CERTIFIED MAIL -
RETURN RECEIPT REQUESTED AND
FIRST CLASS MAIL

Mr. Norman Lozano
Mrs. Yasmin Lozano
NOYA Restaurant & Lounge
14350 Laurie Lane, Suites A & B
San Pablo, CA 94806

Re: Amendment to Cabaret Permit at NOYA

Dear Mr. & Mrs. Lozano:

As approved at the public hearing of Monday, February 3, 2014, the Mayor and City Council amended the cabaret permit contained in Resolution 2013-038 regarding live entertainment at NOYA with the following modified findings and conditions:

Findings:

- A. Staff has reviewed the amended Cabaret Permit for Live Entertainment to an existing restaurant and has determined that it not only will not negatively impact the neighborhood, it will improve the surrounding area if the conditions of approval are complied with.
- B. The City of San Pablo's Police Department will continue to be charged with monitoring and responding on compliance with the conditions. City Staff will schedule a public hearing on April 21, 2014 in front of the City Council to review NOYAs compliance.

Modified Conditions (*in addition to other conditions in Resolution 2013-038*):

7. *Use of the restaurant for a private party shall not be considered due to inadequate security and a prior practice of not following the City's special event procedures. Replaces existing Condition 7.*
8. *Entertainment shall only be allowed between the hours of 1:00 PM and 8:00 PM from Sunday through Thursday and 1:00 PM through 11:00 PM on Fridays and Saturdays. The business will close at 12:00 AM each day of the week. Replaces existing Condition 8.*

20. *Upon closing, the management or its representative will not allow patrons to loiter in or about the business and will not furnish or sell alcohol to anyone on the premises. The business shall affix "NO LOITERING" signs to the building that are easily visible by the public. Replaces existing Condition 20.*
26. *The business shall continue to operate as a full service restaurant with live entertainment and dancing being incidental to the restaurant use. A "full-service restaurant" shall make actual and substantial sales of "meals" to guests for compensation. Substantial sales shall mean that no less than 60 percent of total revenue shall be generated from food service and no more than 40 percent of revenue from the sales of alcohol. The licensee shall at all times maintain records which reflect a separate gross sale of food and the gross sales of alcoholic beverages of the licensed business. Records will be kept on a monthly basis and shall be made available to the San Pablo Police Department on demand. Replaces existing Condition 26;*
30. *If a conflict between the conditions of approval for live entertainment should arise between those of amended Use Permit Resolution 12-13 and amended Cabaret Permit 2013-038, those conditions adopted into amended Cabaret Permit 2013-038 shall prevail.*

Pursuant to California Code of Civil Procedure Section 1094.6, you have ninety (90) days from the date of mailing of this decision to seek judicial review. If you have any questions about the permit or its conditions, please do not hesitate to call Commander David Krastof at 510.215.3130.

I have attached a certified copy of Resolution 2014-028 which was approved on February 3, 2014. If you have any questions or require further clarification, please contact Michele Rodriguez at 510.215.3031.

Thank you,



Lehny M. Corbin
Deputy City Clerk

Enclosure

cc: Michele Rodriguez
Cmdr. David Krastof

RESOLUTION 2014-028

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING CABARET PERMIT RESOLUTION 2013-038 REGARDING LIVE ENTERTAINMENT AT A RESTAURANT, NOYA, LOCATED AT 14350 LAURIE LANE, SUITES A & B (APN 416-160-053).

WHEREAS, the City Council approved Resolution 2013-038, Cabaret Permit application, PLAN1208-0006, on March 5, 2013 to allow live entertainment at a proposed restaurant, NOYA, in a commercial building located on 14350 Laurie Lane, Suites A&B; and,

WHEREAS, in order to grant any Cabaret Permit, the City Council shall make findings that the establishment, maintenance or operation of the restaurant is compatible with the vision of the San Pablo Community, and conforms to the applicable provisions of the General Plan. The restaurant adds a suitable entertainment venue for the enjoyment of the San Pablo community; and,

WHEREAS, the San Pablo Police Department was charged with monitoring and responding on compliance with the conditions of approval of NOYA, memoranda were completed on November 18, 2013 and December 10, 2013 detailing incidences of fighting, loitering, drug dealing, attempted murder, and public intoxication, and further noncompliance to eight of the conditions of approval that include hours of operation, private party use, and operation as a "full service restaurant" as stated in Cabaret Permit Resolution 2013-038; and,

WHEREAS, NOYA has operated outside the scope of their Cabaret Permit and is considered a public nuisance as defined in Chapter 17.90 *Enforcement* of the City of San Pablo's Municipal Code below:

Unlawful Acts and Public Nuisances. Any building or structure set up, erected, constructed, altered, enlarged, converted, moved or maintained contrary to the provisions of this title, and any use of any land, building or premises established, conducted, operated or maintained contrary to the provisions of this title shall be unlawful and a public nuisance.

WHEREAS, the Police Department recommend the following amendments to Cabaret Permit Resolution 2013-038:

7) *Use of the restaurant for a private party shall not be considered due to inadequate security and a prior practice of not following the City's special event procedures.* Replaces existing Condition 7.

8) *Entertainment shall only be allowed between the hours of 1:00 PM and 8:00 PM from Sunday through Thursday and 1:00 PM through 11:00 PM on Fridays and Saturdays. The business will close at 12:00 AM each day of the week.* Replaces existing Condition 8.

I hereby certify that the foregoing is a full, true and correct copy of the original document.


Leahy M. Corcoran
085 Deputy City Clerk

20) Upon closing, the management or its representative will not allow patrons to loiter in or about the business and will not furnish or sell alcohol to anyone on the premises. The business shall affix "NO LOITERING" signs to the building that are easily visible by the public. Replaces existing Condition 20.

26) The business shall continue to operate as a full service restaurant with live entertainment and dancing being incidental to the restaurant use. A "full-service restaurant" shall make actual and substantial sales of "meals" to guests for compensation. Substantial sales shall mean that no less than 60 percent of total revenue shall be generated from food service and no more than 40 percent of revenue from the sales of alcohol. The licensee shall at all times maintain records which reflect a separate gross sale of food and the gross sales of alcoholic beverages of the licensed business. Records will be kept on a monthly basis and shall be made available to the San Pablo Police Department on demand. Replaces existing Condition 26.

30) If a conflict between the conditions of approval for live entertainment should arise between those of amended Use Permit Resolution 12-13 and amended Cabaret Permit 2013-038, those conditions adopted into amended Cabaret Permit 2013-038 shall prevail; New condition; and,

WHEREAS, a duly noticed public hearing before the Planning Commission was held on December 17, 2013 and Resolution 13-24 recommending City Council to review and amend Cabaret Permit Resolution 2013-038 was approved; and,

WHEREAS, the Police Department and the Development Services Division have reviewed the proposed amendments and is satisfied with the amended Cabaret Permit; and,

WHEREAS, public notice of this hearing has been given by mail to the applicant, local affected agencies, all property owners within 300 feet of the subject property, and has been published in the West County Times, in accordance with the requirements of Government Code Section 65905; and

WHEREAS, staff's evaluation of the project with respect to the California Environmental Quality Act has recommended that it be found to be categorically exempt under Section 15301, Class 1, *Existing Facilities* of the CEQA guidelines; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of San Pablo make the following findings in support of amending Cabaret Permit Resolution 2013-038:

- A. That amending Cabaret Permit Resolution 2013-038 will not, under the circumstances of the particular case, materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicants and will not, under the circumstances of the particular case, be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood.

Staff has reviewed the amended Cabaret Permit for Live Entertainment to an existing restaurant and has determined that it not only will not negatively impact the neighborhood, it will improve the surrounding area if the conditions of approval are complied with.

- B. NOYA will be monitored and revisited by City Staff throughout the life of the Cabaret Permit to confirm that the conditions of approval are conformed to.

The City of San Pablo's Police Department will continue to be charged with monitoring and responding on compliance with the conditions. City Staff will schedule a public hearing on April 21, 2014 in front of the City Council to review NOYA's compliance.

- C. The subject property is within the San Pablo Avenue Specific Plan Area which promotes development of San Pablo Avenue as an attractive boulevard, lined with a diverse array of uses that promote vibrant street life, and maintain eyes on the street at all times.
- D. That the proposed project has been determined to be a categorical exemption from the provisions of CEQA, in accordance with CEQA Guidelines Section 15301, Class 1 Existing Facilities.
- E. Public notice of the hearing has been given by mail to the applicants, local affected agencies, all property owners within 300 feet of the subject property, and has been published in the West County Times, in accordance with the requirements of Government Code Section 65905.

Notices were mailed to owners of properties within a 300 foot radius of the site. The notices were mailed on Thursday, December 19, 2013. In addition, a Public Hearing Notice was delivered to the West County Times newspaper on Thursday, December 19, 2013, and was published on Friday, January 3, 2014.

BE IT FURTHER RESOLVED that the City Council of the City of San Pablo hereby approves Cabaret Permit Resolution 2014-028, amending Cabaret Permit Resolution 2013-038 with the following amended Conditions of Approval.

7) Use of the restaurant for a private party shall not be considered due to inadequate security and a prior practice of not following the City's special event procedures. Replaces existing Condition 7.

8) Entertainment shall only be allowed between the hours of 1:00 PM and 8:00 PM from Sunday through Thursday and 1:00 PM through 11:00 PM on Fridays and Saturdays. The business will close at 12:00 AM each day of the week. Replaces existing Condition 8.

20) Upon closing, the management or its representative will not allow patrons to loiter in or about the business and will not furnish or sell alcohol to anyone on the premises. The business shall affix "NO LOITERING" signs to the building that are easily visible by the public. Replaces existing Condition 20.

26) The business shall continue to operate as a full service restaurant with live entertainment and dancing being incidental to the restaurant use. A "full-service restaurant" shall make actual and substantial sales of "meals" to guests for compensation. Substantial sales shall mean that no less than 60 percent of total revenue shall be generated from food service and no more than 40 percent of revenue from the sales of alcohol. The licensee shall at all times maintain records which reflect a separate gross sale of food and the gross sales of alcoholic beverages of the licensed business. Records will be kept on a monthly basis and shall be made available to the San Pablo Police Department on demand. Replaces existing Condition 26;

30) If a conflict between the conditions of approval for live entertainment should arise between those of amended Use Permit Resolution 12-13 and amended Cabaret Permit 2013-038, those conditions adopted into amended Cabaret Permit 2013-038 shall prevail. New Condition.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

Adopted this 3rd day of February, 2014, by the following vote to wit:

AYES:	COUNCILMEMBERS:	Valdez, Kinney, Chao Rothberg and Morris
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	Calloway

ATTEST:

APPROVED:

/s/ Ted J. Denney
Ted J. Denney, City Clerk

/s/ Paul V. Morris
Paul V. Morris, Mayor

PROOF OF SERVICE BY MAIL
(CCP §1013a)

I am and was on the dates hereinafter mentioned a citizen of the United States, employed in the County of Contra Costa, State of California, over the age of eighteen years, and not a party to the action designated on the within document; my business address is One Alvarado Square, San Pablo, California. I am competent to be a witness in any proceeding concerning the matters set forth herein.

On February 6, 2014, I served the **Letter Dated February 6, 2014 Re: Amendment to Cabaret Permit at NOYA** upon the following named persons by Certified Mail-Return Receipt Requested **and First Class Mail**, by placing a true copy thereof in each of the sealed envelopes and placed them for collection and mailing following ordinary business practices. I am readily familiar with the City's practice of collection and processing correspondence, pleadings, and other matters for mailing in the United States Postal Service on that same day, with postage thereon fully prepaid, at San Pablo, California, in the ordinary course of business, addressed to each of the following named persons, to wit:

Mr. Norman Lozano
Mrs. Yasmin Lozano
NOYA Restaurant & Lounge
14350 Laurie Lane, Suites A&B
San Pablo, CA 94806

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed on February 6, 2014, at San Pablo, California.



Lehy M. Corbin

Walter N. Schuld, Chief of Police

CITY OF SAN PABLO
City of New Directions

MEMORANDUM

DATE: April 2, 2014
TO: Walter N. Schuld, Chief of Police
FROM: Jeff Palmieri, Commander; Investigation Division
SUBJECT: Noya Restaurant and Lounge/Use Permit Review

This is an addendum to San Pablo Police Department staff report, dated December 10, 2013 regarding the business operations of the Noya Restaurant and Lounge. On February 3, 2014, the Mayor and City Council amended the cabaret permit contained in Resolution 2013-038 regarding live entertainment at NOYA. A letter with these modifications was sent to Norman and Yasmin Lozano via certified mail on February 6, 2014 to the NOYA business.

In the Resolution, the City of San Pablo's Police Department was charged with monitoring the conditions of NOYA ensuring the business complied with the Use Permit and did not negatively impact the neighborhood or surrounding area. Police monitored the following conditions:

- 7. Restaurant shall not be used for private parties due to inadequate security and not following the City's special event procedures.*
- 8. Entertainment shall only be from the hours of 1:00PM and 8:00PM from Sunday through Thursday and 1:00PM through 11:00PM on Fridays and Saturdays. Business will close at 12:00AM each day of the week.*
- 20. Upon closing, the management will not allow patrons to loiter in or about the business. Management will not furnish or sell alcohol to anyone on the premises and will affix "NO LOITERING " signs to the building that are easily visible by the public.*
- 26. The business shall continue to operate as a full service restaurant with live entertainment and dancing incidental to the restaurant. This means the restaurant shall make actual and substantial sales of "meals" to guests for compensation. This means that no more than 60 percent of total revenue shall be*

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www.sanpablopolice.org



generated from food and not more than 40 percent from the sales of alcohol.

30. If a conflict of conditions of approval for live entertainment should arise, the amended Cabaret Permit adopted into amended Cabaret Permit 2013-038 shall prevail.

During this investigation, I reviewed the in-house calls for service at NOYA; and since the change in conditions, there have been no adverse incidents (i.e. disturbances, crimes of violence or alcohol violations). Calls for service were security checks by the police department with no further action taken. The change in hours and NOYA operating as a family style restaurant has changed the clientele of the business. The after midnight crowd that consisted of gang members and narcotic users/traffickers do not appear to be frequenting the area.

On March 31, 2014, at 2:00 PM, a meeting with the Lozano's was conducted at Building #3 at city hall regarding their Use Permit. City of San Pablo Development Service Manager, Michele Rodriguez and I attended the meeting.

Norman stated he is still working on the restaurant portion of the business and has made some progress, but the alcohol revenue is still greater than the food sales. Yasmin then said the restaurant is not what is holding the business together. Norman and Yasmin both claimed they did not get the letter that was sent to the business and presented themselves as if they did not know all of the conditions of the Use Permit. Yasmin did confirm she did sign the Use Permit and agreed to the conditions at the time the business first opened.

Norman requested the business be allowed to stay open until 1:00 AM in the morning and have his Cabaret Permit placed back to the original hours and status. He said they have not had any problems and he realized calling the police all of the time in the beginning only made the business look bad. I advised Norman it is important to report crimes that occur as it is his responsibility. This led me to the conclusion that the decline in incidents is twofold; the change in hours was not conducive to the criminal element and Norman/staff were not reporting incidents that were occurring. When I confronted the Lozano's with this theory, they did not dispute my rebuttal.

I told Norman at this time the department could not endorse the changing of his Use Permit back to its original status as he was operating outside the scope of his permit as a Night Club. His response was he would possibly have to close the business down or seek another location. Michelle did advise Norman he could respond in writing and request to have his Use Permit reinstated back to the original status.



Recommendation

Based on this investigation, I am recommending the conditions set forth in Resolution 2013-038 remain in place for NOYA and be re-evaluated in February 2015 for possible modification on the basis the business follows the condition of their Use Permit and thrives as a family style restaurant.

Jeff Palmieri, Commander
Investigation Division

December 10, 2013

I have reviewed this investigation, I concur with Commander Palmieri's findings as to the Use Permit conditions remaining in place.

Walt Schuld,
Chief of Police

REQUEST FOR COUNCIL ACTION



CITY of SAN PABLO
City of New Directions

PREPARED BY: Greg Dwyer

DATE OF MEETING: April 21, 2014

DATE: April 10, 2014

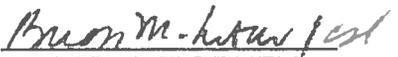
PHONE: (510) 215-3081

SUBJECT: INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE INFORMATIONAL REPORT TO CITY COUNCIL REGARDING MEASURE Q - TRANSACTION AND USE TAX

APPROVED:


DEPARTMENT HEAD

CITY MANAGER


CITY ATTORNEY

RECOMMENDATION

Receive and file informational report.

FY 2013-15 Council Priority Workplan

Report and filing on Measure Q funding is an adopted policy item under the FY 2013-15 City Council Priority Work plan.

CEQA COMPLIANCE STATEMENT

This is not a project as defined by CEQA.

BACKGROUND

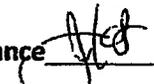
On February 21, 2012, the City Council authorized that Measure Q be placed on the June 2012 ballot due to a fiscal emergency.

The decision to place Measure Q on the local ballot followed a process in which the City's voters were surveyed about priorities, and important community members discussed priorities and debated options. The City decided to meet its needs with a sales tax, instead of some other funding mechanism, because:

- The sales tax would provide funding that cannot be seized (taken away) by the State; rather, will remain in San Pablo to benefit local residents.
- The tax is paid by non-City residents in addition to City residents.
- The increase in sales tax will bring money into San Pablo from outside the community that will be used to benefit San Pablo residents.
- The tax is not paid on food or certain life necessities such as groceries or medicine purchases.

Departmental Coordination

Comm. Services _____

Finance 

Police _____

Public Works _____

Measure Q was passed by the voters in the June 2012 election (74% "Yes" voter approval) and authorizes a temporary (10-year), tiered increase in the City's sales tax. The passage of Measure Q increased the sales tax by 1/2-cent for the first 5 years (to 8.75%) and the sales tax will then be reduced by 1/4-cent (to 8.5%) for the following 5 years. After 10 years, the temporary increase will be terminated (revert back to today's rate of 8.25%).

The ordinance states that the money generated from the temporary increase in sales tax is to be used to pay for the services provided by/through the City of San Pablo to local residents. These include, but are not limited to:

- Public Safety (including gang prevention).
- Job Training for local residents; especially youth and the disenfranchised (those with barriers to employment) who reside in San Pablo.
- Youth services (keep kids off the streets and out of gangs).
- Protect all city services -- these are vital to the preservation of public peace, health & safety of San Pablo.

The sales tax ordinance requires that there be a Measure Q Citizens' Oversight Committee throughout the duration of the tax, Annual Audits, and Annual Community Reporting on how the monies are spent.

On Wednesday, March 26, 2014, staff presented three reports to the Measure Q Citizens Oversight Committee. The first report (Attachment A) was from an independent accountant, Maze and Associates. They provided a financial audit of Measure Q funding describing their findings as it relates to the agreed upon procedures for Measure Q; collections, management, and expenditures for the fiscal year ending on June 30, 2013 (the FY 2012-2013).

The second report shared with the Oversight Committee was the San Pablo Measure Q Report, by Dr. Peter Ellis (Attachment B). This report was a reflection of the programs and services that were provided and made possible by the Measure Q funding, as well as statistical data that reflected the positive impact that the funding had in the designated target areas during the FY 2012-2013.

The third and final report shared with the Oversight Committee was a staff Power Point presentation (Attachment D). This report was a summary of staff's findings, the process of receiving the funds, and highlights of the services that were made possible to residents of San Pablo through Measure Q funding. For example; all transactions and use (sales) taxes are administered by the State Board of Equalization (BOE). The BOE remits taxes monthly, with adjustments and factual numbers released quarterly, therefore, although the measure passed in June of 2012, the City did not receive funds until December 2012.

Some additional key factors listed in the report are:

Measure Q Revenues (FY 2012-2013): \$700,897

Measure Q Expenditures (FY 2012-2013): \$329,304

Total Spent on Measure Q-Related Activities (FY 2012-2013): \$635,095.

Upon reviewing all of the reports and materials on the evening of March 26, 2014, the Measure Q Citizens Oversight Committee signed a statement to acknowledge and certify that all Measure Q Transaction and Use Tax related program expenditures and revenues for fiscal year period ending June 30, 2013 were spent in accordance with the Measure Q Transaction and Use Tax official ballot language as adopted by the local electorate on June 5, 2012. (Attachment C).

For more detailed information regarding the Measure Q funding, programs and services that were provided during the Fiscal Year 2012-2013, please refer to the attachments listed below.

FISCAL IMPACT

There is not direct fiscal impact on this item, this is for filing and receiving purposes only.

Attachment:

Attachment A: Report from Maze & Associates

Attachment B: Dr. Ellis Report

Attachment C: Signed statement from the Measure Q Citizens Oversight Committee

Attachment D: Staff power point/report on Measure Q Citizens Oversight Committee

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**INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED UPON PROCEDURES FOR
MEASURE Q
COLLECTION, MANAGEMENT AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2013**

ATTACHMENT A

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**INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED UPON PROCEDURES FOR
MEASURE Q COLLECTION, MANAGEMENT AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2013**

Honorable Mayor and Members
of the City Council
City of San Pablo, California

We have performed the procedures described below, which were agreed to by the City of San Pablo solely to assist you with respect to the collection, management and expenditure of the Measure Q revenue for the period July 1, 2012 to June 30, 2013. This engagement is solely to assist the City in complying with the requirements of Section 3.25.140 of Ordinance 2012-005. Management is responsible for the collection, management and expenditure of Measure Q funds. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the City. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and findings are as follows:

1. We obtained Ordinance 2012-005 imposing the Measure Q transaction and use tax and noted that the tax "is a general tax whose proceeds shall be deposited in the City's General Fund and expended for any lawful purposes of the City."
2. We obtained a confirmation of Measure Q Sales Tax Add-On remittances of \$634,297 for the fiscal year from the State Controller's Office and reconciled it to the revenues recorded in the general ledger in the Measure Q account (100-0000-31303) of \$700,897. The difference of \$66,600 was due to the accrual of the June 2013 remittance, which was accrued in the general ledger, but not included on the State Controller's Office confirmation due to timing.
3. We obtained Resolution No. 2013-025 that established the citizens' oversight committee. Per inquiry of City staff, the five member citizens' oversight committee was established in February 2013, but the committee did not have any meetings during the year ended June 30, 2013.
4. We inquired of City management whether there were any City Council directives adopted during the fiscal year affecting Measure Q revenues or their expenditure and were informed there were none.
5. We obtained the general ledger detail of expenditures applied to the Measure Q funding (Task Measure Q13) for the year ended June 30, 2013.

6. Below is a summary of the expenditures of the Measure Q funds obtained in procedure #5 by type and purpose as follows:

a. Payroll (salary and benefits by employee position):	
Youth Support Program Coordinator	\$39,889
Part-Time Administrative Intern	8,522
Gang Unit Officer	30,095
School Resource Officer	79,834
b. Sponsorships	-
c. Professional Services	26,977
d. Capital Outlay	3,326
e. Economic Development Corporation Funding	138,520
f. Other	2,141
	\$329,304
Total Measure Q Expenditures	\$329,304

7. We obtained the supporting documentation or City staff's explanation for cumulative charges by employee in category a. in #6 above that exceed \$5,000 and for individual transactions in categories b. through f. in #6 above that exceed \$5,000 as follows:

a. Payroll:

- i. Youth Support Program Coordinator -- The amount of payroll and benefits charged for this position was based on actual hours worked from February 4, 2013 to June 27, 2013. Per City staff, the position has been "assigned" by management to the Measure Q funding.
- ii. Part-Time Administrative Intern -- The amount of payroll and benefits charged for this position was based on actual hours worked from February 4, 2013 to June 27, 2013. Per City staff, the position has been "assigned" by management to the Measure Q funding.
- iii. Gang Unit Officer - The amount of payroll and benefits charged for this position was based on actual hours worked from January 6, 2013 to June 27, 2013 (\$84,550), less the portion of the employee's salary and benefits that was funded by a federal grant (\$54,455). Per City staff, the position has been "assigned" by management to the Measure Q funding.
- iv. School Resource Officer -- The amount of payroll and benefits charged for this position was based on actual hours worked from January 6, 2013 to June 27, 2013. Per City staff, the position has been "assigned" by management to the Measure Q funding.

b. Professional Services:

- i. Check #107124 in the amount of \$12,000 to PredPol, Inc. (Predictive Policing) is payment for annual subscription fee invoiced in June 2013 for the crime prediction service for the period July 31, 2013 to July 30, 2014. Per City staff, the costs were charged to the Measure Q funding for a new City program related to public safety and gang prevention.

- ii. Check #106649 in the amount of \$11,278 to Jesus Jose Verduceo, Jr. (Verduceo & Associates) is payment for various services performed (consulting, facilitation and food) invoiced in April 2013 for San Pablo's Childhood Obesity Prevention Task Force for the period January 8, 2013 to April 16, 2013. Per City staff, the costs were charged to the Measure Q funding to provide new programming for youth services.

c. Economic Development Corporation Funding:

- i. Check #106942 in the amount of \$137,000 to San Pablo Economic Development Corporation is funding to the Corporation approved by April 1, 2013 City Council Resolution #2013-052 for programs with a primary purpose of job training that target the disenfranchised.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the specified elements, accounts, or internal controls. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the City and is not intended to be and should not be used by anyone other than those specified parties.

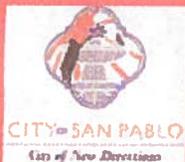


Pleasant Hill, CA
January 6, 2014

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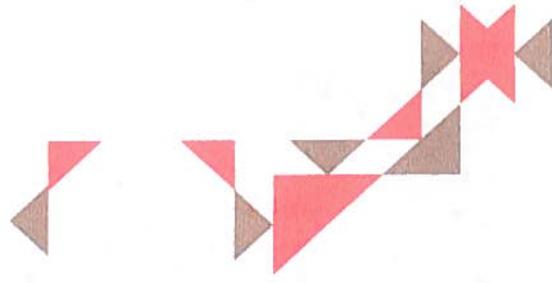


SAN PABLO MEASURE Q REPORT



MARCH 26, 2014
PRESENTED TO THE
Measure Q Citizens' Oversight Committee

ATTACHMENT B



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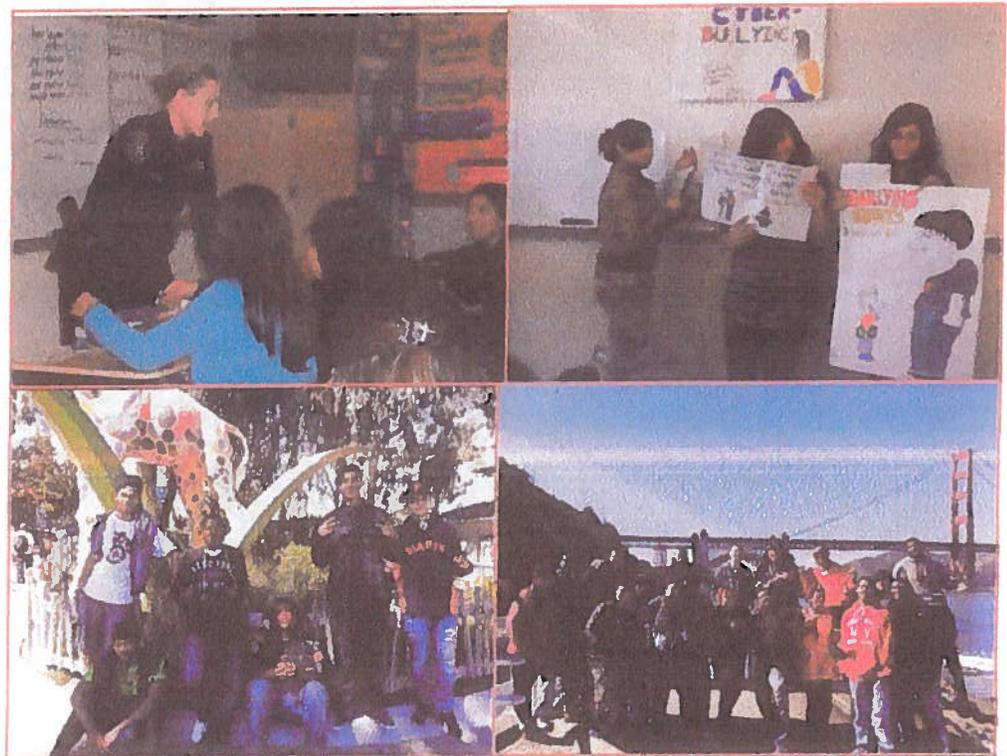
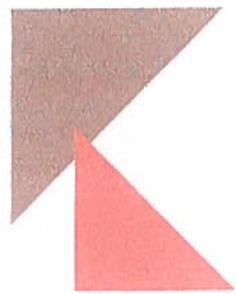
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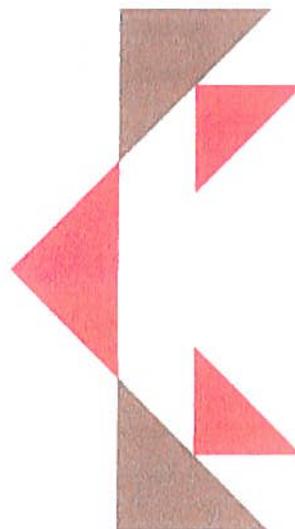
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SAN PABLO

MEASURE Q



A City of San Pablo Sales Tax Increase, Measure Q, was on the June 5, 2012 ballot for voters in the City of San Pablo in Contra Costa County and passed with a 74% “Yes” voter approval.

Since the measure was approved, a half-cent sales tax was levied for five years to be followed by a quarter-cent sales tax for the subsequent five years. The money generated from the temporary (10 year) increase in sales tax will be used to pay for the services provided by/through the City of San Pablo to local residents.

These include, but are not limited to, the following services:

**“Measure Q
Passed With A
74% Yes
Vote”**

1. Public Safety (including gang prevention).
2. Job Training for local residents, especially youth and the disenfranchised (those with barriers to employment).
3. Youth services that keep youth off the streets and out of gangs.
4. Protection of all city services -- vital to the preservation of public peace, health and safety of San Pablo.

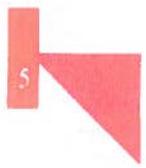
The sales tax ordinance requires that there be Citizens’ Oversight Committee throughout the duration of the tax, Annual Audits, and consistent Community Reporting on how the monies are spent.

REPORT

This report is presented to the Measure Q Citizens' Oversight Committee along with a report entitled "Independent Accountant's Report on Applying Agreed Upon Procedures For Measure Q Collection, Management and Expenditures for the Year Ended June 30, 2013." The Independent Accountant's Report was prepared by:

The Accountancy Corporation,
3478 Buskirk Avenue,
Suite 215, Pleasant Hill, CA 94523
Community Crime Prevention Associates –
The Resiliency Group, 1815 Clement Ave,
Alameda, CA 94501, completed this report
to the Measure Q Citizens' Oversight
Committee.





What Did Measure Q Raise in Funds for FY 2012-13

(July 1, 2012 to June 30, 2013) ? **Measure Q Raised \$700,897**

What Did Measure Q Spend for FY 2012-13?

Measure Q Spent \$329,304 *

Total Spent on Measure Q-Related Activities?

\$635,095

THE FOLLOWING TABLE SUMMARIZES EXPENDITURES OF MEASURE Q FUNDS:

Expenditures for Fiscal Year 2012-13 for Measure Q	
Expenditures	Amount
a. Payroll (salary and benefits by employee position):	
Youth Support/Services Program Coordinator	\$39,889
Part-Time Administrative Intern	8,522
Gang Unit Officer	30,095
School Resource Officer	79,834
b. Sponsorships	0
c. Professional Services	26,977
d. Capital Outlay	3,326
e. Economic Development Corporation Funding	138,520
f. Other	2,141
Total Measure Q Expenditures	\$329,304

* Measure Q funds became available in the second half of FY 2012-13, spending was for only the last six months of the fiscal year. Future Measure Q funding will continue to help address major needs in San Pablo. The remaining funds generated during FY 2012-13 will be dedicated to continuing and programs and necessary staff, as well as, City Council adopted priorities such as Healthy Eating Active Living (HEAL), Community Events and the Community Grant program.

6

DETAILS OF EXPENDITURES

**Youth Support/ Services Coordinator: \$39,889 and Part –Time
Administrative Intern: \$8,522 for Support San Pablo Team for Youth
Program**

San Pablo Team for Youth (SPTFY) began in FY 2010 -11 as an initiative of the City of San Pablo to address youth violence/gangs by mobilizing the community to help address this issue of youth violence and set a goal for every youth to successfully develop into a healthy productive member of our community.

San Pablo Team for Youth was created as the funding arm of the Youth Futures Task Force to provide funds to public and non-profit agencies wanting to expand and/or enhance prevention and intervention programs/services to youth exhibiting high-risk behaviors including those that are gang-related. SPTFY is the funding mechanism for developing and deploying youth services that support the mission of San Pablo's Youth Futures Task Force. In FY 2012-13, SPTFY funded \$305,791 to the following groups:

San Pablo TFY Funded Programs	SPTFY Funds
Bay Area Community Resources	\$34,331
Bay Area Peacekeepers	\$50,000
San Pablo Recreation Afterschool Programs	\$89,225
San Pablo Police Department YES Unit	\$124,852
San Pablo Youth Services Girls Circle	\$7,383
All San Pablo TFY Programs	\$305,791

Measure Q

Funds were matched by \$305,791 from the San Pablo General fund that was dedicated to Implementing the San Pablo Youth Futures Task Force Strategic Plan's Team for Youth Programs.

0108

San Pablo Team for Youth served 3,181 youth with 109,838 hours of care at a cost of \$2.50 an hour indicating efficiency. Youth Satisfaction with care was high with 89% satisfaction rate. Youth indicated that they developed youth developmental assets targeted changes (75%) and agency selected target changes (83%) a good indication effectiveness. Youth showed growth in setting higher expectations, high participation rate, and were connected to an average 1.9 new caring adults. Data was based on the collection and analysis of 2,403 youth and staff surveys.

DETAILS OF EXPENDITURES

Gang Unit Officer - San Pablo Police Department \$30,095 Personnel

The San Pablo Gang Unit consists of one Sergeant and three officers. The goal of the unit is to investigate gang-related crimes and reduce gang activities as they relate to the City of San Pablo.

Measure Q funded part of one officer in the Gang Unit.

Gang Reduction and Intervention Program (G.R.I.P.)

The Unit conducted proactive law enforcement related to local street gangs. Approximately 100 cases were investigated. The Unit was involved in 73 arrests, 149 tactical operations, assisted Outside Agencies on 77 operations and conducted 150 searches through the use of search warrants, as well as probation and parole compliance checks. The Unit seized 15 firearms, 88 lbs.

of marijuana, four lbs. of methamphetamine, one pound of cocaine and a combined total of \$48,726 in cash. Some examples of the cases investigated are as follows: homicide, assault with a deadly weapon, narcotics for possession and sales, possession of firearms (assault weapons), and violations of probation and parole.

Gang Testimony

Officers testified as Gang Experts in ten gang cases.

Community Work

Officers taught a gang prevention class to the Parent Project.

DETAILS OF EXPENDITURES

School Resource Officer – Youth and Education Services (Y.E.S.) Unit

San Pablo Police Department: \$79,834

Measure Q funded one of the two School Resource Officers of the Y.E.S. Unit. The Y.E.S. Unit provides part-time services to our elementary schools and a full-time officer at our middle school. The unit provides classes to all children in San Pablo schools, grades three through seven. Topics include the proper use of 911; ‘Good Touch, Bad Touch’; bullying; drug and gang prevention; goal setting; and life skills and leadership.

The Y.E.S. Unit care provides San Pablo children with multiple years of positive police contact and the knowledge necessary to avoid drugs and gangs. In 2010, the unit introduced the Gang Resistance Education and Training (G.R.E.A.T.) Program to San Pablo 6th graders. G.R.E.A.T. is a series of 13 lessons designed to teach life skills and is taught in over 1,400 communities worldwide. The program is a school-based law enforcement officer-instructed classroom program that encourages student participation. In order to graduate from the program, students must complete a community project.

At the end of each school year, the top students from the Y.E.S. program are recognized at the Annual Community Awards Dinner. The purpose of the event is to bring our community closer, create stronger police/community understanding and recognize positive efforts of our youth.

The G.R.E.A.T. program was evaluated as part of the Team for Youth Evaluation. The report indicates that the G.R.E.A.T. program served 1,258 youth while achieving a very high youth satisfaction rate of 90%. Youth indicated that they benefited by improving on 89% of G.R.E.A.T. targeted changes for new knowledge, behaviors, skills, and attitudes. The evaluation surveyed 1,084 youth customers.

DETAILS OF EXPENDITURES

Professional Services: \$26,997

Two groups were funded more than \$5,000 for professional services.

The San Pablo Police Department contracted for PredPol crime data system for \$12,000.

The mission of PredPol is simple: place officers at the right time and location to give them the best chance of preventing crime. To accomplish this, PredPol processes crime data in order to enable the following to be accomplished:

1. Assign probabilities of future crime events to regions of space and time.
2. Present estimated crime risk in a usable framework to law enforcement decision makers.
3. Lead to more efficient and more accurate resource deployment by local law enforcement agencies.
4. Mathematical Accuracy - PredPol has proven predictions rate for crimes like burglaries and auto thefts — anticipating twice as many crimes as traditional hot spot mapping. That gives the police twice as many opportunities to deter and reduce crime.

Jesus José Verduzco, Jr. (Verduzco & Associates) received payment of \$11,278 for various services performed (consulting, facilitation, and refreshments) invoiced in April 2013 for San Pablo's Childhood Obesity Prevention Task Force for the period January 8, 2013 to April 16, 2013.

The San Pablo City Council hosted its first Childhood Obesity Prevention Task Force (COPTF) meeting in 2012 to bring awareness to the growing childhood obesity epidemic in the community. The Task Force is work-



ing corroboratively with stakeholders to develop a Community Action Plan focused on increasing community awareness of the obesity epidemic, increasing accessibility to healthy food and physical activity opportunities, and expanding healthy eating, active living programs. A draft of an Action Plan is done and will be finalized in late March 2014.

DETAILS OF EXPENDITURES

Economic Development Corporation Funding: \$138,520

The San Pablo Economic Development Corporation (SPEDC) received a 6-month Measure Q budget allocation for FY12-13 in the amount of \$138,520 for support of job readiness and training programs. Expenses were tightly managed resulting in \$94,473 spent and a fund balance of \$44,047, which is maintained for Measure Q supported initiatives only.

Primary Allocation – Workforce Development

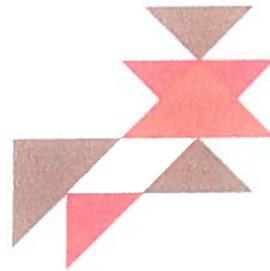
In FY12-13, SPEDC Measure Q funding primarily supported:

Job readiness and training programs: \$89,096 allocated (65%); \$49,764 spent

- o Removing Barriers (launched April 2013): 72 served with tattoo removal services
 - Only San Pablo residents receive subsidized treatment
- o RichmondBUILD Construction/Carpentry/HazMat: 16 residents trained
 - \$17.00 average hourly rate of job placement
- o RichmondBUILD/Contra Costa College FLOW: 7 residents trained
 - \$13.50 average hourly rate of job placement
- o Bilingual computer literacy: 6 people trained

The SPEDC pursued agreements with training partners:

- In areas of the economy which were stable or forecast to grow;
- Targeted middle-wage income (\$18 per hour with or without benefits), or full-time employment at low-to-middle income (\$12-17.50 per hour);
- Accessible with a high school degree or equivalent; and
- Offering employment support services.



DETAILS OF EXPENDITURES

Other Allocations – Community Engagement

Economic Development Corporation Expenditures for Measure Q

The SPEDC used its operational budget to match or carry the majority of costs for a handful of areas where Measure Q funding was applied. To further community engagement and ensure success of emerging Measure Q programs, the SPEDC realized other Measure Q expenses as follows:

- Measure Q program marketing costs: \$5,000
- Publication of the joint newsletter with the City: \$5,500
- Staff time (less than 6 percent of budget): \$7,832
- Grant writing to further support Measure Q programs: \$1,250

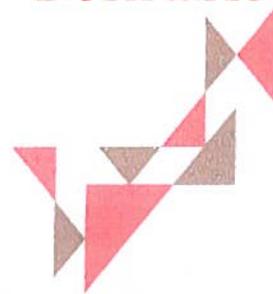


Are San Pablo's Indicators for the Preservation of Public Peace, Health, and Safety going in a Desirable Direction?

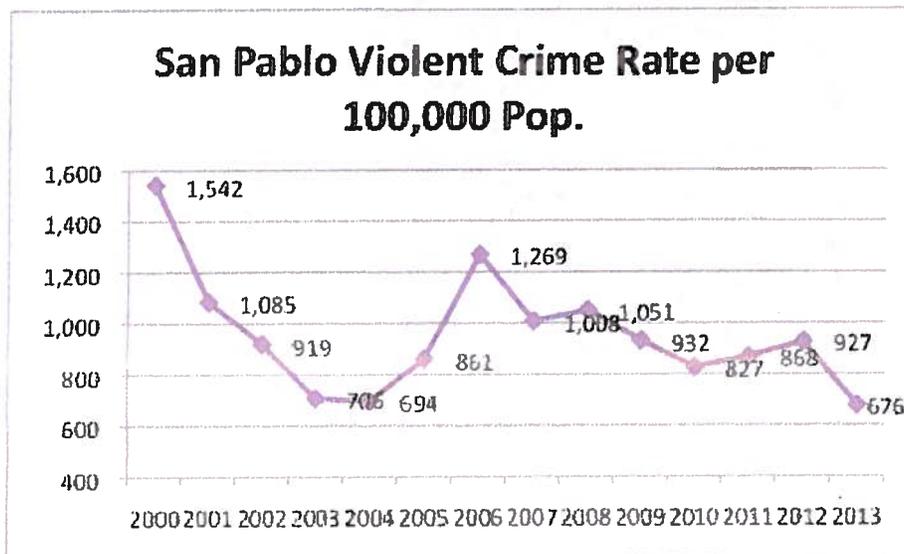
Yes, Key Indicators Are Going in A Desirable Direction

- **Violent Crime Offenses(Murder, Forcible Rape, Robbery and Aggravated Assault) are at the lowest level in the last 14 years. Down 27% from 2012**
- **Property Crimes Offenses are also at their lowest levels in the last 14 years. Down 19% from 2012**
- **Juvenile Felony Arrests are at their lowest level in 11 years down 33% from 2012**
- **San Pablo's Unemployment Rate is down 31% from July 2010 to July 2013**
- **San Pablo's Helms Middle School Suspension rate is down 41% from school year 2010 to school year 2013**

Desirable

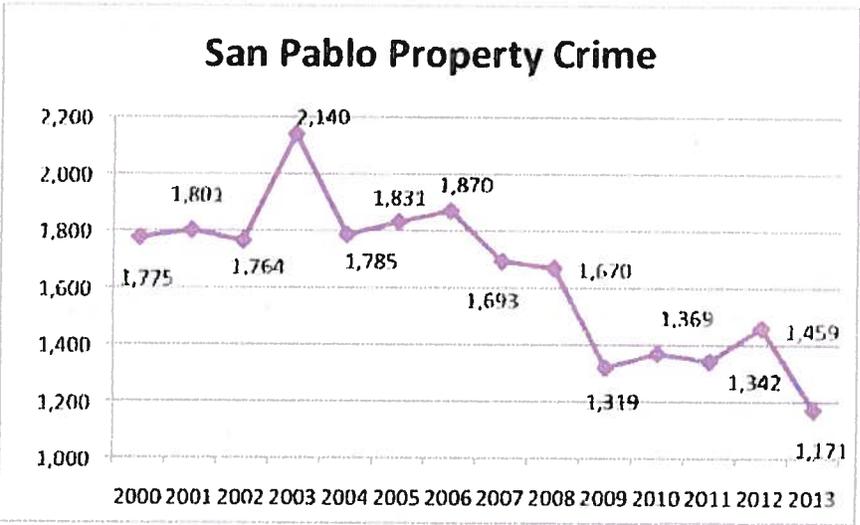


Dashboard of Result Indicators

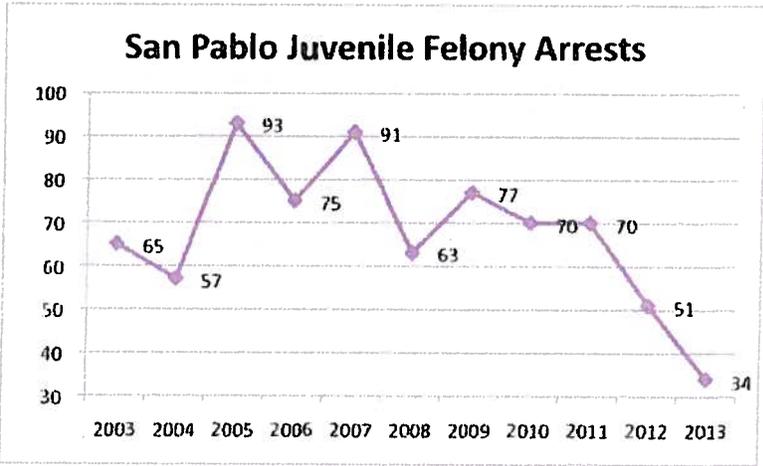


Desirable

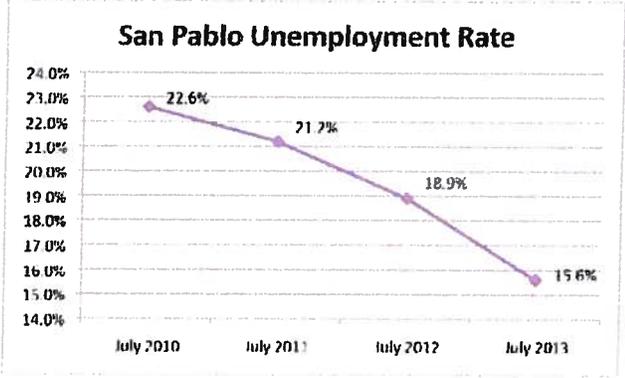




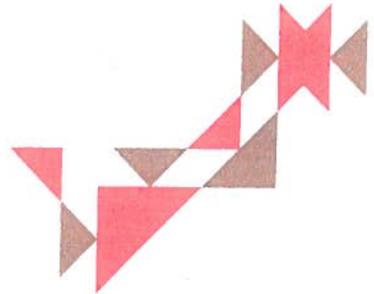
Desirable



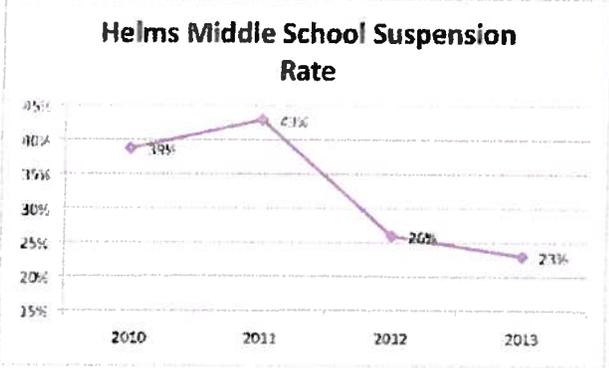
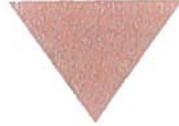
Desirable



Desirable



Desirable





**MEASURE Q TRANSACTION AND USE TAX
INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE (MQCOC)**

**STATEMENT OF COMPLIANCE AND REVIEW
FOR FY PERIOD 2012-13 ENDING: JUNE 30, 2013**

Date of Review: March 26, 2014

We, the San Pablo Independent Citizens' Oversight Committee members, duly appointed by the San Pablo City Council, met officially on **Wednesday, March 26, 2014**, and conducted an official review of all pertinent audited financial statements conducted by the City's Independent Auditor, Maze & Associates; program expenditures; and program evaluation reports from the City of San Pablo City Manager and staff.

We certify that all Measure Q Transaction and Use Tax related program expenditures and revenues for fiscal year period ending June 30, 2013 were spent in accordance with the Measure Q Transaction and Use Tax official ballot language as adopted by the local electorate on June 5, 2012.

AS AUTHORIZED AND DULY EXECUTED:



David Alvarado

Date Signed: 4/15/14



Prospero Ditto

Date Signed: 4-14-14



Joe Gomes

Date Signed: 4/9/14

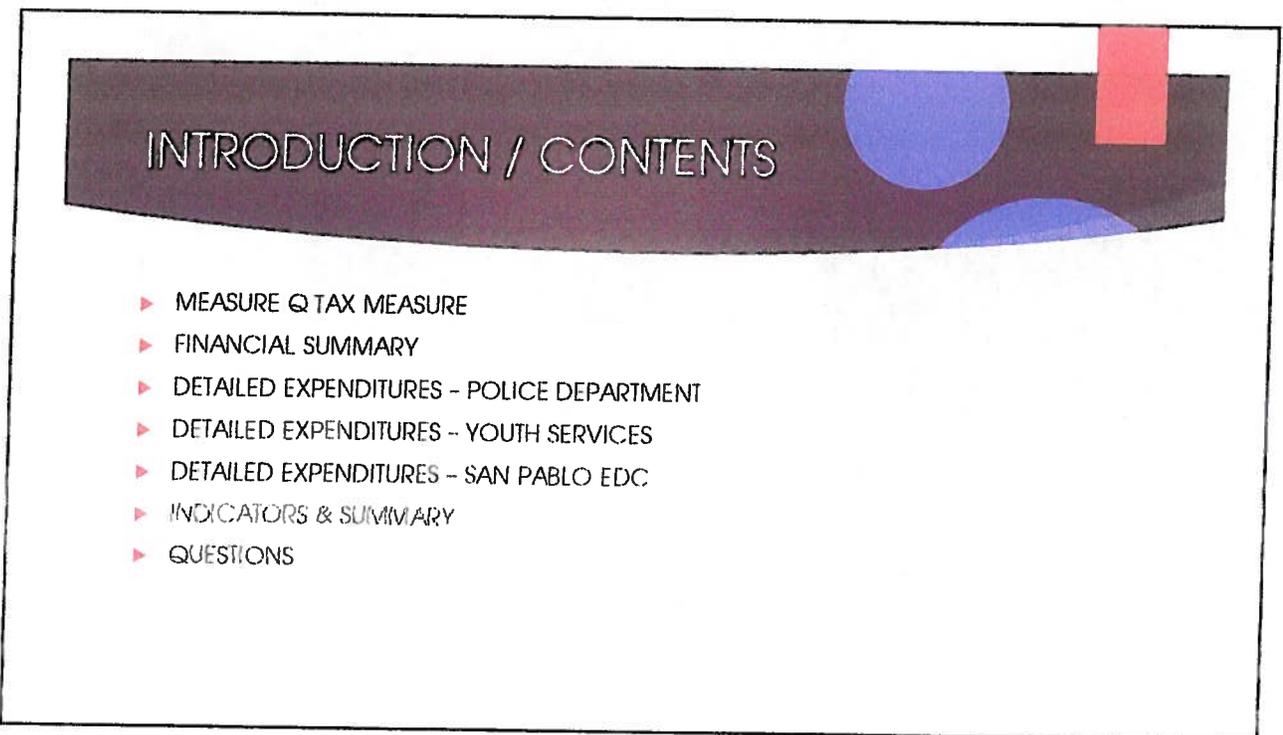
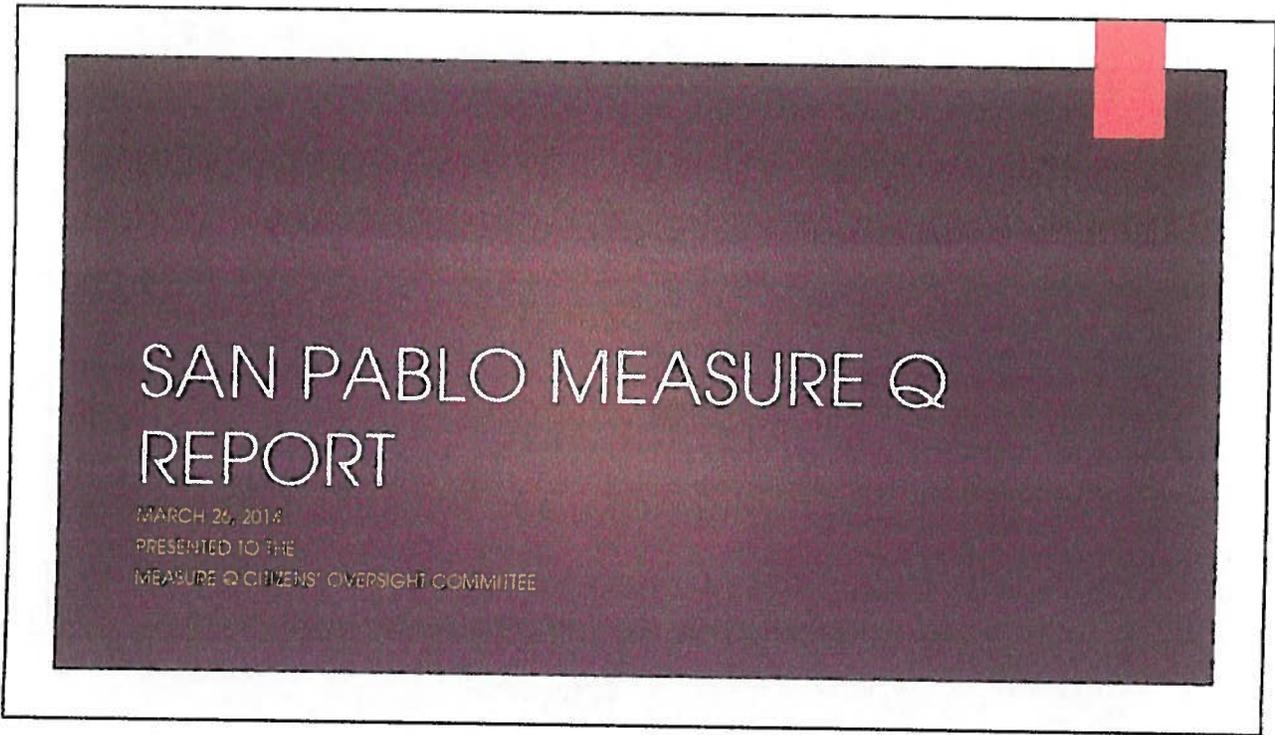


Leonard McNeil

Date Signed: 4/10/14

Committee member absent: Mary Twigger

* * *



ATTACHMENT D

MEASURE Q

- ▶ The City of San Pablo Sales Tax Increase, Measure Q passed with a 74% "Yes" voter approval.
- ▶ Since the measure was approved, a half-cent sales tax was levied for five years to be followed by a quarter-cent sales tax for the subsequent five years. The money generated from the temporary (10 year) increase in sales tax will be used to pay for the services provided by/through the City of San Pablo to local residents.
- ▶ These include, but are not limited to, the following services:
 - ▶ 1. Public Safety (including gang prevention).
 - ▶ 2. Job training for local residents, especially youth and the disenfranchised (those with barriers to employment).
 - ▶ 3. Youth services that keep youth off the streets and out of gangs.
 - ▶ 4. Protection of all city services – vital to the preservation of public peace, health and safety of San Pablo.

FINANCIAL SUMMARY

Audited Amounts

Measure Q Revenues: \$700,897

Measure Q Expenditures: \$329,304

- Measure Q funds first became available in December 2012. Total spending, therefore, represents six months of the fiscal year.
- Audited spending categories and programs provided are reflected in the chart.
- However, the City spent an additional \$305,791 on other Measure Q related activities that were not coded as Measure Q expenditures.

Total Spent on Measure Q-Related Activities: \$635,095

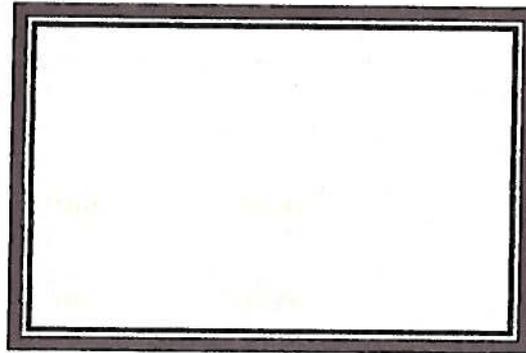
THE FOLLOWING TABLE SUMMARIZES EXPENDITURES OF MEASURE Q FUNDS:

Expenditures for Fiscal Year 2012-13 for Measure Q	
Expenditures	Amount
a. Payroll (salary and benefits by employee position):	
Youth Support/Services Program Coordinator	\$39,889
Part-Time Administrative Intern	8,522
Gang Unit Officer	30,695
School Resource Officer	79,834
b. Sponsorships	0
c. Professional Services	26,977
d. Capital Outlay	3,326
e. Economic Development Corporation Funding	139,559
f. Other	2,541
Total Measure Q Expenditures	\$329,304

TAX ADMINISTRATION & TIMING

Tax Administration

- ▶ All Transactions and Use (Sales) taxes are administered by the State Board of Equalization (BOE)
- ▶ BOE remits taxes monthly with "true-ups" happening quarterly
- ▶ Locally approved sales taxes cannot take effect until the first calendar quarter that occurs at least 90 days after the election
- ▶ Passed on June 5, 2012, collections started in September 2012, with first remittances received in December
- ▶ Conservative Budget Approach: At time of implementation, projected revenues were \$410,000



POLICE DEPARTMENT

- Gang Unit (\$30,095)
 - 1 Sergeant and 3 Officers
 - Measure Q Funded Part of 1 Officer
 - 73 Arrests, 149 Tactical Operations, 150 Search Warrants and Probation and Parole Compliance Checks
 - Seized 15 Firearms, 88 lbs. of Marijuana, 4 lbs. of Methamphetamine, 1 lb. of Cocaine and over \$48,000 in cash
 - Testified as Gang Expert in 10 Cases
 - Taught Gang Prevention Class to the Parent Project
- Youth and Education Services (Y.E.S.) Unit (\$79,834)
 - 1 Sergeant and 2 School Resource Officers (SRO)
 - Measure Q Funded 1 SRO

POLICE DEPARTMENT

- ▶ **Y.E.S. Unit (Continued)**
 - ▶ 1 SRO at Helms Middle School and 1 SRO at Our Elementary Schools
 - ▶ SRO's Teach 3rd thru 7th Grades on topics such as proper use of 911, 'Good Touch, Bad Touch'; Bullying; Drug and Gang prevention; Goal Setting; and Life Skills and Leadership
 - ▶ The Unit Teaches Gang Resistance Education and Training (G.R.E.A.T.) Program to 6th Graders (A Series of 13 Lessons on Life Skills)
 - ▶ Annual Community Awards Dinner (Top Students are Recognized)
 - ▶ The Y.E.S. Program Served 1,258 Youth and achieved a 90% Satisfaction Rate
- ▶ **Predictive Policing (Predpol) (\$12,000)**
 - ▶ Predicts where Crime is Likely to Occur
 - ▶ Accurate and Effective

DETAILS OF EXPENDITURES – YOUTH SERVICES

- ▶ Support San Pablo Team for Youth Program
- ▶ *Youth Support/ Services Coordinator: \$39,889
- ▶ *Part-time Administrative Intern: \$8,522
- ▶ BACR – Bay Area Community Resources
 - ▶ Operates Project Restore, a Restorative Justice (RJ) program at Helms Middle School
 - ▶ Developed capacity of students and school staff to implement RJ practices
 - ▶ Educated parents and other stake holders about RJ approach
 - ▶ Gateway Project Counseling
 - ▶ Partnered with Helms Middle School and Dover Elementary to operate a school-based counseling program that met the mental health needs of high risk students and their families

San Pablo TFY Funded Programs	SPTFY Funds
Bay Area Community Resources	\$34,331
Bay Area Peacekeepers	\$50,000
San Pablo Recreation Afterschool Programs	\$89,225
San Pablo Police Department YES Unit	\$124,852
San Pablo Youth Services Girls Circle	\$7,383
All San Pablo TFY Programs	\$305,791

* Note that these amounts only reflects a 6-month period starting in January.

DETAILS OF EXPENDITURES – YOUTH SERVICES

- BAP – Bay Area Peacekeepers
 - Provided services and Helms Middle School that focused on youth exhibiting high-risk and gang-impacted behaviors; including outreach, engagement activities, life skills groups, conflict resolution and mediation services, staff/parent training, and a summer bridge program (incoming Freshman into Richmond High).
- After School Recreation Program
 - Offers many free afterschool sports programs that are held at the elementary schools promoting health and wellness.
- Girls Circle
 - A structured support group for girls from 9-18 years of age. It promotes girls' resiliency, confidence and connection by creating safe spaces to address risky behaviors, building on protective factors, and improving relationships among girls.
 - Provided training to select females in our community, primarily in the 6th grade.

DETAILS OF EXPENDITURES SAN PABLO EDC (SPEDC)

- SPEDC total funding: \$138,520
 - **65%** allocated to **Job Training and Readiness** programs
 - Removing Barriers (launched April 2013): 72 served with tattoo removal services
 - Only San Pablo residents receive subsidized treatment
 - RichmondBUILD Construction/Carpentry/HazMat: 16 residents trained
 - \$17.00 average hourly rate of job placement
 - RichmondBUILD/Contra Costa College FLOW: 7 residents trained
 - \$13.50 average hourly rate of job placement
 - Bilingual computer literacy: 6 people trained
 - **35%** primarily allocated to:
 - Measure Q program marketing costs: \$5,000
 - Publication of the joint newsletter with the City: \$5,500
 - Staff time (less than 6 percent of budget): \$7,832
 - Grant writing to further support Measure Q programs: \$1,250

SAN PABLO INDICATOR'S & SUMMARY

- ▶ Key Indicators Are Going in A Desirable Direction
- ▶ Violent Crime Offenses(Murder, Forcible Rape, Robbery and Aggravated Assault) are at the lowest level in the last 14 years. Down 27% from 2012
- ▶ Property Crimes Offenses are also at their lowest levels in the last 14 years. Down 19% from 2012
- ▶ Juvenile Felony Arrests are at their lowest level in 11 years down 33% from 2012
- ▶ San Pablo's Unemployment Rate is down 4.5% from July 2012
- ▶ San Pablo's Helms Middle School Suspension rate is down 3% from 2012

SAN PABLO MEASURE Q REPORT CONCLUSION AND QUESTIONS

- Additional comments?
- Any Questions?

REQUEST FOR COUNCIL ACTION



CITY OF SAN PABLO
City of New Directions

PREPARED BY: Jennifer Jackson *JJ* DATE OF MEETING: April 21, 2014
DATE: April 10, 2014 PHONE: (510) 215-3066

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO APPROPRIATING UP TO \$18,000 FOR FY 2013/2014 FOR ENVIRONMENTAL PROGRAMS PROFESSIONAL SERVICES FOR THE PURPOSES OF CONDUCTING A FEASIBILITY ANALYSIS FOR COMMUNITY CHOICE AGGREGATION WITH MARIN CLEAN ENERGY AND AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS NECESSARY TO PROCEED WITH THE FEASIBILITY ANALYSIS

APPROVED: *[Signature]* DEPARTMENT HEAD *[Signature]* CITY MANAGER *[Signature]* CITY ATTORNEY

RECOMMENDATION

Adopt resolution.

COMPLIANCE STATEMENTS

FY 2013-14 Council Priority Workplan Compliance Statement

The exploration of membership to a Community Choice Aggregation electric energy program is part of ongoing implementation of AB32 - Climate Action Plan, adopted under the Policy Area: *Infrastructure* in the FY 2013-2014 Council Priority Workplan adopted on July 1, 2013.

CEQA Compliance Statement

CEQA is not triggered at this time. In the future, if it is determined by Marin Clean Energy's (MCE) feasibility analysis for the City to become a member of MCE, Staff will then assess whether further CEQA analysis is required.

BACKGROUND

In 2002, the California Legislature passed Assembly Bill 112, which allows local governments to procure electricity for its community members through Community Choice Aggregation (CCA) programs. The Marin Energy Authority (MEA) was the first jurisdiction in California to develop a CCA program, dubbed Marin Clean Energy.

In 2006, the California Legislature passed Assembly Bill 32, which mandates reductions in overall greenhouse gas emissions statewide. As part of AB 32, the California Air Resources Board (ARB) was tasked with enforcing regulations for local governments to reduce their GHG emissions by 15% below current levels by 2020.

Departmental Coordination

Comm. Services _____ Finance *[Signature]*
 Police _____ 0123 Public Works *[Signature]*

In 2012, the City of San Pablo adopted a Climate Action Plan (CAP) with an overall greenhouse gas reduction goal of 18% below 2005 levels by the year 2020. To achieve this goal, the City identified numerous objectives, including an increase in renewable energy use of 15% and an energy use reduction objective of 20% in existing buildings. The CAP identifies membership in a CCA as a possible way to achieve these objectives.

The mission of MEA is to address climate change by reducing energy-related greenhouse gas emissions, while securing energy supply, price stability, energy efficiencies and local economic and workforce benefits. It is the intent of MEA to promote the development and use of a wide range of renewable energy sources and energy efficiency programs, including but not limited to solar and wind energy production at competitive rates for customers. MCE provides service to all of Marin County and the City of Richmond, and offers the choice of 50% or 100% renewable energy service. Napa County, the City of El Cerrito and the City of Albany are currently requesting that MEA conduct feasibility analyses for adding their jurisdictions to their service area.

As directed by Council on March 19, 2014, Staff is exploring an affiliate membership with MEA. Staff have worked with MCE to develop a contract and scope of work for a membership feasibility analysis. Because MCE has recently conducted feasibility analyses for the Cities of Richmond and Napa, MCE has identified way to reduce the original projected costs from \$35,000 to not to exceed \$18,000. The scope of work includes the following:

- Load data procurement from PG&E
- MCE staff time for community outreach and meetings
- MCE staff time for feasibility analysis

FISCAL IMPACT

Environmental Programs Staff request an appropriation from the General Fund, line item Professional Services, to fund the feasibility analysis and MCE staff time for community outreach and meetings as needed to determine San Pablo's eligibility to become a member of MCE.

This resolution would appropriate funds from City Manager Contingency Fund 100-1310-44444 in the amount of \$18,000 to Fund 207-1740-43600 for the purpose of conducting a feasibility analysis for Community Choice Aggregation with MCE.

	Fund Name	Account Number	Amount
From:	City Manager Contingency Fund (100)	100-1310-44444	\$ 18,000.00
To:	General Fund (Transfers In)	100-0000-39999	\$ 18,000.00
To:	NPDES Fund (Expenditure Account)	207-1740-43600	\$ 18,000.00

NEXT STEPS

Should the Council approve of the resolution, the City Manager would execute the contract to conduct the feasibility analysis and execute associated documents among PG&E, MCE and the City for MCE to obtain aggregated load data for San Pablo.

ATTACHMENTS

1. Resolution
2. Contract with MCE to conduct feasibility analysis
3. PG&E Non-Disclosure Agreement
4. Declaration by City to PG&E

[O:\Climate Action Program\Community Choice Aggregation\04 07 14 CAF SR-GF Appropriation for MCE Feasibility Analysis 040714.docx](#)

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RESOLUTION NO. 2014-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO APPROPRIATING UP TO \$18,000 FOR FY 2013/2014 FOR ENVIRONMENTAL PROGRAMS PROFESSIONAL SERVICES FOR THE PURPOSES OF CONDUCTING A FEASIBILITY ANALYSIS FOR COMMUNITY CHOICE AGGREGATION WITH MARIN CLEAN ENERGY AND AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS NECESSARY TO PROCEED WITH THE FEASIBILITY ANALYSIS

WHEREAS, the City of San Pablo adopted its *Climate Action Plan* in 2012 with a greenhouse reduction goal of 18% below 2005 levels by the year 2020;

WHEREAS, Assembly Bill 32 requires the state to reduce greenhouse gas emissions to 1990 levels by the year 2020 (approximately 25% reduction) and reduce emissions by 80 percent by 2050;

WHEREAS, membership in a Community Choice Aggregation energy service program such as MCE would immediately achieve the City's goal of increasing renewable energy use by 15% by 2020, as outlined in the *Climate Action Plan*;

WHEREAS, membership in a Community Choice Aggregation energy service program such as Marin Clean Energy (MCE) would immediately achieve the City's goal of reducing greenhouse gas emissions associated with electricity usage in San Pablo by 17%, or 2% above the reduction goal in the *Climate Action Plan*;

WHEREAS, membership in Community Choice Aggregation energy service would provide the City and San Pablo residents and businesses with greater consumer choice, including the option to continue to receive PG&E electricity service;

WHEREAS, MCE offers competitive rates comparable to current PG&E rates, as well as low-income (CARE) and disabled programs;

WHEREAS, membership in MCE would offer the City and San Pablo residents and businesses additional renewable incentive programs, such as solar rebates and energy efficiency programs;

NOW, THEREFORE, BE IT RESOLVED, that the foregoing recitations are true and correct, and are included herein by reference as findings;

BE IT FURTHER RESOLVED, that the City Council hereby authorizes an appropriation of up to \$18,000 from the Fund 100-1310-44444 to Fund 207-1740-43600 for the purposes of a feasibility analysis; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the City Manager to execute any other documents necessary to proceed with the feasibility analysis.

Adopted this 21th day of April, 2014, by the following vote to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Ted J. Denney, City Clerk

Paul V. Morris, Mayor

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Electric Sample Form No. 79-1030
Declaration by Mayor or Chief County Administrator Regarding Investigation Pursuit
or Implementation of Community Choice Aggrega

**Please Refer to Attached
Sample Form**

Advice Letter No: 4009-E
Decision No.

Issued by
Brian K. Cherry
Vice President
Regulation and Rates

Date Filed March 5, 2012
Effective December 20, 2012
Resolution No. E-4523

**DECLARATION BY MAYOR OR CHIEF COUNTY ADMINISTRATOR
REGARDING INVESTIGATION, PURSUIT OR IMPLEMENTATION OF
COMMUNITY CHOICE AGGREGATION**

I, _____ [name], state as follows:

1. I am the mayor, chief county administrator, or chief executive officer of _____
_____ [name of city, county, or public agency,].
2. I am authorized to make this declaration on behalf of _____
_____ [check appropriate box]
 a city, or
 a county, or
 an eligible public agency

which is investigating, pursuing or implementing community choice aggregation as a community choice aggregator as defined by Section 331.1 of the California Public Utilities Code ("CCA" or "Potential CCA").

3. I understand that all of the confidential information provided by PG&E to the city, county, or public agency indicated above is subject to the terms and conditions of the Nondisclosure Agreement between these two entities and is provided for the sole purpose of enabling the city, county or public agency to investigate, pursue or implement community choice aggregation.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this _____ day of _____, 20____, at _____, _____ [city, state].

[Signature]



Electric Sample Form No. 79-1031
Community Choice Aggregator Non-Disclosure Agreement

**Please Refer to Attached
Sample Form**

Advice Letter No: 4221-E
Decision No. 12-11-015
D.12-08-045, D.11-07-056
1C7

Issued by
Brian K. Cherry
Vice President
Regulatory Relations
0131

Date Filed May 2, 2013
Effective May 2, 2013
Resolution No. _____



COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT

This Non-Disclosure Agreement ("Agreement") is entered into by and between Pacific Gas and Electric Company ("Utility") and _____

_____, a _____ [name]

_____, a _____ [describe political entity]

_____ ("CCA") as of _____ ("Effective Date")

This Agreement is executed pursuant to California Public Utilities Commission ("CPUC") Order Instituted Rulemaking ("OIR") 03-10-003, California Public Utilities Code ("PU Code") Section 366.2 et seq., and applicable Utility tariffs (as modified hereafter from time to time). As used herein Utility and CCA may each be referred to individually as a "Party" and collectively as "Parties."

The CPUC has determined that CCA/Community may obtain specified confidential customer information from Utility pursuant to Tariff Schedules E-CCAINFO-Information (as modified hereafter from time to time) ("E-CCAINFO") as a community choice aggregator, as defined by PU Code Section 331.1, solely in order to investigate, pursue or implement community choice aggregation pursuant to PU Code Section 366.2, et seq. or confidential customer electric and gas consumption data to implement energy efficiency programs pursuant to PU Code section 381.1. The provisions of this Agreement and E-CCAINFO govern the disclosure of Utility's confidential customer information to CCA/Community ("Disclosure Provisions") under Schedules E-CCAINFO and E-CCA.

The Parties hereby mutually agree that:

1. Subject to the terms and conditions of this Agreement, current proprietary and confidential information of Utility regarding customers of Utility ("Utility Customers") may be disclosed to CCA from time to time in connection herewith as provided by the Disclosure Provisions and solely for the purpose of investigating, pursuing or implementing community choice aggregation pursuant to PU Code Section 366.2, et seq. as a community choice aggregator or to implement energy efficiency programs pursuant to PU Code section 381.1. Such disclosure is subject to the following legal continuing representations and warranties by CCA:

(a) CCA represents and warrants that, pursuant to PU Code Section 331.1,

- (1) it is either (i) a city, county, or other entity as defined in PU Code Section 331.1 whose governing board has elected to combine the loads of its residents, businesses, and municipal facilities in a community wide electricity buyers program or (ii) a city, county, or other entity as defined in PU Code Section 331.1 that intends to actively investigate or pursue delivery of electric service to customers located within the geographic territory of the CCA, and
- (2) that to investigate, pursue or implement community choice aggregation under PU Code Section 366.2 et seq., or to implement energy efficiency programs pursuant to PU Code section 381.1;



COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT

- (b) CCA represents and warrants that it has all necessary authority to enter into this Agreement, and that it is a binding enforceable Agreement according to its terms;
 - (c) CCA represents and warrants that the authorized representative(s) executing this Agreement is authorized to execute this Agreement on behalf of the CCA; and
 - (d) CCA confirms its understanding that the information of Utility Customers is of a highly sensitive confidential and proprietary nature, and that such information will be used as contemplated under the Disclosure Provisions solely for the purposes of investigating, pursuing or implementing Community Choice Aggregation under PU Code Section 366.2 as a community choice aggregator or to implement energy efficiency programs pursuant to PU Code section 381.1, and that any other use of the information may permit Utility to suspend providing further information hereunder.
 - (e) CCA represents and warrants that it will implement and maintain reasonable security procedures and practices appropriate to the nature of the information, to protect the personal information from unauthorized access, destruction, use, modification, or disclosure, and prohibits the use of the data for a secondary commercial purpose not related to community choice aggregation or energy efficiency purposes without the customer's prior consent to that use.
2. The confidential and proprietary information disclosed to CCA in connection herewith may include, without limitation, the following billing information about Utility Customers: Customer-specific information from the current billing periods as well as prior 12 months consisting of: service agreement number, name on agreement, service address with zip code, mailing address with zip code, telephone number, meter number, monthly kWh usage, monthly maximum demand where available, electrical or gas consumption data as defined in PU Code Section 8380, other data detailing electricity or gas needs and patterns of usage, Baseline Zone, CARE participation, End Use Code (Heat Source) Service Voltage, Medical Baseline, Meter Cycle, Bill Cycle, Balanced Payment Plan and other plans, HP Load and Number of Units and monthly rate schedule for all accounts within the CCA's territory. In addition, PG&E will provide the CCA the following additional information regarding customers currently enrolled in its CCA service: current and historical billing information for non-CCA services provided by PG&E or other electric service providers (collectively, "Confidential Information"). Confidential Information shall also include specifically any copies, drafts, revisions, analyses, summaries, extracts, memoranda, reports and other materials prepared by CCA or its representatives that are derived from or based on Confidential Information disclosed by Utility, regardless of the form of media in which it is prepared, recorded or retained.



COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT

3. Except for electric and gas usage information provided to CCA pursuant to this Agreement, Confidential Information does not include information that CCA proves (a) was properly in the possession of CCA at the time of disclosure; (b) is or becomes publicly known through no fault of CCA, its employees or representatives; or (c) was independently developed by CCA, its employees or representatives without access to any Confidential Information.
4. From the Effective Date, no portion of the Confidential Information may be disclosed, disseminated or appropriated by CCA, or used for any purpose other than to investigate, pursue or implement community choice aggregation under PU Code Section 366.2 et seq. as a community choice aggregator or to implement energy efficiency programs pursuant to PU Code section 381.1 as permitted under this Agreement and the Disclosure Provisions.
5. CCA shall, at all times and in perpetuity, keep the Confidential Information in the strictest confidence and shall take all reasonable measures to prevent unauthorized or improper disclosure or use of Confidential Information. CCA shall implement and maintain reasonable security procedures and practices appropriate to the nature of the information, to protect the personal information from unauthorized access, destruction, use, modification, or disclosure and prohibits the use of the data for a secondary commercial purpose not related to community choice aggregation or energy efficiency. Specifically, CCA shall restrict access to Confidential Information, and to materials prepared in connection therewith, to those employees or representatives of CCA who have a "need to know" such Confidential Information in the course of their duties with respect to the CCA program and who agree to be bound by the nondisclosure and confidentiality obligations of this Agreement, provided, however, that, an Energy Service Provider, agent, or any other entity, including entities that provide both direct access (as codified in Assembly Bill No. 1890, Stats. 1996, ch. 854) and community choice aggregation services shall limit their utilization of the information provided to the purposes for which it has been provided and shall not utilize such information, directly or indirectly, in providing other services, including but not limited to Direct Access services, in order to effectuate the obligations of this Agreement. Prior to disclosing any Confidential Information to its employees or representatives, CCA shall require such employees or representatives to whom Confidential Information is to be disclosed to review this Agreement and to agree in writing to be bound by the terms of this Agreement by signing the "Non-Disclosure Agreement for CCA Employees or Representatives" form attached as Exhibit A hereto. CCA shall provide Utility with copies of the signed Exhibit A forms at Utility request. CCA shall also provide Utility with a list of the names, titles, and addresses for all persons or entities to which Confidential Information is disclosed in connection herewith ("Disclosure List"). This Disclosure List shall be updated by CCA on a regular basis, and will be provided to Utility once each quarter at a minimum.



COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT

6. CCA shall be liable for the actions of, or any disclosure or use by, its employees or representatives contrary to this Agreement; however, such liability shall not limit or prevent any actions by Utility directly against such employees or representatives for improper disclosure and/or use. In no event shall CCA or its employees or representatives take any actions related to Confidential Information that are inconsistent with holding Confidential Information in strict confidence. CCA shall immediately notify Utility in writing if it becomes aware of the possibility of any misuse or misappropriation of the Confidential Information by CCA or any of its employees or representatives. However, nothing in this Agreement shall obligate the Utility to monitor or enforce the CCA's compliance with the terms of this Agreement.
7. CCA shall comply with the consumer protections concerning subsequent disclosure and use that are in Attachment B to CPUC Decision No. 12-08-045.
8. CCA acknowledges that disclosure or misappropriation of any Confidential Information could cause irreparable harm to Utility and/or Utility Customers, the amount of which may be difficult to assess. Accordingly, CCA hereby confirms that the Utility shall be entitled to apply to a court of competent jurisdiction or the CPUC for an injunction, specific performance or such other relief (without posting bond) as may be appropriate in the event of improper disclosure or misuse of its Confidential Information by CCA or its employees or representatives. Such right shall, however, be construed to be in addition to any other remedies available to the Utility, in law or equity.
9. In addition to all other remedies, CCA shall indemnify and hold harmless Utility, its affiliates, subsidiaries, parent company, officers, employees, or agents from and against and claims, actions, suits, liabilities, damages, losses, expenses and costs (including reasonable attorneys' fees, costs and disbursements) attributable to actions or non-actions of CCA and/or its employees and/or its representatives in connection with the use or disclosure of Confidential Information.
10. If, at any time, CCA ceases its investigation, pursuit or implementation of community choice aggregation pursuant to PU Code Section 366.2 et seq., CCA shall promptly return or destroy (with written notice to Utility itemizing the materials destroyed) all Confidential Information then in its possession at the request of Utility. Notwithstanding the foregoing, the nondisclosure obligations of this Agreement shall survive any termination of this Agreement.
11. This Agreement shall be binding on and inure to the benefit of the successors and permitted assigns of the Parties hereto. This Agreement shall not be assigned, however, without the prior written consent of the non-assigning Party, which consent



COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT

may be withheld due to the confidential nature of the information, data and materials covered.

- 12. This Agreement sets forth the entire understanding of the Parties with respect to the subject matter hereof, and supersedes all prior discussions, negotiations, understandings, communications, correspondence and representations, whether oral or written. This Agreement shall not be amended, modified or waived except by an instrument in writing, signed by both Parties, and, specifically, shall not be modified or waived by course of performance, course of dealing or usage of trade. Any waiver of a right under this Agreement shall be in writing, but no such writing shall be deemed a subsequent waiver of that right, or any other right or remedy.
- 13. This Agreement shall be interpreted and enforced in accordance with the laws of the State of California, without reference to its principles on conflicts of laws.
- 14. This Agreement shall, at all times, be subject to such changes or modifications by the CPUC as it may from time to time direct in the exercise of its jurisdiction.

IN WITNESS WHEREOF, the authorized representatives of the Parties have executed this Agreement as of the Effective Date.

PACIFIC GAS AND ELECTRIC COMPANY

(Customer)

(Signature)

(Type/Print Name)

(Title)

(Date)

(Signature)

(Type/Print Name)

(Title)

(Date)



COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT

EXHIBIT A NON-DISCLOSURE AGREEMENT FOR CCA EMPLOYEES OR REPRESENTATIVES

I, _____, declare under penalty of perjury that

(1) I am employed as _____ (title) at _____ (employer and address); and

(2) I have personally reviewed the attached COMMUNITY CHOICE AGGREGATOR NON-DISCLOSURE AGREEMENT relating to disclosure and use of Confidential Information (as defined therein) and I agree to be bound by its provisions.

Signed: _____

Print Name: _____

Dated: _____

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REQUEST FOR COUNCIL ACTION



CITY OF SAN PABLO
City of New Directions

PREPARED BY: Jennifer Jackson
Karineh Samkian

DATE OF MEETING: April 21, 2014

DATE: April 10, 2014

PHONE: (510) 215-3066

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE STORMWATER UTILITY AREA AGREEMENT AND TO EXECUTE AN INSPECTION PROGRAM INDEMNIFICATION AGREEMENT FOR THE PURPOSE OF OBTAINING STORMWATER INSPECTION SERVICES AND THEREIN APPROPRIATING FUNDING IN THE AMOUNT OF \$60,970

APPROVED:   
DEPARTMENT HEAD CITY MANAGER CITY ATTORNEY

RECOMMENDATION

Adopt resolution.

COMPLIANCE STATEMENTS

FY 2013-15 Council Priority Workplan Compliance Statement

Entering into an agreement with the Contra Costa County Flood Control and Water Conservation District (District) to conduct stormwater inspections on the City's behalf is in accordance with the Policy Area: *Administration/Operations, Clean Water Program/New Municipal Regional Permit* in the FY 2013-2015 Council Priority Workplan adopted on July 1, 2013.

CEQA Compliance Statement

CEQA is not triggered by this action.

BACKGROUND

Since 1993, the City, along with Contra Costa County, the District, and nineteen municipalities in Contra Costa County, have worked together under the Contra Costa Clean Water Program (CCCWP). The CCCWP conducts county-wide stormwater activities mandated by the National Pollutant Discharge Elimination System (NPDES) permit issued by the San Francisco Regional Water Quality Control Board. To fund NPDES permit activities, municipalities executed a Stormwater Utility Area Agreement (SUAA) with the District to create a Stormwater Utility Assessment (SUA). Last year, the City received \$338,000 from SUA.

Departmental Coordination

Comm. Services 0139 Finance 
 Police Public Works 

The NPDES permit specifies that permit holders undertake activities to eliminate non-stormwater discharges into municipal stormdrains and creeks. One of the permit provisions requires municipalities to conduct regular stormwater inspections of industrial and commercial facilities to prevent stormwater pollution. In San Pablo, inspections are focused on food and automotive service facilities. By the end of December 2014, the City is required to complete approximately 130 commercial business inspections.

While the City has historically conducted its own inspections, most cities in the CCCWP obtain inspection services that are administered through an amendment to the SUAA. Given current staffing levels and to ensure compliance with this requirement, Staff proposes to amend the SUAA (see attached) and have the District obtain inspection services on the City's behalf from West County Wastewater District (WCWD). In order to receive inspection services, each municipality is also required to execute an Inspection Program Indemnification Agreement (see attached).

Under direction of the City, inspections of local commercial facilities would be performed to determine compliance with federal, state and local laws and regulations. WCWD would inspect businesses, provide education and outreach, re-inspect businesses, and prepare reports. If a business is in violation after a re-inspection, the case would be forwarded to City Staff to follow up with a Notice of Violation and Administrative Citations if necessary. WCWD would invoice the CCCWP for inspection services rendered on an hourly basis.

FISCAL IMPACT

Funding for NPDES permit compliance currently comes from the SUA fees which are collected by the District with property taxes. If the City obtains inspection services, a portion of the SUA fees that have historically been disbursed to the City would instead be disbursed to WCWD. To conduct approximately 130 inspections, any necessary follow-up re-inspections, and to provide the City with inspection reports, will cost approximately \$60,970. Of this amount, \$16,000 would be expended in FY 2013-14 and up to \$44,970 in FY 2014-15.

Appropriate funds from City Manager Contingency Fund 100-1310-44444 in the amount of \$60,970 to Fund 207-1740-43600 for the purpose of stormwater inspections.

	Fund Name	Account Number	Amount
From:	City Manager Contingency Fund (100)	100-1310-44444	\$ 60,970.00
To:	General Fund (Transfers In)	100-0000-39999	\$ 60,970.00
To:	NPDES Fund (Expenditure Account)	207-1740-43600	\$ 60,970.00

ATTACHMENTS

1. Amendment to the SUAA
2. Draft Inspection Program Indemnification Agreement

O:\NPDES\Business Inspection Program\Contract Inspections\SUAA Amendment\SR-Add San Pablo to CWP Inspection Agreement 040714.docx

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RESOLUTION NO. 2014-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE STORMWATER UTILITY AREA AGREEMENT AND TO EXECUTE AN INSPECTION PROGRAM INDEMNIFICATION AGREEMENT FOR THE PURPOSE OF OBTAINING STORMWATER INSPECTION SERVICES AND THEREIN APPROPRIATING FUNDING IN THE AMOUNT OF \$60,970

WHEREAS, the County of Contra Costa, the Contra Costa County Flood Control and Water Conservation District (District) and nineteen municipalities in Contra Costa County have worked together under the Contra Costa Clean Water Program (the CCCWP);

WHEREAS, the CCCWP conducts county-wide stormwater activities mandated by the National Pollutant Discharge Elimination System (NPDES) permit issued by the San Francisco Regional Water Quality Control Board;

WHEREAS, one of the NPDES Permit requirements is the inspection of industrial and commercial facilities to prevent stormwater pollution;

WHEREAS, the City of San Pablo and the District entered into Stormwater Utility Area Agreement (SUAA) which provides for the imposition, collection, and administration of Stormwater Utility Assessments (SUAs) for the funding of NPDES Permit activities;

WHEREAS, the District, through an amendment of the SUAA may obtain inspection services from West County Wastewater District (WCWD) on behalf of the City;

WHEREAS, in order for the City to receive inspection services, it must also execute an Inspection Program Indemnification Agreement;

WHEREAS, business inspections in San Pablo are focused on the approximately 130 food and automotive service facilities; and

WHEREAS, WCWD shall inspect businesses, provide education and outreach, re-inspect businesses, and prepare reports while City Staff will issue Notice of Violation and Administrative Citations for non-compliant businesses.

NOW, THEREFORE BE IT RESOLVED, that the foregoing recitations are true and correct, and are included herein by reference as findings.

BE IT FURTHER RESOLVED, that the City Council of the City of San Pablo hereby authorizes the City Manager to execute an amendment to the SUAA and to execute an Inspection Program Indemnification Agreement.

BE IT FURTHER RESOLVED, that \$60,970 will be appropriated from the City Manager Contingency Fund 100-1310-44444 to Fund 207-1740-43600 for stormwater inspections services FY 2013-14 and FY 2014-15 budgets.

Adopted this 21th day of April, 2014 by the following vote to wit:

AYES: COUNCILMEMBERS
NOES: COUNCILMEMBERS
ABSTAIN: COUNCILMEMBERS
ABSENT: COUNCILMEMBERS

ATTEST:

APPROVED:

Ted J. Denney, City Clerk

Paul V. Morris, Mayor

**SECOND AMENDMENT TO STORMWATER UTILITY AREA AGREEMENT
(CITY OF SAN PABLO)**

1. PARTIES

This Second Amendment to Stormwater Utility Area Agreement, is entered into as of April 22, 2014 (this "Second Amendment"), between the City of San Pablo, a municipal corporation of the State of California (hereinafter "City"), and the Contra Costa County Flood Control and Water Conservation District, a flood control district existing under the laws of the State of California (hereinafter "District"). The parties to this Second Amendment mutually agree and promise as follows.

2. PURPOSE

This Second Amendment amends the Stormwater Utility Area Agreement between the Contra Costa County Flood Control And Water Conservation District and the City of San Pablo (as amended, the "SUAA"), dated July 21, 2003.

3. AMENDMENT

Section 7 (City Use of Revenue) of the SUAA is hereby amended by adding the following paragraph to the end of Section 7:

"City authorizes District, on its behalf, to execute the Amendment to Amended and Restated Contra Costa Clean Water Program Inspection Activities Agreement Adding a Participating Municipality, attached hereto as Exhibit A, so that San Pablo may receive inspection services under the Amended and Restated Contra Costa Clean Water Program Inspection Activities Agreement, dated June 30, 2013 (the "Amended and Restated Inspection Agreement") among District, Central Contra Costa Sanitary District, Delta Diablo Sanitation District, and West County Wastewater District attached hereto as Exhibit B, to implement an industrial and commercial inspection activities and illicit discharge control inspection activities program (hereinafter the "Inspection Program"), and any amendments or restatement of the Amended and Restated Inspection Agreement that may be required from time to time to implement the Inspection Program."

4. REMAINING PROVISIONS

Other than the amendments made by this Second Amendment, the SUAA, as previously amended, remains in full force and effect.

[Signatures appear on following pages.]

CONTRA COSTA COUNTY FLOOD
CONTROL AND WATER
CONSERVATION DISTRICT

CITY OF SAN PABLO

By: _____
Julia R. Bueren, Chief Engineer,
Contra Costa County Flood Control and
Water Conservation District

By: _____
Name: _____
City Manager

ATTEST:

By: _____
Name: _____
City Clerk

Recommended for Approval:

By: _____
Name: _____
City Engineer/ Public Works Director

Form Approved:
Sharon L. Anderson, County Counsel

Form Approved:

By: _____
Name: _____
Title: Deputy County Counsel

By: _____
Name: _____
City Attorney

**CLEAN WATER PROGRAM
INSPECTION PROGRAM INDEMNIFICATION AGREEMENT**

This Clean Water Program Inspection Program Indemnification Agreement, dated April 22, 2014 (this "Agreement"), is by the City of San Pablo, California ("San Pablo"). Capitalized terms used in this Agreement and not defined herein have the meaning set forth in the Amended and Restated Inspection Agreement (as defined below).

WHEREAS, Contra Costa County Flood Control and Water Conservation District ("District"), on behalf of the Participating Municipalities (as defined in the Amended and Restated Inspection Agreement), entered into the Amended and Restated Contra Costa Clean Water Program Inspection Activities Agreement, dated June 30, 2013 the (the "Amended and Restated Inspection Agreement"), by and among District, Central Contra Costa Sanitary District ("CCCSD"); Delta Diablo Sanitation District ("DDSD") and, West County Wastewater District ("WCWD", and together with CCCSD and DDSD, the "Agencies," and each separately, an "Agency"), under which the Agencies are performing inspection services to detect and eliminate illicit discharges into the Participating Municipalities' municipal storm drains and creeks;

WHEREAS, pursuant to the Stormwater Utility Area Agreement between District and the City of San Pablo (as amended, the "SUAA"), dated July 21, 2003, San Pablo has authorized District to enter into the Amendment to Amended and Restated Contra Costa Clean Water Program Inspection Activities Agreement Adding a Participating Municipality (San Pablo), dated April 22, 2014 among the DISTRICT, CCCSD DDSD, and WCWD, and perform the terms of the Amended and Restated Inspection Agreement on behalf of San Pablo; and

WHEREAS, under the Amended and Restated Inspection Agreement, each Agency has agreed to indemnify, defend and hold harmless District and each Participating Municipality, and their respective officers, directors, agents and employees from and against all suits, actions, legal or administrative proceedings, claims, demands, damages, consequential damages, liabilities and expenses arising out of or related to such Agency's willful misconduct or negligent acts, errors or omissions of such Agency in the performance of the Amended and Restated Inspection Agreement, except that each Participating Municipality shall be solely liable for any fines resulting from NPDES Permit non-compliance;

WHEREAS, under the Amended and Restated Inspection Agreement, District is required to obtain an individual indemnification agreement from each Participating Municipality under which each Participating Municipality agrees to indemnify District and the Agencies; and

WHEREAS, San Pablo desires to comply with the requirements of the Amended and Restated Inspection Agreement by setting forth its indemnification obligations in this Agreement.

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is acknowledged, San Pablo agrees as follows:

San Pablo shall for its jurisdictional area, indemnify, defend and hold harmless District, the Agencies, and each of them, and their respective officers, directors, agents, and employees from and against all suits, actions, legal or administrative proceedings, claims, demands, damages, consequential damages, liabilities, and expenses (collectively, "Claims") arising out of or related to San Pablo's willful misconduct or the negligent acts, errors or omissions of San Pablo, and San Pablo shall also indemnify, defend and hold harmless the Agencies, and their respective officers, directors, agents, and employees from and against all Claims that are not based on such Agency's active negligence, willful misconduct, or vehicle accident, such as but not limited to constitutional or property rights claims arising from an Agency's performance under the Amended and Restated Inspection Agreement.

The City of San Pablo has executed this Agreement as of the date first set forth above.

City of San Pablo

By: _____
Matt Rodriguez, City Manager, City of San Pablo

REQUEST FOR COUNCIL ACTION



CITY of SAN PABLO
City of New Directions

PREPARED BY: John Medlock *JM*

DATE OF MEETING: April 21, 2014

DATE: April 14, 2014

PHONE: 510-215-3063

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO REJECTING ALL BIDS RECEIVED FOR THE JANITORIAL SERVICES FOR CITY FACILITIES

APPROVED: *[Signature]* DEPARTMENT HEAD
R.D. Worley, MPA CITY MANAGER *Acting*
Brian M. Lebow CITY ATTORNEY *[Signature]*

RECOMMENDATION

Adopt resolution.

COUNCIL PRIORITY WORKPLAN

Does not apply

BACKGROUND

In conformance with State Law and City Ordinance, staff advertised for bids for janitorial services, and the Finance Officer opened the bids on April 3, 2014. The bid results were as follows:

Firm	Location	Bid
Aim to Please Janitorial Services Inc.	San Francisco, CA	\$90,341.38
Universal Building Services	Richmond, CA	\$119,106.00

Because the City only received two bids for Janitorial Services and Staff believes a better bid can be obtained by rejecting and re-advertising. Staff recommends rejecting all bids and a new call for bids will be advertised as soon as practicable.

FISCAL IMPACT

There is no fiscal impact associated with this resolution.

Departmental Coordination

Comm. Services _____
 Police _____

Finance _____
 Public Works *[Signature]*

RESOLUTION 20__ -
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO REJECTING ALL BIDS RECEIVED FOR THE JANITORIAL SERVICES FOR CITY FACILITIES

WHEREAS, the City of San Pablo Public Works Department on February 7, 2014, advertised for Janitorial Services for City Facilities in the local newspapers and contractor clearing houses; and

WHEREAS, bids were solicited in conformance with the requirements of State Law and City ordinances, and the Purchasing Officer opened the bids on April 3, 2014;

WHEREAS, at the bid opening on April 3, 2014, only two bid proposals were received for janitorial services; and

WHEREAS, Staff believes a better bid can be obtained by rejecting and re-advertising for the requested service;

WHEREAS, Staff recommends rejection of all bids and re-bid of the contract for janitorial services as soon as practicable.

NOW THEREFORE, BE IT RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to reject all bids received April 3, 2014 for janitorial services for city facilities

Adopted this _____ day of _____, 2014, by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Ted J. Denney, City Clerk

Paul V. Morris, Mayor

REQUEST FOR COUNCIL ACTION



CITY OF SAN PABLO
City of San Pablo

PREPARED BY: Sergeant Brian Bubar

MEETING DATE: April 21, 2014

DATE: April 10, 2014

PHONE: (510) 215-3162

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO TO CONSIDER PROPOSED PURCHASE OF THE CINT COMMANDER II INCIDENT MANAGEMENT SYSTEM AND TACTICAL PHONE FROM 836 TECHNOLOGIES WITH THE APPROPRIATION OF ASSET FORFEITURE FUNDS.

APPROVED:

[Signature]
DEPARTMENT HEAD

[Signature]
CITY MANAGER
Acting

[Signature]
CITY ATTORNEY

RECOMMENDATION

Adopt Resolution.

FY 2013-2015 Council Priority Workplan

S.E.A. Team is an adopted policy item under the FY 2013-15 City Council Priority Workplan.

BACKGROUND

After reviewing our Hostage Negotiator Team (HNT) equipment and training, we concluded the San Pablo Police Department's HNT Unit is not prepared to bring a crisis or hostage situation to a conclusion. Pursuant to case law, *Downs v. United States*, law enforcement is required to exhaust non-violent options before escalating to use of force.

Traditionally, HNT's are incorporated with a police department's tactical entry team, such as S.E.A. Team. This is due in part to the increased liability of high risk situations these teams encounter. In response, we have added personnel to our HNT and the training will be on going with S.E.A. Team.

The HNT equipment we currently have is antiquated and obsolete. In a crisis or hostage event, detailed documentation is a must due to the high liability that is involved. The act of omission can be as detrimental in civil litigation as having intentionally done the wrong thing. Every aspect of the event should be kept and preserved as evidence including: personnel logs, negotiator notes, recordings, and reports.

The Chief of Police proposes to use asset seizure funds to purchase the CINT Commander II Incident Management System from 836 Technologies. This system has the capability to digitally record and preserve all communications, notes, logs, and reports. This system can be monitored remotely and allows police personnel to listen and playback live communications between negotiators and suspect/hostages in real time.

Departmental Coordination
 Community Dev. _____ Finance [Signature]
 Public Works _____ Police [Signature]

This system can be utilized with a use of a cell phone or with the tactical throw phone which comes as an accessory. There are standalone tactical throw phone systems available through other vendors. However, these do not offer the comprehensive features of the CINT Commander system. The purchase and implementation of this system, combined with ongoing training, will ensure the department's compliance with Case Law.

It is the desire of the police department to use 836 Technologies for the purchase of this system. The installation, integration and implementation of this system will be the responsibility of the department's HNT. City of San Pablo Council Resolution 11-058 exempted the CINT Commander II from the bid policy, under section 3.16.110 of the Municipal Code, as it requires a combination of specialized training combined with equipment, and products; was for professional and specialized services; and because only one sole source could provide the unique package needed by the City.

FISCAL IMPACT

Total cost of equipment and installation, including sales tax is \$13,148. The total expenditure of the funds will be from the Adjudicated Asset Seizure Fund #225. This expense will be charged to 225-2250-43600.

FISCAL IMPACT TABLE FOR ASSET SEIZURE FUND

Appropriate	Fund Name	Fund Number
From:	Fund Balance	225
To:		
Expenditure Account:	225-2250-43600	
Expenditure Account:		
Amount:	\$13,148.00	

Attachment A – Invoice from 836 Technologies

Attachment B - CINT Commander Information Sheet

Departmental Coordination

- Community Dev. _____
- Finance _____
- Public Works _____
- Police _____

RESOLUTION 2014-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO TO CONSIDER PROPOSED PURCHASE OF THE CINT COMMANDER II INCIDENT MANAGEMENT SYSTEM AND TACTICAL PHONE FROM 836 TECHNOLOGIES WITH THE APPROPRIATION OF ASSET FORFEITURE FUNDS.

WHEREAS, S.E.A. Team is a policy item in the FY 2013/2015 Council Priority Workplan;

WHEREAS, the police department desires to utilize the CINT Commander II Incident Management system to augment existing police services in preparedness of a crisis or hostage situation;

WHEREAS, the police department is enhancing the training and equipment to prepare for crisis or hostage situations incorporated with S.E.A. Team. In these events, detailed documentation and preserving evidence is a must due to the high liability involved. The police department is currently void of any equipment that can meet these requirements. Pursuant to case law, law enforcement is required to exhaust non-violent options before escalating to use of force, *Downs v. United States*. The integration of the Hostage Negotiation Team with S.E.A. Team, continued training, and utilization of the CINT Commander II Incident Management system will ensure the preparedness in dealing with future events in accordance with case law;

WHEREAS, City of San Pablo Council Resolution 2011-058 exempted the CINT Commander II from the bid policy under section 3.16.110 of the Municipal Code, as it required a combination of specialized training combined with equipment, and products; was for professional and specialized services; and the City Council declared 836 Technologies as the sole source;

WHEREAS, 836 Technologies provided a quotation, which includes the equipment and delivery for \$13,148;

WHEREAS, this project will be funded through funds derived from the Adjudicated Asset Seizure Fund #225.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Pablo that the City of San Pablo is hereby authorized to appropriate funds from the Adjudicated Asset Seizure Fund to be used exclusively for the CINT Commander II Incident Management System.

BE IT FURTHER RESOLVED that the City Council of the City of San Pablo hereby authorizes the City Manager to execute a contract with 836 Technologies, after consultation with the City Attorney.

* * * * *

ADOPTED this 21st day of April, 2014, by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Ted J. Denney, City Clerk

Paul V. Morris, Mayor

REQUEST FOR CITY COUNCIL



CITY of SAN PABLO
City of New Directions

PREPARED BY: Matt Rodriguez, City Manager

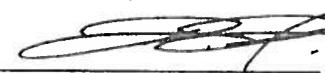
DATE OF MEETING: April 21, 2014

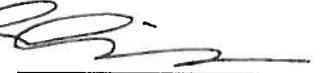
DATE: April 12, 2014

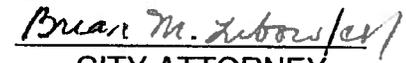
PHONE: (510) 215-3016

SUBJECT: CITY COUNCIL RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE FY 2014-15 ANNUAL SAN PABLO COMMUNITY FOUNDATION GRANT APPLICATION GUIDELINES, PROGRAM CRITERIA, & POLICY CHANGES

APPROVED:


DEPARTMENT HEAD


CITY MANAGER


CITY ATTORNEY

RECOMMENDATION

The City Manager recommends adoption of said Resolution by the City Council to authorize the following, as follows:

- 1). Conduct final review and approval of the FY 2014-15 Annual Community Grant Application, Program Criteria, and Policy Changes; and
- 2). Proceed with announcement of FY 2014-15 Annual San Pablo Community Foundation Grant Application Guidelines, Program Criteria, and Policy Changes through various City media sources and website.

COMPLIANCE STATEMENTS

FY 2013-15 Council Priority Workplan:

Community Grant Program 501 (c 3) Funding - Special Event Funding and San Pablo Community Foundation Mini-Grant Program are adopted policy items under the FY 2013-15 Annual City Council Priority Workplan, effective July 1, 2013

CEQA Compliance Statement

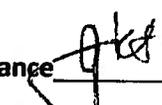
This is not a project as defined by CEQA

BACKGROUND

Prior to FY 2013-14, the City of San Pablo administered two (2) community grant programs for local charitable and community service organizations to provide much needed one-time grant awards to the local San Pablo community. These include the following City Council-authorized grant funding programs at previously approved funding levels, as follows:

Departmental Coordination

Comm. Services _____

Finance 

Police _____

Public Works _____

- Annual City Council Community Grant Program **Total Annual Grant Funding: \$45,000**
- San Pablo Community Foundation Mini-Grant Program **Total Annual Grant Funding: \$50,000**

FY 2013-14 Grant Program Consolidation and Amended Governance Structure

On September 16, 2013, the City Council by Resolution directed the City Manager to proceed with consolidation of the Annual Community Grant Program and the San Pablo Community Foundation Mini-Grant Program into one (1) City-provided Annual Community Grant Program. The City Council further directed the City Manager to revise the San Pablo Community Foundation Governance Structure for implementation prior to the FY 2014-15 Grant Cycle. Under one (1) City-provided consolidated grant program, a consolidated grant program combines the previous funding allocations by the City Council and annual corporate contributions into a grand total of \$95,000 available in total grant funding for one-time grant awards to local community service organizations, and non-profit (501 c 3) organizations which serve San Pablo residents.

Proposed FY 2014-15 Annual San Pablo Community Foundation Grant Program

Following final verbal reports by FY 2013-14 Grant Recipients to the City Council earlier this evening, the City Council will conduct a final review of the proposed grant application guidelines, program criteria, and policy changes for FY 2014-15, and authorize the City Manager to proceed with announcement and availability of \$55,000 in budgeted City General Fund Operating Funds for the FY 2014-15 Annual San Pablo Community Foundation Grant Program, and a total of \$40,000 in private, corporate sponsorship from Lytton Rancheria Band of Pomo Indians who operate Casino San Pablo; and Republic Services, Inc. (dba Richmond Sanitary Services). Finally, an additional \$5,000 one-time charitable donation was identified and presented to the City by the San Pablo Senior Center on 04/09/14.

Total Grant Funding Available for FY 2014-15 Grant Program Period: \$100,000
(Grant Activity Period: July 1, 2014 – June 30, 2015)

San Pablo Community Foundation Grant Review Committee

On September 16, 2013, pursuant to the Resolution which authorized grant program consolidation as directed by the City Council, a five-member San Pablo Community Foundation Grant Review Committee was authorized to assist in making recommendations to the City Council on the new Annual San Pablo Community Foundation Grant Program. The five-member Grant Review Committee consists of the following as appointed by City Council action, as follows:

- (2) **San Pablo City Councilmembers:** Mayor Paul Morris; Councilmember Cecilia Valdez;
- (3) **San Pablo Community Foundation Board Directors:** Auna Harris, Dr. Charlene-Ogbeide; and Vicki Chong.

Primary Role & Responsibility

The Grant Review Committee is authorized with review of all grant applicants and makes recommendations on proposed grant awards to the City Council for approval and

Departmental Coordination

- | | |
|------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Comm. Services _____ | <input type="checkbox"/> Finance _____ |
| <input type="checkbox"/> Police _____ | <input type="checkbox"/> Public Works _____ |

disbursement by June 30, 2014. Additionally, the Grant Review Committee provides final draft review of all recommended grant application guidelines, program criteria, and policy changes for the forthcoming grant program as recommended by the City Manager. On 04/09/14, the City Manager and Community Services Manager presented the proposed FY 2014-15 Grant Program policy documents, and recommended their approval to the City Council as proposed this evening.

City Council Approval of FY 2014-15 Grant Program

All program documents for FY 2014-15 grant program are to be reviewed by the City Council, and if deemed satisfactory by majority vote via Resolution, then released to the public.

The City Council may also make any changes to their adopted City Council policy, grant application or guidelines as recommended by the City Manager. Specific grant requests to be awarded by the City Council upon recommendation by the SPCF Grant Review Committee proposed for FY 2014-15 Grant Program are recommended to be awarded between a minimum of \$5,000 – and a maximum of \$10,000 which may be amended by majority vote via Resolution of the City Council (See Attachments).

FY 2014-15 SPCF Grant Program – Recommended Timeline

The City Manager has proposed the following timeline based on the City Council adopted policy for scheduling grant award disbursements by June 30, 2014. The SPCF Grant Review Committee concurs with this recommended timeline be approved by the City Council, as follows:

<u>Milestone:</u>	<u>FY 2014-15 SPCF Grant Program Action:</u>
April 9, 2014	<u>San Pablo Community Grant Program Grant Committee:</u> - Meets to review FY 2014-15 Grant Program Criteria & Package
April 21, 2014	<u>San Pablo City Council Action:</u> - Schedules Verbal Reports from FY 2013-14 Recipients; and - Approves FY 2014-15 SPCF Grant Program, Policy & Guidelines
April 22, 2014	City Manager Releases FY 2014-15 Grant Package
May 29, 2014	Grant Application Requests Due to City
June 4-5, 2014	San Pablo Community Grant Program Committee Reviews Grant Requests from City Manager
June 18, 2014	San Pablo City Council Approves Disbursements
June 30, 2014	Grant Funding Disbursed to Approved Recipients

Departmental Coordination

Comm. Services _____
 Finance _____
 Police _____
 Public Works _____

This evening, the City Manager recommends the City Council review and approve the following documents which contain the recommended grant application guidelines, program criteria, and policy changes for the FY 2014-15 Annual San Pablo Community Foundation Grant Program, as follows:

- Proposed FY 2014-15 SPCF Grant Application; and
- Proposed FY 2014-15 SPCF Grant Guidelines and Program Criteria; and
- Proposed FY 2014-15 SPCF Grant Program City Council Policy (Amended)

FISCAL IMPACT

FY 2013-14 General Fund Operating Funds

A total of \$30,000 is currently budgeted under the FY 2013-14 City General Fund Operating Budget (City Council Department Account No. #44050) with an additional \$25,000 allocation from the FY 2013-14 City Manager Contingency Account (#100-1310-44444) for a total of \$55,000 to be allocated for the expenditure for the FY 2014-15 Annual San Pablo Community Foundation Grant Program prior to June 30, 2014.

Appropriate	Fund Name	Fund Number
From:	City Manager Contingency	100-1310-44444
To:	General Fund	100
Expenditure Account:	#100-1110-44050 Community Grants	
Expenditure Account:		
Amount:	\$25,000	

Corporate Contributions

A total of \$25,000 will be provided by a private, one-time corporate sponsorship from the Lytton Rancheria Band of Pomo Indians under Section 7.3 of the adopted Municipal Services Agreement (MSA) between the City and Casino San Pablo; and a total of \$15,000 will be provided by Republic Services, Inc. (dba Richmond Sanitary Services, Inc.) which are restricted to facilitate prevention of blight, unlawful dumping, and other activities consistent with the goals of AB 939 and/or other state mandated diversion requirements and environmental sustainability regulations pursuant Section 1, subpart (4) to the Franchise Agreement Amendment, effective January 1, 2013. All corporate contributions once received by the City shall be expended before June 30, 2014.

One-Time Charitable Donation

A total of \$5,000 has been approved on 04/09/14 by the San Pablo Senior Center Senior Committee and donated to the FY 2014-15 Annual San Pablo Community Foundation Grant Program. All charitable donations once received by the City shall be expended before June 30, 2014.

Departmental Coordination

Comm. Services _____

Finance _____

Police _____

Public Works _____

RESOLUTION 2014-

A RESOLUTION OF THE SAN PABLO CITY COUNCIL AUTHORIZING THE CITY MANAGER TO EXECUTE THE FY 2014-15 ANNUAL SAN PABLO COMMUNITY FOUNDATION GRANT APPLICATION GUIDELINES, PROGRAM CRITERIA, & POLICY CHANGES

WHEREAS, *Community Grant Program 501 (c 3) Funding - Special Event Funding* and *San Pablo Community Foundation Mini-Grant Program* are adopted policy items under the FY 2013-15 Annual City Council Priority Workplan, effective July 1, 2013; and

WHEREAS, on September 16, 2014, the City Council by Resolution directed the City Manager to proceed with consolidation of the Annual Community Grant Program and the San Pablo Community Foundation Mini-Grant Program into one (1) City-provided Annual Community Grant Program for FY 2014-15 grant program; and

WHEREAS, the City Council further directed the City Manager to revise the San Pablo Community Foundation Governance Structure for implementation prior to the FY 2014-15 Grant Cycle; and

WHEREAS, under one (1) City-provided annual consolidated grant program, a consolidated grant program combines the previous General Fund allocations by the City Council, and annual corporate contributions; and

WHEREAS, the City Manager is directed by this Resolution to proceed with announcement and availability of \$55,000 in budgeted City General Fund Operating Funds for the FY 2014-15 Annual San Pablo Community Foundation Grant Program, and a total of \$40,000 in private, corporate sponsorship from Lytton Rancheria Band of Pomo Indians who operate Casino San Pablo; and Republic Services, Inc. (dba Richmond Sanitary Services) into a grand total of \$95,000 available in total grant funding for one-time grant awards to local community service organizations, and non-profit (501 c 3) organizations which serve San Pablo residents.

WHEREAS, an additional \$5,000 in a one-time charitable donation was identified and presented to the City from the San Pablo Senior Center for the FY 2014-15 grant program on 04/09/14 for incorporation providing a grant total of \$100,000 in available grant funding to qualified recipients for the FY 2014-15 grant program period; and

WHEREAS, a five-member San Pablo Community Foundation Grant Review Committee is authorized to assist in making recommendations to the City Council on the new Annual San Pablo Community Foundation Grant Program, and with review of all grant applicants and makes recommendations on proposed grant awards to the City Council for approval and disbursement by June 30, 2014; and

WHEREAS, the City Manager has proposed the following timeline based on the current City Council adopted policy for scheduling grant award disbursements by June 30, 2014, as follows:

<u>Milestone:</u>	<u>FY 2014-15 SPCF Grant Program Action:</u>
April 9, 2014	<u>San Pablo Community Grant Program Grant Committee:</u> - Meets to review FY 2014-15 Grant Program Criteria & Package
April 21, 2014	<u>San Pablo City Council Action:</u> - Schedules Verbal Reports from FY 2013-14 Recipients; and - Approves FY 2014-15 SPCF Grant Program, Policy & Guidelines
April 22, 2014	City Manager Releases FY 2014-15 Grant Package
May 29, 2014	Grant Application Requests Due to City
June 4-5, 2014	San Pablo Community Grant Program Committee Reviews Grant Requests from City Manager
June 18, 2014	San Pablo City Council Approves Disbursements
June 30, 2014	Grant Funding Disbursed to Approved Recipients

WHEREAS, in addition to the FY 2014-15 SPCF Grant Program Funding Available, the City Manager has proposed, with concurrence from the SPCF Grant Committee, final recommended policy documents to administer the FY 2014-15 Grant Program for adoption, as follows:

- Proposed FY 2014-15 SPCF Grant Application; and
- Proposed FY 2014-15 SPCF Grant Guidelines and Program Criteria; and
- Proposed FY 2014-15 SPCF Grant Program City Council Policy (Amended)

NOW THEREFORE, BE IT RESOLVED that the City Council authorize adoption of said Resolution, as follows:

- 1). Conduct final review and approval of the FY 2014-15 Annual Community Grant Application, Program Criteria, and Policy Changes; and
- 2). Proceed with announcement of FY 2014-15 Annual San Pablo Community Foundation Grant Application Guidelines, Program Criteria, and Policy Changes through various City media sources and website.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

ADOPTED this 21st day of April, 2014, by the following vote to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

APPROVED:

Ted Denney, City Clerk

Paul V. Morris, Mayor

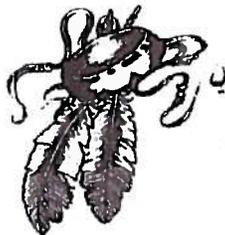
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GRANT FUNDING AND CORPORATE CONTRIBUTORS



CITY of SAN PABLO
City of New Directions

CITY OF SAN PABLO CITY COUNCIL



LYTTON RANCHERIA BAND OF POMO INDIANS



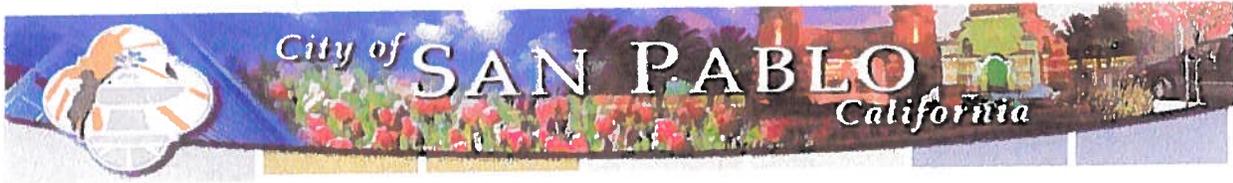
**RICHMOND
SANITARY
SERVICES**

REPUBLIC SERVICES, INC. (dba: RICHMOND SANITARY SERVICES, INC.)



CITY of SAN PABLO
City of New Directions

SAN PABLO SENIOR CENTER



CITY OF SAN PABLO
ANNUAL SAN PABLO COMMUNITY
FOUNDATION GRANT PROGRAM
FY 2014 -15 GRANT CYCLE APPLICATION &
GUIDELINES PACKAGE



CITY OF SAN PABLO

City of New Directions

(ADOPTED BY CITY COUNCIL RESOLUTION ON APRIL 21, 2014)

APPLICATION GUIDELINES FOR FY 2014-15 GRANT REQUESTS

Grant Program: The San Pablo City Council has adopted a consolidated Annual San Pablo Community Grant Program for eligible local community service organizations and non-profit organizations for FY 2014-15.

Funding Availability: The City Council has allocated a total of \$100,000 in one-time grant funding awards to eligible non-profit, 501 (c3) community service organizations to fund one-time activities or special events that serve at least 75% San Pablo residents.

Grant Awards: Only one (1) grant application may be submitted per eligible non-profit, 501 (c3)/community service organization, with a minimum award of \$5,000 and a maximum award request of \$10,000 per applicant. Final grant award may be allocated as determined by the San Pablo City Council which may be based on the total number of grant requests received by the City of San Pablo.

GRANT APPLICATION & DOCUMENTS REQUIRED

Documents Required for Submittal: All applicants must complete the attached application form and provide the following documents:

- Most current W-9 IRS form
- Proof of current Non-Profit 501 (c 3) certification form issued by the State of California
- Summary of organization's current budget and grant award need
- Proposed program budget for grant expense

ELIGIBLE NON-PROFIT ORGANIZATIONS ONLY

Non-profit organizations which have officially filed as a non-profit with the State of California must attach a copy of its current year 501 (c) 3 nonprofit certification form. For organizations that are "recognized" non-profits within the community, but have never formally filed with the State, the City Council at its discretion may consider their application. Note: Any decision made by the City Council are final, in regards to the community grants process.

FISCAL AGENTS AS JOINT APPLICANTS

Fiscal Agents: For those community organizations who do not have a 501 (c 3) certification, applicants must have an established formal relationship with a non-profit, 501 (c 3) charitable organization which may serve as a fiscal agent on behalf of the applicant and file jointly with the community organizations in need. Note: Any joint decision made by City Council are final, in regards to the eligibility criteria for the community grant award process.

APPLICATION SUBMITTAL AND DEADLINE: 6:00 P.M., MAY 29, 2013

Applications must be hand delivered or mailed (no exceptions) to:

City of San Pablo

Office of the City Manager

13831 San Pablo Avenue, Building #1

San Pablo, CA 94510

Attn: Annual San Pablo Community Foundation Grant Program

For more information: Call the City of San Pablo City Manager's Office at (510) 215-3000.

DISQUALIFIED CRITERIA AT TIME OF SUBMITTAL

Any applications received that are **emailed, or postmarked after the deadline date** are **immediately disqualified** from funding consideration. No exceptions.

- ❖ **E-MAILED APPLICATIONS ARE NOT ACCEPTED.**
- ❖ **POSTMARKS AFTER DEADLINE DATE ARE NOT ACCEPTED.**

THRESHOLD QUALIFYING CRITERIA (CITY COUNCIL ADOPTED POLICY)

Request for Financial Assistance Applications are limited to non-governmental, non-profit organizations serving the San Pablo community. Excluded entities include the following: Contra Costa County offices, Municipal Organizations, Special or Water Districts, school districts, and private individuals. Schools located within City of San Pablo limits who provide non-school services and after-school programs, or authorized student activity organizations are eligible for funding. Applicants should have a State of California non-profit status certification or be a recognized San Pablo "nonprofit" service, civic, faith based or youth organization.

PREFERRED FUNDING STATUS

San Pablo City Council Adopted Priority Workplan: Major Policy Areas and Strategic Policy Initiatives

The Annual San Pablo Community Foundation Grant program is intended to focus on grant awards that promote the identified *"Major Policy Goals and/or Strategic Policy Initiatives as adopted under the San Pablo City Council Adopted Priority Workplan, effective July 1, 2013.* This is subject to discretionary approval of the City Council. A copy of this plan may be referenced from the City's website (www.SanPabloCA.gov), under the "City Council" Department webpage, illustrated below, or at the following link:

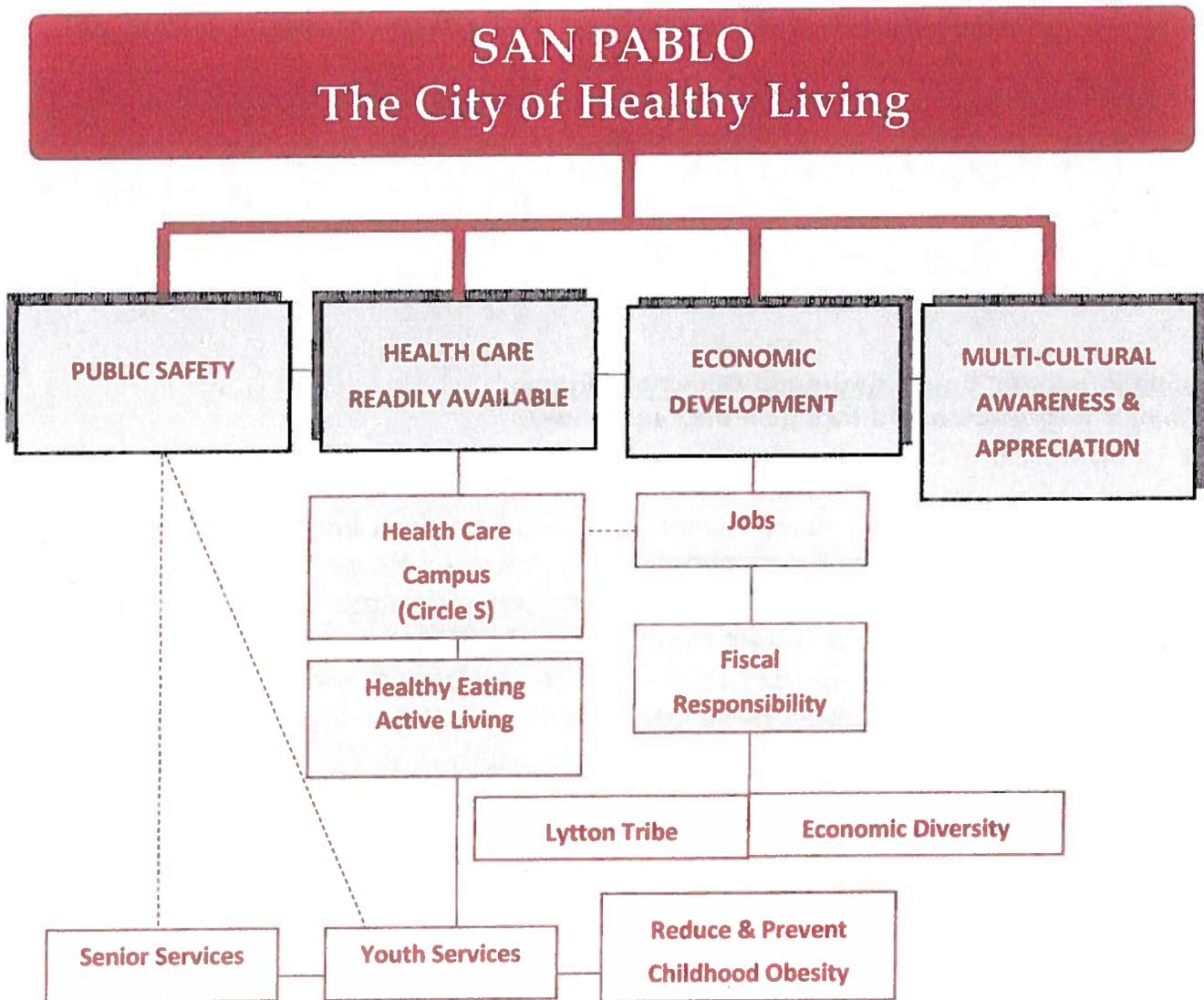
<http://sanpabloca.gov/index.aspx?nid=319>



San Pablo City Council
Priority Work Plan - Major Policy
Goals

Mission Statement:

Dedicated to developing, preserving and protecting the quality of life and cultural diversity for all its residents, while maintaining high quality public services in partnership with our citizens.



STRATEGIC POLICY INITIATIVES:

Amenities/Quality of Life

City Branding & Image Promotion

Civic Engagement & Community Outreach

Customer Service

Economic Development

Fiscal Sustainability

Healthy Eating Active Living Initiatives

Infrastructure

Neighborhood Improvements

Public Safety

Services for Families, Seniors & Youth

Strategic Planning / Special Projects

**City of San Pablo Childhood Obesity Prevention Task Force:
Community Action Plan**

The Annual San Pablo Community Foundation Grant program is intended to focus on grant awards that promote any of the recommended activities, policies or programs identified in the recently adopted ***City of San Pablo Childhood Obesity Prevention Task Force: Community Action Plan*** adopted by the San Pablo City Council on April 21, 2014. This is subject to discretionary approval of the City Council. A copy of this plan may be referenced from the City's website (www.SanPabloCA.gov), under the "City Council" Department webpage, illustrated below, or at the following link:

<http://sanpabloca.gov/index.aspx?nid=319>

GRANT FUNDING CRITERIA

Applications will be **judged and selected** for funding consideration by the San Pablo Community Foundation Grant Committee on the following criteria:

1. Return to Source Provision: San Pablo community-based organization must demonstrate that grant award expenditures will serve **at least 75% San Pablo residents**.
2. Focus on enhancing or promoting any of the *"Major Policy Goals and/or Strategic Policy Initiatives"* identified under the *San Pablo City Council Adopted Priority Workplan*, effective July 1, 2013.
3. Focus on enhancing or promoting any of the recommended activities, programs or policies identified under the *Childhood Obesity Prevention Task Force – Community Action Plan adopted on April 21, 2014* by the San Pablo City Council.
4. Fair and justifiable program costs (Program/Event Budget required).
5. Collaboration/Partnerships created.
6. Leverage of matching funds/resources
7. Originality and creativity. Priority will be given to projects or programs which are new and unique to the community or which provide a new or unique twist on an existing program.
8. Completion of Special Event/Program Activity between: **July 1, 2014 to June 30, 2015**.
9. City General Fund Operating & Corporate Contribution Funds: A total of \$85,000 in City General Fund Operating Funds is allocated and earmarked for the Annual San Pablo Community Foundation Grant Program annually by the City Council as part of the Adopted City Operating Budget each July 1st. Grants considered for these activities should be labeled: **"General Fund Category Funds."**
10. Corporate "Restricted" Contribution Funds: A \$15,000 matching one-time, private, corporate sponsorship from Republic Services, Inc. (dba Richmond Sanitary Services, Inc.) will be implemented for FY 2014-15 grant program year. These grant funds are considered "restricted funds" to facilitate prevention of blight, unlawful dumping, and other activities consistent with the goals of AB 939 and/or other state mandated diversion requirements and environmental sustainability regulations pursuant Section 1, subpart (4) to the Franchise Agreement Amendment, effective January 1, 2013. Grants considered for these activities should be labeled: **"AB 939/Environmental Sustainability Funds."**

11. Funding Consideration: The City Council shall also consider grant award eligibility which takes into consideration an applicant's eligibility for concurrent grant awards, and other awards received locally (i.e. San Pablo Community Foundation).

GRANT AWARD EXPENDITURES

Grants will be funded upon approval of the City Council and announcement of recipients. Expenses must be directly related to services or materials of proposed special event/program activity during the grant award period (July 1, 2014 through June 30, 2015). Grantees will be required to maintain financial records to support claimed expenditures and project accomplishments. Funds for the proposed special event or program activity must not be used to replace or offset funding sources normally available for any portion of the special event or program activity, nor be used by the applicant to fund/supplement its own monetary giving.

FINAL REPORT AND RECEIPTS

The City Manager will review submitted copies of paid receipts/invoices and a written report to ensure that funds were spent in compliance with the approved application. Applicant will be required to reimburse the City of San Pablo for all inappropriately spent funds.

PRIOR FINANCIAL ASSISTANCE

Information provided on application will be used to review prior grant management and performance history. Significant non-compliance issues will be taken into consideration and may affect future funding decisions jointly made by the City Council.

NOTE: Grant eligibility for FY 2014-15 Grant Program Period may be affected if eligible organizations have previously been awarded a grant award by the San Pablo City Council, or have not fully disclosed that a previously grant awards was not fully expended, or did not complete required financial reporting for a previous grant award period. All eligibility criteria is administered and determined during the application process by the City Manager, and SPCF Grant Review Committee, and may be appealed to the San Pablo City Council. All decisions made on eligibility by the San Pablo City Council are deemed final.

GRANT AWARD MAXIMUM AWARD AMOUNT

Grant Awards: \$5,000 – 10,000 per applicant*

*NOTE: The City Council, at its discretion, may jointly modify the grant award to qualified recipients based on qualifying criteria, number of qualified applicants received, and purpose of request to best meet preferred funding status criteria to benefit the San Pablo community. The grant award may not exceed the maximum amount of available financial resources for the FY 2014-15 Annual San Pablo Community Foundation Grant Program as approved under the City's Annual Operating Budget.

KEY TIMELINES FOR FY 2014-15 PROGRAM PERIOD

April 21, 2014 FY 2014-15 Grant Guidelines: City Council approves Annual San Pablo Community Foundation Grant Program Policy & Guidelines for FY 2014-15, and authorizes solicitation for applications.

April 22, 2014 Distribute Request for Proposals and issue press notification

May 29, 2014 Deadline for Request for Grant Requests: The City Manager's Office will review each application and forward eligible grant applications for funding consideration for review by the San Pablo Community Foundation Grant Committee.

Eligible grant applications **must meet** the following:

- 1). Completed application as determined by City Manager;
- 2). Clear indication of the grant amount requested;
- 3). Timely receipt of grant application and attachments; and
- 4). Benefit to San Pablo and conformity with threshold criteria.
- 5). City Manager will forward eligible grant applications to San Pablo Community Foundation Grant Committee to make final award recommendations to the City Council.

June 4-5, 2014 **Grant Committee Review:** All eligible grant applications will be considered by the San Pablo Community Foundation Grant Committee. **MANDATORY** presentations to the Grant Committee are required by requesting organizations.

June 18, 2014 **City Council Review (Special City Council Meeting):** City Council approves grant recipients by Resolution at Special City Council Meeting scheduled in June 2014. Following final award approval, the City Manager will be directed to issue awards to recipients. Announcement of grant award recipients is made to community via press release.

June 30, 2014 **Grant Awards Disbursed:** All FY 2014-15 grant awards released to recipients

FINANCIAL REPORTING FOR AWARD RECIPIENTS (FY 2014-15 PERIOD)

March 1, 2015 **LETTER NOTIFICATION:** All FY 2013-14 grant recipients are notified to submit their reports and copies of receipts by April 1, 2014.

April 1, 2015 **DEADLINE:** All FY 2013-14 grant recipients must submit copies of paid receipts/invoices and written report, including number of citizens served and outcome of grant funded activity. If no report is received, recipient will be required to immediately reimburse City of San Pablo grant funds.

Note: All grant recipients' final reports will be submitted before the City Council for approval of expenditures. If determination is made that funds were expended inappropriately, the City Council will direct Grant recipients to reimburse the City of San Pablo for the designated amount of award.

April 20, 2015 **FINAL REPORT REQUIRED:** City Manager provides Final Report for FY 2014-15 Annual San Pablo Community Foundation Grant Program to coincide with City Council review of upcoming FY 2015-16 Annual San Pablo Community Foundation Grant Program and Policy Guidelines.

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**CITY OF SAN PABLO
ANNUAL SAN PABLO COMMUNITY FOUNDATION GRANT PROGRAM**

Request for One-Time Financial Assistance for
Special Event Funding/Program Activity

FY 2014-15 APPLICATION FOR GRANT FUNDING

All Applications Must be Received by 6:00 p.m. Thursday, May 29, 2014- Please Print Clearly or Type.

GRANT FUNDING CATEGORY: (SELECT ONE)

- General Fund Category Funds** (Funds Available: \$85,000)
- AB 939/Environmental Sustainability Funds** (Funds Available: \$15,000)

GRANT FUNDING ACTIVITY/PROGRAM ENHANCEMENT: (SELECT ONE)

- City Council Priority Workplan – Major Policy Goals and/or Strategic Policy Initiatives (Adopted 07/01/13)**
- Adopted Childhood Obesity Prevention Task Force Community Action Plan (Adopted 04/21/14) - COPTF Activities, Policies or Programs**
- Other (please explain):**

GENERAL APPLICANT INFORMATION:

1. Name of Organization: _____
Mailing Address: _____
City State Zip
Contact Person: _____
Daytime Phone: _____
Evening Phone: _____

FY 2014-15 APPLICATION FOR GRANT FUNDING

2. Organization certified as a California Nonprofit Corporation? Yes___ No ___
State of California Non-profit 501 (c) 3 Corporation Certification Number:
_____ EIN:_____

3. Does your organization have a California Nonprofit Corporation serving as a Fiscal Agent on behalf of your organization? Yes___ No___

FISCAL AGENT:_____
State of California Non-profit 501 (c) 3 Corporation Certification Number:
_____ EIN:_____

(Please attach a copy/proof of your State of California issued Non-profit 501 (c) 3 Corporation Certification Number)

4. Has your organization received financial assistance from the City of San Pablo or before? Yes___ No___

If yes, what activities and which fiscal year? _____

5. **Amount requested for FY 2013-14 \$_____)**
(NOTE: Minimum & Maximum Amount Permitted: \$5,000 – \$10,000)

Grant funds must be used for services or materials directly associated to proposed special event activity. Please describe how grant funds will be used, how many San Pablo residents will benefit from the grant funded activity and objectives of the proposed activity:

6. Title of Proposed Special Event/Program/Service:

7. Special Event Program/Service Description:

(Attach extra sheet, if necessary.)

FY 2014-15 APPLICATION FOR GRANT FUNDING

8. Estimated number of San Pablo residents to be served by proposed program:_____

(NOTE: "Return to Source" Grant Criteria: Grant award/expenditures must serve at least 75% San Pablo residents).

9. Program Dates/Location:

10. Anticipated Program Outcome or Accomplishments:

11. Proposed Total Program Costs: \$_____ (Includes all estimated costs to conduct proposed activity/program.)

12. Attach to Grant Application:

- _____ Copy of Organization's Budget Summary
- _____ Copy of Proposed Program Budget
- _____ Copy of current State of California Nonprofit Corporation Certification
- _____ List of Current Organization's Board of Directors

13. How will the organization acknowledge the City's financial contribution to the community/ beneficiaries of the proposed special event activity?

FY 2014-15 APPLICATION FOR GRANT FUNDING

Acknowledgment of Responsibility:

Authorized Signature assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Authorized signature will comply with all accounting and budget procedures outlined by the City. Authorized signature and accompanying group will hold harmless the City of San Pablo from all losses, claims, accidents and problems associated, directly or indirectly with the development and implementation of proposed activities or events.

Authorized Signature of Organization

Date

ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR PUBLIC FUNDS BY THE CITY COUNCIL OF SAN PABLO.

* * *

 <p style="text-align: center;">CITY of SAN PABLO City of New Directions</p> <p style="text-align: center;">CITY OF SAN PABLO ADMINISTRATIVE POLICY (REVISED)</p>	<p><u>EFFECTIVE DATE:</u> April 1, 2011</p> <p>Reso. No.2011-043/EDC Reso. No. 2011-005 (Approved 04/04/11)</p> <p><u>Amended:</u> June 22, 2011; Reso. No. 2011-077/EDC Reso No. 014</p> <p><u>Amended:</u> April 16, 2012 Reso. No. 2012-058</p> <p><u>Amended:</u> April 15, 2013 Reso. No 2013-067</p> <p><u>Amended:</u> April 21, 2014 Reso. No. 2014-__</p>
<p>Subject:</p> <p>ANNUAL SAN PABLO COMMUNITY FOUNDATION (SPCF) GRANT AWARD PROGRAM FOR NON-PROFIT COMMUNITY SERVICE ORGANIZATIONS FOR ONE-TIME SPECIAL ACTIVITIES/EVENTS</p>	<p>Approved By:</p> <p style="text-align: center;">CITY COUNCIL</p>

POLICY STATEMENT

On April 4, 2011, the City Council authorized establishment of a policy by Resolution to establish an Annual Community Grant Program for non-profit 501 (c 3) community service organizations to fund special events or program activities which enhance, market or promote civic unity or community services within the San Pablo community.

On September 16, 2013, pursuant to City Council Reslution No. 2013-144, the City Council directed the City Manager to proceed with consolidation of the Annual Community Grant Program and the San Pablo Community Foundation Mini-Grant Program into one (1) City-provided Annual Community Grant Program. The City Council further directed the City Manager to revise the San Pablo Community Foundation Governance Structure for implementation prior to the FY 2014-15 Grant Cycle. Under one (1) City-provided consolidated grant program, a consolidated grant program combines the previous funding allocations by the City Council and annual corporate contributions Subsequently, this policy has been amended by City Council adopted Resolution, with the last revision which occurred on April 21, 2014.

The community grant award program requires specific procedures for determining the following:

- 1). Announcement of Availability of Funds
- 2). Application Procedures and Deadlines
- 3). Threshold Qualifying Criteria
- 4). Financial Reporting and Disclosure
- 5). *Supports major policy goals and strategic policy initiatives under the Adopted Council Priority Workplan*
- 6). *Supports activities or policies in the adopted COPTF Childhood Obesity Community Action Plan (CAP)*
- 7). Review by City Manager
- 8). *Review by SPCF Grant Review Committee*
- 9). Review and Award by City Council
- 10). Final Reporting and Receipts

Any decision or amendments to this policy shall be made by Resolution by the City Council, and is deemed final in regards to the community grant award process.

POLICY OBJECTIVE

For implementation of the City's Annual *SPCF* Grant Program, City Council has approved an annual application and program guidelines to be administered by the City Manager as approved by the City Council under this *amended* policy. These guidelines establish procedure and guidelines for the City's Annual *SPCF* Grant Program to ensure fair and equitable consideration of each applicant in meeting qualifying criteria for award.

The policy objective under this subject policy is two-fold:

- To establish a formal policy for the implementation of the City's *SPCF* Grant Program upon availability and City Council adoption of financial resources incorporated into the new Fiscal Year General Fund Operating Budget, effective July 1st of each fiscal year period.
- To establish uniform administrative application guidelines and procedures for City Council review and award to qualified applicants who meet the program's requirements as addressed under this policy.
- To establish a designated period from July 1st through June 30th of each fiscal year for consideration of grant funding requests from local community organizations for proposed activities or special events planned during the course of this time period subject to approval of the City Council

Non-Profit 501 (c3), Charitable Organizations

Non-profit organizations which have officially filed as a non-profit, charitable organization with the State of California and Internal Revenue Service. A 501 (c) 3 certification must attach a copy of its current year non-profit certification form along with Request for Financial Assistance Application. For those community organizations who do not have a 501 (c 3) certification, applicants must have an established formal relationship with a non-profit, 501 (c 3) charitable organization which may serve as a fiscal agent on behalf of the applicant. Note: Any joint decision made by City Council are final, in regards to the eligibility criteria for the community grant award process.

City General Fund Operating Funds

A total of **\$55,000** City General Fund Operating Funds is allocated and earmarked for the Annual **SPCF** Grant Program annually by the City Council as part of the Adopted City Operating Budget each July 1st. Grants considered for these activities should be labeled: **“General Fund Category Funds.”**

Corporate Contributions

A total of \$40,000 in matching one-time, private, corporate **contribution** funds from the Lytton Rancheria Band of Pomo Indians who operate Casino San Pablo pursuant to Section 7.3 of the adopted MSA between the City and Lytton Tribe (\$25,000); and a total of (\$15,000) in matching one-time, private corporate **contribution** funds from Republic Services, Inc. (dba Richmond Sanitary Services, Inc.) will be implemented for **FY 2014-15 grant program period. Corporate contributions from these designated sources will be available for use by the City Council under: “General Fund Category Funds.”**

Restricted Funds

The corporate **contribution** funds designated from RSS, Inc. are considered restricted funds to facilitate prevention of blight, unlawful dumping, and other activities consistent with the goals of AB 939 and/or other state mandated diversion requirements and environmental sustainability regulations pursuant Section 1, subpart (4) to the Franchise Agreement Amendment, effective January 1, 2013. Grants considered for these activities should be labeled: **“AB 939/Environmental Sustainability Funds.”**

Funding Consideration

The City Council shall also consider grant award eligibility which takes into consideration an applicant’s eligibility for **concurrent or unexpended grant awards previously awarded by the City Council to a grant recipient under this grant program.** ~~and other awards received locally (i.e. San Pablo Community Foundation).~~

Grant Awards:

The City Manager with concurrence of SPCF Grant Review Committee propose the recommended grant awards for the FY 2014-15 grant program period to be awarded between a minimum of \$5,000 – and a maximum of \$10,000 which may be amended by majority vote via Resolution of the City Council.

Return to Source Provision for Grant Requests

For the FY 2014-15 Grant Program, all grant requests for financial assistance must demonstrate at least 75% of San Pablo residents are served through the grant award expenditure to be eligible for a grant award subject to approval by the City Council.

POLICY PROCEDURES

- 1). Announcement of Availability of Funds: A Request for Financial Assistance form will be made available to applicants at City Hall, public facilities, and other designated community locations by the City Manager. Announcement may consist of press release, advertisements, flyers, direct mailings, and any other effective public notification *on the City's website and/or social media networks* to ensure availability of program to the community.
- 2). Application Procedures and Deadlines: Applications shall be accepted by the City Manager's Office for a period of at least 30 days following announcement of availability of funds. Application deadlines once established and approved by the City Council must be adhered to provide sufficient review time for joint City Council.
- 3). Threshold Qualifying Criteria: Request for Financial Assistance Applications are limited to secular non-governmental, nonprofit organizations serving the San Pablo community. Excluded entities include the following: ~~Contra-Costa County~~ *public agencies or* offices, ~~Municipal Organizations~~, Special or Water Districts, school districts, and private individuals. Schools located within City of San Pablo limits who provide non-school services and after-school programs, or authorized student activity organizations are eligible for funding. Applicants should have a State of California non-profit status certification or be a recognized San Pablo "nonprofit" service, civic, faith based or youth organization.
- 4). Financial Reporting and Disclosure: Request for Financial Assistance Applications shall provide the following financial information with application to best represent the non-profit, 501 (c3) charitable organizations's need for financial assistance in securing a grant award. Accepted financial reports can consist of at least one of the following:
 - IRS Tax Forms for the Current or Preceding Tax Year
 - Annual Profit and Loss Statements
 - Annual Revenue and Expense Reports
- 5). Adopted Council Priority Workplan: Request for Financial Assistance Applications should be in alignment with *"Major Goals and Strategic Policy Initiatives"* identified under the Adopted City Council Priority Workplan which enhance services to San Pablo residents for City Council consideration.

- 6). Adopted COPTF Childhood Obesity Community Action Plan (CAP): *Request for Financial Assistance Applications should be in alignment with activities and policies identified under the Adopted Childhood Obesity Prevention Task Force (COPTF) Community Action Plan (CAP) which is a recognized community-based generated policy making document for the City Council to adopt, educate, inform, and share with San Pablo residents, external community service organizations, foundations, health service organizations, public agencies, school district and other non-profits organizations to identify external funding, partnerships, methods and ways to support COPTF recommended activities, policies and programs to eradicate childhood obesity in San Pablo.*

- 7). Review of Applications by City Manager: After receipt of applications by the established deadline, the City Manager will ensure that all completed Request for Financial Assistance initially meet all conditions within established program guidelines for full consideration for review and award *by the five-member San Pablo Community Foudnation Grant Review Committee (established by CC Resolution 2013-144).* ~~the City Council.~~ The City Manager will review each *qualified* application with *SPCF Grant Review Committee* to establish a final recommendation for program funding to the City Council for final award consideration.

- 8). Review and Award by City Council: After receipt of applications by the *SPCF Grant Review Committee*, the City Council shall consider the established threshold qualifying criteria during the review of applications at a regular or special City Council meeting. ~~The City Council shall take no action at first review. Public Comments and presentations will be accepted.~~ Appeals by the *SPCF Grant Review Committee* may also be considered by the City Council. At a subsequent or next regular jscheduled City Council meeting, the City Council shall award qualified recipients of the program period by majority vote and adopted Resolution.

- 9). Final Report and Receipts: All grant award recipients are required to provide a written report and receipts for all expenses associated with the City Council grant award. Written reports and receipts must be submitted to the City Manager by the required deadline prior to June 30th of the program period. All grant recipients' final reports will be submitted before the City Council for approval of expenditures by majority vote. If determination is made that funds were expended inappropriately, the City Council shall direct Grant recipients to reimburse the City of San Pablo the designated amount.

Failure to complete all program requirements will affect eligibility for future grant program consideration by the City Council.

Attachment:

- (1) City Council Adopted Resolution No. 2014-____

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REQUEST FOR CITY COUNCIL ACTION



CITY OF SAN PABLO
City of New Directions

PREPARED BY: Kelly Sessions
Finance Manager *KJS*

DATE OF MEETING: April 21, 2014

DATE: April 14, 2014

PHONE: (510) 215-3021

SUBJECT: CONCURRENT RESOLUTION OF THE CITY COUNCIL AND THE LOCAL SUCCESSOR AGENCY OF THE CITY OF SAN PABLO ADOPTING AN INVESTMENT POLICY FOR FISCAL YEAR 2014/15

APPROVED: _____
DEPARTMENT HEAD

T.D. Wolf MPA
CITY MANAGER/
EXECUTIVE DIRECTOR
Acting

Bruce M. Kettner/CJ
CITY ATTORNEY
EXECUTIVE COUNSEL

RECOMMENDATION

Update and approve the Investment Policy for FY 2014/15 as proposed.

COMPLIANCE STATEMENTS

FY 2013-14 Council Priority Workplan Compliance Statement

Budget Spending Controls (All); General Fund Reserves Protection (City Council and City Manager); and Fiscal Resiliency Policies (City Council, City Manager and Finance) are all adopted policy items under the FY 2013-14 Council Priority Workplan, effective July 1, 2013.

CEQA Compliance Statement

This is not a project as defined by CEQA.

BACKGROUND

Government Code Section 53646 requires that the Treasurer or Chief Financial Officer annually render to the City Council and the Local Successor Agency Board of Directors a statement of investment policy, which the agencies must consider at a public meeting. The Investment Policy was last considered and approved by the City Council on June 3, 2013 in conjunction with adoption of the FY 2013/15 Biennial Budget (Resolution 2013-087).

In compliance with this Government Code and following the recommendations from Cutwater, the City's asset manager, Staff proposes approval of the FY 2014/15 Investment Policy including the following updates:

Departmental Coordination

Dev. Services _____

Police _____

Finance *KJS*

Public Works _____

1. Clarify that the City's ability to sell or hold securities that have been downgraded and that no longer meet the minimum ratings guidelines refers specifically to Medium-Term Investments.
2. Limit the City's exposure to investment risk by prohibiting the City from investing more than 30% of the portfolio with any one issuer.

FISCAL IMPACT

There is no direct fiscal impact as a result of this action, although the City can assume that these changes will enhance the City's fiscal stability.

Attachments: FY 2014/15 Investment Policy

RESOLUTION 2013- _____ AND LSA 2013- _____

CONCURRENT RESOLUTION OF THE CITY COUNCIL AND THE LOCAL SUCCESSOR AGENCY OF THE CITY OF SAN PABLO ADOPTING AN INVESTMENT POLICY FOR FISCAL YEAR 2014/15

WHEREAS, Government Code Section 53646 states that the Treasurer or Chief Financial Officer may annually render to the City Council and Local Successor Agency a statement of investment policy; and

WHEREAS, if so rendered, these policies are required to be reviewed and approved at a public meeting; and

WHEREAS, best fiscal practices dictate that the City continue to review and approve an annual investment policy; and

WHEREAS, the City's Investment Policy was last reviewed and approved on June 3, 2013 in conjunction with adoption of the FY 2013/15 Biennial Budget; and

WHEREAS, Staff has reviewed and updated the FY 2013/14 Investment Policy following recommendations of the City's asset manager; and

WHEREAS, the FY 2014/15 Investment Policy will supersede the policy adopted by Resolution 2013-087.

NOW THEREFORE, BE IT RESOLVED that the attached investment policy is approved and adopted, and supersedes the Investment Policy approved by Resolution 2013-087.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

ADOPTED this 21 day of April, 2014, by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS
ABSENT: COUNCILMEMBERS
ABSTAIN: COUNCILMEMBERS

ATTEST:

APPROVED:

Ted J. Denney, City Clerk/Agency Secretary

Paul V. Morris, Mayor

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**Investment Policy
for the City of San Pablo
and
Successor Agency to the Redevelopment Agency
Of the City of San Pablo**

The City of San Pablo, California is located in West Contra Costa County just minutes from the San Francisco, Berkeley, and Oakland Bay Area. Historically one of the oldest Spanish settlements in the region, San Pablo has become a thriving residential and business community with a population of about 30,000 in an area of approximately three square miles.

The City Council has adopted this Investment Policy (the Policy) in order to establish the investment scope, objectives, delegation of authority, standards of prudence, reporting requirements, internal controls, eligible investments and transactions, diversification requirements, risk tolerance, and safekeeping and custodial procedures for the investment of the funds of the City of San Pablo (the City) and the Successor Agency to the Redevelopment Agency of the City of San Pablo (the Agency). All City and Agency funds will be invested in accordance with this Policy and with applicable sections of the California Government Code.

This Policy was endorsed and adopted by the City Council on January 22, 2013. It replaces any previous investment policy or investment procedures of the City or the Agency.

SCOPE

The provisions of this Policy shall apply to all financial assets of the City and the Agency as accounted for in the City and Agency's Comprehensive Annual Financial Report. These financial assets include the following:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Debt Service Funds
- Trust and Agency Funds
- Any new fund created by the legislative body, unless specifically exempted.

Assets excluded from this Policy include the City's Deferred Compensation Plan, OPEB Trust funds, and proceeds of debt issuances. The City's Deferred Compensation Plan is excluded because it is managed by a third party administrator and the investments are determined by the individual plan participants. Proceeds of debt issuances shall be invested in accordance with the investment objectives of this Policy, however, such proceeds are generally invested in accordance with permitted investment provisions of their specific bond indentures.

All cash shall be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the contributing funds based upon the

proportion of the respective average balances relative to the total pooled balance. Investment income shall be distributed to the individual funds not less than annually.

OBJECTIVES

The City's and Agency's funds shall be invested in accordance with all applicable City and Agency policies and codes, State statutes, and Federal regulations, and in a manner designed to accomplish the following objectives, which are listed in priority order:

1. Preservation of capital and protection of investment principal.
2. Maintenance of sufficient liquidity to meet anticipated cash flows.
3. Attainment of a market rate of return.
4. Diversification to avoid incurring unreasonable market risks.

DELEGATION OF AUTHORITY

The management responsibility for this investment program is delegated annually by the City Council to the Treasurer, as provided for in California Government Code Section 53607. The City and Agency's Treasurer has further delegated the daily authority of the investment program to the Finance Director, hereinafter referred to as the Investment Officer. The Finance Director may delegate the authority to conduct investment transactions and to manage the operation of the investment portfolio(s) to other specifically authorized staff members. No person may engage in an investment transaction except as expressly provided under the terms of this Policy.

The Investment Officer shall develop administrative procedures and internal controls, consistent with this Policy, for the operation of the investment program. Such procedures shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees of the City or Agency.

The City and Agency may engage the support services of outside investment advisors with respect to its investment program, so long as it can be demonstrated that these services produce a net financial advantage or necessary financial protection of the City's and Agency's financial resources.

PRUDENCE

The standard of prudence to be used by investment officials for managing the investment program is California Government Code Section 53600.3, the prudent investor standard, which states that "when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency."

The overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The City and Agency recognize that no investment is totally without risk and that the investment activities of the City and the Agency are a matter of public record. Accordingly, the City and the Agency recognize that occasional measured losses may occur in a diversified portfolio and shall be considered within the context of the overall portfolio's return, provided that adequate diversification has been implemented and that the sale of a security is in the best long-term interest of the portfolio(s).

The Investment Officer and authorized investment personnel acting in accordance with established procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely fashion to the City Council and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST

Elected officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or could impair or create the appearance of an impairment of their ability to make impartial investment decisions. Employees and investment officials shall subordinate their personal investment transactions to those of the City or the Agency. In addition, City Council members, the City Manager, and the Investment Officer shall file a Statement of Economic Interests each year as required by California Government Code Section 87203 and regulations of the Fair Political Practices Commission.

AUTHORIZED SECURITIES AND TRANSACTIONS

All investments and deposits of the City or the Agency shall be made in accordance with California Government Code Sections 16429.1, 53600-53609 and 53630-53686. Any revisions or extensions of these code sections will be assumed to be part of this Policy immediately upon being enacted.

The City and the Agency have further restricted the eligible types of securities and transactions as follows:

1. United States Treasury bills, notes or bonds with a final maturity not exceeding five years from the date of trade settlement.
2. Federal Instrumentality (government sponsored enterprise) debentures, discount notes, callable and step-up securities, and mortgage-backed securities with a final maturity not exceeding five years from the date of trade settlement. The aggregate investment in mortgage-backed securities shall not exceed 20% of the portfolio. No more than 30% of the portfolio may be invested in any one issuer.
3. Federal Agency mortgage-backed securities and debentures with a final maturity not exceeding five years from the date of trade settlement. The aggregate investment in mortgage-backed securities shall not exceed 20% of the portfolio.

4. Medium-Term Notes issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States, with a final maturity not exceeding five years from the date of trade settlement, and rated at least A, A2 or the equivalent by a Nationally Recognized Statistical Ratings Organization (NRSRO). The aggregate investment in medium-term notes shall not exceed 30% of the City's or the Agency's total portfolio, and no more than 5% of the portfolio may be invested in any single issuer.

Securities that have been downgraded to a level that is below the minimum ratings described herein may be sold or held at the City's discretion. The portfolio will be brought back into compliance with Investment Policy guidelines as soon as is practical.

5. Negotiable certificates of deposit issued by a nationally or state-chartered bank, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposits are subject to the limitations of Section 53601(i), shall be fully insured by the FDIC with a corresponding FDIC certification number, and shall be delivered through the Depository Trust Company. Such deposits shall have a maturity not exceeding five years from the date of trade settlement.

Non-Negotiable certificates of deposit issued by a nationally or state-chartered bank, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of non-negotiable certificates of deposits are subject to the limitations of Sections 53601(n) and 53638 and shall be fully insured by the FDIC with a corresponding FDIC certification number. Such deposits shall have a maturity not exceeding five years from the date of trade settlement.

Private sector entities may be used to place certificates of deposit subject to the limitations of Sections 53601.8.

The aggregate investment in certificates of deposit shall not exceed 30% of the portfolio and no more than 5% of the portfolio may be invested in any single issuer.

6. Prime Commercial Paper with a maturity not exceeding 270 days from the date of trade settlement with the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions in either sub-paragraph A. or sub-paragraph B. below:

A. The entity shall (1) be organized and operating in the United States as a general corporation, (2) have total assets in excess of \$500,000,000 and (3) have debt other than commercial paper, if any, that is rated at least A or the equivalent by a NRSRO.

B. The entity shall (1) be organized within the United States as a special purpose corporation, trust, or limited liability company, (2) have program wide credit enhancements, including, but not limited to, over collateralization, letters of credit or surety bond and (3) have commercial paper that is rated at least A-1 or the equivalent by a NRSRO.

No more than 5% of the City's or Agency's total portfolio shall be invested in the commercial paper of any one issuer, and the aggregate investment in commercial paper shall not exceed 25% of the City's or the Agency's total portfolio.

7. Eligible Banker's Acceptances with a maturity not exceeding 180 days from the date of trade settlement, drawn on and accepted by a commercial bank whose senior long-term debt is rated at least A or the equivalent by a NRSRO at the time of purchase. Banker's Acceptances shall be rated at least A-1, P-1 or the equivalent at the time of purchase by a NRSRO. If the bank has senior debt outstanding, it must be rated at least A or the equivalent by a NRSRO. The aggregate investment in banker's acceptances shall not exceed 30% of the City's or Agency's total portfolio, and no more than 5% of the City's or Agency's total portfolio shall be invested in banker's acceptances of any one bank.
8. Repurchase Agreements with a final termination date not exceeding 30 days collateralized by U.S. Treasury obligations or Federal Instrumentality securities listed in items 1 and 2 above with the maturity of the collateral not exceeding ten years. For the purpose of this section, the term collateral shall mean purchased securities under the terms of the City's or Agency's approved Master Repurchase Agreement. The purchased securities shall have a minimum market value including accrued interest of 102% of the dollar value of the funds borrowed. Collateral shall be held in the City's or Agency's custodian bank, as safekeeping agent, and the market value of the collateral securities shall be marked-to-the-market daily.

Repurchase Agreements shall be entered into only with broker/dealers and who are recognized as Primary Dealers with the Federal Reserve Bank of New York, or with firms that have a Primary Dealer within their holding company structure. Repurchase agreement counterparties shall execute a City or Agency approved Master Repurchase Agreement with the City. The Finance Director shall maintain a copy of the City's or Agency's approved Master Repurchase Agreement and a list of the broker/dealers who have executed same.

9. State of California's Local Agency Investment Fund (LAIF), pursuant to California Government Code Section 16429.1.
10. Money Market Funds registered under the Investment Company Act of 1940 that (1) are "no-load" (meaning no commission or fee shall be charged on purchases or sales of shares); (2) have a constant net asset value per share of \$1.00; (3) invest only in the securities and obligations authorized in the applicable California statutes and (4) have a rating of at least AAAM or the equivalent by at least two NRSROs. The aggregate investment in money market funds shall not exceed 20% of the City's or the Agency's total portfolio, and no more than 10% of the portfolio maybe invested in any one fund.

The foregoing list of authorized securities and transactions shall be strictly interpreted. Any deviation from this list must be preapproved by resolution of the City Council.

The City and the Agency shall avoid investing in entities that profited from the slave trade.

COLLATERALIZATION

California Government Code 53652 requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the City's or Agency's cash on deposit or first trust deed mortgage notes with a value of 150% of the cash on deposit as collateral for those deposits. This collateral shall be held in a separate pool by another institution in the City's and Agency's name and places it ahead of general creditors of the institution.

INVESTMENT DIVERSIFICATION

The City and the Agency shall diversify investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. Nevertheless, the asset allocation in the investment portfolio should be flexible depending upon the outlook for the economy, the securities markets, and the City's and Agency's anticipated cash flow needs.

PORTFOLIO MATURITIES AND LIQUIDITY

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. The City and the Agency shall not invest in securities maturing more than five years from the date of trade settlement, unless the City Council has, by resolution, granted authority to make such an investment at least three months prior to the date of investment. Notwithstanding the five year maturity limitation, the City Council grants its express authority per Government Code Section 53601 to invest in certain obligations with maturities extending beyond five years.

Due to the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio(s) should be continuously invested in readily available funds such as local government investment pools or money market funds, to ensure that appropriate liquidity is maintained to meet ongoing obligations.

SELECTION OF BROKER/DEALERS

The Investment Officer shall maintain a list of broker/dealers approved for investment purposes, and it shall be the policy of the City and the Agency to purchase securities only from those brokers and the firms they represent. Each approved broker/dealer must possess an authorizing certificate from the California Commissioner of Corporations as required by Section 25210 of the California Corporations Code.

To be eligible, a firm must meet at least one of the following criteria:

1. be recognized as Primary Dealers by the Federal Reserve Bank of New York or have a primary dealer within their holding company structure, or
2. report voluntarily to the Federal Reserve Bank of New York, or
3. qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (Uniform Net Capital Rule).

The Investment Officer will select broker/dealers on the basis of their expertise in public cash management and their ability to provide service to the account(s) and will review their qualifications annually. Each authorized broker/dealer shall submit and annually update a City and Agency approved Broker/Dealer Information Request form that includes the firm's most recent financial statements and proof of Financial Industry Regulatory Authority (FINRA) registration, state registration, and adequate insurance coverage.

In the event that an external investment advisor is not used in the process of recommending a particular transaction in the portfolio(s), authorized broker/dealers shall attest in writing that they have received a copy of this Policy.

The City or the Agency may purchase commercial paper from direct issuers even though they are not on the approved broker/dealer list as long as they meet the criteria outlined in Item 6 of the Authorized Securities and Transactions section of this Policy.

COMPETITIVE TRANSACTIONS

All investment transactions shall be conducted competitively with authorized broker/dealers. At least three broker/dealers shall be contacted for each transaction and their bid or offering prices shall be recorded.

If the City or Agency is offered a security for which there is no other readily available competitive offering, then the Investment Officer will document quotations for comparable or alternative securities.

SELECTION OF BANKS

The Investment Officer shall maintain a list of FDIC insured banks approved to provide depository and other banking services for the City and Agency. To be eligible, a bank shall qualify as a depository of public funds in the State of California as defined in California Government Code Section 53630.5 and shall secure deposits in excess of FDIC insurance coverage in accordance with California Government Code Section 53652.

SAFEKEEPING AND CUSTODY

The Investment Officer shall select one or more banks to provide safekeeping and custodial services for the City and the Agency. A Safekeeping Agreement approved by the Investment Officer shall be executed with each custodian bank prior to utilizing that bank's safekeeping services.

Custodian banks will be selected on the basis of their ability to provide services for the City's and Agency's account(s) and the competitive pricing of their safekeeping related services.

The purchase and sale of securities and repurchase agreement transactions shall be settled on a delivery versus payment basis. All securities shall be perfected in the name of the City or the Agency. Sufficient evidence to title shall be consistent with modern investment, banking and commercial practices.

All investment securities purchased by the City or the Agency will be delivered by book entry and will be held in third-party safekeeping by a custodian bank approved by the Investment Officer, its correspondent bank or its Depository Trust Company (DTC) participant account.

All Fed wireable book entry securities owned by the City or the Agency shall be held in the Federal Reserve system in a customer account for the custodian bank which will name the City or Agency as "customer."

All DTC eligible securities shall be held in the custodian bank's DTC participant account and the custodian bank shall provide evidence that the securities are held for the City or the Agency as "customer."

PORTFOLIO PERFORMANCE

The investment portfolio(s) shall be designed to attain a market rate of return throughout budgetary and economic cycles, taking into account prevailing market conditions, risk constraints for eligible securities, and cash flow requirements. The performance of the City's and Agency's investments shall be compared to the average yield on the U.S. Treasury security that most closely corresponds to the portfolio's weighted average effective maturity. When comparing the performance of the portfolio(s), its rate of return will be computed net of all fees and expenses.

MARKING TO MARKET

The market value of the portfolio(s) shall be calculated at least quarterly and a statement of this market value shall be issued at least quarterly. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed consistent with the GFOA Recommended Practice on "Mark-to-Market Practices for State and Local Government Investment Portfolios and Investment Pools."

REPORTING

At least quarterly, the Investment Officer shall submit to the City Council a report of the investment earnings and performance results of the investment program. The report shall include the following information:

1. Investment type, issuer, date of maturity, par value and dollar amount invested in all securities, and investments and monies held by the City or the Agency;
2. A description of the funds, investments and programs;
3. A market value as of the date of the report (or the most recent valuation as to assets not valued monthly) and the source of the valuation;
4. A statement of compliance with the investment policy or an explanation for non-compliance; and
5. A statement of the City's or the Agency's ability to meet expenditure requirements for six months, and an explanation of why money will not be available if that is the case.

POLICY REVIEW

Any investment currently held that does not meet the guidelines of this Policy shall be exempted from these requirements. At maturity or liquidation, such monies shall be reinvested only as provided by this Policy.

This Policy and any Amendments to it shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation of principal, liquidity, yield and diversification, and its relevance to current law and economic trends. Any changes to this Policy or its Amendments shall be approved by City Council resolution.

GFOA's GLOSSARY OF CASH MANAGEMENT TERMS

Accrued Interest - The accumulated interest due on a bond as of the last interest payment made by the issuer.

Agency - A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

Amortization - The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

Average Life - The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

Basis Point - A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of 1 percent of yield, e.g., "1/4" of 1 percent is equal to 25 basis points.

Bid - The indicated price at which a buyer is willing to purchase a security or commodity.

Book Value - The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

Callable Bond - A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

Call Price - The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

Call Risk - The risk to a bondholder that a bond may be redeemed prior to maturity.

Cash Sale/Purchase - A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

Collateralization - Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

Commercial Paper - An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Convexity - A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

Coupon Rate - The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. Also known as the "interest rate."

Credit Quality - The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

Credit Risk - The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Current Yield (Current Return) - A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

Delivery Versus Payment (DVP) - A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

Derivative Security - Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

Discount - The amount by which the par value of a security exceeds the price paid for the security.

Diversification - A process of investing assets among a range of security types by sector, maturity, and quality **rating**.

Duration - A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

Fair Value - The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

Federal Funds (Fed Funds) - Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

Federal Funds Rate - Interest rate charged by one institution lending federal funds to the other.

Government Securities - An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Interest Rate - See "Coupon Rate."

Interest Rate Risk - The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Internal Controls - An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

1. **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. **Separation of transaction authority from accounting and record keeping** - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
3. **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.
4. **Avoidance of physical delivery securities** - Book-entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. **Clear delegation of authority to subordinate staff members** - Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. **Written confirmation of transactions for investments and wire transfers** - Due to the potential for error and improprieties arising from telephone and electronic transactions, all transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.
7. **Development of a wire transfer agreement with the lead bank and third-party custodian** - The designated official should ensure that an agreement will be entered into and will address the following points: controls, security provisions, and responsibilities of each party making and receiving wire transfers.

Inverted Yield Curve - A chart formation that illustrates long-term securities having lower yields than short-term securities. This configuration usually occurs during periods of high inflation coupled with low levels of confidence in the economy and a restrictive monetary policy.

Investment Company Act of 1940- Federal legislation which sets the standards by which investment companies, such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

Investment Policy - A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

Investment-grade Obligations - An investment instrument suitable for purchase by institutional investors under the prudent person rule. Investment-grade is restricted to those obligations rated BBB or higher by a rating agency.

Liquidity - An asset that can be converted easily and quickly into cash.

Local Government Investment Pool (LGIP) - An investment by local governments in which their money is pooled as a method for managing local funds.

Mark-to-market - The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

Market Risk - The risk that the value of a security will rise or decline as a result of changes in market conditions.

Market Value - Current market price of a security.

Maturity - The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See "Weighted Average Maturity."

Money Market Mutual Fund - Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos and federal funds).

Mutual Fund - An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940 and must abide by the following Securities and Exchange Commission (SEC) disclosure guidelines:

1. Report standardized performance calculations.
2. Disseminate timely and accurate information regarding the fund's holdings, performance, management and general investment policy.
3. Have the fund's investment policies and activities supervised by a board of trustees, which are independent of the adviser, administrator or other vendor of the fund.
4. Maintain the daily liquidity of the fund's shares.
5. Value their portfolios on a daily basis.
6. Have all individuals who sell SEC-registered products licensed with a self-regulating organization (SRO) such as the National Association of Securities Dealers (NASD).
7. Have an investment policy governed by a prospectus which is updated and filed by the SEC annually.

Mutual Fund Statistical Services - Companies that track and rate mutual funds, e.g., IBC/Donoghue, Lipper Analytical Services, and Morningstar.

National Association of Securities Dealers (NASD) - A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

Net Asset Value - The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets which includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.)
$$\frac{[(\text{Total assets}) - (\text{Liabilities})]}{(\text{Number of shares outstanding})}$$

No Load Fund - A mutual fund which does not levy a sales charge on the purchase of its shares.

Nominal Yield - The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon," "coupon rate," or "interest rate."

Offer - An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the "Ask price."

Par - Face value or principal value of a bond, typically \$1,000 per bond.

Positive Yield Curve - A chart formation that illustrates short-term securities having lower yields than long-term securities.

Premium - The amount by which the price paid for a security exceeds the security's par value.

Prime Rate - A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

Principal - The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

Prospectus - A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC. This can include information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statements.

Prudent Person Rule - An investment standard outlining the fiduciary responsibilities of public funds investors relating to investment practices.

Regular Way Delivery - Securities settlement that calls for delivery and payment on the third business day following the trade date (T+3); payment on a T+1 basis is currently under consideration. Mutual funds are settled on a same day basis; government securities are settled on the next business day.

Reinvestment Risk - The risk that a fixed-income investor will be unable to reinvest income proceeds from a security holding at the same rate of return currently generated by that holding.

Repurchase Agreement (repo or RP) - An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

Reverse Repurchase Agreement (Reverse Repo) - An agreement of one party to purchase securities at a specified price from a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

Rule 2a-7 of the Investment Company Act - Applies to all money market mutual funds and mandates such funds to maintain certain standards, including a 13- month maturity limit and a 90-day average maturity on investments, to help maintain a constant net asset value of one dollar (\$1.00).

Safekeeping - Holding of assets (e.g., securities) by a financial institution.

Serial Bond - A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

Sinking Fund - Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

Swap - Trading one asset for another.

Term Bond - Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Total Return - The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. (Price Appreciation) + (Dividends paid) + (Capital gains) = Total Return

Treasury Bills - Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year and issued in minimum denominations of \$10,000. Auctions of three- and six-month bills are weekly, while auctions of one-year bills are monthly. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Notes - Intermediate U.S. government debt securities with maturities of one to 10 years and issued in denominations ranging from \$1,000 to \$1 million or more.

Treasury Bonds - Long-term U.S. government debt securities with maturities of ten years or longer and issued in minimum denominations of \$1,000. Currently, the longest outstanding maturity for such securities is 30 years.

Uniform Net Capital Rule - SEC Rule 15C3-1 outlining capital requirements for broker/dealers.

Volatility - A degree of fluctuation in the price and valuation of securities.

"Volatility Risk" Rating - A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bond funds. The ratings for bond funds range from those that have extremely low sensitivity to changing market conditions and offer the greatest stability of the returns ("aaa" by S&P; "V-1" by Fitch) to those that are highly sensitive with currently identifiable market volatility risk ("ccc-" by S&P, "V-10" by Fitch).

Weighted Average Maturity (WAM) - The average maturity of all the securities that comprise a portfolio. According to SEC rule 2a-7, the WAM for SEC registered money market mutual funds may not exceed 90 days and no one security may have a maturity that exceeds 397 days.

When Issued (WI) - A conditional transaction in which an authorized new security has not been issued. All "when issued" transactions are settled when the actual security is issued.

Yield - The current rate of return on an investment security generally expressed as a percentage of the security's current price.

Yield-to-call (YTC) - The rate of return an investor earns from a bond assuming the bond is redeemed (called) prior to its nominal maturity date. **Yield Curve** - A graphic representation that depicts the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity. A normal yield curve may be alternatively referred to as a positive yield curve.

Yield-to-maturity - The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

Zero-coupon Securities - Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.

This glossary has been adapted from an article, entitled "Investment terms for everyday use," that appeared in the April 5, 1996, issue of Public Investor, GFOA's subscription investment newsletter.



REQUEST FOR CITY COUNCIL ACTION

PREPARED BY: Gian Paolo Martire, Planning Aide

MEETING DATE: April 21, 2014

DATE: April 8, 2014

PHONE: (510) 215-3036

SUBJECT: SECOND READING ON PLAN1402-0004: IS A CITY INITIATED PROJECT TO CONSIDER A ZONING MAP AMENDMENT TO RECLASSIFY TWO VACANT PARCELS WITH ACCESS ON RUMRILL BOULEVARD (APN 410-012-007 AND 410-012-008), FROM A ZONING DESIGNATION OF C-2 (HEAVY COMMERCIAL) TO OS (OPEN SPACE).

APPROVED: _____
DEPARTMENT HEAD

M. D. Woody, MPA
CITY MANAGER
Acting

[Signature]
CITY ATTORNEY

RECOMMENDED ACTION

Waive second reading and adopt the Ordinance.

COMPLIANCE STATEMENTS

FY 2013-14 Council Priority Workplan Compliance Statement

The reclassification of two vacant parcels with access on Rumrill Boulevard (APN 410-012-007 and 410-012-008), from a zoning designation of C-2 (*Heavy Commercial*) to OS (*Open Space*) is an adopted policy item under the FY 2013-14 Council Priority Workplan (*PW 531 BNSF Site Clean-Up and Development of Soccer Fields Project*) effective July 1, 2013.

CEQA Compliance Statement

A Negative Declaration was adopted by the San Pablo City Council on March 18, 2013 for the Rumrill Soccer Park.

BACKGROUND

The City Council on March 18, 2013 adopted Resolution 2013-049 approving application, PLAN1302-0002 consisting of a design review application and certification of an Initial Study and Negative Declaration for the construction of the Rumrill Soccer Park. These parcels are former Redevelopment Agency parcels. As part of the Redevelopment Agency dissolution the City Successor Agency is required to submit for Department of Finance approval of the Long-Range Property Management Plan that addresses the disposition and use of the former redevelopment agency properties. In order to avoid potential difficulty in receiving approval, we are rezoning, and better aligning the general plan and zoning designations. The soccer park is consistent with the *Recreation-Parks and Playgrounds* use class and would be allowed with a use permit in Table 18-A *Public and Semi-Public Districts: Use Regulations* for the OS (Open Space) District. The OS (Open Space) District is defined below:

Departmental Coordination

Dev. Services *[Signature]*
 Police _____

Finance *[Signature]*
 Public Works _____

OS Open Space District. The OS open space district is intended to implement the open space land use designation in the general plan by providing for non-recreational open space, active recreational open space, creeks, and passive recreational open space. This district is to be applied to lands owned by a public agency. In some situations other types of complementary uses are allowed with a use permit.

According to Table 10.1-1 *Consistency Between the General Plan and Zoning* in the 2030 General Plan, the zoning designation that would fit with the parcels' current General Plan designation of *Parks/Recreation* would be OS (Open Space).

PUBLIC HEARING NOTICE

15

A summary of the ordinance was published in the West County Times on April 17, 2014.

CITY COUNCIL ACTION

At the April 7, 2014 City Council meeting, Council was presented with the draft ordinance for review and recommendation. Based on the findings and information contained in the Council Action Form, the Council voted 5-0 to waive the first reading and introduce the draft ordinance.

ANALYSIS

Analysis of this item was provided during the first reading.

FISCAL IMPACT

There is no impact to the General Fund as a result of this Amendment.

ATTACHMENTS

None.

ORDINANCE 2014-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE ZONING MAP TO RECLASSIFY TWO VACANT PARCELS WITH ACCESS ON RUMRILL BOULEVARD (APN 410-012-007 AND 410-012-008), FROM C-2 (HEAVY COMMERCIAL) TO OS (OPEN SPACE).

THE CITY COUNCIL OF THE CITY OF SAN PABLO DOES ORDAIN AS FOLLOWS:

SECTION 1. Recitals.

- A. On March 18, 2013 the City Council adopted Resolution 2013-049 approving the design review and certifying the environmental review for the Rumrill Soccer Park.
- B. The proposed amendment to the existing zoning district is consistent with the objectives policies, general land uses and programs specified in the City's General Plan and are governed by the development regulations contained in the San Pablo Municipal Code.
 - 1. The City of San Pablo proposed to amend the Zoning Map of the 2002 Zoning Ordinance of the City of San Pablo to reclassify two vacant parcels with access on Rumrill Boulevard (APN 410-012-007 and 410-012-008), from C-2 (Heavy Commercial) to OS (Open Space) as shown in Attachment A.
 - 2. Notices were mailed to owners of properties within a 300 foot radius of the site. The notices were mailed on Wednesday, March 26, 2014.
 - 3. On February 19, 2013, the Planning Commission held a duly noticed public hearing on Rezoning Application No. PLAN1402-0004. After considering oral and written testimony, the Commission, by vote of 5-0, to adopt Resolution No. 14-03 recommending that the Council adopt a Resolution and an Ordinance amending the designation of the subject property.
 - 4. A Public Hearing notice was delivered to the *West County Times* newspaper on Monday, March 24, 2014 to be published on Friday March 28, 2014 and was published on advertising this item for City Council hearing.

SECTION 2. Findings.

The City Council hereby finds that based on the Planning Commission's staff report for the February 19, 2014 meeting and based on all the information in the Planning Divisions file on the project, and available for review in the Planning Division located at 13831 San Pablo Avenue, San Pablo and based on the written and oral testimony presented at the public hearing that:

1. That the proposed zoning map amendment is in the public interest and will further the San Pablo 2030 General Plan definition for the *Parks/Recreation* district by designating the site from C-2 (Heavy Commercial), to OS (Open Space) on the site will provide a community serving need.
2. That the proposed Zoning Map Amendment to reclassify the site from C-2 (Heavy Commercial), to OS (Open Space) is desirable to achieve the purposes of the zoning title and will be consistent with the 2030 General Plan.
3. Pursuant to Title XIV, California Code of Regulations ("CCR") § 753.5(c)(1), the Planning Commission has determined that, after considering the record as a whole, there is no evidence that the proposed Zoning Map Amendment will have the potential for any adverse effect on wildlife resources or the habitat upon which the wildlife depends as defined in Fish and Game Code § 711.2. Therefore, the payment of Fish and Game Department filing fees is not required in conjunction with this project. (Fish & Game Code, § 711.4; Title XIV, CCR § 735.5(a)(3).)
4. The proposed project has been determined to be categorically exempt from the provisions of CEQA, in accordance with CEQA Guidelines Section 15061 (b)(3), no potential for causing a significant effect on the environment.

SECTION 3. Decision

Rezoning

- A. Based on the findings and the authority set forth above, the City Council hereby rezones the subject property (as shown in Exhibit A attached hereto and made part hereof) from C-2 (Heavy Commercial), to OS (Open Space)

SECTION 4: Publication

This ordinance shall become effective thirty (30) days following its adoption and shall be published once within fifteen (15) days after adoption in the West County Times, a newspaper of general circulation in the City of San Pablo, or, in the alternative, the City Clerk may cause to be published a summary or display advertisement prepared by the City Attorney's office of this ordinance and a certified copy of the text of this ordinance shall be posted in the office of the City Clerk five (5) days prior to the date of adoption of this ordinance. Within fifteen (15) days after adoption, a certified copy of this ordinance together with the vote for and against, shall be posted in the office of the City Clerk.

* * * * *

First read and introduced at a regular meeting of the City Council of the City of San Pablo on the _____ and finally passed and adopted at a regular meeting of said City Council held on the _____ by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Ted J. Denney, City Clerk

Paul Morris, Mayor

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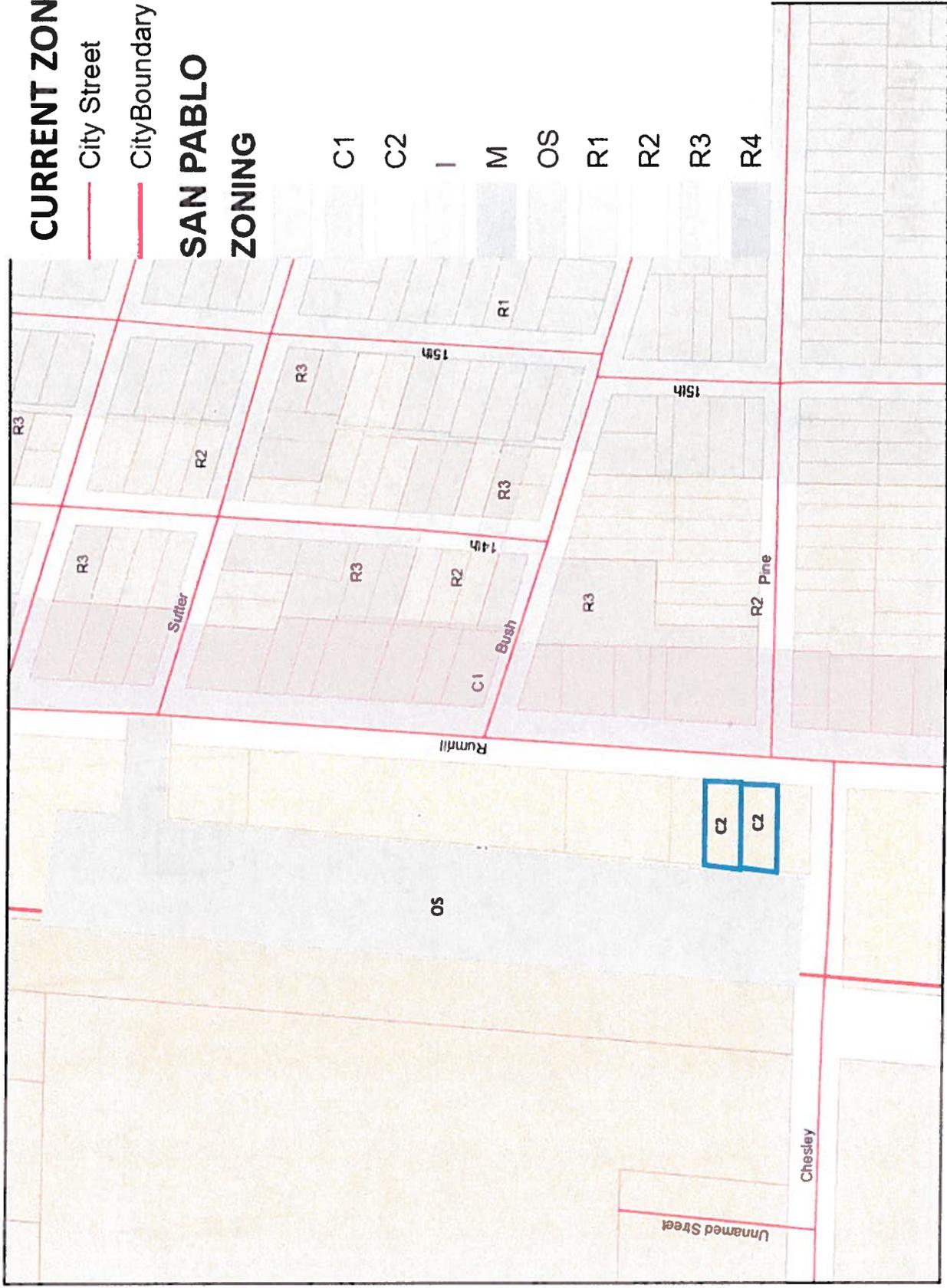
CURRENT ZONING

— City Street

— City Boundary

SAN PABLO ZONING

- C1
- C2
- I
- M
- OS
- R1
- R2
- R3
- R4



PROPOSED ZONING

— City Street

— City Boundary

SAN PABLO ZONING

C1

C2

I

M

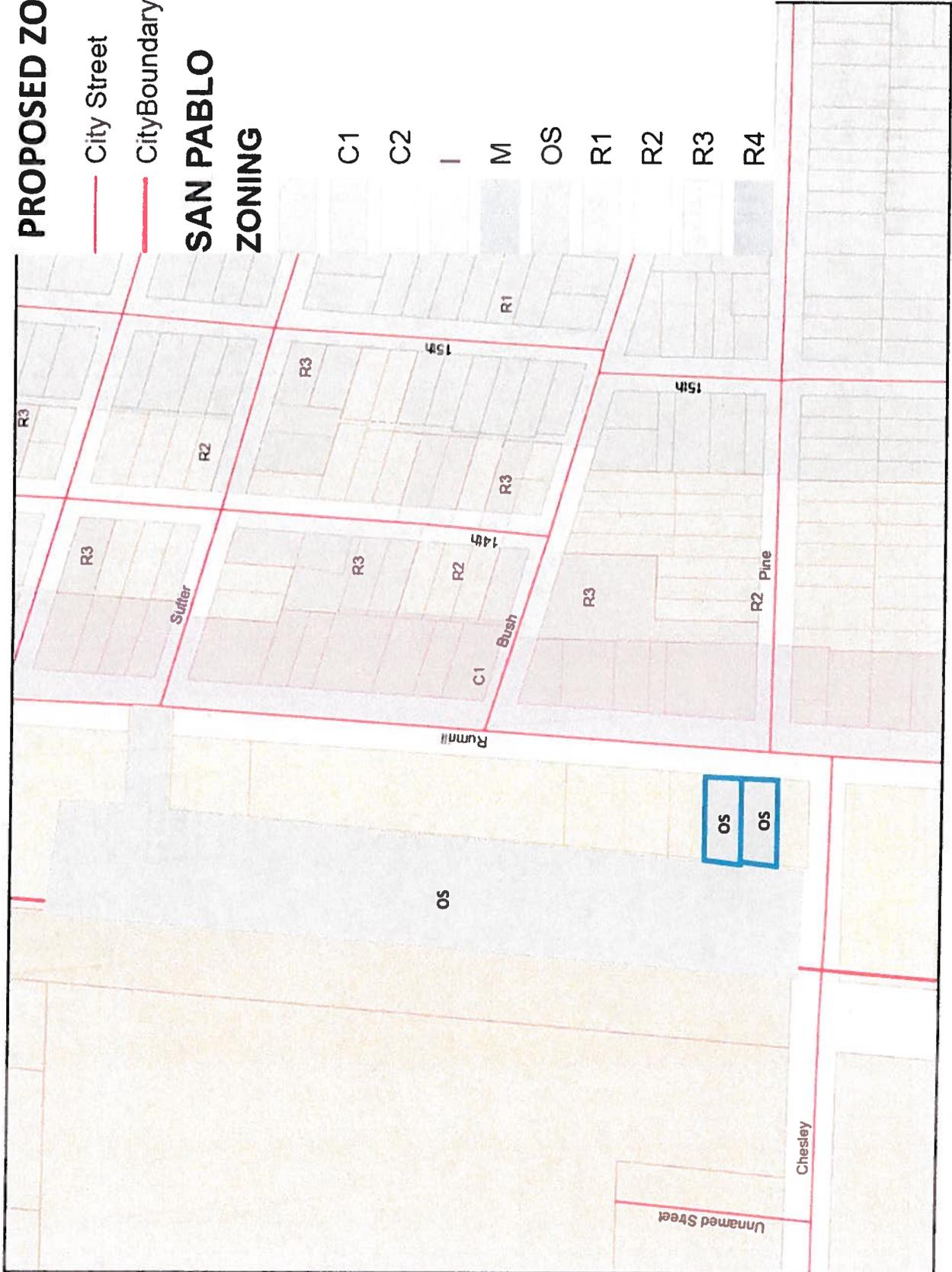
OS

R1

R2

R3

R4



**City of San Pablo
Summary of Proposed Ordinance**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE ZONING MAP TO RECLASSIFY A VACANT FLAG PARCEL WITH ACCESS ON RUMRILL BOULEVARD AND CHESLEY AVENUE (APN 409-313-009), FROM C-2 (HEAVY COMMERCIAL) TO OS (OPEN SPACE).

Please take notice that on Monday, April 21, 2014, in the San Pablo City Council Chambers, located in Building 2, at 13831 San Pablo Avenue, San Pablo, CA, at 6:00 pm, or as soon thereafter as the matter may be heard, the City Council of the City of San Pablo will consider adoption of the above-entitled ordinance.

The ordinance amends the Zoning Map of the 2002 Zoning Ordinance of the City of San Pablo to reclassify a vacant flag parcel with access on Rumrill Boulevard and Chesley Avenue (APN 409-313-009), from C-2 (Heavy Commercial) to OS (Open Space). The ordinance contains the City Council's findings that: that the proposed zoning map amendment is in the public interest and will further the San Pablo 2030 General Plan definition for the Parks/Open Space district; that the amendment will achieve the purposes of the zoning code; that there is no evidence that the amendment will have the potential for any adverse effect on wildlife resources or the habitat upon which the wildlife depends; and that the proposed project has been determined to be categorically exempt from the provisions of CEQA, in accordance with CEQA Guidelines Section 15061 (b)(3), no potential for causing a significant effect on the environment.

A certified copy of the proposed ordinance has been posted for viewing at the San Pablo City Clerk's Office, located at 13831 San Pablo Avenue, Building 1, San Pablo, CA.

Dated: April 15, 2014

By: Brian M. Libow, City Attorney

West County Times

1050 Marina Way S
Richmond, CA 94804
(510) 262-2740

SAN PABLO CITY OF
CITY CLERK OFFICE, LEHNY CORBIN, 13831 SAN PABLO
AV BLDG #3
SAN PABLO CA 94806

PROOF OF PUBLICATION

FILE NO. Rumrill Blvd.

In the matter of

West County Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the West County Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

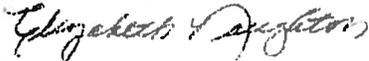
And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of August 29, 1978. Case Number 188884.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

4/15/2014

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 15th day of April, 2014.



Signature

Legal No 0005153854

City of San Pablo Summary of Proposed Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE ZONING MAP TO RECLASSIFY A VACANT FLAG PARCEL WITH ACCESS ON RUMRILL BOULEVARD AND CHESLEY AVENUE (APN 409-313-009), FROM C-2 (HEAVY COMMERCIAL) TO OS (OPEN SPACE).

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A certified copy of the proposed ordinance has been posted for viewing at the San Pablo City Clerk's Office, located at 13831 San Pablo Avenue, Building 1, San Pablo, CA.

Dated: April 15, 2014
By: Brian M. Libow, City Attorney
WCT# 5153854 April 15, 2014

REQUEST FOR CITY COUNCIL ACTION



CITY OF SAN PABLO
City of New Directions

PREPARED BY: Eugenio Salcedo, Planning Intern MEETING DATE: April 21, 2014

DATE: April 8, 2014

PHONE: (510) 215-3030

SUBJECT: **SECOND READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO RATIFYING ORDINANCE NO. 2013-22 OF THE CONTRA COSTA FIRE PROTECTION DISTRICT AMENDING THE 2013 CALIFORNIA FIRE CODE.**

APPROVED: _____
DEPARTMENT HEAD

Th. D. West, MPA
CITY MANAGER
Acting

[Signature]
CITY ATTORNEY

RECOMMENDED ACTION

Waive second reading and adopt the Ordinance.

COMPLIANCE STATEMENTS

FY 2013-14 Council Priority Workplan Compliance Statement

The Green/LEED Building Standard is an adopted policy item under the FY 2013-2014 Council Priority Workplan, effective July 1, 2013.

BACKGROUND

The City of San Pablo City Council adopted the 2013 Fire Codes on January 13, 2014. The County Board of Supervisors voted in October 2013 to adopt the 2013 Fire Codes subject to amendments. The findings necessary to amend the code due to local climatic, geological, and topographic conditions are described in Exhibit A.

California Health and Safety Code, Section 13869.7 enables the City to ratify, modify or deny the District-adopted ordinance. The Building Official for the City of San Pablo has recommended ratification of the Fire District's ordinance in its entirety as a responsible measure to provide additional, reasonable and uniform degrees of fire and life safety to San Pablo citizens, businesses, and community.

The attached ordinance ratifies Ordinance No. 2013-22 of the Contra Costa Fire Protection District within the jurisdictional limits of the City of San Pablo.

PUBLIC HEARING NOTICE

A legal notice was sent to the West County Times on March 26, 2014 to be published on March 29, 2014.

Departmental Coordination
 Dev. Services _____
 Police _____
 Finance _____
 Public Works _____

CITY COUNCIL ACTION

At the April 7, 2014 City Council meeting, Council was presented with the draft ordinance for review and recommendation. Based on the findings and information contained in the Council Action Form, the Council voted 5-0 to waive the first reading and introduce the draft ordinance.

ANALYSIS

Analysis of this item was provided during the first reading. However, the Findings for amendment to 2013 Fire Code and Ordinance No. 2013-22 have been included as Exhibit A and B respectively.

FISCAL IMPACT

There is no fiscal impact to the General Fund in amending the Fire Code.

ATTACHMENTS

- Exhibit A: Findings for Amendment to 2013 Fire Code
- Exhibit B: Ordinance No. 2013-22 of the Contra Costa County Board of Supervisors

ORDINANCE 2014-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO RATIFYING ORDINANCE NO. 2013-22 FIRE CODE, AN ORDINANCE OF THE CONTRA COST COUNTY FIRE PROTECTION DISTRICT, AMENDING THE 2013 CALIFORNIA FIRE CODE.

WHEREAS, the City of San Pablo is wholly contained within the geographical boundaries of a legal special district known as the Contra Costa County Fire Protection District, formed pursuant to California Health and Safety Code Section 13800 *et seq*; and

WHEREAS, the Contra Costa County Fire Protection District has responsibility for emergency, medical first-responder services, fire suppression and fire protection duties within its special district boundary, including within the City of San Pablo; and

WHEREAS, on October 22, 2013 the Board of Supervisors of Contra Costa County voted to adopt the 2013 California Fire Code, as amended, by adoption of County Ordinance No. 2013-22; and

WHEREAS, pursuant to California Health and Safety Code Section 13869.7, any fire protection district that adopts an ordinance pertaining to building standards related to fire and panic safety that are more stringent than those building standards adopted by the State Fire Marshal shall transmit the adopted ordinance to the city where the ordinance will apply; and

WHEREAS, the City has received a copy of County Ordinance No. 2013-22 from the Contra Costa Fire Protection District and in accord with the Health and Safety Code the City may ratify, modify or deny the District-adopted ordinance, and no ordinance adopted by the Fire District shall be effective within the municipal limits of the City of San Pablo until ratified by the San Pablo City Council; and

WHEREAS, the Building Official for the City of San Pablo has recommended ratification of the Fire District's ordinance in its entirety; and

WHEREAS, the City Council does hereby find and determine that the ratification of Ordinance No. 2013-22 of the Contra Costa Fire Protection District for implementation of the 2013 California Fire Code, as amended, within the jurisdictional boundary of the City of San Pablo is a responsible measure to provide a reasonable and uniform degree of fire and life safety to its citizens, businesses and community; and

WHEREAS, the City Council does hereby ratify Ordinance No. 2013-22 of the Contra Costa County Fire Protection District, and pursuant to Health and Safety Code Section 13869.7 (h)(1), the City Council does hereby delegate enforcement of the District's Ordinance No. 2013-22 within the jurisdictional limits of the City of San Pablo to the Fire Chief of the Contra Costa County Fire Protection District or authorized representative.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN PABLO DOES ORDAIN AS FOLLOWS:

Section 1: Section 15.04.050 if the San Pablo Municipal Code is amended to read as follows:

15.04.50 Fire Code-Ratified.

Ordinance 2013-22 of the Contra Costa County Fire Protection District, adopted October 22, 2013, is hereby ratified by the City Council under the authority of California Health and Safety Code section 13869.7. Ordinance No. 2013-22 amends Chapter 1 - Scope and Administration; Chapter 2 - Definitions; Chapter 3 - General precautions Against Fire; Chapter 4 - Emergency Planning and preparedness; Chapter 5 - Fire Service Features; Chapter 6 - Building Services and Systems; Chapter 8 - Interior Finish, Decorative Materials and Furnishings; Chapter 9 - Fire Protection Systems; Chapter 10 - Means of Egress; Chapter 50 - Hazardous Materials; Chapter 56 - Explosives and Fireworks; Chapter 57 - Flammable and Combustible Liquids; Chapter 58 - Flammable Gases and Flammable Cryogenic Fluids; Chapter 61 - Liquefied Petroleum Gases. Chapter 80 - Referenced Standards; Appendix B: Fire-Flow requirements for buildings; Appendix C. Fire Hydrant Locations and Distribution; Appendix D. Fire Apparatus Access Roads; Section 4 - References to Prior Code; Section 5 - Validity; Section 6 - More Restrictive Requirements; Section 7 - Effective Date.

Section 2: Severability. If any sections, subsections, sentences, clauses, phrases or portions of the ordinance are for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this and each section, subsection, phrase or clause of this ordinance whether or not any one or more sections, subsections, phrases or clauses may be declared invalid or unconstitutional on their face or as applied.

Section 3: This ordinance shall become effective thirty (30) days following its adoption and shall be published once within fifteen (15) days after adoption in the West County Times, a newspaper of general circulation in the City of San Pablo, or, in the alternative, the City Clerk may cause to be published a summary or display advertisement prepared by the City Attorney's office of this ordinance and a certified copy of the text of this ordinance shall be posted in the office of the City Clerk five (5) days prior to the date of adoption of this ordinance. Within fifteen (15) days after adoption, a certified copy of this ordinance together with the vote for and against, shall be posted in the office of City Clerk.

First read at a regular meeting of the City Council of the City of San Pablo on April 7, 2014 and finally passed and adopted at a regular meeting of said City Council held on _____, 2014.

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED

Ted J. Denney, City Clerk

Paul V. Morris, Mayor

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EXHIBIT A

CONTRA COSTA COUNTY, CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT AND CROCKETT-CARQUINEZ FIRE PROTECTION DISTRICT FINDINGS OF NEED FOR CHANGES OR MODIFICATIONS IN THE 2013 CALIFORNIA BUILDING STANDARDS CODE, TITLE 24, PART 9, CALIFORNIA FIRE CODE, DUE TO LOCAL CONDITIONS

I. Changes or Modifications

Pursuant to Section 17958 of the State of California Health and Safety Code, the Contra Costa County Board of Supervisors, in its capacity as the Board of Supervisors and the Board of Directors of the Contra Costa County Fire Protection District and the Crockett-Carquinez Fire Protection District (collectively "Fire District"), in its ordinance adopting and amending the 2013 California Building Standards Code, Title 24, Part 9, California Fire Code, changes, modifies, and amends Section 903.1 through Section 907.8.7.

II. Finding

Pursuant to Sections 17958.5 and 17958.7 of the State of California Health and Safety Code, the Contra Costa County Board of Supervisors, in its capacity as the Board of Supervisors and the Board of Directors of the Contra Costa County Fire Protection District and the Crockett-Carquinez Fire Protection District, finds that the above referenced change, modification, and amendment is needed and is reasonably necessary because of certain local climatic, geological, and topographic conditions as described below.

A. Climatic

1. Precipitation and Relative Humidity

(a) Conditions

Precipitation ranges from 15 to 24 inches per year with an average of approximately 20 inches per year. Ninety-six (96) percent falls during the months of October through April and four (4) percent from May through September. This is a dry period of at least five (5) months each year. Additionally, the area is subject to occasional drought. Relative humidity remains in the middle range most of the time. It ranges from forty-five (45) to sixty-five (65) percent during spring, summer, fall, and from sixty (60) to ninety (90) percent in the winter. It occasionally falls as low as fifteen (15) percent.

(b) Impact

Locally experienced dry periods cause extreme dryness of untreated wood shakes and shingles on buildings and non-irrigated grass, brush and weeds, which are often near buildings with wood roofs and sidings. Such dryness causes these materials to ignite very readily and burn rapidly and intensely.

Because of dryness, a rapidly burning grass fire or exterior building fire can quickly transfer to other buildings by means of radiation or flying brands, sparks

and embers. A small fire can rapidly grow to a magnitude beyond the control capabilities of the Fire District resulting in an excessive fire loss.

2. Temperature

(a) Conditions

Temperatures have been recorded as high as 114⁰ F. Average summer highs are in the 90⁰ range, with average maximums of 105⁰ F.

(b) Impact

High temperatures cause rapid fatigue and heat exhaustion of firefighters, thereby reducing their effectiveness and ability to control large building and wildland fires.

Another impact from high temperatures is that combustible building material and non-irrigated weeds, grass and brush are preheated, thus causing these materials to ignite more readily and burn more rapidly and intensely. Additionally, the resultant higher temperature of the atmosphere surrounding the materials reduces the effectiveness of the water being applied to the burning materials. This requires that more water be applied, which in turn requires more Fire District resources in order to control a fire on a hot day. High temperatures directly contribute to the rapid growth of fires to an intensity and magnitude beyond the control capabilities of the Fire District.

3. Winds

(a) Conditions

Prevailing winds in the area are from the south or southwest in the mornings and from the north or northwest in the afternoons. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the fourteen (14) mph to twenty-three (23) mph ranges, gusting to twenty-five (25) to thirty-five (35) mph. Forty (40) mph winds are experienced occasionally and winds up to fifty-five (55) mph have been registered locally. During the winter half of the year, strong, dry, gusty winds from the north move through the area for several days creating extremely dry conditions.

(b) Impact

Winds such as those experienced locally can and do cause fires, both interior and exterior, to burn and spread rapidly. Fires involving non-irrigated weeds, grass and brush can grow to a magnitude and be fanned to intensity beyond the control capabilities of the Fire District very quickly even by relatively moderate winds. When such fires are not controlled, they can extend to nearby buildings, particularly those with untreated wood shakes or shingles.

Winds of the type experienced locally also reduce the effectiveness of exterior water streams used by the Fire District on fires involving large interior areas of buildings, fires which have vented through windows and roofs due to inadequate built-in fire protection and fires involving wood shake and shingle building

exteriors. Local winds will continue to be a definite factor towards causing major fire losses to buildings not provided with fire resistive roof and siding materials and buildings with inadequately separated interior areas or lacking automatic fire protection systems. National statistics frequently cite wind conditions, such as those experienced locally, as a major factor where conflagrations have occurred.

4. Summary

These local climatic conditions affect the acceleration, intensity, and size of fire in the community. Times of little or no rainfall, of low humidity, and high temperatures create extremely hazardous conditions, particularly as they relate to wood shake and shingle roof fires and conflagrations. The winds experienced in this area can have a tremendous impact upon structure fires. During wood shake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. In building fires, winds can literally force fires back into the building and can create a blow torch effect, in addition to preventing "natural" ventilation and cross-ventilation efforts.

B. Geological and Topographic

1. Seismicity

(a) Conditions

Contra Costa County is located in Seismic Risk Zone 4, which is the worst earthquake area in the United States. Buildings and other structures in Zone 4 can experience major seismic damage. Contra Costa County is in close proximity to the San Andreas Fault and contains all or portions of the Hayward, Calaveras, Concord, Antioch, Mt. Diablo, and other lesser faults. A 4.1 earthquake with its epicenter in Concord occurred in 1958, and a 5.4 earthquake with its epicenter also in Concord occurred in 1955. The Concord and Antioch faults have a potential for a Richter 6 earthquake and the Hayward and Calaveras faults have the potential for a Richter 7 earthquake. Minor tremblers from seismic activity are not uncommon in the area.

The fire environment of a community is primarily a combination of two factors: the area's physical **geologic** characteristics and a historic pattern of urban-suburban development. These two factors, alone and combined, create a mixture of environments which ultimately determines the area's fire protection needs. The Fire District has 3 distinct areas. They are: the West, which includes the City of San Pablo and the communities of North Richmond, El Sobrante, and East Richmond Heights. The Central includes the Cities of Lafayette, Martinez, Pleasant Hill, Concord, Walnut Creek, Clayton and the communities of Clyde, Pacheco, Alhambra Valley and Alamo. The East includes the Cities of Antioch, Pittsburg and the community of Bay Point.

Because of the size of the Contra Costa County Fire Protection District (304 Square miles) the characteristics of the fire environment changes from one location to the next. Therefore the District has not one, but a number of fire

environments, each of which has its individual fire protection needs from two major oil refineries, to heavy industrial facilities, freeways, rail lines, waterways, port facilities, wildland areas, urban and suburban town settings and major downtown areas.

Interstates 80 and 680, State Highways 4, 24 and 242, Bay Area Rapid Transit District (BART) and major thoroughfares travel throughout the District. There are 2 major rail lines which run through the District. An overpass or underpass crossing collapse would alter the response route and time for responding emergency equipment. This is due to the limited crossings of the major highways and rail lines.

Earthquakes of the magnitude experienced locally can cause major damage to electrical transmission facilities, which, in turn, cause power failures while at the same time starting fires throughout the Fire District. The occurrence of multiple fires will quickly deplete existing fire district resources; thereby reducing and/or delaying their response to any given fire. Additionally, without electrical power, elevators, smoke management systems, lighting systems, alarm systems and other electrical equipment urgently needed for building evacuation and fire control in large buildings without emergency generator systems would be inoperative, thereby resulting in loss of life and/or major fire losses in such buildings.

(b) Impact

A major earthquake could severely restrict the response of the Fire District and its capability to control fires involving buildings of wood frame construction, with ordinary wood shake and shingle exteriors, or with large interior areas not provided with automatic smoke and fire control systems.

2. Soils

(a) Conditions

The area is replete with various soils, which are unstable, clay loam and alluvial fans being predominant. These soil conditions are moderately to severely prone to swelling and shrinking, are plastic, and tend to liquefy.

Throughout the Fire District, the topography and development growth has created a network of older, narrow roads. These roads vary from gravel to asphalt surface and vary in percent of slope, many exceeding twenty- (20) percent. Several of these roads extend up through the winding passageways in the hills providing access to remote, affluent housing subdivisions. Many of these roads are private with no established maintenance program. During inclement weather, these roads are subject to rock and mudslides, as well as down trees, obstructing all vehicle traffic. It is anticipated that during an earthquake, several of these roads would be practically impassable.

3. Topographic

(a) Conditions

i. Vegetation

The service area of the Contra Costa County Fire Protection District has a varied topography and vegetative cover. A conglomeration of flat lands, hills, and ridges make up the terrain. Development has occurred on the flat lands in the District and in the past 15 years development has spread into the hills, valleys and ridge lands of the District.

Highly combustible dry grass, weeds, and brush are common in the hilly and open space areas adjacent to built-up locations six (6) to eight (8) months of each year. Many of these areas frequently experience wildland fires, which threaten nearby buildings, particularly those with wood roofs, or sidings. This condition can be found throughout the Fire District, especially in those fully developed areas and those areas marked for future development.

ii. Surface Features

The arrangement and location of natural and manmade surface features, including hills, creeks, canals, freeways, housing tracts, commercial development, fire stations, streets and roads, combine to limit efficient response routes for Fire District resources into and through many areas.

iii. Buildings, Landscaping and Terrain

Many of the "newer" large buildings and building complexes have access and landscaping features or designs which preclude, or greatly limit, efficient approach or operational access to them by Fire District vehicles. In addition, the presence of security gates, roads of inadequate width and grades which are too steep for Fire District vehicles create an adverse impact on fire suppression efforts.

When Fire District vehicles cannot gain access to buildings involved with fire, the potential for complete loss is realized. Difficulty reaching a fire site often requires additional fire personnel and resources to successfully and safely mitigate the event. Access problems often result in severely delaying, misdirecting, or making fire and smoke control efforts unsuccessful.

(b) Impact

The above local geological and topographical conditions increase the magnitude, exposure, accessibility problems, and fire hazards presented to the Contra Costa County Fire Protection District. Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself. Hazardous materials, particularly toxic gases, could pose the greatest threat to the largest number, should a significant seismic event occur. Public Safety resources would

have to be prioritized to mitigate the greatest threat, and may likely be unavailable for smaller single dwelling or structure fires.

Other variables may intensify the situation:

1. The extent of damage to the water system.
2. The extents of isolation due to bridge and/or freeway overpass collapse.
3. The extent of roadway damage and/or amount of debris blocking the roadways.
4. Climatic conditions (hot, dry weather with high winds).
5. Time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours.
6. The availability of timely mutual aid or military assistance.
7. The large portion of dwellings with wood shake or shingles coverings could result in conflagrations.

III. Summary

Local climatic, geologic, and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity, and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. This was the case in the October 17, 1989 Loma Prieta earthquake that measured 6.9 and occurred on the San Andreas fault, centered near Santa Cruz. This event caused several residential fires and numerous commercial buildings were damaged.

Therefore, based on the findings declared in this document, it is found reasonably necessary that the 2013 California Fire Code be changed or modified to mitigate the effects of the above conditions.

The changes and/or modifications to the 2013 California Fire Code, as expressed in Ordinance #2013-22 of Contra Costa County, the Contra Costa County Fire Protection District and the Crockett-Carquinez Fire Protection District, are found to be necessary to mitigate the above described impacts which are caused by the above described local climatic, geological and topographic conditions.

Ordinance #2013-22 is attached in its entirety.

EXHIBIT B

ORDINANCE NO. 2013-22

FIRE CODE

ORDINANCES OF THE COUNTY OF CONTRA COSTA, THE CROCKETT-CARQUINEZ FIRE PROTECTION DISTRICT, AND THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADOPTING THE 2013 CALIFORNIA FIRE CODE WITH AMENDMENTS.

The Contra Costa County Board of Supervisors, as the Board of Supervisors for Contra Costa County and as the Board of Directors of the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District, ordains as follows:

SECTION 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

Contra Costa County, the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District hereby adopt the 2013 California Fire Code (California Code of Regulations, Title 24, Part 9 [based on the 2012 International Fire Code published by the International Code Council]), including Chapters 1-10 and 12-80, Appendix B, Appendix C, Appendix D, Appendix F, Appendix H, Appendix I, Appendix J, and Appendix K, as amended by the changes, additions and deletions set forth in this ordinance. The 2013 California Fire Code, with the changes, additions, and deletions set forth this ordinance, is adopted by this reference as though fully set forth in this ordinance. As of the effective date of this ordinance, the provisions of the fire code are controlling and enforceable within the limits of each jurisdiction.

SECTION 2. AMENDMENTS TO THE CALIFORNIA FIRE CODE.

The 2013 California Fire Code is amended by the changes, additions and deletions set forth in this Section 2. Chapter and Section numbers used below are those of the 2013 California Fire Code.

Chapter 1. Scope and Administration.

Section 101.1 is amended to read:

101.1 Title. This code is the Fire Code of Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District, and is hereinafter referred to as "this code".

Section 102.1 is amended to add item 5, to read:

102.1 Construction and design provisions. The construction and design provisions of this code shall apply to:

- 5. Where not otherwise limited by law, the provisions of this code shall apply to vehicles, ships, and boats that are permanently affixed to a specific location within the boundaries of this jurisdiction.

Section 105.6 is amended to read:

105.6 Required operational permits. The fire code official is authorized to issue operational permits for the operations set forth in Chapter 1, Sections 105.6.1 through 105.6.54.

Section 105.6 is amended by adding subsections 105.6.48 through 105.6.54. to read:

105.6.48 Asbestos removal. A permit is required to conduct asbestos-removal operations regulated by Section 3318.

105.6.49 Battery systems. A permit is required to operate stationary lead-acid battery systems having a liquid capacity of more than 50 gallons (189 L) pursuant to Section 608.

105.6.50 Christmas tree sales. A permit is required to use a property for the purpose of selling cut Christmas trees.

105.6.51 Firework aerial display. A permit is required to conduct a firework display regulated by California Code of Regulations, Title 19 and Chapter 56 of this code.

105.6.52 Model rockets. A permit is required to sell model rockets equipped with model rocket motors or to launch model rockets more than three times from the same site on any day pursuant to California Code of Regulations, Title 19, Division 1, Article 17.

105.6.53 Temporary water supply. A permit is required to use a temporary water supply for construction of residential projects or subdivisions pursuant to Section 3312.1.

105.6.54 Tire storage. A permit is required to store more than 1,000 cubic feet (28.3m³) of tires inside buildings pursuant to Chapter 34.

Section 105.7 is amended to read:

105.7 Required construction permits. The fire code official is authorized to issue construction permits for the operations set forth in Chapter 1, Sections 105.7.1 through 105.7.21.

Section 105.7 is amended by adding sections 105.7.17 through 105.7.22 as follows:

105.7.17 Access for fire apparatus. Plans shall be submitted and a permit is required to install, improve, modify, or remove public or private roadways, driveways, and bridges for which Fire District access is required by the Fire Code. A permit is required to install a gate across a fire apparatus access road pursuant to Section 503.

105.7.18 Construction, alteration, or renovation of a building for which a building permit is required. Plans shall be submitted to the fire code official for all land developments or for the construction, alteration, or renovation of a building within the jurisdiction where a building permit is required.

Exception: Non-sprinklered Group R-3 Occupancies where work does not involve a substantial addition or expansion.

ORDINANCE NO. 2013-22

2

105.7.19 Medical gas systems. A construction permit is required for the installation of or modification to a medical gas system pursuant to Section 5306.

105.7.20 Refrigeration equipment. A permit is required to install a mechanical refrigeration unit or system regulated by Chapter 6.

105.7.21 Land Development, Subdivisions. Plans shall be submitted to the fire code official for all land developments or improvements proposed within the jurisdiction that involve the subdivision of land.

105.7.22 Water supply for fire protection. Plans shall be submitted to the fire code official for the purpose of determining whether adequate water supplies, fire hydrants, and associated systems are provided for all facilities, buildings or portions of buildings either constructed or moved into the District pursuant to Section 507.

Section 105.8 is added to read:

105.8 Responsibility of permittee. Work performed under a construction permit shall be in accordance with the approved plans and with all requirements of this code and any other laws or regulations applicable thereto. No Fire District approval relieves or exonerates any person from the responsibility of complying with the provisions of this code, nor does any Fire District approval establish any vested rights with respect to any work performed that is performed or completed in violation of this code.

Section 108.1 is amended to read:

108.1 Board of Appeals established. In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there is hereby created a board of appeals. The board of appeals is comprised of the Board of Directors.

Section 108.3 is deleted.

Section 109.4 is amended in its entirety to read:

109.4 Violation penalties. Every person who violates any provision of this fire code is guilty of an infraction or misdemeanor, which will be determined by the Fire District, in accordance with Health and Safety Code Section 13871. Each infraction or misdemeanor will be punishable by an administrative fine, in accordance with Government Code Section 53069.4. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten (10) days that prohibited conditions are maintained shall constitute a separate offense. The application of the aforesaid penalty shall not be held to prevent the enforced removal of prohibited conditions. This section is a declaration of Health and Safety Code section 13871 and is not intended to create a different or separate penalty.

Section 111.4 is amended to read:

111.4 Failure to comply. Any person who continues any work after having been served with a stop work order is subject to citation, except any work that a person is directed by the fire code official to perform to remove a violation or unsafe condition.

Chapter 2. Definitions.

Section 202 is amended by adding the following definitions to read:

Administrator. Fire Chief.

All-weather driving surface. A roadway with a minimum surface finish of one layer of asphalt or concrete that is designed to carry the imposed weight loads of fire apparatus.

Board of Directors. The Contra Costa County Board of Supervisors as the governing body of the Crockett-Carquinez Fire Protection District and the Contra Costa County Fire Protection District.

Board of Fire Commissioners. An advisory commission appointed by the Board of Directors to act as set forth in this ordinance and by resolutions of the Board of Directors.

Driveway. A private roadway that provides access to no more than two (2) single-family dwellings.

Fire Code Official. In the Contra Costa County Fire Protection District, the Fire Code Official is the Fire Marshal. In the Crockett-Carquinez Fire Protection District, the Fire Code Official is the Fire Chief.

Firebreak. A continuous strip of land upon and from which all rubbish, weeds, grass or other growth that could be expected to burn has been abated or otherwise removed in order to prevent extension of fire from one area to another.

Firetrail. A graded firebreak of sufficient width, surface, and design to provide access for personnel and equipment to suppress and to assist in preventing a surface extension of fires.

Nuisance Fire Alarm. The activation of any fire protection or alarm system which results in the response of the Fire District and is caused by malfunction, improper maintenance, negligence, or misuse, of the system by an owner, occupant, employee, or agent, or any other activation not caused by excessive heat, smoke, fire, or similar activating event.

Response time. The elapsed time from receipt of call to the arrival of the first unit on scene.

Running time. The calculated time difference between leaving the first-due station and arriving on the emergency scene.

Rural area. An area generally designated for agricultural or open space uses with parcels more than 10 acres (4.046873ha) in size.

Rural residential area. An area generally designated for single family residential use with parcels between three (1.2140619ha) and 10 (4.046873ha) acres in size.

Sky Lantern. An airborne lantern typically, but not necessarily, made of paper with a wood frame containing a candle, fuel cell composed of waxy flammable material, or other open flame that serves as a heat source, which heats the air inside the lantern to cause it to lift into the air. Sky candles, fire balloons, and airborne paper lanterns are considered sky lanterns under this code.

Sprinkler Alarm and Supervisory System (SASS): A Dedicated Function Fire Alarm System located at the protected premise installed specifically to monitor sprinkler water-flow alarm, valve supervisory, and general trouble conditions where a Building Fire Alarm is not required.

Substantial Addition or Expansion. Addition, expansion, remodel, or renovation of any structure where the addition of new fire area exceeds fifty percent of the existing fire area.

Temporary fire department access road for construction. An approved temporary roadway for emergency vehicle use during construction of residential subdivision projects.

Temporary fire department access road for construction of one (1) residential (R3) unit. A temporary roadway for emergency vehicle use during construction of an individual residential (R3) structure where a fire department access road is required as part of the project.

Temporary water supply. Water stored for firefighting purposes in an approved aboveground tank during combustible construction.

Tree litter. Any limbs, bark, branches and/or leaves in contact with other vegetation or left to gather on the ground.

Chapter 3. General Precautions Against Fire.

Section 304.1.2 is amended to read:

304.1.2 Vegetation. Hazards created by the growth of weeds, grass, vines, trees or other growth capable of being ignited and endangering property shall be mitigated in accordance with Section 319.

Section 304.1.4 is added to read:

304.1.4 Clothes Dryers. Clothes dryers shall be frequently cleaned to maintain the lint trap, mechanical and heating components, vent duct and associated equipment free from accumulations of lint and combustible materials.

Section 308.1.4 Exception 1 is amended to read:

Exception 1. Residential Occupancies.

Section 308.1.6.3 is added to read:

308.1.6.3 Sky lanterns. No person shall release or cause to be released an untethered sky lantern. A sky lantern shall be tethered in a safe manner to prevent it from becoming airborne, and it must be constantly attended until extinguished.

Section 319 is added to Chapter 3, to read:

319 Exterior Fire Hazard Control.

319.1 General.

319.1.1 Jurisdictional Authority. The Board of Directors, as the supervising, legislative and executive authority of the jurisdiction, hereby delegates to the Board of Fire Commissioners of the jurisdiction all its powers, duties and rights to act pursuant to Part 5 (commencing with Section 14875), Division 12, of the Health and Safety Code, to clear or order the clearing of rubbish, litter or other flammable material where such flammable material endangers the public safety by creating a fire hazard. Fire hazard abatement will be conducted in accordance with the provisions of said Part 5 and this ordinance. In the application of the provisions of said Part 5 to fire hazard abatement proceedings under this ordinance and the Fire Protection District Law of 1987, the terms "Board of Directors" or "Board," when used in Part 5, means the Board of Fire Commissioners of this jurisdiction under this section; and the officers designated in Health and Safety Code Section 14890 are the employees of the jurisdiction.

319.1.2 Retention of Jurisdictional Authority. If no Board of Fire Commissioners has been appointed for the jurisdiction, then the Board of Directors retains its powers and rights to act pursuant to said Part 5.

319.1.3 Contract for Services. The Board of Directors reserves and retains the power to award a contract for fire hazard abatement work when the employees of the jurisdiction are not used to perform the abatement work.

319.2 Definitions.

Weeds. All weeds growing upon streets or private property in the jurisdiction, including any of the following:

1. Weeds that bear seeds of a fluffy nature or are subject to flight.
2. Sagebrush, chaparral (including Chanise, Coyote Brush/Greasewood, Brooms, and Buckwheat), and any other brush or weeds that attain such large growth as to become, when dry, a fire menace to adjacent improved property.
3. Weeds that are otherwise noxious or dangerous.
4. Poison oak and poison sumac when the conditions of growth constitute a menace to public health.
5. Dry grass, brush, tree litter, litter, or other flammable materials that endanger the public safety by creating a fire hazard.

Rubbish. Waste matter, litter, trash, refuse, debris and dirt on streets, or private property in the jurisdiction which is, or when dry may become, a fire hazard.

Streets. Includes alleys, parkways, driveways, sidewalks, areas between sidewalks and curbs, highways, public right of ways, private road, trails, easements, and fire trails.

Person. Includes individuals, firms, partnerships, and corporations.

Defensible Space. The area within the perimeter of a parcel providing the key point of defense from an approaching wildland or escaping structure fire.

Priority Hazard Zone. An area where the threat from wildfire is severe due to proximity to open space, topography, degree of space, density of homes amount of vegetation (native and ornamental) and other conditions favorable to fast moving fires.

Reduced Fuel Zone. The area that extends from thirty (30) feet to one hundred (100) feet or more away from the structure or to the property line, whichever is closer to the structure.

Cost of Abatement. Includes all expenses incurred by the jurisdiction in its work of abatement undertaken and administrative costs pursuant to Section 319.5 of this Ordinance.

319.3 Weeds and Rubbish a Public Nuisance. The Board hereby declares that all weeds growing upon private property or streets in this jurisdiction and all rubbish on private property or streets in this jurisdiction are public nuisances. Such weed nuisance is seasonal and recurrent.

319.4 Abatement of Hazard.

319.4.1 Prohibition. No person who has any ownership or possessory interest in or control of parcel of land shall allow to exist thereon any hazardous rubbish, weeds, trees, or other vegetation that constitutes a fire hazard. Destruction by burning within this jurisdiction is unlawful unless the written permission of the fire chief is first obtained, and all other applicable permits are obtained from appropriate governing agencies or jurisdictions.

319.4.2 Specific Requirements. The District shall develop minimum abatement standards for land in residential, rural and/or rural residential, business, industrial areas, or land which is unused or vacant. Such standards may be modified periodically as circumstances dictate.

319.4.2.1 Clearance of Weeds from Streets. The Fire Code Official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of streets which are improved, designed or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth. The Fire Code Official is authorized to enter upon private property to do so, to the extent allowed by law.

319.5 Abatement Procedures.

319.5.1 Abatement Order. The fire code official may order the abatement of the weeds and rubbish described in Sections 304.1.2 and 319.2. On making the order, the fire code official will mail a copy of a notice to the owners of the affected property as their names and addresses appear upon the last county equalized assessment roll, or as their names and addresses are known to the fire code official. As an alternative to mailing, the notice may be posted upon the affected property and published in the jurisdiction, not less than 15 days prior to the date of the abatement hearing. Copies of the notice will be

headed with the words "Notice to Abate Weeds and Rubbish" in letters at least one inch high. The notice will be in substantially the following form:

NOTICE TO ABATE WEEDS AND RUBBISH

You are hereby notified that weeds and rubbish constitute a fire hazard on the following described property owned by you:

(Describe property by common street designation, by metes and bounds, Assessor's code area and parcel number, or by reference to attached map).

You must remove the weeds and rubbish within fifteen (15) days from the date of this notice. If you fail to do so, the (jurisdiction) Fire Protection District will remove it, and the cost of the abatement, including administrative costs, will be collected as property taxes and will be a lien on your property until paid.

You are further notified that the Board of Supervisors has declared that such weeds and rubbish constitute a public nuisance and that such weeds also constitute a seasonal and recurring nuisance.

You may appear before the Board of Fire Commissioners of this jurisdiction on (time and date) at (place-room, street, address, and city) to show cause why this order should not be enforced.

(Signed): (Name of fire code official of name of jurisdiction)

319.5.2 Hearing Date. A date for hearing on the notice will be sent at least fifteen (15) days after the date of the notice. The date of the notice is the date on which the notice is placed in the United States mail or the date on which it is posted on the property. At the hearing, the property owner or his agent may appear to show cause why the order should not be enforced. For good cause shown, the Board of Fire Commissioners may extend the time for compliance with the order or may rescind the order.

319.5.3 Contract Award. If the owner fails to comply with the order, the fire code official may have the weeds and rubbish abated either by employees of this jurisdiction or by contract. If a contract is awarded, it will be by public bid, awarded to the lowest responsible bidder. A contract may include work on more than one parcel. Concerning any contract previously awarded as provided in this subsection and that has been fully extended as provided in that contract, it may thereafter be extended on its same terms and conditions for a further period (not to exceed one year) by agreement of the Board of Supervisors and the involved contractor.

319.5.4 Abatement Report of Costs. The fire code official or his or her designee abating the nuisance will keep an account of the cost of abatement in front of or on each separate parcel of land and will render an itemized report in writing to the Board of Fire Commissioners showing the cost of removing the weeds and rubbish on or in front of each separate lot or parcel of land, or both. Before the report is submitted to the Board of Fire Commissioners, a copy of it will be posted for at least three days on or near the chamber door of the Board with a notice of the time and when the report will be submitted to the Board for confirmation. At the time fixed for receiving and considering the report, the Board of Fire Commissioners will hear it and any objections of any of the property owners liable to be assessed for the work of abatement. Thereupon, the Board of Fire Commissioners may make such modifications in the report as it deems necessary, after which the report will be confirmed. The amount of the cost, including administrative costs, of abating the

nuisance in front of or upon the various parcels of the land mentioned in the report as confirmed will constitute special assessment against the respective parcels of land, and are a lien on the property for the amount of the respective assessments. Such lien attaches upon recordation, in the office of the County Recorder, of a certified copy of the Resolution of Confirmation.

319.5.5 Cost Assessments. Upon confirmation of the report of cost by the Board of Fire Commissioners and the recordation of the Resolution of Confirmation, a copy of the report of cost will be sent to the County Auditor, who will enter the amount of the assessments against the parcels. Thereafter the amount of the assessments will be collected at the same time and in the same way as County taxes are collected. The owners are subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary county taxes. All laws applicable to the levy, collection, and enforcement of county taxes are applicable to these assessment taxes.

319.6 Alternate Mitigation. In lieu of ordering abatement as provided in Section 319.5.1, the fire code official of this jurisdiction may order the preparation of firebreaks/fuelbreaks around parcels of property where combustible weeds, crops, or brush are present. In determining the proper width for firebreaks/fuelbreaks, the fire code official will consider the height of the growth, weather condition, topography, and the accessibility to the property for fire protection equipment. The procedure set forth in Section 319.5.1 for the abatement of weeds and rubbish shall apply to the preparation of firebreaks/fuelbreaks.

319.7 Subsurface Fires.

319.7.1 Peat Fire. It is the duty of each person, firm, corporation, or association not to permit a peat fire in or a fire involving combustible vegetable matters under the surface of the natural ground to remain upon the property. It is hereby declared that it is the duty of any person as herein defined to take all necessary precautions to extinguish any subsurface fire involving peat or vegetable material at the owner's own cost and expense.

319.7.2 Fire Suppression Costs. If there exists upon the lands or property of any person as herein defined a subsurface fire involving the burning or combustion of peat, vegetable matter or vegetation, and the owner or occupant thereof has not taken reasonable precautions within a reasonable time to extinguish or minimize such fire or combustion, this jurisdiction may, in addition to its regular duties to extinguish or minimize such fire or combustion, go upon the lands of any person as herein defined and extinguish such fire or combustion. Any costs incurred by the Fire District in fighting the fire and for the cost of proving rescue or emergency medical services shall be a charge against the property owner. The charge shall constitute a debt of the property owner and is collectable by the jurisdiction incurring those costs in the same manner as in the case of an obligation under a contract, express or implied. (See Health and Safety Code §13009.)

Section 320 is added to Chapter 3 to read:

320 Automobile Wrecking Yards.

320.1 General. The operation of automobile wrecking yards shall be in accordance with this section.

320.2 Definitions.

Automobile Wrecking Yard. An area that stores or dismantles salvaged vehicles.

Automobile Dismantling. The operation of dismantling or removing parts from salvaged vehicles including engines or engine parts.

320.3 Requirements.

320.3.1 Permits. An operation permit is required for all automobile wrecking yards, automobile dismantling operations, and similar operations.

320.3.2 Fire Apparatus Access Roads. Fire apparatus access roads shall be constructed throughout the site in accordance with this code and shall be maintained clear of all vehicles and stored items.

320.3.3 Welding and cutting. Welding and cutting operations shall be conducted in an approved location, clear of all flammable liquids and combustible materials, including weeds, tires and all other debris.

320.3.4 Housekeeping. Combustible rubbish accumulated on site shall be collected and stored in approved containers, rooms or vaults of noncombustible materials. Combustible vegetation, cut or uncut, shall be removed when determined by the fire code official to be a fire hazard.

320.3.5 Fire Protection. Offices, storage buildings and vehicles used for site operations shall each be provided with at least one portable fire extinguisher with not less than a 4A:40B:C rating. When required by the fire code official, additional fire extinguishers shall be provided.

320.3.6 Tire storage. Tires shall be stored in racks or in a manner as approved by the fire code official.

320.3.6.1 Distance from Water Supply. Tire storage shall be located on-site and no further than 500 feet from a fire hydrant or an approved water supply as determined by the fire code official.

320.3.7 Storage Piles. Storage piles shall be located a minimum of 20 feet from property lines and shall have an unobstructed access road on all sides of not less than 20 feet.

320.3.8 Burning operations. The burning of salvaged vehicles and salvaged or waste materials is prohibited.

320.3.9 Motor vehicle fluids. Motor vehicle fluid shall be drained from salvaged vehicles when such liquids are leaking onto the ground and prior to dismantling or removing engine/motor parts.

320.3.9.1 Mitigation of leaking fluids. Precautions shall be taken to prevent fluids from salvaged vehicles from leaking onto the ground. Supplies or equipment capable of mitigating leaks from fuel tanks, crankcases, brake systems and transmissions shall be kept available on site. Single-use plugs, diking and absorbent materials shall be disposed of as hazardous waste and removed from the site in a manner in accordance with federal, state and local requirements.

320.3.10 Fuel tanks. Fuel tanks of salvaged vehicles shall be emptied of all flammable (gasoline, diesel) fuels in an approved manner and stored in approved tanks.

320.3.10.1 Repair of vehicle fuel tanks. The repair of fuel tanks, including cutting, welding or drilling of any kind, is prohibited.

320.3.11 Lead acid batteries. Lead acid batteries shall be removed from all salvaged vehicles and stored in an approved manner in a location approved by the fire code official.

Chapter 4. Emergency Planning and Preparedness.

Section 401.5 is amended by adding a new subsection 401.5.1 to read:

401.5.1 Nuisance Fire Alarm fee. A fee may be charged for false and/or nuisance fire alarms in accordance with a fee schedule adopted by the Board of Directors.

Section 403.2 is amended to read:

403.2 Public Safety Plan. In other than Group E occupancies, where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety.

Chapter 5. Fire Service Features.

Section 503.1 is amended to add subsection 503.1.4 to read:

503.1.4 Access to Open Spaces. When existing access to open land or space, or to fire trail systems maintained for public or private use, is obstructed by new development of any kind, the developer shall provide an alternate means of access into the area that is sufficient to allow access for fire personnel and apparatus. The alternate means of access must be approved by the fire code official.

Section 503.2.1 is amended by adding the following exception:

Exception: A minimum 16 foot wide driveway is acceptable for access to one or two single-family dwellings.

Section 505 is amended by adding Section 505.3, to read:

505.3 Street names and addressing. Street names and addressing shall be submitted for review and approval to the fire code official, whose approval will not be unreasonably withheld. The purpose of the review is to verify that new street names and addressing will not duplicate existing street names and addressing.

Section 507.2 is amended by adding subsection 507.2.3, to read:

507.2.3 Suburban and rural water supply storage. Swimming pools and ponds shall not be considered water storage for the purposes of Section 507.1.

Chapter 6. Building Services and Systems.

Section 603.6 is amended by adding subsection 603.6.6, to read:

603.6.6 Sparks from chimneys. A chimney that is used with either a fireplace or heating appliances in which solid or liquid fuel is used shall be maintained with spark arresters that are required for incinerators pursuant to the California Mechanical Code.

Chapter 8. Interior Finish, Decorative Materials and Furnishings.

Section 806 is amended by adding subsections 806.1.4, 806.1.5 and 806.1.6, to read:

806.1.4 Flame retardants. Cut trees shall be treated by a California State Fire Marshal-licensed fire retardant applicator. Trees shall be properly treated with an approved flame retardant.

806.1.5 Tags. Trees shall bear a tag stating date of placement in the public building, type of flame-retardant treatment used, name of the person who applied the flame retardant, the name of the person affixing the tag, a permit expiration date and the name of the designated individual making daily tests.

806.1.6 Daily tests. Trees shall be tested daily by a designated individual. The test shall include a check for dryness and adequate watering.

Chapter 9. Fire Protection Systems.

Section 901.6.2.2 is added to read:

901.6.2.2 Inspection Records. Records of all inspections, testing and maintenance for all water based fire suppression systems shall be completed on the forms found in Annex B of NFPA 25, California Edition.

Section 902 is amended to add:

Substantial Addition or Expansion. Addition, expansion, remodel, or renovation of any structure where the addition of new fire area exceeds fifty percent of the existing fire area.

Section 903.2 is adopted in its entirety except as amended below:

903.2.1.1 Group A-1. An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

903.2.1.3 Group A-3. An automatic sprinkler system shall be provided for Group A-3 occupancies where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 10,000 square feet, contains more than one fire area containing exhibition and display rooms, and is separated into two or more buildings by fire walls of less than four hour fire resistance rating without openings.

903.2.1.4 Group A-4. An automatic sprinkler system shall be provided for Group A-4 occupancies where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

903.2.1.6 Group B. An automatic sprinkler system shall be provided for Group B occupancies where the fire area exceeds 5,000 square feet.

903.2.3 Group E. Except as provided for in Section 903.2.19 for a new public school campus an automatic sprinkler system shall be provided for Group E occupancies as follows:

1. Throughout all Group E fire areas greater than 5,000 square feet in area.
2. Throughout every portion of educational buildings below the lowest level of exit discharge serving that portion of the building.

Exception: An automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area where every classroom throughout the building has at least one exterior exit door at ground level.

3. In rooms or areas with special hazards such as laboratories, vocational shops and other such areas where hazardous materials in quantities not exceeding the maximum allowable quantity are used or stored.
4. Throughout any Group E structure greater than 10,000 square feet in area, which contains more than one fire area, and which is separated into two or more buildings by fire walls of less than four hour fire resistance rating without openings.

903.2.4 Group F-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 5,000 square feet.
2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.

903.2.7 Group M. An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 5,000 square feet.
2. A Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group M occupancy is used for the display and sale of upholstered furniture.
5. The structure exceeds 10,000 square feet, contains more than one fire area containing a Group M occupancy, and is separated into two or more buildings by fire walls of less than 4-hour fire-resistance rating.

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all Group R occupancies, *including manufactured and mobile homes, regardless of whether or not the manufactured or mobile home is located in a mobile home park.*

903.2.8.2 Group R-3 Substantial Addition or Expansion. An automatic sprinkler system shall be provided throughout all existing Group R-3 dwellings where a substantial addition or expansion occurs and the new total fire area of the structure exceeds 3,600 square feet.

903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 5,000 square feet.
2. A Group S-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.

903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406 of the California Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 5,000 square feet.
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 5,000 square feet
3. Buildings with repair garages servicing vehicles parked in basements.

903.2.10 Group S-2 enclosed parking garages. An automatic sprinkler system shall be provided throughout buildings classified as enclosed parking garages in accordance with Section 406.4 of the California Building Code as follows:

1. Where the fire area of the enclosed parking garage exceeds 5,000 square feet; or
2. Where the enclosed parking garage is located beneath other occupancy groups.

Section 903.3.1.1.2 is added to read:

903.3.1.1.2 Undeclared Use. In buildings of undeclared use with floor to structure height greater than 14 feet (356 mm), the fire sprinkler system shall be designed to conform to Extra Hazard Group I design density. In buildings of undeclared use with floor to structure height less than 14 feet (356 mm), the fire sprinkler system shall be designed to conform to Ordinary Group II design density. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the owner and/or the occupant to upgrade the system.

Section 903.3.5 is amended to add subsection 903.3.5.3 to read:

903.3.5.3 Non-permissible water supply storage. Swimming pools and ponds shall not be considered water storage for the purposes of Section 903.3.5.

Section 903.3.8 is amended to read:

903.3.8. Floor control valves. Individual floor control valves and waterflow detection assemblies shall be provided for each floor in multi-floor buildings at an approved location.

Exception: Group R-3 and R-3.1 Occupancies

Section 903.4.2 is amended to read:

903.4.2 Alarms. One approved audible and visual device shall be connected to every automatic sprinkler system at an approved location. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Audible and visual alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

Section 903.6 is amended by adding subsections 903.6.1 and 903.6.2 to read:

903.6.1 Substantial Addition or Expansion. An automatic sprinkler system shall be provided throughout all existing buildings where a substantial addition or expansion occurs *and* the total fire area of the structure exceeds 5,000 square feet. Group R-3 substantial additions or expansions shall comply with Section 903.2.8.2.

903.6.2 Change of occupancy classification. Any existing building that undergoes a change of occupancy classification into a higher hazard category shall comply with the requirements of Section 903.2. Relative hazard categories of occupancy groups shall be established based upon the Heights and Areas Hazard Categories of Table 1012.4 of the 2012 edition of the International Existing Building Code, as published by the International Code Council. The requirements of Section 903.2 shall not be required when a change of occupancy classification is made to an equal or lesser hazard category. Group L occupancies shall be considered a relative hazard of 1 (highest hazard). R-3.x occupancies shall be considered a relative hazard of 4 (lowest hazard).

Section 907.4.4 is added to read:

907.4.4 Monitoring of other fire systems. In buildings equipped with a fire alarm system or sprinkler alarm and supervisory service (SASS) system, where other fire suppression or extinguishing systems are installed in the building (including but not limited to commercial kitchen suppression systems, pre-action fire suppression systems, dry chemical systems, and clean agent systems), these other suppression systems shall be monitored by the SASS dedicated function fire alarm system and transmitted as a specific signal to the Central Station. The system shall be monitored in compliance with Section 907.6.5.

Section 907.5.2.3.1 is amended to read:

907.5.2.3.1 Public and common areas. Visible alarm notification appliances shall be provided in public use areas and common use areas, including but not limited to:

1. Sanitary facilities including restrooms, bathrooms, shower rooms and locker rooms.
2. Corridors, hallways, aisles with shelving and/or fixtures obstructing the required light intensity for that area.
3. Music practice rooms.
4. Band rooms.
5. Gymnasiums.
6. Multipurpose rooms.
7. Occupational shops.
8. Occupied rooms where ambient noise impairs hearing of the fire alarm.
9. Lobbies.
10. Meeting/Conference rooms.
11. Classrooms.
12. Medical exam rooms.
13. Open office areas.
14. Sales floor areas.
15. Break or lunch rooms.
16. Copy or work rooms.
17. Computer server rooms exceeding 200 sq. ft.
18. File or Storage rooms exceeding 200 sq. ft.

Section 907.6.5 is amended to read:

907.6.5 Monitoring of fire alarm systems. A fire alarm system required by this chapter, or by the California Building Code, shall be monitored by a UL-listed central station service in accordance with NFPA 72 and this code.

Exception: Monitoring by a UL listed central station is not required for:

1. Single and multiple station smoke alarms required by section 907.2.11
2. Group I-3 occupancies shall be monitored in accordance with section 907.2.6.3.4
3. Residential Day Care Facilities (occupancy load of 14 or less)
4. One and two family dwellings
5. Residential Care Facilities licensed by the state with an occupant load of 6 or less.
6. Occupancies with a local fire alarm system that will give an audible and visible signal at a constantly attended location, as approved by the Fire Code Official.

Section 907.8.6 is added to read:

907.8.6 Certification. New fire alarm systems shall be UL-Certified. A Certificate of Completion and other documentation as listed in NFPA 72 shall be provided for all new fire alarm system installations. It is the responsibility of the building owner or owner's representative to obtain and maintain a current and valid Certificate.

Section 907.8.7 is added to read:

907.8.7 Posting of Certificate. The UL Certificate shall be posted in a durable transparent cover within 3 feet of the fire alarm control panel within 45 days of the final acceptance test/inspection.

Chapter 10. Means of Egress.

Section 1027.5 is amended by adding a new subsection 1027.5.1, to read:

1027.5.1 Exit discharge surface. Exterior exit pathway surfaces shall be suitable for pedestrian use in inclement weather, and shall terminate at a public way as defined in the California Building Code.

Chapter 33. Fire Safety During Construction and Demolition.

Section 3301.3 is added to read:

3301.3 Permits. Permits shall be obtained for asbestos removal operations, temporary fire department access roads for construction, and temporary water supplies as set forth in sections 105.6 and 105.7.

Section 3318 is added to read:

Section 3318 Asbestos removal.

3318.1 General. Operations involving removal of asbestos or asbestos-containing materials from buildings shall be in accordance with Section 3318.

Exception: Section 3318 does not apply to the removal of asbestos from:

1. Pumps, valves, gaskets and similar equipment.
2. Pipes, ducts, girders or beams that have a length less than 21 linear feet (6400 mm).
3. Wall or ceiling panels that have an area of less than 10 square feet (0.93 m²) or a dimension of less than 10 linear feet (3048 mm).
4. Floor tiles when their removal can be completed in less than four hours.
5. Group R-3 occupancies.

3318.2 Notification. The fire code official shall be notified 24 hours prior to the commencement and closure of asbestos-removal operations. The permit applicant shall notify the building official when asbestos abatement involves the removal of materials that were used as a feature of the building's fire resistance.

3318.3 Plastic Film. Plastic film that is installed on building elements shall be flame resistant as required for combustible decorative material, in accordance with Section 807.

3318.4 Signs. Approved signs shall be posted at the entrance, exit and exit-access doors, decontamination areas and waste disposal areas for asbestos-removal operations. The signs shall state that asbestos is being removed from the area, that asbestos is a suspected carcinogen, and that proper respiratory protection is required. Signs shall have a reflective surface. Lettering shall be a minimum of 2 inches (51 mm) high.

Chapter 50. Hazardous Materials - General Provisions.

Section 5001.5 is amended by adding subsection 5001.5.3 to read:

5001.5.3 Emergency response support information. Floor plans, material safety data sheets, Hazardous Materials Management Plans (HMMP), Hazardous Material Inventory Statements (HMIS), and other information must be stored at a readily accessible location, as determined by the fire code official. This location may be in cabinets located outside of facilities or buildings. Information may be required to be maintained in a specific electronic media format to facilitate computer aided dispatching.

Section 5003.9.1 is amended by adding subsection 5003.9.1.2 to read:

5003.9.1.2 Documentation. Evidence of compliance with provisions of this chapter as well as with state and federal hazardous material regulations shall be maintained on site and available for inspection by fire department personnel.

Chapter 56 Explosives and Fireworks.

Section 5601 is amended to add Sections 5601.2, 5601.3, 5601.4 and 5601.5, to read:

5601.2 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks are prohibited. The possession, manufacture, storage, sale, handling and use of fireworks or pyrotechnic materials within the jurisdiction of the District are prohibited.

Exceptions:

1. Fireworks may be temporarily stored only if they are aerial or theatrical piece fireworks stored in conjunction with an approved and permitted aerial or set display.
2. Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

5601.2.1 Prohibited and Limited Acts. The storage of explosive materials is prohibited in any central business district and in all zoning districts except districts zoned for industrial or agricultural uses. In districts where the storage of explosive materials is permitted, the quantities of explosives and distances shall be in accordance with International Fire Code Sections 3301.8.1 and 3301.8.1.1.

5601.3 Rocketry. The storage, handling and use of model and high-power rockets shall comply with the requirements of the California Code of Regulations, Title 19, Chapter 6, Article 17 and, when applicable, NFPA 1122, NFPA 1125, and NFPA 1127.

5601.3.1 Ammonium nitrate. The storage and handling of ammonium nitrate shall comply with the requirements of Chapter 63 and NFPA 490.

Exception: The storage of ammonium nitrate in magazines with blasting agents shall comply with the requirements of NFPA 495.

5601.4 Residential uses. No person shall keep or store, nor shall any permit be issued to keep or store, any explosives, fireworks or pyrotechnic material at any place of habitation, or within 100 feet (30 480mm) thereof.

Exception: Storage of smokeless propellant, black powder, and small arms primers for personal use and not for resale in accordance with Section 5601.

5601.5 Sale and retail display. The possession, manufacture, storage, sale, handling and use of fireworks or pyrotechnic materials is prohibited.

Exception: Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

Section 5608 is amended by adding Sections 5608.2 and 5608.3 to read:

5608.2 Permit required. A permit is required to conduct an aerial display in accordance with California Code of Regulations, Title 19, Chapter 6. (See Chapter 1, Section 105.6.52.)

Exception: Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

5608.3 Financial responsibility. Before a permit is issued pursuant to Section 5608.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of \$1,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

Chapter 57. Flammable and Combustible Liquids.

Section 5704.2.9.6.1 is amended to read:

5704.2.9.6.1 Locations where above-ground tanks are prohibited. The storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited in all zoning districts except districts zoned for commercial, industrial, or agricultural uses.

Exception: Protected above-ground tanks for the purpose of emergency power generator installations in areas zoned commercial, industrial, agricultural, central business district, rural or rural residential, and for facilities on an individual basis consistent with the intent of this provision. Tank size shall not exceed 500 gallons (1892.706 L) for Class I or II liquids, or 1,000 gallons (3785.412 L) for Class III liquids.

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Section 5706.2.4.4 is amended to read:

5706.2.4.4 Locations where above-ground tanks are prohibited. Storage of Class I and II liquids in above-ground tanks is prohibited in all zoning districts except district zoned for commercial, industrial, or agricultural use.

Chapter 58. Flammable Gases and Flammable Cryogenic Fluids.

Section 5806.2 is amended to read:

5806.2 Limitation. The storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited in any area which is zoned for other than industrial use.

Exception: Liquid hydrogen fuel systems in compliance with section 5806.3 or 5806.4.

Chapter 61. Liquefied Petroleum Gases.

Section 6103.2.1.7 is amended in its entirety to read:

6103.2.1.7 Use for food preparation. Individual portable L-P containers used, stored, or handled inside a building classified as a Group A or Group B occupancy for the purposes of cooking, food display, or a similar use, shall be limited in size to one quart capacity and shall be of an approved type. The number of portable containers permitted will be at the discretion of the fire code official. LP-gas appliances used for food preparation shall be listed for such use in accordance with the International Fuel Gas Code, the International Mechanical Code, and NFPA 58.

Section 6104.2 is amended to read:

6104.2 Maximum capacity within established limits. The storage of liquefied petroleum gas is prohibited in any central business district and in all zoning districts except districts zoned for commercial, industrial, rural, or agricultural uses. The aggregate capacity of any one installation used for the storage of liquefied petroleum gas shall not exceed a water capacity of 2,000 gallons (7570 L).

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Chapter 80. Referenced Standards

Chapter 80 is amended as follows:

The following referenced standard is added:

NFPA 850 (2010) Recommended Practice for Fire Protection for Electric Generating Plants and High Voltage Direct Current Converter Stations.

The following standard is added and includes the following amendment:

NFPA 13D (2013) Installation of Sprinkler Systems in One- and Two-family Dwellings and Manufactured Homes.

8.6.5.1 When fuel fired equipment is present, at least one quick response intermediate temperature sprinkler shall be installed above the equipment. *All sprinkler piping installed in attics rising above the insulation shall be limited to ferrous or copper piping.*

Appendix B. Fire-Flow Requirements for Buildings.

Section B105.2, exception 1, is amended to read:

Exception 1: A reduction in required fire-flow of 50 percent, as approved by the fire code official, when the building is provided with an approved automatic sprinkler system and installed in accordance with Section 903.3.1.1. The resulting fire-flow shall be not less than 1,500 gallons per minute (5678 L/min) for the prescribed duration as specified in Table B105.1.

Appendix C. Fire Hydrant Locations and Distribution.

Table C105.1 footnote f and g are added to read:

- f. A fire hydrant shall be provided within 250 feet of a fire trail access point off a public or private street.
- g. For infill projects within existing single-family residential developments, Section 507.5.1 applies.

ORDINANCE CONTINUES ON NEXT PAGE

Appendix D. Fire Apparatus Access Roads

Section D102.1 is amended to read:

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete or other approved *all-weather driving surface* capable of supporting the imposed load of fire apparatus weighing at least 74,000 pounds (33,566 kg) in accordance with CalTrans Design Standard HS-20-44.

Exception: *Driveways* serving one or two single-family *dwellings* may be constructed of an alternate surface material, providing the imposed weight load design minimums are met and the grade does not exceed 10 percent.

Section D103.1 is deleted in its entirety.

Section D103.2 is deleted in its entirety and replaced by the following, to read:

D103.2 Grade. Fire department access roadways having a grade of between 16 percent and 20 percent shall be designed to have a finished surface of grooved concrete sufficient to hold a 44,000 pound (19 958 kg) traction load. The grooves in the concrete surface shall be ½ inch (13 mm) wide by ½ inch (13 mm) deep and 1 ½ inch (38 mm) on center and set at a 30 to 45 degree angle across the width of the roadway surface. No grade shall exceed 20 percent, nor shall the cross slope exceed 8%, unless authorized in writing by the fire code official.

Section D103.2.1 is added to read:

D103.2.1 Angles of approach and departure. The angles of approach and departure for any means of access shall not exceed 10 percent at 10 feet of the grade break.

Section D103.3 is deleted in its entirety and replaced by the following, to read:

D103.3 Turning radius. Based on a minimum unobstructed width of 20 feet, a fire apparatus access roadway shall be capable of providing a minimum standard turning radius of 25 feet (7620 mm) inside and 45 feet (13 716 mm) outside.

ORDINANCE CONTINUES ON NEXT PAGE

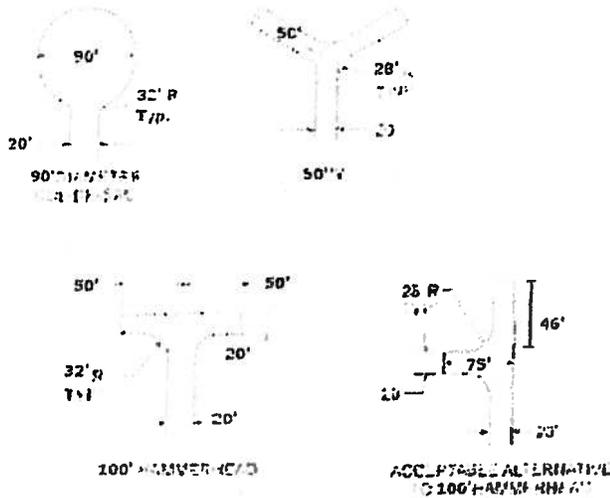
Table D103.4 is amended to read:

**Table D103.4
REQUIREMENTS FOR DEAD-END FIRE
APPARATUS ACCESS ROADS**

LENGTH (feet)	MINIMUM WIDTH (feet)	TURNAROUNDS REQUIRED
0 – 150	20"	None required
151 – 750	20"	100-foot Hammerhead, 50-foot "Y", 75-foot Shunt or 90-foot-diameter cul-de-sac in accordance with figure D103.1
Over 750		Special approval required ^b

- a. A driveway with a minimum width of 16 feet is acceptable for access to no more than two single-family dwellings.
- b. Any fire apparatus access roadway or driveway that is approved to be less than 20 feet wide and to exceed 750 feet in length shall have outlets or turnouts every 300 feet along the length of the road or driveway, or at locations approved by the fire code official. Each outlet or turnout shall be of the following dimensions: an 8 foot wide turnout that extends at least 40 feet in length

Figure D103.1 is amended to read:



**Figure D103.1
Dead-end Fire Apparatus Access Road Turnaround**

Section D103.5 is amended by amending criteria 1 and adding criteria 10, to read:

1. The minimum clear width shall be 20 feet (6096 mm)

Exception. For access to one or two single-family dwellings, 16 feet clear width is acceptable.

10. All gates shall be installed and located a minimum of 30 feet off the street.

Section D103.6.1 is amended to read:

D103.6.1 Roads less than 28 feet in width. Fire apparatus access roads less than 28 feet wide shall be posted on both sides as a *fire lane*.

Section D103.6.2 is amended to read:

D103.6.2 Roads 28 feet in width or greater, but less than 36 feet in width. Fire apparatus access roads 28 feet wide or greater, but less than 36 feet wide, shall be posted on one side of the road as a *fire lane*.

Section D106.1 is amended to delete the exception and read:

D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 *dwelling units* shall be provided with two separate and *approved* fire apparatus access roads and shall meet the requirements of Section D104.3.

Section D106.2 is deleted in its entirety.

SECTION 3. REPEAL OF FIRE CODE.

Ordinance No. 2010-15, adopting the 2010 California Fire Code with amendments, is hereby repealed.

SECTION 4. REFERENCES TO PRIOR CODE

Unless superseded and expressly repealed by this ordinance, references in Fire District forms, documents, and regulations to the chapters and sections of the 2010 Fire Code of Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District shall be construed to refer to the corresponding chapters and sections of the 2013 Fire Code of Contra Costa County, the Crockett-Carquinez Fire Protection District, and the Contra Costa County Fire Protection District.

SECTION 5. VALIDITY.

The Contra Costa County Board of Supervisors declares that if any section, paragraph, sentence or word of this ordinance or of the 2013 California Fire Code as adopted and amended herein is declared for any reason to be invalid, it is the intent of the Contra Costa County Board of Supervisors that it would have passed all other portions or provisions of this ordinance independent of the elimination here from any portion or provision as may be declared invalid.

ORDINANCE NO. 2013-22

24

SECTION 6. MORE RESTRICTIVE REQUIREMENTS.

If requirements more restrictive than those in this fire code are adopted by the city of Antioch, Clayton, Concord, Lafayette, Martinez, Pittsburg, Pleasant Hill, San Pablo, or Walnut Creek, or the County of Contra Costa, those requirements will apply only within the jurisdiction adopting those requirements.

SECTION 7. EFFECTIVE DATE.

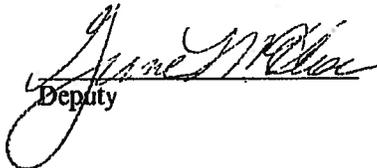
This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once in the Contra Costa Times, a newspaper published in this County. This ordinance shall be published in a manner satisfying the requirements of Government Code section 25124, with the names of supervisors voting for and against it.

Passed on October 22 2013, by the following vote:

AYES: Groiz, Andersen, Piepho, Mitchell, Glover
NOES: None
ABSENT: None
ABSTAIN: None

ATTEST. David Twa,
Clerk of the Board of Supervisors
and County Administrator


Board Chair

By: 
Deputy

[SEAL]

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**City of San Pablo
Summary of Proposed Ordinance**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO RATIFYING ORDINANCE NO. 2013-22 FIRE CODE, AN ORDINANCE OF THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT, AMENDING THE 2013 CALIFORNIA FIRE CODE.

Please take notice that on Monday, April 21, 2014, in the San Pablo City Council Chambers, located in Building 2, at 13831 San Pablo Avenue, San Pablo, CA, at 6:00 pm, or as soon thereafter as the matter may be heard, the City Council of the City of San Pablo will consider adoption of the above-entitled ordinance.

The Contra Costa County Fire Protection District has responsibility for emergency, medical first-responder services, fire suppression and fire protection duties within its special district boundary, including within the City of San Pablo. The District has adopted the 2013 California Fire Code, with amendments, by adoption of County Ordinance No. 2013-22.

In accord with the Health and Safety Code the City may ratify, modify or deny the District-adopted ordinance, and no ordinance adopted by the Fire District shall be effective within the municipal limits of the City of San Pablo until ratified by the San Pablo City Council.

The ordinance amends Section 15.04.050 of the San Pablo Municipal Code to ratify Ordinance No. 2013-22 of the Contra Costa Fire Protection District for implementation of the 2013 California Fire Code, as amended, within the jurisdictional boundary of the City of San Pablo, and delegates enforcement to the Fire Chief of the Contra Costa County Fire Protection District. Ordinance No. 2013-22 amends Chapter 1 - Scope and Administration; Chapter 2 - Definitions; Chapter 3 - General precautions Against Fire; Chapter 4 - Emergency Planning and preparedness; Chapter 5 - Fire Service Features; Chapter 6 - Building Services and Systems; Chapter 8 - Interior Finish, Decorative Materials and Furnishings; Chapter 9 - Fire Protection Systems; Chapter 10 - Means of Egress; Chapter 50 - Hazardous Materials; Chapter 56 - Explosives and Fireworks; Chapter 57 - Flammable and Combustible Liquids; Chapter 58 - Flammable Gases and Flammable Cryogenic Fluids; Chapter 61 - Liquefied Petroleum Gases. Chapter 80 - Referenced Standards; Appendix B: Fire-Flow requirements for buildings; Appendix C. Fire Hydrant Locations and Distribution; Appendix D. Fire Apparatus Access Roads; Section 4 - References to Prior Code; Section 5 - Validity; Section 6 - More Restrictive Requirements; Section 7

A certified copy of the proposed ordinance has been posted for viewing at the San Pablo City Clerk's Office, located at 13831 San Pablo Avenue, Building 1, San Pablo, CA.

Dated: April 15, 2014
By: Brian M. Libow, City Attorney

West County Times

1050 Marina Way S
Richmond, CA 94804
(510) 262-2740

SAN PABLO CITY OF
CITY CLERK OFFICE ,LEHNY CORBIN,13831 SAN PABLO
AV BLDG #3
SAN PABLO CA 94806

PROOF OF PUBLICATION

FILE NO. Amend CA Fire Cod

In the matter of

West County Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the West County Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

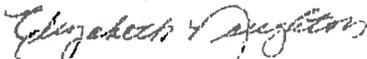
And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of August 29, 1978. Case Number 188884.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

4/15/2014

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 15th day of April, 2014.



Signature

Legal No. 0005153839

City of San Pablo
Summary of Proposed Ordinance

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Dated: April 15, 2014
By: Brian M. Libow, City Attorney
WCT# 5153839 April 15, 2014

REQUEST FOR COUNCIL ACTION



CITY OF SAN PABLO
City of New Directions

PREPARED BY: Greg Dwyer

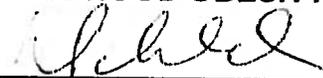
DATE OF MEETING: April 21, 2014

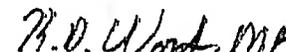
DATE: April 10, 2014

PHONE: (510) 215-3081

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO APPROVING THE RECOMMENDED CHILDHOOD OBESITY PREVENTION TASK FORCE COMMUNITY ACTION PLAN (CAP) TO COMBAT CHILDHOOD OBESITY IN SAN PABLO.

APPROVED:


DEPARTMENT HEAD


CITY MANAGER


CITY ATTORNEY

Acting

RECOMMENDATION

Adopt Resolution.

BACKGROUND

FY 2013-15 Council Priority Workplan

Develop Childhood Obesity Prevention Task Force / Strategic Work Plan is an adopted policy item under the FY 2013-15 City Council Priority Work plan.

CEQA COMPLIANCE STATEMENT

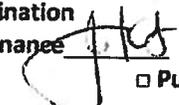
This is not a project as defined by CEQA.

On January 9, 2012, City Council authorized the establishment of a Citywide Childhood Obesity Prevention Task Force (COPTF) (Resolution 2012-008) to develop an overall Strategic Plan for addressing the growing childhood obesity epidemic in San Pablo. Several policy objectives identified by the COPTF Subcommittee included:

- Address/Identify Community-wide program in San Pablo (i.e. Community Needs Survey);
- Create a Council Ad-Hoc Subcommittee to develop policy recommendations for the City Council for future program and policy development;
- Develop a Legislative Action Plan with State and Federal Legislators;

Departmental Coordination

Development Services _____

Finance 

Police _____

Public Works _____

- Disseminate information contained in the UCLA and CCPHA study, *A Patchwork of Progress: Changes in Overweight and Obesity Among California 5th, 7th and 9th Graders, 2005-2010*;
- Interface with community stakeholders, community service organizations, County and State public health agencies, and other public health advocacy partners;
- Expand new policy objectives to the Council Priority Work plan;
- Explore Future Funding Mechanisms (i.e. Local Soda Tax);
- Explore establishment of a Community-wide Task Force on Childhood Obesity;
- Explore contractual and professional services to develop, enhance and/or promote community outreach efforts on Childhood Obesity Prevention and Healthy Eating Active Living Programs.

On March 7, 2012, the San Pablo City Council hosted its first Childhood Obesity Prevention Task Force meeting bringing awareness to the growing childhood obesity epidemic in the community. Representatives from over 20 agencies/programs including County, City, non-profit, community-based and faith-based agencies, schools, and medical organizations attended.

For the past two years the Steering Committee and the COPTF provided leadership and guidance by setting goals, prioritizing needs and assisting in fulfilling overall collaborative goals to formulate a Childhood Prevention Community Action Plan (CAP) that will help address childhood obesity in San Pablo. During this phase, three consultants were hired (ChangeLab Solutions, California Center for Public Health Advocacy (CCPHA), and Verduzco & Associates) to provide their expertise and assistance in several key areas: policy making, surveys, and working with San Pablo youth/parents on a needs assessment. The work of the consultants and the COPTF members played a key role in shaping the recommendations that were incorporated into the development of a strategic CAP.

RECOMMENDED CITY COUNCIL POLICY:
Purpose of Childhood Prevention Community Action Plan (CAP)

The overall intent and purpose of the CAP is to provide a community-based generated policy making document for the City Council to adopt, educate, inform, and share with San Pablo residents, external community service organizations, foundations, health service organizations, public agencies, school district and other non-profits organizations to identify external funding, partnerships, methods and ways to support COPTF recommended activities, policies and programs to eradicate childhood obesity in San Pablo.

Recommended Community Action Plan (CAP)

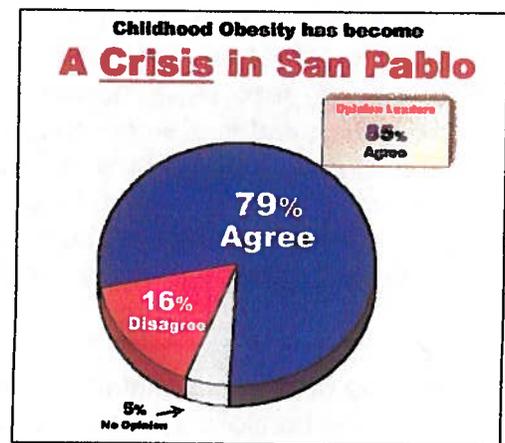
On March 3, 2014, the San Pablo City Council approved the newly appointed COPTF members, as well as approving the consolidation of the Steering Committee and Task Force into one body. The newly formed COPTF reviewed the draft CAP and were pleased with the final product and recommended that the item be brought before City Council for review and approval. Staff began finalizing the document and on April 8, 2014, the CAP was reviewed by the Youth Services Program Ad-Hoc Subcommittee (Calloway/Morris). It is now brought to the City Council for consideration.

The CAP has been a comprehensive community based effort as it is a culmination of two years of work (FY 2012-2013) by various members of the community; COPTF, Steering Committee, City Council, Youth Services, community members, consultants, youth and parents of the City of San Pablo. Staff and community leaders that assisted in shaping this recommended policy making document hope the CAP's recommendations will help guide future activities, programs and services to combat the increasing levels of childhood obesity in San Pablo.

Findings from 2014 Community Survey – Strategy Research Institute, Inc. (SRI)

Clearly, San Pablo residents are highly concerned over the negative impacts of obesity among local youth; to the point, in fact, that something has to be done to address this growing crisis.

This fact can be seen by the graphic at right. When asked in a recent scientifically-conducted community survey: “Do you agree or disagree with the notion that child obesity has become a crisis in San Pablo; thus, something has to be done to help local youth?” nearly eighty percent (79%) of respondents agreed with that notion. Indeed, 85% of the community’s “opinion leaders” agreed.

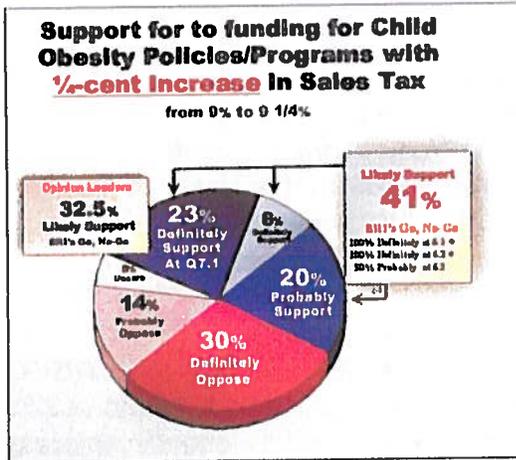


Toward that end, the City commissioned a comprehensive study that began with a community survey conducted by Strategy Research Institute (SRI) in January 2014, followed by an extensive investigation by three additional City consultants: (i) focus group research designed to secure input from local youth, conducted by Verduzco & Associates; (ii) a survey of Programs and Services conducted by ChangeLab Solutions; and, (iii) an analysis of public policy regarding childhood obesity, conducted by the California Center for Public Health Advocacy (CCPHA). This collective effort culminated in a comprehensive Childhood Obesity Community Action Plan (CAP) designed to address childhood obesity in San Pablo, which is being presented to City Council for consideration and adoption this evening.

Recommended Funding Mechanism – Proposed Soda Tax

Clearly, any such program will require funding. Toward that end, one of the recommendations in the CAP is for the City of San Pablo to place a soda tax on the local ballot. Although childhood obesity has reached crisis proportions in the City of San Pablo, the City Manager strongly recommends that the City Council NOT consider this option at this time; rather, that the City Manager be authorized by the City Council to seek out other partnerships and funding sources for implementing the recommendations in the Childhood Obesity Community Action Plan (CAP).

One reason for this recommendation by the City Manager is that, as can be seen in the graphic below, San Pablo voters, while being highly sympathetic to the severity of the childhood obesity crisis in our community, are simply NOT willing support any such tax. Likely support is 41%; it's even less (32.5%) among the community's Opinion Leaders.



Second, the City is facing an even greater crisis: the need to provide our residents with adequate Emergency Medical Care. EMS Sales Tax Measure K, asking San Pablo voters to authorize a quarter-cent increase in the local sales tax, which will appear on the June 3rd ballot, has been authorized by the City Council and designed to address this pending crisis by helping to fund the creation of an EMS Squad dedicated solely to providing Emergency Medical Services to San Pablo residents at County Fire Station #70 located in San Pablo.

Therefore, with respect to funding the implementation of the Childhood Obesity Community Action Plan, the City Manager recommends that the City Council direct staff to vigorously pursue external funding partnerships and sources other than placing a soda tax before local voters; yet, keep this program as a high priority on the City's policy agenda. In so doing, the City should implement the Childhood Obesity Community Action Plan in "phases" as other funding partnerships and sources become available; continue to educate and inform our residents of the impending dangers of childhood obesity; and support implementation of the many activities, programs and services being recommended by the COPTF to eradicate childhood obesity in our San Pablo community, and local schools.

FISCAL IMPACT

There is not direct fiscal impact, however, we anticipate some minor savings in staff time due to the consolidation of the two committees (Steering Committee and COPTF) into one committee, COPTF only.

Attachment:

Childhood Obesity Community Action Plan (CAP)

RESOLUTION 2014-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO APPROVING THE RECOMMENDED CHILDHOOD OBESITY PREVENTION TASK FORCE COMMUNITY ACTION PLAN (CAP) TO COMBAT CHILDHOOD OBESITY IN SAN PABLO.

WHEREAS, Develop Childhood Obesity Prevention Task Force // Strategic Work Plan is an adopted policy item under the FY 2013/15 City Council Priority Work plan; and

WHEREAS, on January 9, 2012, City Council authorized the establishment of a Citywide Childhood Obesity Prevention Task Force (COPTF) (Resolution 2012-008) to develop an overall Strategic Plan for addressing the growing childhood obesity epidemic in San Pablo; and

WHEREAS, on March 7, 2012, the San Pablo City Council hosted its first Childhood Obesity Prevention Task Force meeting bringing awareness to the growing childhood obesity epidemic in the community; and

WHEREAS, the convening of the Task Force represented the first step towards strengthening partnerships in the fight against the growing childhood obesity epidemic in the community; and

WHEREAS, the Ad-Hoc Subcommittee formally established a Steering Committee to provide leadership and guidance to the general members of the COPTF by setting goals, prioritizing needs and assisting in fulfilling overall collaborative goals; and

WHEREAS, the Steering Committee embarked on a community awareness and education program to gauge and solicit feedback from community residents, community service organizations, and other non-profit organizations about the importance of combating this growing epidemic in the San Pablo community; and

WHEREAS, this leadership group developed a Community Action Plan (CAP), a comprehensive community based effort, a culmination of two years of work (FY 2012-2013) by various members of the community with recommendations for future activities, programs and services to combat the increasing levels of childhood obesity in San Pablo; and

WHEREAS, On March 3, 2014, the San Pablo City Council approved the newly appointed COPTF members, as well as approving the consolidation of the Steering Committee and Task Force into one body; and

WHEREAS, with City Council's formal authorization of the elimination of the COPTF Steering Committee, Task Force meetings are subject to the Brown Act; and

WHEREAS, successful applicants will be selected by the COPTF Ad-Hoc Subcommittee;

WHEREAS, the overall intent and purpose of the CAP is to provide a community-based generated policy making document for the City Council to adopt, educate, inform, and share with San Pablo residents, external community service organizations, foundations, health service organizations, public agencies, school district and other non-profits organizations to identify external funding, partnerships, methods and ways to support COPTF recommended activities, policies and programs to eradicate childhood obesity in San Pablo.

WHEREAS, this is not a project defined by CEQA; and

NOW THEREFORE, BE IT RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

BE IT FURTHER RESOLVED that the City Council of San Pablo agrees that the purpose of the Community Action Plan (CAP) is to provide a community-based generated policy making document that will help serve as a tool to help to identify external funding, partnerships, methods and ways to support COPTF recommended activities, policies and programs to eradicate childhood obesity in San Pablo.

* * * * *

Adopted this 21st day of April 2014, by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Ted J. Denney, City Clerk

Paul V. Morris, Mayor



13831 SAN PABLO AVENUE, SAN PABLO, CA 94806 • T (510) 215-3047



CITY OF SAN PABLO
City of New Directions

Community Action Plan

Raising Up Healthy Future Generations

MARCH 2014



Current FY 2013-14 COPTF Task Force members

(As of March 3, 2014)

1. Adriana Vasquez, Member – West County Regional Group
2. Alexina Rojas, Director – West County First Five Center
3. Aja Green, Community Representative – West County Regional Group
4. Angeles Lopez, Member – West County Regional Group
5. Astrid Flores, Chair – San Pablo Youth Commission
6. Carmen Arroyo, Resident – City of San Pablo
7. Charlotte Dickson, HEAL Cities Campaign Director – California Center for Public Health Advocacy
8. Coire Reilly, Manager – Contra Cost Health Services
9. Emily Warming, Program Manager – Healthy and Active Before 5
10. Flor Castro, Member – West County Regional Group
11. Gabi Rivas, Community Liaison -- First Five Contra Costa
12. Jan Schilling, Executive Director – Weigh of Life
13. Jesus Verduzco, Consultant – Verduzco and Associates
14. Jill West, RDN – Head RD Nutrition Coach
15. Karel Villalobos, Member – West County Regional Group
16. Lucy Alfaro – West County Regional Group – Task Force Co-Chair
17. Melody Ocampo, Recreation Supervisor – City of San Pablo
18. Michele Rodriguez, Development Services Manager – City of San Pablo
19. Patrice Chamberlain, Program Coordinator – Summer Meal Program Coalition
20. Petronila Fernandes, Member – West County Regional Group
21. Ruth Vasquez-Jones, Community Affairs Director, Brookside Community Health Center
22. Saily Brizuela, Treasurer – San Pablo Youth Commission
23. Soledad Garcia, Member – West County Regional Group
24. Sophia Talbot, Nutritionist – Community Services Bureau, Head Start
25. Tomasa Espinoza, Chair – West County Regional Group
26. Tony Ramirez, Teacher – Dover Elementary School – Task Force Chair
27. Tanya Rovira, Nutrition and Food Security Coordinator – Contra Costa Health Services, Community Wellness and Prevention Program



Community Action Plan

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introduction

I. Introduction and Executive Summary

The San Pablo City Council understands that the health and well-being of San Pablo residents are fundamental to their quality of life and to the City's economic and social vitality. City officials further recognize that childhood obesity has reached a crisis level in the United States, and that San Pablo has not been spared. More than half of the children in San Pablo are overweight or obese, a rate that is among the highest of California cities.¹

At its most basic level, the obesity crisis is the result of a so-called energy imbalance – people are consuming more calories than they are expending. As described in a 2012 report by the Institute of Medicine (IOM), the obesity prevention movement centers on five broad goals to address this crisis:

- 1. Increasing physical activity levels;**
- 2. Increasing access to healthy foods and beverages and limiting access to unhealthy foods and beverages;**
- 3. Changing messages about nutrition and physical activity, including limiting marketing of junk food to children;**
- 4. Working with health care providers, insurers, and employers; and**
- 5. Improving nutrition and physical activity in schools.²**

As part of its effort to stem rising obesity rates in San Pablo, the City Council created the Childhood Obesity Prevention Task Force (Task Force) to develop and implement a feasible, evidence-based plan to improve the health of all San Pablo residents, with particular emphasis on the City's youth. By focusing on the environments in which people live, learn, work, and play, the Task Force can make a significant, positive impact on a wide range of health outcomes.

To assist the Task Force, the City retained expert consultants to provide technical assistance on a range of approaches to combat San Pablo's obesity crisis. Using the City's current legal and policy landscape as a foundation, the consultants identified several policy and programmatic strategies that could increase opportunities for healthy eating and active living within the City. Subsequently, the Task Force, together with the consultants, city staff, and relevant community-based organizations, developed policy and program priorities for the City Council to consider. These priorities are summarized in the following tables.

¹ Babey SH, Wolstein J, Diamant AL, Bloom A, Goldstein H. 2012. *Overweight and Obesity among Children by California Cities – 2010*. UCLA Center for Health Policy Research and California Center for Public Health Advocacy, <http://cbsla.files.wordpress.com/2012/08/patchworkcities6-4-12.pdf>

² Glickman D et al. 2012. *Accelerating Progress in Obesity Prevention: Solving the Weight of the Nation*. Institute of Medicine, National Academies Press, www.iom.edu/Reports/2012/Accelerating-Progress-in-Obesity-Prevention.aspx



POLICY PRIORITIES: Healthy Eating

- 1) Fund obesity prevention programs and policies through a tax on sugar-sweetened beverages
- 2) Increase access to free drinking water
- 3) Improve nutritional quality of school lunches

POLICY PRIORITIES: Active Living

- 1) Support safe routes to school
- 2) Improve park spaces
- 3) Establish play streets

PROGRAM PRIORITIES: Healthy Eating

- 1) Offer free & reduced-cost nutrition and cooking classes
- 2) Promote water in schools/Rethink Your Drink Campaign
- 3) Create urban and school farms/gardens
- 4) Foster healthy fundraising and recognition
- 5) Explore healthy food retail recognition

PROGRAM PRIORITIES: Active Living

- 1) Offer free and reduced-cost programs and classes for all ages, particularly ages 0-5 and teens
- 2) Promote competitive physical activity events (e.g. City 5k, Thanksgiving Turkey Trot, etc.)
- 3) Promote Adopt-A-Spot program

This Community Action Plan (CAP) summarizes the results of several years of work. Its purpose is fourfold: (1) to memorialize the City and Task Force's efforts in addressing the City's obesity crisis; (2) to describe each of the policy and program priorities identified by the Task Force; (3) to assist the City in creating funding opportunities for community-based organizations through the City's Annual San Pablo Community Foundation Grant Program; and (4) to leverage external funding opportunities to help turn the Task Force's vision into action.



Stuffed Squash Blossoms

- Freshly picked Squash Blossoms
- Home grown vine-ripened Tomatoes
- Diced Persian Cucumbers
- Avocados
- Sprigs of Cilantro
- Fresh Dill
- Micro Greens/Sprouts
- Dash of Bragg's Amino Acid

Enjoy!





II. The Healthy Eating Active Living (Heal) Cities Campaign and the Creation of the Childhood Obesity Prevention Taskforce and Steering Committee

The foundation for the Task Force rests in commitments the City Council made to San Pablo residents in 2010. In August of that year, the Council unanimously adopted a resolution³ to join the Healthy Eating Active Living (HEAL) Cities Campaign, a project of the League of California Cities and its partner, the California Center for Public Health Advocacy (CCPHA). The resolution outlined a number of policy goals in the areas of land use, access to healthy food, and work-site wellness. The resolution also contained a commitment to adopt a Health Element as part of the City's update to its General Plan. Together with the HEAL resolution, the award-winning Health Element (adopted in April of 2012) set the stage for the Task Force's work.

In April of 2011, then-Mayor Leonard McNeil invited Dr. Wendel Brunner, Public Health Director of Contra Costa Health Services, to present to the Council about childhood obesity prevention. Dr. Brunner noted that at 52.4 percent, San Pablo had the third highest childhood obesity and overweight rate in the State of California, and the highest rate among Northern California cities.⁴ Later that year, Dr. Brunner returned to the Council and presented research on the negative relationship between consumption of sugar-sweetened beverages (SSBs) and health. His research culminated in a report entitled, "The Impact of Sugar-Sweetened Beverage Consumption on the Health of San Pablo Residents (SSB Report)."⁵

In response to the SSB Report, and as part of its FY 2011-13 work plan, the City Council created the Task Force and asked that it develop a strategic plan for addressing the growing childhood obesity epidemic. As a show of the City's commitment, the Council also appropriated \$25,000 from its general fund to support the work of the Task Force.

In March of 2012, the Council hosted its first Task Force meeting, drawing representatives from over 10 organizations serving San Pablo residents. Participants developed a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis, which contributed to a mission statement and governance structure for the Task Force as well as funding guidelines to seek outside expertise.

The Task Force met again in May of 2012 to review the SWOT analysis and discuss a community education campaign. Following this second meeting, 12 leaders in the local and statewide public health movement were invited to join the Task Force's Steering Committee. The Steering Committee first met in July of 2012, at which time the City Manager, together with consultant Dr. Gary Manross of Strategy Research Institute (SRI), outlined a timeline for (i) conducting community education and research, (ii) gathering feedback regarding obesity prevention activities and potential funding opportunities, and (iii) establishing a funding mechanism through a ballot measure to support policies and programs designed to reduce obesity rates. The Steering Committee also elected co-chairs, established sub-committees, and prepared a timeline for reviewing applications for hiring consultants. Finally, in August of 2012, the Council adopted Resolution 2012-00⁶ which, among other things, authorized the hiring of expert consultants to provide technical assistance related to the obesity epidemic generally and to the mitigation of the effects of SSBs on local obesity rates specifically.

³ Resolution attached as Appendix 1.

⁴ Babey et al., supra note 1.

⁵ SSB report attached as Appendix 2.

⁶ Resolution attached as Appendix 3.



III. The Role of Expert Consultants

Towards the end of 2012, the City, based on recommendations from the Task Force, awarded contracts to three organizations to work with the City to combat the obesity crisis. An additional consultant, SRI, was already working with the City. All four consultants played a critical role in understanding the City's political and legal landscape. In addition to SRI, the consultants were:

- The California Center for Public Health Advocacy (CCPHA);
- Verduzco & Associates; and
- ChangeLab Solutions.

A. CCPHA is a statewide non-profit at the forefront of state and local efforts to transform neighborhoods and schools into environments that support healthy eating and physical activity. CCPHA has achieved meaningful success in several areas, including:

- Supporting Local Policymaker Capacity for Promoting Health. CCPHA's Healthy Eating Active Living (HEAL) Cities Campaign has spurred more than 160 cities, including San Pablo, to adopt resolutions and policies to create healthy communities with walking, biking, parks, farmers markets, community gardens, soda free facilities;
- Promoting Health Eating and Physical Activity through Policy Change. CCPHA led successful campaigns in California to (i) remove soda and junk food from public schools (1999-2005), (ii) provide ongoing state funding for physical education (2006), and (iii) require chain restaurants to provide calorie information on their menus (2007-2008); and
- Leading the Fight to Reduce Sugary Drink Consumption. The Kick the Can: CA Campaign is a hub for the healthy drink movement both in California and across the nation through its resource-packed website www.kickthecan.info and comprehensive technical assistance program.

CCPHA was asked to develop and distribute a survey for organizations serving San Pablo residents and conduct in-person interviews with key stakeholders. CCPHA drafted a summary of the survey and interview findings and reported to the Task Force at its September, 2013 meeting. CCPHA also compiled local, state and national obesity data, which ultimately informed a bi-lingual education piece that the City distributed in June of 2013.⁷

CCPHA learned that while there is a range of programs providing nutrition and physical activity services to young children, adults and seniors, there is a gap in services for middle and high school students. CCPHA also discovered that public safety is a vital concern that must be addressed within the context of the childhood obesity effort. Further, CCPHA gathered that Task Force members and invitees maintain a high level of interest in working together, through the Task Force, to coordinate programs, services and messages. Finally, given that the City has a large number of Spanish speaking residents, CCPHA found that education and services must be provided in Spanish as well as English. CCPHA's final report is attached as Appendix 5.

⁷ CCPHA subcontracted with Berkeley Media Studies Group to distill messages from the 2012 San Pablo Community Satisfaction survey and frame the education piece. A copy of the education piece is attached as Appendix 4.



consultants

B. Verduzco & Associates has extensive experience in the areas of youth leadership development, advocacy, and community mobilization. By using a place-based approach, Verduzco & Associates has a track record of successfully engaging stakeholders in community planning processes for such efforts as The California Endowment's Healthy Eating Active Communities program (HEAC). Additionally, Verduzco & Associates has worked in the Bay Area providing technical assistance to the West Contra Costa Unified School District (WCCUSD) supporting the development, expansion and sustainability of their six school-based health centers.

The City tasked both CCPHA and Verduzco & Associates with outreach to residents and organizations to assess:

- The degree to which childhood obesity is recognized as a significant issue in San Pablo;
- The willingness of community members to help solve the issue, including participating in Task Force meetings; and
- Current City programs and services that affect all City residents, specifically youth.

Verduzco & Associates followed a two pronged approach:

1. Intensive education and engagement of the San Pablo Youth Commission; and
2. Surveying youth and parents.⁸

Overall, the majority of parents surveyed expressed that they have to be part of the solution if they are going to help their children lead healthier lifestyles. They indicated that they are excited to work in partnership with the City to make San Pablo a better place to live. More specifically, survey results showed that the two most important issues for families are:

- Safe public places for children to play; and
- More family programming in parks, community centers, and other City properties.

Verduzco & Associates presented its data in two reports published by the San Pablo Youth Commission, "Childhood Obesity Youth Survey Results" and "Strategies to Childhood Obesity Prevention." Members of the Youth Commission presented to the Task Force at its September, 2013 meeting. Subsequently, they participated in small groups to vet and prioritize policies and programs for this CAP. The Youth Commission's final reports are attached as Appendix 6.

C. Strategy Research Institute (SRI) is a supplier of applied science for purposes of policy decision-making in both the public and private sectors. This includes policy research and consulting for agencies in the public sector, and market research and consulting for firms and organizations in the private sector. Among other objectives, SRI specializes in consensus building among constituents, many with competing agendas.

In 2010, the City retained SRI and its CEO, Dr. Gary Manross, to identify and better understand the collective desires and concerns of San Pablo residents. Since that time, SRI has conducted numerous scientific surveys, which have generated the form of "intelligence" needed for allowing City officials to make informed decisions when addressing the needs and wishes of the community-at-large.

⁸ Verduzco & Associates partnered with WCCUSD and community-based organizations to conduct the survey. Surveys were available in English and Spanish.



Through its surveys, SRI found that nearly eighty percent of residents and 85 percent of Opinion Leaders view childhood obesity as being of crisis proportions and that something needs to be done to fight it. Between 2011 and 2013, concern over childhood obesity increased 21 percent, from 58 percent to 79 percent.

Moreover, a clear majority of respondents in the most recent survey believe that the City's youth do not get enough exercise and that City officials should restrict the number of fast food outlets in San Pablo as well as the location where SSBs can be sold. Over eighty percent of respondents said they support the City funding projects that incentivize convenience stores and corner markets to sell healthy food and beverages instead of unhealthy food and beverages. An executive summary of SRI's work is attached as Appendix 7.

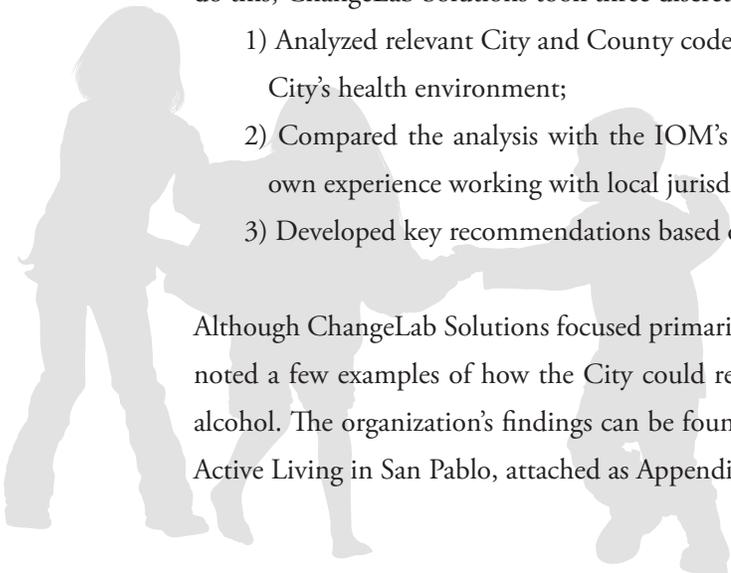
D. ChangeLab Solutions is a national non-profit that promotes the common good by developing model laws and policies that link all aspects of community life – housing, education, jobs, the economy, and the environment – to healthy outcomes.

Since its inception, ChangeLab Solutions has been at the forefront of the “Health in All Policies” movement by providing training, leadership, and in-depth legal and policy analysis to numerous communities and government agencies to advance the practice of “planning for healthy places.” And as a national leader on strategies to reduce SSB consumption, ChangeLab Solutions has worked with most of the jurisdictions in the country that have considered levying a tax on SSBs.

The City hired ChangeLab Solutions to work directly with the Task Force, city staff, and relevant community-based organizations and inform them of the healthy eating and active living opportunities within San Pablo. To do this, ChangeLab Solutions took three discrete steps:

- 1) Analyzed relevant City and County codes, policies, regulations, and agreements to assess the gaps in the City's health environment;
- 2) Compared the analysis with the IOM's best practice recommendations and against the organization's own experience working with local jurisdictions across the country; and
- 3) Developed key recommendations based on the analysis and best practices.

Although ChangeLab Solutions focused primarily on policies addressing healthy eating and active living, it also noted a few examples of how the City could reduce the negative health impacts associated with tobacco and alcohol. The organization's findings can be found in the report entitled, Policies to Support Healthy Eating & Active Living in San Pablo, attached as Appendix 8.





development

IV. The Task Force, Steering Committee & Development of the Policy and Program Priorities

The Task Force, together with each of the City's outside consultants, worked collaboratively to engage a diverse cross section of the community and identify the policy and program priorities for the City Council to consider. As noted above, ChangeLab Solutions' role was to examine the City's existing legal and policy landscape and develop recommendations for how the City can improve its healthy eating and active living environments. Many of the recommendations are based on sound science and have been successful in other jurisdictions. Others are promising but untested. A few recommendations have potentially significant impact on San Pablo residents, while others are less impactful but far more politically feasible. Finally, some of the strategies could be implemented immediately while others are more likely to be longer-term goals.

Given the above, the Task Force and Steering Committee ultimately identified several strategies that would complement existing City policies as part of a long-range plan for creating an environment that facilitates healthy lifestyles.

A. Process for Developing Priorities

As discussed earlier, the Task Force and Steering Committee met several times between March of 2012 and December of 2013. Meetings covered a wide range of topics, including (i) the City's survey findings, (ii) education messages and campaign, (iii) consultant reports, and (iv) priorities for 2014 and beyond. Representatives from over ten organizations attended the meetings, and all were given a forum to express their viewpoints and desires. The final three meetings were designed to educate members about the consultants' work, provide opportunities to ask questions and make suggestions, and prioritize policies and programs for this CAP.⁹ Each of the final meetings also included interactive, small group discussions focusing on three topics:

- 1) Nutrition policy
- 2) Physical activity policy
- 3) Nutrition and physical activity programs

As a result of this engagement, the Task Force was able to prioritize various policy and programs options to increase opportunities for healthy eating and active living.

B. Policy and Program Priorities

Before detailing each of the policy and program priorities, it is important to first understand the difference between policies and programs and the complementary use of both to improve community health.

1. Policies versus Programs

Because policies and programs are often implemented in conjunction, even the savviest public health professionals sometimes have difficulty distinguishing the two. In order to gauge scope, impact, sustainability, and implementation costs, it is important to recognize the difference between policies and programs, as those terms are used in this CAP.

⁹ During the September meeting, each consultant made a thorough presentation about its findings and recommendations.



Generally, a policy is an enforceable law, regulation or rule that applies broadly across an entire jurisdiction, and indefinitely. A program is a system or plan implemented by a government agency or community organization to provide a specific service to a discrete set of persons.

Policies are generally more influential than programs in the long term, though they often work in conjunction. Policies have broad applicability and are implemented upstream, setting the course within which people and programs must navigate. In addition, policies tend to last longer than programs because they codify change and survive individual leadership transitions. Also, governing agencies can mandate compliance with a policy and, if need be, take appropriate enforcement measures.

A program is often used as a mechanism to implement a policy. In other cases, a program is implemented independent of a policy. In those latter cases, a program will only work to the extent there are financial and human resources available to operate it.

2. Policy Priorities to Facilitate Healthy Eating

The Task Force identified three priorities to facilitate healthy eating: (1) funding healthy eating and active living programs and policies through a tax on SSBs; (2) improving drinking water access, both in schools and throughout the community; and (3) improving the nutritional quality of school lunches.

a. Funding Healthy Eating and Active Living Programs Through a Tax on Sugar-Sweetened Beverages

Imposing a tax on sales of SSBs is a strategy that has garnered much attention in the media and among the public health research and scientific communities. Because the electorate must approve all local taxes, a City policy would consist of preparing a tax ordinance and adopting a resolution along with the ordinance to put the issue on the ballot for voters to decide. However, there are several policy decisions that would affect the likelihood of success of the tax, the amount of revenue raised, and the potential public health impact.

The Task Force was particularly interested in using a tax to generate revenue to fund other obesity prevention policies and programs, and therefore supported a “special tax,” the proceeds of which would be earmarked for specific purposes. This could be accomplished in two ways, either through a generally applicable increase in the City’s transactions and use tax – a “sales tax,” or through a tax specifically imposed on businesses that sell SSBs, with the proceeds from either tax earmarked. An increase in sales taxes applicable only to SSBs (i.e., and not to other products subject to the sales tax) is preempted by the California Constitution.

A sales tax increase is relatively straightforward and would apply to all products subject to the sales tax under state law. A tax specifically imposed on SSBs may reduce consumption of those drinks in addition to raising revenue. To levy a tax on a specific product, the only viable option for California cities is a business license tax imposed on businesses that sell SSBs, either retailers that sell SSBs to consumers or distributors doing business in the City. If the amount of the tax is passed onto the consumer through a price increase, consumption should reduce accordingly.





free water

The amount of the tax could be calculated various ways. While most business license taxes are based on gross receipts, the tax could also be imposed per ounce or based on another metric.

RESOURCES

ChangeLab Solutions, Local Taxes on Sugar-Sweetened Beverages in California (Fact Sheet and Legal Memo) www.changelabsolutions.org/publications/CA-local-ssb-taxes

“Kick the Can” website operated by California Center for Public Health Advocacy
www.kickthecan.info/soda-taxes-and-other-beverage-policies

b. Improving Access to Free Drinking Water

The Task Force also identified that access to potable water is important for community health. Fresh drinking water is an important alternative to SSBs; studies suggest that if fresh drinking water is not readily available, consumers may substitute SSBs for the water they would prefer to drink.¹⁰ Making water available is one of the IOM’s core recommendations for reducing SSB consumption.

To improve the availability of drinking water in the community, the Task Force supported a policy that would require access to free, potable water in all public areas, such as government buildings, city-sponsored facilities, and parks and recreation areas. Part of such a policy would include an initial audit of these facilities to determine where water fountains or filling stations are lacking, and a requirement for regular ongoing inspections to ensure continued compliance. Another component of the policy would determine if water fountains suffice, or whether the City should invest in “water filling stations” for persons with their own bottles, or some combination of both.

This policy would impact persons using any government facilities by ensuring that they have access to free water during their visit. This policy would also require staff or consultants to conduct the gaps assessment and ongoing inspections, as well as financial resources to install the necessary infrastructure.

(Water access in the school environment is addressed in the section below.)

RESOURCES

Take Back the Tap, a campaign of Food and Water Watch, includes guides, resources and a curriculum on how to increase safe tap water consumption.
www.foodandwaterwatch.org/water/take-back-the-tap/

¹⁰ Centers for Disease Control and Prevention. 2010. *The CDC Guide to Strategies for Reducing the Consumption of Sugar-Sweetened Beverages*, p. 6, www.cdc.gov/SiteCollectionDocuments/StratstoReduce_Sugar_Sweetened_Bevs.pdf



school lunches

c. Improving Nutritional Quality of School Lunches

The Task Force focused much discussion on the school environment, which is where many children spend the majority of their day and consume one or more of their daily meals.

In school districts that participate in the National School Lunch Program, federal law establishes nutrition standards for school meals and other foods sold on school campuses. California law imposes additional nutritional requirements on foods sold outside of school meals (so-called “competitive foods”). The federal 2010 Healthy, Hunger-Free Kids Act included a number of important changes that impact school food policy, including changed nutrition requirements for both school meals and competitive foods. The enhanced school meal requirements have been in place since 2012; school districts must be in compliance with enhanced competitive food requirements by July 1, 2014.

Most school districts adopt a number of board policies and associated administrative regulations that address food sales in schools. These include a local school wellness policy, which all school districts that participate in the National School Lunch Program have been required by federal law to develop and adopt since 2006. School wellness policies must include nutrition guidelines for all foods and beverages available on school campuses. The federal 2010 Healthy, Hunger-Free Kids Act imposed new content requirements for school wellness policies. The USDA released proposed rules on school wellness policies in February 2014, and should adopt a final rule in late 2014.

Many school board policies on food sales simply refer to or restate the California and federal competitive foods nutrition standards. However, school districts can choose to go beyond these basic requirements and adopt stronger rules on foods and beverages. WCCUSD Board policies and administrative regulations on school foods, which apply to schools in the City, generally mirror state and federal requirements for foods served in schools. However, they do not appear to have been updated to reflect the new nutritional requirements for school meals or competitive foods. In addition, to comply with changes in federal law, WCCUSD will have to adopt a revised wellness policy by the start of the 2015-2016 school year.

Recognizing that the City does not have jurisdiction over WCCUSD, the Task Force supported a policy designating and directing City staff to work with WCCUSD to update and improve its Board policies, including the school wellness policy to improve the nutritional quality of all foods offered on school campuses, both during the school day and before and after school hours. The City policy could also allocate staff and financial resources to help WCCUSD officials determine the elements of stronger school foods policies and draft policy revisions.

There are many examples of strong school foods policies from other California jurisdictions, and several model policies as well. Some aspects of a strong policy may include:

- Ensuring school meals and competitive foods comply with current USDA and California minimum standards.



nutrition

- Adopting nutrition requirements for school meals and competitive foods that go beyond USDA minimum standards.
- Requiring schools to adopt strategies to increase participation in the school breakfast, school lunch, and summer meal programs.

The Task Force also supported a policy to improve access to drinking water in schools. Federal and California law require that school districts provide access to free, fresh drinking water during meal times in the food service areas of schools. As with a policy addressing school meals, a City policy would entail designating and directing staff to work with WCCUSD officials to adopt and implement Board policies to improve access to drinking water.

Specific policy elements might include:

- Conducting a water audit and improving water infrastructure, including repairing water fountains and/or purchasing and installing water filling stations.
- Providing cups and containers of water throughout the school campus and throughout the school days, and particularly when students are engaged in physical activity.
- Allowing students to keep personal water bottles with them at all times.

Finally, several Task Force members, citing the importance of early childhood interventions, also strongly supported policies or programs to improve the nutritional quality of food served in child-care settings, and/or to prohibit SSBs in childcare settings.

RESOURCES

U.S. Dept. of Agriculture, *School Nutrition Environment and Wellness Resources*

<http://healthymeals.nal.usda.gov/local-wellness-policy-resources/school-nutrition-environment-and-wellness-resources-0>

National Alliance for Nutrition and Activity, *Model School Wellness Policies*

(these resources will be updated to reflect the Proposed Rules on Wellness Policies released last week by USDA)

www.schoolwellnesspolicies.org/

ChangeLab Solutions, *Addressing Sugary Drinks through the Local School Wellness Policy*

www.changelabsolutions.org/publications/SSBs-school-wellness

ChangeLab Solutions, *Water Access in Schools: Model Wellness Policy Language*

www.changelabsolutions.org/publications/wellness-policy-water

Water in Schools, a campaign of the California Food Policy Advocates

<http://waterinschools.org>



rethink your drink

3. Program Priorities to Facilitate Healthy Eating

This section describes the program priorities related to healthy eating. Because there are different permutations that will need to be developed by the agency or organization implementing them, below are very brief descriptions of each type of program.

a. Free and reduced nutrition and cooking classes

The Task Force strongly supported community-based cooking classes to provide instruction and tips to community members on preparing healthier meals for their families. According to members of the Task Force, similar classes have already been met with tremendous success in the City and have served to educate community members about the importance of preparing healthy meals. To operate this program, the City would need to identify a source of funding and work with groups such as Champions for Change, First 5, Fresh Approach, and Healthy and Active Before 5, all of which are already active in the community.

b. Educational campaigns about water access / “Rethink Your Drink”

The Task Force supported additional programs to educate residents about the health harms of SSBs, and cited the “Rethink Your Drink” campaign as a successful example. This campaign came to San Pablo relatively recently and the Task Force supported the continuation of the program as well as a push to improve and scale the program to get the message out to a wider audience. As part of the campaign, the Task Force supported educating residents about the importance of drinking water. In 2014, there may be an opportunity for the City to participate in a Bay Area-wide ReThink Your Drink campaign being conducted by local health departments.

c. Creating urban and school farms/gardens

The Task Force also supported programs to assist residents in growing their own food, at their homes, in community farms, and in schools. This is an example where policies and programs complement one another. The policy scan conducted by ChangeLab Solutions identified no legal barriers to urban farming. Therefore, a citywide program would entail the City providing resources to community organizations (or providing dedicated City staff) to assist community members in learning how to properly grow food. For community gardens, the City could also recognize and support a community organization to locate a suitable plot and execute any required lease and legal documents. One option would be to explore a partnership with Urban Tilth, the established urban farming organization in the Greater Richmond Area.

For school farming, the City could work with WCCUSD to encourage it to develop a program to allow for school farms, and also to help create the policy itself.

d. Fostering healthy fundraising and recognition

Organizational fundraising, particularly by youth groups, tends to involve selling of unhealthy foods like cookies and candy bars. The Task Force would like to help organizations change this paradigm by developing alternative fundraising mechanisms that can successfully raise funds while





active living

not harming the community health. There are many different forms this might take, but the Task Force supported using City resources to develop this type of program and identify healthy fundraising options.

As part of its wellness policy, WCCUSD included a document entitled “Ideas for Healthy Celebration and Fundraising Alternatives,”¹¹ which can be used as a basis for a program that applies outside of school.

Similarly, recognition programs for performance in school or extracurricular activities, often reward youth with a gift certificate for unhealthy food or with unhealthy food directly. Similar to fundraising, the Task Force identified a need to shift recognition programs toward healthier options, such as awards that incentivize the recipient to engage in a healthy activity.

e. Exploring a healthy food retail recognition program

Although the Task Force did not find access to healthy foods in the retail environment to be a significant problem, it nonetheless supported exploring a program to recognize or certify food retailers that began to carry healthier items such as fresh produce or staple foods.

A government certification program would establish guidelines for businesses to be eligible to be recognized as a healthy retailer (besides carrying produce and staple foods, additional requirements could be to reduce the amount of unhealthy items stocked, such as alcohol, tobacco and sugary drinks, and to improve the storefront to reduce visual blight or nuisance.) In exchange for a retailer voluntarily agreeing to abide by the conditions, the government would officially recognize the business as “healthy” and could provide additional incentives (generally nonfinancial ones) to the retailer. This type of program would likely require a designated City agency working with a community organization to develop the program guidelines and provide technical assistance to retailers that choose to participate.

4. Policy Priorities to Facilitate Active Living

There are many reasons why San Pablo residents do not get sufficient amounts of physical activity. The built environment – the physical structures and infrastructure that make up our cities and communities – is one of them. For example, the Task Force learned that not everyone in San Pablo has the same access to environments that support good health. Further, the SSB Study and presentations at various Task Force meetings showed that rates of obesity are significantly higher in San Pablo than in other neighboring jurisdictions; these differences are partly based on race and ethnicity, gender, age, and socioeconomic status. Generally, the same communities that are at greater risk for obesity have fewer parks and open spaces compared to other communities. Moreover, often times the streets in lower-income communities are more dangerous for people who walk or ride bicycles, due to an absence of protective infrastructure and poor street design. In San Pablo, collisions between automobiles and pedestrians/bicyclists are higher than the state and county average. Finally, and perhaps most prominent in San Pablo, violence and the

¹¹ WCCUSD healthy fundraising statement attached as Appendix 9.



perception of violence significantly and negatively impacts levels of physical activity among San Pablo residents. The Youth Commission, in particular, underscored the significance of violence and its impediments to engaging in physical activity. In light of the foregoing, the Task Force identified three policies to improve San Pablo's built environment.

a. Adoption of a Safe Routes to School Policy

In 1969, almost half of American students walked or bicycled to school. That number has since shrunk to 13 percent. Physical activity and recreational opportunities in schools have decreased during the same time period, creating new challenges for student health, academic achievement, and behavior.

Safe Routes to School (SRTS) is a movement that is changing communities and making children healthier by encouraging them to walk, bicycle, or roll to and from school. SRTS programs began in Europe in the 1970's, and similar efforts emerged in the United States in the late 1990's. In 1999, California was the first state in the country to enact a Safe Routes to School program. Congress eventually established a federal Safe Routes to School program in 2005.

By walking or biking to and from school, children and youth can easily incorporate exercise into their day and arrive at school focused and ready to learn. Engaging in active transportation also helps reduce air pollution and traffic congestion around schools and surrounding neighborhoods.

The City and WCCUSD each have a role to play in making it easier and safer for children to walk and bicycle to school.

- **City Policy:** Failure to explicitly support Safe Routes to School through clear policy language can inadvertently discourage active transportation. Accordingly, the Task Force showed interest in the City adopting a stand-alone SRTS policy or explicitly incorporating SRTS related provisions throughout existing policies.
- **Partnership with WCCUSD:** Recognizing that the City does not have jurisdiction over WCCUSD or its schools, the Task Force supported the City directing staff to work with WCCUSD and help draft a comprehensive Safe Routes to School policy that would affect all schools within the City's jurisdiction. (Also note that the Healthy, Hunger-Free Kids Act of 2010 provides an opportunity to partner with WCCUSD to incorporate certain aspects of Safe Routes to School, including physical activity goals and guidelines, into the District's wellness policy).





RESOURCES

Safe Routes to School District Policy Workbook
(ChangeLab Solutions & Safe Routes to School National Partnership)
www.changelabsolutions.org/safe-routes/welcome

Safe Routes to School National Partnership Resource Center
www.saferoutespartnership.org/resourcecenter

ChangeLab Solutions Resources on Safe Routes to School
www.changelabsolutions.org/childhood-obesity/safe-routes-schools



There are many examples of strong SRTS policies throughout the state. The strongest ones incorporate five key components, commonly referred to as the Five E's:¹²

Education – Policies can help educate children about the broad range of transportation choices and instruct them in bicycling and walking safety skills. Also, driver safety campaigns can educate drivers – both students and adults – regarding safe driving near schools and elsewhere.

Encouragement – Policies can institutionalize events and activities that promote walking and bicycling and generate enthusiasm among students, parents, city and school officials, and the surrounding community.

Engineering – Policies can outline how cities and districts can act independently or partner with relevant agencies to improve infrastructure around schools, thereby increasing the safety and convenience of active commuters.

Enforcement – Policies can specify ways in which local law enforcement can ensure that traffic laws (including speed limits and proper walking and bicycling behaviors) are obeyed near schools. Cities and districts can also facilitate community enforcement, such as crossing guard programs and student safety patrols.

Evaluation – Policies can encourage monitoring and documenting outcomes, attitudes, and trends via data collection before and after programmatic changes are made.

¹² Discussion on the Five E's is taken from: ChangeLab Solutions and Safe Routes to School National Partnership. *Safe Routes to School District Policy Workbook*, www.changelabsolutions.org/safe-routes/about-elements



play streets



b. Improving Park Spaces

As noted in the City's General Plan, the City has a park ratio of 0.7 acres of parkland per 1,000 residents, significantly below the 3.0 acres/1,000 residents called for in the Municipal Code. Perhaps not surprisingly, then, the Task Force spent a significant amount of time discussing the current conditions of the City's parks. The Youth Commission also provided extensive feedback on the use and condition of parks. There was unanimous sentiment that there are too few City parks, and that those that do exist are either unsafe, in need of repair, or both.

Lack of access to high-quality recreational spaces has measurable effects on physical activity. For example, adults who live within one-half mile of a park are more likely to exercise five or more times a week than those who live farther away. Similarly, children who live near parks and recreational facilities are more active and less likely to be obese than those who live farther away. And children and adults are less active when they live in neighborhoods that are perceived as unsafe or have high levels of social disorder (such as loitering and public drinking).

Parks, trails, and other common recreational space can also help to create and enhance family and community ties by increasing interaction among community members, by decreasing isolation and crime, and by encouraging volunteerism. Social interaction through physical activity and recreation can also offer opportunities for connections across race, class, and geography.

By prioritizing park improvements, the City can significantly boost physical activity levels among all residents, especially its youth. The first step would be for the City to direct staff to determine the following:

Condition. Are certain parks in better condition than others? Is equipment in need of repair? Are there adequate facilities (bathrooms, garbage cans, etc.)?

Location. Are parks equitably dispersed throughout the City? Are parks accessible via alternative transportation (e.g. walking, biking, public transit)?

Safety. Is there evidence of criminal activity at certain parks? If so, where? How often? What type? Is there adequate lighting? Are there design features that can improve safety?

Health. Are parks smoke-free? Is there access to free and clean drinking water? Can residents easily access them via active transportation?

Once the City has a better understanding of its park resources, it can draft a policy to address any gaps in service and identify adequate funding sources.



recreation

c. Establishing Play Streets

As discussed above, it is clear that San Pablo is “park poor.” Unfortunately, it is not alone. Cities throughout the country are finding innovative ways to create more recreation space for their residents without having to expand existing parks or develop new ones. For many localities, Play Streets are being used to accommodate this lack of space.

Play Streets are streets that are closed to traffic on a regular basis (i.e. every Sunday morning) and used to encourage physical activity among community members of all ages. There are now over 100 Play Streets throughout the country, and they are increasingly seen as a strategy for cities to achieve their public health goals, especially for cities like San Pablo that lack sufficient park and open space for recreation.

Cities can establish Play Streets by partnering with ongoing activities (i.e. farmers’ markets) or closing off different streets throughout the city to create a variety of recreational spaces for as many residents as possible.

By adopting a Play Streets policy, the City could create new places for recreation without having to develop new parks or more traditional open space. There are a number of successful Play Street policies and programs throughout the country, San Francisco’s being among the most popular. And San Pablo already has a successful “Random Acts of Recreation” program. Components of a strong policy include:

- Ensuring that Play Streets occur on a regular basis and at different locations throughout the City so that the maximum number of residents can participate
- Ensuring that Play Streets will increase and sustain physical activity levels within the community, particularly among youth
- Creation of a Play Streets Task Force
- Commitment of City staffing and resources to ensure success
- Requiring healthy food vending at each Play Street
- Partnering with businesses and community-based organization to offer a variety of activities and services
- Evaluating each Play Street for potential improvement and increase in participation rates

RESOURCES

Open Streets Project

<http://openstreetsproject.org/>

Partnership for a Healthier America

<http://ahealthieramerica.org/play-streets/>

Sunday Streets

www.sundaystreetssf.com/



Adopt-A-Spot

5. Program Priorities to Facilitate Active Living

The Task Force had significant experience with different types of programs that could be implemented in the City.

- a. Offer free and reduced-cost programs and classes for all ages, particularly for ages 0-5 and teenagers. The Task Force overwhelmingly supported City- and school- run programs and classes. These could range from traditional exercise classes to pedestrian and bicycle skills and safety workshops. The Youth Commission is in an excellent position to support and lead program development and implementation, and groups such as Weigh of Life and the City's own Community Services Department would be excellent partners.
- b. Sponsor and promote competitive physical activity events. Another favorite program of the Task Force was City-sponsored competitive events such as an annual 5k/10k/half marathon, or a Thanksgiving Turkey Trot. These types of events are commonplace in cities throughout the Bay Area and beyond. Depending on the scale of the event, they can require significant planning and resources (i.e. promotion, road closures, police presence, etc.) Oftentimes, success hinges on engagement with local businesses and community-based organizations for promotion and sponsorship opportunities.
- c. Promote Adopt-A-Spot Program. Many cities throughout the Bay Area have an Adopt a Park program. These programs allow individuals or groups to “adopt” a playground, park, or trail, and provide routine maintenance and oversight activities. In July of 2013, the City Council established a similar program to encourage volunteerism and active living called the Adopt-A-Spot Program.¹³ For example, volunteers may provide gardening services (i.e. weeding and planting), equipment maintenance (i.e. painting park benches or playground structures), or cleaning services (i.e. litter pick up and graffiti removal). Volunteers can also help plan and coordinate programs and report any incidents/problems to City staff. In terms of resource allocation, City staff would need to review applications from those interested individuals/groups, choose the best applicant, train them in proper procedures, and generally oversee the program.



¹³ For details see staff report and resolution attached as Appendix 10.



action plan

V. Conclusion

Since 2010, the City has taken numerous actions to confront the childhood obesity crisis within its borders. The year 2014 is no exception; the City Council unanimously declared 2014 to be *The Year of Healthy Living!*

Through this process, the City has successfully engaged stakeholders from a diverse cross section of the community, and all have significantly contributed to the City's success thus far. This CAP will allow the City to leverage funding to implement the policy and program priorities identified by the Task Force. By adopting this CAP, the City is taking yet another step to demonstrate its commitment to improving the health of its residents.

ChangeLab Solutions is a nonprofit organization that provides legal information on matters relating to public health. The legal information in this document does not constitute legal advice or legal representation. For legal advice, readers should consult a lawyer in their state.



CITY OF SAN PABLO
City of New Directions



Prepared for the Childhood Obesity Prevention Task Force, City of San Pablo
Submitted by ChangeLab Solutions, Oakland, California

March 2014
www.changelabsolutions.org



Appendices

City of San Pablo: Community Action Plan

Prepared for the Childhood Obesity Prevention Task Force, City of San Pablo
Submitted by ChangeLab Solutions, Oakland, California

March 2014
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Appendix 1

RESOLUTION 2012-008

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE ESTABLISHMENT OF A CITY-WIDE CHILDHOOD OBESITY EPIDEMIC TASK FORCE AND TO ALLOCATE \$25,000 IN FUNDING FROM THE BUDGET STABILIZATION FUND FOR FY 2011-12 GENERAL FUND OPERATING BUDGET AMENDMENT

WHEREAS, the City Council has adopted policy items under the FY 2011-13 Council Priority Workplan to address the following: (1) Health Eating/Active Living Campaign - Curtail Health Epidemics (diabetes/obesity); and (2) Tax on Sweetened Beverages (Soda Tax) (i.e. AB 669); and

WHEREAS, on November 21, 2011, the City Council considered several policy objectives identified by the City Manager as potential policy items for incorporation into the Adopted FY 2011-13 Council Priority Workplan, and for ongoing City Council policy development; and

WHEREAS, on November 21, 2011, the City Council established a Childhood Obesity Ad-Hoc Subcommittee (SubCommittee) to develop an overall Strategic Plan for addressing the growing childhood obesity epidemic in San Pablo, and overall in Contra Costa County; and

WHEREAS, several policy objectives have been identified by the Subcommittee to enable the City Council to continuously address and establish an advocacy network to combat the childhood obesity epidemic in San Pablo, and to work with Contra Costa County Health officials in elevating this crisis County-wide and in the San Pablo community. These policy objectives include, but are not limited to, the following:

- Address/Identify Community-wide Problem in San Pablo (i.e. Community Needs Survey);
- Created a Council Ad-Hoc Subcommittee to develop policy recommendations for the City Council for future program and policy development;
- Develop a Legislative Action Plan with State and Federal Legislators;
- Disseminate information contained in the UCLA and CCPHA study, A Patchwork of Progress: Changes in Overweight and Obesity Among California 5th, 7th and 9th Graders, 2005-2010, available at: www.publichealthadvocacy.org;
- Interface with community stakeholders, community service organizations, County and State public health agencies, and other public health advocacy partners;
- Expand new policy objectives to the Council Priority Workplan;
- Explore Future Funding Mechanisms (i.e. Local Soda Tax);
- Explore establishment of a Community-Wide Task Force on Childhood Obesity;
- Explore contractual and professional services to develop, enhance and/or promote community outreach efforts on Childhood Obesity Prevention and Healthy Eating and Active Living Programs.



WHEREAS, upon recommendation of the Childhood Obesity Ad-Hoc SubCommittee that a City-Wide Task Force of interested community stakeholders review existing studies, current state laws and regulations, and other pertinent information which addresses the childhood obesity epidemic, and propose recommendations to develop a community advocacy and education campaign to develop new programs and funding mechanisms to combat the impacts of the current Childhood Obesity epidemic in San Pablo.

NOW THEREFORE, BE IT RESOLVED the City Council of the City of San Pablo authorizes the following, as follows:

The City Manager recommends the City Council authorize adoption of said Resolution to accomplish the following:

- 1) Establishment of a City-wide Task Force to address the Childhood Obesity Epidemic in San Pablo; and
- 2) Authorize allocation of \$25,000 from FY 2011-12 Budget Stabilization Funding for program implementation and development of community action and education campaign under the City Council Departmental Budget line items (#1110-43500 and #1110-43600).

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

ADOPTED this 9th day of January, 2012, by the following vote to wit:

AYES: COUNCILMEMBERS: Calloway, McNeil, Morris and Valdez

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: Cruz

ABSTAIN: COUNCILMEMBERS: None

ATTEST:

/s/ Ted J. Denney

Ted J. Denney, City Clerk

APPROVED:

/s/ Cecilia Valdez

Cecilia Valdez, Mayor



Appendix 2

The Impact of Sugar-Sweetened Beverage Consumption on the Health of San Pablo Residents

A report prepared by Contra Costa Health Services for the San Pablo City Council

November 15, 2011



Authors

Wendel Brunner, PhD, MD

Abigail Kroch, PhD, MPH

Coire Reilly, BA

Tracey Rattray, MSW, MPH

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The Impact of Sugar Sweetened Beverage Consumption on the Health of San Pablo Residents

A Report From Contra Costa Health Services

Introduction

Obesity is a critical public health epidemic and is a leading risk factor for premature deaths and chronic illness due to heart disease, stroke, diabetes, cancer and other conditions.¹ The residents of the City of San Pablo face higher rates of deaths and illness from these causes than the average citizen in Contra Costa County, and children in West Contra Costa Unified School District, which includes San Pablo, are more likely to be obese than children in other County school districts.²

Obesity results from when a person eats and drinks more calories than he or she expends during normal metabolic processes and physical activity. The largest single source of excess, non-nutritional calories in the American diet is from soda and other sugar-sweetened beverages (SSBs) and evidence shows a strong correlation between obesity and consumption of SSBs.³ According to the report *Bubbling Over: Soda Consumption and Its link to Obesity in California*, “Adults who drink soda occasionally (less than one a day) are 15% more likely to be overweight or obese, and adults who drink one or more sodas per day are 27% more likely to be overweight or obese than adults who do not drink soda, even when adjusting for poverty status and race/ethnicity.”⁴

San Pablo has demonstrated a commitment to improving the health of its citizens through the recent adoption of a new General Plan in 2011, which includes a comprehensive Health Element, and by passing a resolution to be a Health Eating Active Living city.

Working to reduce the consumption of sugar-sweetened beverages is a key strategy to reducing calorie consumption and obesity, preventing tooth decay, and creating a healthier city.

Definition of Sugar-Sweetened Beverage

For the purposes of this report, a SSB is defined as a non-alcoholic beverage, carbonated or non-carbonated, that contains added caloric sweeteners. Included in this definition are traditional sodas (e.g. Coca-Cola, Sprite) sports drinks (e.g. Gatorade), energy drinks (e.g. Rockstar, Red Bull), fruit-flavored (not 100% fruit juice) drinks (i.e. juice cocktails and nectars). “Diet” drinks, those that contain non-caloric sweeteners such as aspartame, are not included in this definition, nor are coffee and tea drinks.

Demographic Characteristics of San Pablo

The City of San Pablo is home to a diverse community, the members of which are largely Latino and other minority groups. Many families in San Pablo live below the federal poverty level and have only a single parent. These social factors and other environmental factors have an impact on the health outcomes of the community. Vulnerable populations have a greater risk of obesity and increased rates of chronic diseases with which obesity is associated.



Total population	30,566	
Age and Sex		
Male	15,716	51%
Female	14,850	49%
0 to 19 years	9461	31%
19 to 65 years	17678	58%
65 years and over	3,427	11%
Race and Ethnicity		
Hispanic or Latino	16656	54%
Not Hispanic or Latino		
White	3,797	12%
African American	4267	14%
Asian	5050	17%
American Indian or Alaska Native	212	1%
Pacific Islander	19	<0%
Two or More races	443	1%
Some Other Race	142	<0%
Household Characteristics		
Median household income (dollars)	46,007	
Families whose income is below federal poverty level		15%
Households with children under 18	3,653	40%
Female householder, no husband present, with children under 18	853	16%
Educational Attainment		
Percent high school graduate or higher		69%
Percent bachelor's degree or higher		15%
Language Spoken At Home		
English only	9,453	31%
Language other than English	18,442	60%
<i>Source: American Community Survey 2005-2009</i>		



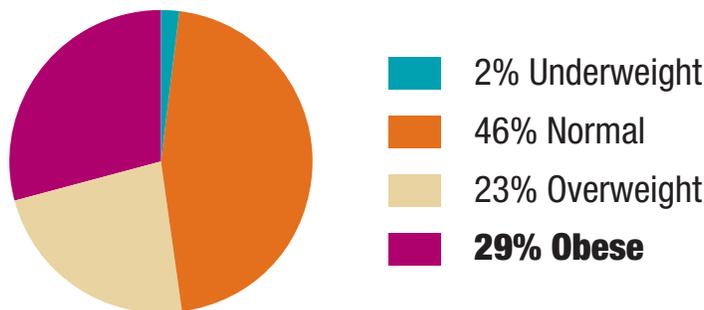
Body Weight and Health:

Maintaining a healthy weight throughout the lifetime helps to avoid obesity related illness and premature death. To estimate whether an individual is within a healthy weight range, a body mass index (BMI) is calculated using both height and weight. BMI is analyzed in 4 categories: underweight, normal weight, overweight, and obese. Among adults a BMI less than 20 is considered underweight, 20-25 is normal weight, 25-30 overweight, and greater than 30 is considered obese. Because children are growing, an age-based calculation is used that incorporates their height and weight and categorizes BMI ranges into percentiles. Less than 5th percentile is considered underweight, 5th-85th percentile is normal weight, 85th -95th percentile is overweight, and greater than 95th percentile is considered obese. The weight category of obese has the strongest association to negative health outcomes, and the majority of the findings in this report focus on negative consequences of obesity but not overweight. More information is available through the Centers for Disease Control and Prevention. (<http://www.cdc.gov/healthyweight/assessing/bmi/index.html>).

Obesity Prevalence among San Pablo Children:

At public schools in California, students are tested yearly on physical activity using the Fitnessgram test, which includes a measurement of height and weight that is carried out by the test administrator. The data below on childhood obesity for San Pablo was obtained from the 2010 Fitnessgram carried out in the following schools: Bayview Elementary, Dover Elementary, Downer Elementary, Ford Elementary, Lake Elementary, Riverside Elementary, Helms Middle School, Middle College High School, and Richmond High School (which San Pablo high-school-aged students attend). These schools were chosen based on their location and their student population. A total of 1286 students were included in this analysis. The students who carried out the test were primarily Latino or Hispanic (74%).

Obesity Prevalence in San Pablo Children



Obesity rate projected to double once these children are adults

Fitnessgram Data



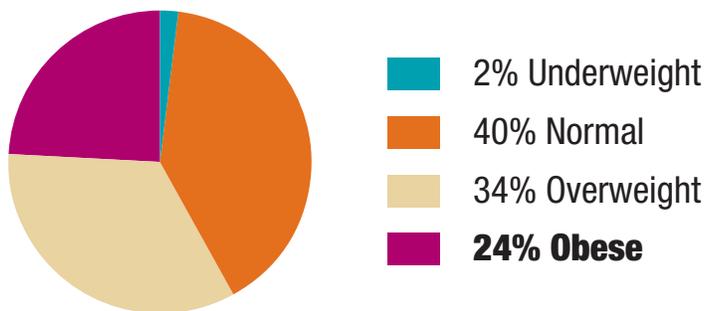
The 2010 Fitnessgram data shows that the burden of obesity in San Pablo school children is significant. Overall 29% of school children are obese and an additional 23% are overweight. More male students are obese than female students, a difference of 6%.

Due to the current prevalence of obesity among San Pablo youth, we project that the prevalence of obesity in adults will increase. Based on previous studies relating obesity in adults to their weight status as children, we predict that as adults, the cohort of children currently residing in San Pablo will have an obesity prevalence of 42% (almost double the current obesity prevalence of 24%) once they reach adulthood.⁵ This prevalence excludes individuals who are overweight, but not obese.

Obesity Prevalence among San Pablo Adults:

Obesity prevalence for San Pablo adults was estimated using the 2009 California Health Interview Survey. In San Pablo residents, we estimate that 58% of adults are overweight or obese. The percentage of obese adults in this estimate is 24%.

Obesity Prevalence in San Pablo Adults



2009 CA Health Interview Survey (CHIS)

*Small Area Analysis was used to calculate prevalence using the demography of San Pablo.



Obesity Related Disease and Mortality in San Pablo

Morbidity Rates

The current prevalence of obesity among San Pablo adults contributes to increased rates of disease and death due to cardiovascular disease, cancer, diabetes, as well as all cause mortality. The California Health Interview survey was used to estimate the prevalence of obesity related disease in San Pablo. Using empirical studies relating obesity to specific diseases, the number of excess cases of people diagnosed with chronic diseases in San Pablo due to obesity was calculated. The number of future cases among San Pablo children was calculated based on the projected obesity prevalence of 42%. It is expected that there will be a substantial increase in people living with chronic illness (morbidity) due to the projected rising obesity rate among adults.

Diagnosis of obesity related chronic disease in San Pablo

	Prevalence of Diagnosis	Excess diagnoses of chronic diseases due to current obesity prevalence (24%)	Excess diagnoses of chronic diseases due to future obesity prevalence (42%)
Cardiovascular Disease	4.9%	124	206
Cancer	4.8%	53	91
Diabetes	8.0%	909	1253
Hypertension	26.0%	2952	4053
Stroke	2.0%	65	105

*Small Area Analysis with CHIS was used to calculate prevalence using the demography of San Pablo. Cancer and Stroke data were obtained from the 2005 CHIS survey. Cardiovascular disease, diabetes and hypertension data were obtained from the 2009 CHIS survey. Associations between disease and obesity were taken from empirical studies^{6, 7, 8, 9}

Mortality Rates

The excess deaths due to obesity in San Pablo were calculated using results of previous studies, which have estimated the relative risk of mortality among obese individuals. The annual death rate in San Pablo is around 305 residents, and it was found that 11% of all deaths in San Pablo could be attributed to obesity. The increased rate of obesity among this current generation of children when they become adults will lead to an increase in the number of excess deaths due to obesity. These excess deaths are premature deaths with an estimated loss of 2 years of life per person due to cardiovascular disease, 10 years of life due to cancer and 9 years of life due to diabetes.



Excess deaths due to obesity per year in San Pablo

	Deaths per year in San Pablo	Obesity attributable percentage to current prevalence of 24%	Obesity attributable percentage to future prevalence of 42%
Cardiovascular Disease	82	15.0%	23%
Cancer	66	6.9%	11%
Diabetes	10	37.0%	51%
All Causes	305	11.0%	18%

Population attributable fraction of death was calculated using empirical relationships between obesity and mortality.^{10, 11, 9}

The Sugar-Sweetened Beverage Industry and Marketing Practices

According to Breaking Down the Chain: A Guide to the Soft Drink Industry prepared by National Policy & Legal Analysis Network to Prevent Childhood Obesity (NPLAN) and Public Health Law & Policy (PHLP), the soft drink industry is broken down into two main components of production – syrup (and concentrate) manufacturing and soft drink manufacturing (creation of the final, often carbonated, product and packaging it in bottles and cans). This industry is dominated by only a few companies. For syrup manufacturing, Coca-Cola (40% of the market) and PepsiCo, Inc (33% of the market) contribute 73% of the U.S. market. For soft drink manufacturing, Coca-Cola produces 28.6%, PepsiCo, Inc produces 26.8%, and Dr Pepper Snapple Group produces 8.6%. Other, much smaller companies make up the remainder in both manufacturing processes.

Flavoring syrup and concentrate manufacturing is an \$8 billion dollar industry with an annual profit of around \$1.4 billion. Soft drink manufacturing is a \$47.2 billion industry and generates annual profits of around \$1.7 billion.

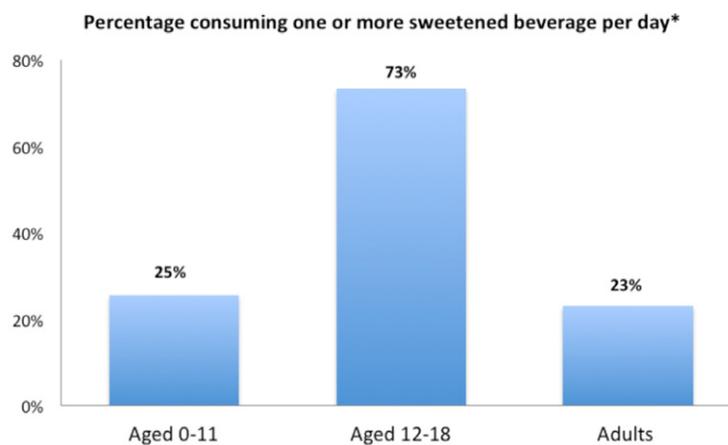
A 2008 Federal Trade Commission (FTC) study on food and beverage marketing to youth showed that in the year 2006 the manufacturers of carbonated soft drinks spent \$492 million marketing directly to youth, an overwhelming percentage of that (96% or \$474 million) was directed at adolescents in the 12-17 age range. Of that \$28.6 million were found to specifically target particular races, ethnicities, and genders with activities including sponsoring a Black History Month essay contest for elementary, middle, and high schools, sponsoring Latino events and festivals, and sponsoring various ethnicity-based sport teams.¹²

The overwhelming majority of SSB manufacturers increased their advertising budgets between the years 2008 to 2010. Teens watched an average of 406 SSB ads on television and African American teens were particularly targeted, viewing 80 to 90% more TV ads than white teens.¹³



San Pablo Sugar-Sweetened Beverage Consumption:

Sweetened beverage consumption was estimated for San Pablo, using the 2009 California Health Interview Survey. Beverage consumption was highest among teens, with 73% of teens estimated to consume one or more sweetened beverage per day (this includes sodas, fruit drinks, sports drinks, energy drinks but not diet drinks).¹⁴ The rate was lower among children aged 0-11; however, the rate of consumption was much greater in school-aged children than toddlers and infants (not shown). Among adults, the rate of sweetened beverage consumption was estimated at 44% when sweetened coffee and hot tea were included (this includes pre-sweetened coffee and tea as well as restaurant coffee and tea drinks to which people add sugar). When coffee and hot tea were excluded, the rate was estimated to be 23%.



*Small Area Analysis was used to calculate rates using the demography of San Pablo.

Relationship between Sugar-Sweetened Beverage Consumption and Obesity

Using the California Health Interview Survey of adults from 2009, we calculated the approximate additional calories consumed through sugar-sweetened beverages. Among the estimated 23% of adults who consume one or more sugar-sweetened beverages per day, the average number of servings (120 calories/adult serving³) is 2.2 with an estimated caloric content of 258 calories. For adolescents the excess calorie consumption is much greater. Among the estimated 73% of San Pablo adolescents who consume one or more SSBs per day, the average number of servings (242 calories/teen serving¹⁴) is 1.8 with an estimated caloric content of 429 calories. Sugar sweetened beverages contribute to the obesity epidemic by adding excess calories to the diet, without additional nutrition. The following are some examples of SSBs and their caloric content:

- A standard 12 oz. can of Coca Cola contains 140 calories and a 20 oz. bottle contains 240 calories.
- A 20 oz bottle of Minute Maid Lemonade contains 260 calories, more than the same size bottle of Coca Cola.
- The 32 oz. 7-11 Big Gulp contains 364 calories.
- A 16 oz. bottle of Nesquik chocolate milk contains 400 calories.¹⁵

Studies show that the calories in beverages are not as satiating as calories consumed by food (a person's body does not register the intake of calories by becoming less hungry), and therefore increase the overall number of calories consumed.³ According to the report *Bubbling Over: Soda Consumption and Its link to Obesity in California*, "Adults who drink soda occasionally (less than one a day) are 15% more likely to be overweight or obese, and adults who drink one or more



sodas per day are 27% more likely to be overweight or obese than adults who do not drink soda, even when adjusting for poverty status and race/ethnicity.”⁴

Relationship between Sugar-Sweetened Beverage Consumption and Dental Caries

Because children’s oral health in California is ranked the third worst state in the nation after Arizona and Texas¹⁶, reducing or preventing children from consuming sugar-laden drinks becomes even more important as a preventative measure. Sugar consumption is the primary cause of dental caries in children. ¹⁷ During the 2010-2011 school year, among students in San Pablo elementary schools visited by the Contra Costa Health Services Children’s Oral Health Program, the percentage of students with visible tooth decay ranged from 14% to 26%.

Economic Costs of Obesity to Contra Costa County

According to The Economic Costs of Overweight, Obesity, and Physical Activity Among California Adults report prepared by California Center for Public Health Advocacy, the annual health care costs of overweight and obesity in Contra Costa County is over \$404,000,000. Additionally, each year obesity accounts for over \$272,000,000 in lost workplace productivity in Contra Costa County.¹⁸

Sugar-Sweetened Beverage Environment in San Pablo

San Pablo citizens are saturated with food vendors supplying sugar-sweetened beverages. There are 215 retail food outlets in the city of San Pablo, including mobile food prep vehicles (n=12), ice-cream pushcarts (n=14), retail food vehicles (n=8), restaurants (n=64), convenience stores (n=36), and grocery stores (n=28) with the rest being miscellaneous food retail outlets. Using population estimates from the 2010 Census, it was estimated that 90% of the population resides within walking distance (.25 mile) of a retailer or vendor (26,403 of a total population of 29,139). Additionally, 81 of 215 outlets are within 0.25 mile of a school. The average number of outlets within 0.25 mile of a school is 9.55 (minimum = 1, maximum = 30). Therefore, sugar sweetened beverages are readily accessible to citizens, and school children while in route to school or home. The following map plots the locations of all food vendors in the city of San Pablo as well as the locations of schools.



Survey of Retailers within .25 mile of Helms Middle School

In September 2011, CCHS surveyed 12 retail outlets that were within walking distance (.25 miles) of Helms Middle School in central San Pablo. CCHS counted the number of different kinds (flavors, brands) of SSB available for purchase and found a range of 35 (lowest) to 311 (highest) different kinds of SSB on the stores' shelves. The average was 106 different types of SSBs. In all retail outlets SSBs were the vast majority of beverages available for purchase (as opposed to water, diet drinks, and 100% fruit juice).

All three of the full-size groceries that were surveyed featured either an entire row (both sides of the aisle) dedicated to SSBs or large, prominent stacked displays of cases of SSBs. (Two groceries featured both.) CCHS did not see a significant number of outdoor advertising for SSBs either on store walls facing the street or on community advertising space.

Programs San Pablo can Enact to Combat Obesity

San Pablo could implement a variety of local programs to increase healthy eating or promote regular physical activity that would counter the influence of SSBs. There are many sources for suggested policies and programs such as 1) The Health Element from San Pablo's General Plan (Chapter 8: <http://www.ci.san-pablo.ca.us/DocumentView.aspx?DID=669>), 2) the report, Example of a Sugar-Sweetened Beverage Regulatory Fee Justification Study in California prepared by Economic & Planning Systems, Inc for Public Health Law & Policy (These strategies were recommended as statewide mitigations for sugar-sweetened beverage consumption but could easily be modified for implementation in San Pablo.), and 3) a policy brief CA Campaign for Healthy Beverages prepared by California Center for Public Health Advocacy (http://www.publichealthadvocacy.org/_PDFs/beverage_policies/LocalPolicies_WaterSoda_Nov2010.pdf).

Common themes to decrease obesity in these documents include increasing and promoting the availability of healthy food and beverages, improving the environment (streets, parks, etc) to be more conducive to physical activity, improving food and increasing physical activity at schools, and educating residents about the importance of eating well and exercising. Refer to the appendix for a list of the suggested policies and programs and to the original documents (linked below in the Further Reading section) for the full texts.

Conclusion

The City of San Pablo faces higher rates of obesity and obesity-related diseases than other cities in Contra Costa County, the effects of which result in a loss of life, well being and productivity to San Pablo citizens and incur large costs to the city and the state. Sugar sweetened beverage consumption is a significant source of excess, empty calories to the diets of the city's residents and is a major contributor to the obesity epidemic and to childhood dental caries. There are various programs that the city can undertake to mitigate these negative affects and help improve the lives of the citizens of San Pablo.

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Appendix

Programs San Pablo can Enact to Combat Obesity

San Pablo could implement a variety of local programs to increase healthy eating and promote regular physical activity that would counteract the influence of SSBs. There are many sources for suggested policies and programs such as 1) The Health Element from San Pablo's General Plan (Chapter 8: <http://www.ci.san-pablo.ca.us/DocumentView.aspx?DID=669>), 2) the report Example of a Sugar-Sweetened Beverage Regulatory Fee Justification Study in California prepared by Economic & Planning Systems, Inc for Public Health Law & Policy (These strategies were recommended as statewide mitigations for sugar-sweetened beverage consumption but could easily be modified for implementation in San Pablo.), and 3) a policy brief CA Campaign for Healthy Beverages prepared by California Center for Public Health Advocacy (http://www.publichealthadvocacy.org/_PDFs/beverage_policies/LocalPolicies_WaterSoda_Nov2010.pdf).

Common themes of these documents include increasing and promoting the availability of healthy food and beverages, improving the environment (streets, parks, etc) to be more conducive to physical activity, and educating the residents about the importance of eating well and exercising.

The following are summarized versions of the recommendations in these various documents. Please refer to the documents themselves for the complete text.

San Pablo General Plan Health Element

Topic 1: Healthy Transportation and Physical Activity

- Implement street design features that facilitate walking and biking in both new and established areas. Require a minimum standard of these features for all new developments.
- Improve signage directing residents and visitors to public parks and recreational facilities from all parts of the community. Integrate parks signage with bikeway and pedestrian-oriented signage system throughout San Pablo.
- Implement Safe Routes to School to make active transportation to school safe.
- Implement transportation demand management programs to reduce single-occupant vehicle trips.
- Link park facility improvement priorities to a ranking system keyed to public health and recreational goals.
- Incentivize the development of new parkland.
- Develop exercise circuit that takes advantages of existing infrastructure.
- Update joint use agreements with schools to increase access to facilities.
- Encourage and support efforts by schools to develop new and improved curricula about the importance of exercise and good nutrition.
- Encourage businesses and non-profit organizations to offer indoor recreational facilities and programs.

Topic 2: Healthy Food Access and Equity

- Use zoning and redevelopment programs to establish incentives for healthy food retailers.
- Establish a Health Commission to advise the City Council on issues relating to health and wellness.
- Support the formation of a West County Food Policy Council to identify innovative solutions to improve local food systems.
- Work to increase participation in existing federal food assistance programs such as Women, Infants, and Children (WIC) nutrition program and the Supplemental Nutrition Assistance Program (SNAP, formerly Food Stamps)



- Develop and implement a healthy food purchasing and vending policies for City facilities and operations that commits to healthy food in vending machines, at City-sponsored events, and in meetings.
- Assess feasibility of starting a certified farmer's market in San Pablo
- Seek ways to partner with regional Community Supported Agriculture (CSA) as an alternative for healthy food vending
- Implement community garden program.
- Work cooperatively with the school district and health department to improve food in schools: establish higher nutrition standards, incorporate culturally-sensitive options, remove unhealthy foods from vending machines, establish school gardens, and coordinate Farm to School programs.
- Support home gardening efforts.
- Adopt zoning controls to limit the number of fast food and drive-through restaurants.

Topic 3: Access to Services and Planning for People First

- Collaborate with CCHS to monitor and maintain health data.
- Explore health programs in neighborhood facilities.
- Recruit medical services to San Pablo
- Locate new outpatient medical facilities in underserved neighborhoods
- Assist with conversion of liquor stores to healthier retail purposes
- Increase public awareness of youth program opportunities in and around San Pablo.
- Create a youth job development program
- Incorporate universal, lifecycle design principles in new residential developments
- Support year-round calendar of events in community parks.
- Investigate programs for involving formerly-incarcerated residents in the community.
- Encourage new businesses to give local residents preference in hiring decisions.

Topic 4: Crime Reduction and Perceptions of Safety

- Incorporate Crime Prevention Through Environmental Design (CPTED) principles in zoning ordinance and project review.
- Enforce property maintenance and environmental design regulations for businesses, especially alcohol and tobacco outlets.
- Continue to enforce code to manage beverage sale locations and enforce owners on litter, graffiti, etc.
- Ensure San Pablo has minimum illumination standards for streetlights.
- Continue community policing and relationship-building programs
- Continue to involve residents in neighborhood improvement efforts.
- Enhance aesthetics and quality of housing stock and remove blight.

Example of a Sugar-Sweetened Beverage Regulatory Fee Justification Study in California

Strategy 1: Increase Access to Healthy Foods

- Expand the availability and improve the nutritional quality of school foods and beverages.
- Create a state incentive program to increase healthy food retailing in underserved neighborhoods
- Support local innovation by building infrastructure within local health departments to facilitate improved access to healthy foods



Strategy 2: Increase Access to Opportunities for Physical Activity

- Improve the quality and quantity of physical education in California public schools
- Improve the built environment in California communities to increase physical activity

Strategy 3: Educate Californians About the Risks Associated with Sugar-Sweetened Beverage Consumption

- Establish a statewide media campaign to educate Californians about the risks associated with sugar-sweetened beverage consumption.

Strategy 4: Increase Access to Obesity-Related Health Care Services

- Provide reimbursement for health care services to prevent, diagnose, and treat obesity and resulting conditions for Californians – particularly California children – enrolled in publicly funded health insurance programs.
- Provide health care services through school-based health centers.

CA Campaign for Healthy Beverages

Sugar Sweetened Beverage Strategies:

Vending machines: Eliminate the sale of sweetened beverages in vending machines on city or county owned property.

Public property: Eliminate the sale of sweetened beverages in city or county owned property, or at any city or county sponsored event, meeting, or program.

Schools: Establish policies to eliminate electrolyte beverages in schools.

Marketing and sponsorships: Eliminate marketing of sweetened beverages, including sponsorships of and the presence of logos in schools and at city or county sponsored programs or events.

Youth venues: Eliminate the sale and marketing of sweetened beverages at zoos, museums, parks and other places frequented by children.

Childcare, afterschool settings: Eliminate the provision or sale of sweetened beverages in childcare and afterschool programs.

Breastfeeding: Ensure that breastfeeding is supported at workplaces and in public buildings/events.

Public funds: Eliminate the purchase of sweetened beverages by a city or county.

Checkout lanes: Enact a city or county resolution encouraging retailers to remove sweetened beverages from checkout lanes.

Signage: Strengthen city and county signage ordinances to limit the amount and type of signage on stores and buildings. (The ordinance must apply to all products and all signs because legally it cannot target a single product type.)

Density of retailers: Limit the number and/or density of sweetened beverage retailers near schools and playgrounds.

Restaurant incentives: Establish nutrition standards for meals that include toy-giveaways and other incentives.

Taxes: Establish a city or county tax on sweetened beverages and use the funds to support local nutrition and physical activity efforts.

Corporate and organizations practices: Eliminate the sale of sweetened beverages in vending machines. Ensure the availability of free good tasting water. Eliminate marketing of sweetened beverages, including sponsorships and the presence of logos. Eliminate the purchase of sweetened beverages. Ensure that breastfeeding employees are supported.



Water Promotion Strategies:

Water availability: Ensure the availability of free good tasting water in public schools (implementation of SB 1413, recently enacted legislation requiring water availability during school meals), on all property owned or leased by a city or county, and at all city/county sponsored events.

Public property: Ensure operable, clean drinking fountains when located in city or county owned property, and sell or provide water at city or county sponsored events, meetings, or programs.

Youth venues: Ensure operable, clean drinking fountains when located in zoos, museums, parks and other places frequented by children. If water is sold, ensure that prices are comparable or lower than prices for sweetened beverages.

Childcare, afterschool settings: Ensure free safe drinking water for children and staff.

Public funds: Promote tap water consumption through purchase of reusable water bottles, glasses, pitchers, filters, and other related items. Eliminate the purchase of bottled water in individual serving sizes by a city or county.

Vending machines: Ensure the sale of water at prices comparable to or below prices for sweetened drinks in vending machines on city or county owned property.

Marketing and sponsorships: Allow beverage companies to market only water, and eliminate sponsorships, logos in schools and at city or county sponsored programs or events.

Density of retailers: Limit the number and/or density of sweetened beverage retailers near schools and playgrounds factoring in an exemption for retailers who sell water at lower prices than sweetened beverages.

Corporate and organizational policies: Ensure the availability of free good tasting water in drinking fountains. Ensure the purchase of items, such as reusable bottles, filters, glasses, and pitchers, to promote tap water consumption. Ensure water sales in vending machines. Ensure marketing of only water via sponsorships and logos.



Appendix 3

RESOLUTION 2010-089

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO SETTING FORTH THE CITY OF SAN PABLO'S COMMITMENT TO OBESITY PREVENTION, AND ENDORSING THE HEALTH EATING AND ACTIVE LIVING (HEAL) CITIES CAMPAIGN

WHEREAS, in 2004, the League of California Cities adopted an Annual Conference resolution to encourage cities to embrace policies that facilitate activities to promote healthier lifestyles and communities, including healthy diet and nutrition and adoption of city design and planning principles that enable citizens of all ages and abilities to undertake exercise; and

WHEREAS, the League of California Cities has a strategic goal to promote and develop safe and healthy cities; and

WHEREAS, more than half of the California's adults are overweight or obese and therefore at risk for many chronic and conditions including diabetes, heart disease, cancer, arthritis, stroke, and hypertension; and

WHEREAS, in 2004, one in four youth between the ages of 9 and 16 in California are overweight; with 23.8% of 5th – 9th graders in Contra Costa County (County-wide) overweight; and 36.8% of 5th – 9th graders in San Pablo overweight; and

WHEREAS, more children are being diagnosed with diseases linked to overweight and obesity previously only seen in adults, such as Type II diabetes and heart disease; and

WHEREAS, the current generation of children are expected to have shorter lives than their parents due to the consequences of obesity; and

WHEREAS, obesity takes a tremendous toll on the health and productivity of all Californians; and

WHEREAS, the estimated annual cost to California in medical bills, workers compensation and lost work productivity for overweight, obesity, and physical inactivity will reach \$52.7 million in 2011; if the state is able to achieve a 5% reduction in the prevalence of these risk factors, the savings realized would average nearly \$2.4 billion per year; and

WHEREAS, California Senate Bill 375 and Assembly Bill 32 call on cities to adopt plans to reduce greenhouse emissions which include reducing vehicular miles traveled; and

WHEREAS, local land use policy governs development of the built environment in which individuals make personal nutrition and physical activity choices; and

WHEREAS, supporting the health of residents and the local workforce would decrease chronic disease and health care costs and increase productivity.



NOW THEREFORE, BE IT RESOLVED the City Council of the City of San Pablo hereby recognizes that obesity is a serious public health threat to the health and well-being of adults, children, and families in San Pablo. While individual lifestyle changes are necessary, individual effort alone is insufficient to combat obesity's rising tide. Significant societal and environmental changes are needed to support individual efforts to make healthier choices. To that end, the City of San Pablo adopts this Health Eating and Active Living resolution, as follows:

I. Built Environment

BE IT FURTHER RESOLVED, that the City of San Pablo planners, engineers, parks recreation, community economic and redevelopment personnel responsible for design and construction of parks, neighborhoods, streets, and business areas, should make every effort to:

- Consider capital improvement projects to increase the opportunities for physical activity in existing areas;
- Plan and construct a built environment that encourages walking, biking, and other forms of physical activity;
- Address walking and biking connectivity between residential neighborhoods and schools, parks, recreational resources, and retail;
- Facilitate the siting of new grocery stores, community gardens, urban agriculture and farmers markets in underserved communities to increase access to health food, including fresh fruits and vegetables;
- Expand community access to indoor and outdoor public facilities through joint use agreements with schools and/or other partners
- Revise comprehensive plans and zoning ordinances to increase opportunities for physical activity including compact, mixed-use and transit –oriented development, whenever feasible;
- Include health goals and policies related to physical activity and access to healthy food in the City's forthcoming General Plan Update.

II. Employee Wellness

BE IT FURTHER RESOLVED, that in order to promote wellness within the City of San Pablo and to set an example for other businesses, the City of San Pablo pledges to continue employee wellness activities, including:

- Publicizing employee health incentives made available by its medical benefit providers;
- Forwarding to all staff via email any complimentary issues received of wellness-related newsletters and e-magazines;
- Encouraging waking meetings and the use of stairways;
- Reasonably accommodating lactating employees;
- Encouraging physical activity breaks for meetings over two hours in length;
- Coordinating flu vaccinations for City employees when provided at no cost to the City;
- Providing links to wellness information via its intranet; and
- Encouraging local fitness centers to offer discounts to City employees.

BE IT FURTHER RESOLVED, to encourage healthy eating by providing nutritious, low-fat choices among food offered at City events, City-sponsored meetings, City facilities, concessions, and programs.



III. Health Food Access

BE IT FURTHER RESOLVED that the City of San Pablo encourages restaurants doing business in San Pablo to:

- Disclose the calorie amount and grams of fat for each menu item listed on a menu or menu board in a clear and conspicuous manner;
- Encourage the removal of foods containing artificial trans fat from their menu offering

IV. Health Food Access

BE IT FURTHER RESOLVED that each Department Head affected will make every effort to meet the terms listed above, make health and wellness a priority and bring forward to the City Manager new concepts that continue to support and encourage health and wellness in the San Pablo community.

ADOPTED this 2nd of August, 2010, by the following vote to wit:

AYES: COUNCILMEMBERS: Morris, McNeil, Valdez, Cruz and Calloway

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

ABSTAIN: COUNCILMEMBERS: None

ATTEST:

APPROVED:

/s/ Ted J. Denney
Ted J. Denney, City Clerk

/s/ Genoveva Garcia Calloway
Genoveva Garcia Calloway, Mayor

Appendix 4



O B E S I D A D



1 3 8 3 1 S A N P A B L O A V E N U E , S A N P A B L O , C A 9 4 8 0 6 • T (5 1 0) 2 1 5 - 3 0 4 7

DID YOU KNOW?
¿Sabía usted?



Today's youth may, for the first time in modern history, live shorter lives than their parents.
Los jóvenes de hoy pueden, por primera vez en la historia moderna, vivir vidas más cortas que sus padres.

Did You Know?

Did you know that our children are at risk for an array of serious medical conditions such as diabetes, heart disease and osteoarthritis?

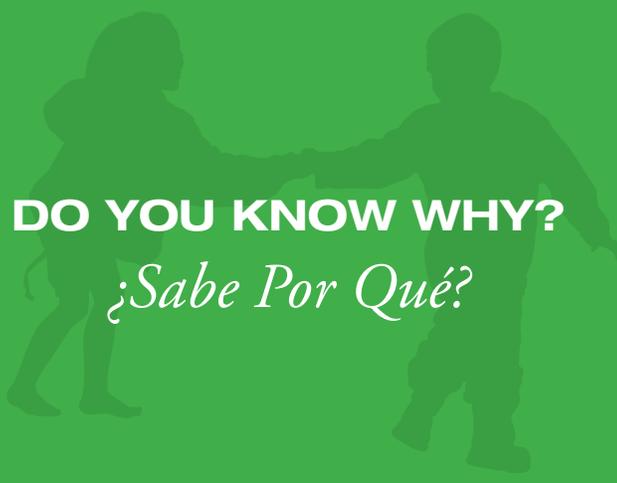
¿Sabía Usted?

¿Sabía que nuestros hijos están en riesgo de una serie de enfermedades graves como la diabetes, enfermedades del corazón y la artrosis?



CITY OF SAN PABLO
City of New Directions

our children Of san pablo
are at risk!



DO YOU KNOW WHY?

¿Sabe Por Qué?

56% Latino

16% African-American

28% Others



How did San Pablo get these bad ratings?

San Pablo has the highest rate of overweight and obese children in Contra Costa County! We have the third highest rate of obesity in the entire State, and our students' poor Physical Fitness Test results make us one of lowest performing cities in the State.

Latinos and African-Americans have the greatest risk for obesity and its related health issues....San Pablo is proudly 56% Latino and 16% African American.

Obesity and its serious health consequences equate to serious economic consequences: In California, overweight and obesity costs the State roughly \$21 billion in health care and lost productivity annually.

There are many reasons why we at San Pablo got the bad ratings, including: Fast Food Availability

¿Cómo Tue Que San Pablo Consiguió Estas Malas Calificaciones?

San Pablo tiene la tasa más alta de niños con sobrepeso y obesidad en el condado de Contra Costa! Tenemos la tercera tasa más alta de obesidad en todo el Estado, y los bajos resultados de las pruebas físicas de nuestros estudiantes hacen que San Pablo sea una de las ciudades de más bajo desempeño en el Estado.

Los latinos y los afroamericanos tienen el mayor riesgo de obesidad y problemas de salud relacionados con la obesidad.... San Pablo es orgullosamente el 56% latinos y el 16% afroamericanos.

La obesidad y sus graves consecuencias de salud equivalen a graves consecuencias económicas: En California, los costos de sobrepeso y obesidad del Estado son alrededor de \$ 21 mil millones en atención médica y pérdida de productividad al año.

Hay muchas razones por las que San Pablo recibió malas calificaciones, incluyendo: La disponibilidad de comida rápida



nuestros hijos de san pablo

¡Están en Riesgo!



FAST FOOD AVAILABILITY!

La Disponibilidad de Comida Rápida

215 Fast Food Stores • convenience stores and fast food restaurants within a 2.6 square miles in San Pablo



Highest Obesity Rate

2nd

3rd

San Pablo has the 3rd highest obesity rate in CA



Fast Food Availability

San Pablo is a mere 2.6 square miles. Within this small area exist 215 convenience stores and fast food restaurants. The higher the number of fast food outlets in a city, the more likely its citizens will suffer from diabetes, heart disease and cancer. There are close to 10 fast-food options within a quarter-mile of each of San Pablo's schools. Each offers convenient, quick, low-priced, yet non-nutritional meals.

It's simple....our kids are eating at fast food restaurants where they consume more calories and fewer healthy items, resulting in higher rates of obesity. People who live near supermarkets are likely to eat more fruits and vegetables, and thus, are less prone to obesity. And, eating home-cooked meals as a family helps too. Studies show that family meals are associated with positive child development and healthy eating behaviors.

La Disponibilidad de Comida Rápida

San Pablo es una ciudad de tamaño de sólo 2.6 millas cuadradas. Dentro de esta pequeña área existen 215 tiendas de conveniencia y restaurantes de comida rápida. En cuanto mayor sea el número de puntos de venta de comida rápida en la ciudad, lo más probable que sus ciudadanos van a sufrir de diabetes, enfermedades del corazón y cáncer. Hay cerca de 10 opciones de comida rápida dentro de un cuarto de milla de cada una de las escuelas de San Pablo. Cada uno ofrece conveniencia, rapidez, y bajo costo, sin embargo, las comidas rápidas, no son nutricionales.

Es muy sencillo... nuestros hijos están comiendo en los restaurantes de comida rápida, donde se consumen más calorías y menos alimentos saludables, lo que resulta en mayores tasas de obesidad. Las personas que viven cerca de los supermercados tienden a comer más frutas y verduras, y por lo tanto, son menos propensos a la obesidad. Y, comer comidas caseras como familia también ayuda. Los estudios demuestran que las comidas en familia se asocian con el desarrollo positivo de los niños y costumbres de alimentación saludables.

our children Of san pablo

are at risk!

EXCESS OF SUGAR-SWEETENED BEVERAGES

El Exceso de Azúcar

Excess of Sugar-Sweetened Beverages

Teens are drinking too much soda! It is estimated that 13% of a teen's daily calorie intake comes from sugar-sweetened beverages. 73% of San Pablo teens consume one or more such beverages per day. Because teens are drinking more soda than milk, they are missing out on critical nutrients such as calcium, iron and Vitamin A. Soda consumption increases risk for diabetes, heart disease, overweight and obesity - and doubles the risk of dental cavities in children. In fact, individuals who drink one to two sugar-sweetened beverages daily are 27% more likely to develop diabetes.

Las Bebidas Endulzadas

¡Los adolescentes beben muchos refrescos! Se estima que el 13% de las calorías que ingiere diariamente un adolescente vienen de bebidas endulzadas con azúcar. 73% de los adolescentes en San Pablo consumen una o más de tales bebidas por día. Cuando los adolescentes beben más refrescos que leche, están perdiendo nutrientes esenciales como calcio, hierro y vitamina A. El consumo de refrescos aumenta el riesgo de diabetes, enfermedades del corazón, el sobrepeso y la obesidad - y duplica el riesgo de caries dental en niños. De hecho, las personas que beben una o dos bebidas azucaradas al día son 27% más propensos a desarrollar diabetes.

**73% San Pablo Teens Consume
1 or more sweetened
beverages a day**



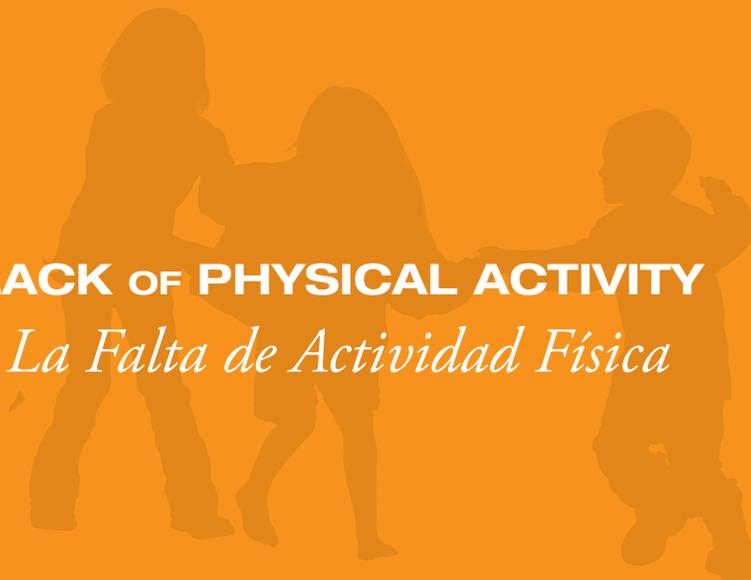
nuestros hijos de san pablo

¡Están en Riesgo!



LACK OF PHYSICAL ACTIVITY

La Falta de Actividad Física



73% de los adolescentes en San Pablo consumen una o más de tales bebidas por día



Lack of Physical Activity

Physical activity is vital to a child's lifelong health and success! Nearly one in three California teens is not regularly active. Television, video games and computers are replacing outdoor recreational activities, and the human body is responding negatively. Physical activity not only decreases a child's risk for diabetes and other chronic health problems, it can increase a capacity for learning. Children who participate in 20 minutes of vigorous activity at least three times per week not only decrease their risk of developing diabetes and other health problems, they actually have better grades!

La Falta de Actividad Física

¡La actividad física es vital para la salud y el éxito en la vida de un niño! Casi uno de cada tres adolescentes de California no hace ejercicio regularmente. La televisión, videojuegos y computadoras están reemplazando las actividades recreativas al aire libre, y el cuerpo humano está respondiendo negativamente. La actividad física no sólo disminuye el riesgo del niño de padecer diabetes y otros problemas de salud crónicos, también puede aumentar la capacidad de aprendizaje. Los niños que participan en 20 minutos de actividad vigorosa por lo menos tres veces por semana disminuyen su riesgo de desarrollar diabetes y otros problemas de salud, y tienen mejores notas en la escuela!

our children Of san pablo
are at risk!



LACK OF OPEN SPACE AND PARKS
La Falta de Espacios Abiertos y Parques



Lack of Open Space and Parks

It's not rocket-science: people who live near parks exercise more than those who don't. Adequate sidewalks and bike lanes also promote physical activity. Street networks that offer direct routes increase walking and biking. San Pablo is primarily car-oriented, and our parkland space does not adequately meet our population needs. Lower-income communities, such as ours, often have fewer resources to support active lifestyles and public spaces for play.



La Falta de Espacios Abiertos y Parques

No es ciencia espacial: las personas que viven cerca de los parques hacen más ejercicio que los que no viven cerca. Banquetas adecuadas y carriles de bicicletas también promueven la actividad física. Redes de la calle que ofrecen rutas directas aumentan el caminar y andar en bicicleta. En San Pablo nuestras rutas están principalmente basadas en el uso del automóvil, y nuestros parques y espacios de recreación no cumplen adecuadamente las necesidades de la población. Comunidades de bajos ingresos, como la nuestra, a menudo tienen menos recursos para apoyar estilos de vida activos y espacios públicos para jugar al aire libre.



nuestros hijos de san pablo

¡Están en Riesgo!

OUR KIDS ARE BEING TARGETED

Nuestros Niños Están en la Mira

Our Kids are Being Targeted

Fast food restaurants and sugar-sweetened beverage companies are targeting our kids. Soda companies spend approximately \$600 billion advertising to children under 18. Young children are exposed to approximately 12 ads per day for high fat, sugar and sodium foods. During prime time television viewing, 70% of advertisements are for sugar-sweetened soft drinks.

Fast food and beverage manufacturers have also found their way into online gaming. A child's exposure to a product disguised within a playful gaming environment builds positive brand associations. Children exposed to "advergames" featuring unhealthy foods consume 55% more unhealthy snacks than those exposed to games featuring healthier foods.

Nuestros Niños Están en la Mira

Restaurantes de comida rápida y empresas de bebidas azucaradas se dirigen a nuestros hijos. Las empresas de Soda gastan aproximadamente 600 mil millones de dólares de publicidad dirigida a niños menores de 18 años. Los niños pequeños están expuestos a unos 12 anuncios al día de alimentos con alto contenido de grasa, azúcar y sodio. Durante la visión más alta de la televisión, el 70% de los anuncios son de los refrescos endulzados con azúcar.

La comida rápida y los fabricantes de bebidas también han encontrado su lugar en los juegos de internet. La exposición de un niño a un producto disimulado dentro de un entorno de juego construye asociaciones de marca. Los niños expuestos a "advergames", con alimentos poco saludables consumen 55% más bocadillos que aquellos expuestos a juegos que muestran alimentos más saludables.



POSTAL CUSTOMER

An invitation

¡Una Invitación!

Our Right to Choose

It's a fact, San Pablo's children are at greater risk for obesity and obesity-related illnesses. Hispanic children are nearly two times more likely to be overweight as non-Hispanic White children. Among Hispanic women, 78% are overweight or obese. And Hispanic adults are 40% less likely to engage in active physical activity as non-Hispanic whites. Over half of San Pablo's households have more than two times higher odds of being obese than children from other cities. Spending our limited food dollars on nutritionally deficient foods composed largely of processed sugars and fat is a major contributing factor in our children's obesity and overweight problems.

But it doesn't have to be this way! We do have a choice, and all it takes is knowing where and how to spend our limited dollars towards a healthy next generation. One of our greatest contributions as parents is to guard our children's health. Healthy children will grow up to be leaders, creators, positive role models and change-makers. We invite you to learn alongside us as we resolve the issue of San Pablo's childhood obesity.

Nuestro Derecho a Decidir

Es un hecho, los niños de San Pablo están en mayor riesgo de obesidad y enfermedades relacionadas con la obesidad. Los niños hispanos son casi dos veces más propensos a tener sobrepeso que los niños blancos y no hispanos. Entre las mujeres hispanas, el 78% tienen sobrepeso o son obesas. Y los adultos hispanos son 40% menos propensos a participar en la actividad física activa que los blancos y no hispanos. Más de la mitad de los hogares de San Pablo tienen probabilidades más de dos veces mayor de ser obesos que los niños de otras ciudades. Gastar el dinero en los alimentos compuestos en gran parte de azúcares procesadas y grasas es un factor importante en la obesidad y contribuyen a los problemas de sobrepeso de nuestros hijos.

¡Pero no tiene que ser así! Tenemos una opción, y todo lo que se necesita es saber dónde y cómo usar el dinero hacia una nueva generación sana. Una de nuestras mayores contribuciones como padres es proteger la salud de nuestros hijos. Los niños sanos crecerán para ser líderes, creadores, y modelos positivos. Le invitamos a aprender junto a nosotros mientras resolvemos el problema de la obesidad infantil en San Pablo.

For more information, contact the Community Services Department:

Para obtener más información, comuníquese con el Departamento de Servicios Comunitarios de la Ciudad de San Pablo:

T (510) 215-3047

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Appendix 5

FINAL REPORT **January 31, 2014**

Deliverable One: Compile an inventory of San Pablo programs and services addressing obesity and sugary beverage consumption to guide SPCOPTF program planning.

CCPHA compiled a list of agencies serving youth, families and seniors in San Pablo (attachment 1) and sent surveys (attachment 2) to organizations providing nutrition and physical activity programming. The results of the survey showed a number of programs serve young children, adults and seniors, with a significant gap in services for middle and high school students (attachment 2). CCPHA staff interviewed representatives of key San Pablo organizations and summarized the findings in attachment 3. This document provides key recommendations for the City moving forward, particularly related to the functioning of the San Pablo Childhood Obesity Prevention Task Force. Key recommendations include the following (themes 1, 2 and 6, attachment 3):

1. Task force members and invitees maintain a high level of interest in working together through the Task Force to coordinate programs, services and messages, and to build programmatic and policy approaches to the childhood obesity epidemic. The SPCOPTF is a vital resource for the residents and staff of the City of San Pablo and would benefit from sustained staff support.
2. Given that the city has a large number of Spanish speaking residents, it would be strategic for the city to make sure there continues to be substantial representation from this community. Particular attention and resources should be devoted to making the Task Force meetings fully bilingual and bicultural to ensure maximum participation and benefit.
3. Public safety is a vital concern that must be addressed within the context of the childhood obesity effort.

In addition to its own surveys and interviews, CCPHA analyzed the results of Verduzco and Associates extensive work with youth and families and the proceedings from the SPCOPTF meetings conducted September – December 2013.

Deliverable Two: Establish obesity prevention priorities, and devise and implement a community education plan.

CCPHA planned and facilitated three meetings of the SPCOPTF and steering committee in consultation with the City of San Pablo staff and its consultant team (SRI, ChangeLab and Verduzco & Associates) between September and December 2013. During these meetings, participants sifted through findings provided by CCPHA, ChangeLab Solutions and Verduzco & Associates. Through a series of participatory working sessions, members of the Task Force selected the following policies and programs for inclusion in a Community Action Plan (CAP). Changelab Solutions will write and submit the CAP to the SPCOPTF for approval in early 2014. From there, the staff and SPCOPTF will present the CAP to the City Council.



It is important to note again that the gap in services in San Pablo rests within services to adolescents (attachment 2 final page). Programming for this age group should be a priority for the City and the SPCOPTF.

- 1) Soda Tax
- 1) Safe Routes to School
- 2) Drinking Water Access
- 1) Park Space improvements
- 3) Wellness policy to improve school lunches
- 3) Play Streets
- 1) Free and reduced nutrition and cooking classes
- 2) Water in Schools/Rethink Your Drink
- 3) Urban and School farms/gardens
- 4) Healthy fundraising and recognition
- 5) Healthy food retail recognition
- 1) School and City programs and classes
- 2) Free/reduced cost classes for all ages, including toddlers
- 3) Competitive events such as 5k
- 4) Free activities in parks and streets. Ex. Play Streets
- 5) Adopt-a-Park

Political Feasibility of Policy Strategies:

SRI's 2012 San Pablo Community Satisfaction survey shows a high level of awareness about childhood obesity as a key issue of concern, and of support for policy interventions. The survey results show that community members:

- Agree that children do not get enough exercise 87%
- Agree that childhood obesity is a crisis and something must be done 85%
- Support policies that make it easier to walk and bike to school, transit 92%
- Support policies to make San Pablo more bike and pedestrian friendly 84%
- Support providing incentives to stores to sell healthy food and beverages 82%
- Support restricting the number of fast food restaurants 67%
- Support restricting where sugar sweetened beverages can be sold 67%
- Support restricting the type of stores that can sell sugar sweetened beverages 62%

The survey findings, along with the task for prioritization process, show high levels of support among the community for the policies selected by the Task Force to include in the CAP. The Task Force is in an excellent position to educate the community about the obesity epidemic and the policy and program strategies of the CAP.

Support of these same policies by influentials, a distinct pool of individuals sampled by SRI, is somewhat different from community support. The key difference is the approach: as a whole, influentials are more supportive of incentivizing stores to carry healthy food and slightly less supportive of imposing restrictions. The influentials include two distinct groups, the "old timers" and the "newcomers". The survey did not show differences in support between these two groups, but Dr. Manross and Mr. Rodriguez have experienced differences, and the Task Force should devise a strategy for ad-



addressing the two groups. Key to this strategy is educating the influentials about the science of nutrition and obesity prevention. Numerous studies have determined that relying on strategies which increase access to healthy food and water WITHOUT simultaneously reducing consumption of high calorie, dense, low nutrient foods and beverages DO NOT reduce obesity. In other words, restrictions are essential to an obesity reduction/prevention strategy.

The political feasibility of implementing Healthy Eating Policies 2 and 3 is high, particularly since the WCCUSD is now required to update its Wellness Policy. Active Living Policies I and 2 can be accomplished within the context of implementation of the General Plan Update's Health Element and the WCCUSD's implementation of its community schools strategy. Likewise, Play Streets can be incorporated into the City's successful "Random Acts of Recreation" program. The tax on sugar sweetened beverages will be challenging. The unsuccessful tax campaigns in Richmond and El Monte in 2013 loom over any California cities' effort to conduct their own campaign. The following lessons, learned from the Richmond campaign, should be considered in San Pablo:

1. The tax should be a specific tax, not a general tax. Voters need to know where the tax ' revenue will be spent. This principal is one that SRI and the City have pursued with past measures.
2. A robust campaign infrastructure must be developed before a measure is placed on the ballot. San Pablo has demonstrated its ability to create a lawful and effective campaign infrastructure.
3. The community should be educated about the effects of sugar sweetened beverages on health before a tax initiative is mounted. The SPCOPTF membership has the capacity to conduct this education. Of particular import is the West County Regional Group, a large group of trained, Spanish speaking women with enormous reach in the City.

The Cities of San Francisco and Berkeley are considering soda tax measures for the November 2014 ballot. The San Francisco measure will be a specialtax. The Berkeley measure will be a special or general tax depending on the outcome of a spring 2014 voter poll. These campaigns will provide an opportunity for the task force to educate the community about sugary drinks as the Bay Area media market will be flooded with information and opinions. lessons learned from these campaigns will inform any future San Pablo campaign. A number of Bay Area Counties will be conducting an awareness campaign regarding the health impacts of sugary beverage consumption. The SPCOPTF should take advantage of this campaign.

The American Beverage Association approached the City Manager in 2013, in advance of a Task Force discussion about a potentialSan Pablo beverage tax. The ABA has offered to contribute money to a funding mechanism for implementation of the CAP. CCPHA cautions the City about accepting ABA funds:

1. The City could lose control of its brand. The ABA will likely use the City of San Pablo as an example of charitable efforts and obfuscate discussion about the true health impact of the product.
2. Accepting ABA money and associated branding will confuse San Pablo residents about the message of childhood obesity's impact on community and resident health.
3. The amount will be far below what might be raised through a localsoda tax.
4. If San Pablo were to accept ABA money, the City Council should consider an amount comparable to the amount it could earn through a local soda tax.
5. Additionally, the Council should set conditions that include: no branding (logos, colors, by-lines), no limitations on



types of activities (i.e. so that nutrition education that encompasses the impact of soda on health could be funded), no seat at the governance structure.

Education Plan:

CCPHA identified the SPCOPTF and the City of San Pablo as key educators within the San Pablo community. The City is using its web platform and community programming to distribute its obesity fact sheet, and it should continue to develop and place educational materials at the fingertips of residents, businesses and employees.

The SPCOPTF has tremendous potential to deliver messages and materials to San Pablo residents, organizations and businesses. Content should include both facts about obesity, its causes and mitigators, and about the work of the Task Force itself. CCPHA recommends the following:

Quarter 1

1. Brand all of the City's nutrition and physical activity programming and services with SPCOPTF logo.
2. Strengthen the Task Force by implementing the recommendations in Themes 1 and 2, attachment 3 to make the SPCOPTF s "hub" of obesity related activity, and s disseminator of messages and materials to members' constituencies.
3. Hold quarterly meetings of the SPCOPTF and bi-monthly meetings of the steering committee. Publicize both in electronic and print media. Invite media to cover meetings and report progress.
4. Establish an education/communications committee of the SPCOPTF that meets monthly.
5. Strengthen the Task Force by translating materials and meetings. Utilize professional translators (either current City staff or hiring bi-lingual facilitators) and state of the art translation technology for Task Force meetings.
6. Require recipients of city funds designated for obesity prevention to participate in the Task Force and brand its programs with the SPCOPTF logo.
7. Publicize the adoption of the CAP through electronic and print media, radio and TV.
8. Develop a speakey's bureau of Youth Commission and Task Force members. Train them to speak about childhood obesity, the SPCOPTF and the CAP. Schedule presentations for the remainder of 2014.
9. Work with Youth Commission to design youth programming for the summer of 2014.
10. Participate in Bay Area wide sugary beverage education campaign being conducted by a number of health departments. Consult with Contra Costa Health Services Community Wellness and Prevention Program for information.

Quarter 2

Develop and implement a focused community education campaign during to build awareness of childhood obesity as a crisis, SPCOPTF priority programs and policies and the community wide event.



Deliverable 3: Develop culturally competent, San Pablo specific messages to support the San Pablo obesity prevention policy campaign.

CCPHA developed a comprehensive set of national, state and local data for the City to use to develop its fact sheet, (attachment 4), which was distributed to the SPCOPTF and is in wide circulation throughout the community.

CCPHA's sub-contractor, Berkeley Media Studies Group, reviewed the SRI survey results along with public opinion research, the academic literature and news coverage of the Richmond tax campaign. Using these sources, and gleaning input from the CCPHA surveys and Verduzco focus groups, they developed relevant messages that should be employed educate the community about childhood obesity (attachment 5). Key messages include:

- San Pablo can be one of the healthiest places in California to raise a family
- San Pablo's childhood obesity and overweight rate is third highest in the state
- San Pablo residents are trying to eat healthier snacks and meals but are undermined each day by junk food and soda which is more plentiful than healthier options.
- Residents want and deserve better. San Pablo residents are working hard to build a better future for themselves and their families and seek the same opportunities to thrive and prosper as other communities in the Bay Area.
- San Pabloans can turn the obesity crisis around.



Appendix 6

SAN PABLO YOUTH COMMISSION **Childhood Obesity Youth Survey Results: DRAFT**

INTRODUCTION AND BACKGROUND

The City of San Pablo in Contra Costa County is facing an alarming increase in childhood obesity rates. The 2010 Fitnessgram shows that 29% of children are obese and 23% are overweight in San Pablo. In response to this health crisis, the San Pablo Youth Commission under the direction of the San Pablo Childhood Obesity Prevention Task Force embarked in a youth-led research project to seek out and incorporate the perspectives, experiences, ideas and action of youth themselves in helping inform and shape programs and services to meet their needs.

Primary objectives of this project are to:

- Engage San Pablo Youth Commission in participatory learning and action for community changes
- Gather data on San Pablo's youth eating and physical activity beliefs and practices
- Develop program and policy recommendations to stimulate action at the individual and community level in the City of San Pablo

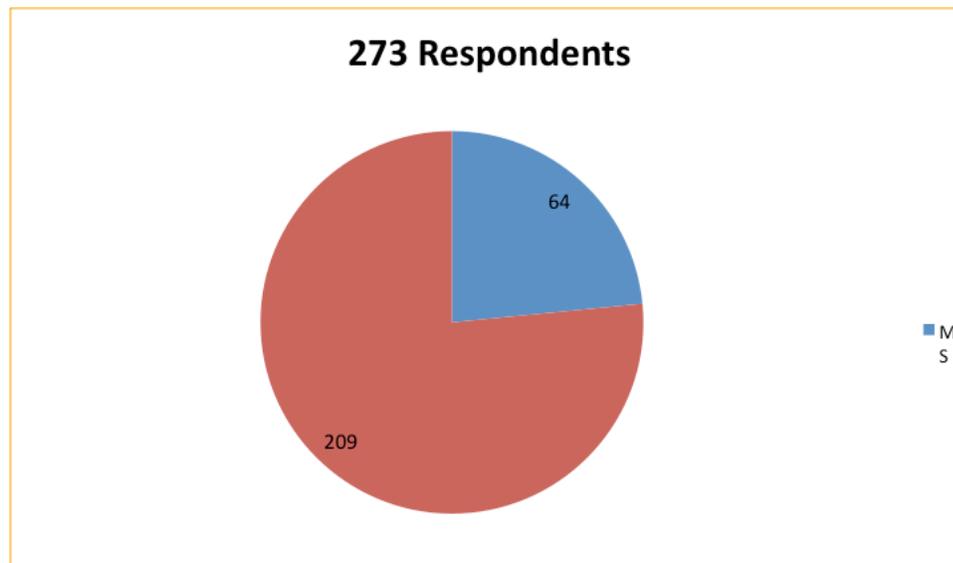
METHODOLOGY

• Data Collection

A total of 273 students from the City of San Pablo participated in the survey

- 209 high school students
- 64 middle school students

This report presents findings from a web-based self-administered survey. The survey was administered during the months of May and June, 2013. Survey questions were designed by members of the San Pablo Youth Commission. Students determined to focus the questions into 7 different topic areas: childhood obesity, nutrition, sugar-sweetened beverages & water, school meals, corner stores, physical activity & sports, and parks & street safety.



• Strengths and Limitations

Youth benefits:

- The project created positive developmental opportunities and meaningful roles for young people (Powers & Tiffany, 2006)
- Youth learned about the process of doing research and acquired various skills including how to design and develop youth-friendly survey instruments, work with data, and jointly with youth leaders interpret survey findings (Powers & Tiffany, 2006)
- Youth experienced opportunities to develop different levels of leadership skills (Powers & Tiffany, 2006)

Limitations:

- Web surveys are an increasing popular mechanism for data collection, and it also comes with its own challenges and limitations. The target population may or may not be proficient in or have access to technology required
- Reliability is a risk, because the survey may be interpreted differently by different respondents
- Cultural issues weigh-in significantly to Latino research error biases. The Latino inclination to be “nice” in answering survey questions is culturally-based. Latinos feel compelled to do his or her best to be respectful and to not offend the researcher by giving negative opinions. Latinos work very hard to answer the question according to what they think the researcher wants to hear (Lopez, 2008)

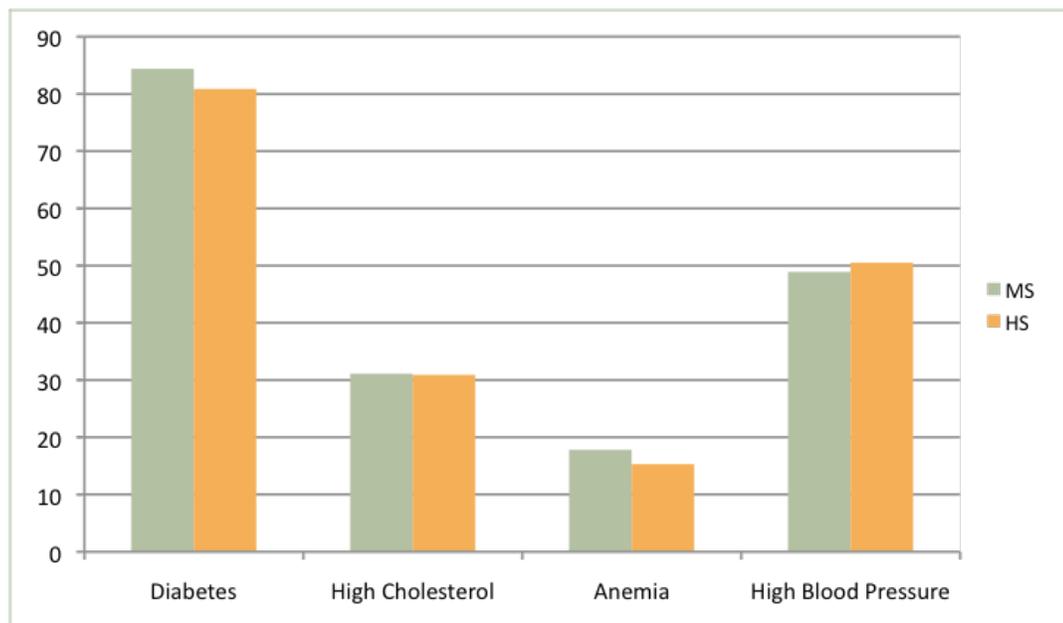


KEY FINDINGS

TOPIC: CHILDHOOD OBESITY

- ◆ 81.3% of middle school respondents and 45.9% of high school respondents answered that childhood obesity is a problem
- ◆ 77% of middle school respondents and 81.3% of high school respondents answered that spending too much time indoors playing video games contribute to childhood obesity
- ◆ 75.4% of middle school respondents and 74% of high school respondents answered that one of the consequences of childhood obesity is being unhealthier
- ◆ 82% of middle school respondents and 80.9% high school respondents answered that they have a member of the family or friend with diabetes as a serious health issue

DO ANY OF YOUR FAMILY MEMBERS/FRIENDS HAVE SERIOUS HEALTH ISSUES?

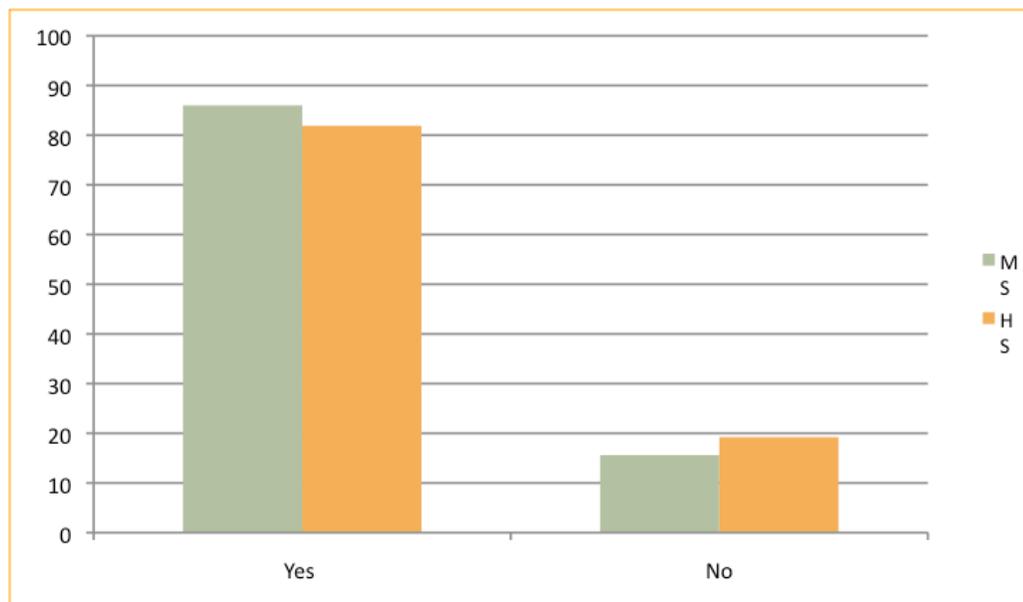




TOPIC: NUTRITION

- ◆ 95.3% of middle school respondents and 97.9% of high school respondents answered that they like eating fresh foods
- ◆ 86% middle school respondents and 81.9% of high school respondents answered that they believe it is easy for family to buy fresh fruits and vegetables in their neighborhood
- ◆ 67% of middle school respondents and 51.3% high school respondents answered that the top reason parents do not encourage them to eat healthy is because they do not have time
- ◆ 55% of middle school respondents and 51.2% high school respondents answered that they did not know how many calories a young person should consume a day

DO YOU BELIEVE THAT IT IS EASY FOR YOUR FAMILY TO BUY FRESH FRUITS AND VEGETABLES IN YOUR NEIGHBORHOOD?

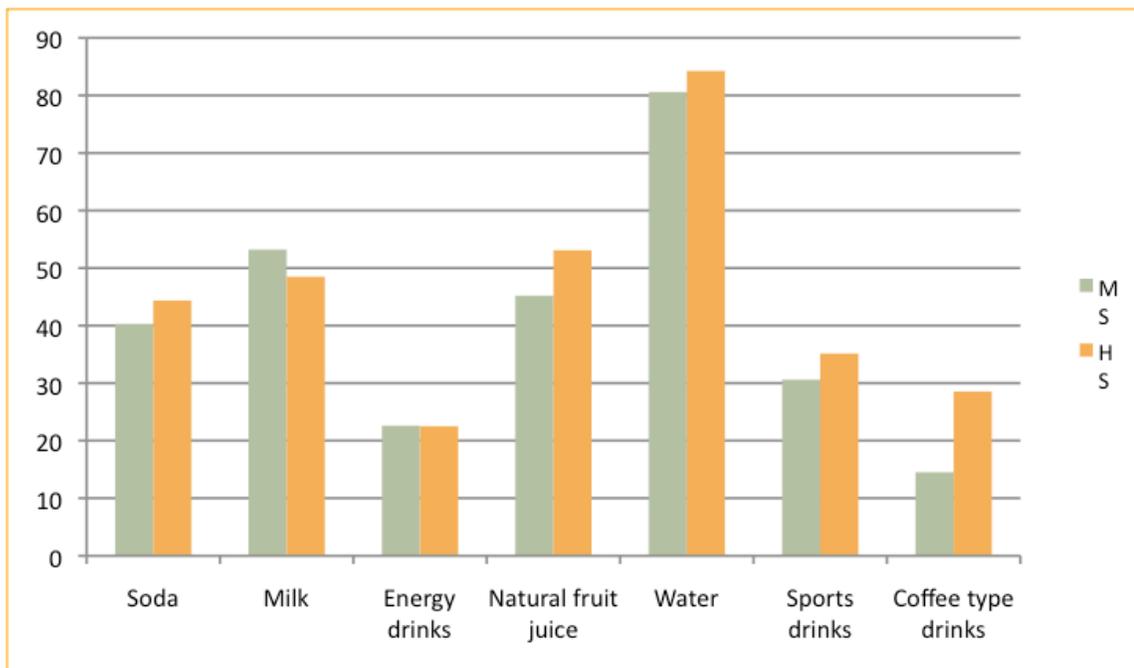




TOPIC: SUGAR-SWEETENED BEVERAGES & WATER

- ◆ 81 % of middle school respondents and 84.3% high school respondents answered that they normally drink water
- ◆ 31.4% of middle school respondents and 33.4% high school respondents answered that they drink sugar-sweetened beverages once or twice a week
- ◆ 65% of middle school respondents and 62.6% high school respondents answered that they get their drinks from the grocery store

WHAT DO YOU NORMALLY DRINK?

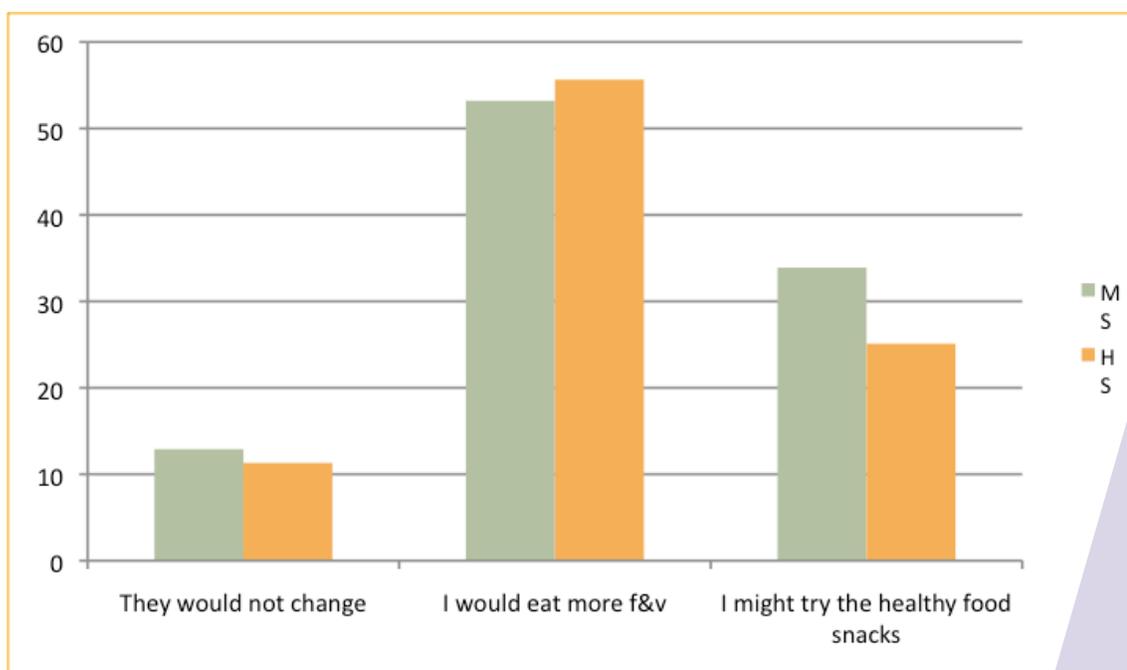




TOPIC: SCHOOL LUNCHES

- ◆ 51.6% of middle school respondents and 42% high school respondents rated the school food as bad
- ◆ 41.5% of middle school respondents and 53% high school respondents they still feel hungry after eating school food
- ◆ 86.9% of middle school respondents and 81% high school respondents answered that eating unhealthy food negatively affects how their body and brain develop
- ◆ 75.4% of middle school respondents and 73.4% high school respondents answered that they would like for their schools to provide fresh fruits
- ◆ 53.2 of middle school respondents and 55.7% high school respondents answered that their eating habits would change if there were additional healthy options at school

HOW WOULD YOUR EATING HABITS CHANGE IF THERE WERE ADDITIONAL HEALTHY OPTIONS AT SCHOOL?

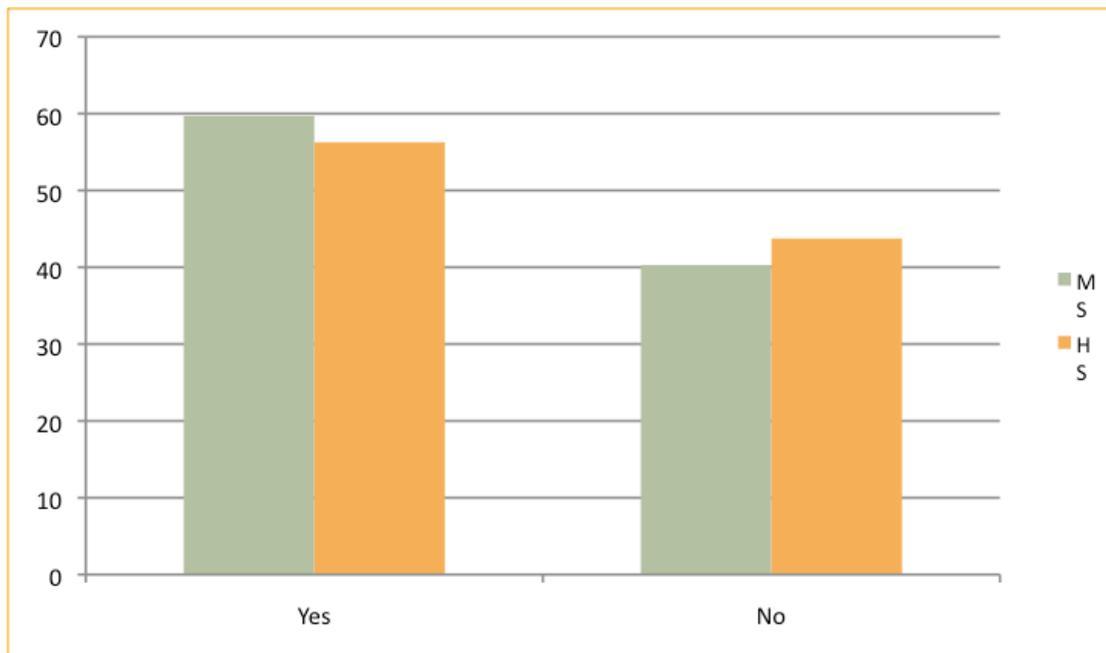




TOPIC: CORNER STORES

- ◆ 49.2% of middle school respondents and 52% high school respondents agree that there are too many liquor stores in their neighborhood
- ◆ 59.7% of middle school respondents and 64.4% high school respondents do not agree that liquor stores make their neighborhood unsafe
- ◆ 59.7% of middle school respondents and 56.3% high school respondents answered that they buy food at liquor stores
- ◆ 73.2 of middle school respondents and 61.9% high school respondents answered that they would buy water from liquor stores if it was available at good prices

DO YOU BUY FOODS AT LIQUOR STORES?

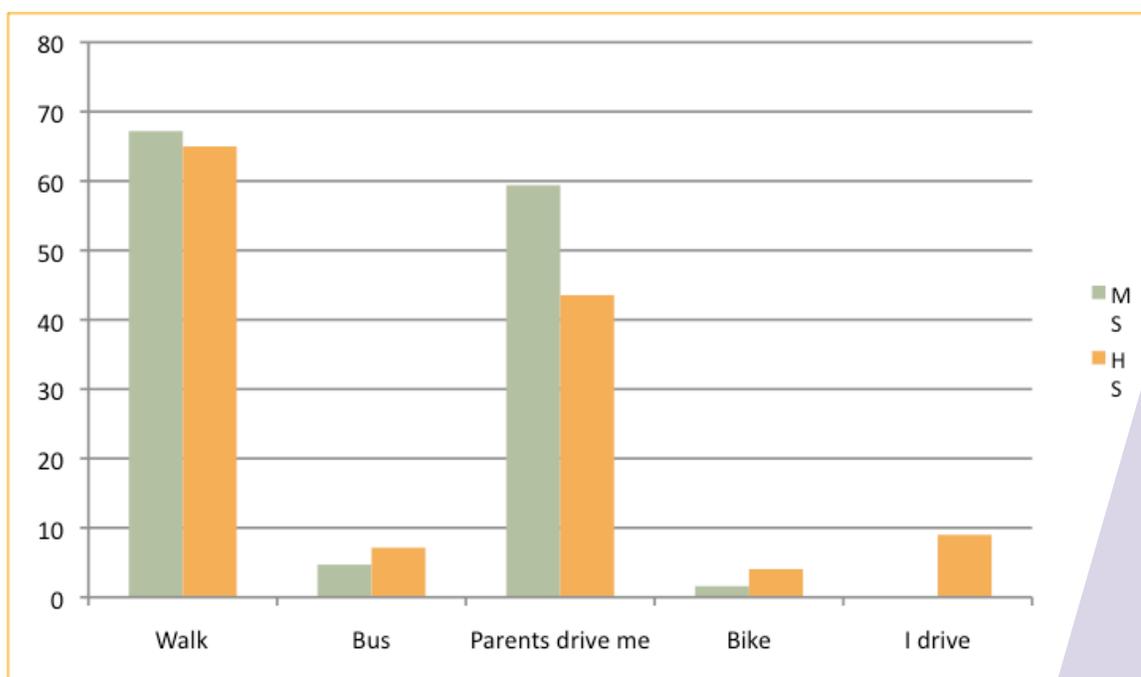




TOPIC: PHYSICAL ACTIVITY & SPORTS

- ◆ 67.2% of middle school respondents and 65% of high school respondents walk to and from school
- ◆ 41.2% of middle school respondents and don't walk to school because their parents won't let them and 36% of high school respondents don't walk to school because they do not have time
- ◆ 78.1% of middle school respondents and 88.4% of high school respondents said that they like to exercise/be active
- ◆ 52.2% of middle school respondents and 46.3% of high school respondents said they don't exercise because they do not want to
- ◆ 66.1% of middle school respondents said that free/low cost exercise classes would motivate them to be more active and 72.9% of high school respondents said nicer, safer parks with workout equipment and security would motivate them to be more active

HOW DO YOU GET TO AND FROM SCHOOL?

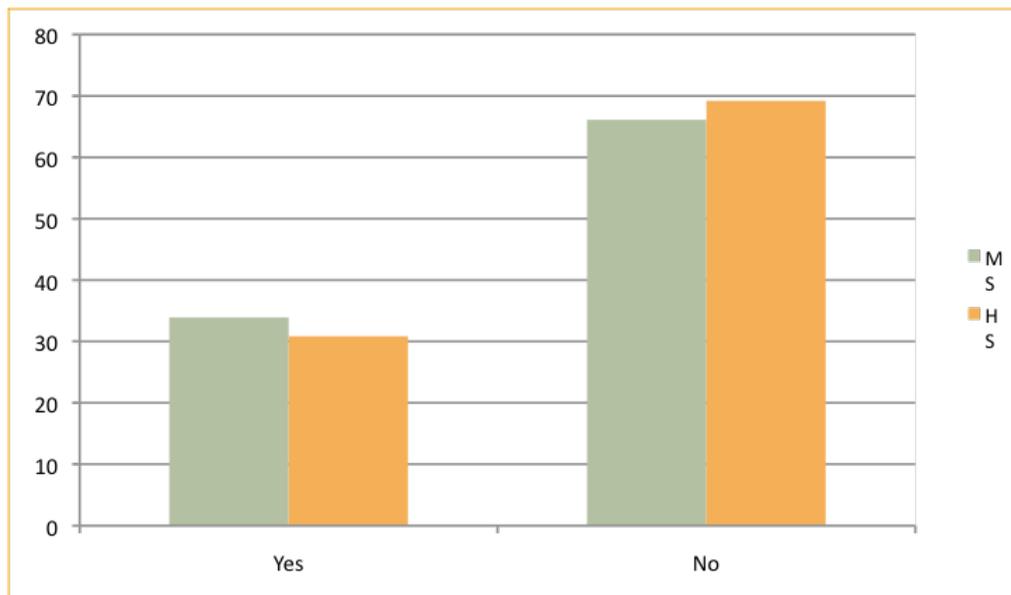




TOPIC: PARKS & STREET SAFETY

- ◆ 66.1% of middle school respondents and 69.2% high school respondents answered that they do not feel that their neighborhood parks are safe
- ◆ 78.6% of middle school respondents and 74% high school respondents answered that the parks are unsafe because of too much drug activity
- ◆ 66.1% of middle school respondents answered that beautiful walking paths would encourage them to use the parks and 72% high school respondents answered that clean bathrooms would encourage them to use the parks
- ◆ 59% of middle school respondents and 52.1% high school respondents answered that they feel safe walking the streets in their neighborhood
- ◆ 61.3% of middle school respondents answered that walking paths and wider sidewalks would make the streets safer and 68.2% high school respondents answered that better lighting would make the streets safer

DO YOU FEEL YOUR NEIGHBORHOOD PARKS ARE SAFE?





REFERENCES

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- Powers, J. L., & Tiffany, J. S. (2006, November). Journal of Public Health Management. Retrieved from http://www.health.ny.gov/community/youth/development/docs/jphmp_s079-s087.pdf
- Youth Leadership Institute. (2011). The Youth Leadership Institute: Paving the way for a new model of youth leadership development [Annual report]. Retrieved from www.yli.org

San Pablo is a mere 2.6 square miles. Within this small area exist 215 convenience stores and fast food restaurants. The higher the number of fast food outlets in a city, the more likely its citizens will suffer from diabetes, heart disease and cancer. There are close to 10 fast-food options within a quarter-mile of each of San Pablo's schools. Each offers convenient, quick, low-priced, yet non-nutritional meals.

It's simple....our kids are eating at fast food restaurants where they consume more calories and fewer healthy items, resulting in higher rates of obesity. People who live near supermarkets are likely to eat more fruits and vegetables, and thus, are less prone to obesity. And, eating home-cooked meals as a family helps too. Studies show that family meals are associated with positive child development and healthy eating behaviors.



SAN PABLO YOUTH COMMISSION **Strategies to Obesity Prevention**

DRAFT

Every day we see in school and in our community too many youth that are living unhealthy lifestyles. They don't eat properly and rarely exercise. It is for this reason that the San Pablo Youth Commission has made the commitment to take on childhood obesity prevention as a priority. We strongly believe that with our commitment and the support of adult allies we can get more young people to eat healthier and become more physically active.

We understand that in this current economy it is very important that we identify solutions that are either low or no cost to the community and the city. It is for this reason that the first step in developing a list of strategies to promote obesity prevention is to focus our efforts in researching what other communities have done. In particular, we were interested in finding out what other youth leaders have done. We quickly realized that there is a wealth of knowledge and successful programs that young people have developed and implemented in their communities. There is no need to reinvent the wheel, and hence, developed a comprehensive list of best practice strategies we felt could work in San Pablo.

Youth Taking Action

We are well aware of the fact that childhood obesity is a complex issue and requires everyone to play an active role in becoming part of the solution. The Youth Commission recommends that the following components be put in place so we can feel appreciated and supported to make a positive impact in addressing childhood obesity in the City of San Pablo.

1. **Positive Youth-Adult Partnerships** We want to work in partnership with adult allies. It is important that the youth commission is involved in helping inform and guide any program development that pertains to adolescent youth. We know firsthand the issues young people face day to day and most importantly, what works. Additionally, we can help with bringing the youth voice to the planning table and help with outreach and promotion of youth programming.
2. **Meaningful Volunteer Opportunities** The best way to get students off the streets is to engage them in volunteer opportunities that make them feel that they are having a real impact in their community. This is a win-win for all. For the students, they develop their interpersonal skills and get exposed to different career pathways such as city governance, public health and school administration. For the city, more civically engaged students will grow up to become more vested, caring adults in the future.
3. **Provide Low/No cost Programs & Services** From our research with students and parents we quickly realized that in this economy residents and youth can not afford to pay for activities like dance classes, swimming lessons, karate, etc. We need to find more creative ways to provide these high demand classes and/or activities in city facilities, parks and community centers.
4. **Parent & Family Engagement** It is important to consider the role parents and/or family members play in the helping their children live healthier, more active lifestyles. When possible, we would like to include the needs and concerns of parents when developing programs and resources. Parents are the first teachers of their child and therefore, they need to get the correct information and tools to be able to help their child from the beginning. By leading by example, parents can help influence their young children in making positive eating and lifestyle changes.



Strategies Promoting Nutrition

• Local Agriculture & Food Access – Fresh Approach

The Freshest Cargo Mobile Farmers' Market is a “farmers’ market on wheels” that seeks to address issues related to lack of access to fresh, locally-grown produce in the Bay Area. Freshest Cargo now operates in several low-income food deserts in Contra Costa County. Fridays 9am-11am, Wanlass Park, San Pablo Ave at Rivers St, San Pablo.

<http://freshapproach.org/mobile-farmers-market/>

• Urban Agriculture – Urban Tilth

Urban Tilth cultivates agriculture in west Contra Costa County to help our community build a more sustainable, healthy, and just food system. Urban Tilth works with schools, community-based organizations, government agencies, businesses, and individuals to develop the capacity to produce 5% of the local food supply.

<http://www.urbantilth.org>

• 18 Reasons – Cooking Matters

Cooking Matters is a program offering free, six-week-long series of cooking and nutrition classes to low-income families. Classes are taught by volunteer culinary and nutrition instructors working in teams. We partner with host sites including clinics, shelters, housing sites, and after-school programs to offer courses in communities throughout the Bay Area. Anyone can apply to host courses at a site, or volunteer for our program as a chef, nutritionist, or class assistant. The Cooking Matters curriculum was created by Share Our Strength, a national nonprofit dedicated to ending childhood hunger in America. Nonprofits across the country use Cooking Matters to teach valuable skills in vulnerable communities.

<http://www.18reasons.org/cookingmatters.php>

https://www.youtube.com/watch?v=O31_4n3kiiIrs.php

<https://www.youtube.com/watch?v=mqKi76RIPNo>

• Urban Agriculture – Ron Finley

Ron Finley’s vision for a healthy, accessible “food forest” started with the curbside veggie garden he planted in the strip of dirt in front of his own house. When the city tried to shut it down, Finley’s fight gave voice to a larger movement that provides nourishment, empowerment, education -- and healthy, hopeful futures -- one urban garden at a time.

http://www.ted.com/talks/ron_finley_a_guerilla_gardener_in_south_central_la.html

• Rooted in Community – Youth Food Bill of Rights

The Rooted In Community National Network (RIC) is a national grassroots network that empowers young people to take leadership in their own communities. RIC is a diverse movement of youth and adults working together and committed to fostering healthy communities and food justice through urban and rural agriculture, community gardening, food security, and related environmental justice work.

<http://www.youthfoodbillofrights.com/>

<https://www.youtube.com/watch?v=mqKi76RIPNo>

• Urban Farming – Dig Deep Farms

Dig Deep Farms & Produce is a social enterprise and a project of the Alameda County Deputy Sheriffs Activities League. Our vision is to create a vibrant, sustainable local food economy that brings fresh, healthy affordable food to the residents of Ashland and Cherryland. We will create a successful business based on growing, packing, packaging, processing, distributing and selling fresh, healthy food.

<http://www.digdeepcsa.com>

• You Tube Channel on Healthy Cooking For Kids

A You Tube Channel on healthy eating by kids can motivate and educate students on healthy ways of eating. One aspect that can catch their attention is that it is taught by kids their on age. Many of the You Tube channels on healthy eating are by older students and adults, which can be discouraging to some people.

<http://www.youtube.com/watch?v=Upjp5Z1FQJM>



Strategies Promoting Healthy Beverages

• California Food Policy Advocates – Water in Schools

In December 2010, President Obama signed the Healthy, Hunger-Free Kids Act into law. This act improves child nutrition policy in many important ways, including a provision to require free drinking water to be available with school meals. In September 2010, Governor Schwarzenegger signed SB 1413 (Leno) creating a similar requirement for all schools in California to make free, fresh drinking water available to students during school meals. These new requirements recognize that some progress has been made in getting rid of sugary drinks in schools. Water is an essential nutrient and is calorie-free. Best of all, tap water is free!

www.waterinschools.org/

www.youtube.com/watch?v=cUgpOnHGngw

• California Center for Public Health Advocacy – Kick the Can

KickTheCan.info is a user friendly website that provides trustworthy and up-to-date information about the negative health effects of sugary drinks, summarizes sugary drink related policy activity around the country, links to key reports, studies and media coverage, and provides information about beverage industry strategies.

www.kickthecan.info/

Poets from Richmond, California's Raw Talent/Making Waves use their unique talents to find a new way to see, think, and speak about diabetes while also improving and informing their community.

www.youtube.com/watch?v=tPqN05qcUMs

• Re THINK YOUR Drink

Shapeup RE THINK YOUR DRINK! In Alameda County From 2007-2009 they launched a summer free soda and drink healthier drinks like:

- Water
- Non-fat or Low-Fat Milk
- 100 Fruit Juice/Unsweetened Iced Tea

In the summer of 2007 over 100,000 residents of the bay area took surveys, and ask general questions about soda and how much do they really know about soda. The Soda Free Summer is still going on its now on it 7th annual event. So you can Sign Up Today!

After they got the results of the surveys, they went out and educated the residents about soda and what soda had in there ingredients, when the residents started to know, the soda rate drop in a terminally way.

www.sodafreesummer.org

• Healthy Teen Project

The healthy teen project has helped many ways to the youth. They started of in a two person group and grew through out the years. It helped teens fight with health disorders , by sticking together they offer Intensive Out-patient Program (IOP) and Partial Hospitalization Program. They go for students that are in the age of 13-18, and helped them have a better productive life.

www.healthyteenproject.com/index.php/services-we-provide/

Strategies Promoting Healthy School Lunches

• National Farm to School Program – California Case Studies

The case study draws upon the experience of well-established and innovative farm to school programs throughout California. To gather feedback on effective strategies for farm to school nutrition education, farm to school implementers from California school districts and communities were interviewed during January-September 2006.

www.farmtoschool.org/files/publications_497.pdf

www.youtube.com/watch?v=2vhIDrWBoGo&list=PL2UnlQLkyKIN-jCBsZuJxxh35eeBLjqNn



- **Berkeley – Lunch Love Community**

Since the 1990s, a diverse group of Berkeley, California parents, educators, public health advocates, and food system reformers decided to change the system because it wasn't working for children. They've gotten kids into the gardens and into the kitchens. They've changed the school food, and they're making education and nutrition policy history.

www.lunchlovecommunity.org/about.html
www.youtube.com/watch?v=ZUN3-J5oR7w

- **School Lunches TO GO**

Many students already get free lunches at school but what about the people who don't. For the students who don't get free lunch the best way to get them to eat healthy is educating them on how to make healthy school lunches for school. I have found so many videos on how to prepare healthy lunches for school. Here are a few:

www.youtube.com/watch?v=rnZkjhGxOok
www.youtube.com/watch?v=uV-Ne_nGaE4

Strategies Promoting Healthy Corner Stores

- **The Food Trust – Healthy Corner Stores**

Lack of access to affordable healthy food is a problem that plagues many cities and towns across the country. Partnering with corner stores to assist them in the transformation of their retail spaces can be an effective fresh food retail development strategy, providing residents with access to healthy foods while improving the economic viability of corner stores.

www.thefoodtrust.org/uploads/media_items/spring-2011issuebrief.original.pdf
www.youtube.com/watch?v=VwJsKjiKhiY

- **Change Lab Solutions – Healthy Corner Stores: The State of the Movement**

This report explores the successes and challenges of early corner store interventions, and outlines a series of steps for developing sustainable models for future projects – models that engage community residents and business

owners in creating meaningful change.

<http://changelabsolutions.org/sites/default/files/documents/HCSReport.pdf>

Webinar: Healthy Corner Stores 101
www.youtube.com/watch?v=cnoQiPSktZk

Strategies Promoting Physical Activity & Sports

- **Change Lab Solutions - Joint Use in California**

A joint use agreement (JUA) is a formal agreement between two separate government entities—often a school and a city or county—setting forth the terms and conditions for shared use of public property or facilities. Just as there is no one model JUA, there is no single method to develop an agreement. Successful JUAs require a lot of thought, effort, and cooperation to reach agreement on a range of issues.

www.changelabsolutions.org/publications/model-JUAs-CA

Chula Vista Joint Use Agreement

www.youtube.com/watch?v=fj_zrpROorQ

Webinar: Joint Use Agreements Tools for Implementing and Current Trends

www.youtube.com/watch?v=1bKZUVbndyw

- **Center for the Partnership for a Walkable America – Walking School Bus**

A walking school bus is a group of children walking to school with one or more adults. It is simple, and that's part of the beauty of the walking school bus. It can be as informal as two families taking turns walking their children to school to as structured as a route with meeting points, a timetable and a regularly rotated schedule of trained volunteers.

www.walkingschoolbus.org/
www.youtube.com/watch?v=J7GpC9km8sY



Strategies Promoting Parks & Street Safety

• PolicyLink - Preventing Violence-Healthy Eating Active Living (PV-HEAL)

Chula Vista's pilot project integrated safety strategies, such as Crime Prevention Through Environmental Design (CPTED) into efforts to improve the public's perception of safety in the west-side community of Chula Vista while simultaneously promoting physical activity, particularly in neighborhood parks and at trolley stations. Recommendations included increased lighting, culturally appropriate designs, trimming bushes to provide more openness in public spaces, and reducing vandalism and graffiti.

www.policylink.org/atf/cf/%7B97C6D565-BB43-406D-A6D5-ECA3BBF35AF0%7D/Youth%20Advocacy%20Case%20Study-Chula%20Vista.pdf

Full version

www.youtube.com/watch?v=8cRKt1RmtXQ

Short version

www.youtube.com/watch?v=babUzvKmpm8

• Partnership for the Public's Health - Greenfield Walking Group

Kern County and Greenfield Walking Group worked in partnership with city staff to make park improvements which included street and park light repairs, graffiti removal, control of aggressive stray dogs and increased maintenance efforts. The parks transformation has given Kern County residents who want to be healthy and active the opportunity to do so.

www.partnershipph.org/sites/default/files/Greenfield_WalkingGroup.pdf

www.youtube.com/watch?v=I9fRACrCIZs

• Street Smarts

Street Smarts in San Ramon is an organization where the Street Smarts Program is a collaborative partnership between many community groups. Street Smarts gets people thinking. The purpose is to address traffic safety problems at its source: in the minds of drivers, pedestrians and cyclists. Street Smarts brings education to those who needs more help. The purpose is to supplement and complement the ongoing efforts involving engineering and enforcement. Street Smarts works on different levels. The program has been promoted throughout the San Ramon Valley through a brand awareness campaign, community events, school activities and discussions, neighborhood initiatives, corporate sponsorships, banners and more.

www.street-smarts.com/about/index.htm

• PE In Schools

Physical activity has been a priority from day one in schools. The biggest way they impact there changes in physical activities, by giving more supplies to schools, having more P.E classes and giving healthier foods to schools. Shows that 5 of 10 people became healthier because they started from school.

www.cdc.gov/healthyyouth/physicalactivity/facts.htm

Appendix 7



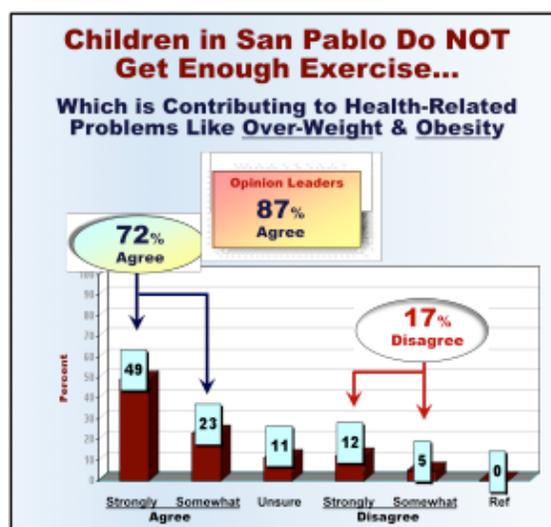
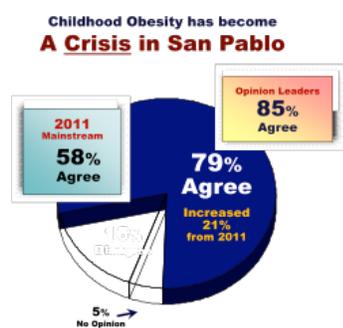
Findings from SRI Scientific Surveys re: Fighting Childhood Obesity in San Pablo Executive Summary¹

The present discussion is based upon the findings from two scientific surveys commissioned by the City of San Pablo that were designed to secure input from the community-at-large regarding how best to address the crisis that exists among local youth having to do with Childhood Obesity. The first survey was conducted in 2011; the second in 2013.

¹ To identify and better understand the collective desires and concerns of San Pablo residents, in 2010, the City retained SRI, which specializes in CONSENSUS BUILDING among constituents (many with competing agendas). Since that time, SRI has conducted numerous scientific surveys, which has generated the form of “intelligence” needed for allowing City officials to make “informed decisions” when addressing the needs and wishes of the community-at-large.

1. As seen in the graphic (left), nearly eighty percent (79%) of respondents in the most recent survey AGREE with the notion that child obesity is now of crisis proportions in San Pablo; thus, something has to be done to fight childhood obesity in San Pablo; 85% of Opinion Leaders in the City AGREE with this notion. Concern over childhood obesity in San Pablo increased 21% between 2011 and 2013; from 58% to 79%.

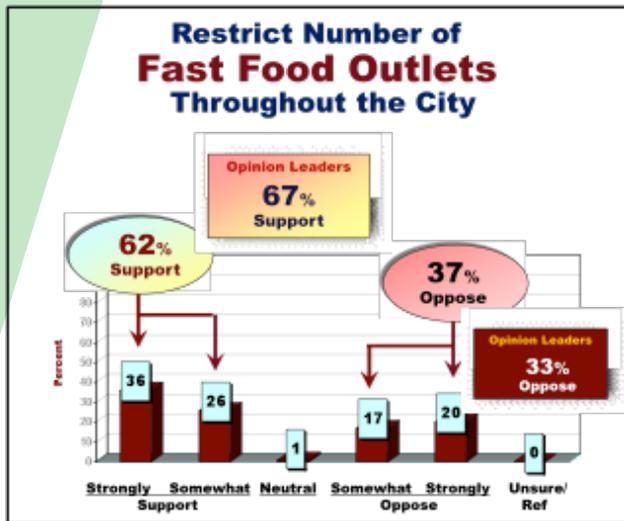
2. Half (50%) of the mainstream in San Pablo see Childhood Obesity as a top concern, over a third more (35%) are somewhat concerned about childhood obesity.



3. As seen in the graphic above, nearly half (49%) of the mainstream in San Pablo STRONGLY AGREE that San Pablo youth do NOT get enough exercise; and, this is contributing to such health-related problems as over-weight and obesity. Nearly one fourth (23%) SOMEWHAT AGREE with this notion. Total agree: 72% of mainstream; 87% for Opinion Leaders.



4. Yet, as seen in the graphic below, little more than one third (36%) of the mainstream STRONGLY support the idea of restricting the number of fast food outlets throughout the City; about one fourth (26%) SOMEWHAT support this tactic. Total support: 62% of Mainstream; 67% of Opinion Leaders.



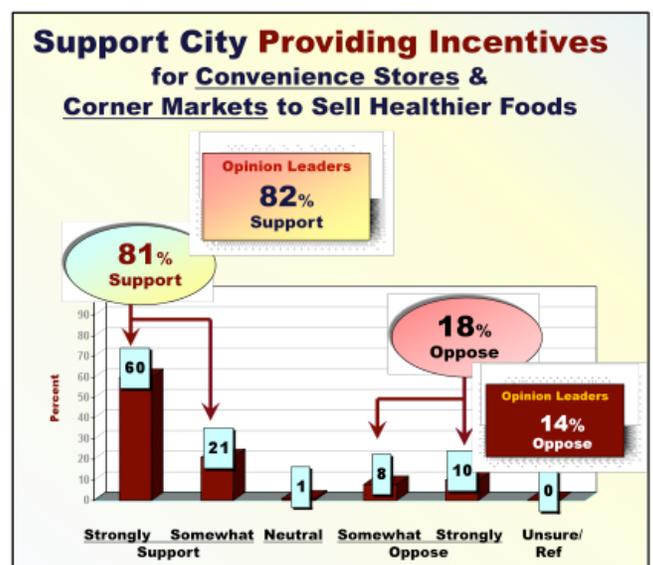
5. A significantly higher ratio of respondents (44%) STRONGLY support having the City restrict where sugar-sweetened beverages can be sold; slightly less than one fourth (23%) SOMEWHAT support this tactic. Total support: 67% of Mainstream; 67% of Opinion Leaders.

6. As seen in the graphic at right, a clear majority (60%) of respondents STRONGLY support having the City fund projects designed to provide INCENTIVES to convenience stores and corner markets to sell healthier foods, such as fruits and vegetables... rather than soda, sweetened beverages, candy, et al.; another 21% SOMEWHAT support this tactic. 81% of Mainstream; 82% of Opinion Leaders.

7. The Court of Public Opinion is out regarding the notion of restricting the types of stores that are allowed to sell sugar-sweetened beverages or other foods that are known to cause obesity; less than forty percent (39%) Strongly Support this idea...then again, nearly one fourth (23%) Strongly Oppose the idea. 61% of Mainstream; 62% of Opinion Leaders.

8. In fact, not everyone (not even a majority) think that unhealthy eating habits among local youth is a greater problem for local youth than for youth in most neighboring communities throughout the region; 40% Agree of Mainstream; 35% Agree of Opinion Leaders. Yet, it is well documented that unhealthy eating habits are significantly greater among local youth compared to neighboring communities. Thus, the outreach effort MUST focus on this reality.

The above findings were presented to **San Pablo Childhood Obesity Prevention Task Force** for use in developing a comprehensive Community Action Plan tailored to the collective perceptions and needs of San Pablo residents throughout the community.



Appendix 8



DRAFT – WORK IN PROGRESS; FOR DISCUSSION PURPOSES ONLY



ChangeLab Solutions
Law & policy innovation for the common good.

Policies to Support Healthy Eating & Active Living in San Pablo

June 2013

Prepared for:
Childhood Obesity Prevention Task Force
City of San Pablo

Submitted by:
ChangeLab Solutions
Oakland, CA

www.changelabsolutions.org



ChangeLab Solutions is a nonprofit organization that provides legal information on matters relating to public health. The legal information in this document does not constitute legal advice or legal representation. For legal advice, readers should consult a lawyer in their state.

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Introduction

The health and well-being of San Pablo residents are fundamental to their quality of life and to the city's economic vitality. Health starts in our homes, schools, and neighborhoods, and it is in these places that we find opportunities to improve health by ensuring that everyone has nourishing food and safe places to exercise.

Childhood obesity has reached crisis proportions in the United States, and San Pablo has not been spared. More than half of the children in San Pablo are overweight or obese, a rate that is the third highest among California cities.¹ In response, the San Pablo City Council created the Childhood Obesity Prevention Task Force (COPTF) to develop and implement a feasible, evidence-based plan to improve the health of San Pablo residents, especially its youth, and to ensure that San Pablo remains a great place to live for young people and their families.

The purpose of this report is to stimulate discussion among task force members about what is possible for promoting healthy eating and active living in San Pablo. We recommend that the task force, using community input, integrate our recommendations, as well as those from the other consultants working with the COPTF (including the California Center for Public Health Advocacy, Verduzco and Associates, and the Strategy Research Institute). Ultimately, the task force must develop a plan that fits the specific needs of San Pablo residents.

Policy Scan

ChangeLab Solutions works with communities in California and the country, using law and policy to create healthy environments and reduce rates of chronic disease. We have developed this policy report to inform the COPTF's planning process and help prioritize policy implementation. We took the following steps to develop this report:

1. Analyzed the municipal code, the zoning ordinance (April 2013 administrative draft), and applicable regulations and agreements to identify policies that promote or hinder health in San Pablo. We focused primarily on policies regarding healthy eating and active living, although we have noted opportunities to reduce the impacts of tobacco and alcohol.
2. Compared our analysis with best practice recommendations from the respected, nonpartisan Institute of Medicine (IOM) and against our own experience working with numerous local jurisdictions.
3. Developed key recommendations based on our analysis and best practices.

Recommendations for Using This Report

San Pablo is already a state and national leader in healthy community design with its award-winning general plan health element and its proposed administrative draft zoning ordinance (ADZO), which is very strong from a public health standpoint. The COPTF is also forward-thinking. The city can become an even more effective proponent of healthy living by developing additional prevention-oriented policies and programs.



In this policy report, we describe numerous strategies that address environmental causes of obesity. We present a wide range of options, but we have not ranked them explicitly. The COPTF, working closely with the community, city leaders, and other stakeholders, can decide which ones most closely meet the needs of San Pablo resident and are the most feasible.

Some of the strategies we have identified have met with success in other jurisdictions; others are untested and therefore lack concrete data on effectiveness. Some of the policies have potentially broader impact on public health, and some are politically more feasible. Some of the policies are widely in use across the nation and should be considered immediately; others are likely longer-term goals.

We have provided a basic overview and description of each strategy to help the COPTF and its partners prioritize. ChangeLab Solutions can explain further how each policy can be instituted and discuss the human and financial resources necessary to implement each strategy. We have experience with each strategy listed and can help the COPTF craft language for a strong, workable policy.

It is impossible to consider many of these policies without also considering their context. Because the COPTF was convened to combat childhood obesity, one option is to focus on locations where children gather, which would still benefit adults living, working, and visiting those areas. For example, children spend a lot of time at school and going to or from school. One way the city can efficiently invest in children's health is by ensuring that the areas surrounding local schools supports their health. A healthy and safe school zone policy lets a local jurisdiction create zones around schools that promote safety and health.

Safe school zone policies include: reducing the speed limit around schools; installation of traffic-calming measures such as trees, bulb-outs, and speed bumps, as well as infrastructure that encourages walking and biking (e.g., sidewalks, pedestrian countdown clocks, high-visibility crosswalks, and separated bikeways); enforcement of traffic laws in school zones during arrival and dismissal times; ensuring any food trucks near schools sell healthy food and that unhealthy food outlets are limited; and restricting sales of sugar-sweetened beverages, alcohol or tobacco in the school zone. Although these policies will help protect schoolchildren's health, they will also make the neighborhoods near schools safer and healthier for adults and children who are not yet in school.

The safe school zone is one idea, and the COPTF and partners will identify others. Regardless of how these policies are implemented, having a long-range vision will avoid duplication; take advantage of complementary efforts; be implementable, enforceable, and sustainable; and actually reduce childhood obesity in San Pablo.



Policy Scan & Gaps Analysis

Childhood obesity, at the most basic level, is the result of a so-called energy imbalance. Children are eating more calories than they are burning off through daily activity. The obesity prevention movement's work centers on five broad goals, as described in a 2012 report by the IOM:²

1. Increasing physical activity levels
2. Increasing access to healthy foods and beverages and limiting access to unhealthy foods and beverages
3. Changing messages about nutrition and physical activity, including limiting marketing of junk food to children
4. Working with health care providers, insurers, and employers
5. Improving nutrition and physical activity in schools

Given the COPTF's role as an advisory body to the city council, we have focused our policy analysis on the first three goals. Note, however, that several policy recommendations in the active living section of the report concern the school environment as so much of youth's physical activity is traveling to and from school and playing on school grounds after school hours. In the following sections, we present a general overview of each policy area, followed by a summary of our analysis of San Pablo's policies and best practices recommended by the IOM. See Appendix 1 for our full assessment of San Pablo's policy landscape.

Healthy Eating

Children and families throughout the United States struggle to eat a nutritious diet, in part because of limited access to healthy foods. People are more likely to eat healthy food if they live closer to grocery stores and other retailers that sell healthy foods.³ In Contra Costa County, there are nearly five times as many fast food restaurants and convenience stores as grocery stores and other produce vendors.⁴ Living near convenience stores is linked to higher rates of obesity and diabetes.⁵ Only half of children in Contra Costa County eat the recommended number of servings of fruits and vegetables each day.⁶

High-calorie, low-nutrient foods, including snack foods and sugar-sweetened beverages (SSBs), have become staples of the American diet. For children ages two to 18, the top three sources of daily calories are grain-based desserts (such as cookies), pizza, and SSBs.⁷ Thirty-five percent of daily calories for Americans come from solid fats and added sugars, which tend to be in foods and beverages that contribute few nutrients to the daily diet.⁸ Marketing of these products to children is strongly linked to obesity rates.⁹ Children of color, in particular, are exposed to more junk food marketing and have higher rates of obesity than white children.¹⁰

Youth are influenced by the food that is available in their community, at home, and in school. In this section, we assess current and potential strategies to limit access to junk and improve access to healthy foods.



Healthy Food Access

Best Practices

Access to healthy foods is vital to healthy eating and overall community health. The city can use incentives to encourage healthy food businesses such as supermarkets to open stores in underserved areas. Collaboration between food retailers, banks and lenders, and community groups can help develop the resources necessary for these projects. However, improving access to healthy foods is also closely related to transportation and land use policies, as reducing the distance that people must travel to access healthy and affordable food greatly increases the likelihood that they will eat healthily. Below are the IOM's recommended strategies to promote healthy food access.¹¹

- Encourage healthy food retailers such as supermarkets, grocery stores, and farmers' markets and limit unhealthy food venues such as fast food restaurants and convenience stores
- Encourage or require food retailers to sell healthy food and beverage options
- Create incentives such as streamlined permitting processes, favorable zoning strategies, flexible financing or tax credits, grants or loans, and small business and economic development programs to attract healthy food retailers to underserved communities
- Work with the retailers, the banking and real estate sectors, philanthropic organizations, and nonprofit and community groups to develop private funding to support healthy food retail in underserved communities

Current City of San Pablo Policies

Overall, from the health element and the ADZO, it is clear that improving access to healthy foods through policy is a priority for San Pablo.

General Plan

The health element of the general plan sets forth a strong vision for improving the availability and accessibility of healthy foods throughout the city: it includes policies addressing healthy vending and procurement, residential agriculture, community gardens, farmers' markets, and school foods. The general plan also directs changes to the zoning ordinance to facilitate development of "healthy food grocery stores," particularly in areas with scarce access. All of the implementing policies under Guiding Policy HEA-G-3 address healthy food access in some way. The general plan does not address nutrition standards for foods sold in restaurants.

Zoning Ordinance – Administrative Draft

The ADZO (reviewed in April 2013) contains numerous proposed amendments to implement the general plan's vision of healthy food access. Among other things, the ADZO would define "community garden" and establish standards for community gardens in specific zones within the city; additionally, it would establish operational standards for farmers' markets. Both of these policies would facilitate growing and distributing fresh produce throughout the city. We identified no barriers to urban agricultural uses.



The ADZO also specifically authorizes cottage food operations (public sale of certain foods prepared in private home kitchens) pursuant to a recent state law; however, the requirements for cottage food operations relate to food safety and food-borne illness rather than the healthiness of the foods sold.

Finally, the ADZO creates a new use classification of “healthy food stores” (stores that carry a specified amount of perishable goods and produce, following the specific guidelines set forth in the ADZO) and authorizes such uses in various zones of the city. The ADZO also provides three incentives that are available to operators of such stores: reduction of parking requirements, adjustment of floor-area ratio, and expedited permit processing.

Municipal Code/Regulations/Agreements

Outside of the ADZO, our policy scan found no significant city laws or policies governing access and availability of healthy foods.

Strategies to Consider

The IOM’s strategies for increasing access to healthy foods rely on policies that encourage food stores to stock healthier options and to locate in underserved areas. A number of additional strategies could complement existing city policies and proposals and increase access to healthy food choices; those strategies are discussed below.

It is important to note that most of the healthy food retail work across the country is programmatic: local government officials or community-based organizations work directly with select stores, offering them financial and technical assistance to change their product selection. The results of these programs have been mixed, but several have enjoyed significant success.¹² These programs are typically resource and labor intensive, however, and the strategies listed in this section are designed to apply citywide and offer more sustainable solutions to the lack of access to healthy food.

As with any emerging policy approaches, there are little evaluation data available, so it is more difficult to rate potential effectiveness. For that reason, the city should closely monitor any policy to improve healthy food access and include a mandatory evaluation component that determines whether it is working and how it can be improved.

The provisions in the ADZO regarding community gardens and farmers’ markets are relatively strong, and we do not discuss them further; we can provide feedback on the specific language of those policies separately.

- **Assess healthy food store zoning incentives.**

The proposed amendments to the zoning ordinance to create a “healthy food store” use classification and to provide incentives are very promising, as there are few communities that have attempted to institutionalize these requirements through policy. The city should evaluate this proposal to determine whether the incentives are meaningful enough to prompt businesses to carry perishable foods and produce. Because compliance is voluntary (a business can decide whether it wants to strive to be a “healthy food store”), additional or alternative incentives may be required to entice retailers to change their business models. The city could expand the incentives to reflect those set forth in the IOM best practices. Unless the healthy food store criteria are removed from the zoning ordinance and relocated in another section of the municipal code, the city may be limited to zoning- and land use–related incentives, such as waiving permit fees. The city can survey local businesses to learn what would work best in San Pablo.



- **Create a more specific “healthy food store” definition.**

Under the ADZO, a business could be considered a “healthy food store” by carrying produce and any variety of perishable foods; this is the general standard set forth in the health element of the general plan. The city should determine whether the perishable foods offered are indeed “healthy”; if not, the city could amend this definition so that it more specifically requires healthy staple foods and perishable foods. Also note that although the term “healthy food store” is defined in the ADZO, other sections of the zoning ordinance refer to “health food store.”

- **Implement a healthy small food retailer certification program.**

Through a certification program, the city can provide incentives (similar to the incentives that would be offered under the ADZO) for businesses that are willing to increase the number of healthy foods for sale, decrease the number of unhealthy offerings, and proactively market the healthier choices. A certification program is, in some ways, similar to the ADZO provisions regarding “healthy food stores,” but because the certification program would require participating businesses to enter into a binding agreement with the city, enforcement may be easier than enforcing the zoning ordinance against nonconforming uses. As with the ADZO provisions for “healthy food stores,” the incentives must be meaningful enough to prompt businesses to meet the requirements. Certification programs have been implemented in a number of communities across the United States, including Sonoma County, Calif.¹³

- **Create a healthy food retailer licensing ordinance.**

Unlike the zoning ordinance proposal or a certification program, a healthy food retailer licensing ordinance is a policy that would require all stores that sell food to stock a certain amount of staple foods and produce. Rather than voluntary participation, under a licensing ordinance all food retailers would be required to obtain a license from the city and meet operational standards set by the city. Because this is a mandatory policy, all stores in all neighborhoods would be affected, and improvement of the food retail environment would not depend on voluntary participation by businesses.

Using business licensing in this manner is common throughout California for tobacco control – approximately 120 California cities and counties require tobacco retailers to obtain a license and meet performance standards established by the government. (See, e.g., Chapter 5.06, San Pablo Municipal Code for City’s Tobacco Retailer Licensing Law.) In the tobacco control context, licensing has proven enormously successful in ensuring that retailers are responsible and do not sell tobacco to minors. The city could employ the same hallmarks of a successful regulatory licensing system (e.g., a mandatory license requirement with strong performance standards, charging retailers a licensing fee, and vigorously enforcing the license conditions) to increase the amount of healthy foods sold; however, this is a novel approach and requires dedicated human resources and substantial foundational work.

The City of Minneapolis is the first in the United States to adopt a licensing law to improve the food environment.¹⁴ The Minneapolis system has met some success and some barriers, but the lessons learned could help future efforts for healthy food retailer licensing.¹⁵



- **Establish healthy mobile vending permits.**

Another option for increasing access to healthy foods (especially fresh produce) is to implement a permitting policy to facilitate mobile vending, particularly in areas without a grocery or near schools. By creating a permitting system, the city can control which types of foods are offered by mobile vendors, and where. Chapter 17.88 of the ADZO authorizes mobile vending and establishes operational standards; the city could amend this chapter to include requirements related to the types of foods that could be sold by mobile vendors, and in which areas.

- **Identify economic development funding sources for healthy food retailer conversions.**

The city, through its economic development department, can dedicate staff to work with small business owners to identify and pursue funding sources that will defray the costs of converting their stores to carry healthy foods (such costs may include refrigeration units, shelving, training for staff on produce handling, locating distributors, and purchasing food for resale, among other things). There are numerous sources of funding available, and the city can assist businesses to pursue those sources.¹⁶

Unhealthy Food Restrictions

Best Practices

Placing restrictions on unhealthy foods and beverages is another way to promote healthy eating habits. Regulating the foods and beverages that stores stock and that schools serve and sell can both limit consumption of unhealthy foods and beverages and increase access to and consumption of healthy options. Restrictions on unhealthy foods and beverages promote healthy eating habits and ensure that at least some healthy food options are offered. Below are IOM strategies that place restrictions on unhealthy foods and encourage healthy food consumption.¹⁷

- Regulate food served in restaurants to reduce the number of calories served to children and expand the number of affordable healthy options available, through strategies such as portion size limits, nutrition standards for children's meals, and healthy restaurant certification programs.
- Establish strong nutritional standards for all foods and beverages purchased with government money.
- Adopt a healthy food and beverage vending and concession policy in all government-owned or -operated buildings and worksites.
- Ensure that government agencies, especially schools, follow the Dietary Guidelines for Americans for the foods and beverages they provide. School boards can also develop district wellness policies and actively regulate the nutritional standards of food served and sold in schools.

Current City of San Pablo Policies

Although SSBs are addressed separately in the next section of this report, many of the policies discussed in this section apply equally to SSBs.

General Plan

The general plan touches on many of the IOM recommendations and sets a strong vision. With regard to restaurants, the general plan directs zoning code changes to restrict fast food restaurants near schools and pedestrian priority areas. The general plan also encourages the city to assist with conversion of liquor stores to other uses – liquor store conversions would not only reduce the amount of alcohol available for sale, but could reduce the amount of junk food that



is typically sold by a liquor store. The general plan also directs the development and implementation of a healthy food purchasing and vending policy for city facilities and city-sponsored activities and meetings. Finally, the general plan contains a list of options for the city to help improve the nutritional quality of food in schools.

Zoning Ordinance – Administrative Draft

The ADZO implements some of the vision of the general plan. Proposed Chapter 17.86.070 would impose restrictions on fast food restaurants (referred to as “restaurants, fast service”), including requirements designed to improve public health. Fast food restaurants would have to be at least 1,000 feet from residential areas and schools; however, a use permit can be issued to eliminate the 1,000-foot buffer zone if at least 20 percent of the menu options are “healthy food choices,” a term that is not yet defined in the zoning ordinance.

Municipal Code/Regulations/Agreements

Our review of the municipal code did not reveal any significant provisions to limit unhealthy food access along the lines of the IOM best practices. The city’s Administrative Policy on Health and Wellness in the Workplace contains language encouraging healthy food and beverage choices for city-sponsored meetings and events as well as for healthy vending machines.

We reviewed the West Contra Costa Unified School District’s Wellness Policy and Competitive Foods Policies, which apply to schools in the city. Those policies generally mirror the state’s requirements for foods served in schools; if the COPTF is interested in engaging school district personnel and recommending school-based policy changes, we can provide more in-depth analysis of those policies and recommendations so the city can engage with the school district.

Strategies to Consider

Retail food outlets including restaurants are already required to obtain a permit and are inspected for health and sanitation standards in California (see Chapter 8.08 San Pablo Municipal Code). Despite the fact that most Americans spend almost half their food budgets at restaurants,¹⁸ we identified no existing city standards for improving the nutritional quality of restaurant foods. Most chain restaurants in San Pablo will soon be required to comply with the federal menu labeling law, but this law requires only that calorie counts be displayed at chain restaurants. It does not establish nutrition standards.



In this section, we identify policies that establish nutrition standards for foods sold in various outlets. Nutrition standards can be based on the U.S. Dietary Guidelines for Americans, which are established every five years by a national panel of nutrition experts.¹⁹

- **Clarify the “healthy food” definition in healthy food zones.**

The ADZO creates a buffer zone of 1,000 feet around schools and residential zones within which fast food restaurants cannot operate. Existing retailers would be allowed as legal nonconforming uses. Because there is an exemption for restaurants in which at least 20 percent of the menu items are “healthy food choices,” that term will need to be defined. The city could expand this buffer zone to include a prohibition on mobile vending within the buffer zone, unless the mobile vendor is a “healthy mobile vendor” selling whole, uncut produce or other healthy products.

- **Establish a healthy restaurant certification program.**

As with food retailers, the city can offer incentives for restaurants that are willing to meet healthy nutrition standards for meals, including children’s meals. Some healthy restaurant criteria (such as the nutrition standards) could be mandatory, and some (such as not offering toys with unhealthy meals) could be optional for participating restaurants. By meeting the required criteria (and entering into a binding agreement with the city to continue meeting the criteria), a restaurant could be eligible for certification as a “healthy restaurant” and incentives offered by the city. As with the “healthy food retailer” certification program discussed above, the incentives need to be meaningful enough to entice restaurants to participate.

- **Establish nutrition standards for children’s meals.**

The city can address restaurant meals intended for children independently if it does not want to establish a program to set voluntary or mandatory nutrition standards for all restaurant menu items. Under this policy, the city could require any meal sold as a “children’s meal” to meet specified nutrition standards.

- **Eliminate SSBs from children’s meals.**

Meals marketed to children usually include a beverage, and the default beverage is most often sugar-sweetened. Through a policy, the city could either (1) require that the default beverage offered with a children’s meal is water, or (2) prohibit SSBs from being sold as part of a children’s meal at all. Even if an SSB could be purchased independently for full price, decoupling SSBs and children’s meals could significantly lower youth SSB consumption.

- **Prohibit toy giveaways with children’s meals.**

Another strategy that has garnered much national attention and media coverage recently is a policy that establishes nutritional standards for children’s meals that include a toy giveaway. A vast majority of children’s meals at fast food restaurants failed to meet nutrition guidelines based on the USDA’s Dietary Guidelines for Americans.²⁰ Fast food restaurants often use toys as a way to entice children, and requiring meals that include a toy (either for free or for a nominal cost) to meet nutritional guidelines could result in either fewer children demanding fast food meals, or improved nutritional quality for meals children consume at fast food restaurants.

- **Establish nutrition standards for food and beverages sold on government property.**

Although such standards are specifically addressed in the general plan, it does not appear that the city has yet implemented a policy regarding vending machines on government property and foods sold or served at government-sponsored events or otherwise purchased with government funds (generally called “procurement”) aside from the general language in the administrative wellness policy. Although procurement and vending policies are usually seen as a way to reduce consumption of SSBs, these approaches can apply to all foods.



Sugar-Sweetened Beverages

Best Practices

Reducing the consumption of sugar-sweetened beverages plays a central role in building healthy eating habits because SSBs are supplying children with 10 to 13 percent of their daily caloric intake.²¹ Some of the policies discussed in the food restrictions section also apply to sugar-sweetened beverages. However, specific steps can be taken to limit the popularity and prevalence of sugar-sweetened beverages in communities. These include increasing the availability of drinking water and healthy alternatives, limiting access to sugar-sweetened beverages, and educating the public about the harmful effects of sugar-sweetened beverages. Below are some specific strategies that IOM recommends for reducing sugar-sweetened beverages consumption.²²

- Prohibit access to sugar-sweetened beverages in schools
- Provide a range of beverage options in schools, including water and competitively priced healthy beverages
- Make drinking water available in public places and recreation areas
- Make a range of beverage options, including competitively priced healthy beverages, available in retailers and other community settings
- Introduce specific excise taxes on sugar-sweetened beverages and earmark revenue for obesity prevention efforts
- Introduce pricing incentives to make healthier beverages more affordable and competitive with sugar-sweetened beverages
- Use social media marketing campaigns to educate the public about the risks of sugar-sweetened beverages and support related community projects and efforts

San Pablo Policies

General Plan, Municipal Code/Regulations, and Zoning Ordinance

Our policy scan revealed no specific policies regarding sugar-sweetened beverages.

Strategies to Consider

There are a variety of ways to reduce SSB consumption, and many of the policies overlap with the strategies listed above, both for improving access to healthy food and decreasing access to unhealthy foods. So while we address SSBs separately here (because there is a very strong evidence base linking SSB consumption with overweight, obesity, and related health conditions), SSBs can also be addressed as part of a larger strategy. For example, many of the restaurant policies could incorporate restrictions on SSBs. Likewise, the retailer-based policies could include SSB restrictions – the definition of “healthy food store” could incorporate SSBs as one element. Therefore, this section should be viewed as a menu of strategies that could be adopted alone or incorporated into a broader strategy.

For the purposes of this report, we define an SSB as any non-alcoholic beverage with added caloric sweeteners. Different legislative bodies have used different definitions of SSB in proposed and enacted policies. For example, some policies do not treat chocolate milk as an SSB; other policies do not treat juice drinks that contain less than 100 percent juice as SSBs. Some policies may apply only to bottled SSBs, while other policies may apply to fountain and bottled SSBs. When pursuing any of the strategies discussed in this report, the city will need to think carefully about the SSB definition used in the policy.²³



- **Launch a public awareness campaign.**

Many people are not aware of the serious health consequences of sugar-sweetened beverage consumption.²⁴ Public awareness campaigns can educate the public about the risks of SSB overconsumption and encourage people to reduce consumption. These campaigns can complement and lay the foundation for policy efforts.

- **Establish nutrition standards for beverages sold on government property.**

As discussed in the unhealthy food section, local jurisdictions can require that all or some beverages served or sold in government facilities and at government-sponsored events are healthy and based on established nutrition standards.

- **Prohibit all SSB sales on school grounds.**

California law restricts sales of SSBs in all public schools, with varying levels of restriction dependent on grade level.²⁵ West Contra Costa County Unified School District policies are generally consistent with state law. The city could work with WCCUSD to build on these state laws and strengthen the requirements for beverages sold on school grounds and during school-sponsored events. A popular method of reducing children's access to SSBs is to prohibit selling SSBs on school grounds either for certain hours or for the entire school day. This policy, because it targets SSB access where children spend a large portion of their day, directly addresses the link between SSBs and childhood obesity.

- **Restrict SSBs in childcare and afterschool settings.**

In California, AB2084, which took effect on January 1, 2012, prohibits childcare centers and licensed family childcare homes from serving SSBs.²⁶ The city can go beyond AB 2084 by instituting local health or nutrition policies for unlicensed childcare settings, such as by using quality rating systems to incentivize better nutrition practices.

- **Restrict SSB marketing on school grounds.**

While it is legally difficult to prohibit most forms of marketing (because commercial speech is protected by the First Amendment), schools have relatively broad authority to control commercial messages on their campuses. A school-based marketing policy would require action by the WCCUSD through its governing board. Three potential approaches are to: (1) ban all advertising on campus, (2) ban the advertising of all foods or beverages on campus, or (3) ban the advertising of those foods and beverages that the district does not allow to be sold on campus. As noted earlier, the city would need to work with the school district to implement such policies. Such collaboration could occur as part of a broad community strategy to reduce SSB consumption throughout the community.

- **Increase access to fresh drinking water.**

One way to decrease consumption of SSBs is to make it easier to access and consume palatable, healthier alternatives. Fresh drinking water is an important alternative to SSBs, and making water available is one of the IOM's core recommendations for reducing SSB consumption. Studies have also suggested that if fresh drinking water is not readily available, consumers may substitute SSBs for the water they would prefer to drink.²⁷ There are various forms of policies that can address access to fresh drinking water, ranging from the commissioning of a gap analysis to determine where water fountains may be lacking, to a more compulsory policy that requires communities and/or school districts to ensure that fresh drinking water is available at all times, including meals.



In 2010, California passed SB1413, which required school districts to provide access to free, fresh drinking water during meal times in the food service areas of schools. A school district may comply with this law by, among other means, providing cups and containers of water or soliciting or receiving donated bottled water.²⁸

- **Impose a business license tax on businesses that sell sugar-sweetened beverages.**

Local governments in California can impose a business license tax on businesses that sell SSBs; if the amount of the tax is passed on the consumer through a price increase, consumption should reduce accordingly. The amount of the tax could be calculated various ways; while most business license taxes are based on gross receipts, the tax could also be imposed per ounce or based on another metric. Beyond reducing consumption, another benefit of an SSB-specific tax is that the revenue can be earmarked for obesity prevention, oral health, and other public health initiatives in the city, including many of the policies discussed in this report.

- **Impose other SSB sales restrictions.**

Beyond taxes, there is a wide range of policy options that could affect how SSBs are sold in the retail environment, including: portion size restrictions; restrictions on the placement of SSBs within the store; restrictions on the types of retailers that can sell SSBs, and where they can be located within a community; requiring shelf signs with health warnings near SSB displays; requiring a special license to sell SSBs; and direct price controls, to name a few. With the exception of portion size restrictions, all of these policies are untested and should be crafted carefully.

Active Living

There is little question that Americans need more opportunities for physical activity and recreation. Less than half of adults²⁹ and less than one-third of adolescents³⁰ meet the physical activity guidelines of 150 minutes a week and an hour a day, respectively.³¹ The best available data suggest that in Contra Costa County, only 27 percent of teenagers are physically active for at least one hour every day.³² The increasingly sedentary nature of our lives has contributed to a rise in obesity rates and associated medical conditions.

There are many reasons San Pablo youth are not getting sufficient amounts of physical activity. The built environment – the physical structures and infrastructure that make up our cities and communities – is one of them. In this section, we briefly examine certain land use policies and infrastructure that affect physical activity. We then assess current and potential strategies that could provide more physical activity opportunities for San Pablo’s residents, especially its youth.

Development & Land Use Policies That Promote Physical Activity

San Pablo, like other communities around the state, is planning how best to accommodate the additional housing, transit, and other infrastructure needs of a growing population. And like other health-conscious cities, San Pablo is trying to meet these needs while improving the health of its residents. This is no easy task.

Transit-oriented development (TOD) and infill development (and related infrastructure improvements) should be seen as critical components to address the needs of San Pablo residents. Emerging business trends, local government goals, and consumer preferences are beginning to align with TOD and infill. And this type of development, together with related land use policies and infrastructure improvements such as “complete streets,” has the potential to achieve several health benefits, including increased levels of physical activity through active transportation.³³



For example, more than a quarter of Americans who use public transit get at least 30 minutes of physical activity each day solely by walking to and from transit.³⁴ Not surprisingly, an analysis of U.S. travel survey data shows that transit-related walking trips tend to be longer than average walking trips.³⁵ Investing in and incentivizing the type of development and land use policies that promote active transportation is therefore crucial to improving the health of San Pablo residents.

When TOD, infill, and related infrastructure improvements are well designed, communities benefit from more walkable and connected neighborhoods and greater access to daily needs and services. Regions also experience improved air quality and fewer vehicle injuries and deaths as people rely less on cars for transportation. As a recent San Francisco Bay Area study found, increasing the median minutes of daily walking and bicycling from four to 22 has the potential to decrease greenhouse gas emissions by 14 percent and the burden of cardiovascular disease and diabetes by 14 percent.³⁶ Accordingly, we believe it is essential for policymakers, planners, and developers to partner with public health professionals, community leaders, and residents to ensure that development and infrastructure plans and projects maximize the positive health outcomes of community members.

Best Practices

TOD, infill, and related infrastructure improvements can help make residents more amenable to active living. Well maintained and carefully designed transportation infrastructure, including roads, trails, sidewalks, bicycle paths, and public transit systems, encourage active transportation. Similarly, land use policies that create open space and enhance the design, convenience, and livability of built environments promote recreation and regular physical activity. Good policies can substantially increase physical activity and reduce risks of obesity and other chronic illnesses. The IOM recommends the following strategies to promote physical activity and reduce obesity.³⁷

- Improve connectivity of public transportation
- Promote pedestrian access through zoning changes and offer tax incentives for developers to build sidewalks and trails
- Encourage bicycle use by creating bicycle lanes and creating a community program to promote bicycle commuting and recreation
- Increase safety for pedestrians and cyclists by creating marked street crossings and pedestrian bridges over highways
- Improve walkability and perceived safety of the community by improving lighting, landscaping, and aesthetics
- Slow down traffic with stop lights, signs, traffic circles, and speed bumps
- Improve walking and cycling accessibility to parks, schools, and workplaces through planning and zoning policies that ensure residential communities are close by

Current City of San Pablo Policies

General Plan

The land use and physical design and growth management elements of the general plan address transit-oriented development – and to a lesser extent infill development – in the zoning ordinance and through other city policy (e.g., “adopt and maintain a voter-approved ULL”). Specifically, the land use and physical design element directs changes to the zoning ordinance to implement new land use designations and promote TOD in appropriate locations. The growth management element addresses the city’s urban limit line, and although there is scant discussion on infill development per se, several provisions throughout the general plan and ADZO (discussed below) will likely incentivize the type of mixed-use, high-density development that can promote physical activity.



With regards to infrastructure improvements, the circulation element addresses the most significant one: “Complete Streets.” Conventional street design promotes traffic congestion, pollution, and collision injuries, and it discourages physical activity. Complete Streets, on the other hand, are designed and built so that people of all ages and abilities can travel easily and safely while getting the regular physical activity that is so critical to preventing obesity. While certain provisions pertaining to Complete Streets could be strengthened in some regards, the city has a fairly strong policy. The circulation element also addresses bicycle and pedestrian circulation in a significant way. Recommendations ranging from design standards to connectivity are found throughout the circulation element.

Likewise, the health element addresses several strategies to increase rates of active transportation. Strategies range from designing pedestrian- and bicycle-friendly street features to establishing incentives for parkland dedication and development. The health element also directs changes to the zoning ordinance to incorporate crime prevention through environmental design (CPTED) strategies and best practices.

Zoning Ordinance – Administrative Draft

The ADZO addresses several topics that are critical to creating healthy TOD and infill and thereby increasing rates of physical activity and active transportation. First, in accordance with the general plan, section 17.54.130 of the ADZO creates a new transit-oriented development district. The proposed provisions establish a new overlay district to “promote and provide for higher density and intensity of uses” near transit stations.

Although the AZDO does not propose creating a similar district for infill development, other proposed changes to the zoning ordinance would likely have a positive, significant impact on physical activity levels among San Pablo residents. For example, Sections 17.46.020.E (Residential Mixed-Use District), 17.48.020.E (Neighborhood Commercial District), and 17.50.020.B (Industrial Mixed-Use District) create new mixed-use districts that could provide increased opportunities for people to engage in active transportation.

Further, Chapter 17.70 creates new parking standards for both vehicles and bicycles. Importantly, a new provision concerns potential reductions in parking minimums, subject to a minor adjustment, for multifamily housing within 1,500 feet of a transit stop. This is important if TOD and infill neighborhoods are to attain successful levels of density and walkability. Finding the right level of parking is an exercise in balancing local parking needs, but it is also a critical opportunity to enable denser building patterns and make multimodal transportation options (like transit) viable. Parking availability, particularly when it is free, has been found to affect mode choice in transit-accessible places.³⁸ And excess parking in neighborhoods that are served by transit can actually discourage transit use.

Also, new bicycle parking regulations are proposed and would apply to all new construction, significant additions, and changes in land use classifications. Providing safe, convenient, and adequate bicycle parking is necessary to encourage cycling as a form of transportation. Cities that have improved bicycle infrastructure, including parking, have seen a measurable increase in bicycle trips.³⁹

The AZDO also creates new pedestrian-oriented spaces (Chapter 17.78). Issues such as lighting, seating, connectivity, parklets, bike racks, and parking reductions are addressed. As mentioned above, the city also adopted CPTED strategies, the goals of which are to prevent crime by “designing a physical environment that positively influences human behavior.”



The effect of CPTED not only makes it more difficult to engage in criminal behavior, but it also makes it easier to engage in active transportation.

Finally, Section 17.54.140 creates an air quality health risk district, which requires that certain sensitive uses (residential development, schools, senior centers, etc.) lie more than 500 feet from Interstate 80. Although this requirement is not directly related to physical activity levels, those living near freeways and other heavy volume roadways have greater exposure to air pollution, resulting in increased rates of respiratory illnesses, cardiovascular disease, and low birth weights.^{40, 41}

Municipal Code/Regulations/Agreements

Chapter 10.36 of the municipal code addresses the city's Transportation Demand Management Program. According to the online version of the municipal code, the city adopted the TDMP in 1994. The TDMP should be updated to reflect current state law as well as local law and regulations (e.g., the general plan).

Chapter 10.20 of the municipal code contains a few provisions that, if enforced, could hinder opportunities for children to engage in physical activity, especially through Safe Routes to School policies and programs (see below). For example, Section 10.20.280 states that "No person shall ride or operate a bicycle upon any playground, park or school ground, where children are playing, without permission of the person having supervision thereof." This entire chapter should be updated to reflect current law and policy priorities.

Strategies to Consider

The city's new general plan and ADZO do an excellent job of laying the groundwork for the type of development and infrastructure improvements necessary to increase rates of physical activity. But the city will achieve success only if the policies (1) are implemented in a timely and effective manner, and (2) prioritize active transportation infrastructure and facilities. Many of our recommendations concern amendments to the ADZO based on best practices and our experience in the field, but there are a few additional policies that are worthy of consideration:

- Create a new infill development overlay district. Although many of the benefits of an infill development overlay district are already addressed in the TOD overlay and in other provisions of the ADZO, the TOD overlay applies only to properties located within one-quarter mile of an existing or planned light rail, streetcar station, or bus rapid transit station. A separate infill development overlay district would promote and provide for the same higher density and intensity of uses as the TOD overlay but would apply to additional parcels near commercial centers.
- Revise the TOD overlay district. As discussed above, the proposed TOD overlay district applies to parcels located within one-quarter mile of an existing planned light rail, streetcar station, or bus rapid transit station. The city should consider expanding the applicable zone to one-half mile. In addition, the standard for properties partially located within the zone needs to be clarified.
- Active transportation destination amenities. Revise the ADZO to include "destination amenities" such as showers, lockers, and changing rooms in commercial or industrial buildings to encourage more people to travel (or travel farther) by bicycle. Being able to shower and/or change can help make traveling by bicycle or by foot a more feasible alternative to driving.
- Incentives. Although the ADZO addresses parking reductions as an incentive for certain multifamily housing or other developments, the city should consider amending the zoning ordinance to provide additional incentives to developers engaged in TOD and infill. Incentives can include, for example, streamlined permitting processes, flex-



ible parking standards (even more so than already prescribed), density bonuses (see municipal code Chapter 17.34), or flexible financing or tax credits. Likewise, the city should revisit its parkland dedication and park development incentives to help provide more open space that will allow residents to engage in recreation.

- Prioritize conflicts between vehicular traffic and pedestrians and bicyclists. As the city becomes more compact, more people will be exposed to negative impacts such as increased traffic. For pedestrians and bicyclists, environmental traffic safety features (such as traffic calming features, well-marked street crossings, and bike lanes) reduce the risk of injuries and fatalities.

Other Policies That Promote Physical Activity

Best Practices

Physical activity and active transportation are essential to active living and good health. Several strategies that address physical activity and active transportation are described above. Some of the most effective strategies for active transportation in particular are tied to TOD and infill development and related land use policies and infrastructure. However, supporting physical activity and active transportation also requires approaches that directly promote active routines and lifestyles, specifically in the school environment. Below are examples of effective strategies from the IOM.⁴²

- Support programs that encourage physical activity. Specifically, this might include organizing existing social networks, such as those in workplaces and community groups, to encourage changing physical activity habits as well as launching promotion campaigns to educate community members about physical activity and nutrition.
- Establish physical activity requirements for childcare providers in the community.
- Encourage local school districts to ensure that students are active for at least 60 minutes a day, are learning in healthy school environments conducive to physical activity, and are physically active outside of physical education through opportunities such as intramural sports, afterschool activities, active recess, classroom breaks, and Safe Routes to School programs.

San Pablo youth, like most kids, spend much of their time in or around schools. Accordingly, our focus in this section concerns the school environment. In addition to the strategies outlined above, other ideas worthy of consideration (and which are discussed below) include (1) adopting a safe school zone policy, (2) adopting a Safe Routes to School policy, (3) adopting a “shared use” or “joint use” policy and expanding any related shared-use agreements, (4) adopting a school and community facility siting and design policy, and (5) adopting a “Play Streets” policy.

Importantly, if the city is going to be successful in achieving these or any other strategies, partnerships with WCCUSD and other public entities will be critical.

Current City of San Pablo Policies

General Plan

As discussed above, the general plan sets forth a robust strategy to make the city more pedestrian and bicycle friendly. With regards to the school environment specifically, Safe Routes to School policies and programs are confined to the health element. The health element describes the program in moderate detail and states that Helms Middle School is participating in some aspect of a Safe Routes to School program. Funding for Helms’ participation expires in 2013. Also note that No. 20 in Table 5.2-2 of the circulation element – School Zone Traffic Safety Improvements – identifies certain traffic calming measures and infrastructure improvements within the school zone.



With respect to joint/shared use, the health element and the parks, schools, community facilities, and utilities element reference joint use and note that the city has joint use agreements with West Contra Costa Unified School District and Contra Costa College. In a comment to PSCU-I-8, the authors note that joint use agreements are critical as the city has few public parks and presumably limited access to public open space.

In terms of school siting and design, the parks, schools, community facilities, and utilities element states that WCCUSD is reconstructing Helms Middle School and Ford Elementary School. Dover Elementary is also under construction. No new schools are anticipated under the general plan due to current undercapacity at existing schools.

We did not come across any provisions in the general plan that address physical activity in the childcare setting.

Zoning Ordinance – Administrative Draft

As discussed earlier in this section, the AZDO proposes substantial zoning changes to improve walkability and bikeability throughout the city. However, the ADZO does not contain any specific provisions that address physical activity in and around the school or childcare settings.

Municipal Code/Regulations/Agreements

Resolution 2009-014 authorizes the city to expend up to \$300,000 for services and use of facilities owned by WC-CUSD. And an agreement between the city and the district dated January 12, 2010, permits city use of various district facilities in exchange for annual payments to the district of \$300,000. We have not seen an agreement with Contra Costa College although it is referenced in the general plan.

Strategies to Consider

There are several strategies that the city could pursue, with and without partners, to promote active routines and lifestyles.

• Create a safe school zone.

As discussed in the introduction, one way that the city can efficiently invest in its youth is by ensuring that the vicinity of local schools supports kids' health. A safe school zone policy could provide the city with a variety of approaches to promote safety and health near schools. For example, safe school zone policies could reduce the speed limit around schools. They could also prioritize installation of traffic-calming measures such as trees, bulb-outs, and speed bumps, as well as safe infrastructure that supports walking and bicycling (e.g., sidewalks, pedestrian countdown clocks, high-visibility crosswalks, and separated bikeways). Safe school zone policies could also prioritize traffic enforcement in school zones during arrival and dismissal times. These policies could also incorporate tobacco and unhealthy food restrictions.

• Support Safe Routes to School.

Safe Routes to School is a movement that encourages more students to walk, bicycle, or otherwise engage in active transportation to and from school. Strong Safe Routes to School policies and programs, which can be a component of a safe school zone policy, allow students to engage in physical activity while saving the costs related to busing. The city could pursue two approaches:

- **City policy:** Although discussed briefly in the health element, the city could adopt additional policies that support and promote Safe Routes to School programs. The city could institute a stand-alone policy, as some cities have, or incorpo-



rate provisions throughout existing policies. Robust policies address topics ranging from bicycle and pedestrian safety curriculum to crossing guards to infrastructure improvement prioritization to promotional events such as walking school buses and bicycle trains.

- **Partnership with school district:** The city could work with WCCUSD in drafting a comprehensive Safe Routes to School policy that would affect all schools within the city's jurisdiction. Moreover, the passage of the Healthy, Hunger-Free Kids Act of 2010 provides an opportunity to partner with WCCUSD to incorporate certain aspects of Safe Routes to School, including physical activity goals and guidelines, into the district's wellness policy.

• **Establish shared use or joint use agreements to open recreational facilities.** "Shared use" or "joint use" are the terms used when one governmental entity, such as a school district, agrees to open or broaden access to its property, buildings, or facilities for the benefit of the larger community. Expanding use of existing facilities is less expensive than acquiring or building additional facilities. Government agencies can also maximize existing resources by exploring other types of shared use arrangements, including planting community gardens on school property, opening up school kitchens to community use, and developing multi-use trails on utility district property. The city could pursue two approaches:

- **City policy or resolution:** The city could strengthen its current policies by adopting an official city policy and/or resolution supporting shared use. Among other things, a good policy would create a shared use task force and allocate sufficient funding.

- **Partnerships with special districts:** One of the best ways for the city to increase recreational opportunities is to partner with a special district within the city's jurisdiction, including WCCUSD. Although the city has an agreement with WCCUSD for use of certain gymnasiums and fields, it can expand the scope of the agreement to include more opportunities for physical activity. Further, the city should investigate whether other special districts – or other schools within WCCUSD – have unused or underused property that could be used for physical activity or other types of recreational activities such as gardening.

• **Establish school and community facility siting policies that promote health and equity.**

Since 1969, the number of students who walk or bicycle to school has shrunk from 48 percent to a mere 13 percent.⁴³ One of the reasons for this significant drop is that schools are often located too far from children's homes for walking or biking to be practical. But when schools and other community facilities are located near where children live, and when they are designed for children who engage in active transportation, more children walk and bicycle to school or the facility, as well as use school playgrounds and community facilities for physical activity outside of school hours.

- **City policy:** The health element (PSCU-I-22) discusses the need to prioritize new community facilities in underserved neighborhoods. If and when the city develops a new community facility (or significantly renovates an existing one), the city should ensure that the location and design of the facility encourages active transportation among its users. Adopting a city policy that outlines site and design goals could increase physical activity among San Pablo residents.

- **City partnership with school district:** As above, if and when the district develops a new school (or significantly renovates an existing one), the city should partner with the district to ensure that the location and design of the school encourage active transportation among San Pablo students.

• **Establish "Play Streets" throughout the City.**

Play Streets are streets that are closed to traffic on a regular basis (i.e. every Sunday) and used to encourage physical activity among community members of all ages. They are becoming more and more common throughout the country and



offer opportunities for physical activity in neighborhoods that lack sufficient open space for recreation. Cities can establish Play Streets by partnering with ongoing activities (i.e. farmers' markets) or closing off different streets throughout the city to create a variety of play spaces for as many residents as possible.

- **City policy:** By adopting a "Play Streets" policy, the city could create new places for recreation without expanding or constructing new parks or more traditional open space. A good policy would establish Play Streets on a regular basis at different locations throughout the city so that the maximum number of residents could participate.

- **Adopt a childcare physical activity resolution.**

In most states, including California, childcare is primarily regulated at the state level. State laws set forth the requirements for childcare providers and facilities to obtain a license or permission to operate. Most states also lack obesity prevention standards in their licensing and administrative schemes. For example, a 2006 survey found that only nine states set specific minimum times for outdoor play,⁴⁴ and only ten states specified that children be engaged in vigorous play or physical activity.⁴⁵ Although additional research is required, we believe the city could pass a resolution urging providers to adopt physical activity standards or enact a certification program that acknowledges those providers meeting certain standards.

Other Policies Reviewed

The retail environment influences public health beyond nutrition. Retailers sell and market tobacco and alcohol, both of which are linked to poor health outcomes. Although the focus of this report is on obesity prevention, we also reviewed San Pablo's policies affecting tobacco and alcohol sales. We encourage communities to think holistically about the retail environment, focusing not just on one aspect, such as food, but how all of the products sold affect residents' health.

The city requires tobacco retailers to obtain a license (a tobacco retailer license or TRL) under Chapter 5.06 of the San Pablo municipal code. The city's TRL appears to be designed to facilitate enforcement of existing federal and state tobacco control laws, particularly laws preventing sales of tobacco products to minors. In addition, the zoning ordinance defines "smoke shop" as a separate use classification (stores devoting more than 15 percent of their total area to tobacco products and paraphernalia) and Chapter 17.86.140 imposes location and operational requirements on smoke shops, in addition to requiring a use permit.

For alcohol, the city has a "deemed approved" ordinance (SP MC Chapter 5.10) that imposes performance standards on off sale alcohol retailers to prevent such businesses from operating as a nuisance in the community. The zoning ordinance (Chapter 17.86.020) contains additional requirements for most alcohol retailers to control the density and restrict the location of alcohol retailers near child-oriented areas.

In short, the city has strong retail-based policies for sales of tobacco and alcohol, consistent with best practices for each substance under California state law.

The COPTF will over the years consider various policies to improve the food environment, including the retail environment, by increasing access to healthy foods and limiting access to unhealthy foods. In many cases, stores that sell food also sell alcohol and tobacco, and those stores will have several municipal ordinances that govern their operations, as well as numerous state and sometimes federal requirements. For long-term sustainability, the city might consider leveraging



some of these requirements and operational standards by consolidating functions related to retail businesses, particularly inspections. By consolidating regulations for tobacco, alcohol, and food, store owners will be less burdened by overlapping requirements, and the city can train inspectors in all areas, thereby reducing enforcement costs.

Aside from retail-based policies, Chapter 8.36 of the municipal code prohibits smoking in several enclosed areas within the city, but we did not identify any restrictions on smoking in outdoor areas. One way to increase physical (recreational) activity is to create smoke-free parks and other outdoor areas so that users of those places are not exposed to secondhand smoke.

Conclusion

In light of the above, it is clear that the City takes its responsibility seriously in helping to ensure that San Pablo continues to be a great place to live for people of all ages. This report identifies a number of healthy eating and active living policy options for the City to consider as it works to further address the obesity epidemic. We look forward to partnering with the Childhood Obesity Prevention Task Force to prioritize, develop and implement a plan that will improve the health of all San Pablo residents.



Appendix 1: Policy Scan Matrix

We conducted a comprehensive scan of the San Pablo municipal code, general plan, zoning code, and administrative policies to identify health-promoting language. The table below identifies the specific healthy eating and active living policy categories that we looked for and provides citations for the relevant San Pablo laws and policies that contained health-promoting language. It also provides our assessment of the strength of the policy language that we found.

Healthy Eating/Active Living Policy Scan City of San Pablo, May 2013

	Addressed in law or policy?	Strength of policy language	Citation GP = General Plan ZO AD = Administrative draft of 2013 Zoning Ordinance update SP MC = San Pablo Municipal Code	Notes
Transportation & Land Use Policies				
Transit-Oriented Development	Y	strong vision	GP-LU-I-1 requires zoning change; SP MC 15.62.050 describes specific project; ZO AD 17.40.030 and 17.54.130 addresses TOD overlay district	GP-LU-I-1 requires zoning change to include use regulations, development and design standards, and minimum performance standards. ZO AD fulfills GP direction but could be stronger/clear in some regards
Infill Development	Y (implicitly)	moderate	GP-LU-I-2,16; GP-GME-I-1 (urban limit line); ZO AD 17.24.090, 13.32.040, 17.70 all concern parking policy and potential reductions and variances; 17.46.020, 17.48.020, 17.50.020 all concern mixed-use development; 17.78 (pedestrian-oriented spaces); 17.80 (CPTED)	Could use an infill development overlay zone
Vehicle Miles Traveled (VMT) or Traffic Reduction	Y	moderate to strong vision	SP MC Chap. 10.36 Several provisions throughout GP, incl. GME-I-8 and C-I-39; heavy emphasis in Health Element and Circulation Element on bike/ped infrastructure; see above under "Infill Development" and "Transit-Oriented Development."	Need to update Transportation Demand Management Program in SP MC
Traffic Safety	Y	moderate	GP-I-5; GP-HEA-I-3; GP Table 5.2-2, see above three categories	Makes reference to School Zone Traffic Safety Improvements but unclear level of priority or implementation plan; Potential to address traffic safety more explicitly
School Siting	N	room for improvement	GP p. 6-10 (potential for school siting and design improvements); GP p. 6-13 (no new schools)	Potential to address design in reconstruction of existing schools and new civic facilities



Healthy Eating/Active Living Policy Scan City of San Pablo, May 2013				
	Addressed in law or policy?	Strength of policy language	Citation GP = General Plan ZO AD = Administrative draft of 2013 Zoning Ordinance update SP MC = San Pablo Municipal Code	Notes
Physical Activity & Active Transportation				
Bicycle Facilities/Design	Y	strong vision (but see notes)	GP-HEA-I-1 through 11 GP-C-I-1 through 6 and 14-24 SP MC Chap 10.20; Appendix B ZO AD 17.70.120	Strong vision and proposed language but average to detrimental existing language in SP MC (i.e. unfriendly language for bicycles in SP MC Chap. 10.20)
Pedestrian Facilities/ Design	Y	strong vision	GP-HEA-I-1 through 11 GP-C-I-1 through 6 and 14-24 GP-LU-I-19; ZO AD 17.78 (Pedestrian-Oriented Spaces)	Very strong vision and proposed language; average existing language
Parks/Open Space/ Recreation	Y	moderate	SP MC 12.20; 16.20.040 GP Chap. 6 GP-HEA-I-1 through 11 GP-OSC-I-1, 10 17.18.040	Currently 0.7 acres/1000 resident per GP p. 6-3; SP MC requires 3.0 acres/1000 residents. GP-LU-I-41 directs "park- like" zoning change; AD ZO 17.78.040 addresses parklets
Joint Use	Y	moderate	GP-PSCU-I-8 GP-HEA-I-8 JUA with WCCUCSD Reso 2009-014	Strong agreement Recommend additional agreements with more school and adoption of city policy and/ or resolution
Crime Prevention Through Environmental Design (CPTED)	Y	strong vision	ZO AD 17.80	GP-HEA-I-34; Requires zoning change to implement CPTED provisions; ZO AD complied with GP direction.
Transit Access	Y	strong vision	GP-LU-I-14 GP-GME-G-3 GP-C-I-25-38 GP-C-I-1,2 SP MC Chap 10.36; 17.16.020.B and 17.16.060+D13 See above under Transit-Oriented Development	See above under Transit- Oriented Development
Safe Routes to Schools	Y	good vision, but existing policy landscape needs improvement (one school participating - Helms Middle School - due to funding)	SP MC 10.04.290 (crossing guards) GP-HEA-I-3	Many of the bike/ped facilities/ design improvements called out in the GP and ZO AD will support SRTS, as will the Complete Streets policy referenced below; Significant room for improvement through new policies
Complete Streets	Y	moderate to strong vision	GP-C-I-1,2; also see above re: bike/ped design and facilities	GP language compliant with state law; potential for stronger language in SP MC and ZO AD; also see above re: bike/ped design and facilities
DRAFT – WORK IN PROGRESS; FOR DISCUSSION PURPOSES ONLY				
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Healthy Eating/Active Living Policy Scan City of San Pablo, May 2013				
	Addressed in law or policy?	Strength of policy language	Citation GP = General Plan ZO AD = Administrative draft of 2013 Zoning Ordinance update SP MC = San Pablo Municipal Code	Notes
Food Access				
Procurement	Y	strong vision	GP HEA-I-16	Develop healthy food purchasing vending policy for city facilities;
Vending	Y	strong vision	GP HEA-I-16	Develop healthy food purchasing vending policy for city facilities; CoCo County has moderately strong policy
Urban Agriculture/ Community Gardens	Y	strong vision	GP HEA-I-18 (seek ways to partner with local CSAs) GP HEA-I-19 (plan and implement a San Pablo community gardens program on CoCoCo campus) GP HEA-I-21 (ensure that zoning does not preclude residential ag; and resident education) ZO AD 17.44.040 (creates community gardens use classification) ZO AD 17.46.030 (authorizes community gardens in residential zones with Use Permit) ZO AD 17.48.030 (authorizes community gardens in all commercial districts with use permit) ZO AD 17.50.030 (prohibits community gardens in all industrial districts)	Strong vision in GP; ZO AD implements much of GP vision
Farmers' Markets	Y	strong vision	GP ED-I-23 (support community efforts to establish farmers market) GP HEA-I-17 (assess feasibility of establishing certified farmers market) ZO AD 17.44.060 (creates Farmers Market use classification) ZO AD 17.48.030 (authorizes farmers markets in all commercial districts with use permit) ZO AD 17.50.030 (authorizes farmers markets in industrial districts with use permit) ZO AD 17.52.030 (allows farmers markets in "semi-public" districts, but most other retail uses prohibited) ZO AD 17.92 (establishes operational standards for farmers markets)	Strong vision and implementation; farmers' market operational in City
Healthy Food Retail - Specific	Y	strong vision	GP HEA-I-12 directs zoning standards and incentives for "healthy food grocery stores" GP HEA-I-13 directs establishment of a Health Commission to advise City Council GP HEA-I-14 supports formation of a West County Food Policy Council GP HEA-I-15 (work to increase community awareness and participation in federal nutrition programs) ZO AD 17.44.060 creates "Healthy Food Store" use classification ZO AD 17.46.030 authorizes "Health Food Stores" [sic] permitted as right in 3 residential districts ZO AD 17.48.030 permits of right "Health Food Stores" [sic] in all commercial districts ZO AD 17.50.030 allows "Health Food Stores" [sic] in one industrial district with use permit ZO AD 17.86.080 provides incentives for "Health Food Store"	ZC AD definition of "Healthy Food Store" relatively strong; definition could be more specific in types of foods required to be stocked; could increase the incentives that are available in ZC AD 17.86.070; need to reconcile language ("healthy food store" and "health food store")
DRAFT – WORK IN PROGRESS; FOR DISCUSSION PURPOSES ONLY				28



Healthy Eating/Active Living Policy Scan City of San Pablo, May 2013				
	Addressed in law or policy?	Strength of policy language	Citation GP = General Plan ZO AD = Administrative draft of 2013 Zoning Ordinance update SP MC = San Pablo Municipal Code	Notes
Food Access (continued)				
Healthy Food Retail - General/Economic Dev.	Y	strong vision	GP ED-G-2 lists "neighborhood serving commercial" as a target business GP ED-I-13 directs amendments to ZC to streamline development review for targeted businesses GP ED-I-14 one-stop web portal for econ dev GP LU-I-25 (promote sites suitable for commercial businesses seeking to relocate in SP - not specific to any business) SP MC 5.08 requires permit for peddlers, which could include mobile food businesses	GP ED Element could be tailored to attract healthy food retail (e.g., business attraction, incentives ED-I-3, 4) HFR addressed in health element and ZO AD SP MC 5.08 could deter mobile food vending, which could be separately regulated to encourage mobile vending of fresh foods;
Limiting Unhealthy Food Retail	Y	strong vision	GP LU-I-31 directs zoning standards for commercial uses that "could adversely affect adjacent residential areas or create health and safety impacts" HEA-I-22 (zoning controls to limit fast food near schools and pedestrian priority areas) ZO AD 17.44 (defines "restaurant fast-service" based on drive-through as use classification and widely allowed with use permit) ZO AD 17.86.070 (imposes location restrictions on fast food --- cannot be near schools and residential unless the restaurant offers at least 20% "healthy" options)	GP-LU explanatory language lists adult businesses, check-cashing and alcohol as only examples of specific businesses with adverse effects; ZC AD 17.86.070 strong location restrictions if restaurant does not offer 20% health options - "healthy" options need to be defined
Emergency Food & Food Assistance	N			
School Food	Y	strong vision	GP HEA-I-20 (work with school district and CoCo Health Services on nutrition standards, vending, school gardens, "farm to school") WCCUSD Wellness Policy (2007) for "extracurricular" sales; Competitive Foods Policy (1992);	City could work with WCCUSD to implement stronger school-based policies as set forth in GP
Healthy Restaurants	N	N/A	SP MC 8.08 (health/safety standards for food establishments; permit required) CoCo County Environmental Health Dept. has numerous requirements for health/sanitation	Policies address food safety, but not nutrition.
Sugar-Sweetened Beverages (additional regulations)				
Retail Sales	N			
Childcare/daycare settings	N			
Taxes	N			
Water Access	Y	N/A	GP PSCFU-I-23 (work with EBMUD to ensure continued potable municipal water supply) SP MC 8.38 adopts and incorporates by reference CoCo County's water supply standards	Does not address water availability in specific settings, such as parks
Raising the Profile of Public Health				
Independent Health Element in General Plan	Y	strong vision	GP HEA	Award winning
Support for Corporate/ Administrative Wellness Policies	Y	moderate	Reso. 2012-60	Administrative wellness policy applies to city events and employees
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- 1 Babey SH, Wolstein J, Diamant AL, Bloom A, Goldstein H. 2012. *Overweight and Obesity among Children by California Cities – 2010*. UCLA Center for Health Policy Research and California Center for Public Health Advocacy. <http://cbsla.files.wordpress.com/2012/08/patchworkcities6-4-12.pdf>
- 2 Institute of Medicine (US). Glickman, D and Committee on Accelerating Progress in Obesity Prevention. 2012. *Accelerating Progress in Obesity Prevention: Solving the Weight of the Nation*. National Academies Press. www.iom.edu/Reports/2012/Accelerating-Progress-in-Obesity-Prevention.aspx
- 3 Morland K, Wing S, Diez-Roux A. 2002. "The Contextual Effect of the Local Food Environment on Residents' Diets: The Atherosclerosis Risk in Communities Study." *American Journal of Public Health* 92(11): 1761–1767. <http://ajph.aphapublications.org/doi/pdf/10.2105/AJPH.92.11.1761>
- 4 California Center for Public Health Advocacy. 2007. *Searching for Healthy Food: The Food Landscape in Contra Costa County*. www.publichealthadvocacy.org/RFEI/Contra_Costa_County_Fact_Sheet.pdf
- 5 Babey SH, Diamant AL, Hastert TA, Harvey S. 2008. *Designed for Disease: The Link Between Local Food Environments and Obesity and Diabetes*. UCLA Center for Health Policy Research, PolicyLink, and the California Center for Public Health Policy. <http://escholarship.org/uc/item/7sf915wx>
- 6 UCLA AskCHIS. 2009. Eat five or more servings of fruits & vegetables (child). 2009. Five-a-day (teen). <http://ask.chis.ucla.edu/>
- 7 US Department of Agriculture, US Department of Health and Human Services. 2010. *Dietary Guidelines for Americans 2010*, p. 12. www.cnpp.usda.gov/Publications/DietaryGuidelines/2010/PolicyDoc/PolicyDoc.pdf
- 8 US Department of Agriculture, US Department of Health and Human Services. 2010. *Dietary Guidelines for Americans 2010*, p. 28. www.cnpp.usda.gov/Publications/DietaryGuidelines/2010/PolicyDoc/PolicyDoc.pdf
- 9 Institute of Medicine, Committee on Food Marketing and the Diets of Children and Youth. 2006. *Food marketing to children and youth: threat or opportunity?* Washington, DC: National Academies Press. www.iom.edu/Reports/2005/Food-Marketing-to-Children-and-Youth-Threat-or-Opportunity.aspx
- 10 Healthy Eating Research. 2013. *Food and Beverage Marketing to Children and Adolescents: Limited Progress by 2012, Recommendations for the Future*. http://healthyeatingresearch.org/images/stories/ber_research_briefs/RRFoodMarketingFINAL2-2013.pdf
- 11 Institute of Medicine (US) *supra* note 2.
- 12 See, e.g., Song HJ, Gittelsohn J, Kim M, et al. 2009. "A corner store intervention in a low-income urban community is associated with increased availability and sales of some healthy foods." *Public Health Nutrition* 12(11): 2060–7. www.ncbi.nlm.nih.gov/pubmed/19402943
- 13 See Healthy Food Outlet Project, Healthy Eating, Active Living Community Health Initiative. Sonoma County Department of Public Health. www.yrvsonoma.org/documents/Sonoma%20County%20Healthy%20Food%20Outlet%20Project.pdf
- 14 Minneapolis Code of Ordinances Chapter 203.20.
- 15 For a discussion of the lessons learned from the Minneapolis Staple Foods ordinance, please refer to the Minneapolis Healthy Corner Store Program, *Making produce more visible, affordable and attractive*, Minneapolis Department of Health and Family Support, February 2012. www.health.state.mn.us/divs/oshii/docs/Mpls_Healthy_Corner_Store.pdf
- 16 For a list of potential funding sources and partnerships, refer to ChangeLab Solutions' publication "Green for Greens." www.changelabsolutions.org/publications/green-for-greens
- 17 Institute of Medicine (US) *supra* note 2.
- 18 National Restaurant Association. 2012. *Decoding Consumers in a Challenging Economy*. www.pma.com/system/files/2012%20Restaurant%20Industry%20Forecast%20FINAL.pdf
- 19 US Department of Agriculture, US Department of Health and Human Services. 2010. *Dietary Guidelines for Americans 2010*. www.choosemyplate.gov/dietary-guidelines.html
- 20 Batada A. 2013. *Kids' Meals: Obesity on the Menu*. Washington, DC: Center for Science in the Public Interest, p. 9. <http://cspinet.org/new/pdf/cspi-kids-meals-2013.pdf>
- 21 Woodward-Lopez G, Kao J and Ritchie L. "To What Extent Have Sweetened Beverages Contributed to the Obesity Epidemic?" *Public Health Nutrition*, [Electronic publication ahead of print] September 23, 2010. www.foodpolitics.com/wp-content/uploads/Woodward-Impact-of-SSBs.PubHlthNutr-2011.pdf
- 22 Institute of Medicine (US) *supra* note 2.
- 23 The Robert Wood Johnson Foundation's Healthy Eating Research Project convened a panel of experts and issued a policy brief in March 2013, setting beverage guidelines for different ages. The policy brief is available at: www.rwjf.org/content/dam/farm/reports/issue_briefs/2013/rwjf404852
- 24 A recent Field Poll in California found that 75 percent of voters see a link between sugary sodas and obesity, while only 26 percent of voters see a link between sugary sports drinks and obesity. Field Research Corporation. *Release #2436: Field – The California Endowment Obesity Prevention Survey*. Survey of 1,184 California registered voters, conducted October 17–24, 2012. <http://field.com/fieldpollonline/subscribers/Rls2436.pdf>
- 25 See Cal. Education Code section 49430 *et seq.* www.cde.ca.gov/ls/nu/sn/mb06110.asp
- 26 California Health and Safety Code 1596.808
- 27 Center for Disease Control and Prevention. Sugar-Sweetened Beverage Guide. 2010. *The CDC Guide to Strategies for Reducing the Consumption of Sugar-Sweetened Beverages*, p. 6. www.cdc.gov/SiteCollectionDocuments/StratstoReduce_Sugar_Sweetened_Bevs.pdf
- 28 California Education Code section 38086.
- 29 Centers for Disease Control and Prevention. *Facts about Physical Activity*. Last updated August 7, 2012. www.cdc.gov/physicalactivity/data/facts.html
- 30 Centers for Disease Control and Prevention. *Physical Activity and the Health of Young People*. Last updated February 19, 2013. www.cdc.gov/healthyouth/physicalactivity/facts.htm
- 31 President's Council on Sports, Fitness, and Nutrition. *Physical Activity Guidelines for Americans*. www.fitness.gov/be-active/physical-activity-guidelines-for-americans/
- 32 UCLA AskCHIS. 2009. Number of Days Physically Active at Least One Hour (teen). <http://ask.chis.ucla.edu/>
- 33 Throughout this document, the term "active transportation" is used to mean any method of travel that is human-powered, including without limitation walking, bicycling, in-line skating, skateboarding, scootering, or using a wheelchair.
- 34 Besser LM and Dannenberg AL. 2005. "Walking to Public Transit: Steps to Help Meet Physical Activity Recommendations." *American Journal of Preventative Medicine* 29(4): 273–280.
- 35 Weinstein A and Schimek P. 2005. "How Much Do Americans Walk? An Analysis of the 2001 NHTS. Transportation Research Board Annual Meeting." Cited in *Transit-Oriented Development: Using Public Transportation to Create More Accessible and Livable Neighborhoods*. www.vtpi.org/tod/tod45.htm
- 36 Maizlish N, Woodcock J, Co S, et al. 2013. "Health Cobenefits and Transportation-Related Reductions in Greenhouse Gas Emissions in the San Francisco Bay Area." *American Journal of Public Health* 103(4): 703–709.
- 37 Institute of Medicine (US) *supra* note 2.
- 38 Lund H and Cervero R, Willson R. 2004. *Travel Characteristics of Transit-Oriented Development in California*. www.bart.gov/docs/planning/travel_of_tod.pdf
- 39 See, e.g., Marin County Bicycle Coalition. *Economic Benefits of Bicycling in Urban Environments*. www.marinbike.org/Resources/EconomicBenefitsOfBicycling.pdf (citing a 118 percent to 125 percent increase in bicycle use in Marin County over the last ten years due to improvements in infrastructure, including pathways, shared use lanes, intersection improvements, and bicycle parking; and pointing to increased revenue due to retail purchases by bicyclists with adequate access to infrastructure and parking; see also J. Dill and T. Carr. "If You Build Them, Commuters Will Use Them – Another Look." Transportation Research Board 2003 annual meeting (cities with higher levels of bicycle infrastructure, such as bike lanes and paths, witnessed higher levels of bicycle commuting). www.palgrave-journals.com/jphp/journal/v30/nS1/full/jphp200856a.html
- 40 Brugge D and Durant JL, Rioux C. 2007. "Near-Highway Pollutants in Motor Vehicle Exhaust: A Review of Epidemiologic Evidence of Cardiac and Pulmonary Health Risks." *Environmental Health* 6:23.
- 41 Gan WQ, Tamburic L, Davies H, et al. 2010. "Changes in Residential Proximity to Road Traffic and the Risk of Death from Coronary Heart Disease." *Epidemiology* 21(5): 642–649.
- 42 Institute of Medicine (US) *supra* note 2.
- 43 U.S. Department of Transportation, Federal Highway Administration, 2011. Summary of Travel Trends: 2009 National Household Travel Survey. <http://nhts.ornl.gov/2009/pub/stt.pdf>
- 44 It is unclear from the article whether its authors examined statutes, regulations, or both. Arkansas, Georgia, Kansas, Maine, Mississippi, Missouri, Virginia, Washington, D.C., and West Virginia quantify a required minimum length of time for daily outdoor activity. Kaphingst KM, Story M. 2009. "Child Care as an Untapped Setting for Obesity Prevention: State Child Care Licensing Regulations Related to Nutrition, Physical Activity, and Media Use for Preschool-Aged Children in the United States." *Preventing Chronic Disease* 6(1): A11. www.cdc.gov/pcd/issues/2009/jan/07_0240.htm
- 45 Arkansas, Delaware, Hawaii, Louisiana, Maryland, Montana, North Carolina, Tennessee, Virginia, and West Virginia require children be engaged in vigorous play or physical activity in at least one childcare setting. *Id.*



Appendix 2: Documents Reviewed

For this policy report ChangeLab Solutions reviewed the following documents:

City of San Pablo General Plan

City of San Pablo Municipal Code

City of San Pablo Zoning Ordinance, Administrative Draft prepared by PMC Planning Design & Facilitation Team (April 2013)

West Contra Costa County Unified School District Competitive Food Sales Policy (adopted November 4, 1992)

West Contra Costa County Unified School District Local School Wellness Policy (effective July 1, 2007)

Contra Cost County Vending Machine Policy

Municipal Regional Stormwater Permit Order No. R2-2009-0074; NPDES No. CAS612008, Provision C.4

Joint Use Agreement between City of San Pablo and West Contra Costa County Unified School District

Resolution 2009-014 (Authorizing Expenditure of Funds for Services and Use of Facilities Owned by West Contra Costa County Unified School District).

Report prepared by Contra Costa Health Services: “The Impact of Sugar- Sweetened Beverage Consumption on the Health of San Pablo Residents.”

Appendix 9

Healthy Celebrations

Promoting a Healthy School Environment



Birthday parties and holiday celebrations at school provide a unique opportunity to help make healthful eating fun and exciting for children. Schools can take advantage of classroom celebrations to serve food that tastes good, is nutritious, and provides students with an opportunity for nutrition education experiences.

But It's Just a Cupcake...



Typically, foods for school celebrations include cupcakes, candy, cookies and soda. So what's the harm? There is nothing wrong with an occasional treat, but unhealthy choices have become the norm rather than the exception. Parties, treats used as classroom rewards, food fundraisers, vending machines, snacks and school stores constantly expose children to high-fat, high-sugar, low-nutrient choices.

Overall, our children's eating habits are poor. Only two percent of children meet all Food Pyramid recommendations. Most children do not eat enough fruits, vegetables or whole grains. Obesity rates among children are on the rise, with serious health consequences. Constant exposure to low-nutrient foods makes it difficult for children to learn how to make healthy food choices. By providing students with nutritious choices wherever food is available (including the classroom), schools can positively influence children's eating habits.

Benefits of Healthy Celebrations

Healthy Kids Learn Better: Research clearly demonstrates that good nutrition is linked to better behavior and academic performance. To provide the best possible learning environment for children, schools must also provide an environment that supports healthy behaviors.

Provides Consistent Messages: Providing healthy classroom celebrations demonstrates a school commitment to promoting healthy behaviors. It supports the classroom lessons students are learning about health, instead of contradicting them. Healthy celebrations promote positive lifestyle choices to reduce student health risks and improve learning.

Promotes a Healthy School Environment: In order to positively change eating behaviors, students need to receive consistent, reliable health information and ample opportunity to use it. Healthy celebrations are an important part of providing a healthy school environment.

Creates Excitement About Nutrition: Children are excited about new and different things, including fun party activities and healthy snacks (see back for ideas). School staff and parents need not worry that children will be disappointed if typical party foods aren't served in the classroom. Holiday treats and traditional birthday parties with cake will still be available at home.

Protects Children with Food Allergies: When parents send in food, it is difficult to ensure the safety of children with food allergies. Schools can protect food allergic children by providing nonfood celebrations or, if food is served, obtaining it from known sources such as the school food service program.



How-Tos for Happy Healthy Parties¹

- Variety is the "spice of life" and the "life of the party." Plan several contrasting activities—active and quiet, indoor and outdoor, individual and group.
- Try something new. Children like adventure. In addition to familiar games and foods, offer something different.
- Plan creative experiences such as art, music and cooking.
- Involve children in planning and preparing the party. Let them make decorations and favors.
- Put food in its proper place. Refreshments should compliment the fun, not become the "main event."
- Be sure that each child receives a prize or favor, if such awards are given.
- Don't use food as rewards or prizes.
- Choose foods for fun, good taste and health. Parties that feature healthful foods provide opportunities for children to practice making wise food choices.



¹ Printed with permission from Let's Party: Party Ideas for School and Home. West Virginia Department of Education, 1994. Ordering information at: <http://wvde.state.wv.us/circ/materials.html>.



What Schools Can Do

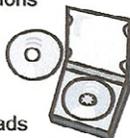
Ideas for Healthy Fundraising Alternatives*

*Adapted from: *Creative Financing and Fundraising*. California Project Lean, California Department of Health Services, 2002.

Schools can help promote a healthy learning environment by using healthy fundraising alternatives.

Items You Can Sell

- Activity theme bags
- Air fresheners
- Bath accessories
- Balloon bouquets
- Batteries
- Books, calendars
- Brick/stone/tile memorials
- Bumper stickers & decals
- Buttons, pins
- Candles
- Christmas trees
- Coffee cups, mugs
- Cookbooks
- Crafts
- Christmas ornaments
- Coupon books
- Customized stickers
- Emergency kits for cars
- First aid kits
- Flowers and bulbs
- Foot warmers
- Football seats
- Garage sale
- Giant coloring books
- Gift baskets
- Gift certificates
- Gift items
- Gift wrap, boxes and bags
- Greeting cards
- Hats
- Holiday wreaths
- House decorations
- Hugging booth
- Jewelry
- Kissing on the cheek booth
- License plates or holders with school logo
- Lunch box auctions
- Magazine subscriptions
- Megaphones
- Mistletoe
- Monograms
- Music, videos, CDs
- Newspaper space, ads
- Pet treats/toys/accessories
- Plants



Items You Can Sell, continued

- Pocket calendars
- Pre-paid phone cards
- Raffle donations
- Rent a special parking space
- Scarves
- School art drawings
- School frisbees
- School spirit gear
- Scratch off cards
- Sell/rent wishes
- Souvenir cups
- Spirit/seasonal flags
- Stadium pillows
- Stationery
- Student directories
- Stuffed animals
- Temporary/henna tattoos
- T-shirts, sweatshirts
- Tupperware
- Valentine flowers
- Yearbook covers
- Yearbook graffiti



Healthy Foods

- Frozen bananas
- Fruit and nut baskets
- Fruit and yogurt parfaits
- Fruit smoothies
- Lunch box auctions
- Trail mix



Sell Custom Merchandise

- Bumper stickers/decals
- Calendars
- Cookbook made by school
- Logo air fresheners
- Scratch off cards
- T-shirts/sweatshirts

Items Supporting Academics

- Read-A-Thon
- Science Fair
- Spelling Bee

Things You Can Do

- Auction (teacher does something for kids)
- Bike-a-thons
- Bowling night/bowl-a-thon
- Car wash (pre-sell tickets as gifts)
- Carnivals (Halloween, Easter)
- Dances (kids, father/daughter, Sadie Hawkins)
- Family/glamour portraits
- Festivals
- Fun runs
- Gift wrapping
- Golf tournament
- Jump-rope-a-thons
- Magic show
- Raffle (movie passes, theme bags)
- Raffle (teachers do a silly activity)
- Read-a-thons
- Rent-a-teen helper (rake leaves, water gardens, mow lawns, wash dog)
- Recycling cans/bottles/paper
- Science fairs
- Singing telegrams
- Skate night/skate-a-thon
- Spelling bee
- Talent shows
- Tennis/horseshoe competition
- Treasure hunt/scavenger hunt
- Walk-a-thons
- Workshops/classes



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For more information on a healthy school environment, contact Susan Fiore, MS, RD, Nutrition Education Coordinator at susan.fiore@po.state.ct.us or (860) 807-2075.



Connecticut State Department of Education
Bureau of Health and Nutrition Services and Child/Family/School Partnerships



February 2005



Appendix 10

REQUEST FOR COUNCIL ACTION

PREPARED BY: Mike Heller DATE OF MEETING: August 5, 2013

DATE: July 18, 2013 PHONE: 510-215-3132

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO DIRECT THE PUBLIC WORKS DEPARTMENT TO ENGAGE RESIDENTS OF THE CITY OF SAN PABLO IN AN ADOPT-A-SPOT PROGRAM

APPROVED: _____

DEPARTMENT HEADCITY MANAGER

CITY ATTORNEY

RECOMMENDATION

Adopt resolution

BACKGROUND

Following in the footsteps of several public agencies, the City of San Pablo is looking to begin a volunteer program that allows residents to “adopt” a piece of land to actively care for and maintain. Adopt-A-Spot will give residents the opportunity to become more involved in their City facilities and parks and allow them the benefit of enjoying the area that they are working on beautifying.

The City of San Pablo’s Public Works Department, in partnership with Volunteer San Pablo, will provide opportunities for all – individuals, families, neighborhood groups, civic organizations, employee groups and local businesses – to play active and ongoing roles in beautifying, cleaning and maintaining the neighborhoods, parks, and creeks of the City.

The Adopt-A-Spot program accommodates a wide array of volunteer interests and goals. Participants adopt public spaces and make a commitment to regularly clean and beautify the area for no less than one year. Adopt-A-Spot activities might include: removing litter, graffiti and weeds; gardening; maintaining a drain; and other forms of general upkeep.

Staff will work with the volunteers on site selection and will support them by providing debris bags, the loan of certain tools, and pick-up of debris bags.

Participants in the program would be required to read and sign an Adopt-A-Spot Request and Agreement form (attached) and a Volunteer Waiver & Release of Liability. Staff will arrange to meet with all volunteer candidates to discuss locations to adopt and to develop a scope of work with the participant.

Staff plans to actively conduct outreach to residents and service organizations within the City to help promote the Adopt-A-Spot program. Outreach will include newsletter articles and working with CERT groups. In addition, the program will be promoted at community events such as National Night Out, Back to School Nights, Neighborhood Engagement Team (N.E.T.) events, and the Farmer’s Market.



To assist in the promotion of Adopt-A-Spot, the City can also place adoption signs at each spot that is adopted by community members.

FY 2013-15 Council Priority Workplan

ADOPT-A-SPOT PROGRAM is an adopted policy item under the FY 2013-15 City Council Priority Workplan Policy Area: Infrastructure – Park & Median Island Maintenance.

FISCAL IMPACT

There is no additional fiscal impact associated with the Adopt-A-Spot program at this time. Funding for Adopt-A-Spot and anticipated future costs are available from the approved Maintenance Division operating budget, account no. 205-2110-43500.

Attachments: Adopt-A-Spot Application and Waiver
Adopt-A-Spot Information Page

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