



CITY of SAN PABLO  
City of New Directions

**CITY OF SAN PABLO**  
**FIRST-QUARTER MEDIA COMMUNICATIONS REPORT FOR**  
**FY 2012-13**

**Summary of City Council and Local Successor Agency**  
**Actions and Activities**

**Reporting Period: July 1, 2012 – September 30, 2012**

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**REPORTING MONTH: JULY 2012**

**COMMUNITY RELATIONS**

- The City of San Pablo City Council City Council Authorized and Released the Third Quarter Media Communications Report (January 1, 2012 through March 30, 2012) for FY 2011-12. (Source: CC Agenda Item dated July 16, 2012)
- The City of San Pablo City Council Resolution reciting the fact of the General Municipal Election held in said City of San Pablo on the 5th day of June, 2012, declaring the results thereof and such other matters as are provided by law. (Source: CC Agenda Item dated July 16, 2012)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a contract in the amount of \$48,000 for the City's Community Outreach Strategy Program for FY 2012-13 with Strategy Research Institute, Inc. (Source: CC Agenda Item dated July 16, 2012)

**FISCAL MANAGEMENT**

- The City of San Pablo City Council by Resolution authorized an (1) Amendment to June 18, 2012 Mid-Year Budget Adjustments, and (2) allocation of \$96,000 to cover the remaining budget shortfall for the FY 2012-13 due to the rescission of layoffs from the PW Maintenance Division (Source: CC Agenda Item dated July 2, 2012)

- The City of San Pablo City Council by Resolution authorized the City Manager to enter into Agreements with the State Board of Equalization for implementation of a local transaction and use tax (Measure Q) *(Source: CC Agenda Item dated July 2, 2012)*

## **LEGAL SERVICES**

- The City of San Pablo City Council held a Public Hearing on Plan 1206-001: An Ordinance of the City Council of the City of San Pablo amending Ordinance 2012-003 regarding the Use Permit Requirements for Donation and Collection Boxes *(Source: CC Agenda Item dated July 2, 2012)*

## **LOCAL SUCCESSOR AGENCY**

- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency authorizing the establishment of an Interest Rate Risk Reserve Fund for the 2006 bonds and amending the Recognized Obligation Payment Schedule for July through December 2012 to reflect the Interest Rate Risk Reserve Fund. *(Source: CC/LSA Agenda Item dated July 16, 2012)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency ratifying payment, under protest, to Contra Costa County Auditor Controller for \$2,428,569.32 pursuant to AB 1484 (Stats. 2012, chap 26) *(Source: CC/LSA Agenda Item dated July 16, 2012)*

## **PLANNING SERVICES**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute an Agreement with Fehr & Peers in the amount of \$199,893 to provide transportation planning services to facilitate an involved community process for the San Pablo Avenue: Complete Streets and Pedestrian Connectivity Project and Appropriation of Funds *(Source: CC Agenda Item dated July 2, 2012)*

## **PUBLIC SAFETY**

- The City of San Pablo City Council by Resolution authorized an agreement with Contra Costa County Sheriff's Office to participate in the Sheriff's Work Alternative Program *(Source: CC Agenda Item dated July 2, 2012)*

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute an Agreement with Security Signal Devices, Inc. for Burglar Alarm Monitoring Services for the City's Public Works Corporation Yard and Davis Park Head Start Building *(Source: CC Agenda Item dated July 2, 2012)*

- The City of San Pablo City Council by Resolution authorized the City Manager to execute an Agreement with Callander Associates in the amount of \$268,419 for the Rumril/BNSF Sports Field Project *(Source: CC Agenda Item dated July 2, 2012)*
- The City of San Pablo City Council by Resolution authorized the City Manager to execute an amendment to an Agreement with Balance Hydrologics, Inc. for the Wildcat Creek Vale Road Stream Gage Monitoring and Reporting *(Source: CC Agenda Item dated July 2, 2012)*
- The City of San Pablo City Council by Resolution authorized the City Manager to execute an amendment to an Agreement with Maggiora & Ghilotti, Inc. for the Wildcat Creek Daylighting at Davis Park Project (PW-579), and (2) Amendment #3 to the Agreement with Restoration Design Group for technical services for said project *(Source: CC Agenda Item dated July 2, 2012)*
- The City of San Pablo City Council by Resolution authorized the City Manager to enter into a Memorandum of Understanding with Urban Tilth's Summer Apprenticeship Program *(Source: CC Agenda Item dated July 2, 2012)*
- The City of San Pablo City Council by Resolution authorized the City Manager to execute an agreement with Raymond E Davis, III for Operational Efficiency Evaluation Services for the Public Works Maintenance Division *(Source: CC Agenda Item dated July 2, 2012)*
- The City of San Pablo City Council conducted a public hearing, and by amending Resolution No. 2012-080, preliminarily approved the Engineer's Report, and declared intention to levy and collect assessments within the San Pablo Street Lighting and Landscaping Assessment District No. 1982-01 for Fiscal Year 2012-13 to set a new date for July 16, 2012 for a Public Hearing *(Source: CC Agenda Item dated July 2, 2012)*
- The City of San Pablo City Council by Resolution authorizing the City Manager to execute an amendment to the agreement with Universal Building Services for janitorial services. *(Source: CC Agenda Item dated July 16, 2012)*
- The City of San Pablo City Council by Resolution deeming the contract with Crisp Company for the 23rd Street Traffic Calming Pilot Project (PW 548) complete, directing that a Notice of Completion be prepared and filed with the County Recorder, and declaring a three-year moratorium for non-emergency utility construction in the project area. *(Source: CC Agenda Item dated July 16, 2012)*
- The City of San Pablo City Council held a Public Hearing and Adopted a Resolution of the City Council of the City of San Pablo, Contra Costa County, California, confirming the diagram and assessments within San Pablo Street Lighting and Landscaping District No. 1982-1 for Fiscal Year 2012/13. *(Source: CC Agenda Item dated July 16, 2012)*

**REPORTING MONTH:                    AUGUST 2012**

**CHILDHOOD OBESITY PREVENTION**

- The City of San Pablo City Council by Resolution authorized the City Manager to formally establish (1) the Child hood Obesity Prevention Task Force Steering Committee, and (2) conduct a Request for Qualifications (RFQ) process for technical advice and assistance services related to the obesity epidemic and to the mitigation of the effects of sugary drinks on local obesity rates *(Source: CC Agenda Item dated August 6, 2012)*

**COMMUNITY RELATIONS**

- The City of San Pablo City Council authorized a proclamation for *Meals and Wheels* for September 22-28, 2012 for Fall Prevention Awareness Week. *(Source: CC Agenda Item dated August 6, 2012)*

**ECONOMIC DEVELOPMENT**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute a Agreement with JMA Architecture in the amount of \$40,000 for additional scope of services for architecture design services for FY 2012-13, effective July 1, 2012 *(Source: CC Agenda Item dated August 6, 2012)*
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a Agreement with Grisham & Associates in the amount of \$42,000 for additional scope of services for economic development consulting services for FY 2012-13, effective July 1, 2012 *(Source: CC Agenda Item dated August 6, 2012)*

**FISCAL MANAGEMENT**

- The City of San Pablo City Council by Resolution authorized (1) an amount not to exceed \$4 million advance from the General Fund, Fund Balance, and (2) an amount not to exceed \$1.6 million expenditure from the Budget Stabilization Fund to satisfy New Market Tax Credit Equity requirement for Helms Community Center Project. *(Source: CC Agenda Item dated May 21, 2012)*
- The City of San Pablo City Council by Resolution authorized a \$250,000 expenditure from FY 2012-13 Budget Stabilization Funds to satisfy New Market Tax Credits equity requirement for the Helms Community Center Project *(Source: CC Agenda Item dated August 6, 2012)*
- The City of San Pablo City Council by Resolution authorized examination of sales, use and transactions tax records and authorized the City Manager to enter into an agreement with Hinderliter, de Llamas and Associates for transactions and use tax payment and distribution review *(Source: CC Agenda Item dated August 6, 2012)*

- The City of San Pablo City Council by Resolution authorized (1) the expenditure of approximately \$958,419 expenditure from FY 2012-13 Budget Stabilization Funds for a one-day loan to finance the Helms Community Center Project, and (2) consideration of New Market Tax Credit Leveraged Loan documents necessary to fully fund construction of the Helms Community Center *(Source: CC Agenda Item dated August 13, 2012)*

#### **HEALTHY EATING AND ACTIVE LIVING**

- The City of San Pablo City Council by Resolution approving a Farmer's Market Promotion and Budget Support Plan Budget in the amount of \$80,000 *(Source: CC Agenda Item dated August 6, 2012)*

#### **INTERGOVERNMENTAL RELATIONS**

- The City of San Pablo City Council by Resolution urging the State Legislature to designate a portion of California State Route 4 from San Pablo Avenue at the Interstate 80 junction in the City of Hercules to the west end of California State Route 4 to Franklin Canyon as the Honorable Mayor Joe Eddy MacDonald Highway *(Source: CC Agenda Item dated August 6, 2012)*
- The City of San Pablo City Council authorized a co-sponsorship and waiver of fees of El Portal Soccer Field for the Contra Costa Mental Health Clinic's Services Annual Summer Picnic Event on Friday, August 17, 2012 *(Source: CC Agenda Item dated August 6, 2012)*

#### **LEGAL SERVICES**

- The City of San Pablo City Council waived second reading and adopted an Ordinance of the City Council of the City of San Pablo amending Ordinance No. 2012-003 of the San Pablo Municipal Code regarding the Use Permit Requirements for donation and collection boxes *(Source: CC Agenda Item dated August 6, 2012)*

#### **LOCAL SUCCESSOR AGENCY**

- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency adopting the Recognized Obligations Payment Schedule (ROPS) for period January to June 2013 *(Source: CC/LSA Agenda Item dated August 6, 2012)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency authorizing and amendment to the Recognized Obligations Payment Schedule (ROPS) for period July to December 2012 *(Source: CC/LSA Agenda Item dated August 6, 2012)*

- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency authorizing the Loan and Repayment Agreement between the City and Local Successor Agency (*Source: CC/LSA Agenda Item dated August 6, 2012*)
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency approving the sale of certain real property to Palm Plaza Development, Inc. pursuant to a Purchase and Sale Agreement (*Source: CC/LSA Agenda Item dated August 6, 2012*)

### **POLICY DEVELOPMENT**

- The City of San Pablo City Council authorized an amendment to the FY 2011-13 Council Priority Workplan to include the policy item "Opposition to Proposition 32" (*Source: CC Agenda Item dated August 6, 2012*)

### **PLANNING SERVICES**

- The City of San Pablo City Council by Resolution authorized ratification of a letter transmitted to the Strategic Growth Council regarding Round 3 of the Sustainable Communities Planning Grant Program (*Source: CC Agenda Item dated August 6, 2012*)

### **PUBLIC SAFTY**

- The City of San Pablo City Council by Resolution authorized temporary street blocks and closures at different locations throughout the City of San Pablo to support the National Association of Town Watch's "National Night Out" Campaign on August 7, 2012 (*Source: CC Agenda Item dated August 6, 2012*)
- The City of San Pablo City Council held a Public Hearing and Approved by Resolution the proposed use of funds anticipated to be received from the 2012 Justice Assistance Grant (JAG) to purchase surveillance equipment (*Source: CC Agenda Item dated August 6, 2012*)

### **PUBLIC WORKS**

- The City of San Pablo City by Resolution authorized the City Manager to execute Agreements with various service providers as follows: Fire Protection Specialists for fire extinguisher and Ansul System Servicing, Stericycle for hazardous waste pick-ups, Star Elevator for elevator equipment maintenance at Maple Hall and Police Department, Bay Alarm for alarm monitoring services at various facilities, and Rochester Midland Corporation for restroom "sanor" unit. (*Source: CC Agenda Item dated August 6, 2012*)

- The City of San Pablo City Council by Resolution authorized the City Manager to execute an amendment to the Agreement with Universal Building Services for street sweeping services *(Source: CC Agenda Item dated August 6, 2012)*
- The City of San Pablo City Council by Resolution awarded and authorized the City Manager to execute a contract for the 2012 Slurry Seal Project (PW-527) *(Source: CC Agenda Item dated August 6, 2012)*
- The City of San Pablo City Council by Resolution awarded a contract to Energy Conservation Options for the Municipal Weatherization Project *(Source: CC Agenda Item dated August 6, 2012)*
- The City of San Pablo City Council by Resolution declared certain property of the Community Services and Public Works Departments as surplus property and approved the sale of or disposal of surplus property *(Source: CC Agenda Item dated August 6, 2012)*

**REPORTING PERIOD:                      SEPTEMBER 2012**

**COMMUNITY RELATIONS**

- The City of San Pablo City Council by Resolution authorized proclamations: In Celebration of Salvadoran Day (August 25, 2012); commending and congratulating Rhonda James on the occasion of her retirement (August 27, 2012); and honoring Grand Madam President Darlene Vieira of the Fraternal Order of Eagles on the occasion of her official visit (September 10, 2012) *(Source: CC Agenda Item dated September 4, 2012)*
- The City of San Pablo City Council by Resolution authorized a \$4,286 expenditure from FY 2012-13 Budget Stabilization Funds for Pinole Community Television for the City's pro-rata share of WCCUSD School Board Meeting Broadcasts *(Source: CC Agenda Item dated September 4, 2012)*
- The City of San Pablo City Council by Resolution authorized an allocation of a maximum of \$2,000 from FY 2012-13 Budget Stabilization Funds to sponsor the 2012 San Pablo Community Foundation "Embracing Our Community" dinner event in Maple Hall on September 14, 2012 *(Source: CC Agenda Item dated September 4, 2012)*
- The City of San Pablo City Council by Resolution authorized the continued use of Maple Hall for the American Red Cross Northern California Region Community Blood Drives, an increase in building attendant reimbursement, and waiver of facility rental fees *(Source: CC Agenda Item dated September 4, 2012)*

- The City of San Pablo City Council City Council Authorized and Released the Fourth Quarter Media Communications Report (April 1, 2012 through June 30, 2012) for FY 2011-12. *(Source: CC Agenda Item dated September 17, 2012)*
- The City of San Pablo City Council City Council authorized by Minute Order an event sponsorship for the San Pablo Rotary Crawfish Fundraiser Event scheduled for Saturday, September 22, 2012 in Maple Hall and City Plaza Fountain Area *(Source: CC Agenda Item dated September 17, 2012)*
- The City of San Pablo City Council City Council authorized by Minute Order to adjourn to Tuesday, October 2, 2012 to enable the City Council to support and attend the Contra Costa College Foundation Board's 13<sup>th</sup> Annual Golf Invitational Tournament and Dinner Event on Monday, October 1, 2012 *(Source: CC Agenda Item dated September 17, 2012)*

#### **ECONOMIC DEVELOPMENT**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute an Memorandum of Understanding (MOU) with Palm Plaza Development, Inc. *(Source: CC Agenda Item dated September 4, 2012)*

#### **HUMAN RESOURCES/LABOR RELATIONS**

- The City of San Pablo City Council authorized the City Manager to amend the FY 2012-13 Salary and Classification Plan to establish Paratransit Driver (Full-time) and Youth Services Program Coordinator Classifications *(Source: CC Agenda Item dated September 4, 2012)*
- The City of San Pablo City Council authorized the City Manager or his designee to amend the FY 2012-13 Salary & Classification Plan to reassign the Assistant to the City Manager classification from the Association of Intermediate Employees (AIE) to the Division Manager Group *(Source: CC Agenda Item dated September 4, 2012)*
- The City of San Pablo City Council authorized the amount of \$15,000 from FY 2012-13 Budget Stabilization Funds to augment City Manager Departmental Budget – Professional Services for Executive Leadership Group Professional Development and Training Services *(Source: CC Agenda Item dated September 17, 2012)*

#### **INTERGOVERNMENTAL RELATIONS**

- The City of San Pablo City Council by Resolution authorized the City Manager to enter into a Memorandum of Understanding (MOU) with Bay Area Community Resources and Walter T. Helms Middle School for the funding of the Helms Community Project in an amount not to exceed \$80,000 *(Source: CC Agenda Item dated September 4, 2012)*

- The City of San Pablo City Council by Resolution authorized responses to Grand Jury Report No. 1209 – “*City Retirement Plans An Unsustainable Benefit?*”, and Grand Jury Report No. 1213 – “*Financial Transparency with Meaning?*” transmitted to the Grand Jury on September 5, 2012 (Source: CC Agenda Item dated September 17, 2012)
- The City of San Pablo City Council by Resolution authorized support for Bond Measure E and Parcel Tax Measure G proposed by the West Contra Costa Unified School District (WCCUSD) for the November 6, 2012 ballot (Source: CC Agenda Item dated September 17, 2012)

## **LEGAL SERVICES**

- The City of San Pablo City Council by Resolution amending the City of San Pablo’s Conflict of Interest Code (Source: CC Agenda Item dated September 17, 2012)

## **POLICY DEVELOPMENT**

- The City of San Pablo City Council by Resolution an opposition to Proposition 32: “Special Exemptions Act” on the Statewide Ballot on November 6, 2012 (Source: CC Agenda Item dated September 4, 2012)

## **PUBLIC SAFETY**

- The City of San Pablo City Council by Resolution declared certain property of the Police Department as surplus property and approved the sale of or disposal of surplus property (Source: CC Agenda Item dated September 4, 2012)
- The City of San Pablo City Council by Resolution accepting a grant award from the California Office of Traffic Safety for the “Selective Traffic Enforcement Program” and appropriation of funds anticipated to be received from the California Office of Traffic Safety (Source: CC Agenda Item dated September 4, 2012)

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute a Purchase Order West Coast Storm for installing trash capture devices (PW 815) (Source: CC Agenda Item dated September 4, 2012)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute Master Cooperative Agreement No. 12W.05 with Contra Costa Transportation Authority (CCTA) for funding the Wayfinding Signage (PW 576) under the Measure J Transportation for Livable Communities Program (Source: CC Agenda Item dated September 4, 2012)

- The City of San Pablo City Council City Council authorized the City manager to enter into preliminary discussion/review of proposed base year rate adjustment and development of a final service enhancement plan for January 1, 2013 with Richmond Sanitary Services (Source: CC Agenda Item dated September 17, 2012)

**SENIOR SERVICES**

- The City of San Pablo City Council by Resolution authorized adoption of the amended FY 2012-13 Paratransit Program Budget (Source: CC Agenda Item dated September 4, 2012)

**YOUTH SERVICES**

- The City of San Pablo City Council by Resolution authorized the City Manager to (1) enter into a Memorandum of Understanding (MOU) with One Circle Foundation to host an Open-Public Girls Circle Facilitator Training, and (2) waive associated facility fees (Source: CC Agenda Item dated September 17, 2012)
- The City of San Pablo City Council by Resolution authorized the City Manager to (1) enter into a Memorandum of Understanding (MOU) with West Contra Costa Public Education Fund and register as a member of the new Out of School Collaborative (Source: CC Agenda Item dated September 17, 2012)

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For more information, please refer all inquiries to the City Manager and/or designee.

**As Authorized:**

**Date of Release: November 5, 2012**



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