



**CITY OF SAN PABLO**  
*City of New Directions*

**CITY OF SAN PABLO**  
**THIRD-QUARTER EXTERNAL COMMUNICATIONS REPORT FOR**  
**FY 2012-13**

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

**Reporting Period: January 1, 2013 – March 31, 2013**

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**REPORTING MONTH:                      JANUARY 2013**

**COMMUNITY RELATIONS**

- The City of San Pablo City Council by Resolution authorized the San Pablo Farmer's Market for the 2013 Season (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council by Minute Order all City Councilmember appointments and Ad-HOC SubCommittee Assignments (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council by Minute Order authorize a \$2,500 co-sponsorship of the 2013 San Pablo Full-Service Community Schools Initiative Stakeholder Forum on January 14, 2013 (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council by Resolution a \$11,000 budget allocation from FY 2012-13 Budget Stabilization Funds to fund quarterly community newsletter publication for civic engagement (*Source: CC Agenda Item dated January 22, 2013*)
- The City of San Pablo City Council received a presentation from the City Manager titled: "Management 101 - City Departmental Organizational Review" (*Source: CC Agenda Item dated January 28, 2013*)

## **COMMUNITY SERVICES**

### **Recreation Services**

- The City of San Pablo City Council by Resolution authorized the City Manager to enter into an agreement with WCCUSD to provide recreational programming at Helms Middle School (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a Joint Use Agreement with WCCUSD for the joint use of city and school district recreational facilities (*Source: CC Agenda Item dated January 7, 2013*)

### **Youth Services**

- The City of San Pablo City Council by Resolution authorized Youth Commission appointments for FY 2012-13 (*Source: CC Agenda Item dated January 7, 2013*)

## **DEVELOPMENT SERVICES**

- The City of San Pablo City Council by Resolution authorized the City Manager to formally establish a Zoning Ordinance Update Committee (ZOC) for guidance and community input regarding the zoning ordinance update (*Source: CC Agenda Item dated January 7, 2013*)

## **ECONOMIC DEVELOPMENT**

- The City of San Pablo City Council by Resolution authorized a one-time \$40,000 budget allocation from FY 2012/13 Budget Stabilization Funds to be transferred to the FY 2012/13 Economic Development Budget line item to facilitate revenue enhancement programs (i.e. digital billboards) and to extend budgetary resources for professional services contracts (*Source: CC Agenda Item dated January 7, 2013*)

## **FISCAL MANAGEMENT**

- The City of San Pablo City Council appropriating funding for FY 2012/13 "Tier I" Capital Improvement Projects (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council authorized adoption of the Comprehensive Annual Financial Report (CAFR) for period ending June 30, 2012, and compliance with Proposition 111 Appropriations Limit for FY 2011-12 (*Source: CC Agenda Item dated January 22, 2013*)

## **HUMAN RESOURCES**

- The City of San Pablo City Council by Resolution of Intention authorized the City Manager to execute an Amendment to the California Public Employees' Retirement System contract to exclude certain positions from retirement contract coverage; and introduced, and waived first reading of an Ordinance of the San Pablo City Council which authorized an amendment to the contract between the City Council of the City of San Pablo and the Board of Administration of the California Public Employees' Retirement System to exclude certain positions from retirement contract coverage (*Source: CC Agenda Item dated January 22, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to fund and pay the \$408,303 PERS Unfunded Liability (Side Fund) and appropriating funding therefor (*Source: CC Agenda Item dated January 22, 2013*)

## **INTERGOVERNMENTAL RELATIONS**

- The City of San Pablo City Council by Resolution expressed its support for the WCCUSSD General Waiver Request of the statutory bonding capacity from the State Board of Equalization (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council by Resolution authorized a Letter of Support nominating Vice-Mayor Paul Morris to the Contra Costa County Mayors' Conference for consideration of the Board of Directors' vacancy of the East Bay Regional Communications System Authority (EBRCSA) (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council by Resolution authorized a Letter of Support for AB39 (Skinner) – Legislation to implement Statewide Proposition 39 passed by voters on November 6, 2012 Statewide Election (*Source: CC Agenda Item dated January 7, 2013*)

## **LEGAL SERVICES**

- The City of San Pablo City Council held second reading and adoption of an Ordinance of the City Council of the City of San Pablo amended the Zoning Map to reclassify one parcel located 2905 San Pablo Dam Road, San Pablo (APN: 420-055-001); from (I) Institutional to (C-2) Heavy Commercial (*Source: CC Agenda Item dated January 7, 2013*)
- The City of San Pablo City Council held second reading and adoption of an Ordinance of the City Council of the City of San Pablo amending Various Provisions of Chapter 15.28 (Floodplain Management) of the San Pablo Municipal Code to guarantee continued availability of flood insurance coverage of San Pablo residents (*Source: CC Agenda Item dated January 7, 2013*)

- The City of San Pablo City Council held a public hearing to introduce and waive first reading of an Ordinance of the City Council of the City of San Pablo amending Various Provisions of Title II of the San Pablo Municipal Code authorizing establishment of new classifications to meet operational necessities and succession planning and minor clean up changes (*Source: CC Agenda Item dated January 22, 2013*)

## **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 an Investment Policy for Calendar Year 2013 (*Source: CC/LSA Agenda Item dated January 22, 2013*)
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency accepting the draft preliminary report of the State Controller's Report regarding the transfer of RDA assets under AB1x26, and approving the transfer of \$213,606 from the City of San Pablo Reserve to the Local Successor Agency (*Source: CC/LSA Agenda Item dated January 22, 2013*)
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency pursuant to part 1.85 of Division 24 of the California Health and Safety Code , Electing that the City shall serve as Interim Housing Successor to the former Redevelopment Agency for a limited period of time, and designating the housing assets to be retained by the City as the Interim Housing Successor (*Source: CC/LSA Agenda Item dated January 22, 2013*)

## **PUBLIC SAFETY**

- The City of San Pablo City Council by Resolution authorized the FY 2013/14 Funding Allocation for the Metropolitan Transportation Commission, Transportation Development Act, Article 3/Pedestrian Bicycle Project Funding for RBRR crosswalk system, El Portal Drive at Mission Bell, or radar speed signs on Amador Street and El Portal Drive, and finding the projects categorically exempt (*Source: CC Agenda Item dated January, 7, 2013*)

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute Amendment No. 3 Voluntary Clean Up Agreement with the State of California for the former BNSF property on Rumril Boulevard (PW 531) (*Source: CC Agenda Item dated January 7, 2013*)

- The City of San Pablo City Council by Resolution authorized the City Manager to extend an Agreement with Raymond E. Davis III for operational efficiency evaluation services for Public Works Engineering and Program Management (*Source: CC Agenda Item dated January 22, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute Amendment #3 with Universal Building Services (UBS) for janitorial services (*Source: CC Agenda Item dated January 22, 2013*)

**REPORTING MONTH:                      FEBRUARY 2013**

**CHILDHOOD OBESITY PREVENTION**

- The City of San Pablo City Council by Resolution authorized the City Manager to enter into a Memorandum of Understanding (MOU) with the Food Bank of Contra Costa and Solano in the establishment and continuance of the Community Produce Program (*Source: CC Agenda Item dated February 19, 2013*)

**COMMUNITY RELATIONS**

- The City of San Pablo City Council by Resolution authorized proclamations for the San Pablo Chamber of Commerce honoring Guadalupe Monterossa as Woman of the Year; Leonard Battaglia as Man of the Year; and West County Wastewater District as Business of the Year; and authorized ratification of a Proclamation honoring posthumously Robert Accie "Bob" Foreman, former president of the San Pablo Baseball Association (*Source: CC Agenda Item dated February 4, 2013*)
- The City of San Pablo City Council City Council authorized a Special Recognition to Contra Costa College Football Coach Alonzo Carter and the 2012 Comets Football Team (*Source: CC Agenda Item dated February 19, 2013*)

**COMMUNITY SERVICES**

**Recreation Services**

- The City of San Pablo City Council by Resolution authorized staff to proceed with the Removing Barriers Program Development and Implementation for FY 2012-2013 (*Source: CC Agenda Item dated February 4, 2013*)
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- The City of San Pablo City Council by Resolution authorized repealing of Resolution No. 99-115 and naming the baseball field at Davis Park in memory of Robert “Bob” Foreman, longtime president of the San Pablo Baseball Association (*Source: CC Agenda Item dated February 4, 2013*)

### **Youth Services**

- The City of San Pablo City Council received an Annual Report Update from the San Pablo Youth Commission (*Source: CC Agenda Item dated February 4, 2013*)
- The City of San Pablo City Council by Resolution authorized for Release a San Pablo Team for Youth Program Request for Qualifications (RFQ) for the FY 2013-2015 Funding Cycle (*Source: CC Agenda Item dated February 4, 2013*)

### **DEVELOPMENT SERVICES**

- The City of San Pablo City Council and Planning Commission conducted a Joint Study Session on the proposed Zoning Ordinance Update to receive input from the City Council, Planning Commission and the Public (*Source: CC Agenda Item dated November 28, 2012*)

### **ECONOMIC DEVELOPMENT**

- The City of San Pablo City Council by Resolution authorized a \$40,000 budget allocation from FY 2012-13 Budget Stabilization Funds to be transferred to FY 2012-13 Economic Development Budget line item to extend existing budgetary resources for provision of architectural services by JMA Architecture as related to the Concept Master Plan for San Pablo Avenue (*Source: CC Agenda Item dated February 4, 2013*)

### **FISCAL MANAGEMENT**

- The City of San Pablo City Council by Resolution approved Independent Measure Q Audit Committee appointments (Citizens Oversight Committee) (*Source: CC Agenda Item dated February 4, 2013*)
- The City of San Pablo City Council by Resolution authorized a \$16,000 budget allocation from FY 2012-13 Budget Stabilization Funds to be transferred to FY 2012-13 City Manager Department Budget line item to execute professional services agreement with RJA Management Services, Inc. (*Source: CC Agenda Item dated February 19, 2013*)

## HUMAN RESOURCES

- The City of San Pablo City Council by Minute Order approved the City of San Pablo Executive Leadership Group's Mission Statement, Values, Priorities, and Strategic Objectives to achieve Priorities Statement for Calendar Year 2013 *(Source: CC Agenda Item dated February 19, 2013)*
- The City of San Pablo City Council held second reading and adoption of an Ordinance of the San Pablo City Council which authorized an amendment to the contract between the City Council of the City of San Pablo and the Board of Administration of the California Public Employees' Retirement System to exclude certain positions from retirement contract coverage *(Source: CC Agenda Item dated February 19, 2013)*

## INTERGOVERNMENTAL RELATIONS

- The City of San Pablo City Council by Resolutions Amended the FY 2011-13 Council Priority Workplan, and Supported Assembly Bill (AB) 28 (Skinner) – Ammunition Sales; and Assembly Bill (AB) 127 (Skinner) – Fire Retardant for Building Insulation in CA *(Source: CC Agenda Items dated February 19 and March 4, 2013)*
- The City of San Pablo City Council by Minute Order authorized to reschedule and postpone the hosting of the Contra Costa Mayors' Conference in May 2013 to a date certain in 2014, and designate funds therefor *(Source: CC Agenda Item dated February 19, 2013)*

## LEGAL SERVICES

- The City of San Pablo City Council held a second reading and adoption of an Ordinance of the City Council of the City of San Pablo amending Various Provisions of Title II of the San Pablo Municipal Code authorizing establishment of new classifications to meet operational necessities and succession planning and minor clean up changes *(Source: CC Agenda Item dated February 4, 2013)*
- The City of San Pablo City Council held a public hearing to introduce and waive first reading of an Uncodified Ordinance of the City Council of the City of San Pablo establishing City Protocol for the honoring and recognizing of volunteers, employees, and elected officials designating the City Manager for implementation thereof and rescinding Resolutions 2002-011 and 2002-012 *(Source: CC Agenda Item dated February 4, 2013)*
- The City of San Pablo City Council held a second reading and adoption of an Uncodified Ordinance of the City Council of the City of San Pablo establishing City Protocol for the honoring and recognizing of volunteers, employees, and elected officials designating the City Manager for implementation thereof and rescinding Resolutions 2002-011 and 2002-012 *(Source: CC Agenda Item dated February 19, 2013)*

## **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 authorized the termination the Amended and Restated Disposition and Development Agreement for the Abella Project (*Source: CC/LSA Agenda Item dated February 4, 2013*)
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency approved an administrative budget and adopted the Recognized Obligation Payment Schedule for July through December 2013 (“ROPS 13-14A”) (*Source: CC/LSA Agenda Item dated February 19, 2013*)

## **PUBLIC SAFETY**

- The City of San Pablo City Council administered the Oath of Office to two (2) new Police Officers Josh Hearn and Justin Gatlin and (*Source: CC Agenda Item dated January 22, 2013*)

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution accepted the 2012 Slurry Seal Project (PW 527) completed by American Asphalt, and directing that a Notice of Completion be prepared and filed with the County Recorder) (*Source: CC Agenda Item dated February 4, 2013*)
- The City of San Pablo City Council by Resolution approving the dedication plaque for the Wildcat Creek Daylighting Project (PW 579) (*Source: CC Agenda Item dated February 19, 2013*)

**REPORTING PERIOD:                      MARCH 2013**

## **COMMUNITY RELATIONS**

- The City of San Pablo City Council by Minute Order authorized a one-time \$2,500 budget allocation for co-sponsorship of the 2013 Dare to Dream Conference scheduled at the Contra Costa College Knox Center for Performing Arts on Saturday, March 30, 2013 (*Source: CC Agenda Item dated March 4, 2013*)
  - The City of San Pablo City Council by Resolution authorized to ratify critical financial reporting notifications to the FY 2012-13 Annual Community Grant Program recipients (*Source: CC Agenda Item dated March 4, 2013*)
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- The City of San Pablo City Council by Resolution authorized the City Manager to enter into a License and Operating Use Agreement with the Pacific Coast Farmer's Market Association (PCFMA) and Palm Plaza Development, Inc. for the operation of the 2013 San Pablo Farmer's Market (*Source: CC Agenda Item dated March 18, 2013*)
- The City of San Pablo City Council by Resolution authorized the waiver of rental fees for The Watershed Project for the use of the Wanlass Community Center (*Source: CC Agenda Item dated March 18, 2013*)
- The City of San Pablo City Council by Minute Order authorized to co-sponsor the Institute for Local Government & Welcoming California Learning Network (WCLN) learning exchange event scheduled for Maple Hall on Thursday, March 28, 2013 (*Source: CC Agenda Item dated March 18, 2013*)
- The City of San Pablo City Council scheduled two (2) Special Meeting Workshops to review, discuss, and conduct exercise to amend FY 2011-13 Adopted Council Priority Workplan - Core Organizational Values, and Strategic Policy Initiatives (*Source: CC Agenda Item dated March 22 and 29, 2013*)

## COMMUNITY SERVICES

### Recreation Services

- The City of San Pablo City Council by Resolution authorized the waiver of field rental fees in the amount of \$42,900 for the San Pablo Youth Soccer Association for the FY 2012-13 and 2013-14 use of the El Portal and Davis Park Fields (*Source: CC Agenda Item dated March 4, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to enter into a Memorandum of Understanding with the San Pablo Economic Development Corporation and the New Skin Adult Tattoo Removal Program for the operation of the Removing Barriers Program (*Source: CC Agenda Item dated March 18, 2013*)

### Youth Services

- The City of San Pablo City Council by Resolution formalized Youth Commission Appointments for FY 2012-13 (*Source: CC Agenda Item dated March 18, 2013*)

## **DEVELOPMENT SERVICES**

- The City of San Pablo City Council held a public hearing to consider a cabaret permit application to allow for live entertainment submitted by Norman and Yasmin Lozano dba NOYA Restaurant & Lounge, 14350 San Pablo Avenue, Suites A & B, San Pablo, CA 94806 *(Source: CC Agenda Item dated March 4, 2013)*
- 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 to consider a design review application and certify environmental review for the construction of Rumrill Sports Park under the California Environmental Quality Act (CEQA) for the property located in the C-2 (Heavy Commercial) Zoning District at 1509 Rumrill Boulevard (APNs 409-313-009, 410-012-007, and 410-012-008) *(Source: CC Agenda Item dated March 18, 2013)*

## **FISCAL SERVICES**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute an agreement for financial and management consulting services with The Matrix Consulting Group in the amount of \$13,000 for Phase II of the Comprehensive Master Fee Study and Full Cost Allocation Plan *(Source: CC Agenda Item dated December 3, 2012)*

## **HUMAN RESOURCES**

- The City of San Pablo City Council by Resolution authorized the City Manager, or his designee, to execute the following: (1) amend the FY 2012-13 Classifications Plans to include new classifications for the various employee groups: Association of Intermediate Employees; Confidential Employees, Division Managers, and Public Employees Union Local One; (2) establish amended FY 2012-13 Salary Range Schedules for said classifications effective May 1, 2013 and July 1, 2013 *(Source: CC Agenda Item dated March 4, 2013)*
- The City of San Pablo City Council by Resolution authorized the City Manager, or his designee, to modify labor groups based on Fair Labor Standards Act and Bargaining Unit Analysis *(Source: CC Agenda Item dated March 4, 2013)*

## **INTERGOVERNMENTAL RELATIONS**

- The City of San Pablo City Council by Resolution authorized to ratify the transmittal of letter of support for SCA 7 (Wolk) – Library Financing Legislation *(Source: CC Agenda Item dated March 18, 2013)*

- The City of San Pablo City Council by Minute Order to ratify transmittal of a letter to LAFCO Executive Director of Contra Costa County regarding MSR/SOI review update for Rollingwood/Willart Park Recreation and Park District (*Source: CC Agenda Item dated March 18, 2013*)
- The City of San Pablo City Council by Minute Order authorized to ratify transmittal of a letter of concern to U.S. Senator Dianne Feinstein regarding proposed Federal Legislation against the Lytton Tribe/Casino San Pablo (*Source: CC Agenda Item dated March 18, 2013*)

## **PUBLIC SAFETY**

- The City of San Pablo City Council by Resolution authorized (1) the temporary closure of City streets for the 2013 Cinco de Mayo Parade and Celebration; (2) a waiver of traffic control fees; (3) provision of Police, Recreation and Public Works staff to support the special event at no cost to the organizers; (4) provide a \$7,000 event sponsorship; and (5) designate the City's Sister City Committee as fiscal agent (*Source: CC Agenda Item dated March 18, 2013*)

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution ordered the Engineer to prepare and file reports for the levy of annual assessments for FY 2013-2014 for San Pablo Street Light and Landscaping Assessment District No. 1982-01, and authorized the City Manager to execute an agreement for these services with LCC, Inc. (*Source: CC Agenda Item dated March 4, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a Memorandum of Understanding with Bay Area Community Resources for the AmeriCorps Volunteer Program (*Source: CC Agenda Item dated March 4, 2013*)
- The City of San Pablo City Council by Resolution authorized contract award in the amount of \$64,409 to JJR Construction, Inc. for the Old Town Curb Ramps Phase 7 (PW 477) (*Source: CC Agenda Item dated March 18, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute an Agreement with Priority Architectural Graphics in the amount of \$30,348 for signage design, fabrication and installation at the City Hall complex and Church Lane Senior Center (MB 046) , and to provide new city logo stickers for city vehicles (*Source: CC Agenda Item dated March 18, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to submit an application and execute grant documents with the California Department of Transportation for an Environmental Justice Planning Grant to develop a Rumril Boulevard/13th Street Mobility Plan (*Source: CC Agenda Item dated March 18, 2013*)

- The City of San Pablo City Council by Resolution approved the release of the Performance Bond No. 721436-S for Subdivision 9049, Abella Paseo. (Source: CC Agenda Item dated March 18, 2013)
- The City of San Pablo City Council by Resolution authorized correction to March 4, 2013 Resolution 2013-030 of the City Council of the City of San Pablo ordering the engineer to prepare and file reports for the levy of annual assessments for Fiscal Year 2013/14 for San Pablo Street Light and Landscape Assessment District No. 1982-1, and authorizing the City Manager to execute an agreement for these services with LCC, Inc. (Source: CC Agenda Item dated March 18, 2013)

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

As Authorized:

Date of Release: January 13, 2014



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**MATT RODRIGUEZ**  
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