



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

**CITY OF SAN PABLO**  
**FIRST-QUARTER EXTERNAL COMMUNICATIONS REPORT FOR**  
**FY 2013-14**

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

**Reporting Period: July 1, 2013 – September 30, 2013**

---

**REPORTING MONTH: JULY 2013**

**COMMUNITY RELATIONS**

- The City of San Pablo City Council by Resolution authorizing the City Manager to execute a contract in the amount of \$48,000 for the City's Community Outreach Strategy Program for FY 2013-14 with Strategy Research Institute, Inc. *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council by Resolution authorized the final adoption of FY2013-15 City Council Priority Workplan Update – effective July 1, 2013. *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council by Minute Order authorized ratification of Letter of Support for Assembly Bill 4 (Ammiano) "Trust Act" introduced legislation *(Source: CC Agenda Item dated July 15, 2013)*
- The City of San Pablo City Council by Minute Order authorized a waiver of facility fees in the amount of \$1,050 for Maple Hall use for Courageous Women Association for free shopping and pampering day for women and families of domestic violence, homelessness and rehabilitation event scheduled on Saturday, October 26, 2013 *(Source: CC Agenda Item dated July 15, 2013)*

## **COMMUNITY SERVICES**

### **Recreation Services**

- The City of San Pablo City Council by Resolution authorized approving revisions to the City's Public Facility and Field Rental Policies and Procedures (*Source: CC Agenda Item dated July 1, 2013*)

### **Youth Services**

- The City of San Pablo City Council received a presentation from the San Pablo Youth Commission Update (*Source: CC Agenda Item dated July 15, 2013*)

## **ECONOMIC DEVELOPMENT**

- The City of San Pablo City Council by Resolution authorized an expenditure of \$19,600 from the Budget authorizing the City Manager to execute a professional services agreement in the amount of \$42,000 with Grisham and Associates, Inc. for FY 2013-14 period, effective July 1, 2013 (*Source: CC Agenda Item dated July 15, 2013*)
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a professional services agreement in the amount of \$60,000 for JMA Architecture for architecture design services for FY 2013-14 period, effective July 1, 2013 (*Source: CC Agenda Item dated July 15, 2013*)

## **HUMAN RESOURCES**

- The City of San Pablo City Council by Resolution authorized the City Manager or his designee to establish Salary Range Schedules effective July 1, 2013 in accordance with various Memoranda of Understanding, Terms of Employment and Schedule of Benefits from July 1, 2011 to June 30, 2014, for the various employee groups: Association of Intermediate Employees, Confidential Employees, Division Managers, Executive Management Employees, Public Employees Union Local One, San Pablo Police Employees' Association, City Manager and City Attorney (*Source: CC Agenda Item dated July 1, 2013*)

## **LEGAL SERVICES**

- The City of San Pablo waived first reading and introduced Pablo City Council an Ordinance on the Transportation Systems Management Program with new purposes, goals and objectives; and Ordinance of the City Council of the City of San Pablo repealing San Pablo Municipal Code Chapter 10.36, Transportation Demand Management Program. (*Source: CC Agenda Item dated July 1, 2013*)

- The City of San Pablo City Council adopted an Ordinance of the City Council of the City of San Pablo repealing San Pablo Municipal Code Chapter 10.36, Transportation Demand Management Program *(Source: CC Agenda Item dated July 15, 2013)*

## LEGISLATIVE

- The City of San Pablo City Council authorized by Minute Order to approve ratification of letter of support for SB 150 (Lara) legislation – Tuition Equity Act for nonresident local high school students to concurrently enroll at California Community Colleges *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council adopted by Resolution a letter of support for Assembly Bill 48 (Skinner) – Ammunition Sales Legislation *(Source: CC Agenda Item dated July 15, 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 of the City of San Pablo, pursuant to Part 1.85 of Division 24 of the California Health and Safety Code, electing that the City shall serve as an 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 July 1, 2013)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency of the City of San Pablo, pursuant to Part 1.85 of Division 24 of the California Health and Safety Code, requesting the San Pablo Oversight Board to declare certain real property of the Circle S Project Site (Block E) a housing asset, and approved and directed the transfer of said property (Block E) to the City of San Pablo as Housing Successor for a senior housing project *(Source: CC/LSA Agenda Item dated July 10, 2013)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency of the City of San Pablo, pursuant to Part 1.85 of Division 24 of the California Health and Safety Code, requested that the San Pablo Oversight Board approve a request for extension of Irrevocable Letter of Credit No. S305458M and authorizing certain actions relating thereto *(Source: CC/LSA Agenda Item dated July 15, 2013)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency of the City of San Pablo, pursuant to Part 1.85 of Division 24 of the California Health and Safety Code, approving the Long-Range Property Management Plan for Block E of the Circle S Project Site *(Source: CC/LSA Agenda Item dated July 29, 2013)*

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute Amendment #3 to the Voluntary Cleanup Agreement with the State of California for the former BNSF property on Rumrill Boulevard (PW 531). *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council by Resolution authorized Amendment #1 to the agreement with Harris & Associates for professional services for the 2013 Annual Pavement Maintenance Project (PW 528). *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a Cooperative Agreement with Contra Costa County, State of California, and Contra Costa Transportation Authority for the exercise of the power of eminent domain for the Interstate 80/San Pablo Dam Road Freeway Interchange Project (PW 483). *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council scheduled a public hearing and adopted by Resolution confirming the diagram and assessments within San Pablo Street Lighting and Landscape Assessment District No. 1982-1 for Fiscal Year 2013/14 *(Source: CC Agenda Item dated July 1, 2013)*
- The City of San Pablo City Council by Resolution authorized a consulting services agreement with Wood Biological Consulting, Inc. for mitigation monitoring of the Rumrill Bridge Replacement Project (PW 442) *(Source: CC Agenda Item dated July 15, 2013)*

**REPORTING MONTH:                      AUGUST 2013**

## **CHILDHOOD OBESITY PREVENTION**

- The City of San Pablo City Council by Resolution authorized a one-time budget allocation of \$6,000 from FY 2013-14 Budget Stabilization Funds to fund city-wide employee teambuilding projects to improve communication, employee camaraderie and teamwork for city departments (External and Internal Services) for FY 2013-14 centered around "Healthy Eating Active Living Policies." *(Source: CC Agenda Item dated August 5, 2013)*

## **COMMUNITY RELATIONS**

- The City of San Pablo City Council received a presentation from Adopt-A-Family Laptop Presentation *(Source: CC Agenda Item dated August 5, 2013)*

- The City of San Pablo City Council by Resolution authorized a \$2,500 event sponsorship from FY 2013-14 Budget Stabilization Funds for the Contra Costa College Foundation 14<sup>th</sup> Annual 2013 Swinging for Scholarships Annual Golf Tournament & Awards Banquet *(Source: CC Agenda Item dated August 5, 2013)*
- The City of San Pablo City Council by Resolution authorized the City Manager to execute a professional services agreement in the amount of \$45,000 for social media professional services with Ford & Bonilla *(Source: CC Agenda Item dated August 5, 2013)*
- The City of San Pablo City Council by Resolution authorized the use of Maple Hall for the Contra Costa County Library Town Hall Meeting and waiver of facility rental fees *(Source: CC Agenda Items dated August 5, 2013)*

## **COMMUNITY SERVICES**

### **Full Service Community Schools**

- The City of San Pablo City Council by Resolution authorized authorizing the City Manager to enter into an agreement with West Contra Costa Unified School District and Walter T. Helms Middle School for the ongoing implementation of the San Pablo Full Services Community Schools initiative. *(Source: CC Agenda Item dated August 5, 2013)*

## **FISCAL MANAGEMENT**

- The City of San Pablo City Council by Resolution amended the City of San Pablo's Master Fee Schedule for Community Services-Recreation Programs, Exhibit B to Resolution 2013-059 *(Source: CC Agenda Item dated August 5, 2013)*

## **HUMAN RESOURCES**

- The City of San Pablo City Council by Resolution authorized the City Manager or his designee to correct the established salary range schedule which became effective July 1, 2013 in accordance with the schedule of benefits for Executive Management Employees *(Source: CC Agenda Item dated August 5, 2013)*
- The City of San Pablo City Council by Resolution authorized a one-time budget allocation of \$15,000 from FY 2013-14 Budget Stabilization Funds to fund professional services with RJA Management Services, Inc. for City Manager Performance Evaluation Instrument Review Process *(Source: CC Agenda Item dated August 5, 2013)*

## **INTERGOVERNMENTAL RELATIONS**

- The City of San Pablo City Council by Resolution authorized re-designation of voting delegates for the League of California Cities Annual Conference (September 18-20, 2013) *(Source: CC Agenda Item dated August 5, 2013)*

## **LEGAL SERVICES**

- The City of San Pablo City Council by Resolution authorized the City Manager to execute a professional legal services agreement with Julian Gross for preparation of and negotiation for Local Hire Ordinance and Project Labor Agreement and Ordinance *(Source: CC Agenda Item dated August 5, 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 Submittal of an application to the California State Department of Housing and Community Development for funding under the Infill Infrastructure Grant Program; the execution of a standard agreement if selected for such funding and any amendments thereto; and any related documents necessary to participate in the Infill Infrastructure Grant Program *(Source: CC/LSA Agenda Item dated August 12, 2013)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency hereby consents to, adopts and ratifies the following resolutions: Transit Oriented Development Housing Program *(Source: CC/LSA Agenda Item dated August 12, 2013)*
- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency approving a design review application for the construction of two, four story buildings that include a senior housing facility and a parking garage. The applicant is Domus Development. The property is located within the C-1 (Light Commercial) and R-3 (Multi-Family Residential) Districts/Mixed use center south of the San Pablo Avenue Specific Plan. The site is located on the San Pablo Avenue east of Church Street on the former Circle-S Site (APN 417-130-036, 417-170-006 and 417-140-016). Pursuant to the California Environmental Quality Act (CEQA), the proposed project conforms to the Mitigated Negative Declaration that was prepared to assess impacts from the Mixed Use Center South Regulating Plan for the former Circle-S site and the surrounding area and adopted by the City Council on October 17, 2011 (SCH No. 2011092047) *(Source: CC/LSA Agenda Item dated August 12, 2013)*

- The Resolution of the City Council of the City of San Pablo, California, acting as Local Successor Agency to the Redevelopment Agency Resolution of the City Council of the City of San Pablo approving and authorizing execution of a Disposition and Development Agreement with Domus Development for development of an affordable senior housing project *(Source: CC/LSA Agenda Item dated August 12, 2013)*

## **PUBLIC SAFETY**

- The City of San Pablo City Council authorized a temporary street/block closures at different locations throughout the City of San Pablo to support for the National Association of Town Watch's "National Night Out" Campaign on August 6, 2013 *(Source: CC Agenda Item dated August 5, 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 authorizing the acceptance of a grant award from the California Office of Traffic Safety for the "Sobriety Checkpoint Program" and appropriation of funds anticipated to be received from the California Office of Traffic Safety *(Source: CC Agenda Item dated August 5, 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 authorizing the acceptance of 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 August 5, 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 proposed use of funds anticipated to be received from the 2013 Justice Assistance Grant (JAG) Program and authorizing an agreement with Odin Systems for the development and installation of surveillance equipment and the appropriation of asset forfeiture funds *(Source: CC Agenda Item dated August 5, 2013)*

## **PUBLIC WORKS**

- The City of San Pablo City Council by Resolution authorized the City Manager to direct the Public Works Department to engage residents of the City of San Pablo in an Adopt-a-Spot Program *(Source: CC Agenda Item dated August 5, 2013)*
- The City of San Pablo City Council by Resolution 1) Authorized the filing of an application for funding assigned to MTC and committing any necessary matching funds and stating the assurance to complete the San Pablo Avenue Complete Streets Project (PW 612) and authorized

the City Manager to execute associated agreements, and 2) authorized the City Manager to negotiate and execute an agreement with the City of Richmond for its share of the project costs *(Source: CC Agenda Item dated August 5, 2013)*

- The City of San Pablo City Council by Resolution authorized the filing of an application for funding assigned to MTC and committing any necessary matching funds and stated the assurance to complete the San Pablo Pavement Preservation Project (PW 528), and authorized the City Manager to execute associated agreements *(Source: CC Agenda Item dated August 5, 2013)*
- The City of San Pablo City Council received and filed a report on proposed Ordinance to regulate single-use carryout bags and the associated outreach activities *(Source: CC Agenda Item dated August 5, 2013)*

**REPORTING PERIOD:                      SEPTEMBER 2013**

**COMMUNITY RELATIONS**

- The City of San Pablo City Council authorized a Proclamation request from the Chamber of Commerce for their Lifetime Achievement Awards Dinner on September 21, 2013 Honoring William “Junior” and Maxine Erwin, Nell Trundle, Walter and Phyllis Pedretti and Joseph Gomes. *(Source: CC Agenda Item dated September 3, 2013)*
- The City of San Pablo City Council by Resolution authorized a \$2,500 Event Sponsorship for the North Richmond Festival on Saturday, October 5, 2013 at Point Pinole Park *(Source: CC Agenda Item dated September 3, 2013)*
- The City of San Pablo City Council by Resolution authorized a table sponsorship for the San Pablo Chamber of Commerce Lifetime Achievement Awards Dinner on Saturday, September 21, 2013 *(Source: CC Agenda Item dated September 3, 2013)*
- The City of San Pablo City Council by Resolution authorized a Maple Hall fee waiver request from Contra Costa County Behavioral Health Services – West County Adult Mental Health Services for their staff retreat on Monday, September 23, 2013. *(Source: CC Agenda Item dated September 3, 2013)*
- The City of San Pablo City Council by Resolution authorized a Maple Hall fee waiver request from Rotary Club of San Pablo for the Ragin Cajun fundraiser on Saturday, September 21, 2013 *(Source: CC Agenda Item dated September 3, 2013)*

- The City of San Pablo City Council by Resolution authorized an event sponsorship of \$5,000 for the annual Lytton Band of Rancheria Casino Golf Tournament and Fundraiser to benefit Lifelong-Brookside Medical Center on Monday, October 7, 2013 *(Source: CC Agenda Item dated September 16, 2013)*
- The City of San Pablo City Council by Resolution authorized a \$1,000 sponsorship for Weigh of Life's annual "Spooky Fun-Raiser" event held on November 1, 2013 *(Source: CC Agenda Item dated September 16, 2013)*
- The City of San Pablo City Council by Resolution authorized an event sponsorship of \$3,000 for the Los Cenzontles Mexican Art Center's "Supporting Roots Campaign" fundraiser benefit concert at the Craneway Pavilion on Sunday, September 29, 2013 *(Source: CC Agenda Item dated September 16, 2013)*
- The City of San Pablo City Council by Resolution authorized a correcting Resolution 2013-134 that was approved at the September 3, 2013 council meeting due to an administrative error and pursuant to the FY 2013-14 adopted Public Facility & Field Rental Policies for the Maple Hall Fee waiver request from the Rotary Club of San Pablo *(Source: CC Agenda Item dated September 16, 2013)*

## COMMUNITY SERVICES

### Senior Services

- The City of San Pablo City Council by Resolution authorized the City Manager to negotiate and execute an agreement with Transit Strategies to provide a Senior Transportation and Paratransit needs assessment and efficiencies review for a total amount not to exceed \$36,392 for fiscal year 2013-2014 *(Source: CC Agenda Item dated September 3, 2013)*

### Youth Services

- The City of San Pablo City Council by Resolution authorized a fee waiver for use of Davis Park for the 2013 San Pablo Youth Summit on Wednesday, September 25, 2013 *(Source: CC Agenda Item dated September 16, 2013)*

## FISCAL MANAGEMENT

- The City of San Pablo City Council by Resolution authorized a transfer of \$80,000 from the Budget Stabilization Fund to the City Council Departmental Budget and authorizing an expenditure of \$350,000 to the SPEDC as its share of FY 2013/14 Measure Q Earmarked Funds. *(Source: CC Agenda Item dated September 3, 2013)*

- The City of San Pablo City Council by Resolution authorized to proceed with a FY 2013-14 recommended consolidation of city-provided community grant programs, and revised San Pablo Community Foundation Governance Structure for implementation prior to FY 2014-15 grant cycle; and proceed with 20-day Notice of Vacancy for one vacant San Pablo Community Foundation Board of Director position *(Source: CC Agenda Item dated September 16, 2013)*

## **HUMAN RESOURCES**

- The City of San Pablo City Council by Resolution authorized the approval of agency-wide healthy beverage, food, and movement guidelines as developed by the City's Employee Wellness Committee, in cooperation with the Bay Area Nutrition and Physical Activity Collaborative (BANPAC) *(Source: CC Agenda Item dated September 3, 2013)*
- The City of San Pablo City Council by Resolution authorized the City Manager or his designee to amend the Part-Time Classification Plan to include various new classifications and establish associated hourly range schedules *(Source: CC Agenda Item dated September 16, 2013)*

## **INTERGOVERNMENTAL RELATIONS**

- The City of San Pablo City Council by Minute Order authorized to ratify responses to Contra Costa Grand Jury Reports No. 1308 *"Encouraging Citizens to Apply for Grand Jury Service"*; No. 1302 *"Outsourcing Municipal Services"*; No. 1305 *"Getting to Clean Water in Contra Costa County"*, and No. 1311 *"Assessing Fiscal Risk"* *(Source: CC Agenda Item dated September 3, 2013)*

## **LEGAL SERVICES**

- The City of San Pablo waived first reading and introduced an Ordinance of the City Council of the City of San Pablo regulating the use of plastic carryout bags and recyclable paper carryout bags and promoting reusable bags within the City; consideration of Environmental Impact Report (EIR) approved by lead agency RecycleMore, and direction to file Notice of Determination as responsible agency *(Source: CC Agenda Item dated September 16, 2013)*

## **LEGISLATIVE**

- The City of San Pablo City Council by Minute Order authorized to ratify letter of opposition to SB 594 (Hill) Limiting Ballot Advocacy by Local Government Organizations transmitted on August 28, 2013 *(Source: CC Agenda Item dated September 16, 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 Resolution of the San Pablo Local Successor Agency approving an Administrative Budget and adopting the recognized obligation payment schedule for January through June 2013 (“ROPS 13-14B”) (Source: CC/LSA Agenda Item dated September 16, 2013)

**PUBLIC WORKS**

- The City of San Pablo City Council by Resolution authorized the City Manager to assign FY 2013/14 General Funds budgeted for the “2013/14 Tier 1” Capital Improvement Projects, finding the projects categorically exempt from the California Environmental Quality Act under Sections 15301, 15302, 15304, 15333, statutorily exempt under Section 15262, and to have no potential for causing a significant effect on the environment, Section 15061(B)(3) (Source: CC Agenda Item dated September 3, 2013)

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

**As Authorized:**

**Date of Release: March 3, 2014**



\*\*\*\*\*

**MATT RODRIGUEZ**  
**CITY MANAGER / EXECUTIVE DIRECTOR**  
**CITY OF SAN PABLO / SAN PABLO ECONOMIC DEVELOPMENT CORPORATION (SPEDC)**  
**13831 San Pablo Avenue**  
**San Pablo, CA 94806**

Office: (510) 215-3016 | Mobile: (510) 932-3594 | Fax: (510) 620-0204

Email: [MattR@SanPabloCA.gov](mailto:MattR@SanPabloCA.gov) Website: [www.SanPabloCA.gov](http://www.SanPabloCA.gov)

