

foods which are not washed, peeled or cooked before being consumed. Bakery and delicatessen goods formerly sold from counters exposed to dust and dirt must now be under glass.

Particular emphasis was made to insure the sanitation of the food quality of dairy supplies. Work is now so carefully organized and ordered that regular inspections are even made of the personal health and hygienic condition of milkers. Practically all of Oakland's milk supplies come from outside the city limits, but none is allowed delivery or sale in Oakland that comes from dairies wherein the above regulations and all others pertaining to sanitation and thorough inspection by the Oakland Health Department are not rigidly maintained.

CITY CLERK'S OFFICE

Polling Booth Improvements

An outstanding improvement in election methods was made during the last year by the City Clerk's office, under the leadership of City Clerk Frank C. Merritt. It is one that will be of utmost benefit to voting citizens and will surely be appreciated by all.

For many years approximately 75 per cent of the 450 voting booths used by the city were enclosed in tents rented by the City Clerk for polling places. Due to their insufficient lighting and heating facilities and the fact that when placed next the curb they were a menace to traffic, much complaint was made of them. At the 1929 municipal election, therefore, through the efforts of the City Clerk, the polling places were located by him and his staff in vacant stores, garages, or other buildings rented for the purpose.

As additional convenience to the public, the City Clerk included in each set of election supplies a red banner on which were lettered in white the words "POLLING PLACE—VOTE HERE" together with a six-inch galvanized iron rod on which to suspend the banner. These were placed at the curb in front of each polling place and were of great assistance to the electors not familiar with the location of their voting booth.

Police and Firemen's Relief and Pension Fund

Another reorganization beneficial to the public was brought about by the City Clerk in his capacity of Secretary of the Board of Trustees of the Police and Firemen's Relief and Pension Funds. In previous years when petitions for pensions for retirement were presented to the Board considerable difficulty was experienced through lack of authentic information as to injuries received by policemen and firemen in the performance of duty. In order to remedy this situation the City Clerk now has installed a service record of each member of the two departments showing data of employment, promotion, dependency and injuries received, and so on. A questionnaire was filled out by each member of the respective departments and from the data thus received a very valuable city record has been compiled and placed in the City Clerk's files. Not only is this record of benefit to personnel coming before the board but to the members of the board itself—the Mayor, Commissioner of Public Health and Safety and Commissioner of Revenue and Finance. The record will be of invaluable assistance in judging specific cases.

PUBLIC WORKS

Auditorium and Exposition Building

Under direction of the Department of Public Works, the various public buildings and facilities available for convention, exposition, recreational and theatrical housing were given greatly increased use. The Chamber of Commerce estimates that during the past year 250,000 delegates to conventions visited Oakland and that probably 200,000 of these used our Municipal Auditorium facilities. It is estimated that these delegates spent in Oakland through various trade channels over \$7,000,000.

The Department of Public Works, in charge of municipal buildings, is looking toward the future development of a civic center on the shores of Lake Merritt. The