



SAN JOSE POLICE DEPARTMENT

TRAINING BULLETIN

TO: ALL DEPARTMENT PERSONNEL

FROM: Anthony Mata
Chief of Police

SUBJECT: SAN JOSE MUNICIPAL CODE
ADDITION: REDUCTION OF GUN
HARM

DATE: October 20, 2022

Bulletin #2022-034

On January 25, 2022, the City Council approved an ordinance amending the San José Municipal Code to add Part 6 to Chapter 10.32 to reduce gun harm by: (a) requiring gun owners to obtain and maintain liability insurance; and (b) authorizing a fee to apply to gun harm reduction programs.¹ The ordinance is included as Attachment 1. The ordinance took effect on August 8, 2022, however the insurance requirement and the gun harm reduction fee did not immediately come into effect on that date.

Effective January 1, 2023, the insurance requirement of the ordinance will be in full effect and persons in violation of the insurance requirement may be administratively cited.

There are two punitive sections under Municipal Code section **10.32.230 Compliance:**

A. Insurance Requirement

Each person required to obtain and maintain insurance under Municipal Code section 10.32.210 shall demonstrate compliance with the insurance requirement by completing and executing a City-designated Attestation Form . Each such person shall state both the name of the insurance company issuing the policy and the insurance policy number on the Attestation Form, sign the form under penalty of perjury, and keep the Attestation Form with the firearms where they are being stored or transported. Each person shall complete and sign a new Attestation Form under penalty of perjury in the event any of the information on the form changes. Each person shall present the form when lawfully requested to do so by a peace officer who knows or has reason to believe such person possesses a firearm. There are no specific insurance limits being required by the City.

- a. The Attestation Form can be found online [HERE](#) or a paper copy can be picked up at City Hall or at the Information Center at the San José Police Department.

¹ Details from this meeting may be found here:

<https://sanjose.legistar.com/MeetingDetail.aspx?ID=916832&GUID=5B3AAED0-EBCC-4839-9950-E5B02ACEC6D7>

B. Fee Provisions

Each person shall affix proof of payment of the annual Gun Harm Reduction Fee to the Attestation Form and keep it with the firearm or firearms where they are being stored or transported.

In summary, any person who lives in San José and owns or possesses a firearm in San José will need proof of liability insurance and proof of payment of an annual administrative fee with their firearm, where it is stored or whenever it is transported.

The proof of insurance is a self-attestation form the owner or possessor will print, complete, and sign. The proof of fee payment will be issued by a non-profit organization (yet to be determined) and will need to be affixed to the Attestation Form. An example of the Attestation Form is included as Attachment 2.

For clarification, only the insurance requirement will be active effective January 1, 2023. The fee provision will become active at a later time. Department members will be notified when that becomes a requirement via Training Bulletin.

There are three exemptions under Municipal Code section **10.32.225 Exceptions**:

- A. Sworn peace officers, active reserve peace officers, and retired peace officers
- B. Persons who have a license to carry a concealed weapon
- C. Persons for which compliance would create a financial hardship

In the event an officer discovers a person who resides in the City and who owns or possesses a firearm in the City in violation of Municipal Code section 10.32.230, the officer will do the following:

1. Photograph the firearm(s)
2. Document the event on a General Offense Report
3. Entitle the report "10.32.230A SJMC INS REQ GUN HARM COMPLIANCE" for a violation of the insurance requirement

The event will be forwarded to the Permits Unit for review. Once approved, the Permits Unit will mail an administrative citation to the subject listed in the report. The subject will have the following options available to them (these will be provided to the subject on the citation):

- Pay the fine
- Pay the fine and request an administrative hearing from the City's Finance Department to appeal the citation and recoup the fine
- Declare financial hardship and request an administrative hearing from the City's Finance Department to appeal the citation and excuse the fine

It should be noted there is no database by which an officer may confirm who has obtained insurance or who has paid the administrative fee. For that reason, Municipal Code section 10.32.230 requires the owner or possessor to keep a copy of the insurance and proof of fee payment with the firearm or

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firearms. If the subject does not have this documentation with them, officers should document the event in a General Offense Report and direct the owner or possessor to provide proof of insurance and fee payment to the Permits Unit within three (3) business days.

Firearms may not be collected as evidence for violation of these Municipal Code sections.

Additional information may be found on the Department's Gun Harm Reduction Ordinance FAQ Page at: <https://www.sjpd.org/records/documents-policies/gun-harm-reduction-ordinance>

Department members should not provide direction to the public on what type of insurance to obtain, the coverage amounts, or what insurance carriers to use. Rather, anyone with insurance questions should be referred to the FAQ page or the Attestation Form for guidance, and should be advised to speak with an insurance agent.



Anthony Mata
Chief of Police

AM:SD

Attachment 1: San José Municipal Code Title 10, Chapter 10.32, Part 6

Attachment 2: Gun Liability Insurance Attestation Form

Attachment 1: San José Municipal Code Title 10, Chapter 10.32, Part 6

Title 10 - PUBLIC PEACE, MORALS AND WELFARE
Chapter 10.32 - WEAPONS
Part 6 REDUCTION OF GUN HARM - LIABILITY INSURANCE REQUIREMENT AND GUN HARM REDUCTION FEE

**Part 6 REDUCTION OF GUN HARM - LIABILITY INSURANCE REQUIREMENT AND
GUN HARM REDUCTION FEE**

10.32.200 Purpose and Findings.

- A. This Part is passed and adopted in the exercise of the police power of the City, and for the protection of the welfare, peace and comfort of the residents of the City of San José. Specifically, it is the intent of this Ordinance to reduce gun harm.
- B. Findings:
1. Firearm injuries have a significant adverse public health and safety impact nationally, in the State of California, and locally; and
 2. Each year more than twenty-three thousand (23,000) United States residents die by firearm suicide, fourteen thousand (14,000) die by firearm homicide, and nearly five hundred (500) die from unintentional firearm injuries; and
 3. In California, between 2005 and 2015, nearly four thousand (4,000) children and teenagers were killed or injured with firearms, and five hundred thirty-three (533) children and teenagers committed suicide with firearms, according to data from the Center for Disease Control and Prevention; and
 4. During 2010-2014 in Santa Clara County, thirty-one percent (31%) of emergency department visits and sixteen percent (16%) of hospitalizations from firearms injuries were due to unintentional shootings; and
 5. A 2014 review in the Annals of Internal Medicine suggests that access to firearms within the home doubles the risk that family members will become a victim of homicide, and triples the risk of suicide; and
 6. A study in the New England Journal of Medicine in 2020 found that handgun ownership is associated with eight (8) times greater likelihood for firearm suicide among men, and thirty-five (35) times greater likelihood of firearm suicide among women; and
 7. Based upon a November 2021 analysis by Dr. Ted Miller, Ph.D. and the Pacific for Institute Research and Evaluation (PIRE), on average, 206 people suffer death or serious injury from gunshots each year in the City of San José; and
 8. Conservatively, San José taxpayers annually spend approximately \$39.7 million, or approximately \$151 per firearm-owning household, to respond to gun violence with such public services as emergency police and medical response, victim assistance, incident investigation, acute and long-term health care, and perpetrator adjudication and judicial sanctioning; and
 9. Including private costs to individuals and families in the calculation, San José residents incur an annual financial burden of \$442 million per year for gun deaths and injuries; and
 10. Injuries from unintentional shootings, which are generally insurable, comprise more than a third of all gun-related injuries nationally; and

11. Auto insurers have used risk-adjusted premiums to reward good driving and incentivize use of airbags and other safety features, and by using a comprehensive public health approach to car safety the United States reduced per-mile auto fatalities by nearly eighty percent (80%) from 1967 to 2017; and
12. Liability insurance can reduce the number of gun incidents by encouraging safer behavior and it can also provide coverage for losses and damages related to gun incidents; and
13. Programs and services to gun owners and their households can also encourage safer behavior, and provide education and resources to those residents.

(Ord. 30716.)

10.32.205 Definitions.

As used in this Part, the following terms have the following meaning:

- A. "Firearm" means a device, designed to be used as a weapon, from which is expelled through a barrel, a projectile by the force of an explosion or other form of combustion. Firearm does not include antique firearms as defined by 18 U.S.C. Section 921(a).
- B. "Designated Nonprofit Organization" means an entity that qualifies as a nonprofit corporation under the federal internal revenue code and is designated pursuant to the City Manager's authority under Section 10.32.235. No City official or employee shall sit on the board of directors of the Designated Nonprofit Organization.

(Ord. 30716.)

10.32.210 Liability Insurance Required.

- A. Insurance required. A person who resides in the City and owns or possesses a Firearm in the City shall obtain and continuously maintain in full force and effect a homeowner's, renter's or gun liability insurance policy from an admitted insurer or insurer as defined by the California Insurance Code, specifically covering losses or damages resulting from any accidental use of the Firearm, including but not limited to death, injury or property damage.
- B. For purposes of this Section, a person shall be deemed to be the owner of a Firearm if such Firearm is lost or stolen until such loss or theft is reported to the police department or sheriff which has jurisdiction in which such Firearm owner resides.
- C. Any person who owns a Firearm on the effective date of this Section shall obtain the insurance required by this Section within thirty (30) days of the effective date of this Ordinance, or by a later date certain established in the regulations promulgated by City Manager pursuant to Section 10.32.235.

(Ord. 30716.)

10.32.215 Annual Gun Harm Reduction Fee.

A person who resides in the City and owns or possesses a Firearm in the City shall pay an Annual Gun Harm Reduction Fee to the Designated Nonprofit Organization each year. The date by which payment shall be made annually shall be established in the regulations promulgated by City Manager pursuant to Section 10.32.235. The annual fee will be set forth in the schedule of fees and charges established by resolution of the City Council.

(Ord. 30716.)

10.32.220 Expenditure of Gun Harm Reduction Fee.

- A. All monies from the Gun Harm Reduction Fee shall be expended by the Designated Nonprofit Organization on providing services to residents of the City that own or possess a Firearm in the City, to members of their household, or to those with whom they have a close familial or intimate relationship. Such expenditures may include, but are not necessarily limited to the following:
 - 1. Suicide prevention services or programs;
 - 2. Violence reduction or gender based violence services or programs;
 - 3. Addiction intervention and substance abuse treatment;
 - 4. Mental health services related to gun violence; or
 - 5. Firearms safety education or training.
- B. No portion of the monies from the Gun Harm Reduction Fee shall be used for litigation, political advocacy, or lobbying activities.
- C. The Designated Nonprofit Organization shall spend every dollar generated from the Gun Harm Reduction Fee, minus administrative expenses, exclusively for programs and initiatives designed to (a) reduce the risk or likelihood of harm from the use of firearms in the City of San José, and (b) mitigate the risk of physical harm or financial, civil, or criminal liability that a San José firearm owner or her family will incur through her possession of firearms. Otherwise, the City shall not specifically direct how the monies from the Gun Harm Reduction Fee are expended.
- D. The designated non-profit shall provide a biannual report to an appropriate council committee and the report may also be provided to the City Council, as directed by the council committee.

(Ord. 30716.)

10.32.225 Exceptions.

The provisions of this Part shall not apply to any of the following:

- A. Those persons designated as peace officers pursuant to Chapter 4.5 of Title 3 of Part 2 of the California Penal Code (§830 et seq.), including sworn peace officers, active reserve peace officers and retired peace officers.
- B. Those persons who have a license to carry a concealed weapon issued pursuant to California Penal Code § 26150 or § 26155, for as long as these statutes are legally enforceable.
- C. Those persons for which compliance with this Part would create a financial hardship.

(Ord. 30716.)

10.32.230 Compliance.

- A. Insurance requirement. Each person required to obtain and maintain insurance under Section 10.32.210 shall demonstrate compliance with the insurance requirement by completing and executing a City-designated attestation form. Each such person shall state both the name of the insurance company issuing the policy and the number of the insurance policy on the attestation form, sign the form under penalty of perjury and keep the attestation form with the Firearms where they are being stored or transported. Each person shall complete and sign a new attestation form under penalty of perjury in the event any of the information on

the form changes. Each person shall present the form when lawfully requested to do so by a peace officer who knows or has reason to believe that a person possesses a firearm.

- B. Fee provisions. Each person shall affix proof of payment of the annual Gun Harm Reduction Fee to the attestation form and keep it with the Firearm or Firearms where they are being stored or transported.

(Ord. 30716.)

10.32.235 Authority of the City Manager.

- A. The City Manager is authorized to promulgate all regulations necessary to implement the requirements and fulfill the policies of this Part relating to the reduction of gun harm, including, but not limited, to the following subjects:
1. Processes and procedures related to the implementation of the liability insurance requirement, and forms necessary thereto.
 2. Designation of the nonprofit organization that will receive the Gun Harm Reduction Fee, any processes and procedures related to the payment of the fee, and any additional guidelines or auditing of the use of the monies from the fee.
 3. Designation of any third-party agency and/or organization that will aid in the implementation of the noticing of the requirements of this Part or any other administrative tasks related to the requirements of this Part.
 4. The criteria by which a person can claim a financial hardship exemption from this Part pursuant to Section 10.32.225 C.
- B. Regulations shall be published on the City's website.
- C. Regulations promulgated by the City Manager shall have the same force and effect of law. Unless a later date is specified in a regulation, a regulation shall become effective upon date of publication.

(Ord. 30716.)

10.32.240 Enforcement.

- A. Any violation of this Part shall be punishable by an administrative citation in accordance with the procedures set forth in Chapter 1.15 of Title 1 of this Code relating to the issuance of administrative citations, imposing of administrative fines, right to appeal, and the right to an administrative hearing.
- B. The amounts of the fines for violations imposed pursuant to this Part shall be set forth in the schedule of fines established by resolution of the City Council.
- C. A violation of this Part is also enforceable through all other civil and administrative remedies available to the City.

(Ord. 30716.)

10.32.245 Impoundment.

To the extent allowed by law, the Firearm or Firearms of a person that is not in compliance with this Part may be impounded subject to a due process hearing.

(Ord. 30716.)

10.32.250 Fees and Charges.

The City Manager is hereby authorized to charge and collect any and all cost recovery fees associated with fulfilling the policies of this Part relating to the reduction of gun harm, including any associated third-party costs. All fees shall be as set forth in the schedule of fees and charges established by resolution of the City Council.

(Ord. 30716.)

Attachment 2: Gun Liability Insurance Attestation Form



Gun Liability Insurance Attestation Form

Section 1: Description		
<p>To be compliant with the Gun Harm Reduction Ordinance, gun owners and those in possession of guns must have a current homeowner’s, renter’s or gun liability insurance policy for their firearm(s) and ensure that the policy covers losses or damages resulting from accidental use of the firearm, including but not limited to death, injury, or property damage. Exemptions are listed below.</p> <p>Gun owners and those in possession of guns in the City of San José must complete the below insurance attestation form by January 1, 2023. The form must be accurately completed and kept with the firearm(s) at all times. It does not need to be submitted to the City.</p> <p>Non-compliance may result in fines. For more information about San José’s Gun Harm Reduction Ordinance, and City Manager issued regulations, go to: https://www.sjpd.org/records/documents-policies/gun-harm-reduction-ordinance</p> <p>Description of exemptions:</p> <p>A. Those persons designated as peace officers pursuant to Chapter 4.5 of Title 3 of Part 2 of the California Penal Code (§830 et seq.), including sworn peace officers, active reserve peace officers and retired peace officers. <i>(Need to provide proof of eligibility for the exemption - show ID from issuing agency upon request; police to verify employment upon contact)</i></p> <p>B. Those persons who have a license to carry a concealed weapon issued pursuant to California Penal Code § 26150 or § 26155, for as long as these statutes are legally enforceable. <i>(Need to provide proof of eligibility for the exemption – show CCW license upon request)</i></p> <p>C. Those persons for which compliance with this Part would create a financial hardship. (See back side of form)</p>		
Section 2: Exemptions		
I claim the following exemption because: (Please select one)		
<input type="checkbox"/> A. I am designated as a peace officer pursuant to Chapter 4.5 of Title 3 of Part 2 of the California Penal Code (§830 et seq.), including sworn peace officers, active reserve peace officers and retired peace officers. <i>(I will show ID from issuing agency upon request)</i>		
<input type="checkbox"/> B. I have a license to carry a concealed weapon pursuant to California Penal Code § 26150 or § 26155, for as long as these statutes are legally enforceable. <i>(I will show CCW license upon request)</i>		
<input type="checkbox"/> C. This requirement would create a financial hardship. <i>(I attached proof of income)</i>		
Section 3: Insurance Coverage		
Name of firearm owner:		
Name of Insurance Company (issuing the policy):		
Address of Insurance Company:		
Phone:		
Insurance Policy Number:	Effective Date:	Expiration Date:
Section 4: Acknowledgment		
I do, hereby attest that this information is true and I will provide proof of compliance (sign the form under penalty of perjury and keep form with firearms where they are stored or transported).		
Signature	Date	

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Section 5: Financial Hardship Exemption Worksheet	
<p>An individual qualifies for financial hardship if their household income is at or below the extremely low-income threshold for Santa Clara County, adjusted for household size, according to the Area Median Income (AMI) calculations released annually by the California Department of Housing and Community Development (HCD). (The extremely low-income threshold is set at 30% of AMI.)</p> <p>To claim the financial hardship exemption, complete the required information below, including stating your household size and gross household income.</p>	
Number of persons in my household:	Gross household income:
<p>To qualify for a financial hardship exemption your gross household income cannot exceed 30% of AMI adjusted for your household size. Please review the information in the table below to determine if you qualify.</p> <p>If your income is at or below the allowed limit, you may claim a Financial Hardship Exemption in Section 2 of this form. You must provide proof of financial hardship and attach a copy of your current Federal Income Tax Return (form 1040) to this Attestation Form. The Social Security number on the form 1040 should be redacted.</p>	

Household Size	Area Median Income (AMI) 30%
1 Person	\$ 35,400
2 Person	\$ 40,450
3 Person	\$ 45,500
4 Person	\$ 50,550
5 Person	\$ 54,600
6 Person	\$ 58,650
7 Person	\$ 62,700
8 Person	\$ 66,750
9 Person household and larger	For every additional person over 8, add \$4050 to the income threshold for 8 person households