



Minutes of the Regular Meeting of the San Pablo City Council

Monday, March 15, 2021

ROLL CALL

The video/teleconferenced meeting convened at 4:32 pm. Present were Mayor Elizabeth Pabon-Alvarado, Vice Mayor Rita Xavier and Councilmembers Abel Pineda, Patricia Ponce and Arturo Cruz. Also present were City Manager Matt Rodriguez, City Attorney Lynn Tracy Nerland, Interim Assistant City Manager Charles Ching, Human Resources Manager Alicia Southern, City Clerk Dorothy Gantt, Deputy City Clerk Lehny Corbin, and Administrative Clerk Christine Maki.

The pre-recorded video announcement was presented which stated that the meeting was being held via video/teleconference in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19 and the Governor's Executive Orders N-25-20 and N-29-20 that allow members of the City Council, City staff and the public to participate and conduct a meeting by teleconference, videoconference or both. Also presented were ways in which members of the public may participate in the meeting during livestream on the City website, including instructions on how the public may provide public comments via email which would be read before Council consideration of the item.

City Attorney Nerland announced the two closed session items:

- Closed Session #1 – Labor Negotiations with Employee Organizations; and
- Closed Session #2 – Performance Evaluation for City Attorney.

PUBLIC COMMENTS

There were no public comments, and the City Council recessed to Closed Session at 4:36 pm.

CLOSED SESSION

1. **CLOSED SESSION (#21-108)**
CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Govt. Code section 54957.6)
AGENCY DESIGNATED REPRESENTATIVES: Matt Rodriguez, Charles Ching, Kelly Sessions, Alicia Southern, Viviana Toledo, Outside Labor Counsel and Negotiator Kelly Tuffo
EMPLOYEE ORGANIZATIONS: Association of Intermediate Employees, Confidential Employees, Contract Employees, Division Managers, Executive Management, San Pablo Police Employees Association; San Pablo Police Employees Association (Management Unit); and Operating Engineers Local Union No. 3, AFL-CIO
2. **CLOSED SESSION (#21-105)**
Pursuant to Gov't Code section 54957:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Attorney

*** * * END OF CLOSED SESSION * * ***

PLEDGE OF ALLEGIANCE

ROLL CALL

The video/teleconferenced meeting reconvened at 6:02 pm. Present were Mayor Elizabeth Pabon-Alvarado, Vice Mayor Rita Xavier and Councilmembers Abel Pineda, Patricia Ponce and Arturo Cruz. Also present were City Manager Matt Rodriguez, City Attorney Lynn Tracy Nerland, Interim Assistant City Manager Charles Ching, Police Chief Ron Raman, Administrative Services Director Kelly Sessions, Public Works Director/City Engineer Jill Mercurio, City Treasurer Viviana Toledo, Police Captain Brian Bubar, Legal Counsel Nicole Murphy, Community Services Director Greg Dwyer, Chief Building Official/Plan Checker Oscar Davalos, Planning Manager Libby Tyler, Associate Planner Sandra Marquez, Management Analyst Jennifer Kauffman, City Treasurer Viviana Toledo, City Clerk Dorothy Gantt, Deputy City Clerk Lehny Corbin, and Administrative Clerk Christine Maki.

The pre-recorded video announcement was presented which stated that the meeting was being held via video/teleconference in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19 and the Governor's Executive Orders N-25-20 and N-29-20 that allow members of the City Council, City staff and the public to participate and conduct a meeting by teleconference, videoconference or both. Also presented were ways in which members of the public may participate in the meeting during livestream on the City website, including instructions on how the public may provide public comments via email which would be read before Council consideration of the item.

City Attorney Nerland reported on the Closed Session items:

- Closed Session #1 (Labor Negotiations) – no action was taken; update only; and
- Closed Session #2 (City Attorney evaluation) – City Council provided the evaluation to the City Attorney and no further action was required.

ORAL COMMUNICATIONS

City Clerk Gantt read the email received from Cordell Hindler stating: (1) the reason that Management Partners should have been contracted is because they had worked with other cities on their strategic plans; and (2) suggested that the General Manager come to a future meeting regarding the future of BART.

CITY MANAGER REMARKS

City Manager Rodriguez announced the following events:

- March 27, 2021 Eggstravaganza at the San Pablo Community Center;
- Highlighted the award the City received from the California Parks and Recreation Society (CPRS) for the New City Hall and Maple Hall for Outstanding Facilities
- Encouraged all residents to get vaccinated; that the City is in discussion with the Contra Costa Health Services for six additional mobile clinics to be mobilized in the next 90 days; he announced that some of the vaccine locations in San Pablo are at the Contra Costa Health Center, Contra College and LifeLong Medical Care

CONSENT CALENDAR

It was moved by Councilmember Pineda, seconded by Vice Mayor Xavier, and unanimously passed to approve all items in the Consent Calendar.

MINUTES

3. By adoption of the Consent Calendar, the Minutes of the meeting of March 1, 2021 were adopted. (#21-089)

PERIODIC REPORTS

4. By adoption of the Consent Calendar, the Vendor Check Register Report for the month of February 2021 was approved. (#21-110)
5. By adoption of the Consent Calendar, the Investment Report/Treasurer's Report for the month of February 2021 was received and filed. (#21-115)

PROCLAMATIONS

6. By adoption of the Consent Calendar, the requests for issuance of Proclamations recognizing March 2021 as *American Red Cross Month*; and week of April 4-10, 2021 as *National Library Week* were approved. (#21-102)

MISCELLANEOUS

7. By adoption of the Consent Calendar, **Resolution 2021-024** was adopted, a Resolution of the City Council of the City of San Pablo, California, extending the existence of a local emergency due to Novel Coronavirus (COVID-19) and confirming the actions taken by the Director of Emergency Services. (#21-104)
8. By adoption of the Consent Calendar, **Resolution 2021-025** was adopted, a Resolution of the City Council of the City of San Pablo: (1) accept California Department of Housing and Community Development SB 2 Planning Grants in the amount of \$160,000 and LEAP Planning Grants in the amount of \$150,000 and appropriate these funds to the General Plan Housing Element Update along with previously appropriated Community Development Professional Services General Funds; (2) waive the requirement for a competitive proposal process; and (3) authorize the City Manager to enter into an agreement with Dyett & Bhatia for planning services related to the General Plan and Housing Element Updates in the amount of \$545,948, with payments and reimbursements to extend over a three-year project term concluding on June 30, 2024. (#21-103)
9. By adoption of the Consent Calendar, **Resolution 2021-026** was adopted, a Resolution of the City Council of the City of San Pablo rescinding Resolution 2021-018; adopting the FY 2021-23 City Council Priority Workplan as directed following the Special Meeting on February 10, 2021 and presented on March 1, 2021; and scheduling a discussion at the City Council meeting on April 5, 2021 about adding an additional policy item to the Workplan related to living/minimum wage requirements. (#21-111)
10. By adoption of the Consent Calendar, **Resolution 2021-027** was adopted, a Resolution of the City Council of the City of San Pablo directing the engineer to prepare and file reports for the levy of annual assessments for Fiscal Year 2021/22 for San Pablo Street Lighting and Landscape Assessment District No. 1982-1, and authorizing the City Manager to execute an agreement for these services with LCC Engineering & Surveying, Inc. in the amount of \$19,207. (#21-114)

11. By adoption of the Consent Calendar, **Resolution 2021-028** was adopted, a Resolution of the City Council of the City of San Pablo authorizing cancellation of certain City-sponsored large scale special events and funding support for the remainder of Calendar Year 2021 due to impacts of the Novel Coronavirus (COVID-19) Pandemic and Restrictions on large-scale gatherings/special events by State and County Public Health Issued Orders. (#21-118)

BOARDS AND COMMISSIONS

12. By adoption of the Consent Calendar, the reappointment of Tiffany Bell to the Childhood Obesity Prevention Advisory Group for a new two-year term effective March 2021 through March 2023 was approved by Minute Order, and directed staff to continue to post the Notice of Vacancies (Two Vacancies). (#21-096)
13. By adoption of the Consent Calendar, **Resolution 2021-029** was adopted, a Resolution of the City Council of the City of San Pablo reappointing Genoveva Calloway to the San Pablo Community Foundation Grants Review Committee and directing staff to post a Notice to fill one vacancy. (#21-100)

CITY COUNCIL CONSIDERATION/AUTHORIZATION

14. By adoption of the Consent Calendar, the City Council approved by Minute Order to ratify a letter dated March 3, 2021 from Mayor Pabon-Alvarado to U.S. Senators Dianne Feinstein and Alex Padilla regarding support for COVID-19 Federal Stimulus for local cities contained in Federal Legislation H.R. 1319 – American Rescue Plan Act of 2021. (#21-119)
15. By adoption of the Consent Calendar, the City Council approved by Minute Order to ratify a letter of support dated March 4, 2021 from Mayor Pabon-Alvarado to State of California Legislator Rebecca Bauer-Kahan (D-16th District) on State Legislation Assembly Bill AB 988 – Mental Health Mobile Crisis Support Teams: 988 Crisis Hotline. (#21-120)

******END OF CONSENT CALENDAR******

PUBLIC HEARINGS

16. City Manager Rodriguez introduced the item. Associate Planner Sandra Marquez gave a PowerPoint presentation on the requirement to prepare and submit the Housing Element Annual Progress Report. The presentation included the total number of permitted units issued since 2015 through 2020 (74). Ms. Marquez reported that the Housing Element Annual Progress Report is due to the California Housing and Community Development and the Governor's Office of Planning and Research by April 1, 2021. The City Council commented on the housing needs.

The public hearing was opened at 6:39 pm. There were no public comments. The public hearing closed at 6:40 pm.

It was moved by Councilmember Ponce, seconded by Vice Mayor Xavier, and unanimously passed to adopt **Resolution 2021-030**, a Resolution of the City Council of the City of San Pablo authorizing the submittal of the City of San Pablo Housing Element Annual Progress Report for Calendar Year 2020 to the California Department of Housing and Community Development and the Governor's Office of Planning and Research. (#21-086)

RESOLUTIONS

17. City Manager introduced the item. Housing Management Analyst Jennifer Kauffman gave a PowerPoint presentation and updated the City Council on the COVID-19 Housing Assistance Grant Program. The presentation included the recent outreach efforts by staff which brought in new applications that are currently being reviewed. The City Council expressed support for the program and made suggestions to reach out to First 5, SNAP (food assistance program), WIC (County's Women Infants and Children Program, the School District for their e-blasts to parents, as well as property managers of housing complexes. City Manager Rodriguez commented that staff may come back to the City Council for another recommendation for further expansion. There were no public comments on this item.

It was moved by Councilmember Ponce, seconded by Councilmember Cruz, and unanimously passed to adopt **Resolution 2021-031**, a Resolution of the City Council of the City of San Pablo extending the Fiscal Year 2020/21 COVID-19 Housing Assistance Grant Program to June 30, 2021, or until grant funds run out, whichever is sooner. (#21-117)

SUPPLEMENTAL MATERIALS (IF ANY)

18. Materials submitted after publication of the agenda will be appended after the Council meeting. This is not an action item but merely a mechanism for materials submitted after publication of the agenda to be appended to the published agenda after the Council meeting. (#21-092)

MAYOR AND CITY COUNCIL ASSIGNMENTS REPORTS

Mayor and City Council reported on their recent activities.

It was moved by Councilmember Pineda, seconded by Councilmember Ponce, and unanimously passed, to place on the upcoming meeting to amend the City Council Priority Workplan to add a Major Policy Item under *Enhance Community Resilience*, Priority No. 211, to consider a hazard pay ordinance for grocery store workers in the City of San Pablo. City Manager Rodriguez explained the two-step process for adding items to the agenda, beginning with the initial discussion.

ADJOURNMENT

The meeting adjourned at 7:17 pm to Monday, April 5, 2021, at 6:00 pm.

Respectfully Submitted,

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Mayor