



City of San Pablo

Meeting Minutes - Final

City Council

Tuesday, January 21, 2025

6:00 PM

City Council Chambers

Members of the public may view this meeting online by using
this URL

<https://us02web.zoom.us/j/83708212256>

CALL TO ORDER

The meeting was called to order at 6:06 p.m. in the Council Chambers.

PLEDGE OF ALLEGIANCE

Vice Mayor Pabon-Alvarado led the Pledge of Allegiance to the Flag.

ROLL CALL

Present: 4 - Councilmember Patricia Ponce, Councilmember Abel Pineda, Councilmember Rita Xavier, and Vice Mayor Elizabeth Pabon-Alvarado

Absent: 1 - Mayor Arturo Cruz

Staff Present:

City Manager, Matt Rodriguez
Assistant City Manager, Maria Ojeda
City Attorney, Brian P. Hickey
Police Chief, Brian Bubar
City Clerk, Dorothy Gantt
Assistant City Clerk, Leticia I. Miguel

REPORT ON CLOSED SESSION

No Closed Session.

ORAL COMMUNICATIONS

Public Comment was received by Cordell Hindler, Rajdeep Sidhu, Lorena Esquivel, and Nwall Al-Moraveelo.

CEREMONIAL MATTERS

PRESENTATIONS

1. [24-436](#) CONSIDER APPROVING AND PRESENTING PROCLAMATION COMMENDING AND CONGRATULATING POLICE SERVICES TECHNICIAN JO ANNA RODRIGUEZ ON THE OCCASION OF HER RETIREMENT.

CEQA: This proposed action is not a project as defined by CEQA.

No Public Comment was received.

Presented.

2. [25-049](#) CONSIDER APPROVING AND PRESENTING PROCLAMATION COMMENDING AND CONGRATULATING MAINTENANCE SUPERVISOR MICHAEL LICHTLE ON THE OCCASION OF HIS RETIREMENT.

CEQA: This proposed action is not a project as defined by CEQA.

No Public Comment was received.

Presented.

3. [24-434](#) BI-ANNUAL UPDATE FROM SAN PABLO YOUTH COMMISSION (SPYC).

CEQA: This proposed action is not a project as defined by CEQA.

No Public Comment was received.

Presented.

CITY MANAGER REMARKS

City Manager Rodriguez made the following announcements:

- The Community Services Department will be hosting the Annual Valentine's Family Dance, scheduled for Friday, February 7, 2025.*
- The upcoming service of Dumpster Day is scheduled for Saturday, February 8, 2025.*

CONSENT CALENDAR

No Public Comment was received.

Approval of the Consent Agenda

It was moved by Councilmember Ponce, seconded by Councilmember Pineda, and approved by vote of those present, to adopt all items in the Consent Calendar with the exception of Item 17.

Item 17 has been continued to a future City Council meeting.

The motion passed as follows:

Aye: 4 - Ponce, Pineda, Xavier, and Pabon-Alvarado

Absent: 1 - Cruz

MINUTES

4. [25-001](#) CONSIDER APPROVING MINUTES OF THE CITY COUNCIL MEETING OF DECEMBER 16, 2024

CEQA: This is not a project as defined by CEQA.

Approved as Submitted on the Consent Calendar.

5. [24-435](#) CONSIDER APPROVING MINUTES OF THE CITY COUNCIL MEETING OF DECEMBER 9, 2024

CEQA: This is not a project as defined by CEQA.

Approved as Submitted on the Consent Calendar.

LIABILITY CLAIMS

6. [25-037](#) CONSIDER DENYING LIABILITY CLAIMS OF ROBERT ADAMS (DOL 5/29/24) AND SHAREE TAYLOR (DOL 8/15/24)

CEQA: This proposed action is not a project as defined by CEQA.

Denied Claim as submitted on the Consent Calendar.

PERIODIC REPORTS

7. [25-022](#) CONSIDER APPROVING VENDOR CHECK REGISTER REPORT FOR THE MONTH OF DECEMBER 2024

CEQA: This proposed action is not a project as defined by CEQA.

Approve by Minute Order.

8. [24-432](#) RECEIVE AND FILE THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2024

CEQA: This proposed action is not a project as defined by CEQA.

Received and Filed.

BOARDS AND COMMISSIONS

9. [24-422](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO APPOINTING THIRTEEN COMMISSIONERS TO THE SAN PABLO YOUTH COMMISSION

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-001

CITY COUNCIL AUTHORIZATION

10. [25-005](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE CITY'S CLASSIFICATION AND COMPENSATION PLAN FOR FISCAL YEAR 2024/25 BY APPROVING THE AMENDMENT OF THE PART-TIME SALARY SCHEDULE TO COMPLY WITH CALIFORNIA MINIMUM WAGE REQUIREMENTS

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-002

11. [25-043](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ACCEPTING WORK PERFORMED BY MICHAEL PAUL COMPANY INC FOR THE HAPPY FRIDAY PARK (ORIGINALLY BID AS BUSH AVENUE POCKET PARK) PROJECT (0502) AS COMPLETE; (2) DIRECTING A NOTICE OF COMPLETION TO BE PREPARED AND FILED WITH THE COUNTY RECORDER; AND (3) RE-ALLOCATING UNUSED APPROPRIATED FUNDS FROM THE HAPPY FRIDAY PARK (0502) IN THE AMOUNT OF \$105,234.14 TO THE MCNEIL PARK PROJECT (0501) AND TO THE SAN PABLO AVENUE BRIDGE PROJECT (0202)

CEQA: The Bush Avenue Pocket Park Project is categorically exempt per CEQA Guidelines 15303(d) and (e), and Section 15304(b) and (f), as it only includes, respectively, new construction of small structures (e.g., play equipment, new water meter, new fence, etc.) and minor alterations of land (e.g., new landscaping, minor trenching and backfill where new surface is restored). The CEQA Notice of Exemption was filed at the Contra Costa County Clerk's Office on December 18, 2021.

Adopted.

Enactment No: RES 2025-003

12. [25-014](#) CONSIDER ADOPTING RESOLUTION OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT TO THE JULY 1, 2024, LEGAL SERVICES AGREEMENT WITH JARVIS FAY, LLP, INCREASING MAXIMUM COMPENSATION BY \$50,000, FOR A NOT-TO-EXCEED AMOUNT OF \$100,000

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-004

13. [25-015](#) CONSIDER ADOPTING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ACCEPTING WORK PERFORMED BY CENTRAL ROOFING, INC. FOR THE COMMUNITY CENTER ROOF REPLACEMENT PROJECT (0107) AS COMPLETE, AND (2) DIRECTING CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY RECORDER

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-005

14. [25-016](#) CONSIDER ADOPTING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ACCEPTING WORK PERFORMED BY CAL PRO SERVICE CORP. FOR THE SAN PABLO POLICE ANNEX PROJECT (SPPD21) AS COMPLETE, AND (2) DIRECTING CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY RECORDER

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-006

15. [25-017](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT IN A TOTAL AUTHORIZED NOT TO EXCEED AMOUNT OF \$50,500, FOR CONSULTING SERVICES BETWEEN THE CITY OF SAN PABLO AND FRANCISCO AND ASSOCIATES, INC. FOR THE LEVY OF ANNUAL ASSESSMENTS FOR FISCAL YEAR 2025/26 FOR SAN PABLO STREET LIGHTING AND LANDSCAPE ASSESSMENT DISTRICT NO. 1982-1

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-007

16. [25-018](#) CONSIDER ADOPTING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ACCEPTING WORK PERFORMED BY UNITED STORM WATER, INC. FOR THE CITYWIDE TRASH CAPTURE DEVICE INSTALLATION PROJECT (0305) AS COMPLETE; (2) DIRECTING CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY RECORDER; AND (3) RE-ALLOCATING PREVIOUSLY APPROPRIATED FUNDS IN THE AMOUNT OF \$33,300 FROM THE CITYWIDE TRASH CAPTURE DEVICE INSTALLATION PROJECT (0305) TO THE LEROY HEIGHTS STORM DRAIN PROJECT (0306) AND THE MCNEIL PARK PROJECT (0501)

CEQA: The Citywide Trash Capture Device Installation Project was assessed and determined to be Categorically Exempt from environmental review under Section 15301 of the CEQA Regulations. The CEQA Notice of Exemption was filed at the Contra Costa County Clerk's Office on June 12, 2024.

Adopted.

Enactment No: RES 2025-008

17. **25-004** CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE FISCAL RESILIENCY RESERVE POLICY (LAST REVISED ON APRIL 15, 2024) FORMALLY ESTABLISHING THREE (3) NEW RESERVE FUNDS (FUND 103, 104, 105), AND MAINTAINING TWO (2) INTERNAL SERVICE FUNDS (130, 140) FOR FISCAL YEAR 2024-25 WITH A ONE-TIME APPROPRIATION FROM UNASSIGNED FUND BALANCE FOR FISCAL YEAR 2024-25, EFFECTIVE MARCH 3, 2025

CEQA: This proposed action is not a project as defined by CEQA.

Continued to a future City Council Meeting.

18. [25-003](#) CONSIDER ADOPTING RESOLUTION APPROVING AMENDMENT NO. 2 TO THE GENERAL FUND DESIGNATED RESERVES (GFDR) FUND BALANCE FOR A TOTAL FUND BALANCE OF \$6,671,279 THROUGH FISCAL YEAR 2024-25 TO ALLOCATE FOR ALL FUTURE CITY COUNCIL APPROVED APPROPRIATIONS THROUGH JUNE 30, 2025, EFFECTIVE JANUARY 21, 2025

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-009

19. [24-388](#) CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE WAIVER OF FEES FOR USE OF THE RUMRILL SPORTS PARK KIOSK, AND A TWO-THIRDS (2/3) REDUCED FEE AT RUMRILL SPORTS PARK FOR FIELDS 1 AND 2 FOR THE SAN PABLO UNITED YOUTH SOCCER CLUB FOR THE 2025 WINTER\SPRING SEASON

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-010

20. [25-008](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ACCEPTING AND APPROPRIATING \$8 MILLION FROM THE ENVIRONMENTAL PROTECTION AGENCY (EPA) SAN FRANCISCO BAY WATER QUALITY IMPROVEMENT FUND (SFBWQIF) GRANT PROGRAM FOR THE POLYCHLORINATED BIPHENYLS (PCB) TOTAL MAXIMUM DAILY LOAD (TMDL) SPECIAL STUDIES AND IMPLEMENTATION PROJECT; AND (2) AUTHORIZING THE CITY MANAGER TO ENTER INTO ANY AGREEMENTS RELATED TO THE GRANT

CEQA: The project is exempt from environmental review under the California Environmental Quality Act (CEQA) as a funding action, as it is not a project under CEQA nor an activity that may cause a direct or reasonably foreseeable indirect physical environment change pursuant to Public Resources Code Section 21080(a) and 14 California Code of Regulations Section 15002(d).

Adopted.

Enactment No: RES 2025-011

21. [25-047](#) CONSIDER RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AFFIRMING RECOMMENDED APPOINTMENTS BY MAYOR ARTURO CRUZ OF INDIVIDUAL CITY COUNCIL STANDING COMMITTEE AND REGIONAL/LOCAL ASSIGNMENTS FOR CALENDAR YEAR 2025 PURSUANT TO SAN PABLO MUNICIPAL CODE SECTION 2.16.070

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-012

22. [25-048](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO TO AUTHORIZE THE CITY MANAGER TO EXECUTE ALL FUNDING AGREEMENTS AND ANY AMENDMENTS THERETO WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE BROADWAY EL PORTAL SAFE ROUTES PROJECT (CIP 0704)

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-013

23. [25-012](#) CONSIDER RESOLUTION AUTHORIZING AN EVENT SPONSORSHIP OF \$2,000 TO HELMS MIDDLE SCHOOL (WITH BAY AREA COMMUNITY RESOURCES AS NON-PROFIT 501c(3) ORGANIZATION ACTING AS FISCAL AGENT) FOR A READING CARNIVAL EVENT IN MAY 2025.

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-014

24. [25-013](#) CONSIDER ADOPTING RESOLUTION AUTHORIZING A \$1,000 SPONSORSHIP FOR BIKE EAST BAY'S ANNUAL BIKE-TO-WHEREVER DAY ON THURSDAY, MAY 15, 2025

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-015

25. [25-052](#) CONSIDER ADOPTING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO REAPPOINTING ROBERTA FELICIANO TO THE PLANNING COMMISSION FOR THE TERM FEBRUARY 2025 THROUGH FEBRUARY 2029

CEQA: This proposed action is not a project as defined by CEQA.

Adopted.

Enactment No: RES 2025-016

PUBLIC HEARINGS

26. [24-427](#) PUBLIC HEARING AND RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO CONSIDERING AN APPEAL OF THE PLANNING COMMISSION'S DENIAL OF A CONDITIONAL USE PERMIT TO ADD OFF-SALE GENERAL ALCOHOL SALES, INCLUDING DISTILLED SPIRITS, TO AN EXISTING BEER AND WINE LICENSE FOR A LEGAL NONCONFORMING CONVENIENCE MARKET AND REVOCATION OF AN EXISTING CONDITIONAL USE PERMIT NO. 1212, LOCATED AT 14701 SAN PABLO AVENUE, APN: 413-310-017

CEQA: Categorically exempt under the California Environmental Quality Act, Section 15301, Existing Facilities, Class 1.

The public hearing opened at 7:23 p.m.

Public Comment was received by James McCarty and Mohammad Alammari.

The public hearing closed at 7:40 p.m.

A motion was made by Councilmember Ponce, seconded by Councilmember Xavier, that this RESOLUTION be Adopted.

The motion carried by the following vote:

Aye: 4 - Ponce, Pineda, Xavier, and Pabon-Alvarado

Absent: 1 - Cruz

Enactment No: RES 2025-017

27. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO PERTINING TO REQUEST FROM RICHMOND SANITARY SERVICES TO INCREASE THE MAXIMUM SOLID WASTE COLLECTION SERVICES RATES EFFECTIVE JULY 1, 2025

CEQA: Under the California Environmental Quality Act (CEQA), establishing maximum solid waste collection rate adjustments is statutorily exempt under Public Resources Code Section 21080(b)(8) and 14 Cal. Code of Regulations Section 15273 on the basis that the proposed changes to rates and charges are needed to meet operating expenses, and is also categorically exempt under Section 15061(b)(3) of the CEQA guidelines, on the basis that there is no significant environmental impact as a result of the rate changes. A Notice of Exemption will be filed with the County Clerk if the resolution is adopted.

The public hearing opened at 8:00 p.m.

Public Comment was received by Patricia Linert.

The public hearing closed at 8:05 p.m.

A motion was made by Councilmember Pineda, seconded by Councilmember Xavier, that this RESOLUTION be Adopted.

The motion carried by the following vote:

Aye: 3 - Ponce, Pineda, and Xavier

Noes: 1 - Pabon-Alvarado

Absent: 1 - Cruz

CITY COUNCIL DISCUSSION/CONSIDERATION

28. [25-042](#) CONSIDER RESOLUTION APPROVING THE CITY OF SAN PABLO SLOGAN "TEAMWORK SAN PABLO 2025 - THE YEAR OF EMPOWERMENT" FOR THE JANUARY TO DECEMBER 2025 PERIOD

CEQA: This proposed action is not a project as defined by CEQA.

No Public Comment was received.

A motion was made by Councilmember Ponce, seconded by Councilmember Xavier, that this RESOLUTION be Adopted.

The motion carried by the following vote:

Aye: 4 - Ponce, Pineda, Xavier, and Pabon-Alvarado

Absent: 1 - Cruz

Enactment No: RES 2025-019

29. [25-020](#) CONSIDER AUTHORIZATION ON CITY COUNCIL APPOINTIVE PROCESS TO FILL ONE (1) VACANCY ON THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS FOR A TWO-YEAR STAGGERED TERM FROM FEBRUARY 2025 - JANUARY 2027

CEQA: This proposed action is not a project as defined by CEQA.

No Public Comment was received.

A motion was made by Councilmember Pineda, seconded by Councilmember Xavier, to Approve Option 2.

Option No.2:

Proceed with selection of current incumbent (Mr. Saman Farid), make by motion and approve by majority vote via minute order, to serve a vacant 2-year staggered term from February 2025 - January 2027, and submit the City nominee to the SPEDC Board for approval.

The motion carried by the following vote:

Aye: 2 - Pineda, and Xavier

Noes: 1 - Pabon-Alvarado

Absent: 1 - Cruz

Recused: 1 - Ponce

SUPPLEMENTAL MATERIALS (IF ANY)

30. [25-050](#) 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.

MAYOR AND CITY COUNCIL ASSIGNMENTS REPORTS**ADJOURNMENT**

Adjourned at 8:41 p.m. to the regular meeting on Monday, February 3, 2025 at 6:00 p.m., in memory of Ms. Josefa Cruz, grandmother to Mayor Arturo Cruz.

Respectfully Submitted,

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Vice Mayor