



MEMORANDUM

CITY MANAGER'S OFFICE
1000 Gateway Avenue
San Pablo, CA 94510

TO: MAYOR AND CITY COUNCIL
FROM: MATT RODRIGUEZ, CITY MANAGER
DATE: MONDAY, APRIL 6, 2026
SUBJECT: AGENDA CORRESPONDENCE FOR REGULAR CITY COUNCIL MEETING
AGENDA FOR MONDAY, APRIL 6, 2026

PLEASE DO NOT SHARE THIS INFORMATION WITH ANY THIRD PARTIES

AGENDA ITEM #21 (#26-125) – PLANNING COMMISSION INTERVIEWS:

SAMPLE INTERVIEW QUESTIONS PROVIDED FOR CANDIDATES FOR PLANNING COMMISSIONER

The following is a list of recommended sample questions for Planning Commission interviews **re-scheduled for Monday, April 6, 2026**, as follows:

1. What professional experience and expertise will you contribute to the Planning Commission to support its work?"
2. How do you view your role as a Planning Commissioner in advancing new economic and housing investments identified in the adopted 2025–27 Council Priority Workplan?
3. Explain your full understanding of “Regional Housing Needs Allocation (or RHNA)” and the requirements mandated by the State law for local cities by year 2031.
4. How will you support the City Council’s goals by ensuring the Planning Commission applies adopted land-use policies, zoning regulations, and State housing requirements to guide responsible growth within the City’s geographic constraints while preserving its small-business character?

5. Do you agree that a Planning Commissioner’s primary responsibility is to uphold and implement the City’s adopted General Plan, specific plans, and legally established zoning requirements in accordance with State law; and, if so, will you commit to ensuring that all development proposals are thoroughly and properly reviewed for full compliance with these requirements, even when faced with public opposition, NIMBY pressures, or special-interest influence?

CITY COUNCIL PROCEDURE FOR CONDUCTING COMMISSIONER INTERVIEWS

The City Manager recommends the City Council proceed as follows:

- 1) BEFORE THE INTERVIEW PROCESS, THE MAYOR SHOULD ASK FOR ANY PUBLIC COMMENTS PRIOR TO COUNCIL INTERVIEWS TAKING PLACE.
- 2) ALL CANDIDATES SHOULD BE REMOVED FROM THE COUNCIL CHAMBERS DURING THE INTERVIEW PROCESS OF EACH CANDIDATE **TO MAINTAIN CONFIDENTIALITY, FAIRNESS AND INTEGRITY** OF THE INTERVIEW PROCESS.
- 3) CITY COUNCIL SHOULD DELIBERATE OVER WHICH QUESTIONS WILL BE ASKED OF EACH COUCLMEMBER IN ATTENDANCE PRIOR TO THE START OF THE OFFICIAL INTERVIEW PROCESS.
- 4) DUE TO TIME CONSTRAINTS, LIMIT QUESTIONS TO A **MAXIMUM OF FIVE (5) QUESTIONS FOR EACH CANDIDATE**. **ALL CANDIDATES SHOULD BE ASKED THE SAME FIVE (5) QUESTIONS TO ENSURE A FAIR AND EQUITABLE SELECTION PROCESS.**
- 5) PROCEED WITH EACH INTERVIEW INDIVIDUALLY WITH REMAINING CANDIDATES AWAITING THEIR INTERVIEW IN THE CITY HALL LOBBY UNTIL CALLED UPON BY THE MAYOR.
- 6) AFTER ALL INTERVIEWS ARE CONCLUDED, THE CITY COUNCIL WILL DELIBERATE, AND BY MOTION, SELECT WHICH CANDIDATES FOR OFFICAL RE-APPOINTMENT TO FILL UP TO THREE (3) PLANNING COMMISSIONER VACANCIES BY MAJORITY VOTE VIA RESOLUTION.

Respectfully submitted:



Matt Rodriguez, City Manager

Date: 04/062026



OATH OF OFFICE

STATE OF CALIFORNIA)
CITY OF SAN PABLO) SS
COUNTY OF CONTRA COSTA)

I, Dorothy Gantt, City Clerk for the City of San Pablo, State of California, do hereby certify that at a regular meeting of the City Council of the City of San Pablo, held on April 6, 2026 the appointment of Y'Anad Burrell as Planning Commissioner, was duly approved by the said Council as appears by the official records now on file in my office.
IN WITNESS WHEREOF, I have hereunto affixed my hand and the Corporate Seal of the City of San Pablo, California, this 6th day of April, 2026.

A handwritten signature in blue ink, appearing to be "D. Gantt", written over a horizontal line.

Dorothy Gantt, City Clerk
City of San Pablo

I, Y'Anad Burrell, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

A large, stylized handwritten signature in blue ink, written over a horizontal line.

Y'Anad Burrell

Subscribed and Sworn to before me, this
6th day of April, 2026

A handwritten signature in blue ink, appearing to be "D. Gantt", written over a horizontal line.

Dorothy Gantt, City Clerk



PHO Swearing In Planning Commissioner Burrell, Y'Anad 2026-04-06