



# City of San Pablo

## Meeting Minutes - Final

### City Council

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Monday, October 7, 2024

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>

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#### **CALL TO ORDER**

*The meeting was called to order at 6:00 p.m. in the Council Chambers.*

#### **PLEDGE OF ALLEGIANCE**

*Mayor Ponce led the Pledge of Allegiance to the Flag.*

#### **ROLL CALL**

**Present:** 3 - Councilmember Rita Xavier, Vice Mayor Arturo Cruz, and Mayor Patricia Ponce

**Absent:** 2 - Councilmember Abel Pineda, and Councilmember Elizabeth Pabon-Alvarado

#### Staff Present:

City Manager, Matt Rodriguez

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, Khalid Johnson, and Angel Gabriel Blanco.*

#### **CEREMONIAL MATTERS**

#### **PRESENTATIONS**

- 1. [24-346](#) PRESENTATION OF PROCLAMATION RECOGNIZING THE MONTH OF SEPTEMBER 2024 AS SUICIDE PREVENTION AWARENESS MONTH AND SEPTEMBER 8, 2024 AS 988 DAY

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

No Public Comment was received.

Presented.

- 2. [24-363](#) PRESENTATION OF MOCK MONUMENT SIGN FOR HAPPY FRIDAY PARK (IN HONOR OF JORGE RUEDA)

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

No Public Comment was received.

Presented.

**CITY MANAGER REMARKS**

City Manager Rodriguez made the following announcements:

- In observance of Indigenous Peoples Day/Columbus Day, Monday, October 14, 2024, all city Administration Offices and lobby will be closed and will resume regular hours on Tuesday, October 15, 2024.
- The upcoming service of Dumpster Day scheduled for Saturday, October 19, 2024.
- Community Services Department is actively planning San Pablo’s first Trunk or Treat Halloween event, scheduled for Thursday, October 24, 2024 from 4:00 – 6:00 pm, at San Pablo City Hall.
- In recognition of Veterans’ Holiday, Community Services Department is hosting the 2024 Veteran’s Day Celebration event, scheduled for Thursday, November 7, 2024 from 11:30 am – 12:30 pm, at San Pablo Senior Center.

**CONSENT CALENDAR**

No Public Comment was received.

**Approval of the Consent Agenda**

It was moved by Vice Mayor Cruz, seconded by Councilmember Xavier, and approved by vote of those present, to adopt all items in the Consent Calendar with the exception of Items 6, 8, and 11.

Items 6, 8 and 11 are continued to the City Council Meeting of Monday, October 21, 2024.

The motion passed as follows:

**Aye:** 3 - Xavier, Cruz, and Ponce

**Absent:** 2 - Pineda, and Pabon-Alvarado

**MINUTES**

- 3. [24-337](#) CONSIDER APPROVING MINUTES OF THE MEETING OF SEPTEMBER 16, 2024

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

Approved as Submitted on the Consent Calendar.

- 4. [24-325](#) CONSIDER APPROVING MINUTES OF THE MEETING OF SEPTEMBER 3, 2024

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

Approved as Submitted on the Consent Calendar.

**ORDINANCES**

- 5. [24-349](#) ADOPTION OF ORDINANCE NO. 2024-004 OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING SAN PABLO ZONING ORDINANCE CHAPTER 17.60, SPECIAL RESIDENTIAL USES, SECTION 17.60.070, ACCESSORY DWELLING UNITS, CONCERNING PROCEDURES AND DEVELOPMENT STANDARDS FOR ACCESSORY DWELLING UNITS (ADUS)

CEQA: This proposed action is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17, which exempts the adoption of local ordinances regulating accessory dwelling units or amendments thereto.

By adoption of the Consent Calendar the **ORDINANCE 2024-004** was **Waived Second Reading and Adopted.**

Enactment No: ORD 2024-004

- 6. [24-350](#) ADOPTION OF ORDINANCE NO. 2024-005 OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING CHAPTER 2.40 OF THE SAN PABLO MUNICIPAL CODE TO INCREASE THE SALARIES OF ELECTED OFFICIALS (Continued from 10/07/2024)

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

Item was continued to the City Council meeting of Monday, October 21, 2024.

**CITY COUNCIL AUTHORIZATION**

7. [24-313](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) AUTHORIZING THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT WITH THE CALIFORNIA OFFICE OF TRAFFIC SAFETY FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM, TO CONDUCT TRAFFIC SAFETY ENFORCEMENT OPERATIONS TO REDUCE THE NUMBER OF TRAFFIC COLLISIONS INVOLVING ALCOHOL OR OTHER PRIMARY COLLISION FACTORS, AND (2) ACCEPTING GRANT FUNDING REIMBURSEMENT IN AN AMOUNT NOT TO EXCEED \$60,000 OVER THE DURATION OF THE GRANT PERIOD, TO FUND GRANT-APPROVED TRAFFIC SAFETY ENFORCEMENT OPERATIONS, EQUIPMENT ACQUISITION, AND SPECIALIZED TRAINING FOR SAN PABLO POLICE PERSONNEL

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

**Adopted.**

Enactment No: RES 2024-124

8. [24-348](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING A TOTAL APPROPRIATION OF \$11,487 FROM FY 2024-25 CITY MANAGER OPERATING CONTNGENCY RESERVE (FUND 190) TO FUND INCREASE IN CITY COUNCIL ANNUAL SALARIES DURING FY 2024-25 (PERIOD ENDING JUNE 30, 2025) (Continued from 10/07/2024)

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

**Item was continued to the City Council meeting of Monday, October 21, 2024.**

9. [24-351](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO INCREASING THE TOTAL AUTHORIZATION FOR THE CONTRACT WITH MICHAEL PAUL COMPANY, INC FOR CONSTRUCTION OF THE BUSH AVENUE POCKET PARK (HAPPY FRIDAY PARK) PROJECT (0502) BY \$15,000, FOR A TOTAL AUTHORIZATION NOT TO EXCEED \$672,671

CEQA: The Bush Avenue Pocket Park (Happy Friday 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 2024-125

10. [24-326](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO OBLIGATING THE REMAINDER OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FROM THE COMMUNITY SERVICES DEPARTMENT, RECREATION, SENIORS, AND PARATRANSIT DIVISION IN AN AMOUNT UP TO \$34,000 VIA CONTRACT SERVICES BY DECEMBER 31, 2026 PER FEDERAL US TREASURY GUIDELINES

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

**Adopted.**

Enactment No: RES 2024-126

11. [24-327](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) OBLIGATING THE REMAINDER OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FROM THE COMMUNITY SERVICES DEPARTMENT, RECREATION, SENIORS, AND PARATRANSIT DIVISION IN AN AMOUNT UP TO \$412,000 VIA CONTRACT SERVICES BY DECEMBER 31, 2026 PER FEDERAL US TREASURY GUIDELINES; AND (2) AUTHORIZING THE CITY MANAGER TO EXECUTE A TWO-YEAR AGREEMENT WITH THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION TO SUPPORT AND SUSTAIN THE COLLEGE PREPARATION, WORKFORCE, DEVELOPMENT, AND SAN PABLO SCHOLARSHIP PILOT PROGRAM (Continued from 10/07/2024)

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

**Item was continued to the City Council meeting of Monday, October 21, 2024.**

**PUBLIC HEARINGS**

*No items scheduled.*

**CITY COUNCIL DISCUSSION/CONSIDERATION**

12. [24-344](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE FY 2023-25 COUNCIL PRIORITY WORKPLAN AS AMENDMENT NO. 9, UNDER MAJOR POLICY GOAL: EXPAND HOUSING OPTIONS, TO ADD POLICY NO. 301.4: EXPLORE THE FEASIBILITY TO: (1) EXPAND FINANCIAL ASSISTANCE PROGRAM(S) AVAILABLE TO QUALIFIED, LOCAL RESIDENTS (WITH APPROPRIATE FUNDING SOURCE IDENTIFIED) THAT POTENTIALLY INCREASES HOME OWNERSHIP OPPORTUNITIES FOR LEGALLY, PERMITTED ACCESSORY DWELLING UNITS (ADUS) WITHIN CITY LIMITS, AND (2) CONDUCT FURTHER LEGAL ANALYSIS AND OPERATIONAL STUDY ON SUBSTANTIAL COMPLIANCE WITH SB 9 REGULATORY REQUIREMENTS FOR APPLICABLE RESIDENTIAL ZONES WITHIN THE CITY

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

*No Public Comment was received.*

**A motion was made by Vice Mayor Cruz, seconded by Mayor Ponce, that this RESOLUTION be Adopted.  
The motion carried by the following vote:**

**Aye:** 3 - Xavier, Cruz, and Ponce

**Absent:** 2 - Pineda, and Pabon-Alvarado

Enactment No: RES 2024-127

13. [24-347](#) CONSIDER AUTHORIZATION TO DIRECT THE CITY MANAGER TO SCHEDULE A CITY COUNCIL STRATEGIC PLANNING & PRIORITY-SETTING WORKSHOP, AND AUTHORIZE A TOTAL EXPENSE OF \$12,000 FOR PROFESSIONAL FACILITATION SERVICES FOR THE PROPOSED FY 2024-26 CITY COUNCIL PRIORITY WORKPLAN UPDATE

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

*No Public Comment was received.*

A motion was made by Vice Mayor Cruz, seconded by Councilmember Xavier, to Approve recommendations and direct and authorize the City Manager to proceed with the following:

- 1). Scheduling a City Council Strategic Planning and Priority-Setting Workshop (under a Special City Council Meeting format) on Wednesday, February 5th or February 12th, 2025 from 5:00p.m. - 7:30p.m. in Council Chambers.
- 2). Securing professional facilitation services for conducting a City Council Strategic Planning and Priority-Setting Workshop with Mr. Patrick Ibarra, The Mejorando Group to facilitate an update to the proposed Council Priority Workplan for the upcoming FY 2024-26 period; and
- 3). Expending up to a maximum total of \$12,000 in professional facilitation services with funds available under the FY 2024-25 City Manager Contingency Operating Reserve (Fund 190).

The motion carried by the following vote:

**Aye:** 3 - Xavier, Cruz, and Ponce

**Absent:** 2 - Pineda, and Pabon-Alvarado

### **SUPPLEMENTAL MATERIALS (IF ANY)**

14. [24-033](#) 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**

*City Councilmembers reported on attendance at intergovernmental agency meetings, conferences, and seminars since the last meeting.*

*City Councilmembers announced calendar of upcoming events and coordinated attendance; reported on local events attended since the last meeting.*

### **ADJOURNMENT**

*Adjourned at 6:38 p.m. to the regular meeting on Monday, October 21, 2024 at 6:00 p.m..*

Respectfully Submitted,

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Dorothy Gantt, City Clerk

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Patricia Ponce, Mayor