



# City of San Pablo

## Meeting Minutes - Final

### City Council

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Monday, March 3, 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/89046076519>

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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 Cruz led the Pledge of Allegiance to the Flag.*

#### ROLL CALL

**Present:** 4 - Councilmember Patricia Ponce, Councilmember Rita Xavier, Vice Mayor Elizabeth Pabon-Alvarado, and Mayor Arturo Cruz

**Absent:** 1 - Councilmember Abel Pineda

Councilmember Patricia Ponce arrived at 6:03 PM.

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, Aurora Betancourt, Sepideh Karimiziarani, and Jasmine Gonzalez.*

#### CEREMONIAL MATTERS

#### PRESENTATIONS

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1. 25-098 RECEIVE PRESENTATION OF 2024 YEAR-END ANNUAL SURVEY RESULTS FROM STRATEGY RESEARCH INSTITUTE, INC.

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 announcement for our Annual Community Foundation Grant Program for the 2025-2026 program year will take place this Wednesday, March 5, 2025, at 9:00 AM.*
- *The upcoming service of Dumpster Day is scheduled for Saturday, March 29, 2025.*
- *In addition to our Federal Immigration Enforcement Policy, the San Pablo Police Department will be hosting a community workshop on Thursday, March 13, 2025, from 5:00 PM – 8:00 PM at the San Pablo Community Center.*
- *Highlighted the upcoming plans for the City of San Pablo's free Spring Eggstravaganza, taking place on Saturday, April 12, 2024, at the San Pablo Community Center.*

### **CONSENT CALENDAR**

*No Public Comment was received.*

#### **Approval of the Consent Agenda**

It was moved by Councilmember Xavier, seconded by Councilmember Ponce, and approved by vote of those present, to adopt all items in the Consent Calendar.

The motion passed as follows:

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

Absent: 1 - Pineda

### **MINUTES**

2. 25-100 CONSIDER APPROVING MINUTES OF THE CITY COUNCIL MEETING OF FEBRUARY 18, 2025

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

Approved as Submitted on the Consent Calendar.

### **LIABILITY CLAIMS**

3. [25-097](#) CONSIDER DENYING LIABILITY CLAIM OF KATHLEEN POPIO (DOL 10/03/24)

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

**Denied Claim as submitted on the Consent Calendar.**

## PROCLAMATIONS

4. [25-105](#) CONSIDER APPROVING REQUEST FOR ISSUANCE OF PROCLAMATION RECOGNIZING MARCH 2025 AS AMERICAN RED CROSS MONTH.

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

**Approve by Minute Order.**

## CITY COUNCIL AUTHORIZATION

5. [25-118](#) CONSIDER CITY COUNCIL AUTHORIZATION TO RATIFY A 2025-26 LETTER OF TRANSMITTAL PROTECTING STATE OF CALIFORNIA FUNDING APPROPRIATIONS FOR THE CITY OF SAN PABLO TRANSMITTED ON FEBRUARY 20, 2025 FROM SAN PABLO MAYOR CRUZ TO THE CITY'S STATE LEGISLATIVE REPRESENTATIVES, STATE SENATOR JESSE ARREQUIN (D-7TH) AND STATE ASSEMBLYMEMBER BUFFY WICKS (D-14TH)

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

**Approve by Minute Order.**

6. [25-074](#) CONSIDER ADOPTING RESOLUTION AUTHORIZING THE CITY MANAGER TO SELL POLICE DEPARTMENT VEHICLES AS SURPLUS PROPERTY AT PUBLIC AUCTION PURSUANT TO SAN PABLO MUNICIPAL CODE SECTION 3.16.120, WITH REVENUE FUNDS RECEIVED TO BE CREDITED TO THE FISCAL YEAR 2024-2025 VEHICLE REPLACEMENT FUND ACCOUNT (102-2110-46300)

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

**Adopted.**

Enactment No: RES 2025-027

7. [25-095](#) CONSIDER ADOPTING RESOLUTION AUTHORIZING APPROPRIATION OF \$20,000 FROM THE SUPPLEMENTAL LAW ENFORCEMENT SERVICES GRANT REVENUES (SLESF) FUND 210 FOR CONSULTING SERVICES FROM BARRICADE AI, INC.

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

**Adopted.**

Enactment No: RES 2025-028

8. [25-036](#) CONSIDER ADOPTING RESOLUTION (1) ACCEPTING THE 2024 ANNUAL MILITARY EQUIPMENT REPORT; (2) DETERMINING THAT THE POLICE DEPARTMENT'S USE OF MILITARY EQUIPMENT IN 2024 COMPLIED WITH THE DEPARTMENT'S MILITARY EQUIPMENT FUNDING, ACQUISITION, AND USE POLICY 709 AND APPLICABLE STATE LAW; AND (3) DETERMINING POLICY 709 WILL BE CONTINUED WITHOUT CHANGE

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

**Adopted.**

Enactment No: RES 2025-029

9. [25-108](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) AUTHORIZING PUBLIC WORKS TO (1) APPLY FOR SUBMISSION OF THE CITY OF SAN PABLO'S GRANT APPLICATION TO THE NATIONAL PARK SERVICES' (NPS) OUTDOOR RECREATION LEGACY PARTNERSHIP (ORLP) GRANT PROGRAM FOR THE MCNEIL PARK PROJECT (0501), AND (2) AUTHORIZE AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT APPLICATION AND TO TAKE OTHER ANY NECESSARY ACTIONS TO RECEIVE SUCH AGREEMENTS RELATED TO THIS GRANT FUNDING

CEQA: The McNeil park project (previously called the SPARC project) has been determined to be categorically exempt pursuant to Section 15304 of the State CEQA Guidelines. Section 15304 exempts from environmental review "minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes." The Project would involve alteration of the site from an empty lot with demolition debris to a park, including grading, new landscaping, and minor trenching and backfilling where the surface is restored. The Project would not remove any mature trees; the trees within and adjacent to the Project site would be preserved in place.

**Adopted.**

Enactment No: RES 2025-030

10. [25-116](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) APPROPRIATING \$100,000 FROM ROAD MAINTENANCE AND REHABILITATION ACCOUNT (RMRA) FUNDS TO THE SUTTER AVENUE URBAN GREENING PROJECT ("PROJECT", CIP 0300); (2) INCREASING THE CONTRACT AMOUNT WITH KEREX ENGINEERING INC. BY \$100,000 FOR A TOTAL AUTHORIZATION OF \$4,534,652 INCLUDING CONTINGENCY AND (3) AUTHORIZING THE CITY MANAGER TO EXECUTE A CHANGE ORDER WITH KEREX ENGINEERING INC. TO PERFORM ADDITIONAL GRINDING AND REPAVING PAVEMENT RESTORATION WORK

CEQA: The Sutter Green Project was assessed and determined to be Categorically Exempt from environmental review under Section 15304(b)&(f), 15301(b)&(c), and 15302(c) of the CEQA Regulations. The CEQA Notice of Exemption (NOE) was originally filed at the Contra Costa County Clerk's Office on January 31, 2022, and a revised NOE was filed on March 13, 2024.

Adopted.

Enactment No: RES 2025-031

11. [25-004](#) RE-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.

Adopted.

Enactment No: RES 2025-032

12. [25-070](#) CONSIDER ADOPTING RESOLUTION APPROVING AMENDMENT NO. 3 TO THE GENERAL FUND DESIGNATED RESERVES (GFDR) FUND BALANCE FOR A TOTAL FUND BALANCE OF \$8,698,050 THROUGH FISCAL YEAR 2024-25 TO ALLOCATE FOR ALL FUTURE CITY COUNCIL APPROVED APPROPRIATIONS THROUGH JUNE 30, 2025, EFFECTIVE MARCH 3, 2025

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

Adopted.

Enactment No: RES 2025-033

13. [25-045](#) CONSIDER ADOPTING RESOLUTION (1) AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSULTING SERVICES AGREEMENT WITH TRIPEPI SMITH & ASSOCIATES FOR MARKETING AND BRANDING CONSULTING FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$150,000 OVER AN APPROXIMATELY TWO (2) YEAR PERIOD; AND (2) APPROPRIATING \$50,000 FROM FY 2024-25 CITY MANAGER CONTINGENCY RESERVE AND \$100,000 FROM FY 2024-25 GENERAL FUND DESIGNATED RESERVES INCREASING THE ECONOMIC DEVELOPMENT PROFESSIONAL SERVICES BUDGET LINE ITEM BY \$150,000 (100-1320-43600) TO FUND THE AGREEMENT

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

**Adopted.**

Enactment No: RES 2025-034

## **ORDINANCE**

14. [25-107](#) ADOPTION OF ORDINANCE 2025-001 OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE SAN PABLO MUNICIPAL CODE (TITLE 17 - ZONING ORDINANCE) TO REVISE EXISTING REGULATIONS PERTAINING TO THE PERSONAL CULTIVATION OF CANNABIS AND TO ESTABLISH LAND USE STANDARDS APPLICABLE TO CERTAIN PERMITTED COMMERCIAL CANNABIS BUSINESSES IN THE CITY OF SAN PABLO.

CEQA: The proposed amendment is exempt from the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no potential for causing a significant effect on the environment.

**Waive second reading; Adopted Ordinance 2025-001.**

Enactment No: ORD 2025-001

## **PUBLIC HEARINGS**

*No items scheduled.*

## **CITY COUNCIL DISCUSSION/CONSIDERATION**

15. [25-119](#) CONSIDER RESOLUTION AUTHORIZING THE CITY MANAGER TO DETERMINE AND EXPLORE FURTHER POLICY FEASIBILITY OF NEW GENERAL FUND REVENUE MECHANISMS (IN SEQUENTIAL RANK-ORDER) WITH NECESSARY COMMUNITY EDUCATION AND OUTREACH EFFORTS, AND INCLUDING POTENTIAL ELECTORATE AND PROPERTY OWNER POLLING UNDER THE CITY MANAGER'S BUDGET AUTHORITY FOR FISCAL YEAR 2024 - 2027 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 Approved.

The motion carried by the following vote:

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

Absent: 1 - Pineda

Enactment No: RES 2025-035

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

16. [25-101](#) 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 7:54 p.m. to the Special Closed Session meeting on Monday, March 10, 2025 at 5:00 p.m., in memory of Ricardo Ponce, uncle to Councilmember Patricia Ponce.*

**Respectfully Submitted,**

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**Dorothy Gantt, City Clerk**

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**Arturo Cruz, Mayor**