

RESOLUTION 2025-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO RESCINDING RESOLUTION 2025-080 AND (1) REAUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED SUB-LEASE SUPPLEMENT NO. 8 BY AND BETWEEN THE CITY OF SAN PABLO AND CONTRA COSTA COUNTY FOR A TOTAL OF 52 HOURS PER WEEK OF LIBRARY SERVICES RENDERED AT THE SAN PABLO LIBRARY FOR FISCAL YEAR 2025-26 AT \$134,544, INCLUDING A REVISED 5-YEAR LEASED SPECIALIZED EQUIPMENT COST ALLOCATION OF \$18,207.73, AND SECURITY SERVICES COST ALLOCATION OF \$18,000 FOR A COMBINED TOTAL COST NOT TO EXCEED \$170,751.85 RATIFIED EFFECTIVE JULY 1, 2025; AND (2) AUTHORIZING THE CITY MANAGER TO FUND A REVISED TOTAL EXPENSE OF AN ADDITIONAL \$3,957 TO COVER THE REVISED 5-YEAR LEASED SPECIALIZED EQUIPMENT COST ALLOCATION FROM FY 2025-26 CITY MANAGER CONTINGENCY FUND 190 OPERATING RESERVE THROUGH JUNE 30, 2026

WHEREAS, the City of San Pablo ("City") has long partnered with County of Contra Costa ("County") to provide its citizens with a local branch of the County library system;

WHEREAS, execution of the Sublease Supplement No. 8 is not subject to environmental review under the California Environmental Quality Act because it would not result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and therefore is not considered a "project" subject to CEQA review. (Pub. Resources Code, § 21065; 14 Cal. Code Regs. § 15378.);

WHEREAS, the City has been responsible for securing space for a local library branch and paying rent, maintenance and operational costs related to the space, while the County provides all library services at that location at 13751 San Pablo Avenue in San Pablo;

WHEREAS, operation of the San Pablo Library ("Library") is governed under a Library Sublease and Service Agreement ("Sublease") with the County, and under the Sublease, the County Librarian provides a Sublease Supplement ("Supplement") to the City by March 31 of each year which sets forth (i) the number of weekly baseline hours of library service the County will provide in the upcoming Fiscal Year (FY) 2025-26 (40 hours); (ii) the number of "extra or supplemental hours" of library service the City has requested the County to provide for the upcoming fiscal year; (iii) the resulting number of actual hours during which library services will be conducted at the Library for the upcoming fiscal year; and (iv) the cost of the extra hours to the City;

WHEREAS, the proposed Sublease Supplement No. 8 dated March 26, 2025 outlined that the County would provide 40 base hours per week for FY 2025-26 plus 12 extra hours per week at the City's expense under OPTION B service level, bringing the actual total hours to 52 per week, which amount has proven sufficient and is proposed for FY 2025-26, at a total cost of \$134,544 which will be invoiced quarterly to the City;

WHEREAS, as a result, the City Manager requests the City Council affirm by said Resolution a request for contract service level modification to the County's proposed Sublease Supplement No. 8 for FY 2025-26, and authorize a 40 Base Hours per week plus OPTION B service level to include +12 extra supplement hours per week at City's expense for County Library Services provided at the San Pablo Library, effective July 1, 2025;

WHEREAS, the City Manager is hereby authorized to execute the ongoing New 5-year Specialized Leased Equipment Cost Allocation for FY 2025-26 period for the San Pablo Library agreement with the County who have agreed through previous Contra Costa Public Manager's Association deliberations during Spring 2024 to integrate new, leased self-check equipment machines to be acquired for operational use at certain Contra Costa Libraries for the next 5-year period from FY 2024-25 through FY 2028-29;

WHEREAS, the San Pablo Library costs associated with 5-year leased four (4) leased self-check equipment and one-time pedestal costs are proposed at \$14,250.88 listed under Attachment B to integrate this ongoing new, specialized equipment during FY 2025-26 period;

WHEREAS, the City Council also agreed to fund a new Security Services Cost Allocation for FY 2025-26 period which totals \$18,000;

WHEREAS, all proposed annual operational expenses associated with FY 2025-26 County Library Services Sublease Supplemental No. 8, and including the New Leased Specialized Equipment Cost Allocation (Attachment B) for a combined total of \$166,795 were approved and budgeted under the Adopted Two-Year Biennial GF Operating Budget under the City Council Departmental Budget for FY 2024-25 and FY 2025-26 periods as previously approved on May 20, 2024 via Resolution 2024-064; and subsequently adjusted and approved on June 16, 2025 via Resolution 2025-080, effective July 1, 2025;

WHEREAS, on August 4, 2025, via adopted Resolution 2025-104, the City Council approved the FY 2025-26 Mid-Year Budget Adjustments which enabled General Fund expense authorization to cover all service contract costs of \$166,794.88 for all cost expenses related to the San Pablo Library provided by County Library Services to be incurred through June 30, 2026;

WHEREAS, on August 7, 2025, a REVISED FY 2025-26 Specialized Leased Equipment Cost of +\$3,957 for a revised total of \$18,207.73 was presented to the City Manager by County Library Services officials due to a sales tax calculation adjustment error. A variance of +\$3,957 will be funded by one-time funds appropriated from the FY 2025-26 City Manager Contingency Operating Reserve (Fund 190) through June 30, 2026.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN PABLO DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated herein.

Section 2. Execution of Amended Sublease Supplement No. 8. The City Manager is hereby authorized to execute Amended Sublease Supplement No. 8 and Attachment B to include: Contra Costa Library Services at the San Pablo Library for FY 2025-26 at a total cost of \$134,544 for 52 total weekly service hours; to include FY 2025-26 ongoing 5-year Specialized Lease Equipment Cost Allocation of \$18,207.73; and to include new Security Services Cost Allocation of \$18,000, for a combined total cost allocation of \$170,751.73 for FY 2025-26 period, to be ratified effective July 1, 2025, and to make all necessary changes or additions thereto with the concurrence of the City Attorney as are necessary or appropriate and which do not substantially alter the rights and obligations of the City thereunder.

Section 3. Funding. The City Manager is hereby authorized to fund a revised total expense of an additional \$3,957 to cover the revised 5-year leased Specialized Equipment Cost Allocation from FY 2025-26 City Manager Contingency Fund 190 Operating Reserve through June 30, 2026.

* * * * *

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are included herein by reference as findings.

ADOPTED this 2nd of September 2025, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, City Clerk

Arturo Cruz, Mayor