



City of San Pablo

Meeting Minutes - Final

City Council

Monday, October 21, 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>

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

Absent: 1 - Vice Mayor Arturo Cruz

Councilmember Pineda arrived at 6:04 p.m.

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, Elita, Joey, and Oscar Romero.

CEREMONIAL MATTERS

PRESENTATIONS

1. [24-367](#) PRESENTATION BY WEST COUNTY WASTEWATER DISTRICT

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

No Public Comment was received.

Receive and File; Information Only

CITY MANAGER REMARKS

City Manager Rodriguez made the following announcements:

- *For the November 5, 2024 General Election the City of San Pablo is hosting two 24-hour Dropboxes locations. One at the San Pablo City Hall and two, and also at the Contra Costa College Campus. The Dropboxes will accept completed ballots 24 hours a day beginning October 7, 2024, and then until 8:00 PM on Election Day, November 5. The City of San Pablo will be hosting six live polling sites for the Tuesday, November 5, 2024, Presidential General Election from 7:00 a.m. – 8:00 p.m.*
- *Community Services Department is actively planning San Pablo’s Trunk or Treat Halloween event, scheduled for Thursday, October 24, 2024 from 4:00 – 6:00 pm, at San Pablo City Hall.*
- *Dumpster Day passed on Saturday, October 19, 2024. The next service of Dumpster Day will be announced in the days to follow.*
- *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.

AMENDMENT OF CONSENT CALENDAR

Items 5. and 8. were removed from the Consent Calendar to Items Removed From Consent Calendar

Approval of the Consent Agenda

It was moved by Councilmember Pineda, seconded by Councilmember Pabon-Alvarado, and approved by vote of those present, to adopt all items in the Consent Calendar. The motion passed as follows:

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

Absent: 1 - Cruz

MINUTES

2. [24-364](#) CONSIDER APPROVING MINUTES OF THE MEETING OF OCTOBER 7, 2024

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

Approved as Submitted on the Consent Calendar.

LIABILITY CLAIMS

- 3. [24-362](#) CONSIDER DENYING LIABILITY CLAIM OF LUIS J. ALVAREZ (DOL 9/17/24)

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

Denied Claim as submitted on the Consent Calendar.

PERIODIC REPORTS

- 4. [24-079](#) CONSIDER APPROVING VENDOR CHECK REGISTER REPORT FOR THE MONTH OF SEPTEMBER 2024

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

Approve by Minute Order.

ORDINANCES

Item 5. was removed from the Consent Calendar to Items Removed from the Consent Calendar

CITY COUNCIL AUTHORIZATION

- 6. [24-345](#) CONSIDER EXTENDING THE TEMPORARY SUSPENSION OF REMOTE PUBLIC COMMENT BY ZOOM AND TELEPHONE FOR CITY COUNCIL AND PLANNING COMMISSION MEETINGS THROUGH APRIL 30, 2025

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

Authorize by Minute Order.

- 7. [24-353](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO DIRECTING THE CITY MANAGER TO EXPLORE THE FEASIBILITY AND TO PREPARE THE CITY-OWNED PROPERTIES LOCATED AT 1411 RUMRILL BOULEVARD WITH APNS 410-021-021, 410-021-026, 410-021-028, SAN PABLO DAM ROAD WITH APN 420-040-009, AND 13880 SAN PABLO AVENUE WITH APN 411-340-033-09 FOR POTENTIAL DISPOSITION AND DEVELOPMENT.

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

Adopted.

Enactment No: RES 2024-128

9. [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.

It was moved by Councilmember Pineda, seconded by Councilmember Pabon-Alvarado, and approved by vote of those present, to adopt all items in the Consent Calendar. The motion passed as follows:

Aye: 3 - Pineda, Xavier, and Pabon-Alvarado

Absent: 1 - Cruz

Recused: 1 - Ponce

Enactment No: RES 2024-129

10. [24-365](#) CONSIDER ADOPTING RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING AN EVENT SPONSORSHIP IN THE AMOUNT OF \$2,500 FOR WEIGH OF LIFE'S ANNUAL SPOOKY FUNDRAISER EVENT HELD AT THE VETERAN'S MEMORIAL HALL ON THURSDAY, OCTOBER 31, 2024

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

It was moved by Councilmember Pineda, seconded by Councilmember Pabon-Alvarado, that this RESOLUTION be Adopted.

The motion carried by the following vote:

Aye: 3 - Pineda, Xavier, and Ponce

Absent: 1 - Cruz

Recused: 1 - Pabon-Alvarado

Enactment No: RES 2024-130

11. [24-371](#) CONSIDER ADOPTING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO TO (1) AMEND THE CITY'S CLASSIFICATION AND COMPENSATION PLAN FOR FY 2024-25 to (1) REVISE THE FULL-TIME HUMAN RESOURCES/RISK MANAGER JOB SPECIFICATION AND ADJUST THE DIVISION MANAGERS' SALARY SCHEDULE TO REFLECT INCREASED DUTIES AND RESPONSIBILITIES OF THE HUMAN RESOURCES/RISK MANAGER, AND (2) REVISE THE FULL-TIME CHIEF BUILDING OFFICIAL/PLAN CHECKER JOB SPECIFICATION TO REFLECT CURRENT ESSENTIAL OPERATIONAL FUNCTIONS AND QUALIFICATIONS, EFFECTIVE OCTOBER 21, 2024

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

Adopted.

Enactment No: RES 2024-131

ITEMS REMOVED FROM CONSENT CALENDAR

5. [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.

No Public Comment was received.

A motion was made by Councilmember Pineda, seconded by Councilmember Pabon-Alvarado, that this ORDINANCE be Adopted. The motion carried by the following vote:

Aye: 3 - Pineda, Xavier, and Pabon-Alvarado

Noes: 1 - Ponce

Absent: 1 - Cruz

Enactment No: ORD 2024-005

- 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.

No Public Comment was received.

A motion was made by Councilmember Pineda, seconded by Councilmember Pabon-Alvarado, that this RESOLUTION be Adopted.

The motion failed by the following vote:

Aye: 3 - Pineda, Xavier, and Pabon-Alvarado

Noes: 1 - Ponce

Absent: 1 - Cruz

Enactment No: RES 2024-132

PUBLIC HEARINGS

No items scheduled.

CITY COUNCIL DISCUSSION/CONSIDERATION

No items scheduled.

SUPPLEMENTAL MATERIALS (IF ANY)

- 12. [24-034](#) 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 6:47 p.m. to the regular meeting on Monday, November 4, 2024 at 6:00 p.m..

Respectfully Submitted,

Dorothy Gantt, City Clerk

Patricia Ponce, Mayor