



City of San Pablo

Council Chambers
1000 Gateway Avenue
San Pablo, CA 94806
(510) 215-3000
www.SanPabloCA.gov

Meeting Agenda

City Council

Mayor Arturo Cruz
Vice Mayor Elizabeth Pabon-Alvarado
Councilmember Rita Xavier
Councilmember Abel Pineda
Councilmember Patricia Ponce

Monday, November 17, 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>

IMPORTANT NOTICE ABOUT PUBLIC COMMENTS AND MEETING PARTICIPATION

NOTICE:

Members of the public are invited to attend the meeting in-person at Council Chambers.

Members of the public may also view the meeting on online at <https://us02web.zoom.us/j/89046076519> or during livestream online at <https://sanpablo.legistar.com/Calendar.aspx>.

Please note the following temporary change to the City's public comment procedures: Public comment by zoom or telephone will not be accepted. Public comment may be provided only in-person in Council Chambers or via email as set forth below.

PUBLIC COMMENT

At each meeting, the public has the opportunity to address the City Council on items appearing on the agenda and, for items not appearing on the agenda but within the purview of the City Council, during ORAL COMMUNICATIONS. Persons addressing the Council must limit their remarks to three (3) minutes unless an extension or decrease of time is set. As allowed by the Brown Act, the Mayor may limit the total time for public comments to facilitate the completion of business on the agenda.

• IN-PERSON PUBLIC COMMENT:

Any person wishing to make such address Council should first complete and deliver a "Speaker Form" available at the speaker's podium and submit it to the City Clerk identifying the agenda item. The Mayor will invite you to speak at the appropriate time when the matter is being considered.

• WRITTEN PUBLIC COMMENT:

Public comments may also be submitted via email to CityClerk@SanPabloCA.gov. Each email must contain in the subject line "PUBLIC COMMENTS NOT ON THE AGENDA" [or] "PUBLIC COMMENTS AGENDA ITEM No. ___". Written comments received by 12:00 noon on the day of the meeting will be provided in advance to the City Council and posted online with the agenda materials. During the meeting, the public may provide written public comments via email to CityClerk@SanPabloCA.gov. All written comments received after noon the day of the meeting will not be read out loud and will be provided directly to the members upon receipt and distributed with supplemental materials following the meeting. Please note that all information provided in public comments, including email addresses and any other personal information written or stated, is subject to disclosure on the broadcast of the video- or tele-conferenced meeting.

AGENDA MATERIALS

Copies of this Agenda and non-exempt public records relating to an open session item on this Agenda will be available for public view at the City Clerk's Office, 1000 Gateway Avenue, San Pablo. The full agenda packet may also be viewed on the City website at:

<https://www.sanpabloca.gov/1400/City-CouncilLSA-Planning-Comm-AgendasMin>

AMERICANS WITH DISABILITIES ACT:

In accordance with the Americans with Disabilities Act and Brown Act, individuals requesting disability-related accommodations should send a written request to the City Clerk by email, preferably the day prior to the meeting. The e-mail subject line should read "ADA Accommodation Request" and include your name, address, telephone number, and a description of the request. Notification as early as possible in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Requests may also be made by calling the City Clerk's Office at (510) 215-3000.

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****ORAL COMMUNICATIONS**

This is the time for comments on any item within the Council's subject matter jurisdiction, if such item is NOT listed on tonight's agenda. The Council may not engage in discussion or take action on any item that is not specifically listed on the agenda. Your item may be referred to city staff for investigation, report or placement on a future agenda. Persons addressing the Council are required to limit their remarks to three (3) minutes unless an extension or decrease of time is ordered. Please file your name and address with the City Clerk on forms available at the speaker's podium.

CITY MANAGER REMARKS**CONSENT CALENDAR**

The Consent Calendar includes routine items that are to be enacted by one motion. There will be no separate discussion of these items. If discussion is requested, the item will be removed from the Consent Calendar and considered separately.

MINUTES

1. [25-478](#) CONSIDER APPROVING MINUTES OF THE CITY COUNCIL MEETING OF NOVEMBER 3, 2025

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

Recommendation: Approve by Minute Order

Attachments: [Att A - MIN 2025-11-03 CC DRAFT.pdf](#)

PERIODIC REPORTS

2. [25-466](#) TREASURER'S REPORT FOR THE QUARTER ENDED SEPTEMBER 30, 2025

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

Recommendation: Receive and file the Treasurer's Report for the quarter ended September 30, 2025.

Attachments: [Att A - Shuster Advisory Group Statement](#)
[Att B - Local Agency Investment Fund Statement](#)
[Att C - Local Agency Investment Fund Performance Report](#)

3. [25-032](#) CONSIDER APPROVING VENDOR CHECK REGISTER REPORT FOR THE MONTH OF OCTOBER 2025

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

Recommendation: Approve by Minute Order

Attachments: [Att A - October 2025 Check Register](#)

CITY COUNCIL AUTHORIZATION

4. [25-477](#) 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 DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL TO REDUCE YOUTH ACCESS TO ALCOHOL AND INCREASE SAFETY IN THE COMMUNITY, AND (2) ACCEPTING GRANT FUNDING REIMBURSEMENT IN AN AMOUNT NOT TO EXCEED \$30,000 OVER THE DURATION OF THE GRANT PERIOD FROM OCTOBER 1, 2025 THROUGH AUGUST 31, 2026, TO FUND GRANT-APPROVED ALCOHOL SAFETY ENFORCEMENT OPERATIONS BY SAN PABLO POLICE PERSONNEL

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

Recommendation: Adopt Resolution

Attachments: [Att A - RES 2025-### Police ABC-OTS Grant 26-OTS122](#)
[Att B - Grant Agreement 26-OTS122](#)
[Att C - Grant Exhibits 26-OTS122](#)

5. [25-479](#) CONSIDER ADOPTING RESOLUTION (1) ALLOCATING SUPPLEMENTAL FUNDING FOR FY 2025-26 ONE-TIME DISCRETIONARY SPECIAL EVENT SPONSORSHIPS IN THE AMOUNT OF \$10,000 UNDER THE CITY COUNCIL DEPARTMENTAL BUDGET (FUND: #100-1110-44050); AND (2) FURTHER AUTHORIZING THE CITY MANAGER TO DEVELOP A NEW POLICY ON CITY COUNCIL SPECIAL EVENT SPONSORSHIP FUNDING BEFORE JUNE 30, 2026

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

Recommendation: Adopt Resolution

Attachments: [Att A - RES 2025-### FY 2025-26 Supplemental City Council Dept Special Eve](#)
[Exh A - EXHIBIT A - FY 2025-26 SPECIAL EVENT SPONSORSHIPS AWARDE](#)

* * * * **END OF CONSENT CALENDAR** * * * *

PUBLIC HEARINGS

6. [25-476](#) CONDUCT A PUBLIC HEARING AND ADOPT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ADOPTING AN UPDATED CITY OF SAN PABLO MASTER FEE SCHEDULE FOR PLANNING, BUILDING, PUBLIC WORKS, COMMUNITY SERVICES, POLICE, AND OTHER CITY-WIDE MUNICIPAL SERVICES; AND (2) ADOPTING AN ANNUAL BUREAU OF LABOR STATISTICS EMPLOYMENT COST INDEX ADJUSTMENT TO MAINTAIN FEES RELATIVE TO INFLATION AS RECOMMENDED IN THE WILLDAN FINANCIAL CONSULTING GROUP FEE STUDY TO BE APPLIED EFFECTIVE JULY 1ST OF EACH FISCAL YEAR BEGINNING JULY 1, 2026

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

Recommendation: Conduct public hearing; adopt Resolution

Attachments: [Att A - RES 2025-### Master Fee Schedule Resolution](#)
[Exh A - Recommended Cit-wide User Fees](#)
[Att B - City-wide Comprehensive User Fee Study Report](#)
[Att C - 2025 Master Fee Schedule Public Notice](#)
[Att D - Proof of Public Notice](#)
[Att E - San Pablo UFS Presentation](#)

7. [25-467](#)

CONSIDER AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE SAN PABLO MUNICIPAL CODE (TITLE 17 - ZONING ORDINANCE) CHAPTER 17.26, ESTABLISHMENT OF ZONING DISTRICTS; CHAPTER 17.32, RESIDENTIAL DISTRICTS, ALLOWED USES, AND DEVELOPMENT STANDARDS; CHAPTER 17.34, COMMERCIAL AND INDUSTRIAL DISTRICTS, ALLOWED USES, AND DEVELOPMENT STANDARDS; CHAPTER 17.38, OVERLAY AND SPECIAL DISTRICTS; CHAPTER 17.54, PARKING AND LOADING; CHAPTER 17.60, SPECIAL RESIDENTIAL USES; CHAPTER 17.62, SPECIAL NONRESIDENTIAL USES; CHAPTER 17.68, UNIVERSAL TERMS; AND CHAPTER 17.70, USE CLASSIFICATION DESCRIPTIONS, TO IMPLEMENT THIRTEEN PROGRAMS OF THE HOUSING ACTION PLAN OF THE SAN PABLO 2023-31 HOUSING ELEMENT; IMPLEMENT THE LAND USE DESIGNATIONS OF THE GENERAL PLAN UPDATE 2035; AND UPDATE THE ACCESSORY DWELLING UNIT DEED RESTRICTION PROVISIONS

CEQA: These amendments to the San Pablo Zoning Code implement the adopted Housing Element and were previously evaluated in the Addenda to the 2030 General Plan EIR (certified on April 18, 2011) prepared for the Housing Element, Environmental Justice Element and Amendments to the Health and Safety & Noise Elements (adopted on March 18, 2024) and on the General Plan Update 2035 (adopted on July 7, 2025), which found that there would not be any new or additional significant environmental impacts due to adoption of the Housing Element. Further, the amendments would implement programs from the 2023-31 Housing Element and would implement the land use designations identified in the General Plan Update 2035, so they are exempt from CEQA pursuant to Public Resources Code Section 21080.085 which states that CEQA does not apply to rezonings that implement the schedule of actions contained in an approved housing element. Finally, modifications to the accessory dwelling unit portion of the Zoning Code are statutorily exempt from CEQA, pursuant to Public Resources Code Section 21080.17, which exempts the adoption of ADU ordinances.

Recommendation: Conduct public hearing; waive first reading; introduce Ordinance

Attachments: [Att A - ORD 2025-### Proposed Ordinance Combined HE Text Amendment](#)
[Att B - Signed Resolution PC25-15 .pdf](#)
[Att C - San Pablo 2023-31 Housing Element, Vol 1.pdf](#)
[Att D - Proof of Publication.pdf](#)

8. [25-468](#)

CONSIDER AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE SAN PABLO MUNICIPAL CODE (TITLE 17 - ZONING ORDINANCE), CHAPTER 17.60, SPECIAL RESIDENTIAL USES, SECTION 17.60.070, ACCESSORY DWELLING UNITS, TO ALLOW THE SALE OF ACCESSORY DWELLING UNITS (ADUS) AS CONDOMINIUMS, AS AUTHORIZED BY ASSEMBLY BILL 1033 AND PURSUANT TO 2025-2027 CITY COUNCIL PRIORITY WORKPLAN POLICY 301.4

CEQA: This amendment to the ADU portion of the Zoning Ordinance is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Public

Resources Code Section 21080.17, which exempts the adoption of accessory dwelling unit ordinances. Additionally, the ordinance would be categorically exempt from the provisions of CEQA, in accordance with 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 because it consists of minor changes to land use regulations that do not, on their own, impact the environment. Any projects proposed pursuant to the changes proposed would be separately evaluated for their environmental impacts.

Recommendation: Conduct public hearing; waive first reading; introduce Ordinance

Attachments: [Att A - ORD 2025-### Ordinance .ADUs for Sale.111725](#)
[Att B - RES PC25-16 Text Amendment ADU for Sale Signed 102825](#)
[Att C - RES 024-127 Amend No.9 FY 202325 Council Priority Workplan Explore](#)
[Att D - AFF \(Nov. 17 Hearing-PLAN2507-0002, 0001\) Oct. 28](#)

SUPPLEMENTAL MATERIALS (IF ANY)

9. [25-359](#) 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

(Approved by Resolution 2025-038)

Informational reports from Councilmember representatives to the following committees, commissions and organizations; brief reports on meetings attended at the expense of the City or Agency, as required by Government Code section 53232.3(d) (AB 1234); and other reports regarding items of general interest to the City Council. The City Council may take action on other items of interest that are specifically agendized herein:

(a) Mayor Arturo Cruz

Memberships: Contra Costa Mayors' Conference (Primary); West Contra Costa Mayors' & Supervisors' Association (Primary); Association of Bay Area Governments (Alternate); Contra Costa Mayors' Conference (Alternate); San Pablo Community Grant Foundation Board (Member);

Standing Committees: Community Services Standing Committee, Economic Development, Housing & Project Management Standing Committee, Public Health Standing Committee

Ad-Hoc Subcommittees: Casino San Pablo/Lytton Tribe Ad Hoc Subcommittee, Local Business Association/Group/Watch Meetings Ad-Hoc Subcommittee

(b) Vice Mayor Elizabeth Pabon-Alvarado

Memberships: Marin Clean Energy Board of Directors (Primary); City Auditor Review of City Financial Statements (Primary); Contra Costa Mayors' Conference (Alternate); West Contra Costa Mayors' & Supervisors' Association (Alternate);

Standing Committees: Budget, Fiscal & Legislative Standing Committee; Public Safety Standing Committee

Ad-Hoc Subcommittees: Casino San Pablo/Lytton Tribe Ad Hoc Subcommittee, Local Economic and Opportunity Policy Ad-Hoc Subcommittee, Local Business Association/Group/Watch Meetings Ad-Hoc Subcommittee

(c) Councilmember Rita Xavier

Memberships: Association of Bay Area Governments (Primary); League of CA Cities East Bay League Division (Primary); San Pablo Community Grant Foundation Board (Member); West County Integrated Waste

Management/Recyclemore JPA Authority (Primary); West Contra Costa Transportation Advisory Committee (Primary)

Standing Committees: Public Safety Standing Committee, Public Health Standing Committee

Ad-Hoc Subcommittees:

(d) Councilmember Abel Pineda

Memberships: West County Integrated Waste Management/Recyclemore JPA Authority (Alternate); West Contra Costa Transportation Advisory Committee (Alternate); Green Empowerment Zone (GEZ) for the Northern Waterfront Area of the County of Contra Costa Board of Directors (Alternate)

Standing Committees: Community Services Standing Committee

Ad-Hoc Subcommittees: Local Economic and Opportunity Policy Ad-Hoc Subcommittee

(e) Councilmember Patricia Ponce

Memberships: League of CA Cities East Bay League Division (Alternate); Marin Clean Energy Board of Directors (Alternate); San Pablo Economic Development Corporation Board of Directors (City Council Appointee); Sister City Manzanillo Future Board Member Designation (Primary); City Auditor Review of City Financial Statements (Alternate); Green Empowerment Zone (GEZ) for the Northern Waterfront Area of the County of Contra Costa Board of Directors (Primary)

Standing Committees: Budget, Fiscal & Legislative Standing Committee Standing Committee; Economic Development, Housing & Project Management Standing Committee

Ad-Hoc Subcommittees:

ADJOURNMENT

Adjourned at _____ to the Regular City Council meeting of December 1, 2025 in memory of Amalia Valencia Manzo, Grandmother to Melissa Garibay, Administrative Clerk II.