



## Minutes of the Regular Meeting of the San Pablo City Council

Monday, March 5, 2018

### **ROLL CALL**

The meeting convened in the Council Chambers at 5:21 pm. Present were Vice Mayor Paul Morris and Councilmembers Rich Kinney and Arturo Cruz. Absent were Mayor Genoveva Garcia Calloway and Councilmember Cecilia Valdez. Also present were City Manager Matt Rodriguez, City Attorney Lynn Tracy Nerland, Executive Assistant LaTanya Fisher, and Administrative Clerk Christine Maki. Mayor Calloway arrived at the Closed Session meeting at 5:24 pm.

Cordell Hindler commented that the City Manager is doing a great job.

City Attorney Nerland announced the nature of the Closed Session matter and adjourned to the Council Conference Room at 5:23 pm.

### **CLOSED SESSION** (#18-072)

#### 1. CLOSED SESSION

Pursuant to Gov't Code Section 54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: City Manager

### **ROLL CALL**

The meeting reconvened in the Council Chambers at 6:00 pm. Present were Mayor Genoveva Garcia Calloway and Vice Mayor Paul Morris and Councilmembers Rich Kinney and Arturo Cruz. Absent was Councilmember Cecilia Valdez. Also present were City Manager Matt Rodriguez, City Attorney Lynn Tracy Nerland, Police Chief Ron Raman, Administrative Services Director Kelly Sessions, City Clerk Elizabeth Pabon-Alvarado, Executive Secretary LaTanya Fisher, and Administrative Clerk Christine Maki.

City Attorney Nerland reported that the City Council gave direction on the process for evaluating the City Manager including the Mayor calling for a Special Meeting on March 27, 2018 at 4:00 pm for the continuance of the Closed Session matter. She further reported that Mayor Calloway arrived at 5:24 pm during the Closed Session.

### **ORAL COMMUNICATIONS**

Cordell Hindler commented on a play at Contra Costa College, Minutes, City's Travel Policy and the Secretary to the City Attorney position.

Clifford Hodge expressed the problems in his neighborhood with cars speeding and doing donuts in the street and requested a speed bump.

Margaret Judkins spoke regarding the noise impact coming from the Parkway Commerce Center and requested a community impact study be conducted.

Jessica Palacios also spoke regarding the bad air quality and traffic coming from the Parkway Commerce Center.

## **CEREMONIAL MATTERS** (#18-075)

2. Introduction of new Recreation Coordinator Scott Ohlendorf  
Introduction of new Police Department Employees  
Police Officer Monica Louis  
Introduction of Promotional Staff - Three Lieutenants:  
John Benone, Shawn Ray and Dan Wiegers  
Introduction of Two Jailers:  
Moriah Vaesau  
Natalia Gonzalez

Police Chief Raman introduced the new Police Department employees.

Community Services Director Greg Dwyer introduced the new Recreation Coordinator Scott Ohlendorf.

Cordell Hindler spoke and welcomed the new employees.

## **PRESENTATIONS**

3. Rita Xavier updated the City Council and provided an overview of the platform of the Contra Costa Advisory Council Aging and invited two City Councilmembers to participate in a learning lab and will provide more information. (#18-071)

## **CITY MANAGER REMARKS**

City Manager Rodriguez mentioned the last minute agenda correspondence that was left on the dais for Council regarding item appointment of Public Works Director/City Engineer, Jill Mercurio who will begin employment on March 19, 2018. He also reported that the Community Services Department in partnership with First 5 and other community partners will host a community celebration on Saturday, March 10, 2018 from 11:00 am–2:00 pm for the Davis Park Improvements Project; as to the San Pablo Complete Streets project joint project between San Pablo and Richmond, construction will begin by the end of March and more information regarding traffic impacts will be placed on the City's website; Public Works will host a San Pablo Wildcat Creek Restoration and Trail Project Community meeting on Thursday, March 15, 2018 from 6:00 pm–7:30 pm at the San Pablo Library Community Room; and the Community Services Recreation Division's annual Spring Egg Hunt will be held on Saturday, March 24, 2018 from 10:00 am–11:30 am at Davis Park.

## **CONSENT CALENDAR**

Councilmember Kinney requested item 9 (#18-076) to be pulled from Consent Calendar. It was moved by Vice Mayor Morris, seconded by Councilmember Cruz, and approved by vote of those present to pull item 9 (#18-076) from the Consent Calendar and adopt all items on the Consent Calendar. The motion passed as follows:

AYES: Cruz, Morris, Kinney and Calloway  
NOES: None  
ABSENT: Valdez  
ABSTAIN: None

## **MINUTES**

4. By adoption of the Consent Calendar, the Minutes of the Meeting of January 16, 2018 were approved. (#18-095)

## **PROCLAMATIONS**

5. By adoption of the Consent Calendar, the request for Proclamation Recognizing *March 2018 as Prescription Drug Abuse Awareness Month* was approved. (#18-092)

## **MISCELLANEOUS**

6. By adoption of the Consent Calendar, **Resolution 2018-028** was adopted, a Resolution of the City Council of the City of San Pablo Authorizing the City Manager to Execute a Project Charter with the Alameda County Transportation Commission ("Alameda CTC") as the "Sponsoring Agency", and the California Department of Transportation ("CalTrans"), Contra Costa Transportation Authority ("CCTA"), West Contra Costa Transportation Advisory Committee ("WCCTAC"), Alameda-Contra Costa Transit District ("AC Transit"), Bay Area Rapid Transit District ("BART"), and the Cities of Richmond, San Pablo, El Cerrito, Albany, Berkeley, Emeryville and Oakland, (collectively the "Partnering Agencies") for the San Pablo Avenue Corridor Project and Designate Appointees to the Advisory Committees for the Project. (#18-025)
7. By adoption of the Consent Calendar, **Resolution 2018-029** was adopted, a Resolution of the City Council of the City of San Pablo Authorizing an MOU with the San Pablo Senior Advisory Board for Provision of Annual Invoice and Payment. (#18-059)
8. By adoption of the Consent Calendar **Resolution 2018-030** was adopted, a Resolution of the City Council of the City of San Pablo Authorizing an MOU with the San Pablo Senior Advisory Board for Provision of Services. (#18-060)
9. This item was pulled from the Consent Calendar for discussion. City Manager Rodriguez provided an overview of the proposed Resolution to support the League of California Cities' request to Support Proposition 69 Safeguarding Transportation Funding and Opposing a Potential Ballot Measure to Repeal SB 1 Legislation. Councilmember Kinney mentioned his concerns about the proposed Resolution and was not in favor of additional taxes for California residents, especially if no guarantee that used for stated transportation purposes.  
  
It was moved by Councilmember Cruz, seconded by Mayor Calloway, to approve the proposed Resolution. The motion failed as Councilmember Kinney and Vice Mayor Morris voted no. Vice Mayor Morris requested more clarification and sought more dialog and clarity of the League's request to support. After more discussion it was moved by Vice Mayor Morris, seconded by Councilmember Cruz and vote of those present to continue this item to the next Council meeting. City Council requested the City Manager to contact the League of California Cities representative and see if they can attend the March 19, 2018 Council meeting to provide an accurate update. (#18-076)
10. By adoption of the Consent Calendar **Resolution 2018-031** was adopted, a Resolution of the City Council of the City of San Pablo Directing the City Engineer to Prepare and File Reports for the Levy of Annual Assessments for Fiscal Year 2018/19 for San Pablo Street Lighting and Landscape Assessment District No. 1982-1, and Authorizing the City Manager to Execute an Agreement for these Services with LCC Engineering and Surveying, Inc. in the amount of \$18,183. (#18-083)

11. By adoption of the Consent Calendar, **Resolution 2018-032** was approved, a Resolution of the City Council of the City of San Pablo Approving Amendment #2 to Existing Allocations for the General Fund Designated Reserves at \$8,650,000 for Fiscal Year 2017/18 per Adopted Fiscal Resiliency Reserve Policy. (#18-097)
12. By adoption of the Consent Calendar, **Resolution 2018-033** was approved, a Resolution of the City Council of the City of San Pablo to: (1) declare Certain Police Department Vehicles as Surplus Property and Be Disposed of Pursuant to San Pablo Municipal Code Section 3.16.120; (2) receive Approximately \$95,921 as Revenue into the General Fund for Damage Claims to Vehicles and Appropriate said Funding to the Police Department for the Purchase of Replacement Vehicles; (3) appropriate \$400,000 from the General Fund Designated Reserves / Vehicle Replacement to the Police Department to Fund Purchase of Vehicles; (4) transfer Funding of \$19,575 from the Police Department Equipment Maintenance Budget to the Capital Equipment Budget to Complete the Funding; (5) authorize the City Manager to Purchase nine (9) 2018 Ford Explorer Utility Vehicles Equipped with Radios, Emergency Equipment, Decal Graphics, Extended Warranty and Maintenance Package for the sum of \$490,496 from the Monarch Ford Fleet Group under the State of California Department of General Services Contract 1-15-23-14b with a Contingency Amount of \$25,000 (approximately 5%) for unforeseen expenditures for a total authorization of \$515,496; (6) receive a Waiver from the Formal Bid Process Pursuant to SPMC Section 3.16.110b (Specialized Services Combined With Equipment and/or Products) to outfit the Vehicles with Safety Equipment; and (7) authorize the City Manager to Execute a Purchase Order Contract with Public Safety Equipment for \$118,872. (#18-002)

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

**CITY COUNCIL DISCUSSION/CONSIDERATION**

13. Assistant to the City Manager/HR Tina Gallegos made the staff presentation. Cordell Hindler thanked staff for the presentation and also commented on having staff for the youth. After Council discussion, it was moved by Councilmember Cruz, seconded by Vice Mayor Morris, and passed by vote of those present to adopt **Resolution 2018-034**, a Resolution of the City Council of the City of San Pablo Amending the City's Classification and Compensation Plan for FY 2017/18 and approving: (1) establishment of three new Classifications and Corresponding Salary Ranges; (2) reorganization of the Public Works Department and City Manager's Office; (3) the merging of the Development Services Department with Economic Development into one Community & Economic Development Department for Improved operational efficiencies; and (4) budgetary appropriations to effectuate the changes. The motion passed as follows: (#18-077)  
AYES: Cruz, Morris, Kinney and Calloway  
NOES: None  
ABSENT: Valdez  
ABSTAIN: None

14. Administrative Services Director Kelly Session made the staff presentation. It was moved by Councilmember Kinney, seconded by Vice Mayor Morris, and passed by vote of those present to adopt **Resolution 2018-035**, a Resolution of the City Council of the City of San Pablo adopting a Purchasing Policy and Establishing Procedures to Procure Services and Supplies. The motion passed as follows: (#18-033)
- AYES: Cruz, Morris, Kinney and Calloway  
NOES: None  
ABSENT: Valdez  
ABSTAIN: None

### **ORDINANCES**

15. City Attorney Nerland gave a brief staff presentation. It was moved by Councilmember Kinney, seconded by Vice Mayor Morris, and passed by vote of those present to waive the first reading and introduce an Ordinance of the City Council of the City of San Pablo amending Sections 3.16.070(B)(3) and 3.16.110(A) of the San Pablo Municipal Code to make consistent the provisions regarding the City Manager's contracting authority. The motion passed as follows: (#18-099)
- AYES: Cruz, Morris, Kinney and Calloway  
NOES: None  
ABSENT: Valdez  
ABSTAIN: None

### **MAYOR AND CITY COUNCIL ASSIGNMENTS REPORTS**

The City Council reported on their recent and upcoming activities.

Councilmember Kinney asked that a future agenda include a discussion regarding the Richmond Parkway Commerce Center that is proposed for Richmond near the San Pablo boundary. Councilmember Cruz seconded the motion, which was approved by all present.

### **ADJOURNMENT**

The meeting was adjourned at 7:55 pm to Monday, March 19, 2018 at 6:00 pm.

Respectfully submitted,

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Elizabeth Pabon-Alvarado, City Clerk

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Genoveva Garcia Calloway, Mayor