

Mayor
Tessa Rudnick
Mayor Pro Tem
Carolyn Wysinger



Councilmembers
Paul Fadelli
Lisa Motoyama
Gabriel Quinto

TUESDAY, MARCH 5, 2024

REGULAR CITY COUNCIL MEETING (6:00 PM)
City Council Chambers - 10890 San Pablo Ave, El Cerrito

Closed Captions available Via Zoom:

<https://us06web.zoom.us/j/86962354978?pwd=PQSlueOxUVri7yNMcYdt5VQaB1O2M5.1>

Meeting ID: 869 6235 4978 Password: 858934 Dial in: 1-408-638-0968

View:

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations. Closed Captions available via zoom.

Conduct: This meeting shall be conducted pursuant to the El Cerrito [City Council Rules of Order and Procedure](#), including adjourning by 11:00 PM unless extended to a specific time determined by a majority of the Council.

Public Comments:

1. *In-person* by submitting a request to speak to the City Clerk.
2. *By Email* to cityclerk@ci.el-cerrito.ca.us identified in the subject line as **Public Comments – Agenda Item #.**

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the City Council and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the City Council and will be posted **after the meeting**.

6:00 PM ROLL CALL – CONVENE REGULAR CITY COUNCIL MEETING

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**
3. **TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**

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4. COUNCIL/STAFF COMMUNICATIONS

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

5. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

6. PRESENTATIONS

A. Police Department Employee Recognition for Officer of the Year, Professional Staff of the Year, and Volunteer of the Year.

Action Proposed: Approve 1) a proclamation commending and congratulating Officer Kenneth Hashimoto as Officer of the Year and 2) a proclamation commending and congratulating Records Specialist Veronica Ceja as Professional Staff of the Year and 3) a proclamation commending and congratulating Volunteer Allen Cain as Volunteer of the Year.

Contact: Paul Keith, Chief of Police, El Cerrito Police Department

B. Classification and Compensation Study

Action Proposed: Receive and file a presentation from Koff and Associates on the findings from the Citywide Classification and Compensation Study.

Contact: Shannon Bassi, Senior Human Resources Analyst; Alexandra Orologas, Assistant City Manager, City Management

7. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

A. Women's History Month Proclamation

Action Proposed: Pass a motion to approve a proclamation designating March as "Women's History Month" and March 8, 2024 as "International Women's Day" in the City of El Cerrito.

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Contact: Shannon Bassi, Senior Human Resources Analyst, City Management

B. American Red Cross Month Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring March 2024 as American Red Cross Month in the City of El Cerrito and encouraging all Americans to support this organization and its noble humanitarian mission.

Contact: Holly M. Charl  ty, City Clerk, City Management

C. Arbor Week Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring March 7 through March 14, 2024, as El Cerrito Arbor Week and urging all community members to observe and celebrate by planting and caring for trees and participating in City Arbor Week activities for our own benefit and for the benefit of future generations.

Contact: Stephen Pr  e, Environmental Programs Manager, Public Works Department

D. Prescription Drug Abuse Awareness Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring March 2024 as Prescription Drug Abuse Awareness Month in the City of El Cerrito.

Contact: Holly M. Charl  ty, City Clerk, City Management

E. Environmental Quality Committee Appointment Recommendations

Action Proposed: Approve an Environmental Quality Committee recommendation to reappoint Fred Bialy, Sean O'Connor, and Simrun Dhoot, and to appoint Seth Shonkoff and Heather Hayashi to the Environmental Quality Committee, effective March 6, 2024.

Contact: Christina Leard, Management Analyst III; Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

F. Authorization to Amend Professional Services Contract with 4Leaf, Inc. to Increase Contract Authority to Provide Additional and Building Services

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Action Proposed: Adopt a resolution authorizing the City Manager to execute an amendment to the professional services contract with 4Leaf, Inc. increasing their contract authority from \$750,000 for fiscal year 2024, to \$1,750,000 to provide staffing to cover staff vacancies and building services.

Contact: Jennifer Bright, Management Assistant, Community Development Department; Melanie Mintz, Community Development Director, Community Development Department

G. Resolution in Support of the Mayfair Affordable Project

Action Proposed: Adopt a resolution supporting the issuance of Multifamily Housing Revenue Bonds or Notes (Bonds) by the County of Contra Costa (County) to finance the construction of 69 affordable housing units located at 11690 San Pablo Avenue (Project) for Mayfair Affordable LLC (Developer), an affiliate of BRIDGE Housing Corporation.

Contact: Aissia Ashoori, Housing-Economic Development Manager; Melanie Mintz, Community Development Director

H. Resolution Authorizing the Prohousing Incentive Program Application

Action Proposed: Adopt a resolution authorizing staff to apply for the Prohousing Incentive Program.

Contact: Aissia Ashoori, Housing-Economic Development Manager; Melanie Mintz, Community Development Director, Community Development Department

8. PUBLIC HEARINGS

9. POLICY MATTERS

A. Adopt a Resolution authorizing the City Manager to execute an agreement for Legal Services with Redwood Public Law LLP and naming Sky Woodruff to continue serving as City Attorney

Action Proposed: Adopt a resolution approving and authorizing the City Manager to execute an agreement for legal services with Redwood Public Law LLP and naming Sky Woodruff to continue serving as City Attorney.

Contact: Holly M. Charl  ty, City Clerk, City Management

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B. Fiscal Year 2023-24 Midyear Budget Update

Action Proposed: Receive an update on City revenues and expenditures for the first six months of the Fiscal Year through December 31, 2023 and adopt a Resolution authorizing appropriation increases to the FY 2023-24 budget totaling \$3,034,754 from all funds, including an appropriation of \$2,446,754 from the Unrestricted General Fund Balance, to cover a shortfall in budgeted revenues, higher-than-anticipated expenditures, and support Council-approved projects; and authorize the carry forward of \$1 million from the General Fund and \$651,531.55 from special revenue and enterprise funds for purchase orders authorized during FY 2022-23 but completed in FY 2023-24.

Contact: Claire Coleman, Budget/Financial Services Manager; Crystal Reams, Finance Director/City Treasurer, Finance Department

10. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.

11. ADJOURN REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, March 19, 2024 at 6:00 p.m.

The City of El Cerrito serves our diverse community by providing exceptional services that create a safe and resilient future for all.