

Mayor
Carolyn Wysinger
Mayor Pro Tem
Gabe Quinto



Councilmembers
William Ktsanes
Lisa Motoyama
Rebecca Saltzman

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MINUTES

TUESDAY, MARCH 4, 2025

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/84055468707?pwd=zlyUmCCHJ2VDwGJ38CsOZW5y5hodwn.1>

Meeting ID: 840 5546 8707 **Password:** 094260 **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

Mayor Wysinger called the meeting to order at 6:02 PM.

Present: Mayor Wysinger, Mayor Pro Tem Quinto, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Saltzman **Absent:** None

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

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.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Ruth Amernick, Abby Campbell, Ed Colucci, Victoria Godfry - spoke in opposition to the proposed Richmond Street Complete Streets Improvement Project.

Kris Teale - commented on the closure of McBears.

Kyle Virien, Gaia Sonatina, Bill Wood - spoke in support of the proposed Richmond Street Complete Streets Improvement Project.

Barbara Chan - spoke in opposition to the proposed Transit Oriented Development project at El Cerrito Plaza.

Buddy Akacic - commented on the need for a new library and senior center.

Ted Steen - spoke in support of turf and lighting improvements at Cerrito Vista Park to increase access for sport programs.

Justin Chang - spoke regarding concern and opposition to the proposed location of a new library at El Cerrito Plaza.

6. PRESENTATIONS

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.

Moved/Seconded: Councilmember Saltzman/Councilmember Motoyama

Action: Approved Consent items A and C-J of the consent calendar as indicated below. **Ayes:** Mayor Wysinger, Mayor Pro Tem Quinto, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Saltzman **Noes:** None

A. Approval of Minutes

Action Proposed: Approve the City Council Meeting minutes from February 1, 4, 6, 11, and 18, 2025.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved minutes

B. Board, Commission, and Committee Workplan(s) and/or Accomplishments

Action Proposed: Receive and file adopted workplan(s) and accomplishments from applicable Boards, Commissions, and Committees of the City.

- Financial Advisory Board Workplan (FY25/26-26/27)

Contact: Holly M. Charléty, City Clerk, City Management

Pulled from Consent by Councilmember Motoyama.

Discussion: Discussion included the process for workplans, concern regarding the quantity of goals listed in the workplan, focus on primary priorities, concern about consulting with experts, concern regarding additional items requested to go to Financial Advisory Board (FAB) prior to City Council without an amendment to the ordinance regarding FAB roles and responsibilities, clarification on City Manager's ability to approve or deny staff time to complete items on the workplan, intention of doing what staff resources allow,

Action: Received and Filed

C. Arbor Week Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring March 7 through March 14, 2025, 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 Prée, Environmental Programs Manager, Public Works Department

Action: Approved proclamation

D. Women's History Month Proclamation

Action Proposed: Pass a motion to approve a proclamation designating March as “Women’s History Month” and March 8, 2025 as “International Women’s Day” in the City of El Cerrito.

Contact: Shannon Bassi, Human Resources Manager, City Management

Action: Approved proclamation

E. American Red Cross Month Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring March 2025 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. Charléty, City Clerk, City Management

Action: Approved revised proclamation

F. Committee on Aging Reappointment and Appointment Recommendations

Action Proposed: Approve the Committee on Aging recommendation to re-appoint Pamela Wagner, Carol Kehoe, Bruce Yow, Buddy Akacic and Linda Cain, and recommendation to appoint Lisa Martinengo, and Mark Watson, effective March 4, 2025.

Contact: Bridget Cooney, Recreation Supervisor, Recreation Department

Action: Approved appointments

G. Extension of Services Agreement with ChildCare Careers, LLC

Action Proposed: Adopt a resolution authorizing the City Manager to extend the Recreation Department's services agreement with Childcare Careers, LLC for fiscal year (FY) 2024-25 for a total amount not to exceed \$75,000.

Contact: Christopher Jones, Recreation Director, Recreation Department

Action: Approved Resolution No. 2025-6

H. Amendment to Agreement with St. Francis Electric for Electrical Traffic Control Devices and Lighting Maintenance and Repair Services

Action Proposed: Adopt a resolution authorizing the City Manager to execute an amendment to the agreement with St. Francis Electric, for Electrical Traffic Control Devices and Lighting Maintenance and Repair Services, to increase the annual contract amount by an additional \$65,000 in Fiscal Years(FY) 2024-25 and 2025-26, with the total compensation not to exceed \$160,000 each year.

Contact: Karineh Samkian, Senior Program Manager; Amelia Timbers, Operations and Environmental Services Division Manager; Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

Action: Approved Resolution No. 2025-7

I. Salary Schedule Updates For New Classifications Within the Service Employees International Union (SEIU) Local 1021 Bargaining Group

Action Proposed: Adopt a resolution to modify the City's full-time and part-time salary schedules effective March 16, 2025, and assign salary grade ranges to new classifications within the Service Employees International Union (SEIU) Local 1021 bargaining group.

Contact: Shannon Bassi, Human Resources Manager, City Management

Action: Approved Resolution No. 2025-8

J. Amendment to the City's Classification Plan

Action Proposed: Adopt a resolution amending the City's Classification Plan to authorize the reclassification of 1) Administrative Assistant II to Management Assistant and 2) Neighborhood Preservation Officer II to Neighborhood Preservation Program Coordinator in the Community Development Department.

Contact: Shannon Bassi, Human Resources Manager, City Management

Action: Approved Resolution No. 2025-9

8. PUBLIC HEARINGS

9. POLICY MATTERS

A. Fiscal Year 2024-25 Mid-Year Budget Update

Action Proposed: Adopt a Resolution authorizing appropriation increases to the FY 2024-25 budget totaling \$597,700 from all funds, including an appropriation of \$443,000 for the General Fund utilizing \$132,465 from the Unrestricted General Fund Balance to support City Council-approved projects and increased program activity.

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

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding clearer content in staff reports, planning ahead, amount to keep above reserve level in long-term forecast, expected deficit, consideration of reductions to cover increased cost requests, worst and best case scenarios for different financial choices, difference between expenditures and spending authority, and explanation of deficit and how it's determined.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Marlene Keller, Sue Duncan, Nick Zamorano - spoke in support of Fire Department request for funds and the need to address the threat of wildfire.

Charles Taylor, Laura Monroe, Ben Chuaqui, Clare Sheridan, Clare Sheridan, Alice Clark - spoke in support of a new library and the requested funds for a construction management contract.

Moved/Seconded: Mayor Pro Tem Quinto/Councilmember Motoyama
Action: Approved Resolution No. 2025-10. **Ayes:** Mayor Wysinger, Mayor Pro Tem Quinto, Councilmember Motoyama, Councilmember Saltzman
Noes: Councilmember Ktsanes

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.

Mayor Pro Tem Quinto - reported on attendance at Marin Clean Energy meeting, and Bay Area Air District meeting.

Councilmember Saltzman - reported on attendance at Cal Cities East Bay Division meeting, and West Contra Costa Transportation Advisory Committee meeting.

Councilmember Motoyama - reported on attendance at the Elks Lodge annual Law Enforcement night event, meeting with Senator Arreguín on City priorities, Financial Advisory Board meeting, East Bay Wildfire Coalition meeting, and City Council ad-hoc meeting regarding Council meeting rules of order.

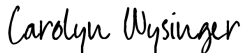
Councilmember Ktsanes - reported on attendance at Elks Lodge annual Law Enforcement night event, and meeting with Supervisor Gioia and City Staff at the Veterans building.

Mayor Wysinger - reported on attendance at Elks Lodge annual Law Enforcement night event, Cal Cities East Bay Division meeting, City Council ad-hoc meeting regarding Council meeting rules of order, and meeting with the City Lobbyist.

11. ADJOURN REGULAR CITY COUNCIL MEETING

The regular meeting adjourned at 8:31 PM in memory of the community member who lost their life at the El Cerrito Plaza BART station.

DocuSigned by:



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Carolyn Wysinger, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of March 4, 2025 as approved by the El Cerrito City Council.

Signed by:



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Holly M. Charléty, MMC, City Clerk