

**Mayor**  
Gabe Quinto  
**Mayor Pro Tem**  
Rebecca Saltzman



**Councilmembers**  
William Ktsanes  
Lisa Motoyama  
Carolyn Wysinger

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## TUESDAY, MARCH 3, 2026

**SPECIAL CITY COUNCIL MEETING (5:45 PM)**  
Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

**Join Via Zoom:**

<https://us06web.zoom.us/j/85954964745?pwd=e4WplQXdgAX8gLnyVLZWwklqugsLOE.1>

**Meeting ID:** 859 5496 4745 **Passcode:** 548282 **Dial in:** 1-408-638-0968

**SPECIAL CITY COUNCIL MEETING (6:00 PM)**  
**Hana Gardens - 10870 San Pablo Ave, El Cerrito**

**Join Via Zoom:**

<https://us06web.zoom.us/j/87652376150?pwd=5ai9G1PN8bqhwdYulJibaUZxfXlvXy.1>

**Meeting ID:** 876 5237 6150 **Passcode:** 767745 **Dial in:** 1-408-638-0968

Please note that due to the temporary meeting location, this meeting will not be broadcast or livestreamed online.

### Public Comments:

1. In-person, by submitting a request to speak to the City Clerk.
2. Via Zoom, using the "[Raise Hand](#)" feature to request to speak.
3. By phone, dialing \*9 to "raise your hand", and \*6 to unmute.
4. Online, using the "[Submit Comments](#)" feature on the [meeting event](#).
5. Via email to [cityclerk@elcerrito.gov](mailto:cityclerk@elcerrito.gov) indicating **Public Comments – Agenda Item #**.

Written comments received by **2:00 PM 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 posted after the meeting.

**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 are available via zoom.

**Conduct:** This meeting is held pursuant to City Council [Rules of Order and Procedure](#).

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**5:45 PM ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING**

**1. ORAL COMMUNICATIONS FROM THE PUBLIC**

*All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.*

**2. COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS**

**Action Proposed:** Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

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

**3. ADJOURN SPECIAL CITY COUNCIL MEETING**

**6:00 PM ROLL CALL – CONVENE SPECIAL CITY COUNCIL MEETING**

**1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**

**2. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**

**3. 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.*

**4. 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.*

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**5. PRESENTATIONS**

**A. Presentation from Senator Arreguín**

**Action Proposed:** Receive and file a presentation from Senator Arreguín regarding current legislative priorities, recent accomplishments, and opportunities for collaboration with the City of El Cerrito

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

**6. 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. Financial Advisory Board Recommendation**

**Action Proposed:** Receive and file a recommendation from the Financial Advisory Board.

**Contact:** David Carvel, Chair, Financial Advisory Board; Crystal Reams, Finance Director/Staff Liaison, Finance Department

**B. Environmental Quality Committee Recommendation**

**Action Proposed:** Receive and file a recommendation from the Environmental Quality Committee.

**Contact:** Fred Bialy, EQC Chair, Environmental Quality Committee; Christina Leard, Management Analyst III/Staff Liaison, Public Works Department

**C. Monthly Disbursement and Check Register Report for January 2026**

**Action Proposed:** Receive and file the Monthly Disbursement and Check Register Report for the month of January 2026.

**Contact:** Crystal Reams, Finance Director/City Treasurer, Finance Department

**D. Economic Development Committee Appointment**

**Action Proposed:** Approve an Economic Development Committee recommendation to reappoint Sandra Mayithara, effective March 1, 2026.

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**Contact:** Aissia Ashoori, Housing-Economic Development Manager;  
Community Development Department

**E. Arbor Week Proclamation**

**Action Proposed:** Consider a motion to approve a proclamation declaring March 7 through March 14, 2026, as El Cerrito Arbor Week, urging all community members to observe and to celebrate by planting and caring for trees and by participating in City Arbor Week activities for the benefit of all, and for the benefit of future generations.

**Contact:** Stephen Prée, Program Manager, Public Works Department;  
Yvetteh Ortiz, Public Works Director/ City Engineer

**F. Women's History Month Proclamation**

**Action Proposed:** Pass a motion to approve a proclamation designating March as "Women's History Month" and March 8, 2026 as "International Women's Day" in the City of El Cerrito.

**Contact:** Shannon Bassi, Human Resources Manager, City Management

**G. American Red Cross Month Proclamation**

**Action Proposed:** Pass a motion to approve a proclamation declaring March 2026 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

**H. Amendment to Cooperative Agreement with Contra Costa Transportation Authority for Richmond Street Complete Streets Improvement Project**

**Action Proposed:** Adopt a resolution authorizing the City Manager to execute Amendment No. 1 to the Cooperative Agreement with the Contra Costa Transportation Authority (CCTA) for the Richmond Street Complete Streets Improvement Project (Project) to incorporate additional funding identified for the Project.

**Contact:** James Mizutani, Associate Engineer, Public Works Department; Yvetteh Ortiz, Public Works Director/City Engineer

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**7. PUBLIC HEARINGS**

**8. POLICY MATTERS**

**A. Municipal Pooling Authority Joint Exercise of Powers Agreement**

**Action Proposed:** Receive and file a presentation on Municipal Pooling Authority (MPA) services and adopt a resolution approving the Amended and Restated MPA Joint Exercise of Powers Agreement

**Contact:** Alexandra Orogas, Assistant City Manager, City Management

**B. Discussion on Library Task Force**

**Action Proposed:** Provide staff direction on an El Cerrito Library Task Force mission statement, application, and selection process.

**Contact:** Karen Pinkos, City Manager; Holly M. Charl  y, City Clerk, City Management

**9. 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.*

**10. ADJOURN SPECIAL CITY COUNCIL MEETING**

*The next regularly scheduled City Council meeting is Tuesday, March 17, 2026 at 6:00 p.m. at Hana Gardens*

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



# AGENDA BILL

Agenda Item No. 2.

**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Holly M. Charléty, City Clerk, City Management  
**Subject:** COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

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## ACTION PROPOSED

Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

## BACKGROUND/ANALYSIS

City staff continues to publicize board, commission and committee vacancies as they occur. Vacancies are published on the City’s website and in the West County Times; posted at City Hall, the Community Center, the Library and other various locations throughout the City including Little Libraries. Staff continues to utilize the City Manager's Update, social media outlets, and press releases to increase awareness and opportunities for residents to participate by attending meetings and/or serving on a Board, Commission or Committee.

## Interview Schedule

Interviews scheduled for this meeting are as follows:

Interview Time	Applicant	Interviewing for:
5:45 PM	Janet Byron	Citizen Streets Oversight Committee
6:00 PM	Council Discussion	N/A

In addition to the interview listed above, one additional applicant who interviewed on [February 24, 2026](#) is eligible and has confirmed interest in serving on the Citizen Streets Oversight Committee.

Benedicto Vega	Citizen Streets Oversight Committee
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## STRATEGIC PLAN CONSIDERATIONS

This action supports the [City’s Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization by increasing communication and public engagement to ensure access to services and promote community events.*

**ENVIRONMENTAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**FINANCIAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**LEGAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**Reviewed by:**



Holly Charléty, City Clerk

**Attachments:**

1. Commissioner Interview Worksheet
2. List of Pending Applications

**EL CERRITO BOARD AND COMMISSION APPOINTMENT WORKSHEET  
SUBJECT TO CHANGE**

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**CITIZEN STREET OVERSIGHT COMMITTEE (5 Seats)**

<b>Name</b>	<b>Term</b>
	3/1/2026 - 3/1/2030
	DOA – 3/1/2028
	DOA – 3/1/2027

*Hill termed out, 2 existing vacancies*

<b>Eligible Applicants</b>
Janet Byron
Benedicto Vega <i>interviewed 2/24/26</i>

## Pending Applications as of 2/26/2026

Name	Board Name	Application Status	Application Date	Interview Date
<a href="#">Benedicto Vega</a>	Citizens Street Oversight Committee	Active	02/25/2026	02/24/2026
<a href="#">Janet Byron</a>	Citizens Street Oversight Committee	Active	02/24/2026	03/03/2026
<a href="#">Lillia Refes</a>	Civil Service Commission	Active	01/21/2026	
<a href="#">Howard Hickman</a>	Community Safety Committee	Active	01/06/2026	
<a href="#">Wayne Coburn</a>	Community Safety Committee	Active	01/05/2026	
<a href="#">James Takano (youth applicant)</a>	Design Review Board	Active	02/02/2026	
<a href="#">Ann Lehman</a>	Economic Development Committee	Active	07/07/2025	
<a href="#">Beverly Green</a>	Economic Development Committee	Active	10/22/2025	
<a href="#">Jonathan Stern</a>	Economic Development Committee	Active	01/20/2026	
<a href="#">Julia Salinas</a>	Economic Development Committee	Active	01/29/2026	
<a href="#">Rahul Iyer</a>	Economic Development Committee	Active	07/14/2025	
<a href="#">Sandra Mayithara</a>	Economic Development Committee	Active	01/15/2026	
<a href="#">Han Miao</a>	Environmental Quality Committee	Active	06/25/2025	
<a href="#">Mordecai Stayton</a>	Environmental Quality Committee	Active	01/29/2026	
<a href="#">Sasha Hahn</a>	Environmental Quality Committee	Active	01/22/2026	
<a href="#">Beverly Green</a>	Human Relations Commission	Active	10/22/2025	
<a href="#">James Takano (youth applicant)</a>	Planning Commission	Active	02/02/2026	



**Jesse Arreguín**

REPRESENTING SENATE DISTRICT 07

**Agenda Item No. 5.A.**

# State Legislative Update

## El Cerrito Council

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STATE SENATOR JESSE ARREGUÍN

MARCH 3, 2026



# Supporting the City of El Cerrito

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## Improving Local Infrastructure

- \$34.9M to support El Cerrito Plaza TOD project
- \$1.3M for the Richmond Street Complete Streets Project

## Protecting Neighborhoods from Natural Disasters

- \$850k grant from the California State Coastal Conservancy for the Albany-El Cerrito Wildfire Resilience Demonstration Project
- Earthquake Brace + Bolt Program provides \$3,000 grants for homeowner seismic retrofitting





# Immigration

## Legislation

- SB 81: Creates nonpublic areas in healthcare facilities that cannot be accessed without a valid judicial warrant; includes immigration status as part of a patient's private medical record
- SJR 8: Renewing Immigration Provisions of the Immigration Act of 1929
- SJR 9: Denouncing Trump Administration's immigration raids

## New Protections and Resources

- Prohibition on immigration enforcement at schools without a valid judicial warrant, notification of incidents to school community
- \$25M for DOJ lawsuits and \$25M for immigration legal aid
- Promotion of Know Your Rights campaign





# Public Safety

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## Legislation

- SB 524: Requires disclosures if AI is used in police reports
- SB 627: “No Secret Police Act” – prohibits certain law enforcement from concealing identity with masks during operations
- SB 704: Regulations on firearm barrels used in ghost guns

## Implementation of Prop 36

- \$100M allocated, including \$50M for behavioral health and \$50M for court costs, pre-trial, and public defenders.
- Priority to address substance abuse and behavioral health

## Regional Supplemental Support from CHP

- Crime suppression units to respond to hotspots to deter and disrupt organized crime, support for local law enforcement





# Health and Human Services

## Legislation

- SB 617: Updates to WARN Act – resources for workers impacted by mass layoffs
- SB 792: Clarifies qualification for childcare programs
- SJR 3: Calls on Congress to prevent cuts to SNAP

## Addressing Food Insecurity

- Hosted hearing to discuss scope of food insecurity and solutions to address it





# Transportation

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## Legislation

- SB 63: Places a regional revenue generating ballot measure to fund Bay Area transit agencies
- SB 105: Trailer bill to create a path forward on state short-term financial assistance

## State Infrastructure Investments

- \$1B annually through 2045 for high speed rail
- Securing transportation funding through cap-and-invest program
- \$37M budgeted for multimodal projects across District 7
- Installation of over 200,000 public EV chargers





# Climate and Environment

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## Wildfire Response and Mitigation

- \$1.5B from Prop 4 and \$4B from cap-and-invest to support wildfire risk reduction and mitigation
- \$2.5B in immediate relief and recovery for the LA Fires
- Golden State Commitment: Package of bills to address wildfire response, recovery, safety, and mitigation

## Extension of Cap-and-Invest

- Through 2045, program will provide \$63B in reductions to utility bills, and \$60-\$90B for infrastructure investments including affordable housing, transportation, and water





# Housing and Homelessness

## Legislation

- SB 9: Promotes development of Accessory Dwelling Units
- SB 489: Improvements to the Permit Streamlining Act
- SB 786: Resolves ambiguities in Housing Element law

## Prop 1 Implementation

- \$6.4B for behavioral health and homeless services
- \$21M for development of treatment facility in Oakland to open in spring 2027





# Contact Us

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## District Offices:

- **Oakland:**

1515 Clay St, Suite #2202

510-286-1333

- **Richmond:**

440 Civic Center Plaza, 2nd Floor

510-233-2903

## Capitol Office:

1021 O St, Suite #6710, Sacramento

916-651-4007

Website: [sd07.senate.ca.gov](http://sd07.senate.ca.gov)

Email: [senator.arreguin@senate.ca.gov](mailto:senator.arreguin@senate.ca.gov)

## Social Media

- X (formerly Twitter): [@JesseArreguin](https://twitter.com/JesseArreguin)
- Instagram: [@SenatorArreguin](https://www.instagram.com/SenatorArreguin)
- Bluesky: [@jessearreguin.bsky.social](https://bsky.app/profile/jessearreguin.bsky.social)



**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Financial Advisory Board  
**Subject:** Receive and File Financial Advisory Board Recommendation

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### **ACTION PROPOSED**

Receive and file the following recommendations from the Financial Advisory Board.

### **POLICY**

Pursuant to City Council [Resolution 2024-16](#), Section 4, Advisory Body Recommendations shall be provided to the City Council on the consent calendar as a “receive and file” and if a member of the City Council wishes to further discuss any recommendation received, it may be requested as an agenda item at a future meeting.

### **RECOMMENDATION**

On December 18, 2025, the Financial Advisory Board adopted the following motion:

Motion to approve the Comprehensive Financial Policy with grammatical edits and revisions to section 3.2 (see attached).

**Moved/Second:** Member White/Chair Carvel. **Ayes:** Chair Carvel; Member White **Noes:** Vice-Chair McDougall **Absent:** Members Szlatenyi  
Youth Member Watson-Lamprey Singer expressed support for the recommendation.

Staff anticipates bringing consideration of this recommendation for policy revisions to City Council on March 17, 2026.

### **ASSOCIATED WORKPLAN GOAL(S)/AREA(S) OF RESPONSIBILITY**

1. [Work Plan Goals](#)
2. [El Cerrito Municipal Code 2.04.300 Financial Advisory Board](#)

To conduct an annual review of the City’s comprehensive financial policy and investment policy and make recommendations regarding the managing of the City’s financial reserves to assure maximum returns on approved investments

### **Attachments:**

1. Comprehensive Financial Policy DRAFT Edits FAB

# CITY OF EL CERRITO COMPREHENSIVE FINANCIAL POLICIES

Approved: Resolution No. 2024-82: November 19, 2024

## PURPOSE:

To establish a comprehensive set of financial policies for the City that will serve as a guideline for operational and strategic ~~decision-making~~decision-making related to financial matters.

## POLICY:

The following financial policies are intended to establish a comprehensive set of guidelines for use by the City Council and staff ~~on~~in decision-making that has a fiscal impact. The goal is to maintain the City's financial stability in order to be able to continually adapt to local, regional, and national economic changes. Such policies will allow the City to maintain and enhance a sound fiscal condition.

This financial policy will be reviewed annually by the Financial Advisory Board and any proposed substantive revisions will be submitted to the City Council for approval. The City's comprehensive financial policies will be utilized when preparing the Annual Operating Budget and shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

## 1. OVERVIEW & LONG-TERM FINANCIAL PLANNING

- 1.1. A Five-Year ~~Year Financial Plan will be prepared at a minimum for the General Fund, and Financial Plan will be prepared at a minimum for the General Fund and the Integrated Waste Management Funds.~~ The City's Five-Year Financial Plan is the long-term picture of the City's finances and will be updated annually as part of the annual budget process.
- 1.2. The City shall seek a balance in the overall revenue structure between more stable revenue sources (e.g., Property Tax and Utility Taxes) and economically sensitive revenue sources (e.g., Sales Tax).
- 1.3. The City shall develop and maintain methods for the evaluation of future development and major fiscal impacts on the City budget.
- 1.4. The City shall develop and implement a financial plan to address its funding needs for issues like deferred maintenance and unfunded liabilities.
- 1.5. The City shall address issues related to cash flow requirements and any short term borrowing requirements on a timely basis.
- 1.6. The City shall require any annexation agreements to have a long- term beneficial financial impact on the City.

## 2. BUDGET POLICIES

- 2.1. The City Manager shall prepare a proposed annual budget to be reviewed by the Financial Advisory Board and presented to the City Council within all statutorily prescribed deadlines. The City Council will adopt the budget at a public hearing by June 30 of each year.
- 2.2. A Budget will be adopted by Resolution of the City Council annually, which will contain the budget amendment process, budget amendment authority, and spending authorities. All departments are responsible for meeting the City's financial policy goals and ensuring the City's long-term financial health. Budget control is maintained at the fund level. The City Manager is authorized to transfer budgeted amounts within departments and within funds. In addition, amendments that are made to authorize spending of increased or new ~~special purposes~~special-purpose revenues may be approved by the City Manager. Budget modifications between funds or increases or decreases to a fund's overall budget must be approved by the City Council.

- 2.3. It is the City's policy to adopt a balanced General Fund budget where operating revenue is equal to, or exceeds, operating expenditures. In the event a balanced budget is not adopted, due to a deliberate reduction of accumulated fund balance or if the cause of the imbalance is expected to last for no more than one year, as with the case of a ~~one~~ one-time settlement or large purchase, the planned use of reserves to balance the budget is permitted as long as the reserve is consistent with the amounts described in Section 3., General Fund Balance Reserve Policy.
- 2.4. The operating budget shall serve as the annual financial plan for the City. It shall serve as the City's management plan for implementing goals and objectives of the City Council, City Manager and departments and will define service levels.
- 2.5. During the annual budget development process, the existing budget shall be examined to assure removal or reduction of any services or programs that should be eliminated or reduced in cost.
- 2.6. The annual review process shall include an assessment to determine if funds are available to operate and maintain proposed capital facilities and other public improvements.
- 2.7. Any General Fund year-end operating surplus (the excess of actual General Fund revenue less actual General Fund expenditures) shall be allocated for the following, subject to City Council approval, using the following priority order until any such annual General Fund surplus is fully allocated:
  1. General Fund Reserve, until the General Fund has reached 100% of its targeted reserve ratio as specified in the General Fund Reserve Policy (Section 3 of this policy).
  2. Emergency Disaster Relief Fund (EDRF), until the balance in that fund reaches 100% of the target balance as specified in Emergency and Disaster Recovery Fund (Section 4 of this policy).
  3. A minimum of 33% of the remaining surplus to additional discretionary payments towards the City's unfunded liabilities and/or contributions towards a pension or other post-employment benefit trust.
  4. The City Manager will make recommendations to the City Council to use any remaining surplus to fund non-recurring expenditures such as capital improvements, equipment purchases, or other, one-time expenditures which will not require additional future expense outlay for maintenance, additional staffing, or other recurring expenditures.
- 2.8. Where practical, the City's annual budget will include performance measures of workload, efficiency, and effectiveness.
- 2.9. Revenues:
  - 2.9.1. The City will estimate annual revenues using an objective, analytical process; specific assumptions will be documented and maintained. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, and/or reliable economic forecasters when available.
  - 2.9.2. Specific revenue sources will not be dedicated for specific purposes, unless required by law or Generally Accepted Accounting Principles (GAAP). All non-tax increment, non-restricted revenues will be deposited in the General Fund and appropriated through the budget process. On-going revenues will fund on-going expenditures.
  - 2.9.3. A diversified and stable revenue system will be maintained to the extent possible to protect programs from short-term fluctuations in any single revenue source.

2.10. Appropriations:

- 2.10.1. The City shall, to the extent possible, pay for current year expenditures with current year revenues. Where authorized activities or equipment remain incomplete and/or unpurchased, revenues and/or fund balance may be carried forward at the City Manager's direction to the next fiscal year to support such an activity/purchase.
- 2.10.2. The City shall avoid budgetary procedures ~~which that~~ rely on financial strategies that defer payment of current operating expenses to future years.
- 2.10.3. Department Heads are responsible for ensuring that department expenditures stay within the department's budgeted appropriation.
- 2.10.4. A City Council Resolution is necessary to increase any total fund appropriation where no corresponding revenue offset exists that is restricted for that purpose.
- 2.10.5. The City Manager may adjust appropriations among departments within a fund.

**3. GENERAL FUND RESERVE POLICY**

- 3.1. The purpose of the reserve policy is to set aside funds to ~~insure-insure~~ ensure against events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. The reserve is designed to protect issuer ratings and offset economic downturns and revenue shortfalls.
- 3.2. It is a ~~goal-policy~~ of the City to maintain an unrestricted General Fund operating reserve of 17% of projected General Fund operating expenditures in each fiscal year. The City Council may adopt a deficit budget ~~if the projected reserve does not go below 10% in any year of the Five Year Budget Forecast.~~ Should the projected General Fund reserve fall below 170%,-% in any year of the five-year budget forecast, each budget year, the City will adopt a plan in the next budget cycle to restore the reserve percentage to 17%.
- 3.3. The unreserved fund balance in an Internal Service Fund may be transferred to the General Fund only for a fiscal emergency or for one-time uses such as natural disasters or unforeseen liabilities.

**4. EMERGENCY AND DISASTER RECOVERY FUND (EDRF)**

- 4.1. The City shall maintain a separate fund on its books called the Emergency and Disaster Recovery Fund (EDRF), which will be a restricted portion of the City's General Fund. The cash in this fund will be invested in accordance with the City's investment policy.
- 4.2. The purpose of this fund is to provide cash reserves in the event of severe economic downturns or disasters. The City shall fund and maintain the EDRF at 13% of the projected General Fund operating expenditures in each fiscal year.
- 4.3. The City Council may authorize the use of the EDRF for the purposes described in this Section 4 by a simple majority of the quorum. In the event that, because of an emergency, a quorum of the City Council is unavailable to meet, a single member or the City Manager may call a meeting to reconstitute the City Council, pursuant to the California Emergency Services Act (Gov. Code § 8642.) Once reconstituted, the City Council may authorize the use of the EDRF for the purposes described in this Section 4.
- 4.4. In the event that, because of the nature of an emergency, use of the EDRF is necessary before it is possible for the City Council to meet, the City Manager may use the EDRF for the purposes described in this Section 4. At the first meeting of the City Council thereafter, the City Council shall be asked to ratify the action of the City Manager. In the event that the City Manager is unavailable because of the emergency, the assistant director of emergency services, as defined in Chapter 2.28 of the El Cerrito Municipal Code, may use the EDRF for the purposes described in this Section 4. At the first meeting

of the City Council thereafter, the City Council shall be asked to ratify the action of the assistant director of emergency services.

## **5. FINANCIAL REPORTING POLICIES**

- 5.1. Accounting Standards: The City's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). The City will make every attempt to implement all changes to governmental accounting practices at the earliest practicable time.
  - 5.1.1. Annual Audit: An annual audit will be performed by an independent public accounting firm with an audit opinion to be included with the City's published Annual Comprehensive Financial Report (ACFR). The ACFR will be submitted annually to the Government Finance Officers Association for peer review with the goal of continuing receipt of the Certificate of Achievement for Excellence in Financial Reporting.
  - 5.1.2. The independent firm will be selected through a competitive bidding process at least once every five years. The contract may be for an initial period of three years with two additional one-year options at the City Council's discretion. The current firm may be allowed to participate in the bid process. The need for rotation of the audit staff or audit firm will be considered in the bid process. The Finance Director will review the qualifications of prospective firms and make a recommendation to the City Council. The audit contract will be awarded by the City Council.
- 5.2. The City shall prepare and issue timely interim budget reports on the City's fiscal status to the City Council on no less than a quarterly basis. Reports will be prepared and presented to the City Council that explain key economic and fiscal developments, note significant deviations from the budget, include information on revenue and expenditures by operating department and by revenue/expenditure category, and when required, outline any corrective actions necessary to maintain the City's financial position. Reports may be required on a monthly basis by the City Council if they deem it necessary to more frequently monitor the budget. Reports will be provided to the public on the City's website.

## **6. OPERATIONAL MANAGEMENT POLICIES**

- 6.1. The City shall not commit to new spending for operating or capital improvement purposes until an analysis of all current and future cost implications relating to those programs and projects is completed.
- 6.2. All departments are responsible for meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.
- 6.3. Departmental requests for increases in staffing will be thoroughly analyzed; only those that meet adopted program initiatives and policy directives will be considered. To the extent feasible, personnel cost reductions will be achieved through attrition.
- 6.4. User Fees and Charges and Development Impact Fees:
  - 6.4.1. Where direct services to users can be measured, as set forth in the Master Fee Schedule, the City should use appropriate fees, charges, or assessments rather than general tax funds. All user fees and charges will be examined or adjusted annually to determine the direct and indirect cost of service. User fees and charges for services shall be established at a level related to the cost of providing such service

except where the City Council has determined there is a public benefit to subsidize the service with tax-based revenue. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review.

6.4.2. The City may identify the costs associated with new development as a basis for establishing development impact fees, but the long-term benefit of the development to the City should be considered in establishing such fees.

6.5. Grant Management:

6.5.1. The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant, the City shall thoroughly consider the implications in terms of ongoing obligations that will be required in connection with acceptance of said grant and present that report for approval by the City Council.

6.5.2. The term of ~~Grant funded~~Grant-funded positions for programs should be clearly identified and presented to the City Council for approval. It is mandatory to disclose if General Fund revenues will be needed to fund a position during or after the Grant or program expires.

6.5.3. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources may be substituted only after all program priorities and alternatives are considered.

6.5.4. The cost of all externally mandated services for which funding is available shall be fully evaluated, including overhead, to allow for complete reimbursement of expenses.

**6.6. Revenue Collection Policy:**

6.6.1. The City will pursue revenue collection and auditing to ~~assure~~ensure that monies due the City are received in a timely manner.

6.6.2. The City will seek reimbursement from the appropriate agency for State and ~~Federal mandated~~Federal-mandated costs whenever possible.

6.6.3. The City will centralize accounts receivable/collection activities so that all receivables are handled consistently.

6.6.4. Accounts receivable management and diligent oversight of collections from all revenue sources are imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts shall be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they will be written-off from the financial statements in accordance with established policies.

**7. FINANCIAL MANAGEMENT POLICIES**

7.1. Staff shall keep the City Council apprised of financial opportunities available and shall develop appropriate recommendations.

7.2. All requests for City Council action in excess of the City Manager's approval limit, shall include an analysis of the immediate and future fiscal impact of such action, particularly impacts on the General Fund. No appropriation for new or expanded programs or staffing levels shall be approved without identifying the amount and source of available funds.

7.3. Cash Management Investment:

7.3.1. Cash and investment programs will be maintained in accordance with California Government Code Section 53600 et seq. and the City's adopted investment policy

and will ensure that proper controls and safeguards are maintained. Pursuant to the Investment Policy, the Financial Advisory Board, at least annually will review, and the City Council will affirm, a detailed investment policy.

- 7.3.2. Reports on the investment portfolio and cash position will be developed and presented to the Financial Advisory Board and the City Council in conformity with the California Government Code.
- 7.3.3. Funds will be managed in a prudent and diligent manner with emphasis on safety of principal, liquidity, and yield, in that order.
- 7.3.4. The quarterly report shall include a statement in compliance with California Government Code 53646.

## 8. CAPITAL IMPROVEMENT PROJECT POLICIES

- 8.1. A ~~Ten-year~~Ten-Year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction ~~which that~~ result in a capitalized asset and have a useful (depreciable) life of two years or more.
- 8.2. Each Capital Improvement Project will identify, where applicable, current operating maintenance costs and funding streams available to repair and/or replace deteriorating infrastructure and to avoid significant unfunded liabilities.
- 8.3. The City will develop and implement a post-implementation evaluation of its ~~infrastructures~~infrastructure's condition on a specified periodic basis, estimating the remaining useful life, and projecting replacement costs.
- 8.4. The City shall actively pursue outside funding sources for all Capital Improvement Projects. Outside funding sources, such as grants, shall be used to finance only those Capital Improvement Projects that are consistent with the Ten-year Capital Improvement Plan and/or local governmental priorities, and ~~who's~~whose operating and maintenance costs will be included in future operating budget forecasts.
- 8.5. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.
- 8.6. The City must carefully seek and analyze the appropriate type of financing instrument ~~appropriate~~ for financing capital projects. Several options may be available – general obligation debt, fee-supported debt, fund reserves, tax increment, etc. All debt financing mechanisms shall be carefully considered and analyzed for fiscal benefit and cost effectiveness. Long-term borrowing shall be restricted to projects too large to be financed from current revenues (pay-as-you-go). Where possible, special assessment, revenue or other self-supporting bonds shall be used in lieu of general obligation bonds.

## 9. DEBT MANAGEMENT POLICIES

- 9.1. These Debt Management Policies are intended to comply with Government Code Section 8855(i) and shall govern all debt undertaken by the City. The City hereby recognizes that a fiscally prudent debt policy is required in order to:
  - Maintain the City's sound financial position.
  - Ensure the City has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.
  - Protect the City's creditworthiness.

- Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the City.
- Ensure that the City's debt is consistent with the City's planning goals and objectives and capital improvement program or budget, as applicable.

## 9.2. Purposes for Which Debt May Be Issued

9.2.1. Long-Term Debt: Long-term debt may be issued to finance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and operated by the City.

- a. Long-term debt financings are appropriate when the following conditions exist:
  - When the project to be financed is necessary to provide basic services
  - When the project to be financed will provide benefit to constituents over multiple years
  - When total debt does not constitute an unreasonable burden to the City and its taxpayers and ratepayers.
  - When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.
- b. Long-term debt financings are not appropriate for current operating expenses and routine maintenance expenses.
- c. The City may use long-term debt financings subject to the following conditions:
  - The project to be financed must be approved by the City Council.
  - The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project.
  - The City estimates that sufficient revenues will be available to service the debt through its maturity.
  - The City determines that the issuance of the debt will comply with the applicable state and federal law.

9.2.2. Short-term debt: Short-term debt may be issued to provide financing for the City's operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.

9.2.3. Financings on Behalf of Other Entities. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

9.3. Types of Debt: The following types of debt are allowable under these Debt Management Policies:

- general obligation bonds
- bond or grant anticipation notes
- tax and revenue anticipation notes
- lease revenue bonds, certificates of participation and lease-purchase transactions

- other revenue bonds (including sales tax revenue bonds) and certificates of participation
- pension obligation bonds
- land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes
- tax increment financing to the extent permitted under state law
- conduit financings, such as financings for affordable rental housing and qualified ~~501(c)3~~ 501 (c) (3) organizations

The City may, from time to time, find that other forms of debt would be beneficial to further its public purposes and the City Council may approve such debt by amending these Debt Management Policies.

Debt shall be issued as fixed-rate debt unless the City makes a specific determination as to why a variable rate issue would be beneficial to the City in a specific circumstance.

9.4. Relationship of Debt to Capital Improvement Program and Budget: New debt issues, and refinancing of existing debt, must be analyzed for compatibility within the City's Ten-Year Capital Improvement Plan. The City shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear. The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund.

9.5. Policy Goals Related to Planning Goals and Objectives: The City is committed to long-term financial planning, maintaining appropriate ~~reserves-reserve~~ levels and employing prudent practices in governance, management and budget administration. The City intends to issue debt for the purposes stated in these Debt Management Policies and to implement policy decisions incorporated in the City's Five-Year Financial Plan and its annual operating budget.

It is a policy goal of the City to protect taxpayers, ratepayers, and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

The City will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

When refinancing debt, it shall be the policy goal of the City to realize, whenever possible, and subject to any overriding non-financial policy considerations, (i) minimum net present value debt service savings equal to or greater than 5% of the refunded principal amount, and (ii) present value debt service savings equal to or greater than 100% of any escrow fund negative arbitrage.

9.6. Internal Control Procedures: When issuing debt, in addition to complying with the terms of these Debt Management Policies, the City shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds. The City will periodically review the requirements of and will remain in compliance with the following:

- the City's Disclosure Policies and Procedures, and
- any federal tax compliance requirements, including, without limitation, arbitrage and rebate compliance, related to any prior bond issues, and

- the City's investment policies as they relate to the investment of bond proceeds.

Whenever reasonably possible, and for the purpose of ensuring that proceeds of debt will be used for their intended purpose, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition signed by the Finance Director only after obtaining the signature of the City Manager.

- 9.7. Debt Limits: The outstanding principal amount of debt described in ~~Section B~~Section 9.3 will not exceed two percent (2%) of the total assessed value of property in the City, and debt service and lease payments incurred for financing purposes that are payable from the City's General Fund will not exceed 5% of operational appropriations.

## **10. EQUIPMENT REPLACEMENT FUND**

- 10.1. The City may maintain a dedicated fund to provide for replacement of vehicles and certain equipment. Unreserved fund balance will be available for transfer to the General Fund only in the event of a fiscal emergency as described in Section 3.

## **11. ENTERPRISE FUNDS**

- 11.1. All Enterprise Funds user fees will be examined annually to ensure that they recover all direct and indirect costs of service, provide for capital improvements and maintenance, and maintain adequate reserves.
- 11.2. Rate increases shall be approved by the City Council following formal ~~noticing~~notice and a public hearing. Rate adjustments will be based on the projected expenditures in the Ten-Year Financial Plan.



**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Environmental Quality Committee  
**Subject:** Receive and file Environmental Quality Committee Recommendation

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### **ACTION PROPOSED**

Receive and file a recommendation from the Environmental Quality Committee.

### **POLICY**

Pursuant to City Council [Resolution 2024-16](#), Section 4, Advisory Body Recommendations shall be provided to the City Council on the consent calendar as a “receive and file” and if a member of the City Council wishes to further discuss any recommendation received, it may be requested as an agenda item at a future meeting.

### **RECOMMENDATION**

On February 10, 2026 the Environmental Quality Committee voted on the following recommendation(s) to City Council:

The Environmental Quality Committee recommend that the City Council endorse the PG&E authorized [Electrify My Block](#) pilot program, within available city resources, to help transition to all electric homes, and retire old gas infrastructure, in the limited areas within El Cerrito that are currently eligible. This infrastructure transition is aligned with the City's adopted Climate Action and Adaptation Plan, provides substantial (up to \$35,000) funding to each household for electrification, and represents a crucial early opportunity to support a utility transition pilot that will potentially scale to the wider community in the future.

**Move/Second:** Members Goudey/O'Connor **Ayes:** Members Austin, Bialy, Goudey, O'Connor, Tarbet **Noes:** None.

Youth Member Chappellear expressed support for the recommendation.

Staff will provide links with information on the Electrify My Block program in relevant newsletters including the City Manager Update. Staff is aware that the Program intends to canvass neighborhoods with information about the program, so residents can learn more information at the links provided. Staff will continue to seek information on this program and provide information and outreach as City staff resources allow.

## **ASSOCIATED WORKPLAN GOAL(S)/AREA(S) OF RESPONSIBILITY**

1. Promote Environmental Awareness and Education
2. Advocate for Implementation of CAAP Policies and other Policy Change



## AGENDA BILL

Agenda Item No. 6.C.

**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Crystal Reams, Finance Director/City Treasurer, Finance Department  
**Subject:** Monthly Disbursement and Check Register Report for January 2026

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### ACTION PROPOSED

Receive and file the Monthly Disbursement and Check Register Report for the month of January 2026.

### BACKGROUND/ANALYSIS

California Government Code, Title 4. Government of Cities, Division 3, Part 3, Chapter 3, Section 41004 states, "Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. The city treasurer shall file a copy with the legislative body." In addition, the City's Comprehensive Financial Policy, Item 5.1 Accounting Standards indicates the City's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws.

- Month ending January 31, 2026, reflecting 295 Accounts Payable General Warrant Nos. 95182 through 95476, 40 Automated Clearing House/Electronic Funds Transfer (ACH/EFT) transactions, and 565 payroll-related checks and EFTs for a grand total of \$5,480,696.03.

### STRATEGIC PLAN CONSIDERATIONS

The City's Comprehensive Financial Policy, which includes ensuring policies, procedures, and systems represent best practices in financial management, is aligned with requirements referenced in California Government Code, Title 4, Chapter 3, Section 41004.

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization* by ensuring the City maintains a strong financial position and a high-performing organization where employees feel a sense of inclusion and belonging.

### ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

**FINANCIAL CONSIDERATIONS**

There is no fiscal impact associated with acceptance of the Monthly Disbursement and Check Register Report.

**LEGAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**Reviewed by:**

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

**Attachments:**

1. Monthly Payment Register January 2026

# Payment Register

From Payment Date: 1/1/2026 - To Payment Date: 1/31/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
AP-AP Check - Accounts Payable Checking Account								
<u>Check</u>								
95182	01/08/2026	Open			Accounts Payable	4LEAF, INC.	PROFESSIONAL SERVICES STAFFING SEP 2025	\$ 44,013.73
95183	01/08/2026	Open			Accounts Payable	AMAZON CAPITAL SERVICES, INC.	MAINTENANCE SAFETY SUPPLIES - BOOT COVERS	49.69
95184	01/08/2026	Open			Accounts Payable	ARMOUR PETROLEUM SERVICE & EQUIPMENT CORP	UST ANNUAL MONITORING SYSTEM CERT. & SPILL CONTAINER TEST	2,070.00
95185	01/08/2026	Open			Accounts Payable	AT&T DW HOLDINGS, INC	COPPER LAND PHONE LINE FOR CITY FUNCTIONS 10/12/25-11/11/25	27,777.75
95186	01/08/2026	Open			Accounts Payable	BADGE FRAME, INC.	RETIREMENT PLAQUE	417.61
95187	01/08/2026	Open			Accounts Payable	BALTZ, LEONARD	KARATE YOUTH & ADULT DEC 2025	751.80
95188	01/08/2026	Open			Accounts Payable	BAY AREA AIR QUALITY MGMT DIST	CITY HALL DIESEL GENERATOR	645.00
95189	01/08/2026	Open			Accounts Payable	BAY AREA NEWS GROUP EAST BAY	PUBLIC HEARINGS NOV 2025	357.00
95190	01/08/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	UNIFORM ITEMS FOR CARLOS	954.37
95191	01/08/2026	Open			Accounts Payable	DATA TICKET, INC.	BUILDING & SAFETY OCT 2025	400.00
95192	01/08/2026	Open			Accounts Payable	Dixon Resources Unlimited	PARKING MANAGEMENT ACTION PLAN	1,433.75
95193	01/08/2026	Open			Accounts Payable	DONNOE & ASSOCIATES	CAPTAINS EXAM	12,500.00
95194	01/08/2026	Open			Accounts Payable	EBMUD	EBMUD 10/11/25-12/12/25	3,062.69
95195	01/08/2026	Open			Accounts Payable	ENGBERG, GERI	MASEP IMPROV S1 FALL 2025	1,468.80
95196	01/08/2026	Open			Accounts Payable	ENTHALPHY ANALYTICAL, LLC	STORMWATER SAMPLE TESTING #1	703.00
95197	01/08/2026	Open			Accounts Payable	FLEET MANAGEMENTHOLDINGS, LLC	C4: PM INSPECTION + AIR CLEANER	1,875.38
95198	01/08/2026	Open			Accounts Payable	GABRIEL, BARBARA, A.	ADULT BALLET DEC 2025	439.20
95199	01/08/2026	Open			Accounts Payable	GOLDEN BEAR TRANSFER STATION	STREET SWEEP SPOILS ON 12/2, 12/5, 12/10, 12/12	1,644.16
95200	01/08/2026	Open			Accounts Payable	Green Halo Systems Inc,	HOSTING & MAINTENANCE DEC 2025	171.00
95201	01/08/2026	Open			Accounts Payable	HERC RENTALS INC	STEEL PLATES PURCHASE + ROAD PLATE LIFTING RING	5,937.74
95202	01/08/2026	Open			Accounts Payable	MEDINA-ROSS, VERONICA	HASEP & MASEP SCIENCE SI 2025	3,681.60
95203	01/08/2026	Open			Accounts Payable	MITCHELL, BONNIE	AQUA SUMBA NOV/DEC 2025	441.60
95204	01/08/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES PW	204.50
95205	01/08/2026	Open			Accounts Payable	OLIVERO PLUMBING	STA 52 REPAIR	695.00
95206	01/08/2026	Open			Accounts Payable	PINNACLE PETROLEUM INC	UNLEADED FUEL 12/19/25	12,242.84
95207	01/08/2026	Open			Accounts Payable	PLACEWORKS	SAFETY ELEMENT UPDATE SVC 11/1/25-11/30/25	2,696.64
95208	01/08/2026	Open			Accounts Payable	PLAZA AUTO SERVICE INC	MAINTENANCE TRUCK M35 -ANNUAL SERVICE	74.10
95209	01/08/2026	Open			Accounts Payable	R3 CONSULTING GROUP	FRANCHISE FEE STUDY CONSULTING DEC 2025	10,000.00
95210	01/08/2026	Open			Accounts Payable	RINGCENTRAL, INC.	VOLP PHONE SERVICE FOR CITY STAFFS 12/14/25-1/13/26	2,225.42
95211	01/08/2026	Open			Accounts Payable	ROSTAD, KIKI	HOLIDAY CLAY CLASS NOV-DEC 2025	950.40
95212	01/08/2026	Open			Accounts Payable	RUIZ, JOE	XFIT BOOT CAMP NOV 2025	540.60
95213	01/08/2026	Open			Accounts Payable	SSD ALARM	FAIRMONT CLUBHOUSE COMMUNICATOR PER THE AGREEMENT 10/16/25	2,098.61
95214	01/08/2026	Open			Accounts Payable	ST. FRANCIS ELECTRIC	POLARA APS UPGRADE CENTRAL & CARLSON	11,970.00
95215	01/08/2026	Open			Accounts Payable	THEIS ENGINEERING & ASSOCIATES	RICHMOND ST & DEL NORTE TOD PROJ NOV 2025	6,353.00
95216	01/08/2026	Open			Accounts Payable	UNIVERSAL BUILDING SERVICE	LIBRARY CUSTODIAL SERVICES CALL ON 10/25/2025	8,564.30
95217	01/08/2026	Open			Accounts Payable	WALNUT CREEK FORD INC	ENGINE REPAIR	14,297.53
95218	01/08/2026	Open			Accounts Payable	WESTERN STATES OIL COMPANY	RENEWABLE DIESEL 12/19/25	13,413.58
95219	01/08/2026	Open			Accounts Payable	OROLOGAS, ALEXANDRA	MILEAGE REIMBURSEMENT JUNE-DEC 2025	130.48
95220	01/08/2026	Open			Accounts Payable	VAN WYCK, JAMES	REIMBURSE EMPLOYEE FOR APPROVED TRAINING	500.00
95221	01/08/2026	Open			Accounts Payable	MIDDLETON, REBECCA	VOLUNTEER GATORS OFFICAL REGISTRATION & BACKGROUND CHECK	123.00
95222	01/08/2026	Open			Accounts Payable	BALL 2THRIVE BASKETBALL LLC	FALL BASKETBALL SEP-OCT 2025	2,184.00
95223	01/09/2026	Open			Accounts Payable	CESMAT, DAVID	DUE TO PAYROLL DEPOSIT ACCT CLOSED & REJECTED 1/9/2026	9,115.24
95224	01/13/2026	Open			Accounts Payable	CALPERS LONG TERM CARE PROGRAM	PER3 - CALPERS Longterm Care Ins	43.62
95225	01/13/2026	Open			Accounts Payable	EL CERRITO FIRE DEPT MGMT GRP	MGT1 - FIRE DEPT MGMT GROUP	50.00
95226	01/13/2026	Open			Accounts Payable	EL CERRITO PUBLIC SFTY EE MGMT	MGT2 - SAFETY EMPLOYEE MGMT GROUP	436.00
95227	01/13/2026	Open			Accounts Payable	FIRE ASSOCIATION	DUE2 - FIRE ASSN DUES CK	675.00
95228	01/13/2026	Open			Accounts Payable	LIFE INSURANCE OF NORTH AMERICA	ACCD - Accidental Death & Dismembermt	52.50
95229	01/13/2026	Open			Accounts Payable	POLICE ASSN.	DUE1 - POLICE ASSN DUES	3,554.24

# Payment Register

From Payment Date: 1/1/2026 - To Payment Date: 1/31/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
95230	01/13/2026	Open			Accounts Payable	PRO FIREFIGHTERS ASSN DUES	DUE3 - EC PRO FIREFIGHTERS DUES	290.00
95231	01/13/2026	Open			Accounts Payable	SEIU LOCAL 1021	COPE - VOLUNTARY COPE DEDUCTION*	1,938.82
95232	01/13/2026	Open			Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	PAR - PARS - ARS 457*	3,081.42
95233	01/15/2026	Open			Accounts Payable	CALPERS LONG TERM CARE PROGRAM	PER3 - CALPERS Longterm Care Ins	43.62
95234	01/15/2026	Open			Accounts Payable	HEALTH CARE DENTAL TRUST	DEN1 - Dental 1*	18,440.96
95235	01/15/2026	Open			Accounts Payable	IAFF LOCAL 1230	DUE4 - UNION LOCAL 1230	5,979.00
95236	01/15/2026	Open			Accounts Payable	KAISER FOUNDATION HEALTH PLAN	K1 - Kaiser 1*	278,197.07
95237	01/15/2026	Open			Accounts Payable	LEGALSHIELD	LEGL - PRE-PAID LEGAL SRVC	124.60
95238	01/15/2026	Open			Accounts Payable	MUNICIPAL POOLING AUTHORITY	LIFE - Supp Life Insu. Invo#: 920-44401_January 2026	13,019.96
95239	01/15/2026	Open			Accounts Payable	NATIONWIDE TRUST COMPANY, FSB	FHEA - Fire Health Savings Acct	17,650.00
95240	01/15/2026	Open			Accounts Payable	SEIU LOCAL 1021	COPE - VOLUNTARY COPE DEDUCTION*	1,907.20
95241	01/15/2026	Open			Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	PAR - PARS - ARS 457*	1,513.97
95242	01/15/2026	Open			Accounts Payable	BLUEFORD, EMILE	OVERTIME MEALS JULY25-JAN2026	30.00
95243	01/15/2026	Open			Accounts Payable	BROSAS, DONOVAN	OVERTIME MEALS JULY25-JAN2026	60.00
95244	01/15/2026	Open			Accounts Payable	CEJA, VERONICA	OVERTIME MEALS JULY25-JAN2026	15.00
95245	01/15/2026	Open			Accounts Payable	CHAND, NIRAJAN	OVERTIME MEALS JULY25-JAN2026	75.00
95246	01/15/2026	Open			Accounts Payable	CHOUJIA, PATRICK	OVERTIME MEALS JULY25-JAN2026	150.00
95247	01/15/2026	Open			Accounts Payable	COOPER, PAUL	OVERTIME MEALS JULY25-JAN2026	45.00
95248	01/15/2026	Open			Accounts Payable	ELLIOTT, MARIELLE	OVERTIME MEALS JULY25-JAN2026	90.00
95249	01/15/2026	Open			Accounts Payable	HABASH, GEORGE	OVERTIME MEALS JULY25-JAN2026	75.00
95250	01/15/2026	Open			Accounts Payable	HASHIMOTO, KENNETH, J.	OVERTIME MEALS JULY25-JAN2026	30.00
95251	01/15/2026	Open			Accounts Payable	HERNANDEZ, DANIELLE	OVERTIME MEALS JULY25-JAN2026	75.00
95252	01/15/2026	Open			Accounts Payable	HUBBS, SIDNEY	OVERTIME MEALS JULY25-JAN2026	75.00
95253	01/15/2026	Open			Accounts Payable	KARKI, RAVI	OVERTIME MEALS JULY25-JAN2026	240.00
95254	01/15/2026	Open			Accounts Payable	KATANSKI, ALEXANDER	OVERTIME MEALS JULY25-JAN2026	75.00
95255	01/15/2026	Open			Accounts Payable	LEONE, AARON	OVERTIME MEALS JULY25-JAN2026	30.00
95256	01/15/2026	Open			Accounts Payable	MA, SANG	OVERTIME MEALS JULY25-JAN2026	30.00
95257	01/15/2026	Open			Accounts Payable	MEJIA, JUAN	OVERTIME MEALS JULY25-JAN2026	30.00
95258	01/15/2026	Open			Accounts Payable	MIRANDA, LESLY	OVERTIME MEALS JULY25-JAN2026	15.00
95259	01/15/2026	Open			Accounts Payable	OLIVIERI, MICHAEL	OVERTIME MEALS JULY25-JAN2026	75.00
95260	01/15/2026	Open			Accounts Payable	PERALES, EDWARD, J.	OVERTIME MEALS JULY25-JAN2026	45.00
95261	01/15/2026	Open			Accounts Payable	PORTILLO, JOANNA	OVERTIME MEALS JULY25-JAN2026	135.00
95262	01/15/2026	Open			Accounts Payable	PORTILLO, PATRICK	OVERTIME MEALS JULY25-JAN2026	75.00
95263	01/15/2026	Open			Accounts Payable	RAMOS-BANALES, ALICIA	OVERTIME MEALS JULY25-JAN2026	15.00
95264	01/15/2026	Open			Accounts Payable	REYNOLDS, RYAN	OVERTIME MEALS JULY25-JAN2026	90.00
95265	01/15/2026	Open			Accounts Payable	RIZZO, JAMES	OVERTIME MEALS JULY25-JAN2026	90.00
95266	01/15/2026	Open			Accounts Payable	SEPE, WILLIAM	OVERTIME MEALS JULY25-JAN2026	120.00
95267	01/15/2026	Open			Accounts Payable	SREEKANTHAN, PRAVEEN	OVERTIME MEALS JULY25-JAN2026	75.00
95268	01/15/2026	Open			Accounts Payable	TANG, GILBERT	OVERTIME MEALS JULY25-JAN2026	375.00
95269	01/15/2026	Open			Accounts Payable	TRAC, RYAN, L.	OVERTIME MEALS JULY25-JAN2026	135.00
95270	01/15/2026	Open			Accounts Payable	WENTWORTH, DAVID	OVERTIME MEALS JULY25-JAN2026	15.00
95271	01/15/2026	Open			Accounts Payable	Williams, Dominique	OVERTIME MEALS JULY25-JAN2026	60.00
95272	01/15/2026	Open			Accounts Payable	WINTERS, CHRISTOPHER	OVERTIME MEALS JULY25-JAN2026	15.00
95273	01/15/2026	Open			Accounts Payable	ZHAO, ZITIAN	OVERTIME MEALS JULY25-JAN2026	75.00
95274	01/15/2026	Open			Accounts Payable	24 HOUR FITNESS USA, LLC	GYM MEMBERSHIPS NOV 2025	791.78
95275	01/15/2026	Open			Accounts Payable	AMAZON CAPITAL SERVICES, INC.	SUPPLIES FOR FINANCE	146.86
95276	01/15/2026	Open			Accounts Payable	AMERIGAS PROPANE INC	PROPANE FOR FORKLIFTS 12/8 + 12/16/25	1,348.01
95277	01/15/2026	Open			Accounts Payable	ASBURY ENVIRONMENTAL SERVICES	USED MOTOR OIL RECYCLING 12/11/25	459.00
95278	01/15/2026	Open			Accounts Payable	AUTOTEK CNG SERVICES	RECYCL TRUCK CNG SVCS	1,742.66
95279	01/15/2026	Open			Accounts Payable	AVANTPAGE INC.	INTERPRETATION SVCS -TEST CALL CM OFFICE	0.85

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
95280	01/15/2026	Open			Accounts Payable	AVILA PROJECT MANAGEMENT	2025 SURFACE SEAL PROJ - CONSTRUCTION PHASE NOV 2025	6,959.50
95281	01/15/2026	Open			Accounts Payable	AXON ENTERPRISE, INC.	BWC SUBSCRIPTION	157,120.08
95282	01/15/2026	Open			Accounts Payable	BADGE FRAME, INC.	AWARD	176.70
95283	01/15/2026	Open			Accounts Payable	BALL 2THRIVE BASKETBALL LLC	FALL BASKETBALL OCT-DEC 2025	2,016.00
95284	01/15/2026	Open			Accounts Payable	BATTALION ONE FIRE PROTECTION	RECYCLING CENTER ANNUAL FIRE SPRINKLER INSPECT. ON 1/7/26	1,760.00
95285	01/15/2026	Open			Accounts Payable	CALIFORNIA PUBLIC POLICY GROUP INC.	GRANT WRITING & ADVOCACY SVCS DEC 2025	6,500.00
95286	01/15/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	UNIFORM ITEM FOR C. HERNANDEZ	1,747.99
95287	01/15/2026	Open			Accounts Payable	COIT	ANNUAL FLOOR + CARPET CLEANING RECYCL CTR	21,565.00
95288	01/15/2026	Open			Accounts Payable	COMMUNITY CONSERVATION CENTERS, INC.	MIXED PAPER + HDPE PLASTIC RECYCLING NOV 2025	384.86
95289	01/15/2026	Open			Accounts Payable	COUNTY OF CONTRA COSTA	TELECOMMS	465.00
95290	01/15/2026	Open			Accounts Payable	CPS HR CONSULTING	MARKETING 11/2/25-11/29/25	97.50
95291	01/15/2026	Open			Accounts Payable	CRIME SCENE CLEANERS, INC.	HAZMAT CLEANUP	520.00
95292	01/15/2026	Open			Accounts Payable	DIPRIMA, LISA	FALL FASEP 2025	1,260.00
95293	01/15/2026	Open			Accounts Payable	DIVISION OF STATE ARCHITECT	DISABILITY ACCESS & EDU FEE FOR Q4 2025	118.40
95294	01/15/2026	Open			Accounts Payable	EBMUD	EBMUD 10/29/25-1/2/26	2,331.99
95295	01/15/2026	Open			Accounts Payable	FIRST DUE ELEVATOR RESCUE	ELEVATOR KIT FOR FD	671.64
95296	01/15/2026	Open			Accounts Payable	FORENSIC SERVICES DIVISION	FORENSICS 11/1/25-11/30/25	4,878.20
95297	01/15/2026	Open			Accounts Payable	GARDA CL WEST, INC.	ARMORED TRANSPORTATION SVCS JAN 2026	311.16
95298	01/15/2026	Open			Accounts Payable	GHIRARDELLI ASSOCIATES	DEL NORTE TOD PROJECT NOV 2025	67,694.23
95299	01/15/2026	Open			Accounts Payable	GOLDEN BEAR TRANSFER STATION	STREET SWEEP SPOILS ON 12/17/25 & 12/19/25	501.22
95300	01/15/2026	Open			Accounts Payable	GRAUL, BELINDA	GYMNASTICS NOV-DEC 2025	5,032.00
95301	01/15/2026	Open			Accounts Payable	IRON MOUNTAIN	OFF-SITE RECORDS STORAGE AND SERVICES 11/25/25 - 12/19/25	681.61
95302	01/15/2026	Open			Accounts Payable	JAFFE, SCOT	OPEN CERAMICS DEC 2025	327.60
95303	01/15/2026	Open			Accounts Payable	JONES, HIROMI	HATHA YOGA DEC 2025	738.00
95304	01/15/2026	Open			Accounts Payable	KASSIRER ENTERTAINMENT COMPANY	HASEP KASSIRER SPORTS FALL 2025	3,969.00
95305	01/15/2026	Open			Accounts Payable	KNORR SYSTEMS, INC.	CHOLORINE 12/17/25	2,052.61
95306	01/15/2026	Open			Accounts Payable	L.N. CURTIS & SONS	FD VESTS	10,093.90
95307	01/15/2026	Open			Accounts Payable	LD PRODUCTS	COLOR INK/TONER FOR HP PRINTER IN RECYCL	944.62
95308	01/15/2026	Open			Accounts Payable	Med-Tech Resource LLC	PPE GLOVES	77.52
95309	01/15/2026	Open			Accounts Payable	NAPA RECYCLING & WASTE SERVICES, LLC	CURBSIDE RECYCLING PROCESSING OCT 2025	29,160.45
95310	01/15/2026	Open			Accounts Payable	NBS	PROFESSIONAL SVCS 1/1/26-3/31/26	5,964.17
95311	01/15/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES PD	537.90
95312	01/15/2026	Open			Accounts Payable	PREMIER GRAPHICS	DOORHANGERS	148.84
95313	01/15/2026	Open			Accounts Payable	R3 CONSULTING GROUP	SOLID WASTE CONSULTING SVCS AUG 2025	3,320.00
95314	01/15/2026	Open			Accounts Payable	REEVES, KATY	FASEP MIXED MEDIA ARTS S1 2025	2,692.80
95315	01/15/2026	Open			Accounts Payable	REX KEY & SECURITY	NEW LOCKS/KEYS HANA GARDENS	202.05
95316	01/15/2026	Open			Accounts Payable	RIVERA, NICOLE	WOMEN'S WORKOUT DEC 2025	720.00
95317	01/15/2026	Open			Accounts Payable	Rogers Stringer & McClelland, Inc.	AGENCY REVIEW & BIDDING SVCS SUPPORT 12/1/25-12/31/25	3,666.00
95318	01/15/2026	Open			Accounts Payable	RUBICON ENTERPRISES INC	MONTHLY LANDSCAPE MAINTENANCE DEC 2025	26,388.50
95319	01/15/2026	Open			Accounts Payable	RUIZ, JOE	XFIT BOOT CAMP DEC 2025	435.60
95320	01/15/2026	Open			Accounts Payable	Schaaf & Wheeler, Consulting Civil Engineers Inc.	STORM DRAIN MASTER PLAN	5,327.50
95321	01/15/2026	Open			Accounts Payable	SESAC, INC.	SESAC LICENSE RENEWAL 1/1/26-12/31/26	1,278.00
95322	01/15/2026	Open			Accounts Payable	SHABABO, TRACEY, ELISE	FALL 2025 SEWING & TEXTILE CLASSES 11/17-12/12	1,465.20
95323	01/15/2026	Open			Accounts Payable	SHAHKAR, MEHRAN	STRENGTH & BALANCE DEC 2025	1,026.00
95324	01/15/2026	Open			Accounts Payable	SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING	ACADEMY TRAINING USTICK 5/9-10/31/25	4,189.00
95325	01/15/2026	Open			Accounts Payable	SPEAKWRITE LLC	TRANSCRIPTION	437.47
95326	01/15/2026	Open			Accounts Payable	ST. FRANCIS ELECTRIC	TS & SL MAINTENANCE & RESPONSE DEC 2025	22,152.10
95327	01/15/2026	Open			Accounts Payable	STERICYCLE, INC.	WASTE DISPOSAL JAN 2026	1,146.27
95328	01/15/2026	Open			Accounts Payable	Technica Auto, Inc.	OIL CHANGE + FILTERS	250.71
95329	01/15/2026	Open			Accounts Payable	TWO BROTHERS POOL & SPA, INC	DEC SERVICES	3,600.00

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95330	01/15/2026	Open			Accounts Payable	U.S. SECURITY SUPPLY, INC.	AH1 KEYS	1,402.43
95331	01/15/2026	Open			Accounts Payable	UNIVERSAL BUILDING SERVICE	JANITORIAL SERVICES	7,977.65
95332	01/15/2026	Open			Accounts Payable	WILLIAM D. WHITE CO., INC.	GATE SUPPLIES FOR RECYCL	917.18
95333	01/15/2026	Open			Accounts Payable	WILLIAMS, LEWIS	MASEP DRAMA S1 2025	3,127.80
95334	01/15/2026	Open			Accounts Payable	Baca, Marco	MILEAGE AND MEAL REIMBURSEMENT 12/01/25-12/31/25	1,244.76
95335	01/15/2026	Open			Accounts Payable	COLEMAN, A'SHANTI	MILEAGE REIMBURSEMENT FOR CC LEADERSHIP ACADEMY 1/7/26	68.60
95336	01/15/2026	Open			Accounts Payable	DADUL, JIGME	MILEAGE AND MEAL REIMBURSEMENT 12/1/25-12/31/25	1,220.12
95337	01/15/2026	Open			Accounts Payable	KIM, DANIEL	MILEAGE AND MEAL REIMBURSEMENT 12/01/25-12/31/25	1,260.16
95338	01/15/2026	Open			Accounts Payable	SAEPHAN, MATTHEW	MILEAGE AND MEAL REIMBURSEMENT 12/01/25-12/31/25	1,275.56
95339	01/15/2026	Open			Accounts Payable	FLORES MORI, PAOLA	CLUBHOUSE DEPOSIT REFUND 12/17/2025	282.00
95340	01/15/2026	Open			Accounts Payable	JADSON SOUZA DE JESUS	CAPOEIRA SEPT-OCT 2025	1,072.80
95341	01/22/2026	Open			Accounts Payable	4LEAF, INC.	PROFESSIONAL SERVICES STAFFING NOV 2025	29,830.56
95342	01/22/2026	Open			Accounts Payable	A PLUS TREE, LLC	PUBLIC TREE MAINTENANCE SVCS	54,533.26
95343	01/22/2026	Open			Accounts Payable	ASBURY ENVIRONMENTAL SERVICES	USED MOTOR OIL RECYCLING 12/30/25	153.00
95344	01/22/2026	Open			Accounts Payable	AVILA PROJECT MANAGEMENT	2025 ACCESS MODIFICATION DESIGN NOV 2025	27,227.50
95345	01/22/2026	Open			Accounts Payable	BAY AREA NEWS GROUP EAST BAY	PUBLIC HEARINGS DEC 2025	1,134.24
95346	01/22/2026	Open			Accounts Payable	CALIFORNIA BUILDING STANDARDS COMMISSION	CBSC FEES FY26 Q2	1,137.60
95347	01/22/2026	Open			Accounts Payable	CHILDCARE CAREERS, LLC	CHILDCARE TEMP	176.00
95348	01/22/2026	Open			Accounts Payable	CITY OF FAIRFIELD	RANGE FEES	1,674.00
95349	01/22/2026	Open			Accounts Payable	CITY OF RICHMOND	CAD JAN 2026	75,719.17
95350	01/22/2026	Open			Accounts Payable	CLEAR GOV INC.	SUBSCRIPTION LICENSE & MAINTENANCE 11/1/25-10/31/26	22,106.85
95351	01/22/2026	Open			Accounts Payable	COMMUNITY CONSERVATION CENTERS, INC.	MIXED PAPER + HDPE RECYCLING 12/25	441.03
95352	01/22/2026	Open			Accounts Payable	CONTRA COSTA HEALTH SERVICES	COCO GREEN BUSINESS PROGRAM PARTNER 01/26-06/26	1,334.00
95353	01/22/2026	Open			Accounts Payable	COPWARE, INC.	COPWARE SUBSCRIPTION 03/26-02/27	815.00
95354	01/22/2026	Open			Accounts Payable	CORODATA SHREDDING INC.	SHREDDING SVCS	99.71
95355	01/22/2026	Open			Accounts Payable	DATA TICKET, INC.	BUILDING & SAFETY NOV 2025	400.00
95356	01/22/2026	Open			Accounts Payable	DIGITAL DREAMERS STEAM ACADEMY	HASEP S1 DANCE SEP-DEC 2025	1,152.00
95357	01/22/2026	Open			Accounts Payable	DON'S TIRE SERVICE, INC.	NEW TIRES	605.34
95358	01/22/2026	Open			Accounts Payable	EAST BAY SANITARY CO. INC.	STREET SWEEPING DEC 2025	9,172.95
95359	01/22/2026	Open			Accounts Payable	EBMUD	EBMUD 11/4/25-1/8/26	9,285.07
95360	01/22/2026	Open			Accounts Payable	EDUCATION TO GO	ED2GO ONLINE CLASS DEC 2025	109.00
95361	01/22/2026	Open			Accounts Payable	EHSD-CC SENIOR NUTRITION	CAFE COSTA SENIOR LUNCH PROGRAM CONTRIBUTION REIMB NOV 2025	503.00
95362	01/22/2026	Open			Accounts Payable	ENTHALPHY ANALYTICAL, LLC	STORMWATER SAMPLE TESTING	743.00
95363	01/22/2026	Open			Accounts Payable	FLEET MANAGEMENTHOLDINGS, LLC	C3: AIR CLEANER + REGEN + GAUGES	35,486.10
95364	01/22/2026	Open			Accounts Payable	FUJIWARA, PATTY	OPEN CERAMICS MON EVENING DEC 2025	824.80
95365	01/22/2026	Open			Accounts Payable	GEOSYNTEC CONSULTANTS, INC.	MRP TRASH LOAD COMPLIANCE SUPPORT DEC 2025	8,158.00
95366	01/22/2026	Open			Accounts Payable	GOLDFARB & LIPMAN LLP	HOUSING FUND SEPT 2025	3,358.00
95367	01/22/2026	Open			Accounts Payable	GRAND PRIX CAR WASH	CAR WASH	37.98
95368	01/22/2026	Open			Accounts Payable	Green Halo Systems Inc,	HOSTING & MAINTENANCE JAN 2026	171.00
95369	01/22/2026	Open			Accounts Payable	Griffin Structures, Inc.	LIBRARY OWNER'S REP SERVICES DEC 2025	15,240.90
95370	01/22/2026	Open			Accounts Payable	HONEY BUCKET	CENTRAL PARK SERVICE 1/6/26-2/22/26	241.05
95371	01/22/2026	Open			Accounts Payable	J & O'S COMMERCIAL TIRE CENTER	C4: TIRES + LABOR	643.60
95372	01/22/2026	Open			Accounts Payable	KATHY KRAMER CONSULTING	SPONSORSHIP 2026 BRINGING BACK THE NATIVE GARDEN TOUR	1,500.00
95373	01/22/2026	Open			Accounts Payable	KEL-AIRE	HVAC 12/29/2025	2,934.20
95374	01/22/2026	Open			Accounts Payable	KENNEDY AND ASSOCIATES	MRP 3.0 COMPLIANCE WORK	463.93
95375	01/22/2026	Open			Accounts Payable	KI RESEARCH INSTITUTE	AIKIDO DEC 2025	318.00
95376	01/22/2026	Open			Accounts Payable	L.N. CURTIS & SONS	TURNOUT CLEANER 12/8/25	23,114.66
95377	01/22/2026	Open			Accounts Payable	LACK, CHRIS	OPEN CERAMICS + INTRO TO HANDBUILDING DEC 2025	327.60
95378	01/22/2026	Open			Accounts Payable	LEAGUE OF CALIF.CITIES	ANNUAL MEMBERSHIP DUES	12,383.00
95379	01/22/2026	Open			Accounts Payable	MANQUEROS, MARK, MARCOS	YOUTH TENNIS CLASSES NOV-DEC 2025	8,849.75

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95380	01/22/2026	Open			Accounts Payable	MORTON'S URBAN PEST MANAGEMENT	FAIRMONT CLUBHOUSE PEST CONTROL SVS DEC 2025	610.00
95381	01/22/2026	Open			Accounts Payable	MUNICIPAL POOLING AUTHORITY	UNMET LIABILITY DEDUCTIBLE 12/2025	2,689.55
95382	01/22/2026	Open			Accounts Payable	NORGE CLEANERS	DRY CLEANING DEC 2025	391.20
95383	01/22/2026	Open			Accounts Payable	NORTHERN CALIFORNIA SPELMANSLAG	SCANDINAVIAN FOLK DANCING DEC 2025	100.80
95384	01/22/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES PD	75.00
95385	01/22/2026	Open			Accounts Payable	PAYMENTUS CORPORATION	CREDIT CARD PROCESSING FEES NOV 2025	2,557.23
95386	01/22/2026	Open			Accounts Payable	PG&E	FUEL FOR CNG PICKUP TRUCK 12/25	36.88
95387	01/22/2026	Open			Accounts Payable	PREMIER GRAPHICS	PRINTING & BINDING RRIP FORMS	370.44
95388	01/22/2026	Open			Accounts Payable	R3 CONSULTING GROUP	SOLID WASTE CONSULTING SVCS DEC 2025	680.00
95389	01/22/2026	Open			Accounts Payable	RAFTELIS	CITY COUNCIL RETREAT PREP DEC 2025	5,250.00
95390	01/22/2026	Open			Accounts Payable	RAMOS, STEPHANIE, R	ZUMBA DEC 2025	3,083.70
95391	01/22/2026	Open			Accounts Payable	REDWOOD PUBLIC LAW, LLP	CITY COUNCIL (LABOR) 11/25/25-12/31/25	11,126.91
95392	01/22/2026	Open			Accounts Payable	RILE, KATHRYN	OPEN CERAMICS MON AFTER DEC 2025	421.20
95393	01/22/2026	Open			Accounts Payable	Rogers Stringer & McClelland, Inc.	LAP POOL CONCEPTUAL DESIGN APR 2025	8,000.00
95394	01/22/2026	Open			Accounts Payable	RUBICON ENTERPRISES INC	MONTHLY PARK LANDSCAPE MAINT. DEC 2025	14,276.86
95395	01/22/2026	Open			Accounts Payable	SSD ALARM	HARDING CLUBHOUSE SERVICE CALL FOR MAINT DEC 2025	1,837.80
95396	01/22/2026	Open			Accounts Payable	STATE OF CA DEPT OF JUSTICE	FINGERPRINTING DEC 2025	852.00
95397	01/22/2026	Open			Accounts Payable	SULLIVAN, KATHERINE	FAMILY MUSIC & MOVEMENT FALL 2025	420.00
95398	01/22/2026	Open			Accounts Payable	SUPERION, LLC	ALP & COMMDEV MIGRATION PROJECT	2,700.00
95399	01/22/2026	Open			Accounts Payable	Technica Auto, Inc.	2020 FORD COILS + WATER PUMP + BELTS	5,046.42
95400	01/22/2026	Open			Accounts Payable	THREE O'CLOCK ROCK LLC	HASEP 3 O' CLOCK ROCK OCT-NOV 2025 S1	2,652.00
95401	01/22/2026	Open			Accounts Payable	TRB AND ASSOCIATES, INC.	ARCH/ENGINEERING PLAN REVIEW SERVICES NOV 2025NOV 2025	60,725.00
95402	01/22/2026	Open			Accounts Payable	UNITED CALIFORNIA ACCESS & SECURITY	COMMUNITY CENTER FRONT DOOR REPAIR	510.00
95403	01/22/2026	Open			Accounts Payable	W-TRANS INC	CCTA SMART SIGNALS DEC 2025	2,556.25
95404	01/22/2026	Voided	Duplicate Payment	02/11/2026	Accounts Payable	WILLIAMS, LEWIS		3,127.80
95405	01/22/2026	Open			Accounts Payable	DAWSON, ANTHONY	TUITION REIMBURSEMENT FOR FALL 2025 SEMESTER PER MOU	2,500.00
95406	01/22/2026	Open			Accounts Payable	KATANSKI, ALEXANDER	LUNCH - RED DOT PISTOL FOR DEC 10-11 2025	16.00
95407	01/22/2026	Open			Accounts Payable	COLMENARES, SERAFIN	REAL PROPERTY TAX REBATE FOR 1720 WESLEY AVE	4,520.00
95408	01/22/2026	Open			Accounts Payable	JOHNSON , GLACIER	RETURN OF SEIZED PROPERTY CASE #24-1047	429.00
95409	01/22/2026	Open			Accounts Payable	NODAL, MARGARITA	FACILITY DEPOSIT	525.75
95410	01/22/2026	Open			Accounts Payable	PERMIT SERVICES	CANCEL PERMIT REFUND	649.00
95411	01/22/2026	Open			Accounts Payable	EVEREST PLUMBING & DRAIN	RELEASE OF BONDS -JAN 2026	5,835.00
95412	01/22/2026	Open			Accounts Payable	PG&E	RELEASE OF BONDS -JAN 2026	41,356.01
95413	01/22/2026	Open			Accounts Payable	SEWER WORKS, INC	RELEASE OF BONDS -JAN 2026	1,945.00
95414	01/22/2026	Open			Accounts Payable	WARD CONSTRUCTION, INC.	RELEASE OF BONDS -JAN 2026	3,392.00
95415	01/22/2026	Open			Accounts Payable	Nakamura, Sean	RELEASE OF BONDS -JAN 2026	4,674.00
95416	01/22/2026	Open			Accounts Payable	Nakamura, Sean	RELEASE OF BONDS -JAN 2026	3,392.00
95417	01/22/2026	Open			Accounts Payable	Powers, Kelly	RELEASE OF BONDS -JAN 2026	847.00
95418	01/29/2026	Open			Accounts Payable	ADAMSON POLICE PRODUCTS	HOLSTERS	4,954.64
95419	01/29/2026	Open			Accounts Payable	AIRGAS USA, LLC	MEDICAL SUPPLIES -OXYGEN	317.96
95420	01/29/2026	Open			Accounts Payable	AMAZON CAPITAL SERVICES, INC.	FIXTURE - THERMOSTAT	147.18
95421	01/29/2026	Open			Accounts Payable	ASBURY ENVIRONMENTAL SERVICES	USED MOTOR OIL RECYCLING 1/8/2026	153.00
95422	01/29/2026	Open			Accounts Payable	BEND MAILING	GREENER EL CERRITO NEWSLETTER WINTER 25-26 VOL45	965.75
95423	01/29/2026	Open			Accounts Payable	BLAISDELL'S BUSINESS PRODUCTS	GENERAL OFFICE SUPPLIES	112.43
95424	01/29/2026	Open			Accounts Payable	BOUNDTREE MEDICAL LLC	MEDICAL SUPPLIES	1,689.42
95425	01/29/2026	Open			Accounts Payable	CARROLL, JAMES	BACKGROUND INVESTIGATION- SAHAGUN	1,850.00
95426	01/29/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	CORP YARD UNIFORMS WEEKLY RENTALS	560.46
95427	01/29/2026	Open			Accounts Payable	CITYGATE ASSOCIATES, LLC	SERVICE DELIVERY STUDY DEVELOPMENT DEC 2025	12,659.47
95428	01/29/2026	Open			Accounts Payable	CONTRA COSTA HEALTH SERVICES	ANNUAL SWIM CENTER HEALTH PERMIT 2026-2027	5,151.00
95429	01/29/2026	Open			Accounts Payable	CORODATA SHREDDING INC.	SHREDDING SVCS DEC 2025	180.63

# Payment Register

From Payment Date: 1/1/2026 - To Payment Date: 1/31/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
95430	01/29/2026	Open			Accounts Payable	CRIME SCENE CLEANERS, INC.	HAZMAT CLEANUP 1/11/26	130.00
95431	01/29/2026	Voided/	Incorrect Address	02/20/2026	Accounts Payable	DARIUS LABS INC		18,000.00
95432	01/29/2026	Open			Accounts Payable	DON'S TIRE SERVICE, INC.	2 NEW TIRES	980.12
95433	01/29/2026	Open			Accounts Payable	EBMUD	EBMUD 10/29/25-1/2/26	563.85
95434	01/29/2026	Open			Accounts Payable	ENTENMANN-ROVIN CO.	FD UNIFORM	265.15
95435	01/29/2026	Open			Accounts Payable	FBD VANGUARD CONSTRUCTION, INC	EL CERRITO 2025 ACCESS MODIFICATIONS PROJ 11/30/25	142,824.38
95436	01/29/2026	Open			Accounts Payable	FCS STRIPING,SEALING & PAVING	RELEASE OF BONDS - JAN 2026	3,392.00
95437	01/29/2026	Open			Accounts Payable	FLEET MANAGEMENTHOLDINGS, LLC	C3: SIDE WALL ASSEMBLY	1,420.19
95438	01/29/2026	Open			Accounts Payable	GHIRARDELLI ASSOCIATES	DEL NORTE TOD PROJECT DEC 2025	66,511.24
95439	01/29/2026	Open			Accounts Payable	GOLDEN BEAR TRANSFER STATION	STREET SWEEP SPOILS ON 1/2, 1/8 & 1/12	3,346.56
95440	01/29/2026	Open			Accounts Payable	GOLDFARB & LIPMAN LLP	HOUSING LEGAL SVCS OCT 2025	12,994.00
95441	01/29/2026	Open			Accounts Payable	GRIFFIN PERFORMANCE JUDO LLC	GRIFFIN PERFORMANCE ADULT & YOUTH FALL 2025	3,393.60
95442	01/29/2026	Open			Accounts Payable	HI-TECH INC.	VEHICLE SUPPLIES FD	2,667.01
95443	01/29/2026	Open			Accounts Payable	IRON MOUNTAIN	OFF-SITE RECORDS STORAGE AND SERVICES	752.54
95444	01/29/2026	Open			Accounts Payable	KENNEDY, GREG, C	EMS CALL REVIEW DEC 2025	2,100.00
95445	01/29/2026	Open			Accounts Payable	KNORR SYSTEMS, INC.	CO2 1/12/26	201.65
95446	01/29/2026	Open			Accounts Payable	L.N. CURTIS & SONS	FD UNIFORM	961.02
95447	01/29/2026	Open			Accounts Payable	MITCHELL, BONNIE	AQUA ZUMBA JAN 2025	144.90
95448	01/29/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES REC	575.31
95449	01/29/2026	Open			Accounts Payable	ODYSSEY POWER CORPORATION	COMMUNITY CENTER GENERATOR MINOR SERVICE 11/7/25	1,562.50
95450	01/29/2026	Open			Accounts Payable	OLIVER'S TOW INC.	2013 FORD PATROL CAL TOW	183.18
95451	01/29/2026	Open			Accounts Payable	PAKPOUR CONSULTING GROUP, INC.	STAFF AUGMENTATION NOV 2025	550.00
95452	01/29/2026	Open			Accounts Payable	S.P. AUTOMOTIVE	DIESEL EXHAUST FLUID	606.10
95453	01/29/2026	Open			Accounts Payable	SSD ALARM	ARLINGTON CLUBHOUSE ALARM SVCS FEB 2026	914.05
95454	01/29/2026	Open			Accounts Payable	STAPLES	OFFICE SUPPLIES FD	592.03
95455	01/29/2026	Open			Accounts Payable	SWINERTON MANAGEMENT & CONSULTING	SWIM CENTER PROJECT DEC 2025	23,705.00
95456	01/29/2026	Open			Accounts Payable	TALENTNOOK INC.	TALENTNOOK ASEP FALL 2025	9,860.40
95457	01/29/2026	Open			Accounts Payable	TARGET SOLUTIONS LEARNING, LLC	TRAINING SOFTWARE ANNUALLY	7,252.09
95458	01/29/2026	Open			Accounts Payable	Technica Auto, Inc.	2012 FORD OIL CHANGE + BRAKES + FILTERS	2,249.70
95459	01/29/2026	Open			Accounts Payable	Total Industries	7FGU25 FORKLIFT SVCS	505.91
95460	01/29/2026	Open			Accounts Payable	UNIVERSAL BUILDING SERVICE	BUILDING SUPPLIES FD	172.93
95461	01/29/2026	Open			Accounts Payable	WEST COAST FLOOR COMPANY	COMMUNITY CENTER HARDWOOD FLR REPAIR	15,200.00
95462	01/29/2026	Open			Accounts Payable	CALIFORNIA DEPARTMENT OF CONSERVATION	STRONG MOTION INSTRUM. FEE W/PERMIT FY26 Q2	963.11
95463	01/29/2026	Open			Accounts Payable	CARRION, DAMIEN	TUITION REIMBURSEMENT FOR FALL 2025 SEMESTER PER MOU	2,500.00
95464	01/29/2026	Open			Accounts Payable	GHILOTTI BROS, INC	DEL NORTE TOD COMPLETE STREETS IMPROV 11/21/25-12/20/25	421,560.27
95465	01/29/2026	Open			Accounts Payable	MA, SANG	ICI SA TRAINING COURSE 1/5-1/9/26 IN MONTEREY	298.57
95466	01/29/2026	Open			Accounts Payable	MUELLER, PUJA	TUITION REIMBURSEMENT FOR FALL 2025 SEMESTER PER MOU	2,375.37
95467	01/29/2026	Open			Accounts Payable	LEVESQUE, RENEE	2026 ANNUAL HRC MLK PARADA & EVENT SUPPLIES PURCHASED	444.50
95468	01/29/2026	Open			Accounts Payable	CALPERS LONG TERM CARE PROGRAM	PER3 - CALPERS Longterm Care Ins	52.30
95469	01/29/2026	Open			Accounts Payable	EL CERRITO FIRE DEPT MGMT GRP	MGT1 - FIRE DEPT MGMT GROUP	50.00
95470	01/29/2026	Open			Accounts Payable	EL CERRITO PUBLIC SFTY EE MGMT	MGT2 - SAFETY EMPLOYEE MGMT GROUP	436.00
95471	01/29/2026	Open			Accounts Payable	FIRE ASSOCIATION	DUE2 - FIRE ASSN DUES CK	675.00
95472	01/29/2026	Open			Accounts Payable	LIFE INSURANCE OF NORTH AMERICA	ACCD - Accidental Death & Dismembermt	52.50
95473	01/29/2026	Open			Accounts Payable	POLICE ASSN.	DUE1 - POLICE ASSN DUES	3,554.24
95474	01/29/2026	Open			Accounts Payable	PRO FIREFIGHTERS ASSN DUES	DUE3 - EC PRO FIREFIGHTERS DUES	287.89
95475	01/29/2026	Open			Accounts Payable	SEIU LOCAL 1021	COPE - VOLUNTARY COPE DEDUCTION*	1,963.39
95476	01/29/2026	Open			Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	PAR - PARS - ARS 457*	3,509.10
<b>Type Check Totals:</b>					<b>295 Transactions</b>			<b>\$ 2,342,775.44</b>

<b>EFT</b>								
3576	01/12/2026	Open			Accounts Payable	P E R S	PE CM PEPRA - PERS CM PEPRA*	\$ 207,787.62

# Payment Register

From Payment Date: 1/1/2026 - To Payment Date: 1/31/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
3579	01/12/2026	Open			Accounts Payable	P E R S	PERS-SEIU PEPR - PERS-SEIU PEPR Tier 2*	33.91
3580	01/09/2026	Open			Accounts Payable	California State Disbursement Unit	Payroll Deduction	2,227.84
3581	01/09/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	CA - CA Tax	57,057.40
3582	01/09/2026	Open			Accounts Payable	IRS	FED - Fed Tax*	218,940.12
3583	01/09/2026	Open			Accounts Payable	MlssionSquare (name chg 03-2021 formerly ICMA)	ICM1 - ICMA-457 #300530 FLAT DOLLAR*	69,275.02
3584	01/09/2026	Open			Accounts Payable	P E R S	PE1% - PERS SEIU*	232,567.00
3585	01/23/2026	Open			Accounts Payable	California State Disbursement Unit	Payroll Deduction	2,509.38
3586	01/23/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	CA - CA Tax	43,786.60
3587	01/23/2026	Open			Accounts Payable	IRS	FED - Fed Tax*	181,507.32
3588	01/23/2026	Open			Accounts Payable	MlssionSquare (name chg 03-2021 formerly ICMA)	ICM1 - ICMA-457 #300530 FLAT DOLLAR*	67,190.64
3589	01/23/2026	Open			Accounts Payable	P E R S	PE CM PEPR - PERS CM PEPR*	210,638.26
3590	01/13/2026	Open			Accounts Payable	CalPERS (CA Public Employees' Retirement System)	CALPERS REPLACEMENT BENEFIT CONTRIBUTION 2026	954.84
3591	01/06/2026	Open			Accounts Payable	U.S. BANK	2017 COP BOND DEBT PAYMENT JAN 2026	457,773.42
3592	01/16/2026	Open			Accounts Payable	CALIFORNIA DEPT OF TAX & FEE ADMIN (CDTFA)	REC DEPT SALES & USE TAX Q4 2025	181.00
3593	01/14/2026	Open			Accounts Payable	CALIFORNIA DEPT OF TAX & FEE ADMIN (CDTFA)	UNDERGROUND STORAGE TANK MAINTENANCE 2025	1,349.00
3594	01/21/2026	Open			Accounts Payable	PG&E	PG&E 12/02/25-01/02/26	23,090.85
3595	01/06/2026	Open			Accounts Payable	PITNEY BOWES PURCHASE POWER	PURCHASE POWER PASTAGE CL PYMT DEC 25	900.00
3596	01/21/2026	Open			Accounts Payable	PG&E	PG&E 12/01/25-12/31/25	43,520.34
3597	01/27/2026	Open			Accounts Payable	PG&E	PGE 12/8/25-1/6/26	48.99
3598	01/27/2026	Open			Accounts Payable	PG&E	PG&E 12/06/25-01/06/26	38.23
3599	01/26/2026	Open			Accounts Payable	KS STATEBANK	23 CHEVROLET TAHOE SPECIAL SERVICE VEHICLES WITH UPFITTING JAN26	4,907.41
3600	01/26/2026	Open			Accounts Payable	STRYKER CORPORATION	STRYKER EQUIPMENT/ SVC LEASE AGRMNT JAN 2026	6,308.59
3601	01/27/2026	Open			Accounts Payable	U.S. BANK - CORPORATE PAYMENT SYS	CALCARD JAN 2026 PAYMENT	44,840.91
3602	01/29/2026	Open			Accounts Payable	SUTTER HEALTH PLUS	SUTTER HEALTH PLAN -FEB 2026 PAYMENT	32,894.00
3603	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	836.25
3604	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	60.96
3605	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	559.44
3606	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	123.07
3607	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	532.67
3608	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	38.38
3609	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	38.37
3610	01/31/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - DEC2025	38.40
3611	01/31/2026	Open			Accounts Payable	AMEX/AMERICAN EXPRESS	MERCHANT FEE EXPENSE - DEC2025	40.04
3612	01/31/2026	Open			Accounts Payable	CLOVER	MERCHANT FEE EXPENSE - DEC2025	23.90
3613	01/31/2026	Open			Accounts Payable	AUTHORIZE.NET	MERCHANT FEE EXPENSE - DEC2025	34.90
3614	01/31/2026	Open			Accounts Payable	AUTHORIZE.NET	MERCHANT FEE EXPENSE - DEC2025	20.00
3615	01/31/2026	Open			Accounts Payable	CARDCONNECT	MERCHANT FEE EXPENSE - DEC2025	5,786.71
3616	01/31/2026	Open			Accounts Payable	CARDCONNECT	MERCHANT FEE EXPENSE - DEC2025	2,041.35
3617	01/31/2026	Open			Accounts Payable	CARDCONNECT	MERCHANT FEE EXPENSE - DEC2025	11,157.14
<b>Type EFT Totals:</b>					<b>40 Transactions</b>			<b>\$ 1,931,660.27</b>

AP-AP Check - Accounts Payable Checking Account Totals

**ACCOUNTS PAYABLE**

All	Status	Count	Transaction Amount
	Open	333	\$ 4,253,307.91
	Reconciled	-	-
	Voided	2	21,127.80
	Stopped	-	-
	<b>Total</b>	<b>335</b>	<b>\$ 4,274,435.71</b>

**PAYROLL**

All	Status	Count	Transaction Amount
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# Payment Register

From Payment Date: 1/1/2026 - To Payment Date: 1/31/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
					Open	24	\$	17,122.93
					Reconciled	540		1,186,660.38
					Voided	1		2,477.01
					Stopped	-		-
					Total	565	\$	1,206,260.32
					<b>Total</b>	<b>900</b>	<b>\$</b>	<b>5,480,696.03</b>

**GRAND TOTAL**



## AGENDA BILL

Agenda Item No. 6.D.

**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Aissia Ashoori, Housing-Economic Development Manager; Community Development Department  
**Subject:** Economic Development Committee Appointment

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### **ACTION PROPOSED**

Approve an Economic Development Committee recommendation to reappoint Sandra Mayithara, effective March 1, 2026.

Sandra Mayithara has been an El Cerrito resident for 4.5 years and has served on the EDC since 2022. She has an extensive background in finance and working with businesses. Sandra is also an entrepreneur and committed to serving another term on the EDC to support El Cerrito businesses.

The applicant has demonstrated their commitment to economic prosperity which is aligned with the mission of EDC. The Economic Development Committee voted unanimously to recommend the appointment of Mayithara at its special meeting on January 26, 2026. If the City Council approves this recommendation, the number of committee members will be 10 out of a possible membership total of 15, as established by Resolution 2013-66.

### **STRATEGIC PLAN CONSIDERATIONS**

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *Livability and Belonging*

### **ENVIRONMENTAL CONSIDERATIONS**

### **FINANCIAL CONSIDERATIONS**

### **LEGAL CONSIDERATIONS**

**Reviewed by:**

Karen Pinkos, City Manager

**Attachments:**

Application(s) on file with the City Clerk

**EL CERRITO CITY COUNCIL PROCLAMATION  
Designating March 7 through March 14, 2026, as Arbor Week**

WHEREAS, the first documented Arbor Day was held in 1594 in the Spanish village of Mondonedo, and was initiated in America in 1872 by J. Sterling Morton, who proposed that a special day be set aside for the planting of trees, being quoted as saying "Other holidays focus upon the past; Arbor Day focuses on the future"; and

WHEREAS, Arbor Day, in America was first observed in April 1872 with the planting of one million trees in Nebraska and is now observed on seasonally appropriate dates throughout the United States, and the world; and

WHEREAS, in California, Arbor Day is observed in March, as part of California Arbor Week starting on the birthday of Luther Burbank, a prolific California plant breeder who enhanced the diversity, beauty, disease resistance and flavor of ornamental and edible plants by producing hundreds of new varieties of plants and trees; and

WHEREAS, trees planted in urban areas play a vital role in meeting the State's greenhouse gas emission reduction targets and the goals of the City's Climate Action and Adaptation Plan by sequestering carbon as well as reducing energy consumption; and

WHEREAS, trees directly contribute to improving air quality by reducing air pollution, removing airborne particulates from the atmosphere, and helping to purify the air; and

WHEREAS, trees play a significant role in maintaining water resources by reducing surface runoff, preserving water quality, and protecting urban water resources; and

WHEREAS, trees provide essential habitats for much of California's wildlife, including many listed, threatened, and endangered species; and

WHEREAS, trees enhance the aesthetic quality of life in urban communities by providing a natural buffer for surface noise and natural recreational resources for California's children, youth, and families; and

WHEREAS, a healthy and thoughtfully developed and managed urban forest is a valuable and distinctive natural resource, expanding the economic base through the provision of resources, community character, and enhancement of the living environment; and

WHEREAS, in order to support the City's urban forest, in 2019 the City of El Cerrito adopted an amended Public Tree and Shrub Ordinance to protect public trees, set guidelines for planting, pruning, and removal, and to define the elements of the City's urban forestry program; and

WHEREAS, as a result of meeting the four established standards of sound urban forestry in 2019, the Arbor Day Foundation recognized the City of El Cerrito with the Tree City USA status the first time in 2020; and

WHEREAS, more recently, the City of El Cerrito was awarded the 2022 Tree City USA Growth Award from the Arbor Day Foundation for its increased levels of tree care and community engagement; and

WHEREAS, the City of El Cerrito has now been recognized for the seventh year by the Arbor Day Foundation as meeting the Tree City USA standards; and

WHEREAS, in becoming a Tree City USA, the City of El Cerrito joined a nationwide movement of more than 3,500 communities that have made the commitment to manage and expand their urban forest by maintaining a tree board or department, having a public tree care ordinance, spending at least \$2 per capita on urban forestry, and maintaining an annual Arbor Day observance and proclamation.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby proclaim March 7 through March 14, 2026, as El Cerrito Arbor Week and urges all community members to observe and celebrate by planting and caring for trees and participating in Arbor Week activities for our own benefit and for the benefit of future generations. And furthermore, recognizes Arbor Week by flying the Tree City USA Flag at City Hall.

Dated: March 3, 2026

\_\_\_\_\_  
Gabe Quinto, Mayor

**EL CERRITO CITY COUNCIL PROCLAMATION  
Designating the Month of March as “Women’s History Month”  
and March 8, 2026 as “International Women’s Day”**

WHEREAS, women of every race, class, and ethnic background have made historic contributions to the growth and strength of the United States, the state of California, and the City of El Cerrito in countless recorded and unrecorded ways; and

WHEREAS, women have played and continued to play a critical economic, cultural, and social role in every sphere of the life of our nation and in the City of El Cerrito by constituting a significant portion of the labor force working inside and outside the home; and

WHEREAS, women have played a unique role throughout our history by providing the majority of the volunteer labor force; and women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in the United States and throughout the Bay Area; and

WHEREAS, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and the peace movement, to create a more fair and just society for all; and

WHEREAS, locally, women have played a key role in the City of El Cerrito’s history as leaders in the community, in our schools and universities, and at City Hall; and the City proudly recognizes the importance of issues affecting women and girls and supports further sustainable change in their well-being and advancement; and

WHEREAS, International Women’s Day is celebrated globally on March 8<sup>th</sup> and addresses the social, economic, and political barriers still facing women and girls while celebrating their achievements and the progress that have been made in support of women’s equality.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby proclaim March 2026 as Women’s History Month and March 8, 2026 as International Women’s Day in the City of El Cerrito, and encourages residents to reflect on, honor, and celebrate the history, courage, commitment, accomplishments, and contributions of women, not only in El Cerrito but throughout America.

Dated: March 3, 2026

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Gabe Quinto, Mayor

**EL CERRITO CITY COUNCIL PROCLAMATION**  
**Recognizing March as American Red Cross Month in the City of El Cerrito**

WHEREAS, March is American Red Cross month, when we recognize the compassion of people in the City of El Cerrito and renew our commitment to lend a helping hand to our neighbors in need; and

WHEREAS, American Red Cross volunteers have stepped up to deliver relief and care across our country and around the world, bringing out the best of humanity in times of crisis as Clara Barton, founder of the American Red Cross, did over 140 years ago; and

WHEREAS, the volunteers, blood and platelet donors, and supporters shine a beacon of hope in people's darkest hours — delivering shelter, food and comfort during disasters; providing critical blood donations for hospital patients; supporting service members, veterans and their families; saving lives with first aid, CPR, AED and other skills; or delivering international aid and reconnecting loved ones separated by global crises; and

WHEREAS, with 1148 volunteers in Contra Costa County, the American Red Cross assisted or responded to 101 disasters, assisting 190 families; and through our Sound the Alarm program, the American Red Cross installed 778 smoke alarms, making 241 homes safer, and trained 425 students through the Youth Preparedness Programs; and

WHEREAS, Contra Costa County residents donated 18,299 units of lifesaving blood; hosted 530 blood drives; and trained 12,164 residents in first aid, CPR, AED, and aquatics; and provided 463 case services to military members and their families; and provided humanitarian aid internationally; and

WHEREAS, this work to uplift our community is made possible by those who selflessly answer the call to help, whenever and wherever it is needed. We hereby recognize this month of March in honor of their remarkable service, and we ask everyone to join in their commitment to care for one another.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby proclaim March 2026 as American Red Cross Month in the City of El Cerrito and encourages all residents to reach out and support the Red Cross' humanitarian mission.

Dated: March 3, 2026

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Gabe Quinto, Mayor



## AGENDA BILL

Agenda Item No. 6.H.

**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** James Mizutani, Associate Engineer, Public Works Department; Yvetteh Ortiz, Public Works Director/City Engineer  
**Subject:** Amendment to Cooperative Agreement with Contra Costa Transportation Authority for Richmond Street Complete Streets Improvement Project

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### **ACTION PROPOSED**

Adopt a resolution authorizing the City Manager to execute Amendment No. 1 to the Cooperative Agreement with the Contra Costa Transportation Authority (CCTA) for the Richmond Street Complete Streets Improvement Project (Project) to incorporate additional funding identified for the Project.

### **BACKGROUND**

#### *Project Description*

The Richmond Street Complete Streets Improvement Project aims to improve safety, connectivity, and comfort for all travelers consistent with the adopted City Active Transportation Plan and Complete Streets policies. Improvements will consist of traffic calming features including chicanes, raised intersections, speed tables, and curb bulb-outs; pedestrian safety features including high-visibility markings, flashing beacons, and intersection safety lighting at uncontrolled crosswalks; enhanced bikeways, specifically bicycle lanes in each direction north of Moeser Lane; green infrastructure including new street trees and stormwater treatment facilities; and access upgrades including ADA-compliant curb ramps and replacement of damaged sidewalk. The Project extends approximately 1.85 miles along Elm Street and Richmond Street between the Key Boulevard/Hill Street/Elm Street intersection and the Richmond Street/Fairmount Avenue/Ohlone Greenway intersection. The Project connects with the City's existing pedestrian, bicycle, and vehicle network, including residential neighborhoods, the El Cerrito del Norte and Plaza BART Stations, schools, civic and recreational destinations, commercial districts, and the City's San Pablo Avenue Priority Development Area (PDA).

#### *Safe Street for All Discretionary Grant Program*

In Summer 2022, the CCTA led a multi-agency, collaborative effort to submit the "Bicycle and Pedestrian Safety Improvements To Improve Equity Countywide in Contra Costa Project Application" to the U.S. Department of Transportation's (USDOT's) Safe Streets and Roads for All (SS4A) Discretionary Grant Program, which supports initiatives that focus on preventing deaths and serious injuries on the nation's roadways.

The application included five projects as follows:

- Richmond Street Complete Streets Improvements (in partnership with the City of El Cerrito)
- L Street Pathway to Transit – Bicycle and Pedestrian Improvements (in partnership with the City of Antioch)
- Moraga Road and Canyon Road Complete Streets Improvements (in partnership with the Town of Moraga)
- Antioch Bicycle Garden (in partnership with the City of Antioch and Street Smarts Diablo)
- San Francisco Bay Trail Gap Closure – Martinez Intermodal Station to Crockett (in partnership with the East Bay Regional Park District)

In February 2023, the USDOT announced that the CCTA had been awarded \$28.9 million to deliver these projects, of which \$8,003,010 is dedicated to the Richmond Street Complete Streets Improvement Project. The projects funded by SS4A will create a suite of safety improvements based on Vision Zero and Complete Streets – policies and strategies designed to reduce injuries and fatalities and improve the overall experience on the road for pedestrians and bicyclists. Additionally, the projects will expand equitable access to multimodal transportation options, and increase connectivity to affordable housing, job centers, recreation areas, and essential services.

In September 2023, the City Council approved the [Cooperative Agreement with the CCTA](#) to lead all phases of the Project as required by the USDOT and Federal Highway Administration, the agency administering the grant program ([Resolution 2023-66](#)). The delivery phases include planning, preliminary engineering, environmental clearance, design, preparation of plans, specifications and estimates (PS&E), right-of-way including utility relocations, and construction. This also consists of project administration services, including coordination with federal and local agencies, execution of various project agreements, procurement of required consultants and contractors to complete all phases, oversight of all work, and access to the SS4A funding. Each local agency must contribute the minimum local match funding of 20% required by the SS4A grant for the improvements in its jurisdiction.

#### *Affordable Housing Sustainable Communities (AHSC) Program*

The Affordable Housing Sustainable Communities (AHSC) Program is a funding source administered by the Strategic Growth Council (SGC) and implemented by the California Department of Housing and Community Development (HCD). The purpose of the AHSC Program is to reduce greenhouse gas (GHG) emissions through projects that implement land use, housing, and transportation projects to reduce overall vehicle miles traveled. In February 2024, the City Council authorized an AHSC Round 8 application package ([Resolution 2024-09](#)) for El Cerrito Parcel A South (EC-PAS) to construct 70 units of affordable rental housing and related transportation improvements for an amount not to exceed \$50 million.

The AHSC application was a joint effort between the Related Companies of California (Developer) and the City, as co-applicant. BART (non-applicant) was a transportation partner in this competitive application and had obligations to perform under the AHSC Program. In August 2024, HCD announced AHSC Round 8 awards to 20 recipients. Among them was an award of \$39,141,077 for EC-PAS consisting of: \$21,148,570 (Program Loan), AHSC Loan to the Developer for the EC-PAS; and \$17,992,507 (Program Grant), AHSC Grant to the City for each of the parties to complete various components as presented in an [October 15, 2024, Agenda Bill](#) to the City Council. In November 2024, the City Council authorized the City Manager to execute an agreement and all other required documents for the AHSC Program with HCD and SGC ([Resolution 2024-78](#)).

The City Sustainable Transportation Infrastructure (STI) portion of the AHSC Program Grant in the amount not to exceed \$5,856,000 provides funding for the Project. This same portion also provides funding for improvements to the Ohlone Greenway, sidewalks, and east-west bikeways serving EC-PAS. As authorized by the City Council, the City Manager has the authority to allocate funding among these transportation improvements.

#### *East Bay Municipal Utility District*

The timing of the Project was coordinated with the East Bay Municipal Utility District (EBMUD) Wildcat Pipeline Improvement Project. The EBMUD project started construction in August 2023 and was completed in Fall 2024. As part of the City Encroachment Permit process, City staff entered into a pavement restoration agreement with EBMUD so that, in lieu of restoring the pavement along their trench section, EBMUD would pay a restoration fee, equivalent to the restoration cost, to the City so that the City could complete a full-width restoration of the pavement along with construction of other improvements planned as part of Project. This coordination was intended to minimize costs and impacts on the community while facilitating comprehensive improvements along the corridor. The original reimbursement estimate was \$1,000,000.

#### *Senate Bill 1 Local Partnership Formulaic Program*

The Road Repair and Accountability Act of 2017, (Senate Bill [SB] 1, Beall) created the [Local Partnership Formulaic Program](#) (Formulaic Program) and provides funding to be allocated by the California Transportation Commission (CTC) to counties, cities, districts, and regional transportation agencies in which voters have approved fees or taxes dedicated solely for transportation purposes. Each Formulaic Program cycle includes two years of funding. The 2022 cycle includes Fiscal Years 2023-24 and 2024-25 and the 2024 cycle includes Fiscal Years 2025-26 and 2026-27. Funds in the amount of \$400,000 in the 2022 cycle and \$400,000 in 2024 cycle (Attachment 3) are available to the City on a formulaic basis because of the City's voter-approved Measure A, the El Cerrito Pothole Repair, Local Street Improvement and Maintenance Measure. The CTC is scheduled to allocate \$800,000 from the 2022 and 2024 cycles to the Project at its March 19 and 20, 2026 meeting.

*Project Development Process*

Preliminary engineering activities for the Project began in early 2024 after execution of all agreements between the CCTA and local agencies that collaborated on SS4A grant funding. The Project elements were refined as the Project proceeded through community outreach and engagement and preliminary design. City staff conducted extensive public outreach for the Project and for road safety in general. In Spring 2024, the in-progress Local Road Safety Plan (LRSP) invited the public to answer a survey on road safety and transportation priorities. Specific community engagement for the Project began in July 2024. The Project team shared project information and gathered feedback from the El Cerrito community through tabling at two City's July 4th Festivals (2024 and 2025), three workshops (September 2024, November 2024, and December 2024), two online surveys (Summer 2024 and Fall 2024), an open house (June 2025), numerous emails, and presentations to City committees and local organizations.

At its [July 15, 2025](#) meeting, the City Council conducted a study session regarding the City's Active Transportation Plan and Complete Streets policies, including transportation and climate policies that guide the City's approach to improving and expanding the City's pedestrian, bicycle, and multi-modal infrastructure. The City Council received a presentation from City staff and public comments from residents and community members. The City Council affirmed the current vision and direction provided in those plans and policies, and affirmed the direction City staff is taking to develop transportation projects such as the Richmond Street Complete Streets Improvement Project.

The Project is entering final design pending approval of all necessary environmental clearance documents. Final design and bidding is anticipated to occur in Spring 2026 into early Summer 2026 based on the timing of USDOT approval. Construction is anticipated to begin in late Fall 2026.

**ANALYSIS**

Amendment No. 1 to the Cooperative Agreement is intended to incorporate additional funding secured or being secured for the Project in preparation for the bidding and construction phase of the Project. With the successful AHSC Round 8 grant award in 2024, the programming of the SB1 Formulaic Program funding, and other funding adjustments, the Project will be able to implement comprehensive improvements identified through the project development process described above and account for cost escalation as the project development process has taken longer than anticipated.

The revised cost estimate for all phases of project delivery is currently \$12,878,610 as summarized below.

<b>Project Cost Estimate</b>			
<b>Activities</b>	<b>As of 2023</b>	<b>As of 2024</b>	<b>Current</b>
CCTA Planning, Project Management, and Procurement	\$348,000	\$345,531	\$345,531
CCTA Consultant Services for Environmental, PS&E, and Right-of-Way Engineering	\$1,132,000	\$717,061	\$817,061
CCTA Construction	\$7,589,010	\$9,032,725	\$10,216,902
CCTA Construction Support (Including Construction Management, Design Support During Construction & Permit Fees)	\$1,035,000	\$996,693	\$1,418,846
<b>CCTA Total</b>	<b>\$10,104,010</b>	<b>\$11,092,010</b>	<b>\$12,798,340</b>
City Consultant Project Administration Support	-	-	\$80,270
<b>TOTAL PROJECT COST</b>	<b>\$10,104,010</b>	<b>\$11,092,010</b>	<b>\$12,878,610</b>

Proposed Amendment No. 1 commits the City to contribute funds in the amount of \$4,795,330 (Total Project Cost minus the SS4A grant and the internal City Project Administration costs). This amount must be from non-federal sources for the required match for the federal grant and for costs incurred by the CCTA for project management, and all phases of project delivery. The proposed funding plan for the Project is shown below.

<b>Project Funding Plan</b>			
<b>Source</b>	<b>As of 2023</b>	<b>As of 2024-2025*</b>	<b>Proposed</b>
<b>CCTA Activities:</b>			
Measure J Return to Source (Fund 204)	\$100,000	\$100,000	\$100,000

SB1 Local Partnership Program-Formulaic Program	\$400,000	-	\$800,000
SB1 Local Streets & Roads (Fund 212)	\$200,000	\$300,000	\$250,000
Measure A Street Improvements (Fund 211)	\$401,000	\$700,000	\$644,730
Utility Reimbursement/Other Local Funds (Fund 304)	\$1,000,000	\$1,001,000	\$1,200,000
AHSC (State Funding)	-	\$988,000	\$1,800,600
SS4A (Federal Funding)	\$8,003,010	\$8,003,010	\$8,003,010
<b>CCTA Activities Total</b>	<b>\$10,104,010</b>	<b>\$11,092,010</b>	<b>\$12,798,340</b>
<b>City Activities:</b>			
SB1 Local Streets & Roads (Fund 212)			\$25,000
Measure A Street Improvements (Fund 211)			\$55,270
<b>City Activities Total</b>			<b>\$80,270</b>
<b>TOTAL PROJECT FUNDING</b>	<b>\$10,104,010</b>	<b>\$11,092,010</b>	<b>\$12,878,610</b>

\*Per the City's Capital Improvement Program, as adjusted in the Fiscal Years 2023-24, 2024-25 and 2025-26 Adopted Budgets.

Measure J Return to Source, SB1 Local Streets & Roads, and Measure A Street Improvements are City special funds restricted to transportation purposes including operations, maintenance, and capital improvements. Because these funds are City controlled, the City has the ability to expeditiously adjust funding allocations as needs change and has done so through adoption of fiscal year budgets over the last few years.

Through the SB1 Formulaic Program, \$800,000 is available for allocation by the CTC. The amount of funding between this program and the City Measure A has changed over the last few City budget cycles to facilitate implementation of the Project.

Allocating the City-controlled funds for the project management and administrating, design, and environmental phases reduced the administrative burden of using the state and federal grants for these phases. The SB1 Formulaic Program requires CTC approval while the SS4A Program requires USDOT approval, so limiting these funding sources to only the construction phase limits the required set of approvals to one instead of two, significantly reducing time and level of effort.

Through the AHSC Round 8 grant award of \$5,856,000 for the City STI portion, additional funding is available to be allocated toward the Project. Along with the SB1 Formulaic Program funding, increasing the City STI allocation from \$988,000 to \$1,800,600 will enable the implementation of comprehensive improvements along with cost escalation. This will leave a City STI balance of \$4,055,400 for the other Ohlone Greenway, sidewalks, and east-west bikeways improvements to be implemented as part of separate projects in the coming years.

Through the EBMUD utility work, the original reimbursement estimate for pavement work was \$1,000,000. In March 2025, EBMUD reimbursed the City \$1,155,600 under this agreement with more due for remaining restoration work for which the City has conservatively estimated about \$45,000.

Amendment No. 1 to the Cooperative Agreement is necessary to incorporate the additional funding described above before the construction phase of the project begins.

### **STRATEGIC PLAN CONSIDERATIONS**

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- Infrastructure and Amenities; and
- Environmental Sustainability.

### **ENVIRONMENTAL CONSIDERATIONS**

Under the Cooperative Agreement, the CCTA is preparing all necessary environmental clearance documents under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) and coordinating with the City as needed.

### **FINANCIAL CONSIDERATIONS**

No additional budget appropriation is requested at this time. The additional funding for construction, which is anticipated to begin next fiscal year, will be included as part of the Fiscal Year 2027-28 budget.

### **LEGAL CONSIDERATIONS**

The proposed Amendment No. 1 is in draft final form. The City Attorney has reviewed the amendment and provided comments. Minor revisions are pending.

The final Amendment No. 1 will be in substantially the form attached, subject to review and approval by the City Attorney.

**Reviewed by:**

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

**Attachments:**

1. Resolution
2. Exhibit A to Resolution
3. Project List

## RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE COOPERATIVE AGREEMENT WITH THE CONTRA COSTA TRANSPORTATION AUTHORITY (CCTA) FOR THE RICHMOND STREET COMPLETE STREETS IMPROVEMENT PROJECT (PROJECT) TO INCORPORATE ADDITIONAL FUNDING IDENTIFIED FOR THE PROJECT

WHEREAS, consistent with the City Active Transportation Plan and Complete Streets policies, the Richmond Street Complete Streets Improvement Project aims to improve safety, connectivity, and comfort for all travelers between El Cerrito's residential neighborhoods, the El Cerrito del Norte and Plaza BART Stations, schools, civic and recreational destinations, commercial districts, and the City's San Pablo Avenue Priority Development Area (PDA); and

WHEREAS, in Summer 2022, the CCTA led a multi-agency, collaborative effort to submit the "Bicycle and Pedestrian Safety Improvements To Improve Equity Countywide in Contra Costa Project Application" to the U.S. Department of Transportation's (USDOT's) Safe Streets and Roads for All (SS4A) Discretionary Grant Program; and

WHEREAS, in February 2023, the USDOT announced that the CCTA had been awarded \$28.9 million in SS4A funding to deliver five projects of which \$8,003,010 is dedicated for the Richmond Street Complete Streets Improvement Project, and these projects will create a suite of safety improvements based on Vision Zero and Complete Streets – policies and strategies designed to reduce injuries and fatalities and improve the overall experience on the road for pedestrians and bicyclists; and

WHEREAS, Project improvements will consist of traffic calming features including chicanes, raised intersections, speed tables, and curb bulb-outs; pedestrian safety features including high-visibility markings, flashing beacons, and intersection safety lighting at uncontrolled crosswalks; enhanced bikeways specifically bicycle lanes in each direction north of Moeser Lane; green infrastructure including new street trees and stormwater treatment facilities; and access upgrades including ADA-compliant curb ramps and replacement of damaged sidewalk; and

WHEREAS, to implement comprehensive improvements identified through the project development process and accounting for cost escalation as the project development process has taken longer than anticipated, the revised cost estimate for all project delivery phases is \$12,878,610; and

WHEREAS, the City has or is in the process of securing additional funding from the Affordable Housing Sustainable Communities (AHSC) Program, East Bay Municipal Utility District, and Senate Bill 1 Local Partnership Formulaic Program to cover the estimated cost for the Project; and

WHEREAS, the proposed amendment commits the City to pay \$4,795,330 from other non-federal sources for the required match for the federal grant and for costs incurred by the CCTA for project management, and all phases of project delivery including environmental clearance, plans, specifications, and estimates (PS&E), right-of-way (ROW), and construction; and

WHEREAS, the funding plan provides the required match from available local and state sources including \$100,000 from Measure J Return to Source, \$800,000 from SB1 Local Partnership Program-Formulaic, \$250,000 from SB 1 Local Street & Roads funds, \$644,730 in Measure A Street Improvement funds, \$1,200,000 from Utility Reimbursement/Other Local Funds and 1,800,600 in the Affordable Housing Sustainable Communities grant; and

WHEREAS, the CCTA will be the lead in all phases of project delivery as required by the USDOT and Federal Highway Administration, the agency administering the grant program; and

WHEREAS, the City and CCTA entered into Cooperative Agreement No. 665 on September 19, 2023, for the Richmond Street Complete Street Improvement Project; and

WHEREAS, the City and CCTA wish to amend Cooperative Agreement No. 665 to increase the City's funding contribution to the for the Richmond Street Complete Street Improvement Project.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby authorizes the City Manager or delegee to execute Amendment No. 1 with the CCTA for the Richmond Street Complete Streets Improvement Project, which shall be in substantially the form attached hereto as Exhibit A, including any minor amendments and subject to final review by the City Attorney.

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to execute additional minor amendments to the agreement and to take other actions necessary to implement the agreement, that do not substantively alter the City's obligations and subject to review and approval of the City Attorney.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a special meeting on March 3, 2026 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on\_\_\_\_\_.

\_\_\_\_\_  
Holly M. Charléty, City Clerk

APPROVED:

\_\_\_\_\_  
Gabe Quinto, Mayor



**Cooperative Agreement No. 665  
With  
City of El Cerrito  
For  
Environmental Clearance, Plans, Specifications and Estimate  
(PS&E), Right of Way (ROW), and Construction Phases for  
Richmond Street Complete Street Improvement Project**

**AMENDMENT NO. 1**

**WHEREAS**, the Contra Costa Transportation Authority (Authority) and the City of El Cerrito (City) entered into Cooperative Agreement No. 665 on October 19, 2023, for the Richmond Street Complete Street Improvement Project; and

**WHEREAS**, the City intends to improve Richmond Street, a minor arterial, to enhance safety and access for all travelers providing connections between El Cerrito's residential neighborhoods to the El Cerrito del Norte and Plaza BART Stations, schools, civic and recreational destinations, commercial districts, and the City's San Pablo Avenue Priority Development Area (PDA) (PROJECT).

**WHEREAS**, parties wish to amend Cooperative Agreement No. 665 to increase the City's funding contribution to the Project.

**NOW THEREFORE BE IT MUTUALLY AGREED:**

- (1) That Article C of Section II of the agreement be amended:

WHEREAS, the City has agreed to contribute funds toward the PROJECT and has allocated \$100,000 from Measure J Return to Source, \$800,000 from SB 1 Local Partnership Program Funds (El Cerrito-Formulaic), \$250,000 from SB 1 Local Streets & Roads funds, \$644,730 in El Cerrito Measure A Street Improvements funds, \$1,200,000 from the City's Utility Reimbursement/Other Local funds, and \$1,800,600 in Affordable Housing Sustainable Communities (State Funding) to pay for the required match for the Federal funds and for costs incurred by Authority for Project Management, and all phases of project delivery including planning (including grant application and coordination with USDOT), completion of all necessary environmental review under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) (collectively Environmental Clearance, preparation of plans, specs and engineering (PS&E), right-of-way (ROW) and Construction of the PROJECT.

- (2) That Article G of Section II of the agreement be amended:

WHEREAS, the PROJECT is estimated to cost a total of \$12,798,340 as shown in Attachment B.

(3) That a new article (Article Z) be added to Section III stating:

To comply with the requirements for the administration and management of SB1 Local Partnership Program Formulaic funds.

(4) That Article C of Section IV of the agreement be amended:

To pay an advancement to AUTHORITY for estimated costs for each phase of the PROJECT as specified in CITY approved Task Order(s) submitted by AUTHORITY. The actual cost of a specific phase may ultimately vary from the estimates provided in ATTACHMENT B; however, under no circumstances is the total combined CITY contribution to exceed \$4,795,330 without further amendment to this Agreement.

(5) That a new article (Article L) be added to Section IV stating:

To comply with the requirements to program and administer SB1 Local Partnership Program Formulaic funds including seeking allocation from the California Transportation Commission, and submittal of invoices for reimbursement and close-out reports.

(6) That Attachment B be amended with the updated Project Cost Estimate.

(7) The Attachment C be amended with the updated Project Funding Table.

In witness whereof, the parties hereto have executed this Amendment No. 1 to Cooperative Agreement No. 665 effective as of the 18<sup>th</sup> day of March 2026.

**Contra Costa Transportation Authority**

**City of El Cerrito**

By: \_\_\_\_\_  
Darlene K. Gee  
Chair

By: \_\_\_\_\_  
Karen Pinkos  
City Manager

Attest: \_\_\_\_\_  
Tarienne Grover  
Clerk of the Board

Attest: \_\_\_\_\_  
Holly Charléty  
City Clerk

By: \_\_\_\_\_  
Redwood Public Law, LLC  
Authority Counsel

By: \_\_\_\_\_  
Sky Woodruff  
City Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Attachment B**

**PROJECT COST ESTIMATE**

<b>ACTIVITIES</b>	<b>AMOUNT</b>
CCTA Planning, Project Management and Procurement	\$ 345,531
Consultant Services for Environmental, PS&E, and Right of Way Engineering	\$ 817,061
CONSTRUCTION	\$10,216,902
CONSTRUCTION SUPPORT (Including Construction Management, Design Support During Construction & Permit Fees)	\$1,418,846
<b>TOTAL PROJECT COST</b>	<b>\$12,798,340</b>

DRAFT

Attachment C

**PROJECT FUNDING TABLE**

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
Measure J Return to Source	\$100,000
SB 1 Local Partnership Program Funds (El Cerrito-Formulaic)	\$800,000
SB 1 Local Street & Roads	\$250,000
El Cerrito Measure A Street Improvements	\$644,730
Utility Reimbursement/Other Local	\$1,200,000
AHSC (State Funding)	\$1,800,600
SS4A (Federal Funding)	\$8,003,010
<b>Total</b>	<b>\$12,798,340</b>

**Amended Local Partnership Formula Program  
(S1,000's)  
Resolution LPP-P-2526-08, amending Resolution LPP-P-2526-04**

PPNO	County	Nominating Agency	Cycle	Multi-Funded	Project Title	Implementing Agency	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	CON	Con Eng	PAED	PSE	RW	RW Sup	Total 2018 LPP Programmed	Total 2019 LPP Programmed	Total 2020 LPP Programmed	Total 2022 LPP Programming	Total 2024 LPP Programming	Total LPP Programmed	Total LPP Unprogrammed
04-2330H	San Francisco	City and County of San Francisco	3	SHOPP	13th Street Safety	San Francisco Municipal Transportation Agency (SFMATA)						\$850					\$850								\$850			\$850	
04-2330G	San Francisco	City and County of San Francisco	3		Traffic Signal Upgrade - Contract 36	SFMTA						\$29					\$29							\$29			\$29		
04-2330F	San Francisco	City and County of San Francisco	3		Traffic Signal Upgrade - Contract 36	SFMTA				\$1,780							\$1,780							\$1,780			\$1,780		
04-2330E	San Francisco	City and County of San Francisco	3		Western Addition Area - Traffic Signal Upgrades	SFMTA				\$3,179							\$3,179							\$3,179			\$3,179		
04-2330D	San Francisco	City and County of San Francisco	4		Treasure Island Road Improvements Project - Yuba Buena Road Multi-Use Pathway Segment 4	SFCTA									\$400		\$400								\$400		\$400		
		City and County of San Francisco			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$0	\$0	\$0	\$5,453	\$482	\$453	\$200	\$200	\$207	\$200							\$0	\$0	\$6,388	\$400	\$0	\$6,788	
					Funds Left to Program												\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$407		\$407		
01-322I	Lake	Clearlake	3		Clearlake 18th Avenue Improvements	Clearlake						\$500					\$500							\$500			\$500		
01-320S	Lake	Clearlake	3		Modoc Street Second Street Pavement Rehabilitation	Clearlake				\$100							\$100							\$100			\$100		
01-320S	Lake	Clearlake	2		Modoc Street Second Street Pavement Rehabilitation	Clearlake			\$100								\$100						\$100			\$100			
01-1800	Lake	Clearlake	1		Burns Valley School Civic Center - Bicycle/Pedestrian Enhancements	Clearlake		\$200									\$200						\$200			\$200			
		Clearlake			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$100		\$100	\$200	\$200	\$200	\$200	\$200	\$200	\$200						\$200	\$100	\$600	\$0	\$0	\$900		
					Funds Left to Program												\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$400		\$800		
04-2090P	Contra Costa	Contra Costa Transportation Authority (CCTA)	4		Countywide Smart Signals	CCTA							\$2,732				\$2,732							\$2,732			\$2,732		
04-2090O	Contra Costa	Contra Costa Transportation Authority (CCTA)	4		Countywide Smart Signals	CCTA							\$187				\$187							\$187			\$187		
04-2090C	Contra Costa	Contra Costa Transportation Authority (CCTA)	4		Orinda 2024 Annual Pavement Rehabilitation N&L178 (co-nominated with Orinda)	Orinda							\$1,000				\$1,000							\$1,000			\$1,000		
04-2090A	Contra Costa	Contra Costa Transportation Authority	4		Orinda 2023 Annual Pavement Rehabilitation, Various Streets (co-nominated with Orinda)	Orinda							\$1,000				\$1,000							\$1,000			\$1,000		
04-2321H	Contra Costa	Contra Costa Transportation Authority	3		Automated Driving System Demonstration Program: Rossumoor First Mile Last Mile Shared Autonomous Vehicles in Walnut Creek, On-Demand Autonomous Vehicle Shuttle Service in Martinez, and Personal Autonomous Vehicle Mobility on I-880 Corridor in San Ramon	CCTA				\$175									\$175					\$175			\$175		
04-2321H	Contra Costa	Contra Costa Transportation Authority	3		Automated Driving System Demonstration Program: Rossumoor First Mile Last Mile Shared Autonomous Vehicles in Walnut Creek, On-Demand Autonomous Vehicle Shuttle Service in Martinez, and Personal Autonomous Vehicle Mobility on I-880 Corridor in San Ramon	CCTA				\$2,894									\$2,894					\$2,894			\$2,894		
04-2321H	Contra Costa	Contra Costa Transportation Authority	3		Automated Driving System Demonstration Program: Rossumoor First Mile Last Mile Shared Autonomous Vehicles in Walnut Creek, On-Demand Autonomous Vehicle Shuttle Service in Martinez, and Personal Autonomous Vehicle Mobility on I-880 Corridor in San Ramon	CCTA				\$108							\$108							\$108			\$108		
04-2321H	Contra Costa	Contra Costa Transportation Authority	3		Automated Driving System Demonstration Program: Rossumoor First Mile Last Mile Shared Autonomous Vehicles in Walnut Creek, On-Demand Autonomous Vehicle Shuttle Service in Martinez, and Personal Autonomous Vehicle Mobility on I-880 Corridor in San Ramon	CCTA				\$3,477							\$3,477							\$3,477			\$3,477		
04-2321B	Contra Costa	Contra Costa Transportation Authority	2		Innovate 680 I-680 Northbound HOV+HOV	CCTA			\$2,286										\$2,286					\$2,286			\$2,286		
04-2321E	Contra Costa	Contra Costa Transportation Authority	2		Central Avenue and Carbon Boulevard Pavement Rehabilitation	EI Cerito			\$100								\$100							\$100			\$100		
04-2321F	Contra Costa	Contra Costa Transportation Authority	2		Arnold Drive Sidewalk Gap Closure	Martinez			\$100								\$100							\$100			\$100		
04-2296E	Contra Costa	Contra Costa Transportation Authority	1	LPP-C, STIP, SHOPP	I-880/SR 4 Interchange Phase 3	CCTA			\$4,799								\$4,799						\$4,799			\$4,799			
04-2321C	Contra Costa	Contra Costa Transportation Authority	1		EI Cerito Pavement	EI Cerito			\$200								\$200							\$200			\$200		
04-2321D	Contra Costa	Contra Costa Transportation Authority	1		Martinez Pavement	Martinez			\$200								\$200							\$200			\$200		
		Contra Costa Transportation Authority			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$2,615	\$2,584	\$2,486	\$2,162	\$2,280	\$2,162	\$2,460	\$2,459	\$2,610	\$2,273							\$5,199	\$2,458	\$6,654	\$4,919	\$0	\$19,256	
					Funds Left to Program		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,883	\$0	\$4,883		
05-0195	San Benito	Council of San Benito County Governments	3		Hollister 2022 City Wide Stry Seal	Hollister						\$600					\$600							\$600			\$600		
05-0061	San Benito	Council of San Benito County Governments	2		State Route 25 Expressway Conversion - State Route 25 / 156 Interchange	Cajonans			\$2,500										\$2,500					\$2,500			\$2,500		
05-0297	San Benito	Council of San Benito County Governments	2	PPP, BP	State Route 156 Improvement	Cajonans			\$2,500										\$2,500					\$2,500			\$2,500		
		Council of San Benito County Governments			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$0	\$0	\$5,000	\$200	\$200	\$200	\$200	\$200	\$200	\$200							\$0	\$5,000	\$600	\$0	\$0	\$5,600	
					Funds Left to Program												\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$400	\$800		
04-0060N	Contra Costa	EI Cerito	3		EI Cerito del Norte Transit-Oriented Development Complete Streets Improvements	EI Cerito						\$400					\$400							\$400			\$400		
04-2321K	Contra Costa	EI Cerito	3		EI Dorado Street, Globes Avenue, B Street Pavement, Curb, Gutter, Signage, Marking Improvements	EI Cerito			\$200									\$200						\$200			\$200		
		EI Cerito			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$0	\$0	\$0	\$200	\$200	\$200	\$200	\$200	\$200	\$200							\$0	\$0	\$600	\$0	\$0	\$600	
					Funds Left to Program												\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$400	\$800		
05-0300	San Luis Obispo	El Paso de Robles	3		Creston Road Active Transportation and Bike and School Access Improvements	El Paso de Robles						\$600					\$600							\$600			\$600		
		El Paso de Robles			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$0	\$0	\$0	\$200	\$200	\$200	\$200	\$200	\$0	\$0							\$0	\$0	\$600	\$0	\$0	\$600	
					Funds Left to Program												\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$400	\$800		
01-4804	Mendocino	Fort Bragg	4		Fort Bragg 2025 Pavement Preservation	Fort Bragg						\$400					\$400							\$400			\$400		
01-4804	Mendocino	Fort Bragg	4		Fort Bragg 2025 Pavement Preservation	Fort Bragg						\$1,200					\$1,200							\$1,200			\$1,200		
01-4758	Mendocino	Fort Bragg	3	STIP	Fort Bragg - Street Rehabilitation 2022, Various streets	Fort Bragg						\$600					\$600							\$600			\$600		
01-4720	Mendocino	Fort Bragg	2		2020 Maple Street Storm Drain and Street Rehabilitation	Fort Bragg			\$2								\$2							\$2			\$2		
01-4720	Mendocino	Fort Bragg	2		2021 Maple Street Storm Drain and Street Rehabilitation	Fort Bragg			\$98								\$98							\$98			\$98		
01-4713	Mendocino	Fort Bragg	1		2019 Street Rehabilitation	Fort Bragg			\$12								\$12							\$12			\$12		
01-4713	Mendocino	Fort Bragg	1		2020 Street Rehabilitation	Fort Bragg			\$188								\$188							\$188			\$188		
		Fort Bragg			2018, 2019, 2020, 2022, 2024 Fund Distribution		\$100	\$100	\$100	\$200	\$200	\$200	\$200	\$1,400	\$200	\$200							\$200	\$100	\$600	\$1,600	\$0	\$2,800	
					Funds Left to Program												\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$0	\$400		
05-8046	Fresno	Fresno County Transportation Authority	3		Blackstone and McKinley Grade Separation	Fresno						\$3,902								\$3,902				\$3,902			\$3,902		
05-7082	Fresno	Fresno County Transportation Authority	1	LPP-C	Golden State Corridor Infrastructure Improvements and Economic Development Phase Land Phase II	Fresno County				\$272							\$272						\$272			\$272			
05-7059	Fresno	Fresno County Transportation Authority	3		Veterans Boulevard Interchange and Extension - Phase 4b	Fresno				\$1,904							\$1,904						\$1,904			\$1,904			
05-8995	Fresno	Fresno County Transportation Authority	2		Veterans Boulevard Interchange and Extension - Phase 4a	Fresno			\$2,173								\$2,173						\$2,173			\$2,173			
05-8929	Fresno	Fresno County Transportation Authority	1		Willow Avenue Street Improvements	Clovis			\$1,040								\$1,040						\$1,040			\$1,040			
05-8929	Fresno	Fresno County Transportation Authority	1		Willow Avenue Street Improvements	Clovis			\$3,232								\$3,232						\$3,232			\$3,232			
05-8146	Fresno	Fresno County Transportation Authority	5		Hendon Avenue Widening Milburn to Park	Fresno									\$4,055		\$4,055							\$4,055			\$4,055		



## AGENDA BILL

Agenda Item No. 8.A.

**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Alexandra Orogas, Assistant City Manager, City Management  
**Subject:** Municipal Pooling Authority Joint Exercise of Powers Agreement

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### **ACTION PROPOSED**

Receive and file a presentation on Municipal Pooling Authority (MPA) services and adopt a resolution approving the Amended and Restated MPA Joint Exercise of Powers Agreement

### **BACKGROUND**

The City of El Cerrito is a member of the Municipal Pooling Authority (MPA), a Joint Exercise of Powers Authority (JPA) formed pursuant to the Joint Exercise of Powers Act (Government Code Sections 6500-6536). The City has participated in MPA since 1977 as one of its founding members. MPA was established to allow public agencies to pool risk and share the cost of insurance coverage and claims administration. At the time of its formation, public agencies were experiencing significant increases in the cost of private insurance, particularly in the areas of liability and workers' compensation. There are over 1800 JPAs in California that provide public agencies with pooled coverage for benefits, liability, workers' compensation, and other services.

By pooling resources, members are able to stabilize insurance costs, share claims exposure, and access broader coverage programs. Today, MPA is comprised of 21 member municipalities, primarily located in Contra Costa County, with additional members in San Mateo, Santa Clara and San Joaquin Counties. Through participation in MPA, the City receives administration and self-insured coverage for liability, workers' compensation, vehicle physical damage, and short-term disability, as well as access to a range of additional coverage programs including property, cyber, crime, and employee benefits. In addition to coverage programs, MPA provides a range of risk management and employee support services, including safety training, inspection and regulatory compliance assistance, mandatory certifications, ergonomics support, wellness programming, dental and vision plans, life insurance, and access to online training modules.

Membership in MPA requires approval by each member agency's governing body of the Joint Exercise of Powers Agreement (JPA Agreement), which serves as the foundational governance document establishing the authority, structure, and operational framework of the organization. The City Council last approved the JPA Agreement on January 18, 2005 through [Resolution 2005-04](#), authorizing the City's continued participation in MPA. Since that time, the Agreement has undergone a comprehensive review and revision process and is now presented in its amended and restated form.

The City Council has also periodically approved related administrative actions necessary to support the City's participation in MPA, including the appointment of the City's primary and alternate representatives to the MPA Board of Directors, as required under the Agreement. Currently, Assistant City Manager Alexandra Orologas serves as the City's primary representative, with Human Resources Manager Shannon Bassi serving as the alternate representative. The Board of Directors collectively decides on how claims are administered and what is covered by the pool.

### **ANALYSIS**

As part of its regular review of governing documents, the MPA Coverage and Governance Committee of the MPA Board of Directors developed recommended updates to the JPA Agreement to ensure alignment with current law and related governance documents. The Committee approved the proposed revisions on February 27, 2025. The Executive Committee subsequently reviewed and approved the revisions on March 26, 2025, with the MPA Board of Director approval on April 10, 2025.

The proposed revisions were then circulated to member agencies for review and comment. Feedback was evaluated by MPA staff and legal counsel, and additional refinements were incorporated as appropriate. On January 13, 2026, the MPA Board of Directors approved the final Amended and Restated Joint Exercise of Powers Agreement (Exhibit A). The amendments include both substantive clarifications and non-substantive formatting revisions intended to improve clarity and internal consistency. Approval by each member agency's governing body is required for the amended and restated JPA Agreement to take effect.

Key updates include:

#### Section 3: Creation of MPA

Language revised to clarify that MPA was previously formed and is continued pursuant to current Government Code provisions (title also updated to "Amended and Restated").

#### Section 8: Powers of MPA

Additional language added to address California Association of Joint Powers Authorities (CAJPA) accreditation recommendations regarding language specifying limitation of powers.

#### Section 17: Member Responsibilities

Minor re-wording to clarify that obligations continue beyond participation and to better define a Member's duty to provide requested information and support investigations.

#### Section 23: Effect of Withdrawal or Expulsion

Clarified language confirming that withdrawal or expulsion from MPA does not relieve a Member from obligations under MPA's governing documents. In addition, several non-substantive edits were made throughout the document to correct formatting issues that arose during the conversion of the original PDF into an editable format. These changes improve internal consistency and readability without altering meaning.

**STRATEGIC PLAN CONSIDERATIONS**

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization*

**ENVIRONMENTAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**FINANCIAL CONSIDERATIONS**

There is no direct fiscal impact associated with approval of the Amended and Restated Joint Exercise of Powers Agreement.

**LEGAL CONSIDERATIONS**

The City Attorney has reviewed the Amended and Restated Joint Exercise of Powers Agreement.

**Reviewed by:**



Karen Pinkos, City Manager

**Attachments:**

1. Resolution
2. Exhibit A to Resolution
3. Amended and Restated Joint Exercise of Powers Agreement (Redline)
4. Presentation

RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO APPROVING THE AMENDED AND RESTATED MUNICIPAL POOLING AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT

WHEREAS, the Municipal Pooling Authority (“MPA”) is a Joint Exercise of Powers Authority formed pursuant to Government Code Sections 6500–6536 for the purpose of allowing public agencies to pool risk and share the cost of insurance coverage and claims administration; and

WHEREAS, the City of El Cerrito has been a member of MPA since 1977 as one of its founding members; and

WHEREAS, membership in MPA requires approval by each member agency’s governing body of the Joint Exercise of Powers Agreement, which establishes the authority, structure, and operational framework of the organization; and

WHEREAS, on January 18, 2005, the City Council adopted Resolution 2005-04 approving the Municipal Pooling Authority Joint Exercise of Powers Agreement and authorizing the City’s continued participation in MPA; and

WHEREAS, on January 13, 2026, the MPA Board of Directors approved an Amended and Restated Joint Exercise of Powers Agreement and directed that the updated Agreement be submitted to each member agency for approval.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that the Amended and Restated Municipal Pooling Authority Joint Exercise of Powers Agreement, attached hereto as Exhibit A, is hereby approved.

BE IT FURTHER RESOLVED that that the City Council authorizes the City’s designated primary representative to the MPA Board of Directors to execute the Amended and Restated Joint Exercise of Powers Agreement on behalf of the City of El Cerrito.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a Special meeting on March 3, 2025 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on \_\_\_\_\_.

\_\_\_\_\_  
Holly M. Charléty, City Clerk

APPROVED:

\_\_\_\_\_  
Gabe Quinto, Mayor



**MUNICIPAL POOLING AUTHORITY  
AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT**

**This Amended and Restated Joint Exercise of Powers Agreement (hereafter "Agreement") is entered into by and among the public entities listed in Appendix A ( hereafter referred to as "Members").**

RECITALS

1. The Members are public entities organized and operating under the laws of the State of California;
2. The following State laws, among others, authorize the Members to enter into this Agreement:
  - a. Labor Code Section 3700, allowing a public entity to fund its own workers' compensation claims;
  - b. Government Code Sections 989 and 990, permitting a local public entity to insure itself against liability and other losses;
  - c. Government Code Section 990.4, permitting a public entity to provide insurance and self-insurance in any desired combination.
  - d. Government Code Section 990.6, providing that the cost of insurance authorized under the related sections is a proper charge against the local public entity.
  - e. Government Code Section 990.8, permitting two or more local public entities to enter into an agreement to jointly fund such expenditures under the authority of Government Code Sections 6500, *et seq.*; and
  - f. Government Code Sections 6500, *et seq.*, permitting two or more local public entities to jointly exercise under an agreement any power which is common to each of them.
3. Each of the Members desires to enter into an agreement with each of the others for the purpose of insuring against various risks jointly, rather than individually.
4. Pursuant to Government Code Section 6508.1, the debts, liabilities, and obligations of MPA shall not constitute debts, liabilities, or obligations of the Members.
5. MPA was originally formed by a Joint Powers Agreement in 1977. Since that time, the Agreement has been amended several times, and Members have withdrawn from, and new Members have been added to MPA.

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants and agreements set forth herein, the Members agree as follows:

SECTION 1

Authority and Purpose

This Agreement is made under the authority of California Government Code Sections 6500, *et seq.*, between the Members. The purpose of this Agreement is to exercise jointly the powers common to each Member by managing risks and pooling or purchasing coverage for losses.

SECTION 2

Definitions

Unless the context otherwise requires:

1. "MPA" shall mean the public entity known as the Municipal Pooling Authority created by this Agreement.
2. "Board" shall mean the governing body of MPA.
3. "Chief Administrative Officer" shall mean the person appointed by the Board as the Chief Administrative Officer of MPA.
4. "Claim" shall mean a claim or demand made against a Member arising out of an occurrence that is covered or alleged to be covered by any Memoranda of Coverage issued by MPA or by a purchased policy of insurance.
5. "Member" shall mean any public entity listed in Appendix A to this Agreement.
6. "Memoranda of Coverage" shall mean documents issued by MPA specifying the type, terms, conditions, and limitations of coverage provided by MPA to each Member that participates in the program.

SECTION 3

Creation of MPA

A public entity, separate and apart from the parties hereto and known as the Municipal Pooling Authority, was previously created and is continued pursuant to Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (commencing with Section 6500).

SECTION 4

Terms of Agreement

This Agreement is effective as of January 13, 2026, and continues until terminated as hereafter provided. The prior Joint Exercise of Powers Agreement is terminated upon the effective date hereof.

SECTION 5

**1.1.1 Governing Board**

MPA shall be governed by a Board composed of one individual representative from each Member, each serving in an individual capacity as a member of the Board. Each Member's governing body shall appoint to the Board either its Manager or Director, or the department head or staff person, responsible for its risk management function. Each Board member shall have one vote. Each Member shall appoint one Alternate to the Board. The Alternate shall have the same qualifications as the Board member. The Alternate may vote at any meeting of the Board at which the regular Board member is absent.

SECTION 6

Meetings and Committees

- (a) Committees. The Board may establish an Executive Committee comprised of members of the Board and delegate to it any powers or functions not reserved to the entire Board or otherwise nondelegable. Other regular committees may be created by, or in accordance with, the procedures set forth in Bylaws adopted by the Board. Ad hoc committees may, from time to time, be established by the President of the Board to serve as temporary committees for a limited purpose.
- (b) Meetings. The Board shall hold at least one regular meeting each year. The Board shall fix the date upon which, and the hour and place at which, each regular meeting is to be held, and the Chief Administrative Officer shall notify each Member of that action. Other meetings of the Board and meetings of any duly established committees may be held in accordance with applicable law. All meetings of the Board and regular committees shall be held in a manner consistent with the Bylaws and in compliance with the Ralph M. Brown Act (California Government Sections 54950, *et seq.*).
- (c) Bylaws and Regulations. The Board may adopt Bylaws and regulations that are not inconsistent either with applicable law or with this Agreement. In the event the Bylaws or regulations are inconsistent with this Agreement, this Agreement shall control. The Chief Administrative Officer shall send to each Member all such Bylaws and regulations, and any amendments thereto, promptly after adoption by the Board.

SECTION 7

**1.1.2 Officers**

- (a) The Board shall elect a President and Vice-President from among its members to perform the duties set forth in the Bylaws.
- (b) The Chief Administrative Officer shall be the Secretary of MPA and shall be responsible for maintaining all records of MPA.
- (c) The Board shall elect a Treasurer with the qualifications and to perform the duties set forth in the Bylaws.
- (d) The Board may appoint such other officers, employ individuals, and contract with consultants and other professional persons or firms as it considers necessary to carry out the purposes of this Agreement.

**SECTION 8**

**Powers of MPA**

MPA shall have the powers and authority to exercise any powers common to its Members and is hereby authorized, in its own name, to do all acts necessary for the exercise of such common powers, including, but not limited to, each of the following:

- (1) Make and enter into contracts;
- (2) Incur debts, liabilities, and obligations, but no debt, liability, or obligation of MPA is a debt, liability, or obligation of any Member, pursuant to Government Code Section 6508.1;
- (3) Acquire, hold, or dispose of real and personal property;
- (4) Receive contributions and donations of property, funds, services, and other forms of assistance from any source;
- (5) Sue and be sued in its own name;
- (6) Employ agents and employees;
- (7) Acquire, construct, manage, and maintain buildings;
- (8) Lease real or personal property, including that of a Member;

- (9) Receive, collect, invest, and disburse monies; and
- (10) Carry out other duties as required to accomplish other responsibilities as set forth in this Agreement.

These powers shall be exercised in the manner provided by law and as expressly set forth in this Agreement. Pursuant to Section 6509 of the California Government Code, the exercise of such powers shall be subject only to those restrictions upon the manner of exercising the powers which are imposed upon Members, such as the City of Pleasant Hill, in the exercise of similar powers.

SECTION 9

Fiscal Year

The "fiscal year" of MPA is the period from the first day of July of each year to and including the 30th day of June of the following year.

SECTION 10

Coverage Provided by MPA

Pursuant to the payment of contributions by each Member, MPA shall provide coverage pursuant to one or more Memoranda of Coverage and/or purchased policies of insurance under the programs selected by the Member.

SECTION 11

**1.1.3 Establishment and Administration of Funds**

The Board shall establish such funds as it deems necessary to conduct the business of MPA.

SECTION 12

**1.1.4 Budget**

MPA shall adopt an annual budget no later than the first day of its fiscal year.

SECTION 13

**1.1.5 Member Contributions**

The Chief Administrative Officer shall be responsible for calculating annually the amount of contributions to be charged for coverage selected by Members. The Board shall approve each charge before it takes effect. Each Member, by the act of paying its contribution, accepts the coverage provided by MPA.

SECTION 14  
Accounts and Records

The Chief Administrative Officer shall be responsible for establishing and maintaining the funds and accounts in accordance with acceptable accounting practices and maintaining such other records as the Board requires pursuant to the procedures set forth in the Bylaws. The Chief Administrative Officer shall have the custody of and be responsible for the disbursement of MPA funds as provided by accounting procedures developed in accordance with this Agreement and the Bylaws.

SECTION 15  
**1.1.6 Reserves**

Separate reserves shall be maintained in the funds for each type of coverage.

SECTION 16  
**1.1.7 MPA Functions and Responsibilities**

MPA shall provide comprehensive risk management services to its Members.

SECTION 17  
**1.1.8 Member Responsibilities**

Each Member has responsibilities, including the following:

- (1) Appoint its representative and alternate to the MPA Board in accordance with the applicable practices and procedures.
- (2) Cooperate fully with MPA in the investigation, defense, and settlement of Claims, including compliance with any applicable Memoranda of Coverage.
- (3) Comply with risk management recommendations, guidelines, and requirements established by MPA;

- (4) Pay contributions and assessments approved by the Board when due.
- (5) Provide MPA with data and other information requested; and
- (6) Cooperate with and assist MPA and any insurer, adjuster, or legal counsel retained by MPA in matters related to this Agreement, any Bylaws adopted by the Board, and any other governing documents, policies, or procedures adopted by the Board.

SECTION 18

New Members

Upon the vote of two-thirds of all members of the Board, any other public entity in Contra Costa County or in the general geographic area reasonably serviceable from Contra Costa County may become a party to this Agreement upon execution of this Agreement, and shall forthwith pay to MPA its current contribution payment as determined in accordance herewith, as well as any fees and expenses set by the Board.

SECTION 19

Cancellation of Coverage in a Program or Programs

If a Member fails to comply with this Agreement, any Bylaws adopted by the Board, or any procedures or policies established by the Board, the Board may, by a two-thirds vote of all members of the Board, refuse to provide coverage or may cancel any coverage being provided to that Member in any program(s).

SECTION 20

Termination of Agreement and Disposition of Assets Upon Termination of Agreement

This Agreement may be terminated upon the unanimous consent of all parties to it. Upon complete termination of this Agreement by all Members and the settlement of all liabilities and claims, including incurred but not reported claims, all property of MPA shall be divided among the Members in a ratio equal to that of the total amounts paid by the Members for the five (5) fiscal years preceding the year in which the Agreement is terminated.

SECTION 21

Withdrawal of a Member

A Member may withdraw as a Member and party to the Agreement, effective at the end of any fiscal year upon giving MPA six (6) months prior written notice of its intent to withdraw.

SECTION 22

Expulsion

The Board, by a three-fourths vote of all members of the Board, may expel any member for the reasons and under the procedures set forth in the Bylaws.

SECTION 23  
Effect of Withdrawal or Expulsion

The withdrawal or expulsion of any Member shall not terminate its responsibilities and obligations as set forth in MPA's governing documents.

Upon withdrawal of a Member, that Member is entitled only to its pro rata share of the balance of the amount paid by it for the fiscal year in which withdrawal takes place. That Member shall not participate in or be entitled to any other funds, property, or other assets of MPA. Coverages under all pool coverage programs for the coverage periods in which that Member participated will remain in effect and continue until the conclusion of their respective program years.

SECTION 24  
Liability and Indemnification

MPA shall defend and indemnify its Board members, officers, and employees to the same extent as any other public entity of the State of California is obliged to defend and indemnify its public employees pursuant to California Government Code Section 825, *et seq.*, or other applicable provisions of law.

MPA may insure or self-insure itself to the extent deemed necessary by the Board against loss, liability and claims arising out of or connected to the conduct of MPA's activities.

SECTION 25  
Assessment

Upon a two-thirds vote of all members of the Board, the Board shall have the authority to levy a cash assessment for any pooled coverage program if the Board finds that there are insufficient funds available to MPA to meet its legal obligations.

Any cost, including attorneys' fees, incurred by MPA in collecting any cash assessment shall be reimbursed by the Member against which such collection action has been taken.

Section 26  
Dividends and Premium Rebates

Upon a two-thirds vote of all members of the Board, the Board shall have the authority to declare a dividend, rebate of excess contributions, and/or reduction of future contributions for any pooled coverage program if the Board finds there are excess reserves in the retention fund.

### SECTION 27 Severability

If any portion, term, condition or provision of this Agreement is determined by a court to be illegal or in conflict with a law of the State of California, or is otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions is not affected.

### SECTION 28 Prohibition Against Assignment

No Member may assign a right, claim, or interest it may have under this Agreement. No creditor, assignee, or third party beneficiary of a Member has a right, claim, or title to any part, share, interest, fund, premium or asset of MPA.

### SECTION 29 Amendment

This Agreement may be amended by Resolution of the governing bodies of two- thirds of the then-participating Members. Appendix A to this Agreement may be amended to correctly list current Members without separate action by the governing bodies of the Members or the Board, and provided any additional members execute the Agreement.

### SECTION 30 Notices

Notices to Members under this Agreement shall be sufficient if delivered to the office of the Member. Notices to MPA shall be sufficient if delivered to the office of the Chief Administrative Officer.



**MUNICIPAL POOLING AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT**  
**Appendix A - List of MPA Members**

<b>Member</b>	<b>Date Joined</b>
Antioch	5/2/1977
Brentwood	5/2/1977
Clayton	5/2/1977
Danville	2/1/1983
Gilroy	7/1/2015
El Cerrito	5/2/1977
Hercules	5/2/1977
Lafayette	5/2/1977
Manteca	1/1/1998
Martinez	5/2/1977
Moraga	5/2/1977
Mountain House	7/1/2024
Oakley	7/1/2002
Orinda	7/1/1986
Pacifica	7/1/2006
Pinole	5/2/1977
Pittsburg	5/2/1977
Pleasant Hill	5/2/1977
San Pablo	5/2/1977
San Ramon	7/1/1986
Walnut Creek	5/2/1977

**MUNICIPAL POOLING AUTHORITY**

**AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT**

This Amended and Restated Joint Exercise of Powers Agreement (hereafter "Agreement") is entered into by and among the public entities listed in Appendix A (hereafter referred to as "Members").

**RECITALS**

1. The Members are public entities organized and operating under the laws of the State of California;
2. The following State laws, among others, authorize the Members to enter into this Agreement:
  - a. Labor Code Section 3700, allowing a public entity to fund its own workers' compensation claims;
  - b. Government Code Sections 989 and 990, permitting a local public entity to insure itself against liability and other losses;
  - c. Government Code Section 990.4, permitting a public entity to provide insurance and self-insurance in any desired combination;
  - d. Government Code Section 990.6, providing that the cost of insurance authorized under the related sections is a proper charge against the local public entity;
  - e. Government Code Section 990.8, permitting two or more local public entities to enter into an agreement to jointly fund such expenditures under the authority of Government Code Sections 6500, *et seq.*; and
  - f. Government Code Sections 6500, *et seq.*, permitting two or more local public entities to jointly exercise under an agreement any power which is common to each of them.
3. Each of the Members desires to enter into an agreement with each of the others for the purpose of insuring against various risks jointly, rather than individually.
4. Pursuant to Government Code Section 6508.1, the debts, liabilities and obligations of MPA shall not constitute debts, liabilities, or obligations of the Members.
5. MPA was originally formed by a Joint Powers Agreement in 1977. Since that time the Agreement has been amended several times and Members have withdrawn from and new Members have been added to MPA.

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants and agreements set forth herein, the Members agree as follows:

SECTION 1  
Authority and Purpose

This Agreement is made under the authority of California Government Code Sections 6500, *et seq.* between the Members. The purpose of this Agreement is to exercise jointly powers common to each Member by managing risks and pooling or purchasing coverage for losses.

SECTION 2  
Definitions

Unless the context otherwise requires:

1. "MPA" shall mean the public entity known as the Municipal Pooling Authority created by this Agreement.
2. "Board" shall mean the governing body of MPA.
3. "Chief Administrative Officer" shall mean the person appointed by the Board as the Chief Administrative Officer of MPA.
4. "Claim" shall mean a claim or demand made against a Member arising out of an occurrence that is covered or alleged to be covered by any Memoranda of Coverage issued by MPA or by a purchased policy of insurance.
5. "Member" shall mean any public entity listed in Appendix A to this Agreement.
6. "Memoranda of Coverage" shall mean documents issued by MPA specifying the type, terms, conditions, and limitations of coverage provided by MPA to each Member that participates in the program.

SECTION 3  
Creation of MPA

~~Pursuant to Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (commencing with Section 6500), the parties hereto create a~~ public entity, separate and apart from the parties hereto ~~and~~; ~~to be~~ known as the Municipal Pooling Authority, was previously created and is continued pursuant to Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (commencing with Section 6500).

SECTION 4  
Terms of Agreement

This Agreement is effective as of [REDACTED] and continues until terminated as hereafter provided. The prior Joint Exercise of Powers Agreement is terminated upon the effective date hereof.

SECTION 5  
Governing Board

MPA shall be governed by a Board composed of one individual representative from each Member, each serving in an individual capacity as a member of the Board. Each Member's governing body shall appoint to the Board either its Manager or Director, or the department head or staff person, responsible for its risk management function. Each Board member shall have one vote. Each Member shall appoint one Alternate to the Board. The Alternate shall have the same qualifications as the Board member. The Alternate may vote at any meeting of the Board at which the regular Board member is absent.

SECTION 6  
Meetings and Committees

- (a) Committees. The Board may establish an Executive Committee comprised of members of the Board and delegate to it any powers or functions not reserved to the entire Board or otherwise nondelegable. Other regular committees may be created by, or in accordance with, the procedures set forth in Bylaws adopted by the Board. Ad hoc committees may from time to time be established by the President of the Board to serve as temporary committees for a limited purpose.
- (b) Meetings. The Board shall hold at least one regular meeting each year. The Board shall fix the date upon which, and the hour and place at which, each regular meeting is to be held, and the Chief Administrative Officer shall notify each Member of that action. Other meetings of the Board and meetings of any duly established committees may be held in accordance with applicable law. All meetings of the Board and regular committees shall be held in a manner consistent with the Bylaws and in compliance with the Ralph M. Brown Act (California Government Sections 54950, *et seq.*).
- (c) Bylaws and Regulations. The Board may adopt Bylaws and regulations that are not inconsistent either with applicable law or with this Agreement. In the event the Bylaws or regulations are inconsistent with this Agreement, this Agreement shall control. The Chief Administrative Officer shall send to each Member all such Bylaws and regulations, and any amendments thereto, promptly after adoption by the Board.

SECTION 7  
Officers

- (a) The Board shall elect a President and Vice-President from among its members to perform the duties set forth in the Bylaws.
- (b) The Chief Administrative Officer shall be the Secretary of MPA and shall be responsible for maintaining all records of MPA.
- (c) The Board shall elect a Treasurer with the qualifications and to perform the duties set forth in the Bylaws.

- (d) The Board may appoint such other officers, employ individuals, and contract with consultants and other professional persons or firms as it considers necessary to carry out the purposes of this Agreement.

SECTION 8  
Powers of MPA

MPA ~~shall have the powers and authority to exercise any powers common to its Members and is hereby~~ authorized, in its own name, to do all acts necessary for the exercise of ~~these such common~~ powers, ~~referred to in the Recitals~~ including, but not limited to, each of the following:

- (1) Make and enter into contracts;
- (2) Incur debts, liabilities and obligations but no debt, liability or obligation of MPA is a debt, liability or obligation of any Member, pursuant to Government Code Section 6508.1;
- (3) Acquire, hold or dispose of real and personal property;
- (4) Receive contributions and donations of property, funds, services and other forms of assistance from any source;
- (5) Sue and be sued in its own name;
- (6) Employ agents and employees;
- (7) Acquire, construct, manage and maintain buildings;
- (8) Lease real or personal property including that of a Member;
- (9) Receive, collect, invest, and disburse monies; and
- (10) Carry out other duties as required to accomplish other responsibilities as set forth in this Agreement.

These powers shall be exercised in the manner provided by law and as expressly set forth in this Agreement. ~~Pursuant to Section 6509 of the California Government Code, the exercise of such powers shall be,~~ subject only to those restrictions upon the manner of exercising the powers which are imposed upon Members such as the City of Pleasant Hill, in the exercise of similar powers.

SECTION 9  
Fiscal Year

The "fiscal year" of MPA is the period from the first day of July of each year to and including the 30th day of June of the following year.

SECTION 10  
Coverage Provided by MPA

Pursuant to the payment of contributions by each Member, MPA shall provide coverage pursuant to one or more Memoranda of Coverage and/or purchased policies of insurance under the programs selected by the Member.

SECTION 11  
Establishment and Administration of Funds

The Board shall establish such funds as it deems necessary to conduct the business of MPA.

SECTION 12  
Budget

MPA shall adopt an annual budget no later than the first day of its fiscal year.

SECTION 13  
Member Contributions

The Chief Administrative Officer shall be responsible for calculating annually the amount of contributions to be charged for coverage selected by Members. The Board shall approve each charge before it takes effect. Each Member by the act of paying its contribution accepts the coverage provided by MPA.

SECTION 14  
Accounts and Records

The Chief Administrative Officer shall be responsible for establishing and maintaining the funds and accounts in accordance with acceptable accounting practices and maintaining such other records as the Board requires pursuant to the procedures set forth in the Bylaws. The Chief Administrative Officer shall have the custody of and be responsible for the disbursement of MPA funds as provided by accounting procedures developed in accordance with this Agreement and the Bylaws.

SECTION 15  
Reserves

Separate reserves shall be maintained in the funds for each type of coverage.

SECTION 16  
MPA Functions and Responsibilities

MPA shall provide comprehensive risk management services to its Members.

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SECTION 17  
Member Responsibilities

Each Member has responsibilities, including the following:

- (1) Appoint its representative and alternate to the MPA Board in accordance with the ~~procedures set forth in the Bylaws~~ applicable practices and procedures;
- (2) Cooperate fully with MPA in the investigation, defense, and settlement of Claims, including compliance with any applicable Memoranda of Coverage;
- (3) Comply with risk management recommendations, guidelines, and requirements established by MPA;
- (4) Pay contributions and assessments approved by the Board when due;
- (5) Provide MPA with ~~statistical and loss experience~~ data and other information requested; and
- (6) Cooperate with and assist MPA and any insurer, adjuster, or legal counsel retained by MPA in matters related to this Agreement, any Bylaws adopted by the Board, and any other governing documents, policies, or procedures adopted by the Board.

SECTION 18  
New Members

Upon the vote of two-thirds of all members of the Board, any other public entity in Contra Costa County or in the general geographic area reasonably serviceable from Contra Costa County may become a party to this Agreement upon execution of this Agreement, and shall forthwith pay to MPA its current contribution payment as determined in accordance herewith, as well as any fees and expenses set by the Board.

SECTION 19  
Cancellation of Coverage in a Program or Programs

If a Member fails to comply with this Agreement, any Bylaws adopted by the Board, or any procedures or policies established by the Board, the Board may, by a two-thirds vote of all members of the Board, refuse to provide coverage or may cancel any coverage being provided to that Member in any program(s).

SECTION 20  
Termination of Agreement and Disposition of  
Assets Upon Termination of Agreement

This Agreement may be terminated upon the unanimous consent of all parties to it. Upon complete termination of this Agreement by all Members and the settlement of all liabilities and claims, including incurred but not reported claims, all property of MPA shall be divided among the Members in a ratio equal to that of the total amounts paid by the Members for the five (5) fiscal years preceding the year in which the Agreement is terminated.

SECTION 21  
Withdrawal of a Member

A Member may withdraw as a Member and party to the Agreement, effective at the end of any fiscal year upon giving MPA six (6) months prior written notice of its intent to withdraw.

SECTION 22  
Expulsion

The Board, by a three-fourths vote of all members of the Board, may expel any member for the reasons and under the procedures set forth in the Bylaws.

SECTION 23  
Effect of Withdrawal or Expulsion

The withdrawal or expulsion of any Member shall not terminate its responsibilities and obligations as set forth in MPA's governing documents.

Upon withdrawal of a Member, that Member is entitled only to its pro rata share of the balance of the amount paid by it for the fiscal year in which withdrawal takes place. That Member shall not participate in or be entitled to any other funds, property, or other assets of MPA. Coverages under all pool coverage programs for the coverage periods in which that Member participated will remain in effect and continue until the conclusion of their respective program years.

SECTION 24  
Liability and Indemnification

MPA shall defend and indemnify its Board members, officers, and employees to the same extent as any other public entity of the State of California is obliged to defend and indemnify its public employees pursuant to California Government Code Section 825, *et seq.*, or other applicable provisions of law.

MPA may insure or self-insure itself to the extent deemed necessary by the Board against loss, liability and claims arising out of or connected to the conduct of MPA's activities.

SECTION 25  
Assessment

Upon a two-thirds vote of all members of the Board, the Board shall have the authority to levy a cash assessment for any pooled coverage program if the Board finds that there are insufficient funds available to MPA to meet its legal obligations.

Any cost, including attorneys' fees, incurred by MPA in collecting any cash assessment shall be reimbursed by the Member against which such collection action has been taken.

Section 26  
Dividends and Premium Rebates

Upon a two-thirds vote of all members of the Board, the Board shall have the authority to declare a dividend, rebate of excess contributions, and/or reduction of future contributions for any pooled coverage program if the Board finds there are excess reserves in the retention fund.

SECTION 27  
Severability

If any portion, term, condition or provision of this Agreement is determined by a court to be illegal or in conflict with a law of the State of California, or is otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions is not affected.

SECTION 28  
Prohibition Against Assignment

No Member may assign a right, claim, or interest it may have under this Agreement. No creditor, assignee, or third party beneficiary of a Member has a right, claim, or title to any part, share, interest, fund, premium or asset of MPA.

SECTION 29  
Amendment

This Agreement may be amended by Resolution of the governing bodies of two-thirds of the then-participating Members. Appendix A to this Agreement may be amended to correctly list current Members without separate action by the governing bodies of the Members or the Board, and provided any additional members execute the Agreement.

SECTION 30  
Notices

Notices to Members under this Agreement shall be sufficient if delivered to the office of the Member. Notices to MPA shall be sufficient if delivered to the office of the Chief Administrative Officer.

IN WITNESS WHEREOF, the parties hereto have executed this Joint Exercise of Powers Agreement as of the day and year first above written.

City of Antioch

City of Mountain House

City of Brentwood

City of Oakley

City of Clayton

City of Orinda

Town of Danville

City of Pacifica

City of El Cerrito

City of Pinole

City of Gilroy

City of Pittsburg

City of Hercules

City of Pleasant Hill

City of Lafayette

City of San Pablo

City of Manteca

City of San Ramon

City of Martinez

City of Walnut Creek

Town of Moraga



# Municipal Pooling Authority

City of El Cerrito  
March 3, 2026

Chief Administrative Officer, Linda M. Cox



# History-Fun Facts

- MPA was formally formed as of July 1, 1977
- The City of El Cerrito joined on May 2, 1977
- The pool was formed to offset the rising cost of private insurance for General Liability and later added Workers ' Compensation, Property, Vehicle Physical Damage, Employment Practices, Risk Control, Employee Benefits, Employee Wellness Programs, and more.
- MPA has 21 members
- MPA is one of the last pools in California that is self-administered with in-house claims administrators.
- It is the only pool in California that provides an on-site wellness program.



# MPA Governance

- MPA is governed by a Board of Directors; each of the 21 members designates a primary and alternate Board member to sit on the Board.
- The Board delegates authority of claims matters to the elected officers that make up the 7-member Executive Committee.
- The Coverage and Governance Committee reviews all governing documents of the pool.
- Governing documents include the Joint Exercise of Powers Authority Agreement, Bylaws, and Memorandums of Coverage

# Services

- Workers' Compensation Claims Administration and litigation
- Liability Claims Administration and Litigation
- Vehicle Physical Damage Coverage
- Property Brokerage and Coverages
- Benefits ~Dental, Vision, Short Term Disability, Long Term Disability, Life Insurance
- Wellness Program
- Safety and Risk Training and Support
- Police Risk Committee
- Public Works and Safety Risk Committee
- Employee Ergonomics Evaluations and Trainings



# Layers of Coverage

## • Workers' Compensation

- MPA provides first-dollar coverage up to \$500,000.

### Excess Coverage

- Public Risk Innovation, Solutions, and Management (**PRISM**) Provides coverage excess of \$500,000 to statutory limits.

## General Liability Coverage

- MPA provides for coverage up to \$1,000,000 above individual self-insured retention limits of:
  - \$5,000, \$10,000, \$25,000, \$50,000, \$100,000

### Excess Coverage

- California Risk Management Authority (CARMA)
- Provides \$ 9,000,000 of coverage excess of \$1,000,000.
- CARMA retains excess liability insurance above \$10,000,000 to \$32,000,000.



# Member's Investment at Work

## Workers' Compensation

- **FY17 Program funded at 85% confidence level**
- **FY26 Program funded at 90% confidence level**

## General Liability Coverage

- **FY17 Program funded at 80% confidence level**
- **FY26 Program funded at 90% confidence level**

## Municipal Pooling Authority Captive (MPAC)

July 1, 2025, marked the start of an alternative insurance investment entity for the workers' compensation program that acts as a formal, regulated, and risk-financing program, allowing MPA to manage unique risks, control premium costs, and retain improved underwriting profits for members. It is a long-term investment strategy.



# Member Program Participation

MEMBER	General Liability	CARMA GL Excess	Workers' Comp	PRISM WC Excess	Vehicle	Property-All Risk	Crime	Deadly Weapons	Excess Cyber	ERMA	LCW-NorCal	STD/LTD	Life	Supplemental Life	Dental	Vision	Wellness	EAP	Loss Control	Cordico (Lexipol)	Vector Solutions	DOT Drug Testing	PRISM DMV - EPN	
El Cerrito	X	X	X	X	X	X	X	X	X	X	X	X	X	X	---	X	X	X	X	X	X	X	---	



# Thank you





## AGENDA BILL

Agenda Item No. 8.B.

**Date:** March 3, 2026  
**To:** El Cerrito City Council  
**From:** Karen Pinkos, City Manager; Holly M. Charléty, City Clerk, City Management  
**Subject:** Discussion on Library Task Force

---

### **ACTION PROPOSED**

Provide staff direction on an El Cerrito Library Task Force mission statement, application, and selection process.

### **BACKGROUND**

On February 17, 2026, the City Council adopted [Resolution 2026-11](#) creating an El Cerrito Library Task Force. At the same meeting, Council directed staff to return with recommendations on a mission statement for the Task Force, as well as criteria for the application and appointment process.

### **ANALYSIS**

Based on the discussion at the City Council meeting on February 17, 2026, staff has drafted the following information for discussion and consideration. Direction from City Council will provide staff the necessary information to start the recruitment process for the newly formed Task Force.

### **Mission Statement**

Based on the information in the adopted resolution for the formation of the Library Task Force, the following draft mission statement is presented for City Council discussion and direction:

"The mission of the Library Task Force is to advise the City Council with informed recommendations related to planning for a new or updated modern, safe, accessible, and sustainable Library in El Cerrito."

### **Application**

Members of the City Council expressed concern that the [standard Board, Commission, and Committee application](#) does not ask for information that would be relevant to aid in the selection process for Library Task Force members. In order to gather more relevant information from applicants, staff recommends that the City Council consider the following information on the Task Force applications:

- Full Name
- Contact Information
- Residential Address

- Length of Residence in El Cerrito, and in Contra Costa County
- Owner/Renter/Other
- Current Occupation (or most recent if retired)
- How frequently do you use the El Cerrito Library? (e.g., Daily, Weekly, Monthly, Quarterly, Annually, Never)
- Please select all the existing library services that you use. (selection from a list of all services offered)
  - Please share your experience with these services. (open response)

### *Youth Applicants*

Required to provide the following additional information to determine eligibility:

- ECHS Student or Resident
- Name of Parent/Guardian
- Parent/Guardian Contact information (to provide consent to participate)

### *Demographics*

Demographic information may be included on the application form as a request and cannot be required to be completed by the applicant. This information would be collected solely to provide data that would inform the City Council. Demographics may not be used as any form of criteria to determine the eligibility of an applicant. Staff suggests that any demographic information collected mirrors the City's job application, which includes:

- Age
- Gender with which applicant identifies
- Ethnicity

### **Selection Process**

Staff has evaluated potential approaches to the selection process, including ways to potentially provide initial screening of applications to determine a number of applicants that would be interviewed and considered by the City Council. Because selection criteria and/or qualifications for the Library Task Force are mainly subjective, it is difficult to form an objective evaluation process. Staff recommends that the City Council, or a subset of Councilmembers, be solely responsible for the selection process as the Task Force will be advisory to the City Council. Below are some potential ways in which the City Council could approach the process:

#### *Option 1*

- A City Council Ad-Hoc Subcommittee (2 members, appointed by the Mayor) could review applications and select a number of applicants to be interviewed by the full City Council.
- The Ad-Hoc Subcommittee could provide a summary of their discussion and rationale for selection of the applicants chosen.

- City Council would interview selected applicants and appoint members.

*Option 2*

- A City Council Ad-Hoc Subcommittee (2 members, appointed by the Mayor) could interview all applicants and select finalists to be interviewed by the full City Council.
- The Ad-Hoc could provide a summary of their discussion and rationale for selection of the applications chosen.
- City Council would interview selected applicants and appoint members.

*Option 3*

- Each member of City Council could individually review applications and recommend up to 3 applicants to be interviewed by the full City Council.
- City Council would interview recommended applicants and appoint members.

*Option 4*

- The City Council could interview all individuals who submit an application and meet the residency requirements, and appoint members.

**Interview Questions**

As the existing interview questions for Boards, Commissions, and Committees are specific to the individual advisory body, staff recommends that the City Council provide direction on the questions to be asked of all applicants selected for interview. The following are some recommended interview questions for the City Council to consider:

- Please describe why you feel you are a strong candidate to serve on the Task Force.
- What is your understanding of the purpose of the Task Force?
- What do you envision a new or updated Library would include (e.g., design, spaces, programs/services, etc.)?
- What do you think the top three focus areas of the Library Task Force should be?
- Please describe how you would navigate discussions with others who have different perspectives than yours.

**Council Liaison**

The Resolution adopted by the City Council on February 17, 2026 indicated that a member of the City Council would serve as the Council Liaison, attending and providing input as a non-voting invitees at Task Force meetings. Staff requests that the City Council identify the Councilmember who will fulfill this role so that staff can ensure they are notified of relevant meeting information.

**Summary of Requested City Council Direction**

Staff recommends that the City Council hold a discussion and provide direction on the following:

- Mission Statement language
- Application information requested
- Selection process
- Interview Questions
- Assigned Council Liaison

**ADDITIONAL INFORMATION**

For the City Council's information, the table below provides publicly available data for El Cerrito Library users as provided by the County Librarian:

<b>FY 2024-25 El Cerrito Library Statistics</b>		
<b>Age Range of El Cerrito Cardholder</b>	<b>El Cerrito Cardholders</b>	<b>Percentage of El Cerrito Cardholders</b>
0-12	930	8.8%
13-17	733	6.90%
18-35	2,111	19.90%
36-64	4,756	44.80%
65+	2,092	19.70%
<b>Total Number of El Cerrito Cardholders</b>	10,622	
<b>Items Borrowed</b>	115,530	
<b>% of households with an active library account</b>	35%	
<b>Number of Visitors to El Cerrito Library</b>	102,362	
<b>Total number of event attendees</b>	4,894	

**STRATEGIC PLAN CONSIDERATIONS**

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization; and*
- *Livability and Belonging; and*
- *Infrastructure and Amenities*

**ENVIRONMENTAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**FINANCIAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**LEGAL CONSIDERATIONS**

This section is not applicable to this agenda item.

**Reviewed by:**

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

**Attachments:**



**SUPPLEMENTAL AGENDA MATERIALS  
CITY COUNCIL MEETING  
MARCH 3, 2026  
(revised March 4, 2026)**

**SPECIAL CITY COUNCIL MEETING (6:00 PM)**

**Public Comments (Not on the Agenda and Consent Calendar)**

**Agenda Item No. 6.B. – Environmental Quality Committee Recommendation  
Public Comments**

**Agenda Item No. 8.B. – Discussion on Library Task Force  
Received at Meeting**

**From:** [Cordell Hindler](#)  
**To:** [City Clerk](#)  
**Subject:** Public Comment  
**Date:** Monday, March 2, 2026 1:06:35 PM

---

Caution! This message was sent from outside your organization.

Hello Mayor Quinto, Council and Staff,

I am submitting the following Comments into the Record:

1. I am requesting that the Council Invite Bike East Bay to present on the Organization for Bike to whatever Day
2. Also to reconsider having the Public to Participate Remotely

Sincerely  
Cordell

**From:** [No Reply](#)  
**To:** [City Clerk](#)  
**Subject:** Public Comment Submission  
**Date:** Tuesday, March 3, 2026 9:12:18 AM

---

This sender is trusted.

Submitted by: Gerald Figone

Email Address: [REDACTED]

Commented on event: <https://elcerritoca.portal.civicclerk.com/event/919/overview>

If you are having trouble viewing the URL above, cut and paste the string into your browser window.

User comment: Dangerous for children and seniors and all pedestrians. The possible placement of a library across from El Cerrito Plaza on the BART properly is a very congested area. The intersection of Liberty and Fairmont, entrance and exit to the Plaza, is the busiest intersection not on San Pablo in the city with Richmond and Fairmont a close second. Please do not pick this area for a library.

**From:** [Anh Thang Dao-Shah](#)  
**To:** [City Clerk](#)  
**Subject:** Public Comments - Agenda Item 1, Special City Council Meeting March 3rd, 2026  
**Date:** Tuesday, March 3, 2026 9:42:51 AM

---

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I live 2 blocks from Fairmount Elementary School and have observed cars driving fast on routes where many kids walk and bike to and from school. These routes are in the neighborhoods and do not have four way Stop signs. The current process to request Stop signs in El Cerrito is cumbersome, takes a lot of time and is not responsive to the residents' needs. I request that the city develop an alternate stop sign decision making guideline for walking routes to/from schools and recreation areas to improve the safety of our children and families.

**From:** [Carrie Hobbs](#)  
**To:** [City Clerk](#)  
**Subject:** Public Comments –agenda item #4  
**Date:** Tuesday, March 3, 2026 11:26:21 AM

---

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Dear City Council Members,

I am writing to respectfully request that the City Council direct staff to develop an alternate stop sign decision making guideline for locations along the Ohlone Greenway. The Greenway functions as a critical active transportation corridor, and its design should reflect its role as a primary route for people walking and biking.

The City of Oakland provides a strong example through its Neighborhood Bike Route Implementation Guide. By adopting this guidance, Oakland staff are able to implement stop sign treatments on neighborhood bike routes without going through the traditional warrant process at each individual location. This approach recognizes the unique function of designated bike corridors and allows for more context sensitive and efficient decision making.

Developing similar guidance for the Ohlone Greenway would provide clarity to staff and the community, ensure consistency in treatment decisions, and better align traffic control with the City's goals for safety and active transportation. It would also reduce unnecessary delays that can occur when each location must independently satisfy standard vehicular warrants.

Thank you for your consideration.

Sincerely,  
Carrie Schulman  
El Cerrito Resident Since 2010

**From:** [Stuart Sonatina](#)  
**To:** [City Clerk](#); [William Ktsanes](#); [Lisa Motoyama](#); [Gabe Quinto](#); [Rebecca Saltzman](#); [Carolyn Wysinger](#)  
**Subject:** Public comments - not on the agenda  
**Date:** Tuesday, March 3, 2026 12:39:38 PM

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Dear city council and staff,

Good evening. Stuart Sonatina. El Cerrito parent since 2019.

This is a request. I'm asking councilmembers and city staff to walk or bike with my kids to school. One day. Any day. We leave from Yosemite Ave just after 0800. We cross Carlson and San Pablo Ave. It's distressing, often terrifying, and the main reason I often find myself so angry about the lack of action by city staff to reduce vehicle speeds in El Cerrito.

Since moving to EC in 2019, I've been awed by the number of cars slamming into trees, buildings, and people. I have a whole slew of pictures of the aftermath of car collisions just from happening upon them around town, but ask around: you'll find it's easy to gather stories of cars destroying something on nearly every block.

When I first approached Jarrett Mullen years ago asking what we could do to galvanize city staff to get some quick-build traffic calming installed, he said to demonstrate public desire. Since most parents I speak with are quick to agree with me on how scary it is to be out and about with children, I was able to get some to send emails to the city council or staff. However, the most significant demonstration I was involved in was a local mother's petition signed by 128 residents asking for traffic calming after her son was hit by a car in early 2024. We have spent the last 2 years asking Yvetteh about progress on traffic circles, stop signs, speed bumps, chicanes, bump outs, while being met with the perpetual response about how EC is spending that money on consultants to draft a Local Road Safety Plan. And in the meantime, we just need to accept that children cannot exist outside of cars and fenced-in areas.

Instead of continuing to pour money into the pockets of Florida traffic consultants, let's use that money to install some quick-build traffic circles. We don't need another survey or study. The results are in: we need raised crosswalks, narrower lanes, protected paths, slow streets, and corridors so people can get around without their 2-ton freeway machines.

Again, I'm asking members of the council or staff to walk with my kids and me to school while I point to the spot where one of them got hit on my street, and the mechanics bank driveway where a kid got hit on his scooter, and the tree that got knocked down by a car, and the corner where a car got t-boned. After that walk, we can talk about how long we have to wait to fix El Cerrito's streets.

Thank you,  
Stuart Sonatina

For March 3, 2026 meeting

Hello Council members and staff,  
My name is Lisa Martinengo and I've lived in El Cerrito since 2009.

I think it's great that there is this opportunity for the public to speak, but what I cannot be sure of is whether this is the opportunity to be sincerely heard by a staff and council that don't already have their minds and ideas fixed on certain outcomes.

To me, two elements of good leadership are to be able to publicly acknowledge one's mistakes and poor decisions as well as the ability to pivot and course correct if it clearly becomes the better choice for the city.

I'm quite disappointed to feel like those elements are not highly cherished by El Cerrito's leaders, particularly when it comes to our big issues, city finances, the library and the glaring lack of a dedicated senior center.

I'm going to quote some comments from my own editorial in the Chamber of Commerce newsletter of October 2016, so almost 10 years ago. I was struck by how our city situation is so similar to then.

"Measure B, the \$30 million bond measure that promises a new library, is the burning issue in our town that has lots of people talking and taking action with signs and more."

"There seems to be lots of concern over the lack of good judgment for the city having spent enormous amounts on architects to draw up plans for the Portola site, when it wasn't 100% sure the West Contra Costa Unified School District would agree to hand it over."

"Why does the Council, staff and library foundation feel that is has to be pushed now, without any idea of where the land will come from, or how much it will cost?"

"Please understand, I am pro-new or renovated library. Having an updated library is a very important asset to the community and I believe the majority of people think so, too, and would much more likely come to vote for a tax measure if there was a 100% confirmed location, a clear goal or result. The whole proposal is too nebulous now, only the tax increases are real to voters"

Do some of these comments sound familiar and similar to what's going on NOW, 10 years later? Why is it we haven't moved the needle forward at all? Why didn't any city leader think of launching a Library Task Force at least 10 years ago? Suggesting it now after all these years makes it mainly a puff piece, theater, a façade of showing of concern for transparency.

We might have been able to avoid this current polarizing dilemma of lack of funding and lack of definite location.

Lisa Martinengo

**From:** [Howdy Goudey](#)  
**To:** [City Clerk](#)  
**Subject:** Public comment, agenda Item 6B, EQC recommendation  
**Date:** Tuesday, March 3, 2026 2:00:31 PM

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Mayor Quinto and Councilmembers,

Following up on my public comment to the last Council meeting on this topic, I appreciate that, since the last EQC meeting and the EQC recommendation, staff has revised the intention to do nothing on the Electrify My Block Program and has included an outreach announcement in the City's March Green Happenings newsletter. However, it doesn't change that these decisions are being made without constructive communication and collaboration with the advisory body. For instance, while it is helpful to provide the public information that was in the Green Happenings newsletter, for a highly targeted program like this, with specify addresses that currently qualify, it is likely more impactful for the City to authorize City co-branded outreach material by the outreach partner, as well as a letter of support from the City to be used by others in outreach, to help the roughly 100 addresses who are eligible better understand that there is support for the program from the city, as well as the utility. Please consider directing staff to co-brand outreach material with the outreach partners (PG&E and Building Decarbonization Coalition), as well as continue to place a priority on supporting gas infrastructure transition programs that continue to be developed under the SB 1221 pilots coming in the future.

Thanks for your time and consideration,  
Howdy Goudey  
El Cerrito

Interview Questions for Library Task Force Applicants

RECEIVED  
AT THE MEETING OF  
EC Council 3/3/2026  
MAR 03 2026  
CITY OF EL CERRITO  
CITY CLERK

GOOD EVENING, MAYOR QUINTO AND COUNCIL MEMBERS,

I AM CHARLES TAYLOR AND HAVE LIVED IN EL CERRITO SINCE 1984. MY WIFE AND I HAVE RAISED OUR TWO DAUGHTERS HERE AND HAVE TWO GRANDCHILDREN HERE AS WELL. THANK YOU FOR THE OPPORTUNITY TO COMMENT ON SELECTING MEMBERS OF THE EL CERRITO LIBRARY TASK FORCE.

AT THE FEBRUARY 17, 2026 MEETING THE COUNCIL CREATED THE LIBRARY TASK FORCE, AND SEVERAL MEMBERS EXPRESSED UNCERTAINTY AS TO WHAT CRITERIA WILL BE HELPFUL IN SELECTING PEOPLE TO BE MEMBERS OF THE TASK FORCE. AS DIRECTED IN THE BACKGROUND FOR THIS AGENDA ITEM, CITY STAFF HAS PROPOSED SEVERAL INTERVIEW QUESTIONS FOR THE COUNCIL TO CONSIDER IN THE APPLICATION AND APPOINTMENT OF MEMBERS OF THE TASK FORCE. THESE ARE GOOD, BUT I BELIEVE THAT A CRITICAL, CRUCIAL QUESTION IS MISSING. THE STAFF'S RECOMMENDED QUESTIONS TOUCH ON IMPORTANT TOPICS, BUT MISS THE MANY WAYS IN WHICH A NEW OR IMPROVED LIBRARY ADDRESSES THE BROAD MEANING OF ENHANCING THE COMMUNITY'S RESOURCES FOR ALL OF ITS RESIDENTS. THE COUNCIL AND THE PEOPLE OF OUR WONDERFUL CITY, NEED TO HEAR THE ANSWER TO THIS QUESTION:

**WHAT INTRINSIC VALUE DOES A NEW OR IMPROVED LIBRARY BRING TO EL CERRITO?**

I ENCOURAGE YOU TO ASK THE APPLICANTS TO ANSWER THE QUESTION IN THEIR OWN WORDS.

**THANK YOU.**