

Mayor

Gabe Quinto
Mayor Pro Tem
 Rebecca Saltzman

**AGENDA****Councilmembers**

William Ktsanes
 Lisa Motoyama
 Carolyn Wysinger

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TUESDAY, SEPTEMBER 15, 2026**SPECIAL CITY COUNCIL MEETING (5:15 PM)**

Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/82515580501?pwd=wzsoB3baCVN2L3z6DONUxxTP8Z82u3.1>

Meeting ID: 825 1558 0501 **Password:** 591678 **Dial in:** 1-408-638-0968

REGULAR CITY COUNCIL MEETING (6:00 PM)

Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/83146888583?pwd=aba1iuzEWbvUkxAG54bQZd5Sv3DsW2.1>

Meeting ID: 831 4688 8583 **Passcode:** 638476 **Dial in:** 1-408-638-0968

View (Regular Meeting Only):

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.elcerrito.gov/MeetingsandAgendas

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 indicating **Public Comments – Agenda Item #.**

Written comments received by **11:00 AM** 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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5:15 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. CLOSED SESSION CONFERENCE WITH NEGOTIATORS

Pursuant to Government Code Section 54957.6

Agency Designated Representatives: Karen Pinkos, City Manager; Alexandra Orologas, Assistant City Manager; Shannon Bassi, Senior Human Resources Analyst; Glenn Berkheimer, Labor Negotiator; and Sky Woodruff, City Attorney.

Employee Organizations: Police Employees Association (PEA); Public Safety Management Association (PSMA).

Contact: Sky woodruff, City Attorney, City Management

3. CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (1 potential case)

Contact: Sky Woodruff, City Attorney, City Management

4. ADJOURN SPECIAL CITY COUNCIL MEETING

6:00 PM ROLL CALL – CONVENE REGULAR 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.

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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.

5. PRESENTATIONS

A. El Cerrito Students Training and Ready for Success (EC STARS) Program

Action Proposed: Receive and file a presentation from City and West Contra Costa County School District (WCCUSD) program representatives as well as 2026 student participants on the EC STARS Internship Program.

Contact: Shannon Bassi, Human Resources Manager, 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. Approval of Minutes

Action Proposed: Approve the City Council Meeting minutes from July 21 and August 18, 2026.

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

B. Hispanic Heritage Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring September 15, 2026 - October 15, 2026 as Hispanic Heritage Month, by recognizing and celebrating the histories, cultures, and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean, and Central and South America.

Contact: Shannon Bassi, Human Resources Manager, City Management

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C. Suicide Prevention Awareness Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring September as Suicide Prevention Awareness Month in the City of El Cerrito.

Contact: Shannon Bassi, Human Resources Manager, City Management

D. Monthly Disbursement and Check Register Report for August 2026

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

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

E. Amendment to the City's Classification Plan

Action Proposed: Adopt a resolution amending the City's Classification Plan to authorize the reclassification of Management Analyst III to Senior Program Manager in the Public Works Department.

Contact: Shannon Bassi, Human Resources Manager, City Management

F. Biennial Update of Agency Conflict of Interest Code

Action Proposed: Adopt a Resolution revising the Conflict of Interest Code for the City of El Cerrito and rescinding Resolution No. 2024-67.

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

G. Renewal of Agreement with Mark43, Inc. to provide Computer Aided Dispatch and Records Management Software for an additional year in an amount not to exceed \$57,000.

Action Proposed: Authorize the City Manager or Designee to renew the agreement with Mark43, Inc. for records management and computer aided dispatch software for an amount not to exceed \$57,000, for the time period of July 25, 2026 through June 30, 2027.

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

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H. Spending Authority and Contract Amendment for Universal Building Services

Action Proposed: Adopt a resolution authorizing the City Manager to execute an amendment to the general services agreement for Universal Building Services and approving spending authority for an amount not to exceed \$73,000 in fiscal year 2026-27.

Contact: Bridget Cooney, Recreation Supervisor; Christopher Jones, Recreation Director, Recreation Department

I. Halloween Block Party Pilot Program

Action Proposed: Adopt a resolution creating a pilot program that waives block party permit fees for participants on October 31 (Halloween).

Contact: Karen Pinkos, City Manager, City Management

J. Agreement with Vermont Systems, Inc.

Action Proposed: Staff recommend that the City Council adopt a resolution authorizing the City Manager to execute an agreement with Vermont Systems, Inc. (VSI) for continued licensing, maintenance, and support of the RecTrac registration and facility management system for a three-year minimum term with the option to annually extend until canceled, in a total contract not-to-exceed amount of \$90,919.57 over the three-year term, and a separate annual subscription agreement with ePACT for electronic health, emergency, and childcare licensing form automation, for an additional not-to-exceed amount of \$11,500 for the first year of the subscription, with the option to renew annually until canceled.

Contact: Christopher Jones, Recreation Director, Recreation Department

7. PUBLIC HEARINGS

8. POLICY MATTERS

A. FY 2025-26 Fourth Quarter General Fund Budget Update through June 30, 2026

Action Proposed: Receive and file an update on City General Fund revenues and expenses for FY 2025-26 through June 30, 2026.

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

B. Adoption of Local Road Safety Plan including a Citywide Vision Zero Policy

Action Proposed: Approve a resolution to adopt the Local Road Safety Plan including a Citywide Vision Zero Policy.

Contact: Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

C. Roll Forward of Budget for Incomplete Purchase Orders & Projects from FY 2025-26

Action Proposed: Adopt a resolution authorizing the carry forward of \$69,891 from the General Fund and \$2,452,251 from special revenue and enterprise funds for purchase orders authorized during FY 2025-26 but expected to be completed in FY 2026-27 and amending the adopted Fiscal Year 2026-27 Budget to reflect changes in the total appropriations by fund for the amounts carried forward.

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

D. El Cerrito Swim Center Grant Acceptance and Design Amendment

Action Proposed: 1) Adopt a resolution authorizing the City Manager and a designee to execute a project agreement with Contra Costa County to accept a \$200,000 Community Development Block Grant (CDBG) for locker room ADA and architectural improvements at the El Cerrito Swim Center; and authorizing a \$50,000 City match from remaining funds associated with Phases 1 and 2 of the Swim Center improvements; and 2) Adopt a resolution authorizing the City Manager to execute an amendment to the professional services agreement with Rogers Stringer & McClelland, Inc. (RS+M) for design services related to the Swim Center Locker Room Architectural and ADA Improvements and the Swim Center Deck Replacement and Accessibility Improvements, and authorize additional compensation not to exceed \$34,500 for change order design work associated with expanded ADA scope and the design work.

Contact: Christopher Jones, Recreation Director, Recreation Department; Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

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E. League of California Cities 2026 Annual Conference Resolutions Packet

Action Proposed: Pass a motion to provide direction to the annual conference voting delegate, Councilmember Wysinger, on how to vote on the 2026 Annual Conference Resolutions Packet

Contact: Holly M. Charl  ty, 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 REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, October 6, 2026 at 6:00 p.m.

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