

**CITY COUNCIL MEETING  
MINUTES  
March 18, 2025**

**1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS**

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Sasai called the Regular Meeting of the City Council to order at 5:01 p.m. and led the Pledge of Allegiance.

**2. LAND ACKNOWLEDGEMENT**

*Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.*

**3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT**

*An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov. Code § 87105.*

**A. COUNCILMEMBERS PRESENT**

Cameron Sasai, Mayor  
Anthony Tave, Mayor Pro Tem  
Norma Martínez-Rubin, Council Member  
Devin Murphy, Council Member  
Maureen Toms, Council Member

**B. STAFF PRESENT**

Kelcey Young, City Manager  
Heather Bell, City Clerk  
Eric Casher, City Attorney  
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell announced the agenda had been posted on March 13, 2025, at 4:30 p.m. with all legally required written notices.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

**4. CONVENE TO A CLOSED SESSION:**

*Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.*

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Gov. Code § 54957

Title: City Manager

**PUBLIC COMMENTS OPENED**

Leah Pierson, Pinole resident and representative of the Pinole Seals Swim Club Board of Directors expressed her support and gratitude for City Manager Kelcey Young. Ms. Pierson further stated that she has seen tremendous progress with the swim club since City Manager Young took her position as City Manager and asked to Council to consider that during the closed session discussion.

Rafael Menis stated that City Manager Young is doing a pretty good job since taking on her role and has done a great job taking part in community events and picking up more trash than anyone at the trash clean up. City Manager Young has also done a great job engaging with the community and community members directly by holding 1:1 meetings and gatherings. She is willing to stand up to council and push back for staff when they need it. Mr. Menis also stated City Manager Young deserves this recognition for her performance evaluation.

**PUBLIC COMMENTS CLOSED**

**5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION**

At 7:45 p.m., Mayor Sasai reconvened the meeting into open session. The council voted in closed session to continue the closed session after item 13 today.

**6. CITIZENS TO BE HEARD (Public Comments)**

*Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.*

Darin Clark, field representative for the Northern California Carpenter's Union Local 152 Contra Costa County spoke about the apprenticeship program and how when someone finishes the program, he or she will be able to build or work anywhere in the state, even in the country. This provides them with the knowledge and the skill to earn a living wage and raise family in today's world, as well as give them future with healthcare, dental plan, pension and annuity, and a 401k plan.

Irma Ruport expressed concerns regarding the March 4, 2025, City Council Meeting during the request for future agenda items discussion. Mrs. Ruport was disappointed about the back-and-forth discussion and thinks that the work needs to get done. Mrs. Ruport further stated the city

council retreat went well and staff looked like a team. She mentioned that there should be an audit of staff if work is not getting done.

Maria Alegria thanked the Council for agendaizing the City Manager performance review. The agenda did not include support materials to review for the item. Ms. Alegria requested the City Manager job description, salary agreement, and a summary of the city council's priorities. Ms. Alegria asked if she needed to submit a formal public records request and City Attorney Casher advised her, we will provide documents with the exception of privileged documents. Ms. Alegria also wants to know when there will be a more detailed report from the City Manager.

David Rupert wants to memorialize a member of the community that passed: Alfred Zuniga. Mr. Rupert spoke about the importance of his impact on him through a professional relationship. He encouraged citizens to do a little research on him to learn about his life and accomplishments in 91 years of life.

## **7. REPORTS & COMMUNICATIONS (Taken out of order after Item 8)**

### **A. Mayor Report**

#### **1. Announcements**

Mayor Sasai reported that he was in Washington DC last week for National League of Cities and very grateful for the opportunity to meet so many amazing local leaders and partners across the United States. Mayor Sasai also stated he is very grateful for the opportunity to meet directly with Congressman Garamendi to discuss some of our capital projects in Pinole, our priorities and federal funding that we need to get those done.

Upon returning from Washington DC, Mayor Sasai attended the WESTCAT board meeting as a delegate where they discussed the state of capital funding for the agency and the WESTCAT 2025 public transportation agency safety plan was approved. On Friday, Mayor Sasai will meet with Congressman Garamendi and other officials in Contra Costa County to discuss our priorities in Pinole and how his office can be helpful for us. Mayor Sasai also invited the council and public to the grand opening of the SAHA Development. It is a 33-unit development on San Pablo Avenue in West Pinole that provides 33 units of 100% affordable housing to low-income veterans and their families. The grand opening will be on Monday, May 6th at 10:30 AM.

### **B. Mayoral & Council Appointments: None**

### **C. City Council Committee Reports & Communications**

Council member Toms reported she attended the Mayor's Conference and there was a presentation from EBRCSA. This is the East Bay Regional communications system that was established after the Oakland Hills fire that enables more regional communication so that different agencies can talk to each other. Council member Toms also attended the State of the City presentation that our Mayor Pro Tem will report out on.

Council member Murphy also attended the National League of Cities Congressional Conference in Washington DC where he met with Congressman Garamendi and one discussion was

regarding the Pinole Bridge and the progress thus far plus the need for funding. Other discussion included the taxation of municipal revenue bonds and the Safer Act. The Safer Act is the staffing for adequate Fire and Emergency Response Act, which provides grants to fire departments and volunteer firefighter organizations to increase and maintain trained firefighters and ensure communities meet fire standards. Council member Murphy also thanked staff for preparing so many notes and documents for himself and the mayor so that they can pass that along to our congressman. Council member Murphy encouraged the community to check out the green empowerment zone. He represents the City of Pinole and continues to have conversations about how we as a region, Contra Costa and Solano County can continue to push and utilize very important lands, industrial lands in our cities around a collaboration. The meetings are public. This Friday is going to be the next meeting at 8:30 AM at 1025 Escobar Street in Martinez.

Council member Murphy had also encouraged folks to continue to send him emails, asking questions about our MCE Clean Energy budget process, which is continuing this Thursday. They will be discussing the 2025/2026 budget. Specifically, they will be talking about Demand Charges, which is essentially a program that MCE is now being responsive to as per the California Public Utilities Commission's regulations. Lastly, Council Member Murphy encouraged residents who are interested in what is going on at the federal level outside of multimedia to join Congressman, John Garamendi's virtual town hall this Wednesday at 6:00 PM. This one is a little bit more about Veteran Affairs as well as the Department of Education actions the current presidential administration is moving with. The easy way to register for those is by going to his website@garmindy.house.gov.

Mayor Pro Tem Tave reported he attended the Bay Chamber of Commerce breakfast on March 13, 2025, where the State of the Cities was presented. Mayor Pro Tem Tave highlighted topics like Measure I, the single use plastic ban, and the safe guns storage policy. Mayor Pro Tem Tave made sure everyone knew all the hard work that everybody's doing to get us to this point.

Mayor Pro Tem Tave also attended the Recycle More meeting where highlights from the HHW Recycling and Hazardous Household Waste conversation were presented. Highlights including: 309 recycling containers were distributed over the past year, 2024, and 1,924 food waste containers were distributed in our region. Recycle More also partners with an organization to do repair workshops, where you can bring a household item that is broken and sit with a professional on how you can potentially repair it. The next one is going to be at the El Cerrito Community Center. It's 7007 Moser Lane, El Cerrito, California 94530 on March 22, 2025.

Council Member Martínez-Rubin attended the WESTCAT open house at the public library on Wednesday that was largely attended, and she thanked the WESTCAT's drop off a postcard in all the residences in their service area, and the promotion that the City of Pinole made by including their flyer of the event in the City Manager's report. The purpose for that event was to obtain input from users and non-users of our WESTCAT buses so that the general manager and his team can use that input to plan for the future of the agency's operations.

Council Member Martínez-Rubin also attended an open house event that was sponsored by EBMUD to introduce our new district representative, Joey Smith. EBMUD has several different services. They not only collect our bills for the water service that we get, but also make sure that the water that we have is continually available to us. Council member Martínez-Rubin also stated that if you go to ebmud.com and look up alert subscriptions, you can sign up for emergency

alerts so that you receive news via text or email about work that affects specific streets or to receive up updates about construction in your neighborhood related to that water system. Lastly, Council member Martínez-Rubin invited the public to the 31st annual Cesar Chavez celebration on April 1st at 1025 Escobar Street at 11:00 AM.

D. Council Requests for Future Agenda Items: None from the City Council

Irma Ruport requested an update or report on the animal contract that we have with Contra Costa County. Secondly, Mrs. Ruport would like an update on the roads now that Pinole has a new Public Works Director.

E. City Manager Report / Department Staff

City Manager Young reported the team has been amazing at applying for grants. The City was just awarded just under 1 million from MTC for EV chargers. City Manager Young praised everybody involved, but specifically to Lily Whalen and to Kapil Amin for their hard work.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 7D through 7F)

City Clerk Bell reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

**8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS (Taken out of order after item 6)**

**A. Proclamations**

1. American Red Cross Month

The City Council read into the record a proclamation recognizing March 2025 as American Red Cross Month, with the proclamation presented to Sonia Bustamante, Chief of Staff for Supervisor John Gioia and Suzanne Garret, Disaster Co-Chair for Contra Costa County and Red Cross Volunteer.

Suzanne Garret expressed her gratitude to the City Council for the recognition of the important work of the Red Cross during American Red Cross Month.

2. Developmental Disability Awareness Month

The City Council read into the record a proclamation recognizing March 2025 as Developmental Disability Awareness Month, with the proclamation presented to Rafael Menis, Pinole resident and Planning Commissioner.

Rafael Menis thanked the Council and made remarks regarding his personal journey and the importance of the recognition.

3. Nowruz

The City Council read into the record a proclamation recognizing March 21, 2025, as Nowruz, with the proclamation presented to former Pinole Mayor, Vincent Salimi.

Vincent Salimi thanked the Council and made remarks honoring the holiday and the City.

**B. Presentations**

1. ConFire Update by Chief Broschard

Chief Broschard presented an update regarding Contra Costa County Fire Protection District. Chief Broschard provided a summary of services offered, 2024 accomplishments, and a looking ahead of events, programs, services and facilities updates in 2025.

Chief Broschard also provided a summary of Pinole service calls and provided information about Wildfire Preparedness tips for the public to stay safe. New fire maps will need to be adopted and ConFire will hold a hybrid townhall for public comment. Council asked questions around fire safety and the Chief provided responses. There was also a discussion about a potential open house and a demonstration garden.

**PUBLIC COMMENTS OPENED**

Irma Ruport asked about a Firewise program and the potential benefit for people, especially as insurance policies are canceled.

**PUBLIC COMMENTS CLOSED**

**9. CONSENT CALENDAR**

*All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.*

- A. Approve the Minutes of the Regular City Council Meeting on March 4, 2025.
- B. Receive the March 1, 2025 – March 14, 2025, List of Warrants in the Amount of \$1,160,911.17 and the March 14, 2025, Payroll in the amount of \$534,480.
- C. Second Read and Adoption of a Pinole Municipal Code Amendment related to (A) Housing Element Programs No. 4, 5 12 and 13, focusing on accessory dwelling units (ADUs), junior accessory dwelling units (JADUs), and unit and lot split projects proposed under Senate Bill 9 (SB 9) and Regulatory Consistency; (B) Housing Element Program No. 4, to establish an Accessory Dwelling Unit Amnesty Program; and (C) Housing Element Programs No. 5-9, 10, 12 and 15, focusing on

parking standards, affordable housing requirements, and administrative review processes. **Action: Adopt Ordinance on Second Reading (David Hanham, Justin Shiu)**

- D. Adopt a Resolution to Amend the Master Salary Schedule **Action: Adopt Resolution per Staff Recommendation (Stacy Shell, Charlene Davis)**
- E. Receive and File Annual Progress Report on Housing Element Implementation **Action: Receive Report (David Hanham, Justin Shiu)**
- F. Receive and File Housing Successor Annual Report for Fiscal Year 2023-24 **Action: Receive, file and submit to HCD (Lilly Whalen)**
- G. Resolution Affirming City and Community Values **Action: Adopt Resolution per Staff Recommendation (Heather Bell)**

#### PUBLIC COMMENTS OPENED

Sonia Bustamante, Chief of Staff for Supervisor John Gioia, read the Supervisor's letter of support for the resolution in item 9G.

Maria Allegria stated her support for the resolution in item 9G. Ms. Allegria stated the proclamation highlights the rich immigrant history and their contributions to Pinole. Pinole has always been a welcoming community.

Irma Ruport has additions and corrections to 9A (the 3/4/25 regular Council Meeting minutes.) Mrs. Ruport questioned item 9D, adoption of the master salary schedule regarding the replacement of the Assistant to the City Manager position to a Director of Communications position causing a \$53,000 increase to the City budget. Lastly, Mrs. Ruport supports the resolution in item 9G.

Rafael Menis referenced Item 9A, (3/4/25 Council Meeting Minutes) and mentioned a presentation on the Council workshop/Council procedures happening at tonight's meeting, but it's not on the agenda and questioned if there is just not enough staff bandwidth to have that happen or was it just the council was anticipating that the closed session item would take as long as it did so there wouldn't actually be time for it. Secondly, for item 9B on page 28, Mr. Menis noticed that there were some long-distance charges on the city's telephone plan. He is curious as to whether the city's plan has separate charges for long distance and if so, why? Also on page number 36, Mr. Menis noticed that there was a violation fine that the city paid to the State Water Resources Control Board and is curious as to the cause.

Mr. Menis notes that none of the ADUs built have any affordability clauses at all and given that is the plan to rely on ADUs to meet our very low and lower regional housing needs assessment requirements, including 61 extremely low-income housing units in which you could reference on page 198, does the city have a plan to fill that gap? On Item 9G, Mr. Menis wholeheartedly supports the council adopting the resolution and encourages the council to adopt it.

Andrew Melendez, a lifelong West County resident and currently the president of the Contra Costa Young Democrats, expressed support for resolution item 9G and highlighted the importance of know your rights resources and the work of Stand Together Contra Costa County.

Anthony Vossbrink, Pinole resident spoke in support of the resolution for item 9G, and shared his family background and placement in a Japanese internment camp.

#### **PUBLIC COMMENTS CLOSED**

Council Member Murphy commended our community development staff for the work that they're doing around housing. Pinole has truly taken a huge turn in terms of how we are building affordable but also diverse portfolio of housing for folks. Council Member Murphy also spoke about item 9G and stated we are truly moving forward as a city. He thanked the Mayor for his leadership in this resolution, and mentioned how important it is that we affirm our city values, our community values, and condemn attacks on our nation because we know that if our democracy at the national level fails, it's going to fail at the local level. If our democracy at the local level fails, going to fail at the national level.

Mayor Sasai thanked staff for working with him on the resolution and particularly the City Manager, City Clerk, City Attorney and their staff for having a hand at crafting the resolution, and making sure that we make this as effective as possible for us here in our community. Also, thanks to folks like Supervisor John Gioia for also meeting with me to discuss this, and really informing me about the initiatives at the county level that are available to residents as well.

**ACTION: Motion by Council Member Murphy/Council Member Toms to continue the approval of the March 4, 2025, Regular City Council Meeting Minutes to the next regular City Council Meeting.**

|              |                 |                                                  |
|--------------|-----------------|--------------------------------------------------|
| <b>Vote:</b> | <b>Passed</b>   | <b>5-0</b>                                       |
|              | <b>Ayes:</b>    | <b>Sasai, Tave, Martínez-Rubin, Murphy, Toms</b> |
|              | <b>Noes:</b>    | <b>None</b>                                      |
|              | <b>Abstain:</b> | <b>None</b>                                      |
|              | <b>Absent:</b>  | <b>None</b>                                      |

**ACTION: Motion by Council Member Murphy/Council member Martínez-Rubin to adopt Consent Calendar Items 9B through 9G, as shown.**

|              |                 |                                                  |
|--------------|-----------------|--------------------------------------------------|
| <b>Vote:</b> | <b>Passed</b>   | <b>5-0</b>                                       |
|              | <b>Ayes:</b>    | <b>Sasai, Tave, Martínez-Rubin, Murphy, Toms</b> |
|              | <b>Noes:</b>    | <b>None</b>                                      |
|              | <b>Abstain:</b> | <b>None</b>                                      |
|              | <b>Absent:</b>  | <b>None</b>                                      |

**10. PUBLIC HEARINGS: None**

**11. OLD BUSINESS: None**

**12. NEW BUSINESS:** None

**13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)**

*Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.*

**Citizens may speak under any item not listed on the Agenda.** *The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.*

Rafael Menis reported on the COVID-19 rate in the State of California based on the latest wastewater surveillance data, at 2.94 per 100,000, which is less than the 3.09. It was at the start of March, but still well above the 1.83 that it was back on November 30th. So continued mask wearing indoors for people who are elderly, immunocompromised or caring for those individuals would remain advised.

Mr. Menis also mentioned an example of Diversity, Equity, and Inclusion regarding Charles Calvin Rogers, as a Medal of Honor winner, as somebody who fought, as has been noted, for diversity, equity and inclusion during his time in the army (and before he joined the army, even), and the exceptional work he was able to undertake that won him the Medal of Honor. In fact, I think indicates the worth of Diversity, Equity and Inclusion, because it was because of those things that Lt. Colonel Rogers was in Vietnam, in command of 1st battalion, 5th artillery 1st infantry division. That he was in charge, that he was able to take the actions that won him the Medal of Honor, leading his men to fight back against overwhelming odds. So, they say, the people who removed this webpage, that Diversity, Equity and Inclusion are weaknesses. I say exactly the opposite, that they are strengths, that they made us strong, and we should recognize those people for that.

Anthony Vossbrink mentioned three concerns: basic public health and infrastructure issues around public health and safety and, and quality of life for the citizens of Pinole. Mr. Vossbrink also asked about streetlight outages throughout the city, primarily in the main major high traffic street quarter, an update on license plate readers, and the repairing of the park bathrooms.

**14. ADJOURNMENT** to the Regular Meeting of April 1, 2025, in Remembrance of Amber Swartz.

At 10:10 p.m., Mayor Sasai adjourned the regular city council meeting of March 18, 2025, in Remembrance of Amber Swartz and Alex Clark and reconvened the closed session.

**Submitted by:**



Heather Bell, CMC

City Clerk

Approved by City Council: April 1, 2025

