



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

PINOLE CITY COUNCIL MEETING *AMENDED AGENDA

October 21, 2025

5:00 PM

***Amended to add Item 9J and 4A**

**Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET
OR**

Attend VIA ZOOM TELECONFERENCE – Details provided below

How to Submit Public Comments:

In Person:

Attend meeting at the Pinole City Council Chambers, fill out a yellow public comment card and submit it to the City Clerk.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

<https://us02web.zoom.us/j/89335000272>

Webinar ID: 893 3500 0272

By phone: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak (subject to modification by the Mayor)
- Speakers will be muted until their opportunity to provide public comment.

When the Mayor opens the comment period for the item you wish to speak on, please use the “raise hand” feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide and press *6 to unmute. To comment with your video enabled, please let the City Clerk know you would like to turn your camera on once you are called to speak.

Written Comments:

All comments received **before 3:00 pm the day of the meeting** will be posted on the City’s website on the agenda page (Agenda Page Link) and provided to the City Council prior to the meeting. Written comments will not be read aloud during the meeting. **Email comments to comment@pinole.gov** Please indicate which item on the agenda you are commenting on in the subject line of your email.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following week. The Community TV Channel 26 schedule is published on the city's website at www.pinole.gov.

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.pinole.gov and remain archived on the site for five (5) years.

If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Bell-Spears at (510) 724-8928 or hbell@pinole.gov.

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a City Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the City Clerk's Office at (510) 724-8928. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection on the City Website at www.pinole.gov. You may also contact the City Clerk via e-mail at hbell@pinole.gov.

Ralph M. Brown Act. Gov. Code § 54950. In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly. The people of this State do not yield their sovereignty to the agencies, which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

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

2. LAND ACKNOWLEDGMENT

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't Code § 87105.

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

B. CONFERENCE WITH LABOR NEGOTIATORS

Gov. Code § 54957.6

Agency designated representatives: City Manager, Kelcey Young, Human Resources Director, Stacy Shell, Finance Director, Markisha Guillory, and Gregory Ramirez, IEDA
Employee organizations: The Pinole Police Employees Association (PPEA)

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

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. PLEASE SEE THE COVERSHEET OF THE AGENDA FOR INSTRUCTIONS ON HOW TO SUBMIT PUBLIC COMMENTS

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

B. Mayoral & Council Appointments

1. City Council Procedures Subcommittee

2. Emergency Operations Plan (EOP) Subcommittee

- C. City Council Committee Reports & Communications
- D. Council Requests for Future Agenda Items
- E. City Manager Report / Department Staff
- F. City Attorney Report

8. **RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS**

A. **Proclamations**

- 1. Code Enforcement Officer Week
- 2. Hispanic Latinix Heritage Month
- 3. LGBTQ+ History Month
- 4. Breast Cancer Awareness Month
- 5. Indigenous Peoples' Day
- 6. Filipino History Month
- 7. Larry Itliong Day

B. **Presentations**

- 1. Community Development Department ADU Outreach & Implementation Intern Estrella Silva's Presentation on Summer Internship
- 2. Presentation from the Coalition for a Just and Equitable California -Chris Lodgson
- 3. Flood Forecasting Tool and Flood Control- Mark Boucher, PE

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 September 16, 2025.
- B. Receive the September 13, 2025 - October 17, 2025, List of Warrants in the Amount of \$2,591,091.93, the September 26, 2025 Payroll in the Amount of \$576,725.41, and the October 10, 2025 Payroll in the Amount of \$565,385.74.
- C. Adopt Resolutions to Fix the Employer's Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act With Respect to Elected Officials, Management, Confidential, American Federal State County and Municipal Employees (AFSCME) Union Locals 1 and 512, and International Association of Fire Fighters (IAFF) Union **Action: Adopt Resolutions per Staff Recommendation (Stacy Shell)**

- D. Adopt a Resolution to Approve Master Salary Schedule Updates **Action: Adopt a Resolution per Staff Recommendation (Stacy Shell, Charlene Davis)**
- E. Placement Of Liens For Delinquent Unpaid Waste Collection Charges Falling Delinquent Between September And December 2025, Considered At An Administrative Hearing On October 2, 2025 **Action: Adopt Resolution per Staff Recommendation (Roxane Stone)**
- F. Public Convenience Necessity for Quick Mart located at 1477 Fitzgerald Drive, Suite 107 **Action: Adopt Resolution per Staff Recommendation (David Hanham)**
- G. Adopt a Resolution to Authorize the Receipt and Expenditure of \$187,253 in Board of State and Community Corrections - Byrne State Crisis Intervention Program (BSCC - Byrne SCIP) Grant Funds **Action: Adopt Resolution Per Staff Recommendation (Melissa Klawuhn)**
- H. Public Convenience Necessity for Yo Sushi located at 2432 San Pablo Avenue **Action: Adopt Resolution per Staff Recommendation (David Hanham)**
- I. Amendment to the City of Pinole Conflict of Interest Code **Action: Adopt Resolution per Staff Recommendation (Heather Bell)**
- J. Approve Amendment to Cityzen Solutions Inc. Contract for Public Engagement Software **Action: Adopt Resolution per Staff Recommendation (Kelcey Young)**

10. PUBLIC HEARINGS

Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the presentation, by first providing a speaker card to the City Clerk. **An official who engaged in an ex parte communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.**

- A. Introduction and First Reading of an Ordinance to Adopt the 2025 California Building Standards Code and Update the City's Building and Fire Code **Action: Introduce and Waive First Read of Ordinance (Keith Marks)**
- B. Conduct A Public Hearing And Adopt A Resolution Ordering The Levy And Collection Of The Annual Assessments For The Pinole Valley Road Landscape And Lighting Assessment District Of Fiscal Year 2025/26 **Action: Conduct Public Hearing and Adopt Resolution per Staff Recommendation (Heba El-Guindy)**

11. OLD BUSINESS

- A. None

12. NEW BUSINESS

- A. None

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

Open only 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 for City Council items 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 meeting.

14. ADJOURNMENT to the Regular City Council Meeting of November 4, 2025 in Remembrance of Amber Swartz.

I hereby certify under the laws of the State of California that the foregoing Agenda was posted on the bulletin board at the main entrance of Pinole City Hall, 2131 Pear Street Pinole, CA, and on the City's website, not less than 72 hours prior to the meeting date set forth on this agenda.

Heather Bell-Spears, CMC

City Clerk

POSTED: Friday, October 17, 2025 at 3:05 pm