



ADMINISTRATIVE REPORT

DATE: MARCH 5, 2010

TO: MAYOR AND CITY COUNCIL
BEN REYES, CITY ATTORNEY

FROM: BELINDA B. ESPINOSA, CITY MANAGER

PLACES TO BE

- MARCH 8 – PINOLE CREEK DEMONSTRATION PROJECT CITY TO VISIT SACRAMENTO LEGISLATORS

Mayor Pro Tem Swearingen and Councilmember Murray along with the City Manager and Public Works Director are making a trip up to Sacramento to discuss the funding alternatives for the Pinole Creek Demonstration project with Senator De Saulnier and Assemblyman Torlakson.

- MARCH 9 – STATE OF THE CITY

Mayor Long will present the annual State of the City report on Tuesday, March 9th at 11:30am at Sizzler restaurant on Fitzgerald Drive.

- MARCH 10 – WASTEWATER TREATMENT PLANT JPA MEETING

The next WWTP JPA meeting will be held in Pinole at noon in the Community room. The agenda will include discussion about the City of Hercules and the West County Wastewater District, and setting up a meeting with Urban Logics to discuss their recent report detailing the cost of construction of the force main and several alignments.

ITEMS OF INTEREST

- 2010 CENSUS IS COMING

The U.S Government counts the population every 10 years and uses Census data to allocate federal funds. Undercounting the population statewide can result in the loss of tens of billions of dollars over the following decade. Data collected in Pinole will help secure critically needed federal funds for local services. Census data also guides local decision makers in

important community planning efforts including where to locate and build new infrastructure, medical facilities, and educational facilities.

Your Census questionnaire should arrive in the mail during mid-March 2010. Please be sure to take a few minutes to complete the 10-question questionnaire and encourage your friends and family to do the same to ensure an accurate count. All responses are used for statistical purposes only, and the information provided is strictly confidential.

- **FINANCE**

Volunteer Hours

Volunteer support within the Finance Department for February 2010 totaled 49 hours:

Business License Renewal	6.5
Accounts/Payable Filing/Mailing	5
Payroll Records/Document Filing	5
Ledger Posting/Account Reconciliation	10
Information Systems Clerical Support	22.5

We sincerely appreciate the support we continue to receive from the volunteers who give their time and energy so graciously.

- **PINOLE CREEK DEMONSTRATION PROJECT GRANT REDUCED BY \$1 MILLION**

We learned this week that the State of California is planning to reduce our grant amount from \$2.6 million to \$1.6 million for the Pinole Creek Demonstration Project. A State review panel recently made the recommendation based upon the fact that the project being advertised does not include the removal of the Railroad Avenue Bridge, while the grant application did. The panel recommended that \$1M be removed from the first phase of construction and be set aside for the City for a subsequent phase of construction when the bridge will be removed.

Removal of the bridge is not a part of the current project because of the complexities the removal of the bridge would pose. It is not clear who owns the bridge, and in addition there are a number of utilities attached to the bridge that will need to be relocated with the bridge, and the cost of removal is not clear.

The project is being downsized to meet the reduced funding level. The plans, which are currently being advertised, will be revised to a smaller project. We continue on the road to constructing this project, however, we will award construction if and only if we get assurances that the State has funds for the project and that their reimbursement schedule is reasonable. We plan to talk about all this when we meet with our Sacramento representatives on March 8th.

- **GENERAL PLAN UPDATE**

To date, all of the chapters have been prepared and reviewed by the General Plan Steering Committee as well as through the recently held joint sessions with the Planning Commission and City Council in January and February. At this point, the document is being revised by PMC to reflect the substantive comments provided by the Staff, the Steering Committee and the City Council as well for clarity and readability. The revised Draft General Plan document will be analyzed by PMC within an EIR for compliance with the CEQA requirements. The revised Draft General Plan with the Draft EIR will be circulated for public review this summer.

- **HOUSING ELEMENT**

The Housing Element has been prepared in house by Staff. This document has been completed and submitted to the State Department of Housing and Community Development (HCD). We have received their comments back and reviewed the comments with the General Plan Steering Committee. At this point, we have prepared responses to all of the HCD comments and are awaiting further comments from HCD on our responses.

The major issue identified from the HCD comments focuses on the identification of developable sites for potential future residential development necessary to meet our housing allocation goals. Because the sites are located primarily within the Specific Plan areas, they will be appropriately zoned in the revised Specific Plans as well as the Zoning Ordinance.

Once we receive comments back from HCD, we will finalize the document and bring it forward for action by the Steering Committee and approval by the City Council. Upon approval, we are required to forward the Housing Element to HCD for a mandatory review so that they may determine consistency with State law and certify the adopted Housing Element. Council action on the Housing Element is scheduled for late Spring 2010.

- **ENVIRONMENTAL IMPACT REPORT**

The Environmental Impact Report is currently underway and an Administrative Draft will be completed by PMC and forwarded on to Staff for review in May. It is anticipated that Staff will complete our review of the administrative draft from PMC by June. Once Staff reviews the Administrative Draft and comments are provided to PMC, the document will be finalized and made ready for public distribution and review by responsible agencies and the public. This review period is mandated to be no less than 45 days and is scheduled to occur during this summer.

- **SPECIFIC PLANS**

All three Specific Plans have been completed with the exception of the Implementation Chapter. If you recall, the three plans included the San Pablo Avenue Corridor, Appian Way

Corridor and Pinole Valley Road Corridor. The most significant outstanding issue of the Specific Plans is the proposed design of streetscape and lanes on San Pablo Avenue within Old Town.

While there has been much discussion by the public and the City Council about the design alternative, the Steering Committee has indicated that they are recommending that the City Council at least consider further study of the option of decreasing the number of lanes within the Environmental Impact Report stage to analyze this possibility. City Council has agreed to include the study of this alternative in the Environmental Impact Report.

- **ZONING ORDINANCE**

Staff is currently reviewing the Administrative Draft of the Zoning Ordinance update and will be providing comments back to PMC by mid-March. The Steering Committee will be appointing a subcommittee of three at their first meeting in March and will begin to study and review the Administrative Draft Zoning Ordinance in April. Their comments will be incorporated into a public draft document which in turn will be reviewed by the full Steering Committee during this spring.

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