



MINUTES
24 January 2024

1. CALL TO ORDER

The Community Services Commission Meeting was called to order at 5:00 P.M. and was held via hybrid meeting format (Zoom Teleconference and in person-Pinole City Council Chambers).

2. ROLL CALL

Commissioners Present: Darin Clarke, Bob Kopp, Debbie Ojeda, Irma Ruport, and Nickolas Teller

Commissioners Absent: Laurelle Martin

Staff Present: Maria Picazo, Recreation Manager, Jeremy Rogers, Community Services Director

3. APPROVAL OF MINUTES

Action: Motion by Commissioner Kopp to approve the minutes of October 25, 2023 meeting. Seconded by Commissioner Clarke. All in favor. Motion passed.

4. CITIZENS TO BE HEARD

NONE

5. NEW BUSINESS

A. Park Master Plan Presentation

Director Rogers provided a brief overview of the Park Master Plan project and introduced Zachary Mueting from RJM Design Group. Zachary informed the Commissioners that the Park Master Plan process has been completed. Zachary reviewed the purpose of the Park Master Plan and how it would shape the future of Pinole Parks, Recreation Facilities, and Programs. The plan identifies local community needs and offers recommendations to support the local Pinole community. Zachary reviewed the process that the team followed to complete the plan. Zachary reviewed data collected from the surveys, workshops, community feedback, and assessments. He reviewed the Parks Master Plan and explained the key strategies, recommendations, and funding strategies that were included Park Master Plan.

Commissioner Ojeda thanked Zachary for his work on the project. She was happy to see the restrooms and baseball field improvements included in the plan.

Commissioner Ruport commented that she agrees with the recommendation regarding grant funding. She would like to see the City apply for more grants. She is aware of a few grants and will forward information to staff. She appreciated the detailed report. She would have liked to see more community feedback and engagement with the patrons of



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the Senior Center, PTA groups, and kids. She commented that park maintenance should be shared with the groups using the fields and suggested having volunteer days dedicated to parks and fields. She thanked Zachary for the report.

Public Comment

Rafael Menis, resident of Pinole, praised RJM Design Group for putting together an excellent study and presentation. The information provided was very detailed with immediate capital improvement projects and long-term projects. He appreciated the detailed maintenance plan and checklist included in the report. He noted a typo in the report and ask some clarifying questions. Commissioner Ojeda thanked Rafael for his comments.

B. February Meeting

Staff informed the Commission that staff would be attending a conference during the February 28th meeting and requested to move the monthly meeting to February 21st. The Commission approved the request for a Special Meeting on February 21st at 5pm. Staff informed the Commission that the City calendar would be updated with the new date.

C. Community Services Director Update

Director Rogers informed the Commission that he would be leaving the City of Pinole on January 26, 2024. He has enjoyed working in Pinole and a lot was accomplished during his time in Pinole. The City Manager has named Maria Picazo as the Acting Director until the position is filled. The Commissioners agreed and supported this decision. The Commissioners congratulated and thanked Director Rogers for his service to the community and wished him well in his new position.

Public Comment

Rafael Menis, resident of Pinole, thanked Director Rogers for his service. He echoed the Commissioners support for Staff Picazo.

6. OLD BUSINESS

A. Community Outreach/Engagement

Commissioner Teller invited the community to attend the Coffee with the City events. The next event will take place at Starbucks on February 14th. Commissioner Ojeda commented that the Rotary's Annual Crabfeed will be held at the Senior Center on February 10th. Commissioner Ruport commented that the Coffee with the City events are great and staff should consider hosting an event at the Senior Center. Commissioner Ruport asked what the process would be to start a new program in the community. Staff recommended that Commissioner Ruport provide staff with more details on the program she would like to propose. Staff will provide direction once the information is received. Commissioner Ruport requested a copy of the 2024 event



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schedule. Staff is preparing the event schedule, and more information will be available during the February meeting.

Commissioner Kopp brought up an item not listed on the agenda. Commissioner Ruport and Commissioner Ojeda reminded Commissioner Kopp that the Commission was discussing community outreach and engagement only.

8. ADJOURNMENT

The meeting was adjourned at 5:55 P.M. to the next Community Services Commission Special meeting on Wednesday, February 21, 2024|5:00 P.M.

Submitted by:

Maria Picazo
Acting Community Services Director

Approved by the Commissioners on March 27, 2024