



ADMINISTRATIVE REPORT

DATE: MARCH 21, 2019

TO: MAYOR AND CITY COUNCIL
ERIC CASH, CITY ATTORNEY

FROM: MICHELLE FITZER, CITY MANAGER

PLACES TO BE

Date and Time	Event	Location
Monday, March 25, 2019 7:00 pm	Planning Commission Meeting	City Council Chamber 2131 Pear Street
Tuesday, April 2, 2019 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street
Tuesday, April 16, 2019 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street

- **“HOPS ON THE CORNER” – SATURDAY APRIL 13, 2019**

On Saturday, April 13, 2019, the Pinole Police Department in conjunction with the Pinole Recreation Department will be hosting “Hops on the Corner” at Fernandez Park, 595 Tennent Ave from 9 am to 11 am. The event is open to all ages and will include Arts and Crafts, Egg Hunt, Games, McDonald’s cheeseburgers and pictures with the Easter Bunny. Come out and enjoy the day. Hope to see you there.

- **PINOLE YOUTH CENTER KIDS EXPO AND SPRING EGG HUNT - SATURDAY APRIL 13, 2019**

Please join us at Fernandez Park on Saturday, April 13, 2019 for our Spring Egg Hunt. There will be raffles and entertainment such as face painting, egg dying & decorating, coloring, making your own bracelet & necklace. There will also be an opportunity to meet and greet businesses who provide services, products, and activities for kids and families. Don’t forget to take pictures with the Bunny, hunt for eggs and the golden ticket, and get info about the SUMMER CAMP. For more info, please call 510-724-9004 or email youth@ci.pinole.ca.us

- **PIONLE YOUTH CENTER SPRING BREAK CAMP**

Come and join us for a week of fun filled Olympic themed activities during Spring Break Camp from April 1st - 5th. This camp is for children from 1st grade to 8th grade during the hours of 8:30 am - 6pm. **Register online at:** <https://pinolerec.recdesk.com/Community/Home>. **Once on the registration portal, go to PROGRAMS, YOUTH, CAMPS.** If you have additional questions please contact the Youth Center at youth@ci.pinole.ca.us or 510-724-9004.

- **TOT SPORTS**

The City of Pinole invites you to sign up your child for **SKYHAWKS TOT SPORTS**, March 9th – May 11th from 1 pm-1:45 pm at Fernandez Park. This program is for children ages 2.5 - 5 years, who must be accompanied by an adult. Participants learn balance, body movement, coordination, self-esteem, teamwork, sportsmanship, and sport specific skill development through a series of fast-paced instructional circuits and games. **Register online at:** <https://pinolerec.recdesk.com/Community/Home>. **Once on the registration portal, go to PROGRAMS, YOUTH, SPORTS.** If you have additional questions please contact the Youth Center at youth@ci.pinole.ca.us or 510-724-9004.

- **NEIGHBORHOOD WATCH KICK-OFF PARTY – WEDNESDAY APRIL 17, 2019**

On Wednesday, April 17, 2019, the Pinole Police Department will be having their first Neighborhood Watch kick-off event in the Alex Clark Room at 6 pm.

Topics that will be discussed:

- How to start a new Neighborhood Watch Group
- How to be more proactive in your current group
- How to become a Block Captain

Please join us!

ITEMS OF INTEREST

- **CESAR CHAVEZ HOLIDAY**

In accordance with our collective bargaining agreements, all City offices will be closed on Friday, March 29, 2019 in observance of the Cesar Chavez holiday.

- **FARIA HOUSE PLANS AND SPECIFICATIONS UPDATE**

The consultant continues to work on the Plans and Specifications for interior improvements for the Faria House by splitting their time between Schematics (getting the design figured out) and 50% Construction documents (getting the base drawing set up based on an approved schematic). The consultant is at a point where they need additional information as to the room uses and location of the elevator for ADA purposes before they can proceed with completing the work

Staff met with the Pinole Museum Board on February 25th regarding the room uses (exhibit space, gift shop, meeting/social space, office, storage, archived space) and the preferred location of the elevator. Once the information from the Museum Board is obtained, the consultant can move on with completion of the plans and specification with an estimate of the cost for base improvements, as well as a separate cost for potential supplemental improvements needed for a Museum use.

- **WEBSITE UPDATES**

It has been three months since the City showcased its new website and each Department continues to diligently work to update and make changes to their respective pages, as time permits. While we continue to work on updating the pages and fixing links, we ask the public to be patient during our transition. We also continue to encourage members of the community to provide us with comments and suggestions.

- **VOTE BY MAIL!!**

Would you like to vote by mail instead of at a polling place? Contra Costa Elections Office has instituted an easy way for an existing Contra Costa County registered voter to switch to Vote by Mail by just completing and mailing or emailing a scanned copy of a simple postcard to the County Elections Office. Postcards are available in the Pinole City Hall 2nd Floor Administrative Offices – stop by and get one today!

- **INTERESTED IN SERVING ON THE GRAND JURY?**

The Contra Costa County Superior Court is accepting applications for Civil Grand Jury Service for the FY 2019-2020 term. The Civil Grand Jury is comprised of 19 members who serve for one year. The Civil Grand Jury monitors, reviews and reports on city and county governments, special districts and school districts. Persons interested in more information or in applying may contact the Office of the Civil Grand Jury at (925) 608-2621 or visit the website at www.cc-courts.org/grandjury. Application forms are also available in the City Hall 2nd Floor Administrative Offices. Application deadline is Friday, March 22, 2019.

• **GET INVOLVED! JOIN A CITY BOARD, COMMITTEE OR COMMISSION!**

The City is recruiting to fill vacancies on the following boards and commissions. If you are a citizen interested in community service in a variety of disciplines, there are several opportunities available. These vacancies will remain *open until filled*:

Planning Commission (2 positions):

The Pinole Planning Commission is a seven-member panel of Pinole residents who take action on development requests and make policy recommendations to the City Council. The Commission usually meets on the 4th Monday of every month at 7:00 pm in the City Council Chamber, although additional meetings may be called as required. Commissioners serve four-year terms.

Community Services Commission (3 positions):

The Pinole Community Services Commission seeks to enhance quality of life for the citizens of Pinole through responsive and interactive community services. A critical aspect of the Commission is their community advocacy. They provide feedback for a number of organizations and projects. The Commission also weighed in on issues such as the Skate Park, Swim Center, No Smoking in Parks policy and exploration of the Charter School concept. Commissioners regularly talk to community members and bring ideas back to the Commission and Recreation Department on what our community needs and wants.

<http://www.ci.pinole.ca.us/play/csc.html>

Traffic and Pedestrian Safety Committee (1 position)

The Pinole Traffic and Pedestrian Safety Committee is a five member panel who recommend or review action on traffic safety, traffic control and planning, speed limits, parking and other traffic related matters. The committee makes recommendations to the City Council; committee members service two-year terms.

Contra Costa Library Commission (1 position - 2-year term as Alternate Delegate):

The Contra Costa County Library Commission was established by the Contra Costa County Board of Supervisors in March 1991. The Commission was created (March 1991) to serve in an advisory capacity to the Board of Supervisors and the County Librarian. The Library Commission is comprised of 24 members:

- 18 members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils (Richmond does not participate)
- 5 members represent Contra Costa County - each member of the Board of Supervisors appoints one Commissioner
- 1 member representing the Central Labor Council.

Currently the Commission meets every other month, on the fourth Thursday evening at 7:00 p.m. at the Library Administration in Martinez <http://guides.ccclib.org/Commission>.

Contra Costa County Advisory Council on Aging (1 position):

The Contra Costa County Advisory Council on Aging (ACOA) is appointed by the Board of Supervisors to advise them on all matters associated with the planning, development and administration of programs relating to older adults. The ACOA consists of forty (40) members. Fifty percent (50%) of the ACOA must be age 60 and above.

Currently the ACOA meets on the third Wednesday of each month, 9:30 a.m. – 11:30 a.m. at 500 Ellinwood Way, Pleasant Hill in Board Rooms A & B. Please submit your **Letter of Interest** and/or an application or additional information.

Applications for all Commissions and Committees, and supplemental questionnaires for certain positions, are available on the City's website at:
https://www.ci.pinole.ca.us/city_government/city_clerk/boards_and_commission

For more information, you are encouraged to contact the City Clerk's office at 510-724-8928 or email Interim City Clerk Heather Iopu at hiopu@ci.pinole.ca.us. Candidates must be appointed by action of the City Council to all Commissions or Committees.

• **CURRENT BUILDING PERMIT ACTIVITY**

Below is a brief summary of the City's building permit activity for the past thirteen months.

Month	Number of Building Permits	Value
February 2018	57	\$571,132.33
January 2019	52	\$834,982.62
December 2018	34	\$406,756.00
November 2018	38	\$ 526,406.03
October 2018	76	\$ 1,532,905.93
September 2018	54	\$ 736,582.67
August 2018	55	\$ 2,067,784.96
July 2018	48	\$ 1,030,220.04
June 2018	60	\$ 1,036,328.12
May 2018	53	\$ 4,204,773.96

April 2018	70	\$ 1,921,208.49
March 2018	50	\$ 1,140,679.36
February 2018	41	\$ 2,088,324.90

Source: Development Services Department March 8, 2019

- **CODE ENFORCEMENT ACTIVITY SUMMARY**

Below is a brief summary of the City's Code Enforcement activity for the past thirteen months.

Month	New Cases	Cases Closed	Total Cases Closed
February 2019	14	6	162
January 2019	7	3	156
December 2018	6	2	153
November 2018	16	5	151
October 2018	14	3	146
September 2018	31	8	143
August 2018	13	7	135
July 2018	36	8	128
June 2018	22	0	120
May 2018	21	5	120
April 2018	17	2	115
March 2018	14	8	113
February 2018	8	1	105

Source: Development Services Department – March 8, 2019

New Cases – Cases initiated in a given month

Cases Closed – Cases closed in a given month

Total Cases Closed – Cases closed in past 13 months

-END-



"Hops on the Corner"

Date: Saturday, April 13th 2019

Time: 9am-11am

Where: Fernandez Park, 595 Tennent Ave
Festivities will include: Arts & Crafts, Egg Hunt, Games, Mc Donald's Cheeseburgers and pictures with the Easter Bunny.



3 EVENTS IN ONE DAY: FREE ADMISSION



510-724-9004
youth@ci.pinole.ca.us
Pinole Youth Center
635 Tennent Ave Pinole

Fernandez Park
635 Tennent Ave Pinole



**HOPS
ON THE
CORNER**



Don't forget
your
basket!



Saturday, April 13, 2019
Fernandez Park & Pinole Youth Center
9 am-11am

- *Meet & greet businesses who provide services, products, & activities for kids & families
- *RAFFLES & ENTERTAINMENT
- *Activities provided by PINOLE POLICE DEPARTMENT-HOPS ON THE CORNER : Egg Dying & Decorating, DIY Easter cards, Coloring, Make your own bracelet & necklace
- *Take Pictures with the bunny at our photo stand
- *Get info about Summer Camp
- *MCDONALDS will be providing food and beverages

10:00 am

Egg Hunt at Fernandez Park! Over 1000 eggs!
Hunt for the Golden Egg Ticket



930 San Pablo Ave. #A
Pinole, CA 94564
510.222.9150
English / Español



Sponsored by: Pinole Youth Foundation, Mechanics Bank, Donna Designs, Pinole Police Dept, Windermere Real Estate, McDonalds

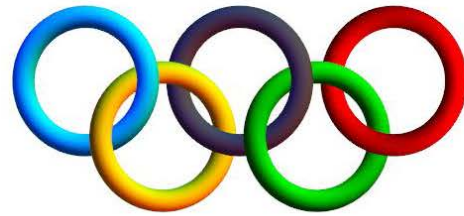
• Sponsor & Vendor Application info: email youth@ci.pinole.ca.us or call 510-724-9004

PINOLE YOUTH CENTER



SPRING BREAK CAMP 2019

Come and join us for one week of fun filled activities during Spring Break from April 1-5th. The camp will have an **OLYMPICS THEME**, with activities such as Olympic Graphic Art, Indoor Olympic Hockey Game, Summer Olympic Bingo, etc. Of course, we can't have camp without a fieldtrip, so off we go to Pinole Valley Lanes for Olympic bowling. (See calendar for list of activities) Space is limited to 30 students (1st-6th grade only)



Camp Hours: 8:30-6 pm

Fees per Week:

Resident: \$200

Non-Resident: \$233

Camp Extended Hours (Camp Participants only): 7-8:30 am

Residents: Non-Residents:

\$38

\$43

Bring a bagged lunch & water bottle

Snacks available for purchase by cash or punch card. Hot lunch available on Friday and must be pre-ordered. Lunch will be pizza, drinks, chips, & dessert for \$5.00

To register, please go to <https://pinolerec.recdesk.com/Community/Home>

On the home page, go to PROGRAMS, YOUTH CENTER, CAMPS

You must create an account in order to register. If you have any questions, please contact the Recreation Coordinator at 510-724-9004 or send an email to youth@ci.pinoles.ca.us.



SKYHAWKS TOT SPORTS

WHERE: Fernandez Park Basketball Court

595 Tennent Ave, Pinole, CA 94564

WHEN: March 9-May 11, 1-1:45PM

For more info, call 510-724-9004 or

Email: youth@ci.pinole.ca.us

The City of Pinole invites you to sign up your child for **SKYHAWKS TOT SPORTS**. Join us in a fun experience for your child! Children age 2.5 - 5 years may attend this class as long as they come with an adult.

Participants learn balance, body movement, coordination, self-esteem, teamwork, sportsmanship, and sport specific skill development through a series of fast-paced instructional circuits and games taught by the highly trained SKYHAWK ACADEMY staff.

Register for the SKYHAWK TOT SPORTS online at <https://pinolerec.recdesk.com/Community/Home>. Once at this website, go to PROGRAMS, YOUTH, SPORTS

