



ADMINISTRATIVE REPORT

DATE: MAY 10, 2019

TO: MAYOR AND CITY COUNCIL
ERIC CASH, CITY ATTORNEY

FROM: MICHELLE FITZER, CITY MANAGER

PLACES TO BE

Date and Time	Event	Location
Monday, May 13, 2019 6:30pm	Joint City Council/WCCUSD Board Meeting	Pinole Middle School Cafeteria 1575 Mann Drive
Monday, May 20, 2019 6:00 pm	Joint City Council/Planning Commission Meeting	Senior Center 2500 Charles Avenue
Monday, May 20, 2019 7:00 pm	Planning Commission Meeting	Senior Center 2500 Charles Avenue
Tuesday, May 21, 2019 6:00 pm	City Council Meeting	Council Chamber 2131 Pear Street
Tuesday, May 28, 2019 6:00 pm	City Council Budget Workshop	Council Chamber 2131 Pear Street

- **HAZARD ABATEMENT DAY, MAY 11TH**

On Saturday May 11th we will have **Pinole Fire Department Hazard Abatement Day**: "Green Waste **Free** Throw Away". We are encouraging all residents to trim their trees/bushes, remove weeds, and dump their green waste. Please see the attached flyer for additional information.

- **COMMUNITY SERVICE DAY – MAY 18TH 8:00 AM – 12:00 PM**

Join the Community Service Commission as they host Community Service Day. This is an opportunity to make our community beautiful by volunteering on service projects. These projects will clean, brighten and prune public spaces and community resources. If you would like to volunteer, please email recreation@ci.pinole.ca.us or call 510-724-9062. Please see the attached flyer for additional information.

- **FIRE STUDY COMMUNITY WORKSHOP – MAY 29TH 6:00 – 8:00PM**

Join us a community meeting as part of the Fire Services Delivery Study, to be held on Wednesday, May 29th at 6:00 pm at the Youth Center. There will be an overview of our current Fire delivery model by Chief Kouns. The consultant will then gather information from the attendees on what we want to see as our Fire services. There will be an interactive real-time survey, so bring your smart phone. For those who cannot attend the meeting, you may provide the consultant with your thoughts directly by email. Please send your ideas to Kurt Latipow at Kurt.Latipow@esci.us.

This meeting is not a Council meeting, and the Council has been encouraged not to attend to that it will be an information gathering of community thoughts and ideas. The meeting will also not be televised, as it is an informal session. We hope you can join us.

Once the draft Study Report is received, there will be a televised Council meeting/workshop to review and provide input. Another meeting will also be scheduled when the final report is received.

ITEMS OF INTEREST

- **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
April 2019	67	\$ 1,186,950.28
March 2019	47	\$523,983.17
February 2019	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

Source: Development Services Department May 3, 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
April 2019	11	1	165
March 2019	5	2	164
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

Source: Development Services Department – May 3, 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

- **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!

- **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*:

Community Services Commission (3 positions):

The City Council will be making appointments to the Community Services Commission in June 2019. To be considered for appointment, please turn in your application to the City Clerk's Office no later than Friday, May 31st, 2019. More details on applications and submissions are provided below.

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 pm 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.

-END-



www.ci.pinole.ca.us/city_government/fire



HAZARD ABATEMENT DEADLINE: MAY 31st

PREPARE FOR THE UPCOMING FIRE SEASON

**POSTING FOR WEED ABATEMENT BEGINS
THIS MONTH**



Pinole Fire Department Fire Hazard Abatement Day

www.ci.pinole.ca.us/city_government/fire/weed_abatement

SATURDAY MAY 11th, 2019

9:00 am-3:00 pm

PINOLE VALLEY PARK

FREE

GREEN WASTE DISPOSAL

For PINOLE Residents

Pinole Community Service Day

Helping is as easy as 1-2-3

1

REGISTER

Use the back of this form or visit <https://pinolerec.recdesk.com/Community/Program>, and click on Community Events on the left side to complete registration online.



2

VOLUNTEER

For a variety of 3 hour community projects including weeding along the creek, reviving parks and community centers, gardening at the library and MORE! Volunteers will work 9-NOON.

3

MEET & WORK

Meet at Pinole Youth Center at 635 Tennent Avenue for a FREE breakfast and FREE post event lunch! Head out to your project, meet neighbors, make a friend and make a difference for Pinole

Saturday, May 18th

8am breakfast; 9-noon service work; 12pm lunch
Pinole Youth Center
635 Tennent Ave



Parks
Make
Life
Better!



Pinole Community Service Day is sponsored by the Pinole Community Services Commission. You may also register the morning of the event, beginning at 8am, at the Pinole Youth Center

For more information call 510-724-9062 or email recreation@ci.pinole.ca.us

PINOLE COMMUNITY SERVICE DAY
 Hosted by the Pinole Community Services Commission
Saturday, May 18, 2019, at the Pinole Youth Center
Registration at 8 am, projects at 9 am, and lunch at 12 pm
Registration and lunch will be at the Pinole Youth Center
635 Tennent Avenue, Pinole, CA 94564



Please complete the form below to volunteer for a project.

*Registration is also available online visit <https://pinolerec.recdesk.com/Community/Program>, and click on Community Events on the left side to complete registration.

Name: _____ Email: _____

Phone: _____ Cell: _____

Are you registering for a group? YES ____ NO ____ How many volunteers in your party? _____

Name of organization (if applicable) _____

Please mark your top three choices of a volunteer project by writing 1, 2 and 3 next to your top choices.

Location	Type of Project	Location	Type of Project
San Pablo Avenue	Clean debris	Pinole Senior Center	Gift Shop project
Pinole Youth Center	TSP Walls and Deep Clean Kitchen	Pinole library garden/tennis courts	Weeding
Fernandez Park	Paint Picnic benches	Pinole Community Corner, Tennent and San Pablo avenues.	Weeding
Skate Park	Spread wood chips	Tiny Tots	Organize Closets Disinfect play equipment/toys
Creek Side	Weeding & Litter Removal	Amber Swartz Park	Clean debris

If you would like to recommend a project, feel free to write it in!

For work projects like painting and clean up, please be sure to wear appropriate clothing. Bring your own work gloves and any small garden tools are extremely helpful (trowel, hoe, weeder)

Photo Consent: By signing this registration form, you authorize the City of Pinole to use your name (or child's/ward's name) and/or photograph in any future educational and/or community informational purposes, either printed or otherwise (including, but not limited to, use on the city's website and on its public television station) produced by the City of Pinole. Further, there is no monetary compensation for this consent. ☐ Check here only if you do not give photographic consent.

Liability Waiver:

- 1) I understand that my (or my child's) participation in City of Pinole activities may involve the risk of harm.
- 2) With knowledge of the potential risks involved, I hereby release and discharge the City of Pinole or City of Pinole officials, officers, employees, agents, volunteers, or appointees, including, without limitation, appointees sitting as Youth Commission Members, Community Services Commission Members, Pinole Area Senior Foundation Board Members or Pinole Youth Foundation Board Members ("Indemnitees"), from any and all claims arising from my participation in City of Pinole Recreation Department activities, except when such claims arise from the gross negligence or willful acts of the Indemnitees.
- 3) I hereby certify that I (or my child) is physically and mentally capable of participating in Pinole Recreation activities at or sponsored by the City of Pinole.

Printed Name _____

Signature _____

Date _____

To submit your volunteer application:

Mail or drop off at the **Pinole Youth Center** – 635 Tennent Avenue, Pinole, CA 94564 or complete registration online at <https://pinolerec.recdesk.com/Community/Program>, and click on Community Events on the left side

For more information or questions call 510-724-9062 or email recreation@ci.pinole.ca.us

***Plan to arrive at registration as early as possible. Each individual is required to complete the registration form for liability purposes. Youth under the age of 18 are required to have a parent signature on their registration form.**