



# ADMINISTRATIVE REPORT

**DATE:** MAY 24, 2019

**TO:** MAYOR AND CITY COUNCIL  
ERIC CASH, CITY ATTORNEY

**FROM:** MICHELLE FITZER, CITY MANAGER

## PLACES TO BE

Date and Time	Event	Location
Tuesday, May 28, 2019 6:00 pm	City Council Budget Workshop	Council Chamber 2131 Pear Street
Tuesday, June 4, 2019 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street
Tuesday, June 18, 2019 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street
Monday, June 24, 2019 7:00 pm	Planning Commission Meeting	City Council Chamber 2131 Pear Street

- FIRE STUDY COMMUNITY WORKSHOP – MAY 29<sup>TH</sup> 6:00 – 8:00PM**

A community workshop will be held on Wednesday, May 29<sup>th</sup> at 6:00 pm at the Youth Center to discuss Citywide Fire Services Delivery. 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, tablet or ipad. For those who cannot attend the meeting, you may provide the consultant with your thoughts directly by email. Please send your comments to Kurt Latipow at [Kurt.Latipow@esci.us](mailto:Kurt.Latipow@esci.us).

This meeting is not a Council meeting, and the Council has been encouraged not to attend so 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.

- **SWIM CENTER OPEN HOUSE – JUNE 1<sup>ST</sup>**

The Pinole Seals are hosting an Open House on June 1st from 11:00 a.m. to 1:00 p.m. at the Pinole Swim Center to register and evaluate swimmers skill level. If you are interested in attending, please bring your swimsuit and towel.

For more information call 510-724-9026 or email [ziem@sbcglobal.net](mailto:ziem@sbcglobal.net)

## **ITEMS OF INTEREST**

- **PINOLE TINY TOTS SUMMER REGISTRATION**

Calling all beachcombers! Pinole Tiny Tots will be offering an "Under the Sea" Adventure for children ages 3 1/2 to 5 years. We'll have fun learning about sea creatures through arts and crafts, songs, and stories. We will create crabs, jellyfish, an octopus and even a GIANT blue whale! Please join us for our 8 week "Under the Sea" adventure - registration began May 1<sup>st</sup>. For additional questions call 510-724-8965 or email [tinytots@ci.pinole.ca.us](mailto:tinytots@ci.pinole.ca.us).

- **YOUTH CENTER SUMMER CAMP REGISTRATION**

Pinole Youth Center is offering summer day camp from June 10<sup>th</sup> – Aug 14<sup>th</sup>. Our day camp is for children from 1<sup>st</sup> grade through 8<sup>th</sup> grade. Our camp hours are 8:30-6:00 pm. Extended hours are available, for campers only, for an additional fee. Extended hours are 7:00 am - 8:30 am. We keep our campers busy every day. Here is what we offer:

**Monday & Friday** – 4 activities includes arts & crafts or cooking project, indoor & outdoor games, camp songs, ice breakers, and challenge of the day.

**Tuesday & Thursday** – swim days 12:30 pm - 4:30 pm at the Pinole Swim Center.

**Wednesday** – fieldtrip/or special guest – see locations or special activity listed on the Summer Camp flyer.

To register for our camp, please go online to <https://pinolerec.recdesk.com/Community/Home> Once there, create an account profile for you and your child. After you have created the account profiles, go to PROGRAMS, YOUTH, SUMMER CAMP.

**New this year-** you can reserve your child's space by paying a \$25 deposit! (Deposits are non-refundable & non-transferrable.) **The full payment is due 2 weeks prior to start of camp week.** Failure to pay balance by due date, will result in forfeit of your deposit & child's space for that camp week.

For more info about Pinole Youth Center Summer Camp, please call 510-724-9004 or send an email to [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us) or see attached flyer.

- **PANCAKE BREAKFAST AT ANNUAL CAR SHOW**

Mark your calendars and save the date - Saturday, June 23<sup>rd</sup> 7 am – 10:30 am for the Annual Car Show Pancake Breakfast. A breakfast for champions!

The breakfast, at the Pinole Senior Center, will be in concurrence with the Pinole Annual Car Show. Our menu will include pancakes, scrambled eggs, hash browns, sausage, bacon, fruit, juice, coffee, and tea. Tickets will be sold at the doors for \$8 for adults, \$4 for children under 12. Don't miss this special family fun day!

- **SUMMER YOUTH PASS FOR TRANSIT**



511 Contra Costa's Summer Youth Pass Program is back! The pass costs only \$35 dollars (retail value is \$60), and gives Contra Costa youth ages 6-18 unlimited rides on WestCAT, County Connection, and Tri Delta Transit all summer long – June 1 through August 31.

Visit [511cc.org/youthpass](http://511cc.org/youthpass) to purchase!

- **WEST CONTRA COSTA EXPRESS BUS STUDY IDENTIFIES POTENTIAL ROUTES AND STOPS FOR PUBLIC REVIEW**

In Fall 2018, the West Contra Costa Transportation Advisory Committee (WCCTAC) asked for community input on potential additional express bus service that would connect commuters from west Contra Costa County to destinations in west Berkeley, Emeryville, Oakland, and San Francisco. The expanded express bus service would travel primarily along Interstate 80, to help reduce congestion along this busy corridor and improve direct connections to job centers. WCCTAC incorporated public feedback and the results of a travel market analysis of existing commute trends to generate potential express bus stop locations. To determine preferred route(s) for implementation, WCCTAC wants input from all potential riders on their preferred bus stop locations. The ultimate express bus route(s) will be designed to serve the greatest number of riders with a minimal amount of pick-up and drop-off locations. To share your ideas and learn more about this project please visit:

[https://www.wcctac.org/app\\_pages/view/672](https://www.wcctac.org/app_pages/view/672).

- **FARIA HOUSE PLANS AND SPECIFICATIONS UPDATE**

The consultant continues to work on the Plans and Specifications for interior improvements for the Faria House. While there are still a few questions to address regarding the necessary improvements, it is anticipated the improvement drawing will be ready for the City to review in August. Following the review of the improvement drawings, the plans and specification will be prepared. The final set of improvement drawings and specification are projected to be complete in October.

- **REQUEST FOR PROPOSALS – REAL ESTATE BROKER SERVICES**

On April 25, 2019, the City issued a Request for Proposals (RFP) for Commercial Real Estate Broker Services. The request seeks proposals from qualified, local commercial real estate brokers/firms to assist with the marketing, development, sale or lease to purchase agreements of formerly owned Redevelopment Agency owned properties, which are vacant.

The City has five (5) years to sell the properties, which at this time means we have until December of 2022. If the properties are not sold, the assets must be turned over to the State. While the City can sell the properties, the City is seeking the services of Brokers to assist in the development of the sites as a condition of the sale. The closing date for submittal of proposals was May 23<sup>rd</sup>. A contract will be presented to the Council for approval once a broker is selected.

- **CITY OF PINOLE'S WEBSITE ACCESS**

Since December 2018, when the City's new website was "rolled out", the City has received several emails from citizens stating that a search for the City's website yielded a link to the former site.

This issue may be attributed to your internet browser setup. Most internet browsers are defaulted to store (cache) sites you visited to your history setting. This can result in redirecting you to the City's old website.

Clearing your cache will remove all history of prior sites you have visited. Thereafter, when visiting our new website, your browser will load our site onto your history setting, hopefully resolving the issue of redirecting you to our old website.

- **FERNANDEZ PARK RESTROOMS**

The City Council, on May 22, awarded the Fernandez Park Restroom Replacement Project to MVP Construction, Martinez CA. The project is to demolish the existing restroom and replace it with a prefabricated building. This method will allow us to keep the existing restroom in place while the new restroom is being fabricated. Physical work at the park will be toward the end of the contract. Alternative restrooms will be available during construction. The project gives the contractor 110 working days to complete the project.

- **MONTHLY ENERGY PRODUCTION REPORT FOR PINOLE YOUTH CENTER**

The monthly energy report shows how our system performed and how much we contributed to offsetting the global carbon footprint

Week	Peak Power	Energy Produced
03/01/2019 - 03/07/2019	17.5 kW	335 kWh
03/08/2019 - 03/14/2019	21.0 kW	802 kWh
03/15/2019 - 03/21/2019	22.5 kW	837 kWh
03/22/2019 - 03/28/2019	23.3 kW	631 kWh
03/29/2019 - 03/31/2019	20.5 kW	398 kWh
<b>March 2019 Total:</b>		<b>3.00 MWh</b>
<b>Previous Month Total:</b>		<b>1.89 MWh</b>
<b>Year to Date:</b>		<b>6.44 MWh</b>

Your **Carbon Offset** for this month: 2.07 tons

You have offset the equivalent of: **53 Trees**



- **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 31<sup>st</sup>, 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>.

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**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.

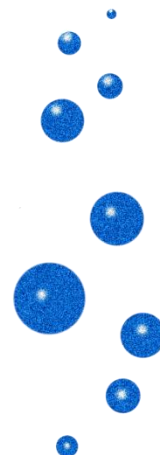
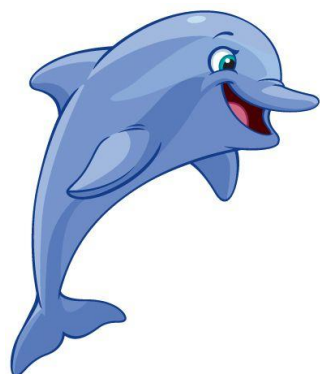
Applications for all Commissions and Committees, and supplemental questionnaires for certain positions, are available on the City's website at:

[https://www.ci.pinole.ca.us/city\\_government/city\\_clerk/boards\\_and\\_commission](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](mailto:hiopu@ci.pinole.ca.us). Candidates must be appointed by action of the City Council to all Commissions or Committees.

-END-





# Under the Sea Pinole Tiny Tots Summer Session 2019

June 10 - August 2

Calling all beachcombers! Pinole Tiny Tots will be offering an "Under the Sea" Adventure for children ages 3 1/2 to 5 years. We'll have fun learning about sea creatures through arts and crafts, songs, and stories. We will create crabs, jellyfish, an octopus and even a GIANT blue whale!

Please join us for our 8 week "Under the Sea" adventure.

**Children must be 3 years old by December 1, 2018 to be able to attend the summer program. All children must be completely potty trained.**

Registration is now held online.

Please visit <https://pinolerec.recdesk.com/Community/Home>

## **Registration Dates:**

(Pinole residents: Please provide a current utility bill and driver's license or CA ID upon registration to receive Pinole resident rates.)

**Current Registrants** – Priority Registration begins Monday, April 15, 2019

**Open Registration** - Wednesday, May 1, 2019 at 6:00 a.m.

## **Fees:**

There is a non refundable \$45 registration fee due at the time of registration.

Choose from the following schedules:

***3 Day Schedule- Monday, Wednesday and Friday 9 a.m. to 12 noon***

**Pinole Residents** - \$554.00 (or two payments of \$277.00)

**Non Residents** - \$644.00 (or two payments of \$322.00)

or

***2 Day Schedule- Tuesday & Thursday 9:00 a.m. to 12 noon***

**Pinole Residents** - \$460.00 (or two payments of \$230.00)

**Non Residents** - \$536.00 (or two payments of \$268.00)



\*A copy of the child's birth certificate, immunization record and a wallet size photo are due during the first week of classes.\*

\* Children registering for the summer program will be considered currently enrolled and allowed to register for the Fall 2019 session at the same time.\*





# City of Pinole

## SUMMER CAMP

### JUNE 10- AUG 14

9<sup>th</sup>-11<sup>th</sup> graders  
Inquire about  
the Leadership  
In Training  
Program (L.I.T.)

**PINOLE YOUTH CENTER**  
**510-724-9004**  
**youth@ci.pinole.ca.us**  
**635 Tennent Ave Pinole, CA 94564**  
**PRE-REGISTRATION IS REQUIRED**  
*Space is limited!*

**Campers:**  
**6-14 yrs. old**  
**\*Must have**  
**completed**  
**Kinder**

*Reserve your space now!*

#### WEEKLY FEE: 8:30-6PM

\$200 RES \$230 NON-RES

#### WEEKLY EXTENDED CARE 7-8:30AM

\$38 RES \$43 NON-RES

#### 2 DAY PROGRAM: 8:30-6PM

TUES & THURS (SWIM DAYS)

\$100 RES \$115 NON-RES

MON & FRI: \$90 RES \$105 NON-RES

#### EXTENDED CARE 2 DAYS:

\$16 RES \$19 NON-RES

**There is a \$25 deposit required to reserve a spot for each week of Camp.** This deposit is non-refundable, if the City is notified in writing that your child will not register for the week of Camp in which the deposit was provided. Notification must be given 2 weeks before camp begins. If the child registers for the week in which the deposit was provided the deposit will be applied towards the weekly camp fee. Deposits are non-transferrable. **CAMP BALANCE MUST BE PAID IN FULL 2 WEEKS BEFORE CAMP STARTS.** Failure to pay balance will forfeit your deposit and child's space for that camp week.

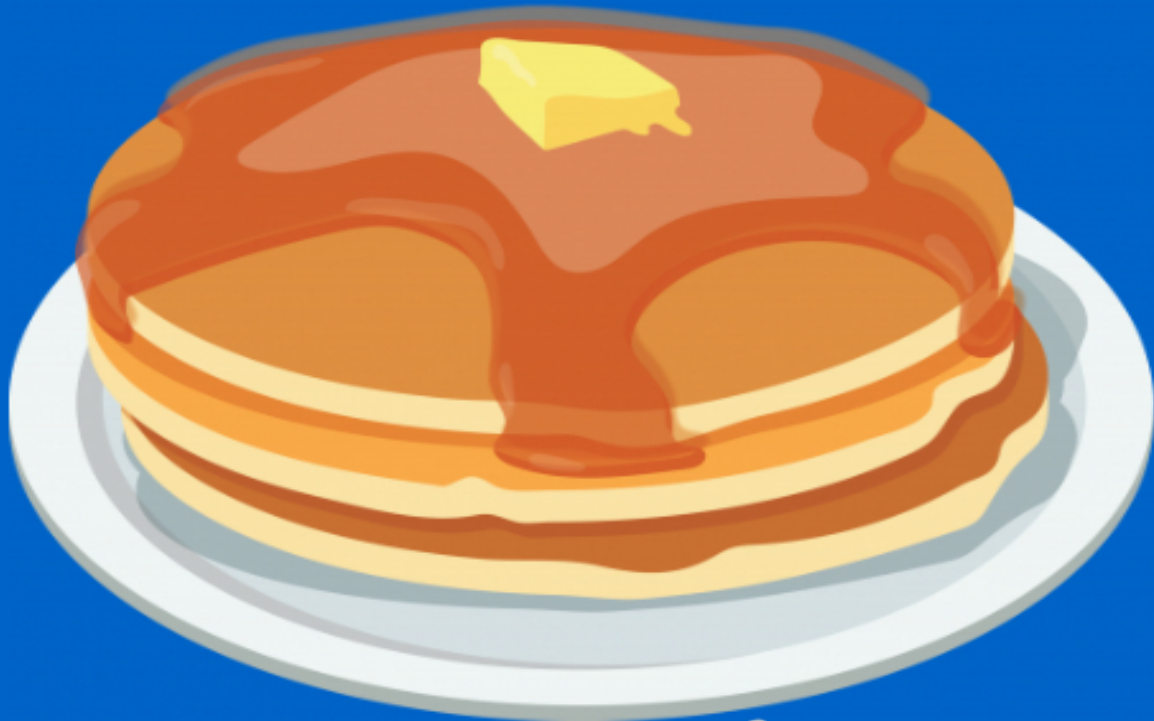
DATES	THEME	FIELDTRIPS & SPECIAL EVENTS
6/10-6/14	UNDER THE SEA	ALAMEDA CROWN BEACH
6/17-6/21	EARTH	CHABOT SPACE CENTER
6/24-6/28	MAD SCIENCE	S.T.E.M. BIO RAD
*7/1-7/5	GOTTA CATCH THEM ALL – POKEMON WEEK	CENTURY 16 THEATRE
7/8-7/12	SPLISH & SPLASH	ANTIOCH WATER PARK
7/15-7/19	ALL SPORTS	ROUND ONE
7/22-7/26	ARTastic	CANVAS PAINTING CLASS
7/29-8/2	FUN & FITNESS WEEK	HEAD OVER HILLS ATHLETIC ARTS
8/5-8/9	ENGINEERING WEEK	PLAY-WELL TEKNOLOGIES
8/12-8/14	CAMPING	SAN PABLO DAM RESEVOIR
*NO CAMP ON JULY 4TH	CAMP HOURS: 8:30-6PM EXTENDED CARE: 7-8:30AM	Fieldtrips & Special Events subject to change

**LIMITED SCHOLARSHIPS! APPLICATION AVAILABLE BY MAY 1<sup>ST</sup>.**

#### REGISTRATION:

1. Register online at <https://pinolerec.recdesk.com/Community/Home>
2. Next go to PROGRAMS, YOUTH, SUMMER CAMPS
3. You must create an account for you and your child in order to register for camp.
4. Birth certificate, immunization record, proof of residency required to upload to online application

**Pinole Senior Center**  
**BREAKFAST FOR CHAMPIONS**



*Annual*  
**PANCAKE BREAKFAST**

**SUN, JUNE 23RD**

**7AM - 10:30AM**

**\$8 for Adults**

**\$4 for Children  
(12 yrs and  
younger)**

Menu will include: pancakes, scrambled eggs, hashbrowns, sausage, bacon, juice, coffee and tea. The breakfast will be in concurrence with the annual Car Show! Don't miss this special family fun day!

2500 Charles Ave Pinole, CA 94564 510-724-9800