



ADMINISTRATIVE REPORT

DATE: NOVEMBER 22, 2019

TO: MAYOR AND CITY COUNCIL
ERIC CASH, CITY ATTORNEY

FROM: MICHELLE FITZER, CITY MANAGER

PLACES TO BE

Date and Time	Event	Location
Tuesday, Dec. 3, 2019 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street
Monday, Dec. 16, 2019 7:00 pm	Planning Commission Meeting	City Council Chamber 2131 Pear Street
Tuesday, Dec. 17, 2019 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street

- HOLIDAY TREE LIGHTING-DECEMBER 7TH

Join us for our annual Holiday Tree Lighting event on Saturday December 7th at the Pinole Senior Center from 2:30 p.m. – 5:00 p.m. The event will feature performances from local groups, face painting, balloon twisting, kids craft corner and a visit from Santa and Mrs. Claus. The Pinole Valley High School marching band will lead a procession to the community corner for the tree lighting at 5:00 p.m. Please see the attached flyer for more details.

ITEMS OF INTEREST

- CITY HALL CLOSED FOR THANKSGIVING HOLIDAY

Just a reminder City Hall will be closed on Thursday, November 28 and Friday, November 29, 2019.

- **THANKSGIVING SAFETY TIPS**

The kitchen is the heart of the home, especially at Thanksgiving. Kids love to be involved in holiday preparations. Safety in the kitchen is important, especially on Thanksgiving Day when there is a lot of activity and people at home. Please download these tips from the National Fire Protection Association.

<https://www.nfpa.org/-/media/Files/Public-Education/Resources/Safety-tip-sheets/ThanksgivingSafety.ashx>

- **PINOLE SENIOR CENTER UPDATE**

The Pinole Senior Center will be closed from December 23rd through January 1st. The lunch program and activities will resume on January 2nd.

The 2020 Crab Feed is officially sold out, a wait list has been created. Anyone who is interested in adding their name to the wait list should contact the senior center at 510-724-9800 or via email seniors@ci.pinole.ca.us.

- **NON-PROFIT YOUTH ORGANIZATION GRANT OPPORTUNITY**

The City of Pinole has partnered with Pacific Coast Farmers Market Association to offer a Community Grant Program for eligible Pinole based youth non-profit organizations. One-time grant funding awards will be provided to eligible Pinole based non-profit and 501c3 youth community service organizations to fund activities or special events that serve Pinole residents.

For information, grant requirements and an application, visit the City's website and click on "Youth Grant Opportunities" under the Current Topics Section of the City's home page.

- **3RD ANNUAL POLICE TOY DRIVE AND SHOP WITH A COP DRIVE**

It's that time of the year again and we are having our annual Toy Drive and Shop with a Cop event! Stop by Target in Pinole on Thursday, December 5th from 3PM - 9pm. All donations will be delivered to UCSF Benioff Children's Hospital in Oakland.

If you would like to donate to either our Toy Drive or Shop with a Cop please contact our Community Outreach Unit at 510.910.0866 or email at nvaldepena@ci.pinole.ca.us

- **POLLING HAS STARTED FOR POTENTIAL FIRE PARCEL TAX BALLOT QUESTION**

Many residents have already been contacted requesting that they participate in a survey about issues in the City of Pinole. This is the polling survey the City contracted for the potential Fire parcel tax question the Council may place on the November 2020 ballot. Please take the time to participate, either via the link provided in the email or by telephone if you are called. It is critical that the City have as much information on this topic as we can when evaluating the service delivery model option the Community prefers and the amount we are willing to pay for these services. Currently the results of the poll are scheduled for presentation to the Council on December 3rd or December 17th.

- **CITY COUNCIL DECIDES TO MOVE FORWARD WITH CHARTER CITY BALLOT QUESTION FOR NOVEMBER 2020**

On Tuesday night the City Council voted to move forward with a potential Charter City ballot question in November of 2020, specifically targeted to increase the Real Property Transfer Tax (RPTT). Currently the RPTT is set by State law at \$1.10 per \$1,000 in value, and is assessed upon the sale of property (real estate). The \$1.10 is split evenly between the City and Contra Costa County. What the Council is pursuing is increasing the City's share of the RPTT from \$0.55 per \$1,000 in value to \$12.00 per \$1,000 in value. The estimated increase in General Fund revenue to the City is between \$975,000 and \$1.5 million annually, depending on the volume and value of property sales during the year.

There will be additional opportunities for public input. The Council will review a draft charter and is required by statute to have two (2) public hearings before putting the question on the ballot. You can read through the agenda materials on the City's website here: https://www.ci.pinole.ca.us/UserFiles/Servers/Server_10946972/File/City%20Government/City%20Clerk/Agendas/11-05-2019/11.05.19%20FINAL%20AGENDA%20PACKET.pdf

- **RETIREMENT OF FIRE CHIEF SCOTT KOUNS; WELCOMING NEW FIRE CHIEF CHRIS WYNKOOP IN DECEMBER**

We are sadly saying farewell to the Fire Chief of the past two years, Scott Kouns, as he goes into retirement. His work and dedication to the Pinole Fire Department have been much appreciated. We wish him a happy retirement and many fantastic years! Current Battalion Chief Chris Wynkoop will succeed as new Fire Chief as of December 20, 2019. Chief Wynkoop has been in his current position since March 2018, and we are fortunate that he will take over as the new Fire Chief.

- **OVERSIZED VEHICLE RESTRICTION ORDINANCE – PASSED**

On November 19, 2019, the City Council adopted an ordinance restricting oversized vehicles parking on City streets in the City of Pinole. The Ordinance will become effective on December 19, 2019.

The ordinance restricts parking of oversized vehicles on city streets for more than three hours, unless actively loading or unloading property.

For a full reading of the Ordinance, please see Chapter 1078 of the City's Municipal Code, on the City's website

- **THANKSGIVING DAY GARBAGE PICKUP –NOVEMBER 28, 2019**

Below is information from Republic Services to share with the community:

THANKSGIVING DAY - November 28, 2019 Residential - Service will run one day behind throughout the holiday week, beginning with services scheduled for the holiday.

Business Small Container - Service scheduled on the holiday will be collected one day later. Scheduled customers for the rest of the week anticipate regular service day or one day later.

Large Container (Industrial) - Service scheduled on the holiday will be collected one day later. Scheduled customers for the remainder of the week will receive service as normally scheduled

Richmond Sanitary's office will be closed and there will be no garbage, green waste or recycling collection on Thursday, November 28, 2019. If your regular collection day is Thursday, 11/28, please set your containers out on Friday and Friday's service will be taking place on Saturday.

- **NOTICE TO MERCHANTS -- LICENSE RENEWAL TIME**

Attention Business Owners – 2019 Pinole Business Licenses will expire on December 31, 2019. Business license taxes for 2020 are due on January 1, 2020 and become delinquent on February 1, 2020, at which time unpaid taxes are subject to a 50% penalty. There is no change to the business license tax rate for calendar year 2020. The tax for the basic business license is \$145.00 per year (not including the \$4.00 AB 1379 state mandated fee).

Business license renewal forms are being mailed out November 21, 2019 for calendar year 2020. Renewal forms are mailed to you as a courtesy; we make every effort to make sure that a renewal form is mailed to each active business. If you do not receive a renewal form, it is the business owner's responsibility to pay the business license tax by January 31, 2020. Please remit your payment to:

**City of Pinole
Attn: Business License Dept
2131 Pear St
Pinole, CA 94564**

For your convenience, information is available on our website at www.ci.pinole.ca.us. Select the *Businesses* tab then the *business licenses* link.

If you are no longer conducting business, please check the Inactive box in the upper right hand corner of the courtesy renewal form, sign it and return it to us. This will prevent any unnecessary collection activity.

- **MAKE YOUR HOME YOUR POLLING PLACE!**

The Contra Costa County Elections Department has now made it easier than ever to request a Vote by Mail ballot for already registered voters.

From your cell phone, simply text "COCOBALLOT" to 2VOTE (28683) and you will receive a response that prompts you through a few easy steps to complete the request.

Vote by Mail ballots can be mailed in or dropped off at several approved locations including any polling place on election days and Pinole City Hall in the weeks ahead of the election.

NEW 24 HOUR BALLOT BOX INSTALLED AT CITY HALL

This week the City worked with the County Elections Department to install a permanent ballot box to be used in the weeks ahead of any election day to collect Vote by Mail ballots. It is a two- sided collection box that has both drive-up and walk-up access.

- Located on east side of City Hall just south of Pear St.
- Open 24 hours a day once ballots mailed out, including nights and weekends

FOR MORE INFORMATION

GO ONLINE: <https://www.cocovote.us/registration-and-voting-options/register-to-vote/>

CONTACT: Pinole City Clerk, Heather Iopu, at (510) 724-8928 - hiopu@ci.pinole.ca.us

OR Contra Costa Elections Department at (925) 335-7800

-END-

City of Pinole

Holiday Tree Lighting

SATURDAY, DECEMBER 7

Pinole Senior Center & Community Corner

Holiday fun for the whole family!

2:30 - 5:00PM

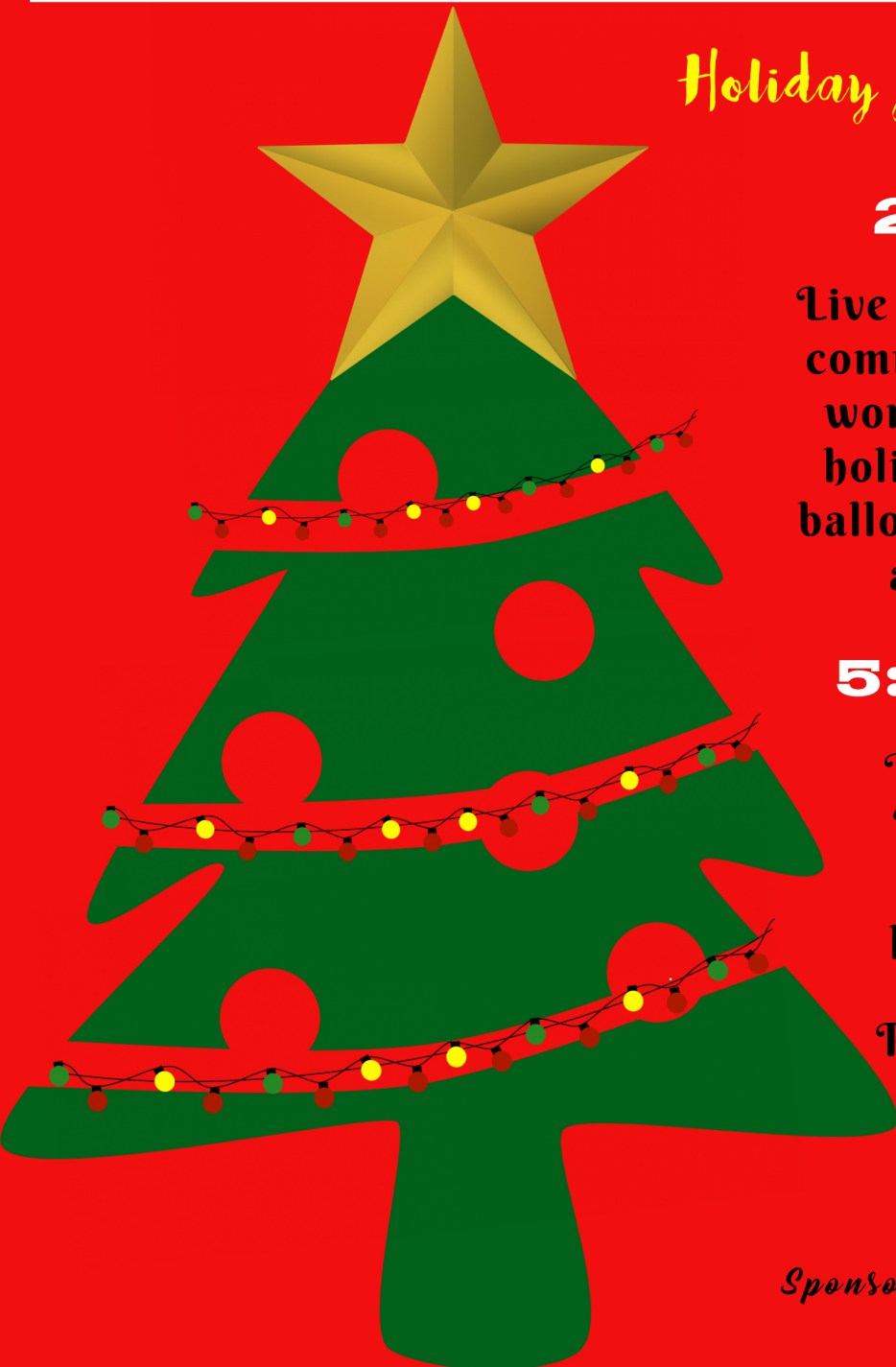
Live performances from various community groups and Santa's workshop. Activities include holiday crafts, face painting, balloon twisting, holiday treats and a visit from Santa.

5:00PM - SUNSET

The Pinole Valley Marching Band will lead a procession to the tree at 5pm. Join the procession or meet us at the community corner! (San Pablo Ave and Tennent Ave)

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

*Sponsored by Measure S, Mechanics Bank
and Sequoia Real Estate*



PINOLE POLICE DEPARTMENT'S ANNUAL

TOY DRIVE + SHOP WITH A COP



WHEN: THURSDAY, DECEMBER 5TH

TIME: 3-9 PM

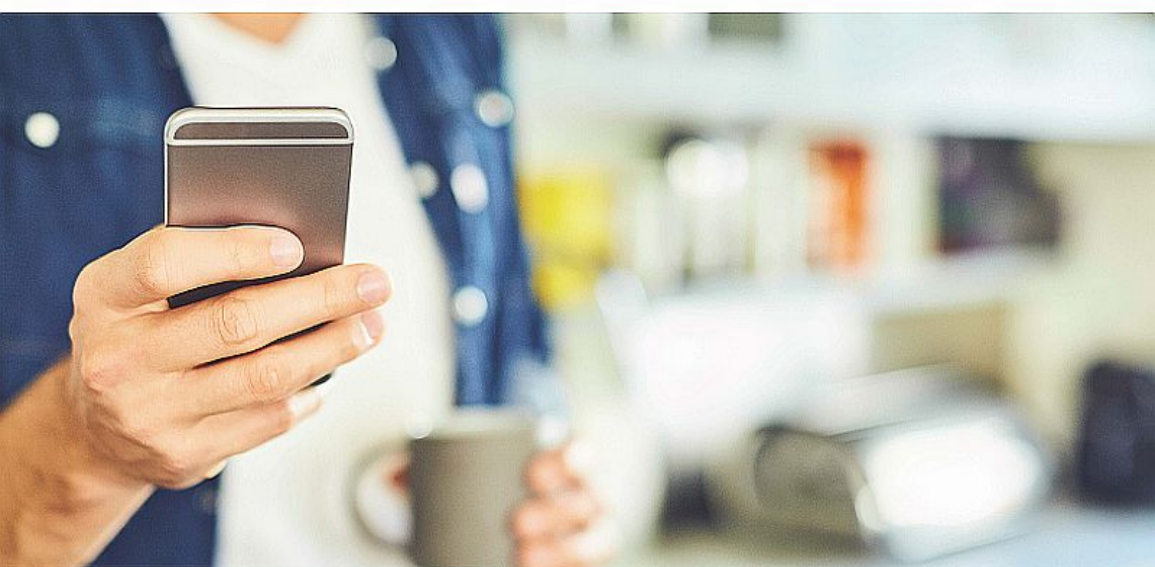
TARGET 1400 FITZGERALD DR
FILL OUR MOBILE COMMAND CENTER TRAILER
AND ENJOY HOT CHOCOLATE DONATED BY (PEAR
STREET BISTRO) WHILE HELPING US SPREAD

Benefitting **JOY!**

 UCSF Benioff Children's Hospital
Oakland



MAKE YOUR HOME YOUR POLLING PLACE



REQUEST YOUR BALLOT TODAY.

**TEXT "COCOBALLOT"
TO 2VOTE (28683)**



CONTRA COSTA ELECTIONS DIVISION