

**PINOLE SPECIAL CITY COUNCIL MEETING
MINUTES
November 29, 2016**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The Special Pinole City Council Meeting was held in the City Council Chambers at City Hall, 2131 Pear Street, Pinole, California. Mayor Swearingen called the meeting to order at 6:07 PM and led the Pledge of Allegiance.

2. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

A. COUNCIL MEMBERS PRESENT

Mayor Roy Swearingen
Mayor Pro Tem Debbie Long
Council Member Peter Murray - **Absent**
Council Member Maureen Toms
Council Member Tim Banuelos (**Arrived at 6:20 pm**)

B. STAFF PRESENT

Michelle Fitzer, City Manager
Hector De La Rosa, Assistant City Manager
Stephanie Downs, Assistant City Attorney

Mayor Swearingen stated there were no conflicts on any item on the Agenda.

3. CITIZENS TO BE HEARD (Public Comments)

Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes, and is subject to modification by the Mayor. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.

4. WORKSHOP ITEM

- A. Presentation by East Bay Regional Parks District and Request for Letter of Support [**Action: Approve by Motion (T. Miller)**]

City Manager Michelle Fitzer presented an update on the project on behalf of the East Bay Regional Parks District. She stated the District was seeking a grant for \$1 million to complete the project and was asking the Council to approve a letter of support to submit with the grant application.

At 6:17 pm Mayor Swearingen open the meeting for public comment.

Jack Meehan, Pinole Citizen, stated the Pedestrian Bridge has been discussed for 28 years and questioned why the District was seeking grant funding in lieu of using their internal funds.

At 6:23 pm Mayor Swearingen closed the meeting for public comment.

Councilmembers stated that they supported the project but prior to approval requested additional information on the grant funding source.

The item was continued to the December 6, 2016 City Council meeting.

- B. Review, Discuss, Provide Direction, and/or Approve the Citywide Organizational Assessment [**Action: Review, Discuss, Provide Staff with Direction, and/or Approve (Fitzer)**]

City Manager Michelle Fitzer presented the report discussing the process, current service levels, staffing, technology enhancements, desired services, needs, five year financial forecasts, and new staffing recommendations.

ACTION: Motion by Council Members Long/Banuelos Approving Resolutions of Staffing Recommendations.

Vote:	Passed:	4-0
	Ayes:	Swearingen, Banuelos, Long, Toms
	Noes:	None
	Abstain:	None
	Absent:	Murray

- 5. **ADJOURNMENT** to the Regular Council Meeting of **December 6, 2016** and in Remembrance of the Amber Swartz and the military personnel.

At 7:25 p.m., Mayor Swearingen adjourned the Special Meeting of November 29, 2016.

Submitted by:

Hector De La Rosa
Assistant City Manager/Deputy City Clerk

Approved by City Council: December 6, 2016