



ADMINISTRATIVE REPORT

DATE: FEBRUARY 4, 2022
TO: CITY COUNCIL AND PINOLE COMMUNITY MEMBERS
FROM: ANDREW MURRAY, CITY MANAGER

UPCOMING EVENTS

CITY PUBLIC MEETINGS

Meetings	Date and Time	Location
City Council Meeting	Tuesday, February 15, 2022 6:00 pm	Videoconference*
Community Services Commission	Wednesday, February 23, 2022 5:00 pm	Videoconference*
Planning Commission	Monday, February 28, 2022 7:00 pm	Videoconference*

* Due to the State of California's declaration of emergency, City Council meetings are currently being conducted through videoconference pursuant to authorization from Governor Newsom's executive orders. Please submit public comments for City Council meetings to the City Clerk before or during the meeting via email to comment@ci.pinole.ca.us. City Council meetings can be viewed live on Channel 26 or video-streamed live on the City's website, www.ci.pinole.ca.us. If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Iopu, at (510) 724-8928 or hiopu@ci.pinole.ca.us. Agendas, minutes, and other information regarding City Council meetings can be found on the city website, https://www.ci.pinole.ca.us/city_government/city_clerk/agendas_and_minutes

OTHER CITY-SPONSORED EVENTS

Events	Date and Time	Location
Pinole Senior Center To Go Crab Feed	Friday, February 4, 2022, 2:00pm-4:00pm	Pinole Senior Center 2500 Charles Ave.
Food Distribution	Monday, February 14, 2022, 9:00am-11:00am	Pinole Senior Center 2500 Charles Ave.

CORONAVIRUS (COVID-19) UPDATE

GET FREE AT-HOME COVID-19 TESTS

Every home in the U.S. is eligible to order 4 free at-home COVID-19 tests. The tests are completely free. Orders will usually ship in 7-12 days. Order your tests now at <https://special.usps.com/testkits>. If you need a COVID-19 test now, please visit <https://www.covidtests.gov/#resources> for other testing resources and free testing locations in your area.

ITEMS OF INTEREST

CITY COUNCIL RECOGNIZES FEBRUARY AS BLACK HISTORY MONTH

At its meeting of February 1, 2022, the City Council issued a proclamation declaring February 2022 as Black History Month in Pinole. Black History Month is an annual celebration of achievements of African Americans and a time to recognize their central role in U.S. history. The theme for 2022 focuses on the importance of Black Health and Wellness. The City's homepage contains links to events and information sponsored by various organizations regarding Black History Month. Please visit https://www.ci.pinole.ca.us/news/what_s_new/black_history_month to view the proclamation and additional information.

PINOLE SENIOR CENTER TO-GO CRAB FEED FUNDRAISER

On Friday, February 4th, the Pinole Senior Center will be hosting a To-Go Crab Feed Fundraiser. The To-Go meal will include 3 lbs. of Cracked Crab, Rigatoni w/ Sausage Ragu, Garlic Bread, Cole Slaw, and Dessert. Meals are \$50 and all proceeds go towards the Pinole Senior Center. Pre-purchased tickets will be required and are available for purchase at the Pinole Senior Center. Last day to purchase tickets is Friday, January 28th, 2022. Pick up for the meals will take place outside of the Senior Center at the exterior doors of the Main Hall closest to the Kitchen Serving Window from **2 PM – 4 PM**. Signage will be placed outside the building as markers for the To-Go pick up area. Face coverings are required. If you have any questions, please call the Senior Center at (510) 724-9800.

FOOD DISTRIBUTION

The Food Bank of Contra Costa and Solano County will be providing free boxes of nonperishable food and bags of fresh produce every second Monday of the month. The next drive-thru distribution is **Monday, February 14 from 9 AM to 11 AM** (or as supplies last) at the Pinole Senior Center parking lot, 2500 Charles Ave. You do NOT need to be a member of the Pinole Senior Center or a senior to receive food. Quantities are limited. First come first serve. One box and/or bag per household. This will be a contact-less event, please follow the directions from staff and volunteers when you arrive. Parking or exiting your vehicle will not be allowed. All participants must wear a face covering. **Please open your vehicle's trunk when you enter the parking lot. Food items will be placed in the trunk only by staff/volunteers.** If you have any questions, contact the Recreation Coordinator at ksantoyo@ci.pinole.ca.us or call the Front Desk at (510) 724-9800.

PINOLE VISTA 1500 FITZGERALD DRIVE

An application was filed in April of 2021 to demolish the vacant 91,342 square foot building formerly occupied by K-Mart at 1500 Fitzgerald Drive and construct a new five-story 258,686 square foot residential housing development called "Pinole Vista". The application was filed by Trachtenberg Architects on behalf of the property owner ROIC Pinole Vista LLC. The project proposes 223 units of market-rate and affordable housing and will be sited generally in the same area as the existing building's footprint. Environmental review is currently being conducted by City staff and the project is being reviewed for conformance with the City's General Plan, Three Corridor's Specific Plan, Zoning Ordinance and applicable State law. A hearing is tentatively scheduled for the Planning Commission to review and take action on the project in March 2022. More information about this proposal will be provided on the [City's current projects page](#) in the coming weeks.

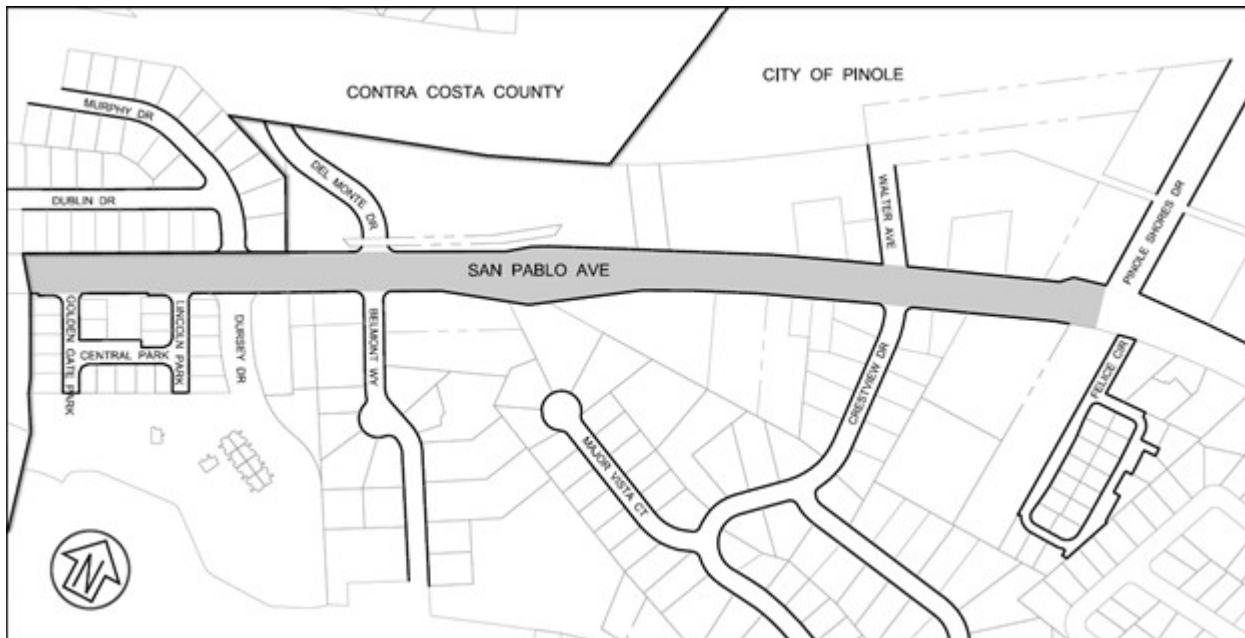
LOCAL ROAD SAFETY PLAN (LRSP)

The City of Pinole is developing a citywide Local Road Safety Plan (LRSP) geared towards improving traffic safety for pedestrians, bicyclists, transit users and drivers. The LRSP would enable the city to enhance traffic safety for all modes of transportation and for all ages and abilities. To learn more about the project, please visit the project website at www.pinolelrsp.com. To tell us about your traffic-related safety concerns on the city streets, participate in a [virtual map input workshop](#).

WINTER WALK CHALLENGE

Fun, free, and healthy: 511 Contra Costa's [Winter Walk Challenge](#) will get you outside and on the move. Sign up and receive a new challenge each Monday, through March. Complete challenges to earn entries in weekly drawings for \$35 Amazon gift cards and be entered to win the iPad Grand Prize. Start 2022 on the right foot and [sign up](#) today!

SAN PABLO AVENUE REHABILITATION PROJECT



The San Pablo Avenue Rehabilitation Project (CIP Project # RO1801) will rehabilitate a 0.5-mile section of San Pablo Avenue between the western city limit to Pinole Shores Drive. Rehabilitation will include installation of curb ramps, a pedestrian island median, retaining wall, pavement stripes and markings, base failure repairs, and asphalt pavement grinding and overlay.

The City of Pinole awarded a contract to MCK Services, Inc. for the project. The work began this month. To date, ADA upgrades have been completed to the radius curbs at the intersections of:

- San Pablo Ave. and Walter Ave.;
- North mid-block crossing adjacent to 640 San Pablo Ave.;
- Center-block crossing across from 640 San Pablo Ave.;
- Northeast Corner of San Pablo Ave. and Del Monte Dr.
- San Pablo Ave. and Golden Gate Park;
- San Pablo Ave. and Lincoln Park;
- San Pablo Ave. and Dursey Drive;
- San Pablo Ave. and Belmont Way; and
- San Pablo Ave. and Crestview Drive.

ADA upgrades on the remaining radius curbs will continue through February 4, 2022. Pavement rehabilitation will follow after all radius curbs have been completed. The anticipated completion date of the entire project is Spring 2022.

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)

The City has completed and published its Annual Comprehensive Financial Report (ACFR) for the Fiscal Year (FY) 2020/21. The ACFR provides a comprehensive view of the City's financial activities and position. The City's auditors, Badawi & Associates, issued an unmodified opinion, the highest possible rating, on the City's financial statements. This means that the financial statements are presented in accordance with applicable financial reporting guidelines.

The financial statements, as presented in the ACFR, reflect that the City remains in a healthy financial position. Overall, the City's assets exceeded its liabilities by \$43.6 million (net position). Also, important to note, the General Fund ended FY 2020/21 with unassigned fund balance (unrestricted reserves) in the amount of \$12.5 million, which represents 63%, or eight months of coverage of expenditures. The City's coverage exceeds the industry standard which is two to four months coverage.

Also, for the twenty-fourth consecutive fiscal year, the City of Pinole received the Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association of the United States and Canada (GFOA) for its FY 2020/21 ACFR. The award signifies that the ACFR met all GFOA requirements to achieve the highest standard in government accounting and financial reporting.

The ACFR can be found on the City's website at https://www.ci.pinole.ca.us/city_government/finance/annual_comprehensive_financial_report.

MID-YEAR BUDGET REVIEW

The Fiscal Year (FY) 2021/22 mid-year budget will be presented to the City Council at its meeting on **February 15, 2022**. The mid-year review, also the second quarter financial report, provides an in-depth assessment of the City's revenues and expenditures during the first half of the fiscal year (July through December). It helps determine whether the City is on track to meet the original budget for the fiscal year or if adjustments are warranted. It also includes a projection of the fiscal year end results, which serve as the starting point for the development of next year's budget and the long-term financial forecast.

PINOLE SMALL BUSINESS ASSISTANCE GRANT PROGRAM

The City of Pinole is providing direct financial assistance to small businesses using \$300,000 of the funding that it received from the federal government from the American Rescue Plan Act (ARPA). The program provides a \$3,000 grant to up to 100 small businesses located in Pinole that need assistance recovering from the negative economic impact of the COVID-19 pandemic. This grant program is administered by the City of Pinole and is offered on a first come, first served basis for eligible businesses. Program information can also be found on the City's website at

https://www.ci.pinole.ca.us/city_government/finance/covid_small_business_assistance_program. Also, the program guidelines and application will be distributed to all eligible businesses via traditional mail and email.

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

The City recruitment to fill vacancies on the following boards and commissions is **now open continuously**. If you are a citizen interested in community service in a variety of disciplines, there are several opportunities available. Please submit your application for the positions below.

For more information on how to apply, please visit the [BOARDS AND COMMISSIONS](#) webpage or contact the City Clerk, Heather Bell at (510) 724-8928 or hbelle@ci.pinole.ca.us. Candidates must be appointed by action of the City Council to all Commissions or Committees. Please note that all public meetings are taking place virtually through videoconference until local emergency conditions due to the COVID-19 pandemic have improved. Any interviews of applicants for these positions will take place by phone or videoconference.

Traffic and Pedestrian Safety Committee:

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.

No filing deadline for applications.

Community Services Commission:

The Community Services Commission is comprised of seven members who must be Pinole residents. The Commission serves in an advisory capacity to the City Council in matters pertaining to public recreation, parks, arts and cultural activities, historical activities, public access television activities, senior and youth activities, and community services. The Commission reviews and recommends policies and procedures governing recreation, park, and community services for approval by the City Council; maintains relationships with schools, community, and civic organizations; advocates for recreation and community services for the community; and collaborates with civic clubs, nonprofit organizations, and citizen groups to provide funds, property and or volunteerism for the development and operation of parks and recreation facilities. The Community Services Commission meets monthly on the 4th Wednesday at 5 pm. Commissioners serve two-year terms.

No filing deadline for applications.

CONTACT THE CITY IF YOU HAVE ANY QUESTIONS

City of Pinole
City Hall
2131 Pear Street, Pinole, CA 94564
(510) 724-9000
www.ci.pinole.ca.us

If you would like to be added to the email distribution list to receive the biweekly Administrative Report, please email Ana Avila at aavilesavila@ci.pinole.ca.us.



Pinole Senior Center Presents

\$50

Per Meal

TO-GO CRAB FEED

Friday, February 4th

Meal pick up: 2 PM - 4 PM

\$50 per meal

3 lbs. of Cracked Crab

Rigatoni w/ Sausage Ragu

Garlic Bread

Cole Slaw

Dessert

In person ticket purchase only. Quantities are limited.
Last day to purchase tickets will be Friday, January 28th.

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



Drive-Thru Food Distribution



**MONDAY
FEBRUARY 14
9AM-11AM**
(or as supplies last)

**PINOLE SENIOR CENTER
2500 CHARLES AVE.**

The Food Bank of Contra Costa and Solano County will be providing free boxes of nonperishable food and bags of fresh produce. You do NOT need to be a member of the Pinole Senior Center or senior to receive food. Quantities are limited. First come first serve. This is a drive-thru event, parking or exiting your vehicle will not be allowed.

PLEASE OPEN YOUR TRUNK WHEN YOU ENTER THE PARKING LOT.

STAFF WILL PLACE THE ITEMS IN THE TRUNK ONLY.

Questions: Call 510-724-9800 or email ksantoyo@ci.pinole.ca.us

winter walk challenge



Fun, free, and healthy: 511 Contra Costa's [Winter Walk Challenge](#) will get you outside and on the move. Sign up and receive a new challenge each Monday, through March. Complete challenges to earn entries in weekly drawings for \$35 Amazon gift cards and be entered to win the iPad Grand Prize. Start 2022 on the right foot and [sign up](#) today!