



# ADMINISTRATIVE REPORT

**DATE: MARCH 18, 2021**

**TO: CITY COUNCIL AND PINOLE COMMUNITY MEMBERS**

**FROM: ANDREW MURRAY, CITY MANAGER**

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## **UPCOMING EVENTS**

### **CITY PUBLIC MEETINGS**

<b>Meetings</b>	<b>Date and Time</b>	<b>Location</b>
Planning Commission Meeting	Monday, March 22, 2021 7:00 pm	Videoconference*
City Council Meeting	Tuesday, April 6, 2021 6:00 pm	Videoconference*
City Council Meeting	Tuesday, April 20, 2021 6:00 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](mailto: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](http://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](mailto: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](https://www.ci.pinole.ca.us/city_government/city_clerk/agendas_and_minutes)

### **OTHER CITY-SPONSORED EVENTS**

<b>Events</b>	<b>Date and Time</b>	<b>Location</b>
Spring Eggstravaganza	Saturday, April 3, 2021 2pm-4pm	Public Safety Parking Lot 880 Tennent Ave.
Food Distribution	Monday, April 12, 2021 9am-11am	Pinole Senior Center 2500 Charles Ave.

## SPRING EGGSTRAVAGANZA

Join the Pinole Police Department and the Recreation Department as we host a Spring Eggstravaganza Drive-Thru event. Take a drive through our bunny burrow, wave to our Easter bunnies, count our special eggs and collect a sweet treat at the end. The event will be held on **Saturday, April 3, 2021 from 2 PM – 4 PM in the Public Safety Parking Lot (880 Tennent Avenue)**. Parking or exiting your vehicle will not be allowed and face masks will be required. With questions or to RSVP email [nvaldepena@ci.pinole.ca.us](mailto:nvaldepena@ci.pinole.ca.us) or [recreation@ci.pinole.ca.us](mailto:recreation@ci.pinole.ca.us).

## 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 on **Monday, April 12, 2021 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. Food items will be placed in the trunk by staff/volunteers. Parking or exiting your vehicle will not be allowed. All participants must follow social distancing guidelines and wear a face covering. If you have any questions, contact the Senior Center Recreation Coordinator at [ksantoyo@ci.pinole.ca.us](mailto:ksantoyo@ci.pinole.ca.us) or call the Front Desk at (510) 724-9800.

## CORONAVIRUS (COVID-19) UPDATE

The average daily number of new cases in Contra Costa has fallen enough that California moved the county from the purple tier to the red tier, effective Sunday, March 14.

City Hall remains open on an appointment-only basis for the time being. Certain City facilities will remain closed for the time being, including the Senior Center and Youth Center. The City will reopen these facilities as soon as possible.

You can find more complete information on the City's COVID-19 website ([https://www.ci.pinole.ca.us/city\\_government/coronavirus\\_covid\\_19](https://www.ci.pinole.ca.us/city_government/coronavirus_covid_19)) as well as the Contra Costa Health Services COVID-19 website (<https://www.coronavirus.ccchealth.org>), which is a comprehensive, authoritative resource on health requirements and practices.

## **ITEMS OF INTEREST**

### **PRESENTATION ON RECOMMENDATIONS FOR THE FIRE DEPARTMENT**

In response to the ESCI Pinole Regional Fire Service Delivery Study, the presentation of the Fire Chief and City Staff recommendations for the Fire Department, which was scheduled to be discussed at the March 16, 2021 City Council meeting, was rescheduled for April 6, 2021. The item was rescheduled due to the lateness of the meeting, and to provide the public and the Council with ample time to discuss the matter. Please refer to the City website or the Fire Department website for additional details and/or related documents.

### **WOMEN'S HISTORY MONTH**

On March 16<sup>th</sup>, the City Council approved a Proclamation recognizing the month of March as "Women's History Month." The proclamation honors contributions women of every race, class, and ethnic background have made to the United States and recognize the specific achievements women have made over the course of American history in a variety of fields. Locally, women have played a key role in government, schools and in our community. Attached is the Proclamation recognizing Women's History Month.

### **HISTORIC PRESERVATION ORDINANCE**

At the March 16, 2021 City Council meeting, the Council discussed the addition of Chapter 17.28 Historic Preservation Overlay District to the Zoning Ordinance. The purpose of this Ordinance is to protect and enhance the Downtown Area's historic and cultural heritage. There was a good discussion regarding the district, properties in the district, and the implementation of the ordinance. After a lengthy discussion the City Council decided to continue this item to a future Council meeting.

### **ASPHALT PATCH PAVING TRUCK**

The Public Works Department received the new Asphalt Patch Paving truck on March 4. The Public Works Staff will utilize the new truck to make repairs to the streets as part of pavement repair program. The truck is a self-contained that has heater on the truck to keep the asphalt hot while make the street repairs. The truck also carries its own compactor so that Public Works Staff can minimize the amount of equipment needed on the road to make repairs. The Public Works Department is very excited about the new piece of equipment and is ready to utilize the new addition to improve the condition of the streets in the City.

### **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. Please submit your application for the positions below no later than the dates indicated for each committee.

For more information on how to apply, please visit the [BOARDS AND COMMISSIONS](#) webpage or contact the City Clerk, Heather Iopu at (510) 724-8928 or [hiopu@ci.pinoles.ca.us](mailto:hiopu@ci.pinoles.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.

**Community Services Commission (2 positions):**

**Applications due to City Clerk by March 31, 2021**

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 5pm. Commissioners service two-year terms.

**Traffic and Pedestrian Safety Committee (2 positions)**

**Applications due to City Clerk by March 31, 2021**

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.

**CONTACT THE CITY IF YOU HAVE ANY QUESTIONS**

City of Pinole  
City Hall  
2131 Pear Street, Pinole, CA 94564  
(510) 724-9000  
[www.ci.pinoles.ca.us](http://www.ci.pinoles.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.pinoles.ca.us](mailto:aavilesavila@ci.pinoles.ca.us).

City of Pinole  
Police Department and Recreation Department

# Drive-Thru Spring EGGSTRAVANGANZA

SATURDAY, APRIL 3RD 2021

880 Tennent Ave.  
2pm-4pm

Join the Pinole Police Department and the Recreation Department as we host a Spring Eggstravaganza Drive-Thru event. Take a drive through our bunny burrow, wave to our Easter bunnies, count our special eggs and collect a sweet treat at the end. Parking or exiting your vehicle will not be allowed and face masks will be required.



Questions or to RSVP email [nvaldepena@ci.pinole.ca.us](mailto:nvaldepena@ci.pinole.ca.us) [recreation@ci.pinole.ca.us](mailto:recreation@ci.pinole.ca.us)





# ***Drive-Thru Food Distribution***

**MONDAY,  
APRIL 12  
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.*





# *Proclamation*

## ***Women's History Month March 1 -31, 2021***

***WHEREAS***, Women's History Month is a celebration of women's contributions to history, culture and society and has been observed annually in the month of March in the United States since 1987; and

***WHEREAS***, women of every race, class, and ethnic background have made historic contributions to the growth and strength of the United States, the State of California, and the City of Pinole in countless recorded and unrecorded ways; and

***WHEREAS***, women have played and continued to play a critical economic, cultural, and social role in every sphere of the life of our nation and in the City of Pinole by constituting a significant portion of the labor force working inside and outside the home; and

***WHEREAS***, women have played a unique role throughout our history by providing the majority of the volunteer labor force; and women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in the United States and throughout the Bay Area; and

***WHEREAS***, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and the peace movement, to create a more fair and just society for all; and

***WHEREAS***, locally, women have played a key role in the City of Pinole's history as leaders in the community, in our schools and universities, as appointees and elected officials, and as staff at City Hall; and

***WHEREAS***, the City supports further sustainable change in women's and girls' well-being and advancement.

***NOW, THEREFORE, I, NORMA MARTÍNEZ-RUBIN***, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the City of Pinole, proudly recognize the month of **MARCH 2021** as **"WOMEN'S HISTORY MONTH"** in the City of Pinole and encourage residents to reflect on, honor, and celebrate the history, courage, commitment, accomplishments, and contributions of women throughout America.

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**Norma Martínez-Rubin**  
**MAYOR of the City of Pinole**

*Dated: March 16, 2021*

