



# ADMINISTRATIVE REPORT

**DATE:** OCTOBER 22, 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, October 25, 2021 7:00 pm	Videoconference*
Community Services Commission Meeting	Wednesday, October 27, 2021 5:00 pm	Videoconference*
City Council Meeting	Tuesday, November 2, 2021 5:00 pm	Videoconference*
Planning Commission Meeting	Monday, November 8, 2021 7:00 pm	Videoconference*
Special City Council Meeting (workshop)	Saturday, November 6, 2021 9:30am – 1:30pm ARPA funding	Videoconference*
City Council Meeting	Tuesday, November 16, 2021 5:00 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>
Outdoor Halloween Movie *Rescheduled*	Friday, October 29, 2021, 6:30pm-9pm	Fernandez Park 595 Tennent Ave.
Food Distribution	Monday, November 8, 2021, 9:00am-11am	Pinole Senior Center 2500 Charles Ave.

## **CORONAVIRUS (COVID-19) UPDATE**

### **Updated Indoor Masking Requirements**

Effective November 1, 2021, at 6:00 a.m.:

- When in an office, fitness facility, college classroom or employee commuter vehicle, or in an organized gathering in any other indoor setting, under all the following conditions:
  - There are no more than 100 persons present, and the group of persons present gathers on a regular basis.
  - The employer, host or organizer verifies that all persons present are fully vaccinated with a COVID-19 vaccine.
  - The employer, host or organizer can control access to the space, and the space is not open to the general public.
  - The employer, host or organizer maintains a list of the individuals present.
  - The employer, host or organizer posts signage prohibiting entry by persons who have a cough, fever or other symptoms that could be consistent with COVID-19; and
  - None of the persons present has symptoms consistent with COVID-19, is awaiting results of a COVID-19 test, or had a known exposure to a person infected with the COVID-19 virus within the last 14 days.

Visit <https://www.coronavirus.cchealth.org/> for more information.

## **ITEMS OF INTEREST**

### **COUNTY MEASURE X FUNDS FOR FIRE SERVICE**

The County Board of Supervisors (BOS) is scheduled to discuss the allocation of County Measure X tax funds at their upcoming meeting on November 2<sup>nd</sup>. In May 2021, the Contra Costa County Executive Fire Chiefs Association (which includes Pinole Fire Chief Wynkoop) presented a request to the Measure X Advisory Board for \$28.85 million in Measure X funds

to enhance fire service countywide. This request included funding to reopen shuttered fire stations throughout the county, including Pinole Station 74. In July 2021, the Pinole City Council submitted a letter, attached, to the Measure X Advisory Board supporting the County Chiefs' proposal for Measure X funds for fire service. The Pinole City Council is encouraging Pinole residents to contact the Board of Supervisors to express residents' support for the County Chiefs' request for Measure X funding for enhanced fire service.

Contact information for the Supervisors can be found here:  
<https://www.contracosta.ca.gov/Directory.aspx?DID=238>

## **FIRE DEPARTMENT**

October 3 – 9 marked Fire Prevention Week. This year's theme was "Learn the Sounds of Fire Safety" which focused on the different sounds that smoke and carbon monoxide alarms make, and the actions to take if an alarm sounds.

- The first sound is the sound of a smoke alarm – a continuous set of three loud beeps — that means smoke or fire. It also means get out of the house, go to your outside meeting place, and call 911. If you forget your cell phone inside the house, use a neighbor's phone, but do not go back inside the house if there is smoke or fire.
  - Install smoke alarms inside each bedroom, outside each sleeping area, and on every level of the home.
- The second sound is that of a carbon monoxide detector, which makes a four-beep sound. That's three beeps for smoke/fire and four beeps for carbon monoxide.
  - Because carbon monoxide is slightly lighter than air, detectors should be placed on a wall about 5 feet above the floor. The detector also may be placed on the ceiling. Do not place the detector right next to or over a fireplace or flame-producing appliance.
  - Each floor needs a separate detector. If you are getting a single carbon monoxide detector for each floor, place it near the sleeping area to make sure it can wake you up.
  - Test all alarms (smoke and carbon monoxide) monthly by pushing the test button.
- The third sound is a single chirp every 30 or 60 seconds on either device, which means the battery is low and must be changed.
  - Best practice is to change the batteries on your alarms when you change the clocks, which occurs this year over the weekend of November 6/7.
- Finally, the fourth sound is chirping that continues after the battery has been replaced, which means the alarm is at the end of its life and the unit must be replaced.
  - Smoke alarms must be replaced after 10 years, or if they do not sound when tested. Change carbon monoxide detectors every 5-7 years (varies by manufacturer).



## UPDATE ON BUILDING PERMIT PROCESSING

Pinole, like many other cities, is continuing to receive an exceptionally high number of building permit applications for residential renovation projects, a phenomenon that began soon after the onset of the COVID pandemic. When COVID-19 began, the city implemented new online tools for building permit application and processing, so that the city could continue to process permits, in a safe manner, and the city has remained open continuously throughout the pandemic for permit processing. Unfortunately, despite new tools and remaining open continuously, this exceptionally high number of applications has increased the average permit processing timeline. Also, coincidentally, the city experienced the departure of two key building staff members during this timeframe. This created a backlog in permit processing. The city has hired new staff, as well as brought in additional temporary assistance, and is addressing the backlog as well as newly received applications. The city has also asked our building plan reviewer to streamline their review as much as possible. Because this boom in residential renovations and permit applications is a regionwide phenomenon, there are no additional outside resources that the city can engage to supplement our permanent and temporary staff. The city had a backlog of 150 permits in August 2021, which it has reduced to approximately 80 now. Note that certain types of applications, such as for solar panels, are required by State law to be given priority. The city expects to eliminate the backlog entirely and return to normal processing timelines by the end of the calendar year. The city recognizes that permitting delays can be disappointing and frustrating. We are working as efficiently and diligently as possible to expeditiously process all permits. We are fortunate that so many members of the community are able to invest in their properties, and we appreciate applicants' patience.

## REPORTING CONCERNS TO PUBLIC WORKS

For any member of the community or concerned citizen that has a concern or question about something that has been seen anywhere in the City, Please contact the Public Works Department by email at [publicworks@ci.pinole.ca.us](mailto:publicworks@ci.pinole.ca.us) or through the main Public Works

telephone number at (510) 724-9010. The Public Works Department appreciates the engagement of the community in helping identify areas of concern so that those concerns can be addressed at the earliest opportunity.

## 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](http://www.pinolelrsp.com). To tell us about your traffic-related safety concerns on the city streets, participate in a [virtual map input workshop](#).

## 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, November 8, 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 Recreation Manager at [recreation@ci.pinole.ca.us](mailto:recreation@ci.pinole.ca.us) or call the Front Desk at (510) 724-9800.

## OCTOBER IS BREAST CANCER AWARENESS MONTH

In honor of the survivors and those we have lost to breast cancer Pinole Police Officers will be wearing pink patches on their uniforms during the month of October. We are also participating in the national [Pink Patch Project](#) by selling and trading our pink Officer patches.

Patches are \$10 each and we accept either cash or check. All proceeds go to the Breast Cancer Research Foundation. For more information or to request a patch please contact Maritza, 510-724-8955 or [msanchez@ci.pinole.ca.us](mailto:msanchez@ci.pinole.ca.us). You can also pick up a patch at our front desk Monday - Friday from 8am - 5pm. Please see the attached flyer. Thank you!

## OUTDOOR HALLOWEEN MOVIE

### **\*\*UPDATE\*\***

The outdoor movie scheduled for Friday, October 22, 2021, has been cancelled due to the rain. The event has been rescheduled to Friday, October 29, 2021, from 6:30pm-8:30pm at Fernandez Park.

Movies in the Park returns to Fernandez Park for a special Halloween feature, “Hocus Pocus”. Spooky snacks and treats will be provided. Movie starts at sunset, bring a blanket and a picnic dinner, or enjoy food to go from a local eatery! Feel free to come dressed in your favorite Halloween Costume! Questions, email [recreation@ci.pinole.ca.us](mailto:recreation@ci.pinole.ca.us) or call 510-724-9062. Sponsored by Mechanics Bank.

## **YOUTH CLASSES**

The City of Pinole Youth Services Division is offering 3 classes for youth 3-17 years old. Cooking Round the World Fall 2021, All Sorts of Sports, and All Sorts of Sports Jr Academy. See flyer for description, fees, age requirements, and location of each class. Sign up early before classes fill up. Classes begin the week of Oct 25<sup>th</sup>. Register for classes at <https://pinolerec.recdesk.com/Community/Program>. For more information, please contact the Youth Services Coordinator at [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us) or call 510-724-9004.

## **AMERICAN RESCUE PLAN ACT WORKSHOP**

The Pinole City Council will be holding the second of two special meetings (workshops) to gather public input and make decisions about how to expend the funds that the City will receive from the federal government from the American Rescue Plan Act. The conversation is continuation from first workshop, which was held on Saturday, October 9, 2021. The second workshop will be held on Saturday, **November 6, 2021, at 9:30 AM–1:30 PM**, via Zoom at <https://us02web.zoom.us/j/89335000272> (Web ID: 893 3500 0272). For more information, see the attached flyer.

## **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](http://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](mailto:aavilesavila@ci.pinole.ca.us).





# CITY OF PINOLE

City Hall  
2131 Pear Street  
Pinole, CA 94564

Phone: (510) 724-9000  
FAX: (510) 724-9826  
[www.ci.pinole.ca.us](http://www.ci.pinole.ca.us)

Date: July 6, 2021

To: Contra Costa County Measure X Advisory Board

From: Pinole City Council

Subject: Support of the Contra Costa County Executive Fire Chiefs' Request for Measure X Funding to Address Critical Community Fire and Emergency Services Needs

Dear Board Members,

The Pinole City Council submits this letter supporting the Contra Costa County Executive Fire Chiefs' request for \$28.85M (and \$27.35M annually thereafter) in County Measure X funding to:

- Reopen five (5) closed fire stations and add 45 firefighters countywide
- Mitigate extreme wildfire danger
- Address aging facilities and infrastructure
- Improve training facilities
- Update communications/emergency operations centers
- Improve emergency preparedness/planning
- Support diversity and inclusion in the workforce

Council shares the County Chiefs' confidence that these measures will reduce countywide community risk through:

- Improved response times
- Increased services for underserved communities
- Equitable distribution of services
- Operational and administrative efficiencies

A robust fire service delivery model is a top priority for our citizens in Pinole, especially given the designated Very High Fire Hazard Severity Zone (VHFHSZ) in which many of our residents live. Moreover, the scarcity of West County hospital emergency room services since the closure of Doctor's Medical Centers in Pinole and San Pablo, resulting in reliance on firefighters as first-line medical assistance for many of our underserved citizens, underscores Pinole's local concern within the broader context of the regional risk reduction strategy proposed by the County Chiefs.

In addition to serving our local citizens, the Pinole Fire Department (along with Richmond FD) serves the County's interests by responding to the emergency needs of residents in the unincorporated County areas of Tara Hills, Bay View, and Montalvin Manor. With regard to the Advisory Board's commitment to equity, Montalvin Manor, as defined in SB 1000, is a "Disadvantaged Community" as is Rodeo, which the Pinole FD serves in support of the Rodeo-Hercules Fire Protection District through our County Battalion 7 automatic aid agreement.

Council agrees that this regional approach represents an equitable and sustainable solution to the issue of providing critical life-saving emergency response services countywide, and we urge the Measure X Advisory Board to approve the County Chiefs' proposal as requested.

Sincerely,

A handwritten signature in blue ink, reading "Norma Martínez-Rubin". The signature is fluid and cursive, with the first name "Norma" and last name "Rubin" being more prominent than the middle name "Martínez".

Norma Martínez-Rubin  
Mayor  
City of Pinole

cc. Honorable Members of the Contra Costa County Board of Supervisors  
County Administrator Nino  
County Finance Director Driscoll  
Contra Costa County Executive Fire Chiefs





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

**MONDAY  
NOVEMBER 8  
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.*

THE PINOLE POLICE DEPARTMENT IS  
PARTICIPATING IN THE

# Pink Patch Project



SUPPORT BREAST CANCER  
RESEARCH BY BUYING A PINK  
PATCH FOR \$10. ALL PROCEEDS  
WILL GO TO THE BREAST CANCER  
RESEARCH FOUNDATION

FOR MORE INFORMATION OR  
TO REQUEST A PATCH,  
PLEASE CONTACT MARITZA AT  
[MSANCHEZ@CI.PINOLE.CA.US](mailto:MSANCHEZ@CI.PINOLE.CA.US)  
OR CALL 510-724-8955



CITY OF PINOLE RECREATION DEPARMENT

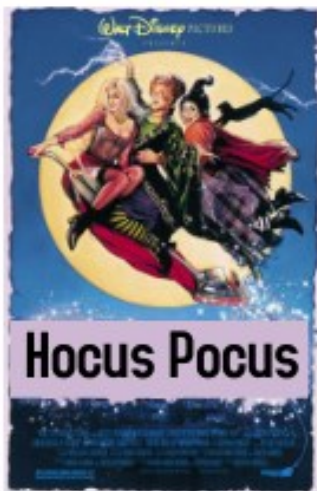


# HALLOWEEN

## MOVIE NIGHT

### FERNANDEZ PARK

595 TENNENT AVE.



**Friday, October 29th**  
**6:30PM-8:30PM**

**Questions: Call 510-724-9062 or [recreation@ci.pinole.ca.us](mailto:recreation@ci.pinole.ca.us)**



## **RECREATIONAL SPORTS**



# **NATIONAL ACADEMY OF ATHLETICS**



### **All Sorts of Sports JR. Academy**

**Oct 27, Nov 3, 10, 17, Dec 1, 8, 15**

A great way to introduce your youngsters to the world of sports, teamwork and athletics! This will help to build your child's motor skills, hand-eye coordination, agility, and many sports specific skills. Your child will have a blast playing games with the other children that may include: baseball, basketball, soccer, flag football, capture the flag, relay & obstacle races and a whole lot more.

**Ages:** 4-6

**Fee:** \$131.25/Resident                      \$150.93/Non-Resident

**Time:** 3:30-4:30 pm Wednesdays

**Location:** Pinole Valley Park (1270 Adobe Rd Pinole, CA)

### **All Sorts of Sports After-School Club**

**Oct 25, Nov 1, 8, 15, 29, Dec 6, 13**

The All Sorts of Sports, PE in the park is perfect for kids to maintain health and fitness. In each class, we provide quality instruction that introduces 3-5 new skills and concepts in a variety of sports and exercises. We provide engaging, active, and entertaining activities for kids to gain knowledge, acquire new skills, and confidence to enjoy a lifetime of healthy physical activity. Activities may include skill and conditioning development for sports such as basketball or soccer. Games that add competitive element may include races, obstacle courses, kickball, dodgeball, and many others.

**Ages:** 8-12

**Fee:** Resident \$131.25/resident                      Non-Resident \$150.39/non-resident

**Time:** 3:30-4:30 pm Mondays

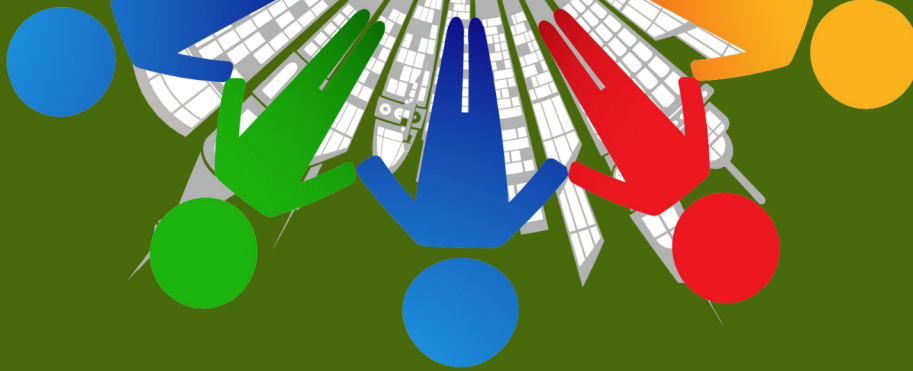
**Location:** Pinole Valley Park (1270 Adobe Rd Pinole, CA)

**For more info, contact Pinole Youth Services at 510-724-9004 or email [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us)**

**1. To register for the programs go to at <https://pinolerec.recdesk.com/Community/Home>**

**2. Next go to PROGRAMS, YOUTH, choose All Sorts of Sports**





Dear Community Member,

The Pinole City Council will be holding two workshops to gather public input and make decisions about how to expend the funds that the City will receive from the federal government from the American Rescue Plan Act.

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The workshops will be held on:

Saturday, October 9, 2021 at 9:30 AM–1:30 PM

and

Saturday, November 6, 2021 at 9:30 AM–1:30 PM

*Due to public health measures, workshops will be held virtually, via Zoom.*

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The City of Pinole will receive \$4.6 million, which can be used for:

- \*Support public health response
- \*Provide financial assistance to businesses and individuals
- \*Replace lost City revenue
- \*Invest in water, sewer, and broadband infrastructure

**Business Owners:**

**Please complete the COVID-19 Business Recovery Survey at  
<https://www.surveymonkey.com/r/PinoleBizRecSurvey>**

For more information, contact Finance Director Markisha Guillory at [mguillory@ci.pinole.ca.us](mailto:mguillory@ci.pinole.ca.us) or (510) 724-9823.

To stay informed of City events, visit the City's website at <https://www.ci.pinole.ca.us> and subscribe to the City's Facebook page at <https://www.facebook.com/cityofpinole>





# Cooking Round the World

## @ Pinole Youth Center (PYC)

635 Tennent Ave, Pinole



# WEDNESDAYS

Fall 2021 Oct 27 - Dec 15

3-4:30pm \$175/Resident

No class day: Nov 24th

Cooking Round the World gives boys & girls the opportunity to learn about countries 'round the world by cooking.... and eating! By

combining cultural education and culinary arts children learn cooking skills while experiencing a country's culinary flavors.

Cooking is 100% hands on. Everyone dices, juices, chops, sautés, and participates. After cooking we eat as a group and discuss how the flavors are indicative of the country of the day.

Cost for the 8 classes above, includes an apron, food that we cook and eat, and all recipes emailed at the end of the session. The program is limited to a minimum of 6 to a maximum of 24 students. There is a materials fee of \$35

**Cooking Round the World is a nut free program.** For more info, please contact Pinole Youth Services Coordinator at [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us) or call 510-724-9004

To register, go online to

<https://pinolerec.recdesk.com/Community/Home> Once

at the registration portal, go to PROGRAMS, YOUTH, COOKING ROUND THE WORLD FALL 2021

