



# CITY OF PINOLE ADMINISTRATIVE REPORT

Mayor, Vincent Salimi  
Mayor Pro Tem, Devin T. Murphy  
Council Member, Anthony Tave  
Council Member, Maureen Toms  
Council Member, Norma Martínez-Rubin

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**DATE:**        **NOVEMBER 17, 2022**

**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>
Community Services Commission Meeting	Wednesday, Nov. 23, 2022, 6:00pm	<b>CANCELLED</b>
Wastewater Subcommittee Meeting	Thursday, December 1, 2022, 8:30am	<b>CANCELLED</b>
City Council Meeting	Tuesday, December 6, 2022, 6:00pm	Zoom / Council Chamber
Planning Commission Meeting	Monday, December 12, 2022, 7:00pm	Zoom / Council Chamber
TAPS (Traffic Pedestrian Safety Committee)	Wednesday, Dec.14, 2022, 6:00pm	Zoom / Council Chamber
City Council Meeting	Tuesday, Dec. 20, 2022, 6:00pm	Zoom / Council Chamber

**PLEASE NOTE - MOST PUBLIC MEETINGS WILL NOW TAKE PLACE IN HYBRID FORMAT**  
The public may attend and participate in-person in the City Council Chamber or via Zoom.

Agendas, minutes, and other detailed information regarding how to attend and participate in Pinole's public meetings can be found on the city website:

[https://www.ci.pinole.ca.us/city\\_government/city\\_council/agendas\\_and\\_minutes](https://www.ci.pinole.ca.us/city_government/city_council/agendas_and_minutes)

## OTHER CITY-SPONSORED EVENTS

Events	Date and Time	Location
Food Distribution	Monday, December 12, 2022, 9 am – 11 am	Pinole Senior Center 2500 Charles Ave.
Pinole Stands United Against Hate	Friday, November 18, 2022, 4:30pm-8:30pm	Fernandez Park 595 Tennent Ave.
Senior Center Craft Fair	Saturday, November 19, 2022, 10am-3pm	Pinole Senior Center 2500 Charles Ave.
Holiday Tree Lighting Event	Saturday, December 3, 2022 3pm-5pm	Fernandez Park 595 Tennent Ave.

## CORONAVIRUS (COVID-19) UPDATE

### COVID-19 VACCINES APPROVED FOR KIDS UNDER AGE 5

Federal and state health officials have authorized pediatric COVID-19 vaccines for children ages 6 months to 4 years. Previously, the COVID-19 vaccine had only been available for kids ages 5+. Immunizations for this age group are now available at County-run vaccination clinics. For more information, visit <https://www.coronavirus.cchealth.org/vaccine-for-kids>.

## ITEMS OF INTEREST

### YOUTH CENTER THANKSGIVING BREAK CAMPS

The City of Pinole Youth Center is offering two Thanksgiving Break Camps on Nov 21, 22, & 23. New Frontier Tennis will be teaching beginning tennis to youth ages 7-15 years at the Pinole Valley tennis courts. This year's theme for the Thanksgiving Cooking camp will be "Everything but the Turkey". This camp is for children ages 7-12 years old and will be held at Pinole Youth Center. Online registration is available at <https://pinolerec.recdesk.com/Community/Program>. Click on the name of each class/sport to see a full description, age requirement, participant minimum, and fees. A program may be canceled if the participant minimum is not met. The minimum number must be met at least one week prior to the program beginning. If you have any questions, contact the Recreation Coordinator at [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us) or call the at (510) 724-9004.

### FOOD DISTRIBUTION

The Food Bank of Contra Costa and Solano County will be providing free bags of fresh produce every second Monday of the month. The next drive-thru distribution is **Monday, Dec. 12th 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. One 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. **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.pinoles.ca.us](mailto:ksantoyo@ci.pinoles.ca.us) or call the Front Desk at (510) 724-9800.

## **HOLIDAY CRAFT FAIR**

Join us for the return of the Pinole Senior Center Holiday Craft Fair on Saturday, November 19th from 10am to 3pm. We will have a wide variety of vendors that will be selling handmade items! This event is free admission, and has unique crafts, cards, jewelry, soap, cosmetics, art, home décor, and much more! Drop by and start the holiday shopping early. If you have any questions, contact the Recreation Coordinator at [ksantoyo@ci.pinoles.ca.us](mailto:ksantoyo@ci.pinoles.ca.us) or call the Front Desk at (510) 724-9800.

## **HOLIDAY TREE LIGHTING EVENT**

Join the City of Pinole as we spread some holiday cheer at Fernandez Park on Saturday, December 3<sup>rd</sup> from 3pm-5pm. Children's activities include holiday crafts, face painting, balloon twisting and a special visit from Santa and Mrs. Claus. The tree will be turned on at 5:30pm, join the procession at Fernandez Park or meet us at the Community Corner. (San Pablo Ave and Tennent Ave.). Questions: email [recreation@ci.pinoles.ca.us](mailto:recreation@ci.pinoles.ca.us) or call 510-724-9062.

## **YOUTH CENTER WINTER RECESS CAMPS**

Schools will be closing for Winter Recess from Dec 19 – Jan 2<sup>nd</sup>. Keep your children busy during the school breaks and sign up early while spaces are still available for our Winter Recess Camps. New Frontier Tennis will be offering Winter Recess Tennis Camps on Dec 20, 21, 22, 27, 28, & 29<sup>th</sup>. This camp is for youth ages 7-15 years old and will be held at Pinole Valley tennis courts. Cooking Round the World is offering 2 Winter Recess Cooking Camps, International Baking Camp on Dec 20, 21, & 22 and International Celebrations Cooking Camp on Dec 27, 28, & 29<sup>th</sup>. These cooking camps are for children ages 6-12 years old and will be held at Pinole Youth Center. Online registration is available at <https://pinolerec.recdesk.com/Community/Program>, Click on the name of each class/sport to see a full description, age requirement, participant minimum, and fees. A program may be canceled if the participant minimum is not met. The minimum number must be met at least one week prior to the program beginning. If you have any questions, contact the Recreation Coordinator at [youth@ci.pinoles.ca.us](mailto:youth@ci.pinoles.ca.us) or call the at (510) 724-9004.

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

**Attention Business Owners** – 2022 Pinole Business Licenses will expire on December 31, 2022. Business license taxes for 2023 are due on December 31, 2022, and become delinquent on February 1, 2023, at which time unpaid taxes are subject to a 50% penalty.

There is a change to the business license tax rate for calendar year 2023. The tax for the basic business license is \$160.00 per year (not including the \$4.00 AB 1379 state mandated fee).

Business license renewal forms are being mailed out November 23, 2022. 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, 2023. 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](http://www.ci.pinole.ca.us). Select the *Businesses* tab then the *business licenses/Permits/Inspections* 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.

## **CODE ENFORCEMENT OFFICER NOW AVAILABLE BY SELF-SERVICE APPOINTMENT**



The Code Enforcement Officer is now available by self-service appointment to discuss code cases or potential code cases Monday - Thursday from 1:00 pm- 3:00pm at the City Hall 1<sup>st</sup> floor Permit Counter, virtual meeting (Microsoft Teams), or phone. We are scheduling appointments in increments of 20-minutes. Please arrive on time and with your case number, address, any documentation, and your questions/concerns organized so that we can provide you with streamlined service.

To make an appointment, scan the QR code or go to <https://www.ci.pinole.ca.us/city-government/code-enforcement> and click on the link to schedule an appointment to meet with the Code Enforcement Division.

## **ATTENTION SHOPPERS!**

Have you heard of **Pinole Perks** – the new digital community card designed to support both our local small merchants and community members? Buy your Pinole Perks card today and snag up to an additional \$100 per card, **for free**, courtesy the City of Pinole. Send a card to friends, family, neighbors, coworkers (or yourself!) for holidays, thank-yous, birthdays, graduations, teacher appreciation, housewarmings, employee rewards, and treat yo' self-days!

Get yours today at [www.pinoleperks.com](http://www.pinoleperks.com) and check out our growing list of over 20 locations

in Pinole where you can use the card – visit your go-to shop or discover a new favorite! Happy shopping!

## **FIRST QUARTER FINANCIAL REPORT HIGHLIGHTS**

The Fiscal Year (FY) 2022/23 First Quarter Financial Report was presented to the City Council at its November 15, 2022 meeting. The quarterly financial report is intended to provide the City Council, staff, and the community a general update on the financial activities and condition of the City. The First Quarter Financial Report covers financial activity from July 1, 2022 through September 30, 2022.

Highlights from the report are as follows:

- The City remains in a stable financial position and is able to fund its operating and capital expenditures through annual, recurring funding sources. Additionally, the City maintains a separate General Reserve Fund, which is required by the City's Cash Reserve Policy to maintain a reserve balance equal to 50% of total on-going General Fund expenditures.
- Of the total General Fund revenue budget of \$28.1 million, \$1.2 million (4% of budget) was collected in the first quarter. Amounts collected are consistent with the timing of receipts for the various revenue sources.
- Of the total General Fund expenditures budget of \$29.0 million, \$6.4 million (22% of budget) was spent in the first quarter.
- Overall, General Fund revenues and expenditures are on target with budgeted amounts as expected at this point in the fiscal year.

Quarterly reports can be found on the City's website at [https://www.ci.pinole.ca.us/city\\_government/finance/quarterly\\_reports](https://www.ci.pinole.ca.us/city_government/finance/quarterly_reports). If you have any questions, please contact Finance Director Markisha Guillory at [mguillory@ci.pinole.ca.us](mailto:mguillory@ci.pinole.ca.us) or (510) 724-9823.

## **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**:

- Traffic and Pedestrian Safety Committee
- Community Services Commission

For more information on how to apply, please visit the [Boards and Commission](#) page or contact the City Clerk, Heather Bell at (510) 724-8928 or [hbelle@ci.pinole.ca.us](mailto:hbelle@ci.pinole.ca.us).

## **CONTACT THE CITY**

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)

Find us on social media by following the City of Pinole on Facebook and Instagram.

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).





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



**MONDAY  
DECEMBER 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 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](mailto:ksantoyo@ci.pinole.ca.us)





Pinole Senior Center

*Holiday*  
**CRAFT FAIR**

**Saturday, November 19th**

**10 am - 3 pm**

Free Admission, 40+ Local Vendors,  
Unique Crafts, Cards, Jewelry, Soap,  
Cosmetics, Art, Home Decor and much  
more!

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



**CITY OF PINOLE**

# *Holiday Tree Lighting*

**SATURDAY, DECEMBER 3, 2022**

**3PM-5PM  
CHILDREN'S ACTIVITIES**

**FERNANDEZ PARK  
595 TENNENT AVE.**

**5PM-5:30PM  
HOLIDAY PERFORMANCES & TREE LIGHTING**

**COMMUNITY CORNER  
SAN PABLO AVE. & TENNENT AVE.**

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

# WINTER RECESS TENNIS CAMP



Develop the Right  
Skill & Techniques  
& Become Great  
Tennis Player

FOR BOYS &  
GIRLS AGES  
**7-15**

BEGINNING &  
INTERMEDIATE  
LEVELS

## Youth **TENNIS** LESSONS

**Instructors:**  
**Pioneer Tennis**  
**Staff**

Junior Tennis Camps are geared towards children ages 7-15 years old, who are beginners or intermediate players with little or no experience. Campers will learn proper fundamentals, good sportsmanship, and tennis etiquette, in a fun and safe environment.



**Cost:**  
**\$126**

**Dates:** Dec 20, 21,  
22 & Dec 27, 28, &  
29th  
9:00am - 12:00pm

<https://pinolerec.recdesk.com/Community/Program>

FOR MORE INFORMATION : youth@ci.pinole.ca.us or CALL: (510) 724-9004



COOKING ROUND THE WORLD

# WINTER RECESS COOKING CAMP



**INTERNATIONAL BAKING  
DEC 20, 21, 22 (9AM-1PM)**

**INTERNATIONAL CELEBRATIONS  
DEC 27, 28, 29 (9AM -1PM)**

<https://pinolerec.recdesk.com/Community/Program>

FOR MORE INFO:  
YOUTH@CI.PINOLE.CA.US  
510-724-9004

ECHO HOUSING

HUD-APPROVED HOUSING COUNSELING AGENCY

855-275-3246



# FREE FIRST TIME HOMEBUYER WORKSHOP



\*This course satisfies HUD's First-Time Homebuyer Education requirements for federal, state, and local housing assistance programs.

Learn how to create a budget, repair credit, and how to shop for a lender. Discover types of mortgages, and know what to expect in the loan and escrow process. Registration deadline is 5pm on November 17.

**NOVEMBER 19, 2022**

**9:00AM - 5:00PM**

**REGISTER NOW!**



**[WWW.ECHOFAIRHOUSING.ORG](http://WWW.ECHOFAIRHOUSING.ORG)**



This training is made possible with funding from BAAHA, UnidosUS, and the City of Pleasanton. It is available to residents of Alameda, Contra Costa, and Monterey Counties and those employed in the Cities of Pleasanton and San Leandro.





# Thanksgiving Recess Cooking Camp



**NOV 21, 22, & 23**

REGISTER ONLINE AT [HTTPS://PINOLEREC.RECDESK.COM/COMMUNITY/PROGRAM](https://pinolerec.recdesk.com/community/program)

FOR MORE INFO: [YOUTH@CI.PINOLE.CA.US](mailto:YOUTH@CI.PINOLE.CA.US) 510-724-9004

# New Frontier Tennis

*Local Kids, Local Coaches, Lifelong Bonds*

**THANKSGIVING TENNIS CAMP**



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



510-724-9004 [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us)