



ADMINISTRATIVE REPORT

DATE: NOVEMBER 18, 2021
TO: CITY COUNCIL AND PINOLE COMMUNITY MEMBERS
FROM: ANDREW MURRAY, CITY MANAGER

UPCOMING EVENTS

CITY PUBLIC MEETINGS

Meetings	Date and Time	Location
Planning Commission Meeting	Monday, November 22, 2021 7:00pm CANCELED	Videoconference*
Community Services Commission Meeting	Wednesday, November 24, 2021 5:00pm CANCELED	Videoconference*
City Council Meeting	Tuesday, December 7, 2021 6:00 pm	Videoconference*
Planning Commission Meeting	Monday, December 13, 2021 7:00pm	Videoconference*
City Council Meeting	Tuesday, December 21, 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. 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
Holiday Tree Lighting	Saturday, December 4, 2021, 3:00-5:00pm	Fernandez Park 595 Tennent Ave.
Food Distribution	Monday, December 13, 2021, 9:00am-11:00am	Pinole Senior Center 2500 Charles Ave.

CORONAVIRUS (COVID-19) UPDATE

All people ages 5 and older are now eligible to get a no-cost COVID-19 vaccine

People can get vaccinated through County and State-run sites, pharmacies, and other healthcare systems. For more information visit: <https://www.coronavirus.cchealth.org/get-vaccinated>

ITEMS OF INTEREST

HOLIDAY TREE LIGHTING EVENT

Join the City of Pinole as we spread some holiday cheer at Fernandez Park on Saturday, December 4th 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.) Children's activities sponsored by Mechanics Bank and holiday tree sponsored by Sequoia Real Estate. Questions: email recreation@ci.pinole.ca.us or call 510-724-9062.

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, December 13, 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 or call the Front Desk at (510) 724-9800.

PINOLE SENIOR CENTER COOKBOOK

The Pinole Senior Center is cooking up some exciting news! We would like to present “Desserts and Delights”, our very own dessert cookbook! This cookbook is compiled by both members and nonmembers of the community. From cakes to pies, and cookies to muffins, you will find a recipe that is a delight to make. It is a perfect time to make treats to enjoy with family and friends or to give the cookbook as a gift! The cookbook will go on sale on Monday, November 8th. Price is \$20 and all proceeds go to the Pinole Senior Center. Stop by the front desk or call 510-724-9800 for more information.

PINOLE SENIOR CENTER TO-GO HOLIDAY FOOD FUNDRAISER

On Friday, December 17th, the Pinole Senior Center will be hosting a To-Go Holiday Fundraiser. The To-Go meal will include oven roasted chicken with stuffing and gravy, green beans almondine, green salad, house made rolls, and pumpkin pie. Meals are \$25 and all proceeds go towards the Pinole Senior Center. Call the To-Go line at (510) 481-0313 by Friday, December 10th to reserve your meal as quantities are limited. 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 To-Go line at (510) 418-0313.

COLLECTION OF BUILDING PERMIT FEES DEFFERED FROM NOVEMBER 3, 2021, THROUGH APRIL 30, 2022

On November 2, 2021, the City Council directed staff to temporarily defer collection of the current Building Permit Fees from November 3, 2021, through April 30, 2022, in order to allow for a user fee study to be completed and new fees to be established if appropriate. The City’s Building Permit fees are statutorily authorized in the Master Fee Schedule, which is adopted by the City Council. The Building Permit fees listed in the current Master Fee Schedule were established in 2012 and were based on the Planning, Building, and Engineering User Fee Study completed in 2008. The fees have not changed since then, however, there has been a recent concern raised regarding parity between Pinole’s Building Permit fees and those of some neighboring jurisdictions. To allow the City to look into this issue and complete an updated User Fee Study for the Planning, Building and Engineering Section of the Master Fee Schedule, the City will temporarily defer collection of the current Building Permit Fees under certain conditions.

It is important to note that during this time there are no anticipated delays to the current permit process. The Community Development Department will continue to process, and issue permits subject to an agreement that will allow deferral of fees until after the study is completed. If the owner of the property does not wish to sign the agreement or would like to voluntarily pay Building Permit fees in advance of the user fee study being completed, the City will issue a refund if the new 2022 Building Permit fees are less than the fee paid by the applicant. Regardless, the payment of all applicable Building Permit fees will be required prior to requesting a final inspection. If you have questions about the deferral of collection of

Building Permit Fees, please contact Community Development Director Lilly Whalen at LWhalen@ci.pinole.ca.us or (510) 724-9832.

NOTICE TO MERCHANTS -- LICENSE RENEWAL TIME

Attention Business Owners – 2021 Pinole Business Licenses will expire on December 31, 2021. Business license taxes for 2022 are due on December 31, 2021, and become delinquent on February 1, 2022, at which time unpaid taxes are subject to a 50% penalty. There is a change to the business license tax rate for calendar year 2022. The tax for the basic business license is \$152.00 per year (not including the \$4.00 AB 1379 state mandated fee).

Business license renewal forms are being mailed out November 24, 2021, for calendar year 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, 2022. 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. 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.

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](#).

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.



City of Pinole

Holiday Tree Lighting



SATURDAY, DECEMBER 4, 2021

**FERNANDEZ PARK
595 TENNENT AVE.
3pm-5pm**

Join the City of Pinole as we spread some holiday cheer at Fernandez Park. 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.)

Children's activities sponsored by Mechanics Bank
and holiday tree sponsored by Sequoia Real Estate.

Questions: email recreation@ci.pinole.ca.us or call 510-724-9062





Drive-Thru Food Distribution

**MONDAY
DECEMBER 13
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.



Pinole Senior Center Presents Desserts and Delights Cookbook Fundraiser



General Sale: Monday, November 8th



Price: \$20

Please come in to purchase a cookbook!



The Pinole Senior Center presents “Desserts and Delights”, our very own dessert cookbook! This cookbook is compiled by both members and nonmembers of the community. From cakes to pies, and cookies to muffins, you will find a recipe that is a delight to make. It is perfect time to make treats to enjoy with family and friends or to give the cookbook as a gift!

All Proceeds Goes To The Pinole Senior Center

2500 Charles Ave., Pinole, CA 94564

FOR MORE INFO CALL US AT 510.724.9800 OR EMAIL AT

SENIORS@CI.PINOLE.CA.US



City of Pinole
Recreation

To-Go Holiday Fundraiser

Hosted By
The Pinole Senior Center
2500 Charles Ave., Pinole CA 94564



Friday, December 17th, 2021
Meal Pick Up: 2 PM - 4 PM
\$25 per meal



Oven Roasted Chicken with Stuffing and Gravy
Green Beans Almondine
Garden Salad
Housemade Rolls
Pumpkin Pie

Call the To-Go line at 510-418-0313 by Friday,
December 10th to reserve your meal!
Quantities are limited. All proceeds go towards
the Pinole Senior Center.