



ADMINISTRATIVE REPORT

DATE: MARCH 20, 2015

TO: MAYOR AND CITY COUNCIL
BEN REYES, CITY ATTORNEY

FROM: BELINDA B. ESPINOSA, CITY MANAGER

PLACES TO BE

- **MARCH 28 – FRIENDS OF PINOLE LIBRARY TO HOST AN “UPSCALE GARAGE SALE” AT THE PINOLE LIBRARY**

The Friends of Pinole Library are hosting an “*Upscale Garage Sale*” at the Pinole Library from 8:00 AM to 3:00 PM on Saturday March 28 (see attached flyer). The purpose of this event is to raise funds for public programs, new books and other library needs. The sale will include new handmade crafts to lightly used and new items. For additional information please call the Library at (510) 758-2741.

- **MARCH 28 - MEMORIAL SERVICES FOR CAPTAIN RICH VOISEY**

The memorial services for Pinole Fire Captain Rich Voisey will be held on March 28 at Saint Joseph’s Catholic Church beginning at 1:00 PM. Pinole Fire Captain Richard “Rich” Voisey passed away after suffering from brain cancer for the last two years. Rich served the City of Pinole for 35 years in the Pinole Fire Department. He was well known to many citizens of Pinole having been a lifelong citizen and servant of the City for the majority of his life.

The services will be well attended by friends, family and officials from across the state. Old Town Pinole will be heavily impacted by traffic and parking may be an issue for Old Town residents and businesses. Plans are still being developed and we will let you know as they are finalized.

Streets that will be impacted include Pinole Valley Road from Old Town all the way to Pinole Valley Park, all of the streets adjacent to Saint Joseph’s Catholic Church. The City will be closing the parking lots directly in front of the Public Safety Building, the Employee lot behind City Hall as well as the parking lot adjacent to Saint Joseph’s Catholic School.

In addition, the Farmer’s Market has been canceled on March 28 due to the services and to allow additional parking for attendees of the service.

- **APRIL 2 – STATE OF THE CITY LUNCHEON**

The Pinole Chamber of Commerce will be hosting the annual State of the City luncheon on April 2 at Due Rose Restaurant in Pinole. The event this year will feature Mayor Pete Murray as the speaker. Tickets are \$30 and can be purchased directly from the Chamber's website at <http://pinolechamber.org>

- **APRIL 4- SPRING EGG HUNT BY PINOLE RECREATION DEPARTMENT**

The Pinole Recreation Staff is busy planning its annual Spring Egg Hunt with support from our local café, the **East Bay Coffee Company**. Mark your calendars for this family fun-filled day, scheduled to take place in Fernandez Park on Saturday, April 4. The event will include:

- Free Egg Hunt for kids age 0-12, 9 am start time;
- Easter Bunny Photo Opportunity (bring your camera!);
- Special Guest **Challenger Sports** will be running a demo of **British Soccer Camps** right after the Hunt!
- Snack Bar open for purchase of food; and
- Special Guest **Macaroni Kid** will have a free crafts table with fun activities for all ages.

So don't forget to bring your baskets and athletic shoes. We look forward to seeing you and your family. If you have any questions or want to volunteer your support for the event, please email Recreation@ci.pinole.ca.us.

- **APRIL 8 - PINOLE POLICE DEPARTMENT COFFEE WITH A COP**

The next "Coffee with a Cop" event will be held on Wednesday, April 8th, from 8 a.m. to 9:00 a.m. at Starbucks, located at 1540 Fitzgerald Drive. The Pinole Police Department has initiated this program to provide an opportunity for the community to interact and meet the Officers working in their area. Thanks in advance to all of you who plan to stop by and say hello.

-More-

ITEMS OF INTEREST

NEW ITEMS...

- **ANIMAL CONTROL SERVICES REPORT FOR MONTH OF FEBRUARY 2015**

Attached is the February 2015 report from Contra Costa County Animal Control Services (see attached). The City of Pinole contracts with the County to provide these services to residents of Pinole.

- **PINOLE VALLEY HIGH SCHOOL CONSTRUCTION UPDATE**

Demolition of the old campus continues at Pinole Valley High School. The perimeter fence has been completed. The Contractor will now begin recycling materials including wood, metals, and concrete from the demolition. The demolition schedule will be starting on the south side of the campus working north toward the temporary campus.

Phase I of the Hillside Stabilization Project has been completed. This phase included installation of the Stitch Piers. Phase II will begin upon the completion of the Existing Campus Demolition Project during the Summer of 2015.

Listed below are some important dates regarding progress in the future:

- PVHS: Hillside Stabilization Phases I & II
Start Date: September 29, 2014
Contract Completion: September 24, 2015
- PVHS: Existing Campus Demolition
Start Date: February 16, 2015
Contract Completion: August 15, 2015

- **CITY COUNCIL CONTINUES DISCUSSION ON MEASURE S 2014 FUNDS**

If you recall, the Pinole voters approved Measure S in November 2014, which included a general sales tax measure of ½ cent. It is anticipated that Measure S 2014 will generate an additional \$1.8 million a year. Local merchants will begin to collect the tax on April 1, 2015. The City Council has held public discussion on how to plan for spending Measure S 2014 funds on February 7, 2015, March 3 and again on March 17 at the regular City Council meeting.

City staff presented a three-year plan concept that included items from City Council initiated requests, citizen comments and staff needs. That plan revealed that if all the items listed were funded, the Measure S 2014 funding would be out of balance and in deficit spending by Year 3. As a concept, the City Council requested that Staff look at developing a plan that set aside a specific amount of the Measure S 2014 funds to build the General Fund Reserve to an adequate level and still provide enough funding to continue with projects.

As a result of the discussion on March 3, the City Council endorsed the following guiding principles:

- Amend the City's Financial Policies to Reflect the Guiding Principles of Measure S 2014 Funding.
- Transfer of a fixed dollar amount of Measure S 2014 funds each budget cycle into the General Fund Reserve until a \$5.5 million Reserve is achieved. This is the "Reserve" Concept.
 - Measure S 2014 Funds should never result in deficit spending – i.e. current year expenditures must be equal or less than current year revenues.
 - Maintenance of City facilities should have a high priority for funding allocations.

The City Council approved the Guiding Principles and directed Staff to prepare a five year plan that included transferring a total of \$200,000 from Measure S 2014 to the General Fund Reserve beginning in FY 2016-17 and each year after that until the General Fund Reserve reaches \$5.5 million. It is anticipated that the entire \$200,000 transfer may not always be necessary given residual fund balances at the end of each fiscal year. The remaining Measure S 2014 funds will be allocated for projects accordingly.

- **WESTCAT DOUBLE DECKER BUS ARRIVES NEXT WEEK**

The 80-seat Alexander Dennis double-decker bus will be arriving at WestCAT next week after an approximate 3-week pilot program on AC Transit. WestCAT drivers and staff will receive training and orientation on the bus next week. The bus will then make its debut on or near Monday, March 30, 2015 on WestCAT's weekday transbay LYNX service, which serves the San Francisco transbay temporary terminal. The actual first day of service will be announced once training is completed. For more information see the flyer attached at the end of this report.

CONTINUING ITEMS...

- **CONTRA COSTA COUNTY GRAND JURY SEEKS APPLICANTS**

The Contra Costa County Superior Court is accepting applications for the Civil Grand Jury for the FY 2015-16 term (see attached flyer). There are 19 members chosen from throughout the County and each serves for a one-year term. Approximately 75 applicants will be selected to be interviewed by the Grand Jury Selection Committee which is composed of Superior Court Judges. After the initial interviews the judges will nominate 30 applicants from which a total of 19 will eventually be selected to serve.

If you are interested in applying please contact the Office of the Civil Grand Jury at 925 957-5638 or visit their website at www.cc-courts.org/grandjury to receive additional information. ***The application deadline is Friday, March 27.***

- **OPEN SEATS ON CITY BOARDS & COMMISSIONS**

Consider volunteering for our community by serving on a City board or commission. The City is recruiting for one opening on the Planning Commission and several on the Community Services Commission. There is also an opening for Pinole's delegate to the Contra Costa Council on Aging. These positions are appointed by the City Council.

Applications & supplemental questionnaires are available at Pinole City Hall and the City board applications may also be downloaded from the City website at <http://www.ci.pinole.ca.us/admin/cityclerk.html>. The filing period is open until the positions are filled.

For more information contact the City Clerk's office at 510 724-8928 or email pathenour@ci.pinole.ca.us Completed applications are accepted at the City Clerk's Office, 2131 Pear Street, Pinole 94564.

-End -

Animal Services Department **Contra
Costa
County**

4800 Imhoff Place
Martinez, California 94553-4300
(925) 335-8300

910 San Pablo Avenue
Pinole, California 94564-2347
(510) 374-3966

Glenn E. Howell
Animal Services Director



RECEIVED

MAR 16 2015

CITY OF PINOLE
CITY MANAGER'S OFFICE

March 6, 2015

Dear City Manager:

Enclosed are the animal-related activities and statistics for services provided to your city for the month of February, 2015. These statistics give you a report of the varied activities we have handled.

If you have any questions regarding the specifics of the activities and statistics, please do not hesitate to call our office at 925-335-8370.

Yours truly,

A handwritten signature in blue ink, appearing to read "G. Howell".

Glenn E. Howell
Animal Services Director

Enclosures



CONTRA COSTA COUNTY ANIMAL SERVICES DEPARTMENT

SUMMARY OF ANIMAL ACTIVITIES AND ACTIONS

For the Period: 2/1/2015 - 2/28/2015

PINOLE

	Total
Assist - Others	1
Assist - Police	1
Deceased - Dogs & Cats	5
Deceased - Wildlife	6
Investigations - Noise	2
Investigations - Rabies/Transport Specimens to Lab	1
Stray Animals - Dogs & Cats	19
Stray Animals - Others	1
Stray Animals - Wildlife	1
Telephone Calls (Not Resulting in Activity)	47
Transport Animal - To/From Vet/Lindsay Museum	6
Total	90

Number of Activities by Activity Type

	Total
Assist - Others	1
Assist - Police	5
Deceased - Dogs & Cats	5
Deceased - Wildlife	6
Investigations - Noise	4
Investigations - Rabies/Transport Specimens to Lab	0
Stray Animals - Dogs & Cats	33
Stray Animals - Others	2
Stray Animals - Wildlife	2
Telephone Calls (Not Resulting in Activity)	47
Transport Animal - To/From Vet/Lindsay Museum	6
Total	111

Number of Calls/Contacts/Actions Related to Activities



CONTRA COSTA COUNTY ANIMAL SERVICES DEPARTMENT

Pinole

Animals Handled

2/1/2015 to 2/28/2015

		CAT	DOG	OTHER	Total
DEAD ANIMALS HANDLED	Field Impound	2	0	4	6
	Total	2	0	4	6
LIVE IMPOUNDS	Field Impound	0	4	1	5
	Night Deposit	0	4	0	4
	Over the Counter	7	16	0	23
	Total	7	24	1	32
Total		9	24	5	38

PRESS RELEASE

March 19, 2015
FOR IMMEDIATE RELEASE

DOUBLE DECKER DEMO BUS ARRIVING AT WESTCAT NEXT WEEK

Pinole, Ca.—You may have already seen it. You may have even taken a ride or two. The 80-seat Alexander Dennis double decker bus will be arriving at WestCAT next week after an approximate 3-week pilot program on AC Transit. WestCAT drivers and staff will receive training and orientation on the bus next week. The bus will then make its debut on or near Monday, March 30, 2015 on WestCAT's weekday transbay LYNX service, which serves the San Francisco transbay temporary terminal. The actual first day of service will be announced once training is completed.

The double decker bus demonstration will take place for approximately two weeks in regular revenue service on WestCAT's LYNX route. In order to allow everyone an opportunity to ride, the bus will be rotated throughout the two week period on various LYNX runs. Although the exact schedule has not been arrived at yet, WestCAT will use Social Media such as Twitter and Facebook and our own website www.westcat.org to advise customers on which runs the bus will be traveling on a particular day.

The bus is a loaner from manufacturer Alexander Dennis, which is the same bus operated in US cities including Seattle, Davis, and Las Vegas. WestCAT will be testing the bus to see if double deckers would be a practical, welcome addition to our LYNX fleet.

WestCAT will be asking for feedback during the demo and a comment card will be distributed to customers upon boarding. Customers will also have the option to complete a brief survey on WestCAT's website www.westcat.org. The comments cards and online surveys will be used to help the agency determine whether to consider acquiring similar buses in the future. Staff will then report their findings and recommendations to the WestCAT Board of Directors. If a decision is made to seek available funding to purchase double decker buses, customers could see them in service as early as 2017.

For more information about the double decker bus demonstration or any other of WestCAT services, you may visit www.westcat.org or call (510) 724-3331.

COMMUNITY UPDATE

The mission of DTSC is to protect California's people and environment from harmful effects of toxic substances through the restoration of contaminated resources, enforcement, regulation and pollution prevention.

Appian 80 Cleaners Interim Removal Work to Begin March 5, 2015

The California Department of Toxic Substances Control (DTSC) is distributing this notice to inform the community about upcoming work at the Appian 80 Express Cleaners (Site), 1577 Tara Hills Drive, Pinole, California 94564. This Site is one unit in the Appian 80 Shopping Center which also houses a restaurant, bank, and exercise studio. A dry cleaner has operated in this unit since 1981. In 2002 the dry cleaners stopped using tetrachloroethene (PCE) in its dry cleaning operations. However, in 2008 PCE and other solvents were found in soil, soil gas, and groundwater under and near the dry cleaners by an environmental contractor hired by the owner of the shopping center. To address this contamination quickly, an Interim Remedial Measures workplan was developed by the consultant. DTSC approved the workplan and work will begin March 5, 2015. The interim remedial measures include excavating contaminated soil. Remaining soil and groundwater will then be treated to break down remaining toxics. To prevent contaminated air from reaching the building interior, a soil vapor extraction system (SVE) will be built to remove and treat the air beneath the Site. Groundwater monitoring wells will be installed to determine if this work is effective. **The current Appian 80 Express Cleaners will remain open during these investigation and cleanup activities.**

What are the health risks?

DTSC believes that there is no immediate health risk at the Site. However, the elevated PCE levels below the building are a problem that should be dealt with immediately. Long-term exposure to these solvents may cause health problems. This expedited removal action only addresses the known contamination beneath the building slab and is necessary to lower PCE levels. More investigation at the Site may reveal the need for further cleanup. DTSC will oversee the development of a final cleanup plan for any remaining solvents. The final cleanup plan will be submitted for public review and comment.

What Work Will be Done?

Because of the sampling results, DTSC has concluded that it is necessary to immediately lower the levels of PCE beneath the building and in indoor air. To do so, contaminated soil will be removed and remaining soil and groundwater will be treated. A SVE system will be installed to collect soil gas. Gas from beneath the slab area will go through an activated carbon treatment system. PCE will be captured on the carbon. The treatment system and associated equipment will be on the Site. Clean air will be released from an exhaust stack as permitted under Bay Area Air Quality Management District (BAAQMD) permit. A pilot test, conducted by the environmental consultant in 2012, shows the SVE system will operate properly.

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MAR 04 2015

Office of the City Clerk

Cal/EPA

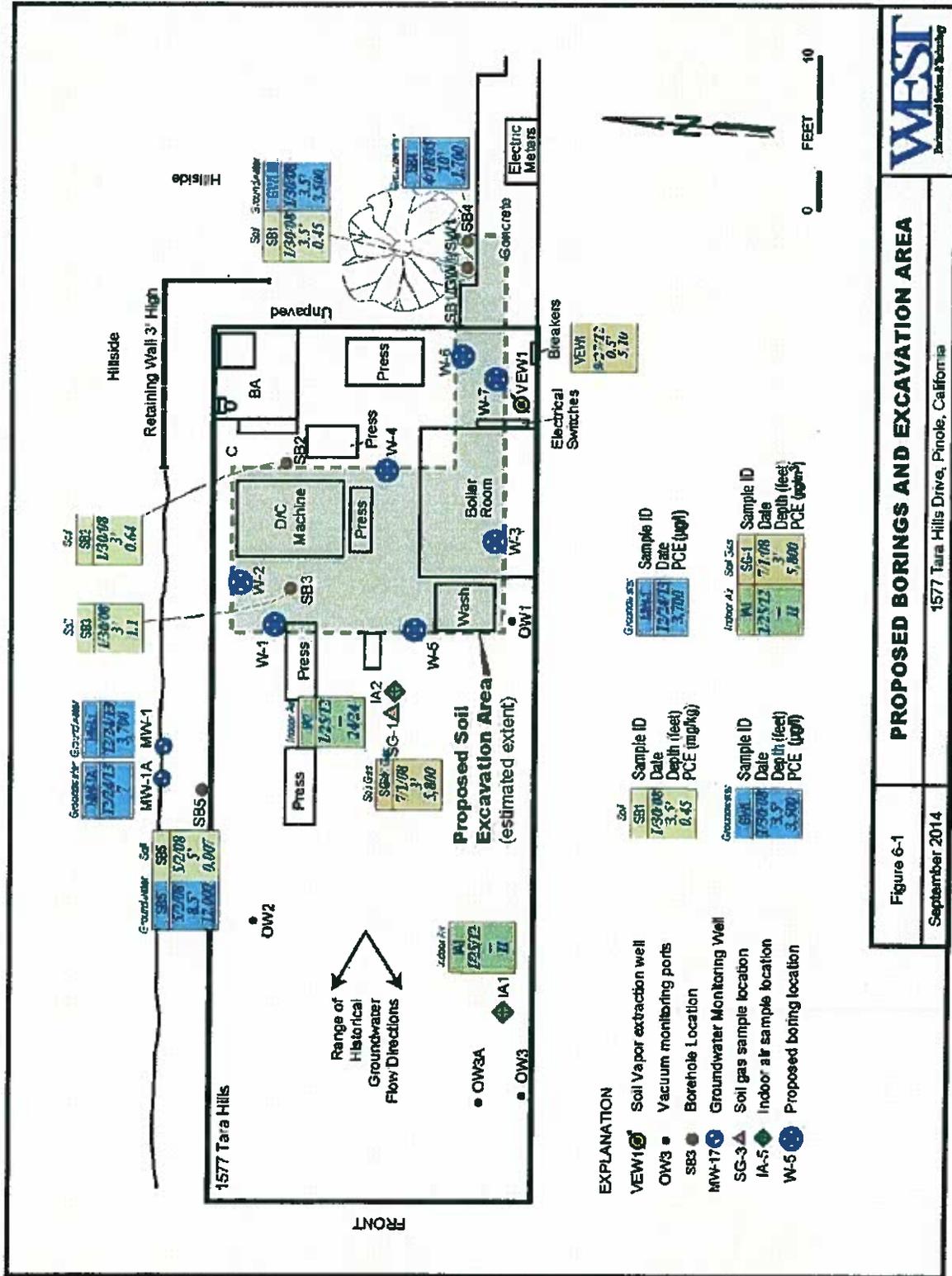


DTSC



State of California





PROPOSED BORINGS AND EXCAVATION AREA

CPR/ FIRST AID Training and Certification

★ OPEN TO THE PUBLIC ★



Infant, Child and Adult + AED
March 28, 11am-2pm, Pinole CA
\$90 per person



Must RSVP to youth@ci.pinole.ca by Friday, March 20 to join



MAKE A DIFFERENCE

Serve Your Community As A
Contra Costa County Grand Juror

The Deadline to Submit an Application to Become a Member
of the 2015/2016 Contra Costa County Grand Jury is:

*** FRIDAY, MARCH 27, 2015 ***

Go On-Line: www.cc-courts.org/grandjury

or

Call (925) 957-5638 For An Application

Become Involved



**Promote Sound
Government**



**Make Recommendations
to County Agencies
and Cities**

**Together We Make a Positive Difference
The Grand Jury**





RECEIVED

FEB 02 2015

**CITY OF PINOLE
CITY MANAGER'S OFFICE**

For further information:
Secretary to the Grand Jury
Phone: (925) 957-5638

For immediate release

January 27, 2015

APPLICATIONS FOR GRAND JURY SERVICE SOUGHT

The Contra Costa County Superior Court is accepting applications for Civil Grand Jury Service for the fiscal year 2015-2016 term.

The Civil Grand Jury is made up of 19 members who serve for one year, July through June, to monitor, review and report on city and county governments, special districts and school districts.

Every effort is made to ensure that the Grand Jury reflects the makeup of the residents of the county. Approximately 75 applicants will be selected to be interviewed by the Grand Jury Selection Committee, which is composed of Superior Court Judges. After interviews, the judges will nominate approximately 30 applicants to constitute a grand jury pool from which the final panel of 19 will be selected by random drawing.

The drawing is scheduled to be held on **Friday, June 12, 2015**, with the members of the 2015-2016 Grand Jury officially being sworn in on the same day.

Individuals selected for service will be expected to be available during the last two weeks of June to meet with outgoing jurors, tour county facilities, meet with department heads, become familiar with their colleagues, learn about juror responsibilities and procedures, and select committees on which they will serve.

Grand jurors must be a United States citizen, 18 years of age or older, who have been a resident of Contra Costa County for at least one year prior to selection. They cannot currently hold any elected position within the county. Applicants should have reliable transportation to Martinez, and must be prepared to devote at least 20 hours per week to Civil Grand Jury service. Citizens who work should apply only if they can be released from their jobs to perform the jury duties. Applicants selected as one of the 30 nominees will be fingerprinted before the drawing.

Jurors receive a stipend for attending full jury and committee meetings and are reimbursed for allowable jury travel. Parking permits may be provided to park in the City of Martinez while performing Grand Jury duties.

Persons interested in applying may contact the Office of the Civil Grand Jury at (925) 957-5638, or visit the website at www.cc-courts.org/grandjury to receive additional information regarding service on the Civil Grand Jury and to obtain an application.

APPLICATION DEADLINE IS FRIDAY, MARCH 27, 2015

Friends of the Pinole Library

Presents

An Upscale Garage Sale

**to be held on
Saturday, March 28, 2015
8:00 a.m. to 3:00 p.m.**

**The Pinole Library
2935 Pinole Valley Road
Pinole, California
510-758-2741**

Friends of the Pinole Library fundraiser for programs,
new books, and other library needs.
Please come and support our local library.

This sale will feature diverse and unique finds,
from new hand-made crafts
to gently-used and new items.



'The Bookworm'

**For additional parking, space is available at
Pinole Valley Community Church
2885 Pinole Valley Rd.**

Help the Pinole library. Help your community. Help the earth.

Winter Break Camp 2014 at the **PINOLE YOUTH CENTER**

Was a HUGE success!



DON'T MISS OUR
President's Week Camp (Feb 16-20)
& Spring Break Camp (April 6-10)
PINOLE RESIDENTS: ONLY \$160/ WEEK
NON-RESIDENT: \$186/ WEEK

At the PYC our *Youth come first!*

★ outdoor activities ★ sports ★ cooking

★ nature walks ★ computer room

★ video games room ★ arts and crafts

★ team games and sports

★ Special Guests include **CHALLENGER SPORTS**