



# ADMINISTRATIVE REPORT

DATE: JUNE 19, 2015

TO: MAYOR AND CITY COUNCIL  
BEN REYES, CITY ATTORNEY

FROM: BELINDA B. ESPINOSA, CITY MANAGER

## PLACES TO BE

- JUNE 23 – SPECIAL OLYMPICS LAW ENFORCEMENT TORCH RUN

On Tuesday June 23<sup>rd</sup>, the Pinole Police Department staff and Special Olympians will be participating in the annual Torch Run for Special Olympics. Pinole Police will receive the torch from the Drug Enforcement Administration runners at Mel's Diner around 1:30 PM and carry it down Appian Way to San Pablo Avenue and Old Town Pinole. There is still time to sign up to join us by registering at [www.2015.lettr/kintera.org](http://www.2015.lettr/kintera.org). Please come out and support this great cause by greeting the participants as they come into Old Town!

- JUNE 28 – CALIFORNIA CRUISERS CAR SHOW

The Northern California Cruisers are pleased to bring the 24<sup>th</sup> annual "Cruisin' in the Sun" Car Show to downtown Pinole on Sunday, June 28<sup>th</sup> from 8 am to 5 pm. There will be over 300 pre-1973 vehicles on display. This is a great day for families starting with a pancake breakfast at the Pinole Senior Center followed by the opportunity to see pristine vintage vehicles along San Pablo Avenue and in Fernandez Park as well as a wonderful array of vendors and live music.

The Pre-Registration fee to show your car is \$35.00 and \$40.00 on the day of the show. Day of show registration is limited to space availability.

Northern California Cruisers is primarily a social club, however the organization enjoys supporting community focused programs. To date \$62,000 has been contributed over the last 12 years to the Pinole Youth Foundation in the City of Pinole.

Additionally, the organization is pleased to have been able to provide support to over 30 organizations including: the American Cancer Society, Meals on Wheels, Katrina Relief, Guide Dogs for the Blind, the Crohn's Disease Foundation, the Scleroderma Foundation, the Bay Area Rescue Mission, the National Heart Fund and the Canine Companions Organization.

For more information contact Cathie at (510)233-0721 or visit the website at [www.northerncaliforniacruisers.com](http://www.northerncaliforniacruisers.com).

- **JULY 2 – PINOLE HERCULES WASTEWATER SUBCOMMITTEE**

The next Pinole-Hercules Wastewater Subcommittee is scheduled to meet on July 2 in the City of Hercules. The meeting will begin at 8:30 AM in their City Council Chambers.

- **JULY 12 – REFUSE TO BE A VICTIM CLASS TO BE HELD**

A class entitled, “Refuse to be a Victim” will be held in the Alex Clark Room on Sunday, July 12 from 1:00 PM to 4:00 PM. The focus of the class is crime prevention and personal safety. The instructor will share topics such as:

- Minimizing the risk of being a victim
- How to create a personal safety plan
- An array of safety strategies

This class is free to the public, but you do have to pre-register. For more information, contact Bob Kopp at [koppproductions@comcastt.net](mailto:koppproductions@comcastt.net)

## **ITEMS OF INTEREST**

### **NEW THIS WEEK....**

- **FIFTH ANNUAL PINOLE COMMUNITY SERVICE DAY HELD ON JUNE 13**

The Pinole Community Services Commission sponsored the fifth annual Pinole Community Service Day on Saturday June 13. This annual event included a free breakfast and lunch for all those who participated.

Volunteers worked on a variety of three-hour community projects, including weeding along Pinole Creek and the native plant garden at the library, cleaning up Amber Swartz Park, visiting with senior citizens, cleaning tables at the Pinole Youth Center, sanitizing & painting the bathrooms at Fernandez and Pinole Valley parks, collecting garbage and debris along San Pablo Avenue, cleaning the lot by the Collins House, weed removal at the Hwy 80 freeway and Pinole Valley Road and gardening at the Faria House rose garden.





We were pleased to have nearly 100 volunteers from Pinole and Hercules register for participation and countless others who joined in the fun.

While individuals showed generous support, we were honored to have organizational support from Shannon Elementary School, TJ Maxx, Target, Rotary Club of Pinole, First Baptist Church of Pinole, Garden Club, Kiwanis Club of Hercules and Boy Scout Troop 86!

A big round of applause goes out for the food donations provided by the Pear Street Bistro, Kinders, Bear Claw and Round Table Pizza. Their contributions fed all of our hungry volunteers heartily. Our Local Sherwin Williams helped greatly with paint and supplies.



Another round of applause goes to the City Public Works Department staff that really helped organize and prepare for the event. Finally, much appreciation to the Community Services Commission members for planning and implementing another great event this year!

- **CONSTRUCTION IS UNDERWAY AT THE SKATE PARK**

Construction began this week on the Pinole Skate Park. The new park will be located in Pinole Valley Park adjacent to the Youth Soccer Field. Presently the contractor is moving in equipment, installing construction fencing and erosion control devices.

Grading of the site will begin the week of June 22, and concrete is scheduled to begin to be constructed in early July. Construction is scheduled to be completed in September 2015.

During construction one of the two parking lots at the Youth Soccer Field used by the contractor for



equipment and staging and closed to the public, however, the soccer field and southerly parking lot will remain open.

- **PINOLE FIRE DEPARTMENT MAKES READY FOR THE SUMMER**

The Pinole Fire Department is making ready for the summer season with extra precautions due to the drought conditions and dry grasses we are experiencing. As most of you know, EBMUD has asked us all to cut water consumption by 20% and that includes little to no watering of lawns and plants. It's still very important to keep the area around your home and fences clear of all dried grasses.

In order to be better prepared for any emergencies, especially over the July 4<sup>th</sup> holiday weekend, the Pinole Fire Department will be doing the following:

- Staffing one additional fire engine with three personnel. This engine is designed specifically for wild land fires;
- Coordinating closely with all fire agencies in western Contra Costa County; and
- Working with a separated strike team (5 more wild land engines) that will be assigned to the area.

Fire Chief Rob Piper noted that "...It is our goal to make this holiday as safe as possible but we will need your help. Please do not hesitate to call 9-1-1 at the first sign of illegal fireworks use in your area. You are our advanced scout! "

- **JULY 4<sup>TH</sup> - FIREWORKS ARE ILLEGAL IN THE CITY OF PINOLE**

The possession, use, discharge or sales of **fireworks** within the City of Pinole **are strictly prohibited**. This includes SAFE and SANE fireworks!

The Pinole Fire Department and Police Department will be patrolling and responding to any/all firework's complaints. People found in violation will be cited and the fireworks confiscated. You may also be held responsible for any damages caused from your use of fireworks. Most violations of California's fireworks laws are misdemeanors subjecting you to a maximum \$1,000 fine and up to one year in a county jail.



However, if you possess large quantities of dangerous fireworks, prosecutors could charge you with a felony, punishable by up to three years in the California state prison and fines as high as \$50,000.



Included are all fireworks such as fire crackers, M-80's, sparklers, torpedoes, roman candles, anything that is air bound or has any flame causing agents inside of the packaging for pyrotechnic display.

For more information please see the City's Municipal Code Section 9.24.010 (see attached flyer).



- **HEAVY EQUIPMENT MAKES ITS WAY THROUGH PINOLE ON SAN PABLO AVENUE**

For those of you who may have been awake and witnessed a large piece of equipment coming through the City of Pinole over the weekend, that was the Ace Heavy Haul Company transporting some heavy equipment to the Chevron Refinery in Richmond. They also had another piece of equipment that went to the Conoco Phillips Refinery in Rodeo.

The route began in Mountain House (Livermore) over to Highway 4 and then to San Pablo Avenue. The equipment was then transported along San Pablo Ave through Pinole to the Richmond Parkway and on to the Chevron Refinery. The Public Works Department issued a permit and Ace Heavy Haul paid an encroachment fee. This was a major endeavor including coordination with the City of Pinole, Contra Costa County and the CHP who escorted the trailer from Livermore.

- **ANIMAL CONTROL SERVICES FOR THE MONTH OF MAY**

Attached is the Animal Control Services report for the month of May 2015. The City of Pinole contracts with Contra Costa County for animal control.

- **BIKE THE BRIDGES FOR SPECIAL OLYMPICS - A HUGE SUCCESS!**

Last Sunday, the Pinole Police Department employees partnered with the City of Hercules Police Department on raising awareness and support for the Special Olympics in the 6<sup>th</sup> Annual Bike the Bridges ride.

This year's Pinole-Hercules Police Department team was third highest in fundraising with \$4,741 and had the second highest number of team members at 24. The event resulted in over \$82,000 being collected for Special Olympics.



The ridership alone increased nearly 75% over last year with approximately 580 cyclists who rode either 25, 30, 62 or 104 miles while enjoying some of the most beautiful views of the rolling hills in the Bay Area and of course the Carquinez and Benicia bridges. Pinole Police Department employees who rode in the ride include Sergeant Les Lopez, Officer John Engle, Officer Joe Updike and Police Explorer Geno Ortega.

Seven Police Department employees along with four of their family members provided support to the riders at the rest stops in Martinez, Crockett and Cordelia. Six Police Explorers provided assistance and encouragement at the rest stops/water stations and driving support and gear (SAG) vehicles as well as staffing the King/Queen of the Mountain competition.

Many volunteers planned, organized, fund raised and provided assistance for the ride. Included were police departments from the cities of Pinole, Hercules, El Cerrito, Martinez, Benicia, Richmond, Berkeley and the East Bay Regional Parks District. Flo Atwood, Pinole Senior Center/PD volunteer was up at 5 AM assisting! Other support came from the Dead Fish, The Pedaler Bike Shop, Bear Claw Bakery, 96 H Brand Catering, and Tesoro. Pinole Public Works and Recreation departments also provided assistance and support to the ride.

A big thank you goes out to everyone who volunteered at the rest stops as well as driving the support and gear (SAG) vehicles along the route to help and encourage the riders. We hope to do even better next year!



- **PREVENTING CATALYTIC CONVERTER THEFT**

The Pinole Police Department has teamed up with Square Deal Garage to help prevent catalytic converter thefts. On Saturday, July 11, from 2 to 4 PM, the Square Deal Garage will be engraving license plate numbers on catalytic converters on vehicles belonging to Pinole residents. Square Deal Garage, a Pinole landmark is located at 2500 San Pablo Avenue. Residents need to call 724-3314 to make an appointment for the engraving. Please see attached flyer for more information and also tips for preventing catalytic converter theft.

## CONTINUING ITEMS...

- **NEW “SHARPS” COLLECTION SITE AT THE PINOLE POLICE DEPARTMENT**

California law requires that needles and sharps used at home be transported only in approved containers and managed at State approved facilities. RecycleMore (West County Integrated Waste Management Authority) is expanding its home generated sharps collection program to add eight new collection sites, including one at the Pinole Police Department. A locked collection kiosk has been installed in the upstairs lobby. “Sharps” include: needles, syringes, lancets, and auto injectors. West County Resource Recovery will service the Police Department collection kiosk on a bi-weekly basis with trained personnel.

The bright red sharps collection kiosk joins the medicine disposal kiosk already in place at the Police Department. Expired or no longer needed prescription drugs can be placed in the “green” container in the lobby. The drug name should be left in place with personal information blacked out on the label before the medicine bottle is placed in the container.

- **WESTCAT SUMMER YOUTH BUS PASS PROMOTION**

The discounted Summer Youth Passes will be made available again by the West Contra Costa Transit Authority (WestCAT) beginning May 15, 2015. The specially priced passes are available to anyone 17 years old and under and will be sold for \$50.00 each. For more information about the promotion, please visit [www.westcat.org](http://www.westcat.org) or [trideltatransit.com](http://trideltatransit.com). You can also call WestCAT at (510) 724-3331 or Tri Delta Transit at (925) 754-4040.

- **HAUNTED HOUSE COMMITTEE VOLUNTEER MEMBERS NEEDED**

The City of Pinole is looking for volunteers to come together to develop, plan and execute the Haunted House for Halloween 2015. You will have access to our facilities and some supplies. We just need members of the public to make it happen! Can we count on you as a volunteer for this event? Students needing community service hours are encouraged to make this one of their projects. All children age 18 or under must be supervised by a parent or other responsible adult.

Meetings are held each Wednesday from 5:00 -6:00 PM at the Pinole Youth Center, 635 Tennent Ave. For more information, contact 510-724-9004 or [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us).

- **RECRUITING FOR VACANCIES ON CITY BOARDS & COMMISSIONS**

Consider volunteering for our community by serving on a City board or commission. The City is recruiting to fill vacancies on the following boards and will remain open until filled:

- Community Services Commission
- Traffic and Pedestrian Safety Commission

- Pinole delegate to the Contra Costa Council on Aging

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>.

For more information, you are encouraged to contact the City Clerk's office at 510-724-8928 or email [pathehour@ci.pinole.ca.us](mailto:pathehour@ci.pinole.ca.us) Completed applications are accepted at the City Clerk's Office, 2131 Pear Street, Pinole 94564.

**-END-**

# City of Pinole Fireworks Regulations

(Condensed)

## THE CITY OF PINOLE FIREWORKS REGULATIONS

Below are listed fireworks regulations as spelled out in the Pinole Municipal Code. The possession, use, discharge or sales of fireworks within the City of Pinole are prohibited. This includes SAFE and SANE fireworks!

The Pinole Fire Department and Police Department will be patrolling and responding to any/all firework's complaints. People found in violation will be cited and the fireworks confiscated. You may also be held responsible for any damages caused by your use of fireworks.

### Possible Penalties

Generally speaking, most violations of California's fireworks laws are misdemeanors, subjecting you to a maximum \$1,000 fine and up to one year in a county jail. However, if you possess large quantities of dangerous fireworks, prosecutors could charge you with a felony, punishable by up to three years in the California state prison and fines as high as \$50,000.



## Chapter 9.24 PMC FIREWORKS

### Chapter 9.24.010 USE OF FIREWORKS – SALE.

The discharge, firing or use of all firecrackers, rockets, torpedoes, roman candles, or other **fireworks** or substances designed and intended for pyrotechnic display, within the city of Pinole is prohibited.

The sale of **fireworks** within the city of Pinole is also prohibited.

## Chapter 56 PMC FIREWORKS

### Chapter 5601.2 Fireworks

The possession, manufacture, storage, sale, handling and use of **fireworks** are prohibited.

The possession, manufacture, storage, sale, handling and use of **fireworks** or pyrotechnic materials within the City are prohibited.

5601.4 Residential uses. No person shall keep or store, nor shall any permit be issued to keep or store, any explosives, **fireworks** or pyrotechnic material at any place of habitation, or within 100 feet (30,480mm) thereof.

5601.5 Sale and retail display. The possession, manufacture, storage, sale, handling and use of **fireworks** or pyrotechnic materials are prohibited.



**Animal Services Department**

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

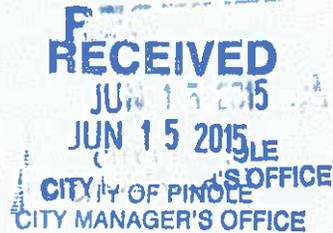
910 San Pablo Avenue  
Pinole, California 94564-2347  
(510) 374-3966

**Contra  
Costa  
County**



**Glenn E. Howell**  
Animal Services Director

June 8, 2015



Dear City Manager:

Enclosed are the animal-related activities and statistics for services provided to your city for the month of May, 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,

Glenn E. Howell  
Animal Services Director

Enclosures



CONTRA COSTA COUNTY ANIMAL SERVICES DEPARTMENT

SUMMARY OF ANIMAL ACTIVITIES AND ACTIONS

For the Period: 5/1/2015 - 5/31/2015

**PINOLE**

	Total
Assist - Others	2
Deceased - Dogs & Cats	10
Deceased - Others	2
Deceased - Wildlife	5
Investigations - Inhumane	1
Investigations - Noise	2
Investigations - Ordinance	4
Owened Animal Surrenders	1
Stray Animals - Dogs & Cats	10
Stray Animals - Others	1
Telephone Calls (Not Resulting in Activity)	50
Transport Animal - To/From Vet/Lindsay Museum	8
<b>Total</b>	<b>94</b>

Number of Activities by Activity Type

	Total
Assist - Others	2
Deceased - Dogs & Cats	10
Deceased - Others	2
Deceased - Wildlife	5
Investigations - Inhumane	2
Investigations - Noise	5
Investigations - Ordinance	6
Owened Animal Surrenders	2
Stray Animals - Dogs & Cats	18
Stray Animals - Others	2
Telephone Calls (Not Resulting in Activity)	50
Transport Animal - To/From Vet/Lindsay Museum	9
<b>Total</b>	<b>113</b>

Number of Calls/Contacts/Actions Related to Activities



**CONTRA COSTA COUNTY ANIMAL SERVICES DEPARTMENT**

**Pinole**

**Animals Handled**

5/1/2015 to 5/31/2015

		CAT	DOG	OTHER	Total
<b>DEAD ANIMALS HANDLED</b>	Field Impound	4	1	5	10
	Over the Counter	1	0	0	1
	<b>Total</b>	<b>5</b>	<b>1</b>	<b>5</b>	<b>11</b>
<b>LIVE IMPOUNDS</b>	Field Impound	1	3	1	5
	Night Deposit	3	2	0	5
	Over the Counter	20	7	1	28
	<b>Total</b>	<b>24</b>	<b>12</b>	<b>2</b>	<b>38</b>
<b>Total</b>		<b>29</b>	<b>13</b>	<b>7</b>	<b>49</b>

# CATALYTIC CONVERTER PREVENTION

## Pinole Police Department Partnering with Square Deal Garage



### Square Deal Garage

Square Deal Garage has teamed up with the Pinole Police Department to help prevent catalytic converter thefts by engraving them with your license plate number. Square Deal is a local business here in Pinole. The business is "A Pinole Landmark." It is located at 2500 San Pablo Avenue and can be reached at **510.724.3314**.

The engraving is offered to Pinole residents only and you must bring a photo I.D and proof of registration. The event will take place at Square Deal on **Saturday, July 11 between 2pm-4pm**. You can call Square Deal Garage to set up an appointment at the number above.

### Preferred Cars

Cars that are targeted by thieves range from early 90s to 2005 models because the cars are higher off the ground and the placement of the catalytic converters are easier to remove. Vehicle models are as follows: Dodge Ram Trucks, Toyota pick-ups, Sequoias, Tacomas, and 4-Runners but mainly high clearance trucks and SUV's.

Pictured above is the street value of catalytic converters. The actual replacement cost can range from \$500-\$1000.

### What thieves look for:

- Vehicles that are parked for a long period of time.
- Vehicles that sit higher off the ground.
- Cars that are parked in low visibility areas.

They look for the criteria mentioned above so they are able to use a battery-powered saw, or a manual pipe cutter and with just a few cuts the catalytic converter is stolen in less than a minute. Preventing catalytic converter thefts can be easy if you follow the simple car safety rules...

### Prevention Tips:

- Always park in well-lit areas.
- Park close to the entrance of the building or near the access road where there is a lot of traffic.
- If you own or work at a business, park within the fenced area that is busy during the day and secured at night.
- Park in a secure area when possible.
- **Engrave your license plate number on the catalytic converter to make it traceable.**
- Purchase a vehicle security system and make sure it is set to trigger with just the slightest motion.
- Visit a local muffler shop and have the converter secured to the vehicle's frame with a couple pieces of hardened steel welded to the frame.
- Check out the different types of catalytic converter theft deterrent systems at your local auto parts store or online.

If you have any questions regarding catalytic converter thefts you can contact your Pinole Police Crime Prevention Unit at 510.724.8961 or 510.741.3892 / email: [jpalmini@ci.pinole.ca.us](mailto:jpalmini@ci.pinole.ca.us) or [jwitschi@ci.pinole.ca.us](mailto:jwitschi@ci.pinole.ca.us)



**KOPP PRODUCTIONS PRESENTS:**

**“Refuse To Be a Victim”**

**July 12, 2015 1pm to 4pm**

**880 Tennent Ave. Pinole, CA**

**In the Alex Clark Room**

**Instructor: Peter Friedman**

**Certified Safety Instructor**

**(This class is given throughout the U.S.A.)**

*Free to the public*

**Email Bob at: [koppproductions@comcast.net](mailto:koppproductions@comcast.net)**

**RSVP soon...We need a total # of attendees,  
so we'll know the number of handbooks that  
will be needed for the class.**

**Hope to see you there!**

# Pinole Summer Adventures Day Camp

10 Weeks of Fun: June 8<sup>th</sup>-August 14<sup>th</sup> 2015

Mon-Fri 8:30am-6pm with Early Care 7-8:30am

## Weekly Cost

Resident: \$176

Non-Resident: \$205

Early Care: \$37

## Scholarships

Limited number available through The Pinole Youth Foundation. Applications will be available April 1<sup>st</sup>.

**Sleep Over!**  
Week 10 will include a camp out in Fernandez Park. Come ready for stories, night hikes, s'mores and more!

## Leader-in-Training (LIT)

For Ages 15-17 **Residents:** \$100 & **Non-Residents:** \$120 for the summer

## Don't Miss Out!

Weekly activities included in cost:

A trip to Pinole Swim Center, walks to local parks, cooking projects, structured outdoor games, competitive sports, Special Guests, creative arts and crafts projects, fun at the Middle School Gym, and more! Children must have layered clothing, backpack and bag lunch daily. Snacks available for purchase.

Week	Theme	Trip
1	Water Worx	Water Park
2	Athleticamps	Oakland A's Game
3	Super Heroes	In-Door Rock Climbing
4	Way back in the 1900's	Alameda County Fair
5	Down in The Deep	Lake Anza
6	Rustic Warriors	Point Richmond Hiking Trail
7	Astronomical	Chabot Space and Science Center
8	Fire & Sparks	The Crucible
9	Rockin' Roller Coaster	Six Flags Marine World
10	Sky's The Limit	Trampoline House

*\*Note: Some themes and trips may be adjusted based on facility availability. Additional liability waivers must be signed prior to registration for some trip venues. Get access online or at the Pinole Youth Center.*

*Proof of residency and picture identification required. UTILITY BILL and DMV I.D. Only! Proof of guardianship required.*



635 Tennent Avenue, Pinole, CA 94564 • (510)-724-9004  
• [www.ci.pinole.ca.us/youth](http://www.ci.pinole.ca.us/youth) • email: [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us)



# Pinole Youth Center

## LEADER IN TRAINING APPLICATION

### Entering 10th-12th grades (Ages 15-17)

Thank you for your interest in the Leader In Training (LIT) opportunity with the PYC Summer Adventures program. We are excited you're interested in joining us for a fun summer!

The general duties of the LITs will be to help coordinate games and activities, assist with field trips, play sports and games, and to act as a role model with youth participants. LIT's acquire community service hours necessary to graduate high school and gain valuable work experience, all the while having fun!

**All LITS must be able to commit to at least 3 days per week, and for a minimum of 7 out of 10 weeks in the Summer Adventures program. Half days due to Summer School are acceptable with notice.**

#### **AFTER SCHOOL PROGRAM:**

If you'd like to submit a completed application in person, bring it to the Pinole Youth Center any weekday between 2 and 6pm. If no one is available, please leave it in the mail drop next to the front door. There is no deadline for LIT's applying for After School Program, and Coordinator will schedule interview and all other needed meetings.

#### **SUMMER ADVENTURES:**

Camp dates and times are: June 8- August 14, from 8:30am- 6pm, Monday- Friday.

**IN ORDER TO BE CONSIDERED AS A LEADER IN TRAINING, YOU MUST ATTEND THE FOLLOWING 3 EVENTS.** (All located at Pinole Youth Center, 635 Tennent Ave)

- **Friday, May 22<sup>nd</sup> 6:00pm (deadline for applications)**

Return the LIT Application and Registration Form by 6pm

- **Wednesday, May 27<sup>th</sup> 4:00-6:00pm**

Attend the mandatory group interview. Candidates will be notified via telephone call if they have been selected for an LIT position. LIT's must submit registration packets and pay for the summer by Friday, May 29<sup>th</sup> at the LIT Training. LIT's must purchase two t-shirts each (\$20), and may purchase additional shirts if they choose (\$8). The fee to be an LIT is \$100 Residents, \$120 Non-residents plus t-shirts, per summer.

- **Friday, May 29<sup>th</sup> 4:00-6:00pm**

Attend mandatory training. During this time, we will be discussing the Summer Adventures schedule, the role of the LITs, leadership & facilitation skills, procedures & expectations and conflict resolution.



# PINOLE YOUTH CENTER LEADER IN TRAINING APPLICATION

635 Tennent Avenue, Pinole, California, 94564  
Telephone: (510) 724-9004  
Visit our web site at: [www.ci.pinole.ca.us/youth](http://www.ci.pinole.ca.us/youth)

**PLEASE TYPE OR PRINT IN INK. INCOMPLETE OR ILLEGIBLE APPLICATIONS WILL NOT BE ACCEPTED**

POSITION APPLIED FOR (Print exact title) : \_\_\_\_\_ DATE : \_\_\_\_\_

NAME : \_\_\_\_\_  
Last, First Middle

ADDRESS: \_\_\_\_\_  
Number Street Apt.

CITY: \_\_\_\_\_ STATE/ZIP: \_\_\_\_\_

TELEPHONES: Home: (\_\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

CAN YOU SUBMIT VERIFICATION OF YOUR RIGHT TO WORK IN THE UNITED STATES? YES [ ] NO [ ]

ARE ANY RELATIVES EMPLOYED BY THE CITY OF PINOLE? YES [ ] NO [ ] IF YES, PLEASE LIST.

WILL YOU ACCEPT SHIFT, EVENING OR WEEKEND WORK, IF REQUIRED? YES [ ] NO [ ]

HAVE YOU EVER BEEN CONVICTED OF ANY CRIME WHICH RESULTED IN IMPRISONMENT, PROBATION, OR THE PAYMENT OF A FINE OR FORFEITURE OR BAIL OF \$50 OR MORE? YES [ ] NO [ ] (a YES answer does not automatically disqualify you).

IF YOUR ANSWER IS "YES", PLEASE EXPLAIN INCLUDING WHERE, WHEN AND THE NATURE OF THE CRIME. (NOTE: You do not need to answer "yes" or explain: 1) any conviction for which the record has been judicially ordered sealed, expunged, or statutorily eradicated; 2) any misdemeanor conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed pursuant to Penal Code section 1203.4; or 3) misdemeanor convictions for marijuana-related offenses that are more than two years old.)

\_\_\_\_\_  
\_\_\_\_\_

HAS YOUR DRIVER'S LICENSE EVER BEEN SUSPENDED OR REVOKED? (CALIFORNIA LICENSE REQUIRED FOR POSITIONS WHICH REQUIRE DRIVING) YES [ ] NO [ ] IF YES, PLEASE EXPLAIN:

\_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

SPECIAL QUALIFICATIONS  
List licenses, certificates and/or registrations.

TITLE	DATE	ISSUED	DATE	EXPIRES	NUMBER
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**EDUCATION & TRAINING:** Circle Highest Grade Completed: 9 10 11 12

Schools Attended	Location	Units Completed	Type of Degree or Certificate	Date Degree or Cert. Awarded

**WORK RECORD:** Begin with present or most recent position. Please include any volunteering, babysitting, and/or any club or extracurricular experience. May attach a resume but it is NOT a substitute for completing this section.

**MUST COMPLETE**

FROM: Month/ Year	TO: Month / Year	Total No. Months	Exact Title of Position:
Employer Name:		Phone No: (      )	Duties:
Street Address:			
City:	State:	Zip:	
Name and Title of supervisor:			
Reason for leaving:		Number supervised:	
FROM: Month/ Year	TO: Month / Year	Total No. Months	Exact Title of Position:
Employer Name:		Phone No: (      )	Duties:
Street Address:			
City:	State:	Zip:	
Name and Title of supervisor:			
Reason for leaving:		Number supervised:	
FROM: Month/ Year	TO: Month / Year	Total No. Months	Exact Title of Position:
Employer Name:		Phone No: (      )	Duties:
Street Address:			
City:	State:	Zip:	
Name and Title of supervisor:			
Reason for leaving:		Number supervised:	
FROM: Month/ Year	TO: Month / Year	Total No. Months	Exact Title of Position:
Employer Name:		Phone No: (      )	Duties:
Street Address:			
City:	State:	Zip:	
Name and Title of supervisor:			
Reason for leaving:		Number supervised:	

May we contact your present and past employer(s) as to your character, qualifications, etc? Yes [ ] No [ ]

I hereby certify that all statements made herein or otherwise by me in applying for a position of employment with the City of Pinole are true and correct. I understand and agree that my misstatement or omission of material fact will cause forfeiture of my rights to employment by the City of Pinole. I understand that employment is contingent upon my provision of written verification of my identity and legal right to work in the United States.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

## Supplemental Questionnaire

Please return this paper with your application. Print or type clearly.

1.) Briefly state why you are interested in being an Leader In Training. Be Specific.

2.) What skills or abilities could you contribute to the Youth Center?

3.) What experience do you have working with youth, either your peers or younger?

4.) What values do you feel are most important when working with youth?

## 2015-16 Summer Adventures LIT Information

Name:

LIT Cell Phone Number:

What vacation dates would you like to request?

**AFTER SCHOOL PROGRAM:**

**SUMMER:** *Maximum time off is 2 weeks. Please make requests based on session of camp to be missed. (Must be submitted to Youth Services Coordinator by Friday, June 5<sup>th</sup>)*

What weekdays are you available to work weekly in the After School Program (3pm-6pm)

(circle each)

Monday

Tuesday

Wednesday

Thursday

Friday

Which camp do you prefer to work with first? (circle one)

Discover (5-8 years)

Adventure (9-11 years)

Ice (12-14 years)

What times do you prefer participating at camp? (circle one)

Mornings

Afternoons

Full Days

Preferences will be taken into consideration however, we cannot guarantee any requests.

What size T-Shirt (adult sizes) do you wear? (circle one)

S

M

L

XL

OTHER \_\_\_\_\_

2015 Pinole Tiny Tots  
2454 Simas Ave.  
Pinole, CA 94564  
510-724-8965  
[tinytots@ci.pinole.ca.us](mailto:tinytots@ci.pinole.ca.us)



# Down on the Farm

## Pinole Tiny Tots Summer School Program

June 16<sup>th</sup>, 2015 thru August 6<sup>th</sup>, 2015

“Moo”ve on over and join us “Down on the Farm”. We’ll learn all about farm animals and find out where our food comes from. We’ll have a real country breakfast and even “purple cow” milkshakes! This eight week session begins on Tuesday, June 16<sup>th</sup> and ends on Thursday, August 6<sup>th</sup> (so you can take advantage of long summer weekends). We will offer a morning class from 9:00 a.m. until 12:00 noon, and an afternoon class from 1:00 p.m. until 3:30 p.m. We hope your child will be able to join us for a summer of fun and learning!

Classes are open to children 3-1/2 to 5 years of age. Children must be 3 by December 1, 2014 and must be completely potty trained.

Registration will be held at 2454 Simas Ave., Pinole.

### Summer School Registration Dates

***Pinole Resident\*\* -Tuesday, May 5<sup>th</sup>, 2015 12 noon to 3:00 p.m.***

\*\* (CA Id or driver’s license and current utility bill required as proof of residency at time of registration)

***Open Registration -Thursday, May 7<sup>th</sup>, 2015 12 noon to 3:00 p.m.***

### Fees and Class schedules are as follows:

There is a \$45.00 non-refundable registration fee due at the time of registration.

### Morning Class – Tuesday, Wednesday, Thursday

9:00 a.m. to 12:00 noon

Resident: \$504.00 (full payment for 8 weeks)  
\$252.00 (two payments)  
Non-Resident \$586.00 (full payment for 8 weeks)  
\$293.00 (two payments)

### Afternoon Class- Tuesday, Wednesday, Thursday

1:00p.m. to 3:30 p.m.

Resident: \$418.00 (full payment for 8 weeks)  
\$209.00 (two payments)  
Non-Resident: \$488.00 (full payment for 8 weeks)  
\$244.00 (two payments)