



ADMINISTRATIVE REPORT

DATE: JULY 10, 2015

TO: MAYOR AND CITY COUNCIL
BEN REYES, CITY ATTORNEY

FROM: BELINDA B. ESPINOSA, CITY MANAGER

PLACES TO BE

- **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@comcast.net

- **JULY 14 – PINOLE VALLEY HIGH SCHOOL CONSTRUCTION UPDATE**

On Tuesday, July 14th at 4:00 PM, the West Contra Costa Unified School District Facilities Subcommittee will be meeting to discuss a recommendation to be presented to the full School Board regarding Pinole Valley High School. At this time the City has not been informed of the details of the recommendation but the City Council is concerned that there may be some effort on the District’s part to scale back the scope of construction at Pinole Valley High School. This meeting is open to the public and you are encouraged to attend.

- **AUGUST 4 – NATIONAL NIGHT OUT**

Be sure to mark your calendars for the annual National Night Out scheduled for Tuesday, August 4. For more information please call one of the Police Department’s Crime Prevention Officers – John Palmi (724-8961) or Jennifer Witschi (741-3892). Please see attached sign-up form for neighborhood groups wanting to participate. The City Council will not be meeting that night in order to participate in the event.

- **AUGUST 8 & 9 – RELAY FOR LIFE**

The American Cancer Society's annual Relay for Life event will be held in Pinole at Fernandez Park, August 8 to August 9th. The opening ceremonies for the 24-hour event begin at 10:00 AM on Saturday. For more information contact Event Coordinator Jamie Vanek at Jamie-vanek@yahoo.com.

One of the local teams, the Defenders of Hope, is holding a fundraiser at Mt. Mike's in Pinole and Hercules on July 10th. Twenty percent of the proceeds will be donated to that team for the American Cancer Society. A flyer is attached at the end of this report.

- **SEPTEMBER 12 - PINOLE AREA SENIOR FOUNDATION ANNUAL TRI TIP DINNER**

Tickets are now on sale for the Pinole Area Senior Foundation's (PASF) Annual Tri Tip Dinner Fundraiser! PASF is a local nonprofit organization and major supporter of the Pinole Senior Center. In addition to supporting programs like Lunch for the Homebound (seniors who are not able to get out on their own) and Friday Bingo, PASF donates thousands of dollars to the Senior Center annually.

This year's Tri Tip Dinner Fundraiser will be held at the Pinole Senior Center on Saturday September 12 at 5:00 pm. Tickets are \$18 each, and can be purchased at the Senior Center's front desk. Kinder's will be providing the meat which will be accompanied with salad, vegetables, bread and dessert. There will also be a no-host bar and great raffle prizes. See the flyer below for more details.

ITEMS OF INTEREST

NEW THIS WEEK....

- **CURRENT BUILDING PERMIT ACTIVITY**

Below is a brief summary of the City's building permit activity for the past thirteen months.

-More-

Month	Number of Building Permits	Value
June 2015	139	\$1,034,734
May 2015	41	\$615,692
April 2015	61	\$767,602
March 2015	79	\$793,808
February 2015	42	\$569,920
January 2015	38	\$274,477
December 2014	37	\$647,796
November 2014	58	\$452,755
October 2014	65	\$1,807,433
September 2014	55	\$477,833
August 2014	50	\$465,836
July 2014	56	\$707,983
June 2014	55	\$1,096,416

Source: Development Services Department July 7, 2015

CONTINUING ITEMS...

- **JUST A REMINDER- EBMUD WATER USE RESTRICTIONS EFFECTIVE NOW**

The East Bay Municipal Utility District (EBMUD) reminds us all that there are water restrictions that are required by an Executive Order (see flyer) from Governor Brown.

The order calls for a 20% reduction of water use. Outdoor irrigation is prohibited from 9:00 AM to 6:00 PM. Other elements include:

- Limit watering of outdoor landscapes to two non consecutive days per week;
- Prevent Overspray and runoff when watering;
- Use a hose with a shut-off valve when hand washing motor vehicles;
- Use a broom or air blower, not water to clean driveways, sidewalks, patios and other hard surfaces; and
- Turn off any fountain or decorative water features that use potable water unless it is recyclable.

For more information, contact EBMUD at (866) 403-2683.

- **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 or trideltatransit.com. You can also call WestCAT at (510) 724-3331 or Tri Delta Transit at (925) 754-4040.

- **THE POLICE DEPARTMENT IS LOOKING FOR VOLUNTEERS!**

The Police Department is looking for additional volunteers to assist in the front office and other areas within the Department. We have prepared a brochure (attached) outlining the qualifications and duties of Police volunteers. Interested citizens are encouraged to come to the Police Department for a brochure and application. Citizens may also contact Sergeant

Matt Wallace at 510-724-8932 for more information and/or to have a brochure and application mailed.

- **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.

- **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 pathenour@ci.pinole.ca.us Completed applications are accepted at the City Clerk's Office, 2131 Pear Street, Pinole 94564.

-END-

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

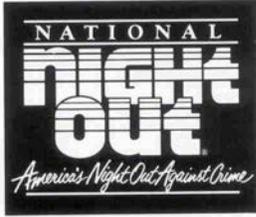
(This class is given throughout the U.S.A.)

Free to the public

Email Bob at: koppproductions@comcast.net

**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!



NATIONAL NIGHT OUT
NEIGHBORHOOD EVENT
REGISTRATION FORM



Our neighborhood will be having a National Night Out event on Tuesday, August 4, 2015.

Location of event: _____

Time frame: _____

Contact person's name: _____

Contact person's phone #: _____

We would like a police department representative to visit during our event: Yes No
(*Due to staffing levels, it may be necessary to limit the number of sites visited. Requests will be filled on a "first come" basis.)

Briefly describe your event plans:

Estimated number of households who will participate: _____

Number of children under 12 years of age who will attend: _____

Please mail the completed form to: Pinole Police Department or FAX: (510) 724-9061
Crime Prevention Unit
880 Tennent Avenue
Pinole, CA 94564

REGISTRATION FORM DUE BY July 22, 2015

For Office Use Only
Date received: _____
Time received: _____
Received by: _____



PLEASE JOIN US AT OUR PIZZA FUNDRAISER

Relay for Life – Defenders of Hope

July 10th, 2015

11am-9pm

Mountain Mike's Pizza

1516 Fitzgerald Dr

Pinole Vista Shopping Center

510-223-1900

Present this invitation and 20% of your order* will be donated to us.

THE MORE WE EAT THE MORE WE RAISE!

Invite your friends, neighbors, and co-workers.

Order pizza for the office at lunch!

Can't find the time? Send pizza to a friend.

Can't get out of the house? We deliver.

Invitations must be presented when order placed. May not be combined with other discounts, specials, or promotions. Other restrictions may apply, see store for details. **(Alcohol/buffet not included)*



PLEASE JOIN US AT OUR PIZZA FUNDRAISER

Relay for Life – Defenders of Hope

July 10th, 2015

11am-9pm

Mountain Mike's Pizza

848 Willow Ave

Hercules

510-245-1100

Present this invitation and 20% of your order* will be donated to us.

THE MORE WE EAT THE MORE WE RAISE!

Invite your friends, neighbors, and co-workers.

Order pizza for the office at lunch!

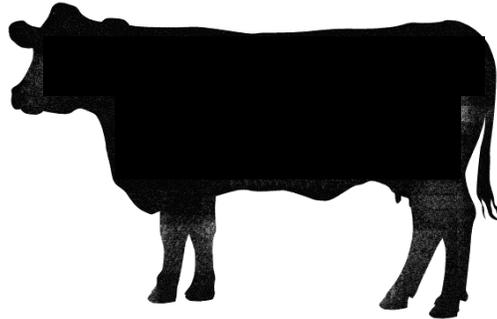
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TRI TIP DINNER



**FUNDRAISER TO BENEFIT
THE PINOLE AREA SENIOR FOUNDATION**

SATURDAY, SEPTEMBER 12, 2015

DOORS OPEN AT 5PM, DINNER AT 6PM

COST: \$18.00 PER TICKET

**TICKETS CAN BE PURCHASED AT THE
PINOLE SENIOR CENTER FRONT DESK**

**FEATURING KINDER'S TRI TIP,
POTATOES, SALAD, VEGETABLES
DESSERT AND COFFEE**

**GREAT RAFFLE PRIZES • NO HOST BAR • ENTERTAINMENT
(NO OUTSIDE BEVERAGES ALLOWED)**

PINOLE SENIOR CENTER • 2500 CHARLES AVE. PINOLE, CA 94564



SECTION 28

WATER USE DURING WATER SHORTAGE EMERGENCY CONDITION

Drought conditions require that all customers reduce their use of EBMUD water supplies until further notice to ensure availability of the public water supply for critical uses. This regulation specifies the water uses that are prohibited during the drought and provides guidelines on effective water use practices to help customers conserve. It also defines the exceptions and enforcement provisions should customers fail to comply with the prohibitions.

A. EMERGENCY REGULATIONS AND RESTRICTIONS ON WATER USE

During the water shortage emergency condition declared by the Board of Directors, all customers must comply with prohibitions on water uses described below to conserve the public water supply to meet critical needs. In addition, customers are asked to follow the water saving guidelines below.

1. Potable Water Uses Prohibited During the Water Shortage Emergency

- a. Using potable water for decorative ponds, fountains and other water features that do not recirculate water is prohibited.
- b. Washing cars, boats, trailers, aircraft or other vehicles with potable water by hose without a shutoff nozzle is prohibited.
- c. Washing sidewalks, driveways or hard surfaces with potable water, or applying potable water to any surface or material that results in excessive use and runoff is prohibited.
- d. The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures is prohibited.
- e. Irrigating turf and ornamental landscape is only permitted no more than two days each week, not on consecutive days, and before 9 a.m. and after 6 p.m., except for potted plants.
- f. Irrigating turf and ornamental landscaping with potable water during and within 48 hours following measurable precipitation is prohibited.
- g. Using potable water for irrigating ornamental turf on public street medians is prohibited.
- h. Flushing sewers or hydrants with potable water are prohibited, except in cases of emergency and for essential operations.
- i. Use of potable water for construction, street cleaning, soil compaction and dust control is prohibited if a feasible alternative source of water is available. All water use for construction, soil compaction and dust control will require a permit issued by EBMUD.



- j. The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased is prohibited.
- k. Operators of hotels and motels are required to offer patrons the option of not having their towels and linens washed daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.
- l. Use of hydrant water outside the EBMUD service area is prohibited.

2. Water Savings Guidelines

- a. Conserve water indoors. Efficient indoor water use is 45 gallons and super-efficient indoor use is 35 gallons per person daily. Most customers can achieve this by shortening showers and using less bath water, running only full loads of laundry and dishes, and keeping a close eye on faucet use. Additionally, customers are encouraged to reduce use of kitchen garbage disposals through composting or curbside green waste collection and not to use toilets as wastebaskets. Customers also may want to consider upgrading to more water-efficient plumbing fixtures and appliances.
- b. Promptly repair leaks indoors and outside. Measureable leaks should not be turned on until repairs have been completed.
- c. Use covers on swimming pools and home spas (hot tubs) and avoid draining, refilling and topping off.
- d. Encourage gyms, spas and similar facilities to ask patrons to conserve water while showering and using wash basins.
- e. Encourage all food preparation establishments, such as restaurants and cafeterias, to install and use high-efficiency pre-rinse spray nozzles in their kitchens.
- f. Irrigate less outdoors. Most customers can cut outdoor watering 30% without affecting long-term plant health by irrigating before dawn or at dusk, no more than two days per week.

B. EXCEPTIONS

1. Written applications for exceptions from the regulations and restrictions on water use set forth in this Section shall be accepted, and may be granted, by the Customer & Community Services Department.
2. Grounds for granting such applications are:
 - a. Failure to do so would cause an unnecessary and undue hardship to the applicant, including, but not limited to, adverse economic impacts, such as loss of production or jobs; or



- b. Failure to do so would cause a condition affecting the health, sanitation, fire protection or safety of the applicant or the public.

3. Denials of applications may be appealed as set forth in subdivision D, below.

C. ENFORCEMENT

1. The District may, after one written warning, order that a special meter reading or readings be made in order to ascertain whether wasteful use of water is occurring. Charges for such a meter reading or readings or for follow-up visits by District staff are fixed by the Board from time to time and shall be paid by the customer.
2. In the event that the District observes that apparent excessive water use is occurring at a customer's premises, the Manager of Customer and Community Services may, after a written warning to the customer, authorize installation of a flow-restricting device on the service line for any customer observed by District staff to be willfully violating any of the regulations and restrictions on water use set forth in this section. Charges for installation of flow-restricting devices may be fixed by the Board from time to time and shall be paid by the customer.
3. In the event that a further willful violation is observed by District staff, the District may discontinue service. Charges for restoring service may be fixed by the Board from time to time and shall be paid by the customer.
4. The District may immediately revoke a permit to use water from an EBMUD hydrant when water is observed being used in violation of the emergency regulations or restrictions on water use.

D. APPEALS

Consideration of written applications for appeals regarding exceptions from the regulations and restrictions on water use set forth in this Section, and regarding application of the enforcement actions set forth in subdivision C, above, shall be as follows:

1. Written applications for appeals shall be accepted, and may be granted, by the Customer & Community Services Department.
2. Denials of applications may be appealed in writing to the Manager of Customer and Community Services.

Volunteer Services

At the Pinole Police Department, we take value in the importance of the volunteer positions. Volunteers at the police department have always been an integral part of the city staff. Not only is it a great way to get involved and get experience in the police department, but it also is a great way to become engaged with your community.



Pinole Police Department

Use our social media outlets as a mechanism to receive up-to-date information about the Police Department and what is happening around the city.



Like us on Facebook:
www.facebook.com/PinolePD



Follow us on Twitter:
[@PinolePD](https://twitter.com/PinolePD)



Pinole Police Department

880 Tennent Ave
Pinole, CA, 94564

www.ci.pinole.ca.us



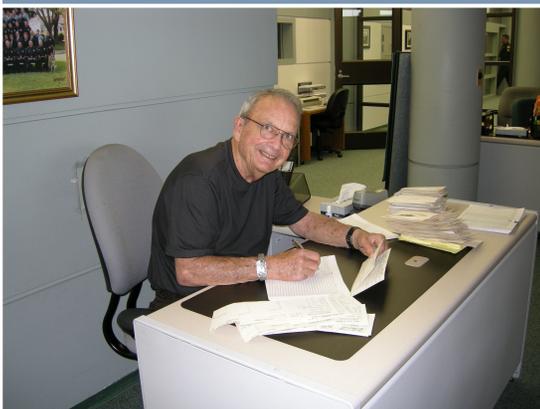
Pinole Police Department

Volunteer Services

Join the Volunteer Team!

A well-qualified candidate will possess office or customer service experience. Computer skills with knowledge of MS Office (Word, Excel) are very helpful. One must also be highly attentive to details. Confidentiality is of the utmost importance and having the ability to represent the Pinole Police Department well to those who contact the office by phone or in person. Finally, having a willingness to commit to a schedule.

To become a team member come into the police department for an application or call Sergeant Matt Wallace at 510.724.8932. Once the application is received a selection process may include an interview with Pinole Police support staff and/or sworn officers. A background check will also be required.



Volunteer Duties at the Police Department

Data Entry

Assisting records team when needed to help with logging Traffic Citations in the entry backlog and other needed areas.

Making copies of the police reports

Complying with multiple report requests from report recovering agencies, i.e. insurance companies.

Answering telephone calls

Receive and assist with incoming phone calls.

Assisting with Citizens

Greet citizens at the lobby window and decipher their needs. Assisting citizens in making a report, obtaining a copy, ticket sign-off, and vehicle release are just a few

examples of helping the citizens that come in to the Police Department.

Computer Knowledge

Having some knowledge of Microsoft office, in order to assist with projects.

Filing

Filing is one of the many responsibilities at the Police Department. We need files placed on shelves in numerical order and “drop file” loose documents into matching files. Also, there are times the files are requested and pulled to make copies of the reports. Payments for these copies must be processed and receipts issued for payments before mailing the copies out.

Pinole Summer Adventures Day Camp

10 Weeks of Fun: June 8th-August 14th 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 1st.

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 • email: youth@ci.pinole.ca.us

LEGO at The Library



12:00-1:30 PM
SATURDAYS

COME AND
EXPLORE THE
WONDERFUL WORLD
OF LEGOS AND MAKE
SOME NEW FRIENDS!

*LIMITED TO 20 PARTICIPANTS;
CHILDREN 4 AND UNDER
SHOULD BE SUPERVISED AROUND SMALL PARTS!*



Sponsored
by the
Friends of the
Pinole
Library



Pinole Library
2935 Pinole Valley Rd
Pinole, CA 94564
510-758-2741



Library Hours
Mondays 10 am-6 pm
Wednesdays 2 —8 pm
Fridays & Saturdays 12 - pm

Meet Our Pinole Fire Department!

Monday
July
27th

3:00 pm



**Come check out the
fire engine and
learn safety tips!**



Pinole Library * 2935 Pinole Valley Rd
Pinole, CA 94564 * 510-758-2741
Mon 10-6 * * Wed 2-8 * Fri 12-5 * Sat 12-5

**Summer Reading Festival 2015:
Read to the Rhythm!**

DIDGERIDOO DOWN UNDER

**Monday
July 6,
2:00**

Get to know the didgeridoo, an instrument played by Aboriginal Australians for at least 1,500 years. Learn about Aussie culture and groove to the rhythms of the didge! For all ages.

This free performance is part of Contra Costa County Library's 2015 "Read to the Rhythm" Summer Reading Festival.



Pinole Library
2935 Pinole Valley Rd
510-758-2741
Mon. 10-6
Wed. 2-8
Fri. & Sat. 12-5

