



ADMINISTRATIVE REPORT

DATE: MARCH 18, 2016

TO: MAYOR AND CITY COUNCIL
BEN REYES, CITY ATTORNEY

FROM: MICHELLE FITZER, CITY MANAGER

PLACES TO BE

Date and Time	Event	Location
Monday, March 28, 2016 7:00 p.m.	Planning Commission Meeting	City Council Chamber 2131 Pear Street
Tuesday, April 5, 2016 7:00 p.m.	City Council Meeting	City Council Chamber 2131 Pear Street
Thursday, April 7, 2016 8:30 a.m.	Wastewater Subcommittee Meeting	Pinole Council Chamber 2131 Pear Street
Tuesday, April 19, 2016 7:00 p.m.	City Council Meeting	City Council Chamber 2131 Pear Street

- SPRING EGG HUNT

Bring your family and friends to Fernandez Park on Saturday, March 26th to hunt for candy and Spring Eggs. The Spring Bunny will be available to take pictures with children and families 9-10 am and the hunt will begin at 10 am. The Pinole Youth Foundation will provide coffee and hot chocolate. We are also very please that Interact will be volunteering for the day's activities to help children find all of their treasures.

Each age group will have a designated area for this event. Please arrive early so you have time to find the hunt for your age group. If you have any further questions contact our Youth Services Coordinator at 510-724-9004 or youth@ci.pinole.ca.us. Fernandez Park is located at 595 Tennent Ave. Pinole CA

- **POLICE DEPARTMENT SWEARING IN AND PROMOTION CEREMONY – TUESDAY, APRIL 5TH**

The Pinole Police Department is pleased to announce that we will be swearing in two new Police Officers – Matt Fernandez and Patrick Rude; a new Community Service Officer – Kevin Bassi; and our new canine – Kaizer. We will also be promoting Sergeant Justin Rogers and Sergeant James Johantgen. Please join us for the ceremony on Tuesday, April 5th, 5:30 p.m., in the City Hall Council Chamber. An announcement is attached.

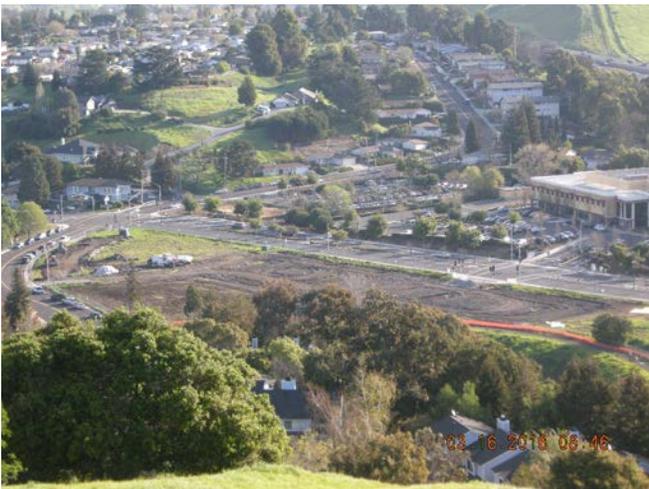
ITEMS OF INTEREST

- **WASTEWATER PLANT UPGRADE PROJECT – AWARD OF BIDS AUTHORIZED**

At the March 15th meeting the City Council authorized the City Manager to award the Wastewater Plant Upgrade Project contract to Kiewit Infrastructure West. We are still awaiting preliminary approval of both our loan and the City of Hercules loan from the State Revolving Loan Fund. The award of the contract is contingent upon securing that funding source.

- **GATEWAY SHOPPING CENTER BREAKS GROUND**

The Gateway Shopping Center project is under construction. The Shopping Center includes three buildings and a pylon sign between I-80 and Henry Avenue. The Sprouts Market building and a second multi-tenant retail commercial building will be built west of Pinole Valley Road (between Henry Avenue and Pinole Lanes) and a Starbucks coffee shop will be built east of Pinole Valley Road near the Kaiser main entrance. A fourth approved building will be part of a second phase.



- **COUNCIL TO CONSIDER ORDINANCES TO BAN SINGLE USE PLASTIC BAGS AND POLYSTYRENE FOOD CONTAINERS**

At the March 15th meeting the City Council authorized further consideration of the above ordinances, to closely mirror the sample ordinance from Recycle More for the plastic bags, and the other West Contra Costa cities ordinances for both the bags and the food containers. Staff will be working with Council member Murray and the City Attorney's Office to craft draft ordinances for the Council's consideration at a future meeting.

- **NEW DEVELOPMENT SERVICES DEPARTMENT PERMIT TECHNICIAN HIRED**

Our new Development Service Department Permit Technician Karla Mares has been selected and is scheduled to join the City on Monday, March 21. Karla joins us after most recently working for the City of Corte Madera for the past four years and brings over 14 years of Permit Technician experience acquired at three different cities. She will be located at the public counter on the second floor of City Hall. Please join me in welcoming Karla to the City of Pinole Team!

- **JOIN THE COUNTY ELECTION TEAM**

Contra Costa County Elections Division is advertising for citizens interested in serving as poll workers in the upcoming elections. Contact: eo@vote.cccounty.us. Refer to the flyer at the end of the report.

- **2016 CITY-WIDE GARAGE SALE**

Your trash may be someone else's treasure! The Pinole City-Wide Garage Sale will be taking place on Sunday May 29, 2016, 8:00 am - 1:00 pm. This fundraiser invites Pinole Residents to participate in a unique community event by hosting a garage sale at home, or by doing some shopping and visiting the sale sites.

By registering your Garage Sale with the City of Pinole Recreation Department, your sale will be listed on a Citywide Map of Garage Sales and be included in online distribution. Treasure hunters will be directed straight to you. Print and online maps will be available May 20th. Registration is \$20 per address. All proceeds for this fundraiser will benefit the Pinole Senior Center. Registration forms can be completed at the Pinole Senior Center front desk, or mailed in to the Senior Center at 2500 Charles Ave. Pinole, CA 94564 along with registration fee. Registration deadline is 4 pm on Monday, May 9th.

See the attached flyer for more information.

- **REPLACEMENT STORAGE BUILDING**

The approved work at the old animal shelter has commenced and is proceeding weather permitting. The first item of work is clearing and grubbing and then sub-grade preparation. Installation of the new storage is needed to clear space at the WWTP in anticipation of the WWTP Expansion.



- **HUMAN RESOURCES UPDATES**

Hires/Reclassifications/Promotions:

- Our new Development Services Director/City Engineer Tamara Miller started on March 7th.
- Our new Community Service Officer Kevin Bassi started on February 8th.
- As noted above, our new Permit Technician Karla Mares will start on March 21st.
- As also noted above, Officers James Johantgen and Justin Rogers are being promoted to Police Sergeant as of March 21st.

Please join me in congratulating our new Sergeants and welcoming our new staff to the City of Pinole!

Recruitment Updates:

- Oral Board Interviews were held for the closed/promotional Fire Captain recruitment on March 17th.

Open Recruitments include:

- [Academic Tutor - VOLUNTEER](#) - CONTINUOUS RECRUITMENT
- [Cable Equipment Operator](#) - CONTINUOUS RECRUITMENT
- [Rental Facility Custodian](#) - CONTINUOUS RECRUITMENT

- [Police Officer - Lateral/Academy Graduate](#) - CONTINUOUS RECRUITMENT
- [Recreation Leader](#) - CONTINUOUS RECRUITMENT
- [Senior Recreation Leader](#) - CONTINUOUS RECRUITMENT
- [Senior Center - VOLUNTEER](#) - CONTINUOUS RECRUITMENT

Open Recruitments can be found on the City Website – Human Resources – Open Jobs.

-END-



Put it on your calendar!!!



Spring Egg Hunt

Saturday, March 26, 2016
Fernandez Park

Don't forget
your basket!

9:00 am

Pictures with the bunny!
Please, bring your own camera
to take pictures with the bunny.
Coffee and hot chocolate bar!

**Sponsored by
Pinole Youth
Foundation**



10:00 am

The hunt begins!
Designated locations for ages.
Please, find your child's
appropriate designated
location.



2-5

6-9

10 +



FREE!

Pinole Youth Center
635 Tennent Ave.
youth@ci.pinole.ca.us
510-724-9052

Swearing In Ceremony

Officer Matthew Fernandez

Officer Patrick Rude

Community Service Officer Kevin Bassi

Canine Kaizer

And

Sergeant Promotion

Sergeant Justin Rogers

Sergeant James Johantgen

Tuesday, April 5th, 5:30 p.m.

City Council Chambers

New Explorer Badges will also be awarded.





DO THESE DESCRIBE YOU?



Civic Minded



Natural Leader



Problem Solver



Detail Oriented

JOIN OUR ELECTION DAY TEAM:

eo@vote.cccounty.us

CONTRA COSTA COUNTY ELECTIONS DIVISION



CITY-WIDE GARAGE SALE

Sunday, May 29th 8:00am – 1:00pm

\$20 to register

Registration Deadline Monday 5/9/16

All proceeds benefit Pinole Senior Center

Registration open to Pinole Residents only

Here's how to participate:

- ◆ Register by returning completed registration form to the **Pinole Senior Center** at 2500 Charles Ave. Pinole, CA 94564 no later than 4 pm on May 9. Forms will not be accepted without \$20 registration fee.
- ◆ Help us spread the word by emailing your HOA, neighborhood groups, and friends. Feel free to post your own flyers! Garage sale map and registry will be available at www.ci.pinole.ca.us/recreation and at all City facilities starting May 20.
- ◆ Hold a garage sale at your home May 29, 2016 (8am - 1pm).

Why participate?

- ◆ Your sale will be identified on a map distributed to shoppers.
- ◆ Get motivated to do your spring cleaning. Free your home of clutter and let your trash become someone else's treasure.
- ◆ You keep all of the proceeds from your own sale.
- ◆ Support Pinole Recreation programs! The Recreation Department strives to serve the community's youth, senior citizens, athletic programs, park-goers, and more.

For more info email seniors@ci.pinole.ca.us or call Taylor Melton at 510-724-9802.

Pinole Citywide Garage Sale 2016 Registration Form

Sunday, May 29th 8:00am – 1:00pm



Name _____

Street Address/Sale Location _____

Nearest Cross Street _____

Phone _____

Email Address _____

Sale Description. Maximum of 20 words describing the items for sale and any other details about the sale you would like to include.

Signature X _____

By signing this form, you agree to:

1. Allow the use of your address in ads to promote this event
2. Abide by the City's Garage Sale Codes (must be on private property, signs must display dates and be removed within 24 hours after event)
3. Begin selling no earlier than 8:00am out of courtesy to neighbors
4. Commit to holding the sale on May 29, 2016

Registration forms are due May 9 by 4pm by mail or drop off to:

Pinole Senior Center 2500 Charles Ave., Pinole, CA 94564

Registration not accepted without \$20 payment.

Make checks payable to City of Pinole.