CORONAVIRUS ADVISORY INFORMATION:

CLICK HERE for City Updates

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CITY COUNCIL

Devin T. Murphy, Mayor
Maureen Toms, Mayor Pro Tem
Cameron Sasai, Council Member
Anthony Tave, Council Member
Norma Martínez-Rubin, Council Member

PINOLE CITY COUNCIL MEETING AGENDA

TUESDAY
November 7, 2023
5:00 P.M
Please note: HYBRID MEETING FORMAT
Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET
OR
Attend VIA ZOOM TELECONFERENCE – Details provided below

PLEASE NOTE THAT THE OPTION OF VIRTUAL MEETING PARTICIPATION IS PROVIDED AS A COURTESY.
THE MAYOR MAY DECIDE TO SUSPEND REMOTE PUBLIC COMMENT AT ANY TIME.

How to Submit Public Comments:

In Person: Attend meeting at the Pinole City Council Chambers, fill out a yellow public comment card and submit it to the City Clerk.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking here. Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

https://us02web.zoom.us/j/89335000272

Webinar ID: 893 3500 0272

By phone: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak (subject to modification by the Mayor)
- Speakers will be muted until their opportunity to provide public comment.

When the Mayor opens the comment period for the item you wish to speak on, please use the "raise hand" feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide and press *6 to unmute. To comment with your video enabled, please let the City Clerk know you would like to turn your camera on once you are called to speak.

Written Comments: All comments received **before 3:00 pm the day of the meeting** will be posted on the City's website on the agenda page (Agenda Page Link) and provided to the

City Council prior to the meeting. Written comments will not be read aloud during the meeting. **Email comments to comment@ci.pinole.ca.us** Please indicate which item on the agenda you are commenting on in the subject line of your email.

Please note: Updated COVID-19 safety protocols will be posted outside the City Council Chambers. Please review this information before entering the Council Chambers.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following Thursday at 6:00 p.m. The Community TV Channel 26 schedule is published on the city's website at www.ci.pinole.ca.us.

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.ci.pinole.ca.us. and remain archived on the site for five (5) years.

If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Bell at (510) 724-8928 or hbell@ci.pinole.ca.us .

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a City Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the City Clerk's Office at (510) 724-8928. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection on the City Website at www.ci.pinole.ca.us. You may also contact the City Clerk via e-mail at hbell@ci.pinole.ca.us .

Ralph M. Brown Act. Gov. Code § 54950. *In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly. The people of this State do not yield their sovereignty to the agencies, which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments thev have created.*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

2. LAND ACKNOWLEDGMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present, and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself /herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov't Code § 87105.

4. CONVENE TO A CLOSED SESSION

Citizens may address the Council regarding a Closed Session *item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.*

A. CONFERENCE WITH LABOR NEGOTIATORS

Gov. Code § 54957.6
Agency designated representatives: City Attorney, Eric Casher
Employee organization: Interim City Manager

B. PUBLIC EMPLOYMENT

Gov. Code § 54957
Title: City Manager

C. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

Gov. Code § 54956.9 (d)(1)
MVP Construction

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

6. CITIZENS TO BE HEARD (Public Comments)

Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting. PLEASE SEE THE COVERSHEET OF THE AGENDA FOR INSTRUCTIONS ON HOW TO SUBMIT PUBLIC COMMENTS

7. REPORTS & COMMUNICATIONS

A. Mayor Report
   1. Announcements

B. Mayoral & Council Appointments

C. City Council Committee Reports & Communication

D. Council Requests for Future Agenda Items

E. City Manager Report / Department Staff

F. City Attorney Report

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. PROCLAMATIONS

1. United Against Hate Week
2. Pancreatic Cancer Awareness Month
3. Shelter in Place Education Day
4. Native American Heritage Month
5. Sikh Awareness Month
6. World Town Planning Day

B. PRESENTATIONS

1. CA vs. Hate Initiative

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

A. Approve the Minutes of the Special City Council Meeting on September 11, 2023 and the Minutes of the Regular City Council Meeting on October 17, 2023.

B. Receive the October 14, 2023 – November 3, 2023 – List of Warrants in the Amount of $1,745,270.83, and the October 27, 2023, Payroll in the Amount of $492,070.46.

C. Adopt a Resolution Authorizing the City Manager to Enter into an Agreement with Folsom Lake Ford to Purchase Two Patrol Vehicles at a Total Cost of $104,964.38 **[Action: Adopt Resolution per Staff Recommendation (Avery)]**

D. Fiscal Year (FY) 2023/24 First Quarter Report on Status of Capital Improvement Plan (CIP) Projects **[Action: Receive Report (Mishra)]**

E. Receive the Quarterly Report on Implementation of the Greenhouse Gas Inventory and Climate Action and Adaptation Plan for Fiscal Year (FY) 2023-24 First Quarter **[Action: Receive Report (Whalen)]**

F. Receive the Fiscal Year (FY) 2023/24 First Quarter Financial Report **[Action: Receive Report (Guillory)]**

G. Receive the Quarterly Investment Report for the First Quarter (Ending September 30, 2023) **[Action: Receive Report (Guillory)]**

H. Determination of Public Convenience or Necessity (PCN) for Anabi Shell Station Located at 1401 Fitzgerald Drive (Cup 23-04) **[Action: Adopt Resolution per Staff Recommendation (Hanham)]**

I. Declare the Listed Property as Surplus and Designate a Purchasing Officer to Dispose of the Listed Property in Accordance with the City of Pinole Financial Policies - Capital Assets Policy and Procedures **[Action: Adopt Resolution per Staff Recommendation (Bingaman)]**

10. PUBLIC HEARINGS

Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the Gann Limit Update presentation, by first providing a speaker card to the City Clerk. ***An official who engaged in an ex parte communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.***

None

11. OLD BUSINESS

A. Project Labor Agreement with Contra Costa Building and Construction Trades Council **[Action: Adopt Resolution per Staff Recommendation (Mishra)]**

12. NEW BUSINESS

A. Long -Term Financial Plan Strategies **[Action: Receive Report and Provide Direction (Guillory)]**

B. Review of Process for Selection of Mayor and Mayor Pro Tem [Action: Receive Report and Provide Direction (Bell)]

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Open only to members of the public who did not speak under the first Citizens to Be Heard, Agenda Item 6

Citizens may speak under any item not listed on the Agenda*. The time limit is 3 minutes for City Council items and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.*

14. ADJOURNMENT to the Regular City Council Meeting of December 5, 2023 in Remembrance of Amber Swartz.

I hereby certify under the laws of the State of California that the foregoing Agenda was posted on the bulletin board at the main entrance of Pinole City Hall, 2131 Pear Street Pinole, CA, and on the City's website, not less than 24 hours prior to the meeting date set forth on this agenda.

_____

Heather Bell, CMC
City Clerk
POSTED: November 2, 2023 at 1:30 pm

to Agenda

Proclamation

UNITED AGAINST HATE WEEK
NOVEMBER 14 – 20, 2023

WHEREAS, *the United States Constitution was designed to confer equality on all individuals regardless of race, national origin, religion, or political beliefs; and*

WHEREAS, *nationwide politics, policies and rhetoric have created a toxic environment that encourages racist, xenophobic, sexist, and homophobic expression by hate groups and individuals; and*

WHEREAS*, there has been an alarming increase in hate crimes and divisive speech targeting specific ethnic or religious groups throughout the United State in recent years; and*

WHEREAS*, in 2017, Bay Area cities printed "United Against Hate" posters to be displayed by residents and business in response to hate group protests in Berkeley and San Francisco; and*

WHEREAS*, United Against Hate Week was created in 2018 as a direct response to the rise in hate crimes and the increase in bias that pose a dangerous threat to the safety and civility of our communities; and*

WHEREAS*, the City of Pinole joins in what has become a national movement, as UAHW has expanded into neighborhoods and cities across the country, to raise awareness about the dangers of hate and to promote cooperation among diverse populations; and*

WHEREAS*, the City of Pinole finds that it is vital that all citizens know and understand the importance of creating inclusion and equity through education and communication to combat mistrust, fear, and insecurity; and*

WHEREAS, *this week of action serves as a reminder of the need for compassion, civility, and respect in all our interactions, and the need to continue to build healthy and resilient communities through diversity.*

NOW, THEREFORE, I, DEVIN T. MURPHY*, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council, call upon all citizens and businesses in the City of Pinole to observe the week of* ***November 14 – 20, 2023*** *as* ***UNITED AGAINST HATE WEEK****, and declare* ***"PINOLE STANDS UNITED AGAINST HATE".***

DEVIN T. MURPHY
MAYOR of the City of Pinole

Dated: November 7, 2023

to Agenda

Proclamation

PANCREATIC CANCER AWARENESS MONTH
NOVEMBER 2023

WHEREAS, *Pancreatic Cancer Awareness Month 2023 is an annual observance dedicated to raising awareness about pancreatic cancer, one of the deadliest and least understood forms of cancer; and*

WHEREAS*, this month-long campaign aims to educate the public about the risk factors, symptoms, early detection, and treatment options for pancreatic cancer. It also serves as a platform for honoring those affected by the disease and supporting efforts to improve outcomes for pancreatic cancer patients; and*

WHEREAS, *symptoms of pancreatic cancer include stomach and back pain, jaundice, weight loss, gastrointestinal problems, and fatigue; and*

WHEREAS*, The National Cancer Institute's Surveillance, Epidemiology, and End Results (SEER) Program estimates that 64,050 people will be diagnosed with pancreatic cancer in the United States and 50,550 will die from the disease, with approximately 4,970 deaths occurring in California; and*

WHEREAS*, pancreatic cancer is projected to become the second leading cause of cancer-related death in the U.S. by 2030, behind lung cancer, according to data published in Cancer Research, a journal of the American Association for Cancer Research (AACR); and*

WHEREAS *when symptoms of pancreatic cancer present themselves, it is generally in later stages, making long-term prognosis and survival rates much lower than other cancers—in fact, 88 percent of pancreatic cancer patients die within the first five years of diagnosis; and*

WHEREAS*, the good health and well-being of the residents of the City of Pinole are enhanced as a direct result of increased awareness about the symptoms and risks of pancreatic cancer, and research into early detection, causes, and effective treatments.*

NOW, THEREFORE, I, DEVIN T. MURPHY*, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the Pinole City Council and the City of Pinole, do hereby proclaim November 2023 as* ***PANCREATIC CANCER AWARENESS MONTH****, and encourage all citizens to join in this observance.*

DEVIN T. MURPHY
MAYOR of the City of Pinole

Dated: November 7, 2023

to Agenda

Proclamation

SHELTER-IN-PLACE EDUCATION DAY
NOVEMBER 1, 2023

***WHEREAS**, public and private schools and childcare centers throughout Contra Costa County participated in the Shelter-in-Place Drill on November 1st; and*

***WHEREAS**, Contra Costa Community Awareness Emergency Response Group (CAER) is sponsoring the 22nd Annual Shelter-in-Place Drill and assisting schools and childcare centers with their emergency preparedness; and*

***WHEREAS**, emergency response agencies including fire, sheriff, and health officials all recommend Shelter-in-Place as the immediate action to take in case of a hazardous release; and*

***WHEREAS**, the Shelter-in-Place Drill increases public awareness about Shelter-in-Place as a protective action and gives students and teachers practice in implementing this important procedure; and*

***WHEREAS**, the County Office of Education has endorsed the Shelter-in-Place Drill and encouraged all sites to participate; and*

***WHEREAS**, the City Council of the City of Pinole recognizes the importance of preparing for emergencies and encourages participation in the Contra Costa CAER Group's public education efforts.*

***NOW THEREFORE, I, DEVIN T. MURPHY,** Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the entire City of Pinole, does hereby proclaim November 1, 2023 as "Shelter-in-Place Education Day." in the City of Pinole.*

DEVIN T. MURPHY
MAYOR of the City of Pinole

Dated: November 7, 2023

to Agenda

Proclamation

NATIONAL NATIVE AMERICAN HERITAGE MONTH
NOVEMBER 2023

WHEREAS, *In 1990, President George H. W. Bush signed into law a joint resolution designating the month of November as the first National American Indian Heritage Month (also known as Native American Indian Month)*

WHEREAS*, during National Native American Heritage Month we celebrate the rich tapestry of Indigenous peoples and honor their sacrifices, which we recognize as inextricably woven into the history of this country; and*

WHEREAS, *Native Americans are descendants of the original, indigenous inhabitants of what is now the United States; and*

WHEREAS, *Native Americans have moving stories of tragedy, triumph, and perseverance that need to be shared with future generations; and*

WHEREAS, *Native Americans have enriched our heritage and continue to add to all aspects of our society through their generosity of culture and the continued practice of teaching economic, environmental, and cultural sustainability; and*

WHEREAS, *our country is blessed by the character and strength exemplified by the Native Americans who have answered the call of service in our armed forces in greater numbers per capita than any other group in the United States. We honor our Native American veterans and those who are service in active duty for their bravery and sacrifice; and*

WHEREAS*, the City of Pinole is committed to engaging in dialogues, led by tribal communities, around the opportunities and work in which they are currently engaged in the areas of self-determination, sovereignty, and cultural preservation, in order to create an active government-to- government collaboration; and*

WHEREAS*, during the month of November, we honor our native peoples in this, their ancestral homes, and recognize their continued contributions in strengthening the diversity of our society.*

NOW, THEREFORE, I, DEVIN T. MURPHY*, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the Pinole City Council and the City of Pinole, do hereby proclaim November 2023 as* ***NATIONAL NATIVE AMERICAN HERITAGE MONTH****, and encourage all citizens to join in this observance.*

DEVIN T. MURPHY
MAYOR of the City of Pinole

Dated: November 7, 2023

to Agenda

Proclamation

SIKH AMERICAN AWARENESS AND APPRECIATION MONTH
NOVEMBER 2023

WHEREAS, *The Sikh tradition, known in the Punjabi language as Sikhi, is a relatively young tradition that was founded over 500 years ago in the Punjab region of South Asia; and*

WHEREAS*, Sikhs have been living in the United States for more than 100 years, and during the early 20th century, thousands of Sikh Americans worked on farms, in lumber mills and mines, and on the Oregon, Pacific & Eastern Railroad; and*

WHEREAS*, There are more than 25 million Sikhs around the world, which makes Sikhism the world's fifth largest religion. Sikhs first came to the United States in the late 1800s and there are an estimated 500,000 Sikhs living in America today; and*

WHEREAS*, Sikhi teaches a message based on the principles of love and oneness and calls on all followers to be spiritual warriors. Meditation, service, and justice are core aspects of the Sikh way of life. Sikhi is a distinct religious tradition that maintains its own distinctive features, including founders, scripture, worship, ceremonies and traditions; and*

WHEREAS*, Sikh Americans pursue diverse professions and walks of life, making rich contributions to the social, cultural, and economic vibrancy of the United States, including service as members of the United States Armed Forces and have made significant contributions to our great nation in agriculture, trucking, medicine and technology, and have distinguished themselves by fostering greater respect among all people through faith and service; and*

WHEREAS*, Today, the city of Pinole seeks to further the diversity of its community and afford all residents the opportunity to better understand, recognize, and appreciate the rich history and shared experiences of Sikh Americans.*

NOW, THEREFORE, I, DEVIN T. MURPHY*, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the Pinole City Council and the City of Pinole, do hereby proclaim November 2023 as* ***SIKH AMERICAN AWARENESS AND APPRECIATION MONTH****, and encourage all citizens to join in this observance.*

DEVIN T. MURPHY
MAYOR of the City of Pinole

Dated: November 7, 2023

to Agenda

Proclamation

WORLD TOWN PLANNING DAY
NOVEMBER 8, 2023

***WHEREAS**, change and growth is constant and affects all countries, states, regions, cities, and towns, including the City of Pinole; and*

***WHEREAS**, community planning and plans can help manage and direct this change and growth in a way that provides better choices for how people work, live and play in Pinole; and*

***WHEREAS**, the community planning process provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of Pinole; and*

***WHEREAS**, the full benefit of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and*

***WHEREAS**, the international organization for World Town Planning Day was founded in 1949 by the late Professor Carlos Maria della Paolera of the University of Buenos Aires to "advance public and professional interest in planning both locally and abroad" and to create "a special day to recognize and promote the role of planning in creating livable communities"; and*

***WHEREAS**, celebration of World Town Planning Day is growing worldwide and is promoted each year in the United States by the American Planning Association (APA) and its professional institute, the American Institute of Certified Planners (AICP); and*

***WHEREAS**, we recognize the contributions that sound and advanced planning and plan implementation make to the quality of our natural environment and built communities; and*

***WHEREAS**, we recognize the opportunity to endorse World Town Planning Day as a strategy to promote a broad-based awareness, participation, and support for community planning among the general public and all government agencies; and*

***WHEREAS**, the celebration of World Town Planning Day gives us the opportunity to publicly recognize the participation and dedication of the members of the Pinole Planning Commission, our City planning staff, planning professionals, and other citizen planners who have contributed their time and expertise to the improvement of the City of Pinole; and*

***WHEREAS**, it is our hope that yearly celebration and recognition of World Town Planning Day will foster increased participation in our local government and planning processes.*

***NOW, THEREFORE, I, DEVIN T. MURPHY,** Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the entire City of Pinole, do hereby proclaim **NOVEMBER 8, 2023 AS WORLD TOWN PLANNING DAY** in the City of Pinole.*

DEVIN T. MURPHY
MAYOR of the City of Pinole

Dated: November 7, 2023

CITY COUNCIL MEETING
MINUTES
September 11, 2023

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Murphy called the Special Meeting of the City Council to order at 5:04 p.m. and led the Pledge of Allegiance.

Mayor Murphy took the opportunity to recognize September 11 as Patriot Day in recognition of the lives lost due to a terrorist attack on September 11, 2001, and on this solemn anniversary he commemorated all those who perished and in honor of the bravery of the first responders as well as ordinary individuals who rushed into danger to assist them.

The City Council held a Moment in Silence to honor those individuals at this time.

2. LAND ACKNOWLEDGEMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov. Code § 87105.

A. COUNCILMEMBERS PRESENT

Devin Murphy, Mayor
Maureen Toms, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Cameron Sasai, Council Member
Anthony Tave, Council Member

B. STAFF PRESENT

Eric Casher, City Attorney
Heather Bell, City Clerk

STAFF ABSENT

City Manager Andrew Murray
Deputy City Clerk Roxane Stone

City Clerk Heather Bell announced the agenda had been posted on Thursday, September 7, 2023 at 4:15 p.m. with all legally required written notices. No written correspondence had been received in advance of the meeting.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

4. CITIZENS TO BE HEARD (Public Comments)
Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.

Irma Ruport, Pinole, thanked the Mayor for the remembrance of September 11, 2001, and asked that the meeting adjourn on behalf of all September 11 first responders and all others who had lost their lives. She asked that they never forget what happened on that date.

5. CONVENE TO A CLOSED SESSION:
Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.

A. PUBLIC EMPLOYEE APPOINTMENT
Gov. Code § 54957
Title: Interim City Manager

PUBLIC COMMENTS OPENED

Irma Ruport, Pinole, asked that whomever the City Council chose as the Interim City Manager be someone who knew the City and staff and could work with everyone including the City Council.

PUBLIC COMMENTS CLOSED

6. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

At 7:30 p.m., Mayor Murphy reconvened the meeting into open session and announced there was no reportable action from the Closed Session.

7. ADJOURNMENT to the Regular City Council Meeting of September 19, 2023 in Remembrance of Amber Swartz and all the victims of the September 11, 2001 attack on our nation.

At 7:31 p.m., Mayor Murphy adjourned the meeting to the Regular City Council Meeting of September 19, 2023 in Remembrance of Amber Swartz and all the victims of the September 11, 2001 attack on our nation.

Submitted by:

_____

Heather Bell, CMC
City Clerk
Approved by City Council:

CITY COUNCIL MEETING
MINUTES
October 17, 2023

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Murphy called the Regular Meeting of the City Council to order at 5:03 p.m. and led the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov. Code § 87105.

A. COUNCILMEMBERS PRESENT

Devin Murphy, Mayor
Maureen Toms, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Cameron Sasai, Council Member*****
Anthony Tave, Council Member
*****Arrived after Roll Call

B. STAFF PRESENT

Neil Gang, Interim City Manager
Eric Casher, City Attorney
Heather Bell, City Clerk
Jeremy Rogers, Community Services Director
Roxane Stone, Deputy City Clerk

Deputy City Clerk Roxane Stone announced the agenda had been posted on Thursday, October 12, 2023 at 4:00 p.m. with all legally required written notices. No written comments had been received in advance of the meeting. A correction memorandum regarding Item 11B had been distributed to the City Council, posted on the City website and was available in the Council Chambers. with the item to be continued to a future meeting date.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

4. CONVENE TO A CLOSED SESSION:
Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.

A. CONFERENCE WITH LABOR NEGOTIATORS
Gov. Code § 54957.6
Agency designated representatives: Neil Gang, Interim City Manager; Stacy Shell, Human Resources Director; Markisha Guillory, Finance Director; and Greg Ramirez, IEDA
Employee Organization: Management Compensation Plan (MCP)

B. CONFERENCE WITH LABOR NEGOTIATORS
Gov. Code § 54957.6
Agency designated representatives: City Attorney, Eric Casher
Employee Organization: Interim City Manager

C. PUBLIC EMPLOYMENT
Gov. Code § 54957
Title: City Manager

PUBLIC COMMENTS OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

At 7:05 p.m., Mayor Murphy reconvened the meeting into open session and announced there was no report from the Closed Session.

6. CITIZENS TO BE HEARD (Public Comments)
Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.

Deputy City Clerk Stone reported there were no comments from the public.

Mayor Murphy moved onto Item 8, Recognitions / Presentations / Community Events at this time

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

Please note: Not all proclamations were read into the record by the City Council and some of the proclamations were taken out of order from how they had been shown on the meeting agenda.

A. Proclamations

1. Breast Cancer Awareness Month

Mayor Murphy reported the proclamation for Breast Cancer Awareness Month had been presented to several women involved with Truewood by Merrill, an assisted senior living facility located on Appian Way, as part of its annual Breast Cancer Awareness Month event.

2. Hispanic Latinx Heritage Month

Mayor Murphy recognized a proclamation in recognition of Hispanic Latinx Heritage Month.

3. LGBTQIA+ History Month

Mayor Murphy recognized a proclamation in recognition of the month of October as LGBTQIA+ History Month, with the proclamation to be presented to the Rainbow Community Center in recognition of its work.

4. Indigenous Peoples' Day

The City Council read into the record a proclamation in recognition of October 9, 2023 as Indigenous Peoples' Day with the proclamation presented to Michele Lamons-Raiford, a teacher at Pinole Valley High School who thanked the City Council for the proclamation and recognized her students present in the Council Chambers. She also honored her ancestors including her great-grandmother, a member of the Cherokee Nation, those sponsors who had provided assistance, the newly-established Native American Student Union, and Gena Stewart who had recently passed away but who had helped with the language in the proclamation and had served 17-years as an African-American Student Union teacher.

Jamila Smith-Folds, Ward 1 Trustee, West Contra Costa Unified School District (WCCUSD), explained that what was before the City Council was the action students from the Native American Student Union had taken with the WCCUSD on a proclamation that would be consistent with one approved by the WCCUSD. She was proud to recognize that the students were what good education, change and the future looked like.

Melissa Keller, a senior at Pinole Valley High School, reported she had worked on the proclamation for the WCCUSD Board and was proud the WCCUSD Board and the City of Pinole recognized the importance of the history of the country, cultural impacts that those events had put forth, and which recognized everyone's culture. She was proud of her community and with the work that had been done.

Sophia Lopez, a junior at Pinole Valley High School, and a member of the Native American Student Union, also commented on the work to create more impact within the community and within indigenous communities. She was pleased with the opportunity to recognize, celebrate and never forget the impacts indigenous cultures had on the community and on the country.

Elena Novak, one of the founding members of the Native American Student Union, identified her tribe, Mescalero Apache. She was pleased to see everyone come together and recognize more cultures.

Ms. Lamons-Raiford reported she had sent out an invitation in honor of their elders and would be meeting with the Ohlone tribe on Thursday, October 19, 2023.

Mayor Pro Tem Toms thanked the students, Ms. Lamons-Raiford, and Ms. Smith-Folds for their work, for being present and for recognizing Gena Stewart in their work. She requested the meeting adjourn in memory of Gena Stewart.

Council member Martinez-Rubin was pleased to see the students work and recognize the importance of culture and indigenous peoples, particularly in Pinole. She hoped they would also support the efforts of the Pinole History Museum and Pinole Historical Society in its efforts to include the kinds of activities youth would like to see in a future museum in Pinole, whether virtual or physical, and which would include more than modern history. As a member of the Pinole Historical Society Board, she supported the contribution of the kinds of artifacts, documentation, oral history and anything else that would enhance what had already been collected as part of the history of the City of Pinole.

Council member Tave appreciated and thanked the students for their engagement in local government.

Council member Sasai thanked the students, Ms. Lamons-Raiford and Ms. Smith-Folds for showing up and for doing the work.

Mayor Murphy also thanked everyone for their participation.

5. Filipino History Month

The City Council read into the record a proclamation recognizing Filipino History Month, with the Mayor recognizing Council member Sasai and City Attorney Eric Casher as Filipino-Americans. He thanked them for their service to the community.

Council member Sasai stated that representation mattered. The City of Pinole had gone 120-years without Filipino representation and a formal acknowledgement which ended with this proclamation. He thanked the City Council for the proclamation and he too recognized City Attorney Casher as a fellow Filipino-American.

6. Fire Prevention Week

The City Council read into the record a proclamation recognizing October 8 through 14, 2023 as Fire Prevention Week with the proclamation presented to the West Contra Costa Fire Safe Council (WCCFSC).

Soheila Bana, City of Richmond Councilmember and President of the WCCFSC thanked the City Council for the proclamation, and stated the WCCFSC was excited to team with the City of Pinole and its residents to promote wildfire safety, work together to keep the area safe and work with residents of Richmond and Pinole on annual open houses at fire stations to increase public awareness and promote public safety for all. She looked forward to working with the City Council and the City of Pinole.

Ms. Bana added the WCCFSC had worked with the City of Pinole in the past on an emergency fire evacuation route from Galbreth and South Rancho Roads and had filed applications for vegetation management and fuel reduction through Measure X mitigation services at Pinole Park around Adobe Road. Residents may contact the WCCFSC via email at wccfiresafe@gmail.com or soheilabana.com to inform the WCCFSC about residents' vegetation management needs, fuel reduction and where residents could get information about all available programs through Measure X mitigation services. She looked forward to working closely with the City of Pinole's Public Works Department and at the open houses at the City's fire stations.

Marilyn Saarni, Vice President, WCCFSC, commented on the effort to help people change their gardens for fire safety in this fast-changing climate, which was a learning curve and an adjustment for many.

Joyce Forte, a member of the WCCFSC, spoke to her work with Firewise USA and her effort to work with local neighborhoods to become Firewise USA sites. She reported that new Firewise USA neighborhoods had been designated in the City of El Sobrante.

Rebecca Orona, Treasurer, WCCFSC, a former resident of the City of Pinole and current resident of the City of Richmond, was pleased to be working with the WCCFSC to raise awareness about fire safety, particularly about wildfire, and she encouraged everyone to review their own backyards to see what vegetation could be removed or cut back to reduce the potential for wildfires.

PUBLIC COMMENTS OPENED (Item 8A, 1-6)

Anthony Vossbrink, Pinole, spoke to the proclamation in recognition of Indigenous Peoples' Day. He suggested it was time for the City Council to address the purpose of the land acknowledgement on each meeting agenda and treat the Ohlone people as members of the community. The City of Pinole was the only medium-sized community in Contra Costa County which did not have an assigned name in recognition of the Ohlone people on any property in the City of Pinole. He suggested the Adobe Road Trail behind the caretaker's home and/or the dog park could be renamed the Ohlone Trail or dog park, which could be helped by the Pinole Historical Society and others to build mutual engagement and respect for the Ohlone community.

PUBLIC COMMENTS CLOSED

B. Presentations: None

The City Council returned to agenda Item 7, Reports & Communications.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

Mayor Murphy welcomed Interim City Manager Neil Gang to the dais and recognized his work as the Police Chief and over the past weeks as Interim City Manager. He also thanked WCCUSD Ward I Trustee Smith-Folds, and reported he had completed his annual WCCUSD school tour.

Mayor Murphy announced the launch of the Active Transportation Plan (ATP) and he thanked staff for the launch where the City would collect data from residents, visitors and other interested parties over the next few months to identify opportunities to improve walking and bicycling and support regional and state climate goals in reducing Vehicles Miles Traveled (VMTs) and Greenhouse Gas Emissions (GHGs). More information was available at walkandrollpinole.com. where residents may share ideas and contact City staff and the City Council to offer ideas.

Mayor Murphy also reported he had visited Truewood by Merrill, an assisted living senior facility in the City of Pinole, and had participated in an event which recognized a number of women challenged by, and to bring awareness to, breast cancer. In addition, he provided an overview of a recent Marin Clean Energy (MCE) Board Retreat, with a reflection of the past year and a discussion of programming and critical initiatives for the next year. He reported over $6.5 million had been brought back from Washington D.C. in earmarks for Contra Costa County and other MCE member communities for electrification programs for homes, electric vehicle (EV) charging stations for homes and multifamily residences, education and energy storage programs. The next MCE Board meeting would be held on Thursday, October 19, 2023 at 7:00 p.m., and he highlighted the agenda items stating that more information was available on the MCE website.

Mayor Murphy also highlighted the City of Pinole's United Against Hate Week (UAHW) events scheduled for November 12 through 18, 2023. A presentation from the California Versus Hate Initiative and a UAHW proclamation would be presented at the November 7, 2023 City Council meeting. He thanked staff for prioritizing UAHW and he looked forward to what was to come.

B. Mayoral & Council Appointments: None

C. City Council Committee Reports & Communications

Mayor Pro Tem Toms reported she had attended the Annual League of California Cities Annual Conference and had participated in several education breakout sessions, which she highlighted at this time. She had attended the MCE Board Retreat briefing the City Council on the discussions; EV Show sponsored by the Contra Costa County Fire Protection District (CCCFPD) as part of National Night Out; and reported that WestCAT had canceled its October meeting since it was still negotiating with its drivers. She added that WCCUSD Capital Facilities staff asked the City to notice that the WCCUSD had at-large positions available for the Bond Oversight Committee, with more information available on the WCCUSD website.

Mayor Pro Tem Toms added that the Contra Costa County Office of Emergency Services was preparing a Local Hazard Mitigation Plan and she had attended an introduction of the plan as required for all jurisdictions that wanted to qualify for pre-and post-disaster mitigation funds. Local jurisdictions were required to adopt the plan once adopted by the County.

Council member Tave reported he had attended a meeting of the West Contra Costa Transportation Advisory Committee (WCCTAC) and provided an overview of the Subregional Transportation Mitigation Program (STMP), specifically the project at the trail gap between Tennent Avenue in the City of Pinole and the San Pablo Avenue Complete Streets Bay Closure project. He had also attended National Night Out and the EV show and thanked staff for all of their hard work on the event.

Council member Martinez-Rubin reported on her attendance at the Annual League of California Cities Conference in the City of Sacramento and highlighted the sessions attended, with more information on the League of California Cities website. She had also attended the investiture of Dr. Kimberly Rogers as President of Contra Costa College and she looked forward to future partnerships between the City and Contra Costa College. Additionally, she had attended the Ad Hoc City Seal Committee and briefed the City Council on the discussions. She also thanked Pinole Valley High School Government Teacher, Niko Villars and Pinole Valley High School Principal Kibby Kleiman for their support and invitation to be a guest presenter at the Pinole Valley High School Government class, with a presentation provided on local government.

Council member Sasai reported he had attended the Annual League of California Cities Conference in the City of Sacramento and highlighted the sessions attended. He had participated in National Night Out and the EV Car Show, and thanked Annika Osborn with Ride and Drive Clean who had worked with the Community Development Director and the City's Sustainability Fellow to make the first EV Car Show possible. He recognized MCE which had funded the event.

Council member Sasai also reported he had met with Elizabeth Echols, Ward 1 Board Member, East Bay Regional Park District (EBRPD), to walk the closure of the trail at Bay Front Park and he urged residents not to go beyond the closure point which was unsafe. He reported EBRPD would be enforcing the area and monitoring it more closely and he had been assured repair of the trail was EBRPD's top priority, with the closure to be identified on all applicable maps to better inform the public of the situation.

PUBLIC COMMENTS OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

D. Council Requests for Future Agenda Items

ACTION: Motion by Council members Tave/Martinez-Rubin for a resolution regarding the Israel-Palestine conflict, in support of the Jewish community, condemnation of the terrorist actions and atrocities that were occurring in the region and to support the local community and ensure they were safe, which resolution he expressed the willingness to develop with City staff.

Vote:	**Passed**	**5-0**
	Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

ACTION: Motion by Council members Martinez-Rubin/Tave for a report from staff on the maintenance of the area in the block south of Sarah Drive on Appian Way down to Marlesta Road where there was a lot of growth in light of the discussion about fire prevention and upkeep of properties, and asked about the staff schedule for those areas which could be in the form of a memorandum or simple report, and with the report to identify what was expected of residents and the City in regards to upkeep.

Vote:	**Passed**	**5-0**
	Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

ACTION: Motion by Council member Martinez-Rubin/Mayor Pro Tem Toms for an update on any City plans regarding the caretaker's home in Pinole Valley Park.

Vote:	**Passed**	**5-0**
	Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

ACTION: Motion by Council member Martinez-Rubin/Mayor Murphy for staff to provide a report to the City Council with a map describing the jurisdictions responsible for certain areas of the watershed between the Bay and the southeast boundary of the City of Pinole.

Vote:	**Passed**	**5-0**
	Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

Mayor Pro Tem Toms noted the Contra Costa Flood Control District had maps and Council member Martinez-Rubin suggested that could be part of the presentation to the City Council.

ACTION: Motion by Council member Sasai/Mayor Murphy for staff to provide a presentation on Assembly Bill (AB) 413, the implementation of daylighting for intersections and crosswalks in the City of Pinole.

Vote:	**Passed**	**5-0**
	Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

Council member Sasai moved and Council member Tave seconded for a discussion on an ordinance requiring safe storage of firearms in residences and vehicles.

In response to Council member Martinez-Rubin, City Attorney Casher confirmed the City currently did not have such an ordinance.

ACTION: Motion by Council members Sasai/Tave for a discussion on an ordinance requiring safe storage of firearms in residences and vehicles.

Vote:	**Passed**	**5-0**

Ayes: **Murphy, Toms, Martinez-Rubin, Sasai, Tave**
Noes: **None**
Abstain: **None**
Absent: **None**

ACTION: Motion by Mayor Murphy/Council member Tave to direct staff to provide an update on the status of the Communications and Public Engagement Plan.

Vote: **Passed** **5-0**
Ayes: **Murphy, Toms, Martinez-Rubin, Sasai, Tave**
Noes: **None**
Abstain: **None**
Absent: **None**

ACTION: Motion by Mayor Murphy/Council member Sasai to direct staff to provide a report and agenda item to consider a fee waiver for the waiver of rental and inspection fees for Alvarez Court Affordable Housing Complex.

Vote: **Passed** **5-0**
Ayes: **Murphy, Toms, Martinez-Rubin, Sasai, Tave**
Noes: **None**
Abstain: **None**
Absent: **None**

Mayor Murphy offered a motion seconded by Council member Sasai to review and consider amending a resolution concerning the Mayor and Mayor Pro Tem rotation and selection as well as the rotation list maintained by the City Clerk at the next meeting of the City Council.

On the motion, Council member Martinez-Rubin asked the purpose of the discussion and the need for an amendment and Mayor Murphy stated that would be discussed at the next meeting of the City Council.

ACTION: Motion by Mayor Murphy/Council member Sasai to review and consider amending a resolution concerning the Mayor and Mayor Pro Tem rotation and selection as well as the rotation list maintained by the City Clerk at the next meeting of the City Council scheduled for November 7, 2023.

Vote: **Passed** **5-0**
Ayes: **Murphy, Toms, Martinez-Rubin, Sasai, Tave**
Noes: **None**
Abstain: **None**
Absent: **None**

ACTION: Motion by Mayor Murphy/Council member Sasai to direct staff to provide an update on the status of the Pinole Community Television (PCTV) Master Plan and a standardized list of events for the remainder of 2023 and for 2024.

Vote: **Passed** **5-0**

Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
Noes:	**None**
Abstain:	**None**
Absent:	**None**

PUBLIC COMMENTS OPENED

Rafael Menis, Pinole, asked the City Council to consider along with a future resolution regarding the Israel-Palestine conflict, a resolution in support of the people of Gaza who were also suffering under Hamas' rule and who were under a current blockage of needed aid. He emphasized the importance of these resolutions, the fight against hate and that the City act against actions that harmed collective humanity. He suggested a separate resolution or proclamation as appropriate, and expressed support for the maintenance of the laws of war by all parties to the conflict and in support of the people of Gaza who had not had the opportunity to vote for their leaders in years and who were suffering during this conflict.

Cordell Hindler, Richmond, referenced the adopted budget in June 2023, and recommended a consultant be brought on board for racial equity, which the new City Manager could hopefully take on as part of the City Manager's duties.

PUBLIC COMMENTS CLOSED

Mayor Murphy advised the comments would be considered at future meetings.

E. City Manager Report / Department Staff

Interim City Manager Gang reported his transition had gone smoothly, he had been welcomed into his temporary home at City Hall, and had great partnerships with City staff. He was excited for the future of the City. He reported he had recently spoken to the Pinole International Rotary Club on organizational wellness and leadership, how to better engage the workforce, and on mental health issues. He had attended National Night Out and recognized the Community Outreach Unit's work at the event and he highlighted Coffee with a Cop, with City Directors and staff invited to also participate as part of Coffee with the City, which was intended to provide an all-inclusive event. The most recent event had been held at the Pear Street Bistro.

Interim City Manager Gang also highlighted a new program, We Are Pinole, a transparency and sharing narrative strategy with highlights to be provided via monthly videos at City Council meetings. He emphasized the continued efforts to enhance the City's relationship with the CCCFPD, with meetings held once a month between the Fire Chief and Interim City Manager to discuss strategies and concerns.

Interim City Manager Gang further highlighted the events scheduled for November 12 through 18, 2023 for UAHW Week, particularly United We Heal Sound Bath, and explained that the Pinole Police Department would collaborate with the City Manager and Community Development Departments for the event scheduled for Sunday, November 19, 2023 at the Senior Center at 10:00 a.m. The event was intended for the community to be able to heal the emotional wounds caused by the impacts of hate with resources available from California Against Hate. Community members were asked to register for the event with a second event to be scheduled, if needed, in the evening.

The Police Department would also hold it's reading of the Unity Theme Story during UAHW week in partnership with the Pinole Library, scheduled for Thursday, November 16, 2023 at 10:00 a.m.

F. City Attorney Report

City Attorney Eric Casher reported the Project Labor Agreement (PLA) Subcommittee had recently met along with representatives from the Contra Costa and Building and Construction Trades Council, at which time he had been directed to make some updates to the draft PLA which he hoped to bring to the City Council soon for review and approval. He also reported he had been in Namibia in the past week at the invitation of the United States State Department, in conjunction with the U.S. Assembly, as a guest United States speaker on civics and the importance of local government. He briefed the City Council on the background and history of Namibia and the discussions held.

PUBLIC COMMENTS OPENED (Items 7E through 7F)

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

A. Approve the Minutes of the Regular City Council Meeting on September 19, 2023.

B. Receive the September 16, 2023 – October 13, 2023 – List of Warrants in the Amount of $3,147,721.95, the September 15, 2023 Payroll in the Amount of $508,846.89, the September 29, 2023, Payroll in the Amount of $494,149.84, and the October 13, 2023 Payroll in the Amount of $661,025.94 (Regular Payroll $477,861.82 and $183,164.12 Andrew Murray Payout)

C. Fixing the Employer's Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act with Respect to Elected Officials, Management, Confidential, AFSCME Locals 1 and 512, PPEA and IAFF **[Action: Adopt Resolution per Staff Recommendation (Shell]**

D. Amending the Procurement Policy to Include Union Printer Purchasing Preference **[Action: Adopt Resolution per Staff Recommendation (Guillory)]**

E. Letter of Support for Assembly Bill (AB) 40 Regarding Ambulance Patient Offload Time **[Action: Approve Letter of Support per Staff Recommendation (Epps)]**

F. Placement of Liens for Delinquent Unpaid Waste Collection Charges Falling Delinquent between April and August 2023, considered at an Administrative Hearing on October 5, 2023 **[Action: Adopt Resolution per Staff Recommendation (Stone)]**

G. Adopt a Resolution Declaring Three Police Vehicles as Surplus and Authorizing Disposal of the Real Property by Public Auction **[Action: Adopt Resolution per Staff Recommendation (Crone)]**

H. Stormwater / Sewer Overflow Mitigation at Bay View Farm and Pinon Avenue **[Action: Adopt Proposal per Staff Recommendation (Bingman)]**

Council member Sasai requested that Item 9A be removed from the Consent Calendar for correction.

PUBLIC COMMENTS OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

Council member Sasai requested the following correction to the Regular City Council Meeting Minutes from September 19, 2023, to the first sentence of the last paragraph of Page 11 (Page 17 of 165 of the agenda packet), to be amended to read:

> *As to the disposal of the land and other legal requirements, the purpose of the law was to further housing development and affordable housing development, and while the act did not require the property be used for housing, when the resolution referenced "other requirements" the law mandated that if one of the qualified entities responded during the initial period and developed the property for housing, 25 <u>percent</u> of the units must be constructed as affordable units.*

<u>ACTION: Motion by Council members Tave/Martinez-Rubin to approve Items 9A, as amended and Items 9B through 9H, as shown</u>.

Vote:	**Passed**	**5-0**
	Ayes:	**Murphy, Toms, Martinez-Rubin, Sasai, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

10. PUBLIC HEARINGS: None

Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the presentation, by first providing a speaker card to the City Clerk. An official who engaged in an ex parté communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.

11. OLD BUSINESS

A. Sister City Policy Adoption **[Action: Receive Report and Provide Direction (Rogers)]**

Community Services Director Jeremy Rogers provided a PowerPoint presentation on the Sister City Policy, which included an overview of the potential Sister City Program with the policy reviewed by the Community Services Commission which had voted to send the item to the City Council for review.

The Sister City program was an arrangement between two cities usually located in different countries, which established a formalized relationship to exchange ideas and collaborate for mutual culture and possibly economic advancement, with the program intended to promote peace through people-people relationships. The background of Sister Cities International, which oversees the Sister City program, was highlighted along with the process to develop a Sister City relationship and the advantages and opportunities provided by a Sister City program.

The Community Services Commission recommended the Sister City for the City of Pinole should be a city of similar size, similar geographic location, near water and near a large metropolis and should have the desire to enter into a Sister City relationship.

The City Council was asked to review the proposed Sister City Policy and provide direction.

Council member Martinez-Rubin commented that the 2023-2024 Fiscal Year (FY) Budget had included a Sister City Policy as a City Council directed activity. She asked the Community Services Director whether the Community Services Department could support the goals of a Sister City Program.

Community Services Director Rogers explained that many Community Services Departments in many cities oversaw the Sister City Program and it was up to the City Council to determine whether such an agreement would come to fruition.

Council member Martinez-Rubin suggested having something that comes to fruition meant implementing something that had been desired and possibly incorporated into an agreement, with the design of the program to match or complement a Sister City. She asked whether implementation of a Sister City Program would be under the purview of the Community Services Commission, staff, the City Council or a combination.

Community Services Director Rogers liked the way the policy had been laid out, with an application for a Sister City to go before the Community Services Commission first, which would review the application and vote to either approve or deny the application, and which would then be forwarded to the City Council. The City Council would decide whether to adopt an official agreement signed between two cities.

Council member Martinez-Rubin expressed concern the implementation phase of the program and scope was currently unknown. She found the implementation of a Sister City Program required ongoing fostering and a relationship with City staff and if they were to consider a complementary relationship, a subgroup of Council members and staff may provide greater

success. She understood historically there had been that type of arrangement in the past, although there had been no follow through.
Council member Martinez-Rubin could only guess that the enthusiasm and availability of Council members in the past who had proposed a Sister City relationship with a Native American Group had not been sustainable. She pointed out that Council members schedules were full and they did not always know what they would be involved in in the future. As such, she expressed concern with the sustainability of the program.

Community Services Director Rogers explained that implementation would be done by the elected body. Staff could oversee and navigate the program with implementation between the City of Pinole and the formalized Sister City, with no limitation on the number of meetings required between the two. Some Sister Cities involved once a year visits at each city respectively and implementation could be as much involved as the City Council chose.

Council member Sasai again clarified with staff the Sister City process as outlined in the PowerPoint presentation and October 17, 2023 staff report, with the associated costs for the program to depend on how much the City Council chose to spend. He asked staff what input had been provided by the Community Services Commission on the Sister City Policy.

Community Services Director Rogers reported the Community Services Commission provided little feedback on the Sister City Program and had suggested this was not as high a priority as the other community events.

Mayor Pro Tem Toms recalled years ago the City of Pinole had a Sister City relationship with the Hupa Tribe. She asked whether staff had any additional information or research on that background, and Community Services Director Rogers explained that he had obtained some information from an article from the Los Angeles Times in 1993. He had reached out to the Hupa Tribe which had no knowledge or documentation of that Sister City relationship. The City of Pinole also had no recorded documentation on a Sister City relationship with the Hupa Tribe.

Mayor Pro Tem Toms asked if the City Council adopted the Sister City Policy whether the City would be actively seeking a Sister City or whether it would it evolve and happen on its own.

Community Services Director Rogers advised it would be up to the City Council. He reported that former Mayor Vincent Salimi had pursued other cities and had Sister Cities in mind to partner.

Mayor Murphy noticed some Sister City policies had allowed input from local Rotary Clubs on the decision making for the selection process and he asked whether staff had reached out to the Rotary Club of Pinole.

Community Services Director Rogers confirmed he had reached out to the Rotary Club of Pinole but the direction he had been given was to keep the selection process among the elected body/City Council. Rotarians were international and many Sister Cities had been formed with that connection, which was a possibility.

Council member Martinez-Rubin found the proposed Sister City Policy to be a compilation of the International Sister City policy and not a complete policy but a checklist of things that needed to be identified, known and addressed. She would not be able to respond to some of the questions

shown in Attachment A to the October 17 staff report, Pinole Sister Cities Policy, which would take more research.

PUBLIC COMMENTS OPENED

Rafael Menis, Pinole, commented based on his experience attending the Community Services Commission meeting when the Sister City Policy had been discussed, that the Commission had been relatively hostile to the item since it would be using City funds that could be better used for other purposes. The Community Services Commission had been disinclined to engage and had passed on the Sister City Policy to the City Council since that was what was expected. He suggested the City Council should be aware of that when assigning items to the Community Services Commission. He also suggested with respect to the structuring of the draft Sister City Policy that the numbering of the individual bullet points, as shown in Attachment A, should be revised and split up with one number per sentence and not with duplicate numbering.

Mr. Menis also commented that a few Council members had an idea to potentially include people outside of the City Council to take part in the Sister City process and it would be worthwhile to have the City Council consider having that input such as from the Rotary Club of Pinole and former Mayor Salimi, who had contacts with other cities in other counties. He suggested the process, as proposed, put more work on Council members and cut out the broader community from engagement, and suggested it would be worthwhile to broaden the scope of who may propose Sister City relationships and attach someone whether a member of the City Council, a local organization or member of the public to maintain that relationship over time.

Cordell Hindler, Richmond, advised that West County cities had formed Sister City relationships with cities in other countries and had formed good relationships. He suggested it was a good idea to look to neighboring cities and see how they had formed a Sister City relationship. He also found the draft policy could be fine-tuned but he otherwise had no problem with the policy as proposed. He recommended the City Council consider the recommendations offered by Mr. Menis, such as working with former Mayor Salimi with respect to his potential contacts.

Anthony Vossbrink, Pinole, echoed the comments made by Mr. Menis and agreed the majority of the Community Services Commission did not want to take on this project or make a recommendation to the City Council. He too commented on the fact this had been a project taken on by former Mayor Salimi during the pandemic and who had contacts with other international cities, which may have benefitted him in one way or another. He suggested the City did not have the structure or financial capabilities to make this commitment, and staff had not provided any information on an exit strategy, if needed. He suggested the item be tabled, suspended or permanently dropped given other infrastructure issues that needed to be the focus of City staff and he suggested more public input on this topic should be solicited.

PUBLIC COMMENTS CLOSED

Council member Tave again verified with Community Services Director Rogers that neither the Hupa Tribe nor the City of Pinole had any records or documentation on a past Sister City relationship between the City of Pinole and the Hupa Tribe. He referenced the City Council meeting minutes from January 21, 1992, which had mentioned a luncheon.

City Clerk Heather Bell reported staff had found some documentation in the legislative record but nothing about the nature of the relationship between the City and the Hupa Tribe. A portrait from a Friendship Committee had been found and staff was trying to piece together more details. If more information was found it would be shared with the City Council.
Community Services Director Rogers stated, when asked, that he had been unable to connect with the reporter from the Los Angeles Times regarding the 1993 article referenced.

Mayor Murphy reported he had watched the Community Services Commission meeting and he thanked the Community Services Director for taking the Council direction to the Commission as a forum for introducing new ideas and concepts. He had also heard the public comments during that meeting and during this meeting, and he valued the services of the Community Services Department which had scaled up with additional community events. He understood the public wanted to learn more about collaborative partnerships, commented on the tenuous issues currently ongoing in some international communities, and while he liked the Sister City Policy, he suggested more community engagement was needed such as a public workshop where more information could be provided on why this policy was relevant to the City of Pinole and other cities. He understood the International Sister Cities Program had more information on the importance of Sister City relationships. He was also intrigued about the Los Angeles Times article and would like to know what resources the reporter had and package that into a public engagement program/workshop.

Mayor Murphy also spoke to youth engagement and a possible partnership with Pinole Valley High School, in particular with Ms. Lamons-Raiford who had a lot of connections with youth programs. He was not opposed to taking more time on this effort and creating a records management of how they got here, and create a workshop, something that would bring together cultural groups and service clubs, particularly international service clubs and students in the WCCUSD since youth was relevant to keeping such programs sustainable.

Mayor Murphy also thanked former Mayor Salimi for his work on the Sister City Program. He suggested more work needed to be done on the Sister City Policy.

Council member Martinez-Rubin commented the last time this topic had been discussed the City Council had not been keen on discussing it and had pushed it to the Community Services Commission and it had bounced back to the City Council. She had not heard a call for community engagement from the public, but she would like to see any relationship to be formed organically by the elected, particularly with neighboring cities, and to continue to support staff. Rather than have staff engage the public, she would like to see staff dedicate time to continued fostering of existing relationships and out of those include members of the public in projects already programmed who could carry them out in terms of implementation.

Council member Martinez-Rubin pointed out the Community Services Department continued to have to find funding to support its own programs and more time should be dedicated to build those programs and they should work with what they already had to have those programs shine and be inviting. While former Mayor Salimi had tried to identify a Sister City Program that had occurred during the war in Ukraine and his heart had been set on having a humanitarian effort, which was really at the federal and not the local level.

Council member Martinez-Rubin stated as a supporter of the arts, she supported cultural exchange and at a minimum wanted to foster positive relationships with any international

organization already in place. As an example, she referred to the cultural exchange student program at Pinole Valley High School, with some families hosting exchange students where the participation in that program could be increased with City-sponsored programming.
Council member Tave suggested the high school may have had a partnership since there were student exchanges in the 1990s. He suggested small cities should have those relationships but, in his opinion, more research on the history and where those partnerships could be made needed to be done. He suggested a Sister City concept was a great concept, and having a policy helped a Council member have something on paper and on the record and it was worth the effort to have. He also understood former Mayor Salimi's intent was related to the Iranian conflict and reaching out to communities in need of help and the premise to explore a Sister City, and in that tradition, the City should have a policy in place in case a Council member wanted to take the mantle and start that relationship. He suggested the Council should explore this Sister City Policy and it was part of the City's history that should be honored.

Mayor Pro Tem Toms stated for the record that former Mayor Ann Williams had proposed the Hupa Tribe Sister City relationship at the time. Based on the existing work done on a Sister City Policy, she wanted to see the City Council adopt the Sister City Policy but not implement it pending the City's ability to get its priorities in line and ensure the Community Services Department was able to do the work required for such a mission and identify the costs involved.

Mayor Murphy agreed the City Council should adopt the Sister City Policy. He suggested it was in line with the Community Services Department, historical and cultural activities and global exchange and having relationships with other civic governments would be valuable. Given the questions where it could be challenging to understand the city's policies, he would like to see more information from American cities of a size similar to Pinole and how they were implementing their Sister City Policies. He also suggested prior to the adoption of the Sister City Policy more public engagement was needed, such as assistance from Rotary Club of Pinole and cultural clubs at Pinole Valley High School.

Mayor Murphy stated as the Mayor, he was interested in supporting and leading the Sister City Program. He clarified the reason it had been assigned to the Community Services Commission was that it was the responsibility of Commissioners to review recommended policies relevant to the governing under the Community Services Department, which was part of the Pinole Municipal Code (PMC), to serve as a forum for new and innovative ideas proposed by the City Council and the Community Services Commission.

Mayor Murphy offered a motion, seconded by Council member Tave to direct staff to host a public workshop with regards to the Sister City Policy and meet with members of the Rotary Club of Pinole as well as students and youth from Pinole Valley High School, and if able meet with the former reporter from the Los Angeles Times who wrote about the City of Pinole's first Sister City relationship (who was now with the New York Times).

Mayor Pro Tem Toms advised she could provide contact information for an American Foreign Exchange (AFS) student at Pinole Valley High School and that student's host family.

ACTION: Motion by Mayor Murphy/Council member Tave to direct staff to host a public workshop with regards to the Sister City Policy and meet with members of the Rotary Club of Pinole as well as students and youth from Pinole Valley High School, and if able, the

former reporter from the Los Angeles Times (now with the New York Times) who wrote about the City of Pinole's first Sister City relationship.

Vote: **Passed** **4-1**
Ayes: **Murphy, Toms, Sasai, Tave**
Noes: **Martinez-Rubin**
Abstain: **None**
Absent: **None**

B. Environmentally Preferable Purchasing Policy and Program **[Action: Receive Report and Provide Direction (Amin)]**

Mayor Murphy reported this item would be continued to a date uncertain with no oral staff report and presentation.

12. NEW BUSINESS: None

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)
Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.
***Citizens may speak under any item not listed on the Agenda**. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.*

Cordell Hindler, Richmond, suggested Interim City Manager Gang had done an incredible job since his selection as the Interim City Manager. He commented that when Anthony Vossbrink called in to make public comments, he had raised good points but was cut off and his comments were incomplete, whereas other Mayors in West County cities allowed the public to complete their comments, and he asked the City of Pinole to consider the same. He added he had reviewed the approved budget related to the reorganizational structure of the City government from March 2021, which should be revised and updated as part of the duties of the new City Manager. He otherwise extended an invitation to the City of El Cerrito Chamber of Commerce Mixer on October 18, 2023 at 8:00 a.m. at Jenny K. Gifts in the City of El Cerrito.

Rafael Menis, Pinole, reported a member of the community had reached out to him with some concerns that the member and others had brought up to City staff, the City Council or City Commissions at various meetings, but there had been little engagement into the decision-making process making it less likely for people to want to provide public comment which undermined the spirit of the public process.

In terms of decorum, Mr. Menis thanked the City Clerk for reaching out to him directly on the topic. Referencing the City's decision to reserve the option to cut off Zoom participation at City Council meetings if necessary due to decorum violations, which had occurred in other cities, he asked how much decorum was a thing the City may be able to enforce. As an example, if a City Council member was being attacked by someone during Citizens to be Heard based on that Council member's ancestry or identity, he asked whether the Mayor had the power to shut down those

comments as a violation of decorum or whether the comments were still within First Amendment protections.

Anthony Vossbrink, Pinole, echoed the comments of the previous speakers and commented on why there had been limited public participation during City meetings and public forums, which was a culture. He stated it was time for the City Council to address those issues and not just consider hot topics like a Sister City Policy. As an example, he cited the destruction of two sections of the bridge and guard rail, which had been damaged across from the Ellerhorst Elementary School playground near Fire Station 74, which issue had been raised with the City Council at a past meeting, had occurred over 30-days ago, had not been repaired and was not a good look for the City, with no response to the public on the status of repair. In addition, a concrete abutment over the creek had been smashed out with no danger signs or temporary cones placed in the area. He suggested Council member Martinez-Rubin should be praised for standing up to her fellow Council members to take care of some of the City's infrastructure problems amongst other things. He also asked whether the City of Pinole had received approval of a retail crime theft grant as other cities in the Bay Area had.

Mayor Murphy asked the City Attorney and City Clerk to discuss the City's model and how they had decided to move forward in the City of Pinole in terms of decorum.

City Attorney Casher reported there were decorum rules that existed for City Council meetings, rooted in the First Amendment, with some First Amendment protections available for public speakers, but which were not unlimited. If a speech from the public raised to the level of disruption or if it triggered action or an attack rising to the level of violence of something physical, the First Amendment rights of an individual would not be protected, and the microphone could be turned off or other intervention to prevent that speech from occurring. A legal memorandum had been prepared and presented to the Mayor and City Council on this issue. City staff was well aware of the issues occurring in public meetings throughout the region and the state and was prepared to address those issues on a case-by-case basis for this meeting and future meetings and staff had briefed the Council on the matter prior to the meeting.

City Clerk Bell emphasized staff had looked at the issue carefully, staff had reached out to some attendees who had routinely participated remotely with the intent to keep the hybrid model and the remote comments as an option for residents, all within the legal standards as the City Attorney had stated. The meeting agenda had been posted with comments on the first page that the virtual participation was being provided as a courtesy and the Mayor would have the discretion to suspend public comment at any time.

In terms of public comment, Mayor Murphy also noted that the former City Council had decided to amend the meeting agenda to allow a second Citizens to be Heard comment section for those who had missed the first Citizens to be Heard section. He acknowledged that oftentimes the meetings ran long and noted the agenda stated that members of the public had three minutes to speak under Citizens to be Heard or on individual agenda items. He asked staff to clarify the rules for public comment.

City Clerk Bell advised for members of the public attending whether in person or remotely and who wished to speak under the forum under Citizens to be Heard or for any item on the agenda, speakers had three minutes to speak and they tried to stick to that time limit to be fair and equitable. Members of the public had the opportunity to speak to multiple items on the Consent

Calendar, if desired, at three minutes per item. If there was a large crowd to speak for a specific item there was the flexibility to adjust the amount of time for each speaker, which decision the Mayor may make in that moment.
Interim City Manager Gang responded to the public comment about not getting responses back from staff and commented it was possible through the current City Manager transition that staff comments may not have gotten back to the members of the public. He encouraged the members of the public to reach out to the individual Department Head first and if there was no response to contact him directly either via email or by telephone.

City Attorney Casher reported on the recent passing of Michael Riback, former City Attorney for the City of Pinole from 1997 to 2004, former Assistant City Attorney for the City of Pinole prior to that time and one of the founding partners of Meyers, Nave. He asked that the meeting adjourn in acknowledgement of his services to the City of Pinole.

Mayor Murphy also acknowledged the loss of lives in Israel and Palestine with the meeting to adjourn in memory of those who had been lost in Israel and Palestine.

14. **ADJOURNMENT** to the Regular City Council Meeting of November 7, 2023 in Remembrance of ***Amber Swartz, Gena Stewart, Michael Riback*** and in ***Memory of those who had been lost in Israel and Palestine.***

At 9:45 p.m., Mayor Murphy adjourned the meeting to the Regular City Council Meeting of November 7, 2023 in Remembrance of ***Amber Swartz, Gena Stewart, Michael Riback*** and in ***Memory of those who had been lost in Israel and Palestine.***

Submitted by:

_____

Heather Bell, CMC
City Clerk

Approved by City Council:

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WARRANT LISTING

City of Pinole, CA

By Vendor Name

Payment Dates 10/14/2023 - 11/3/2023

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2699 - AAA BUSINESS SUPPLIES & INTERIORS					
2292662-1	103226	10/20/2023	500-641-42201	FLASH DRIVE WPCP	27.05
			Vendor 2699 - AAA BUSINESS SUPPLIES & INTERIORS Total:		**27.05**
Vendor: PRO18 - ADT COMMERCIAL					
152358242	103283	10/27/2023	209-552-42108	PSC ALARM SERVICES 11/02/23-12/01/23	152.00
OCTOBER 2023	103227	10/20/2023	209-553-42108	ALARM MONITORING TINY TOTS 10/24-11/23/23	101.59
			Vendor PRO18 - ADT COMMERCIAL Total:		**253.59**
Vendor: ALH01 - ALHAMBRA & SIERRA SPRINGS					
5025519 100623	103284	10/27/2023	500-641-42201	WATER FOR THE WPCP	80.45
5025531 100623	103284	10/27/2023	100-343-44306	WATER FOR THE CORP YARD	88.95
			Vendor ALH01 - ALHAMBRA & SIERRA SPRINGS Total:		**169.40**
Vendor: 2063 - ALLIANT INSURANCE SERVICES, INC.					
2353656	103285	10/27/2023	100-116-42101	BENEFITS CONSULTING FEE OCTOBER 2023	2,083.33
			Vendor 2063 - ALLIANT INSURANCE SERVICES, INC. Total:		**2,083.33**
Vendor: AME22 - AMERICAN STAGE TOURS					
30673	103332	11/03/2023	209-552-43805	PSC MOSS BEACH TRIP	6,534.00
			Vendor AME22 - AMERICAN STAGE TOURS Total:		**6,534.00**
Vendor: 2218 - ANTHONY LUNARDINI					
10042023	103228	10/20/2023	100-221-42304	END OF THE YEAR PD AWARD CEREMONY	900.00
			Vendor 2218 - ANTHONY LUNARDINI Total:		**900.00**
Vendor: ARA01 - ARAMARK UNIFORM SERVICES					
939388000-09302023	103286	10/27/2023	209-552-43804	LAUNDRY SERVICES WPCP AND PSC	205.88
939388000-09302023	103286	10/27/2023	209-552-43804	LAUNDRY SERVICES WPCP AND PSC	176.08
939388000-09302023	103286	10/27/2023	209-552-43804	LAUNDRY SERVICES WPCP AND PSC	176.08
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939388000-09302023	103286	10/27/2023	209-552-43804	LAUNDRY SERVICES WPCP AND PSC	176.08
939388000-09302023	103286	10/27/2023	500-641-44410	LAUNDRY SERVICES WPCP AND PSC	464.90
939388000-09302023	103286	10/27/2023	500-641-44410	LAUNDRY SERVICES WPCP AND PSC	437.05
939388000-09302023	103286	10/27/2023	500-641-44410	LAUNDRY SERVICES WPCP AND PSC	437.05
939388000-09302023	103286	10/27/2023	500-641-44410	LAUNDRY SERVICES WPCP AND PSC	437.05
939388000-09302023	103286	10/27/2023	500-641-44410	LAUNDRY SERVICES WPCP AND PSC	450.39
			Vendor ARA01 - ARAMARK UNIFORM SERVICES Total:		**3,136.64**
Vendor: ARM04 - ARMOR LOCKSMITH SERVICES					
83977	103287	10/27/2023	100-343-44306	CITY MANAGER'S OFFICE DOOR LOCK	307.29
83980	103287	10/27/2023	100-343-44306	REKEY EXTRA KEYS FOR CITY MANAGER'S OFFICE	36.00
84097	103333	11/03/2023	100-343-44306	CITY MANAGER OFFICE COPIES	24.15

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
84100	103333	11/03/2023	100-345-44306	FERNANDEZ GARBAGE CANS KEY REPLACEMENT	74.19
				Vendor ARM04 - ARMOR LOCKSMITH SERVICES Total:	**441.63**
Vendor: ATT01 - AT&T					
000020645041	103288	10/27/2023	525-118-43101	MIS PHONE	922.52
000020648605	103288	10/27/2023	525-118-43101	PW PHONE	884.93
000020648606	103288	10/27/2023	525-118-43101	ADMINISTRATION PHONE	5,239.53
000020648607	103288	10/27/2023	525-118-43101	RECREATION PHONE	938.64
000020648608	103288	10/27/2023	525-118-43101	CDD PHONE	229.28
000020648610	103288	10/27/2023	525-118-43101	EOC PHONE	205.97
000020707048	103288	10/27/2023	525-118-43101	PHONE PD	3,682.92
				Vendor ATT01 - AT&T Total:	**12,103.79**
Vendor: 2751 - BARBARA CARDWELL					
10142023	103334	11/03/2023	209-552-36409	REFUND ART WORKSHOP	20.00
				Vendor 2751 - BARBARA CARDWELL Total:	**20.00**
Vendor: BAY34 - BAY AREA NEWS GROUP- EAST BAY					
0001391329	103229	10/20/2023	100-112-42514	LEGAL ADS	77.60
0001391329	103229	10/20/2023	212-461-42514	LEGAL ADS	560.17
				Vendor BAY34 - BAY AREA NEWS GROUP- EAST BAY Total:	**637.77**
Vendor: BIR05 - BIRITE FOODSERVICE DISTRIBUTORS					
6625529	103335	11/03/2023	209-552-43804	FOOD PROGRAM	-124.93
6630664	103335	11/03/2023	209-552-43804	FOOD PROGRAM PSC	1,243.98
				Vendor BIR05 - BIRITE FOODSERVICE DISTRIBUTORS Total:	**1,119.05**
Vendor: BOR02 - BORGES & MAHONEY CO.					
144739	103230	10/20/2023	500-641-44306	BUFFER SOLUTION IODATE SUPPLIES WPCP	807.77
				Vendor BOR02 - BORGES & MAHONEY CO. Total:	**807.77**
Vendor: 1654 - BRINK'S INCORPORATED					
12415848	103336	11/03/2023	100-115-42101	TRANSPORTATION FINANCE	286.19
				Vendor 1654 - BRINK'S INCORPORATED Total:	**286.19**
Vendor: CAL04 - CALCON SYSTEMS,INC.					
54935	103231	10/20/2023	500-641-42107	SERVICE CALL WPCP	799.98
54935	103231	10/20/2023	500-641-44306	SERVICE CALL WPCP	4,282.76
				Vendor CAL04 - CALCON SYSTEMS,INC. Total:	**5,082.74**
Vendor: CAL74 - CALIFORNIA MUNICIPAL STATISTICS, INC.					
23100610	103289	10/27/2023	100-115-42101	PROFESSIONAL SERVICES DIRECT AND OVERLAPPING	550.00
				Vendor CAL74 - CALIFORNIA MUNICIPAL STATISTICS, INC. Total:	**550.00**
Vendor: CAL01 - CALTEST ANALYTICAL LAB					
712974	103290	10/27/2023	500-641-44305	LAB CHEMICALS WPCP	1,557.05
				Vendor CAL01 - CALTEST ANALYTICAL LAB Total:	**1,557.05**
Vendor: CAR30 - CAROLLO ENGINEERS INC					
FB22821	103337	11/03/2023	500-641-47201	PROFESSIONAL SERVICES MEDIATION WPCP	4,600.00
				Vendor CAR30 - CAROLLO ENGINEERS INC Total:	**4,600.00**
Vendor: 2060 - CENTRAL CONCRETE SUPPLY CO., INC.					
2310-274970	103338	11/03/2023	100-345-44306	BLUE TRACT FINES DUST CY	131.70
				Vendor 2060 - CENTRAL CONCRETE SUPPLY CO., INC. Total:	**131.70**
Vendor: DAV04 - CHARLENE DAVIS					
10232023	103291	10/27/2023	100-116-42302	PER DIM FOR DINNER AND BREAKFAST MILEAGE	101.07
10232023	103291	10/27/2023	100-116-42303	PER DIM FOR DINNER AND BREAKFAST MILEAGE	153.00
				Vendor DAV04 - CHARLENE DAVIS Total:	**254.07**
Vendor: CIT08 - CITY MECHANICAL, INC					
94812	103232	10/20/2023	106-343-42101	CITY HALL CONDENSING UNIT ADD'L WORK	17,000.00

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
96969	103232	10/20/2023	100-222-42108	SERVICE CALL HVAC PUBLIC SAFETY BLDG	7,734.26
97491	103292	10/27/2023	100-222-42108	HVAC SERVICE CALL PUBLIC SAFETY BLDG.	1,280.62
97492	103292	10/27/2023	209-552-42108	HVAC PSC	878.94
97541	103292	10/27/2023	209-554-42108	HVAC PYC	1,062.01
97604	103292	10/27/2023	100-222-42108	HVAC PUBLIC SAFETY BLDG.	3,492.13
97688	103339	11/03/2023	100-343-42108	HVAC CITY HALL	899.95
				Vendor CIT08 - CITY MECHANICAL, INC Total:	**32,347.91**
Vendor: FAI04 - CITY OF FAIRFIELD					
230864	103233	10/20/2023	100-221-42511	RANGE USE FEE	344.00
				Vendor FAI04 - CITY OF FAIRFIELD Total:	**344.00**
Vendor: 2741 - CITY OF PLEASANT HILL					
10262023	103340	11/03/2023	100-110-42301	MAYOR CONFERENC...	70.00
				Vendor 2741 - CITY OF PLEASANT HILL Total:	**70.00**
Vendor: 2289 - CLEAN WORLD GREASE TRAP SERVICES					
04369	103293	10/27/2023	209-552-43810	GREASE TRAP SERVICES PSC	140.00
				Vendor 2289 - CLEAN WORLD GREASE TRAP SERVICES Total:	**140.00**
Vendor: 2242 - COLE PRO MEDIA, LLC					
3776	103234	10/20/2023	225-221-42514	TRANSPARENCY ENGAGEMENT OCTOBER 2023	2,000.00
				Vendor 2242 - COLE PRO MEDIA, LLC Total:	**2,000.00**
Vendor: COM20 - COMCAST					
0210511-10162023	103341	11/03/2023	100-222-43105	CABLE FOR PD	92.46
0419492-10022023	103235	10/20/2023	525-118-43101	INTERNET SWIM CENTER	166.89
184265031	103294	10/27/2023	525-118-43101	INTERNET PD	888.41
				Vendor COM20 - COMCAST Total:	**1,147.76**
Vendor: CON56 - CONCENTRA MEDICAL CENTERS					
80669963	103295	10/27/2023	100-116-42101	RANDOM TESTING	63.00
80748226	103295	10/27/2023	100-116-42101	RANDOM TESTING	63.00
				Vendor CON56 - CONCENTRA MEDICAL CENTERS Total:	**126.00**
Vendor: 2626 - CONSOR NORTH AMERICA, INC.					
N202830CA.00-39	103342	11/03/2023	325-342-47205	RO1710 PRELIMINARY DESIGN SERVICES	5,502.59
				Vendor 2626 - CONSOR NORTH AMERICA, INC. Total:	**5,502.59**
Vendor: CON44 - CONTINENTAL ELECTRIC					
CEI 12454	103343	11/03/2023	200-342-42514	4 LED LIGHTING FIXTURES	2,173.05
				Vendor CON44 - CONTINENTAL ELECTRIC Total:	**2,173.05**
Vendor: CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT					
FY2324-11	103344	11/03/2023	100-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2023	295,030.73
FY2324-11	103344	11/03/2023	105-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2023	62,914.11
FY2324-11	103344	11/03/2023	106-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2023	76,395.74
				Vendor CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT Total:	**434,340.58**
Vendor: CON10 - CONTRA COSTA COUNTY POLICE CHIEFS' ASSOCIATION					
23-17	103236	10/20/2023	100-221-42401	FISCAL YEAR 23/24 MEMBERSHIP DUES	775.00
24-W16	103236	10/20/2023	100-221-42301	2024 COUNTY CHIEF'S WORKSHOP	1,250.00
				Vendor CON10 - CONTRA COSTA COUNTY POLICE CHIEFS' ASSOCIATION Total:	**2,025.00**
Vendor: CCC13 - CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT					
706393	103237	10/20/2023	200-342-42101	TRAFFIC SIGNAL MAINTENANCE JULY 2023	8,996.04
706393	103237	10/20/2023	310-347-42101	TRAFFIC SIGNAL MAINTENANCE JULY 2023	506.16

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
706393	103237	10/20/2023	310-348-42101	TRAFFIC SIGNAL MAINTENANCE JULY 2023	337.44
706440	103237	10/20/2023	200-342-42101	TRAFFIC SIGNAL MAINTENANCE AUGUST 2023	6,411.36
706440	103237	10/20/2023	310-347-42101	TRAFFIC SIGNAL MAINTENANCE AUGUST 2023	337.44
706440	103237	10/20/2023	310-348-42101	TRAFFIC SIGNAL MAINTENANCE AUGUST 2023	506.16
				Vendor CCC13 - CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT Total:	**17,094.60**
Vendor: 1539 - CORDICO PSYCHOLOGICAL CORPORATION					
7042	103238	10/20/2023	100-221-42101	PRE-EMPLOYMENT SERVICES MICHEL/WARREN	1,000.00
				Vendor 1539 - CORDICO PSYCHOLOGICAL CORPORATION Total:	**1,000.00**
Vendor: COR12 - CORELOGIC SOLUTIONS LLC					
82187736	103239	10/20/2023	525-118-42510	CITYWIDE REALQUEST	830.41
				Vendor COR12 - CORELOGIC SOLUTIONS LLC Total:	**830.41**
Vendor: 1445 - CORTEZ TIRES AND AUTO REPAIR					
21916	103240	10/20/2023	100-221-42107	OIL CHANGE AND TIRES	648.24
22021	103345	11/03/2023	100-221-42107	OIL CHANGE	50.00
22025	103345	11/03/2023	100-221-42107	OIL CHANGE AND AIR FILTER	69.75
22048	103345	11/03/2023	100-221-42107	NEW TIRE PACKAGE AND ALIGNMENT	786.04
				Vendor 1445 - CORTEZ TIRES AND AUTO REPAIR Total:	**1,554.03**
Vendor: CPS01 - CPS- HR CONSULTING					
TR-INV003117	103346	11/03/2023	100-116-42504	MAINTENANCE WORKER EXAM REMOTE	1,611.00
				Vendor CPS01 - CPS- HR CONSULTING Total:	**1,611.00**
Vendor: 2220 - CRESCO EQUIPMENT RENTALS					
5540972-0026	103296	10/27/2023	100-345-42512	INSULATED BUCKET TRUCK RENTAL	3,628.24
5981038-0002	103296	10/27/2023	100-345-42512	12" CAPACITY BRUSH CHPPER	3,658.50
				Vendor 2220 - CRESCO EQUIPMENT RENTALS Total:	**7,286.74**
Vendor: 2424 - CROCKETT AWARD & TROPHY SERVICES					
045920	103297	10/27/2023	100-111-42201	10X2 NAME PLATE	19.93
				Vendor 2424 - CROCKETT AWARD & TROPHY SERVICES Total:	**19.93**
Vendor: 1605 - CROSSROADS SOFTWARE INC					
7214	103347	11/03/2023	205-227-42514	MAINTENANCE AND SUPPORT CITATION	1,500.00
/281A	103347	11/03/2023	205-227-42514	MAINTENACE AND SUPPORT CITATION	1,500.00
				Vendor 1605 - CROSSROADS SOFTWARE INC Total:	**3,000.00**
Vendor: DAS02 - DASH MEDICAL GLOVES, INC.					
INV1296105	103241	10/20/2023	100-222-42514	NITRILE EXAM GLOVES	251.62
				Vendor DAS02 - DASH MEDICAL GLOVES, INC. Total:	**251.62**
Vendor: 2745 - DEVIN MURPHY					
INV0009223	103242	10/20/2023	100-110-42302	REIMBURSE CALIFORNIA CITIES CONFERENCE EXP	1,031.40
				Vendor 2745 - DEVIN MURPHY Total:	**1,031.40**
Vendor: 1443 - DIESEL DIRECT WEST, INC.					
85413428	103243	10/20/2023	100-10601	GASOLINE UNL	1,376.00
85430351	103298	10/27/2023	100-10601	GASOLINE UNL CY	3,862.93
85439886	103298	10/27/2023	100-10601	GASOLINE UNL CY	2,035.82
85453075	103348	11/03/2023	100-10601	GASOLINE UNL CY	2,345.07
				Vendor 1443 - DIESEL DIRECT WEST, INC. Total:	**9,619.82**
Vendor: 2480 - DTS LANGUAGE SERVICES, INC.					
I-0014803	103349	11/03/2023	100-465-42101	INTEPRETING CALLS ENGLISH / SPANH CHINESE	135.00

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I-0014803	103349	11/03/2023	212-462-42101	INTEPRETING CALLS ENGLISH / SPANH CHINESE	44.10
				Vendor 2480 - DTS LANGUAGE SERVICES, INC. Total:	**179.10**
Vendor: EBM01 - EBMUD					
388057-10202023	103299	10/27/2023	100-343-43102	1960 Sarah Dr--Irrigation Use Only	282.46
435474-10182023	103299	10/27/2023	209-559-43102	2937 Pinole Valley Rd--Tennis Court Restrooms	100.50
435748-10122023	103299	10/27/2023	209-553-43102	2454 SIMAS AVE-TINY TOTS	41.54
435748-10122023	103299	10/27/2023	209-557-43102	2454 SIMAS AVE-TINY TOTS	1,343.06
532364-10122023	103299	10/27/2023	100-345-43102	1267 ADOBE RD-HAZEL DOWNER-THORNTON PICNIC GROVE	140.92
532606-10122023	103299	10/27/2023	100-345-43102	1270 ADOBE RD-CARETAKER'S SHED FOR PINOLE PARK	75.38
534462-10122023	103299	10/27/2023	100-345-43102	3450 SAVAGE AVE-IRRIGATION USE ONLY	65.40
554181-10122023	103299	10/27/2023	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	1,118.40
554182-10122023	103299	10/27/2023	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	339.56
				Vendor EBM01 - EBMUD Total:	**3,507.22**
Vendor: 2380 - ELIZABETH A. LYNN					
SEPTEMBER 2023	103244	10/20/2023	209-552-43802	POSTURE CLASSES PSC SEPTEMBER 2023	59.15
				Vendor 2380 - ELIZABETH A. LYNN Total:	**59.15**
Vendor: 1655 - ENDRESS + HAUSER, INC.					
6002497743	103300	10/27/2023	500-641-44306	LEVEL INDICATORS HEADWORKS WPCP	3,167.14
				Vendor 1655 - ENDRESS + HAUSER, INC. Total:	**3,167.14**
Vendor: FED01 - FEDEX					
8-278-12634	103350	11/03/2023	100-115-42203	FED EX FINANCE	8.74
				Vendor FED01 - FEDEX Total:	**8.74**
Vendor: FIS01 - FISHER SCIENTIFIC					
6147833	103245	10/20/2023	500-641-44305	IODINE WPCP	72.56
6377068	103245	10/20/2023	500-641-44305	LABSOLUTION DETERGENT WPCP	226.98
6566972	103245	10/20/2023	500-641-44305	NITRITE FISHER LONG STEM TEHMOMETER WPCP	176.68
6678136	103301	10/27/2023	500-641-44306	NITRITE STD PPM 120 ML WPCP	101.53
				Vendor FIS01 - FISHER SCIENTIFIC Total:	**577.75**
Vendor: FOR02 - FORENSIC SERVICES DIVISION					
PINPD-2309	103246	10/20/2023	100-222-42101	ALCOHOL AND DRUG TESTING SERVICES PD	2,130.00
				Vendor FOR02 - FORENSIC SERVICES DIVISION Total:	**2,130.00**
Vendor: GAT07 - GATEWAY PINOLE VISTA, LLC					
NOVEMBER 2023	103302	10/27/2023	201-343-42513	1340 FITZGERALD DR LEASE PAYMENTS VISTA CROSSING	100.00
				Vendor GAT07 - GATEWAY PINOLE VISTA, LLC Total:	**100.00**
Vendor: 2457 - GEOLINKS					
BD0164649	103247	10/20/2023	525-118-43101	CLEAR FIBER 25MBPS	499.00
				Vendor 2457 - GEOLINKS Total:	**499.00**
Vendor: 2349 - GHD, INC.					
380-0039706-5	103351	11/03/2023	100-342-42101	PROFESSIONAL AND TECHNICAL PLANNING FO...	34,418.10
				Vendor 2349 - GHD, INC. Total:	**34,418.10**

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Vendor: GLO08 - GLOBALSTAR					
000000057293221	103248	10/20/2023	525-118-43101	DATA SEARCHES TELECOMMUNICATIONS	131.11
				Vendor GLO08 - GLOBALSTAR Total:	**131.11**
Vendor: 1112 - GRAY-BOWEN-SCOTT					
22062	103352	11/03/2023	325-342-47205	PM SERVICES: DESIGN PHASE OF SPA BRIDGE REPLACMNT	2,403.00
				Vendor 1112 - GRAY-BOWEN-SCOTT Total:	**2,403.00**
Vendor: 2371 - GREEN HALO SYSTEMS INC					
4519	103353	11/03/2023	212-462-42106	HOST AND ACCESS	175.00
				Vendor 2371 - GREEN HALO SYSTEMS INC Total:	**175.00**
Vendor: HAC01 - HACH COMPANY					
13750865	103249	10/20/2023	500-641-44305	SAMPLE CELL WPCP	581.68
13769414	103303	10/27/2023	500-641-44306	SAMPLE CELL DISSOLVED OXYGEN WPCP	445.26
13782935	103354	11/03/2023	500-641-44305	LAB SUPPLIES WPCP	1,132.80
				Vendor HAC01 - HACH COMPANY Total:	**2,159.74**
Vendor: HAS01 - HASA, INC.					
925216	103250	10/20/2023	500-641-44303	1 GAL BULK MULTI CHLOR WPCP	13,979.85
				Vendor HAS01 - HASA, INC. Total:	**13,979.85**
Vendor: HEA01 - HEALTH CARE DENTAL TRUST					
OCTOBER 2023	103251	10/20/2023	100-110-41002	DENTAL BENEFITS	287.72
OCTOBER 2023	103251	10/20/2023	100-111-41002	DENTAL BENEFITS	364.69
OCTOBER 2023	103251	10/20/2023	100-112-41002	DENTAL BENEFITS	383.55
OCTOBER 2023	103251	10/20/2023	100-113-41002	DENTAL BENEFITS	108.99
OCTOBER 2023	103251	10/20/2023	100-115-41002	DENTAL BENEFITS	364.69
OCTOBER 2023	103251	10/20/2023	100-116-41002	DENTAL BENEFITS	306.58
OCTOBER 2023	103251	10/20/2023	100-221-41002	DENTAL BENEFITS	108.99
OCTOBER 2023	103251	10/20/2023	100-221-41002	DENTAL BENEFITS	1,788.83
OCTOBER 2023	103251	10/20/2023	100-222-41002	DENTAL BENEFITS	50.88
OCTOBER 2023	103251	10/20/2023	100-222-41002	DENTAL BENEFITS	536.19
OCTOBER 2023	103251	10/20/2023	100-223-41002	DENTAL BENEFITS	1,323.68
OCTOBER 2023	103251	10/20/2023	100-341-41002	DENTAL BENEFITS	50.88
OCTOBER 2023	103251	10/20/2023	100-341-41002	DENTAL BENEFITS	396.71
OCTOBER 2023	103251	10/20/2023	100-343-41002	DENTAL BENEFITS	434.43
OCTOBER 2023	103251	10/20/2023	100-465-41002	DENTAL BENEFITS	127.85
OCTOBER 2023	103251	10/20/2023	105-221-41002	DENTAL BENEFITS	434.43
OCTOBER 2023	103251	10/20/2023	106-222-41002	DENTAL BENEFITS	127.85
OCTOBER 2023	103251	10/20/2023	106-231-41002	DENTAL BENEFITS	-326.97
OCTOBER 2023	103251	10/20/2023	209-551-41002	DENTAL BENEFITS	306.58
OCTOBER 2023	103251	10/20/2023	209-552-41002	DENTAL BENEFITS	91.58
OCTOBER 2023	103251	10/20/2023	209-554-41002	DENTAL BENEFITS	115.07
OCTOBER 2023	103251	10/20/2023	212-461-41002	DENTAL BENEFITS	255.70
OCTOBER 2023	103251	10/20/2023	212-462-41002	DENTAL BENEFITS	287.72
OCTOBER 2023	103251	10/20/2023	500-641-41002	DENTAL BENEFITS	914.04
OCTOBER 2023	103251	10/20/2023	500-642-41002	DENTAL BENEFITS	229.61
OCTOBER 2023	103251	10/20/2023	505-119-41002	DENTAL BENEFITS	255.70
OCTOBER 2023	103251	10/20/2023	998-20105	DENTAL BENEFITS	10.18
OCTOBER 2023	103251	10/20/2023	998-20105	DENTAL BENEFITS	178.73
OCTOBER 2023	103251	10/20/2023	998-20105	DENTAL BENEFITS	12.79
OCTOBER 2023	103251	10/20/2023	998-20105	DENTAL BENEFITS	108.98
				Vendor HEA01 - HEALTH CARE DENTAL TRUST Total:	**9,636.65**
Vendor: 2280 - HERCULES TREE SERVICELANDSCAPE CONSTRUCTION					
4989	103355	11/03/2023	106-345-47203	EUCALYPTUS HAULING	49,800.00
4998	103355	11/03/2023	106-345-47203	EUCALYPTUS REMOVAL PROPERTY LINE CLEARANCE	82,850.00
4999	103355	11/03/2023	106-345-47203	EUCALYPTUS REMOVAL	39,500.00
				Vendor 2280 - HERCULES TREE SERVICELANDSCAPE CONSTRUCTION Total:	**172,150.00**

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Vendor: 1110 - HYONG-HAE CONNIE KIM					
10182023	103356	11/03/2023	212-462-42302	BRIDGE TOLL AND MILEAGE	54.16
				Vendor 1110 - HYONG-HAE CONNIE KIM Total:	**54.16**
Vendor: IED02 - IEDA, INC.					
24330	103304	10/27/2023	100-116-42101	LABOR RELATIONS FEES OCTOBER 2023	2,521.66
				Vendor IED02 - IEDA, INC. Total:	**2,521.66**
Vendor: MOO14 - ISSAC MOORE					
SEPTEMBER 2023	103252	10/20/2023	209-552-43802	EXERCISE CLASSES PSC SEPTEMBER 2023	270.00
				Vendor MOO14 - ISSAC MOORE Total:	**270.00**
Vendor: JWE01 - J. W. ENTERPRISES - NORTH					
253109	103253	10/20/2023	100-551-42511	PORTABLE TOILET RENTAL	142.77
253800	103357	11/03/2023	100-551-42511	PORTABLE TOILET RENTAL	144.77
				Vendor JWE01 - J. W. ENTERPRISES - NORTH Total:	**287.54**
Vendor: COR15 - JACQUELINE L CORL-SEIDEL					
SEPTEMBER 2023	103254	10/20/2023	209-552-43802	BALANCE AND FLOOR YOGA PSC SEPTEMBER 2023	407.75
				Vendor COR15 - JACQUELINE L CORL-SEIDEL Total:	**407.75**
Vendor: 1611 - JANICE M. BYER					
SEPTEMBER 2023	103255	10/20/2023	209-552-43802	EXERCISE CLASSES PSC SEPTEMBER 2023	810.00
				Vendor 1611 - JANICE M. BYER Total:	**810.00**
Vendor: JAN92 - JAN-PRO OF THE GREATER BAY AREA					
20149	103358	11/03/2023	209-552-42108	OCTOBER 2023 DAY PORTER SERVICE PSC	2,257.00
				Vendor JAN92 - JAN-PRO OF THE GREATER BAY AREA Total:	**2,257.00**
Vendor: 2248 - JOANNA L. NUNES					
10182023	103359	11/03/2023	212-462-42302	BRIDGE TOLL AND MILEAGE	54.16
				Vendor 2248 - JOANNA L. NUNES Total:	**54.16**
Vendor: 1630 - JOHN AND CLAIRE INVESTIGATIONS					
1500	103256	10/20/2023	100-222-42101	BACKGROUND SERVICES PD	2,101.50
1502	103256	10/20/2023	100-222-42101	BACKGROUND SERVICES PD	1,912.50
				Vendor 1630 - JOHN AND CLAIRE INVESTIGATIONS Total:	**4,014.00**
Vendor: 2647 - JOSELYN GUTIERREZ					
10302023	103360	11/03/2023	100-116-42303	MEAL DURING TRAINING	136.00
				Vendor 2647 - JOSELYN GUTIERREZ Total:	**136.00**
Vendor: 1641 - JOSUE ARDON					
10122023	103257	10/20/2023	100-222-42514	FILMING EDITING NATIONAL NIGHT OUT	390.00
				Vendor 1641 - JOSUE ARDON Total:	**390.00**
Vendor: KAI02 - KAISER PERMANETE					
320903364865-10092023	103305	10/27/2023	100-116-42101	PROFESSIONAL SERVICES	180.00
				Vendor KAI02 - KAISER PERMANETE Total:	**180.00**
Vendor: 2750 - KARL JASON MADAYAG					
10102023	103361	11/03/2023	100-341-42301	HOTEL FLIGHT REGISTRATION FOR TRAINING	193.95
10102023	103361	11/03/2023	100-341-42301	HOTEL FLIGHT REGISTRATION FOR TRAINING	395.00
10102023	103361	11/03/2023	100-341-42302	HOTEL FLIGHT REGISTRATION FOR TRAINING	484.44
				Vendor 2750 - KARL JASON MADAYAG Total:	**1,073.39**
Vendor: KEL09 - KELLER CANYON LANDFILL					
4212-000032510	103306	10/27/2023	500-641-44302	SLUDGE REMOVAL WPCP	6,612.02
				Vendor KEL09 - KELLER CANYON LANDFILL Total:	**6,612.02**
Vendor: 2746 - KENIA MARTINEZ					
INV0009228	103307	10/27/2023	100-221-42302	TRAINING REIMBURSEMENT	805.65

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INV0009228	103307	10/27/2023	100-221-42303	TRAINING REIMBURSEMENT	270.00
				Vendor 2746 - KENIA MARTINEZ Total:	**1,075.65**
Vendor: KEN09 - KENNEDY AND ASSOCIATES, INC.					
23-143	103258	10/20/2023	207-344-42101	STORMWATER SUPPORT ANNUAL REPORT	58.25
23-171	103258	10/20/2023	207-344-42101	STORM WATER SUPPORT ANNUAL REPORT	4,601.17
23-190	103308	10/27/2023	207-344-42101	ANNUAL STORM WATER REPORT	4,845.76
				Vendor KEN09 - KENNEDY AND ASSOCIATES, INC. Total:	**9,505.18**
Vendor: KUB00 - KUBWATER RESOURCES, INC.					
12076	103362	11/03/2023	500-641-44303	ZETAG BAGS WPCP	25,819.98
				Vendor KUB00 - KUBWATER RESOURCES, INC. Total:	**25,819.98**
Vendor: LAK01 - LAKESHORE					
431598102023	103363	11/03/2023	209-553-42514	TINY TOTS SUPPLIES	385.69
				Vendor LAK01 - LAKESHORE Total:	**385.69**
Vendor: 2476 - LORDS ELECTRIC INC.					
3	103259	10/20/2023	106-20026	EV CHARGING STATION	2,663.50
3	103259	10/20/2023	106-343-47201	EV CHARGING STATION	786.50
				Vendor 2476 - LORDS ELECTRIC INC. Total:	**3,450.00**
Vendor: 2391 - MARIA FIGUEROA					
10182023	103364	11/03/2023	100-221-42302	PETTY CASH PD	18.00
10182023	103364	11/03/2023	100-221-42302	PETTY CASH PD	30.45
10182023	103364	11/03/2023	100-221-42302	PETTY CASH PD	50.00
10182023	103364	11/03/2023	100-221-42514	PETTY CASH PD	4.49
10182023	103364	11/03/2023	100-222-42514	PETTY CASH PD	14.00
10182023	103364	11/03/2023	100-222-42514	PETTY CASH PD	43.88
				Vendor 2391 - MARIA FIGUEROA Total:	**160.82**
Vendor: 1152 - MARIA PICAZO					
10232023	103365	11/03/2023	209-551-42515	CANDY FOR HALLOWEEN MOVIE AND NATIONAL NIGHT OUT	12.99
10232023	103365	11/03/2023	209-554-42515	CANDY FOR HALLOWEEN MOVIE AND NATIONAL NIGHT OUT	55.97
10232023-2	103365	11/03/2023	209-551-42514	SUPPLIES TOBACCO GRANT PROGRAM	113.23
				Vendor 1152 - MARIA PICAZO Total:	**182.19**
Vendor: 2427 - MARK GRAHAM					
23-61	103260	10/20/2023	100-221-42101	POLYGRAPH EXAM PD	350.00
				Vendor 2427 - MARK GRAHAM Total:	**350.00**
Vendor: MCM05 - MCMASTER-CARR SUPPLY CO.					
14679201	103261	10/20/2023	500-641-44306	RISER CLAMP THREADED PIPE WPCP	74.48
14986912	103261	10/20/2023	500-641-44306	GRINDER NUT EXP PLUG WPCP	152.49
				Vendor MCM05 - MCMASTER-CARR SUPPLY CO. Total:	**226.97**
Vendor: 2466 - MUNICIPAL RESOURCES GROUP, LLC.					
03-23-939	103309	10/27/2023	100-111-42201	PROJECT MANAGEMENT SERVICES	2,812.50
				Vendor 2466 - MUNICIPAL RESOURCES GROUP, LLC. Total:	**2,812.50**
Vendor: 2448 - NSI LAB SOLUTIONS, LLC.					
425464	103262	10/20/2023	500-641-44305	LAB SUPPLIES WPCP	908.00
				Vendor 2448 - NSI LAB SOLUTIONS, LLC. Total:	**908.00**
Vendor: 1388 - ODIN SYSTEMS, INC.					
1798	103366	11/03/2023	100-222-42101	BUCKET TRUCK	2,550.00
				Vendor 1388 - ODIN SYSTEMS, INC. Total:	**2,550.00**

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Vendor: OLI01 - OLIVERS TOWING INC					
21-10765-20	103263	10/20/2023	100-221-42107	STORAGE FEES IMPOUND PD	310.00
				Vendor OLI01 - OLIVERS TOWING INC Total:	**310.00**
Vendor: OTI01 - OTIS ELEVATOR COMPANY					
100401339779	103310	10/27/2023	100-343-42108	MAINTENANCE SERVICE CH NOVEMBER 2023	124.91
				Vendor OTI01 - OTIS ELEVATOR COMPANY Total:	**124.91**
Vendor: 1555 - OWEN EQUIPMENT					
00061361	103264	10/20/2023	207-344-42107	WHIRLWIND	10,196.03
				Vendor 1555 - OWEN EQUIPMENT Total:	**10,196.03**
Vendor: 2470 - P&A GROUP					
400411148	103311	10/27/2023	100-116-42101	ANNUAL FEE FOR RETIREE HRA	1,000.00
400411149	103311	10/27/2023	100-116-42101	ANNUAL FEE FOR CAPPERS HRA	1,000.00
				Vendor 2470 - P&A GROUP Total:	**2,000.00**
Vendor: PAC55 - PACIFIC SITE MANAGEMENT					
63149	103265	10/20/2023	100-222-42108	MONTHLY LANDSCAPE SERVICES	125.93
63149	103265	10/20/2023	100-231-42108	MONTHLY LANDSCAPE SERVICES	337.43
63149	103265	10/20/2023	100-343-42108	MONTHLY LANDSCAPE SERVICES	180.02
63149	103265	10/20/2023	100-345-42108	MONTHLY LANDSCAPE SERVICES	5,787.95
63149	103265	10/20/2023	200-342-42108	MONTHLY LANDSCAPE SERVICES	335.81
63149	103265	10/20/2023	201-343-42108	MONTHLY LANDSCAPE SERVICES	548.93
63149	103265	10/20/2023	209-552-42108	MONTHLY LANDSCAPE SERVICES	204.23
63149	103265	10/20/2023	209-553-42108	MONTHLY LANDSCAPE SERVICES	212.31
63149	103265	10/20/2023	209-557-42108	MONTHLY LANDSCAPE SERVICES	212.31
63149	103265	10/20/2023	310-347-42108	MONTHLY LANDSCAPE SERVICES	62.16
63149	103265	10/20/2023	310-348-42108	MONTHLY LANDSCAPE SERVICES	65.37
				Vendor PAC55 - PACIFIC SITE MANAGEMENT Total:	**8,072.45**
Vendor: LON02 - PATRICIA LONG					
SEPTEMBER 2023	103266	10/20/2023	209-552-43802	CWLD PSC SEPTEMBER 2023	89.60
				Vendor LON02 - PATRICIA LONG Total:	**89.60**
Vendor: PGE01 - PG&E					
0081-10182023	103312	10/27/2023	200-342-43103	2501 SAN PABLO AVE TRAFFIC CONTROLLER	91.47
0209-10182023	103312	10/27/2023	200-342-43103	S/E CORNER SAN PABLO AVE & TENNENT TRAFFIC SIGNAL	104.64
0466-10182023	103312	10/27/2023	209-554-43103	635 TENNENT AVE YOUTH CTR/CATV	214.50
0466-10182023	103312	10/27/2023	505-119-43103	635 TENNENT AVE YOUTH CTR/CATV	321.76
0498-10112023	103312	10/27/2023	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	1,162.64
0813-10172023	103312	10/27/2023	200-342-43103	2149 1/2 APPIAN WAY TRAFFIC SIGNAL	71.68
0883-10122023	103312	10/27/2023	100-222-43103	800 TENNENT AVE PUBLI C SAFETY FACILITY	896.44
0883-10122023	103312	10/27/2023	100-223-43103	800 TENNENT AVE PUBLI C SAFETY FACILITY	179.29
0883-10122023	103312	10/27/2023	100-231-43103	800 TENNENT AVE PUBLI C SAFETY FACILITY	717.15

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
0887-10022023	103267	10/20/2023	200-342-43103	PINON AVE & SAN PABLO AVE TRAFFIC SIGNAL	96.79
0923-10172023	103312	10/27/2023	100-110-43103	2131 PEAR ST	134.93
0923-10172023	103312	10/27/2023	100-111-43103	2131 PEAR ST	177.54
0923-10172023	103312	10/27/2023	100-112-43103	2131 PEAR ST	195.27
0923-10172023	103312	10/27/2023	100-115-43103	2131 PEAR ST	486.45
0923-10172023	103312	10/27/2023	100-116-43103	2131 PEAR ST	142.03
0923-10172023	103312	10/27/2023	100-117-43103	2131 PEAR ST	1,580.06
0923-10172023	103312	10/27/2023	100-343-43103	2131 PEAR ST	2,943.53
0923-10172023	103312	10/27/2023	200-342-43103	2131 PEAR ST	514.85
0923-10172023	103312	10/27/2023	212-461-43103	2131 PEAR ST	213.04
0923-10172023	103312	10/27/2023	212-462-43103	2131 PEAR ST	536.16
0923-10172023	103312	10/27/2023	285-464-43103	2131 PEAR ST	177.54
1093-09292023	103267	10/20/2023	500-642-43103	W END/HAZEL AVE SEWAGE PLANT	800.91
1121-10192023	103312	10/27/2023	200-342-43103	DEL MONTE & SAN PABLO TRAFFIC CONTROL LIGHT	90.59
1156-10122023	103312	10/27/2023	209-554-43103	635 TENNENT AVE YOUTH CTR/CATV	22.45
1156-10122023	103312	10/27/2023	505-119-43103	635 TENNENT AVE YOUTH CTR/CATV	33.68
1233-10192023	103312	10/27/2023	200-342-43103	SAN PABLO AVE TRAFFIC SIGNAL	99.95
1462-10122023	103312	10/27/2023	209-552-43103	2500 CHARLES ST SENIOR CENTER	171.18
1798-09272023	103267	10/20/2023	200-342-43103	2935 PINOLE VALLEY RD. TRAFFIC SIGNAL	175.82
1801-10102023	103312	10/27/2023	209-553-43103	2454 SIMAS AVE REC CTR & POOL	22.61
2182-10022023	103267	10/20/2023	200-342-43103	OAKRIDGE/SAN PABLO AVE TRAFFIC SIGNAL	88.89
2222-09252023	103267	10/20/2023	100-345-43103	STREET AND HIGHWAY LIGHTING	49.39
2222-09252023	103267	10/20/2023	200-342-43103	STREET AND HIGHWAY LIGHTING	18,046.26
2222-09252023	103267	10/20/2023	310-347-43103	STREET AND HIGHWAY LIGHTING	280.00
2222-09252023	103267	10/20/2023	310-348-43103	STREET AND HIGHWAY LIGHTING	400.00
2620-10192023	103312	10/27/2023	200-342-43103	N/W CORNER APPIAN WAY & FITZGERALD DR TRAFFIC SIG	126.60
2793-10182023	103312	10/27/2023	200-342-43103	1451 FITZGERALD DR TRAFFIC SIGNAL	63.89
3029-10122023	103312	10/27/2023	100-345-43103	1270 ADOBE RD @ OUTSIDE BATHROOMS	71.89
3311-10182023	103312	10/27/2023	200-342-43103	PINOLE VALLEY RD & HENRY TRAFFIC CONTROLLER	128.36
3537-10172023	103312	10/27/2023	100-343-43103	659 TENNENT AVE PARKING LOT LIGHTS	58.39
3834-10062023	103312	10/27/2023	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	46.42
3850-10172023	103312	10/27/2023	100-345-43103	601 TENNENT AVE CARETAKER'S SHED	123.52
3879-09262023	103267	10/20/2023	200-342-43103	N COR RAMONA ST AND PINOLE VALLEY RD	139.94
3914-10172023	103312	10/27/2023	100-345-43103	FERNANDEZ PARK BALLPARK LIGHTING	197.05
4065-10172023	103312	10/27/2023	209-559-43103	2937 PINOLE VALLEY RD TENNIS CT LIGHTS	527.35
4193-10182023	103312	10/27/2023	200-342-43103	HWY 80 PINOLE VALLEY RD TRAFFIC CONTROLLER	73.04
4256-09262023	103267	10/20/2023	500-641-43103	11 TENNANT AVE	64,122.62
4368-10172023	103312	10/27/2023	200-342-43103	APPIAN WAY & TARA HILLS TRAFFIC SIGNAL	167.41

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4430-09262023	103267	10/20/2023	100-345-43103	S/O MARLESTA 1ST POLE-SPRINKLER CONTROLLER	10.98
5127-10182023	103312	10/27/2023	500-642-43103	893 1/2 SAN PABLO AVE PUMP STATION	106.41
5137-10172023	103312	10/27/2023	209-557-43103	2450 SIMAS AVE SWIM CTR	1,333.04
5374-10182023	103312	10/27/2023	200-342-43103	1220 PINOLE VALLEY RD TRAFFIC SIGNAL	116.34
5387-10182023	103312	10/27/2023	100-345-43103	588 MARLESTA RD LOUIS FRANCIS PARK	14.90
6521-09272023	103267	10/20/2023	200-342-43103	IFO 971 SAN PABLO AVE-TRAFFIC SIGNAL CONTROL	121.51
6897-09272023	103267	10/20/2023	200-342-43103	PINOLE VALLEY RD & ESTATES AVE-TRAFFIC LIGHT CTRL	77.00
6969-10172023	103312	10/27/2023	201-343-43103	2361 SAN PABLO AVE PARKING LOT LIGHTS	101.89
7114-10182023	103312	10/27/2023	200-342-43103	2429 SAN PABLO AVE	114.58
7186-10122023	103312	10/27/2023	209-558-43103	601 TENNENT AVE PUBLIC MEETING HALL	8.12
7509-10172023	103312	10/27/2023	200-342-43103	TARA HILLS DR 500 FT APPIAN WAY TRAFFIC SIGNAL	73.43
7547-09262023	103267	10/20/2023	100-222-43103	880 Tennent Ave-Public Safety Facility	6,856.00
7547-09262023	103267	10/20/2023	100-223-43103	880 Tennent Ave-Public Safety Facility	1,371.20
7547-09262023	103267	10/20/2023	100-231-43103	880 Tennent Ave-Public Safety Facility	5,484.81
8086-10182023	103312	10/27/2023	200-342-43103	N/S BORDER CITY OF PINOLE	82.12
8511-09252023	103267	10/20/2023	100-345-43103	W/S PINOLE SHORES DR-SPRINKLER CONTROLLER	13.15
8687-10192023	103312	10/27/2023	200-342-43103	FITZGERALD DR IFO LONG JOHN SILVERS TRAFFIC SIGNAL	118.99
8716-10122023	103312	10/27/2023	500-641-43103	SEWAGE PLNT-FT OF TENNENT	3,694.28
9824-10182023	103312	10/27/2023	310-347-43103	1303 PINOLE VALLEY RD TRAFFIC CONTROL SVC	118.08
9900-10162023	103312	10/27/2023	200-342-43103	2303 GRANADA CT TRAFFIC CONTROL SERVICE	153.25
9929-09252023	103267	10/20/2023	201-343-43103	790 PINOLE SHORES DR-NEW METAL BUILDING	100.15
9961-09262023	103267	10/20/2023	209-552-43103	2500 CHARLES ST-SENIOR CENTER	4,873.68
9985-10172023	103312	10/27/2023	201-343-43103	NEAR 795 FERNANDEZ PARKING LOT LIGHTS	83.48
				Vendor PGE01 - PG&E Total:	**122,113.36**
Vendor: JAR01 - PINOLE GOODYEAR					
INV067907	103315	10/27/2023	100-343-42107	CAR MAINTENANCE	231.84
				Vendor JAR01 - PINOLE GOODYEAR Total:	**231.84**
Vendor: 2731 - PIONEER RESEARCH					
264143	103316	10/27/2023	200-342-42514	H2OUT KIT	926.05
				Vendor 2731 - PIONEER RESEARCH Total:	**926.05**
Vendor: PIT06 - PITNEY BOWES					
10182023	103317	10/27/2023	525-118-42203	FINANCE/ LATE CHARGES	97.59
				Vendor PIT06 - PITNEY BOWES Total:	**97.59**
Vendor: 2748 - PLANTED ENERGY, LLC.					
1008	103367	11/03/2023	209-551-42515	SOUND BATH EVENT HEAL FROM HATE EVENT	1,558.90
				Vendor 2748 - PLANTED ENERGY, LLC. Total:	**1,558.90**
Vendor: 1009 - PRECISION IT CONSULTING					
13784	103268	10/20/2023	525-118-42105	SOPHOS LICENSE RENEWAL	3,603.61
13785	103268	10/20/2023	525-118-42105	360 GOLD SERVICES IT	1,852.58
13789	103268	10/20/2023	525-118-42101	PROFESSIONAL SERVICES IT	29,000.00
13789	103268	10/20/2023	525-118-42105	PROFESSIONAL SERVICES IT	820.00

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13789	103268	10/20/2023	525-118-42105	PROFESSIONAL SERVICES IT	995.00
13789	103268	10/20/2023	525-118-42105	PROFESSIONAL SERVICES IT	618.11
13789	103268	10/20/2023	525-118-42105	PROFESSIONAL SERVICES IT	148.05
13803	103268	10/20/2023	525-118-42510	OFFICE 365	3,411.80
13829	103268	10/20/2023	525-118-42105	SCALE PAD 4 HOUR SERVICE	1,658.88
				Vendor 1009 - PRECISION IT CONSULTING Total:	**42,108.03**
Vendor: 2388 - PRESTIGE PRINTING AND GRAPHICS					
87252	103269	10/20/2023	209-551-42201	JAYLAN CAMPBELL BUSINESS CARDS	97.31
88589	103318	10/27/2023	100-115-42201	#10 FINANCE ENVELOPES	387.98
				Vendor 2388 - PRESTIGE PRINTING AND GRAPHICS Total:	**485.29**
Vendor: 2453 - RAY'S ELECTRIC					
1978	103319	10/27/2023	106-342-47205	SAFETY IMPROVEMENTS AT APPIAN WAY & MARLESTA RD.	66,479.68
1978	103319	10/27/2023	215-342-47205	SAFETY IMPROVEMENTS AT APPIAN WAY & MARLESTA RD.	135,744.05
1978	103319	10/27/2023	325-342-47205	SAFETY IMPROVEMENTS AT APPIAN WAY & MARLESTA RD.	50,186.52
				Vendor 2453 - RAY'S ELECTRIC Total:	**252,410.25**
Vendor: 2440 - RINCON CONSULTANTS, INC.					
51953	103368	11/03/2023	212-461-42101	PINOLE CLIMATE ACTION PLAN	5,763.50
				Vendor 2440 - RINCON CONSULTANTS, INC. Total:	**5,763.50**
Vendor: 2685 - RJM DESIGN GROUP, INC.					
36029	103320	10/27/2023	106-345-47203	PINOLE PARK MASTER PLAN	13,030.58
				Vendor 2685 - RJM DESIGN GROUP, INC. Total:	**13,030.58**
Vendor: 2646 - ROADSAFE TRAFFIC SYSTEMS, INC.					
187428	103321	10/27/2023	200-342-42514	ROAD SIGNS	1,497.77
187663	103321	10/27/2023	100-343-44410	SAFETY VEST	126.09
				Vendor 2646 - ROADSAFE TRAFFIC SYSTEMS, INC. Total:	**1,623.86**
Vendor: ROS08 - RSG, INC.					
I010675	103369	11/03/2023	100-466-42101	ECONOMIC DEVELOPMENT STRATEGY YEAR 1 IMPLEM	18,523.75
				Vendor ROS08 - RSG, INC. Total:	**18,523.75**
Vendor: J&O01 - RUBBER DUST INC.					
161020	103270	10/20/2023	500-642-42107	CHECK ENGINE LIGHT OTHER REPAIRS	461.77
				Vendor J&O01 - RUBBER DUST INC. Total:	**461.77**
Vendor: 1450 - RUBENSTEIN SUPPLY COMPANY					
S2532890.001	103370	11/03/2023	500-641-44306	GALV SQ CONDUCTOR HEAD WPCP	105.00
				Vendor 1450 - RUBENSTEIN SUPPLY COMPANY Total:	**105.00**
Vendor: 2469 - SAFETY-KLEEN SYSTEMS, INC.					
92912458	103322	10/27/2023	500-641-42107	DIESEL FUEL WPCP	551.00
				Vendor 2469 - SAFETY-KLEEN SYSTEMS, INC. Total:	**551.00**
Vendor: 2650 - SARRAH PATTON					
10182023	103323	10/27/2023	100-465-42302	CACEO CONFERENCE EXPENSE REIMBURSEMENT-CODE ENF	167.68
10182023	103323	10/27/2023	100-465-42303	CACEO CONFERENCE EXPENSE REIMBURSEMENT-CODE ENF	225.00
				Vendor 2650 - SARRAH PATTON Total:	**392.68**
Vendor: 1802 - SCHAAF & WHEELER, CONSULTING CIVIL ENGINEERS					
38227	103371	11/03/2023	106-344-47206	PRELIMINARY ENGINEERING	502.50
				Vendor 1802 - SCHAAF & WHEELER, CONSULTING CIVIL ENGINEERS Total:	**502.50**
Vendor: 2709 - SEATWORKS, LLC					
HA167712-1	103271	10/20/2023	100-223-47107	DISPATCH CENTER CHAIR REPLACEMENT	13,767.70
				Vendor 2709 - SEATWORKS, LLC Total:	**13,767.70**

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 1714 - SHERRI D. LEWIS					
CC06PINOLE-FY2023/24	103372	11/03/2023	100-112-42101	PREPARE MINUTES FOR CITY COUNCIL 101723	675.00
				Vendor 1714 - SHERRI D. LEWIS Total:	**675.00**
Vendor: 2632 - SHIPLEY POOL SERVICE					
18632	103272	10/20/2023	209-557-42108	MAINTENANCE SWIMMING POOLS	3,316.66
				Vendor 2632 - SHIPLEY POOL SERVICE Total:	**3,316.66**
Vendor: 2260 - SKL SOLUTIONS, INC.					
230060	103324	10/27/2023	500-642-42101	TO 1: Regulatory, Program Development, Support Svc	22,853.70
230063	103324	10/27/2023	500-642-42101	TO 3: INVENTORY/DATA MGMT, VISUALIZATION...	10,443.07
				Vendor 2260 - SKL SOLUTIONS, INC. Total:	**33,296.77**
Vendor: SON08 - SONSRAY MACHINERY, LLC.					
ESA002016-1	103373	11/03/2023	106-345-47101	YANMAR SA223 TRACTOR FOR PARKS USE	29,624.51
				Vendor SON08 - SONSRAY MACHINERY, LLC. Total:	**29,624.51**
Vendor: STA42 - STAPLES BUSINESS CREDIT					
1651305704	103273	10/20/2023	100-111-42201	CITYWIDE OFFICE SUPPLIES	86.33
1651305704	103273	10/20/2023	100-111-42201	CITYWIDE OFFICE SUPPLIES	25.46
1651305704	103273	10/20/2023	100-116-42101	CITYWIDE OFFICE SUPPLIES	220.97
1651305704	103273	10/20/2023	100-116-42201	CITYWIDE OFFICE SUPPLIES	31.81
1651305704	103273	10/20/2023	100-116-42201	CITYWIDE OFFICE SUPPLIES	327.99
1651305704	103273	10/20/2023	100-222-42514	CITYWIDE OFFICE SUPPLIES	218.97
1651305704	103273	10/20/2023	100-222-42514	CITYWIDE OFFICE SUPPLIES	215.07
1651305704	103273	10/20/2023	100-222-42514	CITYWIDE OFFICE SUPPLIES	102.69
1651305704	103273	10/20/2023	100-222-42514	CITYWIDE OFFICE SUPPLIES	80.61
1651305704	103273	10/20/2023	209-553-42514	CITYWIDE OFFICE SUPPLIES	75.72
				Vendor STA42 - STAPLES BUSINESS CREDIT Total:	**1,385.62**
Vendor: STE20 - STERICYCLE, INC.					
8004764778	103274	10/20/2023	100-222-42101	STERI-SAFE BUDGET SUBSCRIPTION PD	63.14
				Vendor STE20 - STERICYCLE, INC. Total:	**63.14**
Vendor: 2436 - STRATEGIC ENERGY INNOVATIONS					
4675	103374	11/03/2023	212-461-42101	CLIMATE CORPS INTERN	4,900.00
4684	103374	11/03/2023	212-461-42101	CLIMATE CORPS INTERN	6,580.00
				Vendor 2436 - STRATEGIC ENERGY INNOVATIONS Total:	**11,480.00**
Vendor: 2305 - TAMIKO FODOR					
10102023	103325	10/27/2023	100-221-42302	MEAL AND MILEAGE TRAINING PD	88.95
10102023	103325	10/27/2023	100-221-42303	MEAL AND MILEAGE TRAINING PD	311.00
				Vendor 2305 - TAMIKO FODOR Total:	**399.95**
Vendor: 1253 - TARAH ORNELAS					
990	103275	10/20/2023	209-552-42515	HOLIDAY CRAFT FAIR SINGS	222.58
				Vendor 1253 - TARAH ORNELAS Total:	**222.58**
Vendor: 2351 - THE NATELSON DALE GROUP, INC.					
03878	103375	11/03/2023	100-466-42101	ECONOMIC DEVELOPMENT STRATEGIC PLAN	7,630.00
				Vendor 2351 - THE NATELSON DALE GROUP, INC. Total:	**7,630.00**
Vendor: 2633 - TRB AND ASSOCIATES, INC.					
4849	103376	11/03/2023	212-462-42101	PLAN REVIEW AND INSPECTION SERVICES	234.00
				Vendor 2633 - TRB AND ASSOCIATES, INC. Total:	**234.00**
Vendor: 2365 - TRIPEPI, SMITH AND ASSOCIATES, INC.					
11072	103326	10/27/2023	100-111-42101	GRAPHICS ARTS SERVICES	2,200.00
				Vendor 2365 - TRIPEPI, SMITH AND ASSOCIATES, INC. Total:	**2,200.00**

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Vendor: USP01 - U.S. POSTMASTER					
10202023	103377	11/03/2023	209-551-42514	USPS MAKETING MAIL PI 41 PERMIT	310.00
				Vendor USP01 - U.S. POSTMASTER Total:	**310.00**
Vendor: 2668 - UBEO BUSINESS SERVICES					
4278095	103327	10/27/2023	525-118-42107	COPIERS EQUIPMENT RENTALS	2,655.10
				Vendor 2668 - UBEO BUSINESS SERVICES Total:	**2,655.10**
Vendor: UNI38 - UNIVAR USA INC					
51543488	103276	10/20/2023	500-641-44303	SOD BISULFITE WPCP	9,610.12
				Vendor UNI38 - UNIVAR USA INC Total:	**9,610.12**
Vendor: UNI07 - UNIVERSAL BUILDING SVCS.					
10929	103328	10/27/2023	100-343-42108	JANITORIAL SUPPLIES CY	1,098.35
518519	103277	10/20/2023	100-343-42108	JANITORIAL SERVICE SEPTEMBER 2023 CH	1,296.00
518520	103277	10/20/2023	100-222-42108	JANITORIAL SERVICES SEPTEMBER 2023 SAFETY BLDG.	2,649.00
518521	103277	10/20/2023	209-557-42108	JANITORIAL SERVICES SEPTEMBER 2023 SWIM CENTER	1,273.14
				Vendor UNI07 - UNIVERSAL BUILDING SVCS. Total:	**6,316.49**
Vendor: USB06 - US BANK					
OCTOBER 2023	103378	11/03/2023	100-20018	CITYWIDE CREDIT CARDS	33,057.23
				Vendor USB06 - US BANK Total:	**33,057.23**
Vendor: VER02 - VERIZON WIRELESS					
9946926027	103329	10/27/2023	525-118-43101	CITYWIDE CELL PHONES	3,687.54
				Vendor VER02 - VERIZON WIRELESS Total:	**3,687.54**
Vendor: VIS01 - VISION SERVICE PLAN					
818848306	103278	10/20/2023	100-110-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	100-111-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	100-112-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	100-113-41003	VISION PLAN BENEFITS OCTOBER 2023	18.61
818848306	103278	10/20/2023	100-115-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	100-116-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	100-221-41003	VISION PLAN BENEFITS OCTOBER 2023	353.59
818848306	103278	10/20/2023	100-222-41003	VISION PLAN BENEFITS OCTOBER 2023	130.27
818848306	103278	10/20/2023	100-223-41003	VISION PLAN BENEFITS OCTOBER 2023	223.32
818848306	103278	10/20/2023	100-341-41003	VISION PLAN BENEFITS OCTOBER 2023	74.44
818848306	103278	10/20/2023	100-341-41003	VISION PLAN BENEFITS OCTOBER 2023	18.61
818848306	103278	10/20/2023	100-343-41003	VISION PLAN BENEFITS OCTOBER 2023	74.44
818848306	103278	10/20/2023	100-465-41003	VISION PLAN BENEFITS OCTOBER 2023	18.61
818848306	103278	10/20/2023	105-221-41003	VISION PLAN BENEFITS OCTOBER 2023	74.44
818848306	103278	10/20/2023	106-222-41003	VISION PLAN BENEFITS OCTOBER 2023	18.61
818848306	103278	10/20/2023	209-551-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83

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818848306	103278	10/20/2023	209-552-41003	VISION PLAN BENEFITS OCTOBER 2023	37.22
818848306	103278	10/20/2023	209-554-41003	VISION PLAN BENEFITS OCTOBER 2023	18.61
818848306	103278	10/20/2023	212-461-41003	VISION PLAN BENEFITS OCTOBER 2023	37.22
818848306	103278	10/20/2023	212-462-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	500-641-41003	VISION PLAN BENEFITS OCTOBER 2023	186.10
818848306	103278	10/20/2023	500-642-41003	VISION PLAN BENEFITS OCTOBER 2023	55.83
818848306	103278	10/20/2023	505-119-41003	VISION PLAN BENEFITS OCTOBER 2023	37.22
818848306	103278	10/20/2023	998-20106	VISION PLAN BENEFITS OCTOBER 2023	74.44
818848320	103278	10/20/2023	998-20106	VISION PLAN BENEFITS	93.05
				Vendor VIS01 - VISION SERVICE PLAN Total:	**1,935.44**
Vendor: LUK00 - VIVIENNE F. KEARSLEY-LUKE					
SEPTEMBER 2023	103279	10/20/2023	209-552-43802	GENTLE YOGA PSC SEPTEMBER 2023	81.20
				Vendor LUK00 - VIVIENNE F. KEARSLEY-LUKE Total:	**81.20**
Vendor: VWR01 - VWR INTERNATIONAL, LLC.					
8814178158	103280	10/20/2023	500-641-44305	PIPET SERO LAB SUPPLIES WPCP	187.12
8814180271	103280	10/20/2023	500-641-44305	NITRITE CHEMICALS SUPPLIES WPCP	78.52
8814180272	103280	10/20/2023	500-641-44305	NITRITE WPCP	99.70
8814184195	103280	10/20/2023	500-641-44305	VORTEX MIXER LAB SUPPLIES WPCP	278.49
8814335040	103379	11/03/2023	500-641-44305	PIPET SEROLOGICAL BULK PKG. WPCP	348.81
				Vendor VWR01 - VWR INTERNATIONAL, LLC. Total:	**992.64**
Vendor: WEC01 - WECO INDUSTRIES LLC					
0052414-IN	103380	11/03/2023	500-641-44306	SUPPLIES FOR REPAIRS AT WPCP	219.95
				Vendor WEC01 - WECO INDUSTRIES LLC Total:	**219.95**
Vendor: 2603 - WEST VALLEY CONSTRUCTION CO, INC.					
140307	103281	10/20/2023	500-642-47201	ENGINEERING DESIGN SANITARY SEWER PROJECT	75,169.75
				Vendor 2603 - WEST VALLEY CONSTRUCTION CO, INC. Total:	**75,169.75**
Vendor: 2697 - WEST YOST & ASSOCIATES, INC.					
2055288	103282	10/20/2023	100-343-42101	WATER REUSE OPPORTUNITIES ASSESSMENT	578.00
2055564	103381	11/03/2023	106-344-42101	STORM DRAIN MASTER PLAN CONSULTING	6,179.82
2055711	103381	11/03/2023	100-343-42101	WATER REUSE OPPORTUNITIES ASSESSMENT	827.75
				Vendor 2697 - WEST YOST & ASSOCIATES, INC. Total:	**7,585.57**
Vendor: WIL52 - WILLDAN FINANCIAL SERVICES					
010-56417	103330	10/27/2023	500-642-42101	SEWER CHARGES	5,449.00
				Vendor WIL52 - WILLDAN FINANCIAL SERVICES Total:	**5,449.00**
Vendor: 2692 - XCEL ENGINEERING CORPORATION					
1007	103331	10/27/2023	106-342-47205	Safety Improvements at Tennent Ave/Pear&Plum St	136,237.51
				Vendor 2692 - XCEL ENGINEERING CORPORATION Total:	**136,237.51**
				Grand Total:	**1,745,270.83**

Return to Agenda

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	517,368.01
105 - Measure S -2006	63,422.98
106 - MEASURE S-2014	520,869.83
200 - Gas Tax Fund	41,277.48
201 - Restricted Real Estate Maintenance Fund	934.45
205 - Traffic Safety Fund	3,000.00
207 - NPDES Storm Water Fund	19,701.21
209 - Recreation Fund	32,226.45
212 - Building & Planning	19,750.76
215 - Measure C and J Fund	135,744.05
225 - Asset Seizure-Adjudicated Fund	2,000.00
285 - Housing Land Held for Resale	177.54
310 - Lighting & Landscape Districts	2,612.81
325 - City Street Improvements	58,092.11
500 - Sewer Enterprise Fund	263,798.75
505 - Cable Access TV	648.36
525 - Information Systems	63,167.87
998 - Payroll Clearing	478.17
Grand Total:	**1,745,270.83**

Account Summary

Account Number	Account Name	Payment Amount
100-10601	Gas Tanks/Corp Yard	9,619.82
100-110-41002	Emp Benefits/Dental	287.72
100-110-41003	Emp Benefits/Vision Care	55.83
100-110-42301	Travel & Training/Conf-R...	70.00
100-110-42302	Travel & Training/Milea...	1,031.40
100-110-43103	Utilities/Electricity & Po...	134.93
100-111-41002	Emp Benefits/Dental	364.69
100-111-41003	Emp Benefits/Vision Care	55.83
100-111-42101	Prof Svcs/Professional Se..	2,200.00
100-111-42201	Office Expense	2,944.22
100-111-43103	Utilities/Electricity & Po...	177.54
100-112-41002	Emp Benefits/Dental	383.55
100-112-41003	Emp Benefits/Vision Care	55.83
100-112-42101	Prof Svcs/Professional Se..	675.00
100-112-42514	Admin Exp/Special Depa...	77.60
100-112-43103	Utilities/Electricity & Po...	195.27
100-113-41002	Emp Benefits/Dental	108.99
100-113-41003	Emp Benefits/Vision Care	18.61
100-115-41002	Emp Benefits/Dental	364.69
100-115-41003	Emp Benefits/Vision Care	55.83
100-115-42101	Prof Svcs/Professional Se..	836.19
100-115-42201	Office Expense	387.98
100-115-42203	Office Exp/Shipping & M...	8.74
100-115-43103	Utilities/Electricity & Po...	486.45
100-116-41002	Emp Benefits/Dental	306.58
100-116-41003	Emp Benefits/Vision Care	55.83
100-116-42101	Prof Svcs/Professional Se..	7,131.96
100-116-42201	Office Expense	359.80
100-116-42302	Travel & Training/Milea...	101.07
100-116-42303	Travel & Training/Meal A..	289.00
100-116-42504	Admin Exp/Recruitment ...	1,611.00
100-116-43103	Utilities/Electricity & Po...	142.03
100-117-43103	Utilities/Electricity & Po...	1,580.06
100-20018	Accounts Payable/CalCa...	33,057.23
100-221-41002	Emp Benefits/Dental	1,897.82

Account Summary

Account Number	Account Name	Payment Amount
100-221-41003	Emp Benefits/Vision Care	353.59
100-221-42101	Prof Svcs/Professional Se..	1,350.00
100-221-42107	Prof Svcs/Equipment Ma...	1,864.03
100-221-42301	Travel & Training/Conf-R...	1,250.00
100-221-42302	Travel & Training/Milea...	993.05
100-221-42303	Travel & Training/Meal A..	581.00
100-221-42304	Travel & Training/Officer...	900.00
100-221-42401	Dues & Pub/Membershi...	775.00
100-221-42511	Admin Exp/Equipment R...	344.00
100-221-42514	Admin Exp/Special Depa...	4.49
100-222-41002	Emp Benefits/Dental	587.07
100-222-41003	Emp Benefits/Vision Care	130.27
100-222-42101	Prof Svcs/Professional Se..	8,757.14
100-222-42108	Prof Svcs/Building-Struc...	15,281.94
100-222-42514	Admin Exp/Special Depa...	1,316.84
100-222-43103	Utilities/Electricity & Po...	7,752.44
100-222-43105	Utilities/Cable	92.46
100-223-41002	Emp Benefits/Dental	1,323.68
100-223-41003	Emp Benefits/Vision Care	223.32
100-223-43103	Utilities/Electricity & Po...	1,550.49
100-223-47107	FF&E/Furniture (not-capi..	13,767.70
100-231-42101	Prof Svcs/Professional Se..	295,030.73
100-231-42108	Prof Svcs/Building-Struc...	337.43
100-231-43102	Utilities/Water	1,457.96
100-231-43103	Utilities/Electricity & Po...	7,411.02
100-341-41002	Emp Benefits/Dental	447.59
100-341-41003	Emp Benefits/Vision Care	93.05
100-341-42301	Travel & Training/Conf-R...	588.95
100-341-42302	Travel & Training/Milea...	484.44
100-342-42101	Prof Svcs/Professional Se..	34,418.10
100-343-41002	Emp Benefits/Dental	434.43
100-343-41003	Emp Benefits/Vision Care	74.44
100-343-42101	Prof Svcs/Professional Se..	1,405.75
100-343-42107	Prof Svcs/Equipment Ma...	231.84
100-343-42108	Prof Svcs/Building-Struc...	3,599.23
100-343-43102	Utilities/Water	282.46
100-343-43103	Utilities/Electricity & Po...	3,001.92
100-343-44306	Other Materials Supp/M...	456.39
100-343-44410	Safety Clothing	126.09
100-345-42108	Prof Svcs/Building-Struc...	5,787.95
100-345-42512	Admin Exp/Abatement	7,286.74
100-345-43102	Utilities/Water	281.70
100-345-43103	Utilities/Electricity & Po...	480.88
100-345-44306	Other Materials Supp/M...	205.89
100-465-41002	Emp Benefits/Dental	127.85
100-465-41003	Emp Benefits/Vision Care	18.61
100-465-42101	Prof Svcs/Professional Se..	135.00
100-465-42302	Travel & Training/Milea...	167.68
100-465-42303	Travel & Training/Meal A..	225.00
100-466-42101	Prof Svcs/Professional Se..	26,153.75
100-551-42511	Admin Exp/Equipment R...	287.54
105-221-41002	Emp Benefits/Dental	434.43
105-221-41003	Emp Benefits/Vision Care	74.44
105-231-42101	Prof Svcs/Professional Se..	62,914.11
106-20026	Accounts Payable/Retent..	2,663.50
106-222-41002	Emp Benefits/Dental	127.85
106-222-41003	Emp Benefits/Vision Care	18.61
106-231-41002	Emp Benefits/Dental	-326.97

Account Summary

Account Number	Account Name	Payment Amount
106-231-42101	Prof Srvs/Professional Se...	76,395.74
106-342-47205	Improvements/Streets	202,717.19
106-343-42101	Prof Svcs/Professional Se..	17,000.00
106-343-47201	Improvements/Building	786.50
106-344-42101	Prof Svcs/Professional Se..	6,179.82
106-344-47206	Improvements/Storm Dr...	502.50
106-345-47101	FF&E Equiment	29,624.51
106-345-47203	Improvements/Parks	185,180.58
200-342-42101	Prof Svcs/Professional Se..	15,407.40
200-342-42108	Prof Svcs/Building-Struc...	335.81
200-342-42514	Admin Exp/Special Depa...	4,596.87
200-342-43103	Utilities/Electricity & Po...	20,937.40
201-343-42108	Prof Svcs/Building-Struc...	548.93
201-343-42513	Admin Exp/Rent	100.00
201-343-43103	Utilities/Electricity & Po...	285.52
205-227-42514	Admin Exp/Special Depa...	3,000.00
207-344-42101	Prof Svcs/Professional Se..	9,505.18
207-344-42107	Prof Svcs/Equipment Ma...	10,196.03
209-551-41002	Emp Benefits/Dental	306.58
209-551-41003	Emp Benefits/Vision Care	55.83
209-551-42201	Office Expense	97.31
209-551-42514	Admin Exp/Special Depa...	423.23
209-551-42515	Admin Exp/Special Events	1,571.89
209-552-36409	Recreation Chg/Class Fee	20.00
209-552-41002	Emp Benefits/Dental	91.58
209-552-41003	Emp Benefits/Vision Care	37.22
209-552-42108	Prof Svcs/Building-Struc...	3,492.17
209-552-42515	Admin Exp/Special Events	222.58
209-552-43103	Utilities/Electricity & Po...	5,044.86
209-552-43802	Program Cost/Class Fees	1,717.70
209-552-43804	Program Cost/Food Prog...	2,029.25
209-552-43805	Program Cost/Travel	6,534.00
209-552-43810	Program Cost/Center Ma..	140.00
209-553-42108	Prof Svcs/Building-Struc...	313.90
209-553-42514	Admin Exp/Special Depa...	461.41
209-553-43102	Utilities/Water	41.54
209-553-43103	Utilities/Electricity & Po...	22.61
209-554-41002	Emp Benefits/Dental	115.07
209-554-41003	Emp Benefits/Vision Care	18.61
209-554-42108	Prof Svcs/Building-Struc...	1,062.01
209-554-42515	Admin Exp/Special Events	55.97
209-554-43103	Utilities/Electricity & Po...	236.95
209-557-42108	Prof Svcs/Building-Struc...	4,802.11
209-557-43102	Utilities/Water	1,343.06
209-557-43103	Utilities/Electricity & Po...	1,333.04
209-558-43103	Utilities/Electricity & Po...	8.12
209-559-43102	Utilities/Water	100.50
209-559-43103	Utilities/Electricity & Po...	527.35
212-461-41002	Emp Benefits/Dental	255.70
212-461-41003	Emp Benefits/Vision Care	37.22
212-461-42101	Prof Svcs/Professional Se..	17,243.50
212-461-42514	Admin Exp/Special Depa...	560.17
212-461-43103	Utilities/Electricity & Po...	213.04
212-462-41002	Emp Benefits/Dental	287.72
212-462-41003	Emp Benefits/Vision Care	55.83
212-462-42101	Prof Svcs/Professional Se..	278.10
212-462-42106	Prof Svcs/ Software Mai...	175.00
212-462-42302	Travel & Training/Milea...	108.32

Return to Agenda

Account Summary

Account Number	Account Name	Payment Amount
212-462-43103	Utilities/Electricity & Po...	536.16
215-342-47205	Improvements/Streets	135,744.05
225-221-42514	Admin Exp/Special Depa...	2,000.00
285-464-43103	Utilities/Electricity & Po...	177.54
310-347-42101	Prof Svcs/Professional Se..	843.60
310-347-42108	Prof Svcs/Building-Struc...	62.16
310-347-43103	Utilities/Electricity & Po...	398.08
310-348-42101	Prof Svcs/Professional Se..	843.60
310-348-42108	Prof Svcs/Building-Struc...	65.37
310-348-43103	Utilities/Electricity & Po...	400.00
325-342-47205	Improvements/Streets	58,092.11
500-641-41002	Emp Benefits/Dental	914.04
500-641-41003	Emp Benefits/Vision Care	186.10
500-641-42107	Prof Svcs/Equipment Ma...	1,350.98
500-641-42201	Office Expense	107.50
500-641-43103	Utilities/Electricity & Po...	67,816.90
500-641-44302	Other Materials Supp/Sl...	6,612.02
500-641-44303	Other Materials Supp/C...	49,409.95
500-641-44305	Other Materials Supp/La...	5,648.39
500-641-44306	Other Materials Supp/M...	9,356.38
500-641-44410	Safety Clothing	2,226.44
500-641-47201	Improvements/Building	4,600.00
500-642-41002	Emp Benefits/Dental	229.61
500-642-41003	Emp Benefits/Vision Care	55.83
500-642-42101	Prof Svcs/Professional Se..	38,745.77
500-642-42107	Prof Svcs/Equipment Ma...	461.77
500-642-43103	Utilities/Electricity & Po...	907.32
500-642-47201	Improvements/Building	75,169.75
505-119-41002	Emp Benefits/Dental	255.70
505-119-41003	Emp Benefits/Vision Care	37.22
505-119-43103	Utilities/Electricity & Po...	355.44
525-118-42101	Prof Svcs/Professional Se..	29,000.00
525-118-42105	Prof Svcs/Network Main...	9,696.23
525-118-42107	Prof Svcs/Equipment Ma...	2,655.10
525-118-42203	Office Exp/Shipping & M...	97.59
525-118-42510	Admin Exp/Software Pur...	4,242.21
525-118-43101	Utilities/Telephone	17,476.74
998-20105	Sal & Ben Payable/Denta...	310.68
998-20106	Sal & Ben Payable/Vision...	167.49
	Grand Total:	**1,745,270.83**

Project Account Summary

Project Account Key	Payment Amount
None	1,228,793.66
10034242101IN2106	34,418.10
10034342101IN2103	1,405.75
10634247205RO1714	66,479.68
10634247205RO2304	136,237.51
10634347201FA2002	786.50
10634447206SW1901	502.50
10634547203IN1704	13,030.58
20955142514GR2303	113.23
21534247205RO1714	135,744.05
32534247205RO1710	2,403.00
32534247205RO1714	50,186.52
50064247201SS2201	75,169.75
Grand Total:	**1,745,270.83**

APPROVED BY: _____

DATE: 11/2/2023

CITY COUNCIL REPORT

9C

DATE: **NOVEMBER 7, 2023**

TO: **MAYOR AND CITY COUNCIL MEMBERS**

FROM: **MATT AVERY, POLICE COMMANDER**

SUBJECT: **ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FOLSOM LAKE FORD TO PURCHASE TWO PATROL VEHICLES AT A TOTAL COST OF $104,964.38**

RECOMMENDATION

It is recommended the City Council approve and authorize the City Manager to enter into an agreement with Folsom Lake Ford to purchase two patrol vehicles at a total cost of $104,964.38.

BACKGROUND

The Pinole Police Department utilizes marked patrol vehicles that are fully equipped with authorized emergency equipment to provide police services in the City of Pinole.

As part of the FY 2023-24 Budget, funds were approved to replace one patrol vehicles and unused funds approved in the FY 2022-23 Budget were carried forward to for an additional patrol vehicle.

The cost of the vehicles exceeds the City Manager's authorized spending limit and as such, Council approval is necessary.

DISCUSSION

The Police Department currently has marked patrol vehicles with high mileage addition to high engine hours. The higher mileage vehicles have been in the shop several times for various repairs and are prone to increased risk of breakdowns and associated high maintenance costs.

The Police Department's vehicle replacement practice is to replace one vehicle per year but due to supply chain issues, the FY 2022-2023 vehicle replacement has been carried over to the FY 2023-2024 budget. Supply issues continue; however, Folsom

Lake Ford, the California State Bid holder, has two 2023 Ford Police Interceptor Utility (PIU) vehicles available that fit our vehicle requirements. One of the new vehicles will replace a to be determined high mileage vehicle and the second new vehicle will be an additional marked vehicle necessary for patrol operations when the Police Department implements a modified 4-10/3-12 schedule, which is anticipated to be in early 2024.

The purchase will be made using the competitively bid contract through the California Department of General Services Cooperative Purchasing Contract 1-22-23-14C. The Cooperative Procurement provision in the City's Procurement Policy allows the City to forego a formal bid process for equipment, materials, supplies, and services and buy said equipment directly from a vendor if the price was established by competitive bidding by another public jurisdiction.

FISCAL IMPACT

The total cost for the two patrol vehicles is $104,964.38 and will result in an expenditure from the FY 2023-24 General Fund assigned budget fund (100-206-47104).

ATTACHMENTS

Attachment A – Resolution
Attachment B – Quotes from Folsom Lake Ford

ATTACHMENT A

RESOLUTION NO. 2023-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FOLSOM LAKE FORD TO PURCHASE TWO PATROL VEHICLES AT A TOTAL COST OF $104,964.38

WHEREAS, the Pinole Police Department utilizes marked patrol vehicles that are fully equipped with authorized emergency equipment to provide police services in the City of Pinole; and

WHEREAS, the vehicle fleet utilized for patrol operations in the City of Pinole is aging, with vehicles being operated with high mileage; and

WHEREAS, patrol vehicles with high mileage require replacement to prevent an increased risk of breakdown and associated high maintenance costs; and

WHEREAS, the Police Department's vehicle replacement practice is to replace one vehicle per fiscal year; and

WHEREAS, the Police Department was unable to replace a vehicle in FY 2022-23 due to supply chain issues; and

WHEREAS, an additional marked patrol vehicle is necessary for patrol operations with the anticipated implementation of a modified schedule in early 2024; and

WHEREAS, replacement of two (2) Ford Police Interceptor Utility Vehicles from Folsom Lake Ford, the California State Bid holder for emergency police vehicles, would cost a total of $104,964.38; and

WHEREAS, The Cooperative Procurement provision in the City's Procurement Policy allows the City to buy goods or services based on a competitively bid contract prepared by another public agency, and the use of the purchasing cooperative provides for value pricing and reduces administrative overhead; and

WHEREAS, funding for the purchase is budgeted in the FY 2023-24 Budget;

NOW THEREFORE, BE IT RESOLVED that the Pinole City Council hereby approves the purchase of two (2) police vehicle for patrol operations totaling $104,964.38 from the assigned budget fund 100-206-47104.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 7th day of November 2023 by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

I hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on the 7th day of November 2023.

_____
Heather Bell, CMC
City Clerk

ATTACHMENT B

PRICE QUOTATION
FOLSOM LAKE FORD
12755 FOLSOM BLVD.
FOLSOM, CA 95630
(916) 351-4202 - Direct

Date: 9/21/2023

To: Commander Matt Avery / Pinole Police Department / FL2593
From: Mark A. Paoli / Fleet Director / Folsom Lake Ford
Subject: Pricing for 2023 Ford Interceptor (State of California Contract #1-22-23-14C)

$45,814.00 - Bid Price (2023 Ford Police Interceptor Utility AWD / 3.3L V6 Gas Eng)
620.00 - Spot Lamps - Dual Unity LED (51S)
354.00 - Remote Keyless-Entry Key FOB (55F) - Includes 4 Keys and 4 FOBs
347.00 - Underbody Deflector Plate (76D)
114.00 - H8 AGM Battery 850 CCA/92-amp (19K)
78.00 - Rear-Door Controls Inoperable - Locks/Handles/Windows (68G)
64.00 - Tail Lamp - Police Interceptor Housing Only (86T)
54.00 - Switchable Red/White Dome Light In Cargo Area (17T)
54.00 - Keyed Alike - Code 1284X (59B)
$47,499.00 - Selling Price (Agate Black)
85.00 - Documentation Fee
$47,584.00 - Subtotal
4,639.44 - Sales Tax (9.75%)
250.00 - Delivery to Pinole, CA
8.75 - California Tire Fee
$52,482.19 - Total Price (EACH) F.O.B. Pinole, CA

Payment Terms: Net 20

Included: Ballistic Door Panels (Level III+), Dark Car Feature, Ford Telematics (Includes Complimentary Two-Year Subscription), Front License Plate Bracket, Noise Suppression, Police Interceptor Badge Delete, Rear View Camera (Displayed In Rear View Mirror), Reverse Sensing, SYNC (Bluetooth), Trailer Hitch (Class III - Includes Wiring), Upfitter Switches(4) Mounted on Steering Wheel and 5yr/100k/0ded Powertrain Warranty.

PRICE QUOTATION
FOLSOM LAKE FORD
12755 FOLSOM BLVD.
FOLSOM, CA 95630
(916) 351-4202 - Direct

Date: 9/21/2023

To: Commander Matt Avery / Pinole Police Department / FL2594
From: Mark A. Paoli / Fleet Director / Folsom Lake Ford
Subject: Pricing for 2023 Ford Interceptor (State of California Contract #1-22-23-14C)

$45,814.00 - Bid Price (2023 Ford Police Interceptor Utility AWD / 3.3L V6 Gas Eng)
620.00 - Spot Lamps - Dual Unity LED (51S)
354.00 - Remote Keyless-Entry Key FOB (55F) - Includes 4 Keys and 4 FOBs
347.00 - Underbody Deflector Plate (76D)
114.00 - H8 AGM Battery 850 CCA/92-amp (19K)
78.00 - Rear-Door Controls Inoperable - Locks/Handles/Windows (68G)
64.00 - Tail Lamp - Police Interceptor Housing Only (86T)
54.00 - Switchable Red/White Dome Light In Cargo Area (17T)
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CITY COUNCIL REPORT

9D

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR

SUBJECT: FISCAL YEAR (FY) 2023/24 FIRST QUARTER REPORT ON STATUS OF CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS

RECOMMENDATION

Staff recommends that the City Council receive the Fiscal Year (FY) 2023/24 First Quarter Report on the status of Capital Improvement Plan (CIP) projects.

BACKGROUND

The CIP is a multi-year plan/forecast of the City's capital improvement projects. The first year of the CIP sets forth the proposed capital project plan and capital budget for that fiscal year.

The City creates an updated CIP each year based on the condition of the City's current capital assets, the desire for new capital assets, and available funding. Projects in the CIP address the City's major types of capital assets: facilities, parks, sanitary sewer collection and treatment infrastructure, stormwater infrastructure, and roads. The City owns considerable capital assets in other classes as well, including streetlights, traffic control devices, sidewalks, street trees, trash capture devices, waste bins and enclosures, traffic/wayfinding signage, benches, bike racks, monument signs, fleet, and fiber optic conduit.

The CIP serves as a tool for staff to plan, implement, and manage improvements and ongoing upgrades to the City's infrastructure. The Administration and Engineering Division in the Public Works Department is responsible for identifying and completing capital projects in the CIP.

REVIEW & ANALYSIS

The City's adopted CIP (Attachment A) contains construction projects and infrastructure assessments. The infrastructure assessments included in the CIP will aid the City in identifying and prioritizing construction projects and will identify funding opportunities for future projects.

Attachment B is a summary of the CIP project lifecycle and a status of each project programmed for FY 2023/24 in the CIP as of the end of the first quarter of FY 2023/24.

First Quarter CIP Highlights

- Public Safety Building Modernization (FA2301)
  This multi-year project is intended to extend the life of the Public Safety Building through replacement of the Heating, Ventilation, and Air Conditioning (HVAC) system, carpet, flooring, water heaters, light fixtures, fans, etc., painting (interior and exterior), and renovation of the locker rooms. City staff are developing the scope, schedule, and budget for the first phase of the renovations for this project in coordination with staff from the police department.

- Tree Mitigation (PA2301)
  Per arborist recommendation, removal of trees in two unmaintained open space areas that were damaged because of recent severe storms was completed in August 2023. Staff will seek reimbursement through FEMA for costs associated with this project.

- Installation of high-capacity trash bins (PA2101)
  A pilot project was completed to install high capacity, solar powered compacting trash bins along San Pablo Ave near the shopping plaza and near the gas station at the intersection of Tennent Ave. City staff monitored the use, performance, and operations of these bins and determined they are under-utilized. Therefore, this project will be deemed completed until further need is identified.

- Sanitary Sewer Rehabilitation (SS2201)
  On October 4, 2022, City staff released a Request for Proposals (RFP) for Engineering Design Services for Sanitary Sewer Projects, with a focus on the Pinon-1 project scope in the adopted Sanitary Sewer Master Plan (SSMP). On January 17, 2023, City Council awarded a contract to West Valley Construction Company, Inc. to provide engineering design services for Pinon-Phase 1 Sanitary Sewer Project (CIP Project # SS2201). This project includes the replacement of approximately 4,970 feet of 8- to 15-inch diameter gravity sewer main along San Pablo Ave. approximately 150 feet east of Sunnyview Dr., Roble Ave., Pinon Ave., and Orleans Ave. to Tennent Ave. The goal of this project is to address surcharging that causes sanitary sewer overflows (SSOs) under peak wet weather flow (PWWF) conditions. On February 22, 2023, the Kickoff Meeting was held. During design, the project was split into two (2) bid packages for construction: Phase 1 for the work from Tennent Ave. along Orleans Ave., and Phase 2 for work from the end of Orleans Ave. across the railroad, along Roble Ave., Pinon Ave., and San Pablo Ave. Construction bidding for Phase 1 will be advertised October 4, 2023. Design of Phase 2 is in progress.

- Hazel Street Storm Drain Improvements (SW1901)
  On June 6, 2023, City Council awarded a construction contract to the lowest responsive and responsible bidder, W.R. Forde Associates Inc. (Contractor), to construct a new storm drain with connections to existing storm water facilities on Hazel Street. The existing stormwater collection is an open trench system and needs to be converted to an underground conveyance system to facilitate construction of a through road (CIP Project # RO1802). The Contractor satisfied the insurance, business license, and bonding requirements and was issued a Notice to Proceed (NTP) on June 21, 2023. A pre-construction meeting was held on July 17, 2023. Due to supply chain issues, there was an extensive lead time on an essential material required for the project which delayed the start of the field construction activities until October. The Contractor anticipates completion of work by the end of the calendar year.

- Safety Improvements at Tennent Ave./Pear & Plum St. (RO2304)
  On June 20, 2023, City Council awarded a construction contract to the lowest responsive and responsible bidder, Xcel Engineering (Contractor), to install high visibility continental crosswalks on all legs of both intersections, and interim curb extensions using pavement markings and flexible delineator posts. In addition, Rectangular Rapid Flashing Beacons will be installed at the Tennent Ave. and Plum St. intersection. The goal of these improvements is to reduce traffic speed and offer shorter crossing distances for pedestrians using the crosswalks. Due to supply chain issues, there was an 8-week lead time on the Rectangular Rapid Flash Beacon required for the project, which delayed the start of the construction. A pre-construction meeting was held on August 24, 2023. The Contractor satisfied the insurance, business license, and bonding requirements and was issued a Notice to Proceed (NTP) on August 28, 2023. The estimated project completion date is October 31, 2023.

- Pinole Smart Signals (RO2303)
  The Smart Signals project is a Contra Costa Transportation Agency (CCTA) led countywide project to upgrade traffic signal system and communication systems. The project will develop, manage, and implement Intelligent Transportation System (ITS) initiatives to improve the safety and efficiency of multimodal mobility, maximize highway and arterial system throughput, and improve operational efficiency, safety, and reduce environmental impact throughout Contra Costa County. City staff are coordinating with CCTA to finalize operations and maintenance (O&M) and funding agreements.

- Safety Improvements at Appian Way & Marlesta Rd (RO1714)
  On October 10, 2022, City Council awarded a contract to Gruendl Inc. DBA Ray's Electric for construction of Safety Improvements at Appian Way and Marlesta Road (CIP Project # RO1714). The project includes installation of a traffic signal at the Appian Way and Marlesta Road intersection, new high visibility crosswalk striping on all legs of the intersection, green bicycle lane treatment on Appian Way within the project limits, and a slurry seal of the intersection. The Contractor satisfied the insurance, business license, and bonding requirements, and was issued a Notice

to Proceed (NTP) on November 1, 2022. A pre-construction meeting was held on January 4, 2023. Due to conflicts in the supply chain, the traffic signal poles, and controller had a delivery delay of up to six (6) months, and work on the project was suspended from the date these materials were ordered (January 23, 2023) until the Contractor mobilized to the site on September 5, 2023. The traffic signal poles are expected to be installed by mid-October and the estimated project completion is December 31, 2023.

- Electric Vehicle (EV) Charging Stations (FA2002)
  On November 15, 2022, City Council awarded a contract to Lord's Electric for installation of a Level II dual-port EV-Charging Station at the parking lot serving the Public Safety Building. The building code requires that the EV charging stations are constructed to be ADA-compliant which includes adequate space for exiting and entering the vehicle, unobstructed access to the charger, free movement around the charger and connection point on the vehicle. A side access aisle is also required to allow space for wheelchair and equipment in and out of the space. The project involves concrete removal and demolition, concrete placement, striping, signage, conduit installation, conductor installation, general electrical work, and installation of electric vehicle charger. The Contractor satisfied the insurance, business license, and bonding requirements, and Electric Vehicle Infrastructure Training Program (EVITP) certification and was issued a Notice to Proceed (NTP) on January 24, 2023. A pre-construction meeting was held on February 17, 2023. Due to supply chain issues, there was a twelve-week lead time on the charging equipment. While waiting for the charging equipment, the Contractor completed work related to the sidewalk, curb ramp, and installed electrical conduit. The project was completed on July 10, 2023. Staff performed the final inspection and determined that all work was satisfactory. On September 19, 2023, City Council accepted the project as complete and approved filing of Notice of Completion (NOC).

- Municipal Broadband Feasibility (IN2102)
  On April 11, 2023, City staff released a Request for Proposals (RFP) soliciting proposals to complete a Broadband Opportunities Assessment. On June 20, 2023, City Council awarded a contract to CSW/ST-2 to complete a Broadband Opportunities assessment. This project is intended to understand the high-speed connectivity available to community residents, businesses, and other organizations in terms of speed, coverage, and cost. The study will also evaluate whether there are gaps relative to modern standards, and if so, the study will identify and assess potential City interventions including public-private partnerships. On July 13, 2023, the Kickoff Meeting was held. This project is expected to be completed before the end of the calendar year and the final report will be presented to City Council.

- Recycled Water Feasibility (IN2103)
  On April 11, 2023, City staff released a Request for Proposals (RFP) soliciting proposals to assess opportunities to reuse the water outputted by the Pinole-Hercules Water Pollution Control Plant. On June 20, 2023, City Council awarded

a contract to West Yost to complete a Water Reuse Opportunities Assessment. This project involves reviewing current and projected future trends in water reuse in Norther California and includes a condition assessment and opportunities analysis. On July 2, 2023, the Kickoff Meeting was held. West Yost is coordinating efforts with East Bay Municipal Utility District (EBMUD). EBMUD is currently working on a feasibility of recycled water for this region and will be publishing their report soon. West Yost is waiting to review the final study report of EBMUD. This project is expected to be completed by the mid next year and the final report will be presented to City Council.

- Storm Drain Master Plan (IN1703)
  On June 1, 2023, City staff released a Request for Proposals (RFP) soliciting proposals to develop the City's Storm Drain Master Plan to identify, analyze, and prioritize the capital improvement needs of the City's storm water management system to reduce flood risks, enhance public safety, and protect City assets. On August 15, 2023, City Council awarded a contract to West Yost to complete development of a Storm Drain Master Plan. On September 29, 2023, the Kick-off Meeting was held. This project is expected to be completed in November 2024. Findings and recommendations developed during preparation of the Storm Drain Master Plan will be used by staff to develop or update CIP projects, and the final plan will be presented to City Council.

- Energy Conservation, Generation, & Storage Assessment (IN2201)
  On June 6, 2023, City staff released a Request for Proposals (RFP) soliciting consultant proposals to complete an Energy Conservation, Generation, and Storage Assessment. On September 5, 2023, City Council awarded a contract to Tetra Tech to complete an Energy Conservation, Generation and Storage Assessment. This project will identify steps that the City could take to conserve, generate, and store energy at City facilities. This project involves an assessment of the City's energy usage in its facilities and infrastructure, and identification of cost effective and environmentally responsible investments in energy conservation, generation, and storage. This project also includes identification of investments that will make the City more resilient during power outages, natural disasters and impacts of climate change. This project is expected to be completed before the end of the Fiscal Year and the final report will be presented to City Council.

FISCAL IMPACT

Projects have budgeted sources of funds which have been previously approved by City Council. There is no fiscal impact associated with this status update.

ATTACHMENT(S)

A. Adopted Capital Improvement Plan for FY 2022/23 through FY 2026/27
B. CIP Project Lifecycle and Project Status Summary

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ATTACHMENT A

CITY OF PINOLE
CAPITAL IMPROVEMENT PLAN
FY 2022/23 – 2026/27

Adopted: June 21, 2022

CAPITAL IMPROVEMENT PLAN FY 2022/23 – 2026/27

CITY COUNCIL

Vincent Salimi, Mayor

Devin T. Murphy, Mayor Pro Tem

Anthony L. Tave, Council Member

Maureen Toms, Council Member

Norma Martínez-Rubin, Council Member

CITY MANAGER

Andrew Murray

PUBLIC WORKS DIRECTOR

Sanjay Mishra

CAPITAL IMPROVEMENT & ENVIRONMENTAL PROGRAM MANAGER

Misha Kaur

CAPITAL IMPROVEMENT PLAN: FY 2022/23 THROUGH FY 2026/27
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Introduction

The Capital Improvement Plan (CIP) is a multi-year planning tool used to identify and implement the City's capital needs over the upcoming five-year period. The CIP aligns the needs with appropriate funding, scheduling, and implementation. This document is a working blueprint for building and sustaining publicly funded physical infrastructure. Capital improvements refer to physical assets and include the design, purchase, construction, maintenance, or improvement of public resources (i.e. parks public infrastructure, equipment, public spaces). These improvements influence Pinole's built and natural environment and help guide the trajectory of future growth or change.

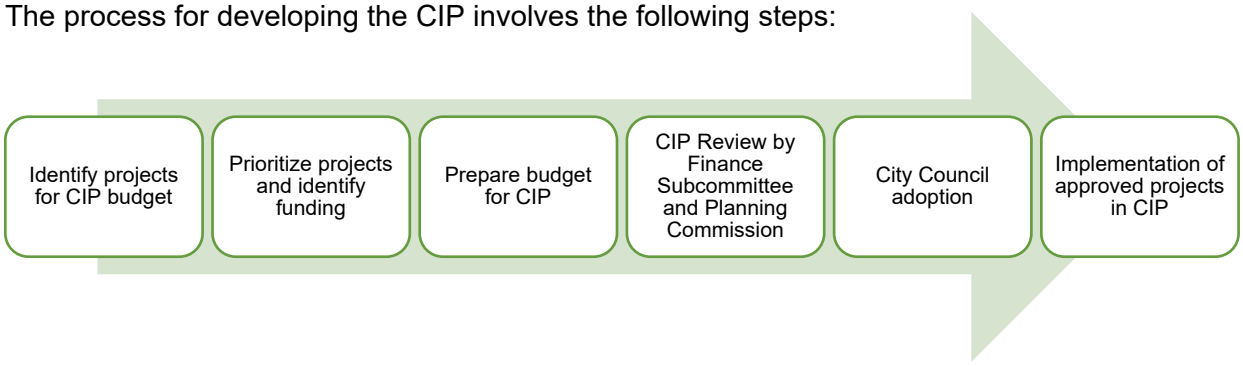
The projects in the CIP fall into the following broad categories: facility maintenance, parks, sewer collection and treatment, stormwater, streets and roads. These projects are developed in collaboration with department heads, and division managers under the direction of the City Manager to ensure all department needs are represented.

The CIP is reviewed and updated annually for capital projects and programs that support City goals and objectives including priorities identified in the 2020-2025 Strategic Plan of developing a disciplined approach to funding infrastructure maintenance and improvements. The City seeks to enhance its focus on the state of the infrastructure throughout the community by first inventorying all the assets, assessing their contributions to a safe and vibrant Pinole, assessing their current conditions, and creating a disciplined investment approach resulting in a strong and purpose driven Capital Investment Plan.

The preparation and adoption of the CIP is an important part of Pinole's financial planning and budgeting process. Proposed projects are reviewed by the Planning Commission for consistency with the General Plan. The Finance Subcomittee also reviews and analyzes all aspects of the CIP and makes recommendations. Project priority and selection is based on specific criteria, such as:

- Consistency with community plans and policies;
- Regulatory compliance;
- Public and political support;
- Sustainability;
- Cost savings or revenue generation;
- Project demand, determined by inventory of existing land, equipment, and facility conditions;
- Economic, environmental, aesthetic or social impacts; and
- Public health, safety or other legal concerns.

The process for developing the CIP involves the following steps:



Next Steps in City Capital Planning

The City will complete condition assessment of all the City's capital assets and identify the funding levels required to maintain these assets. The City will continue to integrate capital planning information into the Long-Term Financial Plan, so City decision makers are aware of the City's capital needs when they consider allocation of the City's limited financial resources and consider possibly pursuing additional sources of City revenue.

Project Funding

A variety of funding sources support projects listed in the CIP. The first year's program in the CIP is adopted by the City Council as the Capital Budget, as a counterpart to the annual Operating Budget. The fiscal resources are appropriated only in the first year, the subsequent four years of the CIP are important for long term planning and subject to further review and modification.

The CIP is funded primarily with funds restricted for specific purposes. The next page descibes various funding sources and their restrictions. Some projects are entirely or partially funded by grants and reimbursements from state and federal government and other agencies.

Funding Sources

Fund #	Fund Name (restriction)	Description
100	General Fund (unrestricted)	The General Fund is the main operating fund for the City. It accounts for sources and uses of resources that (primarily) are discretionary to the City Council in the provision of activities, programs and services deemed necessary and desirable by the community.
106	Measure S 2014 (unrestricted)	Accounts for 2014 voter-approved half-cent Local Use Tax which levies 0.5% each on all merchandise. Although these are unrestricted General Fund revenues, the 2014 Use Taxes have been allocated by the City Council to fund Infrastructure Projects as their highest funding priority.
200	Gas Tax - RMRA (roads and right-of-way)	Accounts for the Highway Users Tax (HUTA) State imposed excise taxes on gasoline and diesel fuel sales within the City limits. Gas Tax funds are restricted for use in the construction, improvement and maintenance of public streets. The taxes are allocated to Pinole through the Road Maintenance and Rehabilitation Account (RMRA) established by the Road Repair and Accountability Act of 2017.
214	Solid Waste	Accounts for special revenue received from Republic Services from a surcharge assessed on customer rates for solid waste services. These funds are set aside for future solid waste capital and for a rate stabilization fund.
215	Measure J (roads only)	Accounts for special sales tax revenues collected by Contra Costa Transportation Authority (CCTA) and reapportioned to cities for local street projects. This fund also accounts for return to source funds and grant funds.
276	Growth Impact Fees (nexus identified needs)	Accounts for development fees collected to mitigate the impact of new development. Provides funds for nexus identified needs only.
325	City Street Improvements (roads only)	Accounts for funds set aside by the City of Pinole to fund street improvement projects. The Measure S 2014 funding plan allocates $250k annually to this fund.
327	Park Grants (parks only)	Accounts for grants and reimbursements from the state and federal government and other agencies related to parks.
377	Arterial Street Rehabilitation (roads only)	Accounts for funds set aside by the City of Pinole to fund arterial street rehabilitation projects. The Measure S 2014 funding plan allocates $250k annually to this fund.
500	Sewer Enterprise (sewer only)	Accounts for fees charged to residents and businesses for sewer utilities. Fees are used to operate the Pinole-Hercules Water Pollution Control Plant which services the Pinole and Hercules areas.

Grants

Certain projects are eligible to receive grant funds from state, federal, or other agencies. Road projects listed in the CIP receive grant funding from a variety of sources such as:

- California Department of Transportation (Caltrans)
  - Highway Bridge Program (HBP) – funds to improve bridge structural safety.
    - Project: RO1710
  - Highway Safety Improvement Program (HSIP) – funds projects that significantly reduce fatalities and injuries on all public roads.
    - Project: IN2104
- West Contra Costa Transportation Advisory Committee (WCCTAC)
  - Subregional Transportation Mitigation Program (STMP) – funds projects that provide congestion relief and mitigate traffic impacts on regional routes through capacity improvements on those routes, improved transit services for subregional and regional travel, and improved facilities that allow West County residents to more efficiently access regional routes and transit service.
    - Projects: RO2105, RO1902, and RO1710
- Metropolitan Transportation Commission (MTC)
  - One Bay Area Grant 2 (OBAG2) – policy framework for MTC's distribution of federal State Transportation Program and Congestion Mitigation and Air Quality Improvement Program funds. The OBAG2 program provides funding for local street and road maintenance, streetscape enhancements, bicycle and pedestrian improvements, Safe Route to School projects, Priority Conservation Areas, and Transportation planning.
    - Project: RO1714
  - Transportation Developlment Act (TDA) Article 3 – funds construction and/or engineering of bicycle or pedestrian capital or quick build projects, maintenance of Class I or Class IV separated bikeways, bicycle and/or pedestrian safety education projects, development of a comprehensive bicycle or pedestrian facilities plans, and restriping Class II bicycle lanes and buffered bicycle lanes.
    - Project: RO1714

The receipt of certain grants and reimbursements typically follow the award of contracts; therefore, other City funding is programmed for front-end financing of the total estimated project costs.

Overview of Recommended Capital Budget

The FY 2022/23 – 2026/27 CIP contains 36 planned public improvement projects, which includes 10 new projects. In addition, there are 9 infrastructure assessments programmed for FY 2022/23 – 2026/27. The CIP also contains information for 24 unfunded and unprogrammed projects. A funded project is one that has identified specific funding, including on-going existing resources to fully implement the project. A partially funded project has funding to accomplish various phases of the project but lacks sufficient funding to complete the project. An unfunded project is one that has been identified in the CIP as a need but no funding secured to implement the project. Should funding become available through grant or other sources, the unfunded list can be reviewed to determine if it is suitable to seek such funding.

CIP projects fall into the following categories: Facilities, Parks, Sanitary Sewer, Stormwater, Streets & Roads, and Infrastructure Assessments. The nomenclature for the project number is derived as follows:

Project numbers begin with the abbreviation of the project category, followed by the year the project was first programmed, and then a unique sequence number. For example, FA2001 refers to a facilities project which was first programmed in 2020 with a unique sequence number of 01. Unfunded projects begin with UF and are followed by a unique sequence number.

Category	Abbreviation
Facilities	FA
Parks	PA
Sewer	SS
Stormwater	SW
Streets & Roads	RO
Infrastructure Assessments	IA
Unfunded	UF

In FY2022/23, there are 23 public improvement projects and 8 infrastructure assessments programmed. Below is a summary of the various funding sources based on project category.

FY 2022/23		**PROJECT CATEGORIES**						
Funding Sources	**Fund**	Facilities **FA**	Parks **PA**	Sanitary Sewer **SS**	Storm-water **SW**	Streets & Roads **RO**	Infrastructure Assessments **IA**	**FY 2022/23 TOTALS BY FUND**
General Fund	100					$170,000	$165,000	$335,000
Measure S 2014	106	$834,931	$112,440		$418,460	$149,328	$210,000	$1,725,159
Gas Tax	200					$528,910		$528,910
Solid Waste	214		$425,000					$425,000
Measure J	215					$350,000		$350,000
Growth Impact Fees	276				$58,000			$58,000
City Street Improvements	325					$1,685,563	$20,650	$1,706,213
Park Grants	327		$189,758					$189,758
Arterial Street Rehabiliation	377					$758,624		$758,624
Sewer Enterprise	500			$2,300,00		$10,382	$89,853	$2,400,235
FY 2022/23 TOTALS BY PROJECT CATEGORY		$834,931	$727,198	$2,300,000	$476,460	$3,652,807	$3,652,807	**$8,476,899**

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CITY OF PINOLE
CAPITAL IMPROVEMENT PLAN: FY 2022/23 THROUGH FY 2026/27
FUNDING SUMMARY

SOURCES BY FUND	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	5-Year Total
100 – General Fund	$ 435,000	$ 310,000				$ 745,000
106 – Measure S 2014	$ 1,625,159	$ 1,990,860	$ 890,000	$ 100,000		$ 4,606,019
200 – Gas Tax	$ 528,910		$ 381,082			$ 909,992
200 – Solid Waste	$ 425,000					$ 425,000
215 – Measure J	$ 350,000					$ 350,000
276 – Growth Impact Fees	$ 58,000	$ 30,000	$ 520,000			$ 608,000
325 – City Street Improvements	$ 1,706,213	$ 890,000	$ 727,321	$ 890,000		$ 4,213,534
327 – Park Grants	$ 189,758					$ 189,758
377 – Arterial Streets Rehabilitation	$ 758,624	$ 32,250				$ 790,874
500 – Sewer Enterprise Fund	$ 2,400,235	$ 2,000,000	$ 906,597	$ 800,000	$ 3,800,000	$ 9,906,832
Sources Total	**$ 8,476,899**	**$ 5,253,110**	**$ 3,425,000**	**$ 1,790,000**	**$ 3,800,000**	**$ 22,745,009**
Unfunded Total		**$ 16,293,235**	**$ 9,231,700**	**$ 8,439,200**	**$ 970,000**	**$ 34,934,135**
Total Sources Required	**$ 8,476,899**	**$ 21,546,345**	**$ 12,656,700**	**$ 10,229,200**	**$ 4,770,000**	**$ 57,679,144**

CITY OF PINOLE
CAPITAL IMPROVEMENT PLAN: FY 2022/23 THROUGH FY 2026/27
FUNDING SUMMARY

SOURCES BY FUND	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	5-Year Total
100 - General Fund	$ 435,000	$ 310,000				$ 745,000
106 - Measure S 2014	$ 1,625,159	$ 1,990,860	$ 890,000	$ 100,000		$ 4,606,019
200 - Gas Tax	$ 528,910		$ 381,082			$ 909,992
214 - Solid Waste	$ 425,000					$ 425,000
215 - Measure J	$ 350,000					$ 350,000
276 - Growth Impact Fees	$ 58,000	$ 30,000	$ 520,000			$ 608,000
325 - City Street Improvements	$ 1,706,213	$ 890,000	$ 727,321	$ 890,000		$ 4,213,534
327 - Park Grants	$ 189,758					$ 189,758
377 - Arterial Streets Rehabilitation	$ 758,624	$ 32,250				$ 790,874
500 - Sewer Enterprise Fund	$ 2,400,235	$ 2,000,000	$ 906,597	$ 800,000	$ 3,800,000	$ 9,906,832
Sources Total	**$ 8,476,899**	**$ 5,253,110**	**$ 3,425,000**	**$ 1,790,000**	**$ 3,800,000**	**$ 22,745,009**
Unfunded Total		**$ 16,293,235**	**$ 9,231,700**	**$ 8,439,200**	**$ 970,000**	**$ 34,934,135**
Total Sources Required	**$ 8,476,899**	**$ 21,546,345**	**$ 12,656,700**	**$ 10,229,200**	**$ 4,770,000**	**$ 57,679,144**

FACILITIES

PRJ #	USES BY PROJECT	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Account #	FY 2022-23 Funds	Funding Source
FA2302	Plum St. Parking Lot Improvements		$80,000						
FA2301	Public Safety Building Modernization		$100,000	$100,000	$100,000				
FA2202	Senior Center Modernization	$60,000	$100,000	$100,000			106-343-47201	$60,000	Measure S 2014
FA2201	Faria House Renovations	$420,000					106-343-47201	$420,000	Measure S 2014
FA2002	Electric Vehicle Charging Stations	$50,000					106-343-47201	$50,000	Measure S 2014
FA1902	Energy Upgrades	$120,811					106-343-47201	$120,811	Measure S 2014
FA1901	Senior Center Auxiliary Parking Lot	$184,120	$1,088,860				106-343-47201	$184,120	Measure S 2014
FA1703	City Hall Modernization		$125,000	$125,000					
FA1702	Citywide Roof repairs and replacement		$272,000	$140,000					

PARKS

PRJ #	USES BY PROJECT	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Account #	FY 2022-23 Funds	Funding Source
PA2203	Playground Rubberized Surface Improvements	$237,198					106-343-47201	$47,440	Measure S 2014
							327-345-47203	$189,758	Park Grants
PA2202	Skatepark Rehabilitation			$150,000					
PA2201	Pocket Parks - Galbreth Rd.	$65,000					106-343-47201	$65,000	Measure S 2014
PA2101	Installation of high-capacity trash bins	$425,000					214-345-47203	$425,000	Solid Waste Fund
PA1901	Pinole Valley Park Soccer Field Rehabilitation		$200,000						

SANITARY SEWER

PRJ #	USES BY PROJECT	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Account #	FY 2022-23 Funds	Funding Source
SS2203	Effulent Outfall*	$150,000				$3,000,000	500-641-47201	$150,000	Sewer Enterprise
SS2202	Replacement of Diesel Tank*	$150,000					500-641-47201	$150,000	Sewer Enterprise
SS2201	Sanitary Sewer Rehabilitation	$1,500,000	$800,000	$800,000	$800,000	$800,000	500-642-47201	$1,500,000	Sewer Enterprise
SS2101	Secondary Clarifier - Center Column Rehabilitation*	$350,000					500-641-47201	$350,000	Sewer Enterprise
SS2102	Air Release Valve Replacements*	$50,000					500-641-47201	$50,000	Sewer Enterprise
SS2002	Water Pollution Control Plant Lab Remodel*	$100,000					500-641-47201	$100,000	Sewer Enterprise
SS1702	Sewer Pump Station Rehabilitation		$1,200,000						

STORMWATER

PRJ #	USES BY PROJECT	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Account #	FY 2022-23 Funds	Funding Source
SW2001	Roble Road Drainage Improvements		$30,000	$320,000					
SW2002	Adobe Road Repair and Drainage Improvements		$30,000	$200,000					
SW1901	Hazel Street Storm Drain Improvements	$476,460					106-344-47206	$418,460	Measure S 2014
							276-344-47206	$58,000	Growth Impact Fees

STREETS & ROADS

PRJ #	USES BY PROJECT	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Account #	FY 2022-23 Funds	Funding Source
RO2501	Residential Slurry Seal				$890,000				
RO2401	Cape Seal			$560,000					
RO2301	Residential Slurry Seal		$890,000						
RO2101	Arterial Rehabilitation	$1,187,534	$32,250				200-342-47205	$428,910	Gas Tax - RMRA
							377-342-47205	$758,624	Arterial Rehabilitation
RO2102	Tennent Ave. Rehabilitation	$10,382		$655,000			500-641-47201	$10,382	Sewer Enterprise
RO2105	Appian Way Complete Streets	$100,000				$970,000	325-342-47205	$100,000	WCCTAC - STMP Fees
RO2107	Brandt St. Improvements	$170,000					100-342-47205	$170,000	General Fund
RO1902	Pedestrian Improvements at Tennent Ave. near R X	$61,556		$800,000			325-342-47205	$61,556	WCCTAC - STMP Fees
RO1802	Hazel Street Gap Closure (Sunnyview)			$200,000					
RO1710	San Pablo Ave. Bridge over BNSF Railroad	$1,385,463	$16,293,235	$8,431,700	$8,439,200		325-342-47205	$1,223,746	WCCTAC - STMP Fees
							325-342-47205	$80,000	CCTA Measure J
							325-342-47205	$81,717	Caltrans - HBP
RO1708	Pinole Valley Road Improvements	$100,000					200-342-47205	$100,000	Gas Tax - RMRA
RO1714	Safety Improvements at Appian Way & Marlesta Rd. formerly known as HAWK at Appian Way and Marlesta	$637,872					325-342-47205	$9,144	City Street Improvements
							215-342-47205	$350,000	MTC/OBAG2
							325-342-47205	$129,400	MTC/TDA Article 3
							106-344-47206	$149,328	Measure S 2014

INFRASTRUCTURE ASSESSMENTS

PRJ #	USES BY PROJECT	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Account #	FY 2022-23 Funds	Funding Source
IN2201	Energy Audit	$50,000					106-344-47206	$50,000	Measure S 2014
IN2101	Emergency Power for Critical Facilities	$30,000	$170,000				100-343-47201	$30,000	General Fund
IN2102	Municipal Broadband Feasibility	$60,000					106-118-47201	$60,000	Measure S 2014
IN2103	Recycled Water Feasibility	$60,000	$140,000				100-341-42101	$60,000	General Fund
IN2104	Local Road Safety Plan	$20,650					325-342-47205	$20,650	Caltrans - HSIP
IN2106	Active Transportation Plan	$75,000					100-341-42101	$75,000	General Fund
IN2001	Sanitary Sewer Collection System Master Plan	$89,853					500-642-47201	$89,853	Sewer Enterprise
IN1703	Storm Drainage Master Plan		$75,000	$75,000					
IN1704	Park Master Plan	$100,000					106-344-47206	$100,000	Measure S 2014
	Uses by Project Total	**$8,476,899**	**$21,546,345**	**$12,656,700**	**$10,229,200**	**$4,770,000**			

LEGEND:

• Project numbers: **FA** = Facilities; **PA** = Parks; **SS** = Sanitary Sewer; **SW** = Storm Water; **RO** = Streets & Roads; **IN** = Infrastructure Assessments

* Project cost to be split 50% with the City of Hercules

PROJECT DESCRIPTION SHEETS

FACILITIES

FA2302 - Plum St. Parking Lot Improvements

Initial Project Start: July 1, 2023
Initial Project Completion: June 30, 2024
Revised Project Start:
Revised Project Completion:
Project Origin: Staff Recommendation
Multi-year Project: No

Description: To provide a secure parking area for Police vehicles in the Plum St. parking lot. The parking lot will remain open for the public. A portion of the parking lot, approximately 25 spaces will be secured with a chain-link fence with security gates for Police vehicles. The layout of the parking lot is in the preliminary design phase.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106			$ 80,000			
	Subtotal			**$ 80,000**			
	Total Cost Estimate: $ 80,000						

FACILITIES

FA2301 - Public Safety Building Modernization

Initial Project Start: July 1, 2023
Initial Project Completion: June 30, 2026
Revised Project Start:
Revised Project Completion:
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: To extend the useful life of the Public Safety building, there are several items that require attention including but not limited to replacement of the HVAC system, carpet, flooring, water heaters, light fixtures, fans, etc. In addition, the building requires painting (interior and exterior), and the locker rooms also require renovation.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106			$ 100,000	$ 100,000	$ 100,000	
	Subtotal			**$ 100,000**	**$ 100,000**	**$ 100,000**	
	Total Cost Estimate: $ 300,000						

FACILITIES

FA2202 - Senior Center Modernization

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2025
Revised Project Start:
Revised Project Completion:
Project Origin: Council Request
Multi-year Project: Yes

Description: The project includes a facilities condition assessment and design and construction of improvements to modernize the existing Senior Center building located at 2525 Charles Avenue. Work will include upgrades to energy system, roof replacement, and interior renovations.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106		$ 60,000	$ 100,000	$ 100,000		
	Subtotal		**$ 60,000**	**$ 100,000**	**$ 100,000**		
	Total Cost Estimate: $ 260,000						

FACILITIES

FA2201 - Faria House Renovations

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion:
Project Origin: Council Request
Multi-year Project: No

Description: The building commonly referred to as the "Faria House" is a two-story residence constructed in about 1890 and originally located at what is now 1301 Pinole Valley Road. In 2005, the Faria House was relocated to 2100 San Pablo Avenue. On June 7, 2022, City Council directed staff pursue hazard remediation and renovations to create a lower-level office, and upper-level warm shell. The first step is the site remediation to removal all hazardous materials (i.e., asbestos and/or lead based paint) from the first and second floors. This will involve removal of all interior baseboard, door, window trim, lath and plaster (from the ceilings and walls). This will also include removal of all lighting and plumbing fixtures, kitchen "built-in-place" cabinets. Once the site remediation is complete, the lower level of the structure will be ready for tenant improvement for an office use. The upper level will be a warm shell, which means that the upper level will be fully insulated, with walls open and ceiling covered with wallboard, but no other improvements beyond the hazard mitigation work. The upper level would be separated from the lower level with secured "temporary" framing and wallboard partition wall built at the top of the stairs. The lower level will have rough electrical, plumbing, and mechanical installation for an office use. All lower-level rooms would have new wall and ceiling insulation installed and covered with new drywall. The kitchen would remain in the same location, the dining room, which would become the conference room/meeting room would include low-voltage, data, communications for teleconferencing, meetings, the existing bathroom would become a single All Gender restroom, renovated to meet ADA compliance, the existing rooms would become office suites with new electrical sub-panel, rough electrical, rough plumbing and rough mechanical installed. Lower-level rooms will have renewed (or new) flooring, baseboard, and doors etc.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106		$ 420,000				
	Subtotal		**$ 420,000**				
	Total Cost Estimate:		**$ 420,000**				

FACILITIES

FA2002 - Electric Vehicle Charging Stations

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start:
Revised Project Completion: December 30, 2022
Project Origin: Council Request
Multi-year Project: Yes

Description: This project will install a level II dual port electric vehicle charging station at the parking lot serving the Public Safety Building.

Supplemental Information: City staff continue to assess other public locations throughout Pinole for opportunities to incorporate EV charging infrastructure. An energy audit (Project IN2201) of City owned facilities will inform future installations of electric vehicle charging stations.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	106	$ 6,235					
Construction	106		$ 50,000				
	Subtotal	**$ 6,235**	**$ 50,000**				
	Total Cost Estimate: $ 56,235						

FACILITIES

FA1902 - Energy Upgrades

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start:
Revised Project Completion: June 30, 2023
Project Origin: End of life cycle
Multi-year Project: No

Description: The heating, ventilation, and cooling (HVAC) systems at City Hall and Senior Center have reached the end of their useful life and need to be replaced. A portion of the roof at the Senior Center will also need to be replaced.

Supplemental Information: In October 2020, City staff began working with Marin Clean Energy's (MCE's) Energy Efficiency program to explore opportunities for energy conservation and generation at City owned facilities by replacing the HVAC systems and upgrading streetlights. It was determined that the MCE program could not incentivize HVAC replacement project or the upgrade of the streetlights. This project was formerly known as FA1706 and FA1801. In April 2021, the AC unit at City Hall broke down and was replaced.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106	$ 99,189	$ 120,811				
	Subtotal	**$ 99,189**	**$ 120,811**				
	Total Cost Estimate: $ 220,000						

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FACILITIES

FA1901 - Senior Center Auxiliary Parking Lot

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start:
Revised Project Completion: June 30, 2024
Project Origin: Fowler Lot Re-Use Committee
Multi-year Project: Yes

Description: On April 16, 1990 City Council adopted Resolution 2380 authorizing the purchase of 2548 Charles Street. At the time of purchase, City Council determined that construction of a Senior Center was necessary, and that this property was needed to provide sufficient parking for the Center. The parcel is surrounded by municipal parking lots which serve the Senior Center and Old Town Pinole. On February 2, 2021 City Council adopted Resolution 2021-07 and awarded a contract to a consultant for the preliminary engineering and design for the parking lot. The parking lot will be designed to be a multi-benefit project that includes pavement structural section, striping, lighting, bicycle parking, electric vehicle charging stations, stormwater capture and retention, and drought tolerant landscaping. The final design will offer the maximum number of parking spaces while allowing access for both vehicles and pedestrians and include aesthetic design components. On June 7, 2022, City Council directed staff to incorporate the installation of a solar canopy at the site.

Supplemental Information: The Fowler House tenants remained in the properly till 2010 and many discussions took place to determine the best use of the property. It was determined that the house had asbestos and lead paint. On July 17, 2018, City Council adopted Resolution 2018-67 to create the Fowler Lot Re-use Committee to evaluate the reuse and redevelopment of the property. The Committee evaluated uses for the lot and determined the best use of the property is a parking lot. On October 16, 2018, the City Council adopted Resolution No. 2018-93 to approve a contract with a construction company to abate and demolish the Fowler house. The property demolition was completed on March 11, 2019. On July 21, 2020, City Council adopted Resolution 2020–68 to accept the final recommendation of the Committee.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	106	$ 42,535	$ 184,120				
Construction	106			$ 1,088,860			
	Subtotal	**$ 42,535**	**$ 184,120**	**$ 1,088,860**			
	Total Cost Estimate: $1,315,515						

FACILITIES

FA1703 - City Hall Modernization (formerly known as Paint City Hall)

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2024
Project Origin: End of life cycle
Multi-year Project: No

Description: To extend the useful life of the City hall building, there are several items that require attention including but not limited to carpet, flooring, window coverings, light fixtures, etc. The interior and exterior surfaces of the building require repainting as the paint system has reached the end of its useful life. Exterior painting is necessary to maintain external protection from the environment. Fading, chipping paint, along with water and mildew damage necessitates the painting project.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106			$ 125,000	$ 125,000		
	Subtotal			**$ 125,000**	**$ 125,000**		
	Total Cost Estimate: $ 250,000						

FACILITIES

FA1702 - Citywide Roof repairs and replacement

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2022
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2024
Project Origin: End of life cycle
Multi-year Project: Yes

Description: In 2015, comprehensive visual roof inspections were completed by a contractor on various City owned facilities. The purpose of the inspection was to identify the extent, if any, of moisture intrusion into the existing roof assemblies, document observed roof system deficiencies, determine the overall condition of the existing roof systems and to estimate the service life of the in-place roof assemblies. The roof inspection identified several roofs which need to be repaired or replaced. The roofs at City hall and the Public Safety building need to be replaced.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106			$ 272,000	$ 140,000		
	Subtotal			**$ 272,000**	**$ 140,000**		
	Total Cost Estimate: $412,000						

PARKS

PA2203 - Playground Rubberized Surface Improvements

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2024
Revised Project Start:
Revised Project Completion: June 30, 2023
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: Replacement of panel rubberized surfaces at Fernandez Park and Pinole Valley Park. Fernandez Park involves replacement of rubberized surface improvements at tot lot and replacement of existing engineered mulch with rubberized surface at older age play equipment. The rubberized surfaces around the play equipment will also be replaced at Pinole Valley Park. These improvements are grant funded through the State of California Department of Parks and Recreation Per Capita funds.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	327		$ 189,758				
	106	$ 7,640	$ 47,440				
	Subtotal	**$ 7,640**	**$ 237,198**				
	Total Cost Estimate:		**$ 244,838**				

PARKS

PA2202 - Skatepark Rehabilitation

Initial Project Start: July 1, 2024
Initial Project Completion: June 30, 2025
Revised Project Start:
Revised Project Completion:
Project Origin: Council Request
Multi-year Project: No
Description: Settling of ramps
Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106				$ 150,000		
	Subtotal				**$ 150,000**		
	Total Cost Estimate: $150,000						

PARKS

PA2201 - Pocket Parks - Galbreth Rd.

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion: June 30, 2024
Project Origin: Council Request
Multi-year Project: No

Description: Installation of two ADA compliant benches and waste receptacles within two pocket parks at a suitable location on Galbreth Ave.

Supplemental Information: To develop the pocket parks, a lot line adjustment may be required.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106		$ 65,000				
	Subtotal		**$ 65,000**				
	Total Cost Estimate:		**$ 65,000**				

PARKS

PA2101 - Installation of high capacity trash bins

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start:
Revised Project Completion: June 30, 2023
Project Origin: Beautification Ad Hoc Committee
Multi-year Project: No

Description: Installation of high capacity, solar powered compacting trash bins at City parks. To get the best value and uniformity at City parks, a RFP will be released to solicit proposals from qualified vendors to provide these bins. Exact costs will not be known until the bidding is complete however staff estimates that 40 bins will be procured for the budgeted project cost.

Supplemental Information: In 2019, the City Council established a Beautification Ad Hoc Committee to analyze options for, and to make recommendations to the Council regarding clean-up and beautification projects in Pinole. Among other projects, the Committee recommended the installation of high capacity, solar powered compacting trash bins at City parks.

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	214		$ 425,000				
	Subtotal		**$ 425,000**				
	Total Cost Estimate:		**$ 425,000**				

PARKS

PA1901 - Pinole Valley Park Soccer Field Rehabilitation

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start: July 1, 2023
Revised Project Completion: June 30, 2024
Project Origin: Council Request
Multi-year Project: No

Description: There are two soccer fields at Pinole Valley Park which are utilized on an annual basis, the Wright Avenue Soccer Field at the southerly end, and Savage Avenue Soccer Field at the northern end. Both fields are heavily used by soccer leagues and the general public. The Savage Avenue Soccer Field requires substantial rehabilitation which includes: upgrading the irrigation system and ongoing turf maintenance. Turf maintenance includes mowing, fertilizing, aeration, overseeding, and topdressing.

Supplemental Information: This project has been delayed pending the development of a Park Master Plan (CIP Project# PA1704).

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	106			$ 200,000			
	Subtotal			**$ 200,000**			
	Total Cost Estimate: $ 200,000						

SANITARY SEWER

SS2203 - Effluent Outfall

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2027
Revised Project Start:
Revised Project Completion:
Project Origin: Regulatory Requirement
Multi-year Project: Yes

Description: Effluent pumping capacity of the treatment plant is limited by the capacity of the pipe size at the effluent outfall in Rodeo. Increasing the pipe size at the Effluent Outfall Eductor Station will increase the wet weather effluent pumping capacity and increase the lifespan of the effluent pipe by reducing the pressure in the line during storm events. Project requires coordination with Rodeo.

Supplemental Information: The City of Hercules will be reimburse the Sewer Enterprise fund for 50% of the total project cost.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	500		$ 150,000				$ 3,000,000
	Subtotal		**$ 150,000**				**$ 3,000,000**
	Total Cost Estimate: $ 3,150,000						

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SANITARY SEWER

SS2202 - Replacement of Diesel Tank

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion:
Project Origin: End of life cycle
Multi-year Project: No

Description: In-kind replacement of a 4,000 gallon diesel storage tank used to supply fuel to standby generators and City vehicles. The existing tank is compromised.

Supplemental Information: The City of Hercules will be reimburse the Sewer Enterprise fund for 50% of the total project cost.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	500		$ 150,000				
	Subtotal		**$ 150,000**				
	Total Cost Estimate:		**$ 150,000**				

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SANITARY SEWER

SS2201 - Sanitary Sewer Rehabilitation

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2027
Revised Project Start:
Revised Project Completion:
Project Origin: Master Plan
Multi-year Project: Yes

Description: Various improvements to the Sanitary Sewer collection system, as identified in the Sanitary Sewer Collection System Master Plan.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	500		$ 1,500,000	$ 800,000	$ 800,000	$ 800,000	$ 800,000
	Subtotal		**$ 1,500,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**
	Total Cost Estimate: $ 4,700,000						

SANITARY SEWER

SS2101 - Secondary Clarifier—Center Column Rehabilitation

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2023
Project Origin: End of life cycle
Multi-year Project: No

Description: The Secondary Clarifier #5 has reached the end of its useful life. The project will involve removal and replacement of catwalk, drive mechanism, center column, and rake arm.

Supplemental Information: The City of Hercules will be reimburse the Sewer Enterprise fund for 50% of the total project cost.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	500		$ 350,000				
	Subtotal		**$ 350,000**				
	Total Cost Estimate:		**$ 350,000**				

SANITARY SEWER

SS2102 - Air Release Valve Replacements

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2023
Project Origin: Staff Recommendation
Multi-year Project: No

Description: There are four air relief valves at various locations on the WPCP Effluent Pipeline between the WPCP and the Rodeo treated water discharge point. This project includes removal and replacement of the pipe saddle, short pipe section, isolation valve, and air relief valve. The four locations are: 1) across from the WPCP at 11 Tennent Ave., near the entrance of the SF Bay Trail, 2) On the SF Bay Trail near the corner of Santa Fe and Railroad Ave., 3) At the intersection of Mariposa St. and Railroad Ave. (Rodeo), 4) Outside the gate of Rodeo Sanitary District at 800 San Pablo Ave. (Rodeo).

Supplemental Information: The City of Hercules will be reimburse the Sewer Enterprise fund for 50% of the total project cost.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	500		$ 50,000				
	Subtotal		**$ 50,000**				
	Total Cost Estimate:		**$ 50,000**				

SANITARY SEWER

SS2002 - Water Pollution Control Plant Lab Remodel

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2023
Project Origin: Regulatory Requirement
Multi-year Project: No

Description: The California Environmental Laboratory Accreditation Program (ELAP) is responsible for accrediting environmental testing labs including the Pinole - Hercules WPCP. The 2019 ELAP inspection results indicated the lab apparatus, countertops, and the fume hood are past their useful life and recommended replacement.

Supplemental Information: The City of Hercules will be reimburse the Sewer Enterprise fund for 50% of the total project cost.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	500		$ 100,000				
	Subtotal		**$ 100,000**				
	Total Cost Estimate:		**$ 100,000**				

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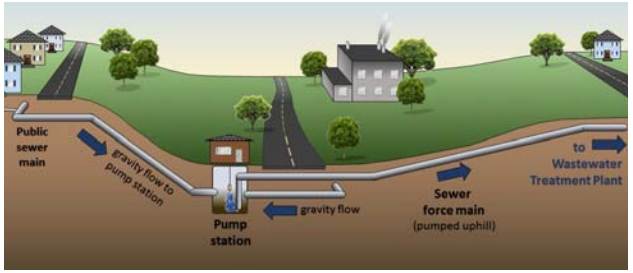
SANITARY SEWER

SS1702 - Sewer Pump Station Rehabilitation

Initial Project Start: October 1, 2020
Initial Project Completion: August 31, 2022
Revised Project Start: July 1, 2023
Revised Project Completion: June 30, 2024
Project Origin: End of lifecycle
Multi-year Project: No



Description: The City owns and operates two lift stations to convey flow from low lying areas to high elevations where the flow continues by gravity to the wastewater treatment plant. Both pump stations have reached the end of their useful life and need to be rehabilitated.

Supplemental Information: The two pump stations are located on San Pablo Ave. and Hazel St. In FY 2019/20, this project was renamed to include both pump stations. Previously, this project was titled, “Hazel Street Sewer Pump Rehabilitation.”

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	500			$ 22,500			
Engineering	500			$ 150,000			
Construction	500			$ 884,000			
Contingency	500			$ 143,500			
	Subtotal			**$ 1,200,000**			
	Total Cost Estimate: $1,200,000						

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STORMWATER

SW2001 - Roble Road Storm Drainage Improvements

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2024
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: The existing system appears to have capacity issues at Roble Ave. and Encina Ave. that warrant review and upgrade. This project will assess the collection system for capacity and hydraulic profile and upgrade the system as necessary.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	276			$ 30,000			
Construction	276				$ 280,000		
Contingency	276				$ 40,000		
	Subtotal			**$ 30,000**	**$ 320,000**		
	Total Cost Estimate: $ 350,000						

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STORMWATER

SW2002 - Adobe Road Storm Drainage Improvements

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start: July 1, 2023
Revised Project Completion: June 30, 2025
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: Adobe Road experienced a failure due to drainage impacts. Installation of a culvert will be required to control the drainage in the area. The area will then be regraded and the road surface will be restored. This road serves only as a service access route.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	106			$ 30,000			
Construction	106				$ 175,000		
Contingency	106				$ 25,000		
	Subtotal			**$ 30,000**	**$ 200,000**		
	Total Cost Estimate: $ 230,000						

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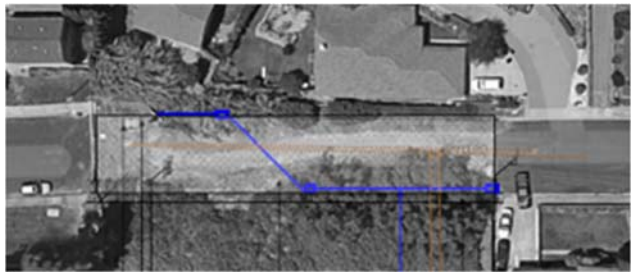
STORMWATER

SW1901 - Hazel Street Storm Drain Improvements

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start:
Revised Project Completion: June 30, 2023
Project Origin: Development Driven
Multi-year Project: Yes



Description: The existing stormwater collection is an open trench system and needs to be converted to an underground conveyance system to facilitate construction of a through road. This project will include connecting the existing storm drain network within Hazel Street between 1087 Hazel St (eastern limits) and 1081 Hazel St. (western limits). In January 2020, the City contacted with Schaff and Wheeler to prepare the preliminary design which includes plan and profile of the pipe and technical specifications.

Supplemental Information: This conversion also aids in compliance with the MSP4 by reducing the potential of contaminants including litter from entering the stormwater system.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	106	$ 54,910					
Construction	106		$ 356,460				
	276		$ 58,000				
Contingency	106		$ 62,000				
	Subtotal	**$ 54,910**	**$ 476,460**				
	Total Cost Estimate:		**$ 531,370**				

ROADS

RO2501 - Residential Slurry Seal

Initial Project Start: July 1, 2025
Initial Project Completion: June 30, 2026
Revised Project Start:
Revised Project Completion:
Project Origin: Pavement Management Program
Multi-year Project: No

Description: Based on the most current P-TAP report various segments will be recommended for slurry seal treatment. A slurry seal functions as a topcoat to existing asphalt pavement to preserve and protect the pavement. It is best suited for pavements with mild to moderate damage, such as narrow cracks, but not for severe damage such as potholes.

Supplemental Information:

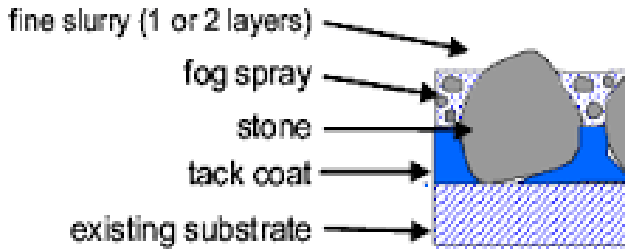
Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	325					$ 10,000	
Construction	325					$ 800,000	
Contingency	325					$ 80,000	
	Subtotal					**$ 890,000**	
	Total Cost Estimate: $ 890,000						

ROADS

RO2401 - Cape Seal

Initial Project Start: July 1, 2024
Initial Project Completion: June 30, 2025
Revised Project Start:
Revised Project Completion:
Project Origin: Pavement Management Program
Multi-year Project: No



Description: Based on the most current P-TAP report, various pavement segments will benefit from a cape seal. A cape seal is applied when a slurry seal or micro-surfacing will not adequately address the pavement deterioration. Cape seals are a multi-layered treatment pavement preservation treatment which can extend the life of a pavement by 6-8 years.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	325				$ 10,000		
Construction	325				$ 500,000		
Contingency	325				$ 50,000		
	Subtotal				**$ 560,000**		
	Total Cost Estimate: $ 560,000						

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ROADS

RO2301 - Residential Slurry Seal

Initial Project Start: July 1, 2023
Initial Project Completion: June 30, 2024
Revised Project Start:
Revised Project Completion:
Project Origin: Pavement Management Program
Multi-year Project: No

Description: Based on the most current P-TAP report various segments will be recommended for slurry seal treatment. A slurry seal functions as a topcoat to existing asphalt pavement to preserve and protect the pavement. It is best suited for pavements with mild to moderate damage, such as narrow cracks, but not for severe damage such as potholes.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	325			$ 10,000			
Construction	325			$ 800,000			
Contingency	325			$ 80,000			
	Subtotal			**$ 890,000**			
	Total Cost Estimate: $ 890,000						

ROADS

RO2101 - Arterial Rehabilitation

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion: June 30, 2024
Project Origin: Pavement Management Program
Multi-year Project: Yes

Description: Based on the 2019 P-TAP report, various segments were recommended for treatment by StreetSaver®. The recommendations will be further validated through a comparative pavement analysis to explore additional treatment options which are not discussed in the P-TAP report. This will allow the City to optimize the available funding. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	377	$ 18,606	$ 39,874				
Construction	200		$ 428,910				
	377		$ 625,000	$ 215,000			
Contingency	377		$ 93,750	$ 32,250			
	Subtotal	**$ 18,606**	**$ 1,187,534**	**$ 247,250**			

ROADS

RO2102 - Tennent Ave. Rehabilitation

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion: June 30, 2025
Project Origin: Pavement Management Program
Multi-year Project: Yes

Description: The construction impacts from the WPCP upgrade project resulted in pavement deterioration. This project will rehabilitate Tennent Ave. from San Pablo Ave. to WPCP. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.

Supplemental Information: In preparation of this project, the City retained a consultant to perform internal CCTV on this section of roadway. The inspection was completed in early 2021. Coordinating collection system improvements with street resurfacing projects ensures that sewer improvements are made prior to the resurfacing so that manholes and valve covers may be properly realigned, and repairs and replacements are made in a cost-effective manner. This also avoids cutting and patching recently paved streets. The City of Hercules will reimburse $86,430 for this project.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	500	$ 27,423	$ 10,382				
Construction	200				$ 381,082		
	500				$ 74,597		
	325				$ 167,321		
Contingency	500				$ 32,000		
	Subtotal	**$ 27,423**	**$ 10,382**		**$ 655,000**		
	Total Cost Estimate: $ 692,805						

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ROADS

RO2105 - Appian Way Complete Streets

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start:
Revised Project Completion: June 30, 2023
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: Completion of preliminary engineering and design to provide continuous sidewalks and bike lanes along Appian Way beginning from unincorporated El Sobrante to about 1500 lineal feet north of the City limit within Pinole. In December 2021, City Council approved a Cooperative Funding Agreement with WCCTAC to receive STMP funds to complete preliminary design for this project.

Supplemental Information: This project will connect with the Contra Costa County's project to provide continuous sidewalks and bike lanes along Appian Way from San Pablo Dam Rd. in unincorporated El Sobrante. This project will involve coordination with Contra Costa County. The construction phase of this project is unfunded and appears in the Unfunded and Unprogrammed list.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	325		$ 100,000				
	UF						$ 970,000
	Subtotal		**$ 100,000**				**$ 970,000**
	Total Cost Estimate: $1,070,000						

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ROADS

RO2107 - Brandt St. Improvements

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion:
Project Origin: Council Request
Multi-year Project: No

Description: Provide improvements on Brandt St. including application of pavement treatments based on type and severity of distresses on existing pavement.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	100		$ 50,000				
Construction	100		$ 120,000				
	Subtotal		**$ 170,000**				
	Total Cost Estimate:		**$ 170,000**				

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ROADS

RO1902 - Pedestrian Improvements at Tennent Ave. near R x R

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start:
Revised Project Completion: June 30, 2025
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: In 2018, the East Bay Regional Park District completed a trail link to connect Pinole Shores Regional Shoreline to Bayfront Park trail. There remains one very small gap on Tennent Ave. from Bayfront Park to Railroad Ave. Improvements to Tennent Ave. at the Railroad Crossing will facilitate safe movement of bicycles and pedestrians. Since project inception, the scope of work has evolved to include improvements that would maximize parking on Railroad Avenue for park users. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.

Supplemental Information: WCCTAC held its STMP Call for Projects in 2018 which committed $100k in funding for preliminary engineering from the 2006 STMP program for this project. This project is eligible to respond to future STMP Call for Projects to compete for funding to advance the project through construction.

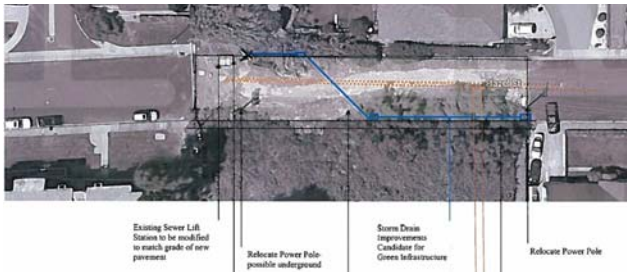
Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	325	$ 37,324	$ 61,556				
Construction	325				$ 19,700		
	UF				$ 680,000		
Contingency	UF				$ 100,300		
	Subtotal	**$ 37,324**	**$ 61,556**		**$ 800,000**		
	Total Cost Estimate: $ 898,880						

ROADS

RO1802 - Hazel Street Gap Closure (Sunnyview)

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start:
Revised Project Completion: July 30, 2025
Project Origin: Development Driven
Multi-year Project: No



Description: A developer has proposed to develop on a vacant lot identified as APN 402-013-060 at the end of Hazel Street. The project proposes the subdivision of the lot into four new parcels and development of single family residences on each new parcel, and execution of a development agreement to make public improvements, including the extension of Hazel Street for roadway connection to Sunnyview Drive - West end of Hazel St.

Supplemental Information: Completion of Project SW1901 prior to this project.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Construction	276				$ 50,000		
	Developer				$ 150,000		
	Subtotal				**$ 200,000**		
	Total Cost Estimate: $ 200,000						

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RO1710 - San Pablo Avenue Bridge over BNSF Railroad

Initial Project Start: July 1, 2017
Initial Project Completion: Beyond 5 year term
Revised Project Start:
Revised Project Completion: June 30, 2026
Project Origin: End of life cycle
Multi-year Project: Yes

Description: The San Pablo Avenue bridge over the Burlington Northern Santa Fe Railroad is an integral part of the area's transportation network. The age and condition assessment of the bridge supports replacement. The City was approved for initial funding from the Caltrans Highway Bridge Program (HBP). In February 2020, the City awarded a contract to a consultant for preliminary engineering (PE) to advance the project. The PE will be completed in two phases due to funding limitations. Completion of preliminary design is necessary to develop a final cost estimate for the project. Unfunded portions of this project appear in the Unfunded and Unprogrammed project list as Project UF022.

Supplemental Information: The total budget identified to complete the PE exceeds the amount of funding Caltrans committed to the project of the State's share in the current HBP.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
PM	325	$ 257,061	$ 80,000	$ 42,439			
Planning & Design	325	$ 537,176	$ 1,225,463	$ (42,439)	$ (7,500)		
	STMP	$ (91,089)	$ (1,223,746)	$ (285,165)			
	HBP	$ (708,856)	$ (81,717)				
	UF						
Construction	STMP						
	UF			$16,578,400	$ 8,439,200	$ 8,439,200	
	Subtotal	**$ (5,709)**	**$ -**	**$16,293,235**	**$ 8,431,700**	**$ 8,439,200**	
	Total Cost Estimate: $33,158,426						

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ROADS

RO1708 - Pinole Valley Road Improvements

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2023
Project Origin: Council Request
Multi-year Project: No

Description: As part of the high school construction project WCCUSD provided road improvements along the school frontage. Improvements to Pinole Valley Road - from Shea Dr. to Helena Ct. will extend the useful life of the pavement. The existing pavement score is high in this area, so a slurry seal may be the recommended treatment.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Engineering	200		$ 5,000				
Construction	200		$ 87,000				
Contingency	200		$ 8,000				
	Subtotal		**$ 100,000**				
	Total Cost Estimate:		**$ 100,000**				

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ROADS

RO1714 - Safety Improvements at Appian Way and Marlesta Rd. (formerly known as HAWK at Appian Way and Marlesta Rd.)

Initial Project Start: July 1, 2024
Initial Project Completion: June 30, 2025
Revised Project Start: July 1, 2020
Revised Project Completion: June 30, 2023
Project Origin: TAPS
Multi-year Project: Yes

Description: The key elements affecting the safety of pedestrians and cyclists at the Appian Way and Marlesta Way intersection is speed and reduced visibility of approaching traffic due to the topography of the project area. Safety improvements are required to improve crossing conditions for pedestrians and bicyclists. In February 2021, the City selected a Consultant to complete the preliminary engineering for this project.

Supplemental Information: The City secured grant funds to install a traffic signal at this intersection instead of a HAWK.

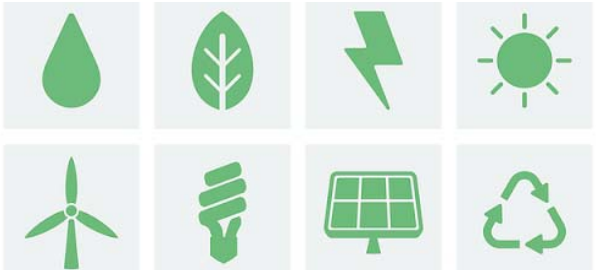
Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	325	$ 25,193	$ 9,144				
Construction	OBAG2		$ 350,000				
	TDA		$ 129,400				
	106		$ 67,278				
Contingency	106		$ 82,050				
	Subtotal	**$ 25,193**	**$ 637,872**				
	Total Cost Estimate:		**$ 663,065**				

INFRASTRUCTURE ASSESSMENTS

IN2201 - Energy Audit

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion:
Project Origin: Staff Recommendation
Multi-year Project: No
Description:
Supplemental Information:



Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	106		$ 50,000				
	Subtotal		**$ 50,000**				
	Total Cost Estimate:		**$ 50,000**				

INFRASTRUCTURE ASSESSMENTS

IN2101 - Emergency Power for Critical Facilities

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2023
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2024
Project Origin: Council Request
Multi-year Project: Yes

Description: During severe natural hazard events, it is highly likely that utility power will not be available for an extended period of time. Critical facilities will need reliable sources of sustained electrical power to continue operations. This project will: 1) identify critical facilities in need of back-up power in coordination with an Emergency Operations Plan (EOP) , 2) assess power loads in each critical facility that requires back-up power, 3) determine the costs and technology options including solar battery storage, and 4) make any additional recommendations to Council before advancing to construction.

Supplemental Information: The Public Safety Building, Fire Station 74, and the Water Pollution Control Plant have stand by generators.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	100		$ 30,000				
Construction	100			$ 170,000			
	Subtotal		**$ 30,000**	**$ 170,000**			
	Total Cost Estimate: $ 200,000						

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INFRASTRUCTURE ASSESSMENTS

IN2102 - Municipal Broadband Feasibility

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2024
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2023
Project Origin: Council Request
Multi-year Project: No

Description: A feasibility study will determine a successful deployment strategy and associated costs for implementing municipal broadband service in Pinole.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	106		$ 60,000				
	Subtotal		**$ 60,000**				
	Total Cost Estimate:		**$ 60,000**				

INFRASTRUCTURE ASSESSMENTS

IN2103 - Recycled Water Feasibility

Initial Project Start: July 1, 2022
Initial Project Completion: June 30, 2023
Revised Project Start:
Revised Project Completion: June 30, 2024
Project Origin: Council Request
Multi-year Project: Yes

Description: A feasibility study will allow the City to plan and phase the construction of future recycled water distribution system infrastructure. The study will identify potential recycled water customers, evaluate the quantity, quality, and recycled water distribution system options to address the needs of potential users in surrounding areas, seek opportunities to phase the construction of a recycled water delivery system, and develop planning-level cost options for the phased system.

Supplemental Information: Recycled water delays or eliminates the need to construct more potable water facilities, sustains the economy with increased water supply reliability, protects the environment, safeguards investments in parks and landscaping with drought proof or drought resistant water supply, and contributes to a green and healthy environment. In 2019, East Bay Municipal Utility District (EBMUD) prepared an Updated Recycled Waster Plan which considered the potential for potable reuse in EBMUD's water service area. The development of a new recycled water supply for the Phillips 66 refinery in Rodeo using effluent from the Pinole-Hercules and Rodeo wastewater treatment plants was among the recommended non-potable reuse projects. This project is estimated to deliver up to 3.67 MGD of recycled water to the refinery for use in their boilers and cooling towers. The combined final disinfected effluent from both plants would be pumped at the Rodeo Pump Station to the refinery for treatment a new advanced recycled water treatment plan. This project was recommended by EBMUD because it would deliver a large amount of water to a single customer, with comparatively few pipelines required due to the short distance between the sources of wastewater and the Phillips 66 Refinery

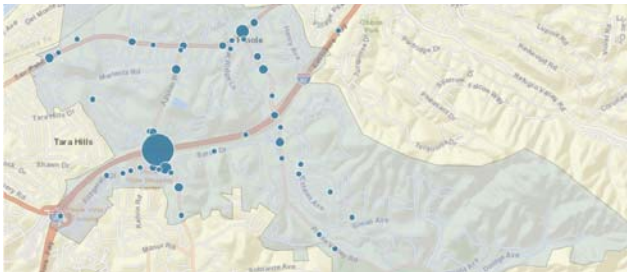
Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Design	100		$ 60,000				
Construction	100			$ 140,000			
	Subtotal		**$ 60,000**	**$ 140,000**			
	Total Cost Estimate: $ 200,000						

INFRASTRUCTURE ASSESSMENTS

IN2104 - Local Road Safety Plan

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2022
Revised Project Start:
Revised Project Completion: December 30, 2022
Project Origin: Staff Recommendation
Multi-year Project: Yes



Description: Development of a Local Road Safety Plan (LRSP) which will include an existing conditions assessment, development of traffic measures in areas of engineering, education, encouragement, enforcement, emerging technologies along with associated evaluation. The LRSP will include a prioritized list of roadway infrastructure improvements.

Supplemental Information: In July 2020, staff submitted a grant application to Caltrans for funding to develop and implement an LRSP for the City of Pinole. LRSP's allow local governments to identify, analyze, and prioritize roadway safety improvements on roads within their jurisdiction. In the future, an LRSP or its equivalent, will be required for agencies to apply for federal Highway Safety Improvement Plan funds. In October 2020, the City was selected for funding and implementation of an LRSP. In December 2020, the City released a Request for Proposals to seek professional services from licensed engineering firms to develop a LRSP. A contract was awarded to a consultant in April 2021.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	325	$ 19,013	$ 20,650				
	Subtotal	$ 19,013	**$ 20,650**				
	Total Cost Estimate:		**$ 39,663**				

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INFRASTRUCTURE ASSESSMENTS

IN2106 - Active Transportation Plan

Initial Project Start: July 1, 2021
Initial Project Completion: June 30, 2022
Revised Project Start: July 1, 2022
Revised Project Completion: June 30, 2023
Project Origin: TAPS
Multi-year Project: No

Description: Development of an Active Transportation Plan will act as a guide for active mobility within and around Pinole. The Plan will identify an integrated network of walkways and bikeways that connect Pinole neighborhoods and communities to employment, education, commercial, recreational, and tourist destinations. The plan will prioritize a set of connected projects, that when fully implemented, will increase active transportation opportunities and make it safe and more convenient for people to walk, bike, and use non-auto forms of travel.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	100		$ 75,000				
	Subtotal		**$ 75,000**				
	Total Cost Estimate:		**$ 75,000**				

INFRASTRUCTURE ASSESSMENTS

IN2001 - Sanitary Sewer Collection System Master Plan

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2022
Revised Project Start:
Revised Project Completion: December 30, 2022
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: In September 2020, the City Council awarded a contract to Carollo Engineers, Inc. to develop a Sanitary Sewer Collection System Master Plan (Plan). The Plan will provide a condition assessment of the sewer collection assets to inform capital planning and effectively serve the wastewater needs of residents and businesses. This plan will also provide a capacity analysis to identify pipes that need to be upsized. Master planning is critical to identify when and where infrastructure upgrades or improvements will be needed to accommodate growth.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	500	$ 359,147	$ 89,853				
	Subtotal	**$ 359,147**	**$ 89,853**				
	Total Cost Estimate: $ 449,000						

INFRASTRUCTURE ASSESSMENTS

IN1703 - Storm Drainage Master Plan

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2023
Revised Project Start: July 1, 2023
Revised Project Completion: June 30, 2025
Project Origin: Staff Recommendation
Multi-year Project: Yes

Description: Preparation of a storm drain master plan will provide an analysis of the existing collection system. The plan will identify system deficiencies related to capacity, functionality, and permit compliance. The plan can serve to guide future budget allocations for improvements to the system.

Supplemental Information:

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	106			$ 75,000	$ 75,000		
	Subtotal			**$ 75,000**	**$ 75,000**		
	Total Cost Estimate: $150,000						

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INFRASTRUCTURE ASSESSMENTS

IN1704 - Park Master Plan

Initial Project Start: July 1, 2020
Initial Project Completion: June 30, 2021
Revised Project Start: July 1, 2021
Revised Project Completion: June 30, 2023
Project Origin: Staff Recommendation
Multi-year Project: No

Description: Preparation of a park master plan will aid the City in developing a strategic approach to park maintenance and operation. The master plan will allow the City to quantify and qualify the existing park system, identify deficiencies, and develop a financial analysis of the cost to maintain and operate park assets.

Supplemental Information: This project was added to the CIP in 2017 as an unfunded project; Council approved funding in 2020.

Budget:

	Fund	Prior Funding	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Planning	106		$ 100,000				
	Subtotal		**$ 100,000**				
	Total Cost Estimate:		**$ 100,000**				

UNFUNDED AND UNPROGRAMMED PROJECTS

CAPITAL IMPROVEMENT PLAN: FY 2022/23 THROUGH FY 2026/27
UNFUNDED AND UNPROGRAMMED PROJECTS

#	Unfunded/Unprogrammed Projects
UF001	Railroad Avenue Bridge Removal and Replacement
UF002	Electric Vehicle Charging Stations in City lots
UF003	Parking lot resurfacing
UF004	LLAD Landscape Restoration and Improvement
UF005	Dog Park Restroom Replacement
UF006	Dog Park resurfacing and fencing improvements
UF007	Eucalyptus Grove Restoration
UF008	Fernandez Park Baseball grandstand improvement
UF009	Repave Trails
UF010	ADA Ramps
UF011	Appian Complete Streets
UF012	Bridge Maintenance
UF013	Installation of High intensity Activated crossWALK (HAWK)
UF014	Pavement Maintenance
UF015	I-80/Pinole Valley Rd. Interchange Improvements
UF016	Shale Hill Retaining wall and sidewalk gap
UF017	Sidewalks gaps
UF018	Signal System Upgrades
UF019	San Pablo Sewer Lift Station Upgrade
UF020	Sewer Collection Systemwide Rehabilitation
UF021	Tree Master Plan
UF022	San Pablo Avenue Bridge over BNSF Railroad
UF023	Installation of Solar at City Facilities
UF024	All weather access roads

UF001 - Railroad Avenue Bridge Removal and Replacement

Project Information

The Contra Costa County Flood Control and Water Conservation District has advised removal of the Railroad Avenue Bridge. The bridge is a flood barrier. The first step is to determine if the City of Pinole is the responsible agency for this project.

Origin: Staff Recommendation

Budget Unit: Roads/Sanitary Sewer/ Stormwater

Cost Estimate:

Potential Funding Sources:

UF002 - Electric Vehicle Charging Stations in City lots

Project Information

The City desires to promote and encourage the use of electric vehicles. With increased adoption of alternative fuel vehicles, the need for charging infrastructure is growing. The City wishes to install charging stations in city owned parking lots. The first step is to complete a load study at City owned parking lots to determine the electrical capacity at each site. There may be significant electrical upgrades necessary to install charging stations. Electrical capacity and siting determine ultimately determine the cost of each project. There are incentives available for the charging equipment.

Origin: Council Request

Budget Unit: Facilities

Cost Estimate:

Potential Funding Sources: Bay Area Air Quality Management District, West Contra Costa Transportation Authority, Marin Clean Energy

UF003 - Parking lot resurfacing

Project Information

This project is to maintain and enhance existing City owned parking facilities and infrastructure, to increase parking supply, and to support ongoing multi-modal and streetscape improvements. Improvements include saw cutting and demolition, pavement removal, earthwork, pavement installation, curb and gutter, striping, and signage.

Origin: Staff Recommendation

Budget Unit: Facilities

Cost Estimate:

Potential Funding Sources: Economic stimulus funding

UF004 - LLAD Landscape Restoration and Improvement

Project Information

The Pinole Valley Road Landscape and Lighting Assessment District was formed in 2008. The City installed various improvements on Pinole Valley Road between Henry Avenue and Ramona Street. The district provides maintenance to traffic signals, streetlights, median landscaping, irrigation for landscaping, electricity to traffic signals and streetlights, and graffiti removal. This project will maintain and restore turf, shrubs, plants and trees within the District.

Origin: LLAD Report

Budget Unit: LLAD

Cost Estimate:

Potential Funding Sources: Fund 345 & 348

UF005 - Dog Park Restroom Replacement

Project Information

The existing restroom located at the Dog Park is beyond its useful life and requires replacement.

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate:

Potential Funding Sources: -

UF006 - Dog Park resurfacing and fencing improvements

Project Information

Resurfacing and fencing improvements

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate:

Potential Funding Sources:

UF007 - Eucalyptus Grove Restoration

Project Information

The open space located between the Old Town area between John St. and Pinole Valley Road is forested with Eucalyptus trees. In 2014, a Safety Inspection was conducted by a consultant. A total of 8 trees were recommended for removal, and root crown excavation was recommended for 3 trees. 2 trees were determined to be hollow and recommended for further investigation to evaluate the level of internal decay. In 2018, the City hired a company to remove 20 Eucalyptus trees in the area. There are still many trees left and many of the prior trees were felled with the trunks remaining on site. This project will remove the remaining trees, both standing and, on the ground, and regreen this area with native trees.

Origin: Council Request

Budget Unit: Parks

Cost Estimate:

Potential Funding Sources:

UF008 - Fernandez Park Baseball grandstand improvement

Project Information

The current grandstand is aging and requires increased maintenance to maintain its serviceability.

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate:

Potential Funding Sources:

UF009 - Repave Trails

Project Information

The City's goal is to develop safe, connected, and comfortable bicycle and pedestrian facilities for people of all ages and abilities. Repaving trails will enhance trail access from the City's roadway network to encourage alternative modes of transportation.

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate:

Potential Funding Sources:

UF010 - ADA Ramps

Project Information

This project involves removing barriers to accessibility for persons using wheelchairs or other personal assistance devices and improving pedestrian accessibility and safety by reconstructing or upgrading curb ramps at various locations throughout the City.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

UF011 - Appian Complete Streets

Project Information

This project will provide continuous side-walks and bike lanes along Appian Way from San Pablo Dam Rd. in unincorporated El Sobrante to about 1500 lineal feet north of the city limit within the City of Pinole. The City will seek 2019 STMP funds from West Contra Costa Transportation Authority for preliminary design.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $970,000

Potential Funding Sources: -

UF012 - Bridge Maintenance

Project Information

Maintenance of vehicular and pedestrian bridges as identified in the Caltrans Bridge Inspection Reports and Pedestrian Bridge Inspection Reports completed by Quincy Engineering, Inc.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

UF013 - Installation of High intensity Activated crossWALK (HAWK)

Project Information

A High Intensity Activated crossWALK (HAWK) beacon is a traffic control device used to stop road traffic and facilitate pedestrians to cross more safely. HAWKS are candidate treatments for roads with three or more lanes and generally have an annual average daily traffic above 9,000. HAWKS are considered for all midblock and intersection crossings where roadway speed limits are equal or greater than 40 mph. The safety of various crossings can be improved in Pinole through the installation of a HAWK.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

UF014 - Pavement Maintenance

Project Information

The City uses a pavement management software known as StreetSaver to strategize the most cost effective method to extend the pavement life. Pavement Maintenance is necessary to maintain the City's pavement network. Deferred maintenance results in increased costs over time.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $42,000,000

Potential Funding Sources: Fund 200 and Fund 106

UF015 - I-80/ Pinole Valley Rd. Interchange Improvements

Project Information

This project will widen Pinole Valley Road ramp terminal intersections at I-80 to provide a dedicated right turn lane to the eastbound and westbound I-80 on ramps. This project will also provide crossing enhancements at the Pinole Valley Road and I-80 intersection.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $10,959,000

Potential Funding Sources:

UF016 - Shale Hill Retaining wall and sidewalk gap

Project Information

Shale Hill is located on San Pablo Ave. near Oak Ridge Road. The cut slope above the pavement is comprised of shale which is loose and sloughs onto the road. There is no sidewalk in this area because the toe of the embankment is uncontrolled and there is inadequate space to accommodate a sidewalk. Staff has not been successful in securing grant funds for this project.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

UF017 - Sidewalk gaps

Project Information

This project will address sidewalk gaps by installing public sidewalks where sidewalks are missing on one or both sides of the street. This work will be coordinated with other construction projects. Sidewalk gaps often exist in places with site constraints (i.e. right of way, grade/slopes, or utility conflicts) or are adjacent to properties that have been required to provide sidewalks in the past due to land uses or ownerships. Locations for repair will be selected based on site conditions, pedestrian safety, and adjacent property attributes.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

UF018 - Signal System Upgrades

Project Information

This project will upgrade various aspects of the City's traffic signal system including: traffic signal controller equipment, vehicle detection, traffic signal arms and heads, battery backup systems, and communications systems to reduce congestion and improve safety for the Pinole community.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

UF019 - San Pablo Sewer Lift Station Upgrade

Project Information

This project involves upgrading the structural and electrical needs of the San Pablo Ave. lift station to address the safety and operational deficiencies.

Origin: Sanitary Sewer Master Plan

Budget Unit: Sewer

Cost Estimate:

Potential Funding Sources:

UF020 - Sewer Collection Systemwide Rehabilitation

Project Information

In 2020, the City contracted with a consultant to prepare a sanitary sewer collection system master plan. The Master Plan will provide condition assessment of sewer collection assets that will inform capital planning.

Origin: Sanitary Sewer Master Plan

Budget Unit: Sewer

Cost Estimate:

Potential Funding Sources:

UF021 - Tree Master Plan

Project Information

In 2019, the City Council established a Beautification Ad Hoc Committee to analyze options for, and to make recommendations to Council regarding clean-up and beautification projects in Pinole. Among other projects, the Committee recommended the development of a Tree Master Plan to inventory the existing trees, and to develop a plan for managing the tree inventory, including finding tree planting opportunities.

Origin: Beautification AdHoc Committee

Budget Unit:

Cost Estimate: $375,000

Potential Funding Sources: Cal Fire Urban and Community Forestry Grant Program

UF022 - San Pablo Avenue Bridge over BNSF Railroad

Project Information

This project will replace the existing thirteen span reinforced concrete span structure over the Burlington Northern Santa Fe Railroad adjacent to San Pablo Avenue at the easterly limits of the City. On 02/18/20, Council awarded a contract to a Consultant to begin the preliminary engineering (PE) for this project (CIP Project RO1710). The PE will be completed in two phases due to funding limitations. The first phase was necessary to develop a final cost estimate to facilitate pursuing additional funding required to complete all phases including construction.

Origin: End of life cycle

Budget Unit: Roads

Cost Estimate: $35,582,665

Potential Funding Sources: Fund 213, Fund 214, and Economic Stimulus funds.

UF023 - Installation of Solar at City Facilities

Project Information

This project involves procurement and installation of solar panels at City owned facilities to offset the City's electricity consumption and reduce the greenhouse gas impacts.

Origin: Council Request

Budget Unit: Facilities

Cost Estimate:

Potential Funding Sources:

UF024 - All access weather roads

Project Information

The General Plan, Chapter 8 discusses improvement of open space management to reduce wildfire risks. There is a desire to have improved, all-weather access roads through open space to improve access to and from Hercules and El Sobrante to shorten response times and improve mutual aid.

Origin: General Plan

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

ATTACHMENT B

CIP Project Lifecycle and Project Status Summary

CIP projects usually have five major phases of their lifecycle, described below.

- Initiation: Projects in the CIP are selected and prioritized based on specific criteria such as consistency with master plans and policies, regulatory requirements, health and safety impacts, and community benefits. The funding is identified for projects and a capital budget is presented to Council for consideration. Once the CIP is adopted by City Council, staff is responsible for project implementation. The initiation phase involves determining whether the project will be managed by City staff or a consultant, assigning the project to a manager, and assembling the project team.

- Planning: The assigned project manager develops the scope, preliminary schedule, and funding requirements, and identifies stakeholders.

  Construction projects can be completed through several delivery methods, including design-build and design-bid-build. In design-build, the same firm/team of firms is selected to design and build the project, whereas in design-bid-build one firm designs the project, then the construction is bid, and a construction firm builds the project. Depending on the delivery method, a construction project can involve several steps which may include design, bid, award, construction, and closeout.

  For non-construction projects such as master planning, staff defines the initial project by identifying major goals and objectives.

  Throughout the project lifecycle, coordination and engagement with various stakeholders is necessary. Stakeholders can include the community, business owners, utilities, funding partners, and other interested and affected parties.

- Execution: For construction projects, the project plans and specifications, and preliminary costs estimates, are prepared. Typically, there are three levels of design review which allow opportunity for coordination and input with stakeholders, utilities, funding partners, and regulatory agencies. The design review usually occurs at 35, 65, and 90 percent of design completion. As the design progresses through each level, the cost estimate becomes more precise. The completed design is reviewed and approved by the City Engineer.

  For a design-bid-build project, the final approved design goes out to bid. The project cost estimate and source of project funding govern which procurement policies and procedures will apply. The City's procurement policy establishes the standards for purchase of goods, services, and supplies. Projects involving federal or State grant funds typically involve stricter and more formalized procedures. In addition, high value public works projects must adhere to

processes established in the California Public Contract Code. A contract is awarded to the most qualified and responsible vendor.

After a contract is awarded and executed with the appropriate insurance and bonds, project construction can begin. The project size and complexity dictate the length of the construction phase.

For master plans, stakeholders are engaged, and links are identified among other infrastructure plans, the General Plan, and other applicable City plans. Next, solutions including conceptual alternatives are developed. Viable solutions are evaluated to ensure they meet the goals and needs of the project. The master plan is a final document which contains a recommended program and/or capital project list.

- Monitoring: Throughout the project lifecycle, staff oversees and monitors the project. Construction projects involve construction management, contract compliance, and project management services, which include technical and administrative tasks. Staff is also responsible for grant administration for projects that are funded by grants.

- Closure: Once construction projects are complete, the as-built drawings are filed for future reference. Closeout activities involve completing project related paperwork including filing the notice of completion with the Contra Costa County Recorder’s office. For master plans, the final plan is presented to City Council.

n to Agenda

CITY OF PINOLE CAPITAL IMPROVEMENT PLAN

STATUS OF SCHEDULED PROJECTS FOR FY 2023/24 THRU September 30, 2023

Legend: Delayed due to limited resources; Closure/Complete; Execution; Planning

PRJ. #	NAME OF PROJECT	PROGRESS	SCHEDULED START	SCHEDULED END	STATUS AS OF 09/30/23 PHASE	STATUS AS OF 09/30/23 ESTIMATED COMPLETION
	FACILITIES					
FA2301	Public Safety Building Modernization	20%	7/1/23	6/30/26	P	6/30/26
FA2202	Senior Center Modernization	25%	7/1/22	6/30/25	P	6/30/25
FA1902	Energy Upgrades	65%	7/1/20	6/30/24	P	6/30/24
FA1901	Senior Center Auxiliary Parking Lot	50%	7/1/20	6/30/25	E	6/30/25
FA1703	City Hall Modernization	0%	7/1/17	6/30/25	D	
FA1702	Citywide Roof Repairs and Replacement	10%	7/1/18	6/30/25	P	6/30/25
	PARKS					
PA2301	Tree Mitigation	100%	7/1/23	6/30/25	C	8/31/23
PA2101	Installation of High-Capacity Trash Bins	100%	7/1/21	6/30/27	C	8/15/23
	SANITARY SEWER					
SS2203	Effluent Outfall	0%	7/1/22	6/30/27	P	6/30/27
SS2201	Sanitary Sewer Rehabilitation	35%	7/1/22	6/30/28	E	6/30/24
SS2102	Air Release Valve Replacements	100%	7/1/21	6/30/24	C	6/21/23
SS2101	Secondary Clarifier - Center Column Rehabilitation	15%	7/1/20	6/30/24	E	6/30/24
SS2002	Water Pollution Control Plant Lab Remodel	0%	7/1/20	6/30/24	D	
SS1702	Sewer Pump Station Rehabilitation	0%	7/1/17	6/30/28	D	

PRJ. #	NAME OF PROJECT	PROGRESS	SCHEDULED START	SCHEDULED END	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	STATUS AS OF 09/30/23 PHASE	STATUS AS OF 09/30/23 ESTIMATED COMPLETION
					J A S O N D J F M A M J	J A S O N D J F M A M J	J A S O N D J F M A M J	J A S O N D J F M A M J	J A S O N D J F M A M J		
STORMWATER											
SW1901	Hazel Street Storm Drain Improvements	65%	7/1/20	6/30/24						E	12/31/23
STREETS AND ROADS											
RO2304	Safety Improvements at Tennent Ave./Pear & Plum	100%	7/1/22	6/30/24						E	10/31/23
RO2303	Pinole Smart Signals	10%	7/1/23	6/30/24						P	6/30/26
RO2302	Safety Improvements on Arterial Roadways	0%	7/1/23	6/30/24						P	6/30/24
RO2102	Tennent Ave. Rehabilitation	30%	7/1/20	6/30/25						E	6/30/25
RO2101	Arterial Rehabilitation	45%	7/1/20	6/30/24						E	6/30/24
RO1902	Pedestrian Improvements at Tennent Ave. Near R X R	45%	7/1/20	6/30/24						E	6/30/25
RO1714	Safety Improvements at Appian Way & Marlesta Rd.	65%	7/1/20	6/30/24						E	12/31/23
RO1710	San Pablo Ave. Bridge Over BNSF Railroad	15%	7/1/17	6/30/26						E	6/30/28
INFRASTRUCTURE ASSESSMENTS											
IN2201	Energy Conservation, Generation, & Storage Assessment	10%	7/1/22	6/30/24						E	12/31/23
IN2101	Emergency Power for Critical Facilities	10%	7/1/21	6/30/25						P	6/30/25
IN2102	Municipal Broadband Feasibility	35%	7/1/21	6/30/24						E	12/31/23
IN2103	Recycled Water Feasibility	20%	7/1/22	6/30/25						E	6/30/25
IN2105	Appian Way Complete Streets	10%	7/1/21	6/30/24						D	
IN2106	Active Transportation Plan (RO2106)	25%	7/1/21	6/30/24						E	6/30/24
IN1703	Storm Drainage Master Plan	5%	7/1/17	6/30/24						E	11/30/24
IN1704	Parks Master Plan	25%	7/1/20	6/30/24						E	6/30/24

CITY COUNCIL REPORT

9E

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: RECEIVE THE QUARTERLY REPORT ON IMPLEMENTATION OF THE GREENHOUSE GAS INVENTORY AND CLIMATE ACTION AND ADAPTATION PLAN FOR FISCAL YEAR (FY) 2023-24 FIRST QUARTER

RECOMMENDATION

Staff recommends that the City Council receive this quarterly report on the implementation of the greenhouse gas (GHG) inventory and Climate Action and Adaptation Plan (CAAP) covering the months of July - September 2023.

BACKGROUND

On October 19, 2021, the City Council adopted Resolution No. 2021-93, which declared a climate emergency, directed staff to complete a GHG emissions inventory, and directed staff to prepare a CAAP that includes GHG emission reduction goals that align with the State's GHG emission reduction goals of Senate Bill 32 and Executive Order B-55-18[1]. The City Council also directed staff to present quarterly updates on the City's progress on the GHG emissions inventory and CAAP. Staff last provided a quarterly update on September 19, 2023 that addressed staff and consultant activities for the fourth quarter of fiscal year (FY) 2022/23 (April - June 2023).

DISCUSSION AND ANALYSIS

This is the first quarterly FY 2023-24 report on the City's progress on the GHG emissions inventory and CAAP development. During this period, the focus was to review and refine preliminary greenhouse gas and adaptation measures in advance of public review and preparing for the second community workshop on October 26.

JULY 2023 ACTIVITIES

- Review and revision of draft CAAP
- Coordination with County on CAAP presentation to City Staff

AUGUST 2023 ACTIVITIES

- Refinement of draft CAAP for Staff review

[1] Executive Order B-55-18 established a goal of achieving carbon neutrality by 2045 and was codified in 2022 by AB 1279.

- Internal staff meetings with key personnel in each Department to review and refine preliminary greenhouse gas and adaptation measures and action in advance of public review
- County presentation to City Staff on background of CAAP and future policy changes

SEPTEMBER 2023 ACTIVITIES

- Finalize the draft CAAP measures and actions for public review
- Finalize community workshop design and create outreach materials
- Promote community workshop

NEXT STEPS/TIMELINE

The FY2023/24 second-quarter report covering October-December 2023 will highlight the following activities:

- A second community workshop to prioritize GHG emissions reduction and adaptation measures (October 26)
- Revising and refining the draft CAAP (November)
- Publishing the draft CAAP for public review (December/January)

It is anticipated that in the third quarter of FY2023/24 (January – March 2024) the following activities will occur:

- Council review of the CAAP (February 2024)
- Council adoption of the CAAP (March 2024)

FISCAL IMPACT

There is no fiscal impact related to receiving this report.

ATTACHMENTS

None

CITY COUNCIL REPORT

9F

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: MARKISHA GUILLORY, FINANCE DIRECTOR

SUBJECT: RECEIVE THE FISCAL YEAR (FY) 2023/24 FIRST QUARTER FINANCIAL REPORT

RECOMMENDATION

Staff recommends that the City Council receive the Fiscal Year (FY) 2023/24 First Quarter Financial Report.

BACKGROUND

The quarterly financial report is intended to provide the City Council, City staff and management, and the community a general update on the financial activities and condition of the City.

The City operates on an annual budget cycle. Through the budget, the City Council approves revenue estimates and authorizes City staff to expend the City's limited financial resources. As one of the many activities that the City undertakes to help ensure its financial soundness, staff provides quarterly financial reports on the City's budget condition.

The First Quarter Financial Report covers financial activity through the first quarter of the FY 2023/24, ending September 30, 2023. It provides preliminary year-end results.

REVIEW & ANALYSIS

General Fund Analysis

The FY 2023/24 budget is a status quo budget, meaning that the revenue sources and service and staffing levels included in the budget are similar to those included in the prior year's budget. The City remains in a stable financial position and is able to fund its operating and capital expenditures through annual, recurring funding sources. The budget does include the use of unassigned fund balance (residual, unrestricted funds) primarily for several one-time, Council-directed initiatives, which is an acceptable use of unrestricted funds. Additionally, the City maintains a separate General Reserve Fund, which is required by the City's Cash Reserve Policy to maintain a reserve balance equal to 50% of total on-going General Fund expenditures.

The General Reserve fund balance will be approximately $10.2 million (after the transfer is processed) and complies with the Policy.

At its meeting on June 20, 2023, the City Council adopted the FY 2023/24 budget, which included the use of a portion of the General Fund's substantial unassigned fund balance to fund several Council-directed initiatives as well as several capital improvement projects. The FY 2023/24 adopted budget includes the use of General Fund (including Measure S 2006 and 2014) unassigned fund balance for a net deficit of $8.8 million.

The majority of the use of fund balance is for several large, multi-year capital improvement projects. It is important to note that the total estimated costs of capital projects are budgeted in year one (FY 2023/24) of the Capital Improvement Plan (CIP) although some projects may take several years to complete. The total costs are budgeted up front to earmark the full amount of funding needed to complete the CIP projects. An itemized list of the capital projects funded by the General Fund unassigned fund balance can be found on page 7 of the FY 2023/24 Operating and Capital Budget.

The City is projecting to end FY 2023/24 with a net deficit of $8.8 million, with total revenues projected at $25.6 million and expenditures at $34.5 million, and an estimated ending fund balance of $3.5 million. Staff is not recommending any budget adjustments at this time. The table below summarizes the General Fund budget to actuals through the first quarter.

General Fund (including Measure S 2006 and 2014)	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 25,610,623	$ 25,610,623	$ 2,653,006	$ 2,653,006	10%	$ 25,610,623
Expenditures	34,397,708	34,450,458	7,415,768	8,769,225	25%	34,450,458
Net surplus/deficit	(8,787,085)	(8,839,835)	$ (4,762,762)	$ (6,116,219)		(8,839,835)
Beginning Fund Balance	12,331,312	12,331,312				12,331,312
Ending Fund Balance	**$ 3,544,227**	**$ 3,491,477**				**$ 3,491,477**

Since the first quarter represents 25% of the fiscal year, it is expected that actual revenues and actual expenditures will be around 25%. However, this is typically not the case for revenues due to the timing of receipts of the various revenue sources.

General Fund Revenue (including Measure S 2006 and 2014)

The City Council authorized revenues in the amount of $25,610,623 in the original FY 2023/24 General Fund budget, including Measure S 2006 and 2014. General Fund actual revenues through the first quarter of FY 2023/24 totaled $2,653,006, which is 10% of the revised budget. The table below summarizes General Fund revenue activity for the first quarter.

Category	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals	% of Revised Budget	Projected Year-End
Property Taxes	$ 5,678,211	$ 5,678,211	$ 16,056	0%	$ 5,678,211
Sales and Use Taxes	4,621,023	4,621,023	622,735	13%	4,621,023
Sales and Use Taxes - Measure S 2006	2,486,000	2,486,000	344,857	14%	2,486,000
Sales and Use Taxes - Measure S 2014	2,486,000	2,486,000	344,853	14%	2,486,000
Utility Users Tax	2,085,485	2,085,485	438,635	21%	2,085,485
Franchise Taxes	794,658	794,658	69,913	9%	794,658
Other Taxes: TOT	453,200	453,200	72,437	16%	453,200
Other Taxes: Business License	450,014	450,014	21,374	5%	450,014
Intergovernmental Taxes	2,319,918	2,319,918	-	0%	2,319,918
Public Safety Charges	1,432,539	1,432,539	558,817	39%	1,432,539
Total Other Revenue	558,095	558,095	163,330	29%	558,095
Revenue Total:	23,365,143	23,365,143	2,653,006	11%	23,365,143
Transfer In from Section 115 Trust	2,245,480	2,245,480	-	0%	2,245,480
Revenue/Sources Total:	**$ 25,610,623**	**$ 25,610,623**	**$ 2,653,006**	**10%**	**$25,610,623**

Sales Tax

Sales tax is the City's largest general revenue stream. For the first quarter, sales tax collected through August, were $1,312,445, 13% of the revised budget. There is a typically a delay in the timing of sales tax receipts. Highlights from the last quarterly sales tax update for the period January through March 2023 were:

- Overall sales tax receipts were down 2.9% compared to the same period in 2022;
- The largest decline was in the service station category, attributed to lower gas prices and the temporary closure of one station;
- General consumer goods showed positive results and helped lessen declines in other sectors.

Property Tax

Property tax is the City's second largest revenue stream. It is comprised of four segments – secured, unsecured, supplemental, and transfer tax. The largest segment is secured property tax. It is received in three installments in December (55%), April (40%), and June of each year (5%). Secured property tax revenue includes the basic 1% property tax of $2,942,462 and the Redevelopment Property Tax Trust Fund (RPTTF) of $2,399,462. This is revenue that has resulted from the dissolution of the former Pinole Redevelopment Agency and represents the shift from the Agency receiving tax increment revenue to the various taxing entities receiving the tax revenue. The RPTTF revenue will convert to "normal" property tax revenue when all of the former Agency's outstanding debt is paid off and the Successor Agency is formally dissolved. Dissolution is currently expected to occur in FY 2023/24 as the final debt service payment has been made. The first installment of property tax will be received in December 2023.

All Other General Fund Revenues

Utility Users' Tax (UUT) is levied on telecommunication, electricity, gas, and mobile telephones. For the first quarter, UUT revenues collected through August were $438,635, 21% of the revised budget. The amount collected is consistent with the timing of receipts.

Franchise Tax is levied on gas (1%), electricity (2%), cable (5%), and refuse (10%). For the first quarter, revenues collected were $69,913, 9% of the revised budget. The amount collected is consistent with the timing of receipts.

Transient Occupancy Tax (TOT), also known as the "hotel tax," is levied on persons staying 30 days or less in a motel or lodging facility within City limits. For the first quarter, revenues collected were 72,437, 16% of the revised budget. The amount collected is consistent with the timing of receipts.

Business License Tax is assessed on all businesses doing business within City limits. For the first quarter, revenues collected were $21,374, 5% of the revised budget. The bulk of this revenue is typically received in December and January.

Intergovernmental Taxes is comprised of the Motor Vehicle License Fee (VLF), which is the City's share of motor vehicle license fees levied, collected, and apportioned by the State. This category also includes the Homeowners Property Tax Relief, which is a reimbursement from the State to offset loss of property tax for the state-imposed homeowner exemption. For the first quarter, no revenues were received as the first half of the total allocation is typically received in December.

Public safety charges are received for dispatch services provided to the cities of Hercules and San Pablo under an Intergovernmental Service Sharing agreement. The revenue is received on a quarterly basis. For the first quarter, $558,817, or 39%, was collected. The payments included remaining balances from the fourth quarter of the prior year (FY 2022/23).

Other revenues include permits, fees, fines and forfeitures, rental income, proceeds from the sale of property, investment income, and grants. All revenues in this category totaled $163,330, 29% of the revised budget. The main factor is the timing of receipts of the various revenues.

The transfer in comes from the Section 115 Trust to offset the increase in pension costs in the General Funds. The amount of the transfer will be based on total expenditures at year-end.

General Fund Expenditures (including Measure S 2006 and 2014)

The City Council authorized expenditures in the amount of $34,397,708 in the original FY 2023/24 General Fund budget. Since adoption, the budget was increased by $52,350 due to approved budget adjustments for professional services in the Finance

and Community Development departments, bringing the revised budget to $34,450,058. General Fund actual expenditures plus encumbrances through the first quarter of totaled $8,769,225, 25% of the revised budget. The table below summarizes General Fund expenditure activity for the first quarter.

Category	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Salaries & Wages	$ 9,359,141	$ 9,359,141	$ 2,325,753	25%	$ 9,359,141
Benefits	6,219,651	6,219,651	1,847,239	30%	$ 6,219,651
Professional/Admin Services	9,904,000	9,895,125	2,161,267	22%	$ 9,895,125
Other Operating	292,711	292,711	87,014	30%	$ 292,711
Materials and Supplies	183,200	183,200	34,174	19%	$ 183,200
Interdepartmental Charges	(749,173)	(734,173)	478,853	-65%	$ (734,173)
Asset/Capital Outlay	6,203,296	6,249,921	1,223,892	20%	$ 6,249,921
Debt Service	611,107	611,107	611,033	100%	$ 611,107
Other Financing Uses/Transfers Out	2,373,775	2,373,775	-	0%	$ 2,373,775
Expenditure Total:	**$ 34,397,708**	**$ 34,450,458**	**$ 8,769,225**	25%	**$34,450,458**

Actuals in most of the expenditure categories were at or below 25%. Those that were above 25% are discussed below.

- Benefits were 30% of the revised budget primarily due to the workers' compensation annual premium being paid in full at the beginning of the fiscal year.
- Other operating expenditures, which include utilities, were 30% mainly because these expenditures fluctuate from month to month.
- Debt service was at 100% due to the annual payment being paid in full at the beginning of the fiscal year.

The table below summarizes General Fund expenditures by department.

Department	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
City Council	$ 212,212	$ 212,212	$ 50,285	$ 50,285	24%	$ 212,212
City Manager	590,960	602,710	158,057	158,057	26%	602,710
City Clerk	624,354	624,354	167,335	167,335	27%	624,354
City Treasurer	8,727	8,727	2,679	2,679	31%	8,727
City Attorney	320,428	320,428	175,349	175,349	55%	320,428
Finance Department	854,336	882,336	254,154	254,154	29%	882,336
Human Resources	888,227	888,227	221,432	221,432	25%	888,227
Non-Departmental	3,975,120	3,975,120	781,510	781,510	20%	3,975,120
Information Technology	3,600	3,600	-	-	0%	3,600
Police Department	11,062,112	11,062,112	3,242,522	3,313,371	30%	11,062,112
Fire Department (contract)	5,571,985	5,571,985	1,556,071	1,556,071	28%	5,571,985
Public Works	9,238,294	9,243,294	666,144	1,948,753	21%	9,243,294
Community Development	625,617	633,617	97,521	97,521	15%	633,617
Community Services	421,736	421,736	42,711	42,711	10%	421,736
Expenditure Total:	**$ 34,397,708**	**$ 34,450,458**	**$ 7,415,768**	**$ 8,769,225**	**25%**	**$ 34,450,458**

Most departmental spending was at or below 25% for the first quarter. Those that were above 25% are discussed below.

- Several departments, including City Clerk, City Manager, City Treasurer, Finance, and Police, were slightly over 25% due to the workers compensation and general liability annual premiums being paid in full at the beginning of the fiscal year.
- City Attorney expenditures were at 55% of the revised budget because the reimbursements (credits) from other City departments for legal services were not processed until October. Reimbursements are processed in the month following the end of each quarter.

Overall, General Fund revenues and expenditures are on target with budgeted amounts as expected at this point in the fiscal year. Therefore, staff is not recommending any changes to the budget at this time.

Other Funds Analysis

The following analysis provides explanations of the financial activity for select non-general funds. Attachment A includes detailed financial information for all funds.

Special Revenue Funds

Gas Tax Fund (Fund 200)

The Gas Tax Fund accounts for revenue from State excise taxes on gasoline and diesel fuel sales (referred to as the Highway Users Tax Account (HUTA)) as well as revenue from the Road Repair and Accountability Act of 2017 (SB1) (referred to as the Road Maintenance and Rehabilitation Account (RMRA)). Gas Tax Fund resources are restricted for use in the construction and maintenance of public streets. These funds support both annual operating and capital projects. For the first quarter, revenues were $237,731, 23% of the revised budget. Expenditures were $107,137, 5% of the revised budget. Actual expenditures are low due to the timing of capital projects.

Gas Tax Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 1,046,400	$ 1,046,400	$ 237,731	23%	$ 1,053,877
Expenditures	1,980,986	1,980,986	107,137	5%	1,980,986
Net surplus/deficit	(934,586)	(934,586)	$ 130,594		(927,109)
Beginning Fund Balance	1,044,051	1,044,051			1,044,051
Ending Fund Balance	**$ 109,465**	**$ 109,465**			**$ 116,943**

Public Safety Augmentation Fund (Fund 203)

The Public Safety Augmentation Fund (PSAF) accounts for monies allocated by the County Auditor-Controller under Proposition 172 from the statewide 0.5% sales tax

based on a share of statewide taxable sales. These funds are used for public safety personnel costs and safety equipment purchases. For the first quarter, revenues were $24,107, 10% of the revised budget. Expenditures were $94,973, 20% of the revised budget.

Public Safety Augmentation Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 241,853	$ 241,853	$ 24,107	10%	$ 245,337
Expenditures	482,009	482,009	94,973	20%	482,009
Net surplus/deficit	(240,156)	(240,156)	$ (70,867)		(236,672)
Beginning Fund Balance	577,803	577,803			577,803
Ending Fund Balance	**$ 337,647**	**$ 337,647**			**$ 341,130**

Supplemental Law Enforcement Services Fund (206)

The Supplemental Law Enforcement Services Fund (SLESF) accounts for funds received from the County under AB 3229, which enacted the Citizens Option for Public Safety (COPS) Program, through which the City receives $100,000 annually. In addition to the $100,000 annual payment, the City receives a Growth Allocation payment. The funds are used for officer personnel costs and safety equipment purchases. For the first quarter, revenues were $104,264, 63% of the revised budget. Expenditures were $57,273, 17% of the revised budget.

Supplemental Law Enforcement Services Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 166,600	$ 166,600	$ 104,264	63%	$ 170,554
Expenditures	339,864	339,864	57,273	17%	339,864
Net surplus/deficit	(173,264)	(173,264)	$ 46,991		(169,310)
Beginning Fund Balance	417,505	417,505			417,505
Ending Fund Balance	**$ 244,241**	**$ 244,241**			**$ 248,195**

NPDES Storm Water Fund (Fund 207)

The NPDES Storm Water Fund accounts for assessments collected by the County via property tax bills and provided to the City for stormwater programs pursuant to the National Pollutant Discharge Elimination System (NPDES) regulations, a federally mandated program. Assessments are levied at $35 per Equivalent Runoff Unit (ERU). Revenues are received in December, April, and June through property tax assessments. For the first quarter, expenditures were $81,212, 22% of the revised budget. Revenue is expected to be received later in the fiscal year.

NPDES Storm Water Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 253,422	$ 253,422	$ 57	0%	253,422
Expenditures	374,769	374,769	81,212	22%	374,769
Net surplus/deficit	(121,347)	(121,347)	$ (81,155)		(121,347)
Beginning Fund Balance	0	0			0
Ending Fund Balance	**$ (121,347)**	**$ (121,347)**			**$ (121,347)**

Recreation Department Fund (Fund 209)

The Recreation Department Fund accounts for funds received from fees for participation in recreational programs. The recreation programs of the Community Services Department have been and continue to operate on a limited basis in some areas. For the first quarter, revenues were $109,892, 22% of the revised budget. Expenditures were $554,427, 26% of the revised budget. The Recreation Department Fund budget includes transfers in from the General Fund and Measure S 106 Fund, which will be transferred later in the fiscal year based on actual need.

Recreation Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues					
Program Revenue	$ 489,667	$ 489,667	$ 109,892	22%	$ 489,667
Transfers In	799,131	799,131	-	0%	799,131
Total Revenues	1,288,797	1,288,797	109,892	9%	1,288,797
Expenditures	2,135,264	2,135,264	554,427	26%	2,135,264
Net surplus/deficit	(846,467)	(846,467)	$ (444,536)		(846,467)
Beginning Fund Balance	(26,436)	(26,436)			(26,436)
Ending Fund Balance	**$ (872,902)**	**$ (872,902)**			**$ (872,902)**

Building & Planning Fund (Fund 212)

The Building & Planning Fund accounts for funds received from fees and permits for building and planning services. Fees are collected to recover the cost primarily related to inspections and plan checks performed. The first quarter, revenues were $691,198, 49% of the revised budget. Revenues were high due to payments for building permits and plan check review for a large development project. Expenditures were $618,861, 29% of the revised budget. They were higher than 25% mostly due to the workers compensation and general liability annual premiums being paid in full at the beginning of the fiscal year.

Building and Planning Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 1,411,477	$ 1,411,477	$ 691,198	49%	$ 1,411,477
Transfers In	-	-	-	0%	-
Total Revenues	$ 1,411,477	$ 1,411,477	$ 691,198	49%	1,411,477
Expenditures	2,151,428	2,161,428	618,861	29%	2,161,428
Net surplus/deficit	(739,951)	(749,951)	$ 72,337		(749,951)
Beginning Fund Balance	(1,526,213)	(1,526,213)			(1,526,213)
Ending Fund Balance	**$ (2,266,165)**	**$ (2,276,165)**			**$ (2,276,165)**

Refuse Management Fund (Fund 213)

The Refuse Management Fund accounts for resources received from the City's franchise waste hauler, Republic Services, from a monthly fee imposed under AB 939 on all residential customers in Pinole. These revenues are restricted to programs and activities that promote recycling of solid waste and source reduction. For the first

quarter, revenues were $11,359, 17% of the revised budget. Expenditures were $37,102, 21% of the revised budget.

Refuse Management Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 66,060	$ 66,060	$ 11,359	17%	$ 66,060
Expenditures	174,358	174,358	37,102	21%	174,358
Net surplus/deficit	(108,298)	(108,298)	$ (25,744)		(108,298)
Beginning Fund Balance	97,319	97,319			97,319
Ending Fund Balance	**$ (10,979)**	**$ (10,979)**			**$ (10,979)**

Solid Waste Fund (Fund 214)

The Solid Waste Fund accounts for funds received from Republic Services from a monthly fee it assesses on customer rates for solid waste services. These funds are set aside for future solid waste capital projects and for a rate stabilization fund. Revenues are received on a quarterly basis and the first installment is typically received in October. For the first quarter, expenditures were $27,194, 5% of the revised budget.

Solid Waste Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 368,000	$ 368,000	$ 27,575	7%	$ 387,575
Expenditures	589,381	589,381	27,194	5%	589,381
Net surplus/deficit	(221,381)	(221,381)	$ 381		(201,806)
Beginning Fund Balance	2,335,755	2,335,755			2,335,755
Ending Fund Balance	**$ 2,114,374**	**$ 2,114,374**			**$ 2,133,950**

Rate Stabilization Fund (Fund 216)

The Rate Stabilization Fund was created to account for the excess revenues from the solid waste post collection contract with Republic Services. Twenty-five percent (25%) of the surplus funds, generated from prior years' rate increases, are set aside to offset year-over-year rate fluctuations; thereby, leveling the annual rates paid by consumers. Per Resolution 2013-91, the City was required to establish a rate stabilization fund, separate from the Solid Waste Fund (214), for the excess revenues collected. Revenue from the Fund 214 will be received later in the fiscal year. There are no budgeted expenditures for FY 2023/24.

Rate Stabilization Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 15,000	$ 15,000	$ 2,427	16%	$ 17,427
Expenditures	-	-	-	0%	-
Net surplus/deficit	15,000	15,000	$ 2,427		17,427
Beginning Fund Balance	203,169	203,169			203,169
Ending Fund Balance	**$ 218,169**	**$ 218,169**			**$ 220,596**

Measure J Fund (Fund 215)

The Measure J Fund accounts for special sales tax revenues collected by the Contra Costa Transportation Authority (CCTA) and reapportioned to the cities for local street projects. The City must submit a checklist each year to confirm compliance with a Growth Management Program in order to receive these funds. Estimates of annual funding are provided by the CCTA, and jurisdiction allocations are based on a formula that considers both population and road mileage. Additionally, the fund accounts for funds received from State grants, including the Transportation Land-Use Connections (TLC) grant, One Bay Area Grant (OBAG), and Highway Safety Improvement Program (HSIP) grant. For the first quarter, revenue from interest was $20,478, 2% of the revised budget. Revenue from CCTA is expected to be received later in the fiscal year. Expenditures were $406,631, 40% of the revised budget. Actual expenditures align with the timing of capital projects.

Measure J Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 1,152,257	$ 1,152,257	$ 20,478	2%	$ 1,164,735
Expenditures	1,023,719	1,023,719	406,631	40%	1,023,719
Net surplus/deficit	128,538	128,538	$ (386,153)		141,016
Beginning Fund Balance	2,131,531	2,131,531			2,131,531
Ending Fund Balance	**$ 2,260,069**	**$ 2,260,069**			**$ 2,272,546**

Growth Impact Fund (276)

The Growth Impact Fund accounts for development fees collected to mitigate the impact of new development. Specifically, it provides for the expansion, design, construction, or upgrade to facilities, roadways, and equipment. The City collects impact fees for police, fire protection, municipal, community, wastewater, roadways, and drainage. For the first quarter, impact fee revenue was $61,785, 6% of the revised budget. There were no expenditures.

Growth Impact Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 1,039,594	$ 1,039,594	$ 61,785	6%	$ 1,079,442
Expenditures	1,348,000	1,348,000	-	0%	1,348,000
Net surplus/deficit	(308,406)	(308,406)	$ 61,785		(268,558)
Beginning Fund Balance	3,323,296	3,323,296			3,323,296
Ending Fund Balance	**$ 3,014,891**	**$ 3,014,891**			**$ 3,054,739**

Housing Assets for Resale Fund (285)

The Housing Assets for Resale Fund accounts for activities associated with administering housing programs of the former Pinole Redevelopment Agency, use of Housing Set Aside funds, and the provision of affordable housing within the community. For the first quarter, revenue from interest was $41,918, 76% of the revised budget. Expenditures were $27,524, 8% of the revised budget.

Housing Assets for Resale Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 55,000	$ 55,000	$ 41,918	76%	$ 55,000
Expenditures	339,254	339,254	27,524	8%	339,254
Net surplus/deficit	(284,254)	(284,254)	$ 14,394		(284,254)
Beginning Fund Balance	8,176,802	8,176,802			8,176,802
Ending Fund Balance	**$ 7,892,548**	**$ 7,892,548**			**$ 7,892,548**

Lighting and Landscape District Fund (Fund 310)

The Lighting and Landscape District Fund accounts for assessments to property owners to maintain median lighting and landscaping within the Pinole Valley Road North and South areas. Revenue is received in December, April, and June with property tax payments. For the first quarter, no revenue was received as the first installment will be received in December. Expenditures were $2,805, 3% of the revised budget.

Landscape and Lighting District Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 63,911	$ 63,911	$ -	0%	$ 63,911
Expenditures	85,175	85,175	2,805	3%	85,175
Net surplus/deficit	(21,264)	(21,264)	$ (2,805)		(21,264)
Beginning Fund Balance	48,682	48,682			48,682
Ending Fund Balance	**$ 27,418**	**$ 27,418**			**$ 27,418**

Capital Project Funds

City Street Improvement (Fund 325)

The City Street Improvements Fund accounts for an annual $250,000 transfer from Measure S 2014 for street improvement projects. Additionally, it accounts for funds received from various grants, including the Highway Bridge Program (HBP) grant, Strategic Management Planning Program (STMP) grant, and Transportation Development Act (TDA) grant. Grant revenue is received on a reimbursement basis, after expenditures are incurred. For the first quarter, revenues were $49,163, 2% of the revised budget. Expenditures were $390,816, 18% of the revised budget. Actual expenditures are low due to the timing of capital projects.

City Street Improvement Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 2,064,683	$ 2,064,683	$ 49,163	2%	$ 2,064,683
Expenditures	2,232,004	2,232,004	390,816	18%	2,232,004
Net surplus/deficit	(167,321)	(167,321)	$ (341,653)		(167,321)
Beginning Fund Balance	1,916,783	1,916,783			1,916,783
Ending Fund Balance	**$ 1,749,462**	**$ 1,749,462**			**$ 1,749,462**

Arterial Streets Rehabilitation (Fund 377)

The Arterial Streets Rehabilitation Fund accounts for an annual $250,000 transfer from Measure S 2014 for street rehabilitation projects. For the first quarter, expenditures were $8,684, 1% of the revised budget. Actual expenditures are low due to the timing of capital projects.

Arterial Streets Rehabilitation Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 250,000	$ 250,000	$ -	0%	$ 250,000
Expenditures	758,624	758,624	8,684	1%	758,624
Net surplus/deficit	(508,624)	(508,624)	$ (8,684)		(508,624)
Beginning Fund Balance	761,137	761,137			761,137
Ending Fund Balance	**$ 252,513**	**$ 252,513**			**$ 252,513**

Enterprise Funds

Sewer Enterprise Fund (Fund 500)

The Sewer Enterprise Fund accounts for fees charged to residents and businesses for sewer utilities. Fees are used to operate the Pinole-Hercules Wastewater Treatment Plant, which serves the Pinole and Hercules areas. Hercules remits payment for services to Pinole on a quarterly basis. Revenue from charges for services are received with the property tax assessments in December, April, and June. For the first quarter, revenues were $783,214, 8% of the revised budget. Expenditures were $2,302,570, 10% of the revised budget.

Sewer Enterprise Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 9,254,209	$ 9,254,209	$ 783,214	8%	$ 9,354,239
Expenditures	24,185,339	24,185,339	2,302,570	10%	24,185,339
Net surplus/deficit	(14,931,130)	(14,931,130)	$ (1,519,356)		(14,831,100)
Beginning Fund Balance	24,288,638	24,288,638			24,288,638
Ending Fund Balance	**$ 9,357,508**	**$ 9,357,508**			**$ 9,457,538**

Cable Access TV Fund (Fund 505)

The Cable Access TV Fund accounts for revenue received from cable franchise fees, video production and broadcast charges, and Public, Educational, and Governmental (PEG) access fees. PEG access fees are designated for equipment purchases. Transfers from the General Fund also help support the operating costs. Revenues are generally received on a quarterly basis. For the first quarter, revenues were $32,272, 6% of the revised budget. Expenditures were $148,194, 22% of the revised budget.

Cable Access TV Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	$ 535,052	$ 535,052	$ 32,272	6%	$ 535,052
Expenditures	682,056	682,056	148,194	22%	682,056
Net surplus/deficit	(147,004)	(147,004)	$ (115,922)		(147,004)
Beginning Fund Balance	(868)	(868)			(868)
Ending Fund Balance	**$ (147,872)**	**$ (147,872)**			**$ (147,872)**

Information Systems Fund (Fund 525)

The Information Systems Fund is an internal service fund used to account for activities that provide technology goods or services to other City funds and departments on a cost-reimbursement basis. For the first quarter, expenditures were $796,049, 50% of the revised budget. Expenditures were high primarily due to a prepayment for the City's new online payment platform. Indirect cost allocations (credits) were $579,184, 37% of the revised budget. The remaining $216,865 will be allocated out to other City departments, which will balance the fund.

Information Technology Fund	FY 2023/24 Original Budget	FY 2023/24 Revised Budget	FY 2023/24 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Expenditures	1,552,663	1,577,663	796,049	50%	1,577,663
Indirect Cost Allocations	(1,552,663)	(1,577,663)	(579,184)	37%	(1,577,663)
Net surplus/deficit	0	0	216,865		0
Beginning Fund Balance	-	-			-
Ending Fund Balance	**$ 0**	**$ 0**			**$ 0**

The FY 2023/24 budget and actual revenue, expenditures, and estimated beginning and ending fund balance for each City fund is listed in Attachment A.

Next Steps
The FY 2023/24 Second Quarter Financial Report (Mid-Year Budget Review) will be presented to the City Council in February 2024.

FISCAL IMPACT

There is no fiscal impact as a result of receiving this report. Staff is not recommending any budget adjustments at this time.

ATTACHMENTS

A – FY 2023/24 First Quarter Financial Report Summary by Fund

ATTACHMENT A

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
General Fund (including Measure S 2006 and 2014)										
Revenue										
311- Property Taxes	5,678,211	5,678,211		5,678,211	16,056		16,056	(5,662,155)	0%	5,678,211
312- Sales and Use Taxes	4,621,023	4,621,023		4,621,023	622,735		622,735	(3,998,288)	13%	4,621,023
312- Sales and Use Taxes-Meas S 2006	2,486,000	2,486,000		2,486,000	344,857		344,857	(2,141,143)	14%	2,486,000
312- Sales and Use Taxes-Meas S 2014	2,486,000	2,486,000		2,486,000	344,853		344,853	(2,141,147)	14%	2,486,000
313- Utility Users Tax	2,085,485	2,085,485		2,085,485	438,635		438,635	(1,646,850)	21%	2,085,485
314- Franchise Taxes	794,658	794,658		794,658	69,913		69,913	(724,745)	9%	794,658
315- Other Taxes	903,214	903,214		903,214	93,810		93,810	(809,404)	10%	903,214
Other Tax/Transient Occupancy Tax	*453,200*	*453,200*		*453,200*	*72,437*		*72,437*	*(380,763)*	*16%*	453,200
Other Tax/Business License	*450,014*	*450,014*		*450,014*	*21,374*		*21,374*	*(428,640)*	*5%*	450,014
321- Intergovernmental Taxes	2,319,918	2,319,918		2,319,918	-		-	(2,319,918)	0%	2,319,918
323- State Grants	65,882	65,882		65,882	5,873		5,873	(60,009)	9%	65,882
324- Other Grants	47,025	47,025		47,025	-		-	(47,025)	0%	47,025
332- Permits	108,700	108,700		108,700	26,743		26,743	(81,957)	25%	108,700
341- Review Fees	500	500		500	20,031		20,031	19,531	4006%	500
342- Other Fees	15,054	15,054		15,054	9,535		9,535	(5,519)	63%	15,054
343- Abatement Fees	33,500	33,500		33,500	4,763		4,763	(28,737)	14%	33,500
351- Fines and Forfeiture	22,050	22,050		22,050	5,602		5,602	(16,448)	25%	22,050
361- Public Safety Charges	1,432,539	1,432,539		1,432,539	558,817		558,817	(873,722)	39%	1,432,539
370- Interest and Investment Income	150,000	150,000		150,000	61,487		61,487	(88,513)	41%	150,000
381- Rental Income	89,896	89,896		89,896	21,992		21,992	(67,904)	24%	89,896
383- Reimbursements	16,928	16,928		16,928	6,326		6,326	(10,602)	37%	16,928
384- Other Revenue	7,560	7,560		7,560	978		978	(6,582)	13%	7,560
392- Proceeds from Sale of Property	1,000	1,000		1,000	-		-	(1,000)	0%	1,000
Revenue Total:	**23,365,143**	**23,365,143**	**-**	**23,365,143**	**2,653,006**	**-**	**2,653,006**	**(20,712,137)**	**11%**	**23,365,143**
399- Pension Trust 115 Transfer	2,245,480	2,245,480	-	2,245,480	-		-	(2,245,480)	0%	2,245,480
399- ARPA Fund Transfer	-	-	-	-	-		-	-	0%	-
Sources Total:	**25,610,623**	**25,610,623**	**-**	**25,610,623**	**2,653,006**	**-**	**2,653,006**	**(22,957,617)**	**10%**	**25,610,623**
Fund: 100- General Fund										
Expenditures										
Division: 110- City Council Total:	212,212	212,212		212,212	50,285		50,285	161,927	24%	212,212
Division: 111- City Manager Total:	590,960	602,710		602,710	158,057		158,057	444,653	26%	602,710
Division: 112- City Clerk Total:	624,354	624,354		624,354	167,335		167,335	457,019	27%	624,354
Division: 113- City Treasurer Total:	8,727	8,727		8,727	2,679		2,679	6,048	31%	8,727
Division: 114- City Attorney Total:	320,428	320,428		320,428	175,349		175,349	145,079	55%	320,428
City Attorney Services	*596,245*	*596,245*		*596,245*	*175,349*		*175,349*	*420,896*	*29%*	596,245
City Attorney Indirect Cost Allocations	*(275,817)*	*(275,817)*		*(275,817)*	*-*		*-*	*(275,817)*	*0%*	(275,817)
Division: 115- Finance Department Total:	849,436	877,436		877,436	253,854		253,854	623,583	29%	877,436
Division: 116- Human Resources Total:	888,227	888,227		888,227	221,432		221,432	666,795	25%	888,227
Division: 117- General Government Total:	990,238	990,238		990,238	170,476		170,476	819,762	17%	990,238
Total Administrative:	**4,484,582**	**4,524,332**	**-**	**4,524,332**	**1,199,466**	**-**	**1,199,466**	**3,324,866**	**27%**	**4,524,332**
Division: 221- Police Operations Total:	5,440,241	5,440,241		5,440,241	1,696,900	57,081	1,753,981	3,686,260	32%	5,440,241
Division: 222- Police Support Services Total:	1,494,478	1,494,478		1,494,478	425,382		425,382	1,069,095	28%	1,494,478
Division: 223- Dispatch WBCC Total:	2,315,202	2,315,202		2,315,202	703,483	13,768	717,250	1,597,952	31%	2,315,202
Division: 231- Fire Total:	3,842,727	3,842,727		3,842,727	1,085,293		1,085,293	2,757,434	28%	3,842,727
Total Public Safety:	**13,092,647**	**13,092,647**	**-**	**13,092,647**	**3,911,058**	**70,849**	**3,981,907**	**9,110,741**	**30%**	**13,092,647**
Division: 341- Administration/Engineering Total:	655,551	660,551		660,551	220,910		220,910	439,641	33%	660,551
Division: 342- Road Maintenance Total:	625,824	625,824		625,824	18,371	141,072	159,443	466,381	25%	625,824
Division: 343- Facility Maintenance Total:	1,025,442	1,025,442		1,025,442	210,107	53,784	263,890	761,552	26%	1,025,442
Division: 345- Park Maintenance Total:	372,315	372,315		372,315	87,108		87,108	285,207	23%	372,315
Public Works Total:	**2,679,132**	**2,684,132**	**-**	**2,684,132**	**536,496**	**194,856**	**731,352**	**1,952,780**	**27%**	**2,684,132**
Division: 461- Planning Total:	16,713	16,713		16,713	2,613		2,613	14,100	16%	16,713
Division: 465- Code Enforcement Total:	281,912	286,912		286,912	62,762		62,762	224,149	22%	286,912
Division: 466- Economic Development Total:	306,992	309,992		309,992	32,145		32,145	277,847	10%	309,992
Community Development Total:	**605,617**	**613,617**	**-**	**613,617**	**97,521**		**97,521**	**516,096**	**16%**	**613,617**
Division: 551- Recreation Administration Total:	43,600	43,600		43,600	286		286	43,314	1%	43,600
Division: 560- Library Services Total:	182,585	182,585		182,585	-		-	182,585	0%	182,585
Division: 561 Animal Control Services Total:	169,701	169,701		169,701	42,425		42,425	127,276	25%	169,701
Community Services Total:	**395,886**	**395,886**	**-**	**395,886**	**42,711**	**-**	**42,711**	**353,175**	**11%**	**395,886**
Debt Service:	611,107	611,107		611,107	611,033		611,033	74	100%	611,107
Operating Transfer Out:	1,590,275	1,590,275		1,590,275	-		-	1,590,275	0%	1,590,275
Expenditure Total:	**23,459,246**	**23,511,996**	**-**	**23,511,996**	**6,398,285**	**265,704**	**6,663,989**	**(16,848,006)**	**28%**	**23,511,996**
Fund: 105 - Measure S -2006										
Expenditures										
Division: 115- Finance Department Total:	2,450	2,450		2,450	-		-	2,450	0%	2,450
Division: 221- Police Operations Total:	1,697,340	1,697,340		1,697,340	380,022		380,022	1,317,318	22%	1,697,340
Division: 231- Fire Total:	780,955	780,955		780,955	189,092		189,092	591,863	24%	780,955
Expenditures Total:	**2,480,745**	**2,480,745**	**-**	**2,480,745**	**569,114**	**-**	**569,114**	**1,911,631**	**23%**	**2,480,745**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 106 - Measure S-2014										
Expenditures										
Division: 110- City Council Total:	-	-		-	-		-	-	0%	-
Division: 115- Finance Department Total:	2,450	2,450		2,450	300		300	2,150	12%	2,450
Division: 118- Information Systems Total:	3,600	3,600		3,600	-		-	3,600	0%	3,600
Total Administrative:	**6,050**	**6,050**	**-**	**6,050**	**300**	**-**	**300**	**5,750**	**5%**	**6,050**
Division: 221- Police Operations Total:	-	-		-	-		-	-	0%	-
Division: 222- Police Support Services Total:	114,852	114,852		114,852	36,735		36,735	78,117	32%	114,852
Division: 231- Fire Total:	948,303	948,303		948,303	281,686		281,686	666,617	30%	948,303
Total Public Safety:	**1,063,155**	**1,063,155**	**-**	**1,063,155**	**318,421**	**-**	**318,421**	**744,734**	**30%**	**1,063,155**
Division: 341- Admin/Engineering Total:	225,317	223,692		223,692	16,955	17,546	34,502	189,191	15%	223,692
Division: 342- Road Maintenance Total:	1,035,210	1,035,210		1,035,210	30,792	313,372	344,164	691,046	33%	1,035,210
Division: 343- Facility Maintenance Total:	3,356,097	3,356,097		3,356,097	47,082	392,627	439,709	2,916,388	13%	3,356,097
Division: 344- NPDES Storm Drain Total:	1,332,098	1,332,098		1,332,098	1,705	334,583	336,288	995,810	25%	1,332,098
Division: 345- Park Maintenance Total:	610,440	612,065		612,065	33,114	29,625	62,738	549,326	10%	612,065
Public Works Total:	**6,559,162**	**6,559,162**	**-**	**6,559,162**	**129,648**	**1,087,753**	**1,217,401**	**5,341,761**	**19%**	**6,559,162**
Division: 466- Economic Development Total:	20,000	20,000		20,000	-		-	20,000	0%	20,000
Community Development Total:	**20,000**	**20,000**	**-**	**20,000**	**-**	**-**	**-**	**20,000**	**0%**	**20,000**
Division: 552- Senior Center Total:	-	-		-	-		-	-	0%	-
Division: 553- Tiny Tots Total:	15,850	15,850		15,850	-		-	15,850	0%	15,850
Division: 554- Youth Center Total:	10,000	10,000		10,000	-		-	10,000	0%	10,000
Community Services Total:	**25,850**	**25,850**	**-**	**25,850**	**-**	**-**	**-**	**25,850**	**0%**	**25,850**
Sub-Total:	**7,674,217**	**7,674,217**	**-**	**7,674,217**	**448,369**	**1,087,753**	**1,536,122**	**6,138,095**	**20%**	**7,674,217**
Operating Transfer Out:	783,500	783,500		783,500	-		-	783,500	0%	783,500
Expenditure Total:	**8,457,717**	**8,457,717**	**-**	**8,457,717**	**448,369**	**1,087,753**	**1,536,122**	**6,921,595**	**18%**	**8,457,717**
General Fund and Measure S Expenditure Total:	**34,397,708**	**34,450,458**	**-**	**34,450,458**	**7,415,768**	**1,353,458**	**8,769,225**	**25,681,232**	**25%**	**34,450,458**
General Fund and Measure S Net Results:	**(8,787,085)**	**(8,839,835)**	**-**	**(8,839,835)**	**(4,762,762)**	**(1,353,458)**	**(6,116,220)**	**(2,723,615)**	**69%**	**(8,839,835)**
Fund Balance July 1, 2023	**12,331,312**	**12,331,312**		**12,331,312**	**12,331,312**					**12,331,312**
Estimated Fund Balance June 30, 2024	**3,544,227**	**3,491,477**		**3,491,477**	**7,568,550**					**3,491,477**
Fund: 150 - General Reserve										
370- Interest and Investment Income	165,300	165,300		165,300	91,983		91,983	(73,317)	56%	165,300
Revenue Total:	**165,300**	**165,300**	**-**	**165,300**	**91,983**	**-**	**91,983**	**(73,317)**	**0%**	**165,300**
399- Transfer In Total:	764,520	764,520		764,520	-		-	(764,520)	0%	764,520
General Reserve Net Results:	**929,820**	**929,820**	**-**	**929,820**	**91,983**		**91,983**	**(837,837)**	**10%**	**929,820**
Fund Balance July 1, 2023	**9,025,297**	**9,025,297**		**9,025,297**	**9,025,297**					**9,025,297**
Estimated Fund Balance June 30, 2024	**9,955,117**	**9,955,117**		**9,955,117**	**9,117,280**					**9,955,117**
Fund: 160 - Equipment Reserve										
392- Sale of Property	-	-		-	-		-	-	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0%**	**-**
399- Transfers In Total:	150,000	150,000		150,000	-		-	(150,000)	0%	150,000
Sources Total:	**150,000**	**150,000**	**-**	**150,000**	**-**	**-**	**-**	**(150,000)**	**0%**	**150,000**
Expenditures										
Division: 342- Road Maintenance Total:	120,000	120,000		120,000	-	-	-	120,000	0%	120,000
Division: 345- Park Maintenance Total:	80,000	80,000		80,000	-		-	80,000	0%	80,000
Division: 461- Planning Total:	5,000	5,000		5,000	-		-	5,000	0%	5,000
Expenditures Total:	**205,000**	**205,000**	**-**	**205,000**	**-**	**-**	**-**	**205,000**	**0%**	**205,000**
Equipment Reserve Net Results:	**(55,000)**	**(55,000)**		**(55,000)**	**-**	**-**	**-**	**55,000**	**0%**	**(55,000)**
Fund Balance July 1, 2023	**286,732**	**286,732**		**286,732**	**286,732**					**286,732**
Estimated Fund Balance June 30, 2024	**231,732**	**231,732**		**231,732**	**286,732**					**231,732**
Fund: 200 - Gas Tax Fund										
321- Intergovernmental Taxes	1,033,764	1,033,764		1,033,764	225,253		225,253	(808,511)	22%	1,033,764
370- Interest and Investment Income	5,000	5,000		5,000	12,477		12,477	7,477	250%	12,477
383- Reimbursements	7,636	7,636		7,636	-		-	(7,636)	0%	7,636
Revenue Total:	**1,046,400**	**1,046,400**	**-**	**1,046,400**	**237,731**	**-**	**237,731**	**808,669**	**23%**	**1,053,877**
Expenditures										
Division: 341- Admin and Engineering Total:	-	-		-	-		-	-	0%	-
Division: 342- Road Maintenance Total:	1,980,986	1,980,986		1,980,986	95,389	11,748	107,137	1,873,849	5%	1,980,986
Expenditures Total:	**1,980,986**	**1,980,986**	**-**	**1,980,986**	**95,389**	**11,748**	107,137	**1,873,849**	**5%**	**1,980,986**
Gas Tax Fund Net Results:	**(934,586)**	**(934,586)**		**(934,586)**	**142,342**	**(11,748)**	**130,594**	**1,065,180**	**-14%**	**(927,109)**
Fund Balance July 1, 2023	**1,044,051**	**1,044,051**		**1,044,051**	**1,044,051**					**1,044,051**
Estimated Fund Balance June 30, 2024	**109,465**	**109,465**		**109,465**	**1,186,393**					**116,943**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 201 - Restricted Real Estate Maintenance Fund										
342- Other Fees	3,175	3,175		3,175	-		-	(3,175)	0%	3,175
381- Rental Income	36,816	36,816		36,816	-		-	(36,816)	0%	36,816
384- Other Revenue	-	-		-	-		-	-	0%	-
Revenue Total:	**39,991**	**39,991**	**-**	**39,991**	**-**	**-**	**-**	**39,991**	**0%**	**39,991**
Expenditures										
Division: 343- Facility Maintenance Total:	26,000	26,000		26,000	3,737		3,737	22,263	14%	26,000
Expenditures Total:	**26,000**	**26,000**	**-**	**26,000**	**3,737**	**-**	3,737	**22,263**	**14%**	**26,000**
Restricted Real Estate Maint Fund Net Results:	**13,991**	**13,991**		**13,991**	**(3,737)**		**(3,737)**	**(17,729)**	**-27%**	**13,991**
Fund Balance July 1, 2023	**148,246**	**148,246**		**148,246**	**148,246**					**148,246**
Estimated Fund Balance June 30, 2024	**162,237**	**162,237**		**162,237**	**144,509**					**162,237**
Fund: 203 - Public Safety Augmentation Fund										
321- Intergovernmental Taxes	239,353	239,353		239,353	18,123		18,123	(221,230)	8%	239,353
370- Interest and Investment Income	2,500	2,500		2,500	5,984		5,984	3,484	239%	5,984
Revenue Total:	**241,853**	**241,853**	**-**	**241,853**	**24,107**	**-**	**24,107**	**(217,746)**	**10%**	**245,337**
Expenditures										
Division: 221- Police Operations Total:	482,009	482,009		482,009	94,973		94,973	387,036	20%	482,009
Expenditures Total:	**482,009**	**482,009**	**-**	**482,009**	**94,973**	**-**	94,973	**387,036**	**20%**	**482,009**
Public Safety Augmentation Fund Net Results:	**(240,156)**	**(240,156)**		**(240,156)**	**(70,867)**		**(70,867)**	**169,289**	**30%**	**(236,672)**
Fund Balance July 1, 2023	**577,803**	**577,803**		**577,803**	**577,803**					**577,803**
Estimated Fund Balance June 30, 2024	**337,647**	**337,647**		**337,647**	**506,936**					**341,130**
Fund: 205 - Traffic Safety Fund										
351- Fines and Forfeitures	45,000	45,000		45,000	2,882		2,882	(42,118)	6%	45,000
370- Interest and Investment Income	1,500	1,500		1,500	3,248		3,248	1,748	217%	3,248
Revenue Total:	**46,500**	**46,500**	**-**	**46,500**	**6,130**	**-**	**6,130**	**(40,370)**	**13%**	**48,248**
Expenditures										
Division: 227- Police Grants Total:	21,595	21,595		21,595	2,636		2,636	18,959	12%	21,595
Division: 342- Road Maintenance Total:	35,000	35,000		35,000	-		-	35,000	0%	35,000
Expenditures Total:	**56,595**	**56,595**	**-**	**56,595**	**2,636**	**-**	2,636	**53,959**	**5%**	**56,595**
Traffic Safety Fund Net Results:	**(10,095)**	**(10,095)**		**(10,095)**	**3,493**		**3,493**	**13,588**	**-35%**	**(8,347)**
Fund Balance July 1, 2023	**272,061**	**272,061**		**272,061**	**272,061**					**272,061**
Estimated Fund Balance June 30, 2024	**261,966**	**261,966**		**261,966**	**275,554**					**263,714**
Fund: 206 - Supplemental Law Enforcement Svc Fund										
323- State Grants	165,000	165,000		165,000	98,710		98,710	(66,290)	60%	165,000
370- Interest and Investment Income	1,600	1,600		1,600	5,554		5,554	3,954	347%	5,554
Revenue Total:	**166,600**	**166,600**	**-**	**166,600**	**104,264**	**-**	**104,264**	**(62,336)**	**63%**	**170,554**
Expenditures										
Division: 227- Police Grants Total:	339,864	339,864		339,864	51,279	5,994	57,273	282,591	17%	339,864
Expenditures Total:	**339,864**	**339,864**	**-**	**339,864**	**51,279**	**5,994**	57,273	**282,591**	**17%**	**339,864**
Sup Law Enforce Svc Fund Net Results:	**(173,264)**	**(173,264)**		**(173,264)**	**52,985**	**(5,994)**	**46,991**	**220,255**	**-27%**	**(169,310)**
Fund Balance July 1, 2023	**417,505**	**417,505**		**417,505**	**417,505**					**417,505**
Estimated Fund Balance June 30, 2024	**244,241**	**244,241**		**244,241**	**470,490**					**248,195**
Fund: 207 - NPDES Storm Water Fund										
321- Intergovernmental Taxes	253,272	253,272		253,272	-		-	(253,272)	0%	253,272
332- Licenses and Permits	-	-		-	-		-	-	0%	-
370- Interest and Investment Income	150	150		150	57		57	(93)	38%	150
399- Operating Transfer In	-	-		-	-		-	-	0%	-
Revenue Total:	**253,422**	**253,422**	**-**	**253,422**	**57**	**-**	**57**	**(253,365)**	**0%**	**253,422**
Expenditures										
Division: 342- Road Maintenance Total:	13,693	13,693		13,693	3,598		3,598	10,095	26%	13,693
Division: 344- NPDES Storm Drain Total:	361,076	361,076		361,076	77,615		77,615	283,461	21%	361,076
Expenditures Total:	**374,769**	**374,769**	**-**	**374,769**	**81,212**	**-**	81,212	**293,557**	**22%**	**374,769**
NPDES Storm Water Fund Net Results:	**(121,347)**	**(121,347)**		**(121,347)**	**(81,155)**		**(81,155)**	**40,192**	**67%**	**(121,347)**
Fund Balance July 1, 2023	**0**	**0**		**0**	**0**					**0**
Estimated Fund Balance June 30, 2024	**(121,347)**	**(121,347)**		**(121,347)**	**(81,154)**					**(121,347)**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 209 - Recreation Fund										
Division: 551- Recreation Administration	82,781	82,781		82,781	8,215		8,215	(74,566)	10%	82,781
Division: 552- Senior Center	169,290	169,290		169,290	44,311		44,311	(124,979)	26%	169,290
Division: 553- Tiny Tots	141,596	141,596		141,596	11,298		11,298	(130,298)	8%	141,596
Division: 554- Youth Center	13,500	13,500		13,500	4,084		4,084	(9,416)	30%	13,500
Division: 555- Day Camp	-	-		-	-		-	-	0%	-
Division: 557- Swim Center	82,500	82,500		82,500	41,984		41,984	(40,516)	51%	82,500
Division: 558- Memorial Hall	-	-		-	-		-	-	0%	-
Division: 559- Tennis	-	-		-	-		-	-	0%	-
Revenue Total:	**489,667**	**489,667**	**-**	**489,667**	**109,892**	**-**	**109,892**	**(379,775)**	**22%**	**489,667**
Operating Transfers in:	799,131	799,131		799,131	-		-	(799,131)	0%	799,131
Sources Total	**1,288,797**	**1,288,797**	**-**	**1,288,797**	**109,892**	**-**	**109,892**	**(1,178,906)**	**9%**	**1,288,797**
Expenditures										
Division: 117- General Government Total:	-	-		-	1,710		1,710	(1,710)	0%	-
Division: 551- Recreation Administration Total:	825,617	825,617		825,617	205,094		205,094	620,523	25%	825,617
Division: 552- Senior Center Total:	626,187	626,187		626,187	152,984		152,984	473,202	24%	626,187
Division: 553- Tiny Tots Total:	193,758	193,758		193,758	54,630		54,630	139,128	28%	193,758
Division: 554- Youth Center Total:	335,802	335,802		335,802	73,299		73,299	262,503	22%	335,802
Division: 555- Day Camp Total:	-	-		-	-		-	-	0%	-
Division: 557- Swim Center Total:	153,900	153,900		153,900	66,710		66,710	87,190	43%	153,900
Division: 558- Memorial Hall Total:	-	-		-	-		-	-	0%	-
Division: 559- Tennis Total:	-	-		-	-		-	-	0%	-
Expenditures Total:	**2,135,264**	**2,135,264**	**-**	**2,135,264**	**554,427**	**-**	**554,427**	**1,580,837**	**26%**	**2,135,264**
Recreation Fund Net Results:	**(846,467)**	**(846,467)**	**-**	**(846,467)**	**(444,536)**	**-**	**(444,536)**	**401,931**	**53%**	**(846,467)**
Fund Balance July 1, 2023	**(26,436)**	**(26,436)**		**(26,436)**	**(26,436)**					**(26,436)**
Estimated Fund Balance June 30, 2024	**(872,902)**	**(872,902)**		**(872,902)**	**(470,971)**					**(872,902)**
Fund: 212 - Building & Planning										
323- State Grants	40,000	40,000		40,000	-		-	(40,000)	0%	40,000
332- Permits	477,883	477,883		477,883	327,781		327,781	(150,103)	69%	477,883
341- Review Fees	404,669	404,669		404,669	255,697		255,697	(148,973)	63%	404,669
342- Other Fees	425,288	425,288		425,288	107,895		107,895	(317,393)	25%	425,288
343- Abatement Fees	-	-		-	-		-	-	#DIV/0!	-
344- Impact Fees	30,636	30,636		30,636	658		658	(29,978)	2%	30,636
351- Fines and Forfeiture	20,000	20,000		20,000	8,521		8,521	(11,479)	0%	20,000
370- Interest and Investment Income	7,000	7,000		7,000	(9,368)		(9,368)	(16,368)	-134%	7,000
383- Reimbursements	-	-		-	-		-	-	0%	-
384- Other Revenue	6,000	6,000		6,000	15		15	(5,985)	0%	6,000
Revenue Total:	**1,411,477**	**1,411,477**	**-**	**1,411,477**	**691,198**	**-**	**691,198**	**(720,279)**	**49%**	**1,411,477**
Operating Transfers In:	-	-		-	-		-	-	0%	-
Sources Total	**1,411,477**	**1,411,477**	**-**	**1,411,477**	**691,198**	**-**	**691,198**	**(720,279)**	**49%**	**1,411,477**
Expenditures										
Division: 461- Planning Total:	926,760	931,760		931,760	190,698		190,698	741,063	20%	931,760
Division: 462- Building Inspection Total:	1,224,667	1,229,667		1,229,667	428,163		428,163	801,504	35%	1,229,667
Expenditures Total:	**2,151,428**	**2,161,428**	**-**	**2,161,428**	**618,861**	**-**	618,861	**1,542,567**	**29%**	**2,161,428**
Building & Planning Net Results:	**(739,951)**	**(749,951)**	**-**	**(749,951)**	**72,337**	**-**	**72,337**	**822,288**	**-10%**	**(749,951)**
Fund Balance July 1, 2023	**(1,526,213)**	**(1,526,213)**		**(1,526,213)**	**(1,526,213)**					**(1,526,213)**
Estimated Fund Balance June 30, 2024	**(2,266,165)**	**(2,276,165)**		**(2,276,165)**	**(1,453,877)**					**(2,276,165)**
Fund: 213 - Refuse Management Fund										
323- State Grants	60,060	60,060		60,060	10,514		10,514	(49,546)	18%	60,060
370- Interest and Investment Income	6,000	6,000		6,000	845		845	(5,155)	14%	6,000
Revenue Total:	**66,060**	**66,060**	**-**	**66,060**	**11,359**	**-**	**11,359**	**(54,701)**	**17%**	**66,060**
Expenditures										
Division: 346- Waste Reduction Total:	174,358	174,358		174,358	37,102		37,102	137,256	21%	174,358
Expenditures Total:	**174,358**	**174,358**	**-**	**174,358**	**37,102**	**-**	37,102	**137,256**	**21%**	**174,358**
Refuse Management Fund Net Results:	**(108,298)**	**(108,298)**		**(108,298)**	**(25,744)**		**(25,744)**	**82,554**	**24%**	**(108,298)**
Fund Balance July 1, 2023	**97,319**	**97,319**		**97,319**	**97,319**					**97,319**
Estimated Fund Balance June 30, 2024	**(10,979)**	**(10,979)**		**(10,979)**	**71,575**					**(10,979)**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 214 - Solid Waste Fund										
323- State Grants	-	-		-	-		-	-	0%	-
370- Interest and Investment Income	8,000	8,000		8,000	27,575		27,575	19,575	345%	27,575
383- Reimbursements	360,000	360,000		360,000	-		-	(360,000)	0%	360,000
Revenue Total:	**368,000**	**368,000**	**-**	**368,000**	**27,575**	**-**	**27,575**	**(340,425)**	**7%**	**387,575**
Expenditures										
Division: 342- Road Maintenance Total:	164,381	164,381	-	164,381	27,194		27,194	137,187	17%	164,381
Division: 345- Park Maintenance Total:	425,000	425,000		425,000	-		-	425,000	0%	425,000
Expenditures Total:	**589,381**	**589,381**	**-**	**589,381**	**27,194**	**-**	27,194	**562,187**	**5%**	**589,381**
Solid Waste Fund Net Results:	**(221,381)**	**(221,381)**		**(221,381)**	**381**	**-**	**381**	**221,762**	**0%**	**(201,806)**
Fund Balance July 1, 2023	**2,335,755**	**2,335,755**		**2,335,755**	**2,335,755**					**2,335,755**
Estimated Fund Balance June 30, 2024	**2,114,374**	**2,114,374**		**2,114,374**	**2,336,136**					**2,133,950**
Fund: 215 - Measure C and J Fund										
323- State Grant/Misc	722,619	722,619		722,619	-		-	(722,619)	0%	722,619
324- Other Grants	421,638	421,638		421,638	-		-	(421,638)	0%	421,638
370- Interest and Investment Income	8,000	8,000		8,000	20,478		20,478	12,478	256%	20,478
Revenue Total:	**1,152,257**	**1,152,257**	**-**	**1,152,257**	**20,478**	**-**	**20,478**	**(1,131,779)**	**2%**	**1,164,735**
Expenditures										
Division: 117- General Government Total:	-	-		-	-		-	-	0%	-
Division: 341- Administration/Engineering Total:	195,466	195,466		195,466	39,096		39,096	156,370	20%	195,466
Division: 342- Road Maintenance Total:	826,253	826,253		826,253	65,013	302,522	367,535	458,718	44%	826,253
Division: 343- Facility Maintenance Total:	2,000	2,000		2,000	-		-	2,000	0%	2,000
Expenditures Total:	**1,023,719**	**1,023,719**	**-**	**1,023,719**	**104,109**	**302,522**	406,631	**617,088**	**40%**	**1,023,719**
Measure C and J Fund Net Results:	**128,538**	**128,538**	**-**	**128,538**	**(83,632)**	**(302,522)**	**(386,153)**	**(514,691)**	**-300%**	**141,016**
Fund Balance July 1, 2023	**2,131,531**	**2,131,531**		**2,131,531**	**2,131,531**					**2,131,531**
Estimated Fund Balance June 30, 2024	**2,260,069**	**2,260,069**		**2,260,069**	**2,047,899**					**2,272,546**
Fund: 216 - Rate Stabilization Fund										
370- Interest and Investment Income	-	-		-	2,427		2,427	2,427	0%	2,427
383- Reimbursements	15,000	15,000		15,000	-		-	(15,000)	0%	15,000
Revenue Total:	**15,000**	**15,000**	**-**	**15,000**	**2,427**	**-**	**2,427**	**(12,573)**	**0%**	**17,427**
Expenditures Total:	-	-		-	-		-	-	0%	-
Rate Stabilization Fund Net Results:	**15,000**	**15,000**		**15,000**	**2,427**		**2,427**	**(12,573)**	**0%**	**17,427**
Fund Balance July 1, 2023	**203,169**	**203,169**		**203,169**	**203,169**					**203,169**
Estimated Fund Balance June 30, 2024	**218,169**	**218,169**		**218,169**	**205,596**					**220,596**
Fund: 225 - Asset Seizure-Adjudicated Fund										
351- Fines and Forfeiture	-	-		-	226		226	226	0%	904
370- Interest and Investment Income	-	-		-	394		394	394	0%	394
Revenue Total:	**-**	**-**	**-**	**-**	**620**	**-**	**620**	**620**	**0%**	**1,298**
Expenditures										
Division: 221- Police Operations Total:	41,236	41,236		41,236	2,000		2,000	39,236	5%	41,236
Expenditures Total:	**41,236**	**41,236**	**-**	**41,236**	**2,000**	**-**	**2,000**	**39,236**	**5%**	**41,236**
Asset Seizure-Adjudicated Fund Net Results:	**(41,236)**	**(41,236)**		**(41,236)**	**(1,380)**		**(1,380)**	**39,856**	**3%**	**(39,938)**
Fund Balance July 1, 2023	**35,860**	**35,860**		**35,860**	**35,860**					**35,860**
Estimated Fund Balance June 30, 2024	**(5,376)**	**(5,376)**		**(5,376)**	**34,480**					**(4,078)**
Fund: 226 - CASp Certification and Training Fund										
342- Other Fees	-	-		-	580		580	580	0%	2,320
Revenue Total:	**-**	**-**	**-**	**-**	**580**	**-**	**580**	**580**	**0%**	**2,320**
Expenditures Total:	-	-			-		-	-	0%	-
CASp Certification and Training Fund Net Results:	**-**	**-**			**580**		**580**	**580**	**0%**	**2,320**
Fund Balance July 1, 2023	**42,945**	**42,945**		**42,945**	**42,945**					**42,945**
Estimated Fund Balance June 30, 2024	**42,945**	**42,945**		**42,945**	**43,525**					**45,265**
Fund: 275 - Parkland Dedication Fund										
370- Interest and Investment Income	-	-		-	110		110	110	0%	110
399- Operating transfers in	-	-		-	-		-	-	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**110**	**-**	**110**	**110**	**0%**	**110**
Expenditures Total:	-	-		-	-		-	-	0%	-
Parkland Dedication Fund Net Results:	**-**	**-**	**-**	**-**	**110**	**-**	**110**	**110**	**0%**	**110**
Fund Balance July 1, 2023	**0**	**0**		**0**	**0**					**0**
Estimated Fund Balance June 30, 2024	**0**	**0**		**0**	**110**					**110**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 276 - Growth Impact Fund										
344- Impact Fees	1,039,594	1,039,594		1,039,594	21,937		21,937	(1,017,658)	2%	1,039,594
370- Interest and Investment Income	-	-		-	39,848		39,848	39,848	0%	39,848
Revenue Total:	**1,039,594**	**1,039,594**	-	**1,039,594**	**61,785**	-	**61,785**	**(977,810)**	**6%**	**1,079,442**
Expenditures										
Division: 343- Facility Maintenance Total:	425,000	425,000		425,000	-		-	425,000	0%	425,000
Division: 344- NPDES Storm Drain Total:	58,000	58,000		58,000	-	57,982	57,982	18	100%	58,000
Division: 345- Park Maintenance Total:	265,000	265,000		265,000	-		-	265,000	0%	265,000
Division: 642- Sewer Collections Total:	600,000	600,000		600,000	-		-	600,000	0%	600,000
Expenditures Total:	**1,348,000**	**1,348,000**	-	**1,348,000**	-	**57,982**	57,982	**1,290,018**	**4%**	**1,348,000**
Growth Impact Fund Net Results:	**(308,406)**	**(308,406)**		**(308,406)**	**61,785**	**(57,982)**	**3,803**	**312,208**	**-1%**	**(268,558)**
Fund Balance July 1, 2023	**3,323,296**	**3,323,296**		**3,323,296**	**3,323,296**					**3,323,296**
Estimated Fund Balance June 30, 2024	**3,014,891**	**3,014,891**		**3,014,891**	**3,385,081**					**3,054,739**
Fund: 285 - Housing Land Held for Resale										
370- Interest and Investment Income	50,000	50,000		50,000	40,933		40,933	(9,067)	82%	50,000
383- Reimbursements	-	-		-	-		-	-	0	-
384- Other Revenue	-	-		-	985		985	985	0%	-
392- Sale of Property	-	-		-	-		-	-	0%	-
393- Loan/Bond Proceeds	5,000	5,000		5,000	-		-	(5,000)	0%	5,000
Revenue Total:	**55,000**	**55,000**	-	**55,000**	**41,918**	-	**41,918**	**(13,082)**	**76%**	**55,000**
Expenditures										
Division: 461- Planning Total:	60,373	60,373		60,373	14,962		14,962	45,411	25%	60,373
Division: 464- Housing Administration Total:	278,881	278,881		278,881	12,562		12,562	266,319	5%	278,881
Expenditures Total:	**339,254**	**339,254**	-	**339,254**	**27,524**	-	27,524	**311,730**	**8%**	**339,254**
Housing Land Held for Resale Net Results:	**(284,254)**	**(284,254)**		**(284,254)**	**14,394**		**14,394**	**298,648**	**-5%**	**(284,254)**
Fund Balance July 1, 2023	**8,176,802**	**8,176,802**		**8,176,802**	**8,176,802**					**8,176,802**
Estimated Fund Balance June 30, 2024	**7,892,548**	**7,892,548**		**7,892,548**	**8,191,196**					**7,892,548**
Fund: 310 - Lighting & Landscape Districts										
321- Intergovernmental Taxes	56,411	56,411		56,411	-		-	(56,411)	0%	56,411
383- Reimbursements	7,500	7,500		7,500	-		-	(7,500)	0%	7,500
Revenue Total:	**63,911**	**63,911**	-	**63,911**	-	-	-	**(63,911)**	**0%**	**63,911**
Expenditures										
Division: 347- Landscape & Lighting PVR North Tota	39,795	39,795		39,795	1,797		1,797	37,998	5%	39,795
Division: 348- Landscape & Lighting PVR South Tota	45,380	45,380		45,380	1,008		1,008	44,372	2%	45,380
Expenditures Total:	**85,175**	**85,175**	-	**85,175**	**2,805**	-	2,805	**82,370**	**3%**	**85,175**
Lighting & Landscape Districts Net Results:	**(21,264)**	**(21,264)**		**(21,264)**	**(2,805)**		**(2,805)**	**18,459**	**13%**	**(21,264)**
Fund Balance July 1, 2023	**48,682**	**48,682**		**48,682**	**48,682**					**48,682**
Estimated Fund Balance June 30, 2024	**27,418**	**27,418**		**27,418**	**45,877**					**27,418**
Fund: 317 - Pinole Valley Caretaker Fund										
381- Rental Income	15,000	15,000		15,000	-		-	(15,000)	0%	15,000
Revenue Total:	**15,000**	**15,000**	-	**15,000**	-	-	-	**(15,000)**	**0%**	**15,000**
					-					
Expenditures										
Division: 345- Park Maintenance Total:	15,002	15,002		15,002	-		-	15,002	0%	15,002
Expenditures Total:	**15,002**	**15,002**	-	**15,002**	-	-	-	**15,002**	**0%**	**15,002**
Pinole Valley Caretaker Fund Net Results:	**(2)**	**(2)**		**(2)**	-		-	**2**	**0%**	**(2)**
Fund Balance July 1, 2023	**(983)**	**(983)**		**(983)**	**(983)**					**(983)**
Estimated Fund Balance June 30, 2024	**(985)**	**(985)**		**(985)**	**(983)**					**(985)**
Fund: 324 - Public Facilities Fund										
Expenditures										
Division: 343- Facility Maintenance Total:	60,000	60,000		60,000	-		-	60,000	0%	60,000
Division: 345- Park Maintenance Total:	10,000	10,000		10,000	-		-	10,000	0%	10,000
Expenditures Total:	**70,000**	**70,000**	-	**70,000**	-	-	-	**70,000**	**0%**	**70,000**
Public Facilities Fund Net Results:	**(70,000)**	**(70,000)**		**(70,000)**	-		-	**70,000**	**0%**	**(70,000)**
Fund Balance July 1, 2023	**541,649**	**541,649**		**541,649**	**541,649**					**541,649**
Estimated Fund Balance June 30, 2024	**471,649**	**471,649**		**471,649**	**541,649**					**471,649**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 325 - City Street Improvements										
322- Federal Grants	41,394	41,394		41,394	16,633		16,633	(24,761)	40%	41,394
323- State Grants	-	-		-	-		-	-	0%	-
324- Other Grants	1,773,289	1,773,289		1,773,289	32,530		32,530	(1,740,759)	2%	1,773,289
351- Fines and Forfeiture	-	-		-	-		-	-	0%	-
383- Reimbursements	-	-		-	-		-	-	0%	-
Revenue Total:	**1,814,683**	**1,814,683**	**-**	**1,814,683**	**49,163**	**-**	**49,163**	**(1,765,520)**	**3%**	**1,814,683**
Operating transfers in Total:	250,000	250,000		250,000	-		-	(250,000)	0%	250,000
Sources Total:	**2,064,683**	**2,064,683**	**-**	**2,064,683**	**49,163**		**49,163**	**(2,015,520)**	**2%**	**2,064,683**
Expenditures										
Division: 342- Road Maintenance Total:	2,232,004	2,232,004		2,232,004	16,890	373,927	390,816	1,841,188	18%	2,232,004
Expenditures Total:	**2,232,004**	**2,232,004**	**-**	**2,232,004**	**16,890**	**373,927**	390,816	**1,841,188**	**18%**	**2,232,004**
City Street Improvements Net Results:	**(167,321)**	**(167,321)**	**-**	**(167,321)**	**32,274**	**(373,927)**	**(341,653)**	**(174,332)**	**204%**	**(167,321)**
Fund Balance July 1, 2023	**1,916,783**	**1,916,783**		**1,916,783**	**1,916,783**					**1,916,783**
Estimated Fund Balance June 30, 2024	**1,749,462**	**1,749,462**		**1,749,462**	**1,949,056**					**1,749,462**
Fund: 327 - Park Grants (Measure WW)										
323- State Grant	189,758	189,758		189,758	-		-	(189,758)	0%	189,758
370- Interest and Investment Income	-	-		-	(2)		(2)	(2)	0%	-
Revenue Total:	**189,758**	**189,758**	**-**	**189,758**	**(2)**	**-**	**(2)**	**(189,760)**	**0%**	**189,758**
Expenditures										
Division: 345- Park Maintenance Total:	-	-		-	183		183	(183)	0%	183
Expenditures Total:	**-**	**-**	**-**	**-**	**183**	**-**	183	**(183)**	**0%**	**183**
Park Grants (Measure WW) Net Results:	**189,758**	**189,758**		**189,758**	**(185)**		**(185)**	**(189,943)**	**0%**	**189,575**
Fund Balance July 1, 2023	**(168,429)**	**(168,429)**		**(168,429)**	**(168,429)**					**(168,429)**
Estimated Fund Balance June 30, 2024	**21,329**	**21,329**		**21,329**	**(168,615)**					**21,146**
Fund: 377 - Arterial Streets Rehabilitation Fund										
322- Federal Grants	-	-		-	-		-	-	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0%**	**-**
Operating transfers in Total:	250,000	250,000		250,000	-		-	(250,000)	0%	250,000
Sources Total:	**250,000**	**250,000**	**-**	**250,000**	**-**	**-**	**-**	**(250,000)**	**0%**	**250,000**
Expenditures										
Division: 342- Road Maintenance Total:	758,624	758,624		758,624	8,066	618	8,684	749,940	1%	758,624
Expenditures Total:	**758,624**	**758,624**	**-**	**758,624**	**8,066**	**618**	8,684	**749,940**	**1%**	**758,624**
Arterial Streets Rehabilitation Fund Net Results:	**(508,624)**	**(508,624)**	**-**	**(508,624)**	**(8,066)**	**(618)**	**(8,684)**	**499,940**	**2%**	**(508,624)**
Fund Balance July 1, 2023	**761,137**	**761,137**		**761,137**	**761,137**					**761,137**
Estimated Fund Balance June 30, 2024	**252,513**	**252,513**		**252,513**	**753,071**					**252,513**
Fund: 500 - Sewer Enterprise Fund										
363- Sewer Enterprise Charges	9,154,209	9,154,209		9,154,209	583,184		583,184	(8,571,025)	6%	9,154,209
370- Interest and Investment Income	100,000	100,000		100,000	200,030		200,030	100,030	200%	200,030
383- Reimbursements	-	-		-	-		-	-	0%	-
384- Other Revenue	-	-		-	-		-	-	0%	-
392- Proceeds from Sale of Property	-	-		-	-		-	-	0%	-
Revenue Total:	**9,254,209**	**9,254,209**	**-**	**9,254,209**	**783,214**	**-**	**783,214**	**(8,470,995)**	**8%**	**9,354,239**
Expenditures										
Division: 117- General Government Total:	-	-		-	10,321		10,321	(10,321)	0%	-
Division: 641- Sewer Treatment Plant/Shared Total:	9,791,938	9,791,938		9,791,938	1,133,568		1,133,568	8,658,370	12%	9,791,938
Division: 642- Sewer Collections Total:	12,785,925	12,785,925		12,785,925	331,853	391,623	723,476	12,062,449	6%	12,785,925
Division: 644- WPCP Equipment/Debt Service Total:	1,607,476	1,607,476		1,607,476	435,205		435,205	1,172,271	27%	1,607,476
Expenditures Total:	**24,185,339**	**24,185,339**	**-**	**24,185,339**	**1,910,947**	**391,623**	2,302,570	**21,882,769**	**10%**	**24,185,339**
Sewer Enterprise Fund Net Results:	**(14,931,130)**	**(14,931,130)**	**-**	**(14,931,130)**	**(1,127,733)**	**(391,623)**	**(1,519,356)**	**13,411,774**	**10%**	**(14,831,100)**
Fund Balance July 1, 2023	**24,288,638**	**24,288,638**		**24,288,638**	**24,288,638**					**24,288,638**
Estimated Fund Balance June 30, 2024	**9,357,508**	**9,357,508**		**9,357,508**	**23,160,905**					**9,457,538**

City of Pinole, CA

For FY2023/24 Period Ending: 9/30/23

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 503 - Plant Expansion Fund										
370- Interest and Investment Income	-	-		-	-		-	-	0%	-
383- Reimbursements	-	-		-	-		-	-	0%	-
Revenue Total:	-	-	-	-	-	-	-	-	**0%**	-
					-					
Expenditures										
Division: 643- Sewer Projects/Shared Total:	-	-		-	-		-	-	0%	-
Expenditures Total:	-	-	-	-	-	-	-	-	**0%**	-
Plant Expansion Fund Net Results:	-	-		-	-	-	-	-	**0%**	-
Fund Balance July 1, 2023	**1,011,119**	**1,011,119**		**1,011,119**	**1,011,119**					**1,011,119**
Estimated Fund Balance June 30, 2024	**1,011,119**	**1,011,119**		**1,011,119**	**1,011,119**					**1,011,119**
Fund: 505 - Cable Access TV										
314- Franchise Taxes	52,972	52,972		52,972	-		-	(52,972)	0%	52,972
365- Cable TV Charges	316,956	316,956		316,956	32,242		32,242	(284,714)	10%	316,956
370- Interest and Investment Income	-	-		-	-		-	-	0%	-
384- Other Revenue	5,000	5,000		5,000	30		30	(4,970)	1%	5,000
Revenue Total:	**374,928**	**374,928**	-	**374,928**	**32,272**	-	**32,272**	**(342,656)**	**9%**	**374,928**
Operating transfers in Total:	160,124	160,124		160,124	-		-	(160,124)	0%	160,124
Sources Total	**535,052**	**535,052**		**535,052**	**32,272**	-	**32,272**	**(502,780)**	**6%**	**535,052**
Expenditures										
Division: 119- Cable Access TV Total:	473,459	473,459		473,459	102,959		102,959	370,500	22%	473,459
Division: 120- Cable Access-Community Services Tot	1,713	1,713		1,713	27		27	1,686	2%	1,713
Division: 121- Cable Access-Contract Services Total:	206,884	206,884		206,884	45,207		45,207	161,676	22%	206,884
Expenditures Total:	**682,056**	**682,056**	-	**682,056**	**148,194**	-	**148,194**	**533,862**	**22%**	**682,056**
Cable Access TV Net Results:	**(147,004)**	**(147,004)**		**(147,004)**	**(115,922)**	-	**(115,922)**	**31,082**	**79%**	**(147,004)**
Fund Balance July 1, 2023	**(868)**	**(868)**		**(868)**	**(868)**					**(868)**
Estimated Fund Balance June 30, 2024	**(147,872)**	**(147,872)**		**(147,872)**	**(116,790)**					**(147,872)**
Fund: 525 - Information Systems										
399- Operating Transfers In	-	-	-	-	-		-	-	0%	-
Sources Total:	-	-	-	-	**579,184**	-	**579,184**	**579,184**	**0%**	-
Expenditures										
Division: 118- Information Systems Total:	1,552,663	1,577,663		1,577,663	579,184	216,865	796,049	781,613	50%	1,577,663
Expenditures Total:	**1,552,663**	**1,577,663**	-	**1,577,663**	**579,184**	**216,865**	**796,049**	**(781,613)**	**50%**	**1,577,663**
Indirect cost allocations Total:	(1,552,663)	(1,577,663)		(1,577,663)	(579,184)		(579,184)	998,478	37%	(1,577,663)
Information Systems Net Results:	**0**	**0**	-	**0**	**(0)**	**216,865**	**216,865**	-	**0%**	**0**
Fund Balance July 1, 2023	**(3,128)**	**(3,128)**		**(3,128)**	**(3,128)**					**(3,128)**
Estimated Fund Balance June 30, 2024	**(3,128)**	**(3,128)**		**(3,128)**	**(3,128)**					**(3,128)**
Fund: 700 - Pension Fund										
370- Interest and Investment Income	837,168	837,168		837,168	(535,205)		(535,205)	(1,372,373)	-64%	837,168
Revenue Total:	**837,168**	**837,168**	-	**837,168**	**(535,205)**	-	**(535,205)**	**(1,372,373)**	**-64%**	**837,168**
Expenditures										
Division: 115- Finance Total:	50,000	50,000		50,000	19,910		19,910	30,090	40%	50,000
Transfers Out Total:	2,245,480	2,245,480		2,245,480	-		-	2,245,480	0%	2,245,480
Expenditures Total:	**2,295,480**	**2,295,480**	-	**2,295,480**	**19,910**		**19,910**	**(2,275,570)**	**1%**	**2,295,480**
Pension Fund Net Results:	**(1,458,312)**	**(1,458,312)**		**(1,458,312)**	**(555,114)**		**(555,114)**	**903,198**	**38%**	**(1,458,312)**
Fund Balance July 1, 2023	**14,627,313**	**14,627,313**		**14,627,313**	**14,627,313**					**14,627,313**
Estimated Fund Balance June 30, 2024	**13,169,001**	**13,169,001**		**13,169,001**	**14,072,199**					**13,169,001**
Fund: 750 - Recognized Obligation Retirement Fund										
311- Property Taxes	250,000	250,000		250,000	-		-	(250,000)	0%	250,000
370- Interest and Investment Income	-	-		-	19,746		19,746	19,746	0%	19,746
392- Proceeds from Sale of Property	-	-		-	-		-	-	0%	-
393- Loan/Bond Proceeds	5,000	5,000		5,000	-		-	(5,000)	0%	5,000
Revenue Total:	**255,000**	**255,000**	-	**255,000**	**19,746**	-	**19,746**	**(235,254)**	**8%**	**274,746**
Expenditures										
Division: 463- Successor Agency to RDA Total:	251,177	251,177		251,177	56,179		56,179	194,998	22%	251,177
Expenditures Total:	**251,177**	**251,177**	-	**251,177**	**56,179**		**56,179**	**(194,998)**	**22%**	**251,177**
Recognized Obligation Retirement Fund Net Results:	**3,823**	**3,823**		**3,823**	**(36,433)**		**(36,433)**	**(430,252)**	**-953%**	**23,569**

CITY COUNCIL REPORT

9G

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
ROY SWEARINGEN, CITY TREASURER

SUBJECT: RECEIVE THE QUARTERLY INVESTMENT REPORT FOR THE FIRST QUARTER (ENDING SEPTEMBER 30, 2023)

RECOMMENDATION

Staff recommends that the City Council receive the Quarterly Investment Report for the first quarter (ending September 30, 2023).

BACKGROUND

The City of Pinole Investment Policy requires that a Quarterly Investment Report be submitted to the City Council. The City's investments, as shown in the attached Investment Report for the quarter ending September 30, 2023, conform to the City's Investment Policy as well as all applicable State and federal requirements, including California Government Code Section 53646.

The funds that the City invests, and which are reported in the Quarterly Investment Report, are comprised of cash and investment balances that are held across all City funds. The cash and investment balances across all City funds are "pooled" for investment purposes, with the exception of the assets of the General Reserve, which is discussed further below. Cash is invested in accordance with the City's Investment Policy. Interest earnings on investments are allocated to the various funds based on the cash and investment balances of those funds.

The City also maintains a Section 115 Trust that was established for the purpose of setting aside resources to offset anticipated increases in future City pension costs. The cash and investments in the trust are designated as restricted fund balance in the City's General Fund. These funds are invested according to the policy objectives and guidelines of the City's Pension Investment Policy.

REVIEW AND ANALYSIS

Investment Policy

All investments held at September 30, 2023 conform to the City's Investment Policy and all applicable State and federal requirements. The City's investment objectives, in order

of priority, are safety, which is investing in the highest quality securities; liquidity, which is the ability to convert the investment to cash as necessary to meet cash flow requirements; and yield, which is earning a higher return.

Investment Strategy

The City utilizes a passive investment management approach by buying and holding securities until maturity. Earnings on investments held until maturity typically fluctuate with market conditions and are considered “unrealized” prior to maturity. The City expects to yield a gain on all investments at maturity. A “laddered maturity” investment strategy is applied to the long-term portion of the City’s investment portfolio. A laddered portfolio is structured with securities that have different maturity dates. As securities are called or mature, proceeds are reinvested in a new security with another long term at the end of the ladder. Laddering helps to minimize interest-rate risk, increase liquidity, and diversify credit risk.

Staff continues to monitor rates of return on City funds invested and make investments to best achieve the objectives laid out in the Investment Policy.

First Quarter Investment Summary

As of September 30, 2023, total cash and investments decreased by $6,928,846 from the previous quarter, from $58,196,240 to $51,267,394. Typically, the City experiences swings in cash inflow and outflow due to the seasonality of large receipts, such as property taxes, and large disbursements, like debt service that is paid semiannually. The City will have sufficient cash flow to meet the next six months of estimated expenditures.

Investment Instruments

The Finance Director, in consultation with the City Treasurer, selects the instruments in which to invest the City’s funds, in order to best meet the objectives laid out in the City’s Investment Policy. The balances held in different investment instruments at September 30, 2023 are noted in Attachment A. The bulk of the City’s investment funds are invested in the State of California’s Local Agency Investment Fund (LAIF), because of the safety and liquidity of that investment.

Funds in the City’s General Reserve are maintained in an account that is separate from the rest of the pooled funds. This enables the Finance Director to implement a directed investment plan for the General Reserve funds. The City’s practice has been to invest these funds in instruments with longer duration, thereby yielding greater investment earnings.

Investment Yield and Duration

The aggregate yield of the City’s investment portfolio for the quarter ended September 30, 2023 is summarized in Attachment A. The total investment portfolio yielded 2.727% for the first quarter (July through September 2023), up from the 2.469% yielded in the previous quarter (April through June 2023).

For the first quarter, LAIF earned an average annual yield of 3.534%, up from an average annual yield of 3.167% for the fourth quarter. LAIF has shown gradual growth in yield over the last twelve months.

The General Reserve, which holds the longer-term investments, earned an average annual yield of 2.477%, up from the 2.195% average annual yield in the fourth quarter. Four certificates of deposit were purchased during the first quarter with an average annual interest rate of 5.213%. Additionally, two certificates of deposit matured, Merrick Bank and Sterling Bank of Poplar Bluff, and were redeemed for cash.

Section 115 Trust

The Section 115 Trust is comprised of a diversified portfolio of investments consistent with the Trust's objectives and liquidity requirements. The funds are invested on behalf of the City by Public Agency Retirement Services (PARS). The portfolio summary for the quarter ending September 30, 2023 is included in Attachment B to this report.

FISCAL IMPACT

There is no fiscal impact as a result of receiving the First Quarter Investment Report.

ATTACHMENTS

A- Investment Report - Quarter Ending September 30, 2023

B- Section 115 Trust Investment Report – Quarter Ending September 30, 2023

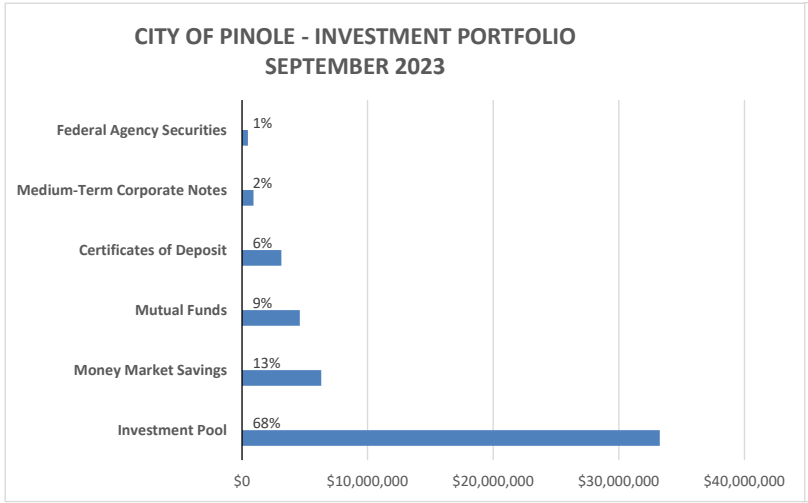
ATTACHMENT A

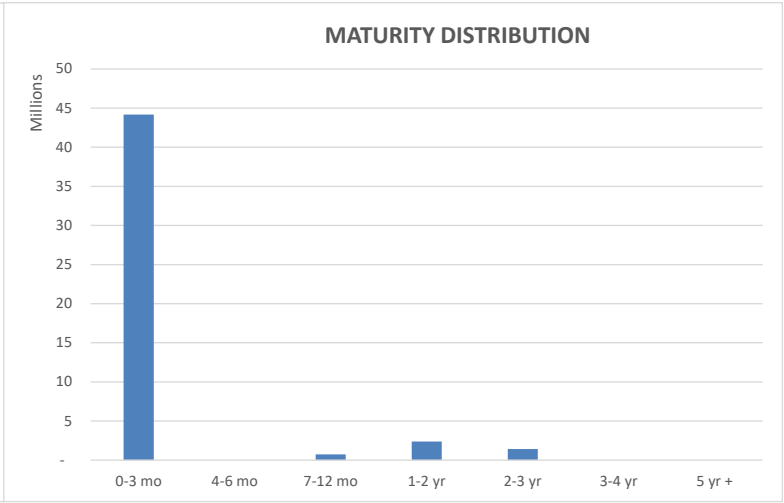
CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2023
PORTFOLIO SUMMARY

Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	Yield	Weighted Average Maturity
Investment Pool - LAIF	30,382,580	29,966,574	29,966,574	61.57%	1	3.534	1
Investment Pool - CalTrust	3,293,083	3,293,083	3,293,083	6.77%	1	5.080	0
Money Market Savings	6,304,186	6,304,186	6,304,186	12.95%	1	1.890	0
Mutual Funds	4,598,178	4,598,178	4,598,178	9.45%	1	3.470	0
Certificates of Deposit	3,227,000	3,129,895	3,129,895	6.43%	586	3.468	3
Medium-Term Corporate Notes	1,000,000	918,920	918,920	1.89%	1,077	2.230	20
Federal Agency Securities	500,000	462,190	462,190	0.95%	619	0.740	6
Subtotal Investments	$ 49,305,027	$ 48,673,025	48,673,025	100.00%	381	2.727	5
					Average Years:		**1.0**
Cash							
Mechanics Bank - Vendor Checking *	1,289,400	1,289,400	1,289,400		1		
Bank of the West - Payroll Checking *	765,119	765,119	765,119		1		
Bank of the West - Checking (Credit Card Clearing) *	539,850	539,850	539,850		1		
Subtotal Cash	2,594,369	2,594,369	2,594,369		1		
Total Cash and Investments	**$ 51,899,396**	**$ 51,267,394**	**$ 51,267,394**				

*Not included in yield calculations

The above investments are consistent with the City's Investment Policy and allowable under current legislation of the State of California. Investments were selected using safety, liquidity and yield as the criteria. The source of the market values for the investments are provided by US Bank in accordance with the California Government Code requirement. The City has sufficient cash flow to cover anticipated expenditures through the next six months.





CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2023
PORTFOLIO DETAILS

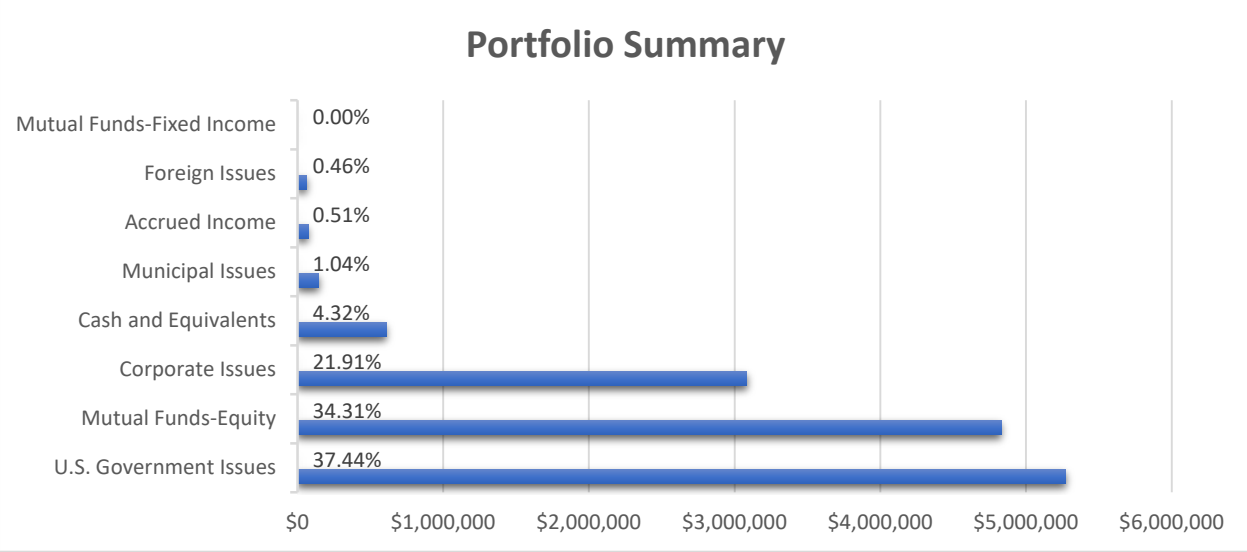
Type / Account Number	CUSIP	Issuer	Investment Description	Manager	GL Acct #	Par Value	Market Value	Book Value	Rate	Yield	Days to Maturity	S&P Rating	Maturity Date	Weighted Average Maturity
Investment Pool														
		Local Agency Investment Fund (LAIF)	Pooled Treasury - State of California	LAIF	999-10201	30,382,580	29,966,574	29,966,574	3.534	3.534	1	N/A		1
		CalTrust - Short Term Fund (City)	Pooled Treasury - Joint Power Financing Authority	CalTrust	999-10202	25,472	25,472	25,472	5.190	5.190	1	N/A		0
		CalTrust - Medium Term Fund (City)	Pooled Treasury - Joint Power Financing Authority	CalTrust	999-10203	3,267,611	3,267,611	3,267,611	4.970	4.970	1	N/A		0
			Subtotal and Average			33,675,663	33,259,657	33,259,657	4.565	4.565	1			0
Money Market Savings														
		Mechanics Bank	Money Market Savings (City)	City	999-10102	6,196,396	6,196,396	6,196,396	3.770	3.770	1	N/A		0
		Bank of the West	Money Market Savings - Police Evidence Trust	City	999-10104	107,790	107,790	107,790	0.010	0.010	1	N/A		0
			Subtotal and Average			6,304,186	6,304,186	6,304,186	1.890	1.890	1			0
Mutual Funds														
19-516680		U.S. Bank	Accrued Income - City Reserve	US Bank	150-10110	28,432	28,432	28,432	1.980	1.980	1	N/A		0
19-516680	31846V203	1st American Government Obligation Fund	Mutual Fund Shares - Class "D" - City Reserve	US Bank	150-10110	4,569,747	4,569,747	4,569,747	4.960	4.960	1	N/A		0
			Subtotal and Average			4,598,178	4,598,178	4,598,178	3.470	3.470	1			0
Certificates of Deposit														
19-516680	01025RAG4	Alabama Cr Un	Certificates of Deposit - City Reserves	US Bank	150-10110	248,000	245,222	245,222	5.000	5.06000	996	N/A	6/22/2026	5
19-516680	064520BG3	Bank of Princeton	Certificates of Deposit - City Reserves	US Bank	150-10110	250,000	234,405	234,405	0.500	0.530	457	N/A	12/30/2024	2
19-516680	05580A2H6	Bmw Bk North Amer	Certificates of Deposit - City Reserves	US Bank	150-10110	244,000	241,162	241,162	4.900	4.960	625	N/A	6/16/2025	3
19-516680	30960QAP2	Farmers Insurance Group Fed	Certificates of Deposit - City Reserves	US Bank	150-10110	248,000	246,495	246,495	5.250	5.280	660	N/A	7/21/2025	3
19-516680	33651FAJ8	First Source Fed Cr Un	Certificates of Deposit - City Reserves	US Bank	150-10110	248,000	247,764	247,764	5.450	5.450	261	N/A	6/17/2024	1
19-516680	33715LFK1	First Technology Federal Credi	Certificates of Deposit - City Reserves	US Bank	150-10110	248,000	245,919	245,919	5.100	5.140	625	N/A	6/16/2025	3
19-516680	53052LAW9	Liberty Fed Cr Un Evansville	Certificates of Deposit - City Reserves	US Bank	150-10110	248,000	246,713	246,713	5.300	5.330	653	N/A	7/14/2025	3
19-516680	70212VAB4	Partners Bk helena Ark	Certificates of Deposit - City Reserves	US Bank	150-10110	247,000	226,388	226,388	0.600	0.650	639	N/A	6/30/2025	3
19-516680	70215UAA5	Partners 1ST Federal Cu	Certificates of Deposit - City Reserves	US Bank	150-10110	248,000	247,568	247,568	5.500	5.510	291	N/A	7/17/2024	1
19-516680	84223QAN7	Southern Bankcorp Bank	Certificates of Deposit - City Reserves	US Bank	150-10110	250,000	236,530	236,530	0.500	0.530	391	N/A	10/25/2024	2
19-516680	856283N51	State Bk Indiana Chicago Ill	Certificates of Deposit - City Reserves	US Bank	150-10110	250,000	229,878	229,878	1.000	1.090	635	N/A	6/26/2025	3
19-516680	87164WC71	Synchrony Bank	Certificates of Deposit - City Reserves	US Bank	150-10110	249,000	236,911	236,911	0.650	0.680	366	N/A	9/30/2024	2
19-516680	910286GR8	United Fid Bk FSB Evansville I	Certificates of Deposit - City Reserves	US Bank	150-10110	249,000	244,939	244,939	4.800	4.880	1,018	N/A	7/14/2026	5
			Subtotal and Average			3,227,000	3,129,895	3,129,895	3	3	586			3
Medium-Term Corporate Notes														
19-516679	037833DN7	Apple Inc.	2.05% Corporate MTN 9/11/26 - City Reserves	US Bank	150-10110	1,000,000	918,920	918,920	2.050	2.230	1,077	AA+	9/11/2026	20
			Subtotal and Average			1,000,000	918,920	918,920	2.050	2.230	1,077			20
Federal Agency Securities														
19-516680	3133ELH80	Federal Farm Credit Bks	.680% Agency Bond 6/10/25	US Bank	150-10110	500,000	462,190	462,190	0.680	0.740	619	AA+	6/10/2025	6
			Subtotal and Average			500,000	462,190	462,190	0.680	0.740	619			6
			Investment Portfolio Total and Average			**$ 49,305,027**	**$ 48,673,025**	**$ 48,673,025**	**2.680**	**2.727**	**381**			**5**

Average Years : 1.0

ATTACHMENT B

CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2023
SECTION 115 TRUST PORTFOLIO SUMMARY

Investments	Market Value	Book Value	% of Market	Yield
Cash and Equivalents	608,277	608,277	4.32%	5.240
U.S. Government Issues	5,269,157	5,846,929	37.44%	4.000
Corporate Issues	3,083,375	3,439,674	21.91%	4.800
Foreign Issues	64,387	74,463	0.46%	5.480
Municipal Issues	146,715	164,815	1.04%	4.750
Mutual Funds-Equity	4,828,079	4,525,001	34.31%	1.390
Mutual Funds-Fixed Income	1	1	0.00%	3.500
Total Assets	**13,999,991**	**14,659,160**	**99.49%**	**3.350**
Accrued Income	72,186	72,186	0.51%	
Grand Total	**$ 14,072,177**	**$ 14,731,346**	**100%**	



CITY COUNCIL REPORT

9H

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: DAVID HANHAM, PLANNING MANAGER

SUBJECT: DETERMINATION OF PUBLIC CONVENIENCE OR NECESSITY (PCN) FOR ANABI SHELL STATION LOCATED AT 1401 FITZGERALD DRIVE (CUP 23-04)

RECOMMENDATION

City staff recommends that the City Council adopt a resolution approving a determination of Public Convenience or Necessity for Anabi Shell Station for the purpose of selling alcohol (off-site sales of beer and wine) located at 1401 Fitzgerald Drive.

BACKGROUND

Ryan Kroll on behalf of Anabi Shell Station has requested City approval of a “Finding of Public Convenience or Necessity” (PCN). This is required in order for Anabi Shell Station to obtain a liquor license for a Type 20 Off-site consumption for the purpose of selling beer and wine. Approval of this PCN will allow Anabi Shell Station to proceed with their request to the Planning Commission for Conditional Use Permit (CUP) No. 23-04 for off-site alcohol sales for their gas station/convenience store located at 1401 Fitzgerald Drive.

The convenience store occupies a footprint of 2,776 feet. The Shell Gas Station currently exists as a full-service fueling station, enabling customers to purchase everyday grocery items, including fresh food items, and is requesting approval for off-site consumption sales of beer and wine to further the convenience provided to the surrounding community. The Applicant has served the community for many years in the heart of the larger Pinole Vista shopping center development but is having difficulty competing with other gas stations now allowed to sell alcohol, and therefore seeks to expand the use by adding beer and wine to its offerings for the convenience of its customers.

The State Department of Alcoholic Beverage Control (ABC) enforces the licensing of alcoholic retailers regulated by State Law under Section 23958 of the Business and Professions Code. Type 20 Off-site consumption sale license allows for the retail sales of beer and wine. Anabi Shell is required to obtain first a Finding of PCN from

the City Council and then may request Planning Commission approval of a Conditional Use Permit (CUP).

When a business establishment applies for a new or different on-site sales license, ABC determines if there is an "undue concentration" of licenses in a particular census tract. The State relies on a ratio of on-sale retail licenses to population in the census tract to determine if an area is over-concentrated. In this case, ABC considers an "undue concentration," or overconcentration, to be present if there are more than five on-site sale Type 20 licenses within the census tract 3600.

Census tract 3630 includes the portion of Pinole on the south side of Interstate 80 and west of Appian Way. According to ABC, there are currently eleven existing active off-site alcohol sales licenses in Census Tract 3630. Five of those licenses are outside of the City Limits. Table 1 below includes a complete list of existing businesses with Off-site consumption alcohol sales licenses within Census Tract 3630, as of October 2023.

Table 1: On-Site Retail Alcohol Sales Establishments in Census Tract 3630*

Business Establishment	Location	License Type
Appian Express Mart & Gas	**4917 Appian Way**	20
Appian Food and Liquor	**4247 Appian Way**	21
BevMo!	**1220 Fitzgerald Drive**	21
FoodMaxX	**1370 Fitzgerald Drive**	21
Grocery Outlet	**1460 Fitzgerald Drive**	21
Lucky Supermarket	**1530 Fitzgerald Drive**	21
Pinole Vista Liquors	**1586 Fitzgerald Drive**	21
Target Stores	**1400 Fitzgerald Drive**	21
United Food Mart**	**521 Appian Way**	20
San Pablo Shell**	**3621 San Pablo Dam Road**	21
Hilltop Food Mart**	**4251 Hilltop Drive**	21

**Source: State Department of Alcoholic Beverage Control, October 2023*
*** Located outside of Pinole*

Once an "undue concentration" is identified by ABC, the local governing body may choose to allow additional alcohol sales establishments in an area where there is an overconcentration by determining a PCN.

Section 17.59.030 (B) of the Municipal Code designates the City Council as the approving authority for a PCN request and requires a PCN determination as a prerequisite for Planning Commission consideration of a CUP for alcohol sales. Should the City Council decide not to approve a determination of PCN, Anabi Shell Station will not be eligible to request a CUP for alcohol sales and not be allowed to obtain a Type 47 alcohol sales license through ABC for its proposed off-site beer and

wine sales in Census Tract 3630. Any proposed conditions regarding the sale of alcohol at the Anabi Shell Station are addressed through the CUP and not the PCN.

REVIEW AND ANALYSIS

Section 17.59.030 (C) of the Pinole Municipal Code includes five required findings that must be satisfied in order to make a PCN determination. Staff has prepared findings based on a proposed project.

1. The proposed establishment with alcohol sales will promote the City's economic health consistent with the General Plan and any applicable Specific Plan policies to further zoning district purposes.

The Applicant proposes to continue operating 24 hours per day in its 2,667 square-foot retail space, though beer and wine sales will be limited to the hours permitted by state and local law (6am to 2am). The total square footage of the property is 31,980 square feet, with six on-site parking spaces, which includes one ADA compliant space. There are also 12 gasoline pump vehicle spaces.

The Shell service station and convenience store is located in the Pinole Vista Development Area and is zoned "Regional Commercial" zone. The Pinole General Plan's Land Use Element states that Regional Commercial areas are intended for large regional shopping centers serving the West County market area." Pinole Vista is adjacent to the 80 Freeway's Fitzgerald exit and is anchored by several large retailers such as Ace Hardware and Target. Smaller ancillary uses include, but are not limited to restaurants, various retail stores, and a beauty salon. These uses, along with the Applicant, provide a wide diversity of goods and services within a single area convenient to both freeway and local traffic. The proposed use enhances the commercial nature of the Pinole Vista development and would increase the range of services available to local customers, workers, and residents.

The sales of beer and wine expand the available services in the Pinole Vista area generally, and at this location specifically, and will broaden the City's tax bases by generating sales tax revenue at this retail business location.

The addition of alcohol at the subject site would increase the economic health of Pinole by supplying additional one-stop-shopping convenience to both residents and travelers on the I80. The site is located at a busy intersection in a busy commercial district and is surrounded by a variety of commercial uses. The Applicant's customers draw from residents in this and surrounding areas; employees and customers of the many commercial uses in the vicinity; and other who are traveling down both major thoroughfares. The requested finding of Public Convenience or Necessity, along with a CUP and ABC license to sell beer and wine for off-site consumption in an existing gas station minimart, will enable existing customers to conveniently purchase these items, rather than taking their business to another gas station and minimart in the greater area.

Goal LU.7 of the Land Use and Economic Development Element calls for encouraging commercial development which provides services for residents and broadens the tax base of the community to provide needed revenue for public services.

2. The economic benefits associated with the establishment could not be achieved without the proposed alcohol sales.

While the Applicant has successfully operated their gas station and convenience store for years in the Pinole community, it is their belief that while the Pinole Vista and Pinole Vista Crossing developments do an excellent job of catering to the needs of the community, there is a niche which a full-service convenience store which also stocks beer and wine could fill. There are no convenience stores in the area which offer alcohol; the current vendors are large stores such as Target, or specialty retailers such as BevMo! The closest convenience or gas-station store which is currently licensed for alcohol sales is on Appian Way in the unincorporated area of El Sobrante, a two-mile drive away per Google Maps.

Shoppers who visit the large retailers that dominate the Pinole Vista commercial developments are often on extended shopping trips, purchasing a wide range of items at once. Additionally, shopping at similar locations may take longer than individuals in a hurry would prefer to spend. A full-service convenience store at a well-established gas-station enables quick-trip access to a wide range of grocery, beverage, and utility goods, and captures business that might otherwise pass the area. If the Applicant is unable to sell a small amount of beer and wine, then it may not only lose that sale of beer and wine but also the other groceries that the customer intends to buy because they will go to one of the other less-convenient alcohol retailers. As there are other gas stations within the City and just outside the city limits that are able to sell alcoholic beverages, this Shell Station cannot obtain the economic benefits that its competitors enjoy without the ability to sell a small amount of beer and wine.

3. The applicant has not operated a licensed establishment, which has been the subject of verified complaints or violations regarding alcohol, public safety or nuisance statutes or regulations.

Over the years, the Applicant has operated approximately 14 ABC-licensed locations and none of them have been the subject of verified complaints or violations regarding alcohol, public safety or nuisance statutes or regulations. The Applicant is dedicated to being a good corporate neighbor and will happily work with both local and state authorities to ensure that all regulations and laws are obeyed, and its business is conducted in a peaceable and beneficial way.

4. The Police Department has reported that the proposed establishment would not be expected to add to crime in the area.

The Police Department has reported that the sale of off-site beer and wine would not be expected to add crime in the area and has not raised any objections.

5. Alcoholic beverages sold by the applicant are incidental to the other products available for sale at the establishment.

The site will provide a variety of goods and services that customers at a full-service service station and convenience store expect, including basic grocery items, snacks, beverages, basic utility, automotive, household, and dry goods, and of course fuel. The sale of alcoholic beverages will make this location a convenient “one-stop” shop, enabling the surrounding community to purchase everyday essential grocery and utility items, including alcoholic beverages, at the same time. The primary use at this site is an automotive service station and convenience store, of which alcohol sales will be a small portion, both in terms of floor area and shelf space. The alcohol sales are being provided as a convenience to customers so that they may purchase all of their shopping needs at one time in one trip. The sale of a partial line of alcoholic beverages will be ancillary to the main retail sales of the convenience store and automotive services that will be provided at the site. The project will be beneficial to the local community and the local economy by enhancing a revenue generating use which has faithfully served the development for years**.**

FISCAL IMPACT

There are no adverse fiscal impacts to the city associated with this request.

ATTACHMENTS

Attachment A: Resolution
Attachment B: Floor Plan

ATTACHMENT A

RESOLUTION NO. 2023-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING A DETERMINATION OF PUBLIC CONVENIENCE OR NECESSITY FOR TYPE 20 ALCOHOL SALES INCLUDING BEER AND WINE AT THE EXISTING ANABI SHELL STATION 1401 FITZGERALD DRIVE, PINOLE, CA 94564, APN: 426-080-036

WHEREAS, the owner of Anabi Shell Station intend to file an application for a Type 20 on-site alcohol license with the State Department of Alcohol Beverage Control (ABC) and have filed an application for the amendment of an existing Conditional Use Permit with the City of Pinole to allow alcohol sales for their restaurant and patio including beer, wine and spirits; and

WHEREAS, pursuant to the provisions of the California Environmental Quality Act (CEQA) the project is Categorically Exempt and meets the eligibility requirements of Section 15301 of the CEQA Guidelines related to existing facilities in that the proposed use involves the operation of an existing gas station and convenience store and therefore no further environmental review is required; and

WHEREAS, the ABC notified the City of Pinole that an undue concentration of on-site alcohol sales licenses exist within Census Tract 3630.00 and

WHEREAS, a determination of Public Convenience or Necessity is required to allow additional on-site licenses in an over concentrated Census Tract; and

WHEREAS, the Police Department has confirmed that the sale of beer and wine is not expected to increase calls for service or crime activity at this location; and

WHEREAS, the City has considered the request for Public Convenience or Necessity, the staff report, and the required associated findings pursuant to Section 17.59.030 (C) of the Pinole Municipal Code to justify a determination of Public Convenience or Necessity.

NOW THEREFORE, BE IT RESOLVED that the Pinole City Council does hereby take the following actions:

A. Makes the following findings:

1. The proposed Anabi Shell Station Type 20 alcohol sales will promote the City's economic health consistent with the General Plan and any applicable Specific Plan policies to further Commercial Mixed-Use Zoning District purposes.

2. The economic benefits associated with the Anabi Shell Station Type 20 alcohol sales could not be achieved without the proposed alcohol sales.

3. The applicant has not operated a licensed establishment, which has been the subject of verified complaints or violations regarding alcohol, public safety or nuisance statues or regulations.

4. The Police Department has reported that the proposed beer and wine sales at the existing establishment would not be expected to add to crime in the area; and

5. Alcoholic beverages sold by the applicant are incidental to the other products available for sale at the establishment located at 1401 Fitzgerald Drive

B. Affirms a determination of Public Convenience or Necessity to support a Type 20 alcohol sales license request for off-site beer and wine sales at the Anabi Shell Station located at 1401 Fitzgerald Drive and as a prerequisite to obtaining a Conditional Use Permit as required by Chapter 17.59 of the Pinole Municipal Code.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 7th day of November, 2023 by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on adopted on this 7th day of November, 2023

_____
Heather Bell, CMC
City Clerk

CITY COUNCIL REPORT

9I

DATE: NOVEMBER 7,2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: JOE BINGAMAN, PUBLIC WORKS MANAGER
SANJAY MISHRA, PUBLIC WORKS DIRECTOR

SUBJECT: DECLARE THE LISTED PROPERTY AS SURPLUS AND DESIGNATE A PURCHASING OFFICER TO DISPOSE OF THE LISTED PROPERTY IN ACCORDANCE WITH THE CITY OF PINOLE FINANCIAL POLICIES - CAPITAL ASSETS POLICY AND PROCEDURES

RECOMMENDATION

Staff recommends that Council adopt a resolution declaring specific City property (listed in Attachment A) as surplus and designating the listed staff member to serve as the Purchasing Officer to dispose of the property in accordance with the City of Pinole Financial Policies - Capital Assets Policy and Procedures.

BACKGROUND

As per the City of Pinole Financial Policies - Capital Assets Policy and Procedures, “the Purchasing Officer is responsible for the transfer and disposition of surplus City property. ’Surplus Property’ is used generically to describe any City property that is no longer needed or useable by the holding department. The City Council shall declare item(s) surplus before disposal.”

REVIEW & ANALYSIS

The Public Works Department utilizes marked service vehicles and specialized heavy equipment when providing services in the City of Pinole. The Public Works Department has vehicles with high mileage and extensive repair history that have reached their useful service life. These vehicles need to be disposed of by auction and/or through other means authorized by the City of Pinole Financial Policies - Capital Assets Policy and Procedures.

The vehicles being declared as surplus in Attachment A have been or will be replaced by new vehicles.

The Purchasing Officer will, as per the City of Pinole Financial Policies - Capital Assets Policy and Procedures, determine the most appropriate method of disposal that best serves the interest of the City. The policy details appropriate methods as follows:

1. Public Auction - Surplus property may be sold at public auction. City staff may conduct public Auctions, or the City may contract with a professional auctioneer including professional auction services.

2. Bids - Bids may be solicited for the sale of surplus property. Surplus property disposed of in this manner shall be sold to the highest responsible bidder.

3. Selling for Scrap - Surplus property may be sold as scrap if the Purchasing Officer deems that the value of the raw material exceeds the value of the property as a whole.

4. Negotiated Sale - Surplus property may be sold outright if the Purchasing Officer determines that only one known buyer is available or interested in acquiring the property.

5. No Value Item – Where the Purchasing Officer determines that specific supplies or equipment are surplus and of minimal value to the City due to spoilage, obsolescence or other cause or where the Purchasing Officer determines that the cost of disposal of such supplies or equipment would exceed the recovery value, the Purchasing Officer shall dispose of the same in such a manner as he or she deems appropriate and in the best interest of the City.

FISCAL IMPACT

It is unknown at this time how much the City will receive for the vehicles when they are auctioned or the cost if the items must be disposed of. All money received will be deposited in the Public Works vehicle purchasing accounts to offset the cost of the new vehicles.

ATTACHMENT

Attachment A – Resolution
Attachment B– List of Surplus Properties

ATTACHMENT A

RESOLUTION NO. 2023 – XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, DECLARING THE LIST OF VEHICLES (ATTACHMENT A) AS SURPLUS

WHEREAS, the City of Pinole Financial Policies - Capital Assets Policy and Procedures outlines the process by which the City can declare property as surplus and dispose of it; and

WHEREAS, the Public Works Department has several vehicles with high mileage and/or extensive repair history and have reached their useful service life; and

WHEREAS, the Public Works Department would like to declare the aforementioned vehicles as surplus and dispose of them; and

WHEREAS, all City identification will be removed from the vehicles, and they will be sent to an auction company contracted by the City of Pinole or sent to a dismantler; and

WHEREAS, any proceeds from the sale of vehicles will be deposited in Public Works vehicle and equipment purchasing accounts; and

WHEREAS, the Public Works Director will be designated as Purchasing Agent for the disposal of authorized surplus.

NOW THEREFORE, BE IT RESOLVED that the Pinole City Council does hereby declare the properties (vehicles) listed on Attachment A as surplus and authorizes their disposal by means of sale at auction, dismantlement, or other means as outlined in the adopted City of Pinole Financial Policies - Capital Assets Policy and Procedures.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the **7th day of November 2023** by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

I hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on the 7th day of November 2023.

_____
Heather Bell, CMC
City Clerk

ATTACHMENT B

Surplus Vehicles / Equipment:

Unit #	Year	Make	Model	Plate #	VIN#	Reason
32	1991	Ford	F-250	E266498	2FTHF25H8MCA27201	Reached Useful Service Life
40	1987	Dodge	3500	E099402	1B6MD3418HS504150	Reached Useful Service Life
41	2000	Dodge	3500	1047918	3B6MC36W2YM240962	Reached Useful Service Life
42	2000	Ford	F-150	1059066	1FTPF17M7YKA91411	Reached Useful Service Life
48	1984	Ford	F-350	E465787	1FTJF3516EPB21426	Reached Useful Service Life

CITY COUNCIL REPORT

11A

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR
ERIC CASHER, CITY ATTORNEY

SUBJECT: PROJECT LABOR AGREEMENT WITH CONTRA COSTA BUILDING AND CONSTRUCTION TRADES COUNCIL

RECOMMENDATION

Staff recommends that the City Council adopt a resolution:

1. Approving the Project Labor Agreement and related side letter included as Attachment A; and

2. Authorizing the Interim City Manager to sign the Project Labor Agreement with the Contra Costa Building and Construction Trades Council and its affiliated local Unions.

BACKGROUND

A Project Labor Agreement (PLA), also known as a Project Stabilization Agreement, is a pre-hire collective bargaining agreement between one or more labor organizations (often negotiated by the local Building Trades and Construction Council) and the owner of a project that establishes terms and conditions of employment for work on the project. The purpose of a PLA is to facilitate the delivery of the project with minimal labor- related disruptions which would adversely impact the public and/or delay the project.

In Contra Costa County, the cities of Antioch, Brentwood, Concord, El-Cerrito, Martinez, Pittsburg, and Richmond have adopted Project Stabilization Agreements with the Contra Costa Building and Construction Trades Council (CCBCTC). Further, the CCBCTC also has Project Stabilization Agreements for projects throughout the County with various school districts, public agencies, and Bay Area Rapid Transit (BART).

Generally, the terms of the a PLA apply to all contractors and subcontractors who are awarded contracts on the project and supplement or supersede any existing collective bargaining agreements. PLAs typically include provisions that prohibit workers from engaging in strikes, work stoppages, and slowdowns for the duration of the term of the

agreement. In exchange for the commitment not to engage in such activities, PLAs generally require that contractors hire workers who are referred from union hiring halls. Furthermore, contractors must pay the workers prevailing wage, contribute to union trust funds, and abide by certain dispute and grievance resolution procedures.

On September 20, 2022, City Council received a presentation PLAs from City staff. City Council directed the formation of an ad hoc subcommittee with four members (two members of the City Council, one member of the Planning Commission, and one member of the Community Services Commission) to look into the possibility of establishing a citywide PLA. Mayor Pro Tem Toms and Council Member Tave were appointed from the City Council. The Planning Commission appointed Commissioner Banuelos and the Community Services Commission appointed Commissioner Ruport.

At the City Council meeting of March 21, 2023, the Council requested a future Council agenda item, for the second meeting of May 2023, to receive a recommendation from the PLA Ad Hoc Subcommittee (the "Subcommittee") regarding a citywide PLA.

The Subcommittee met on May 8, 2023 and reviewed various PLAs adopted by neighboring cities (Richmond, El Cerrito, Martinez, and others). The Subcommittee discussed those examples and directed City staff to prepare a draft PLA for the Subcommittee's review based on El Cerrito's PLA. The Subcommittee also directed staff to get the input of the appropriate local labor union representatives on the draft.

Per the direction of the Subcommittee staff prepared a draft PLA and the Subcommittee met again on September 20, 2023. The Subcommittee reviewed the draft and directed staff to send the draft PLA to the Contra Costa Building and Construction Trades Council (the "CCBCTC") and set up a meeting with the CCBCTC to negotiate the PLA agreement.

Staff provided the draft PLA to Bill Whitney who represented the CCBCTC and scheduled a meeting for October 16, 2023 with the Subcommittee and City Attorney. On October 16, 2023, CCBCTC's legal counsel joined the Subcommittee meeting with Bill Whitney. CCBCTC provided their comments via a letter and discussed their position on the draft PLA.

Thereafter, the City Attorney negotiated the final terms of the PLA included as Attachment A with representatives from the CCBTC. The attached PLA reflects the final terms negotiated by both parties, and has been approved by the CCBTC and the Subcommittee.

REVIEW & ANALYSIS

The PLA would apply to municipal projects exceeding $1 million in project costs. Consistent with other Contra Costa County cities, the PLA has a provision for the duration

of the agreement for an initial five-year term, with the ability to roll over for additional terms of five years each. Other provisions of the PLA include:

1. Projects covered by the PLA will not be subject to strikes, sympathy strikes, work stoppages, picketing, hand-billing or otherwise advising the public that a labor dispute exists, slowdowns, refusal to work, walk-off, sit down, stand-in, wobble, boycott of any kind, for any reason, by the Unions or employees employed on a project, at the job site of a Project or any other facility of City because of a dispute on a Project; nor will there be lockouts by the contractor or employer on a project.
2. The Unions covered by the PLA are recognized as the sole bargaining representative of all craft employees performing covered work, and all such employees must be represented by a Union for the duration of their employment on a Project.
3. The PLA requires the facilitation of employment of Local Area residents and promotion of Local Hire (as defined in the attached PLA) and the use of resources in the Local Area in construction of the Project.
4. The projects covered by the PLA will employ apprentices from a California state-approved Joint Apprenticeship Training Program, with the goal of helping to develop workers in the construction industry.
5. The PLA will utilize the services of the Center for Military Recruitment, Assessment and Veterans Employment and the Center's "Helmets to Hardhats" program, with the goal of facilitating the entry into the building and construction trades of veterans who are interested in careers in the building and construction industry.
6. Labor disputes, grievances, or actions relating to discipline will be resolved through procedures established with the affiliated Unions; any grievances not settled between the parties would be subject to arbitration for resolution.
7. Future projects with costs of $1 million or more, including municipal buildings or large-scale capital improvement projects, will be covered by the PLA and the criteria of the PLA will be considered for such projects within the development of the Capital Improvement Plan (CIP) during the annual budget process.
8. The PLA requires that the City Council receive a report on the status of the PLA no later than six (6) months prior to the five (5) year term expiring, and either party can terminate the PLA with written notice to the other party.

FISCAL IMPACT

The PLA would apply to City projects funded in whole or in part with City funds, where either the engineer’s estimate of the total cost of the project or the cumulative bid amounts submitted by the contractors awarded the Construction Contract exceeds one million dollars ($1,000.000). The implementation of the PLA could possibly impact the City’s bidding process for construction projects by limiting the number of firms that would submit a proposal for a project, which could potentially increase the overall cost of projects.

ATTACHMENT(S)

A. Resolution
B. Project Labor Agreement / Agreement to be Bound

ATTACHMENT A

RESOLUTION NO. 2023-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE A PROJECT LABOR AGREEMENT WITH THE CONTRA COSTA BUILDING AND CONSTRUCTION TRADES COUNCIL AND ITS AFFILIATED LOCAL UNIONS

WHEREAS, the City of Pinole (the "City") recognizes the importance of fostering positive labor relations and ensuring the successful completion of construction projects exceeding one million dollars ($1,000,000) (hereinafter referred to as "Projects"); and

WHEREAS, construction projects exceeding one million dollars are significant infrastructure projects and are of great importance to our community and economy, and its successful completion is of the utmost importance; and

WHEREAS, a Project Labor Agreement ("PLA") is an agreement that establishes terms and conditions of employment for all workers on the Projects, irrespective of their individual unions or affiliations, with the aim of promoting labor peace, reducing disputes, and ensuring fair labor practices;

WHEREAS, the City acknowledges the benefits of utilizing a PLA to enhance efficiency, productivity, and stability on the Projects.

WHEREAS, this PLA will provide several key benefits to the community including the improvement of labor relations, increased project efficiency, cost savings, use of employ apprentices and promotion of local hire practices.

WHEREAS, the PLA ad-hoc subcommittee and City staff met with Contra Costa Building and Construction Trades Council representatives and negotiated the terms and conditions of the PLA.

WHEREAS, the City desires to approve the PLA and authorize the City Manager and City Attorney to make any non-substantive changes necessary to finalize the PLA with the Contra Costa Building and Construction Trades Council**;**

WHEREAS, this resolution shall take effect immediately upon approval for all Projects to be bid in the future and shall remain in effect until it is terminated or expired per the terms and conditions of the PLA.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pinole does hereby approve the implementation of a Project Labor Agreement (PLA) for Projects in the City of Pinole.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 7th day of November, 2023 by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on the 7th day of November 2023.

_____
Heather Bell, CMC
City Clerk

ATTACHMENT B

PROJECT LABOR AGREEMENT FOR THE CITY OF PINOLE

INTRODUCTION / FINDINGS

This Project Labor Agreement ("**Agreement**") is entered into this_____day of _____, 20___, ("**Effective Date**") by and between the City of Pinole (hereinafter the "City"), together with contractors and subcontractors of all tiers, who shall become signatory to this Agreement by signing the **"Agreement to be Bound" (Addendum A)** (referred to herein as the "Contractor(s)/Employer(s)"), and the Contra Costa County Building and Construction Trades Council (referred to herein as the "Council") and its affiliated local Unions that have executed this Agreement (referred to collectively herein as the "Union(s)").

The purpose of this Agreement is to promote the efficiency of construction operations for the City of Pinole through the use of skilled labor resulting in quality construction outcomes, and to provide for the peaceful settlement of labor disputes and grievances without strikes or lockouts, thereby promoting the public interest in assuring the timely and economical completion of the Project(s) defined in Section 1.9 below and covered by this Agreement.

WHEREAS, the timely and successful completion of a Project is of the utmost importance to meet the needs of the City and avoid increased costs resulting from delays in construction; and

WHEREAS, large numbers of workers of various skills will be required in the performance of construction work on a Project and will be represented by the Unions who are signatories to this Agreement and employed by the Contractors who are also signatories to this Agreement; and

WHEREAS, the use of skilled labor in the construction of Projects increases the safety of workers as well as the quality of completed Projects; and

WHEREAS, it is recognized that the Projects likely will require multiple contractors and bargaining units on the job site at the same time over an extended period of time, and, thus, the potential for work disruption may be substantial without an overriding commitment to maintain continuity of work; and

WHEREAS, the interests of the general public, the City, the Unions, and the Contractors/Employers would be best served if the construction work on a Project proceeded in an orderly manner without disruption because of strikes, sympathy strikes, work stoppages, picketing, lockouts, slowdowns or other interferences with work; and

WHEREAS, the Contractors/Employers and the Unions desire to mutually establish and stabilize wages, hours and working conditions for the workers employed on a Project and to encourage close cooperation among the Contractors/Employers and the Unions so that a satisfactory, continuous and harmonious relationship will exist; and

WHEREAS, the parties agree that one of the primary purposes of this Agreement is to avoid the tensions that might arise on a Project if Union and non-union workers of different employers were to work side by side on a Project, potentially leading to labor disputes that could delay completion of a Project; and

WHEREAS, this Agreement is not intended to replace, interfere with, abrogate, diminish or modify existing local or national collective bargaining agreements in effect during the duration of the Projects, insofar as a legally binding agreement exists between the Contractors/Employers and the Unions, except to the extent that the provisions of this Agreement are inconsistent with said collective bargaining agreements, in which event the provisions of this Agreement shall prevail; and

WHEREAS, the City places high priority upon the development of comprehensive programs for the recruitment, training and employment of local area residents and military veterans, and recognizes the ability of local pre-apprenticeship and apprenticeship programs to provide meaningful and sustainable career pathways in the construction industry; and

WHEREAS, the contract(s) for construction work on the Projects will be awarded in accordance with the applicable provisions of the California State Public Contract Code and all state, local and federal laws; and

WHEREAS, the parties to this Agreement pledge their full good faith and trust to work toward the mutually satisfactory Completion as defined in Section 1.4 below of the Projects pursuant to the terms and conditions of the Agreement;

NOW, THEREFORE, IT IS AGREED BETWEEN AND AMONG THE PARTIES HERETO, AS FOLLOWS:

ARTICLE I - DEFINITIONS

1.1. "Agreement" means this Project Labor Agreement.

1.2. "Agreement to be Bound" means the agreement (attached hereto as Addendum A) that shall be executed by each and every Contractor/Employer as a condition of working on the Project.

1.3. "City" means the City of Pinole.

1.4. "Completion" means that point at which there is Final Acceptance by the City of a Construction Contract and the City has recorded a Notice of Completion. For purposes of this definition, "Final Acceptance" means that point in time at which the City has determined upon final inspection that the work has been completed in all respects and all required contract documents, contract drawings, warranties, certificates, manuals and data have been submitted and training completed in accordance with the contract documents and the City has executed a written acceptance of the work.

1.5. “Construction Contract” means the public works or improvement contract(s)

(including design-bid, design-build, lease-leaseback or other contracts under which construction of a Project is done) awarded and entered into by the City that are necessary for Completion of a Project.

1.6. "Contractor(s)/Employer(s)" or "Contractor(s)" or "Employer(s)" means any individual, firm, partnership or corporation (including the prime contractor, general contractor, construction manager, project manager, design-build entity, lease-leaseback entity or equivalent entity), or combination thereof, including joint ventures, and their successors and assigns, that enters into a Construction Contract with the City, and all contractors and subcontractors of any tier engaged by the Contractor or Employer.

1.7. “Council” means the Contra Costa County Building and Construction Trades Council.

1.8. “Master Agreement” means the Master Collective Bargaining Agreement of each craft Union signatory hereto.

1.9. "Project" means City projects funded in whole or in part with City funds, where either the engineer’s estimate of the total cost of the project or the cumulative bid amount(s) submitted by the contractor(s) awarded the Construction Contract(s) exceeds one million dollars ($1,000.000), subject to Section 2.2 of this Agreement. All Construction Contracts required to complete an integrated Project shall be considered in determining whether this threshold is met. The City and the Council may mutually agree in writing to add additional projects or components to be covered by this Agreement. The term “Project” applies to each and all projects as defined in this section, whether used in the singular or plural herein.

1.10. “Project Manager” means the person(s) or entity(ies) designated by the City to oversee all phases of construction on a Project and the implementation of this Agreement.

1.11. “Union” or “Unions” means the Contra Costa Building and Construction Trades Council and its affiliated Unions signatory to this Agreement, acting on their own behalf and on behalf of their respective affiliates and member organizations whose names are subscribed hereto and who have through their officers executed this Agreement.

ARTICLE II - SCOPE OF AGREEMENT

2.1 Parties: This Agreement applies to and is limited to all Contractors/Employers performing Construction Contracts on a Project (including subcontractors at any tier), and their successors and assigns, the City, the Council, and its affiliated Unions signatory to this Agreement.

2.2 Applicability: This Agreement governs all Construction Contracts that include Covered Work as defined in Section 2.3 awarded on or after the Effective Date

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for a Project until Completion, unless otherwise set forth in this Agreement. Construction Contracts shall be considered Completed as set forth in Section 1.4, except when the City directs a Contractor to engage in repairs, warranty work, modifications, or punch list work under a Construction Contract or when a Contractor performs work under a change order for a Construction Contract.

2.3 Covered Work: Covered Work shall include, without limitation, all site preparation, surveying, construction, alteration, demolition, installation, improvement, remediation, retrofit, painting or repair of buildings, structures and other works, and related activities for a Project that is within the craft jurisdiction of one of the Unions and that is directly or indirectly part of the Project, including, without limitation to the following examples, geotechnical and exploratory drilling, soils and materials testing and inspection, temporary HVAC, landscaping and temporary fencing, pipelines (including those in linear corridors built to serve the Project), pumps, pump stations, start-up, modular furniture installation, final clean-up work; as well as work done for the Project in temporary yards, dedicated sites, or areas adjacent to a Project, and at any on-site or off-site batch plant constructed to supply materials to a Project ("**Covered Work**"). Covered Work shall also include all of the following:

2.3.1 Any start-up, calibration, commissioning, performance testing, repair, maintenance, and operational revisions to systems and/or subsystems for a Project performed after Completion, unless performed by City employees.

2.3.2 All on-site fabrication work over which the City, Contractor(s)/Employer(s) or subcontractor(s) possess the right of control (including work done for a Project in any temporary yard or area established for the Project); as well as any off-site work, including fabrication, that is traditionally performed by the Unions and is directly or indirectly part of the Project, provided such work is covered by a Master Agreement or local addenda to a national agreement of the applicable Union(s).

2.3.3 Except for the delivery of supplies, equipment or materials that are stockpiled for later use, all construction trucking work, including the hauling and delivery of ready-mix, asphalt, aggregate, sand, soil or other fill or similar material that is directly incorporated into the construction process as well as the off-hauling of soil, sand, gravel, rocks, concrete, asphalt, excavation materials, construction debris and excess fill, material and/or mud. Contractor(s)/Employer(s), including brokers, of persons providing construction trucking work shall provide certified payroll records to the City within ten (10) days of written request or as required by the bid specifications.

2.3.4 Covered Work within the following National Agreements shall be covered by those agreements as follows: the National Transient Lodge (NTL) Articles of Agreement, the National Stack/Chimney Agreement, the National Cooling Tower Agreement, the National Agreement of Elevator Constructors, and any Covered Work for instrument calibration work and loop checking shall be performed under the terms of the UA/IBEW Joint National Agreement for

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Instrument and Control Systems Technicians, with the exception that Articles IV, XII and XIII of this Agreement shall apply to such work.

2.4 Exclusions: The following is not considered Covered Work.

2.4.1 Work performed by the City's own employees as permitted by the Public Contract Code.

2.4.2 A Contractor/Employer's non-construction craft executives, managerial employees, administrative personnel, and supervisors above the level of general foreman (unless covered by a Master Agreement).

2.4.3 Any non-Project work performed on or near or leading to a Project site that is undertaken by state, county, city, or other governmental bodies or their contractors. Work performed by public or private utilities including all electrical utility, voice-data-video, and security installation work ahead of and up to the electrical service entry connection or the main point of entry into the building shall be excluded; however, all electrical utility, voice-data- video, and security installation work performed after the electrical utility service entrance or the main point of entry shall be Covered Work. Additionally, all contracted work performed ahead of the service entrance connection and main point of entry that is inside the property line and provides for access to the building via a conduit or series of conduits shall be Covered Work.

2.4.4 Off-site maintenance of leased equipment and on-site supervision of such work.

2.4.5 Work substantially funded by any federal, state, local or other public agency that prohibits the use of project labor agreements on projects receiving its funding, or the funding of projects on which such agreements are used. With respect to such work, the City agrees to make a reasonable effort to defend the application of this Agreement. Notwithstanding the foregoing, should only a specific provision of the Agreement be prohibited by the funding source, then, upon mutual agreement by the Council, the City shall modify the requirements of this Agreement accordingly, to allow this Agreement to remain in place and to advance the purposes of this Agreement to the maximum extent feasible.

2.4.6 Work performed by employees of a manufacturer or vendor on the manufacturer's equipment if required in order to maintain the manufacturer's warranty or guarantee on such equipment; provided that (i) the warranty agreement is the manufacturer's usual and customary warranty agreement for such equipment and is consistent with industry practice; and (ii) the manufacturer or vendor has first demonstrated at the pre-job conference, by an enumeration of specific tasks, that in order to preserve the warranty, the work cannot be performed by construction persons employed under this Agreement.

2.4.7 Laboratory work for testing and inspections not covered by a Master Agreement.

2.5 Award of Contracts: The City retains the right to reject all bids and re-advertise a Project, however, in that event, the re-advertised Project would

be subject to this Agreement's terms and conditions. It is understood and agreed that the City has the right to select any qualified bidder for the award of Construction Contracts under this Agreement. The bidder need only be willing, ready and able to comply with this Agreement. It is further agreed that this Agreement shall be included in all invitations to bid or solicitations for proposals from contractors or subcontractors for work on the Project. A copy of all invitations to bid shall be provided to the Council at the time of issuance.

ARTICLE III - EFFECT OF AGREEMENT

3.1 By executing this Agreement, the Council, the Unions and the City agree to be bound by each and all of the provisions of the Agreement. By accepting the award of a Construction Contract for the Project, whether as a Contractor or subcontractor thereunder, all Contractors/Employers agree to be bound by each and every provision of this Agreement and agree to evidence their acceptance prior to the commencement of work by executing the **Agreement to be Bound** in the form attached hereto as **Addendum A**.

3.2 At the time that any Contractor/Employer enters into a subcontract with any subcontractor that includes Covered Work under a Construction Contract, the Contractor/Employer shall provide a copy of this Agreement to said subcontractor and shall require the subcontractor, as a condition of accepting the award of a construction subcontract, to agree in writing, by executing the **Agreement to be Bound**, to be bound by each and every provision of this Agreement prior to the commencement of work. The obligations of a Contractor may not be evaded by subcontracting. If the subcontractor refuses to execute the Agreement to be Bound, then such subcontractor shall not be awarded a Construction Contract on the Project.

3.3 This Agreement shall only be binding on the signatory parties hereto, and their successors and assigns, and shall not apply to the parents, affiliates, subsidiaries, or other ventures of any such party. Each Contractor shall alone be liable and responsible for its own individual acts and conduct and for any breach or alleged breach of this Agreement, except as otherwise provided by law or the applicable Master Agreement. Any dispute between the Union(s) and the Contractor(s) with respect to compliance with this Agreement shall not affect the rights, liabilities, obligations and duties between the Union(s) and other Contractor(s) party to this Agreement.

3.4 It is mutually agreed by the parties that any liability by a Union signatory to this Agreement shall be several and not joint. Any alleged breach of this Agreement by a Union shall not affect the rights, liabilities, obligations and duties between the Contractor(s) and the other Union(s) party to this Agreement.

3.5 The provisions of this Agreement, including the Master Agreements incorporated herein by reference, shall apply to the work covered by this

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Agreement, notwithstanding the provisions of any other local, area and/or national agreements which may conflict with or differ from the terms of this Agreement. To the extent a provision of this Agreement conflicts with a Master Agreement, the provision of this Agreement shall prevail. Where a provision of a Master Agreement does not conflict with this Agreement, the provision of the Master Agreement shall apply.

ARTICLE IV - WORK STOPPAGES, STRIKES, SYMPATHY STRIKES AND LOCKOUTS

4.1. The Unions, the City, and the Contractor(s)/Employer(s) covered by this Agreement agree that for the duration of the Project:

4.1.1 There shall be no strikes, sympathy strikes, work stoppages, picketing, handbilling or otherwise advising the public that a labor dispute exists, or slowdowns, refusal to work, walk-off, sit down, stand-in, wobble, boycott of any kind, for any reason, by the Unions or employees employed on a Project, at the job site of a Project or any other facility of City because of a dispute on a Project. Disputes arising between the Unions and Contractor(s)/ Employer(s) on other City projects are not governed by the terms of the Agreement or this Article, except that the Unions or construction persons employed on a Project may not participate in any strikes, sympathy strikes, work stoppages, picketing, hand billing, slowdowns, or otherwise advising the public that a labor dispute exists at a Project jobsite because of a dispute between Unions and Contractor(s) on any other project.

4.1.2 There shall be no lockout of any kind by a Contractor(s)/ Employer(s) of workers employed on a Project.

4.1.3 If a Master Agreement expires before the Contractor(s)/Employer(s) completes the performance of work under a Construction Contract and the Union or Contractor(s)/Employer(s) gives notice of a demand for a new or modified Master Agreement, the Union agrees that it will not strike on work covered by this Agreement and the Union and the Contractor(s)/Employer(s) agree that the expired Master Agreement will continue in full force and effect for work covered under this Agreement until a new or modified Master Agreement is reached. If the new or modified Master Agreement provides that any terms of the Master Agreement shall be retroactive, the Contractor(s)/Employer(s) agrees to comply with any retroactive terms of the new or modified Master Agreement that are applicable to any employee(s) on a Project during the interim, with retroactive payment due within seven (7) calendar days of the effective date of the new or modified Master Agreement. For the avoidance of doubt, Section 4.1.1 shall remain applicable for the duration of the Project even where a Master Agreement has expired.

4.1.4 In consideration of the foregoing, the Contractor(s) shall not incite, encourage,

or participate in any lockout or cause to be locked out any employee covered under the provisions of this Agreement. The term “lockout” does not include the City’s decision to terminate or suspend work on the site or any portion thereof for any operational reason.

4.1.5 In the case of nonpayment of wages or trust fund contributions on the Project, the Union shall give the City and the Contractor(s)/Employer(s) three (3) business days’ notice when nonpayment of trust fund contributions has occurred, and one (1) business day’s notice when nonpayment of wages has occurred or when paychecks being tendered to a financial institution normally recognized to honor such paychecks will not honor such paycheck, of the intent to withhold labor from the Contractor(s)/Employer(s)’ or their subcontractor's workforce, during which time the Contractor/Employer may correct the default. In this instance, a Union's withholding of labor (but not picketing) from a Contractor(s)/Employer(s) who has failed to pay its fringe benefit contributions or failed to meet its weekly payroll shall not be considered a violation of this Article.

4.1.6 Notification: If the City or any Contractor contends that any Union has violated this Article, it will so notify in writing the Senior Executive of the Council and the Senior Executive of the Union, setting forth the facts alleged to violate the Article, prior to instituting the expedited arbitration procedure set forth below. The Council will immediately use its best efforts to cause the cessation of any violation of this Article. The leadership of the Union will immediately inform the workers of their obligations under this Article. A Union complying with this obligation shall not be held responsible for the unauthorized acts of employees it represents.

4.2. Expedited Arbitration: Any party to this Agreement shall institute the following procedure, prior to initiating any other action at law or equity, when a breach of this Article is alleged to have occurred.

4.2.1 A party invoking this procedure shall notify Robert Hirsch, as the permanent arbitrator, or Barry Winograd, as the alternate arbitrator, under this procedure. In the event the permanent arbitrator is unavailable at any time, the alternate will be contacted. If neither is available, the parties shall select the arbitrator from the list in Section 12.4. Notice to the arbitrator shall be by the most expeditious means available, with notice by email and telephone to the City, the involved Contractor, and the party alleged to be in violation, and to the Council and involved local Union if a Union is alleged to be in violation.

4.2.2 Upon receipt of said notice, the City will contact the permanent arbitrator named above, or the alternate if the permanent arbitrator is not available, who will attempt to convene a hearing within twenty-four (24) hours if it is contended that the violation still exists.

4.2.3 The arbitrator shall notify the parties by email and telephone of the place and

time for the hearing. Said hearing shall be completed in one session, which, with appropriate recesses at the arbitrator's discretion, shall not exceed twenty-four (24) hours unless otherwise agreed upon by all parties. A failure of any party to attend said hearings shall not delay the hearing of evidence or the issuance of an award by the arbitrator.

4.2.4 The sole issue at the hearing shall be whether or not a violation of Section 4.1 of the Agreement has occurred. The arbitrator shall have no authority to consider any matter of justification, explanation or mitigation of such violation or to award damages, which issue is reserved for court proceedings, if any. The award shall be issued in writing within three (3) hours after the close of the hearing, and may be issued without a written opinion. If any party desires a written opinion, one shall be issued within fifteen (15) calendar days, but the parties shall not delay compliance with or enforcement of the award due to the issuance of a written opinion. The arbitrator may order cessation of the violation of this Article, and the arbitrator's award shall be served on all parties by hand or registered mail upon issuance. Should a party found in violation of this Article fail to comply with the arbitrator's award ordering the party to cease the violation, the party in violation shall pay to the affected party as liquidated damages the sum of ten thousand dollars ($10,000.00) per shift for which it failed to comply, or portion thereof, until such violation is ceased. The arbitrator shall retain jurisdiction to resolve any disputes regarding the liquidated damages claimed under this section, but such retention shall not prevent the moving party from seeking judicial enforcement of the initial decision as allowed in Section 4.2.5 below.

4.2.5 The arbitrator's award may be enforced by any court of competent jurisdiction upon the filing of this Agreement and all other relevant documents referred to above in the following manner. The party filing such enforcement proceedings shall give written notice to the other party. In a proceeding to obtain a temporary order enforcing the arbitrator's award as issued under this Article, all parties waive the right to a hearing and agree that such proceeding may be *ex parte*. However, such agreement does not waive any party's right to seek or participate in a hearing for a final order of enforcement. Any court order enforcing the arbitrator's award shall be served on all parties by hand or delivered by certified mail.

4.2.6 Any rights created by statute or law governing arbitration proceedings inconsistent with the above procedure, or which interfere with compliance with the above procedure, are waived by the parties.

4.2.7 The fees and expenses of the arbitrator shall be divided equally between the party instituting the arbitration proceedings provided in this Article and the party alleged to be in breach of its obligation under this Article.

4.2.8 Should either the permanent or the alternate arbitrator identified above no longer work as a labor arbitrator, the City and the Council shall mutually agree

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to a replacement.

ARTICLE V - PRE-JOB CONFERENCES

5.1 Timing: The Project Manager shall convene and conduct, at a location and time mutually agreeable to the Council, a pre-job conference with the Unions and the representatives of all involved Contractors/Employers, who shall be prepared to announce craft assignments and discuss in detail the scope of work and the other issues set forth below, at least fourteen (14) calendar days prior to:

(a) The commencement of any Covered Work, and

(b) The commencement of Project Covered Work on any subsequently awarded Construction Contract.

5.2 The pre-job conference shall be attended by a representative of each participating Contractor and each affected Union, and the Council and City may attend at their discretion.

5.3 The pre-job conference shall include but not be limited to the following subjects:

(a) A listing of each Contractor's scope of work;

(b) The craft assignments;

(c) The estimated number of craft workers required to perform the work;

(d) Transportation arrangements;

(e) The estimated start and completion dates of the work; and

(f) Discussion of pre-fabricated materials.

5.4 Review Meetings: The City and the Council shall have the right to call a meeting of the appropriate parties to ensure the terms of this Agreement are being fulfilled.

ARTICLE VI - NO DISCRIMINATION

6.1 The Contractors/Employers and the Unions agree to comply with all anti-discrimination provisions of federal, state, and local law, to protect employees and applicants for employment, on the Project.

ARTICLE VII - UNION REPRESENTATION AND REFERRAL

7.1 The Contractors/Employers recognize the Unions as the sole bargaining representative of all craft employees performing Covered Work under this Agreement, and all such employees must be represented by a Union for the

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duration of their employment on the Project.

7.2 The Contractors/Employers shall make and transmit all deductions for Union dues, fees, and assessments that have been authorized by employees in writing in accordance with the applicable Master Agreement. This Agreement does not require any employee of a non- Union contractor to join a Union or to pay dues or fees to a Union as a condition of working on the Project; however, nothing in this Article is intended to supersede the requirements of the applicable Master Agreements as to Contractors/Employers signatory to such Master Agreements and as to employees of those Contractors/Employers who are performing Covered Work.

7.3 Authorized representatives of the Unions shall have access to a Project whenever work covered by this Agreement is being, has been, or will be performed on the Project.

7.4 Contractor(s)/Employer(s) performing construction work on a Project shall, in filling craft job requirements, utilize and be bound by the registration facilities and referral systems established or authorized by the Unions signatory hereto. The Contractor(s)/Employer(s) shall have the right to reject any applicant referred by the Union(s), in accordance with the applicable Master Agreement.

7.5 Contractor(s)/Employer(s) shall have the unqualified right to select and hire directly all supervisors above the level of general foreman it considers necessary and desirable, without such persons being referred by the Union(s), unless such craft construction employee is covered by a Master Agreement.

7.6 In the event that referral facilities maintained by the Union(s) are unable to fill the requisition of a Contractor/Employer for employees within a forty-eight (48) hour period (Saturdays, Sundays and Holidays excluded) after such requisition is made by the Contractor/Employer, the Contractor/Employer shall be free to obtain the worker(s) from any source. A Contractor/Employer who hires a worker(s) pursuant to this section shall immediately provide the appropriate Union with the name and address of such worker(s) and shall immediately direct such worker(s) to the appropriate Union hiring hall to be referred for work on the Project.

7.7 Local Hire: It is in the interest of the parties to this Agreement to facilitate employment of Local Area residents and to use Local Area resources in construction of the Project. The objective of the parties is that at least twenty-five percent (25%) of the total work hours for the Project shall be performed by Local Area residents and that a minimum of twenty-five percent (25%) of all new hires will be from the Local Area. The Unions will exert their utmost efforts to recruit and refer sufficient numbers of skilled craft persons from the Local Area who possess the requisite skills and qualifications to fulfill the needs of the Contractor(s) and the requirements of this Article. To the fullest extent allowed by law and the Unions' lawful hiring hall provisions, residents of the Local Area, including journeymen and apprentices, shall be referred for Project

work covered by this Agreement in the following order: 1) residents of the cities of Pinole and Hercules; 2) residents of West Contra Costa County; 3) residents of Contra Costa County; and 4) those who reside within a 30-mile radius of the Project

7.8 Contractors shall utilize the "name-call", "re-hire", "transfer" and or "sponsorship" options, where available under a craft's Master Agreement and the Union hiring hall rules, to maximize the participation of Local Area Residents on the Project.

7.9 Contractors shall maintain an updated list containing the craft classification of any worker hired for the Project along with that worker's city and zip code and Contractors shall provide that list to the City and/or Council upon request. Alternatively, the City and/or Council may request certified payroll records from the Contractors. For the purposes of establishing residency, Post Office boxes will not be accepted.

ARTICLE VIII - WAGES AND BENEFITS

8.1 The Contractors/Employers agree to pay contributions to the vacation, pension and/or other deferred compensation plan, apprenticeship, worker protection and assistance, and health benefit funds established by the applicable Master Agreement(s) for each hour worked on a Project, in the amounts designated in the applicable Master Agreement(s).

8.2 By signing this Agreement, the Contractors/Employers adopt and agree to be bound by the written terms of the legally established Trust Agreements described in Section 8.1, which may from time to time be amended, specifying the detailed basis upon which payments are to be made into, and benefits paid out of, such Trust Funds. The Contractors/Employers authorize the parties to such local Trust Agreements to appoint trustees and successor trustees to administer the Trust Funds and hereby ratify and accept the trustees so appointed as if they were appointed by the Contractors/Employers. The Contractors/Employers agree to execute a separate subscription agreement(s) when such Trust Fund(s) requires such document(s).

8.3 Wages, Hours, Terms and Conditions of Employment: The wages, hours and other terms and conditions of employment on a Project shall be governed by the Master Agreement of the respective craft, to the extent such Master Agreement is not inconsistent with this Agreement. Where a subject is covered by the Master Agreement and not covered by this Agreement, the Master Agreement will prevail. When a subject is covered by both the Master Agreement and this Agreement, to the extent there is any inconsistency, this Agreement will prevail.

8.4 Holidays: Holidays shall be as set forth in the applicable Master Agreement.

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ARTICLE IX - APPRENTICES

9.1 Recognizing the need to develop adequate numbers of competent workers in the construction industry, including on public works projects, the Contractors/Employers shall employ apprentices from a California state-approved Joint Apprenticeship Training Program in their respective crafts, to perform such work as is within their capabilities and that is customarily performed by the craft in which they are indentured.

9.2 Apprentice ratios will be in compliance with the provisions of the California Labor Code and the applicable state prevailing wage determination.

9.3 The objective of the parties is that at least twenty-five percent (25%) of the apprentices employed on the Project will be from the Local Area. Apprentices shall be given priority in hiring in the following order: 1) residents of the cities of Pinole and Hercules; 2) residents of West Contra Costa County; and 3) residents of Contra Costa County; and 4) those who reside within a 30-mile radius of the project. The prioritization of apprenticeship hiring shall be consistent with the law, hiring hall procedures of the Unions, and the standards and procedures of the JATC. The Contractors shall reach this goal through utilization of the normal hiring hall procedures. The Unions are committed to working with the Contractors to achieve these goals. All Local Area apprentices referred to Contractors under this Agreement shall be enrolled in State of California approved Joint Apprentice Training Programs as per Section 9.1. The employment of apprentices shall count toward the 25% local hiring goal in Section 7.8.

9.4 The Council and the City shall collaborate to develop and improve pathways for City residents to enter JATC apprenticeship programs and pre-apprenticeship programs that use the Council's MC3 curriculum, in partnership with the Construction Trades Workforce Initiative ("CTWI"), the Council's non-profit training partner.

9.5 Consistent with the Master Agreements, there shall be no restriction on the utilization of apprentices in performing the work of their craft provided they are properly indentured and supervised.

ARTICLE X - HELMETS TO HARDHATS

10.1 The Contractors/Employers and Unions recognize a desire to facilitate the entry into the building and construction trades of veterans who are interested in careers in the building and construction industry. The Contractors/Employers and Unions agree to utilize the services of the Center for Military Recruitment, Assessment and Veterans Employment (hereinafter “Center”) and the Center's "Helmets to Hardhats" program to serve as a resource for preliminary orientation, assessment of construction aptitude, referral to apprenticeship

programs or hiring halls, counseling and mentoring, support network, employment opportunities and other needs as identified by the parties.

10.2 The Unions and Contractors/Employers agree to coordinate with the Center to participate in an integrated database of veterans interested in working on the Projects and of apprenticeship and employment opportunities for the Projects. To the extent permitted by law, the Unions will give credit to such veterans for bona fide, provable past experience.

ARTICLE XI - COMPLIANCE

11.1 It shall be the responsibility of the Contractors/Employers and Unions to investigate and monitor compliance with the provisions of Article VIII of this Agreement. Nothing in this Agreement shall be construed to interfere with or supersede the usual and customary legal remedies available to the Unions and/or employee benefit Trust Funds to collect delinquent wages or Trust Fund contributions from Contractors/Employers on a Project. Because the Projects are public works subject to the California Labor Code, the City shall monitor and enforce the Contractors/Employers' compliance with state prevailing wage requirements as well as this Agreement.

ARTICLE XII - GRIEVANCE ARBITRATION PROCEDURE

12.1 Project Labor Disputes: All disputes involving the application or interpretation of a Master Agreement to which a Contractor/Employer and a Union are parties shall be resolved pursuant to the resolution procedures of the Master Agreement. All disputes relating to the interpretation or application of this Agreement, other than disputes under Article IV and Article XIII, shall be subject to resolution by the grievance arbitration procedures set forth in this Article.

12.2 Employee Discipline: All disputes involving the discipline and/or discharge of an employee working on a Project shall be resolved through the grievance and arbitration provisions contained in the Master Agreement for the craft of the affected employee. No employee working on a Project shall be disciplined or discharged without just cause.

12.3 No grievance shall be recognized unless the grieving party (Union or District Council on its own behalf, or on behalf of an employee whom it represents, or a Contractor/Employer on its own behalf) provides notice in writing to the party with whom it has a dispute within five (5) business days after becoming aware of the dispute but in no event more than thirty (30) business days after it reasonably should have become aware of the event giving rise to the dispute. Time limits may be extended by mutual agreement of the parties.

12.4 Grievances shall be settled according to the following procedures:

Step 1: Within five (5) business days after the receipt of the written notice of the grievance, the representative of the involved Union or District Council, or his/her

designee, and the representative of the involved Contractor/Employer, shall confer and attempt to resolve the grievance.

Step 2: If the grievance is not resolved at Step 1, within five (5) business days of the Step 1 meeting or the conclusion of efforts to resolve the grievance at Step 1, the alleged grievance may be referred in writing by either involved party to the Business Manager(s) of the affected Union(s) involved and the Labor Relations Manager of the Contractor/Employer, or the Contractor/Employer's designated representative, for discussion and resolution. This time limit may be extended by mutual consent of both parties. Regardless of which party has initiated the grievance, the Union shall notify its International Union representative prior to the Step 2 meeting, and the International Union representative shall advise if it intends to participate in the Step 2 meeting. The Project Manager and the Council shall have the right to participate in any efforts to resolve the dispute at Step 2.

Step 3: If the grievance is not resolved at Step 2, either party may request the dispute be submitted to arbitration within five (5) business days of the Step 2 meeting or the conclusion of efforts to resolve the grievance at Step 2. This time limit may be extended by mutual consent of both parties. Within five (5) business days after referral of a dispute to arbitration, the representatives shall notify the permanent arbitrator designated in Article IV, or if not available, the alternate arbitrator designated in Article IV, for final and binding arbitration. If the permanent arbitrator or the alternate is not available, an arbitrator shall be selected by the alternate striking method from the list of three (3) below. The order of striking names from the list of arbitrators shall be determined by a coin toss, the winner of which shall decide whether they wish to strike first or second.

a) David Weinberg
b) Carol Vendrillo
c) Morris Davis

12.5 The decision of the arbitrator shall be final and binding on all parties. The arbitrator shall have no authority to change, amend, add to or detract from any of the provisions of the Agreement. The expense of the arbitrator shall be borne equally by both parties. The arbitrator shall arrange for a hearing on the earliest available date from the date of his/her selection. A decision shall be given to the parties within five (5) calendar days after completion of the hearing unless such time is extended by mutual agreement. A written opinion may be requested by a party from the presiding arbitrator.

12.6 The time limits specified at any step of the grievance procedure may be extended by mutual agreement of the parties. However, failure to process a grievance, or failure to respond in writing within the time limits provided above, without an agreed upon extension of time, shall be deemed a waiver of such grievance without prejudice, or without precedent to the processing and/or resolution of like or similar grievances or disputes.

12.7 In order to encourage the resolution of disputes and grievances at Steps 1 and 2 of this grievance procedure, the parties agree that such settlements shall not be precedent setting.

12.8 Retention: At the time a grievance is submitted under this Agreement or any Master Agreement, the Union(s) may request that the City withhold and retain an amount from what is due and owing to the Contractor(s) against whom the grievance is filed, or its higher-tier Contractor, sufficient to cover the damages alleged in the grievance, should the Union(s) prevail. Provided doing so is not a violation of law or contract, the amount shall be retained by the City until such time as the underlying grievance giving rise to the retention is withdrawn, settled, or otherwise resolved, and the retained amount shall be paid to whomever the parties to the grievance shall decide, or to whomever an arbitrator shall so order.

12.9 Should any of the arbitrators listed in this Article or Article IV no longer work as a labor arbitrator, the City and the Council shall mutually agree to a replacement.

ARTICLE XIII - WORK ASSIGNMENTS AND JURISDICTIONAL DISPUTES

13.1 The assignment of Covered Work will be solely the responsibility of the employer performing the work involved; and such work assignments will be in accordance with the Plan for the Settlement of the Jurisdictional Disputes in the Construction Industry (the "Plan") or any successor Plan.

13.2 All jurisdictional disputes on this Project between or among the building and construction trades Unions and the Employers parties to this Agreement, shall be settled and adjusted according to the present Plan established by the Building and Construction Trades Department or any other plan or method of procedure that may be adopted in the future by the Building and Construction Trades Department. Decisions rendered shall be final, binding and conclusive on the Employers and Unions parties to this Agreement.

13.3 If a dispute arising under this Article involves the Northern California Carpenters Regional Council or any of its subordinate bodies, an arbitrator shall be chosen by the procedures specified in Article V, Section 5 of the Plan from a list composed of John Kagel, Thomas Angelo, Robert Hirsch and Thomas Pagan, and the arbitrator's hearing on the dispute shall be held at the offices of the California State Building and Construction Trades Council in Sacramento, California within fourteen (14) calendar days of the selection of the arbitrator. All other procedures shall be as specified in the Plan.

13.4 All jurisdictional disputes shall be resolved without the occurrence of any strike, work stoppage, or slow-down of any nature, and the Employer's assignment shall be adhered to until the dispute is resolved. Individual employees violating this section shall be subject to immediate discharge.

13.5 Each Employer will conduct a pre-job conference with the Council prior to commencing work. The City and the Project Manager will be advised in advance of all such conferences and may participate if they wish. Pre-job conferences for different Employers may be held together.

ARTICLE XIV - MANAGEMENT RIGHTS

14.1 Consistent with the Master Agreements, the Contractor(s)/Employer(s) shall retain full and exclusive authority for the management of their operations, including the right to direct their work force in their sole discretion. No rules, customs or practices shall be permitted or observed which limit or restrict production, or limit or restrict the working efforts of employees, except that all lawful manning provisions in the Master Agreement shall be recognized.

ARTICLE XV - DRUG AND ALCOHOL TESTING

15.1 The use, sale, transfer, purchase and/or possession of a controlled substance, alcohol and/or firearms at any time during the work day is prohibited.

15.2 Drug and alcohol testing shall be conducted in accordance with the substance abuse prevention policies set forth in the applicable Master Agreement.

ARTICLE XVI - SAVINGS CLAUSE

16.1 If any article, provision, clause, sentence or word of this Agreement is determined to be illegal or void as being in contravention of any applicable law, by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect. The parties further agree that if any article, provision, clause, sentence or word of the Agreement is determined to be illegal or void, by a court of competent jurisdiction, the parties shall substitute, by mutual agreement, in its place and stead, an article, provision, clause, sentence or word that will meet the objections to its validity and will be in accordance with its original intent.

16.2 In the event a decision of a court of competent jurisdiction materially alters the terms of this Agreement such that the intent of the parties is defeated, then the entire Agreement shall be null and void.

16.3 If a court of competent jurisdiction determines that all or part of the Agreement is invalid and/or enjoins the City from complying with all or part of the Agreement's provisions, and the City accordingly determines that compliance with this Agreement will not be required to perform work under a Construction Contract, the Unions will no longer be bound by the provisions of Article IV.

ARTICLE XVII - TERM

17.1 This Agreement shall apply until the Completion of each Project in accordance with Sections 1.4 and 2.2.

17.2 This Agreement shall become effective on the Effective Date. It shall remain in full force and effect for a period of five (5) years from the Effective Date. At least six (6) months prior to each five (5) year anniversary of the Effective Date, the parties agree to meet to discuss the Agreement, any proposed changes, and whether each party desires to extend the Agreement. Prior to the five (5) year anniversary of the Effective Date, the City shall present to the City Council on the status of the Agreement. Absent changes or termination by written notice of either the City or the Council, the Agreement will roll over for an additional five (5) years.

ARTICLE XVIII - MISCELLANEOUS PROVISIONS

18.1 The section headings contained in this Agreement are inserted for convenience only and shall not affect in any way the meaning or interpretation of this Agreement. All defined terms used in this Agreement shall be deemed to refer to the singular and/or plural, in each instance as the context and/or particular facts may require.

18.2 This Agreement may be executed in counterparts, such that original signatures may appear on separate pages and when bound together all necessary signatures shall constitute an original. Faxed or emailed signature pages transmitted to other parties to this Agreement shall be deemed the equivalent of original signatures.

18.3 Each of the persons signing this Agreement represents and warrants that such person has been duly authorized to sign this Agreement on behalf of the party indicated, and each of the parties signing this Agreement warrants and represents that such party is legally authorized and entitled to enter into this Agreement.

18.4 The parties acknowledge that this is a negotiated agreement, that they have had the opportunity to have this Agreement reviewed by their respective legal counsel, and that the terms and conditions of this Agreement are not to be construed against any party on the basis of such party's draftsmanship thereof.

18.5 All defined terms used in this Agreement shall be deemed to refer to the singular and/or plural, in each instance as the context and/or particular facts may require.

[SIGNATURES TO FOLLOW]

CONTRA COSTA COUNTY BUILDING AND CONSTRUCTION TRADES COUNCIL By:_____	Date:_____
CITY OF PINOLE By:_____ Andrew Murray, City Manager	Date:_____
ATTEST: By: _____ Heather Bell, City Clerk	Date:_____
APPROVED AS TO FORM: By:_____ Eric Casher, City Attorney	Date:_____

(NOTE TO SELF: REMOVE THE TABLE BORDERS FOR EXECUTION AND THIS NOTE)

Return to Agenda

UNION SIGNATURE (PAGES)

Addendum A
AGREEMENT TO BE BOUND

[Date]
[Addressee]
[Address]

Re: Project Stabilization Agreement for the City of Pinole
Agreement to be Bound

Dear _____:

The undersigned confirms that it agrees to be a party to and bound by the Project Stabilization Agreement for the City of Pinole ("Agreement") as such Agreement may, from time to time, be amended by the parties or interpreted pursuant to its terms.

By executing this Agreement to be Bound, the undersigned subscribes to, adopts and agrees to be bound by the written terms of the legally established trust fund documents as set forth in Section 8.1 of the Agreement, as they may from time to time be amended, specifying the detailed basis upon which contributions are to be made into, and benefits made out of, such trust funds, and ratifies and accepts the trustees appointed by the parties to such trust funds. The undersigned agrees to execute a separate subscription agreement(s) for such trust funds when such trust fund(s) require(s) such document(s).

The obligation to be a party to and bound by the Agreement shall extend to all work covered by the Project Stabilization Agreement for the City of El Pinole undertaken by the undersigned. The undersigned shall require all of its subcontractors, of whatever tier, to become similarly bound for all their work within the scope of the Agreement by signing an identical Agreement to be Bound.

This letter shall constitute a subscription agreement, to the extent of the terms of the letter.

CONTRACTOR/SUBCONTRACTOR:_____

California Contractor State License No. or Motor Carrier (CA) Permit No.:_____

Name of Authorized Person (print):_____

Signature of Authorized Person:_____

Title of Authorized Person:_____

Telephone Number of Authorized Person:_____

Address of Authorized Person:_____

State Public Works Registration Number:_____

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CITY COUNCIL REPORT
REPORT

12A

DATE: **NOVEMBER 7, 2023**

TO: **MAYOR AND COUNCIL MEMBERS**

FROM: **MARKISHA GUILLORY, FINANCE DIRECTOR**

SUBJECT: **LONG-TERM FINANCIAL PLAN FORECAST AND STRATEGIES**

RECOMMENDATION

City staff recommends that the City Council receive a report on the City's preliminary twenty-year General Fund status quo financial forecast (Fiscal Year (FY) 2024/25 - FY 2044/45) and potential strategic options to address the forecasted budget deficits; and direct staff to model specific options in the next version of the financial forecast.

BACKGROUND

A long-term financial forecast estimates an entity's future revenues and expenditures based on assumptions about the entity's future activities and operating environment. The purpose of a long-term financial forecast is to identify future financial opportunities and challenges.

For a number of years, the City has created long-term (five year) financial forecasts as part of the Long-Term Financial Plan (LTFP) and annual operating and capital budget. The City has particularly focused on long-term "status quo" forecasts for the General Fund. A status quo financial forecast estimates the City's future revenues and expenditures if the City maintains status quo (current) service and staffing levels. Such a forecast answers the question of whether the City is expected to have a balanced budget (revenues equal or exceed expenditures) in the future if the City does not change anything about its service, staffing levels, and revenue mechanisms. The forecast focuses on the General Fund because it is the largest and most flexible pool of City resources.

Staff presented an extended ten-year financial forecast with the FY 2023/24 budget. The forecast has been extended further to cover a period of twenty years (Attachment A). Staff used the FY 2023/24 baseline budget as the starting point for the twenty-year General Fund forecast. Staff then applied quantitative and qualitative methods to forecast future revenues and expenditures, as described below.

The City engaged the consulting firm, Baker Tilly, to assist the City with strategic financial planning, including:

- Developing an understanding of current fiscal conditions and service levels.

- Reviewing the City's financial forecast and extending it to twenty years.
- Identifying gaps between current conditions and desired conditions as well as funding gaps.
- Developing strategies in conjunction with City staff to close any identified gaps.
- Working with staff to gather feedback from elected officials and the public on potential budget strategies.
- Developing a draft and final long-term financial plan.

To address the forecasted budget deficits shown in the long-term financial forecast, Baker Tilly, along with staff, identified potential options to enhance revenue and reduce expenditures to achieve fiscal sustainability. Baker Tilly will present the options for the City Council's consideration. Staff recommends that the City Council provide direction on which options to model in the next version of the forecast.

REVIEW AND ANALYSIS

Based on the assumptions described below, the twenty-year General Fund status quo financial forecast shows that the City's ongoing General Fund revenues are forecasted to grow at a slower rate than its ongoing expenditures, which results in a growing imbalance over time. Over the twenty-year period, General Fund revenues are forecasted to grow at approximately 3% annually whereas expenditures are forecasted to grow at approximately 4% annually. In addition, the forecast anticipates that the City will exhaust the Pension Trust Fund in FY 2029/30, after which normal General Fund revenues will need to cover the cost of the City's significantly increased employee pension expenses. Staff worked with consulting firm, Baker Tilly, to identify potential strategies to enhance revenue and reduce expenditures in order to balance future budgets. The options will be presented for the City Council's consideration.

Attachment A illustrates the General Fund revenues and expenditures forecasted for the next twenty years.

It is important to note that forecasts are less reliable for distant future years and are sensitive to changes in assumptions. The twenty-year General Fund status quo financial forecast expands on the ten-year forecast included in the Fiscal Year (FY) 2023/24 Operating and Capital Budget document. Once finalized, the twenty-year forecast will also be included in the forthcoming Long-Term Financial Plan (LTFP) that the City anticipates completing in early 2024. An objective of the LTFP will be to identify strategies to address this forecasted imbalance in the General Fund as well as address the City's two large unfunded liabilities, which are deferred capital maintenance and other post-employment benefits (OPEB) expenses.

Revenues

Property Tax

Property tax is an ad valorem tax levied on real property. The fixed statutory rate, set by Proposition 13, is 1% of assessed valuation. The City receives approximately 19% of the total property tax levied on property located within its boundaries. Property tax is made up of four components - secured (basic and Redevelopment Property Tax Trust Fund (RPTTF)); unsecured; supplemental; and property transfer tax. The forecast assumes an average 4% growth rate consistent with projections provided by HdL, the City's sales tax consultant. The forecast does not account for any potential new construction. The 19% growth rate expected in FY 2023/24 is primarily due to an increase in RPTTF resulting from the retirement of a significant former Redevelopment Agency debt that was paid off in FY 2023/24.

Sales Tax

The overall sales tax rate on purchases made in Pinole is 9.75%. Of that amount, the City receives the statewide standard 1% (referred to as the Bradley Burns sales tax) plus 0.5% due to Measure S 2006 and 0.5% due to Measure S 2014. The forecast assumes an average 3% growth rate in the City's sales tax revenue, consistent with projections provided by HdL, the City's sales tax consultant. Currently, there is discussion at the State level about revisiting the methodology used to determine sales tax revenue allocated to cities for online sales. While this could have implications on the City's sales tax revenue in future years, the forecast does not account for any significant changes since decisions have not been made.

Utility Users' Tax

The City levies an 8% utility users' tax (UUT) on the value of public utilities services consumed within the City limits for electricity, gas, and telecommunications. The UUT was originally established in 1998 and extended in 2004 and 2018. The forecast assumes an average 3% growth rate based on trends.

Franchise Fees

The City levies a franchise fee on organizations that use the public right of way to furnish gas (PG&E) (1%) and electricity (PG&E) (2%), refuse (Republic Services) (10%), and cable television (Comcast and AT&T) (5%) services to citizens living within the City's boundaries. The fees are defined in the franchise agreements between the City and the organizations and are paid directly to the City by these franchisees. The forecast assumes an average 1% growth rate based on trend analysis. While franchise fee revenue has grown collectively, one of the major services, cable, has had flat to low growth. One factor is the change in consumer preference from traditional cable to streaming services.

Intergovernmental Tax

Intergovernmental Tax is the motor vehicle license fee (VLF), also known as the automobile in-lieu tax, which is imposed on the ownership of a motor vehicle in-lieu of taxing it as personal property. The VLF is paid annually by vehicle owners to the State at the time vehicle registrations are renewed based on a vehicle's current value. The forecast assumes an average 4% growth rate, consistent with projections provided by HdL, the City's property tax consultant.

Transient Occupancy Tax

The City's transient occupancy tax (TOT) imposes a 10% tax for the privilege of occupying quarters on a transient basis in accordance with Chapter 3.24 of Municipal Code. This tax is imposed upon persons staying 30 days or less in a motel or lodging facility. The forecast assumes an average 3% growth rate based on trends.

Business License Tax

The City's business license tax is assessed on all businesses operating within City limits in accordance with Municipal Code Title 5. The City charges business license tax in accordance with the provisions of Government Code 37101. Pinole's tax is computed based on a flat tax (currently $160) per year combined with a variable tax component based on the number of employees engaged in each business. The forecast assumes an average 3% growth rate based on trends.

Public Safety Charges

Public safety charges are the revenues received from the cities of Hercules and San Pablo for police dispatch services that Pinole provides to those jurisdictions under an Intergovernmental Service Sharing agreement. Under the current agreement, the City recovers approximately 72% of the total cost of performing dispatch services for the three jurisdictions. The forecast assumes an average 5% growth rate based on cost projections contained in the new agreement that went into effect July 1, 2023.

Other Revenue

Other revenue is made up of all other revenue sources, such as fees, permits, interest income, grants, reimbursements, and other miscellaneous revenue. These revenues are projected primarily using trend analysis. The forecast assumes an average 1% growth rate.

Transfers In

The transfer in shown comes from the Pension Section 115 Trust to offset the increase in pension costs in the General Fund. The amount transferred is based on the

difference between the City's base year (FY 2018/19) contribution toward employee pensions and the forecasted required City contribution in future years.

Expenditures

Salaries and Wages

The forecast for salaries and wages is based on the City's current staffing level (116) full-time equivalents (FTEs), future salary increases for different classifications already agreed upon in the City's current labor memorandums of understanding (MOUs), and an assumption about salary increases after current labor MOUs expire in FY 2024/25 (3% annually). The forecast includes a savings factor equal to 4% of total annual salary and benefits expenditures to account for savings resulting from position vacancies.

Benefits

The cost of retirement benefits is the City's annual required contribution for employees' pension to the California Public Employees' Retirement System (CalPERS). The City's annual required contribution is determined by an annual actuarial valuation report, the most recent of which is as of July 2022. The forecast reflects the net cost to the City (the required total contribution minus the employee contributions). All classic employees currently contribute the required employee contribution plus a portion of the employer's contribution for a total of 15%. Employees under the Public Employees' Pension Reform Act (PEPRA) contribute the employee contribution only, which is 50% of the total required contribution. Rates are approximately 8% for miscellaneous employees and 14% for sworn employees.

Other benefits include employee medical/dental/vision care, workers' compensation, and others. The benefits cost in the forecast is based primarily on trends and information provided by service providers. The forecast assumes an average 4.5% annual growth rate for all non-pension benefits.

Operations and Maintenance

Operations and maintenance is primarily discretionary and non-personnel related expenditures, such as professional services, utilities, and materials and supplies. The forecast assumes an average 3% increase to account for anticipated inflation consistent with long-term historical trends.

Capital Outlay

Capital outlay includes non-major asset acquisition and improvements, such as computer equipment and furniture. The forecast assumes an average 3% growth rate to account for anticipated inflation consistent with long-term historical trends.

Major one-time capital improvements are not reflected in the status quo forecast. Though they may span multiple fiscal years, capital projects are non-recurring in nature and are not accounted for in the baseline budget or forecast. The City develops a separate Five-Year Capital Improvement Plan (CIP) to plan for and appropriate funds to capital improvement projects. Each fiscal year, capital needs are assessed and prioritized through the capital improvement planning process. Several capital projects are funded by the General Fund unassigned fund balance.

Contra Costa County Fire Protection District Fire Services Contract

The City contracts with the Contra Costa County Fire Protection District (CCCFPD) for fire protection and emergency medical services provided to Pinole residents. The forecast assumes an average 5% growth rate in line with the inflation factor built into the agreement. The forecast assumes that the agreement will extend beyond the initial five-year term, and that the contribution from Measure X to offset the costs will also continue.

Debt Service

Debt service is solely comprised of the payment of principal and interest on the 2006 pension obligation bonds (POBs) that were issued to pay down the City's unfunded accrued actuarial liability with CalPERS. The future years are forecasted based on the long-term debt obligation schedule. This debt will be fully paid and retired in FY 2035/36.

Transfers Out

Transfers out includes the transfer of funds from the General Fund to other funds to support Recreation and Pinole Community Television (PCTV) operations. The transfer helps to stabilize the budgets in those areas as their operating costs are not fully recoverable. The forecast assumes a flat dollar amount consistent with past practice although subsidy amounts may fluctuate from year to year. The forecast assumes a 3% increase to account for anticipated inflation.

Fund Balance

General Fund Balance and General Reserves

Fund balance is the accumulation of surplus funds for fiscal years in which revenues exceeded expenditures. The Preliminary Fund Balance is the estimated General Fund fund balance before any transfers are made out of the General Fund to the General Reserve per the Reserve Policy. The Reserve Policy requires that an amount equal to 50% of total General Fund ongoing expenditures be set aside in a separate fund, the General Reserve, to maintain adequate financial resources in the event of financial distress. Under current forecast assumptions, the General Fund fund balance shows a negative balance starting in FY 2029/30.

Pension Trust Fund Balance

In June 2018, the City established a Section 115 Trust to set aside resources to offset the City's significant unfunded pension liability and anticipated significant increases in the City's future annual required contributions to CalPERS. The City withdraws resources from the trust to remit to CalPERS such that the General Fund's contribution to CalPERS for any year would be held level at the City's contribution in FY 2018/19, the baseline year. The pension fund balance will continue to decrease as funds are withdrawn each year because the trust was funded with one-time proceeds as its only source of funding. Under the current methodology, funds in the trust are projected to be exhausted in FY 2029/30.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

A – Twenty-Year General Fund Status Quo Financial Forecast (Fiscal Year (FY) 2024/25 Through FY 2044/45)

ATTACHMENT A

CITY OF PINOLE
LONG-TERM FINANCIAL FORECAST

GENERAL FUND SUMMARY INCLUDES MEASURE S 2006 & 2014	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actuals	2023-24 Revised Budget	2024-25 Forecast	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast	2028-29 Forecast	2029-30 Forecast	2030-31 Forecast	2031-32 Forecast
REVENUE														
PROPERTY TAX	3,837,167	4,514,755	4,091,345	4,307,208	5,055,790	5,678,211	6,082,557	6,283,282	6,527,701	6,723,532	6,925,238	7,132,996	7,346,985	7,567,395
SALES TAX	3,994,720	3,788,080	4,303,800	4,612,708	4,396,002	4,621,023	4,724,310	4,853,173	5,004,328	5,160,972	5,315,801	5,475,275	5,639,533	5,808,719
MEAS S 2006 & 2014 LOCAL SALES TAX	4,286,328	3,901,837	4,623,561	5,000,917	4,932,349	4,972,000	5,084,000	5,222,000	5,384,000	5,554,000	5,720,620	5,892,239	6,069,006	6,251,076
UTILITY USERS TAX	1,812,844	1,809,832	1,939,726	2,063,773	2,312,830	2,085,485	2,168,904	2,255,661	2,345,887	2,439,722	2,537,311	2,638,804	2,744,356	2,854,130
FRANCHISE TAX	735,311	750,001	751,598	788,146	813,494	794,658	802,605	810,631	818,737	826,924	835,194	843,545	851,981	860,501
INTERGOVERNMENTAL TAX	1,836,501	1,952,717	2,034,203	2,108,808	2,247,072	2,319,918	2,385,435	2,460,102	2,544,912	2,645,006	2,750,806	2,860,838	2,975,272	3,094,283
TRANSIENT OCCUPANCY TAX	485,499	444,453	446,105	487,687	456,288	453,200	466,796	480,800	495,224	510,081	525,383	541,145	557,379	574,100
BUSINESS LICENSE TAX	399,258	382,051	349,733	441,779	438,329	450,014	463,514	477,420	491,742	506,495	521,690	537,340	553,460	570,064
CHARGES FOR SERVICES	967,318	1,260,013	1,345,588	1,477,492	1,598,997	1,690,769	1,773,807	1,860,998	1,952,547	2,048,675	2,151,109	2,258,664	2,371,597	2,490,177
OTHER REVENUE	867,167	735,100	778,115	517,341	720,542	558,094	563,675	569,312	575,005	580,755	586,562	592,428	598,352	604,336
LOAN/BOND PROCEEDS	1,500,000	500,000	55,197											
Total Revenue	**20,722,114**	**20,038,840**	**20,718,971**	**21,805,860**	**22,971,692**	**23,623,372**	**24,515,604**	**25,273,377**	**26,140,084**	**26,996,162**	**27,869,714**	**28,773,274**	**29,707,922**	**30,674,782**
TRANSFERS IN	6,290,688				4,071,404									
PENSION TRANSFER IN (FY 19/20 alloc)			851,061											
PENSION TRANSFER IN			476,366	1,061,736	2,160,519	2,245,480	2,402,664	2,498,770	2,598,721	2,702,670	2,810,777	2,923,208		
Total Sources	**27,012,802**	**20,038,840**	**22,046,398**	**22,867,596**	**29,203,616**	**25,868,852**	**26,918,267**	**27,772,147**	**28,738,805**	**29,698,832**	**30,680,491**	**31,696,482**	**29,707,922**	**30,674,782**
EXPENDITURES														
SALARIES	8,595,485	9,182,685	9,687,549	10,550,396	11,006,433	9,722,569	10,111,472	10,414,816	10,727,260	11,049,078	11,380,551	11,721,967	12,073,626	12,435,835
BENEFITS - PERS RETIRE	1,792,259	2,451,411	2,772,015	3,093,184	3,671,621	3,093,085	3,520,320	3,771,880	4,067,520	4,347,960	4,856,400	5,125,440	5,248,560	5,535,840
BENEFITS - OTHER	3,079,458	2,864,033	2,720,522	2,937,424	3,213,165	3,235,361	3,380,952	3,533,095	3,692,084	3,858,228	4,031,848	4,213,282	4,402,879	4,601,009
OPERATIONS AND MAINTENANCE	1,917,711	2,462,533	2,685,146	3,810,724	4,106,001	2,144,196	2,408,522	2,480,778	2,555,201	2,631,857	2,710,813	2,792,137	2,875,901	2,962,178
FIRE SERVICES CONTRACT					1,709,496	5,484,781	5,647,816	5,997,349	6,364,929	6,755,616	7,093,397	7,448,067	7,820,470	8,211,493
DEBT SERVICE	643,846	606,554	558,607	608,736	619,393	611,107	636,100	651,100	721,100	721,100	721,100	721,100	721,100	848,100
CAPITAL OUTLAY	672,010	1,031,960	1,397,824	697,550	596,527	332,990	342,980	353,269	363,867	374,783	386,027	397,607	409,536	421,822
TRANSFERS OUT	21,732,833	1,255,058	1,588,652	2,410,402	2,003,825	1,458,756	1,502,519	1,547,594	1,594,022	1,641,843	1,691,098	1,741,831	1,794,086	1,847,908
Total Expenditures	**38,433,603**	**19,854,232**	**21,410,315**	**24,108,416**	**26,926,462**	**26,082,845**	**27,550,680**	**28,749,881**	**30,085,984**	**31,380,465**	**32,871,233**	**34,161,431**	**35,346,158**	**36,864,186**
Surplus/Deficit	**(11,420,801)**	**184,608**	**636,084**	**(1,240,820)**	**2,277,154**	**(213,993)**	**(632,413)**	**(977,734)**	**(1,347,179)**	**(1,681,633)**	**(2,190,742)**	**(2,464,949)**	**(5,638,236)**	**(6,189,404)**
Fund Balance, July 1	23,478,448	12,057,647	12,242,255	12,726,083	10,535,548	12,161,777	11,363,264	10,379,851	9,040,587	7,321,032	5,255,852	2,670,056	(201,798)	(6,259,146)
Preliminary Fund Balance, June 30	**12,057,647**	**12,242,255**	**12,878,338**	**11,485,263**	**12,812,702**	**11,947,784**	**10,730,851**	**9,402,117**	**7,693,408**	**5,639,399**	**3,065,110**	**205,107**	**(5,840,034)**	**(12,448,550)**
General Reserves Adjustment			-	(949,715)	(650,925)	(584,520)	(351,000)	(361,530)	(372,376)	(383,547)	(395,054)	(406,905)	(419,112)	(431,686)
Fund Balance, June 30	**12,057,647**	**12,242,255**	**12,726,083**	**10,535,548**	**12,161,777**	**11,363,264**	**10,379,851**	**9,040,587**	**7,321,032**	**5,255,852**	**2,670,056**	**(201,798)**	**(6,259,146)**	**(12,880,236)**
Pension Fund Balance, July 1	16,287,510	17,159,258	18,088,812	19,442,496	16,045,223	14,315,690	12,850,520	11,148,187	9,256,011	7,164,139	4,856,989	2,317,918		
Revenues - Interest	924,669	1,010,988	2,792,382	(2,248,500)	490,986	830,310	745,330	646,595	536,849	415,520	281,705	134,439		
Expenditure - Transfers Out			1,352,111	1,061,736	2,160,519	2,245,480	2,402,664	2,498,770	2,598,721	2,702,670	2,810,777	2,923,208		
Expenditures	52,921	81,434	86,587	87,037	60,000	50,000	45,000	40,000	30,000	20,000	10,000			
Pension Fund Balance, June 30	**17,159,258**	**18,088,812**	**19,442,496**	**16,045,223**	**14,315,690**	**12,850,520**	**11,148,187**	**9,256,011**	**7,164,139**	**4,856,989**	**2,317,918**	**(470,850)**	**-**	**-**
Fund Balance, July 1			7,457,116	7,492,770	8,192,602	9,025,297	9,944,792	10,670,203	11,444,501	12,260,196	13,119,256	14,023,737	14,975,790	15,977,658
Revenues - Interest			35,654	(249,883)	181,770	334,975	374,411	412,768	443,319	475,513	509,428	545,147	582,755	622,342
Revenues - Transfer In				949,715	650,925	584,520	351,000	361,530	372,376	383,547	395,054	406,905	419,112	431,686
General Reserve Balance, June 30	**7,137,963**	**7,457,116**	**7,492,770**	**8,192,602**	**9,025,297**	**9,944,792**	**10,670,203**	**11,444,501**	**12,260,196**	**13,119,256**	**14,023,737**	**14,975,790**	**15,977,658**	**17,031,685**

CITY OF PINOLE
LONG-TERM FINANCIAL FORECAST

GENERAL FUND SUMMARY INCLUDES MEASURE S 2006 & 2014	2032-33 Forecast	2033-34 Forecast	2034-35 Forecast	2035-36 Forecast	2036-37 Forecast	2037-38 Forecast	2038-39 Forecast	2039-40 Forecast	2040-41 Forecast	2041-42 Forecast	2042-43 Forecast	2043-44 Forecast	2044-45 Forecast
REVENUE													
PROPERTY TAX	7,794,417	8,028,249	8,269,097	8,517,170	8,772,685	9,035,865	9,306,941	9,586,150	9,873,734	10,169,946	10,475,044	10,789,296	11,112,975
SALES TAX	5,982,981	6,162,470	6,347,345	6,537,765	6,733,898	6,935,915	7,143,992	7,358,312	7,579,061	7,806,433	8,040,626	8,281,845	8,530,300
MEAS S 2006 & 2014 LOCAL SALES TAX	6,438,608	6,631,766	6,830,719	7,035,641	7,246,710	7,464,112	7,688,035	7,918,676	8,156,236	8,400,923	8,652,951	8,912,540	9,179,916
UTILITY USERS TAX	2,968,295	3,087,027	3,210,508	3,338,929	3,472,486	3,611,385	3,755,841	3,906,074	4,062,317	4,224,810	4,393,802	4,569,554	4,752,337
FRANCHISE TAX	869,106	877,797	886,575	895,441	904,395	913,439	922,573	931,799	941,117	950,528	960,033	969,634	979,330
INTERGOVERNMENTAL TAX	3,218,054	3,346,776	3,480,647	3,619,873	3,764,668	3,915,255	4,071,865	4,234,740	4,404,129	4,580,295	4,763,506	4,954,047	5,152,208
TRANSIENT OCCUPANCY TAX	591,323	609,063	627,335	646,155	665,539	685,506	706,071	727,253	749,071	771,543	794,689	818,530	843,085
BUSINESS LICENSE TAX	587,166	604,781	622,925	641,612	660,861	680,687	701,107	722,140	743,805	766,119	789,102	812,775	837,159
CHARGES FOR SERVICES	2,614,686	2,745,420	2,882,691	3,026,826	3,178,167	3,337,075	3,503,929	3,679,126	3,863,082	4,056,236	4,259,048	4,472,000	4,695,600
OTHER REVENUE	610,379	616,483	622,648	628,874	635,163	641,515	647,930	654,409	660,953	667,563	674,238	680,981	687,791
LOAN/BOND PROCEEDS													
Total Revenue	**31,675,016**	**32,709,834**	**33,780,490**	**34,888,285**	**36,034,572**	**37,220,753**	**38,448,285**	**39,718,679**	**41,033,506**	**42,394,395**	**43,803,041**	**45,261,201**	**46,770,701**
TRANSFERS IN													
PENSION TRANSFER IN (FY 19/20 alloc)													
PENSION TRANSFER IN													
Total Sources	**31,675,016**	**32,709,834**	**33,780,490**	**34,888,285**	**36,034,572**	**37,220,753**	**38,448,285**	**39,718,679**	**41,033,506**	**42,394,395**	**43,803,041**	**45,261,201**	**46,770,701**
EXPENDITURES													
SALARIES	12,808,910	13,193,177	13,588,973	13,996,642	14,416,541	14,849,037	15,294,508	15,753,344	16,225,944	16,712,722	17,214,104	17,730,527	18,262,443
BENEFITS - PERS RETIRE	5,725,840	5,953,840	6,252,288	6,137,523	5,724,357	5,010,588	4,766,937	4,653,930	4,481,817	3,797,965	3,277,017	3,607,831	1,804,182
BENEFITS - OTHER	4,808,054	5,024,417	5,250,515	5,486,789	5,733,694	5,991,710	6,261,337	6,543,098	6,837,537	7,145,226	7,466,761	7,802,765	8,153,890
OPERATIONS AND MAINTENANCE	3,051,043	3,142,575	3,236,852	3,333,958	3,433,976	3,536,996	3,643,105	3,752,399	3,864,971	3,980,920	4,100,347	4,223,358	4,350,058
FIRE SERVICES CONTRACT	8,622,068	9,053,172	9,505,830	9,981,122	10,480,178	11,004,187	11,554,396	12,132,116	12,738,722	13,375,658	14,044,440	14,746,662	15,483,996
DEBT SERVICE	848,100	848,100	848,100	848,100									
CAPITAL OUTLAY	434,476	447,511	460,936	474,764	489,007	503,677	518,788	534,351	550,382	566,893	583,900	601,417	619,459
TRANSFERS OUT	1,903,346	1,960,446	2,019,259	2,079,837	2,142,232	2,206,499	2,272,694	2,340,875	2,411,101	2,483,434	2,557,937	2,634,676	2,713,716
Total Expenditures	**38,201,838**	**39,623,237**	**41,162,754**	**42,338,734**	**42,419,985**	**43,102,694**	**44,311,766**	**45,710,112**	**47,110,473**	**48,062,818**	**49,244,507**	**51,347,236**	**51,387,744**
Surplus/Deficit	**(6,526,822)**	**(6,913,403)**	**(7,382,264)**	**(7,450,448)**	**(6,385,413)**	**(5,881,941)**	**(5,863,481)**	**(5,991,433)**	**(6,076,967)**	**(5,668,423)**	**(5,441,466)**	**(6,086,035)**	**(4,617,043)**
Fund Balance, July 1	(12,880,236)	(19,851,694)	(27,223,073)	(35,077,051)	(43,013,366)	(49,899,221)	(56,296,618)	(62,691,018)	(69,229,297)	(75,869,517)	(82,118,089)	(88,157,109)	(94,858,625)
Preliminary Fund Balance, June 30	**(19,407,058)**	**(26,765,097)**	**(34,605,336)**	**(42,527,500)**	**(49,398,779)**	**(55,781,162)**	**(62,160,099)**	**(68,682,451)**	**(75,306,265)**	**(81,537,940)**	**(87,559,555)**	**(94,243,144)**	**(99,475,668)**
General Reserves Adjustment	(444,636)	(457,975)	(471,715)	(485,866)	(500,442)	(515,455)	(530,919)	(546,847)	(563,252)	(580,150)	(597,554)	(615,481)	(633,945)
Fund Balance, June 30	**(19,851,694)**	**(27,223,073)**	**(35,077,051)**	**(43,013,366)**	**(49,899,221)**	**(56,296,618)**	**(62,691,018)**	**(69,229,297)**	**(75,869,517)**	**(82,118,089)**	**(88,157,109)**	**(94,858,625)**	**(100,109,613)**
Pension Fund Balance, July 1													
Revenues - Interest													
Expenditure - Transfers Out													
Expenditures													
Pension Fund Balance, June 30	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Fund Balance, July 1	17,031,685	18,140,322	19,306,124	20,531,765	21,820,033	23,173,842	24,596,233	26,090,383	27,659,608	29,307,371	31,037,285	32,853,125	34,758,828
Revenues - Interest	664,000	707,827	753,926	802,402	853,367	906,936	963,231	1,022,379	1,084,510	1,149,765	1,218,285	1,290,223	1,365,734
Revenues - Transfer In	444,636	457,975	471,715	485,866	500,442	515,455	530,919	546,847	563,252	580,150	597,554	615,481	633,945
General Reserve Balance, June 30	**18,140,322**	**19,306,124**	**20,531,765**	**21,820,033**	**23,173,842**	**24,596,233**	**26,090,383**	**27,659,608**	**29,307,371**	**31,037,285**	**32,853,125**	**34,758,828**	**36,758,507**

CITY COUNCIL REPORT

12B

DATE: NOVEMBER 7, 2023

TO: MAYOR AND COUNCIL MEMBERS

FROM: HEATHER BELL, CITY CLERK
ROXANE STONE, DEPUTY CITY CLERK

SUBJECT: REVIEW OF PROCESS FOR SELECTION OF MAYOR AND MAYOR PRO TEM

RECOMMENDATION

Staff recommends that the City Council receive a report, discuss, and provide direction on the process for selection of Mayor and Mayor Pro Tem.

BACKGROUND

The City of Pinole has a long-standing tradition, approved by City Council resolution, to select a Mayor and Mayor Pro Tem on an annual basis according to a system of succession that permits the Mayor and Mayor Pro Tem to gain sufficient experience prior to assuming their respective roles. The selection of Mayor and Mayor Pro Tem is made from a Mayoral List maintained by the City Clerk and based on a councilmember's receipt of the highest votes in the prior election.

On October 19, 2010, Resolution 2010-87 was adopted by the City Council, approving the current succession procedures. Resolution 2010-87 requires the City Clerk to prepare and maintain a current mayoral rotation schedule in the form of a Mayoral List memorializing the mayoral ascension, following each Municipal election. The most recently approved rotation schedule, based on the 2022 Municipal Election of officers is contained as Attachment B.

On October 17, 2023, Mayor Murphy requested a future agenda item to review and consider amending the resolution regarding the selection of the Mayor and Mayor Pro Tem and the rotation list maintained by the City Clerk.

It is the Council's discretion to appoint the Mayor and Mayor Pro Tem pursuant to the current Rotation Schedule.

FISCAL IMPACT

There is no fiscal impact associated with this action.

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ATTACHMENTS

A. Resolution 2010-87
B. 2022 Mayoral Rotation Schedule

ATTACHMENT A

RESOLUTION 2010-87
PROCUEDURES FOR SELECTING MAYOR & MAYOR PRO TEM
REAFFIRMATION OF THE MAYORAL ROTATION SCHEDULE APPROVED IN 2003

WHEREAS, the City Council of the City of Pinole adopted Resolution 3211 on February 6, 1996 concerning the procedure for selecting the Mayor and the Mayor Pro Tempore; and:

WHEREAS, the City Council of the City of Pinole adopted Resolution 3285 on December 17, 1996, concerning the procedure for selecting the Mayor and the Mayor Pro Tempore; and

WHEREAS, the City Council of the City of Pinole adopted Resolution 109-2000 on February 15, 2000, concerning the procedure for selecting the Mayor and the Mayor Pro Tempore; and

WHEREAS, the City Council of the City of Pinole adopted Resolution 179-2003, amending the procedure for selecting the Mayor and the Mayor Pro Tempore; and

WHEREAS, the City Council of the City of Pinole adopted a minute order action on January 19, 2009 concerning the procedure for selecting the Mayor and the Mayor Pro Tempore; and

WHEREAS, the City Council of the City of Pinole intends to adopt a single resolution to ratify the actions and reaffirm the former procedure (Resolution 109-2000) for selection of the Mayor and Mayor Pro Tempore;

NOW, therefore, the City Council of the City of Pinole does hereby resolve as follows:

It is in the best interest of the City of Pinole that the councilmembers that shall serve as Mayor and Mayor Pro Tempore are selected by the City Council annually according to a system of succession that permits the Mayor and Mayor Pro Tempore to gain sufficient experience prior to assuming their respective offices. It is appropriate to base such succession on rotation, seniority and election results in accordance with the following:

1. Mayoral List. The City Clerk shall maintain a Mayoral List in accordance with this Resolution. The City Clerk shall update the Mayoral List for Council affirmation, following each council election and council vacancy that occurs. The Mayoral List in effect as of the adoption date of this Resolution is attached as Exhibit A to this Resolution.

2. Succession Generally. When a position on the Mayoral List is vacated for any reason, except as otherwise provided in this Resolution, the next councilmember listed on the Mayoral List shall succeed to the vacant position in accordance with the Mayoral List and this Resolution.

3. Succession to Mayor. When the office of Mayor is vacated for any reason, the Mayor Pro Tempore listed on the then-current Mayoral List shall succeed to the office of Mayor.

4. Succession to the Office of Mayor Pro Tempore. When the office of Mayor Pro-tempore is vacated for any reason, the next councilmember listed on the then-current Mayoral List shall succeed to the office of Mayor Pro Tempore.

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5. Placement of the Outgoing Mayor on the Mayoral List. The name of the outgoing Mayor shall be placed at the end of the Mayoral List, unless the outgoing Mayor is **re-**elected **(in that election year),** in which case, Section 6 shall apply.

6. Placement of Newly Elected Councilmembers on the Mayoral List. The names of the highest vote getters among newly elected councilmembers (incumbent or non-incumbent) shall be placed on the Mayoral List after incumbent councilmembers in order of most votes received, but before the outgoing Mayor unless the outgoing mayor is re-elected at the same election, in which case the outgoing Mayor shall also be placed on the list in order of votes received.

7. Placement on the Mayoral List of Non-Incumbent Councilmembers Newly Elected **or Appointed** to Fill Vacancies. Non-incumbent councilmembers newly elected **or appointed** to fill vacancies on the City Council shall be placed last on the Mayoral List~~, but above the outgoing Mayor, if any,~~ at the time the vacancy is filled.

8. Councilmembers' Right to Decline the Offices of Mayor and Mayor Pro Tempore. Councilmembers may decline to succeed to the office of Mayor or Mayor Pro Tempore pursuant to the Mayoral List and this Resolution. When a councilmember so declines to succeed to such office, such office shall pass to the next councilmember listed on the Mayoral List that is eligible pursuant to this Resolution to succeed to such office. The names of councilmembers that so decline to succeed to the office of Mayor or Mayor Pro Tempore shall be placed on the Mayoral List immediately following the name of the councilmember that succeeds to such office, notwithstanding any other provision of this Resolution.

9. Removal of Mayor by Council Vote. Councilmembers that have succeeded to the office of Mayor in accordance with the Mayoral List and this Resolution may be removed from that office by a majority vote of the full Council. Such removed Mayor shall be treated the same as an outgoing Mayor for purposes of the Mayoral List and this Resolution.

This resolution supercedes Resolutions 3211 and 3285, 109-2000, and 179-2003, and any prior minute order actions, which are hereby repealed and of no further force or effect.

THE FOREGOING RESOLUTION WAS ADOPTED this 19th day of **October 2010,** by the following vote:

AYES:	COUNCILMEMBERS:	Banuelos, Fujita, Long, Murray, Swearingen
NOES:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None

Patricia Athenour, MMC
City Clerk

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EXHIBIT A to Resolution 2010-87
MAYOR ROTATION LIST
October 19, 2010

Current Status

LONG	SWEARINGEN	MURRAY	FUJITA	BANUELOS
(2nd place vote recipient in Feb 08 Vacancy /Recall Election)	*(2nd highest vote recipient in Nov 4, 2008 Election- 1 time switch with Murray per 1/13/2009 minute order*	*(Outgoing Mayor in 12/2008, & highest vote recipient in Nov 4, 2008 Election)*	Served ½ year term as Mayor in May 2008, when Horton resigned as Mayor	Appointed August 18, 2008, fill vacancy from Horton's Council resignation 7/21/08
December 2009-2010	**December 2010-2011**	**December 2011 - 2012**	**December 2011-2012**	**December 2012-2013**

POST NOVEMBER 2, 2010 ELECTION

SWEARINGEN	MURRAY	New member	New member	**2 NEWLY ELECTED MEMBERS FROM NOVEMBER 2012 ELECTION ADDED TO CHART FOR ROTATION BEGINNING DECEMBER 2014**	New member
(2nd highest vote recipient in Nov 4, 2008 Election- 1 time switch with Murray per 1/13/2009 minute order	*(Outgoing Mayor in 12/2008, & highest vote recipient in Nov 4, 2008 Election)*	Highest vote getter in 2010 election **Term Dec 2010-Dec 2014**	2nd Highest vote getter in 2010 Election **Term Dec 2010-Dec 2014**		3rd Highest vote getter in 2010 election – will never ascend to Mayor unless re-elected in Nov 2012 as 1st or 2nd highest **Term Dec 2010-Dec 2014**
December 2010-2011	**December 2011 - 2012**	**December 2012-2013**	**December 2013-2014**		**December 2014-2015**

ATTACHMENT B

2022 MAYORAL ROTATION LIST
Procedure Approved by Resolution 2010-87;
Pursuant to the 2020 Election and Proposed for the 2022 Election results
Received Accepted by the City Council:

2022 MAYORAL ROTATION SCHEDULE

MURPHY	TOMS		SASAI	TAVE	FUTURE ROTATION DETERMINED
Established by highest # of votes in 11/3/2020 Election	Established by 2nd highest # of votes in 11/3/2020 Election	**2 NEWLY ELECTED MEMBERS FROM NOVEMBER 2022 ELECTION ADDED TO CHART FOR ROTATION BEGINNING DECEMBER 2024**	Established by highest # of votes in 11/8/2022 Election	Established by 2nd highest # of votes in 11/8/2022 Election	By the highest votes received in the November 2024 Election
Office Term:	**Office Term:**		**Office Term:**	**Office Term:**	**Office Term:**
12/2020 – 12/2024	12/2020 – 12/2024		12/2022-12/2026	12/2022-12/2026	12/2024-12/2028
Mayor Term:	**Mayor Term:**		**Mayor Term:**	**Mayor Term:**	**Mayor Term:**
December	December		December	December	December
2022-2023	2023-2024		2024-2025	2025-2026	2026-2028