



ADMINISTRATIVE REPORT

DATE: DECEMBER 8, 2017

TO: MAYOR AND CITY COUNCIL
ERIC CASH, CITY ATTORNEY

FROM: MICHELLE FITZER, CITY MANAGER

PLACES TO BE

Date and Time	Event	Location
Monday, December 11, 2017 7:00 pm	Planning Commission Meeting	City Council Chamber 2131 Pear Street
Tuesday, December 19, 2017 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street
Tuesday, January 16, 2018 6:00 pm	City Council Meeting	City Council Chamber 2131 Pear Street

• PINOLE FIRE DEPARTMENT'S HOLIDAY TOY AND FOOD DRIVE

The Pinole Fire Department along with the Rodeo-Hercules Fire District are collecting new unwrapped toys this Christmas. Collection barrels are located throughout the communities. Additionally, the Pinole Fire Department is collecting non-perishable food through December 23rd. You can drop off the new toys and not-perishable food in the collection bins located in the upstairs lobby of Pinole's Public Safety Building located at 880 Tennent Ave. These donations are gathered by your very own Pinole Fire Department members and delivered to the Salvation Army, 4600 Appian Way, El Sobrante. The Salvation Army hopes to reach out to over 700 people this holiday season with food baskets and family toys.



- **PINOLE POLICE DEPARTMENT'S ANNUAL TOY DRIVE – DECEMBER 8TH**

As in years past, the Pinole Police Department will be collecting toys for Children's Hospital in Oakland. We will have our Mobile Command Trailer at the Target Store on Fitzgerald Drive on December 8th from 3-9 pm and invite the community to come and shop and fill the trailer with toys. Hot chocolate will be provided. Please see the attached flyer for additional information.

- **COFFEE WITH A COP**

December's Coffee with a Cop will be on Wednesday, December 13th, from 8 a.m. to 10 a.m. at Starbuck's, 1540 Fitzgerald Drive. You are invited to join Police Chief Gang, our Officers, and Crime Prevention staff for coffee and conversation.

ITEMS OF INTEREST

- **PINOLE SENIOR CENTER MEMBERSHIP DRIVE**

The Pinole Senior Center's is now accepting registration for Membership for Calendar year 2018. Registration for Regular Membership (ages 50-84) costs \$30 with Lifetime Membership (ages 85+) being free. As a member of the Pinole Senior Center you will receive classes at a discounted rate and a monthly news bulletin listing all of our upcoming activities. To sign up, please visit the Pinole Senior Center (2500 Charles Ave) Monday through Friday from 8:00 am - 5:00 pm. The number is (510) 724-9800. See attached flyer.

- **NOTICE TO MERCHANTS -- LICENSE RENEWAL TIME**

Attention Business Owners – 2017 Pinole Business Licenses will expire on December 31, 2017. Business license taxes for 2018 are due on January 1, 2018 and become delinquent on February 1, 2018, at which time unpaid taxes are subject to a 50% penalty. There is no change to the business license tax rate for calendar year 2018. However, AB 1379 increases the state mandated fee from \$1.00 to \$4.00. The tax for the basic business license is \$138.00 per year (not including the state mandated fee).

Business license renewal forms were mailed out November 22, 2017 for calendar year 2018. Renewal forms are mailed to you as a courtesy; we make every effort to make sure that a renewal form is mailed to each active business. If you do not receive a renewal form, it is the business owner's responsibility to pay the business license tax by January 31, 2018. Please remit your payment to **City of Pinole, 2131 Pear St. Pinole, CA 94564.**

For your convenience, information is available on our website at www.ci.pinole.ca.us. Select **Business License** from the **I'm looking for...** box in the upper right hand corner or select **Administration** then **Finance Dept** from the Department list on the left side of our home page.

If you are no longer conducting business please check the Inactive box in the upper right hand corner of the courtesy renewal form, sign it and return it to us. This will prevent any unnecessary collection activity.

- **GET INVOLVED! JOIN A CITY BOARD, COMMITTEE OR COMMISSION!**

The Pinole City Council invites residents to apply for the following:

Contra Costa Transportation Citizens Advisory Committee (4 year term):

The Contra Costa Transportation Authority (CCTA) maintains a standing Citizens Advisory Committee (CAC) to provide citizen perspective, participation and involvement in the CCTA's \$3 billion voter-approved Transportation Expenditure Plan and Growth Management Program.

The CAC is comprised of 23 members: 20 are appointed by each of the 20 local jurisdictions within Contra Costa (the cities, towns, and the County); three "at large" members are nominated by community-based stakeholder organizations within Contra Costa, and subsequently appointed to the CAC by CCTA.

Currently the Committee meets the fourth Wednesday of the month at 6:30 p.m. in the CCTA's Walnut Creek office. More information can be found on their website at: <http://www.ccta.net/>.

For an application or additional information, please contact Rosa G. Acosta, Pinole City Clerk at racosta@ci.pinole.ca.us or by phone at (510) 724-8928. Candidates must be recommended by action of the City Council to be appointed to the Commission.

- **CURRENT BUILDING PERMIT ACTIVITY**

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

Month	Number of Building Permits	Value
November 2017	54	\$767,035.50
October 2017	75	\$1,009,108.01
September 2017	47	\$3,448,527.49
August 2017	50	\$1,009,627.62
July 2017	51	\$1,389,639.70
June 2017	81	\$988,971.75
May 2017	57	\$526,708.14
April 2017	69	\$1,082,904.00
March 2017	82	\$907,090.00
February 2017	70	\$522,505.01
January 2017	79	\$1,339,727.00
December 2016	71	\$1,000,089.47
November 2016	56	\$881,181.38

Source: Development Services Department December 1, 2017

- **CODE ENFORCEMENT ACTIVITY SUMMARY**

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

Month	New Cases	Cases Closed
November 2017	5	98
October 2017	26	98
September 2017	16	89
August 2017	12	81
July 2017	22	109
June 2017	16	45

May 2017	21	39
April 2017	21	29
March 2017	14	21
February 2017	16	19
January 2017	25	17
December 2016	11	7
November 2016	116	118
October 2016	9	44

Source: Development Services Department – December 1, 2017

New Cases – Cases initiated in a given month

Cases Closed – Cases closed in a given month

-END-

Pinole Police Department's Annual

TOY DRIVE

December 8th 3-9 PM
Target 1400 Fitzgerald

Fill our Mobile Command Center trailer
and enjoy hot chocolate while helping us
spread the joy.



Benefitting



Pinole Senior Center Membership



Providing programs through reliable staff and volunteers that allow residents of Pinole and surrounding communities the opportunity to come learn, play, and interact

The Pinole Senior Center is a branch of the City of Pinole's Recreation Department. It is overseen by City of Pinole Staff with great help from the Pinole Senior Center Board of Directors. Together, staff and over 100 volunteers work to provide a wide variety of recreational, social, & health-oriented activities for older adults in Pinole and the surrounding community. It is our mission to serve our senior members, also known as the Pinole Senior Center Club. The Center is also partnered with the Pinole Area Senior Foundation, a nonprofit organization which offers so much support through efforts like sponsoring weekly Bingo, transportation for homebound seniors, and also through monetary donations to the City of Pinole in support of our Center.

Address: **2500 Charles Ave. Pinole, CA 94564**

Front Desk Phone: **(510) 724-9800**

Fax: **(510) 724-9803**

E-mail: **seniors@ci.pinole.ca.us**

Website:

<http://www.ci.pinole.ca.us/senior/index.html>

Facebook:

<https://www.facebook.com/Pinole-Senior-Center-207190015974532/>

Visit Our Front Desk!

Questions or Concerns? Need to register for membership? Want to buy a special event ticket? Want to sign up for a day or long distance trip? Need exercise tickets? See our front desk volunteers! They can assist you or at least help guide you in the right direction .

The Pinole Youth Foundation is recruiting new Board Members.

The Pinole Youth Foundation is a non-profit, philanthropic organization. The volunteer Board of Directors works to enhance and support programs and activities of the Pinole Youth Center.

Bring your:

- Time
- Talent
- And commitment to Pinole Youth.

There a commitment of one meeting per month, along with fundraising activities. You can join the planning and implementation of the Pinole Fun Run, A Toast to Youth—Wine Tasting, Halloween Carnival and other fundraising efforts.

For more information, contact Hector De La Rosa
hdelarosa@ci.pinole.ca.us 510-741-3864



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