



ADMINISTRATIVE REPORT

DATE: SEPTEMBER 8, 2016

TO: MAYOR AND CITY COUNCIL
BEN REYES, CITY ATTORNEY

FROM: MICHELLE FITZER, CITY MANAGER

PLACES TO BE

| Date and Time | Event | Location |
|--|-----------------------------|--|
| Monday, September 12, 2016 7:00 pm | Planning Commission Meeting | City Council Chamber 2131 Pear Street |
| Tuesday, September 20, 2016 6:00 pm | City Council Meeting | City Council Chamber 2131 Pear Street |

- ANNUAL COASTAL CLEAN-UP DAY – SEPTEMBER 17TH

If you are interested in spending a nice morning helping our community, please volunteer for the 31st annual Coastal Cleanup Day, sponsored by the California Coastal Commission. This event helps combat marine debris by removing trash that has accumulated over the past year on the San Pablo Bay shoreline and along Pinole Creek from I-80 to the Bay. The event is on Saturday, September 17th at Bay Front Park (end of Tennent Ave) from 8:30 a.m. to noon. Registration is conducted onsite. Please bring gloves and wear work clothing and shoes. Breakfast and a BBQ lunch will be provided for all volunteers.

- DUMPSTER DAY SEPTEMBER 24TH

The Dumpster Day event will be Saturday, September 24th from 7:30 a.m. to 11:30 a.m. The event will close earlier if dumpsters are full. This year the event location is 3799 Pinole Valley Road (parking lot at Pinole Valley Park Soccer Field). The event is for residential customers only. Bring a photo ID or current utility bill showing your Pinole address. Standard size pickup trucks are okay, but no U-Haul size trucks or trailers. One load per household.

- **HALLOWEEN CARNIVAL – OCTOBER 29TH, 1PM-5PM**

The City of Pinole Recreation Department is pleased to announce the 2016 Halloween Carnival scheduled for Saturday, October 29th. Everyone is welcome! Bounce houses, face painting, balloon animals, carnival games, and music. Come dressed up in your Halloween costume for the parade that starts at 3:30pm. For more information or to volunteer please, contact Ally Renshaw at (510) 724-9004 or youth@ci.pinole.ca.us

ITEMS OF INTEREST

- **PG&E TREE PLANTING PLANNED FOR NEXT MONTH**

PG&E has been working with the City of Pinole and local property owners to remove trees, brush and other items that are located too close to the natural gas transmission pipeline and pose a safety concern. In order to preserve the character and beauty of the community while protecting public safety, PG&E and city staff have worked together to develop restoration plans for planting 18 new trees at five locations requested by the City to offset City trees previously removed near PG&E pipelines earlier this year. The new trees will be planted at a safe distance from gas pipelines and other utilities. PG&E anticipates the replanting work will take place in mid-October. More information on the replacement tree species and planting locations can be found in the attached restoration plan.

- **FIRE DEPARTMENT RESCUES 2 KITTENS**

Pinole Firefighters assisted Animal Control with removing two kittens stuck in a drainage pipe on Sunnyview Drive. The kittens were located approximately 6 feet down inside the pipe. Firefighters were able to dig out and remove part of the pipe and assisted Animal Control officers with removing one kitten with a noose and the second one with a vacuum hose. This Heartwarming Story was also covered by KTVU News.



- **STRUCTURE FIRE IN ILLEGAL MARIJUANA GROW HOUSE**

On August 30, Pinole and other Battalion 7 Fire Departments responded to a report of a two-story residential structure fire on Alberdan Circle in Pinole. Due to the quick response and actions of the firefighters, the fire damage was confined to the overloaded, illegally installed electrical equipment which was being used for an illegal marijuana grow operation.



- **PVHS 3 WEEK LOOK AHEAD**

Attached is Pinole Valley High School's 3 Week Look Ahead Construction Plan Schedule.

- **ADVISORY BOARDS VACANCIES**

Staff will be inviting application for vacancies on various City approved Advisory Boards. Currently, there are three (3) vacancies for the Community Services Commission, one (1) vacancy on the Traffic and Pedestrian Safety Committee (TAPS), and a vacancy for a representative and alternate for the Contra Costa Library Commission.

Notices of vacancies are posted on the City's Website, Cable services, and in the City Hall lobby. If you aware of any citizens who are interested in serving their community as a Board member please have them apply at City Hall.

- **CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC) VACANCY**

The West Contra Costa Unified School District is seeking Pinole residents interested in serving on the School's Citizens' Bond Oversight Committee. There is currently one (1) position open which is for a two (2) year term.

The purpose of the Committee is to inform the public concerning the expenditures and uses of bond revenues. The Committee's legal charge is to actively review and report on the expenditures of taxpayer's money for school construction.

To apply go to the CBOC website <http://www.wccusd-bond-oversight.com>, select "Join the CBOC Team", complete and submit the application and supporting documents. For more Information, call or email Anton Jungherr, Secretary CBOC, at 510.697.7212 (cell) or jungherr3@aol.com

Appointments will be made by the Board of Education, West Contra Costa Unified School District

- **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 |
|----------------|----------------------------|--------------|
| August 2016 | 60 | \$1,611,319 |
| July 2016 | 50 | \$493,397 |
| June 2016 | 65 | \$920,545 |
| May 2016 | 76 | \$1,253,780 |
| April 2016 | 80 | \$10,736,830 |
| March 2016 | 62 | \$613,059 |
| February 2016 | 57 | \$964,320 |
| January 2016 | 51 | \$837,264 |
| December 2015 | 47 | \$723,177 |
| November 2015 | 49 | \$439,436 |
| October 2015 | 67 | \$885,659 |
| September 2015 | 64 | \$908,516 |
| August 2015 | 74 | \$853,804 |

Source: Development Services Department September 1, 2016

- **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 |
|----------------|-----------|--------------|
| August 2016 | 23 | 31 |
| July 2016 | 14 | 8 |
| June 2016 | 39 | 17 |
| May 2016 | 21 | 6 |
| April 2016 | 10 | 18 |
| March 2016 | 15 | 13 |
| February 2016 | 11 | 7 |
| January 2016 | 12 | 12 |
| December 2015 | 11 | 11 |
| November 2015 | 9 | 2 |
| October 2015 | 11 | 10 |
| September 2015 | 18 | 18 |
| August 2015 | 17 | 9 |

Source: Development Services Department – September 1, 2016

New Cases – Cases initiated in a given month

Cases Closed – Cases closed in a given month

-END-

HALLOWEEN Carnival

Saturday, October 29th, 1:00-5:00pm
Fernandez Park, Pinole

Tickets sold at
information booth

\$2 JUMPERS

\$2 FACE PAINTING

\$2 BALLOONS

\$5 MEGA PASS

Includes unlimited jumper pass,
1 face painting & 1 balloon



**Come and enjoy FREE music,
kids crafts, pumpkin patch,
& costume parade!**

Parade starts at 3:30,
all ages welcome!

All proceeds benefit Pinole youth



Pinole Youth
FOUNDATION

BROUGHT TO YOU BY THE PINOLE RECREATION
DEPARTMENT AND THE PINOLE YOUTH FOUNDATION



City of Pinole
Recreation

Community Pipeline Safety Initiative Proposed Restoration Plan for City of Pinole, CA

August 2016

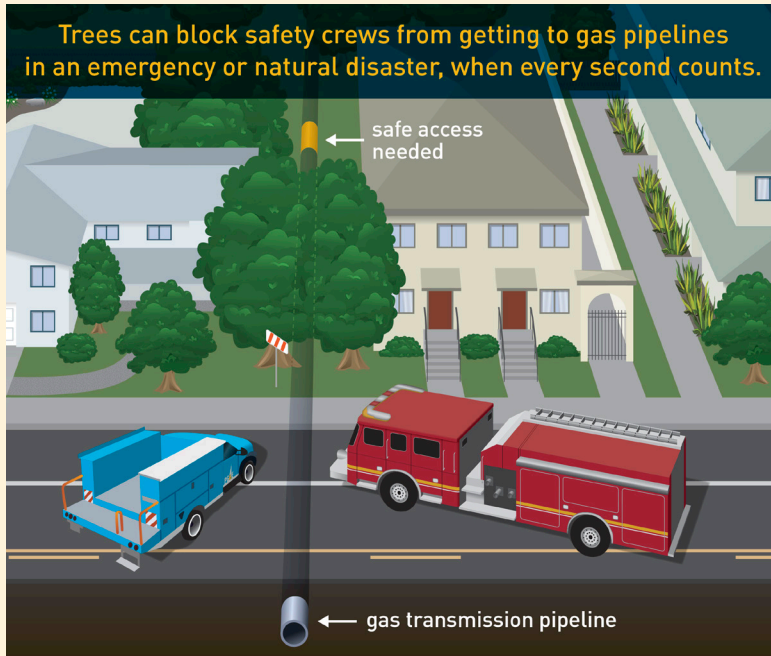




Community Pipeline Safety Initiative

City of Pinole, CA

About the Community Pipeline Safety Initiative

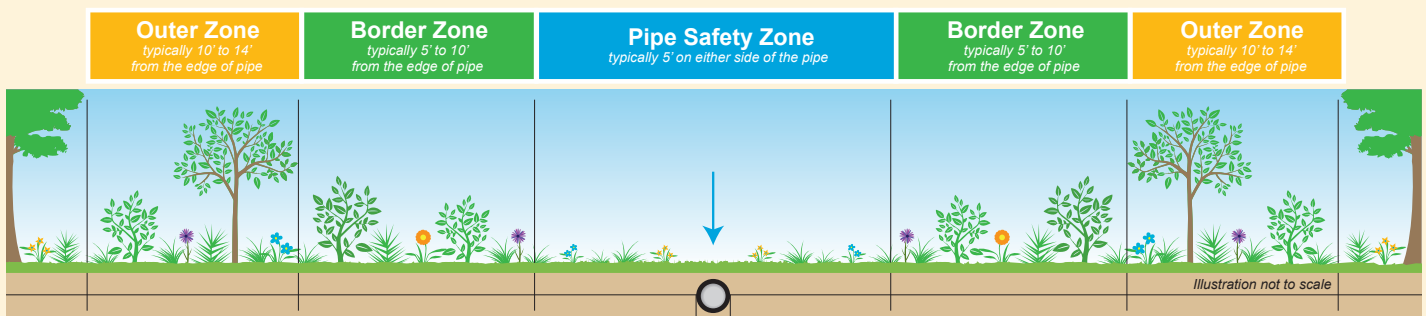


Pacific Gas and Electric Company's (PG&E) top priority is the safety of our customers and the communities we live in and serve. As part of this commitment to safety, we are checking the area above and around our natural gas transmission pipelines to help ensure firefighters and our safety crews are able to get to the pipe in case of an emergency or for important pipeline safety work.

In an emergency, every second counts and items like structures, trees and bushes located too close to gas pipelines can threaten safety because they can block first responders and emergency response crews from getting to the pipeline and making it safe. They can also prevent our crews from performing important safety and maintenance work, and tree roots can damage the underground pipeline, leading to corrosion and leaks.

Safe Landscaping Near Pipelines

Making sure the right plants and trees are located in the right place adds to the safety and natural beauty of the community. When a tree or shrub needs to be replaced for safety reasons, we work with the property owner to offer a variety of landscaping options, including planting a new tree in a safe location. The following are some helpful guidelines for landscaping above and around the pipeline.



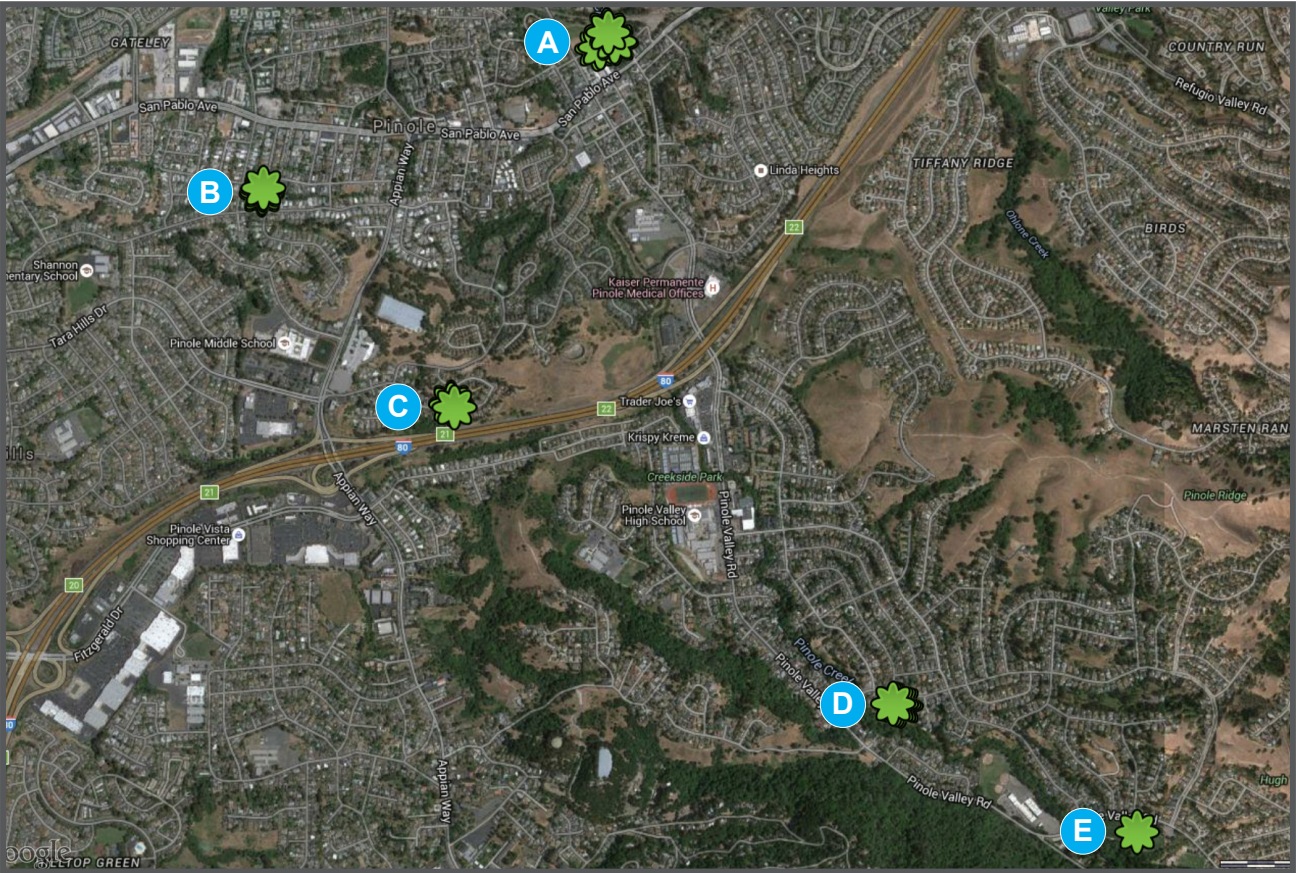
Please note easement widths can vary and the above represents best practices and guidance for safe landscaping near gas pipelines.

| | |
|--------------------|---|
| Pipe Zone | Lawns, flowers, low-profile grasses and low-growing herbaceous plants work well within the Pipe Safety Zone |
| Border Zone | Small to medium shrubs with a trunk or main branch less than 8" in diameter at full maturity work well within the Border Zone. Diameter is measured four and a half feet from the ground. |
| Outer Zone | Large shrubs and small trees with a trunk less than 36" at full maturity work well within the Outer Zone. Diameter is measured four and a half feet from the ground. |

Proposed Restoration Plan




Making sure the right plants and trees are located in the right place adds to the safety and natural beauty of the community. When a tree or shrub needs to be replaced for safety reasons, we work with the property owner to offer a variety of landscaping options, including planting a new tree in a safe location - all at PG&E's expense.

The following is a proposed restoration concept that works well near gas pipelines and can add to the safety and beauty of the area.



List of Proposed Replacement Trees

Below is a list of trees proposed for replacement.


| Tree Image | Common Name | Scientific Name | Plant Container Size | Count |
|---|------------------------|----------------------------|----------------------|-------|
|  | Crape Myrtle | <i>Lagerstroemia spp.</i> | 15 Gal | 4 |
| | | | 24" Box | 4 |
| | | | 36" Box | 3 |
|  | Scarlet Horse Chestnut | <i>Aesculus x carnea</i> | 24" Box | 2 |
| | | | 36" Box | 1 |
|  | Western Redbud | <i>Cercis occidentalis</i> | 36" Box | 4 |

LOCATION A: CONCEPTUAL RESTORATION PLAN

(2500 CHARLES AVE, PINOLE, CA)



 36" box Crape Myrtle (*Lagerstroemia* spp.)

 36" box Western Redbud (*Cercis occidentalis*)

* For illustrative purposes only; Symbols are not to scale

LOCATION B: CONCEPTUAL RESTORATION PLAN

(995 NOB HILL AVE, PINOLE, CA)



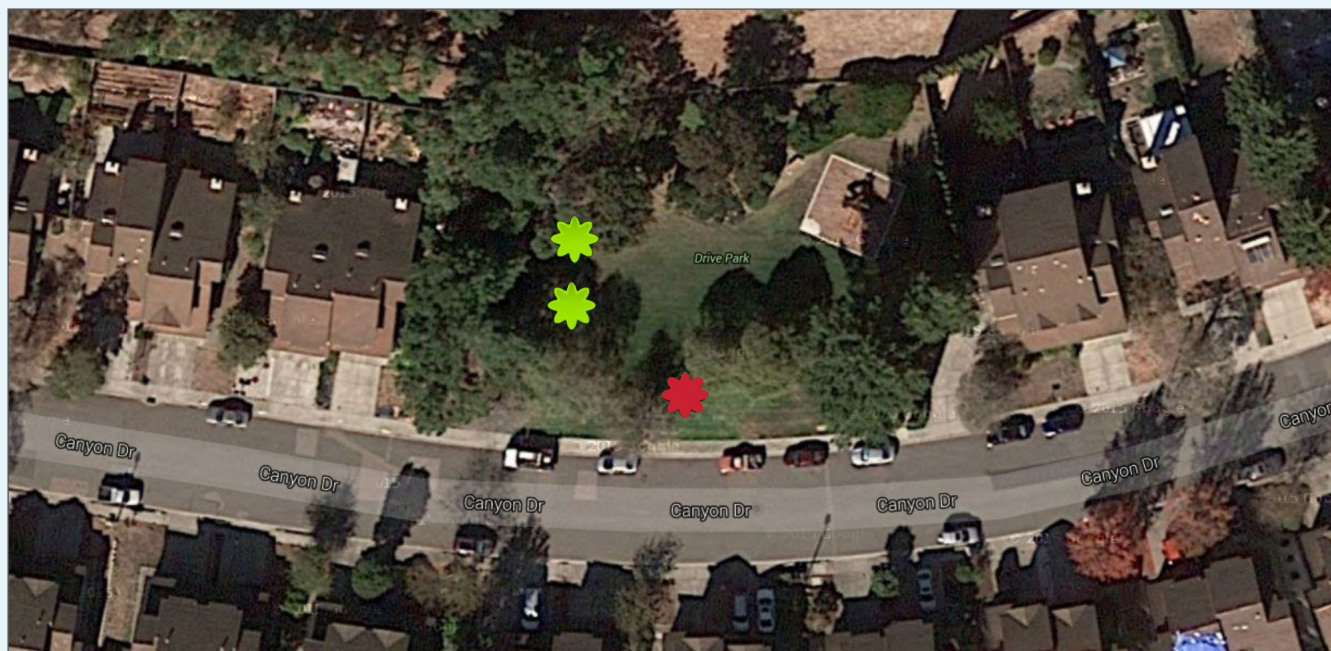
 24" box Crape Myrtle (*Lagerstroemia* spp.)

* For illustrative purposes only; Symbols are not to scale

This restoration plan is an example of a safe landscaping above and around the natural gas transmission pipeline. In addition, the proposed vegetation includes water-wise plants suited for most California climate zones, however each location is different. Please consult your local nursery for more information.

LOCATION C: CONCEPTUAL RESTORATION PLAN

(1515 FOOTHILL AVE, PINOLE, CA)



24" box Scarlet Horse Chestnut (*Aesculus x carnea*)



36" box Scarlet Horse Chestnut (*Aesculus x carnea*)

* For illustrative purposes only; Symbols are not to scale

LOCATION D: CONCEPTUAL RESTORATION PLAN

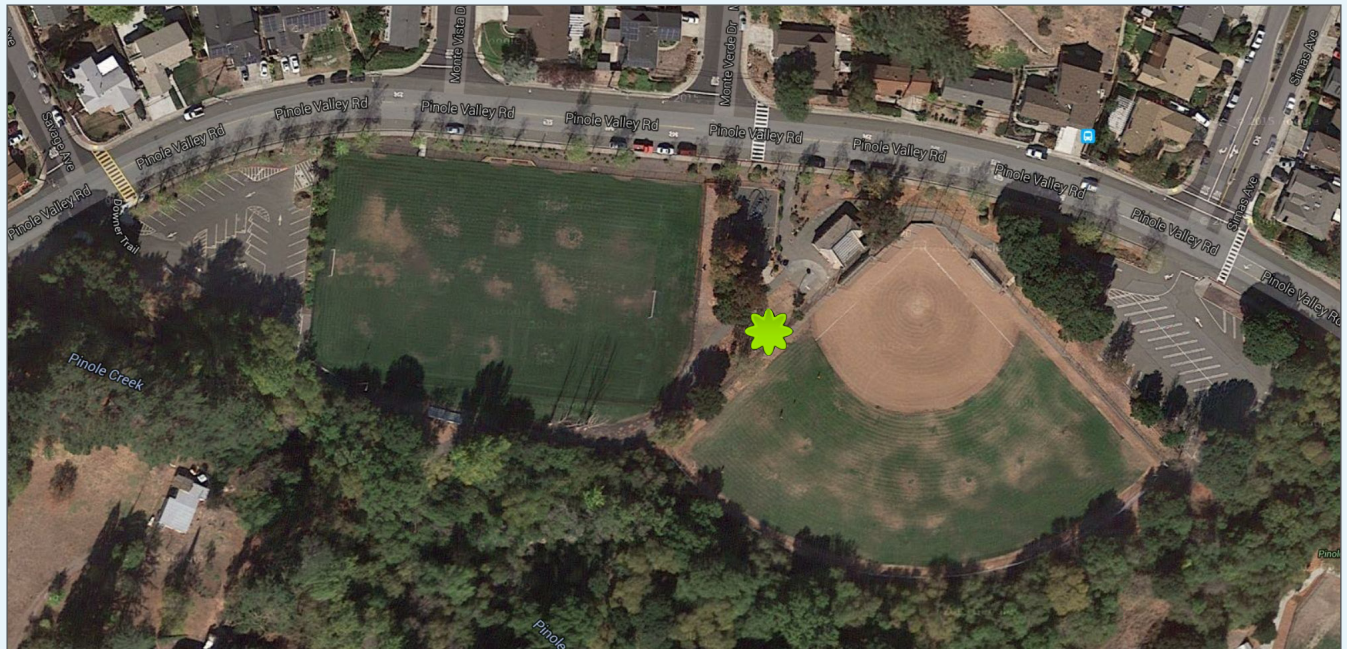
(2450 SIMAS AVE, PINOLE, CA)



15 gallon Crape Myrtle (*Lagerstroemia spp.*)

* For illustrative purposes only; Symbols are not to scale

This restoration plan is an example of a safe landscaping above and around the natural gas transmission pipeline. In addition, the proposed vegetation includes water-wise plants suited for most California climate zones, however each location is different. Please consult your local nursery for more information.



 36" box Crape Myrtle (*Lagerstroemia* spp.)

* For illustrative purposes only; Symbols are not to scale

| | | Pinole High School | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------|--|--------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Task ID | 9/6/16 | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| Site1050 | SWPP control | 9/5 | X | X | X | X | | | | | | | | | | | | | | | | | | | | | | |
| Site1080 | Demo- concrete, AC | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Site1090 | Earthwork, rough grading & off haul | | | O | | | | | | | | | | | | | | | | | | | | | | | | |
| Site1140 | Fine grade building pads | | X | X | X | | | | | | | | | | | | | | | | | | | | | | | |
| Site1150 | Install SS U.G. piping | | X | X | X | X | | | | | | | | | | | | | | | | | | | | | | |
| Site1160 | Install SD U.G. piping | | X | X | X | X | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| Site1230 | Install DW U.G. piping | | X | X | X | X | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| Site1240 | Install FW U.G. piping | | X | X | X | X | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| Site1220 | Install CHWS&R U.G. piping | | | | | | | | | | | | | | | | | X | X | X | | | X | X | X | X | | |
| Site1166 | Install perimeter underdrains | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Site7000 | lime treat access roads | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Site7500 | lime treat south parking lot. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Site1250 | UG Conduit Site | | X | X | X | X | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| AFDN1000 | Building Layout - Bldg. A - Phase 1 | | X | X | X | | | | | | | | | | | | | | | | | | | | | | | |
| AFDN1010 | Layout footings - Bldg. A | | | X | X | X | | | X | | | | | | | | | | | | | | | | | | | |
| AFDN1020 | Excavate footings - Bldg A | | | | | | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| AFDN1030 | Footings Sleeves - Bldg. A | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AFDN1130 | Underslab drain/solid pipe - Bldg. A | | X | X | X | X | | | | | | | | | | | | | | | | | X | X | X | X | | |
| AFDN1140 | Underground electrical - Bldg A | | | | | | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| AFDN1140 | Underslab electrical - Bldg A | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AFDN1050 | Place rebar in ftgs.-Bldg A - Phase 1 | | | | | | | | | | | | | | | | | | | | | | | X | X | X | X | |
| AFDN1060 | Rebar templates - Bldg. A Phase 1 | | | | | | | | | | | | | | | | | | | | | | | X | X | X | X | |
| AFDN1070 | Rebar dowels - Bldg. A Phase 1 | | | | | | | | | | | | | | | | | | | | | | | X | X | X | X | |
| AFDN1080 | Set anchor bolts - Bldg. A Phase 1 | | | | | | | | | | | | | | | | | | | | | | | X | X | X | X | |
| AFDN1110 | Underslab drains/Theatre - Bldg. A | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AFDN1115 | Underslab plumbing - Bldg A Phase 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1010 | Layout footings - Bldg E | | X | X | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1020 | Excavate footings - Bldg E | | X | X | X | | | | | | | | | | | | | | | | | | | | | | | |
| | CD - 5 Remediate Ftgs. | | | | X | X | | | X | | | | | | | | | | | | | | | | | | | |
| EFDN1040 | Install fire riser - E | | X | | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1050 | Place rebar in footings - E | | X | X | X | X | | | X | X | X | X | X | | | | | | | | | | | | | | | |
| EFDN1060 | Rebar templates - E | | | | X | X | | | X | | X | X | X | | | | | | | | | | | | | | | |
| EFDN1070 | Footings dowels - E | | | | | | | | | | X | X | X | | | | | | | | | | | | | | | |
| EFDN1080 | Set anchor bolt/embeds | | | | | | | | | | X | X | X | | | | | | | | | | | | | | | |
| EFDN1030 | Footings sleeves - Bldg E | | | X | X | | | | | | X | X | X | | | | | | | | | | | | | | | |
| EFDN1090 | Place concrete in footings - E | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1100 | Strip forms/clean footing tops - E | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1110 | Form/pour stem walls @perim ftg - E | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1140 | Underslab drainage solid pipe- Bldg. E | | X | X | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1130 | Underground electrical - Bldg E | | X | X | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1130 | Underslab electrical - Bldg E | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EFDN1125 | Underslab plumbing - Bldg E | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CFDN1000 | Building layout - Bldg. C | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CFDN1010 | Layout footings - Bldg C | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CFDN1020 | Excavate footings - Bldg C | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CFDN1130 | Underground electrical - Bldg C | | | | | | | | | | | | | | | | | X | X | X | | | X | X | X | X | X | |
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