



CITY OF PINOLE COMMUNITY SERVICES COMMISSION SPECIAL MEETING AGENDA

WEDNESDAY

April 14, 2021

Via Zoom Teleconference

5:00 p.m.

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DUE TO THE STATE OF CALIFORNIA'S DECLARATION OF EMERGENCY – THIS MEETING IS BEING HELD PURSUANT TO AUTHORIZATION FROM GOVERNOR NEWSOM'S EXECUTIVE ORDERS – CITY COUNCIL AND COMMISSION MEETINGS ARE NO LONGER OPEN TO IN-PERSON ATTENDANCE.

SUBMIT PUBLIC COMMENTS TO RECREATION MANAGER BEFORE OR DURING THE MEETING

VIA EMAIL recreation@ci.pinole.ca.us

Comments received before the close of the public comment period for that item will be read into the record and limited to 3 minutes. Please include your full name, city of residence and agenda item you are commenting on. Any comments received after the close of the public comment period will be distributed to Council and relevant staff after the meeting and filed with the agenda packet.

WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. 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 Recreation Manager, Maria Picazo at (510) 724-9062 or recreation@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 Recreation Manager via e-mail at recreation@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 they have created.*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE MINUTES –March 24, 2021 meeting**
4. **CITIZENS TO BE HEARD**

The public may address the Community Services Commission on items that are within its jurisdiction and not otherwise listed on the agenda. Commissioners may discuss the matter brought to their attention, but by State law (Ralph M. Brown Act), action must be deferred to a future meeting. Time allowed: five (5) minutes each.

5. **OLD BUSINESS**

- A. 2021 Events-Dumpster Day
- B. Park Rules and Policies

6. **NEW BUSINESS**

- A. Compost Giveaway
- B. Reopening of Recreation Programs

7. **ADJOURN TO NEXT MEETING**

Recommendation: Adjourn to the next regular meeting on May 26, 2021

POSTED: Thursday, April 8, 2021 at 4:00pm at City Hall

Maria Picazo
Recreation Manager



CITY OF PINOLE
COMMUNITY SERVICES COMMISSION MEETING

MINUTES
24 March 2021

1. CALL TO ORDER

The Community Services Commission Meeting was called to order at 5:06 P.M. and was held via Zoom Teleconference.

2. ROLL CALL

Commissioners Present: Darin Clarke, Laurelle Martin, Rafael Menis, Debbie Ojeda, Emily Ricketts, and Nickolas Teller

Commissioners Absent: Bob Kopp

Staff Present:

Hector De La Rosa, Assistant City Manager

Tamara Miller, Development Services Director/City Engineer

Maria Picazo, Recreation Manager

3. APPROVAL OF MINUTES

Action: Motion by Commissioner Ojeda to approve the minutes of January 27, 2021. Seconded by Commissioner Ricketts. All in favor. Motion passed

4. CITIZENS TO BE HEARD

The following speakers submitted written comment that were read aloud and will be filed with the agenda packet for this meeting: **George Pursley**.

5. OLD BUSINESS

A. 2021 Events

The Commissioners discussed their annual events and decided to postpone all large events until 2022.

The Commissioners will use 2021 to brainstorm news ideas and implement them in 2022.

The Commissioners discussed the possibility of hosting a Dumpster Day event in 2021 when the County is in a less restrictive tier.

The Commissioners will continue to discuss Dumpster Day as the County moves into less restrictive tiers.

6. NEW BUSINESS

A. Park Rules

Staff Miller provided the Commissioners with a draft copy of the park rules and explained the process of updating the park rules.

The Commissioners and Staff reviewed the park rules, provided feedback, and recommended changes to the park rules.



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MINUTES
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Staff Miller made changes to the park rules based on the feedback and recommendations provided during the meeting.

The Commissioners will review the changes and make a final recommendation at the next meeting.

B. Review Bylaws

The Commissioners briefly reviewed and discussed the bylaws.

The Commissioners decided it was best to table this item for a future meeting.

The Commissioners will review each section of the bylaws and suggest changes at a future meeting.

7. ADJOURNMENT

The meeting was adjourned at 6:40 p.m. to the next regular Community Services Commission meeting on Wednesday, April 28, 2021|5:00 P.M.

Submitted by:

Maria Picazo
Recreation Manager

Approved by Commissioners on _____



CITY OF PINOLE

DEVELOPMENT SERVICES DEPARTMENT

2131 Pear Street
Pinole, CA 94564

Phone: (510) 724-8912
FAX: (510) 724-9826

Date: April 8, 2021

To: Community Service Commission Members

From: Maria Picazo, Recreation Manager
Tamara Miller, Development Services Director/ City Engineer

Subject: Park Rules and Park Polices

After discussions by this Commission and City Staff, the attached draft park rules will be forwarded to City Council for consideration.

DRAFT CITY OF PINOLE PARK RULES

1. All City Parks, except Fernandez Park, are closed from ½ hour after sunset to ½ hour before sunrise the following day.
2. Fernandez Park is closed from 9:00 PM to 6:00 AM every day.
3. It is unlawful for any person to be in any City Park when the park is closed.
4. Smoking or vaping of any substance is prohibited in all City Parks and within 50 feet of all park entrances. Tobacco use of any kind is prohibited within all parks.
5. Motor vehicles are prohibited within park grounds except on access roadways which are open to the public. Special permits may be available on an as needed basis for special events. Emergency Services and City Vehicles are exempt.
6. Parking is allowed in designated area only.
7. Bicycle use in parks must comply with the California Vehicle Code.
8. Alcoholic beverages, open or closed, are not allowed in any City Park at any time. Persons using linear parks as a means of transportation from shopping destinations may transport closed containers.
9. No glass containers are allowed in any City park.
10. Dogs using the parks must be leashed at all times, except within designated areas. People must immediately remove any animal waste deposited by animals under their care for proper disposal.
11. No animals are allowed within playground areas at any time.
12. Feeding of wild animals within the parks is prohibited.

13. Fishing within any City Park must comply with California Fish and Wildlife Regulations.
14. Horses are allowed only on designated trails. People must immediately remove any animal waste deposited by animals under their care for proper disposal.
15. No fires are allowed within any City Park.
16. No fireworks are allowed within any City Park.
17. City barbeque pits may be used for charcoal burning only. BBQ coals must be fully extinguished before leaving the area.
18. No outside or personal barbeques are allowed.
19. No interfering with person(s) lawfully using or maintaining the park.
20. No person shall modify, damage, or alter any park, or park facility in any way.
21. No person shall destroy, injure, cut or take any natural element of any park including, but not limited to, flowers, shrubs, seeds, wood, rocks, frogs, ducks, and/or crayfish.
22. Swimming in San Pablo Bay is at your own risk.
23. Skateboarding is allowed only within the Skateboarding park. Skateboarding is prohibited in all other park areas.
24. Tennis courts are for playing tennis only.
25. Park users must remove all refuse arising out of their use of the parks for proper disposal.
26. Amplified sound is prohibited within all parks without a permit.
27. No items may be left unattended within the parks, this includes chairs, animal habitat or food, temporary monuments or memorials, campsites and all other personal property. Any unattended personal property is subject to removal.
28. The use of inflatable jump type play equipment is allowed only as part of a park rental agreement within Fernandez Park.
29. Any picnic, activity or meeting of a group over 30 persons shall be required to have a permit for such activity.
30. Any picnic, activity or meeting of any size group desiring to use priority areas within the parks shall be required to have a reservation.
31. Any person using any park facility for profit, such as personal training, boot camp, filming, or lessons, shall be required to have a permit for such activity.
32. Rental of specific areas of the parks is managed by the City. All rental use must follow the rules provided with their rental agreement.

In addition to the park rules, we would like to review and update the park policies. Below is a list of the policies that currently guide our service levels that we are targeting for review.

1. Park Hours
2. Park Lighting
3. Park Restroom Hours
4. Acceptance of donated trees and benches
5. Commercial Use of Parks
6. Rental Use Agreement and Policies

Council is interested in reviewing the Park restroom hours immediately. The remaining policies will be reviewed and analyzed one at a time as staff resources allow.

The current long standing policy for restroom hours is to have restrooms open 7 days a week 8:00AM to 4:00PM, except holidays.

The parks are open ½ hour before sunrise to ½ hour after sunset, except for Fernandez Park where the hours are 6:00AM to 9:00PM. This does create a gap in park use and availability of restrooms.

There seems to be current interest in setting the restroom hours to match the park hours.

In response to the COVID pandemic, Pinole closed the restrooms as we did not have the ability to continually clean them in compliance to Public Health guidelines. When Contra Costa County was assigned to the orange tier, we reopened the restrooms. Staff recommended that the restrooms be close again when the second COVID surge hit. Ultimately, knowing that so many Pinole residents now staying close to home for recreation wanted restroom access and were also practicing good COVID safety, the restrooms were left open.

This new interest in parks invigorated by the pandemic appears to be feeding the new desire and expectation for park restroom to be more available.

To achieve the desired outcome in a way that is both cost effective and flexible, staff proposes to modify the locking mechanisms so that the door can be scheduled to lock and unlock automatically. The expected cost for the City owned restrooms is expected to be \$20,000.

Please discuss and advise.