



## **CITY OF PINOLE COMMUNITY SERVICES COMMISSION REGULAR MEETING AGENDA**

**WEDNESDAY  
April 27, 2022  
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**

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

### **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 Recreation Manager.

### **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/82770240301>

**Webinar ID: 827-7024-0301**

**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.
- Speakers will be muted until their opportunity to provide public comment.

When the Chair 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 Recreation Manager 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 Commissioners prior to the meeting. **Written comments will not be read aloud during the meeting.**

Email comments to [recreation@ci.pinole.ca.us](mailto:recreation@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.** The Community TV Channel 26 schedule is published on the city's website at [www.ci.pinole.ca.us](http://www.ci.pinole.ca.us).

**VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE,** [www.ci.pinole.ca.us](http://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 [mpicazo@ci.pinole.ca.us](mailto:mpicazo@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](http://www.ci.pinole.ca.us). You may also contact the City Clerk via e-mail at [hbell@ci.pinole.ca.us](mailto: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 they have created.***

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APROVAL OF THE MINUTES – February 23, 2022 meeting**

**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 Chair. 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 Commissioners may direct staff to investigate and/or schedule certain matters for consideration at a future meeting. PLEASE SEE THE COVERSHEET OF THE AGENDA FOR INSTRUCTIONS ON HOW TO SUBMIT PUBLIC COMMENTS*

**5. OLD BUSINESS**

A. 2022 Events-Community Service Day

**6. NEW BUSINESS**

A. RFP-Park Master Plan

B. Special Events Policy and Permit

C. WriterCoach Connection

**7. ADJOURN TO NEXT MEETING**

Recommendation: Adjourn to the next special meeting on June 1, 2022

**POSTED: Thursday, April 21, 2022, at 4:00pm at City Hall**

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**Maria Picazo**  
**Recreation Manager**



CITY OF PINOLE  
COMMUNITY SERVICES COMMISSION MEETING

**MINUTES**  
**23 February 2022**

**1. CALL TO ORDER**

The Community Services Commission Meeting was called to order at 5:01 P.M. and was held via Zoom Teleconference.

**2. ROLL CALL**

Commissioners Present: Darin Clarke, Laurelle Martin, Debbie Ojeda, and Nickolas Teller

Commissioners Absent: Bob Kopp

Staff Present: Maria Picazo, Recreation Manager

**3. APPROVAL OF MINUTES**

Action: Motion by Commissioner Clarke to approve the minutes of October 23, 2021. Seconded by Commissioner Ojeda. All in favor. Motion passed

**4. CITIZENS TO BE HEARD**

None

**5. OLD BUSINESS**

None

**6. NEW BUSINESS**

A. 2022 Events

The Commissioners briefly discussed the 2022 Community Service Day event. Staff will follow up with the Public Works Department to determine a list of projects for the event. The logistics of the event would be further discussed in the March meeting. The Commissioners tentatively set June 18, 2022 for this year's event.

Staff informed the Commissioners that the Dumpster Day event has been confirmed for Saturday, October 1, 2022 and the Coastal Cleanup event has been confirmed for Saturday, September 17, 2022.

Staff provided the Commissioners with an update on community events. All events will be returning to in person this year and a Fourth of July fireworks show will be offered. The egg hunt will be held at Fernandez Park on April 9, 2022. Movies and concerts will return to Fernandez Park this summer. More information on the community events will be available in the coming months.

Commissioner Ojeda also informed the Commission that the Pinole Community Players will host a cabaret night in March.



CITY OF PINOLE  
COMMUNITY SERVICES COMMISSION MEETING

**MINUTES**  
**23 February 2022**

Commissioner Martin suggested the Commission consider more work with schools and discuss options for new events in 2022.

**B. Staff Update**

Staff informed the Commissioners that Misha Kaur from the Public Works Department will serve as the lead with the Dumpster Day and Coastal Cleanup events moving forward. The recreation manager will continue to support with monthly meetings and other Community Service Commission tasks.

**C. Meeting Format**

Staff informed the Commissioners that the City Council directed staff to return to a hybrid model for in person meetings starting on March 15, 2022. Staff will receive training on the process for meetings in the next coming weeks. The Community Services Commission March meeting will be held in a hybrid model. The meetings will be moved to the Council Chamber when we resume in person meetings. Staff will provide more information as it is available.

**D. May Meeting**

Staff informed the Commissioners that the May meeting was rescheduled to June 1 due to PCTV's availability to support with broadcast. The meeting for June 22 will be moved to June 29 to allow for a four week break between each meeting. The Commission approved the schedule change for the May and June meeting.

**7. ADJOURNMENT**

The meeting was adjourned at 5:28 p.m. to the next regular Community Services Commission meeting on March 23, 2022|5:00 P.M.

**Submitted by:**

\_\_\_\_\_  
**Maria Picazo**  
**Recreation Manager**

**Approved by the Commissioners on** \_\_\_\_\_



# PINOLE COMMUNITY SERVICE DAY

**SATURDAY, JUNE 18, 2022**

**PINOLE YOUTH CENTER  
635 TENNENT AVE**

**BREAKFAST/REGISTRATION 8AM - 9AM**

**VOLUNTEER PROJECTS 9AM - 12PM**

**LUNCH 12PM - 1PM**

*Sponsored by the Pinole Community Services Commission*

Visit <https://pinolerec.recdesk.com/Community/Program>, and click on Community Events on the left side to complete registration online. You may also register the morning of the event at the Pinole Youth Center.

For more information call 510-724-9062 or email [Recreation@ci.pinole.ca.us](mailto:Recreation@ci.pinole.ca.us)





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