ORDINANCE ADDING CHAPTER 1.18 TO TITLE 1 OF THE PINOLE MUNICIPAL CODE RELATING TO STATEMENTS OF ECONOMIC INTEREST AND ELECTRONIC AND PAPERLESS FILING OF CAMPAIGN DISCLOSURE STATEMENTS

City Council Meeting

July 21, 2026

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BACKGROUND

- The Political Reform Act of 1974 requires the filing of specified statements, reports and other campaign finance documents. Under the Act, a local government agency may require these filings to be made online or electronically with the local filing officer (the City Clerk).
- With the enactment of more recent legislation, AB2452 and AB2151, the Act requires the local filing officer to make all data available on the internet in an easily understood format that provides the greatest public access within 72 hours of the filing deadline.

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CITY OF PINOLE –FILING COMPLIANCE

- Historically, City Council candidates and campaign committees have filed paper copies of required campaign statements and reports. Once filed, the documents are made available for review by the public. The City Clerk's Office spends a significant amount of staff time to make such paper filings readily available and posted online which requires further handling.

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NETFILE

- The NetFile system is created specifically for cities and counties responsible for administering campaign finance filings and Statements of Economic Interest, meets the requirements of the Secretary of State, and allows for electronic and paperless filing of campaign statements.

- 250 Cities and Counties across the state have implemented online filing. Locally, County of Contra Costa and the Cities of Antioch, Concord, Martinez, Oakley, Pittsburg, Pleasant Hill, Richmond are using Netfile. (Hercules, in process of implementing.)

NETFILE (CONT.)

- The City has already budgeted for and contracted with Netfile for a bundle of services including online filing and is now ready to implement the system for campaign filings. Pursuant to California Government Code Section 84615, the City Council must officially adopt an Ordinance memorializing their approval to require and authorize complete electronic signature and submission of electronic campaign disclosure forms. The full text of the ordinance is included within the staff report.

RECOMMENDATION

Staff Recommends the City Council Waive the First Reading and Approve the Ordinance Adding Chapter 1.18 to Title 1 of the Pinole Municipal Code Relating to Statements of Economic Interest and Electronic and Paperless Filing of Campaign Disclosure Statements

2nd Read and Adoption – September 1st

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THANK YOU

QUESTIONS/COMMENTS?

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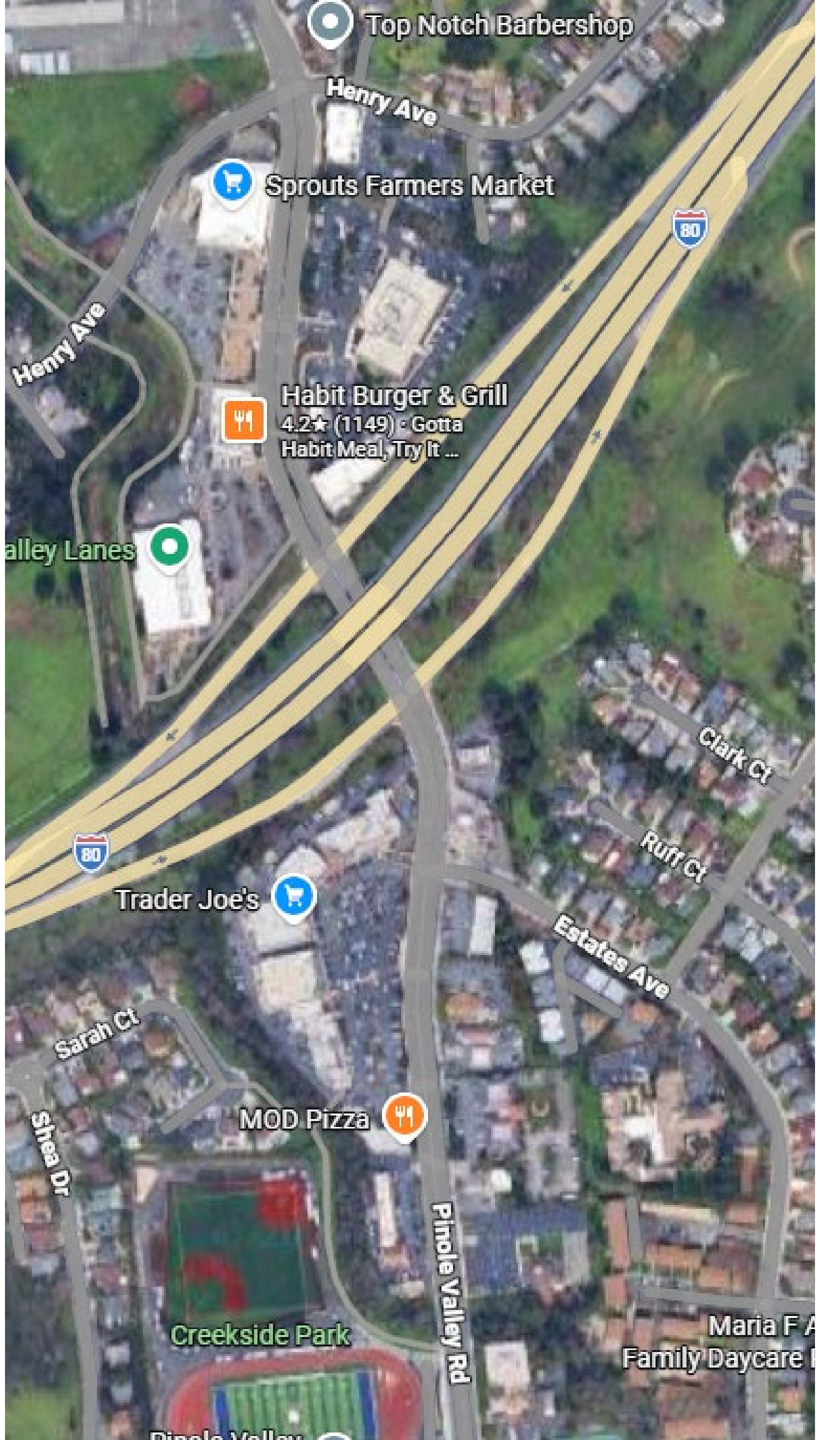

PINOLE VALLEY ROAD LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT (LLAD) - ASSESSMENTS OF FY 2026/27

CITY COUNCIL MEETING

07-21-2026

BACKGROUND

The District was formed on July 8, 2008, by Resolution no. 2008-91. The District is located on Pinole Valley Road and consists of two separate commercial zones: Zone A and Zone B.

- COVERED ELEMENTS:
  - Traffic signals
  - Streetlights
  - Median landscaping
  - Irrigation for landscaping
  - Electricity supplied to traffic signals, streetlights and irrigation
  - Graffiti removal
  - Weed control and abatement

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ZONE A : NORTH OF I-80

- Contains eight parcels
- 16,920 sq ft of landscaping
- Irrigation system and two controllers
- Ten poles and fourteen streetlights
- Two and a half traffic signals
- Litter abatement and collection (2,102 linear feet)

ZONE B : SOUTH OF I-80

- Contains ten parcels
- 18,486 sq ft of landscaping
- Irrigation system and two controllers
- Twelve poles and twenty streetlights
- One and a half traffic signals
- Litter abatement and collection (2,859.58 linear feet)

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ASSESSMENT SUMMARY OF FY 2026/27

	Total Assessable Costs	Total Assessable Units	Proposed Assessment Rate per AU	Maximum Assessment Rate per AU
Zone A	$39,945.00	52.796	$588.87 (increase of $21.55 from FY 2025/26)	$699.96
Zone B	$45,530.00	49.900	$640.67 (increase of $23.45 from FY 2025/26)	$660.80

Total assessments to be charged: $63.059.41

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STAFF RECOMMENDATIONS

- The City Council to: Conduct a Public Hearing concerning the Pinole Valley Road Landscape and Lighting Assessment District and consider any and all objections.
  - Approve the Annual Assessment Report;
  - Approve the assessment amounts for FY 2026/27; and
  - Order the assessment amounts to be submitted to the Contra Costa County Assessor on, or before August 10, 2026, for placement on the secured property tax roll for collection.

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Q & A

CITY OF PINOLE

Fiscal Year 2026/27
User and Regulatory Fee Schedule

City Council Meeting | July 21, 2026

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MEETING AGENDA

- Background
- Study Findings and Recommendations
- Next Steps

Background

USER AND REGULATORY FEES

- Communities generally use tax revenues to fund services that provide general (community-wide) benefit
  - Public works
  - Public safety
  - Park maintenance
- Communities generally use fees and charges (direct recovery) to fund services that provide direct benefit
  - Plan Review
  - Permitting
  - Inspection

TYPES OF FEES EXAMINED

- This update <u>DOES NOT</u> examine taxes, assessments, utility rates, or development impact fees

- **Study completed in three phases**
  - **Phase One: February 2026 - Community Service / Recreation Fees**
  - **Phase Two: March 2026 – Rental Housing Inspection Fees**
  - **Phase Three: This Evening's Item**

Phase Three – User and Regulatory Fees	
Planning Fees	Administrative Fees
Engineering Fees	Finance Fees
Building Fees	Special Event Permit Fees
Code Enforcement Fees	Police Fees

BACKGROUND

- Comprehensive fee studies are performed periodically
- Most recent study was completed in 2022
- In year’s between comprehensive studies, City adjusts fees to account for change in regional cost inflation

PURPOSE OF FEE REVIEW AND UPDATE

- Why do Cities Review Fees and Charge Fees for Services?

- Legal requirements
- Encourage direct recovery of costs incurred to serve private interests/benefit or respond to individual actions
- Provide opportunity for relief to General Fund or other Funds where costs are incurred
- Enable continuity of service levels by improving cost recovery levels

LEGISLATIVE GUIDANCE

- Cost of Service Guidance
  - Costs allocated to the payor should bear a fair or reasonable relationship to the payor's burdens on or benefits received from the governmental activity
- Cost Recovery Guidance
  - Fees should not exceed the reasonable cost of providing the service for which the fee is charged

Study Findings and Recommendations

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OVERVIEW OF PROPOSED ADJUSTMENTS

Description	Count	Percentage
Fees Proposed to Decrease	2	0.9%
Fees Proposed to Remain Unchanged	69	29.7%
Fees Proposed to Increase	136	58.6%
Fees With Changes that Vary Based on Specific Criteria (Fees May Decrease, Remain Unchanged, or Increase)	18	7.8%
Fees Proposed to be Restructured (Fees May Decrease, Remain Unchanged, or Increase)	1	0.4%
New Fees	6	2.6%
Total	232	100.0%

OVERVIEW OF PROPOSED ADJUSTMENTS

- Fees Proposed to Decrease or Remain Unchanged
  - Approximately 31% of fees.
  - Primarily fees that are limited by the State of California and taxes that are adjusted periodically, as directed by Pinole Municipal Code.

OVERVIEW OF PROPOSED ADJUSTMENTS

- <u>Fees Proposed to Increase</u>
  - Approximately 59% of fees.
  - Fees are primarily for regulatory services for which cities commonly target full cost recovery
  - Example: High level of direct benefit resulting from construction activities including:
    - Enjoyment of property enhancements
    - Increased property values
    - Desire to avoid having other Pinole residents and businesses subsidize an individual's private construction activities.

OVERVIEW OF PROPOSED ADJUSTMENTS

- Fees With Changes that Vary Based on Project Criteria
  - Approximately 8% of fees.
  - Example - Some fees are based on number of service requests, with fees remaining unchanged for the initial service provision, and changing for subsequent requests.

- Fees Proposed to be Restructured
  - One fee is proposed to be restructured (Conditional Use Permit).
  - Restructuring from “one size fits all fee” to tiered fee that accounts for level of complexity and community goals and values considerations for cost recovery.

NEW FEES

Description	Count
City Clerk Fees	1
Finance Fees	1
Planning Fees	2
Code Enforcement Fees	2
Total	6

- **No New Regulations are Proposed**
- These are services that are already provided without an existing fee identified in the current fee schedule.

New Fees
Clerk - City Supplied Digital Device Fee
Finance - Business Lic. Application Rvw Fee
Planning - SB 9 Unit Fee (State Legislation)
Planning - Applicant Requested Zoning Code Interpretation Fee
Code Enforcement – Fee for Permit Records Research
Code Enforcement – Property Owner Requested Code Enforcement Meeting (after initial meeting)

Fiscal Impact of Proposed Changes

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FISCAL IMPACT

- Anticipated fiscal impact is approximately $227,000 in additional annual revenue.

Next Steps

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NEXT STEPS

Staff recommends that City Council adopt resolution updating fees and charges and authorizing annual inflationary adjustments to fees

Questions or Feedback

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ONE-TIME REVENUE POLICY AND PRIORITIZATION OF NONRECURRING RESOURCES

City Council Meeting

July 21, 2026

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BACKGROUND

- City's current Revenue Policy – One-Time (Nonrecurring) Resources provides general guidance on using one-time revenues for one-time expenditures
  - Does not include a framework for prioritization
- Recent sale of Post Office property generated proceeds of $902,500
- Council discussed several options for using the proceeds, including contributing to the Section 115 trust and road improvements
- Council directed staff to return with an agenda item to discuss a policy to be used to guide the decisions

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POLICY GUIDANCE

- The Government Finance Officers Association (GFOA) recommends that local governments adopt a policy establishing guidelines for the use of nonrecurring resources
- Examples of common priority rankings adopted by local governments include:
    - Restoring or maintaining reserves
    - Making contributions to pension or Other Post-Employment Benefits (OPEB) obligations through a Section 115 Trust
    - Funding unfunded capital improvements or deferred maintenance
    - Addressing other one-time Council priorities

RECOMMENDATION

- Council to review the Revenue Policy – One-Time (Nonrecurring) Resources and provide direction on expanding the policy to include prioritization of nonrecurring resources
- Council to consider applying these guidelines in determining the use of the one-time proceeds of $902,500 from the sale of the Post Office property

THANK YOU

QUESTIONS/COMMENTS?

City of Pinole