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CITY COUNCIL

Norma Martínez-Rubin, Mayor
Vincent Salimi, Mayor Pro Tem
Devin Murphy, Council Member
Anthony Tave, Council Member
Maureen Toms, Council Member

**PINOLE CITY COUNCIL
SPECIAL MEETING AGENDA**

**SATURDAY
NOVEMBER 6, 2021
VIA ZOOM TELECONFERENCE**

9:30 A.M.

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.

How to Submit Public Comments:

Written Comments: All comments received **before 4:00 pm on Friday, November 5th**, will be posted on the City's website on the agenda page ([Agenda Page Link](#)) and provided to the City Council prior to the meeting. **Written comments will not be read aloud during the meeting.**

Email comments to comment@ci.pinole.ca.us

Please indicate which item on the agenda you are commenting on in the subject line of your email.

To Participate in Public Comment During the Meeting:

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/89335000272>

Webinar ID: 893 3500 0272

By phone: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

- Speakers are asked to provide their name and city of residence, although providing this is not required for participation.
- Speakers will be muted until their opportunity to provide public comment.

When the Mayor opens the comment period for the item you wish to speak on, please use the "raise hand" feature (or, if connecting via telephone press *9 to raise hand) which will alert staff that you have a comment to provide. For telephone, press *6 to unmute once you've been called upon to speak.

WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following Thursday at 6:00 p.m. 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 City Clerk, Heather Bell at (510) 724-8928 or hbell@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 City Clerk via e-mail at 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 & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

2. LAND ACKNOWLEDGMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present, and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself /herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov't Code § 87105.

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

5. WORKSHOP ITEMS

- A. American Rescue Plan Act (ARPA) Funds Workshop And Preliminary Staff Recommendations For Allocating ARPA Funding [Action: Engage in Workshop, Receive Public Input and Consider Staff Recommendations [Guillory]]

Please note: Public comment and questions will be facilitated in an open workshop format following staff's presentation. Comments and questions will be taken one at a time in the order in which hands are raised in Zoom. Members of the public may raise their hands more than once for follow up comments and/or questions. Please see the coversheet of the agenda for more details on how to participate in via phone or Zoom software. Contact the City Clerk if you have any questions: Heather Bell hbell@ci.pinole.ca.us or (510) 724-8928.

6. ADJOURNMENT to the Regular City Council Meeting of November 16, 2021 In Remembrance of Amber Swartz.

I hereby certify under the laws of the State of California that the foregoing Agenda was posted on the bulletin board at the main entrance of Pinole City Hall, 2131 Pear Street Pinole, CA, and on the City's website, not less than 72 hours prior to the meeting date set forth on this agenda.

POSTED: November 4, 2021 at 2:00 P.M.

Heather Bell, CMC
City Clerk



CITY COUNCIL REPORT

5A

DATE: NOVEMBER 6, 2021

TO: MAYOR AND COUNCIL MEMBERS

FROM: MARKISHA GUILLORY, FINANCE DIRECTOR

**SUBJECT: AMERICAN RESCUE PLAN ACT (ARPA) FUNDS WORKSHOP AND
PRELIMINARY STAFF RECOMMENDATIONS FOR ALLOCATING
ARPA FUNDING**

RECOMMENDATION

Staff recommends that the City Council continue gathering input from the community, through the second of two special City Council meetings, in workshop format, on how to expend the American Rescue Plan Act (ARPA) funds allocated to the City of Pinole and consider preliminary staff recommendations on the expenditure of ARPA funds.

BACKGROUND

The American Rescue Plan Act (ARPA) of 2021, signed into law on March 11, 2021, is a \$1.9 trillion federal economic stimulus package enacted in response to the COVID-19 pandemic. The ARPA includes the Coronavirus State and Local Fiscal Recovery Funds program, which provides \$350 billion in emergency funding for eligible state, local, territorial, and tribal governments to mitigate the fiscal and public health impacts of the COVID-19 pandemic on communities, individuals, and businesses.

The City of Pinole has been allocated \$4,605,010 from ARPA based on a formula that considered several factors, including population. According to the guidelines established by the U.S. Department of the Treasury regarding ARPA funds, government agencies will receive their allocations in two equal installments, one year apart. Pinole received its first installment of \$2,302,505 in July 2021. The second installment is expected to be received one year later, in July 2022.

The City's Finance Subcommittee met on August 10, 2021 to discuss and provide recommendations to the City Council on the process that the City should undertake to decide how to expend the City's ARPA funds. Those recommendations included holding two special City Council meetings, in workshop format, to get input from citizens on how to spend the funds.

At its meeting on August 17, 2021, the City Council received a report of the Finance Subcommittee's recommendations on the ARPA appropriations process, which the City Council approved. The City Council collectively set the dates of October 9th and November 6th to hold two workshops. The Council directed staff to market the workshops using electronic and hard copy communications. Staff promoted the events via the City's website and Facebook page. A paper flyer was mailed to all Pinole residential and commercial addresses. Additionally, the Bay Front Chamber of Commerce promoted the workshops through its website and newsletter.

Prior to the first workshop, the City launched a business recovery survey to help identify the needs of Pinole businesses. A general community survey was launched on October 22nd using the Balancing Act simulation tool to help identify the ARPA expenditure priorities of residents.

REVIEW AND ANALYSIS

American Rescue Plan Act General Guidelines

The U.S. Department of Treasury established guidelines on the eligible uses of ARPA funds. The primary categories are as follows:

- Negative Economic Impacts or COVID-19 Expenditures - Address negative economic impacts, including providing assistance to households, small businesses, impacted industries, and economic recovery; support public health efforts to mitigate and prevent the spread of COVID-19;
- Premium Pay - Provide premium pay for essential workers;
- Infrastructure Investments - Invest in water, sewer, and broadband infrastructure; and
- Revenue Replacement - Replace revenue lost in the public sector, using the funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic.

Eligible uses of the ARPA funds are restricted to those listed above. The funds cannot be used to:

- Directly or indirectly use to offset tax reductions or delay a new tax or tax increase;
- Deposit of funds into a pension fund.

The City Council must obligate the City's ARPA funds by December 31, 2024, and the City must expend the funds by December 31, 2026. Any unused portion of the funds must be returned to the U.S. Department of the Treasury. A more detailed summary of the expenditure guidelines is attached. For additional detailed information about the

ARPA, visit the U.S. Department of the Treasury website at [Coronavirus State and Local Fiscal Recovery Funds | U.S. Department of the Treasury](https://www.dhs.gov/coronavirus/state-and-local-fiscal-recovery-funds).

ARPA Workshops

The expected outcome of the workshops is that the Council will identify, with community input, some purposes and amounts for expenditure of the ARPA funds. The first workshop was held on October 9, 2021. Discussion and suggestions for funding allocations centered mostly around assistance to small businesses and households, infrastructure improvements, and replacing lost revenue to, in turn, fund general government services (i.e., roads, parks, recreation programs, etc.).

Business Recovery Survey

As noted above, the City launched a survey of local businesses, on September 23, 2021, using the online survey tool Survey Monkey. The survey was promoted through October 22, 2021 direct mail, chamber, City electronic communication channels. Business owners responded to a series of questions regarding the negative impacts of the COVID-19 pandemic on local businesses as well as their needs for recovery. A copy of the survey instrument is attached. The City received 21 responses. The results are summarized below.

- The top business types reported were beauty/personal services (24%), retail (14%), finance/insurance/real estate (10%), fitness center/gym (10%), restaurant/bar (10%), and other (10%).
- The majority of respondents are self-employed with no employees (43%) or have one to four employees (33%).
- 90% of respondents reported being negatively impacted by the pandemic.
- Top types of negative impacts reported were loss of revenue (90%), reduced customer demand (72%), temporary closure (61%).
-
- Seventy-one percent of the respondents reported receiving government financial assistance related to COVID.
- Businesses received COVID-related relief funding from Paycheck Protection Program (38%), CA Small Business Assistance (33%), Employment Development Department (33%), Pinole Small Business Assistance (29%).
- Most respondents reported receiving assistance up to \$5,000 (41%) or between \$20,001 - \$50,000 (24%).

- Top challenges reported were reestablishing customer base (76%), cash flow (52%), marketing (52%), and paying rent and utilities (43%).
- Top types of assistance desired were improvements/enhancements to downtown/commercial areas (60%), assistance with applying for grants/loans (55%), rent assistance grants (50%), and shop local campaign (40%).
- 33% of respondents would like assistance with establishing their business online and 33% would not.
- 80% of respondents reported that they have not benefitted from protections under the Contra Costa County commercial rent eviction moratorium.

Community Survey

The City launched a general community survey on October 22, 2021 using the online interactive platform Balancing Act. The tool allows respondents to indicate their priorities for the use of ARPA funds. The survey incorporated the main expenditure options discussed at the October 9, 2021 workshop and the types of assistance prioritized through the business survey. A copy of the survey instrument is attached. All community members were invited to provide their input, including prioritizing programs and projects from an individual perspective. The City received 31 responses. Below are the priorities expressed by respondents for expenditure of ARPA funds.

1. Replacement of lost revenue (52% of responses)
 - School and education support
 - Infrastructure (roads, sidewalks, facilities)
 - Fire and emergency services
 - Recreation and parks
 - Police services
 - Environmental improvements
2. Investment in water, sewer, and broadband (25% of responses)
 - Water/sewer projects
 - Broadband projects
3. Financial assistance to businesses and households (16% of responses)
 - Small business assistance
 - Individual and family support
4. Support for public health response (7% of responses)

ARPA Funding Recommendations

As noted above, the City has a substantial amount of time before it must obligate and expend the ARPA resources. The City is going through a decision-making process now, far in advance of the deadline, so that if the City determines that businesses and/or individuals need assistance immediately, the City can decide to appropriate funds for that assistance now and move forward with planning and implementing related programs.

Taking into consideration the public comments and City Council deliberation from the first workshop as well as the results of the business recovery and general community surveys, staff recommends prioritizing expenditure of the City's ARPA funds as follows. Note that City staff contacted colleagues in peer jurisdictions to discuss the possibility of cross-city collaborations using ARPA funds. The City's peer jurisdictions are at varying stages in their decision-making processes regarding their appropriation of ARPA funds. No specific opportunities for cross-city collaboration have yet been identified, but some might subsequently surface. Note that the City has engaged a consultant to prepare an Economic Development Strategy for the City. The consultant cannot provide comprehensive recommendations at this point for how the City should expend ARPA funds to create the greatest economic development impact. The consultant will be able to provide comprehensive recommendations when the strategy is complete, in mid-2022.

Use of ARPA Funds to Backfill Revenue Loss

Government agencies can use ARPA funds to repay themselves for revenue lost due to the pandemic. The City of Pinole's revenue loss was calculated to be \$2,005,450 as determined by the Public Revenue Loss Calculator. It computes the extent of the reduction in revenue by comparing actual revenue to a counterfactual trend representing what could have been expected to occur in the absence of the pandemic. Staff recommends that the City Council appropriate \$2,005,450 of ARPA funds for this purpose. These funds would be deposited into the General Fund and tracked separately. They could then be expended on any allowable General Fund use, which is quite broad. According to the U.S. Treasury guidelines, government services can include, but are not limited to, maintenance or building of infrastructure, health services, environmental remediation, school or educational services, and the provision of police, fire, and other public safety services. The use of ARPA funds to backfill revenue loss mitigates disruptions to these essential services that were subject to reduced funding due to the pandemic.

Financial Assistance to Businesses

Staff recommends that the City Council consider providing funding to small businesses in the form of grants, like the Pinole Small Business Assistance Program, and shop local gift cards. Respondents to the business survey indicated that these two forms of direct assistance to local businesses is desirable. A shop local gift card

program could be used to provide assistance to households through discounted gift cards as well as provide assistance to businesses. Staff recommends that the City Council allocate funding to a shop local gift card program immediately to begin addressing the needs of the business community. Staff further recommends that, to the extent possible, the City partner with another organization that is well-suited to implement such a program, to leverage their expertise and limit City staff time required.

Investments in Sewer, Water, and Broadband Infrastructure

Sewer, water, and broadband were identified in the community survey as desirable areas in which to invest. The City's Capital Improvement Plan (CIP) also notes the need for additional investment in the sewer system, and the City is in the process of completing an Economic Development Strategy that will assess the desirability of City investment in broadband. (City residents and businesses are provided with water by East Bay Municipal Utility District (EBMUD), rather than the City.) Although staff strongly believes that additional investment in the sewer system is needed, and that investment in broadband might be beneficial to the City, staff does not recommend using ARPA funds for these purposes at this time. Staff believes that it is more appropriate to use Sewer Fund resources, from ratepayers, for sewer system projects. Note that not all Pinole residents and businesses are serviced by the City's sewer system. Some are serviced by the West County Wastewater District. Regarding broadband, staff believes that it is prudent to wait and see what the Economic Development Strategy recommends regarding City investment in broadband.

Note that the U.S. Senate recently passed the "State, Local, Tribal, and Territorial Fiscal Recovery, Infrastructure, and Disaster Relief Flexibility Act" – SB 3011, which has moved on to the U.S. House of Representatives. HdL consultants are reviewing and monitoring this new bill to determine what funds might be available to cities, for what purposes, if it is passed by the House of Representatives and signed by the President.

Assistance to Households

Taking into consideration the public comments and City Council deliberation from the first workshop as well as the results of the general community survey, staff recommends using a portion of the funding to assist households. Some of the ideas put forward were to use funds to provide air purifiers to households, access to food programs, and financial assistance to residents to help cover rent, mortgage, or other short-term needs.

Defer decisions on the remaining funds

Staff recommends that the City Council defer decisions on the remaining funds pending needs assessments and careful planning. As stated above, the City Council has sufficient time to make decisions before the funds must be obligated by December

31, 2024 and fully expended by December 31, 2026. Additionally, the City is not required to spend the full \$2.3 million in the first year.

Next Steps

If the City Council decides at the November 6, 2021 workshop on general or specific types and amounts of ARPA expenditures, City staff will take the appropriate follow-up steps to advance the initiatives identified by the Council.

FISCAL IMPACT

The workshop does not itself have any fiscal impact on the City. Once the City Council decides on ARPA appropriations, FY 2021/22 Operating Budget will be amended to incorporate approved expenditures to be funded by the \$2,302,505 of ARPA funds received. The second tranche of \$2,302,505 will be appropriated in the FY 2022/23 Operating and Capital Budget.

ATTACHMENTS

- Attachment A - Description of allowable ARPA uses
- Attachment B - Business survey instrument
- Attachment C - Community survey instrument



U.S. DEPARTMENT OF THE TREASURY

Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

Funding Objectives

- **Support urgent COVID-19 response efforts** to continue to decrease spread of the virus and bring the pandemic under control
- **Replace lost public sector revenue** to strengthen support for vital public services and help retain jobs
- **Support immediate economic stabilization** for households and businesses
- **Address systemic public health and economic challenges** that have contributed to the inequal impact of the pandemic

Eligible Jurisdictions & Allocations

Direct Recipients

- States and District of Columbia (\$195.3 billion)
- Counties (\$65.1 billion)
- Metropolitan cities (\$45.6 billion)
- Tribal governments (\$20.0 billion)
- Territories (\$4.5 billion)

Indirect Recipients

- Non-entitlement units (\$19.5 billion)



Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access



For More Information: Please visit www.treasury.gov/SLFRP

For Media Inquiries: Please contact the U.S. Treasury Press Office at (202) 622-2960

For General Inquiries: Please email SLFRP@treasury.gov for additional information



Example Uses of Funds



Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response



Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag



Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund



Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments



Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs



Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages



Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund



Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses

The examples listed in this document are non-exhaustive, do not describe all terms and conditions associated with the use of this funding, and do not describe all the restrictions on use that may apply. The U.S. Department of the Treasury provides this document, the State and Local contact channels, and other resources for informational purposes. Although efforts have been made to ensure the accuracy of the information provided, the information is subject to change or correction. Any Coronavirus State and Local Fiscal Recovery Funds received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which shall incorporate the provisions of the Interim Final Rule and/or Final Rule that implements this program.

Pinole COVID-19 Business Recovery Survey

Your business/organization is an important part of the Pinole community. The City of Pinole wants to hear about your experiences during the COVID-19 pandemic. Information gathered from this survey will help the City to develop programs to support local businesses.

Complete the survey by Friday, October 8, 2021 and be entered into a drawing to win a \$100 gift card!

1. Please provide your business or organization information:

Business Owner Name _____

Business Name _____

Business Location Address _____

Business Mailing Address _____

Business Email _____

Business Phone Number _____

2. What year was your business/organization established in Pinole?

3. How many employees do you currently have at your Pinole location?

- | | |
|---|-----------------------------------|
| ☐ Self-employed with no employees | ☐ 10 to 25 |
| ☐ 1 to 4 | ☐ 26 to 50 |
| ☐ 5 to 9 | ☐ 51 to 100 |
| | ☐ 101 or more |

4. Please indicate your business type:

- | | |
|---|---|
| ☐ Auto-Related | ☐ Hospitality & Tourism |
| ☐ Beauty/Personal Care Services
(Hair, Nail, Waxing, Tattoo,
Massage) | ☐ Distribution, Light-Manufacturing
or Production |
| ☐ Childcare, Education, Tutoring | ☐ Medical Offices (Dental, Physicians,
Pharmacies) |
| ☐ Construction | ☐ Non-Profit |
| ☐ Entertainment & Recreation | ☐ Professional and Technical Services |
| ☐ Finance, Insurance, Real Estate | ☐ Restaurant, Bar, Brewpubs, and
Other Food/Drink |
| ☐ Fitness Center/Gym | ☐ Retail Store |
| ☐ Grocery Store | ☐ Technology (Research &
Development, Software) |
| ☐ Home-based Business | ☐ Other: _____ |

5. Has your business/organization been negatively impacted by the COVID-19 Pandemic?

☐ Yes

☐ No

6. If yes, how was your business/organization negatively impacted? (Select all that apply):

☐ Loss of revenue

☐ Layoff of one or more staff

☐ Temporary closure

☐ Reduced customer demand

☐ Permanent closure

7. What COVID-19 relief funding or assistance has your business/organization received? (Select all that apply):

☐ I have not received COVID-19 relief assistance

☐ Paycheck Protection Program (PPP)

☐ Economic Injury Disaster Loan/Advance (EIDL)

☐ California Small Business COVID-19 Relief Grant

☐ EDD (Employment Development) - Unemployment or Pandemic Unemployment Assistance

☐ Tax or Permit Relief (Extended deadlines, waiver of late fees,

tax credits, etc.)

☐ Federal Restaurant Revitalization Fund

☐ Pinole Small Business Assistance Grant Program

☐ Small Business Development Center (SBDC) – free training or counseling

☐ Other Small Business Administration (SBA) loan (e.g., SBA Debt Relief, Express Bridge Loan)

8. How much total COVID-19 relief funding has your business received?

- ☐ \$1 - \$5,000
- ☐ \$5,001 - \$10,000
- ☐ \$10,001 - \$20,000
- ☐ \$20,001 - \$50,000
- ☐ More than \$50,000

9. What will be the greatest challenges to your business/organization recovery? (Select your top three choices):

- ☐ Cash flow - paying for inventory and pay payroll
- ☐ Debt management
- ☐ Paying rent and utilities (including back rent)
- ☐ Hiring or re-hiring employees
- ☐ Marketing my business
- ☐ Re-establishing customer/client base
- ☐ Obtaining inventory and supplies
- ☐ Securing future financing

10. If you are a restaurant, have you used outdoor dining during the Pandemic and would you like to continue or enhance outdoor dining?

- ☐ Yes
- ☐ Not applicable

What type of improvements would you suggest to enhance outdoor dining?

11. What type of assistance would be helpful for your business/organization now and in the future? (Select all that apply):

- | | |
|---|--|
| ☐ Continued outdoor dining operations with enhancements | ☐ assistance |
| ☐ Shop local campaign, including a community gift card program partially subsidized by the City | ☐ Small business resources & one-on-one counseling |
| ☐ Online business support – website assistance | ☐ Assistance with applying for available COVID-19 relief grants and loans |
| ☐ Financial training and resources - access to capital, debt management, etc. | ☐ Rent assistance grants |
| ☐ Employee training and hiring | ☐ Improvements/enhancements to Downtown or commercial areas (select all that apply): |
| | ☐ Other (please specify) _____ |

12. Is your business/organization online? Would you like assistance in setting up your business online? (Select all that apply):

- | | |
|--|---|
| ☐ No, my business does not have its own website | ☐ Yes, I would like assistance improving my business' online presence (e.g., via a grant program to support a local marketing company to get my business set-up online) |
| ☐ Yes, my business has a website, but it does not offer online ordering or delivery | |
| ☐ Yes, my business has a website and customers can order online for pickup and/or delivery | ☐ No, I would not like assistance with my business' online presence |

13. Have you benefitted from protections under the Contra Costa County commercial rent eviction moratorium? Is your business/organization behind on rent? (Answers are confidential):

- ☐ No, I have continued to pay full rent during the Pandemic/I am currently caught up on rent
- ☐ Yes, I have not been able to pay rent during some or all of the time and my back rent is between \$1 and \$10,000
- ☐ Yes, I have not been able to pay rent during some or all of the time and my back rent is between \$10,001 and \$20,000
- ☐ Yes, I have not been able to pay rent during some or all of the time and my back rent is between \$20,001 and \$50,000
- ☐ Yes, I have not been able to pay rent during some or all of the time and my back rent is over \$50,000

14. Other Comments

Thank you for completing our survey!

-DONE-



American Rescue Plan Act (ARPA) Community Survey

Available funding

[View Revenue](#)[Spending](#)

Spending

Support for Public Health Response: \$0 [i](#)



Financial Assistance to Businesses and Households: \$0 [i](#)



Investment in Water, Sewer, and/or Broadband: \$0 [i](#)



Replacement of Lost Revenue: \$0 [i](#)



Other Ideas and Suggestions: \$0 [i](#)



Total \$0

Submit

Reset all to start over

Save your progress and share with others

Tips for using the Balancing Act tool

- Click the arrow next to any spending category to see the subcategories and assign dollar amounts.
- Click on the  or  buttons next to any subcategory to increase or decrease the dollar amount.
- Use the red comment () button to provide comments on any item.
- Use the blue information () button for more details on any item.
- Keep an eye on the green bar at the top, which will turn red if you go over the available funds of \$4.6 million. In order to submit your survey the funds must be balanced with revenue and spending in alignment.
- Submit your input when complete.

If you have any questions or need assistance with this survey, please contact Markisha Guillory at mguillory@ci.pinoe.ca.us (<mailto:mguillory@ci.pinoe.ca.us>) or (510) 724-9823.

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