CITY COUNCIL
Maureen Toms, Mayor
Cameron Sasai, Mayor Pro Tem
Anthony Tave, Council Member
Norma Martínez-Rubin, Council Member
Devin T. Murphy, Council Member

PINOLE CITY COUNCIL
MEETING AGENDA

July 16, 2024
5:00 PM
Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET
OR
Attend VIA ZOOM TELECONFERENCE – Details provided below

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 City Clerk.

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/89335000272

Webinar ID: 893 3500 0272

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 (subject to modification by the Mayor)
- 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 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 City Clerk 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 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.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following week. 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. CONVENE TO A CLOSED SESSION

Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.

A. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Gov. Code § 54956.9(d)(2)
Number of Potential Cases: 1

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

6. 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

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

B. Mayoral & Council Appointments

C. City Council Committee Reports & Communications

D. Council Requests for Future Agenda Items

E. City Manager Report / Department Staff

F. City Attorney Report

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. **Proclamations**

1. Independence Day

2. Bastille Day

3. Recognition of Community Development Department Intern, Luke Shalz

B. **Presentations**

1. Department Update - Human Resources

2. Presentation of New Online Permitting and Licensing System

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

A. Approve the Minutes of the Special City Council Meeting on June 25, 2024 and the Minutes of the Regular City Council Meeting on July 2, 2024.

B. Receive the June 15, 2024 – July 12, 2024 List of Warrants in the Amount of $2,751,452.99 and the July 5, 2024 Payroll in the amount of $529,980.50

C. Adopt a Resolution to Amend the Master Salary Schedule **Action: Adopt a Resolution per Staff Recommendation (Stacy Shell, Charlene Davis)**

D. Disposal of Electronic Waste **Action: Adopt Resolution per Staff Recommendation (Markisha Guillory)**

E. Fiscal Year (FY) 2023/24 Fourth Quarter Report On Status Of Capital Improvement Plan (CIP) Projects **Action: Receive Report (Sanjay Mishra)**

F. Approve an Amendment to the Employment Agreement for the City Clerk **Action: Adopt Resolution per Staff Recommendation (Stacy Shell)**

G. Adopt a Resolution Declaring Intent for the Levy and Collection of Annual Assessments for the Pinole Valley Road Landscape and Lighting Assessment District (LLAD) for FY 2024/2025, Setting the date of the Public Hearing, and Approving the Annual Engineer's Report **Action: Adopt Resolution per Staff Recommendation (Sanjay Mishra)**

H. Second Reading and Adoption of EV Charging Station Ordinance **Action: Waive Second Reading and Adopt Ordinance per Staff Recommendation (Sanjay Mishra, Eric Casher)**

10. PUBLIC HEARINGS

Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the presentation, by first providing a speaker card to the City Clerk. **An official who engaged in an ex parte communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.**

A. Review and Adopt Sewer Rates for 2024/25-2028/29 **Action: Conduct Public Hearing and Adopt Resolution per Staff Recommendation (Sanjay Mishra)**

11. OLD BUSINESS

A. Resolution Placing ½-Cent Sales Tax Measure On November 5, 2024 Ballot **Action: Adopt Resolution per Staff Recommendation (Markisha Guillory, Eric Casher)**

12. NEW BUSINESS

None

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Open only to members of the public who did not speak under the first Citizens to Be Heard, Agenda Item 6 **Citizens may speak under any item not listed on the Agenda.** The time limit is 3 minutes for City Council items 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 meeting.

14. ADJOURNMENT to the Regular City Council Meeting of August 6, 2024 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.

Heather Bell, CMC
City Clerk
POSTED: Thursday, July 11, 2024 at 4:30 pm

Proclamation

INDEPENDENCE DAY
JULY 4, 2024

WHEREAS, *on July 4, 1776, the Continental Congress declared that the 13 American colonies were no longer subject to the monarch of Great Britain and were united, free, and independent states; and*

WHEREAS, *the 13 colonies soon adopted the Declaration of Independence, a historic document drafted largely by Thomas Jefferson; and*

WHEREAS, *since then, July 4th has been annually celebrated as Independence Day, also known as Fourth of July, to commemorate the birth of American independence with festivities such as fireworks and parades; and*

WHEREAS, *in 1870, the U.S. Congress made Independence Day a federal holiday, and this day continues to remain an important symbol of patriotism and political freedom; and*

WHEREAS, *on this day, individuals celebrate by displaying the American flag outside their homes or buildings, arranging fireworks often accompanied by patriotic music, and simply enjoying time with their families; and*

WHEREAS, *we should also take time to appreciate the history, heritage, and people of our great nation, express our loyalty and pride for America, and give thanks for the freedom and liberties fought by the first generation of our people; and*

NOW, THEREFORE, I, MAUREEN TOMS, *Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the entire City of Pinole, do hereby proclaim* ***JULY 4, 2024 AS INDEPENDENCE DAY*** *in the City of Pinole and I encourage all Pinole citizens to observe this day with appropriate celebrations.*

Maureen Toms

MAUREEN TOMS
MAYOR of the City of Pinole

Dated: July 16, 2024

Proclamation

BASTILLE DAY
JULY 14, 2024

WHEREAS*, On July 14, 1789, the people of France stormed the despised Bastille prison in Paris, marking the beginning of their own struggle against tyranny; and*

WHEREAS*, shortly thereafter, the National Assembly of France approved the declaration of the Rights of Man and the Citizen. This historic document noted that "ignorance, neglect, or contempt of human rights, are the sole causes of public misfortunes" and affirmed the concept of individual liberty; and*

WHEREAS*, the Declaration of the Rights of Man and the Citizen was not only adopted within the same year as the Congress approved our Bill of rights, but also contained some of the same themes, including freedom of religion, freedom of the press, security in one's property and person, and due process in courts of law; and*

WHEREAS*, these documents proclaimed the inviolability of human rights on both sides of the Atlantic Ocean and guaranteed them for future generations; and*

WHEREAS, *the City of Pinole is committed to appreciating and honoring diversity and the heritage of all its citizens.*

NOW, THEREFORE, I, MAUREEN TOMS*, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council, proclaim do hereby proclaim July 14, 2024 as Bastille Day and call upon all people to observe this day with appropriate ceremonies and activities, and I urge them to renew their support for the just aspirations of all peoples who seek freedom and self-determination.*

Maureen Toms

MAUREEN TOMS
Mayor of the City of Pinole

Dated: July 16, 2024

HUMAN RESOURCES

Stacy Shell, Human Resources Director

PINOLE
CALIFORNIA

MISSION STATEMENT

- Provide comprehensive and timely human resources and risk management services.

- Develop and implement innovative strategies and programs.

- Attract, develop, motivate, and retain the best-qualified employees.

PINOLE
CALIFORNIA

SERVICES & RESPONSIBILITIES

Recruitment & Retention

Labor & Employee Relations

Classification & Compensation

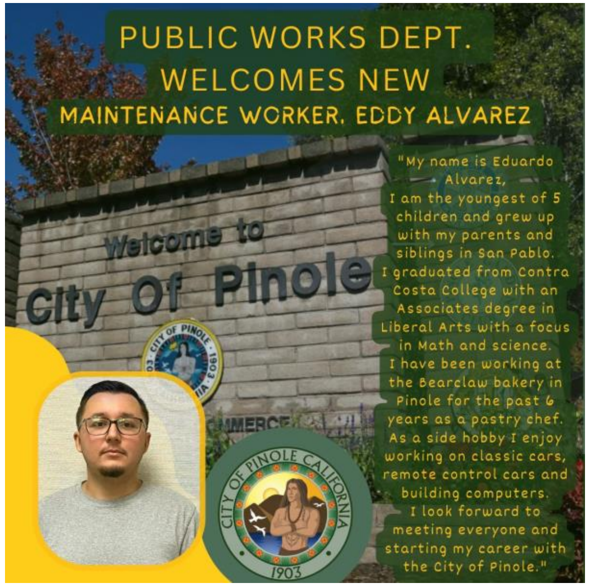
Employee Benefits

Training & Development

Wellness/Safety/Risk Mgmt.

Employee Engagement

RECRUITMENT & RETENTION



PINOLE
CALIFORNIA

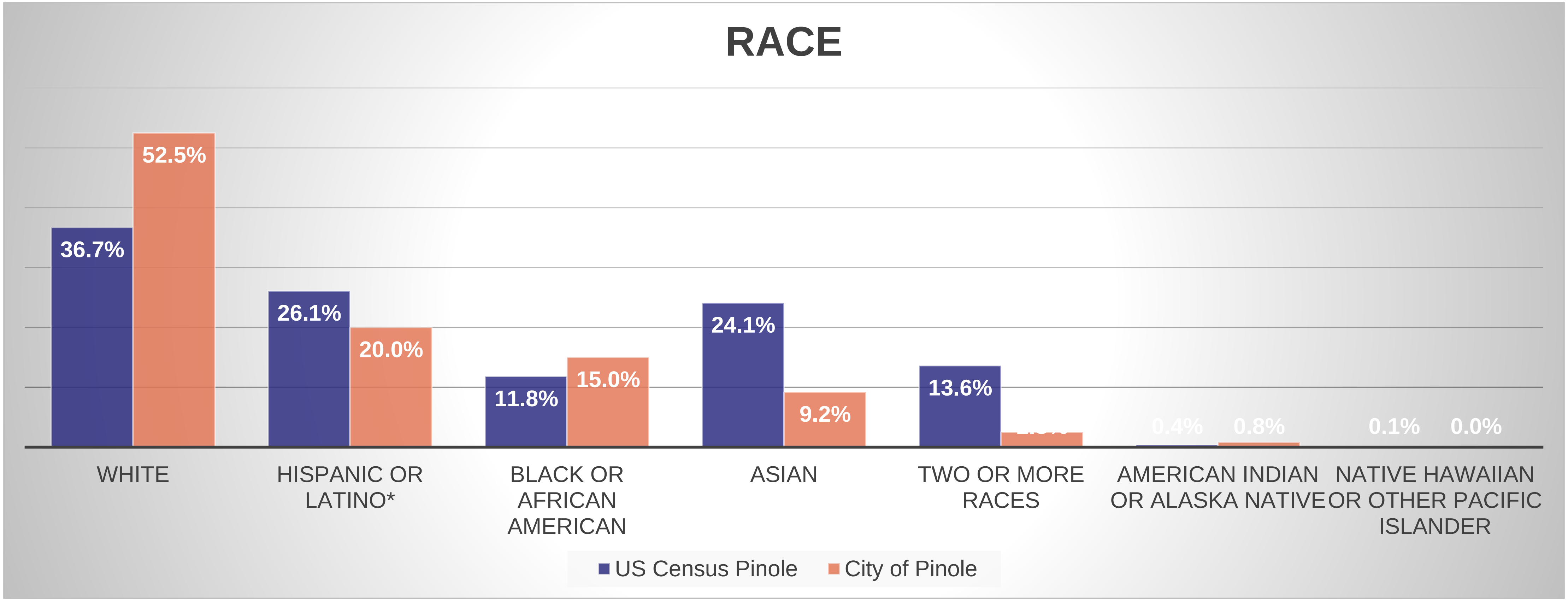
OUTREACH, ADVANCEMENT & INCLUSION

- Facilitate selection procedures that produce diverse and skilled applicant pools.

- Assure that all recruitments, hiring, placements, transfers, and promotions are made through the lens of inclusion and based on individual qualifications for the position.

PINOLE
CALIFORNIA

CITY OF PINOLE DIVERSITY



* US Census Data: Hispanic may be of any race, so also included in other applicable race categories

PINOLE
CALIFORNIA

LABOR & EMPLOYEE RELATIONS

PINOLE POLICE EMPLOYEES ASSOCIATION

AFSCME®
We Make America Happen

BARGAINING UNITS & EMPLOYEE GROUPS

American Federation of State, County, Municipal, and Employees (AFSCME) Union

- Local 1 – Maintenance & Clerical Employees
- Local 512 – Technical & Professional Employees

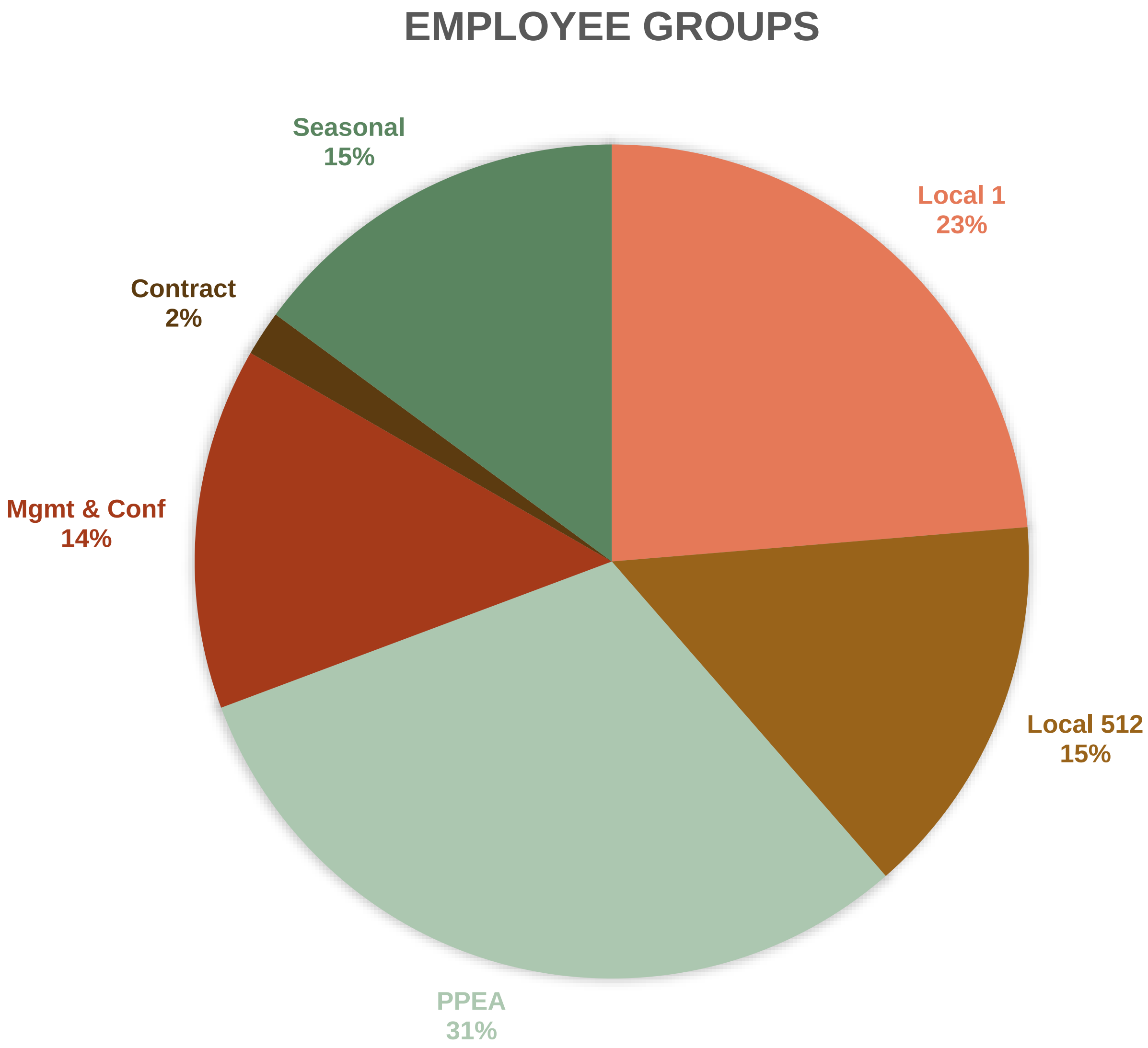
Pinole Police Employees Association (PPEA)

- Sworn & Non-Sworn Law Enforcement Employees

Management & Confidential Employee Group

Individual Contract Employees

Seasonal/Temporary Employees



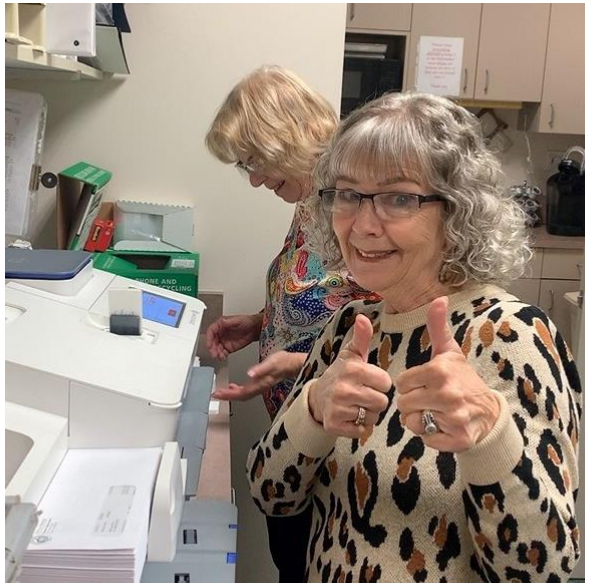
PINOLE CALIFORNIA

NEGOTIATIONS, INVESTIGATIONS & DISCIPLINE

- Represent the City Council and City Manager on all labor negotiation and grievance matters with bargaining units.
- Facilitate workplace investigations for claims of harassment, retaliation, and discrimination.
- Provide guidance and counseling to employees; initiate, conduct and/or oversee investigations relative to disciplinary actions for City departments.

PINOLE
CALIFORNIA

CLASSIFICATION & COMPENSATION



PINOLE
CALIFORNIA

ANALYSIS OF JOB AND PAY SYSTEMS

- Plan and conduct classification and organization studies.
- Develop and update classification specifications or job descriptions.
- Design compensation systems that support and reinforce the City's long-range objectives.

PINOLE
CALIFORNIA

BENEFITS ADMINISTRATION

PINOLE
CALIFORNIA

EMPLOYEE BENEFITS: A HEALTHY WORK-LIFE BALANCE

- Health and Wellness Benefits
- Retirement and Financial Benefits
- Paid Time Off and Leave Benefits
- Flexible Hours and Telecommuting/Remote Work
- Life Insurance and Disability Benefits

PINOLE
CALIFORNIA

TRAINING & DEVELOPMENT

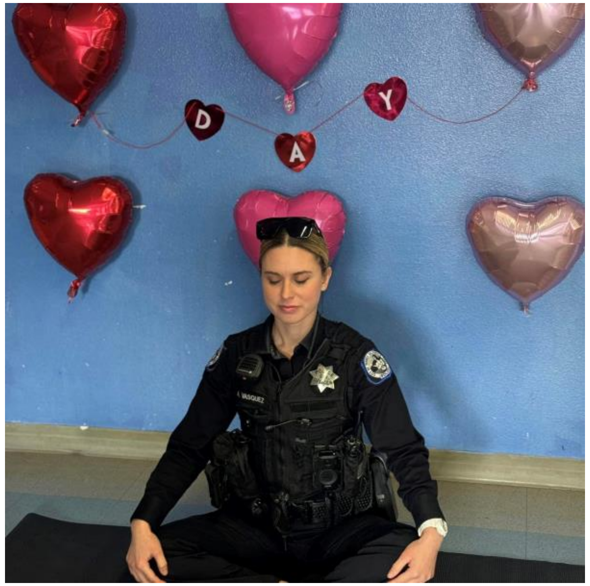
PINOLE
CALIFORNIA

EMPLOYEE INVESTMENT

- Contra Costa Leadership Academy
- Anticipated Front-Line Supervisory Academy
- Higher Education Incentive Pay and Tuition Reimbursement Programs
- City-Wide Safety and Mandated Training Programs

PINOLE
CALIFORNIA

WELLNESS, SAFETY & RISK MANAGEMENT



PINOLE
CALIFORNIA

HEALTH, WELL-BEING & SUPPORT

- Wellness Program
  - Annual Wellness Fairs and First Aid & AED Training
  - Bi-Annual Walk-n-Lunch Events, Chair Massage Days, and Walking Challenges
- Employee Assistance Program
- Risk Management Program
  - Employment Liability & Workers' Compensation

PINOLE CALIFORNIA

EMPLOYEE ENGAGEMENT

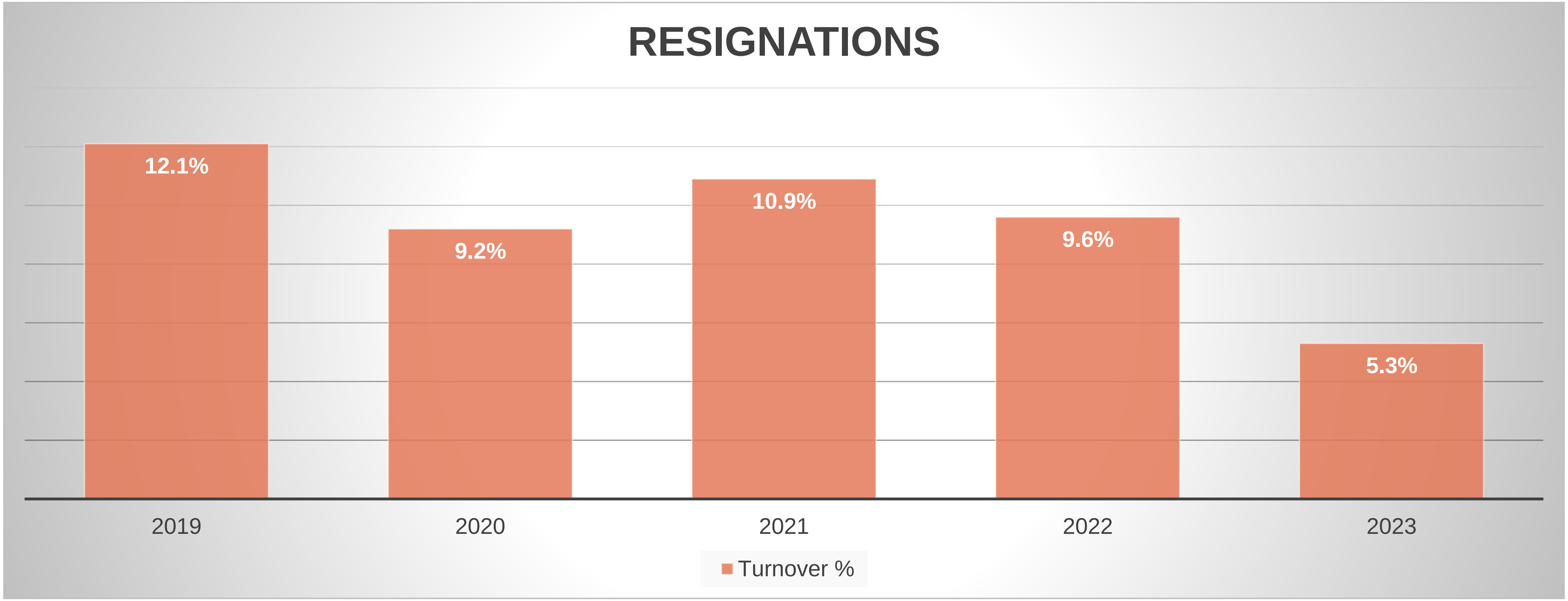
PINOLE
CALIFORNIA

WORKPLACE CULTURE

- Employee Appreciation and Recognition Programs
- Employee Events Committee
- Survey Employee Satisfaction Levels

PINOLE
CALIFORNIA

CITY OF PINOLE EMPLOYEE TURNOVER



PINOLE
CALIFORNIA

HIGH PERFORMANCE PINOLE

City Council Goal #4

Build an organization culture that is efficient, ethical, and effective in delivering quality services with community involvement and fiscal stewardship.

PINOLE
CALIFORNIA

THANK YOU

Human Resources Department

Stacy Shell, HR Director

Charlene Davis, HR Analyst

Josey Gutierrez, HR Technician

Ana Avila, Admin Assistant

Questions?

PINOLE CALIFORNIA

CITY COUNCIL MEETING
MINUTES
June 25, 2024

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Toms called the Special Meeting of the City Council to order at 5:01 p.m. and led the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT

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. Code § 87105.

A. COUNCILMEMBERS PRESENT

Maureen Toms, Mayor
Cameron Sasai, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Devin Murphy, Council Member
Anthony Tave, Council Member

B. STAFF PRESENT

Neil Gang, Interim City Manager/Police Chief
Heather Bell, City Clerk
Eric Casher, City Attorney
Markisha Guillory, Finance Director
Sanjay Mishra, Public Works Director
Jeremy Crone, Pinole Police Commander
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell announced the agenda had been posted on June 20, 2024 at 11:30 a.m. with all legally required written notices. Written comments had been received in advance of the meeting, distributed to the City Council, posted on the City website and made available to the public.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

City Attorney Eric Casher provided a report from the June 12, 2024 Special City Council Closed Session meeting to interview City Manager candidates. There was no reportable action from that Closed Session; however, an Employment Agreement was expected to be brought forward on July 2, 2024 for City Council approval.

4. CONVENE TO A CLOSED SESSION: None

Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session by first providing a speaker card to the City Clerk.

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

There was no Closed Session.

6. 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.

Bob Kopp expressed concern with the City's deficit and asked why the City had given the County a quarter of a million dollars to give the City back certain things once the City had found out it could ask for those things. He questioned why those funds had been spent since taxpayers would receive little benefit. He also asked why two Council members who had attended college had to have interns to help them do their jobs when interns had not been provided to Council members in the past. He stated those funds could have been better spent in the Police Department given his understanding the City would not add officers to the street, although help was needed, and stop-signs were non-existent, particularly along Pinole Valley Road where traffic traveled at a high rate of speed. Further, the Public Works Department needed help filling potholes and he asked the City Council to redirect funds. He reiterated if the City was facing a significant budget deficit, the City could not afford to use funds to help two Council members do their jobs and he expressed the willingness to be the first to put forth funds for a recall effort.

In response to the Mayor, Mr. Kopp understood there was a County program to help with the change from natural gas to electricity.

Mayor Toms clarified the program referenced was not for the County but for residents.

Lecia Rohrbach, a member of the Pinole Police Department for the past seven years, expressed concern with the openness of the window at the Police Department and requested safety glass since she had been attacked on the job two weeks ago. While she had been lucky the person who had attacked her did not have a weapon and sworn personnel had been present to assist, her mental health had been damaged and she was afraid to be on the job. The safety glass window had been a hot topic and many had questioned why employees were so exposed. She understood there was a proposal to spend $600,000 to rejuvenate the Police Department but nothing had been included to address the safety of employees.

A safety assessment had found there to be a significant safety liability at that location in the Police Department and Ms. Rohrbach asked that her safety be considered a priority as part of the proposed rejuvenation project and that safety glass be added.

Ana Avila, President Local 1, speaking on behalf of the members of Local 1, expressed gratitude for the efforts underway from Commander Matt Avery for a plan for the safety of the counters at City Hall and the Pinole Police Department. She referenced the comments from the prior speaker and asked the City Council to direct staff to allocate funds and make the safety of employees their number one concern. She thanked the City Council in advance for its efforts to remedy the situation that had taken place at the Police Department.

Rob Sexton commented that the condition of City streets had become worse and he wanted to know when repairs would take place. While he understood surveys had been taken, Pinole Valley Road, in particular, was in poor condition, was rutted, with no striping on the street almost all the way to the County line, and no striping along Wright Avenue. A resident of Jordan Way, he stated the street had almost turned into a dirt road making it difficult to keep vehicles clean, with rocks on the sidewalk and in his own driveway and garage. He stated the street sweeper had made more of a mess of the area than if it had not come through the neighborhood at all. Tired of the mess and nothing being done, he asked about the status of street repairs.

Amy Eubanks, President, Pinole Police Employee Association (PEA), read into the record a letter from a union member who wished to remain anonymous. The letter raised concerns related to the City's budget deficit and the lack of support in hiring additional police officers to fill vacancies created by officers leaving the Police Department, a number of criminal incidents in the community had been cited, a recent community survey had not supported budget reductions in the Police Department, there had been a lack of discussion to reduce Fire Department services and questions as to why that budget was exempt. The union member hoped the points raised would encourage the City Council to focus on reducing harm to the community, increasing public safety and becoming inclusive of the community's voice.

Rafael Menis reported on the COVID-19 rate in the community based on the Centers for Disease and Prevention Control (CDC), with the wastewater concentrations in nearby areas showing a substantial increase in COVID-19 levels in past weeks, with the hospitalization levels having leveled off at 4 or 3.8 per 100,000. He encouraged people to get their booster shots and at-risk populations to wear masks indoors and in crowded areas until COVID-19 rates declined.

Irma Ruport stated the problems in the City had started long ago and were not borne by the current City Council in that City streets, in particular, had been in poor condition for years. She suggested people needed to follow the problems where they started and where they had not been solved. She also referenced Page 3 of the meeting agenda and cited the Ralph M. Brown Act, which regulations she read into the record. She understood the Chief of Police would retire this year and found it unheard of for a current Interim City Manager and Police Chief to announce his own job, which was unfair and not productive. She suggested that vacancy should be deferred pending the hiring of a new City Manager, and that person should decide with the City Council the best person to be Police Chief.

Ms. Ruport also reported that KRON Channel 4 had reported that Pinole Pride would be featured on June 26, 2024 at 6:30 p.m., with an interview with Council member Murphy, which she hoped would be rebroadcast on Pinole Community Television (PCTV) Channels 26 and 28.

Debbie Long spoke to the actions of Council member Murphy and Mayor Pro Tem Sasai and the collusion she suggested had occurred to result in the cancelation of the June 18, 2024 City Council meeting given that Council member Tave was on vacation and the majority would not be available to pass the agenda item for an elected paid Mayor to be placed on the November ballot. She suggested how the two had colluded to be absent from that meeting to deliberately leave the Council without a quorum to avoid a loss on a vote they supported. She suggested the same had occurred only once in the past, which had resulted in the 2008 recall.

Ms. Long added for those who wanted a Town Hall to discuss the sewer rate increase, this meeting could have been that meeting but instead that discussion would be held on July 2, 2024 when more people would be out of town for the holiday, a win-win for the Mayor Pro Tem and Council member Murphy all the way around. She suggested both men deflected from the democratic way and lied to deceive the public. She commented that to lie and deceive - what a great example and lesson for the $30,000 a year interns they mentored. She hoped people would remember their disrespect of the process.

Peter Murray referenced a report from the League of California Cities that discussed the State of the State and Governor Newsom, which reported the Governor's Head of Staff had coerced District Attorneys groups about their wanting to put a proposition on the ballot to restore the penalties for crimes, particularly against retail establishments and crimes in general, which had been a political ploy to keep the proposition off of the ballot because once amendments were made to Proposition 47, crime rate statistics would increase and then politicians would be held accountable for prior decisions. He suggested that was how crime statistics were manipulated, which should be noted for the record.

Anthony Vossbrink echoed the comments from Debbie Long and stated he had been taken aback by the cancelation of the June 18, 2024 City Council meeting as had some of his neighbors who wanted to tune into the meeting and/or add to public comment. He pointed out the meeting had been canceled that afternoon around 3:30 p.m. and he asked why the public had not been provided better notice of the cancelation and why a cancelation notice had not been posted on PCTV, and he questioned whether there had been collusion amongst some at City Hall. He suggested there should be an investigation into whether the Brown Act had been violated. He added he had also been disappointed during a prior City Council meeting when not for the first time, the Mayor had closed the meeting while he remained on hold to make public comments.

7. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations: None

B. **Presentations:** None

8. REPORTS & COMMUNICATIONS

A. <u>Mayor Report</u>

1. Announcements

Mayor Toms reported she had a tour of Vista Woods which was close to receiving a Temporary Occupancy Permit for a portion of the development.

Mayor Toms added that she had also attended the Mayors' Conference in the City of Pittsburg with a presentation from the County Libarian on the status of the Countywide Library system; Pride and Juneteenth events, thanking all City staff who had prepared the event; Municipal Code Update Ad-Hoc Subcommittee meeting to finalize a number of ordinances; Earthquake Country Alliance Bay Area Spring 2024 Workshop in Rossmoor and the Special City Council meeting of June 12, 2024. She reported the WestCAT meeting for the month of June had been canceled but she had also participated in the Upper Pinole Creek Watershed Clean-Up with Friends of Pinole Creek and Car Show, and thanked all volunteers and City staff for a successful event. Via Zoom, she had participated in a policy committee meeting of the League of California Cities for the Housing, Community and Economic Development Committee and briefed the City Council on the discussions on economic development in Oceanside, CA and the Justice for Renters Act.

Mayor Toms added that the City Council would hold a meeting on July 2, 2024 to consider an Employment Agreement for a new City Manager and ordinances that had been carried over from the past week, and once the meeting was closed at 7:00 p.m., a workshop would be held to discuss proposed sewer rates. She stated the Police Department would participate in the Northern California Law Enforcement Torch Run on June 26, 2024 with Pinole Officers to take the Special Olympics torch from the City of Hercules Police Department at the Community Corner at 8:45 a.m. Spectators were welcome to come out and support the torch run as it made its way down to the University of Santa Clara for the start of the Special Olympic Games to commence on Friday, June 28, 2024.

B. Mayoral & Council Appointments: None

C. City Council Committee Reports & Communications

Mayor Pro Tem Sasai was pleased to have joined the Filipino Bar Association of Northern California Annual Gala at which time he had the opportunity to meet Superior Court Judge Benjamin Reyes; attended the Asian American Pacific Islanders Lead Summitt (AAPI) and met with regional leaders to discuss retail theft and public safety; and a Municipal Code Update Ad-Hoc Subcommittee meeting to finalize a number of ordinances.

Council member Murphy reported he had visited the new Benjamin Moore Paint center on Fitzgerald Avenue; congratulated and thanked staff for the dual celebrations of Pride and Juneteenth and was pleased with the local news coverage for the event that had been featured on KRON Channel 4; and provided updates on the Taxpayer Protection and Government Accountability Act (TPA), which the California Supreme Court had taken off of the November ballot, and the proposed sewer rate increase, and encouraged residents to attend the July 2, 2024 workshop or reach out to him personally to discuss the proposed sewer rate.

Council member Martinez-Rubin reported she had attended the City Managers' Sales Tax Working Group, a statewide group formed by the League of California Cities, which ended its tasks to review possible ways to reform how taxes were distributed in the State of California along with the distribution of sales taxes through County pools. She had also met with the League of California Cities Policy Committee on Revenue and Taxation to review what the City Managers' Sales Tax Working Group recommended along with possible reforms, and as the City's representative had attended a meeting of the Association of Bay Area Governments (ABAG), which had passed its budget and reported there would be a 10 percent increase in ABAG membership dues.

D. Council Requests for Future Agenda Items

Mayor Pro Tem Sasai requested a Council level discussion to implement safety measures in public facilities in the City of Pinole.

In response to the Mayor, Interim City Manager/Police Chief Neil Gang reported while there had been ongoing efforts, having a discussion with input from the community and getting City Council direction was valid.

ACTION: Motion by Mayor Pro Tem Sasai/Mayor Toms to have a Council level discussion to implement safety measures in public facilities in the City of Pinole.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

Council member Murphy requested as a future agenda item the City Council convene a Closed Session in the form of a Performance Evaluation of the Interim City Manager to solicit his feedback on Best Practices and performance and to inform the benchmarking and performance process of the incoming City Manager.

Mayor Toms asked that the Closed Session occur either July 16 or August 13, 2024.

Council member Murphy understood the Mayor and City Manager set the agenda but agreed those dates would be timely.

ACTION: Motion by Council members Murphy/Tave to convene a Closed Session in the form of a Performance Evaluation of the Interim City Manager to solicit his feedback on Best Practices and performance and to inform the benchmarking and performance process of the incoming City Manager.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

ACTION: Motion by Council member Martinez-Rubin/Mayor Toms to direct staff to prepare a program description that includes a report back on the Internship Program that includes the objectives of the program and the Citywide accomplishments by the interns supported by tax dollars.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

Council member Martinez-Rubin requested as a future agenda item that the City integrate the Veterans Day Memorial and Flag Retirement Ceremony, an annual event with a 15-year history among its annual community events.

In response to Council member Murphy, Council member Martinez-Rubin clarified her request would be for a staff report and budgeting for the item so that it would become an annual event with the key sponsor to be the City of Pinole.

As to whether the item should be deferred until the City Council had discussed the budget, also in response to Council member Murphy, Mayor Toms suggested if moving forward the item could be discussed as part of the budget but if not, it would be part of the list.

ACTION: Motion by Council member Martinez-Rubin/Mayor Toms that the City integrate the Veterans Day memorial and Flag Retirement Ceremony, an annual event with a 15-year history among its annual community events.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

E. City Manager Report / Department Staff

Interim City Manager/Police Chief Gang congratulated and recognized Bob Kopp for another successful Car Show and City employees who provided assistance to support the event. He reported the Fourth of July celebrations would be held on July 4, 2024 at Pinole Valley High School from 6:30 to 9:30 p.m., with live music, food vendors, a community parade and a drone show and he read into the record an email about why such events were so impactful.

Interim City Manager/Police Chief Gang also reported the City Manager selection process had concluded with the reveal to be disclosed shortly, and the Police Chief recruitment process had been implemented with Public Sector Search having been selected and with applications due by July 12, 2024.

Interim City Manager/Police Chief Gang also responded to the public comment and concern whether he, as the Interim City Manager/Police Chief, would have a conflict of interest with respect to the next Police Chief due to his impending retirement, he stated there had been no conflict of interest and while he respected the opinions of the public it had been stated early in the process that the Human Resources Department Director would be heavily involved in the Police Chief selection process. The process would continue until there was a finals list and the new City Manager would make the final selection without his input.

Interim City Manager/Police Chief Gang also provided an update on the disabling of communications and copper theft. The Police Department had arrested two subjects who had been charged with felonies. He also reported on the Northern California Law Enforcement Torch Run on June 26, 2024 with Pinole Police Officers to take the Special Olympics torch from the Hercules Police Department at the Community Corner at 8:45 a.m., and he too encouraged everyone to participate and support the event, with more information on social media.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 7E through 7F)

City Clerk Bell reported there were no comments from the public.

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

A. Approve the Minutes of the Regular City Council Meeting on June 4, 2024.

B. Receive the June 1, 2024 – June 14, 2024 List of Warrants in the Amount of $1,465,832.64, the June 7, 2024 Payroll in the Amount of $502,796.67, and the June 21, 2024 Payroll in the Amount of $509,646.26.

C. Adopt Resolution Authorizing the Interim City Manager to Execute the First Amendment to the Agreement with Client First Technology Consulting to Provide Professional Support Services Related to Instant Solar Permitting. **Action: Adopt Resolution per Staff Recommendation (Lilly Whalen)**

D. Adopt a Resolution Authorizing the Interim City Manager to Execute the First Amendment to the Agreement with Strategic Energy Innovations (SEI) to Extend the Climate Fellow Contract by Two Months. **Action: Adopt Resolution per Staff Recommendation ((Lilly Whalen)**

E. Adopt a Resolution Authorizing the Interim City Manager to Execute an Agreement with Client First Technology Consulting to Provide Professional Support Services for Three Years to Maintain and to Support Land Management System Administration and Geographic Information System Maintenance for New Community Development Permit Tracking and Online Application System. **Action: Adopt Resolution per Staff Recommendation (Lilly Whalen)**

F. Letter of Support for AB3259 Regarding Transactions and Use Taxes: **Action: Consider Approval of Letter per Staff Recommendation (Fiona Epps)**

G. Placement of Liens on Delinquent Unpaid Waste Collection Charges Falling Delinquent Between January and April 2024, Considered at an Administrative Hearing on June 6, 2024. **Action: Adopt Resolution per Staff Recommendation (Roxane Stone)**

H. Award Construction Contract for Pinon Trunk Sewer Capacity Phase 2 Project (CIP Project No. SS2401). **Action: Adopt Resolution per Staff Recommendation (Sanjay Mishra)**

I. Adopt a Resolution Approving a Revised Compensation and Benefits Plan for Management and Confidential Employees. **Action: Adopt Resolution per Staff Recommendation (Stacy Shell)**

J. FY 2024/25 Appropriations Limit. **Action: Adopt Resolution per Staff Recommendation (Markisha Guillory)**

K. Call Election for City Council Seats and City Treasurer Seat, Request Consolidation of the Pinole Municipal Election on November 5, 2024 with Contra Costa County and Set Specifications of the Election Order. **Action: Adopt Resolution per Staff Recommendation (Heather Bell)**

Council member Martinez-Rubin requested the following revision to Item 9A, the minutes of the Regular City Council meeting on June 4, 2024: Page 21 (Page 27 of 586 of the agenda packet) the last bullet as shown to be amended to read:

- *Clarified the <u>CERT</u> Program for supplies from the Police Department budget had been included on the one-time list and had not been recommended for reduction. (Martinez-Rubin)*

PUBLIC COMMENTS OPENED

Irma Ruport speaking to Item 9I, commented that she was a retired government employee. She referred to the City Council's adoption of the Compensation and Benefits Plan for Management and Confidential Employees on October 17, 2020, and noted Item 9I stated that staff required some of the benefits to be recalculated. She expressed concern whether mistakes were being made and asked that salaries, categories and steps and Cost of Living (COLA) figures be identified. She asked whether the Plan would affect the current budget. Also, having a Human Resources background, she questioned the frequency of compensation plans for employees and again asked whether or not figures were being miscalculated.

Rafael Menis provided the following comments on the Consent Calendar:

- Item 9A, Page 28 of 596 of the agenda packet, revise the last sentence of the first full paragraph, to read:

  He [Mr. Menis] *asked whether it would be better to not force the Police Department to a 4/10 schedule in order to maintain the potential to deal with a catastrophic fiscal event, which would require six months of reserve or <u>is it better to</u> provide a better quality of life for the Police Department to offset some of the costs imposed on the community and have a slightly lower reserve, which would have ongoing impacts in the future.*

- Item 9B, Page 45 of 586 of the agenda packet, Vendor CON09 – Contra Costa County Fire Protection District (CCCFPD) permit fee for the Pinole Car Show, asked why the City was paying a fee to the CCCFPD for a car show. Page 47 of 586 of the agenda packet, Vendor: HOM01 – Home Depot Credit Service, a series of purchases in various amounts were shown which had no information to identify what the purchases were for. Pages 49 and 50 of 586, Vendor MEY01 – Meyers Nave, A Professional Corporation, amount paid for the MVP Construction LLC Dispute was significantly greater than other line items, and he asked whether it was due to a trial, increased costs or other. Page 50, Vendor O-R01, O'Reilly Automotive, Inc., a series of Citywide purchases with no detail. Page 52, there was an entirely separate subsection for Vendor: 2817 – Redwood Public Law, LLP, and asked whether the invoices overlapped with the invoices shown for Vendor MEY01 – Meyers Nave, A Professional Corporation. And Page 55, Vendor USB06 – US Bank had shown only one entry for Citywide credit cards with no detail provided on the purchases.

PUBLIC COMMENTS CLOSED

Responding to the public comment, Human Resources Director Stacy Shell reported with respect to item 9I that the City Council held labor negotiations with the management and confidential group and the revision to the Compensation and Benefits Plan for Management and Confidential Employees was a result of those labor negotiations, which included a sick leave payout, modifications to Section 125, Flexible Spending Account due to Internal Revenue Service (IRS) regulations and a four percent Cost of Living Adjustment (COLA) to align that bargaining unit with other bargaining units.

Finance Director Markisha Guillory added the revisions in Item 9I had been accounted for in the budget that had come before the City Council and had been included in the Final Proposed Budget. In response to the questions raised by Mr. Menis for Item 9B, she clarified line items for specific vendors such as Home Depot, O'Reilly Automotive and US Bank Citywide credit cards, included separate lines based on the department using the vendors but given the character limit in the software program, there was only so much detail that could be added to the line items.

Finance Director Guillory confirmed Mr. Menis may contact her in the future after agenda packets had been distributed with any future questions.

ACTION: <u>Motion by Mayor Pro Tem Sasai/Council member Murphy to adopt Items 9A, as amended (by Council member Martinez-Rubin and Rafael Menis) and Items 9B through 9K, as shown</u>.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

10. PUBLIC HEARINGS: None

11. OLD BUSINESS

A. Final Proposed FY 2024/25 Operating and Capital Budget. **Action: Adopt Resolution per Staff Recommendation (Markisha Guillory)**

Finance Director Guillory presented a PowerPoint presentation on the Final Proposed Fiscal Year (FY) 2024/25 Operating and Capital Budget, which included an overview of the budget highlights, Final Proposed General Fund and Baseline Budgets, budget balancing strategies, one-time operating budget items, Capital Improvement Projects (CIP) and the Fund Balance Summary.

Finance Director Guillory recommended the City Council adopt a resolution approving the Final Proposed FY 2024/25 Operating and Capital Budget, which would go into effect on July 1, 2024, and provide direction to staff on any amendments.

Mayor Toms commented that during the June 4, 2024 City Council meeting, the City Council had decided to freeze vacant positions in the Police Department. She asked how long the positions had been vacant and whether the Police Department was in the process of filling those positions.

Commander Jeremy Crone explained that the current vacant positions had been vacant on a rotational basis based on the rise and fall of staffing levels, with ongoing and continual recruitment both in lateral and academy graduates for applicants as well as officer-trainees. Currently, there was an officer in background with a conditional job offer and another candidate in process as well as ongoing interviews as part of the recruitment process.

Mayor Toms also commented that during the June 4 City Council meeting, the City Council had decided to freeze a portion of Full-Time Equivalent (FTE) employees for the Public Works Department, with a portion from the General Funds cut. She asked if the word "freeze" was removed, whether staff could identify other non-General Fund revenues to pay for those employees.

Finance Director Guillory advised the two positions had already been allocated, with the General Fund portion shown in the staff report. As an example, the Capital Improvement Projects (CIP) Program Manager had been shown at $40,000, which was the General Fund portion with the rest of that position allocated to other sources such as gas taxes and other Capital Improvement Program (CIP) funds. The same was true for the Associate Civil Engineer, with $87,000 funded by the General Fund and the remainder funded by other funds.

Mayor Toms asked if the City Council were to determine not to fund the positions and also not to freeze them, whether that would leave options open for a grant program to fund the positions.

Public Works Director Sanjay Mishra confirmed that may be possible because there were grant-funded projects and positions may be able to be funded through the project itself.

Mayor Pro Tem Sasai clarified with Commander Crone that currently there was an officer in background with a conditional job offer and another candidate identified in the process as well as ongoing interviews as part of the recruitment process. The Police Department budget had recommended the Sargeant position become an officer position to support the movement to the 4/10 Plan.

Mayor Pro Tem Sasai again clarified the two Public Works Department positions for CIP Program Manager and Associate Civil Engineer, and Public Works Director Mishra verified that the CIP Program Manager position had been vacant for some time and without that position being filled he had to obtain assistance from an outside consultant to carry projects forward. If that position were frozen it would impact current and future CIP projects, which could be delayed and grant funding could be affected as well as environmental and stormwater compliance leaving the City in a position of being fined by regulatory authorities. Filling the Associate Civil Engineer position would allow the Public Works Department to take on new projects, such as the Private Sewer Lateral and Sidewalk Projects. Not filling the vacancies would not impact existing projects underway but would impact the ability to start new projects.

Mayor Pro Tem Sasai clarified with Finance Director Guillory the multiple sources of funding for the two Public Works Department positions under discussion as outlined in the June 25, 2024 staff report. He suggested the $40,000 identified for the CIP Program Manager position could be funded by the surplus. He also clarified with the Finance Director that each year the City would be faced with a budget shortfall, the City was considering a revenue measure in November 2024, and he understood that revenues were steadily increasing but expenditures were also increasing substantially due to a number of reasons such as growth since the City had not added to the head count for years and costs were increasing, and the California Public Employees Retirement System (CalPERS) had experienced losses in its investments requiring the agencies within that system to pick up those costs.

Finance Director Guillory clarified in response to the Mayor Pro Tem that the vacant positions under discussion had already been included in the budget but had been frozen to balance the budget. If those positions were to be added back into the budget, funds would have to be removed elsewhere but would not add to the problems with respect to non-discretionary costs.

Council member Martinez-Rubin understood that taking away funds somewhere meant the City Council would have to go back to the budget and consider what had been proposed at the June 4 City Council meeting or alternatively funds may be shifted in the table summary as shown in the staff report.

Council member Tave referenced the balancing budget strategies for the Police Department and the two positions in process for vacant positions and clarified with the Interim City Manager/Police Chief that if the two positions in the Police Department were frozen, it would affect existing and ongoing recruitment efforts.

Interim City Manager/Police Chief Gang explained in more detail the Police Department's ongoing recruitment processes and when a candidate met criteria they were placed into background. Again, one candidate was in a background position with another candidate in the process.

PUBLIC COMMENTS OPENED

Debbie Long commented in her review of the budget she had concluded the City was no longer working for residents but residents were working for the City and the City Council had a spending problem, as reflected in the numbers from FY 2021 to the proposed FY 2024/25. Her analysis had been based on information presented during the June 4 City Council meeting, and she highlighted the salaries and benefits for the two Police Department positions from FY 2021 as compared to FY 2024/25, a 68 percent increase in four years. She also identified unaccountability in the City Council budget as another example of overspending, such as $30,000 for stipends for internships which could be readily removed, discretionary spending of $21,850 of which Council member Murphy had spent almost $7,000 or 33 percent without any accountability to taxpayers, and another $15,000 appropriated to the City Council for office furniture totaling $66,850, as compared to when she had left the City Council, equating to a 101.25 percent increase. She recommended the City Council reduce discretionary spending back to $7,500.

Ms. Long also suggested since the Fire Department budget could not be adjusted due to the contract, that the same respect be shown to the Police Department and that the City Council not touch that budget at all.

Ms. Long emphasized that crime was increasing, the community was attuned to that and she cited Proposition 47 and suggested if anyone was not respectful of the Police Department budget and the needs of that department there would be a difficult time in the polls in November. She added that $150,000 or more had been spent on the severance package for the former City Manager but in January of 2023, the City Council had approved the former City Manager's contract and had then removed him in August/September, which she described as a simple matter of the Council majority not understanding the budget and its process.

Irma Ruport found that institutional memory had been lost, pointing out that during the recession the majority of City staff had been furloughed/retired since the City did not have the money and City services had been reduced, and the current City Council had inherited the resulting mess. She recommended a review of all City Departments, recruitment and number of employees, noted that some were lacking while some had grown, the Police Department was down three employees, and she suggested that past City Council members were responsible for much of the mess the City had found itself in since it did not believe in grants and other revenue resources. She suggested revisiting some of the issues, that department heads be stricter with their budgets, and that solutions be sought. She hoped everyone would learn from the lessons of the past.

Rafael Menis suggested that if the City wanted to reverse the proposed freezing of the police positions the City would need to find $560,000 somewhere in the budget, and if cross comparing to the June 4, 2024 budget, the 10 percent reduction data points (Pages 312 to 315 of the agenda packet for the June 4 City Council meeting), few cuts could reach that level and the main possibilities were in the non-departmental reduction of operating subsidies, which would have significant detrimental staffing impacts for the Community Services and Recreation Departments. The most likely option would be massive cuts to other departments or going back into the reserves and dropping the reserves from 45 to 40 percent, and making it explicitly clear to the community that if the sales tax measure in November did not pass in order for the City to rebuild the reserves the City would have to freeze the Police Department positions. He suggested it would be better for the City strategically to restructure in that way since the public opinion from the survey was in favor of not making cuts to the Police Department.

Amy Eubanks, President, PEA, referenced the community survey generated at the direction of Council member Murphy, which was overwhelmingly in support of not cutting services in the Police Department budget. She highlighted the survey results, and while she understood the allocated funds for the frozen Police Department positions was a lot including pensions and benefits, she proposed the City Council consider dipping into the reserve fund and possibly drop it down to 30 percent, which was the average for many cities. She understood the City's financial difficulties but emphasized the public wanted the Police Department to be staffed and cuts to Police and Fire should never be considered when trying to balance a City budget.

Peter Murray also referenced the community survey and questioned why Police and Fire were always considered for cuts and also questioned whether that was a setup for the future tax measure. Police and Fire were primary obligations for a City to keep residents safe and he questioned shaping the budget on the back of public safety. He also expressed concern reducing the reserves, which were difficult to grow and if reduced given that the City was already in crisis, that crisis could be exacerbated when the contract with the CCCFPD ended and the City could be faced with even greater challenges. He questioned the fact the City Council had not locked down the CCCFPD contract so the City would not be exposed to additional costs.

Mr. Murray also pointed out the proximity of the Hayward Fault and suggested $10 million would be nothing when facing a disaster and covering the costs, particularly for a small city such as Pinole. In addition, the reserves were there for employees' benefits to smooth the State's bumps and had been spent down faster than anticipated when the reserves had initially been established. He hoped the City Council would put good effort into the budget and not dip into the reserves.

PUBLIC COMMENTS CLOSED

Council member Martinez-Rubin referenced the budget balancing strategies and suggested to fund the $40,000 for the CIP Program Manager position, funds could be reduced elsewhere including $10,000 in the City Council budget allocation for a Retreat Planning Workshop that could be reduced to $5,000. The City Manager's Office had DEI Consulting at $40,000 and that item could be reduced to $20,000. The Police Department had the Community Emergency Response Team (CERT) program supplies at $20,000, which could be reduced completely since the CERT Program had not begun and those funds in turn could be used to increase the amount currently allocated to the CIP Program Manager position and allow the City to continue some of the projects programmed in the CIP.

After the comments, Council member Martinez-Rubin realized and Finance Director Guillory noted some of the items involved one-time operating budget allocations, which would not help to address the structural deficit in the General Fund.

Mayor Toms commented there had also been a discussion about taking some of the funds from the reserves, which were also one-time funds.

Council member Martinez-Rubin understood if reducing the amounts in the one-time funds, the Council could avoid using that much of the reserves, and if that was doable, she again recommended the City Manager's budget for DEI Consulting at $40,000 be cut in half, the City Council budget line item for a Retreat Planning Workshop be reduced to $5,000 and CERT program supplies in the Police Department budget be eliminated altogether, totaling $45,000.

Mayor Toms suggested the EOP Training Citywide line item in the City Manager's Office budget was a program that had been offered for free by the County Office of Emergency Services and that item could be reduced entirely providing an additional $20,000.

Council member Martinez-Rubin commented that those were the smaller amounts, with the bigger conversation going back to the reserves. She asked the Finance Director to explain the General Reserves Policy.

Finance Director Guillory highlighted the General Reserves Policy, which allowed the City to use the funds in times of economic distress and with the City Council to work towards replenishing the funds as quickly as possible, and in the upcoming fiscal year at the discretion of the City Council, the reserves could be built up over time.

Council member Martinez-Rubin hoped to have discussions about replenishing the General Reserves at a future meeting. She also commented on the anticipation of the half-cent sales tax measure and if it were to pass in November 2024, the City would not realize any additional funds until later in the fiscal year and she did not want the City Council to count on that money.

Council member Martinez-Rubin also recognized the City had to provide essential services, such as public safety, police and fire and given that she would like the City Council to consider the use of the General Reserves to meet the costs of the positions for the Police Department, start clean and not have any of those positions frozen.

Council member Martinez-Rubin made a motion to retain the positions in the Police Department, keep them in the budget, and pay for them by drawing from the General Reserves.

Mayor Toms understood the motion was for Items 9 and 10 on the budget presentation, which totaled $203,831 for the Sargeant position and $356,472 for the two Police Officer positions to come out of the General Reserves. She seconded the motion.

On the motion, Council member Tave wanted a better understanding of the positions that had been approved in the last fiscal year. He asked whether the positions had ever been filled and whether the Police Department had ever been fully staffed.

Interim City Manager/Police Chief Gang advised that during his tenure as Police Chief, the Police Department had been fully staffed for a very short period of time given a number of recruitment challenges but staff and the Human Resources Department had done a great job improving the recruitment criteria. The Police Department was currently at a five percent vacancy rate, which was very low for the area.

Council member Tave recognized the challenges of balancing competitive salaries and retention and ensuring officers were not overworked. He emphasized the importance of the upcoming sales tax measure and the prior discussions of the City Council when considering a 6 and 10 percent reduction in all City Departments. Of the total number of staffing vacancies, he understood only two could be covered by the General Reserves. Given the short window of July 1, 2024 to January 1, 2025, the City Council would have more information to have this discussion again at the mid-year budget review to know where the City was and learn whether the November ballot measure had passed or not.

Council member Tave objected to going too far into the reserves and recognized that prior City Councils had worked hard to build that reserve balance. He reiterated the City would be in a better position in January 2025 to know where they were and where the City was heading and there should be a discussion at that time. Rather than piecemeal cuts, he found the City Council made good decisions based on the recommendations provided and there had been a good faith effort to try to balance things with the understanding there would be a better discussion in January.

Council member Murphy did not want to go over the budget line by line since he found the work had been done. He was glad there were new ideas but suggested the City Council had narrowed down what needed to be done. When elected in 2020, he noted the occurrence of the pandemic when the City had issued COVID-19 business support grants, citywide communications had been enhanced and he acknowledged in some ways the City had moved past the peak of the pandemic but in some ways was still dealing with an emergency given the fact expenses had highly increased for a number of reasons including providing competitive salary increases for staff, while additional revenues had not kept pace. The City Council had consistently supported endeavors and initiatives from different City Departments that had built resiliency into the City.

Council member Murphy acknowledged he had been the sole vote to not reduce the General Reserves during the June 4 City Council meeting, and while he was now supportive at the same time he held to the values of why he struggled to reduce the General Reserves. His intent was to preserve and save jobs for the long-term, and he wanted people to know where they were at this time, and know it was a long call ahead and this was a long-time conversation in that he and the City Council had been speaking of these issues for the past four years.

Council member Murphy appreciated the sentiments and again emphasized the importance of the resiliency of the City long-term and whether that involved sacrifices whether freezing positions or a long-term sacrifice if the ballot measure did not pass in November. He asked people to think of the type of budget advocacy needed. He again recognized the concerns and frustration and suggested working collaboratively to move the City forward and to him that meant preserving existing jobs.

Council member Murphy noted the City had both a 10- and 20-year forecast that demonstrated both a need for additional revenue and challenges along the budget, which he pointed out was not due to the CCCFPD contract since the City had secured $2 million a year for that contract, which had come from a different revenue source. The City had also consistently developed a grant management and research strategy to seek and continue to seek grant opportunities in all City Departments including the Public Works Department.

Council member Murphy looked forward to more conversations and challenged residents to see a way not to make strong claims for no cuts whatsoever but how might we create a city that had resiliency and move that forward, which would take a collective group responsibility to pass one measure but also seek additional revenue sources. He supported the staff recommendation and while not one he liked, he was content with and he thanked staff for responding to all of the questions asked.

Mayor Pro Tem Sasai, also speaking to the motion, did not support going through the budget line by line given the past discussions where those decisions had been made. He was challenged making decisions about staffing at this time given the big question was the status of the November ballot measure, and he recognized that while polling looked good, discussions during the mid-year budget would be a real challenge if the tax measure did not pass in November.

Mayor Pro Tem Sasai acknowledged and empathized with the public safety concerns and he wanted to balance the long-term fiscal sustainability of the City and not have to furlough employees but also maintain the public safety of the community. He saw the budget as a reflection of the values and needs of the community.

Mayor Pro Tem Sasai wanted to offer a substitute motion and asked if a substitute motion would take precedence over the motion on the floor.

City Attorney Casher and the Mayor both noted there was a motion on the floor, which had been seconded, and the Mayor stated she had not had the opportunity yet to provide comments on the motion.

City Attorney Casher commented that after all comments were taken on the motion the moving Council member may entertain a substitute motion to the initial motion.

Mayor Toms explained that she supported the motion to unfreeze the three Police Officer positions and use reserves since a lot of the reserves had been built up using Measure S funds that had been deemed for public safety, and this was the time when it was needed. She referred to two major things that would happen between now and November; a new City Manager who could dig into the budget and provide structure as far as where the City could go, and the success or not of the November ballot measure would be known and there would be an opportunity for mid-year adjustments. She did not want to lose the opportunity for two recruitments that were close to hiring and emphasized the difficulty of public agencies recruiting police officers and there were constant changes and movement of staff between organizations. She added that while the motion was not ideal, there were a lot of things the City Council could work on in the coming year to address the challenges.

Mayor Toms added the public surveys were clear that this was an issue the public wanted to address; the City asked, the public told them and they needed to listen.

Council member Tave suggested this was the second band-aid meaning they were going another five percent into the reserves. He found the first band-aid to be a good compromise to the situation the City was in, and in the next two to three months the City would have a clear understanding with the second band-aid of where the City was at and its ability to be prudent in how City monies were spent. He appreciated the intent of the motion but commented that staff was still needed in the Public Works Department.

Mayor Toms called the question.

City Attorney Casher advised that there was a motion on the floor from Council member Martinez-Rubin, which had been seconded by the Mayor. He stated Council member Martinez-Rubin may entertain a friendly amendment to her motion or accept a substitute motion, but if unwilling there needed to be a vote on the existing motion, and he acknowledged subsequent motions could follow.

Mayor Pro Tem Sasai offered a substitute motion to lift the hiring freeze on the CIP Program Manager position, Associate Civil Engineer position in the Public Works Department and two of the sworn officer positions, add the allocations back to those positions and withdraw the difference from the General Reserves net of the surplus of $40,465.

Mayor Toms understood the motion was to lift the freeze but asked about the funding.

Mayor Pro Tem Sasai reiterated his motion.

Mayor Toms understood the motion, as stated, would be $87,409, $40,178 plus the two vacant police officer positions at $356,000 and $472,000, which the Mayor Pro Tem confirmed.

Council member Martinez-Rubin pointed out the substitute motion would dip into the General Reserves at a greater amount than she had proposed.

Mayor Pro Tem Sasai asked Finance Director Guillory about the General Reserves percentage associated with Council member Martinez-Rubin's initial motion, and she stated she would have to calculate the figures.

Finance Director Guillory noted there was a $40,000 surplus and if the CIP Program Manager allocation was covered, that would be shifted over and the withdrawal from the General Reserves would be net of that amount, so the amount of the two officers; $356,000 plus the $87,000 for the Associate Civil Engineer would represent an additional three percent in the General Reserves. Of the two motions and which would dip more into the General Reserves in response to Mayor Pro Tem Sasai, she clarified the first motion would represent an approximate $117,000 difference.

Mayor Pro Tem Sasai suggested his substitute motion offered a good middle ground, there were opportunities to revisit during the mid-year budget adjustment, and the City would know the outcome of the ballot measure in November offering more context to see whether the hiring freeze could be lifted for the additional Sargeant position.

Council member Martinez-Rubin understood the intent of the substitute motion would allow the City to continue recruitment for positions in the next several months and the City would know whether those positions were filled and any additional news or circumstances about the ballot measure in January. She accepted the substitute motion.

City Attorney Casher stated with a new substitute motion a second was needed.

Council member Murphy seconded the motion.

Council member Tave acknowledged the upcoming election and expressed a preference that the City Council be more conservative and cautious, and because of that he did not support the motion.

Mayor Toms asked for a roll call vote.

The motion was again restated by the City Clerk in response to Council member Murphy and with the Finance Director clarifying it would bring the General Reserves down to 43 percent.

ACTION: Motion by Mayor Pro Tem Sasai/Council member Murphy to lift the hiring freeze on the Capital Improvement Plan Program Manager position, Associate Civil Engineer in the Public Works Department and two of the sworn officer positions, add the allocations back to those positions and withdraw the difference from the General Reserves net of the surplus of $40,465.

Roll Call Vote:	**Passed**	**4-1**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy**
	Noes:	**Tave**
	Abstain:	**None**
	Absent:	**None**

Council member Martinez-Rubin recognized the intent at this time for the City Council to adopt a balanced budget and acknowledged a future discussion would have to occur about other reductions that fell into the category of one-time operating budget items.

ACTION: Motion by Council members Tave/Murphy to adopt the Final Proposed FY 2024/25 Operating and Capital Budget.

Roll Call Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

B. Approval of Fiscal Year (FY) 2024/25 through 2028/29 Five-Year Capital Improvement Plan. **Action: Adopt Resolution per Staff Recommendation (Sanjay Mishra)**

Public Works Director Mishra provided a PowerPoint presentation on the Fiscal Year (FY) 2024/25 through 2028/29 Five-Year Capital Improvement Plan, which was used to identify and implement the City's capital needs, contained 38 capital projects and five infrastructure assessments, for FY 2024 there were 35 capital projects slated for work and five infrastructure assessments in the project categories of facilities, parks, sewer, stormwater, streets and roads and infrastructure assessments. He also provided an overview of the summary of projects for the Final Proposed CIP for FY 2024/25, schedule, budget summary and fund details for the various projects in the CIP, Public Works Department staffing and how freezing positions would affect the work of the Public Works Department.

PUBLIC COMMENTS OPENED

Rafael Menis stated he was also the Chair of the Planning Commission. He referenced CIP Project #FA2302, Plum Street Parking Lot Improvements, which the Planning Commission found was not in conformance with the General Plan. He noted that Page 504 of 586 of the agenda packet had identified the project as meeting several General Plan goals and polices the Planning Commission had specifically found the project would not meet. If the City Council chose to adopt the item, he asked whether it would adopt #FA2302 and override the Planning Commission decision, whether the information on Page 504 would be adopted absent #FA2302, or whether the item would be adopted without General Plan justification.

Irma Ruport found the Public Works Director had done a great job and she would like to follow-up on some of the projects to make sure they got done. She asked that the contractors/ consultants be held to the letter of the contracts and do what they were supposed to do. She urged the Public Works Department staff to continue to get the work done.

PUBLIC COMMENTS CLOSED

Public Works Director Mishra clarified in response to the public comment that the CIP had been presented to the Planning Commission, which had discussed the project, and a motion had been made that had determined that the goals and policies as identified, specifically for CIP Project #FA2302, did not meet the Planning Commission's understanding of those goals and policies. The Planning Manager had provided comments with respect to those details as well. He clarified CIP Project #FA2302 had not been prioritized and had been moved to the next fiscal year to allow for further discussion by the City Council. He added the project had initially been placed into the CIP last fiscal year, the Planning Commission had not raised the concern with the project not meeting the goals and policies of the General Plan at that time, and the project was not a priority and funding had been moved to the next year allowing another opportunity for discussion.

Mayor Pro Tem Sasai asked for more feedback from the Planning Commission and what facets of #FA2302 were not in conformance with the General Plan.

Public Works Director Mishra reported one of the Planning Commissioners was not in favor of the project scope, as described for a public parking lot with a chain link fence, which was not aesthetically pleasing. Also, there was no evidence of any safety issues or vandalism which led to the Planning Commission making the motion the project was not in conformity with the General Plan. The Planning Commission had initially wanted to remove the project from the CIP list but the Planning Commission did not have that authority and was tasked only to review all of the CIP projects and determine conformity with the General Plan. The Planning Commission had been advised by the City Attorney and Planning Manager the Planning Commission was to review the project based on the project details.

Council member Martinez-Rubin understood that evidence of a crime was the reason for #FA2302 and the proposed barrier. She asked whether there was still a need for a barrier given current violations or crime that had occurred or been documented.

Public Works Director Mishra clarified the project had been brought forward by the Pinole Police Department given concerns with police vehicles being vandalized, with a desire to have a safer enclosure to allow City and police vehicles to be left and locked in the parking lot. He did not have the details of the vandalism.

Interim City Manager/Police Chief Gang reported #FA2302 had come about in the 2020/21 season when employees had been followed out of the Police Department and they wanted to enhance the ability to protect officers where they were parking and going to and from their vehicles, and at the same time and prior to his arrival in the City, two parking spots in front of the Police Department had been removed for Electric Vehicle (EV) charging stations, which removed parking for dispatchers to walk safely under surveillance to and from their vehicles. The request at that time had been to have secured parking like many other Police Departments across the country to have employees feel safe getting in and out of their vehicles when arriving at work.

Mayor Toms suggested more work be done to determine whether cameras would be the appropriate security measure or a different design given the project would be deferred to the next fiscal year, and given her understanding the Planning Commission objected to the proposed design of a chain link fence in the Old Town Pinole area.

Council member Martinez-Rubin commented that given the Mayor Pro Tem's request for a future agenda item for a Council-level discussion on implementing safety measures in public facilities in the City of Pinole, the matter was still current. She found the aesthetics to be a separate issue.

ACTION: Motion by Council members Martinez-Rubin/Tave to approve the Fiscal Year (FY) 2024/25 through 2028/29 Five-Year Capital Improvement Plan, as presented.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

12. NEW BUSINESS

A. Discussion of Process for Establishing the Office of Elected Mayor. **Action: Receive Report and Provide Direction (Eric Casher)**

City Attorney Casher provided a brief PowerPoint presentation for the process to establish the Office of Elected Mayor. He recommended the City Council discuss the process and provide direction to staff on next steps.

Council member Martinez-Rubin clarified with the City Attorney the procedural requirements, specifically, if a majority of the votes cast were in favor of an elected mayor whether one seat on the Council would be designated as the Office of the Mayor at the next General Municipal Election held in the City, which would be in 2026. She also clarified the powers of the mayor, specifically, that an elected mayor was a member of the City Council and had all the powers and duties of a member of the City Council. For the most part, an elected mayor had the same powers as an appointed mayor. As such, she questioned why there should be an elected mayor. Additional powers of the mayor included presiding at and chairing City Council meetings; administering oaths and affirmations; certifying affidavits and/or acknowledging documents that were executed by the City and directing peace officers to attend public meetings in which a breach of the peace may occur; ability to make appointments to boards, commissions, and committees, subject to the approval of the City Council; and an elected mayor may collect a salary in addition to the salary established for council members if approved by ordinance.

Council member Martinez-Rubin asked what amount the salary estimate could be based on given the size of the City of Pinole and whether it would be determined by administrative code.

City Attorney Casher explained if the voters decided to move forward with an elected mayor, over the next year an ordinance would have to be established, with the Pinole Municipal Code (PMC) required to be amended to create the Office of an Elected Mayor, and through that process and legislative process of adopting an ordinance to create an elected mayor, the City Council would consider the salary. He was uncertain of the range of salaries for mayors of various cities.

Council member Martinez-Rubin commented the PowerPoint presentation listed cities with elected Mayors but had left off the City of Martinez. For the cities of Richmond and San Ramon, which had elected Mayors, those cities had elections by district with the population of those cities three to four times larger than the City of Pinole. The City of Brentwood had also been listed and was larger than the City of Pinole, which had experienced a significant population increase since the 2020 census. She noted the City of Pinole did not have district elections but had at-large elections. She asked why staff had chosen to present the cities of San Ramon and Brentwood as examples of elected mayors.

City Attorney Casher explained that the list of cites with elected mayors that had been provided were cities he was familiar with in Contra Costa County and were examples of neighboring cities with elected mayors. He acknowledged the City of Martinez also had an elected mayor.

Mayor Toms clarified with City Attorney Casher that no polling had been done to gauge interest in an elected mayor, although the Lew Edwards Group had provided a presentation during a prior City Council meeting on some polling around different measures for consideration.

Mayor Toms also clarified with City Attorney Casher the costs for adding the question to the November ballot as to whether the electorate wanted an elected mayor had been estimated at $25,000 to place one ballot measure on the General Election ballot, although the cost for staff time, consultants and legal experts may be incurred during the process. Depending on the term of the mayor position, every two to four years there would be an election for mayor and that may increase costs for elections.

City Clerk Bell clarified the costing model Contra Costa County used had been in part based on the ballot space and if they had an additional race that could raise the price for a certain factor.

Council member Martinez-Rubin again referenced the procedural requirements and the examples provided of the language that could be placed on the ballot asking voters whether or not the electorate supported an elected mayor, which would be all a voter would see to decide the question.

City Attorney Casher explained if the City Council decided to move forward with the establishment of an elected mayor, staff would bring forward at the July 16, 2024 meeting, draft ballot language for City Council formal approval in the form of a resolution to be placed on the ballot. The language in the PowerPoint presentation had been identified in the Government Code as requisite language, but the actual language would be different, to be approved by the City Council. As to whether additional information would be provided to add to the understanding of the ballot measure language, the language would be simple and similar to what had been provided.

The City Attorney's Office would also provide an impartial analysis and any ballot measure for the City would be accompanied by an impartial analysis from the City Attorney's Office, an objective assessment of the impact of the ballot measure. If approved by the voters, they would then move forward to the process of adopting an ordinance, which would be when there could be a discussion about qualifications and other issues related to the actual mayoral elected position. Again, if the City Council decided to move forward, the item would be placed on the July 16, 2024 City Council meeting agenda since the ballot measure would have to be finalized within the first two weeks of August.

Mayor Pro Tem Sasai asked about other cities that had similar ballot measures of elected mayors and what percentage had passed or failed, to which City Attorney Casher stated he did not have that information.

Mayor Pro Tem Sasai asked about the impacts of a non-revenue generating ballot measure to the half-cent sales tax measure, which the City Council had directed to be placed on the November ballot.

City Attorney Casher reiterated that no polling had been done for an elected mayor position and he had no data for that but anecdotally through the consultant, the consultant preferred one ballot measure and making things less complicated and preventing voter confusion. Polling would be required to provide precise figures on percentages.

PUBLIC COMMENTS OPENED

Ana Avila, President Local 1, questioned the placement of this item on the November ballot at a cost of $25,000 given the prior discussions related to the budget, and disagreed with the measure.

Amy Eubanks, President, PEA, concurred, particularly given the prior discussion to adjust the budget and to make cuts across the board. She questioned the possible costs for the ballot measure that could be greater than $25,000, and after a quick Google search found that elected mayors were paid between $48,000 to $70,000, with the knowledge the City Council would determine the salary rate. Also, if the City were to consider an elected mayor, the PMC would have to be amended requiring additional staff time and she did not see the City had the financial means and resources to place this item on the November ballot, particularly with the information that having two ballot measures may detrimentally impact the ballot measure intended to generate revenue for the City. She suggested this was not a good time to consider this ballot measure and that a poll should be taken to see whether citizens even wanted to consider an elected mayor.

Rafael Menis suggested if the City Council chose to move forward with the process and the electorate decided to approve an elected mayor, he asked whether the elected mayor would be bound to the same term limits as elected Council members or be determined by the nature of the ballot measure. He found there were significant downside risks from a political science perspective, and suggested there was a risk in bringing this item up that could make it more difficult to pass items, and he offered examples.

Lecia Rohrbach, questioned the $30,000 cost for an elected mayor when the current process to establish mayors had worked well, particularly given the actions taken to balance the budget and stated such action would not be financially responsible at this time. She also questioned paying an elected mayor when the City Council had just discussed the inability to pay for additional police officers and other vacant positions, and she urged waiting until the City was in a better financial position.

Irma Ruport understood an elected mayor had the same powers as an appointed mayor and had the ability to approve appointments to boards, committees and commissions subject to City Council approval. She commented she had applied to a City Commission three or four years ago and a City Council Ad-Hoc Committee had not approved her. She understood an elected mayor collecting a salary would be done by ordinance. She wanted to see some of the issues go out to the taxpayer. She recognized the City hired consultants and some polling had been done, but urged that taxpayers be allowed to make this and other decisions.

Ruthie Abelson Olivas commented the topic of having an elected mayor had been discussed not too long ago and she had spoken out at that time. She asked why several Council members had been suddenly unavailable for the June 18 City Council meeting and if intentional to get a vote to go a certain way, she was disgusted by the lack of respect for the City and the elected position. If intentional, it was a sign of immaturity and those persons should be ashamed and embarrassed for wasting the time of the Council members, staff and members of the public who wanted to be present. She could not help but think this topic of discussion was around personal political agendas and egos, and some may wish to serve in higher-elected positions, which was a great goal, but making decisions based on personal and selfish goals would be remembered by voters and she questioned whether that was the legacy one wanted to leave behind She found that the current system worked, residents did not have an issue and the City Council should only be discussing actual important issues for Pinole and not issues related to political career aspirations.

Anthony Vossbrink did not see how this topic would make Pinole a better place and therefore he echoed the comments made and offered kudos to those against having an elected mayor on the November ballot.

Mr. Vossbrink suggested further investigations and discussions could be done at a later date, but not when another initiative was on the ballot. He also questioned the costs for placing this item on the ballot and a potential compensation plan for an elected mayor since the City was not in the position to take that on given the budget deficit. He suggested the three Council members who were pushing this initiative were the same who also voted for prior fireworks shows that had cost the City in excess of $100,000 for no fireworks in 2023. The City was not in the business to promote personal or political interests or agendas for certain candidates for mayorship on the City Council and the City of Pinole was not the type of City to want that in the future. He suggested if it was not broken don't fix it.

Debbie Long strongly opposed an elected mayor. While the City did not have any formal polling, she noted several years ago when the City Council had a discussion on charter cities, one of the elements people objected to was having an elected mayor, although members of the City Council reiterated that was not the purpose of a charter. In December 2023, an item had been placed on the agenda by the Mayor Pro Tem and Council member Murphy not to have the Council rotate the position of Mayor and based on Council member Murphy's comments and relationships he wanted to remain Mayor. After much opposition by citizens, it was dropped. Now, again, Council member Murphy wanted an elected mayor position put on the ballot and based on the report, it could be a salaried position and have other powers such as appointing to Boards, Commissions and Committees. She understood the Mayor Pro Tem wanted a Police Oversight Commission to be formed and she would hate to think the Mayor could appoint with a Council majority for a Police Commission. She commented on the potential salary costs for an elected mayor position, which may also include pension benefits. Given the prior discussion of the budget, the City should not consider the placement of this item on the November ballot, particularly given the ballot measure for a half-cent sales tax intended to help boost City revenues. She asked the City Council to take a look at what was important to them this November.

Peter Murray commented he had spoken on the same topic at least three times. He found the current process worked well for the City of Pinole given the small community, everyone had a shot at being mayor and everyone had to work together. He had concerns with the possible abuse of the position, asked who would run the City, the elected mayor or the City Council, whether the Office of the Mayor would give direction to the City Manager at the detriment of the City Council, and again found that the current system worked, particularly since he had seen an elected mayor be a detriment to the rest of the City Council when City Council members were not getting all information. He asked that the process be left as is.

PUBLIC COMMENTS CLOSED

Council member Murphy commented on his intent to build a more representative democracy and while he appreciated the comments, he questioned why it was so bad to ask the voters what they wanted for their government. He highlighted the importance, vitality and benefits of an elected mayor for the City of Pinole, in that a mayor elected by the people served as the embodiment of the community's aspirations and values, served as the public's advocate, leader and representative in local governance and ensured voices were heard directly. The mayor would be accountable to residents and taxpayers, and ensured concerns with public safety, infrastructure and community development were prioritized and addressed effectively along with the City Council.

Council member Murphy added that an elected mayor provided continuality and stability in leadership bringing a cohesive vision for the future of the City collaborating with City Council members, regional electeds and partners and community stakeholders to drive progress and prosperity, stability fostered trust and confidence in local government, attracting investments, enhancing the quality of life of residents, extended beyond administrative duties, was a symbol of unity and civic pride rallying around common goals and celebrations, the mayor's leadership inspired civic engagement and volunteerism, was not just a ceremonial figurehead but a person that was the crucial architect for the City's future, and ensured democratic representation, promoted the economic vitality and fostered a sense of belonging amongst residents.

Council member Murphy emphasized the need to evolve, thanked the City Attorney for researching other cities that had elected mayors in Contra Costa County, and noted all cities in Solano County had an elected mayor, some of which were of similar size to the City of Pinole. He also cited numerous other cities and their respective populations in the State of California, which had elected mayors. He wanted people to be able to vote on who their mayor was and noted the effort across the state to modernize government that extended beyond administrative duties and also fostered a sense of civic and cultural pride.

Council member Tave again clarified the costs of placing an elected mayor position on the November ballot, which the City Attorney advised would be somewhere between $25,000 and $30,000.

City Clerk Bell reiterated the County used a costing model and then charged a city back, and $25,000 was a good estimate for a consolidated election with the County and there was a factored increase with each question asked. It would not be another $25,000 but the factor estimated around $6,000 for each additional question. She could not provide an exact estimate of the costs since it would depend on the County's final costs and how they were broken down.

Council member Tave asked whether that would unbalance the budget (no comment was audible from staff) that had been approved and understood the City Council would have to come up with an additional $6,000 ballpark from somewhere.

Mayor Toms found the current rotation had worked for 121-years, there had been no polling asking residents whether there should be a change in rotation, the City Council had just completed the budget discussion and had decided to use General Reserves for the next fiscal year, and suggested not using additional funds on this item. She wanted the City Council to focus on a revenue measure and not dilute the need of that measure with another measure. She noted that other cities had shown that the winner of an out-of-cycle mayor could leave a Council seat open, while another Council member in the same cycle may risk losing a Council seat only to come in second.

Mayor Toms noted the current rotation allowed for a rotation of the mayoral position with at least two years of Council experience, which was very important, while a directly-elected mayor could result in someone with no experience. If someone was out of cycle running for mayor and was elected mayor, that person would then vacate the council seat, which would be filled by a city council-appointed replacement for the next two years. She added that state law provided that a salary, not just a stipend, could be paid for an elected mayor, which was a budget item.

Council member Murphy disagreed the position of a rotational mayor had always been a rotational position during the 121-years of the City in that there was a time when the mayor had not been a rotating mayor and the mayor continued to be voted on simply by the City Council, which was verified by those that had done research. He reiterated his intent for direct democracy allowing voters to decide. He commented that during the discussions of the budget on June 4, he had been challenged about not decreasing the General Reserves and now he was amendable to supporting a recommendation to deplete some of the reserves. He asked how new systems might be created in the City, and while he understood the status quo was easy, having served on the City Council for the past three years as both Mayor and Mayor Pro Tem, he found there were structural governance issues that had to be tested and tried out.

Council member Murphy recognized that $30,000 was a big number, but again implored the City Council to consider the governance issues and consider whether an elected mayor would change things.

ACTION: <u>Motion by Council member Martinez-Rubin/Mayor Toms to table the issue of establishing the office of an elected mayor indefinitely</u>.

Vote:	**Failed**	**2-3**
	Ayes:	**Toms, Martinez- Rubin**
	Noes:	**Sasai, Murphy, Tave**
	Abstain:	**None**
	Absent:	**None**

Mayor Toms asked whether there was another motion. No additional motion was made. Given that, the Mayor advised no direction was provided.

Council member Murphy now offered a motion to direct the City Attorney to prepare language for a ballot measure to be placed before the voters in November 2024, with the measure to outline and propose the establishment of an elected mayor position for the City of Pinole outlining key aspects including the method of election, whether the mayor would be elected at-large, the term length and limitations and that the City Attorney present the proposed language for the ballot measure to the City Council no later than July 16, 2024, and to allow for review and public input through that process.

There was no second to the motion, the motion failed and no action was taken.

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)
Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.

***<u>Citizens may speak under any item not listed on the Agenda</u>**. 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.*

Richard Cassel, commented on an issue in front of his driveway on Doidge Avenue where a natural occurring spring had weakened the underlying soil. His home on Jordan Way also had a natural occurring spring and he had been in contact with staff over the past spring and the area had been patched but a garbage truck had gone over it. He asked via email for pothole repair to be included in a project planned for Doidge Avenue but he had received no response from staff.

Mayor Toms advised the City Council was unable to respond to public comment but the Public Works Director was present and the speaker was asked to meet with him to trade contact information.

Mayor Toms reported the City Council would adjourn to the Regular Meeting on July 2, 2024, which agenda would include some carryover items from the prior City Council meeting along with a contract for the City Manager. It was anticipated to be a brief meeting given the workshop at 7:00 p.m. on the same night to discuss sewer rate changes.

14. ADJOURNMENT to the Regular City Council meeting of July 2, 2024 in Remembrance of Amber Swartz.

At 8:33 a.m., Mayor Toms adjourned the meeting to a Regular City Council meeting on July 2, 2024 in Remembrance of Amber Swartz.

Submitted by:

____

Heather Bell, CMC
City Clerk

Approved by City Council:

CITY COUNCIL MEETING
MINUTES
July 2, 2024

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Toms called the Regular Meeting of the City Council to order at 5:00 p.m. and led the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT

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. Code § 87105.

A. <u>COUNCILMEMBERS PRESENT</u>

Maureen Toms, Mayor
Cameron Sasai, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Devin Murphy, Council Member
Anthony Tave, Council Member

B. <u>STAFF PRESENT</u>

Neil Gang, Interim City Manager/Police Chief
Roxane Stone, Deputy City Clerk
Eric Casher, City Attorney
Markisha Guillory, Finance Director
Lilly Whalen, Community Development Director
Sanjay Mishra, Public Works Director
Jeremy Crone, Pinole Police Commander

Deputy City Clerk Roxane Stone announced the agenda had been posted on June 27, 2024 at 3:30 p.m. with all legally required written notices. Written comments had been received in advance of the meeting, distributed to the City Council and staff, posted to the City website and made available in the Council Chambers.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

4. CONVENE TO A CLOSED SESSION: None

Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session by first providing a speaker card to the City Clerk.

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

There was no Closed Session.

6. 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.

Deputy City Clerk Stone reported there were no comments from the public.

7. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations: None

B. Presentations: None

8. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

Mayor Toms reported she had been involved with updates from the Emergency Operations Center (EOC) and that the existing Extreme Heat Warning would be extended through July 9, 2024, and Red-Flag Warnings extended through July 5, 2024 due to gusty winds over 30 miles per hour (MPH), humidity below 15 percent and illegal fireworks. She urged everyone to remain vigilant.

B. Mayoral & Council Appointments: None

C. City Council Committee Reports & Communications: None

D. Council Requests for Future Agenda Items

Mayor Pro Tem Sasai requested a future agenda item for a Letter of Support for Assembly Bill (AB) 2583, Safer School Zones Act, which would lower speeds in school zones and set clear timeframes for when those speed limits were in place.

On the motion, Council member Martinez-Rubin asked for clarification of the potential reduction in speed limit, and Mayor Pro Tem Sasai understood the speed limits in school zones could be reduced from 25 to 20 MPH with the speed limits in effect when children were present.

ACTION: Motion by Mayor Pro Tem Sasai/Council member Murphy for a Letter of Support for Assembly Bill (AB) 2583, Safer School Zones Act.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

Mayor Toms asked whether any Council member served on the League of California Cities Transportation Committee and whether AB 2583 had been discussed.

Council member Murphy confirmed that AB 2583 would be discussed as part of the July Committee meeting.

Mayor Pro Tem Sasai offered a motion, seconded by Council member Tave for a future agenda item for a Letter of Support for Assembly Bill (AB) 1955, Support Academic Futures & Educators for Today's Youth Act (SAFETY Act) which would prohibit forced outing policies in public schools.

On the motion, Council member Martinez-Rubin requested more information on AB 1955.

Mayor Pro Tem Sasai explained that AB 1955 would prohibit outing policies to inform parents that their students were transgender non-conforming.

ACTION: Motion by Mayor Pro Tem Sasai/Council member Tave for a Letter of Support for Assembly Bill (AB) 1955, Support Academic Futures & Educators for Today's Youth Act (SAFETY Act).

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

Mayor Pro Tem Sasai offered a motion, seconded by Council member Murphy, for a future agenda item to revisit and potentially amend the Pinole Municipal Code (PMC) to update restrictions on smoking in multi-unit dwellings.

On the motion, Mayor Toms asked whether the Mayor Pro Tem had discussed the item with the City Attorney and whether it would require an amendment to the PMC.

Mayor Pro Tem Sasai confirmed he had discussed this item with the City Attorney.

City Attorney Casher reported that currently Chapter 9.28 of the PMC placed restrictions on smoking in multi-unit dwellings as it applied to apartments, with a requirement that smoking was not allowed in the individual unit but in a common area, with the common areas depending on the building, which could be located close to apartment units. There was an interest in discussing the common areas to ensure they were not close to the apartment units.

Mayor Pro Tem Sasai advised it was to benefit sensitive groups, such as seniors who could be sensitive to smoke inhalation.

Mayor Toms asked whether there was existing language in the PMC that would require keeping a distance from air intakes, to which City Attorney Casher was uncertain at this time but stated there were some restrictions around smoking within an individual unit.

Mayor Toms clarified her comments were around the budget and being sensitive to any work asked of the City Attorney.

ACTION: Motion by Mayor Pro Tem Sasai/Council member Murphy for a future agenda item to revisit and potentially amend the Pinole Municipal Code to update restrictions on smoking in multi-unit dwellings.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez-Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

E. City Manager Report / Department Staff

Interim City Manager/Police Chief Neil Gang reminded everyone of the Fourth of July celebrations to commence on July 4, 2024 at 6:30 p.m. at Pinole Valley High School, with live music, food vendors, children's activities and a community parade. He encouraged everyone to participate. He also provided an update on the recruitment process for the Chief of Police and reported a survey had been sent to the community to solicit input from the community on the attributes the community wanted in a Police Chief, with the survey to be sent out again on July 3, 2024, along with a link sent through The Pulse and social media platforms.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 8E through 8F)

City Clerk Bell reported there were no comments from the public.

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

A. California Assembly Bill (AB481) Military Equipment Use Policy and Ordinance, Second Read and Adoption. **Action: Waive Second Reading and Adopt Ordinance (Jeremy Crone, Eric Casher)**

B. Chapter 8.38 "Single-Use Plastic Foodware and Bag Reduction," Second Read and Adoption. **Action: Conduct Second Reading and Adopt Ordinance (Kapil Amin, Lilly Whalen)**

C. Settlement Agreement with MVP Construction, LLP. **Action: Approve Agreement per Staff Recommendation (Eric Casher)**

D. Appoint Kelcey Young as City Manager and Authorize the Mayor to Execute an Employment Agreement. **Action: Adopt Resolution per Staff Recommendation (Stacy Shell)**

Council member Martinez-Rubin requested that Item 9B be pulled for discussion.

Mayor Pro Tem Sasai requested that Item 9A be pulled for a separate vote.

For Item 9B, Council member Martinez-Rubin referenced Page 49 of 87 of the agenda packet, Attachment A, Ordinance, Section 8.38.050, Takeout Food, and asked for clarification how the City would implement the regulations for third-party delivery services, and to what extent the City would have the capability of implementing the ordinance if the eatery was not providing food to take out in the packaging per the standards.

Community Development Director Lilly Whalen clarified the ordinance put responsibility on any third-party delivery vendors taking food from restaurants to someone's home. In todays' model of DoorDash and other similar groups, they were typically not providing the takeout foodware in that the business did the packaging of the items and had them ready for the third-party to pick-up. The ordinance allowed for enforcement on the third-party delivery company if the model changed and the third party provided their own bags or bagged up the food at a restaurant and took it to someone's home, where the City may enforce the ordinance on third-party delivery vendors.

Council member Martinez-Rubin again referenced Page 55 of 87 of the agenda packet, Attachment A, Ordinance, Section 8.38.150, City of Pinole – purchases prohibited, which currently read: *The City or City Facility Users shall not purchase any Disposable Foodware that does not comply with the Disposable Foodware Standards in Section 8.38.080, nor shall any City-sponsored event utilize non-compliant Disposable Foodware*. She asked for clarification since she understood the intent of the ordinance was that the City or City facility users not *use* disposable foodware that did not comply rather than *purchas*e it, and she offered an example. She recommended this section be revised to read:

> *The City or City Facility Users shall not* <u>*use*</u> *Disposable Foodware that does not comply with the Disposable Foodware Standards in Section 8.38.080, nor shall any City-sponsored event utilize non-compliant Disposable Foodware*,

Community Development Director Whalen suggested the change made sense.

Council member Martinez-Rubin suggested the header for Section 8.38.150 may also need to be modified and she would leave that to staff to modify.

PUBLIC COMMENTS OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

ACTION: Motion by Council members Murphy/Martinez-Rubin to approve Item 9B, as amended and Items 9C and 9D, as shown.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

ACTION: Motion by Mayor Toms/Council member Martinez-Rubin to approve Item 9A, as shown.

Vote:	**Passed**	**4-1**
	Ayes:	**Toms, Martinez- Rubin, Murphy, Tave**
	Noes:	**Sasai**
	Abstain:	**None**
	Absent:	**None**

10. PUBLIC HEARINGS

A. First Reading of Electric Vehicle Charging Station Ordinance. **Action: Conduct First Read and Public Hearing. (Eric Casher, Sanjay Mishra)**

Public Works Director Sanjay Mishra provided a PowerPoint presentation for the first reading of the Electric Vehicle Charging Station Ordinance, which included an overview of adding Chapter 10.80 to the PMC. The City Council was asked to conduct the first reading, open the public hearing and take public testimony.

Council member Martinez-Rubin asked why the definitions of the different types of fees had not been included in the ordinance language.

Public Works Director Mishra clarified the definition of various fees could be added to the Master Fee Schedule to accommodate potential changes in the future.

PUBLIC HEARING OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC HEARING CLOSED

ACTION: **<u>Motion by Council members Murphy/Tave to waive the first reading of an ordinance adding Chapter 10.80 EV charging stations, to the Pinole Municipal Code to establish restrictions for city-owned EV parking spaces and to establish a schedule of rates for EV charging stations</u>.**

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

B. FY 2023/24 Utility User's Tax (UUT) Review. **Action: Adopt Resolution Per Staff Recommendation (Markisha Guillory)**

Finance Director Markisha Guillory provided a PowerPoint presentation of the Fiscal Year (FY) 2023/24 Utility User's Tax (UUT) Review, which included an overview of the background of the UUT; annual review pursuant to the PMC requiring an annual review of the UUT in June during the budget process, a summary of amounts realized and a resolution to approve changes to household income levels for UUT exemptions. The total UUT collections over the past ten years, actual collections for FY 2023/24, gas and electricity and telecommunications UUT collections were highlighted along with the UUT exemption guidelines and recommended changes to income exemption thresholds. Staff recommended the City Council adopt a resolution authorizing the UUT exemption thresholds.

Council member Martinez-Rubin asked whether the City website included a section that described the UUT and exemption process.

Finance Director Guillory confirmed that information had been included in the Finance section of the City website.

PUBLIC HEARING OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC HEARING CLOSED

ACTION: **<u>Motion by Council member Murphy/Mayor Pro Tem Sasai to adopt a resolution modifying the Household Income eligibility thresholds for exemptions from the Utility User's Tax for Fiscal Year (FY) 2024/25</u>.**

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

11. OLD BUSINESS: None

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.

<u>Citizens may speak under any item not listed on the Agenda</u>*. 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.*

Rafael Menis reported on COVID-19 trends in wastewater, which data had shown while it was leveling off slightly in some points there had been increases in others. He encouraged precautions in high-risk areas such as large indoor gatherings and grocery stores. He otherwise wished everyone a happy Fourth of July and reminded everyone the City had a ban on the use of fireworks. Given the high heat and Red-Flag Warnings, he urged people not to use fireworks but attend the drone show planned at Pinole Valley High School on July 4, 2024.

Anthony Vossbrink reported he had no response from City staff or the City Council about an ongoing project at Fernandez Park. He had made the same inquiry at the last Planning Commission meeting at which time the Planning Manager and Public Works Director stated they had no idea what was going on. He referred to a number of truckloads of dirt along the right, left and centerfield fencing along Fernandez Park, with drain pipes and signage on the sidewalk and street, and asked whether there was a sewer project being constructed or something else. Also, a few trees had been cut down in the same area and he questioned that staff would have no knowledge of what was going on. He also questioned why the Mayor or Interim City Manager had not provided any information about public access for the drone show planned for the Fourth of July celebrations given the limited parking in the neighborhood of the high school. The library parking lot was small and he asked whether a corner lot would be opened for parking.

In response to the public comment and to the Mayor, Public Works Director Mishra clarified work was not being done in the railroad right-of-way (ROW) area. The pile of dirt adjacent to Fernandez Park was related to the Phase 1 Pinon Sewer Project, which had been completed and the contractor was in the process of closing out the project.

As to the parking for the Fourth of July event, Mayor Toms reported that parking would be available at Pinole Valley High School, the church and Pinole Library since the library would be closed at the time, and residents who lived in the neighborhood could walk to the event. She added that a workshop would be held at 7:00 p.m. after the adjournment of the City Council meeting to discuss the sewer fees, with the Zoom link for the workshop the same link for the subject City Council meeting. She encouraged people to attend the workshop and take advantage of the air conditioning at City Hall or participate via Zoom.

City Attorney Casher acknowledged the City Council had approved the Consent Calendar items, which included Item 9D, the appointment of Kelcey Young as City Manager and authorized the Mayor to execute an Employment Agreement but since it involved executive compensation, an oral record needed to be read into the record about the compensation the incoming City Manager would receive. As a result, he asked that Item 9D be reopened.

The City Council reopened Item 9D at this time.

City Attorney Casher reported pursuant to Government Code Section 54953 (c)(3), Item 9D, was a recommendation to appoint Kelcey Young as City Manager and authorize the Mayor to execute an Employment Agreement, in accordance with the Employment Agreement effective August 26, 2024 with a starting salary of $265,000 per year, and with the item having no fiscal impact to the General Fund as the position's pay and benefits had already been incorporated into the Fiscal Year (FY) 2024/25 budget. He asked that the City Council revote on the item at this time.

ACTION: Motion by Council member Tave/Mayor Toms to approve the Appointment of Kelcey Young as City Manager and Authorize the Mayor to Execute an Employment Agreement.

Vote:	**Passed**	**5-0**
	Ayes:	**Toms, Sasai, Martinez- Rubin, Murphy, Tave**
	Noes:	**None**
	Abstain:	**None**
	Absent:	**None**

14. **ADJOURNMENT** to the Regular City Council meeting of July 16, 2024 in Remembrance of Amber Swartz.

At 5:39 p.m., Mayor Toms adjourned the meeting to a Regular City Council meeting on July 16, 2024 in Remembrance of Amber Swartz.

Submitted by:

Heather Bell, CMC
City Clerk

Approved by City Council:

9B

WARRANT LISTING

By Vendor Name

City of Pinole, CA

Payment Dates 6/15/2024 - 7/12/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2866 - 2525 BRANDT COURT LLC					
06182024	105210	07/12/2024	100-341-33219	REFUND ON CANCELED PERMIT PRMT22034	6,925.00
06182024	105210	07/12/2024	100-341-34232	REFUND ON CANCELED PERMIT PRMT22034	200.00
				Vendor 2866 - 2525 BRANDT COURT LLC Total:	**7,125.00**
Vendor: 4LE00 - 4LEAF, INC.					
J0605-24E	105171	07/05/2024	212-462-42101	PLAN REVIEW MAY 2024 BP24-007	552.83
J1909-05A	105076	06/21/2024	100-465-42101	CPDE ENFORCEMENT TECHNICIAN	760.00
J1909-05B	105171	07/05/2024	100-465-42101	CODE ENFORCEMENT TECHNICIAN MAY 2024	6,080.00
J1909-06B	105171	07/05/2024	212-462-42101	SENIOR PERMIT TECHNICIAN MAY 2024	9,726.50
JO605-24D	105076	06/21/2024	212-462-42101	PLAN REVIEW APRIL 2024	676.95
				Vendor 4LE00 - 4LEAF, INC. Total:	**17,796.28**
Vendor: 2699 - AAA BUSINESS SUPPLIES & INTERIORS					
2352742-0	105118	06/28/2024	500-641-42201	OFFICE SUPPLIES WPCP	434.59
				Vendor 2699 - AAA BUSINESS SUPPLIES & INTERIORS Total:	**434.59**
Vendor: PRO18 - ADT COMMERCIAL					
155154082	105119	06/28/2024	100-343-42108	CH ALARM SYSTEM	413.75
155154083	105120	06/28/2024	500-641-42108	WPCP AND CORP YARD ALARM SYSTEM	132.00
				Vendor PRO18 - ADT COMMERCIAL Total:	**545.75**
Vendor: ALH01 - ALHAMBRA & SIERRA SPRINGS					
5025519 060624	105121	06/28/2024	500-641-42201	WATER FOR WPCP	158.38
5025531 060624	105121	06/28/2024	100-343-44306	WATER FOR CY	140.41
				Vendor ALH01 - ALHAMBRA & SIERRA SPRINGS Total:	**298.79**
Vendor: SRP01 - AMERICAN RIVER COLLEGE					
24-894	105211	07/12/2024	100-221-42301	ARREST, SEARCH & SEIZURE TRAINING PD	129.00
				Vendor SRP01 - AMERICAN RIVER COLLEGE Total:	**129.00**
Vendor: AME22 - AMERICAN STAGE TOURS					
31945	105212	07/12/2024	209-552-43805	HARD ROCK CASINO TRIP PSC 06262024	1,734.00
				Vendor AME22 - AMERICAN STAGE TOURS Total:	**1,734.00**
Vendor: 2454 - AMY EUBANKS					
06242024	105213	07/12/2024	100-221-42303	TRAINNING LUNCHES REIMBURSEMENT	72.00
				Vendor 2454 - AMY EUBANKS Total:	**72.00**
Vendor: 2005 - ANIMAL DAMAGE MANAGEMENT, INC					
8159C	105172	07/05/2024	100-343-42108	PEST CONTROL BASEBALL FIELDS FERNANDEZ AND PVR	250.00
				Vendor 2005 - ANIMAL DAMAGE MANAGEMENT, INC Total:	**250.00**
Vendor: 2844 - APPLIED FINISHES, INC.					
06142024	105122	06/28/2024	100-000-31510	OVERPAYMENT OF BL FEES	112.00
				Vendor 2844 - APPLIED FINISHES, INC. Total:	**112.00**
Vendor: ARM04 - ARMOR LOCKSMITH SERVICES					
86116	105214	07/12/2024	100-343-44306	KEY TAGS	21.93
86351	105077	06/21/2024	100-343-44306	DUPLICATE KEYS CH	26.30

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
FC9363	105214	07/12/2024	100-343-44306	FINANCE CHARGES FOR OVERDUE BALANCE 052024	5.00
				Vendor ARM04 - ARMOR LOCKSMITH SERVICES Total:	**53.23**
Vendor: ATT01 - AT&T					
000021822881	105078	06/21/2024	525-118-43101	MIS PHONE	918.33
00002182469	105078	06/21/2024	525-118-43101	ADMINISTRATION PHONE	5,162.23
000021826468	105078	06/21/2024	525-118-43101	PW PHONE	921.39
000021826470	105078	06/21/2024	525-118-43101	RECREATION DPT PHONE	980.48
000021826471	105078	06/21/2024	525-118-43101	CDD PHONE	182.69
000021826473	105078	06/21/2024	525-118-43101	EOC PHONE	222.08
000021885083	105123	06/28/2024	525-118-43101	PD PHONE	3,585.16
				Vendor ATT01 - AT&T Total:	**11,972.36**
Vendor: BAX00 - BADGE FRAME, INC.					
311311	105124	06/28/2024	100-222-42201	PERPETUAL PLAQUES PD	144.00
				Vendor BAX00 - BADGE FRAME, INC. Total:	**144.00**
Vendor: BAY34 - BAY AREA NEWS GROUP- EAST BAY					
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	119.31
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	116.40
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	74.69
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	74.69
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	83.42
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	129.98
0001416589	105215	07/12/2024	100-112-42514	LEGAL ADS	83.42
0001416589	105215	07/12/2024	212-461-42514	LEGAL ADS	320.10
				Vendor BAY34 - BAY AREA NEWS GROUP- EAST BAY Total:	**1,002.01**
Vendor: 2027 - BEEHIVE INDUSTRIES, LLC.					
2857	105216	07/12/2024	100-341-42510	SUBSCRIPTION ANNUAL RENEWAL AUGUST 2024-JULY 2025	8,065.20
2857	105216	07/12/2024	500-642-42510	SUBSCRIPTION ANNUAL RENEWAL AUGUST 2024-JULY 2025	12,097.80
				Vendor 2027 - BEEHIVE INDUSTRIES, LLC. Total:	**20,163.00**
Vendor: 2860 - BIANCO VARMINT CONTROL					
06022024	105125	06/28/2024	100-345-42101	PULLED OUT AND REMOVED A SKUNK OUT OF GARBAGE	300.00
				Vendor 2860 - BIANCO VARMINT CONTROL Total:	**300.00**
Vendor: BIR05 - BIRITE FOODSERVICE DISTRIBUTORS					
6781248	105126	06/28/2024	209-552-43804	FOOD PROGRAM CREDIT	-175.64
6784737	105126	06/28/2024	209-552-43804	FOOD PROGRAM PSC	975.49
6784738	105126	06/28/2024	209-552-42515	PANCAKE BREAKFAST CAR SHOW PSC	735.94
6784739	105126	06/28/2024	209-552-42108	JANITORIAL SUPPLIES PSC	574.41
6790471	105126	06/28/2024	209-552-42515	PANCAKE BREAKFAST PSC CAR SHOW	203.52
6793781	105217	07/12/2024	209-552-43804	FOOD PROGRAM PSC	1,062.93
6798797	105217	07/12/2024	209-552-43804	FOOD PROGRAM PSC	677.37
				Vendor BIR05 - BIRITE FOODSERVICE DISTRIBUTORS Total:	**4,054.02**
Vendor: 2765 - BKF ENGINEERS					
24060274	105079	06/21/2024	106-341-42101	STORM DAMAGE REPAIR SERVICES	1,195.00
				Vendor 2765 - BKF ENGINEERS Total:	**1,195.00**
Vendor: BOR02 - BORGES & MAHONEY CO.					
145300	105127	06/28/2024	500-641-44303	BUFFER SOLUTION AND IODATE CONCEN WPCP	542.60
				Vendor BOR02 - BORGES & MAHONEY CO. Total:	**542.60**
Vendor: 1654 - BRINK'S INCORPORATED					
12630433	105128	06/28/2024	100-115-42101	TRANSPORTATION FINANCE	287.14

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
6620518	105128	06/28/2024	100-115-42101	TRANSPORTATION	5.29
				Vendor 1654 - BRINK'S INCORPORATED Total:	**292.43**
Vendor: BRO33 - BROADCAST MUSIC INC					
11437128	105173	07/05/2024	209-551-42101	RENEWAL MEMBERSHIP	435.00
				Vendor BRO33 - BROADCAST MUSIC INC Total:	**435.00**
Vendor: CALA3 - CALIFORNIA GENERATOR SERVICE					
63314	105174	07/05/2024	500-641-42107	ANNUAL SERVICE WPCP	2,532.50
63315	105174	07/05/2024	500-641-42107	UNIT 2 ANNUAL SERVICE WPCP	1,637.50
				Vendor CALA3 - CALIFORNIA GENERATOR SERVICE Total:	**4,170.00**
Vendor: CAL01 - CALTEST ANALYTICAL LAB					
720859	105175	07/05/2024	500-641-44305	CHEMICALS FOR LAB WPCP	911.05
				Vendor CAL01 - CALTEST ANALYTICAL LAB Total:	**911.05**
Vendor: CCP03 - CCP INDUSTRIES					
IN05040123	105176	07/05/2024	100-343-44410	NITRILE GLOVES CY	501.99
IN05040759	105176	07/05/2024	100-343-44410	NITILE GLOVES AND SAFETY GLASSES CY	181.78
				Vendor CCP03 - CCP INDUSTRIES Total:	**683.77**
Vendor: 2060 - CENTRAL CONCRETE SUPPLY CO., INC.					
2404-065058	105081	06/21/2024	100-342-42514	DRAIN ROCK 1.5 TON	107.01
2404-067848	105081	06/21/2024	100-345-44306	MINI FIR BARK	215.37
2404-067849	105081	06/21/2024	100-342-42514	DRAIN ROCK CRUSHED 3.6 TON	244.96
				Vendor 2060 - CENTRAL CONCRETE SUPPLY CO., INC. Total:	**567.34**
Vendor: 2410 - CENTRALSQUARE TECHNOLOGIES, LLC.					
412189	105177	07/05/2024	525-118-42101	RENEWAL MAINTENANCE SERVICE 7/29/24-7/28/25	46,292.48
				Vendor 2410 - CENTRALSQUARE TECHNOLOGIES, LLC. Total:	**46,292.48**
Vendor: 2833 - CIRCUS MODERN, LLC					
INV005050	105178	07/05/2024	209-551-42515	ENTERTAINMENT SERVICES 4TH OF JULY	2,650.00
				Vendor 2833 - CIRCUS MODERN, LLC Total:	**2,650.00**
Vendor: CIT08 - CITY MECHANICAL, INC					
104401	105082	06/21/2024	100-222-42108	SERVICE CALL PUBLIC SAFETY BLDG.	441.51
104767	105129	06/28/2024	209-553-42108	TINY TOTS PLBG	3,318.00
104788	105129	06/28/2024	209-558-42108	MEMORIAL HALL HVAC	463.24
104863	105179	07/05/2024	209-554-42108	HVAC SERVICE PYC	1,125.04
104907	105179	07/05/2024	209-553-42108	HVAC SERVICES TINY TOTS	265.62
				Vendor CIT08 - CITY MECHANICAL, INC Total:	**5,613.41**
Vendor: FAI04 - CITY OF FAIRFIELD					
231189	105083	06/21/2024	100-221-42511	RANGE USAGE FEE	990.00
				Vendor FAI04 - CITY OF FAIRFIELD Total:	**990.00**
Vendor: 2859 - CITY OF ROHNERT PARK					
205	105084	06/21/2024	100-221-42514	RADAR OPERATOR	115.00
				Vendor 2859 - CITY OF ROHNERT PARK Total:	**115.00**
Vendor: 2405 - CLIENTFIRST CONSULTING GROUP, LLC.					
16786	105180	07/05/2024	525-118-42101	SOLAR, LAND MANAGEMENT AND GIS ASSISTANCE SOFTWARE	17,928.75
				Vendor 2405 - CLIENTFIRST CONSULTING GROUP, LLC. Total:	**17,928.75**
Vendor: 2242 - COLE PRO MEDIA, LLC					
4185	105130	06/28/2024	225-221-42514	TRANSPARENCY ENGAGEMENT JUNE 2024	2,000.00
				Vendor 2242 - COLE PRO MEDIA, LLC Total:	**2,000.00**
Vendor: COM20 - COMCAST					
0050875-06182024	105218	07/12/2024	525-118-43105	CH CABLE	29.87
0210511-06162024	105131	06/28/2024	100-222-43105	CABLE PD	248.01
0413784-06182024	105218	07/12/2024	525-118-43105	TINY TOT INTERNET	160.18

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
0419492-06022024	105086	06/21/2024	525-118-43106	SWIM CENTER INTERNET	175.18
0426539-05092024	105218	07/12/2024	525-118-43105	PYC INTERNET	28.05
0433782-06192024	105218	07/12/2024	505-119-43105	PINOLE TV CABLE	137.21
203921410	105085	06/21/2024	525-118-43106	INTERNET PD	888.41
				Vendor COM20 - COMCAST Total:	**1,666.91**
Vendor: CON56 - CONCENTRA MEDICAL CENTERS					
83555408	105219	07/12/2024	100-116-42101	DOT PHYSICAL LIGHTFOOT WPCP	95.00
				Vendor CON56 - CONCENTRA MEDICAL CENTERS Total:	**95.00**
Vendor: CON93 - CONCORD UNIFORMS LLC					
21187	105087	06/21/2024	100-222-44410	EXPLORER UNIFORM PD	212.59
				Vendor CON93 - CONCORD UNIFORMS LLC Total:	**212.59**
Vendor: CONA3 - CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT					
1-2024	105089	06/21/2024	100-341-42101	ENHANCED ENERGY EFFICIENCY / ELEC PILOT PROGRAM	250,000.00
				Vendor CONA3 - CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT Total:	**250,000.00**
Vendor: CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT					
FY2425-JULY	105220	07/12/2024	100-231-42101	FIRE PROTECTION SERVICES JULY 2024	318,498.43
FY2425-JULY	105220	07/12/2024	105-231-42101	FIRE PROTECTION SERVICES JULY 2024	64,642.91
FY2425-JULY	105220	07/12/2024	106-231-42101	FIRE PROTECTION SERVICES JULY 2024	78,494.99
				Vendor CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT Total:	**461,636.33**
Vendor: 1616 - CONTRA COSTA COUNTY					
9971650	105088	06/21/2024	212-461-42101	MAPPING SERVICES FEES FOR SUBDIVISIONS AND MINOR	120.00
				Vendor 1616 - CONTRA COSTA COUNTY Total:	**120.00**
Vendor: COR12 - CORELOGIC SOLUTIONS LLC					
82210317	105221	07/12/2024	525-118-42510	REALQUEST CITYWIDE APRIL 2024	698.41
82212274	105132	06/28/2024	525-118-42510	REALQUEST CITYWIDE	728.41
82216178	105221	07/12/2024	525-118-42510	REALQUEST CITYWIDE JUNE 2024	698.41
				Vendor COR12 - CORELOGIC SOLUTIONS LLC Total:	**2,125.23**
Vendor: 1445 - CORTEZ TIRES AND AUTO REPAIR					
24385	105090	06/21/2024	100-221-42107	NEW TIRE PACKAGE CAR 801	271.69
24386	105090	06/21/2024	100-221-42107	NEW TIRE PACKAGE SPAR...	271.69
24387	105090	06/21/2024	100-221-42107	SPARE TIRES	271.69
24748	105222	07/12/2024	100-221-42107	STRUTS REMOVE AND REPLACE PD	359.48
				Vendor 1445 - CORTEZ TIRES AND AUTO REPAIR Total:	**1,174.55**
Vendor: 2767 - CRAIG WHITTOM CONSULTING					
00064	105223	07/12/2024	100-341-42101	PROF ENGINEERING SERVICES JUNE 2024	105.00
				Vendor 2767 - CRAIG WHITTOM CONSULTING Total:	**105.00**
Vendor: 2220 - CRESCO EQUIPMENT RENTALS					
6185569-0001	105224	07/12/2024	100-231-42512	LAND LEVELER SCULPTOR CY	4,487.03
				Vendor 2220 - CRESCO EQUIPMENT RENTALS Total:	**4,487.03**
Vendor: CRI07 - CRIME SCENE CLEANERS INC.					
89756	105225	07/12/2024	100-221-42107	REMOVE AL CONTAMINANTS/VOMIT AND DEODORIZED	130.00
				Vendor CRI07 - CRIME SCENE CLEANERS INC. Total:	**130.00**
Vendor: 2080 - CSW-STUBER-STROEH ENGINEERING GROUP INC					
2406115	105181	07/05/2024	106-343-42101	BROADBAND OPPORTUNITIES ASSESSMENT	1,554.00

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
2406153	105226	07/12/2024	106-341-42101	STAFF AUGMENTATION FOR ENGINEERING SVCS	2,079.00
				Vendor 2080 - CSW-STUBER-STROEH ENGINEERING GROUP INC Total:	**3,633.00**
Vendor: DEP01 - DEPARTMENT OF JUSTICE/ACCOUNTING OFFICE					
738668	105227	07/12/2024	100-116-42101	FINGERPRINT SERVICES MAY 2024	145.00
738668	105227	07/12/2024	100-221-42110	FINGERPRINT SERVICES MAY 2024	49.00
				Vendor DEP01 - DEPARTMENT OF JUSTICE/ACCOUNTING OFFICE Total:	**194.00**
Vendor: 1443 - DIESEL DIRECT WEST, INC.					
85887842	105091	06/21/2024	100-10601	GASOLINE UNL CY	2,000.01
85900176	105133	06/28/2024	500-10601	CLEAR RENEWABLE DIESEL WPCP	3,480.34
85902536	105182	07/05/2024	100-10601	GASOLINE UNL CY	1,494.83
85909030	105182	07/05/2024	100-10601	GASOLINE UNL CY	1,868.04
85911775	105182	07/05/2024	100-10601	GASOLINE UNL CY	1,977.88
				Vendor 1443 - DIESEL DIRECT WEST, INC. Total:	**10,821.10**
Vendor: 2480 - DTS LANGUAGE SERVICES, INC.					
I-0016360	105092	06/21/2024	100-465-42101	CODE ENFORCEMENT ENGLISH/SPANISH INTERPRETING MAY	63.68
				Vendor 2480 - DTS LANGUAGE SERVICES, INC. Total:	**63.68**
Vendor: EBM01 - EBMUD					
303032-06242024	105183	07/05/2024	310-348-43102	2677 Pinole Valley Rd--Irrigation Use Only	120.63
388057-06242024	105183	07/05/2024	100-343-43102	1960 Sarah Dr--Irrigation Use Only	282.46
435474-06242024	105183	07/05/2024	100-343-43102	2937 Pinole Valley Rd--Tennis Court Restrooms	100.50
435748-06142024	105134	06/28/2024	209-553-43102	2454 SIMAS AVE-TINY TOTS	45.96
435748-06142024	105134	06/28/2024	209-557-43102	2454 SIMAS AVE-TINY TOTS	1,486.06
464595-06282024	105228	07/12/2024	209-554-43102	635 Tennent Ave--Pinole Youth Center/CTV	43.23
464595-06282024	105228	07/12/2024	505-119-43102	635 Tennent Ave--Pinole Youth Center/CTV	43.23
464596-06282024	105228	07/12/2024	100-345-43102	2310 Park St--Fernandez Park Baseball Field	4,550.62
465190-06262024	105228	07/12/2024	201-343-43102	813 Fernandez Ave--Irrigation Use Only	65.40
465395-06282024	105228	07/12/2024	100-345-43102	1095 Nob Hill Ave--Parks & Gardens--Meadow Park	780.88
465422-06282024	105228	07/12/2024	500-641-43102	80 TENNENT AVE--WASTE WATER TREATMENT PLANT	1,623.28
465553-06262024	105228	07/12/2024	100-343-43102	2301 1/2 San Pablo Ave--Irrigation Use Only	98.80
465569-06282024	105228	07/12/2024	100-343-43102	601 Tennent Ave--Memorial Hall	112.84
465922-06262024	105228	07/12/2024	100-343-43102	636 Tennent Ave--Irrigation Use Only	65.40
465923-06282024	105228	07/12/2024	100-231-43102	880 Tennent Ave--Public Safety Facility/Building	663.74
465924-06282024	105228	07/12/2024	100-222-43102	880 Tennent Ave--Public Safety Facility/Building	1,510.36
465924-06282024	105228	07/12/2024	100-223-43102	880 Tennent Ave--Public Safety Facility/Building	335.64
465924-06282024	105228	07/12/2024	100-231-43102	880 Tennent Ave--Public Safety Facility/Building	1,510.36
466363-06262024	105228	07/12/2024	100-345-43102	1818 Canyon Dr--Irrigation Use Only	209.94
466641-06272024	105228	07/12/2024	100-343-43102	880 San Pablo Ave--Irrigation Use Only	190.06

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
513648-06262024	105228	07/12/2024	100-343-43102	2161 Plum St--Parking Lot Irrigation	98.80
524589-06282024	105228	07/12/2024	100-345-43102	592 Marlesta Rd--Irrigation Use Only	989.62
529821-06282024	105228	07/12/2024	209-552-43102	2500 Charles St--Senior Center	1,052.78
529852-06282024	105228	07/12/2024	209-552-43102	2500 Charles St--Senior Center	852.07
532187-06262024	105228	07/12/2024	100-343-43102	2601 Charles St--Irrigation Use Only	65.40
532364-06142024	105134	06/28/2024	100-345-43102	1267 ADOBE RD-HAZEL DOWNER-THORNTON PICNIC GROVE	133.90
532606-06142024	105134	06/28/2024	100-345-43102	1270 ADOBE RD-CARETAKER'S SHED FOR PINOLE PARK	65.40
534462-06282024	105228	07/12/2024	100-345-43102	3450 SAVAGE AVE-IRRIGATION USE ONLY	65.40
539199-06112024	105134	06/28/2024	500-642-43102	05005 HYDRAND PERMIT-CONSTRUCTION	549.66
540499-06262024	105228	07/12/2024	100-343-43102	1230 Pinole Valley Rd--Irrigation Use Only	65.40
541397-06272024	105228	07/12/2024	100-343-43102	1601 Marlesta Rd--Irrigation Use Only	65.40
544461-06282024	105228	07/12/2024	100-110-43102	2131 Pear St--Offices--City Hall	3.69
544461-06282024	105228	07/12/2024	100-111-43102	2131 Pear St--Offices--City Hall	8.84
544461-06282024	105228	07/12/2024	100-112-43102	2131 Pear St--Offices--City Hall	8.10
544461-06282024	105228	07/12/2024	100-115-43102	2131 Pear St--Offices--City Hall	24.01
544461-06282024	105228	07/12/2024	100-116-43102	2131 Pear St--Offices--City Hall	8.10
544461-06282024	105228	07/12/2024	100-117-43102	2131 Pear St--Offices--City Hall	64.82
544461-06282024	105228	07/12/2024	100-343-43102	2131 Pear St--Offices--City Hall	115.50
544461-06282024	105228	07/12/2024	200-342-43102	2131 Pear St--Offices--City Hall	20.62
544461-06282024	105228	07/12/2024	212-461-43102	2131 Pear St--Offices--City Hall	7.81
544461-06282024	105228	07/12/2024	212-462-43102	2131 Pear St--Offices--City Hall	20.77
544461-06282024	105228	07/12/2024	285-464-43102	2131 Pear St--Offices--City Hall	6.19
544461-06282024	105228	07/12/2024	505-119-43102	2131 Pear St--Offices--City Hall	6.19
545474-06282024	105228	07/12/2024	100-110-43102	2131 Pear St--Offices--City Hall	8.31
545474-06282024	105228	07/12/2024	100-111-43102	2131 Pear St--Offices--City Hall	19.91
545474-06282024	105228	07/12/2024	100-112-43102	2131 Pear St--Offices--City Hall	18.25
545474-06282024	105228	07/12/2024	100-115-43102	2131 Pear St--Offices--City Hall	54.09
545474-06282024	105228	07/12/2024	100-116-43102	2131 Pear St--Offices--City Hall	18.25
545474-06282024	105228	07/12/2024	100-117-43102	2131 Pear St--Offices--City Hall	146.02
545474-06282024	105228	07/12/2024	100-343-43102	2131 Pear St--Offices--City Hall	260.19
545474-06282024	105228	07/12/2024	200-342-43102	2131 Pear St--Offices--City Hall	46.46
545474-06282024	105228	07/12/2024	212-461-43102	2131 Pear St--Offices--City Hall	17.59
545474-06282024	105228	07/12/2024	212-462-43102	2131 Pear St--Offices--City Hall	46.79
545474-06282024	105228	07/12/2024	285-464-43102	2131 Pear St--Offices--City Hall	13.94
545474-06282024	105228	07/12/2024	505-119-43102	2131 Pear St--Offices--City Hall	13.94
554167-06272024	105228	07/12/2024	100-345-43102	1600 Primrose Lane--Irrigation Use Only	863.98
554181-06142024	105134	06/28/2024	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	283.02
554182-06142024	105134	06/28/2024	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	339.56
554625-07012024	105228	07/12/2024	100-343-43102	601 Tennent Ave--Memorial Hall	845.00
565167-06262024	105228	07/12/2024	201-343-43102	2100 San Pablo Ave--Offices--Faria House	72.42
565169-06282024	105228	07/12/2024	201-343-43102	2100 San Pablo Ave--Offices--Faria House	119.06
570108-07012024	105228	07/12/2024	310-347-43102	1303 Pinole Valley Rd--Irrigation Use Only	332.16
6101342-06262024	105228	07/12/2024	201-343-43102	2100 SAN PABLO AVE-IRRIGATION USE ONLY	79.44
				Vendor EBM01 - EBMUD Total:	**21,736.24**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2853 - EVERON, LLC					
155216944	105135	06/28/2024	209-552-42108	PSC ALARM SYSTEM	152.00
JUNE 2024	105136	06/28/2024	209-553-42108	2454 SIMAS 0624-072324 MONITORING	101.59
				Vendor 2853 - EVERON, LLC Total:	**253.59**
Vendor: 2845 - FACILITRON, INC.					
D2ZU4XEX6YZZ-3	105230	07/12/2024	209-551-42515	4TH OF JULY FOOTBALL FIELD AT PVHS	661.70
				Vendor 2845 - FACILITRON, INC. Total:	**661.70**
Vendor: FED01 - FEDEX					
8-531-03532	105137	06/28/2024	212-462-42101	DELIVERY SERVICES	8.78
				Vendor FED01 - FEDEX Total:	**8.78**
Vendor: FIS01 - FISHER SCIENTIFIC					
2961843	105138	06/28/2024	500-641-44306	SLUDGE JUDGE ULTRA WPCP	547.61
2961844	105138	06/28/2024	500-641-44305	DIGITAL BAROMOETER WPCP	164.76
				Vendor FIS01 - FISHER SCIENTIFIC Total:	**712.37**
Vendor: FOR02 - FORENSIC SERVICES DIVISION					
PINPD-2405	105231	07/12/2024	100-222-42101	ALCOHOL, FIREARMS TOXICOLOGY SERVICES MAY 2024	1,150.00
PINPD-2405-SUPP	105231	07/12/2024	100-222-42101	BLOOD WITHDRAWAL SERVICES MAY 2024	239.40
				Vendor FOR02 - FORENSIC SERVICES DIVISION Total:	**1,389.40**
Vendor: GAT07 - GATEWAY PINOLE VISTA, LLC					
JULY 2024	105184	07/05/2024	201-343-42513	BASE RENT FOR JULY 2024	100.00
				Vendor GAT07 - GATEWAY PINOLE VISTA, LLC Total:	**100.00**
Vendor: 2457 - GEOLINKS					
BD0195262	105093	06/21/2024	525-118-43106	CLEARFIBER DIA	499.00
BD0200304	105139	06/28/2024	525-118-43106	INTERNET INSTALLATION CLEAR FIBER	499.00
BD0200777	105232	07/12/2024	525-118-43106	CLEAR FIBER INTERNET	499.00
				Vendor 2457 - GEOLINKS Total:	**1,497.00**
Vendor: 2858 - GLOBAL EQUIPMENT COMPANY INC					
121961993	105094	06/21/2024	209-557-47101	PICNIC TABLES AND BENCHES	2,445.33
				Vendor 2858 - GLOBAL EQUIPMENT COMPANY INC Total:	**2,445.33**
Vendor: GLO08 - GLOBALSTAR					
000000072218771	105233	07/12/2024	525-118-43101	ORBIT 150 SERVICES JUNE 2024	132.97
				Vendor GLO08 - GLOBALSTAR Total:	**132.97**
Vendor: 1153 - GOVERNMENTJOBS.COM, INC					
INV-45488	105234	07/12/2024	525-118-42106	SUBSCRIPTION TERM 120524-120425	6,745.30
				Vendor 1153 - GOVERNMENTJOBS.COM, INC Total:	**6,745.30**
Vendor: GRA03 - GRAINGER					
9163645360	105185	07/05/2024	500-641-44306	MOTOR RUN CAPACITOR WPCP	24.45
9166559204	105185	07/05/2024	500-641-44306	MOTOR AND LUG BRACKET WPCP	409.28
				Vendor GRA03 - GRAINGER Total:	**433.73**
Vendor: 1112 - GRAY-BOWEN-SCOTT					
22346	105186	07/05/2024	325-342-47205	PM SERVICES: DESIGN PHASE OF SPA BRIDGE REPLACMNT	1,066.00
				Vendor 1112 - GRAY-BOWEN-SCOTT Total:	**1,066.00**
Vendor: 2371 - GREEN HALO SYSTEMS INC					
4974	105095	06/21/2024	212-462-42106	HOSTING ACCESS	175.00
				Vendor 2371 - GREEN HALO SYSTEMS INC Total:	**175.00**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2820 - GVP VENTURES, INC.					
10688	105140	06/28/2024	100-116-42101	EXECUTIVE SEARCH PROFESSIONAL SERVICES	7,838.75
				Vendor 2820 - GVP VENTURES, INC. Total:	**7,838.75**
Vendor: HAC01 - HACH COMPANY					
14060434	105096	06/21/2024	500-641-44306	STARCH INDICATOR SOLN WPCP	81.89
14081578	105235	07/12/2024	500-641-44306	PAO STD SOLN LAB CHEMICALS WPCP	178.21
14087187	105235	07/12/2024	500-641-44306	AMMONIA SUPPLIES FOR WPCP	381.00
14087453	105235	07/12/2024	500-641-42109	VV TOP ENCLOSURE W/KEYPAD AWRS WPCP	164.63
				Vendor HAC01 - HACH COMPANY Total:	**805.73**
Vendor: HAS01 - HASA, INC.					
967207	105097	06/21/2024	500-641-44303	LIQHICHLOR WPCP	14,354.66
				Vendor HAS01 - HASA, INC. Total:	**14,354.66**
Vendor: HEA01 - HEALTH CARE DENTAL TRUST					
350912/350913/350914/350...	105236	07/12/2024	100-110-41002	DENTAL BENEFTIS JUNE 2024	338.60
350912/350913/350914/350...	105236	07/12/2024	100-111-41002	DENTAL BENEFTIS JUNE 2024	236.84
350912/350913/350914/350...	105236	07/12/2024	100-112-41002	DENTAL BENEFTIS JUNE 2024	383.55
350912/350913/350914/350...	105236	07/12/2024	100-113-41002	DENTAL BENEFTIS JUNE 2024	108.99
350912/350913/350914/350...	105236	07/12/2024	100-115-41002	DENTAL BENEFTIS JUNE 2024	364.69
350912/350913/350914/350...	105236	07/12/2024	100-116-41002	DENTAL BENEFTIS JUNE 2024	306.58
350912/350913/350914/350...	105236	07/12/2024	100-221-41002	DENTAL BENEFTIS JUNE 2024	108.99
350912/350913/350914/350...	105236	07/12/2024	100-221-41002	DENTAL BENEFTIS JUNE 2024	1,986.42
350912/350913/350914/350...	105236	07/12/2024	100-222-41002	DENTAL BENEFTIS JUNE 2024	485.31
350912/350913/350914/350...	105236	07/12/2024	100-222-41002	DENTAL BENEFTIS JUNE 2024	50.88
350912/350913/350914/350...	105236	07/12/2024	100-223-41002	DENTAL BENEFTIS JUNE 2024	1,304.82
350912/350913/350914/350...	105236	07/12/2024	100-341-41002	DENTAL BENEFTIS JUNE 2024	338.60
350912/350913/350914/350...	105236	07/12/2024	100-343-41002	DENTAL BENEFTIS JUNE 2024	889.25
350912/350913/350914/350...	105236	07/12/2024	100-465-41002	DENTAL BENEFTIS JUNE 2024	127.85
350912/350913/350914/350...	105236	07/12/2024	105-221-41002	DENTAL BENEFTIS JUNE 2024	434.43
350912/350913/350914/350...	105236	07/12/2024	106-222-41002	DENTAL BENEFTIS JUNE 2024	127.85
350912/350913/350914/350...	105236	07/12/2024	209-551-41002	DENTAL BENEFTIS JUNE 2024	173.64
350912/350913/350914/350...	105236	07/12/2024	209-552-41002	DENTAL BENEFTIS JUNE 2024	206.65
350912/350913/350914/350...	105236	07/12/2024	209-554-41002	DENTAL BENEFTIS JUNE 2024	115.07
350912/350913/350914/350...	105236	07/12/2024	212-461-41002	DENTAL BENEFTIS JUNE 2024	255.70
350912/350913/350914/350...	105236	07/12/2024	212-462-41002	DENTAL BENEFTIS JUNE 2024	415.57
350912/350913/350914/350...	105236	07/12/2024	500-641-41002	DENTAL BENEFTIS JUNE 2024	1,023.03
350912/350913/350914/350...	105236	07/12/2024	500-642-41002	DENTAL BENEFTIS JUNE 2024	280.49
350912/350913/350914/350...	105236	07/12/2024	505-119-41002	DENTAL BENEFTIS JUNE 2024	255.70
350912/350913/350914/350...	105236	07/12/2024	998-20105	DENTAL BENEFTIS JUNE 2024	22.96
350912/350913/350914/350...	105236	07/12/2024	998-20105	DENTAL BENEFTIS JUNE 2024	5.09
350912/350913/350914/350...	105236	07/12/2024	998-20105	DENTAL BENEFTIS JUNE 2024	12.79
350912/350913/350914/350...	105236	07/12/2024	998-20105	DENTAL BENEFTIS JUNE 2024	127.85
350912/350913/350914/350...	105236	07/12/2024	998-20105	DENTAL BENEFTIS JUNE 2024	236.83
350912/350913/350914/350...	105236	07/12/2024	998-20105	DENTAL BENEFTIS JUNE 2024	306.58
				Vendor HEA01 - HEALTH CARE DENTAL TRUST Total:	**11,031.60**
Vendor: 1161 - HINDERLITER, DE LLAMAS & ASSOCIATES					
SIN039742	105237	07/12/2024	100-115-42101	CONTRACT SERVICES SALES TAX APRIL-JUNE 2024	1,628.61
SIN039942	105237	07/12/2024	106-115-42101	TRANSACTION TAX APRIL - JUNE 2024	300.00
				Vendor 1161 - HINDERLITER, DE LLAMAS & ASSOCIATES Total:	**1,928.61**
Vendor: IDE04 - IDEXX DISTRIBUTION, INC.					
3151072594	105098	06/21/2024	500-641-44305	WQC-ENT ENTEROCOCCI WPCP	355.70

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
3154758003	105187	07/05/2024	500-641-44305	ENTEROLERT SUPPLIES LAB WPCP	3,225.83
				Vendor IDE04 - IDEXX DISTRIBUTION, INC. Total:	**3,581.53**
Vendor: IED02 - IEDA, INC.					
24634	105238	07/12/2024	100-116-42101	LABOR RELATIONS FEES JULY 2024	2,609.92
				Vendor IED02 - IEDA, INC. Total:	**2,609.92**
Vendor: IMA01 - IMAGE SALES, INC.					
0077057-IN	105099	06/21/2024	100-222-42201	BADGES AND ID CARDS PD	60.21
				Vendor IMA01 - IMAGE SALES, INC. Total:	**60.21**
Vendor: J&O01 - J & O COMMERCIAL TIRE CTR					
165859	105188	07/05/2024	100-343-42107	REPAIRS TO TRUCK HEAT/AC TIRES CY	496.88
				Vendor J&O01 - J & O COMMERCIAL TIRE CTR Total:	**496.88**
Vendor: JWE01 - J. W. ENTERPRISES - NORTH					
259173	105239	07/12/2024	209-551-42515	PORTABLE TOILET RENTAL	584.29
259174	105239	07/12/2024	209-551-42515	PORTABLE TOILET RENTAL	382.73
259275	105239	07/12/2024	100-551-42511	PORTABLE TOILET RENTAL	144.77
				Vendor JWE01 - J. W. ENTERPRISES - NORTH Total:	**1,111.79**
Vendor: COR15 - JACQUELINE L CORL-SEIDEL					
JUNE 2024	105240	07/12/2024	209-552-43802	BALANCE FLOOR YOGA CLASSES PSC	349.30
				Vendor COR15 - JACQUELINE L CORL-SEIDEL Total:	**349.30**
Vendor: 2862 - JALYNNE SORRELLS					
06202024	105141	06/28/2024	100-116-42101	LIVESCAN SERVICE PREEMPLOYMENT REIMBURSEMENT REC	67.00
				Vendor 2862 - JALYNNE SORRELLS Total:	**67.00**
Vendor: 1611 - JANICE M. BYER					
JUNE 2024	105241	07/12/2024	209-552-43802	INSTRUCTOR ZUMBA JUNE 2024 PSC	855.00
				Vendor 1611 - JANICE M. BYER Total:	**855.00**
Vendor: JAN92 - JAN-PRO OF THE GREATER BAY AREA					
24013	105242	07/12/2024	209-554-42108	JANITORIAL SERVICES JULY 2024 PYC	483.34
24014	105242	07/12/2024	209-552-42108	JANITORIAL SERVICES JULY 2024 PSC	447.27
24015	105242	07/12/2024	209-552-42108	JANITORIAL SERVICES JULY 2024 PSC DAY PORTER	2,257.00
24016	105242	07/12/2024	209-552-43810	JANITORIAL SERVICES JULY 2024 PSC KITCHEN	429.67
24017	105242	07/12/2024	209-553-42108	JANITORIAL SERVICES JULY 2024 TINY TOTS	516.23
				Vendor JAN92 - JAN-PRO OF THE GREATER BAY AREA Total:	**4,133.51**
Vendor: 1630 - JOHN AND CLAIRE INVESTIGATIONS					
1595	105142	06/28/2024	100-223-42101	BACKGROUND INVESTIGATION PD	1,915.20
1596	105142	06/28/2024	100-222-42101	BACKGROUND INVESTIGATION PD	1,975.50
1602	105142	06/28/2024	100-222-42101	DISPATCHER BACKGROUND PD	2,442.00
				Vendor 1630 - JOHN AND CLAIRE INVESTIGATIONS Total:	**6,332.70**
Vendor: KAI02 - KAISER PERMANETE					
1000324346	105243	07/12/2024	100-116-42101	DOT TEST AND JOB PLACEMENT TESTS REC	520.00
				Vendor KAI02 - KAISER PERMANETE Total:	**520.00**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2850 - KELCEY YOUNG					
07012024	105244	07/12/2024	100-116-42101	TRAVEL REIMBURSEMENT FOR CM POSITION RECRUITMENT	1,349.74
				Vendor 2850 - KELCEY YOUNG Total:	**1,349.74**
Vendor: KEL09 - KELLER CANYON LANDFILL					
4212-000033179	105143	06/28/2024	500-641-44302	SLUDGE REMOVAL WPCP	5,661.11
				Vendor KEL09 - KELLER CANYON LANDFILL Total:	**5,661.11**
Vendor: KNO03 - KNORR SYSTEMS,INC.					
234065	105144	06/28/2024	209-557-42108	MINI BULK SODIUM HYPOCHLORITE CY	1,466.53
				Vendor KNO03 - KNORR SYSTEMS,INC. Total:	**1,466.53**
Vendor: 1424 - KRISTINA SANTOYO					
06142024	105145	06/28/2024	209-552-43804	PETTY CASH PSC	59.96
06142024	105145	06/28/2024	209-552-43808	PETTY CASH PSC	10.45
				Vendor 1424 - KRISTINA SANTOYO Total:	**70.41**
Vendor: LAK01 - LAKESHORE					
628606062924	105245	07/12/2024	209-553-42514	BOOKS AND SUPPLIES FOR TINY TOTS	302.44
				Vendor LAK01 - LAKESHORE Total:	**302.44**
Vendor: LAN15 - LANGUAGE LINE SERVICES					
11344666	105246	07/12/2024	100-223-42101	OVER THE PHONE INTERPRETATION PD	90.24
				Vendor LAN15 - LANGUAGE LINE SERVICES Total:	**90.24**
Vendor: 2694 - LEADSONLINE LLC					
410649	105247	07/12/2024	100-222-42101	CELLHAWK SUBSCRIPTION INVESTIGATOR PD	3,085.00
				Vendor 2694 - LEADSONLINE LLC Total:	**3,085.00**
Vendor: 1606 - LEFTA SYSTEMS					
INV-002894	105248	07/12/2024	100-222-42101	ANNUAL SUBSCRIPTION 070124-06302025	8,250.00
				Vendor 1606 - LEFTA SYSTEMS Total:	**8,250.00**
Vendor: 1253 - LIL' FROG CREATIONS					
1086	105146	06/28/2024	209-551-42515	BANNER, LAWN SIGNS AND SIDEWALK 4TH OF JULY	514.78
1089	105249	07/12/2024	209-551-42515	PRINTING SERVICES 4TH OFJULY ADVERTISEMENTS	718.06
1091	105249	07/12/2024	209-552-43809	JULY NEWSLETTER PSC	305.90
1092	105249	07/12/2024	209-551-42515	PRINTING SERVICES SUMMER SERIES SIGNS	148.89
				Vendor 1253 - LIL' FROG CREATIONS Total:	**1,687.63**
Vendor: LIN18 - LINCOLN AQUATICS					
D8858229	105147	06/28/2024	209-557-47101	LIFEGUARD CHAIR FOR SWIMMING POOL	4,074.12
				Vendor LIN18 - LINCOLN AQUATICS Total:	**4,074.12**
Vendor: 2635 - LINDA SEGUNDO					
06252024	105189	07/05/2024	100-221-42302	TRI TECH FORENSICS TRAINING REIMB MEALS/MILEAGE	166.16
06252024	105189	07/05/2024	100-221-42303	TRI TECH FORENSICS TRAINING REIMB MEALS/MILEAGE	260.00
				Vendor 2635 - LINDA SEGUNDO Total:	**426.16**
Vendor: MCM05 - MCMASTER-CARR SUPPLY CO.					
28735707	105190	07/05/2024	500-641-44306	SUPPLIES FOR REPAIR WPCP	220.14
				Vendor MCM05 - MCMASTER-CARR SUPPLY CO. Total:	**220.14**
Vendor: 1311 - M-GROUP					
2004507	105100	06/21/2024	212-20346	PROFESSIONAL SERVICES APRIL 2024	20,075.00
				Vendor 1311 - M-GROUP Total:	**20,075.00**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2818 - MILLCREEK MANUFACTURING					
41757	105101	06/21/2024	160-345-47104	TOP DRESSER FOR FIELDS AND LAWNS	13,099.00
				Vendor 2818 - MILLCREEK MANUFACTURING Total:	**13,099.00**
Vendor: 2567 - MOMENTUM SERVICES					
06212024	105148	06/28/2024	100-000-31510	OVERPAYMENT OF BL FEES	4.00
				Vendor 2567 - MOMENTUM SERVICES Total:	**4.00**
Vendor: MUN07 - MUNICIPAL POOLING AUTH.					
INV003845	105191	07/05/2024	100-342-46201	UNMET LIABILITY DEDUCTIBLE APRIL 2024	10,000.00
				Vendor MUN07 - MUNICIPAL POOLING AUTH. Total:	**10,000.00**
Vendor: 2466 - MUNICIPAL RESOURCE GROUP, LLC.					
240712	105149	06/28/2024	100-111-42101	GOVERNANCE HANDBOOK PROFESSIONAL SERV	225.00
				Vendor 2466 - MUNICIPAL RESOURCE GROUP, LLC. Total:	**225.00**
Vendor: 2755 - NATALIE ANNE SZUMLAS					
JUNE 2024	105150	06/28/2024	209-551-42514	YOUTH ANTI-TOBACCO PROGRAM JUNE 2024	54.25
				Vendor 2755 - NATALIE ANNE SZUMLAS Total:	**54.25**
Vendor: 2426 - NEW FRONTIER TENNIS					
06302024	105250	07/12/2024	209-554-42514	INSTRUCTOR FOR TENNIS CAMP 0617-062024	612.50
				Vendor 2426 - NEW FRONTIER TENNIS Total:	**612.50**
Vendor: O'R01 - O'REILLY AUTOMOTIVE, INC					
JUNE 2024	105192	07/05/2024	100-343-44306	CITYWIDE PURCHASES SUPPLIES JUNE 2024	21.94
JUNE 2024	105192	07/05/2024	100-343-44306	CITYWIDE PURCHASES SUPPLIES JUNE 2024	59.24
JUNE 2024	105192	07/05/2024	100-343-44306	CITYWIDE PURCHASES SUPPLIES JUNE 2024	104.04
JUNE 2024	105192	07/05/2024	207-344-42107	CITYWIDE PURCHASES SUPPLIES JUNE 2024	48.27
JUNE 2024	105192	07/05/2024	500-641-44306	CITYWIDE PURCHASES SUPPLIES JUNE 2024	21.94
				Vendor O'R01 - O'REILLY AUTOMOTIVE, INC Total:	**255.43**
Vendor: OTI01 - OTIS ELEVATOR COMPANY					
100401595991	105193	07/05/2024	100-343-42108	MAINTENANCE SERVICE JULY 2024 PYC	190.51
100401596516	105151	06/28/2024	100-343-42108	CH MAINTENANCE JULY 2024	129.22
100401596551	105193	07/05/2024	100-343-42108	MAINTENANCE SERVICE JULY 2024 PUBLIC SAFETY BLDG.	128.96
				Vendor OTI01 - OTIS ELEVATOR COMPANY Total:	**448.69**
Vendor: 1555 - OWEN EQUIPMENT					
00063924	105152	06/28/2024	207-344-42107	EXTENSION BROOM	517.90
				Vendor 1555 - OWEN EQUIPMENT Total:	**517.90**
Vendor: OYE02 - OYE PRODUCTIONS					
070424	105153	06/28/2024	209-551-42515	SOUND AND BAND FOR 4TH OF JULY	3,000.00
071824	105251	07/12/2024	209-551-42515	FEE FOR SUMMER CONCERT 071824	1,250.00
080124	105251	07/12/2024	209-551-42515	FEE FOR SUMMER CONCERT 080124	1,250.00
				Vendor OYE02 - OYE PRODUCTIONS Total:	**5,500.00**
Vendor: 1581 - PAPEMATERIAL HANDLING INC					
19080350	105110	06/21/2024	100-343-42107	REPAIRS TO LIFT CYLINDER, HYDRAULIC LABOR AND SERV	1,594.16
				Vendor 1581 - PAPEMATERIAL HANDLING INC Total:	**1,594.16**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: LON02 - PATRICIA LONG					
JUNE 2024	105252	07/12/2024	209-552-43802	INSTRUCTOR CWLD JUNE 2024 PSC	296.80
				Vendor LON02 - PATRICIA LONG Total:	**296.80**
Vendor: PGE01 - PG&E					
0081-06172024	105154	06/28/2024	200-342-43103	2501 SAN PABLO AVE TRAFFIC CONTROLLER	111.33
0209-06172024	105194	07/05/2024	200-342-43103	S/E CORNER SAN PABLO AVE & TENNENT TRAFFIC SIGNAL	124.94
0217-06142024	105154	06/28/2024	100-345-43103	TENNENT & PARK ST CLUB HOUSE	7.51
0466-06172024	105154	06/28/2024	209-554-43103	635 TENNENT AVE YOUTH CTR/CATV	59.79
0466-06172024	105154	06/28/2024	505-119-43103	635 TENNENT AVE YOUTH CTR/CATV	89.69
0498-06112024	105154	06/28/2024	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	1,223.12
0813-06132024	105154	06/28/2024	200-342-43103	2149 1/2 APPIAN WAY TRAFFIC SIGNAL	80.63
0883-06112024	105154	06/28/2024	100-222-43103	800 TENNENT AVE PUBLI C SAFETY FACILITY	977.19
0883-06112024	105154	06/28/2024	100-223-43103	800 TENNENT AVE PUBLI C SAFETY FACILITY	195.44
0883-06112024	105154	06/28/2024	100-231-43103	800 TENNENT AVE PUBLI C SAFETY FACILITY	781.75
0887-07022024	105253	07/12/2024	200-342-43103	PINON AVE & SAN PABLO AVE TRAFFIC SIGNAL	115.49
0923-06142024	105154	06/28/2024	100-110-43103	2131 PEAR ST	147.69
0923-06142024	105154	06/28/2024	100-111-43103	2131 PEAR ST	194.33
0923-06142024	105154	06/28/2024	100-112-43103	2131 PEAR ST	213.77
0923-06142024	105154	06/28/2024	100-115-43103	2131 PEAR ST	532.48
0923-06142024	105154	06/28/2024	100-116-43103	2131 PEAR ST	155.47
0923-06142024	105154	06/28/2024	100-117-43103	2131 PEAR ST	1,729.58
0923-06142024	105154	06/28/2024	100-343-43103	2131 PEAR ST	3,222.07
0923-06142024	105154	06/28/2024	200-342-43103	2131 PEAR ST	563.57
0923-06142024	105154	06/28/2024	212-461-43103	2131 PEAR ST	233.20
0923-06142024	105154	06/28/2024	212-462-43103	2131 PEAR ST	586.89
0923-06142024	105154	06/28/2024	285-464-43103	2131 PEAR ST	194.33
1093-07012024	105253	07/12/2024	500-642-43103	W END/HAZEL AVE SEWAGE PLANT	856.70
1121-06182024	105194	07/05/2024	200-342-43103	DEL MONTE & SAN PABLO TRAFFIC CONTROL LIGHT	99.31
1156-06112024	105154	06/28/2024	209-554-43103	635 TENNENT AVE YOUTH CTR/CATV	19.53
1156-06112024	105154	06/28/2024	505-119-43103	635 TENNENT AVE YOUTH CTR/CATV	29.29
1233-06182024	105194	07/05/2024	200-342-43103	SAN PABLO AVE TRAFFIC SIGNAL	112.92
1462-06112024	105154	06/28/2024	209-552-43103	2500 CHARLES ST SENIOR CENTER	162.08
1798-06272024	105253	07/12/2024	200-342-43103	2935 PINOLE VALLEY RD. TRAFFIC SIGNAL	206.32
1801-06082024	105102	06/21/2024	209-553-43103	2454 SIMAS AVE REC CTR & POOL	25.36
2182-07022024	105253	07/12/2024	200-342-43103	OAKRIDGE/SAN PABLO AVE TRAFFIC SIGNAL	104.82
2222-06062024	105102	06/21/2024	100-345-43103	STREET AND HIGHWAY LIGHTING	49.39
2222-06062024	105102	06/21/2024	200-342-43103	STREET AND HIGHWAY LIGHTING	20,407.06
2222-06062024	105102	06/21/2024	310-347-43103	STREET AND HIGHWAY LIGHTING	280.00

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
2222-06062024	105102	06/21/2024	310-348-43103	STREET AND HIGHWAY LIGHTING	400.00
2620-06182024	105194	07/05/2024	200-342-43103	N/W CORNER APPIAN WAY & FITZGERALD DR TRAFFIC SIG	147.52
2793-06172024	105154	06/28/2024	200-342-43103	1451 FITZGERALD DR TRAFFIC SIGNAL	114.47
3029-06122024	105154	06/28/2024	100-345-43103	1270 ADOBE RD @ OUTSIDE BATHROOMS	135.43
3311-06172024	105154	06/28/2024	200-342-43103	PINOLE VALLEY RD & HENRY TRAFFIC CONTROLLER	153.65
3537-06142024	105154	06/28/2024	100-343-43103	659 TENNENT AVE PARKING LOT LIGHTS	86.43
3834-06062024	105102	06/21/2024	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	48.56
3850-06142024	105154	06/28/2024	100-345-43103	601 TENNENT AVE CARETAKER'S SHED	107.21
3879-06262024	105253	07/12/2024	200-342-43103	N COR RAMONA ST AND PINOLE VALLEY RD	211.20
3914-06142024	105154	06/28/2024	100-345-43103	FERNANDEZ PARK BALLPARK LIGHTING	302.64
4065-06142024	105154	06/28/2024	100-343-43103	2937 PINOLE VALLEY RD TENNIS CT LIGHTS	252.56
4193-06172024	105154	06/28/2024	200-342-43103	HWY 80 PINOLE VALLEY RD TRAFFIC CONTROLLER	91.09
4256-06262024	105253	07/12/2024	500-641-43103	11 TENNANT AVE	82,864.51
4368-06132024	105154	06/28/2024	200-342-43103	APPIAN WAY & TARA HILLS TRAFFIC SIGNAL	177.44
4612-06142024	105154	06/28/2024	201-343-43103	2100 SAN PABLO AVE FARIA HOUSE	35.31
5127-06172024	105154	06/28/2024	500-642-43103	893 1/2 SAN PABLO AVE PUMP STATION	164.71
5137-06142024	105154	06/28/2024	209-557-43103	2450 SIMAS AVE SWIM CTR	77.45
5374-06172024	105154	06/28/2024	200-342-43103	1220 PINOLE VALLEY RD TRAFFIC SIGNAL	148.15
5387-06172024	105154	06/28/2024	100-345-43103	588 MARLESTA RD LOUIS FRANCIS PARK	47.07
6043-06112024	105154	06/28/2024	100-231-43103	3790 PINOLE VALLEY RD	21.90
6521-06272024	105253	07/12/2024	200-342-43103	IFO 971 SAN PABLO AVE-TRAFFIC SIGNAL CONTROL	145.05
6897-06272024	105253	07/12/2024	200-342-43103	PINOLE VALLEY RD & ESTATES AVE-TRAFFIC LIGHT CTRL	93.90
6969-06142024	105154	06/28/2024	201-343-43103	2361 SAN PABLO AVE PARKING LOT LIGHTS	130.86
7114-06172024	105154	06/28/2024	200-342-43103	2429 SAN PABLO AVE	114.62
7186-06112024	105154	06/28/2024	100-343-43103	601 TENNENT AVE PUBLIC MEETING HALL	8.38
7509-06132024	105154	06/28/2024	200-342-43103	TARA HILLS DR 500 FT APPIAN WAY TRAFFIC SIGNAL	83.23
7547-06262024	105253	07/12/2024	100-222-43103	880 Tennent Ave-Public Safety Facility	6,760.85
7547-06262024	105253	07/12/2024	100-223-43103	880 Tennent Ave-Public Safety Facility	1,352.17
7547-06262024	105253	07/12/2024	100-231-43103	880 Tennent Ave-Public Safety Facility	5,408.68
8086-06172024	105194	07/05/2024	200-342-43103	N/S BORDER CITY OF PINOLE	99.20
8687-06182024	105194	07/05/2024	200-342-43103	FITZGERALD DR IFO LONG JOHN SILVERS TRAFFIC SIGNAL	141.63
8716-06112024	105154	06/28/2024	500-641-43103	SEWAGE PLNT-FT OF TENNENT	4,190.05
9824-06172024	105154	06/28/2024	310-347-43103	1303 PINOLE VALLEY RD TRAFFIC CONTROL SVC	147.27
9900-06132024	105154	06/28/2024	200-342-43103	2303 GRANADA CT TRAFFIC CONTROL SERVICE	165.79
9929-06252024	105253	07/12/2024	201-343-43103	790 PINOLE SHORES DR-NEW METAL BUILDING	108.24

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
9961-06262024	105253	07/12/2024	209-552-43103	2500 CHARLES ST-SENIOR CENTER	6,416.88
9985-06142024	105154	06/28/2024	201-343-43103	NEAR 795 FERNANDEZ PARKING LOT LIGHTS	142.81
				Vendor PGE01 - PG&E Total:	**144,989.95**
Vendor: PIT06 - PITNEY BOWES					
06182024	105157	06/28/2024	525-118-42203	POSTAGE REFILL 5232024	2,024.75
				Vendor PIT06 - PITNEY BOWES Total:	**2,024.75**
Vendor: 2788 - PLANETERIA MEDIA LLC					
21502	105158	06/28/2024	525-118-42101	WEBSITE DESIGN ADN DEVELOPMENT	11,000.00
				Vendor 2788 - PLANETERIA MEDIA LLC Total:	**11,000.00**
Vendor: 2408 - POSM SOFTWARE, LLC					
3821	105195	07/05/2024	500-642-42510	SUPPORT SERVICES 04022024-04012025	2,500.00
				Vendor 2408 - POSM SOFTWARE, LLC Total:	**2,500.00**
Vendor: 1009 - PRECISION IT CONSULTING					
14198	105103	06/21/2024	525-118-42510	SOFTWARE SERVICES MICROSOFT OFFICE 365	3,419.80
14199	105103	06/21/2024	525-118-42101	PROFESSIONAL SERVICES	29,000.00
14199	105103	06/21/2024	525-118-42105	PROFESSIONAL SERVICES	1,308.00
14199	105103	06/21/2024	525-118-42105	PROFESSIONAL SERVICES	995.00
14221	105103	06/21/2024	525-118-42101	PROFESSIONAL SERVICES AND EQUIPMENT	1,675.49
14221	105103	06/21/2024	525-118-47102	PROFESSIONAL SERVICES AND EQUIPMENT	203.92
14221	105103	06/21/2024	525-118-47102	PROFESSIONAL SERVICES AND EQUIPMENT	1,579.14
14221	105103	06/21/2024	525-118-47102	PROFESSIONAL SERVICES AND EQUIPMENT	112.38
14221	105103	06/21/2024	525-118-47102	PROFESSIONAL SERVICES AND EQUIPMENT	352.17
14234	105103	06/21/2024	525-118-42510	ACROBAT SUBSCRIPTION	287.88
14271	105103	06/21/2024	525-118-42510	ADOBE SOFTWARE	451.77
14279	105103	06/21/2024	525-118-42101	PROFESSIONAL SERVICES	29,000.00
14279	105103	06/21/2024	525-118-42105	PROFESSIONAL SERVICES	995.00
14279	105103	06/21/2024	525-118-42105	PROFESSIONAL SERVICES	1,308.00
14292	105103	06/21/2024	525-118-42510	SOFTWARE SERVICES	3,419.80
				Vendor 1009 - PRECISION IT CONSULTING Total:	**74,108.35**
Vendor: 2772 - PREFERRED ALLIANCE, INC.					
0196825-IN	105159	06/28/2024	100-116-42101	NON-RANDOM DRUG TEST	58.00
				Vendor 2772 - PREFERRED ALLIANCE, INC. Total:	**58.00**
Vendor: PRI18 - PRIORITY 1 PUBLIC SAFETY EQUIPMENT					
9638	105160	06/28/2024	206-227-47104	SAFETY EQUIPMENT PD	22,833.47
				Vendor PRI18 - PRIORITY 1 PUBLIC SAFETY EQUIPMENT Total:	**22,833.47**
Vendor: 2783 - READYFRESH					
04F6708050237	105080	06/21/2024	100-111-42201	WATER FOR CH	125.41
				Vendor 2783 - READYFRESH Total:	**125.41**
Vendor: 2817 - REDWOOD PUBLIC LAW, LLP					
10029	105104	06/21/2024	100-20011	APPIAN VILLAGE CITY ATTORNEY SERVICES	644.00
10033	105104	06/21/2024	100-20011	GENERAL SERVICES CODE ENFORCEMENT	1,012.00
10034	105104	06/21/2024	100-20011	GENERAL SERVICES COMMUNITY DEVELOPMENT	5,292.00
10449	105104	06/21/2024	100-20011	APPIAN VILLAGE	1,214.00
10455	105104	06/21/2024	100-20011	GENERAL SERVICES CODE ENFORCEMENT	4,319.50
10456	105104	06/21/2024	100-20011	GENERAL SERVICES COMMUNITY DEVELOPMENT	3,713.00

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
10464	105104	06/21/2024	100-20011	PINOLE SHORES II	267.00
				Vendor 2817 - REDWOOD PUBLIC LAW, LLP Total:	**16,461.50**
Vendor: 2440 - RINCON CONSULTANTS, INC.					
57485	105196	07/05/2024	212-461-42101	PINOLE CLIMATE ACTION PLAN MAY 2024	8,919.50
				Vendor 2440 - RINCON CONSULTANTS, INC. Total:	**8,919.50**
Vendor: 2646 - ROADSAFE TRAFFIC SYSTEMS, INC.					
207579	105254	07/12/2024	214-342-42514	BARRICADES AND CONES FOR CAR SHOW	3,898.88
				Vendor 2646 - ROADSAFE TRAFFIC SYSTEMS, INC. Total:	**3,898.88**
Vendor: 2865 - ROBERT LEYVA					
07142024	105255	07/12/2024	100-221-33218	REIMBURSEMENT FOR ALCOHOL PERMIT 06172024	75.00
				Vendor 2865 - ROBERT LEYVA Total:	**75.00**
Vendor: ROS08 - RSG, INC.					
I011800	105105	06/21/2024	285-464-42101	HOUSING CONSULTING SERVICES APRIL 2024	1,706.25
I011812	105105	06/21/2024	100-466-42101	ECONOMIC DEVELOP STRATEGY APRIL 2024	9,533.12
I011904	105105	06/21/2024	100-466-42101	ECONOMIC DEVELOP STRATEGY MAY 2024	21,158.49
I011905	105105	06/21/2024	285-464-42101	HOUSING CONSULTING MAY 2024	940.00
				Vendor ROS08 - RSG, INC. Total:	**33,337.86**
Vendor: 1450 - RUBENSTEIN SUPPLY COMPANY					
S2601972.001	105106	06/21/2024	209-558-42108	HAWAS STRAINER PASCO BRASS CY	254.41
S2602193.001	105106	06/21/2024	100-343-44306	PASCO DIXIE PLUG CY	5.54
				Vendor 1450 - RUBENSTEIN SUPPLY COMPANY Total:	**259.95**
Vendor: SPA04 - S.P. AUTOMOTIVE					
6-865386	105107	06/21/2024	100-343-44306	BRAKE PEDAL PAD	18.60
				Vendor SPA04 - S.P. AUTOMOTIVE Total:	**18.60**
Vendor: 1714 - SHERRI D. LEWIS					
CC01PINOLE-FY2024/25	105256	07/12/2024	100-112-42101	PREPARE MINUTES FOR SPECIAL COUNCIL MTG 062524	900.00
CC025PINOLE-FY2023/24	105108	06/21/2024	100-112-42101	PREPARE CC MINUTES FOR CC MTG 06042024	1,237.50
CC02PINOLE-FY2024/25	105256	07/12/2024	100-112-42101	PREPARE MINUTES CITY COUNCIL MTG 07022024	225.00
				Vendor 1714 - SHERRI D. LEWIS Total:	**2,362.50**
Vendor: 2632 - SHIPLEY POOL SERVICE					
967236569	105109	06/21/2024	209-557-42108	MONTHLY MAINTENANCE SWIM CENTER	4,113.23
				Vendor 2632 - SHIPLEY POOL SERVICE Total:	**4,113.23**
Vendor: 2688 - SHUMS CODA ASSOCIATES, INC.					
9565	105197	07/05/2024	212-462-42101	PLAN REVIEW SERVICES MARCH 2024	6,260.34
9831	105197	07/05/2024	212-462-42101	PLAN REVIEW SERVICES MAY 2024	650.00
				Vendor 2688 - SHUMS CODA ASSOCIATES, INC. Total:	**6,910.34**
Vendor: 2260 - SKL SOLUTIONS, INC.					
240083	105257	07/12/2024	500-642-42101	TO 1: Regulatory, Program Development, Support Svc	15,357.50
240084	105257	07/12/2024	500-642-42101	TO 2: O&M Assessments and Optimization Services	11,250.00
240085	105257	07/12/2024	500-642-42101	Staff Augmentation for On-Call Consulting Services	12,285.00

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
240101	105257	07/12/2024	500-642-42101	Staff Augmentation for On-Call Consulting Services	12,960.00
				Vendor 2260 - SKL SOLUTIONS, INC. Total:	**51,852.50**
Vendor: 2849 - SKYRUNNER DRONE LIGHT SHOWS LLC.					
2422-2	105198	07/05/2024	209-551-42515	DRONE SHOW FOR 4TH OF JULY	33,900.00
				Vendor 2849 - SKYRUNNER DRONE LIGHT SHOWS LLC. Total:	**33,900.00**
Vendor: 2048 - SONIC.NET, LLC					
1008504082	105258	07/12/2024	525-118-43106	SOFTWARE MAINT. AUGUST 2024	549.00
				Vendor 2048 - SONIC.NET, LLC Total:	**549.00**
Vendor: SON08 - SONSRAY MACHINERY, LLC.					
PSO137543-1	105199	07/05/2024	100-231-42512	CONFIGURED TSGV PARTS FOR REPAIR OF MACHINERY CY	6,476.78
				Vendor SON08 - SONSRAY MACHINERY, LLC. Total:	**6,476.78**
Vendor: SQU00 - SQUARE DEAL GARAGE					
48109	105161	06/28/2024	100-343-42108	OXYGEN SENSOR AND AIR FLOW SENSOR	873.22
				Vendor SQU00 - SQUARE DEAL GARAGE Total:	**873.22**
Vendor: STA42 - STAPLES BUSINESS CREDIT					
MAY 2024	105162	06/28/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	460.23
MAY 2024	105162	06/28/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	83.84
MAY 2024	105162	06/28/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	39.18
MAY 2024	105162	06/28/2024	100-112-42201	CITYWIDE OFFICE SUPPLIES	12.06
MAY 2024	105162	06/28/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	23.07
MAY 2024	105162	06/28/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	215.07
MAY 2024	105162	06/28/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	126.39
MAY 2024	105162	06/28/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	32.32
MAY 2024	105162	06/28/2024	209-553-42201	CITYWIDE OFFICE SUPPLIES	539.37
MAY 2024	105162	06/28/2024	209-553-42201	CITYWIDE OFFICE SUPPLIES	19.71
				Vendor STA42 - STAPLES BUSINESS CREDIT Total:	**1,551.24**
Vendor: STA25 - STATE WATER RESOURCES CONTROL BOARD					
C-06-7856-110- FY24/25	105163	06/28/2024	500-644-48101	FINANCING AGREEMENT CONTRACT D15010136 PMT	702,678.15
C-06-7856-110- FY24/25	105163	06/28/2024	500-644-48102	FINANCING AGREEMENT CONTRACT D15010136 PMT	386,505.78
				Vendor STA25 - STATE WATER RESOURCES CONTROL BOARD Total:	**1,089,183.93**
Vendor: 1370 - STEFFANI LUSK					
06152024	105259	07/12/2024	209-552-43802	QUILTING SUPPLIES FOR CLASS PSC	21.54
				Vendor 1370 - STEFFANI LUSK Total:	**21.54**
Vendor: STE20 - STERICYCLE, INC.					
8007558025	105260	07/12/2024	100-222-42101	MEDICAL WASTE JULY 2024	66.30
				Vendor STE20 - STERICYCLE, INC. Total:	**66.30**
Vendor: SWA05 - SWANK MOTION PICTURES					
BO 2199803	105261	07/12/2024	209-551-42515	WIDESCREEN DVD BARBIE FOR MOVIE IN THE PARKS	1,410.00
				Vendor SWA05 - SWANK MOTION PICTURES Total:	**1,410.00**
Vendor: 2296 - SWENSONS MOBILE FLEET REPAIR					
INV-996	105200	07/05/2024	500-641-42107	AXLE IMSPECTION WPCP	87.50
INV-997	105200	07/05/2024	500-641-42107	BASIC INSPECTION WPCP	87.50
				Vendor 2296 - SWENSONS MOBILE FLEET REPAIR Total:	**175.00**
Vendor: LEW08 - THE LEW EDWARDS GROUP					
003-05312024	105164	06/28/2024	100-111-42101	PROFESSIONAL SERVICES MAY 2024	6,500.00
				Vendor LEW08 - THE LEW EDWARDS GROUP Total:	**6,500.00**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2775 - TOWNSEND PUBLIC AFFAIRS, INC.					
21904	105262	07/12/2024	100-115-42101	CONSULTING SERVICES JULY 2024	4,000.00
21936	105262	07/12/2024	100-115-42101	CONSULTING SERVICES JUNE 2024	5,000.00
21937	105262	07/12/2024	100-115-42101	CONSULTING SERVICES JULY 2024 STATE LEGISTATIVE	5,000.00
				Vendor 2775 - TOWNSEND PUBLIC AFFAIRS, INC. Total:	**14,000.00**
Vendor: TRA20 - TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC.					
263397-202405-1	105111	06/21/2024	525-118-42510	DATA SEARCH MAY 2024	139.60
				Vendor TRA20 - TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC. Total:	**139.60**
Vendor: 2633 - TRB AND ASSOCIATES, INC.					
5332R	105112	06/21/2024	212-462-42101	PLAN REVIEW AND INSPECTION SERVICES FEBRUARY 2024	3,285.90
5391	105112	06/21/2024	212-462-42101	PLAN REVIEW AND INSPECTION SERVICES MARCH 2024	3,074.83
5449R	105201	07/05/2024	212-462-42101	PLAN REVIEW AND INSPECTION SERVICES APRIL 2024	3,353.57
5504	105201	07/05/2024	212-462-42101	PLAN REVIEW & INSPECTION SERVICES MAY 2024	1,838.07
				Vendor 2633 - TRB AND ASSOCIATES, INC. Total:	**11,552.37**
Vendor: 2365 - TRIPEPI, SMITH AND ASSOCIATES, INC.					
12484	105113	06/21/2024	100-111-42101	BANDING	4,050.00
				Vendor 2365 - TRIPEPI, SMITH AND ASSOCIATES, INC. Total:	**4,050.00**
Vendor: TYL00 - TYLER TECHNOLOGIES, INC.					
025-469640	105202	07/05/2024	525-118-42106	TYLER SUPPORT 080124-07312025	66,827.40
				Vendor TYL00 - TYLER TECHNOLOGIES, INC. Total:	**66,827.40**
Vendor: 2668 - UBEO BUSINESS SERVICES					
4536219	105114	06/21/2024	525-118-42107	COPIERS CITYWIDE SUPPLIES AND MAINTENANCE	2,655.13
				Vendor 2668 - UBEO BUSINESS SERVICES Total:	**2,655.13**
Vendor: USP02 - UNITED STATES POSTAL SVC					
JULY 2024	105203	07/05/2024	209-552-43809	POSTAGE FOR MONTHLY NEWSLETTER PSC	300.00
				Vendor USP02 - UNITED STATES POSTAL SVC Total:	**300.00**
Vendor: UNI07 - UNIVERSAL BUILDING SVCS.					
14614	105115	06/21/2024	100-343-42108	JANITORIAL SUPPLIES CY	385.67
14740	105165	06/28/2024	209-554-42108	JANITORIAL SERVICES PYC	128.92
14852	105204	07/05/2024	100-343-42108	JANITORIAL SUPPLIES SWIM CENTER	159.91
14855	105204	07/05/2024	100-343-42108	JANITORIAL SUPPLIES CY	316.56
526900	105204	07/05/2024	500-641-42108	JANITORIAL SERVICES JUNE 2024 WPCP	559.00
				Vendor UNI07 - UNIVERSAL BUILDING SVCS. Total:	**1,550.06**
Vendor: USB06 - US BANK					
532369303	105263	07/12/2024	525-118-42107	COPIER EQUIPMENT RENTAL	2,501.86
JUNE 2024	105264	07/12/2024	100-20018	CREDIT CARDS CITYWIDE	18,115.04
				Vendor USB06 - US BANK Total:	**20,616.90**
Vendor: 2846 - VELASCO'S ELECTRICAL					
06142024	105166	06/28/2024	100-000-31510	OVERPAYMENT OF BL FEES BUS24-0170	112.00
				Vendor 2846 - VELASCO'S ELECTRICAL Total:	**112.00**
Vendor: VER02 - VERIZON WIRELESS					
9966689108	105167	06/28/2024	525-118-43101	CELL PHONES CITYWIDE	4,647.73
				Vendor VER02 - VERIZON WIRELESS Total:	**4,647.73**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2261 - VIGILANT SOLUTIONS					
50899 RI	105168	06/28/2024	100-221-42106	ESA RENEWAL BASIC ANNUAL SUBSCRIPTION	4,914.00
				Vendor 2261 - VIGILANT SOLUTIONS Total:	**4,914.00**
Vendor: WKH00 - W K HYDRAULICS INC					
10294	105169	06/28/2024	500-641-44306	GRAYPSIWAHSER WPCP	165.71
				Vendor WKH00 - W K HYDRAULICS INC Total:	**165.71**
Vendor: WCC09 - WEST CONTRA COSTA UNIFIED SCHOOL DIST.					
07012024	105265	07/12/2024	209-552-42101	SERVICES RENDERED 8/15/23-7/17/24 PSC JOB TRAINING	1,000.00
				Vendor WCC09 - WEST CONTRA COSTA UNIFIED SCHOOL DIST. Total:	**1,000.00**
Vendor: 2603 - WEST VALLEY CONSTRUCTION CO, INC.					
174567	105266	07/12/2024	500-642-47201	ENGINEERING DESIGN SERVICE FOR SANITARYSEWER	2,987.50
				Vendor 2603 - WEST VALLEY CONSTRUCTION CO, INC. Total:	**2,987.50**
Vendor: 2697 - WEST YOST & ASSOCIATES, INC.					
2058760	105205	07/05/2024	106-344-42101	STORM DRAIN MASTER PLAN CONSULTING	8,463.57
2058924	105205	07/05/2024	100-343-42101	WATER REUSE OPPORTUNITIES ASSESSMENT	458.00
				Vendor 2697 - WEST YOST & ASSOCIATES, INC. Total:	**8,921.57**
Vendor: WES01 - WESTERN EXTERMINATOR CO.					
48718487	105267	07/12/2024	209-558-42108	PEST CONTROL MAINTENANCE	143.75
48718787	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CH	112.00
48718788	105206	07/05/2024	100-231-42108	PEST CONTROL MAINT. 3700 PVR	79.55
48718801	105206	07/05/2024	209-553-42108	PEST CONTROL MAINT. SWIM CENTER	108.65
48718942	105206	07/05/2024	209-554-42108	PEST CONTROL MAINT. PYC	131.30
48719398	105206	07/05/2024	100-222-42108	PEST CONTROL MAINT. PUBLIC SAFETY BLDG.	128.45
48719411	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	85.95
48719419	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	77.30
50104998	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	96.30
50105006	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	77.30
51086086	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	96.30
51086094	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	77.30
52415194	105206	07/05/2024	100-222-42108	PEST CONTROL MAINT. SAFETY BLDG.	128.45
55391480	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	96.30
55391488	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	86.60
56386359	105206	07/05/2024	209-558-42108	PEST CONTROL MAIN. PYC	143.75
56386642	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CH	125.45
56386643	105206	07/05/2024	100-231-42108	PEST CONTROL MAINT. 3700 PVR	89.10
56386656	105206	07/05/2024	209-553-42108	PEST CONTROL MAINT. SWIM CENTER	121.70
56386780	105206	07/05/2024	209-558-42108	PEST CONTROL MAINT. PYC	147.10
56387224	105206	07/05/2024	100-222-42108	PEST CONTROL MAINT. SAFETY BLDG.	128.45
56387237	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	96.30
56387245	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	86.60
58415495	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	96.30
58415503	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	86.60
59469908	105206	07/05/2024	209-558-42108	PEST CONTROL MAINT. PYC	143.75
59470207	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CH	125.45
59470208	105206	07/05/2024	100-231-42108	PEST CONTROL MAINT. 3700 PVR	89.10
59470224	105267	07/12/2024	209-553-42108	PEST CONTROL MAINTENANCE SWIM CENTER	121.70

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
59470346	105206	07/05/2024	209-554-42108	PEST CONTROL MAINT. PYC	147.10
59470769	105206	07/05/2024	100-222-42108	PEST CONTROL MAINT. SAFETY BLDG.	128.45
59470785	105206	07/05/2024	209-552-42108	PEST CONTROL MAINT. PSC	96.30
59470793	105206	07/05/2024	100-343-42108	PEST CONTROL MAINT. CY	86.60
60607245	105267	07/12/2024	209-552-42108	PEST CONTROL MAINTENANCE PSC	96.30
60607253	105267	07/12/2024	100-343-42108	PEST CONTROL MAINTENANCE CY	86.60
				Vendor WES01 - WESTERN EXTERMINATOR CO. Total:	**3,768.20**
Vendor: 1520 - WEX BANK					
98252094	105268	07/12/2024	100-221-44301	FUEL PURCHASES PD	365.33
				Vendor 1520 - WEX BANK Total:	**365.33**
Vendor: WIL52 - WILLDAN FINANCIAL SERVICES					
010-58642	105116	06/21/2024	500-641-42101	SEWER RATE STUDY	14,624.17
				Vendor WIL52 - WILLDAN FINANCIAL SERVICES Total:	**14,624.17**
Vendor: 2861 - YESENIA CACHO					
06202024	105170	06/28/2024	100-116-42101	LIVESCAN PREEMPLOYEMNT REIMBURSEMENT REC	37.00
				Vendor 2861 - YESENIA CACHO Total:	**37.00**
Vendor: 1912 - ZOHO CORPORATION					
85809.2SCA2	105209	07/05/2024	525-118-42106	ANNUAL SUBSCRIPTION FEE MOBILE DEVICES 07/24-07/25	1,636.00
				Vendor 1912 - ZOHO CORPORATION Total:	**1,636.00**
Vendor: ZOL02 - ZOLL					
INV00175315	105117	06/21/2024	525-118-42106	FIRE RMS ENTRPRISE SOFTWARE	187.39
				Vendor ZOL02 - ZOLL Total:	**187.39**
				Grand Total:	**2,751,452.99**

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	812,175.13
105 - Measure S -2006	65,077.34
106 - MEASURE S-2014	92,214.41
160 - EQUIPMENT RESERVE	13,099.00
200 - Gas Tax Fund	23,880.41
201 - Restricted Real Estate Maintenance Fund	853.54
206 - Supplemental Law Enforcement Svc Fund	22,833.47
207 - NPDES Storm Water Fund	566.17
209 - Recreation Fund	92,167.63
212 - Building & Planning	60,621.69
214 - Solid Waste Fund	3,898.88
225 - Asset Seizure-Adjudicated Fund	2,000.00
285 - Housing Land Held for Resale	2,860.71
310 - Lighting & Landscape Districts	1,280.06
325 - City Street Improvements	1,066.00
500 - Sewer Enterprise Fund	1,301,318.21
505 - Cable Access TV	575.25
525 - Information Systems	254,252.99
998 - Payroll Clearing	712.10
Grand Total:	**2,751,452.99**

Account Summary

Account Number	Account Name	Payment Amount
100-000-31510	Other Tax/Business Lice...	228.00
100-10601	Gas Tanks/Corp Yard	7,340.76
100-110-41002	Emp Benefits/Dental	338.60
100-110-43102	Utilities/Water	12.00
100-110-43103	Utilities/Electricity & Po...	147.69
100-111-41002	Emp Benefits/Dental	236.84
100-111-42101	Prof Svcs/Professional Se..	10,775.00
100-111-42201	Office Expense	708.66
100-111-43102	Utilities/Water	28.75
100-111-43103	Utilities/Electricity & Po...	194.33
100-112-41002	Emp Benefits/Dental	383.55
100-112-42101	Prof Svcs/Professional Se..	2,362.50
100-112-42201	Office Expense	12.06
100-112-42514	Admin Exp/Special Depa...	681.91
100-112-43102	Utilities/Water	26.35
100-112-43103	Utilities/Electricity & Po...	213.77
100-113-41002	Emp Benefits/Dental	108.99
100-115-41002	Emp Benefits/Dental	364.69
100-115-42101	Prof Svcs/Professional Se..	15,921.04
100-115-43102	Utilities/Water	78.10
100-115-43103	Utilities/Electricity & Po...	532.48
100-116-41002	Emp Benefits/Dental	306.58
100-116-42101	Prof Svcs/Professional Se..	12,720.41
100-116-43102	Utilities/Water	26.35
100-116-43103	Utilities/Electricity & Po...	155.47
100-117-43102	Utilities/Water	210.84
100-117-43103	Utilities/Electricity & Po...	1,729.58
100-20011	Accounts Payable/Miscel..	16,461.50
100-20018	Accounts Payable/CalCa...	18,115.04
100-221-33218	Permits/Conditional Use...	75.00
100-221-41002	Emp Benefits/Dental	2,095.41
100-221-42106	Prof Svcs/Software Main...	4,914.00
100-221-42107	Prof Svcs/Equipment Ma...	1,304.55
100-221-42110	Prof Svcs/Fingerprinting	49.00

Account Summary

Account Number	Account Name	Payment Amount
100-221-42301	Travel & Training/Conf-R...	129.00
100-221-42302	Travel & Training/Milea...	166.16
100-221-42303	Travel & Training/Meal A..	332.00
100-221-42511	Admin Exp/Equipment R...	990.00
100-221-42514	Admin Exp/Special Depa...	115.00
100-221-44301	Other Materials Supp/F...	365.33
100-222-41002	Emp Benefits/Dental	536.19
100-222-42101	Prof Svcs/Professional Se..	17,208.20
100-222-42108	Prof Svcs/Building-Struc...	955.31
100-222-42201	Office Expense	204.21
100-222-42514	Admin Exp/Special Depa...	396.85
100-222-43102	Utilities/Water	1,510.36
100-222-43103	Utilities/Electricity & Po...	7,738.04
100-222-43105	Utilities/Cable	248.01
100-222-44410	Safety Clothing	212.59
100-223-41002	Emp Benefits/Dental	1,304.82
100-223-42101	Prof Svcs/Professional Se..	2,005.44
100-223-43102	Utilities/Water	335.64
100-223-43103	Utilities/Electricity & Po...	1,547.61
100-231-42101	Prof Svcs/Professional Se..	318,498.43
100-231-42108	Prof Svcs/Building-Struc...	257.75
100-231-42512	Admin Exp/Abatement	10,963.81
100-231-43102	Utilities/Water	2,796.68
100-231-43103	Utilities/Electricity & Po...	7,484.01
100-341-33219	Permits/Grading Permit	6,925.00
100-341-34232	Fees/Issuance/Processin...	200.00
100-341-41002	Emp Benefits/Dental	338.60
100-341-42101	Prof Svcs/Professional Se..	250,105.00
100-341-42510	Admin Exp/Software Pur...	8,065.20
100-342-42514	Admin Exp/Special Depa...	351.97
100-342-46201	Insurance/General Liabili...	10,000.00
100-343-41002	Emp Benefits/Dental	889.25
100-343-42101	Prof Svcs/Professional Se..	458.00
100-343-42107	Prof Svcs/Equipment Ma...	2,091.04
100-343-42108	Prof Svcs/Building-Struc...	3,875.60
100-343-43102	Utilities/Water	2,365.75
100-343-43103	Utilities/Electricity & Po...	3,569.44
100-343-44306	Other Materials Supp/M...	403.00
100-343-44410	Safety Clothing	683.77
100-345-42101	Prof Svcs/Professional Se..	300.00
100-345-43102	Utilities/Water	7,659.74
100-345-43103	Utilities/Electricity & Po...	649.25
100-345-44306	Other Materials Supp/M...	215.37
100-465-41002	Emp Benefits/Dental	127.85
100-465-42101	Prof Svcs/Professional Se..	6,903.68
100-466-42101	Prof Svcs/Professional Se..	30,691.61
100-551-42511	Admin Exp/Equipment R...	144.77
105-221-41002	Emp Benefits/Dental	434.43
105-231-42101	Prof Svcs/Professional Se..	64,642.91
106-115-42101	Prof Svcs/Professional Se..	300.00
106-222-41002	Emp Benefits/Dental	127.85
106-231-42101	Prof Srvs/Professional Se...	78,494.99
106-341-42101	Prof Svcs/Professional Se..	3,274.00
106-343-42101	Prof Svcs/Professional Se..	1,554.00
106-344-42101	Prof Svcs/Professional Se..	8,463.57
160-345-47104	FF&E/Vehicles	13,099.00
200-342-43102	Utilities/Water	67.08
200-342-43103	Utilities/Electricity & Po...	23,813.33

Account Summary

Account Number	Account Name	Payment Amount
201-343-42513	Admin Exp/Rent	100.00
201-343-43102	Utilities/Water	336.32
201-343-43103	Utilities/Electricity & Po...	417.22
206-227-47104	FF&E/Vehicles	22,833.47
207-344-42107	Prof Svcs/Equipment Ma...	566.17
209-551-41002	Emp Benefits/Dental	173.64
209-551-42101	Prof Svcs/Professional Se..	435.00
209-551-42514	Admin Exp/Special Depa...	54.25
209-551-42515	Admin Exp/Special Events	46,470.45
209-552-41002	Emp Benefits/Dental	206.65
209-552-42101	Prof Svcs/Professional Se..	1,000.00
209-552-42108	Prof Svcs/Building-Struc...	4,190.73
209-552-42515	Admin Exp/Special Events	939.46
209-552-43102	Utilities/Water	1,904.85
209-552-43103	Utilities/Electricity & Po...	6,578.96
209-552-43802	Program Cost/Class Fees	1,522.64
209-552-43804	Program Cost/Food Prog...	2,600.11
209-552-43805	Program Cost/Travel	1,734.00
209-552-43808	Program Cost/Gift Shop ...	10.45
209-552-43809	Program Cost/Newsletter	605.90
209-552-43810	Program Cost/Center Ma..	429.67
209-553-42108	Prof Svcs/Building-Struc...	4,553.49
209-553-42201	Office Expense	559.08
209-553-42514	Admin Exp/Special Depa...	302.44
209-553-43102	Utilities/Water	45.96
209-553-43103	Utilities/Electricity & Po...	25.36
209-554-41002	Emp Benefits/Dental	115.07
209-554-42108	Prof Svcs/Building-Struc...	2,015.70
209-554-42514	Admin Exp/Special Depa...	612.50
209-554-43102	Utilities/Water	43.23
209-554-43103	Utilities/Electricity & Po...	79.32
209-557-42108	Prof Svcs/Building-Struc...	5,579.76
209-557-43102	Utilities/Water	1,486.06
209-557-43103	Utilities/Electricity & Po...	77.45
209-557-47101	FF&E/Equipment	6,519.45
209-558-42108	Prof Svcs/Building-Struc...	1,296.00
212-20346	Developer Deposit/830-...	20,075.00
212-461-41002	Emp Benefits/Dental	255.70
212-461-42101	Prof Svcs/Professional Se..	9,039.50
212-461-42514	Admin Exp/Special Depa...	320.10
212-461-43102	Utilities/Water	25.40
212-461-43103	Utilities/Electricity & Po...	233.20
212-462-41002	Emp Benefits/Dental	415.57
212-462-42101	Prof Svcs/Professional Se..	29,427.77
212-462-42106	Prof Svcs/ Software Mai...	175.00
212-462-43102	Utilities/Water	67.56
212-462-43103	Utilities/Electricity & Po...	586.89
214-342-42514	Admin Exp/Special Depa...	3,898.88
225-221-42514	Admin Exp/Special Depa...	2,000.00
285-464-42101	Prof Svcs/Professional Se..	2,646.25
285-464-43102	Utilities/Water	20.13
285-464-43103	Utilities/Electricity & Po...	194.33
310-347-43102	Utilities/Water	332.16
310-347-43103	Utilities/Electricity & Po...	427.27
310-348-43102	Utilities/Water	120.63
310-348-43103	Utilities/Electricity & Po...	400.00
325-342-47205	Improvements/Streets	1,066.00
500-10601	Gas Tanks/Corp Yard	3,480.34

Account Summary

Account Number	Account Name	Payment Amount
500-641-41002	Emp Benefits/Dental	1,023.03
500-641-42101	Prof Svcs/Professional Se..	14,624.17
500-641-42107	Prof Svcs/Equipment Ma...	4,345.00
500-641-42108	Prof Svcs/Building-Struc...	691.00
500-641-42109	Prof Svcs/Compliance In...	164.63
500-641-42201	Office Expense	592.97
500-641-43102	Utilities/Water	1,623.28
500-641-43103	Utilities/Electricity & Po...	87,054.56
500-641-44302	Other Materials Supp/Sl...	5,661.11
500-641-44303	Other Materials Supp/C...	14,897.26
500-641-44305	Other Materials Supp/La...	4,657.34
500-641-44306	Other Materials Supp/M...	2,030.23
500-642-41002	Emp Benefits/Dental	280.49
500-642-42101	Prof Svcs/Professional Se..	51,852.50
500-642-42510	Admin Exp/Software Pur...	14,597.80
500-642-43102	Utilities/Water	549.66
500-642-43103	Utilities/Electricity & Po...	1,021.41
500-642-47201	Improvements/Building	2,987.50
500-644-48101	Debt Principal	702,678.15
500-644-48102	Debt Interest	386,505.78
505-119-41002	Emp Benefits/Dental	255.70
505-119-43102	Utilities/Water	63.36
505-119-43103	Utilities/Electricity & Po...	118.98
505-119-43105	Utilities/Cable	137.21
525-118-42101	Prof Svcs/Professional Se..	134,896.72
525-118-42105	Prof Svcs/Network Main...	4,606.00
525-118-42106	Prof Svcs/Software Main...	75,396.09
525-118-42107	Prof Svcs/Equipment Ma...	5,156.99
525-118-42203	Office Exp/Shipping & M...	2,024.75
525-118-42510	Admin Exp/Software Pur...	9,844.08
525-118-43101	Utilities/Telephone	16,753.06
525-118-43105	Utilities/Cable	218.10
525-118-43106	Utilities/Internet	3,109.59
525-118-47102	FF&E/Computer Equipm...	2,247.61
998-20105	Sal & Ben Payable/Denta...	712.10
	Grand Total:	**2,751,452.99**

Project Account Summary

Project Account Key		Payment Amount
None		2,745,333.24
10034342101IN2103		458.00
10634342101IN2102		1,554.00
20955142514GR2303		54.25
32534247205RO1710		1,066.00
50064247201SS2201		2,987.50
	Grand Total:	**2,751,452.99**

Approved by: [signature]
Date: 7/10/2024

CITY COUNCIL REPORT

9.C.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: STACY SHELL, HUMAN RESOURCES DIRECTOR
CHARLENE DAVIS, HUMAN RESOURCES ANALYST

SUBJECT: ADOPT A RESOLUTION TO AMEND THE MASTER SALARY SCHEDULE

RECOMMENDATION

It is recommended that the City Council adopt a resolution (Attachment A) to amend the Master Salary Schedule.

BACKGROUND

The California Public Employees' Retirement System (CalPERS), pursuant to their interpretation of Title 2 California Code of Regulations Section 570.5, recommends that all CalPERS employers maintain their compensation levels in one publicly available document, approved and adopted by the governing body, which must meet all the following requirements:

- Has been duly approved and adopted by the employer's governing body in accordance with the requirements of applicable public meetings laws;
- Identifies the position title for every employee position;
- Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- It is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- Indicates an effective date and date of any revisions;
- Is retained by the employer and available for public inspection for not less than five years; and
- Does not reference another document in lieu of disclosing the pay rate.

To comply with CalPERS' recommendation, the City's Master Salary Schedule is submitted to the City Council for approval in turn each time any single MOU or Salary Plan change is brought to the City Council for approval.

REVIEW AND ANALYSIS

Pursuant to Personnel Rule 12 – Compensation, employees are assigned job classifications with salary ranges adopted by the City Council.

The Master Salary Schedule (Exhibit A) includes the following previously approved updates:

- Resolution adopted by City Council on April 4, 2024, to approve the amendment of the City Clerk's Employment Agreement.
- Resolution adopted by City Council on May 21, 2024, to approve the salary placement of the Senior Accountant classification to the Master Salary Schedule.
- Resolution adopted by City Council on June 25, 2024, to approve the revised compensation and benefits plan for MCP.
- Previously negotiated MOU salary increases for PPEA, AFSCME Local 1, and AFSCME Local 512.

FISCAL IMPACT

There is no direct fiscal impact as a result of the City Council receiving this report.

ATTACHMENTS

A. Attachment A: Reso Master Salary Schedule Amendment 07162024 Council Meeting
B. Exhibit A: Master Salary Schedule Adopted (Reso 2024-XX) 07-16-2024

ATTACHMENT A

Resolution No. 2024-XX

A RESOLUTION OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING THE ADOPTION OF THE AMENDED MASTER SALARY SCHEDULE TO INCLUDE SALARY PLAN ADJUSTMENTS FOR PREVIOUSLY APPROVED SALARY RANGE AMENDMENTS

WHEREAS, the California Public Employees' Retirement System (CalPERS) has requested all CalPERS employers list their compensation levels on one document, approved and adopted by the governing body, in accordance with Title 2 California Code of Regulations Section 570.5, and meeting all the following requirements thereof:

- Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- Identifies the position title for every employee position;
- Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- Indicates an effective date and date of any revisions;
- Is retained by the employer and available for public inspection for not less than five years; and
- Does not reference another document in lieu of disclosing the pay rate.

WHEREAS, the City now desires to amend the current Master Salary Schedule to include salary plan adjustments for previously approved salary range amendments; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pinole does hereby approve the amendment of the Master Salary Schedule, attached hereto as Exhibit A, and incorporated herein by this reference.

PASSED AND ADOPTED this 16th day of July 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed, and adopted on this 16th day of July 2024.

____

Heather Bell, CMC
City Clerk

ELECTED @ 07/01/16 Budget	
City Treasurer	3,000 ANNUALLY
Councilmember	6,750 ANNUALLY as of 01/2017

Management (Individual Employment Agreements)	**Minimum Annual**	**Minimum Hourly**	**Maximum Annual**	**Maximum Hourly**
City Manager	$ -	$ -	$ -	$ -
Interim City Manager (effective 09/30/2023)			$310,428.98	$149.2447
City Clerk (effective 03/18/2024)	$ -	$ -	$178,268.06	$85.7058

Management, eff. 07/01/2024	**Minimum Annual**	**Minimum Hourly**	**Maximum Annual**	**Maximum Hourly**
Assistant City Manager	$ 223,461.63	$ 107.4335	$ 271,729.35	$ 130.6391
Police Chief	$ 223,461.63	$ 107.4335	$ 271,729.35	$ 130.6391
Development Services Director/City Engineer	$ 212,820.55	$ 102.3176	$ 258,789.79	$ 124.4182
Community Development Director	$ 193,474.20	$ 93.0164	$ 235,264.63	$ 113.1080
Finance Director	$ 193,474.20	$ 93.0164	$ 235,264.63	$ 113.1080
Fire Chief	$ 193,474.20	$ 93.0164	$ 235,264.63	$ 113.1080
Human Resources Director	$ 193,474.20	$ 93.0164	$ 235,264.63	$ 113.1080
Public Works Director	$ 193,474.20	$ 93.0164	$ 235,264.63	$ 113.1080
Police Commander	$ 184,160.75	$ 88.5388	$ 223,939.48	$ 107.6632
Community Services Director	$ 175,790.71	$ 84.5148	$ 213,761.50	$ 102.7700
Building Official	$ 167,418.87	$ 80.4898	$ 203,581.34	$ 97.8756
Fire Battalion Chief (contract for services, eff. 03/01/2023)	$ 167,418.87	$ 80.4898	$ 203,581.34	$ 97.8756
Planning Manager	$ 167,418.87	$ 80.4898	$ 203,581.34	$ 97.8756
Police Lieutenant	$ 167,418.87	$ 80.4898	$ 203,581.34	$ 97.8756
Wastewater Treatment Plant Manager	$ 167,418.87	$ 80.4898	$ 203,581.34	$ 97.8756
Capital Improvement & Environmental Program Manager	$ 138,362.40	$ 66.5204	$ 168,248.68	$ 80.8888
Public Works Manager	$ 138,362.40	$ 66.5204	$ 168,248.68	$ 80.8888
Recreation Manager	$ 122,989.14	$ 59.1294	$ 149,554.80	$ 71.9013
Assistant to the City Manager	$ 122,989.14	$ 59.1294	$ 149,554.80	$ 71.9013
Human Resources Analyst	$ 97,529.14	$ 46.8890	$ 118,595.43	$ 57.0170
Deputy City Clerk	$ 93,989.64	$ 45.1873	$ 114,291.41	$ 54.9478
Human Resources Specialist	$ 88,662.91	$ 42.6264	$ 107,814.10	$ 51.8337
Human Resources Technician	$ 80,602.65	$ 38.7513	$ 98,012.82	$ 47.1215

Bargaining Unit	**A Monthly**	**A Hourly**	**B Monthly**	**B Hourly**	**C Monthly**	**C Hourly**	**D Monthly**	**D Hourly**	**E Monthly**	**E Hourly**
LOCAL 1230 @ 07/04/2022; Contract for services, eff. 03/01/2023										
Fire Academy Recruit (EMT-1)*	5,493.53	31.6934								
Fire Academy Recruit (EMT-P)*	6,397.76	36.9102								
Firefighter	7,108.62	29.2938	7,464.06	30.7585	7,837.27	32.2964	8,229.14	33.9113	8,640.61	35.6069
Firefighter/Paramedic	7,819.48	32.2232	8,210.47	33.8343	8,621.00	35.5261	9,052.06	37.3024	9,504.67	39.1676
Fire Engineer	8,160.99	33.6304	8,569.05	35.3120	8,997.51	37.0776	9,447.39	38.9316	9,919.77	40.8782
Fire Captain	9,030.79	37.2148	9,482.34	39.0756	9,956.47	41.0294	10,454.30	43.0809	10,977.02	45.2350
PPEA @ 07/01/2024										
Community Safety Specialist	6,193.36	35.7309	6,503.03	37.5175	6,828.19	39.3934	7,169.61	41.3631	7,528.09	43.4313
Dispatcher	7,043.34	40.6346	7,395.51	42.6664	7,765.29	44.7998	8,153.57	47.0398	8,561.25	49.3919
Lead Dispatcher	7,539.56	43.4974	7,916.54	45.6724	8,312.38	47.9560	8,728.01	50.3539	9,164.42	52.8716
Police Officer	8,927.81	51.5066	9,374.21	54.0820	9,842.93	56.7862	10,335.09	59.6255	10,851.86	62.6069
Police Sergeant	10,457.83	60.3336	10,980.73	63.3504	11,529.78	66.5180	12,106.28	69.8439	12,711.61	73.3362

* Monthly rate is calculated on a 40-hour workweek.

Bargaining Unit	A Monthly	A Hourly	B Monthly	B Hourly	C Monthly	C Hourly	D Monthly	D Hourly	E Monthly	E Hourly
AFSCME @ 07/01/2024										
Accountant	8,216.57	47.4033	8,627.42	49.7736	9,058.80	52.2623	9,511.73	54.8754	9,987.33	57.6192
Accounting Specialist	7,018.03	40.4887	7,368.94	42.5131	7,737.41	44.6389	8,124.28	46.8708	8,530.51	49.2145
Administrative Coordinator	7,751.72	44.7215	8,139.31	46.9576	8,546.28	49.3055	8,973.60	51.7708	9,422.29	54.3593
Assistant Engineer, eff. 03/05/2024	8,865.97	51.1498	9,309.26	53.7073	9,774.73	56.3926	10,263.46	59.2123	10,776.63	62.1729
Associate Civil Engineer	9,752.52	56.2645	10,240.14	59.0777	10,752.17	62.0317	11,289.78	65.1333	11,854.28	68.3901
Associate Planner	8,216.57	47.4033	8,627.40	49.7735	9,058.78	52.2622	9,511.73	54.8754	9,987.33	57.6192
Building Inspector I	7,263.18	41.9030	7,626.34	43.9981	8,007.66	46.1980	8,408.05	48.5080	8,828.47	50.9335
Building Inspector II	8,007.64	46.1979	8,408.03	48.5079	8,828.45	50.9334	9,269.89	53.4801	9,733.39	56.1542
Cable Access Coordinator	7,751.72	44.7215	8,139.31	46.9576	8,546.28	49.3055	8,973.60	51.7708	9,422.29	54.3593
Code Enforcement Officer I	7,263.18	41.9030	7,626.34	43.9981	8,007.66	46.1980	8,408.05	48.5080	8,828.47	50.9335
Code Enforcement Officer II	8,007.64	46.1979	8,408.03	48.5079	8,828.45	50.9334	9,269.89	53.4801	9,733.39	56.1542
Environmental Compliance Inspector	7,263.18	41.9030	7,626.34	43.9981	8,007.66	46.1980	8,408.05	48.5080	8,828.47	50.9335
Information Systems Administrator	7,751.74	44.7216	8,139.33	46.9577	8,546.30	49.3056	8,973.62	51.7709	9,422.32	54.3596
Information Systems Specialist	7,424.01	42.8308	7,795.24	44.9725	8,185.01	47.2212	8,594.27	49.5823	9,023.99	52.0615
Junior Engineer, eff. 03/05/2024	8,059.98	46.4999	8,462.96	48.8248	8,886.12	51.2661	9,330.42	53.8294	9,796.93	56.5208
Laboratory Analyst I	8,388.44	48.3948	8,807.87	50.8146	9,248.26	53.3553	9,710.69	56.0232	10,196.23	58.8244
Laboratory Analyst II	9,248.26	53.3553	9,710.68	56.0231	10,196.23	58.8244	10,706.06	61.7657	11,241.36	64.8540
Laboratory Supervisor	10,510.68	60.6386	11,036.23	63.6706	11,588.06	66.8542	12,167.48	70.1970	12,775.86	73.7069
Management Analyst	8,207.23	47.3494	8,617.59	49.7169	9,048.49	52.2028	9,500.92	54.8130	9,975.98	57.5537
Police Services Supervisor	7,556.33	43.5942	7,934.15	45.7739	8,330.86	48.0627	8,747.42	50.4659	9,184.80	52.9892
PW Maintenance Supervisor	8,463.81	48.8297	8,887.00	51.2712	9,331.36	53.8348	9,797.94	56.5266	10,287.85	59.3530
Public Works Specialist	7,301.56	42.1244	7,666.65	44.2307	8,049.99	46.4422	8,452.49	48.7644	8,875.12	51.2026
Recreation Coordinator*	6,066.82	35.0009	6,370.17	36.7510	6,688.69	38.5886	7,023.14	40.5181	7,374.29	42.5440
Rental Inspector	7,263.20	41.9031	7,626.36	43.9982	8,007.68	46.1982	8,408.07	48.5081	8,828.49	50.9336
Project Manager	7,097.75	40.9485	7,452.64	42.9960	7,825.29	45.1459	8,216.55	47.4032	8,627.40	49.7735
Senior Accountant	9,038.25	52.1437	9,490.16	54.7509	9,964.65	57.4884	10,462.89	60.3628	10,986.05	63.3810
Senior Project Manager	8,216.57	47.4033	8,627.40	49.7735	9,058.80	52.2623	9,511.73	54.8754	9,987.33	57.6192
WWTP Operations Supervisor	10,510.68	60.6386	11,036.23	63.6706	11,588.06	66.8542	12,167.48	70.1970	12,775.86	73.7069
WPCP Supervisor	7,989.51	46.0933	8,389.00	48.3981	8,808.44	50.8179	9,248.89	53.3590	9,711.34	56.0270

* Monthly rate is calculated on a 40-hour workweek.

Bargaining Unit	A Monthly	A Hourly	B Monthly	B Hourly	C Monthly	C Hourly	D Monthly	D Hourly	E Monthly	E Hourly
LOCAL 1 @ 07/01/2024										
Accounting Assistant I	3,450.04	19.9041	3,622.55	20.8993	3,803.68	21.9443	3,993.87	23.0415	4,193.56	24.1936
Accounting Assistant II	3,733.43	21.5390	3,920.11	22.6160	4,116.12	23.7468	4,321.93	24.9342	4,538.03	26.1809
Accounting Technician	5,562.59	32.0919	5,840.73	33.6965	6,132.77	35.3814	6,439.41	37.1505	6,761.39	39.0080
Administrative Assistant	6,179.00	35.6481	6,487.96	37.4305	6,812.36	39.3021	7,152.99	41.2672	7,510.64	43.3306
Cable Access Technician	6,272.78	36.1891	6,586.43	37.9986	6,915.76	39.8986	7,261.55	41.8936	7,624.64	43.9883
Cook*	3,648.74	21.0504	3,831.18	22.1029	4,022.74	23.2081	4,223.88	24.3685	4,435.08	25.5870
Community Service Officer	6,072.10	35.0313	6,375.71	36.7829	6,694.50	38.6221	7,029.24	40.5533	7,380.70	42.5810
Custodian	3,261.46	18.8161	3,424.54	19.7569	3,595.77	20.7448	3,775.56	21.7821	3,964.34	22.8712
Field Maintenance Mechanic	5,946.12	34.3046	6,243.43	36.0198	6,555.61	37.8208	6,883.40	39.7119	7,227.58	41.6976
Fleet Maintenance Mechanic	6,746.15	38.9201	7,083.46	40.8661	7,437.65	42.9095	7,809.54	45.0550	8,200.02	47.3078
Food Services Specialist, eff. 01/16/2024	5,002.54	28.8608	5,252.67	30.3039	5,515.31	31.8191	5,791.08	33.4101	6,080.64	35.0806
Information Systems Technician I	3,514.21	20.2743	3,689.93	21.2880	3,874.43	22.3525	4,068.15	23.4701	4,271.56	24.6436
Information Systems Technician II	6,388.23	36.8552	6,707.64	38.6979	7,043.03	40.6329	7,395.19	42.6646	7,764.96	44.7978
Laboratory Technician I	6,653.76	38.3871	6,986.46	40.3065	7,335.79	42.3219	7,702.59	44.4380	8,087.72	46.6599
Laboratory Technician II	7,335.77	42.3217	7,702.57	44.4379	8,087.70	46.6598	8,492.10	48.9929	8,916.71	51.4426
Lead Records & Property Specialist	5,745.15	33.1451	6,032.42	34.8024	6,334.04	36.5426	6,650.75	38.3697	6,983.30	40.2883
Office Assistant	4,899.64	28.2672	5,144.63	29.6806	5,401.87	31.1646	5,671.97	32.7229	5,955.57	34.3591
Permit Technician I	5,815.58	33.5514	6,106.37	35.2290	6,411.69	36.9905	6,732.28	38.8401	7,068.90	40.7821
Permit Technician II	6,411.68	36.9904	6,732.27	38.8400	7,068.89	40.7820	7,422.34	42.8212	7,793.46	44.9623
Permit Technician III	7,068.87	40.7819	7,422.32	42.8211	7,793.44	44.9622	8,183.12	47.2103	8,592.29	49.5709
Police Property Specialist	6,377.70	36.7944	6,696.59	38.6342	7,031.43	40.5659	7,383.01	42.5943	7,752.16	44.7240
Police Records Specialist	5,211.80	30.0681	5,472.39	31.5715	5,746.02	33.1501	6,033.32	34.8076	6,335.00	36.5481
PW Maintenance Worker	5,477.52	31.6011	5,751.40	33.1812	6,038.98	34.8403	6,340.93	36.5823	6,657.99	38.4115
PW Senior Maintenance Worker	5,947.86	34.3146	6,245.26	36.0304	6,557.53	37.8319	6,885.41	39.7235	7,229.69	41.7098
Recreation Activities Specialist*	5,001.82	28.8567	5,251.92	30.2995	5,514.52	31.8145	5,790.25	33.4053	6,079.77	35.0756
Wastewater Operator in Training	5,890.68	33.9847	6,185.22	35.6840	6,494.49	37.4682	6,819.22	39.3417	7,160.19	41.3088
Wastewater Operator	8,165.98	47.1114	8,574.29	49.4671	9,003.01	51.9405	9,453.17	54.5375	9,925.84	57.2645
Wastewater Senior Operator	9,199.07	53.0716	9,659.04	55.7252	10,142.00	58.5115	10,649.11	61.4372	11,181.57	64.5091
Wastewater Maintenance Mechanic	6,886.41	39.7293	7,230.74	41.7158	7,592.28	43.8016	7,971.90	45.9917	8,370.51	48.2914
Wastewater Sr. Maintenance Mechanic	8,133.06	46.9215	8,539.72	49.2676	8,966.72	51.7311	9,415.06	54.3177	9,885.83	57.0336

* Monthly rate is calculated on a 40-hour workweek.

Bargaining Unit	A Monthly	A Hourly	B Monthly	B Hourly	C Monthly	C Hourly	D Monthly	D Hourly	E Monthly	E Hourly
TRAINEE - BENEFITTED @ 07/01/2024										
Police Officer Trainee*	7,380.70	42.5810								
NON-BENEFITTED PART TIME @ 01/01/2024										
Information Systems Technician		16.0000		16.8000		17.6400		18.5221		19.4482
Fire Reserves @ 01/01/2024										
Reserve Fire Captain		16.0000								
Reserve Fire Engineer		16.0000								
Reserve Firefighter		16.0000								
Interns @ 01/01/2024										
Intern		16.0000		17.0000		18.0000		19.0000		20.0000
Police @ 01/01/2024										
Crossing Guard		16.0000								
Community Services Department @ 01/01/2024										
Cable Equipment Operator I		16.0000		16.8000		17.6400		18.5221		19.4482
Cable Equipment Operator II		18.5221		19.4482		20.4206		21.4417		22.5138
Recreation Leader		16.0000		16.8000		17.6400		18.5221		19.4482
Senior Recreation Leader		18.5221		19.4482		20.4206		21.4417		22.5138
Rental Facility Custodian		16.0000		16.8000		17.6400		18.5221		19.4482
Rental Facility Senior Custodian		18.5221		19.4482		20.4206		21.4417		22.5138
Administration - 05/03/17										
Records Management Administrator		60.0000								
CONTRACT-Part Time										
Public Works @ 07/01/05										
Park Caretaker		20.7000								

* Monthly rate is calculated on a 40-hour workweek.

CITY COUNCIL REPORT

9.D.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: MARKISHA GUILLORY, FINANCE DIRECTOR

SUBJECT: DISPOSAL OF ELECTRONIC WASTE

RECOMMENDATION

Staff recommend that the City Council adopt a resolution approving the disposal of electronic waste.

BACKGROUND

The City periodically takes inventory of its fixed assets, including technology hardware and software, to determine which should be disposed of. Pursuant to the City's Capital Assets Policy and Procedures, when an asset will no longer be used in operations, voluntarily or involuntarily, the asset shall be removed from the City's financial records and removed from service.

Disposal of equipment, material, or inventory will be in accordance with the City's Capital Assets Policy and Procedures. The policy states that the method of disposition of fixed assets with no value will be determined by the department (Information Technology, in this case) in consultation with Finance Director. The policy goes on to state that the items shall be disposed of in such a manner deemed appropriate and in the best interest of the City.

Electronic waste (e-waste) consists of electronic devices that are either at or nearing the end of their useful life. Staff has identified a number of City-owned electronic fixed assets that have reached the end of their useful life and are no longer in service. Attachment A lists computers, laptops, monitors, routers, video and voice recorders, power sources, printers, and tablets that have been slated for disposal.

REVIEW AND ANALYSIS

As stated above, staff has identified a number of electronic devices that reached the end of their useful life and is no longer in service. As such, staff recommends that the City Council adopt a resolution approving the disposal of the electronic waste listed in Attachment A.

The items will be picked up and properly disposed of by Green Citizen, an environmental conservation company that provides disposal services for electronic waste.

Upon disposal, the items will be removed from the fixed asset system in accordance with the City's policy.

FISCAL IMPACT

The fiscal impact of the pickup and disposal of the electronic waste is approximately $850, which will be paid from the Information Technology fund.

ATTACHMENTS

A. List of E-Waste for Disposal
B. Resolution Approving E-Waste Disposal

City of Pinole
Electronic Waste for Disposal

Short description	Department/location where the equipment is currently stored	Manufacturer	Model	Serial number
Communications Manager	City Hall Upstairs Server Room	Nortel	Business Communicaitons Mana	NNTMRAA86314
Computer	City Hall Upstairs Server Room	Dell	Venue 11 Pro 7140 Portable Con	CN-0D1R74-74431-59P-00ES
Digital Video recorder	City Hall Upstairs Server Room	Precise Digital	FLEX4ET	4FLEXET1512MBB2600013
Harddrive	City Hall Upstairs Server Room	HPE	EH000900JWCPN	WAG0C3AZ
Laptop	City Hall Upstairs Server Room	Acma	N/A	N/A
Laptop/Tablet	City Hall Upstairs Server Room	Dell	0483HV	CN-0483HV-72852-73V-028Q-A00
Laptop/Tablet	City Hall Upstairs Server Room	Dell	7140 Portable Computer (T07G)	N/A
Laptop/Tablet	City Hall Upstairs Server Room	Dell	T07G	N/A
Laptop/Tablet	City Hall Upstairs Server Room	Dell	T07G	N/A
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0389
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF539F0886
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RJC03F2477
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0394
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF539F0873
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0397
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0385
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0391
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0392
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0387
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0396
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0395
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0399
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	T800	RG139T0893
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0393
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0386
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RJC03F2476
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RE739F0871
Mobile Digital Computer	City Hall Upstairs Server Room	Getac	F110	RF939F0388
Mobile Digital Computer	City Hall Upstairs Server Room	Panasonic	CF-30	9HKYA74316
Mobile Digital Computer	City Hall Upstairs Server Room	Panasonic	CF-30	8KKYB03207
Mobile Digital Computer	City Hall Upstairs Server Room	Panasonic	CF-30	8KKYB03175
Mobile Digital Computer	City Hall Upstairs Server Room	Panasonic	CF-30	8KKYB03163
Mobile Digital Computer	City Hall Upstairs Server Room	Panasonic	CF-30	8KKYB03179
Monitor	City Hall Upstairs Server Room	Cisco	P2419H	CN-0VJT1P-TV100-8AH-0KJI-A03
Monitor	City Hall Upstairs Server Room	Dell	E2210f	CN-0T776R-72872-98F-1F2L
Monitor	City Hall Upstairs Server Room	Dell	P170Sb	MX-04DK61-74262-99N-1KJU
Monitor	City Hall Upstairs Server Room	Dell	1708FPf	CN-0C552H-72872-877-2JTL-A00
Monitor	City Hall Upstairs Server Room	Dell	1708FPB	CN-0FP816-74261-84A-17LU
Monitor	City Hall Upstairs Server Room	Dell	2007FPB	MX-0G324H-74262-28G-1LYL
Monitor	City Hall Upstairs Server Room	Dell	1708FP1	CN-0C552H-72872-877-2T4L
Monitor	City Hall Upstairs Server Room	Dell	1908FPT	CN-0G434H-74443-8AI-GCYZ
Monitor	City Hall Upstairs Server Room	HP	EZ320A	CNN73128HT
Monitor	City Hall Upstairs Server Room	ViewSonic	VA712B	PPJ060301423
OptiPlex 3020	City Hall Upstairs Server Room	Dell	OptiPlex 3020	73XJ532
Optiplex 5060	City Hall Upstairs Server Room	Dell	Optiplex 5060	CC4PCV2
Optiplex 9020	City Hall Upstairs Server Room	Dell	D07S	BV20282
Optiplex 9020	City Hall Upstairs Server Room	Dell	D07S	BV22282
Optiplex 9020	City Hall Upstairs Server Room	Dell	D07S	BV1N182
Optiplex 9020	City Hall Upstairs Server Room	Dell	D07S	BV2M182
Printer	City Hall Upstairs Server Room	Canon	Laser Class 710	KAG13748
Printer	City Hall Upstairs Server Room	HP	HP DeskJet 6988	MY8312R43P
Printer	City Hall Upstairs Server Room	HP	HP DeskJet 6988	MY83I2R37S
Printer	City Hall Upstairs Server Room	HP	HP OfficeJet Pro L7590	MY8BJ32012
Printer	City Hall Upstairs Server Room	HP	LaserJet Enterprise M605	CNDCK1B04D
Router	City Hall Upstairs Server Room	Cisco	MR26-HW	Q2HD-2JH2-V9XJ
Router	City Hall Upstairs Server Room	Cisco	MR32-HW	Q2JD-6BJE-B3QC
Router	City Hall Upstairs Server Room	Cisco	MR32-HW	Q2JD-6M5B-KQHF
Router	City Hall Upstairs Server Room	Cisco	MR32-HW	Q2JD-7PVY-BTRU
Router	City Hall Upstairs Server Room	Cisco	MR32-HW	Q2JD-2GU7-XWG9
Router/firewall	City Hall Upstairs Server Room	Cisco	Cisco 1921	FJC1921E1AW
Typewriter	City Hall Upstairs Server Room	IBM	Wheelwriter Typewriter	13569000553231
Uninterruptible Power Source	City Hall Upstairs Server Room	APC	SMX1500RM2U	AS1825232375
Uninterruptible Power Source	City Hall Upstairs Server Room	APC	SMX1500RM2U	AS1825232376
Voice Processor	City Hall Upstairs Server Room	Dictaphone	None Found	None Found

City of Pinole
Electronic Waste for Disposal

Short description	Department/location where the equipment is currently stored	Manufacturer	Model	Serial number
Voice recorder	City Hall Upstairs Server Room	Dictaphone	6635-0R0	659579
Voice recorder	City Hall Upstairs Server Room	Dictaphone	31220-016	677508
Voice recorder	City Hall Upstairs Server Room	Stancil	Not Found	0615-A040-SLJYK-7732
Acma Computer	IT Office	Acma	Desktop	709334409
Desktop Computer	IT Office	Dell	Optiplex 5060	CCBQCV2
Desktop Computer	IT Office	Dell	Optiplex 7050	DTXTFK2
Desktop Computer	IT Office	Dell	Optiplex 5060	CG0SCV22
Desktop Computer	IT Office	Dell	Optiplex 5060	C2HMFX2
Desktop Computer	IT Office	Dell	Optiplex 5060	BYWYNX2
Desktop Computer	IT Office	Dell	Optiplex 5060	CC9LCV2
Desktop Computer	IT Office	Dell	Optiplex 7060	FQDC6Q2
Desktop Computer	IT Office	Dell	Optiplex 5060	CC6MCV2
Desktop Computer	IT Office	Dell	Optiplex 5060	CC5RCV2
Desktop Computer	IT Office	Dell	Optiplex 9020	2PYNT12
Desktop Computer	IT Office	Dell	Optiplex 9020	BV2L182
Desktop Computer	IT Office	Dell	Optiplex 7040	CXQMSD2
Laptop	IT Office	Dell	Latitude E5450	GF2FF72
Laptop	IT Office	Dell	Venue Pro	038809701351
Laptop	IT Office	HP	HP Spectra 360x	5CD13151RT
Laptop	IT Office	Lenovo	ThinkPad P51s	R9-0P5ABM
Laptop	IT Office	Microsoft	Surface Go 2	009412501451
Laptop	IT Office	Microsoft	Surface Pro	049685354653
Monitor	IT Office	Dell	1708FPb	CN-0G3202H-74261-88L-1K8A-A00
Monitor	IT Office	Dell	2007FPB	MX-0G324H-74262-27V-1C3L
Network Attached Storage	IT Office	Iomega	PX6	8EC3112682
Uninterruptible Power Source	IT Office	APC	SMT1500NC	AS2051332070
Uninterruptible Power Source	IT Office	APC	BN4001	4B1437P53210
Uninterruptible Power Source	IT Office	APC	BN1080G	3B1512X32332

RESOLUTION NO. 2024-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING THE DISPOSAL OF ELECTRONIC WASTE

WHEREAS, the City of Pinole periodically takes inventory of its fixed assets to determine if any assets have reached the end of their useful life; and

WHEREAS, the City of Pinole's Capital Assets Policy and Procedures provides guidelines for the disposition of City-owned fixed assets that are have reached the end of their useful life; and

WHEREAS, the Information Technology Department and Finance Department have identified a number of electronic waste items for disposal in Attachment A; and

WHEREAS, the electronic waste items will be picked up and by an environmental conservation company that provides disposal services for electronic waste; and

WHEREAS, the disposed items will be removed from the City's fixed assets system; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pinole adopt a resolution to approve the disposal of electronic waste that has reached it useful life and is no longer in service.

PASSED AND ADOPTED this 16th day of July 2024**,** by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this **16th** day of **July, 2024**.

____
Heather Bell, CMC
City Clerk

CITY COUNCIL REPORT

9.E.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR

SUBJECT: Fiscal Year (FY) 2023/24 Fourth Quarter Report On Status Of Capital Improvement Plan (CIP) Projects

RECOMMENDATION

Staff recommends that the City Council receive the Fiscal Year (FY) 2023/24 Fourth Quarter Report on status of Capital Improvement Plan (CIP) projects.

BACKGROUND

The CIP is a multi-year plan/forecast of the City's capital improvement projects. The first year of the CIP sets forth the proposed capital project plan and capital budget for that fiscal year.

The City creates an updated CIP each year based on the condition of the City's current capital assets, the desire for new capital assets, and available funding. Projects in the CIP address the City's major types of capital assets: facilities, parks, sanitary sewer collection and treatment infrastructure, stormwater infrastructure, and roads. The City owns considerable capital assets in other classes as well, including streetlights, traffic control devices, sidewalks, street trees, trash capture devices, waste bins and enclosures, traffic/wayfinding signage, benches, bike racks, monument signs, fleet, and fiber optic conduit.

The CIP serves as a tool for staff to plan, implement, and manage improvements and ongoing upgrades to the City's infrastructure. The Administration and Engineering Division in the Public Works Department is responsible for identifying and completing capital projects in the CIP.

REVIEW AND ANALYSIS

The City's adopted CIP (Attachment C) includes construction projects and infrastructure assessments. The infrastructure assessments included in the CIP will aid the City in identifying and prioritizing construction projects and will identify funding opportunities for future projects.

Attachment A includes the FY 2023/24 Fourth Quarter Report - CIP Project Highlights as of the end of the quarter.

Attachment B includes the FY 2023/24 Fourth Quarter Report - CIP Project Lifecycle and Project Status summary as of the end of the quarter.

FISCAL IMPACT

Projects have budgeted sources of funds which have been previously approved by City Council. There is no fiscal impact associated with this status update.

ATTACHMENTS

A. FY 2023/24 Fourth Quarter Report - CIP Project Highlights
B. FY 2023/24 Fourth Quarter Report - CIP Project Lifecycle and Status
C. Adopted Capital Improvement Plan for FY 2023/24 through FY 2027/28

ATTACHMENT A

FY 2023/24 FOURTH QUARTER REPORT – CIP PROJECT HIGHLIGHTS

(Through June 30, 2024)

FACILITIES

Public Safety Building Modernization (FA2301)

This multi-year project is intended to extend the life of the Public Safety Building through replacement of the Heating, Ventilation, and Air Conditioning (HVAC) system, carpet, flooring, water heaters, light fixtures, fans, etc., painting (interior and exterior), and renovation of the locker rooms. City staff are in the planning phase for this project, and developed the scope, schedule, and budget for the first phase of the renovations, and received price proposals for the painting and flooring.

Senior Center Modernization (FA2202)

This project includes a facilities condition assessment and design and construction of improvements to modernize the existing Senior Center building located at 2525 Charles Avenue. Work will include upgrades to the energy system, roof replacement, and interior renovations. City staff are in the planning phase for this project.

City Hall Modernization (FA1703)

This project includes interior improvements and exterior painting to extend the life of the City Hall building and improve its functionality for staff and the public. City staff are in the planning phase for exterior painting in the project. A Request for Proposals (RFP) for architectural services including the interior improvements was issued on April 24, 2024. Six (6) proposals were received May 21, 2024. Proposals are being evaluated in accordance with the RFP.

Citywide Roof Repairs and Replacement (FA1702)

This project includes replacement of the roofs at City Hall, Public Safety Building, Senior Center, and Water Pollution Control Plant. City staff are in the planning phase for the Water Pollution Control Plant roof replacement in the project. A Request for Proposals (RFP) for architectural services including roof repairs and replacements at three (3) facilities, City Hall, Public Safety Building, and Senior Center, was issued on April 24, 2024. Six (6) proposals were received May 21, 2024. Proposals are being evaluated in accordance with the RFP.

PARKS

Tree Mitigation (PA2301)

This project was completed in August 2023.

Installation of high-capacity trash bins (PA2101)

This project was completed in August 2023.

SANITARY SEWER

<u>Effluent Outfall (SS2203)</u>

This project includes Effluent Outfall Vault and Effluent Force Main Improvements to improve the reliability and increase the discharge capacity of the Pinole-Hercules Water Pollution Control Plant (WPCP). A Request for Proposals (RFP) for engineering services was issued on March 27, 2024. No proposals were received on the due date of April 30, 2024. City staff will work to procure the services in early FY 2024/25 as an Exempt Procurement in accordance with the Procurement Policy as no proposal was received in response to our solicitation for competitive proposals.

<u>Sanitary Sewer Rehabilitation (SS2201) and Pinon Trunk Sewer Capacity Phase 2 Project (SS2401)</u>

This multi-year project involves various improvements to the sanitary sewer collection system, including the Pinon-1 capacity improvement project identified in the Sanitary Sewer Collection System Master Plan (Pinon-1 Project).

Project Description. The Pinon-1 Project includes replacement of a total of approximately 4,970 linear feet (LF) of existing pipeline. The purpose of the Pinon-1 Project is to increase the capacity of existing sanitary sewer pipeline in order to transport peak wet weather flows (PWWF) and reduce the occurrence and risk of sanitary sewer overflows (SSOs). The Pinon-1 Project includes replacement of a total of approximately 1,050 feet of 8-inch diameter pipeline along San Pablo Avenue, approximately 740 feet of 8-inch diameter pipeline along Roble Avenue, approximately 1,500 feet of 8-inch to 10-inch diameter pipeline along Pinon Avenue, approximately 520 feet of 12-inch diameter pipeline between Pinon Avenue and Orleans Avenue and approximately 1,160 feet of 8-inch to 15-inch diameter pipeline along Orleans Avenue into Tennent Avenue.

Design. On January 17, 2023, City Council awarded a contract to West Valley Construction Company, Inc. to provide engineering design services for Pinon-Phase 1 Sanitary Sewer Project. During design, the project was split into two (2) bid packages for construction: Phase 1 for the work from Tennent Ave. along Orleans Ave., and Phase 2 for work from the end of Orleans Ave. across the railroad, along Roble Ave., Pinon Ave., and San Pablo Ave. Design of Phase 1 was completed in October 2023. Design of Phase 2 is in progress.

Phase 1 Construction. In October 2023, the SS-2201 Sanitary Sewer Rehabilitation Project (Phase 1) bid was released and advertised in accordance with the Public Contract Code. On November 8, 2023, bids were received. On December 5, 2023, City Council awarded a construction contract for Phase 1 to the lowest responsive and responsible bidder, APB General Engineering. During design of Phase 2 of the Pinon-1 Project it was recommended to change the scope of Phase 1 to move a portion of the work from Phase 1 to Phase 2, delaying the start of the construction. In May 2024, a change order was executed to revise and reduce the scope of work and construction contract total amount, terminating Phase 1 construction at the intersection of Orleans Drive and Zoe Court. Completion of construction of the SS2201 is anticipated in July 2024.

Phase 2 Construction. In May 2024, the Pinon Trunk Sewer Capacity Phase 2 Project (CIP Project No.: SS2401, “Phase 2”) bid was released and advertised in accordance with the Public Contract Code. On June 4, 2024, bids were received. On June 25, 2024, City Council awarded a construction contract for Phase 2 to the lowest responsive and responsible bidder, K.J. Woods Construction, Inc. The Notice to Proceed is anticipated in July 2024. The estimated Phase 2 construction project final completion is one hundred and eighty (180) working days after the commencement date in the Notice to Proceed.

Air Release Valve Replacements (SS2102)

This project was completed in June 2023.

STORMWATER

Hazel Street Storm Drain Improvements (SW1901)

On June 6, 2023, City Council awarded a construction contract to the lowest responsive and responsible bidder, W.R. Forde Associates Inc., to construct a new storm drain with connections to existing storm water facilities on Hazel Street. The existing stormwater collection is an open trench system and needs to be converted to an underground conveyance system to facilitate construction of a through road (CIP Project # RO1802). The Contractor satisfied the insurance, business license, and bonding requirements and was issued a Notice to Proceed (NTP) on June 21, 2023. A pre-construction meeting was held on July 17, 2023. Due to supply chain issues, there was an extensive lead time on an essential material required for the project which delayed the start of the field construction activities for several months. This project was completed in January 2024.

STREETS AND ROADS

Safety Improvements at Tennent Ave./Pear & Plum St. (RO2304)

On June 20, 2023, City Council awarded a construction contract to the lowest responsive and responsible bidder, Xcel Engineering, to install high-visibility crosswalks and striped bulb outs with flexible posts at the Tennent Ave. intersections with Pear St. and Plum St., and Rectangular Rapid Flashing Beacons (RRFBs) at the Tennent Ave. and Plum St. intersection. The goal of these improvements is to reduce traffic speed and offer shorter crossing distances for pedestrians using the crosswalks. Due to supply chain issues, there was an 8-week lead time on the RRFB required for the project, which delayed the start of the construction. A pre-construction meeting was held on August 24, 2023. The Contractor satisfied the insurance, business license, and bonding requirements and was issued a Notice to Proceed (NTP) on August 28, 2023. All the work was completed by Xcel Engineering per the city specifications by December 3, 2023. This project was completed in December 2023.

Pinole Smart Signals (RO2303)

The Smart Signals project is a Contra Costa Transportation Agency (CCTA) led countywide project to upgrade traffic signal system and communication systems. The project will develop, manage, and implement Intelligent Transportation System (ITS) initiatives to improve the safety and efficiency of multimodal mobility, maximize highway and arterial system throughput, and improve operational efficiency, safety, and reduce environmental impact throughout Contra Costa County. City staff are coordinating with CCTA to finalize operations and maintenance (O&M) and funding agreements.

Safety Improvements on Arterial Roadways (RO2302)

On November 17, 2023, City staff released a Request for Proposals (RFP) for Engineering Services for the RO2302 Safety Improvements on Arterial Roadways project. On December 13, 2023, proposals were received. The project will install pedestrian crossing enhancements at three non-signalized intersections on two arterial roadways:

1. On San Pablo Avenue at the Third Avenue intersection
2. On San Pablo Avenue at the Quinan Street intersection
3. On Pinole Valley Road at the Savage Avenue intersection

The enhancements include continental markings, median refuge islands, advanced stop bars and Rectangular Rapid Flash Beacons (RRFB). Award of the contract for engineering services by City Council is scheduled on January 16, 2024. The estimated project completion is by the end of December 2024.

Arterial Rehabilitation (RO2101)

On February 2, 2021, City Council awarded a contract for preliminary engineering and design services to CSW/Stueber-Stroeh Engineering Group, Inc. (CSW|ST2), which included Project # RO2101 – Arterial Rehabilitation. The project includes roadway work beginning at the southern city limit of Pinole Valley Road to the bridge west of Savage Ave. The project will include replacement, modification, or installation of ADA-compliant curb ramps, road rehabilitation, and striping. Design of this project by CSW|ST2 is in its final stages. This project will be split into two phases for construction as the engineers cost estimate for the entire section is $2.4million and the current available funding is $1.6 million.

Pedestrian Improvements at Tennent Ave. near RxR (RO1902)

On February 2, 2021, City Council awarded a contract for preliminary engineering and design services to CSW/Stueber-Stroeh Engineering Group, Inc. (CSW|ST2), which included Project # RO1902 – Pedestrian Improvements at Tennent Avenue. The project includes improvements to Tennent Ave. at the railroad crossing to facilitate safe movement of bicycles and pedestrians using the multi-use San Pablo Bay Regional Shoreline Trail, and to maximize parking on Railroad Avenue for park users. Design of this project by CSW|ST2 is ongoing and final design is anticipated by the end of March 2024. In December 2023, plans were submitted to Union Pacific Railroad (UPRR) and the project entered their estimating phase. Due to their volume of projects, UPRR provided City staff an estimated timeline of 18 months before the City’s construction work on the project could be performed in the railroad right of way. Therefore, estimated completion of this project will be delayed until approximately October 2025.

Safety Improvements at Appian Way & Marlesta Rd (RO1714)

On October 10, 2022, City Council awarded a construction contract to Gruendl Inc. DBA Ray's Electric for construction of Safety Improvements at Appian Way and Marlesta Road (CIP Project # RO1714). The project includes installation of a traffic signal at the Appian Way and Marlesta Road intersection, new high visibility crosswalk striping on all legs of the intersection, green bicycle lane treatment on Appian Way within the project limits, and a slurry seal of the intersection. The Contractor satisfied the insurance, business license, and bonding requirements, and was issued a Notice to Proceed (NTP) on November 1, 2022. A pre-construction meeting was held on January 4, 2023. Due to conflicts in the supply chain, the traffic signal poles and controller had a delivery delay of up to six (6) months, and work on the project was suspended from the date these materials were ordered (January 23, 2023) until the Contractor mobilized to the site on September 5, 2023. The traffic signal poles were installed in November 2023 and energized by PG&E in late December 2023. The intersection is operational and all field work for the project is completed. Staff is continuing to work on project closeout and grant reimbursements.

INFRASTRUCTURE ASSESSMENTS

Municipal Broadband Feasibility (IN2102)

On June 20, 2023, City Council awarded a contract to CSW|ST2 to complete a Broadband Opportunities assessment. This project is intended to understand the high-speed connectivity available to community residents, businesses, and other organizations in terms of speed, coverage, and cost. The study will also evaluate whether there are gaps relative to modern standards, and if so, the study will identify and assess potential City interventions including public-private partnerships. On July 13, 2023, the Kickoff Meeting was held. Work on this project was completed by the end of the Fiscal Year and the final report will be presented to City Council in July 2024.

Recycled Water Feasibility (IN2103)

On June 20, 2023, City Council awarded a contract to West Yost Associates (West Yost) to complete a Water Reuse Opportunities Assessment. This project involves reviewing current and projected future trends in water reuse in Norther California and includes a condition assessment and opportunities analysis. On July 2, 2023, the Kickoff Meeting was held. West Yost is coordinating their work on this project with East Bay Municipal Utility District's (EBMUD) Recycled Water Strategic Plan Update 2024. Progress on this project is pending completion of EBMUD's plan. This project is expected to be completed in FY 2024/25 and the final report will be presented to City Council.

Parks Master Plan (IN1704)

On December 20, 2022, City Council awarded a contract to RJM Design Group Inc. for preparation of a Parks Master Plan. The project is intended to prepare a citywide master plan to address the city's long-term needs and goals for parks, recreation, and open space. The master plan will identify the City's current parks and recreation assets, determine the City's future parks and recreation needs and priorities, and recommended capital, operational, and financial strategies to meet the City's needs. In April 2023, the

Kickoff Meeting was held. In August 2023, a project website was launched. On September 22, 2023, the first community workshop was held and a survey was opened through October 16, 2023. On November 17, 2023, a second community workshop was held and a survey was opened through December 3, 2023. The Parks Master Plan Report is expected to be finalized in January 2023 and presentations to the Community Services Commission and City Council were completed in January/February 2024. The Parks Master Plan was adopted by City Council on February 20, 2024.

Storm Drain Master Plan (IN1703)

On August 15, 2023, City Council awarded a contract to West Yost Associates (West Yost) to complete development of a Storm Drain Master Plan. This project is intended to identify, analyze, and prioritize the capital improvement needs of the City's storm water management system to reduce flood risks, enhance public safety, and protect City assets. On September 29, 2023, the Kickoff Meeting was held. Findings and recommendations developed during preparation of the Storm Drain Master Plan will be used by staff to develop or update CIP projects, and the final plan will be presented to City Council. This project is expected to be completed in November 2024.

Energy Conservation, Generation, & Storage Assessment (IN2201)

On September 5, 2023, City Council awarded a contract to Tetra Tech to complete an Energy Conservation, Generation and Storage Assessment. This project will identify steps that the City could take to conserve, generate, and store energy at City facilities. This project involves an assessment of the City's energy usage in its facilities and infrastructure, and identification of cost effective and environmentally responsible investments in energy conservation, generation, and storage. This project also includes identification of investments that will make the City more resilient during power outages, natural disasters and impacts of climate change. Work on this project was completed by the end of the Fiscal Year and the final report will be presented to City Council in July 2024.

CITY OF PINOLE CAPITAL IMPROVEMENT PLAN

STATUS OF SCHEDULED PROJECTS FOR FY 2023/24 THRU June 30, 2024

Legend: Delayed due to limited resources | Closure/Complete | Execution | Planning

PRJ. #	NAME OF PROJECT	PROGRESS	SCHEDULED START	SCHEDULED END	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	STATUS AS OF 06/30/2024 PHASE	STATUS AS OF 06/30/2024 ESTIMATED COMPLETION
					J A S O N D J F M A M J	J A S O N D J F M A M J	J A S O N D J F M A M J	J A S O N D J F M A M J	J A S O N D J F M A M J		
FACILITIES											
FA2301	Public Safety Building Modernization	30%	7/1/23	6/30/26						P	6/30/26
FA2202	Senior Center Modernization	25%	7/1/22	6/30/25						P	6/30/26
FA1902	Energy Upgrades	65%	7/1/20	6/30/24						P	6/30/24
FA1901	Senior Center Auxiliary Parking Lot	50%	7/1/20	6/30/25						E	6/30/25
FA1703	City Hall Modernization	10%	7/1/17	6/30/25						P	6/30/25
FA1702	Citywide Roof Repairs and Replacement	20%	7/1/18	6/30/25						P	6/30/25
PARKS											
PA2301	Tree Mitigation	100%	7/1/23	6/30/25						C	8/31/23
PA2101	Installation of High-Capacity Trash Bins	100%	7/1/21	6/30/24						C	8/15/23
SANITARY SEWER											
SS2203	Effluent Outfall	10%	7/1/22	6/30/27						P	6/30/27
SS2201	Sanitary Sewer Rehabilitation	75%	7/1/22	6/30/28						E	7/31/24
SS2102	Air Release Valve Replacements	100%	7/1/21	6/30/24						C	6/21/23
SS2101	Secondary Clarifier - Center Column Rehabilitation	15%	7/1/20	6/30/24						P	6/30/24
SS2002	Water Pollution Control Plant Lab Remodel	0%	7/1/20	6/30/24						D	
SS1702	Sewer Pump Station Rehabilitation	0%	7/1/17	6/30/28						D	

PRJ. #	NAME OF PROJECT	PROGRESS	SCHEDULED START	SCHEDULED END	STATUS AS OF 06/30/2024 PHASE	ESTIMATED COMPLETION
	STORMWATER					
SW1901	Hazel Street Storm Drain Improvements	100%	7/1/20	6/30/24	C	1/18/24
	STREETS AND ROADS					
RO2304	Safety Improvements at Tennent Ave./Pear & Plum	100%	7/1/22	6/30/24	C	12/3/23
RO2303	Pinole Smart Signals	30%	7/1/23	6/30/24	P	6/30/26
RO2302	Safety Improvements on Arterial Roadways	30%	7/1/23	6/30/24	E	12/31/24
RO2102	Tennent Ave. Rehabilitation	35%	7/1/20	6/30/25	E	6/30/25
RO2101	Arterial Rehabilitation	75%	7/1/20	6/30/24	E	12/31/24
RO1902	Pedestrian Improvements at Tennent Ave. Near R X R	50%	7/1/20	6/30/24	E	6/30/25
RO1714	Safety Improvements at Appian Way & Marlesta Rd.	99%	7/1/20	6/30/24	E	12/31/23
RO1710	San Pablo Ave. Bridge Over BNSF Railroad	28%	7/1/17	6/30/26	E	6/30/28
	INFRASTRUCTURE ASSESSMENTS					
IN2201	Energy Conservation, Generation, & Storage Assessment	99%	7/1/22	6/30/24	E	6/30/24
IN2101	Emergency Power for Critical Facilities	10%	7/1/21	6/30/25	P	6/30/25
IN2102	Municipal Broadband Feasibility	99%	7/1/21	6/30/24	E	6/30/24
IN2103	Recycled Water Feasibility	30%	7/1/22	6/30/25	E	6/30/25
IN2105	Appian Way Complete Streets	10%	7/1/21	6/30/24	D	
IN2106	Active Transportation Plan (RO2106)	80%	7/1/21	6/30/24	E	6/30/24
IN1703	Storm Drainage Master Plan	40%	7/1/17	6/30/24	E	11/30/24
IN1704	Parks Master Plan	100%	7/1/20	6/30/24	C	2/20/24

CIP Project Lifecycle and Project Status Summary

CIP projects usually have five major phases of their lifecycle, described below.

- Initiation: Projects in the CIP are selected and prioritized based on specific criteria such as consistency with master plans and policies, regulatory requirements, health and safety impacts, and community benefits. The funding is identified for projects and a capital budget is presented to Council for consideration. Once the CIP is adopted by City Council, staff is responsible for project implementation. The initiation phase involves determining whether the project will be managed by City staff or a consultant, assigning the project to a manager, and assembling the project team.

- Planning: The assigned project manager develops the scope, preliminary schedule, and funding requirements, and identifies stakeholders.

  Construction projects can be completed through several delivery methods, including design-build and design-bid-build. In design-build, the same firm/team of firms is selected to design and build the project, whereas in design-bid-build one firm designs the project, then the construction is bid, and a construction firm builds the project. Depending on the delivery method, a construction project can involve several steps which may include design, bid, award, construction, and closeout.

  For non-construction projects such as master planning, staff defines the initial project by identifying major goals and objectives.

  Throughout the project lifecycle, coordination and engagement with various stakeholders is necessary. Stakeholders can include the community, business owners, utilities, funding partners, and other interested and affected parties.

- Execution: For construction projects, the project plans and specifications, and preliminary costs estimates, are prepared. Typically, there are three levels of design review which allow opportunity for coordination and input with stakeholders, utilities, funding partners, and regulatory agencies. The design review usually occurs at 35, 65, and 90 percent of design completion. As the design progresses through each level, the cost estimate becomes more precise. The completed design is reviewed and approved by the City Engineer.

  For a design-bid-build project, the final approved design goes out to bid. The project cost estimate and source of project funding govern which procurement policies and procedures will apply. The City’s procurement policy establishes the standards for purchase of goods, services, and supplies. Projects involving federal or State grant funds typically involve stricter and more formalized procedures. In addition, high value public works projects must adhere to processes established in the California Public Contract Code. A contract is awarded to the most qualified and responsible vendor.

After a contract is awarded and executed with the appropriate insurance and bonds, project construction can begin. The project size and complexity dictate the length of the construction phase.

For master plans, stakeholders are engaged, and links are identified among other infrastructure plans, the General Plan, and other applicable City plans. Next, solutions including conceptual alternatives are developed. Viable solutions are evaluated to ensure they meet the goals and needs of the project. The master plan is a final document which contains a recommended program and/or capital project list.

- Monitoring: Throughout the project lifecycle, staff oversees and monitors the project. Construction projects involve construction management, contract compliance, and project management services, which include technical and administrative tasks. Staff is also responsible for grant administration for projects that are funded by grants.

- Closure: Once construction projects are complete, the as-built drawings are filed for future reference. Closeout activities involve completing project related paperwork including filing the notice of completion with the Contra Costa County Recorder’s office. For master plans, the final plan is presented to City Council.

REPLACE FROM SPREADSHEET

REPLACE FROM SPREADSHEET

ATTACHMENT C

CITY OF PINOLE
CAPITAL IMPROVEMENT PLAN
FY 2023/24 – 2027/28

June 20, 2023

CAPITAL IMPROVEMENT PLAN FY 2023/24 – 2027/28

CITY COUNCIL

Devin T. Murphy, Mayor

Maureen Toms, Mayor Pro Tem

Anthony L. Tave, Council Member

Cameron N. Sasai, Council Member

Norma Martínez-Rubin, Council Member

CITY MANAGER

Andrew Murray

PUBLIC WORKS DIRECTOR

Sanjay Mishra

CAPITAL IMPROVEMENT & ENVIRONMENTAL PROGRAM MANAGER

Misha Dhillon

CAPITAL IMPROVEMENT PLAN: FY 2023/24 THROUGH FY 2027/28
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Introduction

The Capital Improvement Plan (CIP) is a multi-year tool used to identify the City's capital needs and schedule capital improvement projects over the upcoming five-year period. Capital improvements include the design, purchase, construction, maintenance, or improvement of public capital assets (i.e., streets, parks, buildings, etc.).

The projects in the CIP fall into the following broad categories:

- Facility maintenance;
- Parks;
- Sewer collection and treatment;
- Stormwater;
- Streets and roads; and
- Infrastructure assessments.

The FY 2023/24 – 2027/28 CIP contains 32 capital improvement projects and 9 infrastructure assessments that are scheduled to be undertaken over the five-year timeframe and are fully or partially funded. The CIP also includes information for 35 unfunded projects. A funded project is one that has identified specific funding, including on-going existing resources to fully implement the project. A partially funded project has funding to accomplish various phases of the project but lacks sufficient funding to complete the project. An unfunded project is one that has been identified in the CIP as a need but no funding secured to implement the project. Should funding become available through grant or other sources, the unfunded list can be reviewed to determine if it is suitable to seek such funding.

Each project is assigned a project number and described in detail in the project sheets. The nomenclature for the project number is derived as follows:

- Project numbers begin with the abbreviation of the project category, followed by the year the project was first programmed, and then a unique sequence number. For example, FA2001 refers to a facilities project which was first programmed in 2020 with a unique sequence number of 01. Unfunded projects begin with UF and are followed by a unique sequence number.

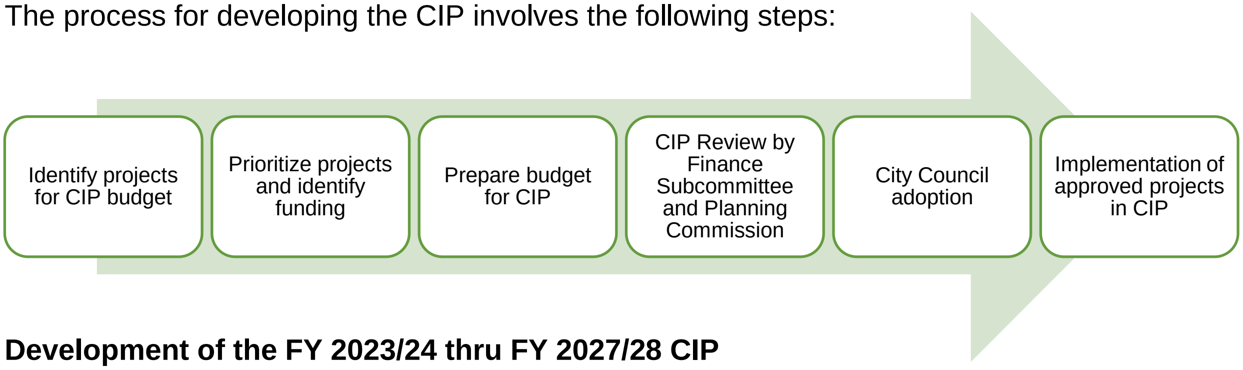
Category	Abbreviation
Facilities	FA
Parks	PA
Sewer	SS
Stormwater	SW
Streets & Roads	RO
Infrastructure Assessments	IA
Unfunded	UF

The CIP is reviewed and updated annually. In recent years, the City has increased its focus on assessing the state of the City's infrastructure by inventorying all the assets, assessing their contributions to a safe and vibrant Pinole, assessing their current conditions, and creating a disciplined investment approach resulting in a strong and purpose driven Capital Investment Plan.

The preparation and adoption of the CIP is an important part of Pinole's financial planning and budgeting process. Proposed projects are reviewed by the Planning Commission for consistency with the General Plan. The project description sheet provides information on the General Plan goal or policy that the project aligns with. Appendix I describes the applicable

General Plan goals and policies. The Finance Subcomittee also reviews the CIP and makes recommendations.

The process for developing the CIP involves the following steps:



Development of the FY 2023/24 thru FY 2027/28 CIP

Most of the projects in the FY 2023/24 thru FY 2027/28 CIP are the continuation of multi-year projects that have already been initiated or are projects that were included in the prior year's CIP but have not yet been initiated. The FY 2023/24 thru FY 2027/28 CIP was developed by taking the adopted FY 2022/23 thru FY 2026/27 CIP, then deleting projects that have been completed or no longer seem necessary and adding new projects. Below is a summary of the changes during FY 2022/23.

Project added to the CIP by the City Council during FY 2022/23
- RO2304 – Safety Improvements at Tennent Ave./Pear & Plum St.

Project removed from the CIP by the City Council during FY 2022/23
- FA2201 – Faria House Renovations

Project removed from the CIP by the Staff during FY 2022/23
- SW2002 – Adobe Road Repair and Drainage Improvements

Projects expected to be complete by FY 2022/23
- FA2002 – Electric Vehicle Charging Stations
- PA2203 – Playground Rubberized Surface Improvements
- IN2104 – Local Road Safety Plan
- IN2001 – Sanitary Sewer Master Plan

The City's capital projects have historically been prioritized based on a number of factors, including regulatory compliance, health/safety, grant funding availability, sustainability and conservation, and others. In FY 2022/23, City staff created a more structured, quantitative methodology for prioritizing capital projects. The prioritization matrix is a planning and evaluation tool to optimize available resources. Staff ranks capital projects which have not been initiated based on the following methodology.

CATEGORY	SCORE (1-5)		CATEGORY WEIGHT	WEIGHTED SCORE
Regulatory Compliance			4	
Health/Safety			3	
Project Dependency/Bundling			3	
Long-Term Planning			2	

State of Infrastructure			2	
Operating Budget Impact			2	
Quality of Life			2	
Grant Funding			1	
Sustainability and Conservation			1	
TOTAL SCORE (100 Points Maximum)				

The methodology scores each potential capital project on nine weighted criteria. This results in a score between 0 and 100 for each project. Staff has used this new methodology for the first time in creating the FY 2023/24 through 2027/28 Five-Year CIP.

Staff ranked all projects in the CIP including unfunded projects. The scores are listed on each project sheet and serve as the basis for selecting which capital projects staff initiates based on available resources. Note, this matrix does not consider infrastructure assessments. Project sheets contain the weighted score. Additional information on category scoring guidelines are described in Appendix II. Staff rated the projects in the current CIP that have not yet been initiated. The ranking of these not-yet-initiated projects was used by staff to propose, in the FY 2023/24 through 2027/28 Five-Year CIP, which projects to schedule for FY 2023/24 and which to schedule for later years.

<u>Projects from the adopted FY 2022/23 through 2026/27 Five-Year CIP that have not yet been started and staff recommends for deferral because they are low priority</u>

- FA2302 – Plum St. Parking Lot Improvements
- PA2201 – Pocket Parks – Galbreth Rd.
- PA1901 – Pinole Valley Park Soccer Field Rehabilitation
- SW2001 – Roble Road Drainage Improvements
- RO2301 – Road Rehabilitation (formerly known as Residential Slurry Seal and combination of RO2501 & RO2401)
- RO2107 – Brandt St. Improvements
- RO1708 – Pinole Valley Road Improvements

<u>New projects that staff recommended for addition because they are high priority or they have a substantial outside funding contribution</u>

- PA2301 – Tree Mitigation
- RO2303 – Pinole Smart Signals
- RO2302 – Safety Improvements on Arterial Roadways
- IN2301 – Facilities and Real Estate Master Plan

Below are the list of capital improvement projects and infrastructure assessments included in the FY 2023/24 – 2027/28 CIP:

FACILITIES	
Project #	**Project Name**
FA2302	Plum St. Parking Lot Improvements
FA2301	Public Safety Building Modernization

FA2202	Senior Center Modernization
FA1902	Energy Upgrades
FA1901	Senior Center Auxiliary Parking Lot (formerly known as Fowler House lot reuse)
FA1703	City Hall Modernization (formerly known as Paint City Hall)
FA1702	Citywide Roof repairs and replacement
PARKS	
Project #	**Project Name**
PA2301	Tree Mitigation
PA2202	Skatepark Rehabilitation
PA2201	Pocket Parks - Galbreth Rd.
PA2101	Installation of high-capacity trash bins
PA1901	Pinole Valley Park Soccer Field Rehabilitation
SANITARY SEWER	
Project #	**Project Name**
SS2203	Effluent Outfall
SS2201	Sanitary Sewer Rehabilitation
SS2101	Secondary Clarifier - Center Column Rehabilitation
SS2102	Air Release Valve Replacements
SS2002	Water Pollution Control Plant Lab Remodel
SS1702	Sewer Pump Station Rehabilitation
STORMWATER	
Project #	**Project Name**
SW2001	Roble Road Drainage Improvements
SW1901	Hazel Street Storm Drain Improvements
STREETS & ROADS	
Project #	**Project Name**
RO2301	Road Rehabilitation (formerly known as Residential Slurry Seal)
RO2101	Arterial Rehabilitation
RO2102	Tennent Ave. Rehabilitation
RO2107	Brandt St. Improvements

RO1902	Pedestrian Improvements at Tennent Ave. near R X R
RO1802	Hazel Street Gap Closure (Sunnyview)
RO1710	San Pablo Ave. Bridge over BNSF Railroad
RO1708	Pinole Valley Road Improvements
RO1714	Safety Improvements at Appian Way & Marlesta Rd. (formerly known as HAWK at Appian Way and Marlesta)
RO2304	Safety Improvements at Tennent Ave./Pear & Plum
RO2303	Pinole Smart Signals
RO2302	Safety Improvements on Arterial Roadways
INFRASTRUCTURE ASSESSMENTS	
Project #	**Project Name**
IN2201	Energy Conservation, Generation, & Storage Assessment (formerly known as Energy Audit)
IN2101	Emergency Power for Critical Facilities
IN2102	Municipal Broadband Feasibility
IN2103	Recycled Water Feasibility
IN2301	Facilities and Real Estate Master Plan
IN2106	Active Transportation Plan
IN2105	Appian Way Complete Streets (formerly Project #RO2105)
IN1703	Storm Drain Master Plan
IN1704	Parks Master Plan

The FY 2023/24 – 2027/28 CIP contains a list of 35 unfunded projects. The following projects were added as a result of recommendations from recently completed master planning efforts and bridge inspections:

- Pinon – 1
- Pinon – 2
- Tennent – 1
- Tennent – 2
- Signalized Intersections
- Pedestrian Safety at Signalized Intersections
- Safety at Unsignalized Intersections
- Roadway Segments # 1
- Roadway Segments # 2
- Roadway Segments # 3
- Vehicular Bridge Maintenance

The following projects were added as a result of Council requests:

- Fernandez Park Improvements
- San Pablo Avenue Complete Streets
- Faria House Renovations

The following projects were removed:

- Installation of High Intensity Activated crossWALK (HAWK)
- San Pablo Lift Station Upgrade
- Sewer Collection System Rehabilitation

Next Steps in City Capital Planning

The City is in the process of completing a condition assessment of all of the City's capital assets to identify the funding levels required to maintain these assets. The City will continue to integrate capital planning information into the Long-Term Financial Plan, so City decision makers are aware of the City's capital needs when they consider allocation of the City's limited financial resources and consider possibly pursuing additional sources of City revenue.

Project Funding

A variety of funding sources support projects listed in the CIP. The first year's program in the CIP is adopted by the City Council as the Capital Budget, as a counterpart to the annual Operating Budget. The fiscal resources are appropriated only in the first year, the subsequent four years of the CIP are important for long term planning and subject to further review and modification.

The CIP is funded primarily with funds restricted for specific purposes. The next section descibes various funding sources and their restrictions. Some projects are entirely or partially funded by grants and reimbursements from state and federal government and other agencies.

Funding Sources

Fund #	Fund Name (restriction)	Description
100	General Fund (unrestricted)	The General Fund is the main operating fund for the City. It accounts for sources and uses of resources that (primarily) are discretionary to the City Council in the provision of activities, programs and services deemed necessary and desirable by the community.
106	Measure S 2014 (unrestricted)	Accounts for 2014 voter-approved half-cent Local Use Tax which levies 0.5% each on all merchandise. Although these are unrestricted General Fund revenues, the 2014 Use Taxes have been allocated by the City Council to fund Infrastructure Projects as their highest funding priority.
200	Gas Tax - RMRA (roads and right-of-way)	Accounts for the Highway Users Tax (HUTA) State imposed excise taxes on gasoline and diesel fuel sales within the City limits. Gas Tax funds are restricted for use in the construction, improvement and maintenance of public streets. The taxes are allocated to Pinole through the Road Maintenance and Rehabilitation Account (RMRA)

		established by the Road Repair and Accountability Act of 2017.
214	Solid Waste	Accounts for special revenue received from Republic Services from a surcharge assessed on customer rates for solid waste services. These funds are set aside for future solid waste capital and for a rate stabilization fund.
276	Growth Impact Fees (nexus identified needs)	Accounts for development fees collected to mitigate the impact of new development. Provides funds for nexus identified needs only.
325	City Street Improvements (roads only)	Accounts for funds set aside by the City of Pinole to fund street improvement projects. The Measure S 2014 funding plan allocates $250k annually to this fund.
500	Sewer Enterprise (sewer only)	Accounts for fees charged to residents and businesses for sewer utilities. Fees are used to operate the Pinole-Hercules Water Pollution Control Plant which services the Pinole and Hercules areas.

Grants

Certain projects are eligible to receive grant funds from state, federal, or other agencies. City staff actively pursues outside funding sources to support projects that are programmed in the CIP. Grants differ based on scope of work, funding source, requirements, and timelines. A grant's scope is determined by the policy goals of the grantor, and the grantee is obligated to provide deliverables based on the terms and conditions set forth in the grant funding agreement.

Before responding to a grant opportunity, staff reviews the grant solicitation to evaluate the:

- eligibility requirements to ensure the City can apply for funds;
- alignment of scope with the City's adopted CIP;
- feasibility of undertaking the responsibility of grant deliverables;
- short term revenue vs. long term costs of the oppprtunity to ensure that the grant revenue does not result into a fiscal burden of unprecedented permanent or long term expenditures such as the need to hire additional staff, ongoing operations and maintenance;
- required resources vs. available resources such as staff support and grant match;
- indirect costs related to administration of the grant such as legal fees; and
- cost benefit analysis to confirm that the grant is in the City's best interests.

Once a viable grant opportunity is identified, staff follows the grantors' determined application process to develop application materials and submit the grant. After notification of grant award, staff is responsible for grant implementation which includes project execution, oversight, reporting/reimbursement requests, record keeping, and project closeout. Effective management of the grant funds limits the City's exposure to grant-related legal liability and improves the efficiency and impacts of projects which are funded through grants.

Road projects listed in the CIP receive grant funding from a variety of sources such as:

- California Department of Transportation (Caltrans)
    - Highway Bridge Program (HBP) – funds to improve bridge structural safety.
        - Project: RO1710

    - Highway Safety Improvement Program (HSIP) – funds projects that significantly reduce fatalities and injuries on all public roads.
        - Project: RO2302

- West Contra Costa Transportation Advisory Committee (WCCTAC)
    - Subregional Transportation Mitigation Program (STMP) – funds projects that provide congestion relief and mitigate traffic impacts on regional routes through capacity improvements on those routes, improved transit services for subregional and regional travel, and improved facilities that allow West County residents to more efficiently access regional routes and transit service.
        - Projects: IN2105, RO1902, and RO1710

- Metropolitan Transportation Commission (MTC)
    - One Bay Area Grant (OBAG) – policy framework for MTC's distribution of federal State Transportation Program and Congestion Mitigation and Air Quality Improvement Program funds. The OBAG program provides funding for local street and road maintenance, streetscape enhancements, bicycle and pedestrian improvements, Safe Route to School projects, Priority Conservation Areas, and Transportation planning.
        - ProjectS: RO1714, RO2303

    - Transportation Developlment Act (TDA) Article 3 – funds construction and/or engineering of bicycle or pedestrian capital or quick build projects, maintenance of Class I or Class IV separated bikeways, bicycle and/or pedestrian safety education projects, development of a comprehensive bicycle or pedestrian facilities plans, and restriping Class II bicycle lanes and buffered bicycle lanes.
        - Project: RO1714

The receipt of certain grants and reimbursements typically follow the award of contracts; therefore, other City funding is programmed for front-end financing of the total estimated project costs.

CITY OF PINOLE
CAPITAL IMPROVEMENT PLAN: FY 2023/24 THROUGH FY 2027/28
FUNDING SUMMARY

SOURCES BY FUND	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
100 - General Fund	$260,000	$480,000				$740,000
106 - Measure S 2014	$3,053,796	$2,682,746	$100,000			$5,836,542
200 - Gas Tax	$896,963	$481,082				$1,378,045
214 - Solid Waste	$125,000	$100,000	$100,000	$100,000		$425,000
215 - Grant: TLC	$133,579					$133,579
215 - Grant: HSIP	$239,040					$239,040
215 - Grant: OBAG	$350,000					$350,000
276 - Growth Impact Fees	$1,003,000	$395,000				$1,398,000
325 - City Street Improvements		$417,321				$417,321
325 - TDA Article 3	$129,400					$129,400
325 - Grant: STMP Fees	$1,643,889					$1,643,889
325 - Grant: HBP	$41,394					$41,394
377 - Arterial Streets Rehabilitation	$758,624					$758,624
500 - Sewer Enterprise Fund	$2,825,814	$3,160,597	$800,000	$3,800,000	$4,129,000	$14,715,411
Sources Total	$11,460,499	$7,716,746	$1,000,000	$3,900,000	$4,129,000	**$28,206,245**
Unfunded Total	$1,320,300	$28,950,000				**$30,270,300**
Total Sources Required	**$12,780,799**	**$36,666,746**	**$1,000,000**	**$3,900,000**	**$4,129,000**	**$58,476,545**

CITY OF PINOLE
CAPITAL IMPROVEMENT PLAN: FY 2023/24 THROUGH FY 2027/28
FUNDING SUMMARY

SOURCES BY FUND	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
100 - General Fund	$ 260,000	$ 480,000	$ -	$ -	$ -	$ 740,000
106 - Measure S 2014	$ 3,053,796	$ 2,682,746	$ 100,000	$ -	$ -	$ 5,836,542
200 - Gas Tax	$ 896,963	$ 481,082	$ -	$ -	$ -	$ 1,378,045
214 - Solid Waste	$ 125,000	$ 100,000	$ 100,000	$ 100,000	$ -	$ 425,000
215 - Grant: TLC	$ 133,579	$ -	$ -	$ -	$ -	$ 133,579
215 - Grant: HSIP	$ 239,040	$ -	$ -	$ -	$ -	$ 239,040
215 - Grant: OBAG	$ 350,000	$ -	$ -	$ -	$ -	$ 350,000
276 - Growth Impact Fees	$ 1,003,000	$ 395,000	$ -	$ -	$ -	$ 1,398,000
325 - City Street Improvements	$ -	$ 417,321	$ -	$ -	$ -	$ 417,321
325 - Grant: TDA Article 3	$ 129,400	$ -	$ -	$ -	$ -	$ 129,400
325 - Grant: STMP Fees	$ 1,643,889	$ -	$ -	$ -	$ -	$ 1,643,889
325 - Grant: HBP	$ 41,394	$ -	$ -	$ -	$ -	$ 41,394
377 - Arterial Streets Rehabilitation	$ 758,624	$ -	$ -	$ -	$ -	$ 758,624
500 - Sewer Enterprise Fund	$ 2,825,814	$ 3,160,597	$ 800,000	$ 3,800,000	$ 4,129,000	$ 14,715,411
Sources Total	$ 11,460,499	$ 7,716,746	$ 1,000,000	$ 3,900,000	$ 4,129,000	**$ 28,206,245**
Unfunded Total	**$ 1,320,300**	$ 28,950,000	$ -	$ -	$ -	**$ 30,270,300**
Total Sources Required	**$ 12,780,799**	**$ 36,666,746**	**$ 1,000,000**	**$ 3,900,000**	**$ 4,129,000**	**$ 58,476,545**

PRJ #	PROJECT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
	FACILITIES						
FA2302	Plum St. Parking Lot Improvements	$ -	$ 80,000	$ -	$ -	$ -	$ 80,000
FA2301	Public Safety Building Modernization	$ 100,000	$ 100,000	$ 100,000	$ -	$ -	$ 300,000
FA2202	Senior Center Modernization	$ 160,000	$ 160,000	$ -	$ -	$ -	$ 320,000
FA1902	Energy Upgrades	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000
FA1901	Senior Center Auxiliary Parking Lot	$ 405,085	$ 922,746	$ -	$ -	$ -	$ 1,327,831
FA1703	City Hall Modernization	$ 125,000	$ 125,000	$ -	$ -	$ -	$ 250,000
FA1702	Citywide Roof repairs and replacement	$ 450,000	$ 450,000	$ -	$ -	$ -	$ 900,000
	PARKS						
PRJ #	**PROJECT**	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**5-Year Total**
PA2301	Tree Mitigation	$ 75,000	$ 75,000	$ -	$ -	$ -	$ 150,000
PA2202	Skatepark Rehabilitation	$ -	$ 150,000	$ -	$ -	$ -	$ 150,000
PA2201	Pocket Parks - Galbreth Rd.	$ -	$ 65,000	$ -	$ -	$ -	$ 65,000
PA2101	Installation of high-capacity trash bins	$ 125,000	$ 100,000	$ 100,000	$ 100,000	$ -	$ 425,000
PA1901	Pinole Valley Park Soccer Field Rehabilitation	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000
	SANITARY SEWER						
PRJ #	**PROJECT**	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**5-Year Total**
SS2203	Effulent Outfall*	$ 150,000	$ -	$ -	$ 3,000,000	$ -	$ 3,150,000
SS2201	Sanitary Sewer Rehabilitation	$ 1,500,000	$ 800,000	$ 800,000	$ 800,000	$ 800,000	$ 4,700,000
SS2101	Secondary Clarifier - Center Column Rehabilitation*	$ 425,000	$ -	$ -	$ -	$ -	$ 425,000
SS2102	Air Release Valve Replacements*	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
SS2002	Storm Drain Master Plan	$ 100,000	$ -	$ -	$ -	$ -	$ 100,000
SS1702	Sewer Pump Station Rehabilitation	$ 1,200,000	$ 2,254,000	$ -	$ -	$ 3,329,000	$ 6,783,000
	STORMWATER						
PRJ #	**PROJECT**	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**5-Year Total**
SW2001	Roble Road Drainage Improvements	$ -	$ 700,000	$ -	$ -	$ -	$ 700,000
SW1901	Hazel Street Storm Drain Improvements	$ 440,098	$ -	$ -	$ -	$ -	$ 440,098
	STREETS & ROADS						
PRJ #	**PROJECT**	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**5-Year Total**
RO2304	Safety Improvements at Tennent Ave./Pear & Plum	$ 158,322	$ -	$ -	$ -	$ -	$ 158,322
RO2303	Pinole Smart Signals	$ 154,302	$ -	$ -	$ -	$ -	$ 154,302
RO2302	Safety Improvements on Arterial Roadways	$ 275,000	$ -	$ -	$ -	$ -	$ 275,000
RO2301	Road Rehabilitation	$ -	$ 250,000	$ -	$ -	$ -	$ 250,000
RO2107	Brandt St. Improvements	$ -	$ 170,000	$ -	$ -	$ -	$ 170,000
RO2102	Tennent Ave. Rehabilitation	$ 814	$ 655,000	$ -	$ -	$ -	$ 655,814
RO2101	Arterial Rehabilitation	$ 1,655,587	$ -	$ -	$ -	$ -	$ 1,655,587
RO1902	Pedestrian Improvements at Tennent Ave. near R X R	$ 1,365,000	$ -	$ -	$ -	$ -	$ 1,365,000
RO1802	Hazel Street Gap Closure (Sunnyview)	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000
RO1714	Safety Improvements at Appian Way & Marlesta Rd.	$ 672,429	$ -	$ -	$ -	$ -	$ 672,429
RO1710	San Pablo Ave. Bridge over BNSF Railroad	$ 1,974,162	$ 28,800,000	$ -	$ -	$ -	$ 30,774,162
RO1708	Pinole Valley Road Improvements	$ -	$ 100,000	$ -	$ -	$ -	$ 100,000
	INFRASTRUCTURE ASSESSMENTS						
PRJ #	**ASSESSMENT**	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**5-Year Total**
IN2301	Facilities & Real Estate Master Plan	$ 200,000	$ -	$ -	$ -	$ -	$ 200,000
IN2201	Energy Conservation, Generation, & Storage Assessment	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
IN2101	Emergency Power for Critical Facilities	$ 30,000	$ 170,000	$ -	$ -	$ -	$ 200,000
IN2102	Municipal Broadband Feasibility	$ 60,000	$ -	$ -	$ -	$ -	$ 60,000
IN2103	Recycled Water Feasibility	$ 60,000	$ 140,000	$ -	$ -	$ -	$ 200,000
IN2105	Appian Way Complete Streets	$ 100,000	$ -	$ -	$ -	$ -	$ 100,000
IN2106	Active Transportation Plan	$ 170,000	$ -	$ -	$ -	$ -	$ 170,000
IN1703	Storm Drainage Master Plan	$ 250,000	$ -	$ -	$ -	$ -	$ 250,000
IN1704	Parks Master Plan	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000
	Uses by Project Total	**$12,780,799**	**$36,666,746**	**$1,000,000**	**$3,900,000**	**$4,129,000**	

LEGEND:
- Project numbers: **FA** = Facilities; **PA** = Parks; **SS** = Sanitary Sewer; **SW** = Storm Water; **RO** = Streets & Roads; **IN** = Infrastructure Assessments

* Project cost to be split 50% with the City of Hercules

FA2302 - PLUM ST. PARKING LOT IMPROVEMENTS

Functional Area : Facilities | **Project Origin** : Staff Recommendation | **Priority Score** 12

Type of CIP		Budget	Unappropriated Subsequent Years				
[ ] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [X] Renovation	**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	$ -	$ 80,000.00	$ -	$ -	$ -	$ 80,000

Project Start : 7/1/2023 | **Estimated Completion** : 6/30/2024

Description

To provide a secure parking area for Police vehicles in the Plum St. parking lot. The parking lot will remain open for the public. A portion of the parking lot, approximately 25 spaces will be secured with a chain-link fence with security gates for Police vehicles. The layout of the parking lot is in the preliminary design phase.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy CS.2.6

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design		7,950				$ 7,950
Construction		65,500				$ 65,500
Contingency		6,550				$ 6,550
TOTAL USES	**$ -**	**$ 80,000**	**$ -**	**$ -**	**$ -**	**$ 80,000**
SOURCE(S)						
276 - Growth Impact Fees		$ 80,000				$ 80,000
TOTAL FUNDS	**$ -**	**$ 80,000**	**$ -**	**$ -**	**$ -**	**$ 80,000**

FA2301 - PUBLIC SAFETY BUILDING MODERNIZATION

Functional Area	: Facilities		**Project Origin**	: Staff Recommendation		**Priority Score**	34

Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [X] Renovation	**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ -**	**$ -**	**$ 300,000**

Project Start : 7/1/2024 **Estimated Completion** : 6/30/2026

Description

To extend the useful life of the Public Safety building, there are several items that require attention including but not limited to replacement of the HVAC system, carpet, flooring, water heaters, light fixtures, fans, etc. In addition, the building requires painting (interior and exterior), and the locker rooms also require renovation.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy CS.2.6, Goal CS.1, Policy CS.1.1, Policy SE.1.3

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 90,000	$ 90,000	$ 90,000			$ 270,000
Contingency	$ 10,000	$ 10,000	$ 10,000			$ 30,000
TOTAL USES	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ -**	**$ -**	**$ 300,000**
SOURCE(S)						
106 - Measure S 2014	$ 25,000	$ 100,000	$ 100,000			$ 225,000
276 - Growth Impact Fees	$ 75,000					$ 75,000
TOTAL FUNDS	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ -**	**$ -**	**$ 300,000**

FA2202 - SENIOR CENTER MODERNIZATION

Functional Area	: Facilities	Project Origin	: Staff Recommendation	Priority Score	37

Type of CIP		Budget	Unappropriated Subsequent Years				
[ ] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [X] Renovation	**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 160,000**	**$ 160,000**	**$ -**	**$ -**	**$ -**	**$ 320,000**

Project Start : 7/1/2024 **Estimated Completion** : 6/30/2026

Description

The project includes a facilities condition assessment and design and construction of improvements to modernize the existing Senior Center building located at 2525 Charles Avenue. Work will include upgrades to energy system, roof replacement, and interior renovations.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy CS.2.6, Goal CS.1, Policy CS.1.1, Policy SE.1.3

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 150,000	$ 150,000				$ 300,000
Contingency	$ 10,000	$ 10,000				$ 20,000
TOTAL USES	**$ 160,000**	**$ 160,000**	**$ -**	**$ -**	**$ -**	**$ 320,000**
SOURCE(S)						
106 - Measure S 2014	$ 15,000	$ 160,000				$ 175,000
276 - Growth Impact Fees	$ 145,000					$ 145,000
TOTAL FUNDS	**$ 160,000**	**$ 160,000**	**$ -**	**$ -**	**$ -**	**$ 320,000**

FA1902 - ENERGY UPGRADES

Functional Area : Facilities | **Project Origin** : End of life cycle | **Priority Score** 44

Type of CIP		Budget	Unappropriated Subsequent Years				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 99,189	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 249,189**

Project Start : 7/1/2023 | **Estimated Completion** : 6/30/2024

Description

The heating, ventilation, and cooling (HVAC) systems at City Hall and Senior Center have reached the end of their useful life and need to be replaced. A portion of the roof at the Senior Center will also need to be replaced. In April 2021, the AC unit at City Hall broke down and was replaced. This project is contingent upon completion of IN2201 - Energy Conservation, Generation, & Storage Assessment.

History, Status, or Impact if Delayed

In October 2020, City staff began working with Marin Clean Energy's (MCE's) Energy Efficiency program to explore opportunities for energy conservation and generation at City owned facilities by replacing the HVAC systems and upgrading streetlights. It was determined that the MCE program could not incentivize HVAC replacement project or the upgrade of the streetlights. This project was formerly known as FA1706 and FA1801.

General Plan Goals/Policies

Policy GM.4.1, Goal CS.9, Policy CS.9.1, Policy HS.4.3, Goal SE.4, Policy SE.1.3

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 135,000					$ 135,000
Contingency	$ 15,000					$ 15,000
TOTAL USES	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
SOURCE(S)						
106 - Measure S 2014	$ 150,000					$ 150,000
TOTAL FUNDS	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**

FA1901 - SENIOR CENTER AUXILIARY PARKING LOT

Functional Area : Facilities			**Project Origin** : Fowler Lot Re-Use Committee			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [X] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 96,570	**$ 405,085**	**$ 922,746**	**$ -**	**$ -**	**$ -**	**$ 1,424,401**
Project Start : 7/1/2020					**Estimated Completion** : 6/30/2025		

Description

On February 2, 2021 City Council adopted Resolution 2021-07 and awarded a contract to a consultant for the preliminary engineering and design for the parking lot. The parking lot will be designed to be a multi-benefit project that includes pavement structural section, striping, lighting, bicycle parking, electric vehicle charging stations, stormwater capture and retention, and drought tolerant landscaping. The final design will offer the maximum number of parking spaces while allowing access for both vehicles and pedestrians and include aesthetic design components. On June 7, 2022, City Council directed staff to incorporate the installation of a solar canopy and backup battery system at the site.

History, Status, or Impact if Delayed

On April 16, 1990 City Council adopted Resolution 2380 authorizing the purchase of 2548 Charles Street. At the time of purchase, City Council determined that construction of a Senior Center was necessary, and that this property was needed to provide sufficient parking for the Center. The parcel is surrounded by municipal parking lots which serve the Senior Center and Old Town Pinole. The Fowler House tenants remained in the properly till 2010 and many discussions took place to determine the best use of the property. It was determined that the house had asbestos and lead paint. On July 17, 2018, City Council adopted Resolution 2018-67 to create the Fowler Lot Re-use Committee to evaluate the reuse and redevelopment of the property. The Committee evaluated uses for the lot and determined the best use of the property is a parking lot. On October 16, 2018, the City Council adopted Resolution No. 2018-93 to approve a contract with a construction company to abate and demolish the Fowler house. The property demolition was completed on March 11, 2019. On July 21, 2020, City Council adopted Resolution 2020–68 to accept the final recommendation of the Committee.

General Plan Goals/Policies

Goal CE.5, Goal CS.1, Policy GM.4.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 130,085					$ 130,085
Construction	$ 250,000	$ 838,860				$ 1,088,860
Contingency	$ 25,000	$ 83,886				$ 108,886
TOTAL USES	**$ 405,085**	**$ 922,746**	**$ -**	**$ -**	**$ -**	**$ 1,327,831**
SOURCE(S)						
106 - Measure S 2014	$ 405,085	$ 922,746				$ 1,327,831
TOTAL FUNDS	**$ 405,085**	**$ 922,746**	**$ -**	**$ -**	**$ -**	**$ 1,327,831**

FA1703 - CITY HALL MODERNIZATION

Functional Area : Facilities		**Project Origin** : Staff Recommendation			**Priority Score**	35
Type of CIP		**Budget**	**Unappropriated Subsequent Years**			
[ ] New [ ] Expansion [ ] Replacement [X] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 125,000**	**$ 125,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**
Project Start : 7/1/2023				**Estimated Completion** : 6/30/2025			

Description

To extend the useful life of the City hall building, there are several items that require attention including but not limited to carpet, flooring, window coverings, light fixtures, etc. The interior and exterior surfaces of the building require repainting as the paint system has reached the end of its useful life. Exterior painting is necessary to maintain external protection from the environment. Fading, chipping paint, along with water and mildew damage necessitates the painting project.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy CS.2.6, Goal CS.1, Policy CS.1.1, Policy SE.1.3

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 112,500	$ 112,500				$ 225,000
Contingency	$ 12,500	$ 12,500				$ 25,000
TOTAL USES	**$ 125,000**	**$ 125,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**
SOURCE(S)						
276 - Growth Impact Fees	$ 125,000					$ 125,000
106 - Measure S 2014		$ 125,000				
TOTAL FUNDS	**$ 125,000**	**$ 125,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**

FA1702 - CITYWIDE ROOF REPAIRS AND REPLACEMENT

Functional Area : Facilities			**Project Origin** : End of life cycle				**Priority Score** 43
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 450,000**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ 900,000**
Project Start : 7/1/2023				**Estimated Completion** : 6/30/2024			

Description

In October 2022, City staff received quotes for the rehabilitation of the roofs at City Hall, Public Safety Building, Senior Center, and the Water Pollution Control Plant. It was determined that the Public Safety building roof needs immediate replacement.

History, Status, or Impact if Delayed

In 2015, comprehensive visual roof inspections were completed by a contractor on various City owned facilities. The purpose of the inspection was to identify the extent, if any, of moisture intrusion into the existing roof assemblies, document observed roof system deficiencies, determine the overall condition of the existing roof systems and to estimate the service life of the in-place roof assemblies.

General Plan Goals/Policies

Policy GM.4.1, Goal CS.1, Goal CS.9, Policy CS.9.1

Summary of Capital Cost

	Budget	**Projected Budget**				**Project Estimate**
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 30,000	$ 30,000				$ 60,000
Construction	$ 400,000	$ 400,000				$ 800,000
Contingency	$ 20,000	$ 20,000				$ 40,000
TOTAL USES	**$ 450,000**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ 900,000**
SOURCE(S)						
106 - Measure S 2014	$ 450,000	$ 450,000				$ 900,000
	$ 450,000	$ 450,000	$ -	$ -	$ -	$ 900,000
TOTAL FUNDS	**$ 450,000**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ 900,000**

PA2301 - TREE MITIGATION

Functional Area	: Parks		**Project Origin**	: Staff Recommendation		**Priority Score**	65
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [X] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 75,000**	**$ 75,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Project Start	: 7/1/2023			**Estimated Completion**	: 6/30/2025		

Description

Per arborist recommendation, removal of trees in two unmaintained open spaces that were damaged as a result of recent severe storms. Staff will seek reimbursement through FEMA for this project.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Goal HS.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 75,000	$ 75,000				$ 150,000
Contingency						$ -
TOTAL USES	**$ 75,000**	**$ 75,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**
SOURCE(S)						
106 - Measure S 2014	$ 75,000	$ 75,000				$ 150,000
TOTAL FUNDS	**$ 75,000**	**$ 75,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**

PA2202 - SKATEPARK REHABILITATION

Functional Area : Parks		**Project Origin** : Council Request			**Priority Score**		34
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Project Start : 7/1/2024				**Estimated Completion** : 6/30/2025			

Description

The ramps at the skatepark have settled and need to be replaced.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Goal CS.2, Goal CS.3, Policy CS 2.6 & 3.1, Policy GM.4.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ -	$ 135,000				$ 135,000
Contingency	$ -	$ 15,000				$ 15,000
TOTAL USES	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**
SOURCE(S)						
106 - Measure S 2014	$ -	$ 150,000				$ 150,000
TOTAL FUNDS	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**

PA2201 - POCKET PARKS - GALBRETH RD.

Functional Area : Parks		**Project Origin** : Council Request			**Priority Score** 15		
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				**Estimated Project Life cycle cost**
X New; Replacement; Land/Row Acq. Required; Rehabilitation; Expansion; Renovation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	
Estimated Expenditures to-date	$ -	**$ -**	**$ 65,000.00**	**$ -**	**$ -**	**$ -**	**$ 65,000**
Project Start	: 7/1/2023			**Estimated Completion** : 6/30/2024			

Description

Installation of two ADA compliant benches and waste receptacles within two pocket parks at a suitable location on Galbreth Ave. A lot line adjustment may be required to develop the pocket parks.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Goal CS.3, Policy GM.4.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction		$ 58,500				$ 58,500
Contingency		$ 6,500				$ 6,500
TOTAL USES	**$ -**	**$ 65,000**	**$ -**	**$ -**	**$ -**	**$ 65,000**
SOURCE(S)						
276 - Growth Impact Fees		$ 65,000				$ 65,000
TOTAL FUNDS	**$ -**	**$ 65,000**	**$ -**	**$ -**	**$ -**	**$ 65,000**

PA2101 - INSTALLATION OF HIGH CAPACITY TRASH BINS

Functional Area : Parks		**Project Origin** : Beautification Adhoc Committee			**Priority Score**	24
Type of CIP		**Budget**	**Unappropriated Subsequent Years**			
[X] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 10,000	**$ 125,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ -**	**$ 435,000**

Project Start : 7/1/2023 | **Estimated Completion** : 6/30/2024

Description

Installation of high capacity, solar powered compacting trash bins at City parks. There are several concerns related to high-capacity trash bins ranging from the cost, proprietary accessories, software, and manual labor required to lift and remove heavy trash bags. To get the best value and uniformity at City parks, quotes were obtained from qualified vendors to complete a 6 month - 1 year pilot project. Two bins have been ordered for installation and staff will monitor their performance and operations prior to order additional bins for other locations.

History, Status, or Impact if Delayed

In 2019, the City Council established a Beautification Ad Hoc Committee to analyze options for, and to make recommendations to the Council regarding clean-up and beautification projects in Pinole. Among other projects, the Committee recommended the installation of high capacity, solar powered compacting trash bins at City parks. City Council approved a budget of $425k in FY 2021-22 however staff recommended a pilot project to test the bins and subsequently a mid year budget adjustment was made by Council to reduce the appropriation to $125k for the remainder of FY 2022-23.

General Plan Goals/Policies

Goal CS.9, Policy CS.5.1, Policy CS.8.3, Goal SE.5

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 110,000	$ 90,000	$ 90,000	$ 90,000		$ 380,000
Contingency	$ 15,000	$ 10,000	$ 10,000	$ 10,000		$ 45,000
TOTAL USES	**$ 125,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ -**	**$ 425,000**
SOURCE(S)						
214 - Solid Waste	$ 125,000	$ 100,000	$ 100,000	$ 100,000		$ 425,000
TOTAL FUNDS	**$ 125,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ -**	**$ 425,000**

PA1901 - PINOLE VALLEY PARK SOCCER FIELD REHABILITATION

Functional Area : Parks | **Project Origin** : Council Request | **Priority Score** 33

Type of CIP		Budget	Unappropriated Subsequent Years				
[ ] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [X] Renovation	**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	$ -	$ 200,000.00	$ -	$ -	$ -	$ 200,000

Project Start : 7/1/2023 | **Estimated Completion** : 6/30/2024

Description

There are two soccer fields at Pinole Valley Park which are utilized on an annual basis, the Wright Avenue Soccer Field at the southerly end, and Savage Avenue Soccer Field at the northern end. Both fields are heavily used by soccer leagues and the general public. The Savage Avenue Soccer Field requires substantial rehabilitation which includes: upgrading the irrigation system and ongoing turf maintenance. Turf maintenance includes mowing, fertilizing, aeration, overseeding, and topdressing.

History, Status, or Impact if Delayed

This project has been delayed pending the development of a Park Master Plan (CIP Project# IN1704).

General Plan Goals/Policies

Goal CS.1, Goal CS.3, Policy CS 3.1, Policy GM.4.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction		$ 180,000				$ 180,000
Contingency		$ 20,000				$ 20,000
TOTAL USES	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**
SOURCE(S)						
276 - Growth Impact Fees		$ 200,000				$ 200,000
TOTAL FUNDS	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**

SS2203 - EFFLUENT OUTFALL

Functional Area	: Sanitary Sewer	**Project Origin**	: Regulatory Requirement		**Priority Score**	52	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [X] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 150,000**	**$ -**	**$ -**	**$ 3,000,000**	**$ -**	**$ 3,150,000**
Project Start	: 7/1/2023				**Estimated Completion**	: 6/30/2027	

Description

The Effluent Outfall project is intended to reduce pressure in the effluent pipe during extreme storm events. Effluent pumping capacity of the treatment plant is limited by the capacity of the pipe size at the effluent outfall in Rodeo. Increasing the pipe size at the Effluent Outfall Eductor Station will increase the wet weather effluent pumping capacity and increase the lifespan of the effluent pipe by reducing the pressure in the line during storm events. This project requires coordination with Rodeo.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.4.1, Goal CS.6, Policy CS.6.1

Summary of Capital Cost

USE(S)	Budget FY 2023-24	Projected Budget FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Project Estimate FY 2023-2028
Design	$ 135,000					
Construction				$ 2,700,000		$ 2,700,000
Contingency	$ 15,000			$ 300,000		$ 315,000
TOTAL USES	**$ 150,000**	**$ -**	**$ -**	**$ 3,000,000**	**$ -**	**$ 3,150,000**
SOURCE(S)						
500 - Sewer Enterprise Fund	$ 150,000			$ 3,000,000		$ 3,150,000
TOTAL FUNDS	**$ 150,000**	**$ -**	**$ -**	**$ 3,000,000**	**$ -**	**$ 3,150,000**

SS2201 - SANITARY SEWER REHABILITATION

Functional Area : Sanitary Sewer			**Project Origin** : Master Plan			**Priority Score**	57
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 35,375	**$ 1,500,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 4,735,375**
Project Start : 7/1/2022					**Estimated Completion** : 6/30/2027		

Description

Various improvements to the Sanitary Sewer collection system, as identified in the Sanitary Sewer Collection System Master Plan.

History, Status, or Impact if Delayed

On October 4, 2022, City staff released an RFP for preliminary engineering design services for phase 1 of the Pinon project described in the City's recently adopted Sanitary Sewer Master Plan. On January 18, 2023, a one-year contract was executed with West Valley Construction Company, Inc. for the work.

General Plan Goals/Policies

Policy GM.4.1, Goal CS.6, Policy CS.6.1

Summary of Capital Cost

USE(S)	Budget FY 2023-24	Projected Budget FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Project Estimate FY 2023-2028
Design	$ 375,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 695,000
Construction	$ 1,023,900	$ 640,000	$ 640,000	$ 640,000	$ 640,000	$ 3,583,900
Contingency	$ 101,100	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 421,100
TOTAL USES	**$ 1,500,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 4,700,000**
SOURCE(S)						
500 - Sewer Enterprise Fund	$ 900,000	$ 800,000	$ 800,000	$ 800,000	$ 800,000	$ 4,100,000
276 - Growth Impact Fees	$ 600,000					
TOTAL FUNDS	**$ 1,500,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 800,000**	**$ 4,700,000**

SS2101 - SECONDARY CLARIFIER REHABILITATION

Functional Area : Sanitary Sewer			**Project Origin** : End of life cycle			**Priority Score**	46
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 425,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 425,000**
Project Start : 7/1/2023					**Estimated Completion** : 6/30/2024		

Description

The Water Pollution Control Plant (WPCP) has five secondary clarifiers which slow the flow to allow the microorganisms and other solids to settle to the bottom of the clarifier where they can be returned to aeration tanks to continue treating waste.

History, Status, or Impact if Delayed

Secondary Clarifiers 1 and 2 (SC1 and SC 2) were constructed in the early 1970s and are peripheral feed clarifiers. Secondary Clarifiers 3 and 4 (SC 3 and SC 4) were constructed in the early 1980s and are center feed clarifiers. Secondary Clarifier 5 (SC 5) was constructed in early 2000 and is a center feed, flocculator clarifier. In the first quarter of FY 2022-23, a preliminary inspection of the center column of the SC 5 was completed to examine the current condition and determine the scope of work for rehabilitation. In the second quarter of FY 2022-23, it was determined that SC 3 & SC 4 also require rehabilitation. Previously, this project was titled, "Secondary Clarifier - Center Column Rehabilitation" which only focused on the rehabilitation work required for SC 5.

General Plan Goals/Policies

Goal CS.1, Goal CS.6, Policy CS.6.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction SC 5	$ 315,000					$ 315,000
Construction SC 3, SC 4	$ 67,500					$ 67,500
Contingency	$ 42,500					$ 42,500
TOTAL USES	**$ 425,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 425,000**
SOURCE(S)						
500 - Sewer Enterprise Fund	$ 425,000					$ 425,000
TOTAL FUNDS	**$ 425,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 425,000**

SS2102 - AIR RELEASE VALVE REPLACEMENTS

Functional Area : Sanitary Sewer			**Project Origin** : Staff Recommendation			**Priority Score**	41
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 35,000	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 85,000**
Project Start : 7/1/2022				**Estimated Completion** : 6/30/2024			

Description

There are several air relief valves at various locations on the WPCP Effluent Pipeline between the WPCP and the Rodeo treated water discharge point. This project includes removal and replacement of the pipe saddle, short pipe section, isolation valve, and air relief valve.

History, Status, or Impact if Delayed

Staff has received quotes to replace three air relief valves by the end of FY 2022-23.

General Plan Goals/Policies

Goal CS.1, Goal CS.6, Policy CS.6.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 45,000					$ 45,000
Contingency	$ 5,000					$ 5,000
TOTAL USES	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
SOURCE(S)						
500 - Sewer Enterprise Func	$ 50,000					$ 50,000
TOTAL FUNDS	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**

SS2002 - WATER POLLUTION CONTROL PLANT LAB REMODEL

Functional Area	: Sanitary Sewer		**Project Origin**	: Regulatory Requirement		**Priority Score**	49
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [X] Renovation	**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
Project Start	: 7/1/2023			**Estimated Completion**	: 6/30/2024		

Description

The California Environmental Laboratory Accreditation Program (ELAP) is responsible for accrediting environmental testing labs including the Pinole - Hercules WPCP. The 2019 ELAP inspection results indicated the lab apparatus, countertops, and the fume hood are past their useful life and recommended replacement.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.4.1, Goal CS.1, Policy CS.2.6

Summary of Capital Cost

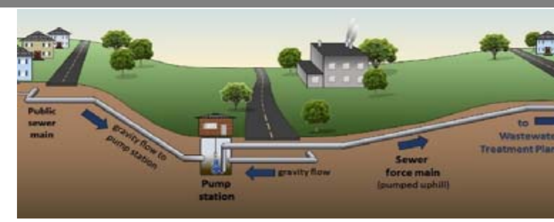
USE(S)	Budget FY 2023-24	Projected Budget FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Project Estimate FY 2023-2028
Design	$ 6,000					$ 6,000
Construction	$ 85,000					$ 85,000
Contingency	$ 9,000					$ 9,000
TOTAL USES	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
SOURCE(S)						
500 - Sewer Enterprise Fund	$ 100,000					$ 100,000
TOTAL FUNDS	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**

SS1702 - SEWER PUMP STATION REHABILITATION

Functional Area : Sanitary Sewer			**Project Origin** : End of life cycle			**Priority Score**	50
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 1,200,000**	**$ 2,254,000**	**$ -**	**$ -**	**$ 3,329,000**	**$ 6,783,000**
Project Start : 7/1/2023					**Estimated Completion** : 6/30/2024		

Description

The City owns and operates two lift stations to convey flow from low lying areas to high elevations where the flow continues by gravity to the wastewater treatment plant. Both pump stations have reached the end of their useful life and need to be rehabilitated. The two pump stations are located on San Pablo Ave. and Hazel St. In FY 2019/20, this project was renamed to include both pump stations. Previously, this project was titled, "Hazel Street Sewer Pump Rehabilitation."



History, Status, or Impact if Delayed

The City recently completed a Sanitary Sewer Master Plan. In FY 2023-24, the Hazel Street Lift Station will be replaced, followed by the replacement of the San Pablo Ave. Lift Station. The Hazel Street Lift Station will be replaced in coordination with RO1802.

General Plan Goals/Policies

Policy GM.4.1, Goal CS.6, Policy CS.6.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 175,000				$ 250,000	$ 425,000
Construction	$ 800,000	$ 1,100,000			$ 2,161,000	$ 4,061,000
Contingency	$ 100,000	$ 154,000			$ 400,000	$ 654,000
TOTAL USES	**$ 1,075,000**	**$ 1,254,000**	**$ -**	**$ -**	**$ 2,811,000**	**$ 5,140,000**
SOURCE(S)						
500 - Sewer Enterprise Fund	$ 1,200,000	$ 2,254,000			$ 3,329,000	$ 6,783,000
TOTAL FUNDS	**$ 1,200,000**	**$ 2,254,000**	**$ -**	**$ -**	**$ 3,329,000**	**$ 6,783,000**

SW2001 - ROBLE ROAD STORM DRAINAGE IMPROVEMENTS

Functional Area : Stormwater			**Project Origin** : Staff Recommendation			**Priority Score**	33
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[X] Expansion [ ] Renovation	**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	$ -	**$ 700,000**	$ -	$ -	$ -	**$ 700,000**
Project Start : 7/1/2023					**Estimated Completion** : 6/30/2025		

Description

The existing system appears to have capacity issues at Roble Ave. and Encina Ave. that warrant review and upgrade. This project will assess the collection system for capacity and hydraulic profile and upgrade the system as necessary.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.4.1, Goal CS.7, Policy CS.7.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design		$ 135,000				$ 135,000
Construction		$ 500,000				$ 500,000
Contingency		$ 65,000				$ 65,000
TOTAL USES	**$ -**	**$ 700,000**	**$ -**	**$ -**	**$ -**	**$ 700,000**
SOURCE(S)						
106 - Measure S 2014		$ 700,000				$ 700,000
TOTAL FUNDS	**$ -**	**$ 700,000**	**$ -**	**$ -**	**$ -**	**$ 700,000**

SW1901 - HAZEL STREET STORM DRAIN IMPROVEMENTS

Functional Area : Stormwater | **Project Origin** : Development Driven | **Priority Score** 52

Type of CIP		Budget	Unappropriated Subsequent Years				
X New Replacement Land/Row Acq. Required Rehabilitation	Expansion Renovation	Year 1 FY 2023-24	Year 2 FY 2024-25	Year 3 FY 2025-26	Year 4 FY 2026-27	Year 5 FY 2027-28	Estimated Project Life cycle cost
Estimated Expenditures to-date	$ 46,634	**$ 440,098**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 486,732**

Project Start : 7/1/2020 | **Estimated Completion** : 6/30/2025

Description

The existing stormwater collection is an open trench system and needs to be converted to an underground conveyance system to facilitate construction of a through road. This project will include connecting the existing storm drain network within Hazel Street between 1087 Hazel St (eastern limits) and 1081 Hazel St. (western limits). In January 2020, the City contacted with Schaff and Wheeler to prepare the preliminary design which includes plan and profile of the pipe and technical specifications.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.4.1, Goal CS.7, Policy CS.7.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 8,276					$ 8,276
Construction	$ 392,565					$ 392,565
Contingency	$ 39,257					$ 39,257
TOTAL USES	**$ 440,098**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 440,098**
SOURCE(S)						
106 - Measure S 2014	$ 382,098					$ 382,098
276 - Growth Impact Fees	$ 58,000					$ 58,000
TOTAL FUNDS	**$ 440,098**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 440,098**

RO2303 - PINOLE SMART SIGNALS

Functional Area	: Streets & Roads	**Project Origin**	: Staff Recommendation		**Priority Score**		33
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[X] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [ ] Renovation	**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 154,302**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 154,302**
Project Start	: 7/1/2023				**Estimated Completion**	: 6/30/2024	

Description

The Smart Signals project will develop, manage, and implement ITS initiatives that improve the safety and efficiency of multimodal mobility, maximize highway and arterial system throughput, and improve operational efficiency, safety, and reduce environmental impact throughout Contra Costa County. Contra Costa Tranportation Authority is the project lead and will coordinate the project throughout the county. Twelve traffic signals have been identified as candidates for the Smart Signals project. These signals are located on Pinole arterial roadways (Appian Way & San Pablo Avenue).

History, Status, or Impact if Delayed

Deployment of the Smart Signals Project is expected to result in operational and safety improvements for all modes of transportation, such as decrease in travel time and total delay, reduction in number of stops and secondary accidents, reduction of fuel consumption and greenhouse gas emissions, and reduction of response time for emergency vehicles. The initial cost estimate of construction is $1,499,829 of which CCTA will receive $1,345,527 in OBAG funds. The City's match requirement is $154,302.

General Plan Goals/Policies

Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 154,302					$ 154,302
TOTAL USES	**$ 154,302**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 154,302**
SOURCE(S)						
106 - Measure S 2014	$ 154,302					$ 154,302
						$ -
TOTAL FUNDS	**$ 154,302**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 154,302**

RO2302 - SAFETY IMPROVEMENTS ON ARTERIAL ROADWAYS

Functional Area : Streets & Roads			**Project Origin** : Staff Recommendation			**Priority Score**	38
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[X] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 275,000**

Project Start : 7/1/2023 **Estimated Completion** : 6/30/2024

Description

This project will install pedestrian crossing enhancements at three mid-block crossings on arterial roadways. The enhancements include continental markings, median refuge islands, advanced stop bars and Rectangular Rapid Flash Beacons. The three mid-block crossings are: San Pablo Ave. & Third Ave.; San Pablo Ave. & Quinan St.; and Pinole Valley Road & Savage Ave.

History, Status, or Impact if Delayed

Funding for improvements was secured through Cycle 11 HSIP grant funds.

General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction	$ 265,000					$ 265,000
Contingency	$ 10,000					$ 10,000
TOTAL USES	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 275,000**
SOURCE(S)						
215 - Grant: HSIP	$ 239,040					$ 239,040
106 - Measure S 2014	$ 35,960					$ 35,960
TOTAL FUNDS	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 275,000**

RO2304 - SAFETY IMPROVEMENTS AT TENNENT AVE./PEAR & PLUM

Functional Area : Streets & Roads			**Project Origin** : Staff Recommendation			**Priority Score**	36
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[X] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [ ] Renovation	**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 9,900	**$ 158,322**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 168,222**
Project Start : 07/01/2022					**Estimated Completion** : 6/30/2024		

Description

This project will install striped bulbouts with flexible bollards, high visibility crosswalks and pavement markings, and yield road signage at two intersections (Pear and Plum) on Tennent Ave. In addition, a Rectangular Rapid-Flashing Beacon (RRFB) will be installed at Tennent Ave. & Plum St. On October 18, 2022, City Council received information and a presentation on traffic safety issues at these intersections. On February 21, 2023, City Council approved $110,000 in immediate improvements on Tennent Ave. at the Pear and Plum intersections.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

USE(S)	Budget FY 2023-24	Projected Budget FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Project Estimate FY 2023-2028
Construction	$ 143,929					$ 143,929
Contingency	$ 14,393					$ 14,393
TOTAL USES	**$ 158,322**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 158,322**
SOURCE(S)						
106 - Measure S 2014	$ 158,322					
						$ -
TOTAL FUNDS	**$ 158,322**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 158,322**

RO2301 - ROAD REHABILITATION

Functional Area : Streets & Roads			**Project Origin** : Pavement Management Program			**Priority Score**	34
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [X] Rehabilitation		**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ -**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**
Project Start : 7/1/2023					**Estimated Completion** : 6/30/2028		

Description

Based on the most current P-TAP report and field inspections, various segments will be recommended annually for rehabilitation. Recommended treatment include patch paving, slurry seal, cape seal, mill and fill. This project includes two projects which appeared in previous CIP's known as RO2501 and RO2401.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	**Projected Budget**				**Project Estimate**
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design		$ 25,000				$ 25,000
Construction		$ 200,000				$ 200,000
Contingency		$ 25,000				$ 25,000
TOTAL USES	**$ -**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**
SOURCE(S)						
325 - City Street Improvements		$ 250,000				$ 250,000
TOTAL FUNDS	**$ -**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**

RO1714 - SAFETY IMPROVEMENTS AT APPIAN WAY AND MARLESTA RD.

Functional Area	: Streets & Roads	Project Origin	: Council Request	Priority Score	

Type of CIP		Budget	Unappropriated Subsequent Years				
[X] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [ ] Renovation	Year 1 FY 2023-24	Year 2 FY 2024-25	Year 3 FY 2025-26	Year 4 FY 2026-27	Year 5 FY 2027-28	Estimated Project Life cycle cost
Estimated Expenditures to-date	$ 77,800	**$ 672,429**	$ -	$ -	$ -	$ -	**$ 750,229**

Project Start	: 7/1/2020	Estimated Completion	: 12/31/2023

Description

The key elements affecting the safety of pedestrians and cyclists at the Appian Way and Marlesta Way intersection is speed and reduced visibility of approaching traffic due to the topography of the project area. Safety improvements are required to improve crossing conditions for pedestrians and bicyclists. In February 2021, the City selected a Consultant to complete the preliminary engineering for this project. Grant funds were secured through WCCTAC, Transportation Development Act, and OBAG to complete this project. In October 2022, City Council awarded a construction contract to Gruendl Inc.

History, Status, or Impact if Delayed

The City secured grant funds to install a traffic signal at this intersection instead of a HAWK.

General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design	$ -					$ -
Construction	$ 607,348					$ 607,348
Contingency	$ 65,081					$ 65,081
TOTAL USES	**$ 672,429**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 672,429**
SOURCE(S)						
106 - Measure S 2014	$ 193,029					$ 193,029
325 - Grant: TDA Article 3	$ 129,400					$ 129,400
215 - Grant: OBAG	$ 350,000					$ 350,000
TOTAL FUNDS	**$ 672,429**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 672,429**

RO2107 - BRANDT ST. IMPROVEMENTS

Functional Area : Streets & Roads | **Project Origin** : Council Request | **Priority Score** 27

Type of CIP		Budget	Unappropriated Subsequent Years				
[ ] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [X] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ -**	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ 170,000**

Project Start : 7/1/2024 | **Estimated Completion** : 6/30/2028

Description

Provide improvements on Brandt St. including application of pavement treatments based on type and severity of distresses on existing pavement.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Goal CE.4, Goal CS.10, Policy CS.10.2, Policy GM.3.3, Goal CS.10

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design		$ 30,000				$ 30,000
Construction		$ 120,000				$ 120,000
Contingency		$ 20,000				$ 20,000
TOTAL USES	**$ -**	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ 170,000**
SOURCE(S)						
100 - General Fund		$ 170,000				$ 170,000
TOTAL FUNDS	**$ -**	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ 170,000**

RO2102 - TENNENT AVE. REHABILITATION

Functional Area	: Streets & Roads		**Project Origin**	: Pavement Management Program		**Priority Score**	43
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [X] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 36,991	**$ 814**	**$ 655,000**	**$ -**	**$ -**	**$ -**	**$ 692,805**
Project Start	: 7/1/2020				**Estimated Completion**	: 6/30/2025	

Description

The construction impacts from the WPCP upgrade project resulted in pavement deterioration. This project will rehabilitate Tennent Ave. from San Pablo Ave. to WPCP. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.

History, Status, or Impact if Delayed

In preparation of this project, the City retained a consultant to perform internal CCTV on this section of roadway. The inspection was completed in early 2021. Coordinating collection system improvements with street resurfacing projects ensures that sewer improvements are made prior to the resurfacing so that manholes and valve covers may be properly realigned, and repairs and replacements are made in a cost-effective manner. This also avoids cutting and patching recently paved streets. The City of Hercules will reimburse $86,430 for this project. In addition, this project is being coordinated with RO1902 for efficient implementation.

General Plan Goals/Policies

Policy CE.1.4, Policy CS.2.6, Policy CS.3.3, Policy H.3.1, Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 814					$ 814
Construction		$ 623,000				$ 623,000
Contingency		$ 32,000				$ 32,000
TOTAL USES	**$ 814**	**$ 655,000**	**$ -**	**$ -**	**$ -**	**$ 655,814**
SOURCE(S)						
200 - Gas Tax		$ 381,082				$ 381,082
500 - Sewer Enterprise Fund	$ 814	$ 106,597				$ 107,411
325 - City Street Improvements		$ 167,321				$ 167,321
TOTAL FUNDS	**$ 814**	**$ 655,000**	**$ -**	**$ -**	**$ -**	**$ 655,814**

RO2101 - ARTERIAL REHABILITATION

Functional Area	: Streets & Roads		**Project Origin**	: Pavement Management Program		**Priority Score**	37
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [X] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 31,258	**$ 1,655,587**	$ -	$ -	$ -	$ -	**$ 1,686,845**
Project Start	: 7/1/2021				**Estimated Completion**	: 6/30/2024	

Description

The project is currently in the design phase and aims to maximize the funding available to complete rehabilitation work beginning at the southern city limit on Pinole Valley Road to the bridge west of Savage Ave. The project will include replacement, modification, or installation of a ADA compliant curb ramps, road rehabilitation, and striping.

History, Status, or Impact if Delayed

Based on the 2019 P-TAP report, various segments were recommended for treatment by StreetSaver®. The recommendations were further validated through a comparative pavement analysis and coring samples to explore additional treatment options which are not discussed in the P-TAP report. This will allow the City to optimize the available funding. The section of roadway selected based on the analysis was Pinole Valley Road from the southern city limits.

General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 27,222					$ 27,222
Construction	$ 1,465,530					$ 1,465,530
Contingency	$ 162,835					$ 162,835
TOTAL USES	**$ 1,655,587**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,655,587**
SOURCE(S)						
200 - Gas Tax	$ 896,963					$ 896,963
377 - Arterial Streets Rehabilitation	$ 758,624					$ 758,624
TOTAL FUNDS	**$ 1,655,587**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,655,587**

RO1902 - PEDESTRIAN IMPROVEMENTS AT TENNENT AVE. near RXR

Functional Area : Streets & Roads		**Project Origin** : Staff Recommendation			**Priority Score**	50
Type of CIP		**Budget**	**Unappropriated Subsequent Years**			
[X] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 40,672	**$ 1,365,000**	$ -	$ -	$ -	$ -	**$ 1,405,672**

Project Start : 7/1/2020 **Estimated Completion** : 6/30/2024

Description

In 2018, the East Bay Regional Park District completed a trail link to connect Pinole Shores Regional Shoreline to Bayfront Park trail. There remains one very small gap on Tennent Ave. from Bayfront Park to Railroad Ave. Improvements to Tennent Ave. at the Railroad Crossing will facilitate safe movement of bicycles and pedestrians. Since project inception, the scope of work has evolved to include improvements that would maximize parking on Railroad Avenue for park users. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.

History, Status, or Impact if Delayed

WCCTAC held its STMP Call for Projects in 2018 which committed $100k in funding for preliminary engineering from the 2006 STMP program for this project. City staff also submitted an OBAG 3 application in July 2022 to compete for funding for this project. If awarded, the City will need a match of $345k.

General Plan Goals/Policies

Policy CE.1.4, Policy CS.2.6, Policy CS.3.3, Policy H.3.1, Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Design	$ 14,628					$ 14,628
Construction	$ 1,020,000					$ 1,020,000
Contingency	$ 330,372					$ 330,372
TOTAL USES	**$ 1,365,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,365,000**
SOURCE(S)						
325 - Grant: STMP Fees	$ 44,700					$ 44,700
Unfunded	$ 1,320,300					$ 1,320,300
TOTAL FUNDS	**$ 1,365,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,365,000**

RO1802 - HAZEL STREET GAP CLOSURE (SUNNYVIEW)

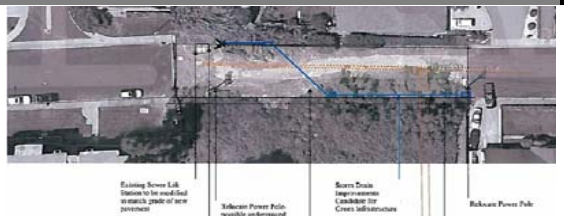
Functional Area	: Streets & Roads	Project Origin	: Development Driven	Priority Score	29

Type of CIP		Budget	Unappropriated Subsequent Years				
[X] New [ ] Replacement [ ] Land/Row Acq. Required [ ] Rehabilitation	[ ] Expansion [ ] Renovation	Year 1 FY 2023-24	Year 2 FY 2024-25	Year 3 FY 2025-26	Year 4 FY 2026-27	Year 5 FY 2027-28	Estimated Project Life cycle cost
Estimated Expenditures to-date	$ -	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000

Project Start : 7/1/2021 **Estimated Completion** : 6/30/2025

Description

A developer has proposed to develop on a vacant lot identified as APN 402-013-060 at the end of Hazel Street. The project proposes the subdivision of the lot into four new parcels and development of single family residences on each new parcel, and execution of a development agreement to make public improvements, including the extension of Hazel Street for roadway connection to Sunnyview Drive - West end of Hazel St.



History, Status, or Impact if Delayed

CIP Project SW1901 must be completed prior to this project.

General Plan Goals/Policies

Goal CE.1, Policy CE.1.1, Policy CE.1.4, Policy CE.1.5, Goal CE.3, Policy CS.2.6, Goal HS.1, Goal HS.3, Policy HS 3.4, Goal HS.6

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Construction		$ 200,000				$ 200,000
TOTAL USES	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**
SOURCE(S)						
276 - Growth Impact Fees		$ 50,000				$ 50,000
Unfunded		$ 150,000				$ 150,000
TOTAL FUNDS	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**

RO1710 - SAN PABLO AVENUE BRIDGE OVER BNSF RAILROAD

Functional Area	: Streets & Roads		**Project Origin**	: End of life cycle		**Priority Score**	55
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
[ ] New [ ] Expansion [X] Replacement [ ] Renovation [ ] Land/Row Acq. Required [ ] Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 1,110,737	**$ 1,974,162**	**$ 28,800,000**	**$ -**	**$ -**	**$ -**	**$ 31,884,899**
Project Start	: 7/1/2017				**Estimated Completion**	: 6/30/2026	

Description

The San Pablo Avenue bridge over the Burlington Northern Santa Fe Railroad is an integral part of the area's transportation network. The age and condition assessment of the bridge supports replacement. The City was approved for initial funding from the Caltrans Highway Bridge Program (HBP). In February 2020, the City awarded a contract to a consultant for preliminary engineering (PE) to advance the project. The PE will be completed in two phases due to funding limitations. Completion of preliminary design is necessary to develop a final cost estimate for the project. Unfunded portions of this project appear in the Unfunded list.

History, Status, or Impact if Delayed

The total budget identified to complete the PE exceeds the amount of funding Caltrans committed to the project of the State's share in the current HBP. In October 2022, a draft type selection report was submitted to Caltrans for review. This report is the first step to request additional funding allocations from the Caltrans HBP to complete the PS&E phase and construction phase of the project.

General Plan Goals/Policies

Policy CS.3.3, Goal H.3, Policy H.3.1, Goal CE.3, Goal CE. 7, Policy CE.7.3, Goal CS.10.

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Project Management	$ 133,579	$ 4,150,000				$ 4,283,579
Planning & Design	$ 1,840,583					$ 1,840,583
Construction	-	$ 24,650,000				$ 24,650,000
TOTAL USES	**$ 1,974,162**	**$ 28,800,000**	**$ -**	**$ -**	**$ -**	**$ 30,774,162**
SOURCE(S)						
325 - Grant: HBP	$ 41,394					$ 41,394
325 - Grant: STMP Fees	$ 1,499,189					$ 1,499,189
215 - Grant: TLC	$ 133,579					
106 - Measure S 2014	$ 300,000					
Unfunded		$ 28,800,000				$ 28,800,000
TOTAL FUNDS	**$ 1,974,162**	**$ 28,800,000**	**$ -**	**$ -**	**$ -**	**$ 30,774,162**

RO1708 - PINOLE VALLEY ROAD IMPROVEMENTS

Functional Area	: Streets & Roads	Project Origin	: Council Request	Priority Score	33

Type of CIP	Budget	Unappropriated Subsequent Years				
[ ] New [ ] Expansion [ ] Replacement [ ] Renovation [ ] Land/Row Acq. Required [X] Rehabilitation	Year 1 FY 2023-24	Year 2 FY 2024-25	Year 3 FY 2025-26	Year 4 FY 2026-27	Year 5 FY 2027-28	Estimated Project Life cycle cost
Estimated Expenditures to-date: $ -	$ -	$ 100,000	$ -	$ -	$ -	$ 100,000

Project Start	: 7/1/2023	Estimated Completion	: 6/30/2024

Description

As part of the high school construction project WCCUSD provided road improvements along the school frontage. Improvements to Pinole Valley Road - from Shea Dr. to Helena Ct. will extend the useful life of the pavement. The existing pavement score is high in this area, so a slurry seal may be the recommended treatment.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design		$ 10,000				$ 10,000
Construction		$ 80,000				$ 80,000
Contingency		$ 10,000				$ 10,000
TOTAL USES	**$ -**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ 100,000**
SOURCE(S)						
200 - Gas Tax		$ 100,000				$ 100,000
TOTAL FUNDS	**$ -**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ 100,000**

IN2301 - FACILITIES & REAL ESTATE MASTER PLAN

Functional Area : Infrastructure Assessment			**Project Origin** : Staff Recommendation			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
☐ New ☐ Expansion ☐ Replacement ☐ Renovation ☐ Land/Row Acq. Required ☐ Rehabilitation		**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**
Project Start : 7/1/2023					**Estimated Completion** : 6/30/2024		

Description

The facilities master plan will serve as a roadmap for achieving identified strategic objectives to improve service delivery and utilization of real estate and facility assets. The masterplan will serve to aid decision-making on capital improvements for a defined list of City owned facilities and provide information on potential major maintenance needs (e.g., repairs vs. replace) as applicable.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Summary of Capital Cost

USE(S)	Budget FY 2023-24	Projected Budget FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Project Estimate FY 2023-2028
Planning	$ 200,000					$ 200,000
Contingency						$ -
TOTAL USES	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**
SOURCE(S)						
106 - Measure S 2014	$ 200,000					$ 200,000
TOTAL FUNDS	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**

IN2201 - ENERGY CONSERVATION, GENERATION AND STORAGE ASSESSMENT

Functional Area : Infrastructure Assessment		**Project Origin** : Staff Recommendation			**Priority Score**	
Type of CIP	**Budget**	**Unappropriated Subsequent Years**				
☐ New ☐ Expansion ☐ Replacement ☐ Renovation ☐ Land/Row Acq. Required ☐ Rehabilitation	**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date $ -	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
Project Start : 7/1/2022				**Estimated Completion** : 6/30/2024		

Description

An energy optimization assessment to identify energy conservation measures, renewable energy generation, and storage opportunities. This audit will help the City identify and develop energy investment initiatives for facilities.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Goal CS.1 & CS.9, Policy CS.9.1, Goal SE.3, Policy SE.1.3

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Planning	$ 50,000					$ 50,000
Contingency						$ -
TOTAL USES	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
SOURCE(S)						
106 - Measure S 2014	$ 50,000					$ 50,000
TOTAL FUNDS	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**

IN2101 - EMERGENCY POWER FOR CRITICAL FACILITIES

Functional Area : Infrastructure Assessment			**Project Origin** : Council Request			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				**Estimated Project Life cycle cost**
New / Expansion / Replacement / Renovation / Land/Row Acq. Required / Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	
Estimated Expenditures to-date	$ -	**$ 30,000**	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**
Project Start : 7/1/2023				**Estimated Completion** : 6/30/2025			

Description

During severe natural hazard events, it is highly likely that utility power will not be available for an extended period of time. Critical facilities will need reliable sources of sustained electrical power to continue operations. This project will: 1) identify critical facilities in need of back-up power in coordination with an Emergency Operations Plan (EOP) , 2) assess power loads in each critical facility that requires back-up power, 3) determine the costs and technology options including solar battery storage, and 4) make any additional recommendations to Council before advancing to construction.

History, Status, or Impact if Delayed

The Public Safety Building, Fire Station 74, and the Water Pollution Control Plant have stand by generators.

General Plan Goals/Policies

Policy GM.4.1, Policy CS.2.6, Goal CS.9, Goal HS.4

Summary of Capital Cost

USE(S)	Budget FY 2023-24	Projected Budget FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Project Estimate FY 2023-2028
Design	$ 30,000					$ 30,000
Construction		$ 170,000				$ 170,000
TOTAL USES	**$ 30,000**	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**
SOURCE(S)						
100 - General Fund	$ 30,000	$ 170,000				$ 200,000
TOTAL FUNDS	**$ 30,000**	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**

IN2102 - MUNICIPAL BROADBAND FEASIBILITY

Functional Area : Infrastructure Assessment			**Project Origin** : Council Request			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
New / Expansion / Replacement / Renovation / Land/Row Acq. Required / Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 60,000**
Project Start : 7/1/2022					**Estimated Completion** : 6/30/2024		

Description

A feasibility study to understand the high speed (broadband) connectivity available to community residents, businesses, and other organizations in terms of coverage, speed, and cost; determine whether there are gaps relative to modern standards; if there are gaps, identify and assess potential City interventions (including public-private partnerships) with respect to cost, effectiveness, and feasibility; and make a recommendation regarding next City steps on digital connectivity as appropriate.

History, Status, or Impact if Delayed

Staff released an Request for Proposals for this effort on April 11, 2023.

General Plan Goals/Policies

Goal CS.11, Policy CS.11.2, Policy CS.11.5

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Planning	$ 60,000					$ 60,000
Contingency						$ -
TOTAL USES	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 60,000**
SOURCE(S)						
106 - Measure S 2014	$ 60,000					$ 60,000
TOTAL FUNDS	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 60,000**

IN2103 - RECYCLED WATER FEASIBILITY

Functional Area : Infrastructure Assessment		**Project Origin** : Council Request			**Priority Score**	
Type of CIP	**Budget**	**Unappropriated Subsequent Years**				
New / Expansion / Replacement / Renovation / Land/Row Acq. Required / Rehabilitation	**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date $ -	**$ 60,000**	**$ 140,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**
Project Start : 7/1/2022				**Estimated Completion** : 6/30/2024		

Description

A feasibility study will allow the City to plan and phase the construction of future recycled water distribution system infrastructure. The study will identify potential recycled water customers, evaluate the quantity, quality, and recycled water distribution system options to address the needs of potential users in surrounding areas, seek opportunities to phase the construction of a recycled water delivery system, and develop planning-level cost options for the phased system.

History, Status, or Impact if Delayed

Recycled water delays or eliminates the need to construct more potable water facilities, sustains the economy with increased water supply reliability, protects the environment, safeguards investments in parks and landscaping with drought proof or drought resistant water supply, and contributes to a green and healthy environment. In 2019, East Bay Municipal Utility District (EBMUD) prepared an Updated Recycled Waster Plan which considered the potential for potable reuse in EBMUD's water service area. The development of a new recycled water supply for the Phillips 66 refinery in Rodeo using effluent from the Pinole-Hercules and Rodeo wastewater treatment plants was among the recommended non-potable reuse projects. This project is estimated to deliver up to 3.67 MGD of recycled water to the refinery for use in their boilers and cooling towers. The combined final disinfected effluent from both plants would be pumped at the Rodeo Pump Station to the refinery for treatment a new advanced recycled water treatment plan. This project was recommended by EBMUD because it would deliver a large amount of water to a single customer, with comparatively few pipelines required due to the short distance between the sources of wastewater and the Phillips 66 Refinery

General Plan Goals/Policies

Policy OS.8.1, Policy OS.8.7, Goal SE.9, Policy SE.9.1, Policy SE.9.4

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Planning	$ 60,000	$ 140,000				$ 200,000
Contingency						$ -
TOTAL USES	**$ 60,000**	**$ 140,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**
SOURCE(S)						
100 - General Fund	$ 60,000	$ 140,000				$ 200,000
TOTAL FUNDS	**$ 60,000**	**$ 140,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**

IN2105 - APPIAN WAY COMPLETE STREETS

Functional Area	: Streets & Roads		**Project Origin**	: Staff Recommendation		**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
☐ New ☐ Expansion ☐ Replacement ☐ Renovation ☐ Land/Row Acq. Required ☐ Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ -	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
Project Start	: 7/1/2023				**Estimated Completion**	: 6/30/2024	

Description

Completion of preliminary engineering and design to provide continuous sidewalks and bike lanes along Appian Way beginning from unincorporated El Sobrante to about 1500 lineal feet north of the City limit within Pinole. In December 2021, City Council approved a Cooperative Funding Agreement with WCCTAC to receive STMP funds to complete preliminary design for this project.

History, Status, or Impact if Delayed

This project will connect with the Contra Costa County's project to provide continuous sidewalks and bike lanes along Appian Way from San Pablo Dam Rd. in unincorporated El Sobrante. This project will involve coordination with Contra Costa County. The construction phase of this project is unfunded and appears in the Unfunded and Unprogrammed list.

General Plan Goals/Policies

Policy CE.1.4, Policy CS.2.6, Policy CS.3.3, Policy H.3.1, Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Engineering Design	$ 100,000					$ 100,000
TOTAL USES	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
SOURCE(S)						
325 - Grant: STMP Fees	$ 100,000					$ 100,000
TOTAL FUNDS	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**

IN2106 - ACTIVE TRANSPORTATION PLAN

Functional Area : Infrastructure Assessment			**Project Origin** : TAPS			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
☐ New ☐ Expansion ☐ Replacement ☐ Renovation ☐ Land/Row Acq. Required ☐ Rehabilitation		**Year 1** **FY 2023-24**	**Year 2** **FY 2024-25**	**Year 3** **FY 2025-26**	**Year 4** **FY 2026-27**	**Year 5** **FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 18,000.00	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 188,000**
Project Start : 7/1/2022				**Estimated Completion** : 6/30/2024			

Description

Development of an Active Transportation Plan will act as a guide for active mobility within and around Pinole. The Plan will identify an integrated network of walkways and bikeways that connect Pinole neighborhoods and communities to employment, education, commercial, recreational, and tourist destinations. The plan will prioritize a set of connected projects, that when fully implemented, will increase active transportation opportunities and make it safe and more convenient for people to walk, bike, and use non-auto forms of travel.

History, Status, or Impact if Delayed

In March 7, 2023, City Council awarded a contract to GHD for the preparation of an Active Transportation Plan.

General Plan Goals/Policies

Goal GM.1, Goal GM.3, Policy GM.3.2, Policy CE.1.4, Policy CE.8.2, Goal CS.10

Summary of Capital Cost

	Budget	**Projected Budget**				**Project Estimate**
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Planning	$ 170,000					$ 170,000
Contingency						$ -
TOTAL USES	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 170,000**
SOURCE(S)						
100 - General Fund	$ 170,000					$ 170,000
TOTAL FUNDS	**$ 170,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 170,000**

IN1703 - STORM DRAIN MASTER PLAN

Functional Area : Infrastructure Assessment			**Project Origin** : Staff Recommendation			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
☐ New ☐ Expansion ☐ Replacement ☐ Renovation ☐ Land/Row Acq. Required ☐ Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date		**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250,000**
Project Start : 7/1/2020					**Estimated Completion** : 6/30/2024		

Description

Preparation of a storm drain master plan will provide an analysis of the existing collection system. The plan will identify system deficiencies related to capacity, functionality, and permit compliance. The plan can serve to guide future budget allocations for improvements to the system.

History, Status, or Impact if Delayed

General Plan Goals/Policies

Policy GM.4.1, Policy CS.7.1

Summary of Capital Cost

	Budget	Projected Budget				Project Estimate
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Planning	$ 250,000					$ 250,000
Contingency						$ -
TOTAL USES	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250,000**
SOURCE(S)						
106 - Measure S 2014	$ 250,000					$ 250,000
TOTAL FUNDS	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250,000**

IN1704 - PARKS MASTER PLAN

Functional Area : Infrastructure Assessment			**Project Origin** : Staff Recommendation			**Priority Score**	
Type of CIP		**Budget**	**Unappropriated Subsequent Years**				
☐ New ☐ Expansion ☐ Replacement ☐ Renovation ☐ Land/Row Acq. Required ☐ Rehabilitation		**Year 1 FY 2023-24**	**Year 2 FY 2024-25**	**Year 3 FY 2025-26**	**Year 4 FY 2026-27**	**Year 5 FY 2027-28**	**Estimated Project Life cycle cost**
Estimated Expenditures to-date	$ 15,000.00	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 165,000**
Project Start : 7/1/2020				**Estimated Completion** : 6/30/2024			

Description

This project will prepare a citywide master plan to address the city's long-term needs and goals for parks, recreation, and open space. The master plan will identify the City’s current parks and recreation assets, determine the City’s future parks and recreation needs and priorities, and recommend capital, operational, and financial strategies to meet the City’s needs.

CITY OF PINOLE
PARK MASTER PLAN

History, Status, or Impact if Delayed

In early 2022, City staff issued a Request for Proposals (RFP) to solicit bids to prepare the master plan. On December 20, 2022, the City Council awarded a contract to RJM Design Group for the preparation of the City's Master Plan. The consultant partcipated in a kick off meeting with staff in April 2023.

General Plan Goals/Policies

Goal CS.3, Policy CS.3.1

Summary of Capital Cost

	Budget	**Projected Budget**				**Project Estimate**
USE(S)	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2023-2028**
Planning	$ 150,000					$ 150,000
Contingency						$ -
TOTAL USES	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
SOURCE(S)						
106 - Measure S 2014	$ 150,000					$ 150,000
TOTAL FUNDS	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**

CAPITAL IMPROVEMENT PLAN: FY 2022/23 THROUGH FY 2026/27
UNFUNDED PROJECTS

#	Unfunded Projects
UF001	Railroad Avenue Bridge Removal and Replacement
UF002	Electric Vehicle Charging Stations in City lots
UF003	Parking lot resurfacing
UF004	LLAD Landscape Restoration and Improvement
UF005	Dog Park Restroom Replacement
UF006	Dog Park resurfacing and fencing improvements
UF007	Eucalyptus Grove Restoration
UF008	Fernandez Park Baseball grandstand improvement
UF009	Repave Trails
UF010	ADA Ramps
UF011	Appian Complete Streets
UF012	Pedestrian Bridge Maintenance (formerly known as Bridge Maintenance)
UF013	Fernandez Park Improvements
UF014	Pavement Maintenance
UF015	I-80/Pinole Valley Rd. Interchange Improvements
UF016	Shale Hill Retaining wall and sidewalk gap
UF017	Sidewalks gaps
UF018	Signal System Upgrades
UF019	Pinon-1
UF020	Pinon-2
UF021	Tennent-1
UF022	Tennent-2
UF023	Tree Master Plan
UF024	San Pablo Avenue Bridge over BNSF Railroad
UF025	Installation of Solar at City Facilities
UF026	All access weather roads
UF027	Faria House Renovations
UF028	San Pablo Avenue Complete Streets
UF029	Signalized Intersections
UF030	Pedestrian Safety at Signalized Intersections
UF031	Safety at Unsignalized Intersections
UF032	Roadway Segments #1
UF033	Roadway Segments #2
UF034	Roadway Segments #3
UF035	Vehicular Bridge Maintenance

Legend:

New unfunded projects added

UF001 - Railroad Avenue Bridge Removal and Replacement

Project Information

The Contra Costa County Flood Control and Water Conservation District has advised removal of the Railroad Avenue Bridge. The bridge is a flood barrier. The first step is to determine if the City of Pinole is the responsible agency for this project.

Origin: Staff Recommendation

Budget Unit: Roads/Sanitary Sewer/ Stormwater

Cost Estimate:

Potential Funding Sources:

Priority Score: 11

UF002 - Electric Vehicle Charging Stations in City lots

Project Information

The City desires to promote and encourage the use of electric vehicles. With increased adoption of alternative fuel vehicles, the need for charging infrastructure is growing. The City wishes to install charging stations in city owned parking lots. The first step is to complete a load study at City owned parking lots to determine the electrical capacity at each site. There may be significant electrical upgrades necessary to install charging stations. Electrical capacity and siting determine ultimately determine the cost of each project. There are incentives available for the charging equipment.

Origin: Council Request

Budget Unit: Facilities

Cost Estimate:

Potential Funding Sources: Bay Area Air Quality Management District, West Contra Costa Transportation Authority, Marin Clean Energy

Priority Score: 43

UF003 - Parking lot resurfacing

Project Information

This project is to maintain and enhance existing City owned parking facilities and infrastructure, to increase parking supply, and to support ongoing multi-modal and streetscape improvements. Improvements include saw cutting and demolition, pavement removal, earthwork, pavement installation, curb and gutter, striping, and signage.

Origin: Staff Recommendation

Budget Unit: Facilities

Cost Estimate:

Potential Funding Sources:

Priority Score: 32

UF004 - LLAD Landscape Restoration and Improvement

Project Information

The Pinole Valley Road Landscape and Lighting Assessment District was formed in 2008. The City installed various improvements on Pinole Valley Road between Henry Avenue and Ramona Street. The district provides maintenance to traffic signals, streetlights, median landscaping, irrigation for landscaping, electricity to traffic signals and streetlights, and graffiti removal. This project will maintain and restore turf, shrubs, plants and trees within the District. In FY 2022/23, this work was completed for Zone A (between I-80 and Henry Ave.)

Origin: LLAD Report

Budget Unit: LLAD

Cost Estimate:

Potential Funding Sources: Fund 345 & 348

Priority Score: 27

UF005 - Dog Park Restroom Replacement

Project Information

The existing restroom located at the Dog Park is beyond its useful life and requires replacement.

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate: $200,000

Potential Funding Sources:

Priority Score: 36

UF006 - Dog Park resurfacing and fencing improvements

Project Information

Resurfacing and fencing improvements

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate: $75,000

Potential Funding Sources:

Priority Score: 36

UF007 - Eucalyptus Grove Restoration

Project Information

The open space located between the Old Town area between John St. and Pinole Valley Road is forested with Eucalyptus trees. In 2014, a Safety Inspection was conducted by a consultant. A total of 8 trees were recommended for removal, and root crown excavation was recommended for 3 trees. 2 trees were determined to be hollow and recommended for further investigation to evaluate the level of internal decay. In 2018, the City hired a company to remove 20 Eucalyptus trees in the area. There are still many trees left and many of the prior trees were felled with the trunks remaining on site. This project will remove the remaining trees, both standing and, on the ground, and regreen this area with native trees.

Origin: Council Request

Budget Unit: Parks

Cost Estimate: $150,000

Potential Funding Sources:

Priority Score: 22

UF008 - Fernandez Park Baseball grandstand improvement

Project Information

The current grandstand is aging and requires increased maintenance to maintain its serviceability.

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate: $250,000

Potential Funding Sources:

Priority Score: 27

UF009 - Repave Trails

Project Information

The City's goal is to develop safe, connected, and comfortable bicycle and pedestrian facilities for people of all ages and abilities. Repaving trails will enhance trail access from the City's roadway network to encourage alternative modes of transportation. The Active Transportation Plan is underway and will identify a trail network and recommend improvements.

Origin: Staff Recommendation

Budget Unit: Parks

Cost Estimate:

Potential Funding Sources:

Priority Score: 25

UF010 - ADA Ramps

Project Information

This project involves removing barriers to accessibility for persons using wheelchairs or other personal assistance devices and improving pedestrian accessibility and safety by reconstructing or upgrading curb ramps at various locations throughout the City.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

Priority Score: 49

UF011 - Appian Complete Streets

Project Information

This project will provide continuous side-walks and bike lanes along Appian Way from San Pablo Dam Rd. in unincorporated El Sobrante to about 1500 lineal feet north of the city limit within the City of Pinole. The City received STMP funds from West Contra Costa Transportation Authority for preliminary design. The construction phase remains unfunded.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $970,000

Potential Funding Sources:

Priority Score: 30

UF012 - Pedestrian Bridge Maintenance

Project Information

Maintenance of pedestrian bridges as identified in the Pedestrian Bridge Inspection Reports completed by Quincy Engineering, Inc. In FY 2023/24 there is $50,000 budgeted in the operating budget for maintenance activities.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $224,700

Potential Funding Sources:

Priority Score: 22

UF013 - Fernandez Park Improvements

Project Information

Renovations to the baseball field to decrease water and energy usage and increase accessibility and safety.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $850,000

Potential Funding Sources:

Priority Score: 24

UF014 - Pavement Maintenance

Project Information

The City uses a pavement management software known as StreetSaver to strategize the most cost effective method to extend the pavement life. Pavement Maintenance is necessary to maintain the City's pavement network. Deferred maintenance results in increased costs over time.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $42,000,000

Potential Funding Sources: Fund 200 and Fund 106

Priority Score: 25

UF015 - I-80/ Pinole Valley Rd. Interchange Improvements

Project Information

This project will widen Pinole Valley Road ramp terminal intersections at I-80 to provide a dedicated right turn lane to the eastbound and westbound I-80 on ramps. This project will also provide crossing enhancements at the Pinole Valley Road and I-80 intersection.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate: $10,959,000

Potential Funding Sources:

Priority Score: 9

UF016 - Shale Hill Retaining wall and sidewalk gap

Project Information

Shale Hill is located on San Pablo Ave. near Oak Ridge Road. The cut slope above the pavement is comprised of shale which is loose and sloughs onto the road. There is no sidewalk in this area because the toe of the embankment is uncontrolled and there is inadequate space to accommodate a sidewalk. Staff has not been successful in securing grant funds for this project.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

Priority Score: 9

UF017 - Sidewalk gaps

Project Information

This project will address sidewalk gaps by installing public sidewalks where sidewalks are missing on one or both sides of the street. This work will be coordinated with other construction projects. Sidewalk gaps often exist in places with site constraints (i.e. right of way, grade/slopes, or utility conflicts) or are adjacent to properties that have been required to provide sidewalks in the past due to land uses or ownerships. Locations for repair will be selected based on site conditions, pedestrian safety, and adjacent property attributes.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

Priority Score: 16

UF018 - Signal System Upgrades

Project Information

This project will upgrade various aspects of the City's traffic signal system including: traffic signal controller equipment, vehicle detection, traffic signal arms and heads, battery backup systems, and communications systems to reduce congestion and improve safety for the Pinole community.

Origin: Staff Recommendation

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

Priority Score: 16

UF019 - Pinon-1

Project Information

This project involves replacement of the approximately pipeline along San Pablo Ave., Roble Ave., Pinon Ave, and Orleans Avenue. In FY 2022/23, the City contracted with a consultant to complete phase 1 of preliminary engineering and design for this project.

Origin: Sanitary Sewer Master Plan

Budget Unit: Sewer

Cost Estimate: $4,482,000

Potential Funding Sources:

Priority Score: 59

UF020 - Pinon-2

Project Information

This project involves replacement of the approximately pipeline along San Pablo Ave., Pinon Ave, Appian Way, and Meadow Avenue.

Origin: Sanitary Sewer Master Plan

Budget Unit: Sewer

Cost Estimate: $1,866,000

Potential Funding Sources:

Priority Score: 59

UF021 - Tennent-1

Project Information

This project includes the replacement of pipeline along Tennent Avenue and inside the Water Pollution Control Plan.

Origin: Sanitary Sewer Master Plan

Budget Unit: Sewer

Cost Estimate: $2,664,000

Potential Funding Sources:

Priority Score: 59

UF022 - Tennent-2

Project Information

This project involves replacement of the approximately pipeline along Tennent Avenue.

Origin: Sanitary Sewer Master Plan

Budget Unit: Sewer

Cost Estimate: $4,239,000

Potential Funding Sources:

Priority Score: 59

UF023 - Tree Master Plan

Project Information

In 2019, the City Council established a Beautification Ad Hoc Committee to analyze options for, and to make recommendations to Council regarding clean-up and beautification projects in Pinole. Among other projects, the Committee recommended the development of a Tree Master Plan to inventory the existing trees, and to develop a plan for managing the tree inventory, including finding tree planting opportunities.

Origin: Beautification AdHoc Committee

Budget Unit:

Cost Estimate: $375,000

Potential Funding Sources: Cal Fire Urban and Community Forestry Grant Program

Priority Score: 11

UF024 - San Pablo Avenue Bridge over BNSF Railroad

Project Information

This project will replace the existing thirteen span reinforced concrete span structure over the Burlington Northern Santa Fe Railroad adjacent to San Pablo Avenue at the easterly limits of the City. On 02/18/20, Council awarded a contract to a Consultant to begin the preliminary engineering (PE) for this project (CIP Project RO1710). The PE will be completed in two phases due to funding limitations. The first phase was necessary to develop a final cost estimate to facilitate pursuing additional funding required to complete all phases including construction.

Origin: End of life cycle

Budget Unit: Roads

Cost Estimate: $28,800,000

Potential Funding Sources: Fund 213, Fund 214, and Economic Stimulus funds.

Priority Score: 58

UF025 - Installation of Solar at City Facilities

Project Information

This project involves procurement and installation of solar panels at City owned facilities to offset the City's electricity consumption and reduce the greenhouse gas impacts.

Origin: Council Request

Budget Unit: Facilities

Cost Estimate:

Potential Funding Sources:

Priority Score: 37

UF026 - All access weather roads

Project Information

The General Plan, Chapter 8 discusses improvement of open space management to reduce wildfire risks. There is a desire to have improved, all-weather access roads through open space to improve access to and from Hercules and El Sobrante to shorten response times and improve mutual aid.

Origin: General Plan

Budget Unit: Roads

Cost Estimate:

Potential Funding Sources:

Priority Score: 20

UF027 - Faria House Renovations

Project Information

The building commonly referred to as the "Faria House" is a two-story residence constructed in about 1890 and originally located at what is now 1301 Pinole Valley Road. In 2005, the Faria House was relocated to 2100 San Pablo Avenue. On June 7, 2022, City Council directed staff pursue hazard remediation and renovations to create a lower-level office, and upper-level warm shell. This project was later unfunded by City Council.

Origin: Council Request

Budget Unit: Facilities

Cost Estimate: $420,000

Potential Funding Sources:

Priority Score: 17

UF028 - San Pablo Avenue Complete Streets

Project Information

A complete streets plan would create a new vision for San Pablo Avenue, to transform it into a place where people of all ages and abilities can travel safely and comfortably whether walking, bicycling, riding transit, or driving

Origin: Council Request

Budget Unit: Infrastructure Assessment

Cost Estimate: $200,000

Potential Funding Sources:
Subregional Transportation Mitigation Program (STMP) funds

Priority Score: 15

UF029 - Signalized Intersections

Project Information

Improvement to signal hardware, signal timing, or protected left turn phases at:

- Appian Way & Fitzgerald Drive
- San Pablo & Tennent Ave.
- Appian Way & Canyon Dr./Tara Hills
- Pinole Valley Rd./Tennent Ave./Ellerhorst St.
- San Pablo Ave. & Pinole Valley Rd.
- San Pablo Ave. & Pinon Ave./Appian Way
- Pinole Valley Rd. & Estates Ave.

Refer to the LRSP document for detailed recommendations.

Origin: Local Road Safety Plan

Budget Unit: Streets & Roads

Cost Estimate: $183,792

Potential Funding Sources: Highway Safety Improvement Program (HSIP)

Priority Score: 46

UF030 - Pedestrian Safety at Signalized Intersections

Project Information

Installation of advance stop bars before crosswalk, raised median on approaches, raised pavement markers and striping through intersection at:

- Appian Way & Fitzgerald Drive
- San Pablo & Tennent Ave.
- Appian Way & Canyon Dr./Tara Hills
- Pinole Valley Rd./Tennent Ave./Ellerhorst St.
- San Pablo Ave. & Pinole Valley Rd.
- Fitzgerald Drive and Best Buy Parking Lot
- Pinole Valley Rd. & Estates Ave.

Refer to the LRSP document for detailed recommendations.

Origin: Local Road Safety Plan

Budget Unit: Roads

Cost Estimate: $514,548

Potential Funding Sources: Highway Safety Improvement Program (HSIP)

Priority Score: 46

UF031 - Safety at Unsignalized Intersections

Project Information

Install intersection lighting, install/upgrade larger or additional stop signs or other intersection warning/regulatory signs, or install RRFB:

- Walter Ave. & San Pablo Ave.
- Pinole Valley Rd. & Simas Ave.
- Pinole Valley Rd. & Wright Ave.
- Pinole Valley Rd. & Rafaela St.
- Wright Ave. & Carol St.
- Simas Ave. & Moraga Dr.

Refer to the LRSP document for detailed recommendations.

Origin: Local Road Safety Plan (LRSP)

Budget Unit: Streets & Roads

Cost Estimate: $879,830

Potential Funding Sources: Highway Safety Improvement Program (HSIP)

Priority Score: 46

UF032 - Roadway Segments # 1

Project Information

Install segment lighting, or install/upgrade signs with new fluorescent sheeting, or install delineators, reflectors/object markers.

- Pinole Valley Rd: San Pablo Ave. to Collins Ave.
- San Pablo Ave.: Oak Ridge Rd. to Pinole Valley Rd.
- San Pablo Ave.: Golden Gate to Del Monte Dr.
- Tara Hills: Kilkenny Way to Appian Way
- Walter Ave: North Terminus to San Pablo Ave.
- Fitzgerald Dr.: Jovita Ln. to Appian Way
- Appian Way: San Pablo Ave. to Michael Dr.
- Tennent Ave.: San Pablo Ave. to Pinole Valley Rd.

Refer to the LRSP document for detailed recommendations.

Origin: Local Road Safety Plan

Budget Unit: Roads

Cost Estimate: $1,469,474

Potential Funding Sources: Highway Safety Improvement Program (HSIP)

Priority Score: 46

UF033 - Roadway Segments # 2

Project Information

Install centerline rumble strips/stripes, or install edge-lines and centerlines, or install RRFB

- Pinole Valley Rd: San Pablo Ave. to Collins Ave.
- San Pablo Ave.: Oak Ridge Rd. to Pinole Valley Rd.
- San Pablo Ave.: Golden Gate to Del Monte Dr.
- Tara Hills: Kilkenny Way to Appian Way
- Walter Ave: North Terminus to San Pablo Ave.
- Tennent Ave.: San Pablo Ave. to Pinole Valley Rd.

Refer to the LRSP document for detailed recommendations.

Origin: Local Road Safety Plan (LRSP)

Budget Unit: Streets & Roads

Cost Estimate: $914,375

Potential Funding Sources: Highway Safety Improvement Program (HSIP)

Priority Score: 46

UF034 - Roadway Segments # 3

Project Information

Implement road diet, or install dynamic/ variable speed warning signs, or install/ upgrade pedestrian crossing

- Pinole Valley Rd: San Pablo Ave. to Collins Ave.
- San Pablo Ave.: Oak Ridge Rd. to Pinole Valley Rd.
- Tara Hills: Kilkenny Way to Appian Way
- Fitzgerald Dr.: Jovita Ln. to Appian Way
- Appian Way: San Pablo Ave. to Michael Dr.

Refer to the LRSP document for detailed recommendations.

Origin: Local Road Safety Plan

Budget Unit: Roads

Cost Estimate: $1,483,510

Potential Funding Sources: Highway Safety Improvement Program (HSIP)

Priority Score: 46

UF035 - Vehicular Bridge Maintenance

Project Information

Maintenance of vehicular bridges as identified in the Caltrans Bridge Inspection Reports. The latest bridge inspection issued in May 2023, contains recommendations for three bridges near:

- PVHS High School on Pinole Valley Rd.
- Wright Ave. on Pinole Valley Rd.
- On Simas Ave. near Pinole Valley Rd.

Origin: Caltrans Bridge Inspection

Budget Unit: Streets & Roads

Cost Estimate:

Potential Funding Sources:

Priority Score: 22

APPENDIX I: Capital Improvement Plan consistency with General Plan

Funding is estimated for specific projects or asset plans in the FY 2023/24 – 2027/28 Capital Improvement Plan (CIP) which support the goals and policies of following elements of the General Plan:

- Community Character (CC)
- Growth Management (GM)
- Land Use & Economic Development (LU)
- Housing (H)
- Circulation Element (CE)
- Community Services and Facilities (CS)
- Health and Safety (HS)
- Natural Resources and Open Space (OS)
- Sustainability Element (SE)

The acroynms and associated General P lan goals/policies are listed on individual project sheets.

The FY 2023/24 – 2027/28 CIP includes funding for projects over the next five (5) fiscal years that support General Plan policies and enhance public infrastructure, amenities, and services in Pinole. The CIP is consistent with and helps implement the following General Plan goals and policies:

Community Character Element

GOAL CC.1 Maintain Pinole's unique qualities and sense of place to preserve the established historic and small-town character of the city.

> POLICY CC.1.2 Require all new development to incorporate high-quality site design, architecture and planning to enhance the overall quality of the built environment in Pinole and create a visually interesting and aesthetically pleasing town environment.
>
> POLICY CC.1.3 To enhance a sense of arrival and create a strong appealing image that promotes community identity, the City shall develop community entry features at key gateways or city entries along Interstate 80. Entryways shall incorporate landscaping, trees, structural architectural elements, signage and public art.
>
> POLICY CC.1.5 Encourage project compatibility, interdependence and support with neighboring uses, especially between commercial and mixed-use centers and the surrounding residential neighborhoods. Uses should relate to one another with pedestrian connections, transit options, shared parking, landscaping, public spaces, and the orientation and design of buildings.

GOAL CC.2 Emphasize and enhance the visual and physical connection between the city's natural environment and the community's quality of life.

> POLICY CC.2.1 Provide visual and physical connections between the natural environment and the built environment through careful site design, building placement, architectural features that allow views of Pinole's unique environment such as ridgelines or the San

Pablo Bay shoreline, public access to open space such as via the Bay Trail, and the use of native vegetation in the urban environment such as for landscape buffers for sidewalk areas and street trees.

POLICY CC.2.2 Preserve natural resources within the built environment, including trees, marshes, creeks and hillsides.

GOAL CC.5 Enhance the quality of life in Pinole by acknowledging the cultural diversity and by promoting, preserving and sustaining the cultural and performing arts.

POLICY CC.5.1 Celebrate the city's cultural diversity through public art, cultural centers and community events for the benefit and enjoyment of all residents.

POLICY CC.5.2 Develop programs and facilities that promote the cultural and performing arts in Pinole.

Growth Management Element

GOAL GM.1 Regional Planning. Support cooperative transportation, land use and public service planning in Contra Costa County.

POLICY GM.1.1 West Contra Costa County Planning Activities. Achieve efficient public service delivery by coordinating with affected jurisdictions and agencies concerning public and private developments.

GOAL GM.3 Efficient Transportation. Support land use patterns that make efficient use of the transportation system and enhance public safety.

POLICY GM.3.1 Transportation Management. Make more efficient use of the regional and subregional transportation system.

POLICY GM.3.3 Provide Adequate Transportation Facilities and Services. Provide adequate transportation facilities while maintaining neighborhood integrity.

POLICY GM.3.7 Mobility-Impaired. Support efforts to provide safe and convenient transportation systems for all citizens of Pinole, particularly mobility-impaired individuals.

GOAL GM.4 Compact Development and Service Areas. Encourage infill and redevelopment in areas that are already served by utilities, infrastructure and public services.

POLICY GM.4.1 Planning for Present and Future Community Needs. Plan for, provide and maintain a level of public infrastructure facilities and services that adequately serves the present and future needs of the community.

Land Use & Economic Development Element

GOAL LU.1 Preserve and enhance the natural resources, high-quality residential neighborhoods and commercial areas, and small-town (semi-rural) character of Pinole.

POLICY LU.1.3 Establish and implement a continuing program of civic beautification, gateway or entryway enhancement, tree planting, maintenance of homes and streets, and other measures which will promote an aesthetically desirable environment and attractive neighborhood areas.

GOAL LU.4 Preserve and strengthen the identity and quality of life of Pinole's residential neighborhoods.

> POLICY LU.4.1 Ensure all new development, renovation or remodeling preserves and strengthens Pinole's residential neighborhoods by requiring projects to be harmoniously designed and integrated with the existing neighborhood.

GOAL LU.6 Protect and enhance the natural resources of the San Pablo Bay waterfront for the enjoyment of Pinole residents.

POLICY LU.6.3 Provide waterfront parks, pedestrian pathways and recreation areas that are safe, accessible, and attractive for public use.

Housing Element

GOAL H.2 Protect Existing Character and Heritage. Protect and enhance the integrity and distinctive character and heritage of Pinole encouraging the development of high quality, well-designed housing and conserving existing housing.

> POLICY H.2.4 Maintain Existing Housing and Neighborhood Amenities. Maintain Pinole's lifestyle characteristics by encouraging the maintenance of existing housing stock, and in particular housing with historic value, and preserving the amenities of existing neighborhoods.

GOAL H.3 Provide Adequate Services and Facilities. Provide adequate services and facilities to meet the needs of the city's current and future population.

> POLICY H.3.1 Plan For Public Facility and Services Needs. Future development shall be planned based on public facility and service capacity, community-wide needs, sound citywide and neighborhood planning and public improvement programming.

> POLICY H.3.4 Encourage new pedestrian-oriented development. Encourage new development and redevelopment that places residences in close proximity to a variety of services and facilities.

Circulation Element

GOAL CE.1 Reduce vehicle miles traveled and encourage the use of public transit.

> POLICY CE.1.1 Encourage strategic growth that concentrates future development along Pinole's three primary transit corridors (San Pablo Avenue, Appian Way and Pinole Valley Road).

> POLICY CE.1.3 Encourage development that is sensitive to both local and regional transit measures and that promotes the use of alternative modes of transportation.

> POLICY CE.1.4 Encourage maximum utilization of the existing public transit system and alternate modes of transportation in Pinole.

GOAL CE.3 Provide timely input and effective means (as appropriate) of programming street and highway improvements to maintain the objective peak hour level of service without detrimentally impacting community character or commercial activity.

POLICY 3.2. Maintain roadway network at or above established LOS thresholds.

GOAL CE.4 Establish programs to support sidewalk, trail and street enhancements, where feasible.

POLICY CE.4.5 Inventory sidewalk conditions to identify opportunities for enhancements to the circulation system and to help prioritize repair and maintenance activities as funding becomes available.

GOAL CE.5 Provide adequate parking and loading facilities while encouraging alternative means of transportation.

GOAL CE.7 Support bicycle use as a mode of transportation by enhancing infrastructure to accommodate bicycle and rides.

POLICY CE.7.1 Enhance the City's Bikeway network through the use of Class I, II, and III bikeways.

POLICY CE.7.3 Establish a network of multi-use paths to facilitate safe and direct off-street bicycle and pedestrian travel.

Community Services and Facilities Element

GOAL CS.1 Provide safe, attractive and efficiently designed infrastructure and sustainable facilities to serve the public.

POLICY CS.1.1 The City will strive to provide safe, attractive and efficiently designed facilities for public and quasi-public organizations.

POLICY CS.1.3 The City will endeavor to provide convenient access to community facilities and services to all areas of the community.

GOAL CS.2 Ensure and maintain a high level of public safety in the community.

POLICY CS.2.6 The City will continue to fund the repair, maintenance and expansion of facilities to respond to evolving service needs.

GOAL CS.3 Provide adequate and high-quality recreational opportunities and programs for the community.

POLICY CS.3.1 Continue to provide a variety of recreational opportunities that serve and represent all aspects of the community.

POLICY CS.3.3 Expand and organize a multi-use trail system.

GOAL CS.6 Provide adequate, economical and dependable wastewater collection service and treatment.

POLICY CS.6.1 The City shall continue to make capital improvements to the wastewater collection and treatment system to maintain system capability and reliability.

GOAL CS.7 Minimize flooding.

POLICY CS.7.1 The City will ensure that the storm drain system has adequate capacity to minimize street flooding and, where feasible, shall expand the capacity of the system to control storm flows.

GOAL CS.9 Provide economical and dependable community services while conserving energy resources.

POLICY CS.9.1 The City will seek opportunities to improve the energy efficiency of facilities and operations.

GOAL CS.10 Provide safe, efficient roadway infrastructure to support multiple modes of transportation and to meet existing and future circulation needs.

POLICY CS.10.2 The City will update, where possible, the existing roadway network to enhance pedestrian, bicycle and transit circulation while maintaining safe vehicular circulation.

Health and Safety Element

GOAL HS.1 Minimize the potential for loss of life, injury, damage to property, economic and social dislocation, and unusual public expense due to natural and man-made hazards.

GOAL HS.2 Protect the community from the risk of flood damage and improve surface water quality.

POLICY HS.2.4 Continue to monitor studies that identify anticipated changes in sea level and create appropriate standards and improvements to minimize flood risks.

POLICY HS.2.5 Establish appropriate capital improvements and management programs to reduce wet weather sewer treatment demand and avoid discharge to the shallow water outfall.

GOAL HS.3 Minimize hazards of soil erosion, weak and expansive soils, potentially hazardous soils materials, other hazardous materials, geologic instability and seismic activity.

POLICY HS.3.5 Require proper handling, storage, disposal and cleanup of hazardous materials to prevent leakage, potential explosions, fires or the escape of harmful gases and to prevent individually innocuous materials from combining to form hazardous substances, especially at the time of disposal.

GOAL HS.4 Ensure that government agencies, citizens and businesses are prepared for an effective response and recovery in the event of emergencies or disasters.

POLICY HS.4.1 Continue to provide essential emergency public services during natural catastrophes

POLICY HS.4.3 Incorporate technological enhancements in new and substantially remodeled structures and facilities to support and improve emergency services.

GOAL HS.6 Support multiple forms of transportation and a circulation system design that reduces vehicle trips and emissions.

POLICY HS.6.1 Promote and encourage walking and bicycling as viable forms of transportation to services, shopping and employment.

GOAL HS.7 Ensure that all new development meets or exceeds state and federal water quality standards.

POLICY HS.7.1 Support Regional, state and federal clean water programs.

POLICY HS.7.3 Reduce the transport of runoff and surface pollutants.

POLICY HS.7.6 Establish appropriate capital improvements and management programs to reduce wet weather sewer treatment demand and avoid discharge to the shallow water outfall.

Natural Resources and Open Space Element

GOAL OS.1 Ensure the preservation of natural resources by determining appropriate land use and compatibility with natural resources and open space.

POLICY OS.1.2 Agency Cooperation. Work with Federal, State and local regulatory and trustee agencies to promote the long-term sustainability of local natural resources.

Sustainability Element

GOAL SE.3 The City will reduce its contribution to climate change and mitigate and adapt to the effects of climate change as appropriate.

POLICY SE.3.1 Reduce greenhouse gas emissions from City operations and community sources by a minimum of 15 percent below current or baseline levels by the year 2020.

POLICY SE.3.4 Reduce GHG emissions by reducing vehicle miles traveled and by increasing or encouraging the use of alternative fuels and transportation technologies.

POLICY SE.1.3 Enhance the energy efficiency of all City facilities.

GOAL SE.4 Optimize energy efficiency and renewable energy.

POLICY SE.4.2 Explore opportunities for City-wide expansion of Programs and Facilities related to energy efficiency and conservation.

GOAL SE.5 Achieve a solid waste diversion of 75% of the waste stream by 2020.

GOAL SE.7 Air quality will be maintained and improved for the City of Pinole and the Bay Area as a region and not decline below levels measured in early 1990’s.

POLICY SE 7.3 Support efforts to comprehensively address air quality issues through education, regulation, and innovation.

GOAL SE.8 Utilize transit options and reduce vehicle miles traveled and single-occupancy vehicle use.

POLICY SE.8.7 Work to improve Pinole's pedestrian and bicycle infrastructure and to meet the needs of all pedestrians and bicyclists.

POLICY SE.8.10 Support and promote the use of low- and zero-emissions vehicles, alternative fuels, and other measures to directly reduce emissions from motor vehicles.

Community Character Element

GOAL CC.1 Maintain Pinole's unique qualities and sense of place to preserve the established historic and small-town character of the city.

POLICY CC.1.2 Require all new development to incorporate high-quality site design, architecture and planning to enhance the overall quality of the built environment in Pinole and create a visually interesting and aesthetically pleasing town environment.
POLICY CC.1.3 To enhance a sense of arrival and create a strong appealing image that promotes community identity, the City shall develop community entry features at key gateways or city entries along Interstate 80. Entryways shall incorporate landscaping, trees, structural architectural elements, signage, and public art.

APPENDIX II: Prioritization Matrix Category Scoring Guidelines

1. **Regulatory Compliance** – Compliance with regulatory mandates issued by agencies likes California State Water Resources Control Board, California Department of Resources, Recycling and Recovery, Department of Fish and Wildlife, the San Francisco Bay Conservation and Development Commission, or other County, State and federal laws. This also includes the Americans with Disabilities Act, the Manual of Uniform Traffic Control Devices, and self-imposed City ordinances. The score should be based on the answers to the following example questions:
   a. Does the proposed project address a current regulatory mandate?
   b. Will the proposed project proactively address a foreseeable (within the next 5 years) regulatory mandate?

   Scoring scale:

0	**2-3**	**5**
The project does not address a regulatory compliance issue	The project provides a short-term fix for an existing regulatory compliance issue or for one anticipated in the near future	The project resolves a pressing or long-term regulatory compliance issue

2. **Health/Safety** – Projects that improve the overall health and safety of the community such as multi-purpose trails, transportation safety improvements, new recreation facilities, address safety issues at City facilities, enhancements to police, fire, and emergency medical services. The score should be based on answers to the following example questions:
   a. Does the proposed project impact the health and wellbeing or safety of Pinole residents and/or employees?
   b. Does the project mitigate a serious risk or liability health/safety issue and to what degree?
   c. Does the project help assist the City to respond more effectively and efficiently to emergencies throughout the community?

   Scoring scale:

0	**2-3**	**5**
The project does not impact the health and/or safety of the community	The project addresses a serious health and/or safety issue that has a limited impact or addresses a less-serious issue but serves the health and or safety of the broader community	The project directly addresses a serious health and/or safety issue that has a widespread impact and/or improves the health of the community

3. **Project Dependency/Bundling**– The completion of the proposed project is complementary to the completion of a precursor capital project/master plan or the proposed project would be implemented efficiently if it was coordinated with another capital project. A project that is not needed for many years would score lower than a project that needs to be completed before another project can start. The score should be based on answers to the following example questions:
    a. When is the proposed project needed?
    b. Do any other projects require the proposed project to be completed first?
    c. Does the proposed project require other projects to be completed first?
    d. Can the proposed project be completed in conjunction with another project for coordinated, efficient implementation?

    Scoring scale:

0	**2-3**	**5**
The project does not have a project dependency	The project can be completed in conjunction with another project for coordinated, efficient implementation	The project must be completed before another priority project can start

4. **Long-Term Planning** – General Plan, Three-Corridor Specific Plan, 2020-2025 Strategic Plan, Long-Term Financial Plan, Pinole Economic Development Strategy, Master Plans, Emergency Operations Plan, Communication and Engagement Plan, Climate Action Plan, Local Road Safety Plan, Active Transportation Plan, Parks Master Plan, and departmental strategic plans which serve as a resource for the City to meet goals set forth by City departments, advisory boards and commissions, and the community at-large. Plans include documents that have been prepared internally to assure consistent adherence to industry best practices, as well as those documents that are created with the assistance of outside consultants. A component of long-term planning includes public discussion and/or public engagement. The score should be based on the answers to the following example questions:
    a. Is the proposed project contained in one or more of the City's long-term planning documents?
    b. Is the proposed project listed as a high priority?

    Scoring scale:

0	**2-3**	**5**
The project is not part of any long-term planning document	The project is included in a long-term planning document, but may not be high priority	The project is included in a long-term planning document and is a high priority

5. **State of Infrastructure** – Projects that address failing infrastructure (i.e., sidewalks, streets, lighting, municipal buildings, recreation facilities) or facilities that have exceeded their useful life. The score should be based on answers to the following example questions:
    a. Does the proposed project maintain the condition or value of existing infrastructure?
    b. Does the proposed project avoid potential failure due to substandard conditions?
    c. Will the proposed project address a facility that is outdated or exceeded its useful life?
    d. Is the proposed project supported by a life cycle analysis of repair versus replacement and a master plan for that type of asset?

    Scoring scale:

0	**2-3**	**5**
The project maintains existing infrastructure at current service levels	The project extends the service life of an existing asset or adds new infrastructure to support growth	The project addresses existing infrastructure which has reached the end of its useful life and is supported by a life cycle analysis of repair vs. replacement

6. **Operating Budget Impact** – Some proposed projects may impact the operating budget for the next few years or for the life of the facility. Some proposed projects can offer cost savings or revenue generation opportunities. The score should be based on answers to the following questions:
    a. Will the proposed project require additional personnel to operate?
    b. Will the proposed project require additional annual maintenance?
    c. Will the proposed project require additional equipment not included in the project budget?
    d. Will the proposed project reduce staff time and City resources thereby resulting in a positive impact on the operational budget?
    e. Are there cost savings or revenue generation opportunities as a result of the efficiency of the proposed project?

    Scoring scale:

0	**2-3**	**5**
The project will have a negative impact on the budget. It will require additional money to operate	The project will not impact the operating budget as it is cost/revenue neutral	The project will have a positive impact on the budget. It will result in significant savings in staff time, materials, or offer revenue generation

7. **Quality of Life** – Projects that provide widespread economic prosperity, recreational and cultural activities, environmental benefits, beautify Pinole, and attract new residents and visitors. The score should be based on answers to the following example questions:
    a. Does the proposed project help to create a beautiful and clean community?
    b. Does the proposed project encourage participation in recreational and cultural activities?
    c. Does the proposed project attract new residents, businesses, or visitors?
    d. Does the proposed project increase environmental stewardship?
    e. Does the proposed project contribute towards economic development and revitalization efforts?

   Scoring scale:

0	**2-3**	**5**
The project will not have an impact on the quality of life for the Pinole community	The project has moderate impact on the quality of life for the Pinole community	The project greatly impacts the quality of life for the Pinole community

8. **Grant Funding** – The proposed project is partially or fully supported by grants from State or Federal funds. The percentage of total cost funded by an external source will determine the score in this category.

   Scoring scale:

0	**1**	**2**	**3**	**4**	**5**
0% - 16% External Funding	17% - 33% External Funding	34% - 50% External Funding	51% - 67% External Funding	68% - 84% External Funding	85% to 100% External Funding

9. **Sustainability and Conservation** – The proposed project furthers the City’s sustainability and conservation goals. The score should be based on answers to the following example questions:
    a. Does the proposed project improve the health of the community and natural environment through sustainable designs with improved air quality and reduce greenhouse gas emissions that contribute to climate change?
    b. Does the proposed project increase use of active modes of transportation and reduces the need for auto-dependency?
    c. Does the proposed project incorporate design that meets or exceeds federal and State standards in the field of energy efficiency, such as State of California Title 24 Energy Efficiency Standards, LEED building standards, etc.?

Scoring scale:

0	2-3	5
The project will not impact the City's ability to achieve sustainability and conservation goals	The project will have a modest positive impact on the City's ability to achieve sustainability and conservation goals	The project will have a significant positive impact on the City's ability to achieve sustainability and conservation goals

CITY COUNCIL REPORT

9.F.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: STACY SHELL, HUMAN RESOURCES DIRECTOR

SUBJECT: APPROVE AN AMENDMENT TO THE EMPLOYMENT AGREEMENT FOR THE CITY CLERK

RECOMMENDATION

It is recommended that the Pinole City Council approve an amendment to provide a four percent (4%) cost of living adjustment to the employment agreement for Heather Bell as City Clerk.

BACKGROUND

In March 2019, the City Council appointed Ms. Bell to the position of City Clerk. On March 6, 2019, Ms. Bell and Mayor Murray signed a four-year term employment agreement through March 5, 2023. Ms. Bell commenced her duties as City Clerk on March 6, 2019.

The City Council and Ms. Bell had previously entered into subsequent employment agreement amendments to provide cost of living adjustments, merit increases, market rate adjustments, and employee benefit enhancements.

REVIEW AND ANALYSIS

The City of Pinole Municipal Code (PMC), Title II, Administration and Personnel, Chapter 2.05, Office of the City Clerk, Section 2.05.010, Office Created, provides the City Council with the authority to establish the office of the City Clerk and appoint a City Clerk on the basis of their administrative and executive abilities and qualifications and hold office for and during the pleasure of the City Council (City of Pinole Ordinance No. Ord. 2004-13, Section 1, 2004).

The City Clerk's employment agreement was made and entered into by and between the City Council and Ms. Bell on March 6, 2019. The agreement provides Ms. Bell with annual cost of living adjustments equivalent to those provided to City employees represented by the American Federation of State, County, and Municipal Employees, Local 512 ("AFSCME").

On August 15, 2023, the City Council adopted Resolution 2023-64, approving the Memorandum of Understanding ("MOU") between the City of Pinole and AFSCME for the period of July 1, 2023 – June 30, 2025. The AFSCME MOU provided unit members with a four percent (4%) COLA effective the first full pay period following July 1, 2023 and a four percent (4%) COLA effective the first full pay period following July 1, 2024.

In accordance with the March 6, 2019 employment agreement, the City Council shall provide

Ms. Bell with a four percent (4%) cost of living adjustment as codified in Exhibit A of the Resolution attached to this City Council Report.

FISCAL IMPACT

City staff does not expect there to be any new fiscal impact to the General Fund due to the proposed amendment to the agreement has already been incorporated into the FY 2024/25 Budget.

ATTACHMENTS

A. Reso CC Amendment #2-2024 (7-16-24)
B. Amendment #2-2024 Bell - FINAL

ATTACHMENT A

RESOLUTION NO. 2024-___

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING AN AMENDMENT TO THE EMPLOYMENT AGREEMENT FOR THE CITY CLERK

WHEREAS, the City Council and Heather Bell entered into an Employment Agreement ("Agreement") for the position of City Clerk on March 6, 2019; and

WHEREAS, Ms. Bell commenced her duties as City Clerk on March 6, 2019; and

WHEREAS, the term of the Agreement was for four (4) years; and

WHEREAS, the Agreement provides Ms. Bell with annual cost of living adjustments ("COLA") equivalent to those provided to City employees represented by the American Federation of State, County, and Municipal Employees, Local 512 ("AFSCME"); and

WHEREAS, on August 15, 2023, the City Council adopted Resolution 2023-64, approving the Memorandum of Understanding ("MOU") between the City of Pinole and AFSCME for the period of July 1, 2023 – June 30, 2025; and

WHEREAS, the AFSCME MOU provided unit members with a four percent (4%) COLA effective the first full pay period following July 1, 2023 and a four percent (4%) COLA effective the first full pay period following July 1, 2024; and

WHEREAS, the City and Employee now wish to amend the Agreement with a four percent (4%) COLA effective July 1, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Pinole does hereby approve an amendment the Agreement hereunto attached as Exhibit A and authorize the Mayor to execute the said amendment.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 16TH day of July 2024 by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

I, hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on this 16th day of July 2024.

____
Heather Bell
City Clerk

AMENDMENT #2-2024 TO THE AGREEMENT FOR EMPLOYMENT OF HEATHER BELL

This Amendment #2-2024 to the Agreement for the Employment of Heather Bell (the “Amendment”) is made and entered into as of __________ by and between the City of Pinole (the “City"), a California general law city, and Heather Bell, an individual ("BELL" or "Employee").

RECITALS

WHEREAS, the City and Employee previously entered into that certain Agreement for the Employment of Heather Bell effective as of March 6, 2019 (the “Agreement”); and

WHEREAS, the City and Employee have previously entered into multiple amendments to the Agreement; and

WHEREAS, the Agreement provides Employee with annual cost of living adjustments (“COLA”) equivalent to those provided to City employees represented by the American Federation of State, County, and Municipal Employees, Local 512 (“AFSCME”); and

WHEREAS, on August 15, 2023, the City Council adopted Resolution 2023-64, approving the Memorandum of Understanding (“MOU”) between the City of Pinole and AFSCME for the period of July 1, 2023 – June 30, 2025; and

WHEREAS, the AFSCME MOU provided unit members with a four percent (4%) COLA effective the first full pay period following July 1, 2023 and a four percent (4%) COLA effective the first full pay period following July 1, 2024; and

WHEREAS, the City and Employee now wish to amend the Agreement as specified herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the City and BELL agree as follows:

1. **Compensation**. Section 6(a), Compensation, of the Agreement is hereby amended in its entirety to read as follows:

“a. BELL shall be paid an annual base salary of $185,398.73, or $15,449.8942 per month, less all applicable federal, state, and local withholding. BELL shall be considered for a merit increase annually in conjunction with the completion of her performance evaluation, as outlined in paragraph 11. Merit increases shall subject to the City’s ability to pay for a salary adjustment.”

2. **Effective Date**. This Amendment shall be effective the pay period commencing July 1, 2024.

3. **Effect.** Except as expressly provided for herein, all other terms and conditions of the Agreement, as previously amended, shall remain in full force and effect.

EMPLOYEE

____
Heather Bell

DATED: _______________

CITY

____
Maureen Toms, Mayor

DATED: _______________

ATTEST:

____
Stacy R. Shell
Human Resources Director

APPROVED AS TO FORM:

____
Eric S. Casher
City Attorney

CITY COUNCIL REPORT

9.G.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR

SUBJECT: ADOPT A RESOLUTION DECLARING INTENT FOR THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS FOR THE PINOLE VALLEY ROAD LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT (LLAD) FOR FY 2024/2025, SETTING THE DATE OF THE PUBLIC HEARING, AND APPROVING THE ANNUAL ENGINEER'S REPORT

RECOMMENDATION

Staff recommends the City Council adopt a resolution declaring the intent to levy and collect assessments for the Pinole Valley Road Landscape and Lighting Assessment District (LLAD), setting a public hearing for August 6, 2024, and approving the annual Engineer's Report.

BACKGROUND

The City Council adopted Resolution 2008-91 forming the Pinole Valley Road Landscape and Lighting Assessment District (LLAD, the "District"), ordering maintenance work therein, confirming the diagram and assessment, and providing for the levy of annual assessments therein. Since the inception of the District, the City has installed improvements on Pinole Valley Road between Henry Avenue and Ramona Street. The purpose of the District is to provide a stable funding source for the ongoing maintenance and operation of the traffic signals, streetlights, and median landscaping.

On May 7, 2024, the City Council adopted a resolution initiating proceedings for the annual levy of assessments and ordering the preparation of the annual Engineer's Report for the District for Fiscal Year 2024/2025. This was step one of the process.

REVIEW AND ANALYSIS

The City must take the actions listed below each year to levy and collect the assessments for the District:

1. Adopt a resolution ordering the preparation and filing of the annual Engineer's Report;
2. Determine if any changes are needed to the existing improvements or new improvements are needed, and create the annual Engineer's Report;
3. Adopt a resolution declaring the intention to levy and collect assessments; declaring the intention to conduct a Public Hearing concerning the levy of assessments; and approving the annual Engineer's Report;
4. Announce any increase in the maximum assessment; and
5. Conduct a Public Hearing and adopt a resolution approving the assessment amounts for

the upcoming fiscal year and ordering that the assessment amounts be submitted to the Contra Costa County Assessor for placement on the secured property tax roll.

Based upon the District budget and reserves, the assessment rates for Fiscal Year 2024/2025 are proposed to increase from last year due to inflationary increases in the costs for utilities. The proposed rates for 2024/2025 are $556.20 per assessment unit ("AU") for Zone A and $605.12 per AU for Zone B. The proposed assessment represents an increase of 3.8% for Zone A and 3.8% for Zone B. The maximum assessment rate per unit is $661.12 for Zone A and $624.13 for Zone B. This maximum assessment rate represents a 3.8% increase for Zone A and a 3.8% increase for Zone B. An AU is equivalent to an acre of developable property. When the District was originally approved in 2008, the approved maximum assessment rate authorized annual future increases to account for inflation. The proposed rates for Fiscal Year 2024/2025 do not exceed the amount authorized by the original approval.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The proposed actions of the City Council are not a project as defined by the California Environmental Quality Act (CEQA) Guidelines and have no impact on the environment.

FISCAL IMPACT

The proposed assessments will be collected for the City by the Contra Costa County Tax Collector via the secured property tax bills for the assessable parcels within the District. As stated above, the Fiscal Year 2024/2025 assessment rates will increase for Zone A and B. The total District budget for Fiscal Year 2024/25 will be $59,560.64.

ATTACHMENTS

A. Reso_LLAD_FY24-25
B. Engineers Report - LLAD 2024-25

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE DECLARING ITS INTENT FOR THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS FOR THE PINOLE VALLEY ROAD LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2024/2025, APPROVING THE ENGINEER'S REPORT, AND SETTING THE DATE OF THE PUBLIC HEARING

WHEREAS, the City Council has by previous Resolutions formed said special maintenance district and has initiated proceedings for Fiscal Year 2024/2025, pursuant to the provisions of the "Landscape and Lighting Act of 1972" (the "1972 Act"), being Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500), that provides for the levy and collection of assessments by Contra Costa County to pay for the annual maintenance and servicing costs of all improvements and facilities related thereto. Said special maintenance district is known and identified as the Pinole Valley Road Landscape and Lighting Assessment District (hereafter referred to as the "District"). The District is comprised of two Zones (Zone A and Zone B), which are located on Pinole Valley Road between Henry Avenue and Ramona Street; and

WHEREAS, the City Council has directed the preparation of the Annual Engineer's Report (the "Report") for the District, in accordance with the 1972 Act; and

NOW, THEREFORE BE IT RESOLVED, DETERMINED AND ORDERED BY THE CITY COUNCIL, FOR THE DISTRICT, PURSUANT TO CHAPTER 3, SECTION 22624 OF THE 1972 ACT, AS FOLLOWS:

Section 1 Intention: The City Council hereby declares that it is its intention to seek the annual levy of the District pursuant to the 1972 Act, over and including the land within the District boundaries, and to levy and collect assessments on all benefitting land to pay the annual costs of the maintenance and servicing of the improvements located within the District. The City Council finds that the public's best interest requires such levy and collection.

Section 2 District Boundaries: The boundaries of the District are described in the Report. Please refer to the Report for a full and complete description of the specific boundaries and diagram.

Section 3 Description of Improvements: The improvements within the District may include, but are not limited to: turf, shrubs, plants and trees, landscaping, street lighting, traffic signals, irrigation and drainage systems, graffiti removal, litter abatement, sidewalks, landscape lighting, masonry walls, and associated appurtenances within the public right-of-ways or specific easements. Services provided include all necessary service, operations, administration and maintenance required to keep the improvements in a healthy, vigorous and satisfactory condition and in proper working order. The specific improvements within the District are detailed in the Report.

<u>Section 4</u> <u>Proposed Assessment Amounts:</u> The proposed rates for 2024/2025 are $556.20 per assessment unit ("AU") for Zone A and $605.12 per AU for Zone B. The proposed assessment represents an increase of 3.8% for Zone A and 3.8% for Zone B. For Fiscal Year 2024/2025, the proposed assessments for each parcel within the District are shown in the Report. Said Report also details any changes or increases in the annual assessments.

<u>Section 5</u> <u>Public Hearing:</u> The City Council hereby declares its intention to conduct a Public Hearing annually concerning the levy of assessments for the District in accordance with Chapter 3, Section 22626 of the 1972 Act.

<u>Section 6</u> <u>Notice:</u> The City Council shall give notice of the time and place of the Public Hearing to all property owners within the District by causing the publishing of this Resolution once in the local newspaper not less than ten (10) days before the date of the Public Hearing and by posting a copy of this Resolution on the official bulletin board customarily used by the City for the posting of notices. All interested persons shall be afforded the opportunity to hear and be heard.

<u>Section 7</u> <u>Notice of Public Hearing:</u> Notice is hereby given that a Public Hearing on these matters will be held by the City Council on **<u>Tuesday August 6, 2024 at or after 5:00 p.m.</u>** at Pinole City Hall, located at 2131 Pear Street, Pinole.

<u>Section 8</u> <u>Report Approval</u>: The City Council approves the FY 2023/2024 Pinole Valley Road Landscape and Lighting Assessment District Annual Engineer's Report, a copy of which may be requested from the City Clerk.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pinole held on this 16th day of July, 2024, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

ABSTENT: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on the 16th day of July, 2024.

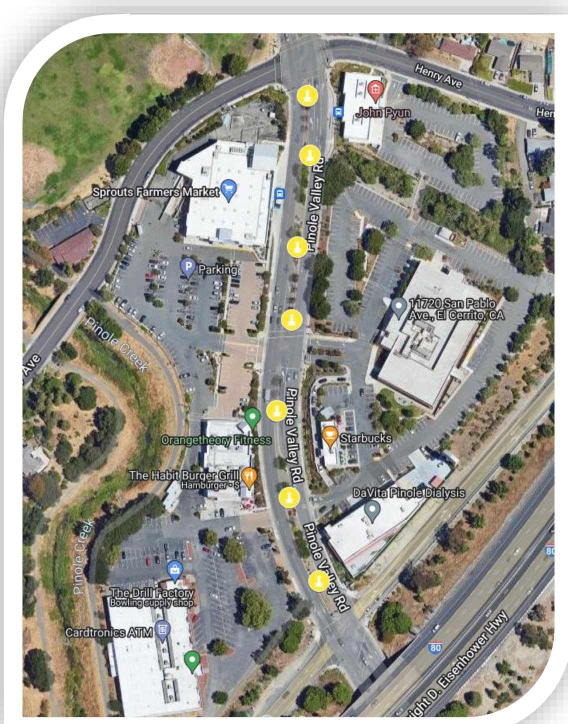
____

Heather Bell, CMC
City Clerk

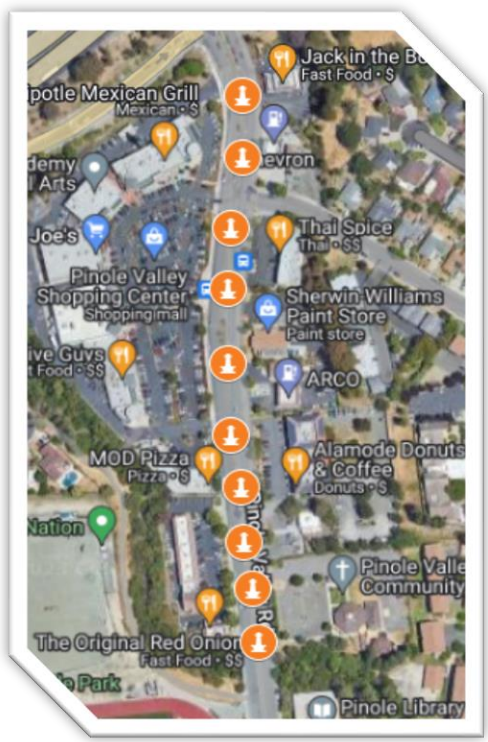
PINOLE VALLEY ROAD LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT

ENGINEER'S REPORT FY 2024-25

JULY 16, 2024



ZONE A



ZONE B

ENGINEER'S REPORT AFFIDAVIT

City of Pinole

Contra Costa County, State of California

Pinole Valley Landscape and Lighting District

The undersigned submits this report as directed by the City Council. This report was prepared by a Professional Engineer, licensed in the State of California. This report describes the District including the improvements, budgets, parcels, and assessments to be levied for fiscal year 2024/25, as they existed at the time of the passage of the resolution of intention. Reference is hereby made to the Contra Costa County Assessor's maps for detailed descriptions of the lines and dimensions of parcels within the District.

Dated this day of 16th July, 2024

REGISTERED PROFESSIONAL ENGINEER
SANJAYA K. MISHRA
No. 71239
Exp._______
CIVIL
STATE OF CALIFORNIA

By Sanjay Mishra, PE, TE
City Engineer
RCE # 71239

TABLE OF CONTENTS

INTRODUCTION

The City of Pinole (the "City"), under the provisions of the Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "1972 Act") and the provisions of the California Constitution Article XIII D (the "Constitution"), annually levies and collects special assessments from the City's maintenance assessment district designated as:

Pinole Valley Road Landscape and Lighting Assessment District

(the "District") to provide and maintain various landscaping and lighting improvements throughout the City that provide special benefits to properties within the City.

The City Council formed the District and provided for the levy and collection of annual assessments on the County tax rolls to provide ongoing funding for costs and expenses required to service and maintain the landscaping and lighting improvements within the boundaries of the District. The improvements to be provided by the District and assessments described herein are made pursuant to the 1972 Act and the substantive and procedural provision of the Constitution.

As part of the District formation, the City of Pinole conducted a Property Owner Protest Ballot proceeding for the proposed levy of a new assessment pursuant to the provisions of the Constitution. In conjunction with this ballot proceeding, the City council conducted a noticed public hearing to consider public testimonies, comments, and written protests regarding the formation of the District and levy of assessments. Upon conclusion of the public hearing, property owner assessment ballots received were opened and tabulated. The property owner assessment ballot tabulation resulted in a majority approval of the District and assessments of the property owners within the District. The District was formed on July 1, 2008 by Resolution no. 2008-91. The District is located on Pinole Valley Road and consists of two separate zones: Zone A and Zone B.

This Engineer's Report (the "Report") has been prepared pursuant to Chapter 1, Article 4 and Chapter 3 of the 1972 Act, and outlines the improvements, and proposed assessments to be levied in connection with the benefits the properties will receive from maintenance and servicing of landscaping improvements within the District for fiscal year 2024-25.

The word "parcel," for the purposes of this Report, refers to an individual property assigned its own Assessor's Parcel Number ("APN") by the Contra Costa County Assessor's Office. The Contra County Auditor/Controller APN and specific fund numbers to identify properties to be assessed on the tax roll for the District assessments.

This Report consists of five sections and identifies the following items:

- **Plans and Specifications** – The location of the District and the specific improvements to be maintained.
- **Method of Apportionment** – How the District costs are allocated and apportioned to the assessable parcels.
- **Zone Budgets** – The District costs and proposed assessments to be levied for 2024/25 for each Zone based upon the special benefit received.
- **District Diagram** – A diagram showing the District and Zone boundaries.
- **Assessment Roll** – A listing of properties to be assessed by APN, Zone, and corresponding assessment amounts.

ASSESSMENT SUMMARY FY 2023-24

	Total Assessable Costs	Total Assessable Units	Proposed Assessment Rate per AU	Maximum Assessment Rate per AU
Zone A	**$30.195.00**	52.796	**$556.20**	$661.12
Zone B	**$29,365.00**	49.900	**$605.12**	$624.13

Actual assessments are rounded down to the nearest even penny for county tax roll purposes.

SECTION I – PLANS AND SPECIFICATIONS DESCRIPTION OF THE DISTRICT AND BOUNDARIES

The District consists of two separate zones and is located on Pinole Valley Road, between Henry Avenue and Ramona Street. Zone A is to the north of Interstate I-80 and Zone B is to the south of Interstate I-80. Currently, there are a total of 18 commercial parcels within the District, 8 in Zone A and 10 in Zone B. The number of parcels in Zone A was reduced from 8 to 6 and Zone B was reduced from 16 to 15 parcels, due to parcel mergers effective for the 2011/2012 tax year. An annexation also occurred in Zone A for tax year, 2013/2014, increasing the parcel count for that Zone to 7 and the AU to 52.972. For tax year 2018/2019, one parcel was split into two with a slight size reduction, decreasing the AU to 52.796. The number of parcels in Zone B was reduced from 15 to 10 due to parcel mergers/changes effective for the 2013/2014 and 2014/2015 tax years. A clerical error was brought to the City's attention in December 2019 which has been transcribed over time and resulted in a higher AU in Zone B. In FY 2020-21, the clerical error was corrected resulting in a lower AU in Zone B.

Please refer to the Section V of this Report, Assessment Roll, for details.

IMPROVEMENTS AND SERVICES PROVIDED

Improvements within the District which are maintained and serviced may include but are not limited to: turf, shrubs, plants and trees, landscaping, street lighting, traffic signals, irrigation and drainage systems, graffiti removal, litter abatement, sidewalks, landscape lighting, masonry walls and associated appurtenances within the public right-of-way or specific easements.

The maintenance of District improvements generally include, but are not limited to, all materials, equipment, utilities, labor and incidental expenses, including administrative expenses, for the annual operation of the District and maintenance of the improvements. Also included is the performance of occasional repairs and the removal or replacement of improvements, as needed.

The specific improvements being maintained and serviced within each Zone of the District are defined on the following page:

Zone A Improvements (Northerly of I-80 Freeway)

- Landscaping totaling 16,920 square feet.
- Irrigation system for landscaping and two irrigation controllers.
- Maintenance of seven street light poles and fourteen street lights.
- Maintenance of two and a half traffic signals.
- Electrical power for street lights, traffic signals and irrigation system.
- Weed control and abatement.
- Graffiti abatement.
- Median repairs and contingency for damage.
- Litter abatement and collection (2,102 linear feet).

Zone B Improvements (Southerly of I-80 Freeway)

- Landscaping totaling 18,486 square feet.
- Irrigation system for landscaping and two irrigation controllers.
- Maintenance of ten street light poles and twenty street lights.
- Maintenance of one and a half traffic signals.
- Electrical power for street lights, traffic signals and irrigation system.
- Weed control and abatement.
- Graffiti abatement.
- Median repairs and contingency for damage.
- Litter abatement and collection (2,859.58 linear feet).

Reference is made to the plans and specifications for the improvements which are on file with the City and are incorporated herein by reference.

SECTION II – METHOD OF APPORTIONMENT

The 1972 Act allows for the establishment of assessment districts by public agencies for the purpose of providing certain public improvements as detailed in Section I of this Report. The 1972 Act also requires that the cost of these improvements and services be assessed based on benefit received rather than by assessed value of the properties being assessed. In accordance with the 1972 Act, Section 22573:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among assessable lots or parcels in proportion to the estimated benefits received by each such lot or parcel from the improvements"*

The method of apportionment described in this Report, and confirmed by the City Council, utilizes commonly accepted engineering practices which have been established pursuant to the 1972 Act and the California Constitution for the allocation of special benefit assessments. The calculation of assessments is based upon the parcel type and the services and improvements provided. The special benefit received by each lot or parcel is over and above any general benefit conferred upon said lots or parcels or to the public at large.

DESCRIPTION OF BENEFIT

Special Benefit

The improvements and associated costs have been allocated to the assessable properties within the District based upon the special benefit received by those properties, pursuant to the provisions of the 1972 Act. The improvements for which the properties will be assessed have been identified as necessary, were approved by the property owners within the District through a Proposition 218 assessment ballot procedure and are in compliance with the development plans and General Plan of the City. As such, the improvements and continuing maintenance and servicing are strictly the obligation of the properties within the District.

General Benefit

Although the improvements may be visible to passersby or to the public at large, the improvements were installed after approval from the property owners and are for the benefit of properties within the District. It has been determined therefore, any access to or use by properties or individuals outside the District is completely incidental and the costs of operating, maintaining, and servicing said improvements provides no measurable benefit to said outside properties or individuals.

Definition of Special Benefit

The method of apportionment described in this Report is based on the premise that each assessable parcel or unit receives distinct and special benefits from the improvements and services provided, including the visual desirability provided by well-maintained landscaping. In accordance with Article XIII D, Section 4 of the California Constitution:

"Special benefit means a particular and distinct benefit over and above general benefits conferred on real property located in the District or the public at large"

The special benefits associated with local landscape and lighting improvements are specifically:

- Enhanced desirability of properties due to proximity of the improvements.
- Improved aesthetic appeal provided by a positive representation of the community.
- Improved ingress and egress to property resulting in enhanced traffic flow, reduced traffic accidents and consequent reduction in possible property damage.
- Improved traffic visibility and circulation.
- Improved accessibility for emergency vehicles.
- Reduced vandalism and other criminal activity.
- Enhanced environmental quality provided by adequate green space and other landscaping which helps moderate temperatures, reduce noise pollution and control dust and debris.

ASSESSMENT RANGE FORMULA

It is generally recognized that most budgetary items will be impacted by inflation in future years. In accordance with the California Constitution, and Government Section 53739 (b)(1), assessments "***may be adjusted for inflation pursuant to a clearly defined formula…***" A formula for an inflationary adjustment is therefore included as part of the maximum assessment for this District and was approved by the property owner(s) at the time of formation. The formula, as described below, allows for annual adjustments to the budget and the assessments.

Generally, any new or increased assessment requires certain noticing and meeting requirements by law, the Government Code excludes certain conditions of a new or increased assessment. These conditions include:

> *"An assessment that does not exceed an assessment formula or range of assessments previously specified in the notice given to the public…and that was previously adopted by the agency…"*

The initial maximum assessment for the District was established at the time of formation and was assessed for the first time during the 2008/2009 fiscal year. The initial maximum assessment for Zone A was $415.52 per Assessment Unit ("AU"). The initial maximum assessment for Zone B was $390.80 per AU. The initial maximum assessment for each

Zone has been adjusted each subsequent fiscal year by the following Assessment Range Formula:

- The Maximum Assessment Rate allowed each fiscal year (the "Adjusted Maximum Assessment Rate") shall be based on the initial maximum assessment established in fiscal year 2008/2009, adjusted annually by the Bureau of Labor Statistics, Consumer Price Index for the month of April, All Urban Consumers, ("CPI") for the San Francisco/Oakland/San Jose area or two percent (2%), whichever is greater. Should the Bureau of Labor Statistics revise or discontinue the preparation of such index, the City reserves the right to use such revised index or a comparable system to determine fluctuations in the annual cost of living.

- Each fiscal year, the greater of CPI or 2% shall be applied to the Maximum Assessment Rate established the previous fiscal year to calculate the appropriate Adjusted Maximum Assessment Rate for the then current fiscal year.

- If the proposed annual assessment rate (assessment per AU) for the upcoming fiscal year is less than or equal to the Adjusted Maximum Assessment Rate established for that fiscal year, then the proposed annual assessment is not considered an increased assessment.

Beginning in the second fiscal year after the formation of the District (2009/2010) and each fiscal year since, the Maximum Assessment Rate has been recalculated and a new Adjusted Maximum Assessment Rate has been established for each fiscal year using the Assessment Range Formula described above. Each fiscal year, the greater of CPI or 2% is applied to the Maximum Assessment Rate from last year. The April 2024 CPI is 3.8%, therefore a 3.8% will be applied to the Maximum Assessment Rate from the last year. The Zone A Maximum Assessment Rate for the upcoming fiscal year (2024/2025) therefore, shall be **$661.12** per AU**.** The Zone B Maximum Assessment Rate for the upcoming fiscal year shall be **$624.13** per AU**.** The table below shows the Adjusted Maximum Assessment Rate for each Zone, for each fiscal year since the formation of the District. The Adjusted Maximum Assessment Rates have been calculated independently of the annual budget and proposed assessment rate for the given fiscal year. As stated above, if the proposed annual assessment for any fiscal year does not exceed the Adjusted Maximum Assessment Rate for that year, it is not considered to be an increased assessment under the terms of Proposition 218 or the Government Code.

Zone A LLAD Assessment/CPI History

Fiscal Year	April CPI	Allowable Increase	Actual April CPI Calculation	Adjusted Max. Assessment per AU	Actual Assessment per AU
2008/2009	N/A	N/A	N/A	$415.52	$415.82
2009/2010	0.80%	2.00%	1.020000000	$423.83	$415.82
2010/2011	1.71%	2.00%	1.020000000	$432.31	$415.82

2011/2012	2.82%	2.82%	1.028212932	$444.51	$394.80
2012/2013	2.07%	2.07%	1.020775582	$453.74	$394.80
2013/2014	2.38%	2.38%	1.023809026	$464.54	$377.74
2014/2015	2.78%	2.78%	1.027873710	$477.49	$377.74
2015/2016	2.43%	2.43%	1.024362313	$489.12	$377.74
2016/2017	2.70%	2.70%	1.026950338	$502.30	$377.74
2017/2018	3.78%	3.78%	1.037888610	$521.34	$377.74
2018/2019	3.20%	3.20%	1.032	$538.02	$396.32
2019/2020	4.0%	4.0%	1.040	$559.54	$409.69
2020/2021	1.1%	2.0%	1.020	$570.73	$422.04
2021/2022	3.8%	2.0%	1.020	$582.14	$474.90
2022/2023	5.0%	5.0%	1.050	$611.25	$498.65
2023/2024	4.2%	4.2%	1.042	$636.92	$535.84
2024/2025	3.8%	3.8%	1.038	$661.12	**$556.20**

Zone B LLAD Assessment/CPI History

Fiscal Year	April CPI	Allowable Increase	Actual April CPI Calculation	Adjusted Max. Assessment per AU	Actual Assessment per AU
2008/2009	N/A	N/A	N/A	$390.80	$390.80
2009/2010	0.80%	2.00%	1.020000000	$398.62	$390.80
2010/2011	1.71%	2.00%	1.020000000	$406.59	$390.80
2011/2012	2.82%	2.82%	1.028212932	$418.06	$342.04
2012/2013	2.07%	2.07%	1.020775582	$426.75	$342.04
2013/2014	2.38%	2.38%	1.023809026	$436.91	$342.04
2014/2015	2.78%	2.78%	1.027873710	$449.09	$342.04
2015/2016	2.43%	2.43%	1.024362313	$460.03	$342.04
2016/2017	2.70%	2.70%	1.026950338	$472.43	$342.04
2017/2018	3.78%	3.78%	1.037888610	$490.32	$348.06
2018/2019	3.20%	3.20%	1.032	$506.01	$359.06
2019/2020	4.0%	4.0%	1.040	$526.25	$392.64
2020/2021	1.1%	2.0%	1.020	$538.78	$405.68
2021/2022	3.8%	2.0%	1.020	$549.56	$494.89
2022/2023	5.0%	5.0%	1.050	$577.04	$519.63
2023/2024	4.2%	4.2%	1.042	$601.28	$582.97
2024/2025	3.8%	3.8%	1.038	$624.13	**$605.12**

To impose a new assessment or an increased assessment in excess of the Maximum Assessment Rate for the current fiscal year, as provided by the preceding Assessment Range Formula, the City must comply with the provisions of the California Constitution, Article XIII D, Section 4c that requires a public hearing and certain protest procedures including mailed notice of a public hearing and property owner protest balloting. Property owners must approve the proposed new or increased assessment via a property owner protest ballot process before any such new or increased assessment can be imposed.

The definition of new or increased assessments includes any assessment which, 1) did not previously exist or, 2) exceeds a previously approved assessment amount or assessment range formula. Any assessment range formula must have been previously adopted by the agency and approved by the property owners.

ASSESSMENT METHODOLOGY

The benefit formula used to determine the financial obligation for each parcel is based on the improvements benefitting the parcels, as well as the use, or type, of each parcel as compared to other parcels that benefit from said improvements. One of the more common approaches to fairly distributing District costs to the benefitting parcels in maintenance districts such as this utilizes a methodology referred to as the Assessment Unit ("AU") method of apportionment. This methodology utilizes various property characteristics such as development status, type of development (land-use) and size (units or acreage) to compare the proportional benefit of each property compared to similar properties benefitting from the improvements.

The District is comprised of one parcel type: commercial. Each commercial parcel receives similar benefit from the improvements due to the relative size of the properties, the specific improvements and proximity of the improvements to the properties. It has been determined that the buildable acreage of each parcel is an appropriate basis in calculating the total AU for that parcel. The individual commercial parcel, acreage is multiplied by a factor of 4.00 to determine the total AU for that parcel. The total Zone AU is then divided into the "Total Balance to Assessment" (as shown in Section III of this Report) to determine the annual assessment rate. The AU for each parcel is then multiplied by the annual assessment rate to determine the annual assessment for each parcel.

SECTION III – ZONE BUDGETS

The estimated budget for the annual maintenance and servicing of the improvements and the proportionate share of administration costs for each Zone have been prepared based on the estimated and recent historical costs of providing said maintenance and servicing.

ZONE A – PINOLE VALLEY ROAD NORTH FY 2024-25 BUDGET

DIRECT COSTS		
ACCOUNT	**DESCRIPTION**	**BUDGET**
310-347-42101	**PROFESSIONAL SERVICES**	**$8,000**
	Contra Costa County Public Works Traffic Signal Maintenance Services	$6,000
	Caltrans Traffic Signal Maintenance Services	$2,000
310-347-42108	**MAINTENANCE STRUCTURES / IMPROVEMENTS**	**$8,000**
	Contra Costa County Public Works Traffic Signal Maintenance	$4,000
	Caltrans Traffic Signal Maintenance	$2,000
	Pacific Site Management	$1,000
	Labor, materials, and equipment for maintenance	$1,000
310-347-43102	**UTILITIES**	**$7,000**
	Water - EBMUD	$3,000
	Electricity and Power	$4,000
	Pinole Valley Road – Traffic Control Lights – PG&E - $1,300	
	Street and Highway Lighting – PG&E- $2,700	
	CAPITAL REPLACEMENT ACCOUNT [1]	**$3,115**
	DIRECT COSTS- SUB TOTAL	**$26,115**
INDIRECT COSTS		
	Legal Charges	$1,100
	County Administration Fees	$150
	Admin Debits (City Administration + Engineer's Report)	$2,000
	INDIRECT COSTS- SUB TOTAL	**$3,250**
	TOTAL COSTS	**$29,365**
	TOTAL BALANCE TO ASSESSMENT	$29,365
	Total Assessable Units (AU)- 8 Parcels	52.796
	2024/25 PROPOSED ASSESSMENT PER AU	**$556.20**
	2024/25 MAXIMUM ASSESSMENT PER AU	$661.12

ZONE B – PINOLE VALLEY ROAD SOUTH FY 2024-25 BUDGET

DIRECT COSTS		
ACCOUNT	**DESCRIPTION**	**BUDGET**
310-347-42101	**PROFESSIONAL SERVICES**	**$5,145**
	Contra Costa County Public Works Traffic Signal Maintenance Services	$4,000
	Caltrans Traffic Signal Maintenance Services	$1,145
310-347-42108	**MAINTENANCE STRUCTURES / IMPROVEMENTS**	**$11,100**
	Contra Costa County Public Works Traffic Signal Maintenance	$3,500
	Caltrans Traffic Signal Maintenance	$2,500
	Pacific Site Management	$1,000
	Labor, materials, and equipment for maintenance	$4,100
310-347-43102	**UTILITIES**	**$8,000**
	Water - EBMUD	$3,000
	Electricity and Power	$5,000
	Pinole Valley Road Median Irrigation - PG&E- $300	
	Street and Highway Lighting – PG&E- $4,700	
	CAPITAL REPLACEMENT ACCOUNT [1]	**$2,700**
	DIRECT COSTS- SUB TOTAL	**$26,945**
INDIRECT COSTS		
	Legal Charges	$1,100
	County Administration Fees	$150
	Admin Debits (City Administration + Engineer's Report)	$2,000
	INDIRECT COSTS- SUB TOTAL	**$3,250**
	TOTAL COSTS	**$30,195**
	TOTAL BALANCE TO ASSESSMENT	**$30,195**
	Total Assessable Units (AU)- 10 Parcels	49.90
	2024/25 PROPOSED ASSESSMENT PER AU	**$605.12**
	2024/25 MAXIMUM ASSESSMENT PER AU	$624.13

[1] **Capital Replacement Account (CRA) –** This line item, shown on the budget page for each Zone, is specifically intended for the use in replacing the lighting poles for streetlights and traffic signals within the District. There are two reasons to consider the replacement of lighting poles. First, there is a finite life span of a standard lighting pole, which is approximately 50 years. Secondly, there must be a contingency plan in place for the possibility that a lighting pole gets damaged or knocked down, either by way of accident or by natural disaster. The current replacement cost of a lighting pole is estimated at $12,700.00 for materials and $3,300.00 for installation.

The estimated cost to replace all streetlight poles after 50 years, as well as a contingency to account for the possibility of a knockdown, accident, or natural disaster is shown below:

Zone	Cost per Pole	Number of Poles	Estimated Life Span (Years)	Knockdown Contingency ($50 per pole)	Estimated Annual Cost
A	$16,000.00	10	50	$500	$3,900.00*
B	$16,000.00	12	50	$600	$4,700.00*

$16,000.00 per light pole x 22 poles = $352,000 / 50 years = $7040 + $1,560 for Contingency = $8,600 annually. * Rounded to the nearest $100's.

The replacement cost of a lighting pole was increased from $15,000 to $16,000. This estimate is based on the amount paid for the most recent streetlight pole replacement quotes obtained in FY 2022-23. The costs will continue to be collected through the assessment amounts as part of the Capital Replacement Fund, as shown in the District Budgets.

DESCRIPTION OF BUDGET ITEMS

- **Building-Structure-Maintenance –** Includes all regularly scheduled labor, material, and equipment required to properly maintain the landscaping improvements, traffic signals, streetlights, poles, and irrigation system. Also includes the cost of:
  - Traffic signal maintenance which is provided by California Department of Transportation (Caltrans) and Contra Costa County Public Works.
  - Landscaping maintenance services provided by Pacific Site Management.
  - Replacement bulbs for traffic signals and streetlights.
  - Weed control and graffiti abatement within the District.

- **Water –** Includes the cost of furnishing water required for the proper maintenance of the landscaping.

- **Electricity and Power –** Includes the cost of furnishing electrical energy required for the proper operation of traffic signals, streetlights, and irrigation system.

- **Legal Charges –** Includes the cost of legal services to review reports, resolutions, and public hearing requirements for imposing the LLAD Assessment.

- **County Administration Fees –** Includes the County costs related to placement of the annual assessment charges onto the tax roll and the generation of the annual tax bills related thereto. Contra Costa County charges a Levy Code Fee of $250 per district, $0.76 Collection Fee per parcel, and $0.09 Assessor User Code Fee per parcel. Each Zone is charged $125 plus $0.85 per parcel.

- **Admin Debits –** Includes the cost of all particular departments and staff of the City for providing coordination of annual District administration process, operation, and maintenance of the improvements and responding to public concerns. This line item also includes the cost of preparing the Engineer's report for the administration of the District and transmitting assessment amounts to the County for the inclusion on the tax roll.

ACCOUNT BALANCES

DISTRICT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Fund balance on July 1st	$24,203.51	$30,613.24	$32,187.78	$35,952.50	$43,109.86
Revenue	$41,854.22	$39,746.28	$57,364.10	$49,767.90	$52,256.16
Expenditures	$35,444.29	$38,171.74	$53,599.38	$42,610.54	$46,683.86
Revenue over/under expenses	$6,409.73	$1,574.54	$3,764.72	$7157.36	$5,572.30
Fund balance on June 30th	$30,613.24	$32,187.78	$35,952.50	$43,109.86	$48,682.16

Based on the historical data in the table above, the average expenditures for the District are $40,089.59. The 1972 Act allows the District assessments to"…*include a reserve which shall not exceed the estimated costs of maintenance and servicing to December 10 of the fiscal year, or whenever the city expects to receive its apportionment of special assessments and tax collections from the county, whichever is later*." The Reserve Fund will be considered fully funded when the account balance reaches an amount equal to approximately 50% of the annual District costs.

CRA allocations were based on the percentage of poles in each Zone; approximately 45.5% of the poles in the District are in Zone A, and approximately 54.5% are in Zone B. The methodology noted above will be applied each fiscal year to allocate appropriate amounts to the Reserve Fund and CRA.

If a lighting pole is damaged or knocked down by an accident, attempts are made to recover the replacement cost through the responsible party. The recovered funds are placed in the CRA for the Zone where the knockdown reoccurred. A summary of the Capital Replacement Reserve account for each Zone is shown in the table below.

Zone	Capital Replacement account balance as of 07/01/2023	FY 2023-24 Contribution to Capital Replacement account	Estimated lighting pole recovery costs for FY 2023-24	Estimated lighting pole repair and replacement costs in FY 2023-24	Estimated ending Capital Replacement account balance on 06/30/2023.
A	$9,367.40	$3,900.00	-	-	$13,267.40
B	$2,527.72	$4,700.00	-	-	$7227.72

*Includes the purchase of a surplus pole for future knockdowns

SECTION IV – ASSESSMENT ROLL

Parcel Identification for each lot or parcel within the District shall be based on available parcel maps and other property data from the Contra Costa County Assessor's office as they existed at the time this Report was prepared and adopted by the City Council.

A listing of parcels assessed within the District for Fiscal Year 2023/2024, along with the corresponding assessment amounts, is included on the following pages. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel(s) shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amounts applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

Non-assessable lots or parcels include areas of public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and rights-of-way, including public greenbelts and parkways; utility rights-of-way; common areas; landlocked parcels; small parcels vacated by the County, bifurcated lots and any other property that cannot be developed or has specific development restrictions. These types of parcels are considered to receive little or no benefit from the improvements and are therefore, exempted from assessment.

Zone	APN	Parcel Acreage	Parcel Type	Parcel AU	2024/2025 Assessment per AU	2024/2025 Assessment	Applied Assessment
A	401-211-030	3.62	COM	14.48	$556.20	$8,053.78	$8,053.78
A	401-211-031	1.27	COM	5.08	$556.20	$2,825.50	$2,825.50
A	401-211-032	0.42	COM	1.68	$556.20	$934.42	$934.42
A	401-211-033	0.6	CMV	2.40	$556.20	$1,334.88	$1,334.88
A	401-211-035	0.573	COM	2.292	$556.20	$1,274.81	$1,274.80
A	401-410-005	2.23	COM	8.92	$556.20	$4,961.30	$4,961.30
A	401-410-019	2.006	COM	8.024	$556.20	$4,462.95	$4,462.96
A	401-410-020	2.48	COM	9.92	$556.20	$5,517.50	$5,517.50
		13.199		**52.796**		**$29,365.14**	**$29,365.14**
B	360-010-028	0.344	COM	1.376	$605.12	$832.65	$832.66
B	360-010-029	1.738	COM	6.952	$605.12	$4,206.79	$4,206.80
B	360-010-030	0.53	COM	2.12	$605.12	$1,282.85	$1,282.86
B	360-010-031	0.63	COM	2.52	$605.12	$1,524.90	$1,524.90
B	360-010-033	0.43	COM	1.72	$605.12	$1,040.81	$1,040.80
B	360-150-043	1.24	COM	4.96	$605.12	$3,001.40	$3,001.40
B	360-150-044	0.48	COM	1.92	$605.12	$1,161.83	$1,161.82
B	401-310-021	5.683	COM	22.732	$605.12	$13,755.59	$13,755.60
B	401-310-022	0.46	COM	1.84	$605.12	$1,113.42	$1,113.42
B	430-330-027	0.94	COM	3.76	$605.12	$2,275.25	$2,275.24
		12.475		**49.900**		**$30,195.49**	**$30,195.50**
	Totals:	**25.674**		**102.696**		**$59,560.63**	**$59,560.64**

Parcel Type: "COM" is a developed commercial property
"CMV" is an undeveloped commercial property.

Zone A – APN 401-410-017 was merged from three former parcels (APN's 401-410-014, 401- 410-015 & 401-410-016) and became active and assessable for Fiscal Year 2011/2012. APN 401-211-34 was annexed into the District for the 2013/2014 year. APN 401-410-017 was split into 401-410-019 and 020 for Fiscal Year 2018/2019.

Zone B – APN's 401-310-010 and 401-310-013 were merged into APN 401-310-019. This parcel became active and assessable for Fiscal Year 2011/2012. APN's 401-310-002; 003; 012; 017; 018 & 019 were merged into APN 401-310-021 for Fiscal Year 2013/2014. APN 401-310-

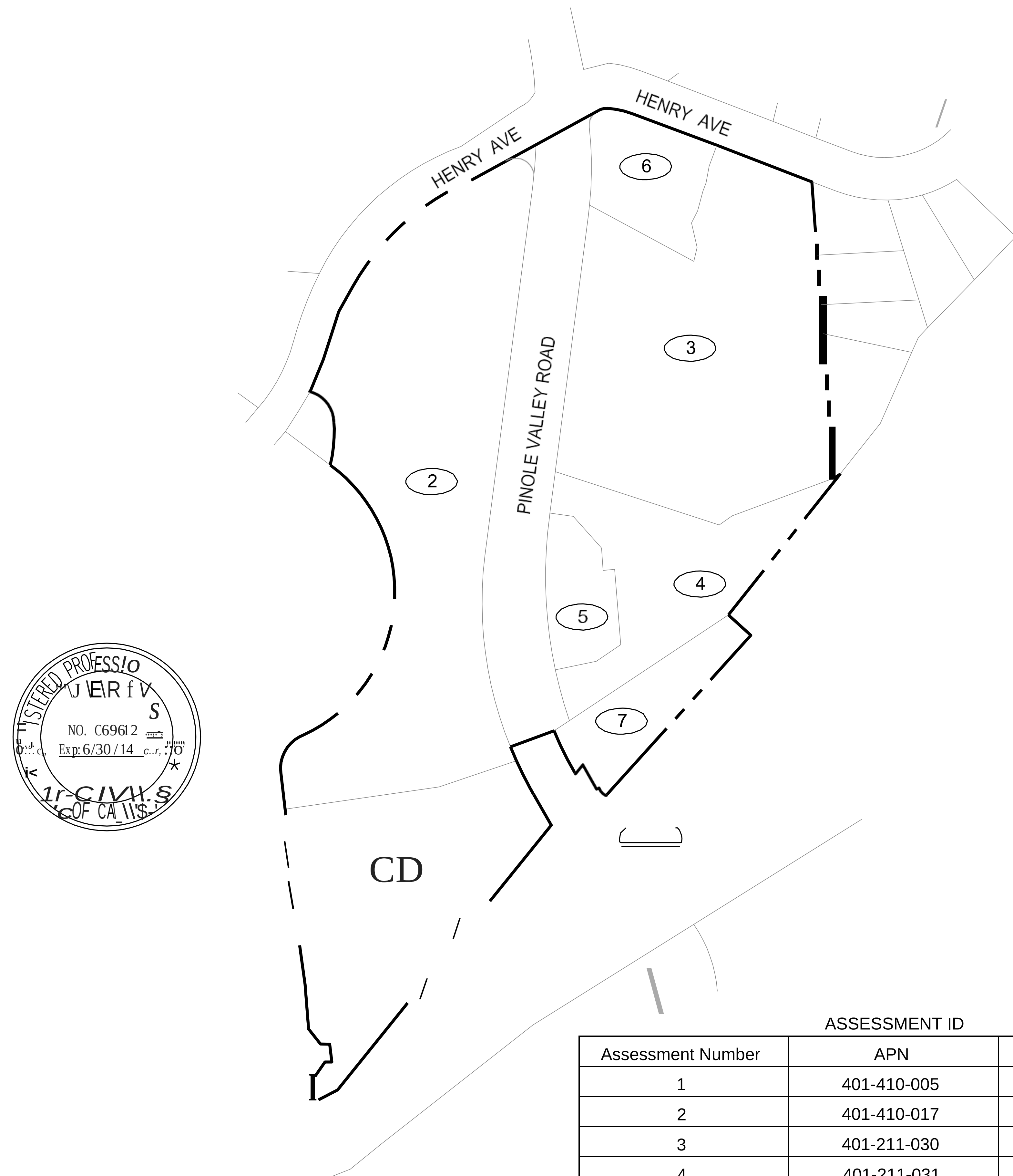
018 became parcel 022 for Fiscal Year 2013/2014. APN 430-330-022 merged into APN 401-310-021 for Fiscal Year 2014/2015.

SECTION V – DISTRICT DIAGRAM

The following page(s) show the Assessment Diagrams for The Pinole Valley Road Landscape and Lighting Assessment District. The lines and dimensions shown on maps of the Contra Costa County Assessor for the current year are incorporated by reference herein and made part of this Report.

REVISED ASSESSMENT DIAGRAM
PINOLE VALLEY ROAD LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT
ZONE A

CITY OF PINOLE
COUNTY OF CONTRA COSTA
STATE OF CALIFORNIA



FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF PINOLE,
THIS DAY ___ OF ___ , 20_.

CITY CLERK
CITY OF PINOLE
CONTRA COSTA COUNTY, CALIFORNIA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE REVISED ASSESSMENT DIAGRAM FOR THE PINOLE VALLEY ROAD LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT, CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF PINOLE AT A REGULAR MEETING THEREOF, HELD ON THE ___ DAY OF ___ , 20 , BY ITS RESOLUTION NO.______

CITY CLERK
CITY OF PINOLE
CONTRA COSTA COUNTY, CALIFORNIA

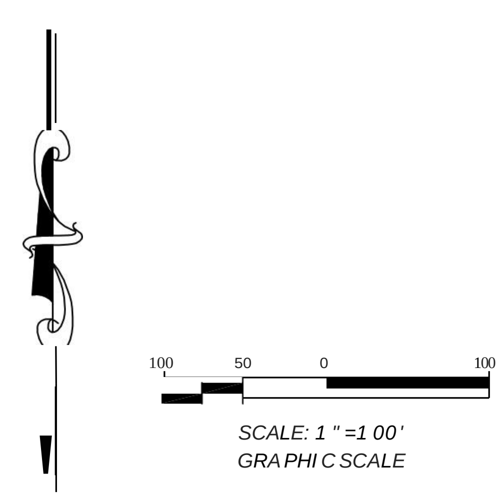
FILED THIS__ DAY OF -- -•20 .AT THE HOUR OF O'CLOCK M.,
IN BOOK ___ AT PAGE __ -OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA

COUNTY RECORDER
COUNTY OF CONTRA COSTA

NOTE: FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF EACH PARCEL WITHIN THE DISTRICT, REFER TO THE 2006 COUNTY OF CONTRA COSTA ASSESSOR'S MAPS.

ASSESSMENT ID

Assessment Number	APN	ZONE
1	401-410-005	A
2	401-410-017	A
3	401-211-030	A
4	401-211-031	A
5	401-211-032	A
6	401-211-033	A
7	401-211-034	A



LEGEND

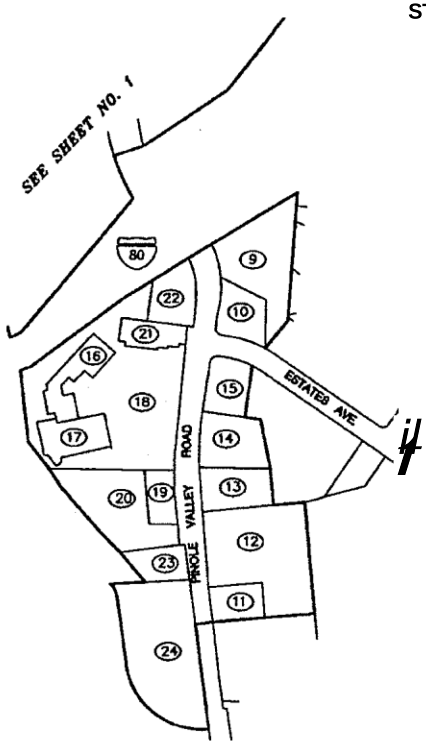
EXISTING ZONE A BOUNDARY
PARCEL LINES
CD ASSESSMENT NO.

SDS
SPECIAL DISTRICT SERVICES
P.O. Box 89 27 27
Temecula, CA 9 25 8 9
(8 77) 688 - 6 99 9

ASSESSMENT DIAGRAM
PINOLE VALLEY LANDSCAPE AND LIGHTING ASSESSMENT DISTIRCT
ZONE B

SHEET 2 OF 2

CITY OF PINOLE
COUNTY OF CONTRA COST A
STATE OF CALIFORNIA



ASSESSMENT ID

Assessment Number	APN	ZONE
9	360-150-043	B
10	360-150-044	B
11	360-010-028	B
12	.)60-010-029	l:j
13	360-010-030	B
14	.)60-u1Q-u.>1	B
15	360-010-033	B
16	401 ·310 "' ,,	B
17	401-310-003	B
18	401-310-010	B
19	401-.)10-012	B
20	401-.)10-013	B
21	401-.)10-017	B
22	401-.)10-018	B
23	430-330-022	B
24	430-3.)0-027	B

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CITY COUNCIL REPORT

9.H.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR
ERIC CASHER, CITY ATTORNEY

SUBJECT: SECOND READING AND ADOPTION OF EV CHARGING STATION ORDINANCE

RECOMMENDATION

Staff recommends the City Council waive the second reading of an Ordinance adding Chapter 10.80, EV charging stations, to the Pinole Municipal Code establishing restrictions for city-owned EV parking spaces and a schedule of rates for EV charging stations

BACKGROUND

The City of Pinole provides a dual port EV charging station in the Public Safety Building parking lot at 808 Tennent Ave. The charging station has been offered free of charge to users as part of our commitment to promoting sustainable transportation options and reducing greenhouse gas emissions in the City of Pinole. As the adoption of electric vehicles continues to grow, it is imperative that we establish a sustainable framework to support the infrastructure necessary for their operation to ensure the chargers are available to residents in a fair and equitable manner.

On June 4, 2024, the City Council held a public hearing to conduct a first reading of an electric vehicle charging station ordinance. After after discussion and feedback from the community, the City Council directed staff to consider amendments to address public feedback and City Council concerns. The City Attorney subsequently reviewed and revised the ordinance, submitting it to the Municipal Code subcommittee on June 10, 2024 for review and consideration. The revised ordinance, with proposed changes highlighted, reflects changes from the original draft. Because the proposed changes were material, the presentation on July 2nd, 2024 was considered as the first reading of the proposed ordinance.

REVIEW AND ANALYSIS

The adoption of electric vehicles represents a significant opportunity to reduce our dependence on fossil fuels and mitigate the impacts of climate change. By implementing fees for EV chargers, we can ensure the sustainability and effectiveness of our charging infrastructure while continuing to support the transition towards cleaner transportation alternatives.

At its regularly scheduled meeting on May 21, 2024, the City Council received a presentation and staff report to introduce and conduct a first reading of an ordinance adding chapter 10.80, EV charging stations, to the Pinole Municipal Code to establish restrictions for city-owned EV parking spaces and to establish a schedule of rates for EV charging stations. The City Council voted unanimously in favor of conducting the first reading of the proposed ordinance attached as Attachment A with direction on a few proposed edits. The proposed changes are reflected as track changes in the attached ordinance and include eliminating the window of time for imposition of an overstay fee, and clarification the charging fees can be adjusted to account for changes in PG&E rates.

Adopting an ordinance for EV charging fees will enable the City of Pinole to manage and optimize the use of EV charging infrastructure, support the transition to sustainable transportation, and achieve various economic, environmental, and social objectives.

The proposed fee structure will be communicated to the public through various channels, including the City's website, social media platforms, and signage at charging stations. Users will be able to pay for charging sessions either through a mobile app, or by credit/debit card, providing convenience and accessibility. If approved on second reading today, the ordinance will go into effect in thirty (30) days.

FISCAL IMPACT

Adoption of this ordinance will help the City generate revenue to offset the costs of maintaining the EV charging infrastructure, thus making this infrastructure expansion financially sustainable.

ATTACHMENTS

A. Revised Electric Vehicle Charging Station Ordinance

AN ORDINANCE OF THE CITY OF PINOLE ADDING CHAPTER 10.80, EV CHARGING STATIONS, TO THE PINOLE MUNICIPAL CODE TO ESTABLISH RESTRICTIONS FOR CITY-OWNED ELECTRIC VEHICLE PARKING SPACES, TO ESTABLISH A SCHEDULE OF RATES FOR ELECTRIC VEHICLE CHARGING STATIONS, AND TO AUTHORIZE THE CITY MANAGER TO ADJUST THE RATES TO RECOVER CITY'S COST

WHEREAS, the City of Pinole has installed an electric vehicle (EV) charging station at a City-owned parking lot, and will be installing more charging stations in the future; and

WHEREAS, as more residents switch from internal combustion engine vehicles to electric vehicles, the demand for these EV charging stations will only grow; and

WHEREAS, to ensure that EV charging stations are used in a fair and equitable manner, the City Council desires adding language to the Pinole Municipal Code to establish regulations and limitations on the occupancy of an EV charging station; and

WHEREAS, the proposed ordinance would also establish rates for vehicles using the City's EV charging stations, and authorize the City Manager to increase those rates in a specified manner; and

WHEREAS, the proposed ordinance will facilitate the use of the City's EV charging stations by a larger number of residents.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PINOLE, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Findings The City Council of the City of Pinole finds that all of the above Recitals are true and correct and incorporated herein by this reference.

SECTION 2. Municipal Code Amendment. Chapter 10.80, EV Charing Stations, is hereby added to the Pinole Municipal Code to read as follows:

10.80 EV Charging Stations.

10.80.010 City-Owned Electric Vehicle (EV) Charging Stations.

A. *Designation of Parking Spaces.* The Public Works Director, or their designee, is authorized in accordance with the purposes of this chapter to designate spaces in off-street public parking facilities for the exclusive parking of electric vehicles that are connected to electric vehicle charging stations for the purpose of transfer of electricity to the battery or other energy storage device of an electric vehicle.

B. *Signs or Markings.* Upon designation of a parking space or spaces for the exclusive use of electric vehicles pursuant to Subsection A of this section, the Public Works Director hall place signs or markings giving adequate notice that the parking space or spaces are restricted and to be used only for such electric vehicles. The signs or markings shall be in compliance with California Vehicle Code § 22511 indicating that vehicles left standing in violation of the restriction may be removed. The parking restriction shall not apply to the designated parking spaces until the sign or markings have been placed.

C. In parking stalls designated by the use of markings and/or posting as electric vehicle charging stations, only electric vehicles are allowed to park for charging events during designated hours.

D. It is unlawful for the operator of any vehicle to allow a vehicle to park or stand in a designated electric vehicle charging station longer than the posted time limit.

E. It is unlawful for the operator of an electric vehicle to allow that vehicle to park or stand in a designated electric vehicle charging station unless the vehicle is actively conducting a charging event.

F. The police department is authorized to cite and/or remove or cause the removal of vehicles parked in violation of this section in accordance with California Vehicle Code § 22511.

G. Fees for use of electric vehicle charging stations at electric vehicle parking spaces owned by the City of Pinole shall be as follows:

1. Baseline energy fee of $0.35 per kilowatt-hour, effective from 12:00 a.m. to 3:00 p.m. and from 9:00 p.m. to 12:00 a.m. everyday.
2. Time-of-Use energy fee of $0.40 per kilowatt-hour, effective from 3: 00p.m.to 9:00 p.m. everyday.
3. Ancillary fee of $1.50 per charging session.
4. Overstay fee of $1.00 per minute up to 30 minutes, charged after 4 hours and 15 minutes of charging ~~from 5:00 a.m. to 10:00 p.m.~~ every day, or as set forth in the City's Master Fee Schedule.
5. The City Manager may adjust the energy fees by increments no smaller than one cent ($0.01) no more than once per fiscal year or in accordance with any PG&E rate increases.
6. The maximum allowable annual percentage increase in energy fees shall not exceed the annual percentage increase in PG&E's average electric rate, published in Table 1.8 of the California Public Utility Commission's most current Assembly Bill 67 Annual Report on electric and gas utility costs.
7. Adjustments to the energy fees associated with the use of electric vehicle charging stations shall be posted to the City's website no later than 30 days prior to the adjustment.
8. ~~Energy fees may be adjusted no more than once per fiscal year.~~

SECTION 3. CEQA. This ordinance is exempt from further environmental review under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3), the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment, and Section 15273(a), the exception for the establishment of rates, tolls, fares, and charged.

<u>SECTION 4. Severability.</u> If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, the provisions of this Ordinance are severable. The City Council of the City of Pinole hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid, or unenforceable.

<u>SECTION 5. Effective Date.</u> This ordinance shall take effect thirty (30) days after its final adoption.

<u>SECTION 6. Publication</u>. The City Clerk is directed to cause this ordinance to be published in a manner required by law.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 16th day of July, 2024 by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

____
Maureen Toms, Mayor

ATTEST:

____
Heather Bell, City Clerk

APPROVED AS TO FORM:

____
Eric S. Casher, City Attorney

CITY COUNCIL
REPORT

10.A.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: SANJAY MISHRA, PUBLIC WORKS DIRECTOR

SUBJECT: REVIEW AND ADOPT SEWER RATES FOR 2024/25-2028/29

RECOMMENDATION

It is recommended that the City Council:

1. Conduct a public hearing concerning the proposed Sewer Rates for FY 2024/25 through 2028/29 and consider protest votes; and
2. Adopt a resolution accepting the Engineer's Report and approving the Sewer Rates for FY 2024/25 through 2028/29.

BACKGROUND

On July 17, 2018, the City Council adopted a five-year rate structure for sewer user fees. At that time, Willdan Financial prepared an analysis of the sewer rates. The primary need to analyze rates was to address a means to fund required improvements to the Pinole Hercules Water Pollution Control Plant. The rate structure included a 4.6% increase for the first year and a 3% annual rate increase for the subsequent 4 years. The sewer rates are required to be reviewed every 3 to 5 years.The primary need to analyze rates was to address means to fund required improvements to the sewer collection system as recommended by the Sanitary Sewer Master Plan (SSMP) adopted by council.

In 2024 the City selected Willdan Financial to develop an updated sewer rate model and make recommendations for sewer rates for the next five fiscal years. Willdan Financial has prepared the attached draft Sewer Rate Study Report. The principal reason for the rate increase is to provide adequate revenue for upgrades to Pinole's aging sewer collection infrastructure and to address inflow/infiltration (I&I) to the Pinole-Hercules Water Pollution Control Plant.

On July 2, 2024, staff held a workshop in response to a request from the council and residents to address a range of questions and listen to concerns from rate payers. During the workshop, staff utilized visuals to illustrate how sewer rate increases correlate with investments in capital projects. Staff also confirmed that, thus far, the council and city administration have not pursued any grants or loans for these capital projects. However, the City council may decide to explore the option of using a grant or loan for sewer capital projects in the future.

The increase will result in a change to single family units, multifamily units, and non-residential users.

REVIEW AND ANALYSIS

The sewer rate model prepared by Willdan Financial addresses the following:

1. Operating and maintenance costs associated with the Pinole-Hercules Water Pollution Control Plant,
2. The operating and maintenance costs associated with the collection system serving Pinole,
3. Debt service for Pinole's portion of prior improvements, half of the cost of the state mandated upgrades to the Pinole-Hercules Water Pollution Control Plant funded by an SRF Loan from the State Water Resources Control Board,
4. Capital improvements to the City of Pinole's sewer collection system to reduce inflow and infiltration and maintain adequate reserves for operations and capital projects are recommended in the SSMP.

The proposed sewer rates are shown in the following table. A detailed explanation of the proposed sewer rates is in the attached draft Sewer Rate Study Report.

Description	Existing Rates	Projected for Fiscal Year Ending June 30,				
		2025	2026	2027	2028	2029
Residential Annual Flat Fee [1]						
Single - Family	$ 883.44	$ 1,041.17	$ 1,223.38	$ 1,406.89	$ 1,617.92	$ 1,860.61
Multi - Family (per dwelling unit)	$ 750.96	$ 786.14	$ 923.72	$ 1,062.28	$ 1,221.62	$ 1,404.86
Non-Residential Annual Meter Charge:						
5/8 Inch	$ 202.80	$ 495.20	$ 581.86	$ 669.14	$ 769.51	$ 884.94
3/4 Inch	$ 304.20	$ 742.80	$ 872.79	$ 1,003.71	$ 1,154.27	$ 1,327.41
1.0 Inch	$ 507.00	$ 1,238.00	$ 1,454.65	$ 1,672.85	$ 1,923.78	$ 2,212.34
1.5 Inch	$ 1,014.00	$ 2,476.00	$ 2,909.30	$ 3,345.70	$ 3,847.55	$ 4,424.68
2.0 Inch	$ 1,622.40	$ 3,961.60	$ 4,654.88	$ 5,353.12	$ 6,156.08	$ 7,079.50
3.0 Inch	$ 3,244.80	$ 7,428.00	$ 8,727.91	$ 10,037.09	$ 11,542.66	$ 13,274.05
4.0 Inch	$ 5,070.00	$ 12,380.01	$ 14,546.51	$ 16,728.49	$ 19,237.76	$ 22,123.42
6.0 Inch	$ 10,140.00	$ 24,760.02	$ 29,093.02	$ 33,456.97	$ 38,475.52	$ 44,246.85
8.0 Inch	$ 16,224.00	$ 39,616.03	$ 46,548.83	$ 53,531.16	$ 61,560.83	$ 70,794.95
10.0 Inch	$ 25,350.00	$ 56,948.04	$ 66,913.94	$ 76,951.04	$ 88,493.69	$101,767.74
Volumetric Rates Per 100 Cubic Feet - All Flow						
Single - Family	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Multi - Family (per dwelling unit)	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Non-Residential	$ 7.09	$ 8.33	$ 9.79	$ 11.26	$ 12.95	$ 14.89

Notes:
[1] All residential customers only pay a flat fee per dwelling unit, regardless of usage.

Willdan Financial has provided ongoing service to the City of Pinole annually to help the City determine and collect the sewer fees through the County Assessor. The City and Willdan have encountered on an annual basis a challenge that results in increased efforts to calculate the fees for commercial users who pay for service based on water usage. This sewer rate model includes a change in the technique used to determine the charges to commercial accounts. Willdan Financial addresses this change further within the draft Engineer's Report. The new technique streamlines the calculations and reduces the opportunities to make errors. Residential users of the system will continue to pay a flat rate for sewer collection and treatment services.

In accordance with the requirements of the Government Code, Proposition 218, there will be a public hearing set for July 16, 2024. This will provide another opportunity to present the sewer rate study analysis and recommendations.

In accordance with the requirements of the Government Code, Proposition 218, the City is required to notify all affected parcels of the proposed increase in the sewer rates and provide an explanation to show why the rates need to be increased. Following the action taken by Council on May 21, 2024, a notice was prepared and mailed to all affected parcels. To meet the schedule set by the County Assessor, the notice was sent before May 31, 2024. As of July 7th, 2024 City clerk's office has received 113 protest letters from residents and continues to receive further protest letters. Staff will provide the total count of protest letters during the council meeting.

FISCAL IMPACT

The sewer rates are necessary for the operation of the Pinole-Hercules Water Pollution Control Plant and collection system. Without an adequate rate structure, operations at the Pinole Hercules Water Pollution Control Plant will be negatively affected. Additionally, without adequate revenue, infill and infiltration projects would need to be deferred. Adequate revenue is also necessary to maintain permit-compliant operations.

The City has taken several important steps to minimize the fiscal impact on sewer rate payers. They include authorizing a 30-year pay back schedule in lieu of 20 years for the SRF Loan, and refunding the prior bond debt service resulting in a reduction in annual payments. Additionally, the change in the technique used to determine the charges for commercial accounts recommended in the draft Engineer’s Report will save time on an annual basis when the assessment is determined.

ATTACHMENTS

A. Pinole Sewer Rate Study-2024

City of Pinole, CA

Report

Comprehensive Sewer Rate Study

WILLDAN

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Section 1 – Executive Summary

1.1 Introduction

Willdan Financial Services (Willdan) is pleased to submit to the City of Pinole (the "City") the following Sewer Rate Study report (the "Report") for your consideration. Willdan has completed this study of the City's sewer rates, which are submitted annually to Contra Costa County for placement each year on the Secured Property Tax Roll. The results of the investigations, analyses, and conclusions from this study are summarized in this Report.

The City currently provides wastewater treatment and collection services to its customers. The Pinole-Hercules Water Pollution Control Plant was originally built in 1955 as a primary wastewater treatment facility and has had two major expansions and several modifications over the years to meet the needs of both cities' growing populations. The City's wastewater system currently serves a combined population of approximately 40,000, with an average daily flow of 3.5 million gallons. Only those customers who are served by the Pinole-Hercules Water Pollution Control Plant are considered as part of this analysis.

The City provides service to portions of Hercules under a Joint Powers agreement. Hercules pays for those services directly as a wholesale purchaser on behalf of its retail customers. The City invoices Hercules for the treatment services provided and the capital projects that take place at the wastewater treatment facility. The costs incurred by the City for managing its collection system are accounted for separately and such costs are not passed on to Hercules since Hercules maintains its own wastewater collection system.

The City has focused a significant amount of attention and effort on strategic and master planning measures in all areas of sewer utility operations to ensure that it is able to provide uninterrupted service to its customers, and so that it remains prepared for the future. As part of its ongoing planning efforts, the City commissioned Willdan to perform a sewer rate study to analyze the revenue sources and expenditures of the sewer utility system, develop a five-year financial analysis, and provide recommendations for proposed rate and/or rate structure adjustments to meet the financial and administrative goals and objectives of the City. The primary objectives of the rate study include:

- Full recovery of costs related to utility operations (i.e., operating and maintenance costs, debt, and other expenditure requirements);
- Development of cost-based rate structures;
- Maintaining consistency with Water Environment Federation ("WEF") guidelines;
- Providing for equity among customer classes;
- Meeting substantive and procedural Proposition 218 requirements;
- Maximizing administrative efficiency (i.e., easy to understand and implement); and
- Incorporation into the analysis of a 5-Year capital funding plan.

1.2 Overview of the Rate Study Process

This study includes the development and presentation of a pro forma sewer financial plan for a 5-year planning period, as well as the development of cost-based rates through a cost-of-service and rate design analysis. Utility rates must be set at a level such that operating, maintenance, debt, and capital expenses are funded with the revenues received from customers. In addition, the revenues generated from utility rates must only be used for this purpose and for the sewer system only. This is a significant point, as failure to achieve the needed revenues can lead to unacceptable service levels and inadequately maintained facilities. Therefore, a rate study typically consists of the following three interrelated analyses:

I. **Financial Planning/Revenue Requirement Analysis**: Creates a five-year plan to support an orderly, efficient program of on-going maintenance and operating costs, capital improvement and replacement activities, debt financing, and retirement of outstanding debt. In addition, the plan should fund and maintain appropriate reserve balances based on industry standards, as well as the City's fiscal policies and specific needs.

II. **Cost-of-Service Analysis**: Identifies and apportions annual revenue requirements (i.e., expenditures) to operational and functional cost components based on the demand placed on the sewer utility system. The purpose of this analysis is to develop rates that generate revenues relatively proportionate to the share of the utility's costs. This objective is consistent with industry standards as well as the requirements of Proposition 218.

III. **Rate Design:** Develops an equitable and proportionate schedule of rates for the City's customer base. The policy objectives are coordinated with Proposition 218 (Prop 218) requirements and cost-of-service objectives to achieve a balance between customer equity and financial stability goals.

Revenue Requirement Analysis

Compares the revenues to the expenses of the utility to determine the overall rate adjustment required.

Cost of Service Analysis

Allocates the revenue requirements to the fixed/variable cost components based on cost of service.

Rate Design Analysis

Considers both the level and structure of the rate design to collect the appropiate and targeted level of revenues.

This rate study utilizes generally accepted rate-making principles and standards established by industry experts such as the WEF in its "Financing and Charges for Sewer Systems, Manual of Practice No. 27". The principles established by WEF are used as guidelines in the development of the proposed sewer rates. A discussion of some of the key principles of ratemaking is presented in the following subsection of this Report.

1.3 Summary of Proposed Rates

The rate study methodology applied in the development of updated sewer rates, outlined in this Report, consisted of reviewing the historical operating results of the sewer utility system, analyzing the budget to identify the net revenue requirements to be recovered from user rate revenues, performing general cost-of-service allocations based on the rate components and functional cost categories, and revising the rates based on the applicable costs and expenditures to be recovered from user rates. In addition, an analysis of the system's customers was performed to identify the rate determinants since they drive the recommended rates, which are the primary source for generating revenues. The allocated revenue requirements were utilized in conjunction with the rate determinants and rate structure to develop the proposed sewer rates.

The findings and conclusions of the rate analysis, as well as the resulting revised rate recommendations, were utilized to develop a projection of future operating results for a 5-year planning period from Fiscal Year (FY) 2025 (beginning July 1, 2024) through FY 2029 (ending June 30, 2029), herein referred to as the "Projection Period". The purpose for developing the 5-year projections is to demonstrate the financial capability of the sewer revenues to support system operations and maintenance, and fund planned capital improvements. The analyses, findings and accompanying recommendations are presented in the subsequent sections of the Report.

The sewer rate analysis described in the Report is performed based on the general guidelines of the defined objectives, as well as common industry standards for setting utility rates. In addition to focusing on these major objectives, the rate analyses performed herein may consider other factors in designing rates. As discussed in detail later in this Report, other rate considerations may generally include sensitivity to the impact of rate changes on existing customers, relative comparability with neighboring utilities, and variations or changes (if any) from the City's existing rate structure. The proposed sewer rates for assumed implementation effective July 1, 2024 (or other such date as determined by the City) for FY 2024/25 (FY 2025, herein referred to as the "Test Year") are provided in **Table 1**. It is anticipated that the charges, based on these rates, will be submitted to Contra Costa County for placement on Fiscal Year 2024/2025 Annual Secured Property Tax Bills, which are typically sent out to property owners in early fall each year. The existing rates are provided in **Table 2**.

Table 1 – Proposed Annual Sewer Rates

Description	Rate
Residential Annual Flat Fee [1]	
Single - Family	$ 1,041.17
Multi - Family (per dwelling unit)	$ 786.14
Non-Residential Annual Meter Charge:	
5/8 Inch	$ 495.20
3/4 Inch	$ 742.80
1.0 Inch	$ 1,238.00
1.5 Inch	$ 2,476.00
2.0 Inch	$ 3,961.60
3.0 Inch	$ 7,428.00
4.0 Inch	$ 12,380.01
6.0 Inch	$ 24,760.02
8.0 Inch	$ 39,616.03
10.0 Inch	$ 56,948.04
Volumetric Rates Per 100 Cubic Feet - All Flow	
Single - Family	$ 0.00
Multi - Family (per dwelling unit)	$ 0.00
Non-Residential	$ 8.33

Notes:

[1] All residential customers only pay a flat fee per dwelling unit, regardless of usage.

Section 2 – Revenue Sufficiency Analysis

2.1 Financial Planning Principles

While the individual rates for a utility system vary based on a variety of factors, rates should be consistent with common rate-making principles within the utility industry. The guiding principle is that rates designed for any utility should provide a reasonable balance between several key factors. In general, the utility rates should:

- Generate a stable revenue stream that, when combined with other sources of funds, is sufficient to meet the expenditure requirements and goals of the system;
- Be based upon the proportionate cost of providing the service and not exceed the cost of providing the service – in compliance with California Proposition 218;
- Be equitable – that is, they should generate revenue from customer classes in a manner which is reasonably in proportion to the cost of providing the service to that customer class;
- Be easy to understand by customers; and
- Be easy to administer by the utility.

Striking the appropriate balance between the principles of ratemaking is the result of a detailed process of evaluation of revenue requirements and cost-of-service, and how those translate into the rate design alternatives which meet legal requirements and the specific objectives of the utility under the circumstances in which it operates.

2.2 Existing Rates

As described in the Introduction to this report, The City has established sewer charges that are submitted annually to Contra Costa County for inclusion on the annual secured property tax roll. These charges are based on customer classification, and these rates charged for sewer service are approved by the City Council and are not subject to administrative review or approval by any other local or state agency. The City has historically adjusted rates, as necessary, to provide for recovery of financial obligations including operating expenses, debt service, capital expenditures and any other expenses and transfers.

The existing annual sewer rates consist of 1) a separate flat rate for single-family and multi-family customers that is applied per dwelling unit regardless of their usage, 2) meter-based fees for commercial/non-residential customers that designates the minimum amount they will pay by account, based on their respective meter size, regardless of usage, and 3) a commercial/non-residential volumetric rate component per 100 cubic feet of water usage that recovers the costs of treatment and disposal of wastewater. Water meter and usage data is provided by East Bay Municipal Utility District. The existing rates for sewer service are provided in **Table 2**.

Table 2 – Existing Annual Sewer Rates

Description	Rate
Residential Annual Flat Fee [1]	
Single - Family	$ 883.44
Multi - Family (per dwelling unit)	$ 750.96
Non-Residential Annual Meter Charge:	
5/8 Inch	$ 202.80
3/4 Inch	$ 304.20
1.0 Inch	$ 507.00
1.5 Inch	$ 1,014.00
2.0 Inch	$ 1,622.40
3.0 Inch	$ 3,244.80
4.0 Inch	$ 5,070.00
6.0 Inch	$ 10,140.00
8.0 Inch	$ 16,224.00
10.0 Inch	$ 25,350.00
Volumetric Rates Per 100 Cubic Feet - All Flow	
Single - Family	$ 0.00
Multi - Family (per dwelling unit)	$ 0.00
Non-Residential	$ 7.09

Notes:

[1] All residential customers only pay a flat fee per dwelling unit, regardless of usage.

2.3 Revenue Sufficiency Process

In evaluating whether the existing rates will generate sufficient revenue to meet the expenditure requirements of the sewer system, the annual expenditures required for the sewer utility system (herein referred to as the "Revenue Requirements") must be developed. The Revenue Sufficiency Analysis compares the forecasted revenues for the sewer utility system under existing rates (including customer growth) to the projected Revenue Requirements.

2.3.1 Budget

The revenue sufficiency analysis performed as part of this study and summarized in this report utilizes the City's adopted budget for FY 2024/25 (the "Budget" for FY ending June 30, 2025) as one source of data and information to determine the gross Revenue Requirements to be recovered from user rates over the Projection Period. The Budget, as prepared by the City, is provided on a line-item basis, and is used for projecting the budgeted financial needs for the Test Year and the remainder of the Projection Period. In developing the rate analysis, certain adjustments are made such that the expenditures are categorized into either Operating and Maintenance (O&M) expenses or non-operating expenses. In addition, only recurring costs included in the current Budget were included as part of the revenue requirement analysis. One-time costs were identified and evaluated in discussions with City Staff and removed if appropriate. Recurring annual costs were escalated using suitable cost indexes or cost escalation factors, again in discussion with City Staff and based on historical trends.

The O&M expenses are primarily those ongoing costs for labor, materials, supplies, services, etc., required to manage and operate the utility system on a day-to-day basis while maintaining a dependable level of service. The O&M requirements are generally a function of a budgetary process and are directly related to the level of service provided to customers of the utility system. The non-operating expenses include such items as capital outlay and any other expenses & transfers.

The Budget also identifies estimated revenues to be derived from sources other than sewer user rates. Such other revenue sources include interest earnings on investments, and reimbursement from the City of Hercules for its share of operating and capital project costs related to the shared wastewater treatment plant that the City of Pinole incurs on their behalf. If there are revenues generated from the other sources, those revenues are applied to the gross Revenue Requirements to reduce the amount of revenue required from user rates. The result is the net Revenue Requirement.

2.3.2 Capital Improvement Plan (CIP)

The City provided a list of anticipated capital projects to be undertaken over the Projection Period that will be paid from sewer service charge (rate) revenue, which are also included in the development of the gross Revenue Requirements. The capital projects provided by and identified by the City in the CIP are required in order to maintain and continue uninterrupted service to customers by investing in improvements, repairs, or replacements of aging system components as they wear over time. The City provided cost estimates for the identified capital projects by the fiscal year in which they are estimated to be undertaken. The funding for these capital projects was then used in the analysis, along with O&M and non-operating expenses, to determine the gross revenue requirements for the sewer system. The capital projects included in the CIP, along with their assumed funding sources, for the Projection Period are provided in **Table 3.**

Table 3 – Sewer CIP ($1,000s)

Description	Funding Source	Projected for Fiscal Year Ending June 30, ($1,000s)					
		2025	2026	2027	2028	2029	Future
Sewer Projects							
Effluent Outfall	Cash	$ 150	$ 1,000	$ 2,000	$ 0	$ 0	$ 0
Sanitary Sewer Rehabilitation - Cash	Cash	7,395	0	0	0	0	0
Sanitary Sewer Rehabilitation - Growth Impact Fees	Impact Fees	600	0	0	0	0	0
Secondary Clarifier Rehabilitation	Cash	425	0	0	0	0	0
Air Release Valve Replacements	Cash	50	0	0	0	0	0
Water Pollution Control Plant Lab Remodel	Cash	100	0	0	0	0	0
Sewer Pump Station Rehabilitation	Cash	100	2,760	4,440	0	0	0
Lower Tennent Trunk Sewer Capacity	Cash	0	0	170	3,880	0	0
Pinon-2 Capacity	Cash	0	0	0	125	2,835	0
Water Pollution Control Plant Boiler Replacement	Cash	0	0	660	0	0	0
Water Pollution Control Plant Centrifuge Replacement	Cash	0	0	0	990	0	0
Water Pollution Control Plant Solar and Battery Storage	Cash	0	0	175	0	0	0
Sanitary Sewer Master Plan Projects R&R	Cash	0	0	0	0	0	9,480
Sanitary Sewer Master Plan Projects R&R (I&I)	Cash	0	0	0	0	0	4,710
Water Pollution Control Plant R&R	Cash	0	0	0	0	0	2,010
Tennent-2	Cash	0	0	0	0	0	6,000
PVR-1	Cash	0	0	0	0	0	4,500
PVR-2	Cash	0	0	0	0	0	3,600
South-1	Cash	0	0	0	0	0	3,200
South-2	Cash	0	0	0	0	0	1,600
South-3	Cash	0	0	0	0	0	3,100
South-4	Cash	0	0	0	0	0	1,360
South-5	Cash	0	0	0	0	0	420
Summit-1	Cash	0	0	0	0	0	80
Master Plan Update	Cash	0	0	0	0	0	510
Flow Monitoring Program	Cash	0	0	0	0	0	330
Total Sewer Projects		**$ 8,820**	**$ 3,760**	**$ 7,445**	**$ 4,995**	**$ 2,835**	**$40,900**

2.3.3 Debt Service

The City currently has two outstanding debt issues for the sewer system. A minimum debt service coverage ratio of 1.25 times is required to be maintained on an annual basis, based on the City's current bond covenants associated with the existing debt. In simple terms, this means that the utility must have at least $1.25 in net operating revenues for every $1.00 of debt service they are committed to pay on existing debt. The debt service coverage is calculated by dividing net operating revenues (revenues less operations and maintenance expenses) by annual debt service. There are no future or additional debt issuances assumed to take place over the Projection Period outside of the current outstanding debt obligations. The annual existing debt payments over the Projection Period are provided in **Table 4.**

Table 4 – Annual Debt Service Payments

Description	Projected for Fiscal Year Ending June 30,				
	2025	2026	2027	2028	2029
Sewer Annual Debt Service					
2016 Wastewater Revenue Refunding Bond	$ 522,834	$ 522,008	$ 519,901	$ 522,455	$ 520,701
2016 Clean Water State Revolving Fund	1,089,184	1,089,184	1,089,184	1,089,184	1,089,184
Total Sewer Annual Debt Service	**$ 1,612,018**	**$ 1,611,192**	**$ 1,609,085**	**$ 1,611,639**	**$ 1,609,885**

2.3.4 Gross and Net Revenue Requirement

The proposed sewer rates developed in the Report are designed for assumed implementation for FY 2024/25 (the Test Year as previously defined). The projected Test Year gross and net Revenue Requirements are estimated by utilizing the Budget, actual debt service requirements as provided in the applicable debt service schedules, capital estimates and assumed funding sources for capital projects as provided by the City, along with anticipated transfers. The Test Year Revenue Requirements that are used for developing the user rates proposed herein are detailed in **Appendix A** at the end of this report and summarized in **Table 5**.

Table 5 – Test Year Revenue Requirements – FY 2025

Description	Total
Total O&M	$ 7,273,057
Debt Service	1,612,018
Other Expenditures & Transfers	1,618,029
Gross Revenue Requirement	**$10,503,104**
Less Other Revenues	(3,633,208)
Net Revenue Requirement	**$ 6,869,896**

The projected Revenue Requirements for the sewer system over the entire Projection Period are provided in **Table 6.**

Table 6 – Sewer Revenue Requirements for the Projection Period

Description	Projected for Fiscal Year Ending June 30,				
	2025	2026	2027	2028	2029
Total O&M	$ 7,273,057	$ 7,699,794	$ 8,157,223	$ 8,647,880	$ 9,174,530
Debt Service	1,612,018	1,611,192	1,609,085	1,611,639	1,609,885
Other Expenditures & Transfers	1,618,029	2,553,323	4,388,021	4,618,091	5,983,574
Gross Revenue Requirement	**$ 10,503,104**	**$ 11,864,309**	**$ 14,154,329**	**$ 14,877,610**	**$ 16,767,989**
Less Other revenues	(3,633,208)	(3,787,232)	(4,859,968)	(4,182,596)	(4,461,400)
Net Revenue Requirement	**$ 6,869,896**	**$ 8,077,077**	**$ 9,294,361**	**$ 10,695,014**	**$ 12,306,589**

2.4 Customer Data

The rate study described herein, particularly the cost-of-service analysis, is heavily reliant upon a detailed analysis of system customers and demand characteristics. The existing utility customer base provides the determinants utilized in the cost-of-service analysis, and ultimately in calculating the sewer charges, which become the foundation for projecting future revenues generated by the sewer system.

It is important to note that the customer analysis focuses primarily on the customer classifications that will be subject to and impacted by the user rates and charges to be developed in the Report. This consists of the general service (retail) customers that currently pay for utility service pursuant to the existing user rates and charges as previously detailed. For the purposes of the rate study, it is these customers that will generate revenues based upon the proposed user rates and charges.

2.4.1 Customer Billing Analysis

For the rate study, detailed billing information was provided for each individual customer. This data offered a breakdown of customers by class, usage characteristics, and billed charges. An analysis of the billing data was conducted to obtain an understanding of the existing customers, customer classes, and usage characteristics per customer class. In accordance with the data, as well as discussions with the City staff, the utility system provides service to various identifiable retail customer classes consisting of:

- Single-Family Residential
- Multi-Family Residential, and
- Commercial/Non-Residential

Each of these customer classes embodies certain common characteristics in their utility use and service demand profiles that provide the basis for establishing an equitable allocation of system costs. The billing data was utilized to identify the number of customer accounts within each class, the applicable equivalent residential units (ERUs) based on dwelling units and meter size, usage profiles, and strength characteristics.

The historical customer data was also utilized to establish growth trends for each customer classification. The growth trends were then used to project the average number of customers, ERUs, and usage within each class for the Test Year plus the remaining years of the Projection Period.

2.5 Financial Projections Under Existing Rates

The projected customers and accompanying billable flows are applied to the existing rates to develop a projection of user rate revenues that would be generated under existing rates. The revenues are then compared to the projected revenue requirements/expenditures to determine if revenue adjustments are needed. Based on this comparison, it is projected that under the existing rates, the sewer system would not meet its collective projected operating

(O&M) financial obligations, debt service payment or coverage requirements, cover costs of capital projects, and be able to make anticipated transfers. Therefore, revenue increases are required to generate additional cash to fund projected costs of operations and capital projects, meet debt service requirements, and maintain adequate cash reserves.

The City has established an objective of maintaining a target of at least 180 days of cash reserves to help fund ongoing operations in the event of periodic fluctuations in cash flow, and to address unexpected needs that may require cash funding. Since the City currently collects sewer user revenues through the annual secured property tax roll, as opposed to receiving cash through monthly or bi-monthly billings, it is essential that there are adequate cash reserves to cover expenditures between cycles of revenue collection from annual secured tax roll payments. The cash-flow statement outlining the projected operating results under existing rates is summarized in **Table 7** for the sewer system. The proposed rates and projected financial results are addressed in the subsequent sections of this Report.

Table 7 – Sewer System Projected Operating Results - Existing Rates ($1,000s)

Description	Existing	Projected for Fiscal Year Ending June 30,			
	2025	2026	2027	2028	2029
Revenues:					
Sewer Service Charges	$ 5,847	$ 5,850	$ 5,854	$ 5,857	$ 5,861
Other Revenues	3,633	3,787	4,860	4,183	4,461
Total Revenues	**$ 9,480**	**$ 9,638**	**$ 10,714**	**$ 10,040**	**$ 10,322**
O&M Expenses	(7,273)	(7,700)	(8,157)	(8,648)	(9,175)
Net Income	**$ 2,207**	**$ 1,938**	**$ 2,557**	**$ 1,392**	**$ 1,148**
Debt Service:					
Existing	$ 1,612	$ 1,611	$ 1,609	$ 1,612	$ 1,610
Future	-	-	-	-	-
Total Debt Service	**$ 1,612**	**$ 1,611**	**$ 1,609**	**$ 1,612**	**$ 1,610**
Balance After Debt	**$ 595**	**$ 327**	**$ 947**	**$ (220)**	**$ (462)**
Other Expenditures & Transfers:					
Capital Outlay	$ (352)	$ (252)	$ (260)	$ (268)	$ (276)
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Other Expenditures & Transfers	**$ (352)**	**$ (252)**	**$ (260)**	**$ (268)**	**$ (276)**
Net Results	**$ 243**	**$ 74**	**$ 688**	**$ (487)**	**$ (738)**
Fund Balance Activity:					
Operating Fund					
Beginning Balance	$ 23,584	$ 15,607	$ 11,922	$ 5,164	$ (318)
Deposit/(Withdrawal) from Operations	243	74	688	(487)	(738)
Cash Funded Capital Projects	(8,220)	(3,760)	(7,445)	(4,995)	(2,835)
Total Operating Fund Balance	**$ 15,607**	**$ 11,922**	**$ 5,164**	**$ (318)**	**$ (3,891)**
Days Cash on Hand	**783**	**565**	**231**	**(13)**	**(155)**

Section 3 – Cost-of-Service (COS) Analysis

3.1 General

The costs incurred by a sewer utility system are generally driven by specific service requirements imposed on the system by its customers. There are several different options that can be used to perform a cost-of-service (COS) analysis and the allocation methodology depends upon the basis applied. The sewer cost-of-service analysis detailed in **Section 3.2** involves an examination of the number and type of customers served in accordance with the California State Water Resources Control Board (SWRCB) *Revenue Program Guidelines for Wastewater Agencies*.

3.2 Sewer Cost-of-Service

The COS analysis for the sewer utility utilizes the revenue requirements for the Test Year as the cost basis. The Test Year revenue requirements are functionally unbundled, classified and allocated to customer classes to determine the cost-of-service by class. More detail relating to the sewer COS approach can be found in **Appendix B.**

3.2.1 Functional Unbundling of Revenue Requirements

The sewer system costs are unbundled into Collection, Treatment, and Customer functions. A brief description of each component is as follows:

- **Collection –** costs associated with lines and facilities that transport wastewater from customer properties to treatment facilities;
- **Treatment –** costs associated with treating wastewater for disposal reclamation and/or discharge;
- **Customer –** costs associated with metering, billing, and providing other services to customers (e.g., printing, delivering and collecting utility bills, recordkeeping, etc.).

The allocation of the functionally unbundled revenue requirements for the Test Year are summarized in **Table 8**.

Table 8 - Functional Unbundled Cost Allocations

Description	Test Year
Total O&M	$ 7,273,057
Existing Debt Service	1,612,018
Future Debt Service	0
Other Expenditures	1,618,029
O&M Revenue Requirement	**$ 10,503,104**
Less Other revenues	(3,633,208)
Total Revenue Requirement	**$ 6,869,896**
Functional Unbundled Revenue Requirement	
Treatment	$ 2,730,814
Collection	691,150
Administration	3,851,093
Transfers	-
CIP	8,220,000
Capital Outlay	351,597
Existing Debt	1,612,018
Non-Rate Revenue	(3,633,208)
Fund Balance [1]	(6,953,569)
Total	**$ 6,869,896**

Notes:
[1] Represents a transfer from reserves to provide funding for capital outlay and CIP costs.

3.2.2 Classification of Revenue Requirements

The functionally unbundled revenue requirements for the sewer system are classified into fixed and volumetric customer components based on methodology consistent with the Water Environmental Federation (WEF), Manual of Practice No. 27. Since the City is mostly built-out, and there are no anticipated losses or gains of significant wastewater customers, it is anticipated that the allocation percentages will not change materially during the Projection Period. However, it is important to note that COS analyses are based on the data at a specific point in time (i.e., the most recent fiscal year). To the extent that weather conditions, economic conditions and customer usage characteristics change during the Projection Period, the cost allocations can be impacted. The system-wide costs by service characteristic are shown in **Table 9**.

Table 9 - Classification of Unbundled Revenue Requirements

Component	Customer	Volume	Capacity	Strength - BOD	Strength - SS	Total
Treatment	$ 0	$ 317,334	$ 317,334	$ 1,057,883	$ 1,038,263	$ 2,730,814
Collection	0	345,575	345,575	0	0	691,150
Administration	3,851,093	0	0	0	0	3,851,093
Transfers	-	0	0	0	0	-
CIP	2,706,024	1,378,494	1,378,494	1,378,494	1,378,494	8,220,000
Capital Outlay	351,597	0	0	0	0	351,597
Existing Debt	1,612,018	0	0	0	0	1,612,018
Non-Rate Rev & Fund Balance	(5,167,483)	(1,238,030)	(1,238,030)	(1,477,566)	(1,465,667)	(10,586,776)
Total	**$ 3,353,249**	**$ 803,373**	**$ 803,373**	**$ 958,811**	**$ 951,090**	**$ 6,869,896**

3.2.3 Allocation to Customer Classes and Unit Cost Development

The functionalized and classified revenue requirements are allocated to customer classes utilizing a unit cost approach as follows:

- **Collection –** Based on relative percentage of annual sewer usage;
- **Treatment –** Based on relative percentage of sewer strength discharge (BOD and SS);
- **Customer –** Based on relative percentage of units by customer class.

The units of service for each component of cost by customer class (if applicable) are provided in **Table 10.** The units of service consist of the number of ERUs, annual flows in 100 cubic feet, and sewer strength discharge. ERUs are based on the number of residential dwelling units and commercial/non-residential customers by meter-size as provided in the customer data. Collection is the total annual sewer flows projected for the test year. BOD and SS reflect the strength per pound of the sewer discharge collected by the City from each customer class based on standards for wastewater discharge included in the State Water Resources Control Board Guidelines.

Table 10 – Units of Service

Description	Total Units	Total ERUs	CCF Flow	BOD Factor [1]	BOD Pounds	TSS Factor [1]	TSS Pounds
Residential Classes							
Single-Family	4,947	4,947	434,742	250	678,015	250	678,015
Multi-Family	1,370	1,370	64,157	250	100,058	250	100,058
Sub-Total Residential	**6,317**	**6,317**	**498,899**		**778,074**		**778,074**
Non-Residential Classes							
Commercial/Non-Residential	137	455	50,069	439	136,963	384	119,992
Sub-Total Non-Residential	**137**	**455**	**50,069**		**136,963**		**119,992**
Sewer System Total	**6,454**	**6,772**	**548,968**		**915,036**		**898,066**

Notes:
[1] Average strength factors for BOD and TSS are based on the State Water Resources Control Board Revenue Program Guidelines, Appendix G.

The revenue requirement for each cost component is divided by its respective unit of service to calculate a unit cost. The unit cost for each cost component is demonstrated in **Table 11.**

Table 11 – Cost Per Unit

Description	Customer	Volume	Capacity	Strength - BOD	Strength - SS	Total
Total Revenue Requirement	$ 3,353,249	$ 803,373	$ 803,373	$ 958,811	$ 951,090	**$ 6,869,896**
Units of Service	6,772	548,968	548,968	915,036	898,066	
	ERUs/Yearly	CCF	CCF	Pounds	Pounds	
Cost Per Unit	**$ 495.20**	**$ 1.46**	**$ 1.46**	**$ 1.05**	**$ 1.06**	
	ERUs/Yearly	**CCF**	**CCF**	**Pounds**	**Pounds**	

The allocation of the revenue requirement to each customer class is based on the unit costs for each component multiplied by the units of service for each customer class. The total costs to be recovered from each customer class by rate component are shown in **Table 12.**

Table 12 – Cost of Service by Customer Class and Cost Component

Rate Class	Customer	Volume	Capacity	Strength - BOD	Strength - SS	Total
Single-Family	$ 2,449,756	$ 636,212	$ 636,212	$ 710,451	$ 718,047	$ 5,150,679
Multi-Family	678,424	93,889	93,889	104,845	105,966	1,077,013
Commercial/Non-Residential	225,069	73,272	73,272	143,515	127,077	642,203
Total	**$3,353,249**	**$ 803,373**	**$ 803,373**	**$ 958,811**	**$ 951,090**	**$6,869,896**

3.2.4 Rate Design by Unit Cost

The unit costs developed in the previous section are used to develop the proposed rates for the Test Year. The fixed rate components are based on accounts, ERUs and the allocated customer-related costs. The volumetric rate component is based on the annual usage and sewer strength discharge.

The fixed rate components by ERU for single-family and multi-family customers are determined using the total number of residential dwelling units being served. Each residential dwelling unit is equivalent to one ERU.

The fixed rate components by ERU for commercial/non-residential customers are determined based on the number of customers by meter size. It is common practice in the utility rate-making industry to establish a rate structure that includes an incremented service availability charge (meter charge, sometimes also called a fixed charge) such that customers placing a greater potential demand or capacity requirement on the system (those with larger meters) will pay proportionately more for the service availability component.

The methodology for incrementing the commercial/non-residential fixed fee per ERU is based upon standardized meter/capacity criteria established by the American Water Works Association ("AWWA") and the WEF pursuant to the size of the water meter. The AWWA/WEF equivalent meter capacity criteria are commonly used to establish a standard unit of measure for customers referred to as an ERU. Utilizing the AWWA/WEF demand criteria, the applicable ERU factors for larger water meters are based on the incremental increase in potential wastewater discharge capacity, as compared to the standard meter size. These factors are derived from actual flow testing results and are commonly utilized by the water and sewer utility industry. Based upon the established standards, an ERU is equal to a single connection with a 5/8-inch water meter. Since wastewater flow capacity is generally a direct function of water flow, calculating the sewer fixed fee based upon the size of the water meter is equitable and consistent with industry standards. A full summary of the AWWA meter-size equivalency factors is provided in **Table 13.**

Table 13 – Meter Equivalency Factors

Description	AWWA Factors [1]	Non-Residential Meter Factors
Meter Size		
5/8 Inch	1.00	1.00
3/4 Inch	1.50	1.50
1.0 Inch	2.50	2.50
1.5 Inch	5.00	5.00
2.0 Inch	8.00	8.00
3.0 Inch	15.00	15.00
4.0 Inch	25.00	25.00
6.0 Inch	50.00	50.00
8.0 Inch	80.00	80.00
10.0 Inch	115.00	115.00

Notes:
[1] Meter-size equivalency factors established by the AWWA and identified in AWWA Standards C700, M1 and M22. Such factors are commonly applied consistently for both water and wastewater rate design.

The volumetric rate component is determined by the sewer usage and the strength characteristics associated with each customer classification based on the standards for wastewater discharge included in the State Water Resources Control Board Guidelines. Residential customers will pay a flat fee, regardless of their usage, so all costs relating to the volumetric rate component are included in the flat fee. This is a common industry standard for setting residential sewer rates since residential customers have similar usage profiles and place similar demand on a sewer utility system, and their wastewater discharge is not directly metered.

For commercial/non-residential customers, the volumetric rate component is determined by dividing the volume, capacity, BOD, and TSS volumetric cost categories by the total commercial/non-residential sewer flows to determine the commercial/non-residential volumetric rate per 100 cubic feet. It is a common industry practice to have commercial/non-residential customers pay a volumetric rate per unit of sewer usage since the commercial/non-residential customer class varies in usage and strength discharge characteristics between customers. Section **3.2.5.** demonstrates how the sewer rates are developed from the fixed and volumetric cost components, respective to each customer classification, to recover their proportional cost of providing service to them.

3.2.5 COS and Revenue Check

Once the unit costs are developed and the costs associated with each customer class based on the units or service are determined in **Section 3.2.3**, rates can be developed to ensure that each customer class is generating sufficient revenues to cover their allocated cost of service. The proposed rate structure for the sewer rates are as follows:

- **Single-Family & Multi-Family Residential Customers –** For single-family and multi-family residential customers, the proposed rates will consist of only a flat annual fixed charge based on the number of dwelling units.
- **Commercial/Non-Residential Customers –** For commercial/non-residential customers, the proposed rates will consist of an annual fixed charge by meter-size/ERU and a volumetric rate per 100 cubic feet of sewer usage.

The revenues generated by each land use vs the cost allocated to each land use are provided in **Table 14.**

Table 14 – Proposed Rate Revenues vs COS

Description	Yearly ERUs	Proposed Yearly Fixed Fee	Total Fixed Fee Revenue	Billable Annual Volume (CCF)
	[A]	[B]	[C]=[A]*[B]*1	[D]
Single-Family	4,947	$ 1,041.17	$ 5,150,679	N/A
Multi-Family	1,370	$ 786.14	$ 1,077,013	N/A
Commercial/Non-Residential	455	$ 495.20	$ 225,069	50,069
Total	**6,772**		**$ 6,452,761**	**50,069**
Description	**Proposed Volumetric Rate**	**Total Volumetric Rate Revenues**	**Total Calculated Revenues**	**Total COS**
	[E]	[F]=[D]*[E]	[G]=[C]+[F]	[H]
Single-Family	N/A	$ 0	$ 5,150,679	$ 5,150,679
Multi-Family	N/A	$ 0	$ 1,077,013	$ 1,077,013
Commercial/Non-Residential	$ 8.33	$ 417,135	$ 642,203	$ 642,203
Total		**$ 417,135**	**$ 6,869,896**	**$ 6,869,896**

Section 4 – Proposed Test Year Rates

4.1 General

The methodology used to calculate the recommended sewer rates proposed herein involves applying the projected customers, ERUs, and sewer flows to the user rates developed in the preceding cost-of-service and rate analysis to calculate the estimated revenues that would be generated. Then, these projected revenues are compared to the estimated Test Year revenue requirements, and the sewer rates are adjusted on a percentage basis as necessary until the revenues generated are sufficient to meet the revenue needs of the sewer utility system. In addition, there are other factors that must be considered in designing rates to satisfy the City's objectives. Such other rate considerations include, but are not limited to:

1. **Sensitivity to existing customers -** the proposed rates must consider the impact on existing customers and avoid putting an inequitable financial burden on any particular customer class.
2. **Comparability with neighboring utilities -** the proposed rates should consider the rates and charges applied to customers of neighboring utilities of relatively similar size for similar service.
3. **Existing rate structure -** the proposed rates must consider the logistics and cost/benefit implications of instituting changes to the existing rates and rate structure.
4. **Economic and property development -** the proposed rates must consider the potential for future development within the City's service area and ensure that the rates do not make it cost-prohibitive for future development.

The proposed rates developed herein utilize these considerations, as well as discussions with the City staff, professional judgment, and prior experience with comparable utility systems. When reviewing potential rate structure options in conjunction with the need for additional revenues, it was determined that revenue adjustments are needed, and the existing rate structure needs to be adjusted based on the cost-of-service analysis.

In conjunction with the existing rate structure, the proposed sewer rates for the upcoming fiscal year are composed of two rate components consisting of an annual fixed charge and a volumetric rate per 100 cubic feet for commercial/non-residential customers only. The proposed annual sewer rates for the Test Year are provided again in **Table 15**.

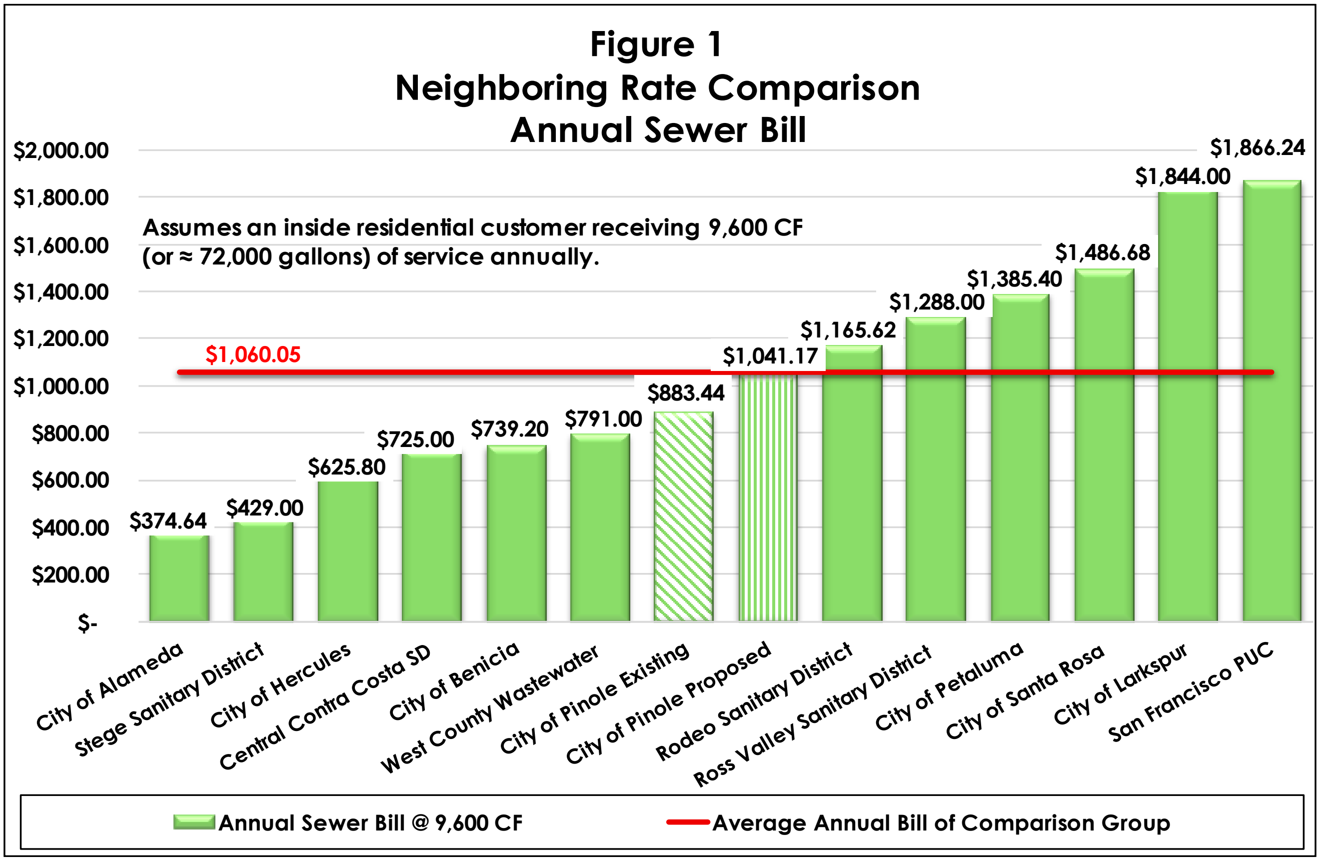
Table 15 – Proposed Annual Sewer Rates

Description	Rate
Residential Annual Flat Fee [1]	
Single - Family	$ 1,041.17
Multi - Family (per dwelling unit)	$ 786.14
Non-Residential Annual Meter Charge:	
5/8 Inch	$ 495.20
3/4 Inch	$ 742.80
1.0 Inch	$ 1,238.00
1.5 Inch	$ 2,476.00
2.0 Inch	$ 3,961.60
3.0 Inch	$ 7,428.00
4.0 Inch	$ 12,380.01
6.0 Inch	$ 24,760.02
8.0 Inch	$ 39,616.03
10.0 Inch	$ 56,948.04
Volumetric Rates Per 100 Cubic Feet - All Flow	
Single - Family	$ 0.00
Multi - Family (per dwelling unit)	$ 0.00
Non-Residential	$ 8.33

Notes:
[1] All residential customers only pay a flat fee per dwelling unit, regardless of usage.

4.2 Rate Comparison with Other Utilities

In order to provide the City with additional insight regarding the proposed rate levels, the analysis includes a comparison of both the existing and proposed user rates relative to the user rates imposed by other sewer utility systems located in same region. A summary analysis is provided comparing the cost of annual sewer service for a typical residential customer calculated under the existing and proposed rates of the City with those of the other utilities. Since the City currently bills customers annually through the Contra Costa County Secured Property Tax Roll, for purposes of a meaningful comparison, the bills for sewer utilities that do not bill annually (i.e. monthly or bi-monthly) were converted into annual bills. The rates utilized for the other neighboring utilities bills shown in **Figure 1** were in effect as of March 2024 and are exclusive of local taxes, outside surcharges, franchise fees, regulatory fees, or other rate adjustments. An annual summary comparison with other utilities for a residential customer using 800 cubic feet per monthly billing, or 9,600 cubic feet annually is illustrated in **Figure 1**.



It should be noted that when making comparisons for sewer service, several factors affect the level of rates and charges. Such factors may include:

1) Terms of wholesale service agreements;
2) Time since last rate update for comparison providers;
3) Level of treatment and effluent disposal methods of sewer service;
4) Anticipated capital improvement programs and capital financing methods;
5) Plant capacity utilization, age of facilities, and assistance in construction by federal or state grants, connection fees, developer contributions, etc.;
6) General Fund and/or administrative fee transfers made by other systems which may account for differences in the level of rates charged; and
7) Bond covenants and funding requirements of the rates.

For the utilities included in the rate comparisons, no analysis has been performed with consideration of the above-mentioned factors as they relate to the reported sewer rates currently being charged.

Section 5 – Projected Operating Results

5.1 General

As a conclusion to the study, a pro forma operating statement is developed for the sewer system. The statement summarizes the projected financial results based on the system revenues, expenses and other revenue requirements anticipated in future years.

The individual operating statements cover the 5-fiscal year Projection Period through June 30, 2029, and are prepared on a cash-flow basis. In addition, the pro forma statement includes the applicable annual percentage rate adjustments necessary to meet the projected revenue requirements. The following discussions describe the development of the major components of the projected operating results.

5.2 Projected User Rate Revenues

The user rate and charge revenues are estimated by applying the existing and proposed rates to the projected customers, ERUs, and sewer flows. The resulting revenues are then compared to the projected revenue requirements (i.e., O&M expenses, debt service, capital outlay, transfers, etc.) in each fiscal year to determine if the revenues are sufficient to satisfy the expenditure needs of the system. To the extent that there are revenue shortfalls in any given year of the Project Period, the sewer rates developed from the Cost-of-Service and Rate analysis outlined in **Section 3** of this report are adjusted on a percentage basis each year as necessary to generate the required level of revenues. The projected sewer user rate revenues are provided in **Table 16**.

Table 16 – Projected User Rate Revenues

System	Existing	Proposed	Projected for Fiscal Year Ending June 30,			
	2025	2025	2026	2027	2028	2029
Sewer Revenues						
Single-Family	$ 4,370,378	$ 5,150,679	$ 6,056,954	$ 6,971,140	$ 8,023,265	$ 9,234,207
Multi-Family	1,028,815	1,077,013	1,265,496	1,455,324	1,673,619	1,924,658
Commercial/Non-Residential	447,565	642,203	754,627	867,897	998,130	1,147,724
Total Annual Sewer Revenues	**$ 5,846,758**	**$ 6,869,896**	**$ 8,077,077**	**$ 9,294,361**	**$10,695,014**	**$12,306,589**

The projected revenues include the annual sewer rate adjustments anticipated for the remaining years of the Projection Period beyond the Test Year. The proposed user rates from which the projected operating results are developed for the entire 5-fiscal year Projection Period are provided in **Table 17**. The rates identified in the table below reflect the cost of providing service to individual customer classes based on ERUs, volume of flow, and strength characteristics.

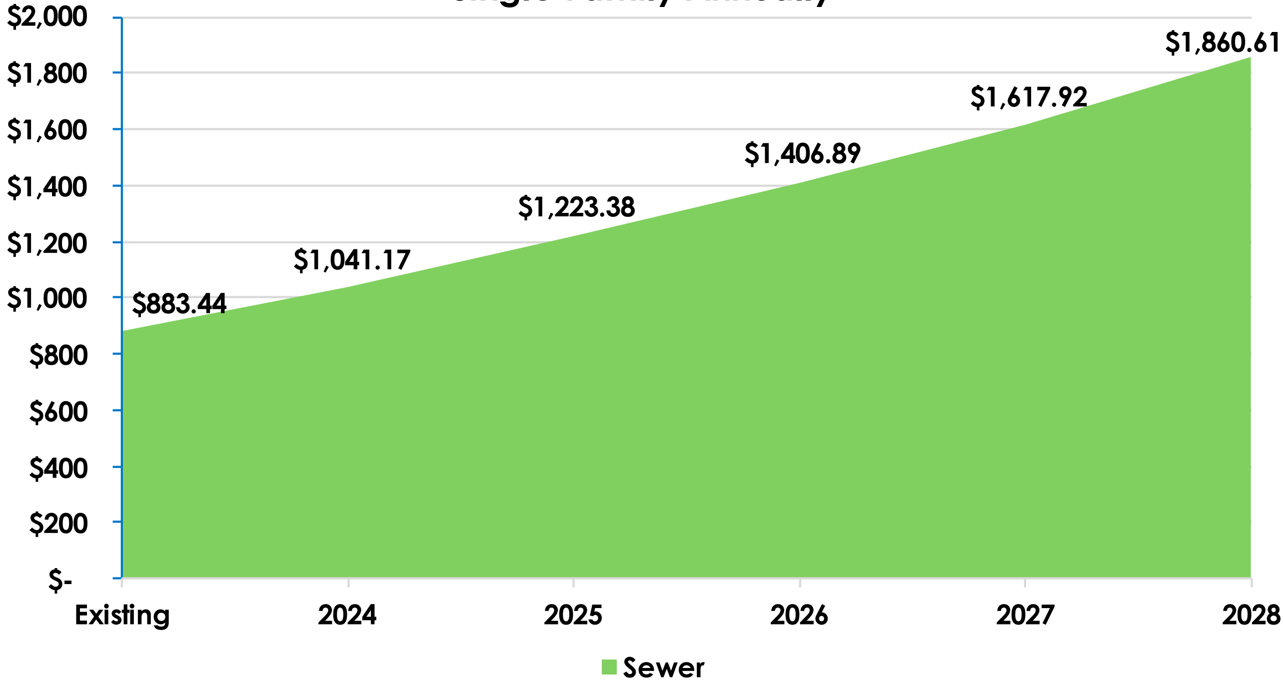
Table 17 – Proposed Annual Sewer Rates

Description	Existing Rates	Projected for Fiscal Year Ending June 30,				
		2025	2026	2027	2028	2029
Residential Annual Flat Fee [1]						
Single - Family	$ 883.44	$ 1,041.17	$ 1,223.38	$ 1,406.89	$ 1,617.92	$ 1,860.61
Multi - Family (per dwelling unit)	$ 750.96	$ 786.14	$ 923.72	$ 1,062.28	$ 1,221.62	$ 1,404.86
Non-Residential Annual Meter Charge:						
5/8 Inch	$ 202.80	$ 495.20	$ 581.86	$ 669.14	$ 769.51	$ 884.94
3/4 Inch	$ 304.20	$ 742.80	$ 872.79	$ 1,003.71	$ 1,154.27	$ 1,327.41
1.0 Inch	$ 507.00	$ 1,238.00	$ 1,454.65	$ 1,672.85	$ 1,923.78	$ 2,212.34
1.5 Inch	$ 1,014.00	$ 2,476.00	$ 2,909.30	$ 3,345.70	$ 3,847.55	$ 4,424.68
2.0 Inch	$ 1,622.40	$ 3,961.60	$ 4,654.88	$ 5,353.12	$ 6,156.08	$ 7,079.50
3.0 Inch	$ 3,244.80	$ 7,428.00	$ 8,727.91	$ 10,037.09	$ 11,542.66	$ 13,274.05
4.0 Inch	$ 5,070.00	$ 12,380.01	$ 14,546.51	$ 16,728.49	$ 19,237.76	$ 22,123.42
6.0 Inch	$ 10,140.00	$ 24,760.02	$ 29,093.02	$ 33,456.97	$ 38,475.52	$ 44,246.85
8.0 Inch	$ 16,224.00	$ 39,616.03	$ 46,548.83	$ 53,531.16	$ 61,560.83	$ 70,794.95
10.0 Inch	$ 25,350.00	$ 56,948.04	$ 66,913.94	$ 76,951.04	$ 88,493.69	$101,767.74
Volumetric Rates Per 100 Cubic Feet - All Flow						
Single - Family	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Multi - Family (per dwelling unit)	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Non-Residential	$ 7.09	$ 8.33	$ 9.79	$ 11.26	$ 12.95	$ 14.89

Notes:
[1] All residential customers only pay a flat fee per dwelling unit, regardless of usage.

The projected user rates provided herein for the periods beyond the Test Year are intended for strategic planning purposes, and to provide the City with the estimated future rates that may be needed to satisfy the projected cash flow requirements. The rates are developed in accordance with the assumed customer, flow, expenditure, and revenue estimates projected in this rate study. It is important to note that, since it is necessary to utilize numerous assumptions to develop the projected operating results, to the extent that actual customers, flows and/or system expenditures differ from those assumed herein, additional rate adjustments may be required. For informative purposes, the annual charge for a representative City residential customer based on the projected rates, as well as the accompanying change in the annual charge for each year of the Projection Period is included herein. An illustration of the projected annual flat fee charge for a single-family residential customer is provided in **Figure 2**.

Figure 2
Projected 5-Year Rate Path
Single-Family Annually



5.3 Debt Service Coverage

The sewer operating statement also includes a calculation of the annual debt service coverage. Debt service coverage is generally viewed as an indicator of the financial strength of the utility. The debt service coverage ratio is broadly calculated by dividing the net revenues by the annual debt service requirement. For the purposes of the debt service coverage calculation developed herein, the net revenues consist of the total operating revenues (user rate revenues plus other revenues) less the O&M expenses. In accordance with the requirements of the outstanding loan agreements, the City must maintain coverage of at least 125% (1.25 times) of the annual debt service payment. The pro-forma operating statement indicates that the sewer system is expected to meet or exceed the required minimum level of debt service coverage in each fiscal year of the Projection Period. It is important to note that the coverage results are provided for informative purposes only and are not intended as a legally supportable calculation for representation to bondholders. The debt service coverage for the sewer system over the projection period is provided in **Table 18**.

Table 18 –Sewer Utility System Projected Debt Service Coverage

Fiscal Year	Sewer Enterprise	
	Projected	Minimum
2025	2.00	1.25
2025	2.58	1.25
2026	3.73	1.25
2027	3.87	1.25
2028	4.72	1.25

5.4 Summary of Projected Operating Results

The cash-flow statement outlining the projected operating results is summarized in **Table 19** for the sewer system. The projected results are graphically illustrated in **Figure 3** for the sewer system. The results demonstrate that the proposed rates and charges along with the other system revenues are anticipated to be sufficient to satisfy the projected revenue requirements and capital needs of the utility system.

Table 19 – Sewer System Projected Operating Results - Proposed Rates ($1,000s)

Description	Existing	Proposed	Projected for Fiscal Year Ending June 30,			
	2025	2025	2026	2027	2028	2029
Revenues:						
Sewer Service Charges	$ 5,847	$ 6,870	$ 8,077	$ 9,294	$ 10,695	$ 12,307
Other Revenues	3,633	3,633	3,787	4,860	4,183	4,461
Total Revenues	**$ 9,480**	**$ 10,503**	**$ 11,864**	**$ 14,154**	**$ 14,878**	**$ 16,768**
O&M Expenses	(7,273)	(7,273)	(7,700)	(8,157)	(8,648)	(9,175)
Net Income	**$ 2,207**	**$ 3,230**	**$ 4,165**	**$ 5,997**	**$ 6,230**	**$ 7,593**
Debt Service:						
Existing	$ 1,612	$ 1,612	$ 1,611	$ 1,609	$ 1,612	$ 1,610
Future	-	-	-	-	-	-
Total Debt Service	**$ 1,612**	**$ 1,612**	**$ 1,611**	**$ 1,609**	**$ 1,612**	**$ 1,610**
Balance After Debt	**$ 595**	**$ 1,618**	**$ 2,553**	**$ 4,388**	**$ 4,618**	**$ 5,984**
Other Expenditures & Transfers:						
Capital Outlay	$ (352)	$ (352)	$ (252)	$ (260)	$ (268)	$ (276)
Transfers In	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Total Other Expenditures & Transfers	**$ (352)**	**$ (352)**	**$ (252)**	**$ (260)**	**$ (268)**	**$ (276)**
Net Results	**$ 243**	**$ 1,266**	**$ 2,301**	**$ 4,128**	**$ 4,350**	**$ 5,708**
Fund Balance Activity:						
Operating Fund						
Beginning Balance	$ 23,584	$ 23,584	$ 16,631	$ 15,172	$ 11,855	$ 11,210
Deposit/(Withdrawal) from Operations	243	1,266	2,301	4,128	4,350	5,708
Cash Funded Capital Projects	(8,220)	(8,220)	(3,760)	(7,445)	(4,995)	(2,835)
Total Operating Fund Balance	**$ 15,607**	**$ 16,631**	**$ 15,172**	**$ 11,855**	**$ 11,210**	**$ 14,083**
Days Cash on Hand	**783**	**835**	**719**	**530**	**473**	**560**

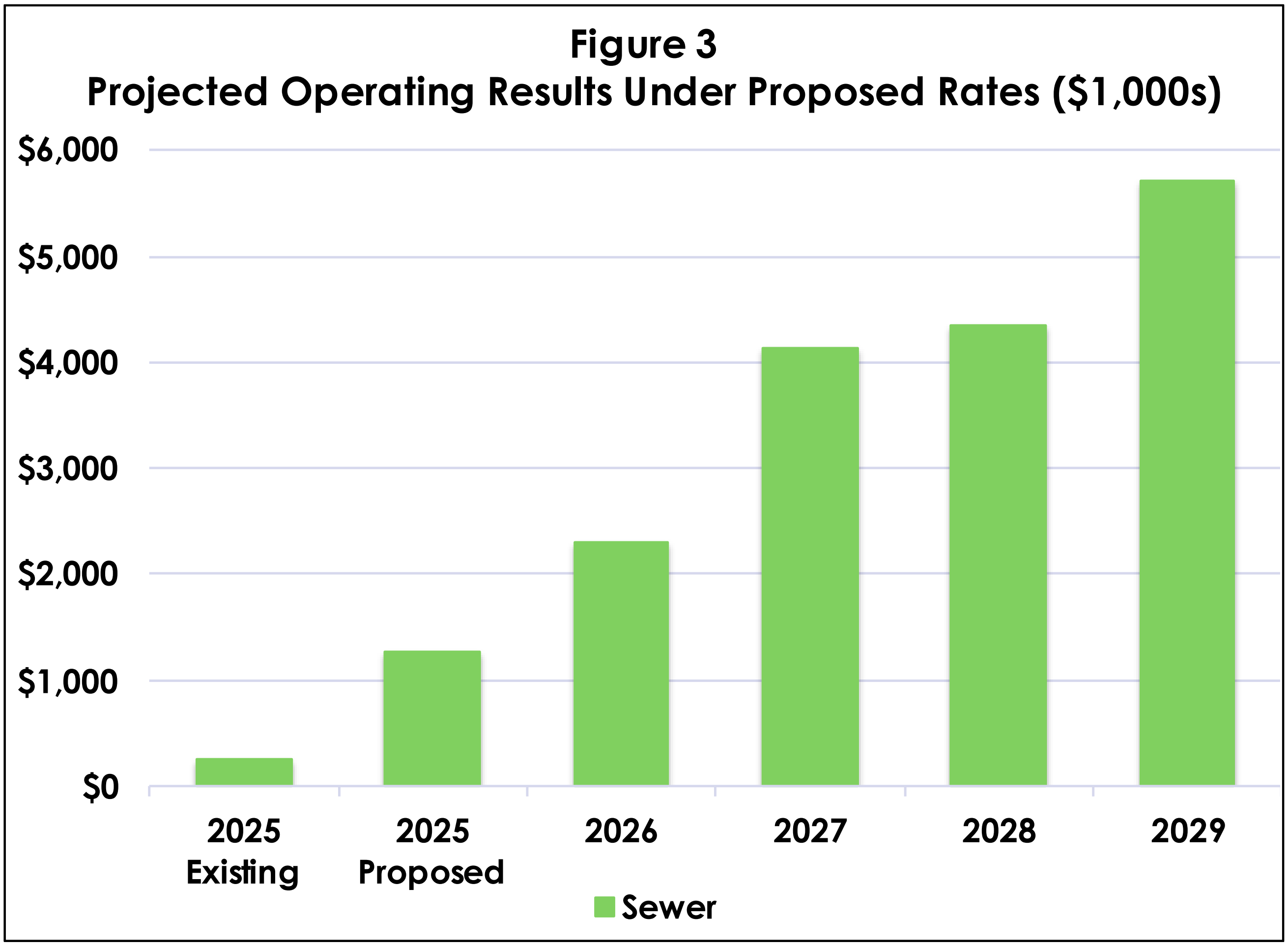


Figure 3
Projected Operating Results Under Proposed Rates ($1,000s)
$6,000
$5,000
$4,000
$3,000
$2,000
$1,000
$0
2025 Existing
2025 Proposed
2026
2027
2028
2029
Sewer

Section 6 – Conclusions and Recommendations

6.1 Disclaimers

6.1.1 General Disclaimer

In the development of the proposed user rates and charges, certain historical reviews and analyses have been performed, together with the application of assumptions based on prudent financial, operational, and ratemaking relationships. The cost criteria and customer usage characteristics associated with general ratemaking procedures are representative of averages and are not intended as indicators of any individual customer.

In the preparation of the rate study, certain assumptions have been made with respect to conditions that may occur in the future. While it is believed that these assumptions are reasonable for the purpose of this update, they are dependent upon future events and actual conditions may differ from those assumed. In addition, the study has used and relied upon certain information that was provided by other parties not associated with Willdan. Such information includes, among other things, the City's audited financial statements, annual operating budgets, periodic reports, and other information and data provided by the City, its independent auditors, and other sources. While the sources are believed to be reliable, there has been no independent verification of the information, and no assurances are offered with respect thereto. To the extent that future conditions differ from those assumed herein or provided by others, the actual results may vary from those projected.

6.1.2 Municipal Advisory Disclaimer

Unless the City of Pinole, California (the "City") has a written engagement from Willdan Financial Services ("Willdan") for municipal advisory services, Willdan is not advising or recommending any action be taken by the recipient of this information with respect to any prospective, new, or existing municipal financial products or issuance of municipal securities (including with respect to the structure, timing, terms and other similar matters concerning such financial products or issues). The City shall discuss any such information and material contained in Willdan's work product with any and all internal and/or external advisors and experts, including its own municipal advisor, that it deems appropriate before acting on the information and material.

For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the City with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the City, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the City, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall Willdan be asked to provide, nor shall it provide, any advice or recommendations or subjective assumptions, opinions or views with respect to the actual or proposed structure, terms, timing, pricing or other similar matters with respect to any municipal financial products or municipal securities issuances, including any revisions or amendments thereto.

6.2 Conclusions

As previously addressed, the purpose of this study is to provide a review of the City's existing utility rates to determine if rate adjustments are necessary to meet the budgeted and/or projected financial needs in future years. This Report is the result of the collaborative efforts of representatives from both the City and Willdan. City staff were diligent and cooperative in their efforts to ensure the availability and quality of source data on financial and operating matters. Based on the reviews, analyses and assumptions discussed herein, it is concluded that:

1. The proposed user rates and charges are anticipated to generate sufficient revenues to meet the revenue requirements of the system based upon the projected expenditures, transfers, customers, and billable flows estimated for the Test Year. The proposed rates are based on an assumed implementation date of July 1, 2024 (or other such date as determined by the City). To the extent that the implementation date is postponed, additional rate adjustments and/or appropriations from existing reserves may be necessary.
2. The estimated revenues and resulting rate adjustments for the remaining years of the Projection Period beyond the Test Year are developed based on the customer growth assumptions generated from the historical analyses and discussions with City staff. If the customer growth projections are not realized, additional rate adjustments may be necessary.
3. Customer growth for the sewer system is projected based on historical customer data as provided by the City as well as discussions with the City staff regarding development activity and anticipated construction. If it turns out that the customer growth assumptions are not realized, the resulting revenues could be different than projected.
4. Future capital improvement projects are assumed to occur as reported by the City in its CIP. To the extent that the timing of such projects may change from that estimated herein, the cost of such projects and resulting impact on future rates and charges may vary from those indicated.

5. The proposed rates and rate structure are consistent with industry standards for rate-setting practices, comply with Proposition 218 and conform to the City's financial policies with respect to:

   a. Equitably recovering costs;

   b. Being based upon the proportionate cost of providing services; and

   c. Generating sufficient revenue to recover system revenue requirements, meet debt service coverage requirements and annual payment obligations, fund capital needs, and meet reserve requirements.

6.3 Recommendations

Based on the reviews, analyses and assumptions addressed herein, as well as the resulting conclusions provided above, it is respectfully recommended that the City:

1. Adopt the proposed sewer rates to be placed on the annual secured property tax roll.

2. Enact the proposed rates to become effective as of July 1, 2024 (or other such date as determined by the City). Based on the timing of the project and the required public hearing notice procedures, it is expected that the effective date will occur on the recommended date.

3. Readdress the cost-of-service analysis portion of this study every three to five years to ensure costs are recovered consistent with cost-of-service principles and customer characteristics.

We appreciate the opportunity to be of service to the City in this engagement. In addition, we would like to thank City staff for the valuable assistance provided during the completion of the rate study.

Respectfully Yours,

WILLDAN FINANCIAL SERVICES

APPENDIX

DETAIL FOR THE COMPREHENSIVE SEWER UTILITY RATE STUDY

COMPREHENSIVE SEWER UTILITY RATE STUDY FOR THE CITY OF PINOLE, CALIFORNIA

APPENDIX A

Revenue Requirement from User Rates

APPENDIX - A
CITY OF PINOLE, CA
DEVELOPMENT OF RATE REVENUE REQUIREMENTS - SEWER

Line No:	Description	[A]	[B]	[C]=[A]*[B]
		Test Year for Rate Revenue Requirement		
		FY 2025	% to Sewer	Sewer
1	**Total Operating Revenues**	**$ 10,503,104**		**$ 10,503,104**
	Less:			
	Other Operating Revenues			
2	36302 - Sewer Chg/Sewer Plant-Hercules	$ 3,423,208	100%	$ 3,423,208
3	36303 - Sewer Chg/Sewer Laterals	10,000	100%	10,000
4	37180 - Investment Earnings	200,000	100%	200,000
5	**Total Other Operating Revenues**	**3,633,208**		**3,633,208**
6	**Total Rate Revenue Requirement**	**$ 6,869,896**	**100%**	**$ 6,869,896**

APPENDIX B

Sewer Cost-of-Service Analysis

APPENDIX - B
CITY OF PINOLE, CA
ALLOCATION OF TEST YEAR COSTS TO SEWER FUNCTION

Test Year Revenue Requirement		
Line No:	Expense Group	FY 2025
1	Collection	$691,150
2	Treatment	2,730,814
3	Administration	3,851,093
4	Pumping	0
5	Customer Service	0
6	Transfers	0
7	Existing Debt	1,612,018
8	New Debt	0
9	CIP	8,220,000
10	Capital Outlay	351,597
11	**Total**	**$ 17,456,672**

APPENDIX - B

CITY OF PINOLE, CA

SEWER CUSTOMER AND EQUIVALENT RESIDENTIAL UNIT CALCULATION - TEST YEAR FY 2025

Meter Equivalencies

Line No:	Meter Size	Class -->	[A - 1] Single-Family	[B - 1] Multi-Family	[C - 1] Non-Residential
		Billing Basis-->	Units	Units	Units
1	Dwelling Units		1.00	1.00	1.00
2	0.625		1.00	1.00	1.00
3	0.75		1.50	1.50	1.50
4	1.00		2.50	2.50	2.50
5	1.50		5.00	5.00	5.00
6	2.00		8.00	8.00	8.00
7	3.00		15.00	15.00	15.00
8	4.00		25.00	25.00	25.00
9	6.00		50.00	50.00	50.00
10	8.00		80.00	80.00	80.00

Customer Units

Line No:	Meter Size	Class -->	[A - 2] Single-Family	[B - 2] Multi-Family	[C - 2] Non-Residential	Total
		Billing Basis-->	Units	Units	Units	
1	Dwelling Units		4,947	1,370	-	6,317
2	0.625		-	-	61	61
3	0.75		-	-	1	1
4	1.00		-	-	30	30
5	1.50		-	-	33	33
6	2.00		-	-	9	9
7	3.00		-	-	2	2
8	4.00		-	-	-	-
9	6.00		-	-	1	1
10	8.00		-	-	-	-
11	**Total**		**4,947**	**1,370**	**137**	**6,454**

Total Equivalent Residential Units

Line No:	Meter Size	Class -->	[A - 1] * [A - 2] Single-Family	[B - 1] * [B - 2] Multi-Family	[C - 1] * [C - 2] Non-Residential	Total
		Billing Basis-->	Units	Units	Units	
12	Dwelling Units		4,947	1,370	-	6,317
13	0.63		-	-	61	61
14	0.75		-	-	2	2
15	1.00		-	-	75	75
16	1.50		-	-	165	165
17	2.00		-	-	72	72
18	3.00		-	-	30	30
19	4.00		-	-	-	-
20	6.00		-	-	50	50
21	8.00		-	-	-	-
22	**Total**		**4,947**	**1,370**	**455**	**6,772**

APPENDIX - B
CITY OF PINOLE, CA
SEWER CUSTOMER ACCOUNT & STENGTH CHARACTERISTICS BY CUSTOMER CLASS - TEST YEAR FY 2025

Line No:	Description	Total Units	Total ERUs	CCF Flow	BOD Factor (1)	BOD Pounds	TSS Factor (1)	TSS Pounds
	Residential Classes							
1	Single-Family	4,947	4,947	434,742	250	678,015	250	678,015
2	Multi-Family	1,370	1,370	64,157	250	100,058	250	100,058
3	**Sub-Total Residential**	**6,317**	**6,317**	**498,899**		**778,074**		**778,074**
	Non-Residential Classes							
4	Commercial/Non-Residential	137	455	50,069	439	136,963	384	119,992
5	**Sub-Total Non-Residential**	**137**	**455**	**50,069**		**136,963**		**119,992**
6	**Sewer System Total**	**6,454**	**6,772**	**548,968**		**915,036**		**898,066**

Notes:

[1] Average strength factors for BOD and TSS are based on the State Water Resources Control Board Revenue Program Guidelines, Appendix G.

APPENDIX - B
CITY OF PINOLE, CA
ALLOCATION OF SEWER COSTS - TEST YEAR FY 2025

Line No:	Description	Sewer Costs	Volume	Capacity	Strength - BOD	Strength - SS	Customer	Total (Check)
	Allocation Factors:							
1	Treatment		11.62%	11.62%	38.74%	38.02%	0.00%	100.00%
2	Collection		50.00%	50.00%	0.00%	0.00%	0.00%	100.00%
3	Administration		0.00%	0.00%	0.00%	0.00%	100.00%	100.00%
4	Pumping		11.62%	11.62%	38.74%	38.02%	0.00%	100.00%
5	Customer Service		0.00%	0.00%	0.00%	0.00%	100.00%	100.00%
6	Transfers		0.00%	0.00%	0.00%	0.00%	100.00%	100.00%
7	CIP		16.77%	16.77%	16.77%	16.77%	32.92%	100.00%
8	Capital Outlay		0.00%	0.00%	0.00%	0.00%	100.00%	100.00%
9	Existing Debt		0.00%	0.00%	0.00%	0.00%	100.00%	100.00%
10	New Debt		11.62%	11.62%	38.74%	38.02%	0.00%	100.00%
	Allocation of Costs:							
11	Treatment	$ 2,730,814	$ 317,334	$ 317,334	$ 1,057,883	$ 1,038,263	$ -	$ 2,730,814
12	Collection	691,150	345,575	345,575	-	-	-	691,150
13	Administration	3,851,093	-	-	-	-	3,851,093	3,851,093
14	Pumping	-	-	-	-	-	-	-
15	Customer Service	-	-	-	-	-	-	-
16	Transfers	-	-	-	-	-	-	-
17	CIP	8,220,000	1,378,494	1,378,494	1,378,494	1,378,494	2,706,024	8,220,000
18	Capital Outlay	351,597	-	-	-	-	351,597	351,597
19	Existing Debt	1,612,018	-	-	-	-	1,612,018	1,612,018
20	New Debt	-	-	-	-	-	-	-
21	Non-Rate Rev & Fund Balance	(10,586,776)	(1,238,030)	(1,238,030)	(1,477,566)	(1,465,667)	(5,167,483)	(10,586,776)
22	**Total**	**$ 6,869,896**	**$ 803,373**	**$ 803,373**	**$ 958,811**	**$ 951,090**	**$ 3,353,249**	**$ 6,869,896**
	Total Units of Service		**548,968**	**548,968**	**915,036**	**898,066**	**6,772**	
	Units		**CCF**	**CCF**	**Pounds**	**Pounds**	**ERUs/Yearly**	
	Cost Per Unit		**$ 1.46**	**$ 1.46**	**$ 1.05**	**$ 1.06**	**$ 495.20**	
	Units		**CCF**	**CCF**	**Pounds**	**Pounds**	**ERUs/Yearly**	

APPENDIX - B

CITY OF PINOLE, CA

SEWER COST OF SERVICE BY COST COMPONENT AND CUSTOMER CLASS - TEST YEAR FY 2025

Line No:	Description	[A] Volume	[B] Capacity	[C] Strength - BOD	[D] Strength - SS	[E] Customer	[F] Total
1	Single-Family	$ 636,212	$ 636,212	$ 710,451	$ 718,047	$ 2,449,756	$ 5,150,679
2	Multi-Family	93,889	93,889	104,845	105,966	678,424	1,077,013
3	Commercial/Non-Residential	73,272	73,272	143,515	127,077	225,069	642,203
4	**Total**	**$ 803,373**	**$ 803,373**	**$ 958,811**	**$ 951,090**	**$ 3,353,249**	**$ 6,869,896**

APPENDIX - B
CITY OF PINOLE, CA
SEWER RATE CALCULATION - TEST YEAR FY 2025

Line No:	Customer Class	[A] Fixed Rate Costs	[B] Yearly ERUs	[C] Proposed Yearly Fixed Fee	[D] Existing Yearly Fixed Fee	[E] Yearly Fixed Fee Difference	[F] Volumetric Rate Costs	[G] Billable Annual Volume (CCF)	[H] Proposed Volumetric Rate	[I] Existing Volumetric Rate	[J] Volumetric Rate Difference
	Residential Classes										
1	Single-Family	$ 5,150,679	4,947	**$ 1,041.17**	**$ 883.44**	**$ 157.73**	N/A	N/A	N/A	N/A	N/A
2	Multi-Family	$ 1,077,013	1,370	**$ 786.14**	**$ 750.96**	**$ 35.18**	N/A	N/A	N/A	N/A	N/A
	Non-Residential Classes										
3	Commercial/Non-Residential	$ 225,069	455	**$ 495.20**	**$ 202.80**	**$ 292.40**	$ 417,135	50,069	**$ 8.33**	**$ 7.09**	**$ 1.24**

APPENDIX - B
CITY OF PINOLE, CA
SEWER REVENUE VS COST OF SERVICE BY CUSTOMER CLASS CHECK - TEST YEAR FY 2025

Line No:	Customer Class	[A] Yearly ERUs	[B] Proposed Yearly Fixed Fee	[C]=[A]*[B]*1 Total Fixed Fee Revenue	[D] Billable Annual Volume (CCF)	[E] Proposed Volumetric Rate	[F]=[D]*[E] Total Volumetric Rate Revenues	[G]=[C]+[F] Total Calculated Revenues	[H] Total COS	[I]=[H]-[G] Difference Calc vs COS
1	Single-Family	4,947	$ 1,041.17	**$ 5,150,679**	**N/A**	**N/A**	**$ -**	**$ 5,150,679**	**$ 5,150,679**	**$ -**
2	Multi-Family	1,370	$ 786.14	**$ 1,077,013**	**N/A**	**N/A**	**$ -**	**$ 1,077,013**	**$ 1,077,013**	**$ -**
3	Commercial/Non-Residential	455	$ 495.20	**$ 225,069**	50,069	$ 8.33	**$ 417,135**	**$ 642,203**	**$ 642,203**	**$ -**
4	**Total**	**6,772**		**$ 6,452,761**	**50,069**		**$ 417,135**	**$ 6,869,896**	**$ 6,869,896**	**$ -**

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CITY COUNCIL REPORT

11.A.

DATE: JULY 16, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
ERIC CASHER, CITY ATTORNEY

SUBJECT: RESOLUTION PLACING ½-CENT SALES TAX MEASURE ON NOVEMBER 5, 2024 BALLOT

RECOMMENDATION

Staff recommends the City Council adopt a resolution placing a ½-cent sales tax measure on the November 5, 2024 ballot.

BACKGROUND

At its November 7, 2023 meeting, the City Council considered the City's long term financial plan forecast and related strategies. As further described in the November 7th staff report, the twenty-year General Fund status quo financial forecast shows that the City's ongoing General Fund revenues are forecasted to grow at a slower rate than its ongoing expenditures, which results in a growing imbalance over time. The City's annual deficit will grow to at least $1,600,000 next fiscal year alone, giving rise to the possibility of reductions in fire and police protection, 911 emergency response times, pothole repairs, park maintenance, and other essential city services. Pinole has a backlog of approximately $32 million in road and infrastructure repairs.

During that and subsequent meetings, the City Council considered a wide range of possible measures to raise revenue, including potential ballot measures to create additional sources of reliable, locally-controlled revenue that is solely for the benefit of Pinole and specifically cannot be taken by the County or State.

The City retained a public opinion research specialist to conduct a statistically valid community survey on potential local ballot measures to gather information regarding the viability of establishing additional funding sources during the November 2024 election cycle. The survey results indicated that 62% of Pinole voters would support a ballot measure enacting an additional ½-cent sales tax. This mechanism requires a simple majority vote to enact.

On May 7, 2024, the City Council directed staff to prepare a ballot measure submitting a ½ cent sales tax to the voters for consideration during the November 5, 2024 general election. The sales tax will be a general tax, the proceeds of which can be used for any municipal purpose. At that meeting, the Council also received information on the priorities identified by residents for any new locally-generated funding:

- Providing clean water
- Maintaining 911 emergency response times
- Keeping public areas and parks healthy, safe, and clean
- Keeping funds local
- Maintaining fire protection and response
- Maintaining crime prevention programs

Sales tax is levied on the purchase of goods and some services and is charged as a percentage of the cost of a purchase. Sales tax can vary by jurisdiction. It is levied and collected by the seller at the point of sale, then remitted to the State and apportioned to the appropriate local agency. Sales tax is paid not just by Pinole residents but also by visitors who shop in Pinole and utilize local services and infrastructure. Essential purchases like groceries and medicine are exempt from sales tax, ensuring that this measure is not a burden to those on fixed or limited incomes who spend mostly on essential items.

Pinole's electorate strongly values self-reliance and local control over taxpayer dollars and have enacted local funding measures including two a ½ cent local sales taxes in November 2006 (Measure S 2006) and in November 2014 (Measure S 2014) both of which have terms until ended by voters.

The standard sales tax rate in California is 7.25%. Of this amount, the City receives the standard 1% sales tax (known as the Bradley Burns Sales Tax). Generally, local agencies may increase the sales tax by a combined total amount of 2%. This includes sales taxes imposed by the City, County, and other local agencies. Pinole has previously enacted a 1% total sales tax, BART has a 0.5% sales tax, Contra Costa County has a 0.5% sale tax, and the Contra Costa County Transportation Authority has a 0.5% sales tax, for a total amount of 2.5%. This is possible because state law provides that BART's sale tax does not count against the 2% cap. Accordingly, the sales tax in Pinole is currently 9.75%.

Because other local agencies have already enacted similar mechanism, the County limit had already been reached. City staff and legislative advocates have worked closely with our State representatives to address this issue. Specifically, AB 3259 (sponsored by Assembly Member Wilson) has been amended to include language authorizing the City of Pinole to enact, subject to voter approval, a 2024 ½-cent sales tax measure. As the Governor is not expected to sign this legislation until after the July 16th City Council meeting, the official ballot documents note they are contingent upon state approval.

REVIEW AND ANALYSIS

The proposed Resolution, if adopted, would place a measure on the ballot for consideration by the voters during the November 5, 2024 general election. If approved by the voters, the proposed measure would adopt an additional ½ cent sales tax, which would remain in effect until ended by the voters. The exact text of the measure (which is in the form of an Ordinance) that will be submitted to voters is included as Exhibit A of the Resolution. The vast majority of the text of the Ordinance is required by the California Department of Tax and Fee Administration, which is responsible for the administration and collection sales taxes.

The question that will be presented to voters, and included on the ballot itself, is proposed as follows:

To maintain Pinole's fiscal stability, prevent cuts, provide essential City services such as: maintaining 911 emergency response times/fire prevention; preventing property crimes; keeping public areas/parks safe and clean; providing clean water; repairing potholes/streets; retaining/attracting local businesses; other general services; shall a measure be adopted establishing a 1/2¢ sales tax providing $2,500,000 annually until ended by voters if approved by the State, requiring audits, spending disclosure, all funds spent for Pinole?	Yes No

The Resolution also requests that the County Board of Supervisors approve consolidating the election on this measure with the November 5, 2024 general election, and asks the County Registrar of Voters to conduct the election. The Resolution also establishes deadlines for individuals to submit arguments in favor/against the measure, as well as deadlines for rebuttal arguments. The Mayor is authorized to submit arguments in favor of the measure on behalf of the City, which may be signed by up to 4 additional individuals.

Because the proposed sales tax is a general tax, approval of the Resolution to place the proposed measure on the November 2024 ballot requires a four-fifths vote of the City Council. In order to pass, the Measure must receive a simple majority (50%+1) of votes during the election.

FISCAL IMPACT

In addition to staff time and City Attorney related to election administration, the estimated costs for running a consolidated election with the County is $2.00 to $3.00 per registered voter, or approximately $25,000, which is budgeted annually as a standard practice. If the City runs a ballot measure in the same election cycle, the cost will increases by a factor which is estimated at about $0.50 or less per registered voter. These costs are charged by the Contra Costa County ROV.

ATTACHMENTS

A. Resolution Placing Sales Tax Measure on Ballot (Final)
B. Exhibit A to Resolution - Ordinance 2024 Sales Tax

RESOLUTION No. 2024-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE CALLING AN ELECTION TO BE HELD ON NOVEMBER 5, 2024, FOR VOTER CONSIDERATION OF A BALLOT MEASURE TO APPROVE AN ADDITIONAL ½ CENT GENERAL TRANSACTIONS AND USE TAX (SALES TAX); ESTABLISHING POLICIES AND PROCEDURES IN CONNECTION WITH SUCH AN ELECTION; REQUESTING THAT THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS CONSENT TO THE CONSOLIDATION OF THIS ELECTION WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE; AND REQUESTING CERTAIN SERVICES OF THE REGISTRAR OF VOTERS OF CONTRA COSTA COUNTY WITH RESPECT TO THE CONSOLIDATED GENERAL MUNICIPAL ELECTION

WHEREAS, like many cities in California, the City of Pinole faces significant short and long-term financial challenges, which have been exacerbated by high inflation in recent years; and

WHEREAS, the City of Pinole's economic health is dependent on a diverse revenue base; and

WHEREAS, the cost of providing services to residents and businesses exceeds the resources that are currently available in the short and long-term; and

WHEREAS, unless the City acts, its annual deficit will grow to at least $1,600,000 next fiscal year alone; and

WHEREAS, addressing the budget challenges will require a mix of strategies, including reducing expenses and increasing revenue; and

WHEREAS, without identifying an additional source of reliable local revenue, the City would be forced to make severe cuts in funding for fire and police protection, 911 emergency response times, pothole repairs, park maintenance, and other essential city services and

WHEREAS, according to independent engineers, Pinole has approximately $32,000,000 in road and infrastructure repairs, and road conditions will continue to deteriorate; and

WHEREAS, the longer roads go without repair, the more expensive it will be to fix; and

WHEREAS, the City seeks to keep Pinole safe and needs funding to maintain neighborhood police patrols, continue investments in crime prevention programs, and maintain police 911 response times at a time when other parts of the Bay Area are struggling with rising crime; and

WHEREAS, the City has already taken several cost-cutting measures to address the long-term structural deficit, including within the City's adopted FY 24-25 budget; and

WHEREAS, failure of the City to increase revenue will result in addition cuts and impact the City's ability to provide essential services; and

WHEREAS, the City authorized to levy a Transactions and Use Tax ("Sales Tax") for general purposes pursuant to California Revenue and Taxation Code sections 7285.9 and 7292.8, subject to approval by a majority vote of the electorate pursuant to Article XIIIC, section 2 of the California Constitution; and

WHEREAS, passage of a modest increase in the local sales tax rate will provide approximately $2.5 million annually to preserve the most essential city services that keep Pinole safe and maintain quality of life for residents; and

WHEREAS, a sales tax is paid not just by Pinole residents but also by visitors who shop in Pinole and utilize local services and infrastructure; and

WHEREAS, essential purchases like groceries and medicine are exempt from sales tax, ensuring that this measure is not a burden to those on fixed or limited incomes who spend mostly on essential items; and

WHEREAS, pursuant to California Elections Code section 9222, the City Council has authority to place local measures on the ballot to be considered at a Municipal Election; and

WHEREAS, the City Council would like to submit to the voters at the November 5, 2024 General Municipal Election a measure to adopt an additional ½-cent local Sales Tax until ended by the voters; and

WHEREAS, all funds from the proposed measure are subject to strict fiscal accountability protections, to ensure that all funds are spent properly; and

WHEREAS, all funds from the proposed measure will be locally controlled and spent for local needs, and no funds can be taken by the State; and

WHEREAS, the proposed measure would approve a new Sales Tax on the sale of tangible personal property and the storage, use, or other consumption of such property until repealed by votes. The Sales Tax revenue would be collected by the State and remitted to the City. The tax shall be approved if the measure receives at least a simple majority of affirmative votes of those voting on the measure; and

WHEREAS, the City Council desires that the proposed Measure be consolidated with the November 5, 2024 general election, to be held on the same date, and that within the City, the polling places and election officers of the two elections be the same, and that the Contra Costa County Election Department canvass the returns of the general election and that the election be held in all respects as if there were only one election.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Pinole hereby declares as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated by reference.

Section 2. The City Council is authorized to present a measure to the voters for their consideration pursuant to Elections Code Section 9222 and Government Code Section 53724.

Section 3. Pursuant to California Constitution Article XIIIC, Section 2, Government Code Section 53724, and Elections Code Section 9222, the City Council of the City of Pinole hereby calls an election at which it shall submit to the qualified voters of the City, the City of Pinole 2024 Transactions and Use Tax, which if approved, such tax measure would adopt a ½- cent general transactions and use (sales) tax, as authorized by Revenue and Taxation Code sections 7285.9 and 7292.8. This measure shall be designated by letter by the Contra Costa County Registrar of Voters. Pursuant to Election Code Section 10400 *et.seq.*, the election for this measure shall be consolidated with the general election to be conducted on November 5, 2024.

Section 4. The City Council does hereby submit for adoption by the qualified voters of the City of Pinole at the General Municipal Election of November 5, 2024, the following question:

To maintain Pinole's fiscal stability, prevent cuts, provide essential City services such as: maintaining 911 emergency response times/fire prevention; preventing property crimes; keeping public areas/parks safe and clean; providing clean water; repairing potholes/streets; retaining/attracting local businesses; other general services; shall a measure be adopted establishing a 1/2¢ sales tax providing $2,500,000 annually until ended by voters if approved by the State, requiring audits, spending disclosure, all funds spent for Pinole?	**YES**	
	NO	

Section 5. The full text of the proposed measure to be submitted to the voters is attached as Exhibit A (the "Measure") hereto. If a simple majority of the qualified voters voting on the Measure vote in favor therefor, the Measure shall be deemed adopted and shall be in full force and effect ten (10) days after the date the vote is declared by the City Council of the City of Pinole. The City Council hereby approves the Measure, attached as Exhibit A, the form thereof, and its submission to the voters of Pinole at the November 5, 2024 election.

Section 6. The Board of Supervisors of Contra Costa County is hereby requested to order the Contra Costa County Registrar of Voters to provide such services as may be necessary to properly and lawfully hold and conduct a Consolidated General Municipal Election in the City on November 5, 2024, pursuant to this Resolution, including but not restricted to the providing and printing of ballots and polling place cards, election supplies, voting booths, flags, registration lists and any other materials and services required to lawfully conduct the election. The City recognizes that additional costs will be incurred by the County by reason of this Consolidated General Municipal Election, and the City agrees to reimburse the County based on the County's established rates. This request is made pursuant to California Elections Code Sections 10002 and 10403.

<u>Section 7</u>. The City Clerk is authorized, instructed and directed to work with the Office of the Registrar of Voters as needed to properly and lawfully conduct the election. The ballots to be used in the election shall be in form and content as required by law. The Office of the Registrar of Voters is authorized to canvass the returns of the general municipal election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections. The City Clerk is directed to file a certified copy of this resolution with the Board of Supervisors of Contra Costa County and the Registrar of Voters of Contra Costa County.

<u>Section 8.</u> Unless otherwise specified in this Resolution, the General Municipal Election shall be held and conducted as provided by law for holding municipal elections.

<u>Section 9.</u>

(a) The last day for submission of primary arguments for or against the measure shall be by 5:00 p.m. on July 30, 2024.

(b) The last day for submission of rebuttal arguments for or against the measure shall be by 5:00 p.m. on August 9, 2024.

(c) Primary arguments shall not exceed three hundred (300) words and shall be signed by not more than five persons.

(d) Rebuttal arguments shall not exceed two hundred fifty (250) words and shall be signed by not more than five persons; those persons may be different persons than the persons who signed the primary arguments.

(e) Pursuant to California Elections Code Section 9282, the City Council hereby designates the Mayor to submit a written argument in favor of the proposed measure, not to exceed three hundred (300) words, on behalf of the City Council. At the Mayors' discretion, the argument may also be signed by additional signers from the community including bona fide associations, or by individual voters who are eligible to vote on the measure. In the event that an argument is filed against the measure, the Mayor is also authorized to submit a rebuttal argument on behalf of the City Council, which may also be signed by additional signers from the community including bona fide associations or by individual voters who are eligible to vote on the measure, which may be different from those who signed the primary argument.

(f) Pursuant to California Elections Code Section 9280, the City Council hereby directs the City Clerk to transmit a certified copy of the measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the measure, not to exceed five hundred (500) words in length, showing the effect of the measure on the existing law and the operation of the measure, and file the impartial analysis with the City Clerk by August 9, 2024.

(g) Pursuant to California Elections Code Section 9285, when the City Clerk has selected the arguments for and against the measure, which will be printed and distributed to the voters, the City Clerk shall send copies of the argument in favor of the measure to the authors of the argument against, and copies of the argument against to the authors of the argument in favor. Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument, which it seeks to rebut.

Section 10. (a) The City Clerk is directed to file a certified copy of this resolution with the Board of Supervisors of Contra Costa County and the Contra Costa County Elections Department. The City Clerk is hereby authorized and directed to take all steps necessary to place the Measure on the ballot and to cause a synopsis of the Measure attached as Exhibit A to be published once in a newspaper of general circulation in accordance with California Elections Code Section 12111 and California Government Code Section 6061. A copy of the Measure shall be made available to any voter upon request. The City Clerk is authorized and directed to give further additional notice of the Measure in the time, form, and manner required by law.

(b) In all particulars not recited in this Resolution, and except as provided for in Elections Code Sections 10403 and 10418, the election shall be held and conducted as provided by law for holding municipal elections.

Section 11. The City Manager, City Attorney and City Clerk are authorized to make all approvals, expend funds, enter into any agreements, and take any and all actions necessary or appropriate to carry out and implement the terms of this Resolution and to administer the City's obligations, responsibilities and duties to be performed herein.

Section 12. The jurisdictional boundaries of the City of Pinole have not changed since the last general municipal election.

Section 13. The approval of this Resolution is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 *et.seq.*, "CEQA," and 14 Cal. Code Reg. §§ 15000 *et. seq.*, "CEQA Guidelines"). The transactions and use tax to be submitted to the voters is a general tax that can be used for any legitimate governmental purpose; it is not a commitment to any particular action. Accordingly, under CEQA Guidelines section 15378(b)(4), the tax is not a project within the meaning of CEQA because it creates a government funding mechanism that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. If revenue from the tax were used for a purpose that would have either such effect, the City would undertake the required CEQA review for that particular project.

PASSED AND ADOPTED this 16th day July 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this 16th day of July 2024.

Heather Bell, CMC
City Clerk

ORDINANCE NO. ______

AN ORDINANCE OF THE CITY OF PINOLE ADDING CHAPTER 3.32 "TRANSACTIONS AND USE TAX (2024)" TO THE PINOLE MUNICIPAL CODE TO ENACT A ½-CENT GENERAL TRANSACTIONS AND USE TAX (SALES TAX) TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

WHEREAS, like many cities in California, the City of Pinole faces significant short and long-term financial challenges, which have been exacerbated by high inflation in recent years; and

WHEREAS, the City of Pinole's economic health is dependent on a diverse revenue base; and

WHEREAS, the cost of providing services to residents and businesses exceeds the resources that are currently available in the short and long-term; and

WHEREAS, unless the City acts, its annual deficit will grow to at least $1,600,000 next fiscal year alone; and

WHEREAS, addressing the budget challenges will require a mix of strategies, including reducing expenses and increasing revenue; and

WHEREAS, without identifying an additional source of reliable local revenue, the City would be forced to make severe cuts in funding for fire and police protection, 911 emergency response times, pothole repairs, park maintenance, and other essential city services and

WHEREAS, according to independent engineers, Pinole has approximately $32,000,000 in road and infrastructure repairs, and road conditions will continue to deteriorate; and

WHEREAS, the longer roads go without repair, the more expensive it will be to fix; and

WHEREAS, the City seeks to keep Pinole safe and needs funding to maintain neighborhood police patrols, continue investments in crime prevention programs, and maintain police 911 response times at a time when other parts of the Bay Area are struggling with rising crime; and

WHEREAS, the City has already taken several cost-cutting measures to address the long-term structural deficit, including within the City's adopted FY 24-25 budget; and

WHEREAS, failure of the City to increase revenue will result in addition cuts and impact the City's ability to provide essential services; and

WHEREAS, the City authorized to levy a Transactions and Use Tax ("Sales Tax") for general purposes pursuant to California Revenue and Taxation Code sections 7285.9 and 7292.8, subject to approval by a majority vote of the electorate pursuant to Article XIIIC, section 2 of the California Constitution; and

WHEREAS, passage of a modest increase in the local sales tax rate will provide approximately $2.5 million annually to preserve the most essential city services that keep Pinole safe and maintain quality of life for residents; and

WHEREAS, a sales tax is paid not just by Pinole residents but also by visitors who shop in Pinole and utilize local services and infrastructure; and

WHEREAS, essential purchases like groceries and medicine are exempt from sales tax, ensuring that this measure is not a burden to those on fixed or limited incomes who spend mostly on essential items; and

WHEREAS, all funds from this measure are subject to strict fiscal accountability protections, to ensure that all funds are spent properly; and

WHEREAS, all funds from this measure will be locally controlled and spent for local needs, and no funds can be taken by the State; and

WHEREAS, the proposed measure would approve a new Sales Tax on the sale of tangible personal property and the storage, use, or other consumption of such property until repealed by votes. The tax revenue would be collected by the State and remitted to the City. The tax shall be approved if the measure receives at least a simple majority of affirmative votes of those voting on the measure; and

WHEREAS, the People of the City of desire add Chapter 3.32, "Transactions and Use Tax (2024)", to the Pinole Municipal Code establishing an additional ½-cent Sales Tax until ended by voters.

NOW, THEREFORE, the People of the City of Pinole do ordain as follows:

SECTION 1. Recitals.

The above recitals are true and correct and made a part of this Ordinance.

SECTION 2. Municipal Code Amendment.

Chapter 3.32, "Transactions and Use Tax (2024)", is hereby added to the Pinole Municipal Code to read as shown in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 3. Legislation for Effectiveness of Ordinance

The authority to adopt this Ordinance depends in part upon the passage and effectiveness of legislation by the California Legislature to allow for this ordinance to take effect. Such legislation may include, but is not limited to, Assembly Bill 3259 (2024), which was pending in the California Legislature at the time that this Ordinance was submitted to the voters of the City for approval. In the event that voters approve the Sales Tax and, either prior or subsequent to the adoption of this ordinance, the California Legislature approves and the Governor signs legislation that would allow the Sales Tax, the Sales Tax shall become operative at the earliest dated allowed, consistent with the definition of “operative date” in this Ordinance.

SECTION 4. Adjustment of Appropriations Limit. Pursuant to Article XIIIB of the Constitution of the State of California and applicable laws, the appropriations limit for the City is hereby increased by the aggregate sum authorized to be levied by this tax for fiscal year 2024-25 and each year thereafter.

SECTION 5. Compliance with the California Environmental Quality Act. The approval of this Ordinance is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 et seq., “CEQA,” and 14 Cal. Code Reg. §§ 15000 et seq., “CEQA Guidelines”). This Ordinance imposes a general tax that can be used for any legitimate governmental purpose; it is not a commitment to any particular action. As such, under CEQA Guidelines section 15378(b)(4), the Ordinance is not a project within the meaning of CEQA because it creates a government funding mechanism that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. If revenue from the tax were used for a purpose that would have such effect, the city would undertake the required CEQA review for that particular project. Therefore, pursuant to CEQA Guidelines section 15060, CEQA analysis is not required.

SECTION 6. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The People of the City of Pinole hereby declare that they would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid, or unenforceable.

SECTION 7. Amendment or Repeal.

Chapter 3.32 of the Pinole City Municipal Code may be repealed or amended by the City Council without a vote of the People. However, as required by Article XIII C of the California Constitution, voter approval is required for any amendment of any provision that would increase the rate of any tax levied pursuant to this Ordinance. The People of the City of Pinole affirm that the following actions shall not constitute an increase of the rate of a tax:

A. The restoration of the rate of the tax to a rate that is no higher than that set by this Ordinance if the City Council has acted to reduce the rate of the tax;

B. An action that interprets or clarifies the methodology of the tax or any definition applicable to the tax so long as interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with the language of this Ordinance;

C. The establishment of a class of person that is exempt or excepted from the tax or the discontinuation of any such exemption or exception; and,

D. The collection of the tax imposed by this Ordinance, even if the City had for some period of time failed to collect the tax.

SECTION 8. Codification.

Upon adoption of this Ordinance pursuant to the voter approval referenced above, the City Clerk, in consultation with the City Attorney, is hereby authorized and directed to codify this Ordinance in the Pinole Municipal Code.

SECTION 9. Publication & Effective Date.

This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately after the City Council declares the results of the vote at the November 5, 2024 election. Within fifteen (15) days after the passage of this Ordinance the City Clerk shall cause this Ordinance or a summary thereof to be published or to be posted in at least three public places in the City of Pinole in accordance with the requirements of California Government Code Section 36933.

The foregoing ordinance was approved by the following vote of the People of the City of Pinole at an election held on November 5, 2024:

YESES:
NOES:

EXHIBIT A

3.32 Transactions and Use Tax (2024)

3.32.010 Title.

This ordinance shall be known as the City of Pinole 2024 Transactions and Use Tax Ordinance. The City of Pinole hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

3.32.020 Operative Date.

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

3.32.030 Purpose.

This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.32.040 Contract with State.

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.32.050 Transactions Tax Rate.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of one-half of one percent (0.5%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

3.32.060 Place of Sale.

For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.32.070 Use Tax Rate.

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 0.5% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.32.080 Adoption of Provisions of State Law.

Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

3.32.090 Limitations on Adoption of State Law and Collections of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

1. “A retailer engaged in business in the District” shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars ($500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

3.32.100 Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

3.32.110 Exemptions and Exclusions.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless

the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.32.120 Amendments.

All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

3.32.130 Enjoining Collection Forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

3.32.140 Amendments by City Council.

Chapter 3.32 of the Pinole Municipal Code may be repealed or amended by the City Council without a vote of the People. However, as required by Article XIII C of the California Constitution, voter approval is required for any amendment of any provision that would increase the tax rate or revising the methodology for calculating the tax such that a tax increase would result, or imposing the tax on transactions and uses not previously subject to the tax (unless such amendment occurs automatically by operation of California law). The People of the City of Pinole affirm that the following actions shall not constitute an increase of the rate of a tax:

A. The restoration of the rate of the tax to a rate that is no higher than that set by this Ordinance if the City Council has acted to reduce the rate of the tax; and

B. The collection of the tax imposed by this Ordinance, even if the City had for some period of time failed to collect the tax.

3.32.150 Annual Audit & Report.

A. Each year, as part of the audit of the City's financial statements, the City's independent auditors shall complete a report reviewing the collection, management, and expenditure of revenue from the special tax.

B. Commencing in June 2026, and in June of every year thereafter, as part of the budget process, the provisions of this chapter shall be reviewed and a separate report made to the Council. The report shall contain a summary of the amounts realized, the necessity of the tax and the adequacy of the tax rate. A public hearing shall be held on the report and the Council shall determine whether or not changes to the tax should be made.

3.32.160 Termination Date.

The authority to levy the tax imposed by this ordinance shall continue until repealed by the voters of the City of Pinole.

3.32.170 Relationship with Existing Transactions and Use Taxes

The tax imposed by this chapter shall be in addition to the tax imposed by Chapter 3.28 and 3.30 of the Pinole Municipal Code.