



PINOLE COMMUNITY SERVICES COMMISSION MEETING AGENDA

August 28, 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 Recreation Manager.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

<https://us02web.zoom.us/j/82770240301>

Webinar ID: 827-7024-0301

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

- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak
- Speakers will be muted until their opportunity to provide public comment.

When the Chair opens the comment period for the item you wish to speak on, please use the “raise hand” feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide and press *6 to unmute. **To comment with your video enabled, please let the 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 Commissioners prior to the meeting. Written comments will not be read aloud during the meeting. Email comments to recreation@pinole.gov. 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. The Community TV Channel 26 schedule is published on the city's website at www.pinole.gov

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.pinole.gov and remain archived on the site for five (5) years.

If none of these options are available to you, or you need assistance with public comment, please contact the Recreation Manger, Maria Picazo at (510) 724-9062 or mpicazo@pinole.gov.

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.

Ralph M. Brown Act. Gov. Code § 54950. In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly. The people of this State do not yield their sovereignty to the agencies, which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

1. CALL TO ORDER

2. ROLL CALL

3. REPORTS & COMMUNICATIONS

A. Chair Report

1. Announcements

4. CITIZENS TO BE HEARD

Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Chair. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Commissioners may direct staff to investigate and/or schedule certain matters for consideration at a future meeting. **PLEASE SEE THE COVERSHEET OF THE AGENDA FOR INSTRUCTIONS ON HOW TO SUBMIT PUBLIC COMMENTS**

5. MEETING MINUTES:

A. Minutes for the May 22, 2024, meeting

6. NEW BUSINESS

A. Community Services Commission Events Update

B. United Against Hate Week

7. OLD BUSINESS

A. Summer Programming

8. ADJOURN TO NEXT MEETING

Recommendation: Adjourn to the Regular Community Services Commission Meeting of September 25, 2024. 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.

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.

Maria Picazo
Recreation Manager
POSTED: Thursday, August 22, 2024, at 4:00pm at City Hall



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1. CALL TO ORDER

The Community Services Commission Meeting was called to order at 5:02 P.M. and was held via hybrid meeting format (Zoom Teleconference and in person-Pinole City Council Chambers).

2. ROLL CALL

Commissioners Present: Omar Butler, Bob Kopp, Laurelle Martin, Debbie Ojeda, and Irma Ruport

Commissioners Absent: Nickolas Teller

Staff Present: Andrea Dwyer, Community Services Director and Maria Picazo, Recreation Manager

3. APPROVAL OF MINUTES

Action: Motion by Commissioner Kopp to approve the minutes of April 24, 2024 meeting. Seconded by Commissioner Ojeda All in favor. Motion passed.

4. CITIZENS TO BE HEARD

None

5. NEW BUSINESS

A. Community Services Director

Commissioner Martin welcomed the new Community Services Director, Andrea Dwyer. Director Dwyer thanked Laurelle for the introduction and for welcoming her to the commission. Director Dwyer introduced herself and provided a summary of her experience. Director Dwyer also welcomed the newly appointed commissioner, Omar Butler.

B. Summer Programming

Commissioner Martin reminded the commissioners that Coastal Cleanup will take place on September 21 and Dumpster Day on October 5. Staff informed the commissioners that the Community Services Department is planning a variety of summer events including the car show pancake breakfast on June 23rd, 4th of July celebration, summer craft fair on July 27th, and the concert and movie series at Fernandez Park. A complete list of the summer events and flyers will be available on the city's website.

C. Event Discussion

Staff informed the commissioners that Commissioner Ruport would like to discuss two new events. Before the discussion started staff reminded the commission that they can make recommendations to the City Council through staff, as approved by a majority of the commission. Director Dwyer thanked Commissioner Ruport for bringing this item



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forward. Commissioner Ruport discussed Neighbor to Neighbor which is a national program and an expansion of the neighborhood watch groups. The program connects neighbors and encourages them to support each other. Commissioner Ojeda thanked Commissioner Ruport for providing information on the program and they discussed the program. Commissioner Ruport commented that a cultural fair should be added to pre-existing community events in the future. Director Dwyer welcomed all groups to table at community events and provided an overview of the City's marketing efforts for community events.

Public Comment:

Rafael Menis, resident of Pinole commented that the commission should research night markets instead of adding more of the same events. He commented that he was in support of the Neighbor to Neighbor program on a smaller scale. Commissioner Martin thanked him for his comments.

Anthony, resident of Pinole echoed Rafael's comments. He also commented that the use of large police vehicles should be limited in community events. He requested that staff complete a cost analysis for all community events and events should be combined or scaled down if they are not successful. Commissioner Martin thanked Anthony for his comments.

Commissioner Kopp commented that street closures include coordination and planning from multiple departments and local agencies. He commented that the police vehicle is there to create a barricade and protect event participants.

D. Summer Meeting Schedule

Staff informed the commissioners that the commission usually takes a break in June and July and reconvenes in August. Staff asked the commissioners to take make a motion to cancel the meetings for June and July and reconvene on August 28, 2024. Motion by Commissioner Ojeda. Seconded by Commissioner Kopp. All in favor. Motion passed.

6. OLD BUSINESS

A. Community Service Day

Commissioner Martin commented that there were conflicts with other community events as May is a busy month. She provided feedback on the design of the marketing signs and placement of signs. Commissioner Kopp agreed with Commissioner Martin's feedback and provided suggestions for sign placement. Commissioner Butler asked how community events are integrated into the City's mobile app. Staff responded that flyers are not being shared through the app at this time and provided an overview of marketing efforts for the event. Commissioner Ruport agreed with the comments regarding the signs and suggested placing banners near the local schools. She asked for signage to be presented during monthly meetings so feedback can be provided.



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Director Dwyer responded that staff are responsible for marketing materials and following the City's branding guidelines. Staff is reviewing and updating the current process for marketing. Staff can share future marketing materials to the commissioners via email but not for discussion during a meeting. Commissioner Butler commented that the event did not seem to meet expectations and Commissioner Martin responded that youth participation was low and other events caused low participation. She would like to see more volunteer projects offered for the youth. Commissioner Butler commented that the commission should consider looking at the event on a larger scale for the Pinole community and how everyone can participate on a different scale. He suggested offering smaller projects different neighborhoods instead of having one location for all projects. Commissioner Martin and Ojeda thanked the volunteers for supporting with the event. Commissioner Ruport commented that she appreciated the painting projects, and the event was fun. Staff informed the commission that 50 volunteers participated in the event, provided a summary of the projects completed, and thanked the volunteers who supported with the event.

Public Comment:

Rafael Menis, resident of Pinole thanked the commissioners and staff for putting the event together. He also commented that building planters would be a great project for the youth.

Anthony, resident of Pinole echoed the comments from the commissioners regarding signage. He said that staff should consider reusing signs for future events. Commissioner Martin thanked him for his comments.

B. Pride and Juneteenth Event

Staff informed the commission that the city will host the 2nd annual Juneteenth and Pride event on Sunday, June 9th from 12pm-3pm at Fernandez Park. The event will be family friendly include a live band, food trucks, children's activities, local community organizations and businesses.

C. Community Outreach/Engagement

Commissioner Ruport participated in Station 74's open house which was a successful event. Commissioner Ojeda invited the community to participate in the Rotary Club's fundraiser which supports Pinole Valley High School students. Rotary Club also hosted a character award ceremony for Pinole Valley High School students. Commissioner Kopp provided an update on the upcoming car show and provided a summary on the organizations who received a donation last year. Commissioner Martin will be hosting an eyeglass sorting event with St. Joseph students, participated in the Student Speaker awards at Pinole Valley High School, Rudy Awards, and will kick off youth trade scholarships in the fall.

8. ADJOURNMENT

The meeting was adjourned at 6:03 P.M. to the next Community Services Commission meeting on Wednesday, August 28, 2024|5:00 P.M.



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Submitted by:

Maria Picazo
Recreation Manager

Approved by the Commissioners on