



MINUTES
22 May 2024

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.



CITY OF PINOLE
COMMUNITY SERVICES COMMISSION MEETING

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Submitted by:

Maria Picazo
Recreation Manager

Approved by the Commissioners on August 28, 2024.