



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

PINOLE CITY COUNCIL MEETING AGENDA

November 19, 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.pinoles.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.pinoles.ca.us.

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.ci.pinoles.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 hbelle@ci.pinoles.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.pinoles.ca.us. You may also contact the City Clerk via e-mail at hbelle@ci.pinoles.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.

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

1. Appointment of two Councilmembers to serve on an Ad-Hoc Downtown Pedestrian Improvements Subcommittee

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. Native American Heritage Month
2. Sikh Awareness Month
3. World Town Planning Day

B. **Presentations**

1. Safe Technology Presentation by the Environmental Health Trust
2. Pedestrian Safety Improvements in Pinole, Including Introduction of Pilot Program Concepts in Downtown/Old Town Area

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 October 15, 2024.
- B. Receive the October 12, 2024 – November 15, 2024 List of Warrants in the Amount of \$1,858,211.73, the October 25, 2024 Payroll in the Amount of \$522,683.51, and the November 8, 2024 Payroll in the Amount of \$528,953.80.
- C. FY 2024/25 First Quarter Financial Report **Action: Receive Report (Markisha Guillory)**
- D. FY 2024/25 First Quarter Investment Report **Action: Receive Report (Markisha Guillory)**
- E. FY 2023/24 Development Impact Fee Report (AB 1600) **Action: Adopt Resolution Per Staff Recommendation (Markisha Guillory)**
- F. Receive an update on the restructured and relaunched Pinole Energy Enhancement Rebate (PEER) program **Action: Receive Report (Lilly Whalen, Kapil Amin)**
- G. Adopt a resolution authorizing acceptance of California Energy Commission grant funds in the amount of \$700,000 for the Local Government Building Decarbonization Challenge **Action: Adopt Resolution per Staff Recommendation (Lilly Whalen, Kapil Amin)**
- H. Public Convenience Necessity Finding for Sprouts Farmers Market at 1300 Pinole Valley Road **Action: Adopt Resolution per Staff Recommendation (David Hanham)**
- I. Daylighting Law Assembly Bill (AB) 413 - For intersections and crosswalks **Action: Receive Report (Faby Guillen)**
- J. 2024 Engineering and Traffic Speed Survey Report **Action: Adopt Resolution per Staff Recommendation (Faby Guillen)**

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. First Read of Pinole Municipal Code and Specific Plan Amendments related to Housing Element Programs No. 10, 12 and 15, and Regulatory Consistency **Action: Conduct Public Hearing and Waive First Reading of Ordinance (Justin Shiu, David Hanham)**

11. OLD BUSINESS

None

12. NEW BUSINESS

- A. Review Updated Development Impact Fee Nexus Study and Recommended Fee Structure in Accordance with AB 1600 **Action: Review Report and Schedule Public Hearing per Staff Recommendation (David Hanham)**

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 December 3, 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, November 14, 2024 at 4:45 pm



CITY COUNCIL REPORT

7.B.1.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR
KELCEY YOUNG, CITY MANAGER
SUBJECT: APPOINTMENT OF TWO COUNCILMEMBERS TO SERVE ON AN AD-HOC
DOWNTOWN PEDESTRIAN IMPROVEMENTS SUBCOMMITTEE

RECOMMENDATION

Staff recommends the Council appoint two Councilmembers to serve on an Ad-Hoc Downtown Pedestrian Improvements Subcommittee

BACKGROUND

The City of Pinole is evaluating three distinct pilot initiatives to improve pedestrian safety and enhance Old Town Pinole (downtown) environment. The first, the Creative Crosswalks Pilot Program, seeks to increase pedestrian visibility and create a more engaging streetscape by transforming downtown crosswalks into public art. Inspired by successful programs in other California cities, this initiative will serve as a platform for community building by inviting local artists, organizations, businesses, and residents to participate in the creative process, ultimately strengthening community pride and identity.

In addition to the Creative Crosswalks, the City is considering two other pedestrian safety measures: a restriction on right turns on red on San Pablo Avenue in the Old Town area and designating the "pork chop" right turn at San Pablo Avenue and Tennent Avenue as a bus-only turn. These pilot efforts are expected to enhance pedestrian safety and traffic flow in the downtown corridor.

REVIEW AND ANALYSIS

The Ad-Hoc Downtown Pedestrian Improvements Subcommittee, composed of two Councilmembers appointed by the City Council, will provide oversight and guidance on these three distinct pilot initiatives. The Subcommittee's responsibilities would include:

1. **Creative Crosswalks Program Design:** Leading the development of the Creative Crosswalks Pilot Program by establishing design standards for visibility, durability, and aesthetics; ensuring compliance with state and local safety regulations; creating a selection process for artist and community engagement; and setting maintenance standards while identifying potential sponsorships and partnerships to support funding and upkeep. Program design will be reviewed by the Council at a future meeting.
2. **Right Turn on Red Evaluation:** Assessing downtown intersections for the feasibility and impact of restricting right turns on red to improve pedestrian safety on a pilot basis,

with proposed recommendations to be considered by the Council at a future meeting.

3. **Bus-Only Turn Designation:** Evaluating the pork chop island at San Pablo Avenue and Tennent Avenue for a potential bus-only turn designation to improve traffic flow and pedestrian safety, with recommendations for Council review.

Following Subcommittee recommendations, Staff will return with a comprehensive report and recommendations for full Council approval at a future meeting in early 2025.

Following the implementation of the pilots, data will be gathered and reviewed to evaluate the effectiveness of each concept. The results will guide decisions on whether similar approaches could be implemented elsewhere in the city to further enhance pedestrian safety and traffic management.

FISCAL IMPACT

There is no fiscal impact associated with these appointments.

ATTACHMENTS

None



Proclamation

NATIONAL NATIVE AMERICAN HERITAGE MONTH NOVEMBER 2024

WHEREAS, In 1990, President George H. W. Bush signed into law a joint resolution designating the month of November as the first National American Indian Heritage Month (also known as Native American Indian Month)

WHEREAS, during National Native American Heritage Month we celebrate the rich tapestry of Indigenous peoples and honor their sacrifices, which we recognize as inextricably woven into the history of this country; and

WHEREAS, Native Americans are descendants of the original, indigenous inhabitants of what is now the United States; and

WHEREAS, Indigenous peoples' history in the United States is defined by strength, survival, and a deep commitment to and pride in their heritage, right to self-governance, and ways of life; and

WHEREAS, Today, Native communities are leading the way forward and continuing to strengthen the fabric of the United States; and

WHEREAS, our country is blessed by the character and strength exemplified by the Native Americans who have answered the call of service in our armed forces in greater numbers per capita than any other group in the United States. We honor our Native American veterans and those who are service in active duty for their bravery and sacrifice; and

WHEREAS, the City of Pinole is committed to engaging in dialogues, led by tribal communities, around the opportunities and work in which they are currently engaged in the areas of self-determination, sovereignty, and cultural preservation, in order to create an active government-to-government collaboration; and

WHEREAS, during the month of November, we honor our native peoples in this, their ancestral homes, and recognize their continued contributions in strengthening the diversity of our society.

NOW, THEREFORE, I, MAUREEN TOMS, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the Pinole City Council and the City of Pinole, do hereby proclaim November 2024 as **NATIONAL NATIVE AMERICAN HERITAGE MONTH**, and encourage all citizens to observe this month with appropriate programs, ceremonies, and activities. Also, I urge all to celebrate November 29, 2024, as Native American Heritage Day.

MAUREEN TOMS
MAYOR of the City of Pinole



Dated: November 19, 2024



Proclamation

SIKH AMERICAN AWARENESS AND APPRECIATION MONTH NOVEMBER 2024

WHEREAS, The Sikh tradition, known in the Punjabi language as Sikhi, is a relatively young tradition that was founded over 500 years ago in the Punjab region of South Asia; and

WHEREAS, Sikhs have been living in the United States for more than 100 years, and during the early 20th century, thousands of Sikh Americans worked on farms, in lumber mills and mines, and on the Oregon, Pacific & Eastern Railroad; and

WHEREAS, There are more than 25 million Sikhs around the world, which makes Sikhism the world's fifth largest religion. Sikhs first came to the United States in the late 1800s and there are an estimated 500,000 Sikhs living in America today; and

WHEREAS, Sikhi teaches a message based on the principles of love and oneness and calls on all followers to be spiritual warriors. Meditation, service, and justice are core aspects of the Sikh way of life. Sikhi is a distinct religious tradition that maintains its own distinctive features, including founders, scripture, worship, ceremonies and traditions; and

WHEREAS, Sikh Americans pursue diverse professions and walks of life, making rich contributions to the social, cultural, and economic vibrancy of the United States, including service as members of the United States Armed Forces and have made significant contributions to our great nation in agriculture, trucking, medicine and technology, and have distinguished themselves by fostering greater respect among all people through faith and service; and

WHEREAS, Today, the city of Pinole seeks to further the diversity of its community and afford all residents the opportunity to better understand, recognize, and appreciate the rich history and shared experiences of Sikh Americans.

NOW, THEREFORE, I, MAUREEN TOMS, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the Pinole City Council and the City of Pinole, do hereby proclaim November 2024 as **SIKH AMERICAN AWARENESS AND APPRECIATION MONTH**, and encourage all citizens to join in this observance.

MAUREEN TOMS
MAYOR of the City of Pinole

Dated: November 19, 2024





Proclamation

WORLD TOWN PLANNING DAY NOVEMBER 8, 2024

WHEREAS, change and growth is constant and affects all countries, states, regions, cities, and towns, including the City of Pinole; and

WHEREAS, community planning and plans can help manage and direct this change and growth in a way that provides better choices for how people work, live and play in Pinole; and

WHEREAS, the community planning process provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of Pinole; and

WHEREAS, the full benefit of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the international organization for World Town Planning Day was founded in 1949 by the late Professor Carlos Maria della Paolera of the University of Buenos Aires to "advance public and professional interest in planning both locally and abroad" and to create "a special day to recognize and promote the role of planning in creating livable communities"; and

WHEREAS, celebration of World Town Planning Day is growing worldwide and is promoted each year in the United States by the American Planning Association (APA) and its professional institute, the American Institute of Certified Planners (AICP); and

WHEREAS, we recognize the contributions that sound and advanced planning and plan implementation make to the quality of our natural environment and built communities; and

WHEREAS, this year's theme is Homes Start With Planning and sessions will focus on the role of planners and planning in delivering housing that meets the needs of our communities and in helping to create equitable, inclusive, and sustainable solutions for all; and

WHEREAS, the celebration of World Town Planning Day gives us the opportunity to publicly recognize the participation and dedication of the members of the Pinole Planning Commission, our City planning staff, planning professionals, and other citizen planners who have contributed their time and expertise to the improvement of the City of Pinole; and

WHEREAS, it is our hope that yearly celebration and recognition of World Town Planning Day will foster increased participation in our local government and planning processes.

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 **NOVEMBER 8, 2024 AS WORLD TOWN PLANNING DAY** in the City of Pinole.

MAUREEN TOMS
MAYOR of the City of Pinole

Dated: November 19, 2024



**CITY COUNCIL MEETING
MINUTES
October 15, 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. COUNCILMEMBERS PRESENT

Maureen Toms, Mayor
Cameron Sasai, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Devin Murphy, Council Member*
Anthony Tave, Council Member
*Arrived after Roll Call

B. STAFF PRESENT

Kelcey Young, City Manager
Heather Bell, City Clerk
Eric Casher, City Attorney
Sanjay Mishra, Public Works Director
Lilly Whalen, Community Development Director
David Hanham Planning Manager
Andrea Dwyer, Community Services Director
Sarrah Patton, Code Enforcement Officer I
Kapil Amin, Sustainability Fellow
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell announced the agenda had been posted on October 11, 2024, at 3:15 p.m. with all legally required written notices. No comments had been received in advance of the meeting.

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

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 LABOR NEGOTIATORS

Gov. Code §54957.6

Agency designated representatives: City Manager Kelcey Young, City Attorney Eric Casher, Human Resources Director Stacy Shell and Finance Director Markisha Guillory

Employee organization: AFSCME Local 1, AFSCME Local 512 and the Management Compensation Plan (MCP)

PUBLIC COMMENTS OPENED

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

PUBLIC COMMENTS CLOSED

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

At 6:09 p.m., Mayor Toms reconvened the meeting into open session and reported there was no report from the Closed Session.

6. CITIZENS TO BE HEARD (Public Comments)

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Mary Horton, former Mayor of the City of Pinole, thanked the Public Works Department for maintaining roads and parks and restriping the streets making the City safer and improving its appearance. She reminded everyone of the upcoming holiday season and urged everyone to Shop Pinole to fortify the community and she highlighted one of the local businesses she patronized, Staples. She suggested there was no need to shop elsewhere since Pinole had it all, and there was a need to support City services and the passage of Measure I. She also urged everyone to get out and vote.

William Horton suggested there was an apparent error in the argument against Measure I in the ballot book, which issue he had raised in May 2024 with the City Attorney. He stated he had already voted and supported Measure I since it would fund police, fire and streets.

Mr. Horton explained that funds from Measure I would go to the City of Pinole and not the state or federal government. While he acknowledged some large ticket items may cost more, groceries and prescriptions would not be taxed, although that was not clear in the ballot measure arguments. With the passage of Measure I, shoppers visiting Pinole would contribute sales taxes for the wear and tear on roads, and supporting Measure I would help to support the daily quality of life in Pinole. Voters were able to vote by mail and submit their ballots at a drop box location at City Hall. He urged voters to support Measure I.

Rafael Menis, speaking in his private capacity, echoed the comments of the prior speaker in praise of Measure I since the City needed the funds the measure would generate to fill ongoing expenses and since sales taxes were the most broadly accepted tax at the present time. He suggested the City should fund what the City needed through paying for it, not necessarily through bond measures or letting things decay and defer maintenance, but through a willingness to tax themselves as a community to pay for things everyone all collectively agreed they desired, such as police, fire and roads and things the City would be less able to do if the measure failed. He urged everyone registered to vote in the City of Pinole to support Measure I.

Mr. Menis also highlighted the positivity data for COVID-19, which rate had decreased slightly for the state overall, but COVID-19 was still out there and he encouraged everyone to get their booster shots if vaccinated or get vaccinated if not already. He also requested the support of the community in his seeking the office of City Treasurer and suggested the office would benefit the City more if they were to create better transparency with the City's finances accessible to the public and help the community to hold the City accountable. He highlighted his personal experience and background that qualified him for the position and reported he had received support from the Contra Costa and California Democratic Parties and the International Association of Firefighters. Registration to vote was open now through October 21, 2024 with provisional ballots able to be cast after that. He urged everyone to cast their vote in November and appreciated a vote for City Treasurer.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements:

Mayor Toms reported she had participated in the Coastal Clean-Up and recognized all volunteers and staff who participated in the event; presented a key to the City of Pinole to the band Green Day on September 22, 2024; attended the East Bay Wildfire Coalition meeting and briefed the City Council on the discussions and a presentation from the East Bay Regional Park District (EBRPD); attended a League of California Cities East Bay Division meeting where an update on legislation and propositions was provided; and attended National Night Out. She thanked staff for preparing for the event that had been well attended and with the community thankful for this annual event. She added that she had attended the Mayors' Conference and briefed the City Council on the discussions with the EBRPD about its fire reduction practices, and thanked law enforcement for hosting Bike the Bridges with one of the routes through the City of Pinole, with the event a traditional law enforcement support of Special Olympics. She had also participated in the ride and raised some money.

Mayor Toms had also participated in Coffee with a Cop in Old Town Pinole and attended a WestCAT meeting with discussion of Measure R funds to be deployed for equipment in the area. In addition, she attended the dedication ceremony for Bob Ramos and Rich Voisey at Fire Station 74 and thanked staff for their hard work on putting the event together.

B. Mayoral & Council Appointments

1. Appointment of a Representative and Alternate to serve on the Green Empowerment Zone Board of Directors

Mayor Toms summarized the October 15, 2024 staff report and volunteered to serve as the Representative to the Green Empowerment Zone Board of Directors since she had served in similar positions as part of her day job. She had experience with all of the northern waterfront area and some of the Green Empowerment Zone businesses that would benefit from the Green Empowerment Zone and the appointment would not conflict with her day job. She asked whether any other Council member was interested in serving as the Representative or Alternate.

Council member Murphy expressed the willingness to serve on the Green Zone Empowerment Zone Board of Directors. He had participated in some early meetings on the topic, at which time there had been a push to include some of the smaller cities including the City of Pinole. He hoped to also officially approve the City's role in the Green Empowerment Zone.

Mayor Pro Tem Sasai advised he would be unable to participate given he was unable to attend the scheduled meeting dates for Board of Directors meetings.

ACTION: Motion by Mayor Toms/Council member Martinez-Rubin to appoint Mayor Toms as the Representative and Council member Murphy as the Alternate to serve on the Green Empowerment Zone Board of Directors.

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

ACTION: Motion by Council member Murphy/Mayor Pro Tem Sasai to appoint Council member Murphy as the Representative and Mayor Toms as the Alternate to serve on the Green Empowerment Zone Board of Directors.

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

C. City Council Committee Reports & Communications

Mayor Pro Tem Sasai wished everyone a Happy Filipino History Month, the time when the Filipino-American contributions in the United States were recognized. He noted the City would acknowledge Filipino History Month for the second time in its history at this meeting. He recognized those who had contributed to the City and made history including former City Attorney Benjamin Reyes and current City Attorney Eric Casher. He was proud to be part of that strong legacy.

Mayor Pro Tem Sasai added he had been invited by the White House to attend the Filipino History Month event in Washington D.C. and was thrilled to represent the City of Pinole at the event. He also reported he had attended the WestCAT Board of Directors meeting and briefed the City Council on the items on the meeting agenda, and the Contra Costa County Fire Protection District (CCCFPD) Blood Drive event and dedication ceremony for Captains Ramos and Voisey, thanking the CCCFPD for the coordination of the event and the City Council and staff for making the event happen.

Mayor Pro Tem Sasai also reported October 17, 2024 was the date when the City's new Safe Storage of Firearms Ordinance would go into effect. He thanked the City Manager's Office for its role in getting information out to the public. He referenced a mass shooting that had occurred in the State of Georgia on September 5, 2024. He noted the State of Georgia had very lax firearms regulations with no safe firearms mandates. The student who was the shooter had gained access to his father's firearm, which had sparked a national dialogue of safe storage of firearms. He was proud of the City Council for its unanimous support for the City's ordinance and he was proud to be part of a city that was proactive and not waiting for the next tragedy to happen before action was taken. He otherwise urged everyone to exercise their right and register to vote.

Council member Martinez-Rubin reported she had attended the League of California Cities East Bay Division meeting and briefed the City Council on the discussions; encouraged registered voters to vote in the November election and be an informed voter and become familiar with all candidates to the extent possible by visiting candidate websites and view their voting records. She had attended a webinar presented and co-sponsored by the League of California Cities East Bay Division and the staff of the Bay Conservation and Development Commission (BCDC) with an informational update on BCDC's creation of guidelines for cities to use in preparation of a Regional Shoreline Adaptation Plan, which she highlighted. She had also attended a local event at Fernandez Park sponsored and organized with assistance from the Community Services Department for the Peach'd Pink Project, an educational and informational advocacy project spearheaded by local resident Keisha Stephney, a survivor of triple-negative breast cancer. Additionally, she had attended the dedication of Fire Station 74 for Captains Ramos and Voisey, and the Blood Drive and collection of blood marrow donors on the same date. She thanked everyone who participated in the event and looked forward to continued participation by residents of Pinole.

Council member Murphy honored LGBTQ+ History Month and commented on the number of celebrations and proclamations during the month of October. He recognized former Council member Steve Tilton, the first LGBTQ+ elected Council member for the City of Pinole. He also referenced Senate Bill (SB) 272 related to sea level rise: planning and adaptation and detailed the requirements of the legislation and how the community could participate and remain engaged, with the public able to provide comments on any piece of the BCDC plan by October 18, 2024.

Council member Murphy reported he had been able to travel to Washington D.C. and represent Marin Clean Energy (MCE) at the National Community Choice Aggregation (CCA) Conference, and briefed the City Council on the discussions and efforts to seek grant opportunities through MCE that supported Pinole residents and the work of the National Coalition and other groups across different states to enhance transmission and distribution grid resilience, deploy new technologies at scale and develop local renewable resources. He emphasized the importance of working in partnership with industry leaders to make this possible. He thanked the staff at MCE for ensuring this was a priority and for its continued work to think outside the box and provide better customer service. He was honored to have represented the City of Pinole and MCE at the conference.

Council member Murphy also took the opportunity to recognize October 14, 2024 as Indigenous Peoples Day, highlighted its history and the land acknowledgment on the City Council meeting agenda and emphasized as a Council member he was committed to advocating for the rights of indigenous people to access health care, education and protecting sacred lands.

D. Council Requests for Future Agenda Items

Mayor Pro Tem Sasai offered a motion, seconded by Council member Murphy to consider a resolution drafted by staff expressing strong support and interest in Tesla Electric Vehicle Supercharging Stations in the City of Pinole, with the letter to the appropriate staff at Tesla Motors with a copy of the resolution.

In response to the Mayor, Mayor Pro Tem Sasai clarified he wanted staff to draft a resolution and bring it back to the City Council for consideration with no certain time requirement on his end, to be up to the Mayor and City Manager to determine. He had general interest in having the equipment in the City of Pinole with a copy of the resolution to be sent to the appropriate staff members at Tesla Motors.

Council member Martinez-Rubin understood there could be other manufacturers and she would like to see a discussion of different options, rather than identify a specific manufacturer.

Mayor Pro Tem Sasai suggested that could be discussed when the item returned.

City Manager Kelcey Young understood the direction was for staff to draft a resolution and then draft a letter reaching out to Tesla Motors. She suggested staff draft a resolution that could be utilized for any other company that may have superchargers that could be discussed when the item came back, at which time the City Council could consider any other company the City Council may be interested.

Mayor Pro Tem Sasai explained the intent was for the draft resolution to be Tesla Motors only at this time, but when the item returned to the City Council, he would be happy to entertain that option as well. He noted there were other vehicles in the state that could use the Tesla Superchargers.

Council member Martinez-Rubin recognized that was so, but by creating the resolution the City would be furthering that avenue when there could be other options the City Council may be able to pursue.

Mayor Pro Tem Sasai was again open to other options when the item returned for discussion. At this time, Council member Tave was recognized as the second to the motion.

ACTION: Motion by Mayor Pro Tem Sasai/Council member Tave to consider a resolution drafted by staff expressing strong support and interest in Tesla Electric Vehicle Supercharging Stations in the City of Pinole, with the letter to the appropriate staff at Tesla Motors and with a copy of the resolution.

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

Mayor Toms explained why she had voted no on the request. Staff was currently going through implementation of the Climate Action Plan (CAP) and the request would divert focus from the plan.

E. City Manager Report / Department Staff

City Manager Young reported the Coastal Clean-Up event had been a great event and she managed to personally bring in over 60 pounds of trash and had purchased \$93 worth of coffee. She thanked the community for its representation during the event. She also provided an update on the Police Chief Recruitment process and reported on October 18, 2024 all applications were required to be submitted to allow review of the applicants and start the interview process. Interviews for the semi-finalists had been scheduled for October 25, 2024, which involved multiple panels and once that process was complete bios of the candidates would be published with the finalists invited to a Meet and Greet scheduled for November 7, 2024, at which time a community panel would be present. The following date she would interview the finalists so a final decision could be made. More information would be available on social media. She also clarified a Facebook post that had been posted this date had implied there were two finalists with outdated verbiage. This post had been updated but anyone with questions were asked to contact her.

City Manager Young also reported that Public Works Director Sanjay Mishra had accepted another position, this was his final City Council meeting and she thanked him for his service to the City of Pinole. The recruitment process for the position of Public Works Director had already started with more information to be provided in the coming week. Anyone with questions was asked to reach out to her or the Human Resources Department.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 7D through 7F)

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

PUBLIC COMMENTS CLOSED

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. Indigenous Peoples Day

The City Council read into the record a proclamation recognizing October 14, 2024 as Indigenous Peoples Day and presented the proclamation to Sophia Lopez, representing the Native American Student Union (NASU) and Secretary for Friends Speech and Debate at Pinole Valley High School, who thanked the City Council for the proclamation, a tradition she hoped would be upheld. She was thankful she had been able to advocate along with her teacher Michele Lamons-Raiford for this recognition. She explained that both groups were happy with the opportunities to celebrate the history, culture and continued contributions of the indigenous communities in Pinole. She also thanked the student members who played a role in advocating for their recognition but who were unable to attend the meeting due to prior commitments. She again thanked the City Council for sharing the proclamation with Pinole Valley High School and for believing, seeing and hearing students' stories.

2. Rosh Hashanah

The City Council read into the record a proclamation recognizing October 2-4, 2024 as Rosh Hashanah.

3. Breast Cancer Awareness Month

The City Council read into the record a proclamation recognizing the month of October 2024 as Breast Cancer Awareness Month with the proclamation presented to Debbie Pitchford, a former City employee who was honored to accept the proclamation on behalf of the Pinole Police Department. As a two-time breast cancer survivor, she emphasized the importance of awareness, early detection, intervention, mammograms and self-examinations. She was proud of the Pinole Police Department's participation in the Pink Patch Program community outreach, and added that the Pinole Police Department sold pink patches for \$10 during the month of October to promote breast cancer awareness, with 100 percent of the proceeds going back to the program to help support cancer research and education.

Mayor Toms reported more information on the Pink Patch Program was available on the City website and social media.

4. LGBTQ+ History Month

The City Council read into the record a proclamation recognizing the month of October as LGBTQ+ History Month, which was presented to Council member Murphy.

5. Filipino History Month

The City Council read into the record a proclamation recognizing the month of October as Filipino History Month, which was presented to City Attorney Eric Casher.

6. Code Enforcement Officer Week

The City Council read into the record a proclamation recognizing October 7-11, 2024 as Code Enforcement Officer Week, which was presented to Sarrah Patton, Code Enforcement Officer I.

PUBLIC COMMENTS OPENED (Item 8A)

Mary Horton commented that when she was a City Council member in the 1990s, the City of Pinole and the Hupa Indian Tribe had become Sister Tribal Nations in 1992, an effort that had been spearheaded by former Mayor Ann Williams. A relationship with some Native Americans in Northern California had already been developed and should not be forgotten. She commented at one time the Hupa Tribe had a seal on the Welcome to Pinole sign, which should not be forgotten and should be explored and developed for future Indigenous Peoples Day recognitions.

Anthony Vossbrink echoed the comments from the previous speaker. He also echoed the positive comments from the City Council regarding the Indigenous Peoples Day proclamation and stated he had previously requested that credence be given the Ohlone and Indigenous Peoples beyond the land acknowledgement statement that was read into the record at each City Council meeting. He asked what the City of Pinole had done to promote the history of American Indians, specifically the indigenous culture of the Ohlone people. He noted the City of Berkeley recently dedicated a park in recognition of the Ohlone and other cities in Contra Costa County and in the Bay Area had designated parks, trails and schools in recognition of the Ohlone, whereas the City of Pinole had done nothing. He suggested it was time for the City of Pinole to do more than preach empty words and dedicate a City park or trail to the Ohlone people, particularly with the buildout of the trail behind the caretaker's home, which project he would like to have detailed. He asked that that trail be renamed in recognition of the Ohlone people. He also understood a City Council Ad-Hoc Committee was working on updates and he asked for more information in that regard.

Mayor Pro Tem Sasai clarified in response to the public comment that he and Council member Martinez-Rubin served on the Ad-Hoc Memorials Committee, were working with high school student leaders, and been in communication with the leadership of the Ohlone Tribe to seek locations to rename a facility or park in the City of Pinole, which required a specific process.

Council member Martinez-Rubin confirmed the Ad-Hoc Memorials Committee recognized there was some interest in having some of the representatives from the indigenous groups present their interest in having locations named in honor of the Ohlone Tribe, and as the Mayor Pro Tem mentioned they were going through the process required to determine an acceptable site.

PUBLIC COMMENTS CLOSED

B. Presentations

1. Community Development Department Update

Community Development Director Lilly Whalen provided an extensive PowerPoint presentation on the Community Development Department activities over the past fiscal year, which highlighted the staff in the Department (some of whom were introduced as being present in the audience or via Zoom) and the use of various contracts for plan check services, inspections, code enforcement and economic development services as needed. She also highlighted the new Modern Online Permit Tracking Project, which was a team effort with the Finance and Public Works Departments.

Community Development Director Whalen highlighted the Building Department trends for the Building Division, Fiscal Year (FY) 2023/24 top five most popular permit types, total permits issued, total project valuation and fees collected, and development projects under construction including updates provided on Vista Woods Apartments, Valor Village Apartments and Appian Village Condos, projects completed in FY 2023/24 and upcoming projects in FY 2024/25. The variety of permits issued by the Planning Division and FY 2023/24 projects and upcoming FY 2024/25 projects for the Planning Division included Housing Element Implementation amongst other projects. An update was provided on the status of entitled projects including Pinole Vista Apartments, BCRE Mixed Use and Pinole Shores II along with an overview of key achievements in sustainability, grants and community engagement and FY 2024/25 upcoming sustainability projects.

An overview of the Code Enforcement Division was presented along with details on closed enforcement code cases by type for FY 2023/24. The status of the 2024 weed abatement season enforcement activities along with an update on Code Enforcement Division Projects for FY 2023/24 and upcoming for FY 2024/25 was also provided.

Further, an overview of the Affordable Housing Division was provided with the housing stock by the numbers including existing, planned, and total anticipated in the City of Pinole by 2030. Annual affordable housing monitoring and FY 2023/24 projects and FY 2024/25 upcoming projects for the division were also identified. And an overview was provided on the Economic Development Division, including the implementation of the Five-Year Economic Development Strategy which began in July 2023 and FY 2023/24 achievements and upcoming FY 2024/25 projects.

Responding to questions from the City Council, Community Development Director Whalen, Planning Manager David Hanham and Code Enforcement Officer I Sarrah Patton, clarified:

- The appreciation for the creation of the City marketing brochure that highlighted the City of Pinole. (Mayor Pro Tem Sasai)
- Staff had touched base with the new property owners of the Tara Hills Safeway about the potential redevelopment of the property prior to the lapse of entitlements in June 2023, with staff touching base with the property owners at least once a month. There were plans to meet and go over current plans and the property owner had expressed a desire to retain a grocery store at the site. (Mayor Pro Tem Sasai)
- The work to create the City marketing brochure in advance of staff's attendance at the International Council of Shopping Centers (ICSC) Conference. Staff also scheduled meetings with many different businesses that may be a good fit for the City of Pinole or know about Pinole. In the next quarterly report, a summary of those interactions could be provided to identify who staff had reached out to. (Mayor Pro Tem Sasai)
- The Pinole Police Department had an additional body camera with the Code Enforcement Division paying an annual fee (a little over \$1,000) for the equipment. The original genesis for obtaining the equipment for the Code Enforcement Division had been staff safety in the field. There was a suggestion that staff wear a body camera which had been successful for staff and the community and provided transparency and accountability.

- The body camera would be turned on once the Code Enforcement Officer exited the vehicle. Once the Code Enforcement Officer reentered the vehicle and left the site, the body camera would be disengaged. The footage/video for the body camera would be preserved in the cloud for a period of time, possibly forever, with the Code Enforcement Division piggy-backing off of Police Department policies and with the actual time to preserve the footage to be clarified by the Pinole Police Department. (Mayor Pro Tem Sasai)
- Acknowledged praise for the Community Development Director's leadership and making the culture of the Department change and evolve, and when residents walked into City Hall the Community Development Department was one of the first introductions to City Hall and most staff made residents feel comfortable. It was also pointed out that the new permit tracking system had resulted in City Hall providing high service delivery. (Murphy)
- Staff was working to implement the Housing Element that had been divided into three different phases of Zoning Ordinance modifications that were not necessarily related to additional growth in the City but involved objective design standards, as an example. Presently, staff had not scheduled a comprehensive look at the Zoning Ordinance, which may be needed in the next few years, including an update to the General Plan. Along with the implementation of the Housing Element, staff was also working on updates to the Safety Element and creating an Environmental Justice Element. (Murphy)
- Acknowledged the City of Pinole may not be getting all it was due in terms of rental units in the City given the City's current requirement for any property owner renting out a unit in Pinole to obtain an annual business license, have the unit inspected by the Building Division every three years and obtain a Certificate of Compliance for the inspection. The City currently did not have a good system for tracking rental units and staff was trying to use the technology as part of the new permitting system to see if that would work as a rental registry. Staff was exploring different options for rental registry tracking from different companies and had quotes on costs. (Murphy)
- Staff hoped to work with Partnership for the Bay's Future (a collaborative effort to produce and preserve affordable homes and protect tenants, and ensure that the Bay Area remains a diverse place where everyone thrives) and be able to consider a rental registry and implement software that would help the City get a handle on its rental stock, track local eviction and identify what rental units were being rented, which the current permitting software was unable to do. There could be possible changes in the future on how people registered their rental units and how the public could verify that information. (Murphy)
- Identified the rate of code enforcement cases closed for commercial and residential properties for FY 2023/24, with most of the complaints for residential versus commercial properties as shown in the PowerPoint presentation. Clarified any code enforcement complaints from the public could be submitted online anonymously via the portal on the City website. Staff did not actively seek code enforcement cases and all cases were complaint driven. (Murphy)

- Staff hosted an Economic Development Summit for the first time this year and the next step in the process would follow the Economic Development Strategy with no date for the next step yet identified. (Murphy)
- The developer for the Appian Village Condos was not yet ready to announce information when applications for the units would be accepted since the developer was still finalizing the affordability plan and receiving approvals from the state. Information would be provided when available. Acknowledged a recommendation for information to be provided to the public on the affordability terms of the units, with staff noting the affordability changed annually in conjunction with the Area Median Income (AMI). Explained the affordability categories were Moderate Incomes and depending on the household size, earn 80 to 20 percent of the AMI in Contra Costa County for this current year. Low Income was 80 percent and under, Very-Low Income 50 percent and under, Extremely-Low Income 30 percent and under and Above Income over 120 percent. There was a section on the City's new website for affordable housing and staff would check to ensure it included the tables that were updated annually, which would be a good resource for members of the community. (Martinez-Rubin)
- The City had an Inclusionary Housing Ordinance that required rental properties to dedicate 15 percent of the units to Low and Very-Low Incomes, with a breakdown in that calculation. For ownership properties, the affordability must be at the Moderate-Income level which was why the Appian Village Condos were special since the City had been able to negotiate with the developer who would provide eight Low Income ownership units. There were also some additional affordability for senior housing. (Martinez-Rubin)
- Handouts/flyer samples that had been provided on the Building Division permit requirements were not yet available on-line but should be, and acknowledged while the flyers had not yet been translated into different languages, they should be. (Martinez-Rubin)
- As to how many code enforcement cases involved repeat cases, acknowledged the City had some repeat code enforcement offenders from prior years and in some instances some progress had been made and then there had been a lapse or there had been neighborhoods where neighbors were very aware of each other's activities with a little bit of warring going on in some cases where there were repeat complaints; however that was not reflective of the majority of the caseload for the Code Enforcement Officer. Education and information were the most powerful tool to be provided to the community in that regard, and in some cases the Code Enforcement Officer had offered a community event to provide an opportunity for residents to learn about the Pinole Municipal Code (PMC). (Tave)
- Some of the repeat cases involved weed abatement. Pursuant to the PMC, if there was a new complaint for the same violation within the same calendar year, the code enforcement action would pick up where it left off. If it had been more than a calendar year the process would start over again. Staff liked to give the benefit of the doubt whenever possible if not an egregious reoccurrence and in that case, staff would start with a courtesy notice. (Tave)

- There was an appeal process for any Code Enforcement case. Staff had also developed relationships with the Pinole Rotary Club and local churches, as examples, to allow reaching out to persons directly on a case-by-case basis, if the vulnerable population was unable to conduct required weed abatement, as an example. (Tave)
- Staff was researching Rental Registry software that may help to identify abandoned or vacant homes. Staff had noticed the number of vacant or abandoned properties in Pinole over the past few years, which had become an attractive nuisance and was a condition that may invite property crime or other crimes. A Policy Fellow as part of Partnership for the Bay's Future would work with community-based organizations to buy up those properties, rehab them with modern efficiencies such as energy efficiencies, and sell them to first-time homebuyers. The first step was to have additional tools to gather the data where homes were not being utilized in the City. (Tave)
- The 7-Eleven development on Appian Way was at the end of the development process and the project had been seriously delayed due to issues with PG&E. The property had a final inspection this date with the Community Development Department and was due for a final inspection from the Public Works Department in the next couple of weeks and should open by the end of the month. (Mayor Toms)
- Acknowledged there had been complaints about weed abatement for the same properties and a request that those properties be processed quicker, with clarification again that if the complaint occurred in the same calendar year, code enforcement would start where it had left off, which would accelerate the compliance period. Staff was also working with the City Attorney's Office to identify other options that could be used in the future to address weed abatement. In the next year, staff may consider a list of properties that could be presented to the City Council to authorize abatement through a public hearing process and other required actions to require abatement when there had been no response from the property owner. (Mayor Toms)
- Acknowledged there was also a process for weed abatement code enforcement through the CCCFPD. (Mayor Toms)

PUBLIC COMMENTS OPENED

Anthony Vossbrink noted that former Mayor Vincent Salimi had recommended the Community Development Department consider a Business Development staff person to seek out and/or encourage more retail businesses to locate in Pinole. He asked whether that had ever been discussed in more detail. As an example, there were different opportunities the City had missed including the loss of American Tire Company to the City of Hercules. He suggested the City could have entertained interest in vacant properties along San Pablo Avenue or other sites. He also suggested Pinole lost potential businesses to other neighboring communities that should be investigated in more detail. He asked whether the City worked with Caltrans on weed abatement and trash removal on Caltrans property given that one side of the freeway had been addressed from time to time, whereas the other side was rarely cleaned. He asked whether or not staff had a point person to follow-up with Caltrans for maintenance issues and he provided more examples for needed maintenance, trash removal and light outages along the freeway and freeway on-ramps.

PUBLIC COMMENTS CLOSED

In response to the public comment, Community Development Director Whalen advised a Business Concierge staff member would be assigned to help with business retention, expansion and attraction as part of the Economic Development Strategy, but that person had not been hired to-date.

Mayor Toms added the Caltrans website included a complaint portal. She had used the portal in the past and shared it with a number of people. The public may use the portal to issue complaints about litter and weeds. She often copied Assemblymember Buffy Wicks' Office about complaints or requests since she had also requested that Caltrans install K-rails, not just where the freeway went over Pinole Valley Road but extended to where the on- and off-ramps were located to prevent trash from collecting within the right-of-way (ROW) and allow Caltrans to mechanically clean preventing the trash from blowing over and onto the slopes.

Mayor Toms reported that Caltrans had committed to trash capture fencing over the creek since the trash went into the creek, but that was where Caltrans had limited it and the agency would not consider the on- and off-ramps. If the public wanted to pursue that she would encourage them to contact Assemblymember Wicks Office.

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 September 17, 2024.
- B. Receive the September 14, 2024 – October 11, 2024 List of Warrants in the Amount of \$992,386.91 and the October 11, 2024 Payroll in the Amount of \$529,375.78.
- C. CalPERS Fixed Medical Premium Rates. **Action: Adopt Resolution per Staff Recommendation (Stacy Shell, Charlene Davis)**
- D. Adopt a Resolution to Authorize the City to Join PRISM. **Action: Adopt Resolution per Staff Recommendation (Stacy Shell)**
- E. Second Reading and Adoption of Ordinance Amending Chapter 2.08.010 "Councilmembers' Salaries" of the Pinole Municipal Code. **Action: Conduct Second Reading and Adopt an Ordinance Amending Chapter 2.08.010 "Councilmembers' Salaries" of the Pinole Municipal Code (Eric Casher)**
- F. Adopt a Resolution Authorizing the City of Pinole to Participate in the Green Empowerment Zone for the Northern Waterfront Area of Contra Costa County. **Action: Adopt Resolution per Staff Recommendation (Lilly Whalen)**

- G. Resolution of the City Council of Pinole, Placing Liens on Properties Situated in the City of Pinole, County of Contra Costa, State of California, More Particularly Described as Unpaid Waste Collection Charges from an Administrative Hearing Conducted October 3, 2024. **Action: Adopt a Resolution per Staff Recommendation (Roxane Stone)**
- H. Approve the Purchase of Equipment (Brush Chipper) for Public Works. **Action: Adopt Resolution per Staff Recommendation. (Joseph Bingaman, Sanjay Mishra)**
- I. Authorize the City Manager to Execute the Purchase of Staff Vehicles for Community Development and Community Services Department. **Action: Adopt Resolution per Staff Recommendation (Joseph Bingaman, Sanjay Mishra)**
- J. Approve Amended Procurement Policy to Authorize City Manager to Accept Donations and Grants up to \$45,000. **Action: Adopt Resolution per Staff Recommendation (Kelcey Young)**

Council member Martinez-Rubin requested that Item 9E be removed from the Consent Calendar for discussion.

Mayor Pro Tem Sasai requested that Item 9J be removed from the Consent Calendar for discussion.

PUBLIC COMMENTS OPENED

Rafael Menis referenced Item 9B, and noted a member of the community had seen people drawing water from the Senior Center and were curious whether that had impacted the City's cost from the East Bay Municipal Utility District (EBMUD). Having reviewed the information and cross comparing the warrants from September 16, 2023, which had two separate entries for the Senior Center (as reflected on Page 37 of 272 of that meeting packet, which had added up to about \$1,650) compared to the most recent cost in one instance for the Senior Center which totaled \$2,123.74 (as reflected on Page 41 of 221 of the October 15, 2024 meeting packet), he asked why the Senior Center had gone from two separate line items on earlier warrants to one line item for EBMUD in the current warrants, and whether unauthorized withdrawals of water from the Senior Center could account for the 32 percent increase in the cost of water over a year, assuming costs were directly comparable. He also referenced Item 9E and continued to suggest the approval of Item 9E was an incorrect course of action to take given the City was asking for sales tax measure approval and given the fiscal challenges the City would be facing in the near and immediate future. He suggested an iterated approach of increasing the Council member salaries would be more palatable to the public than simply increasing it to the maximum amount permitted by law.

Irma Ruport referenced Item 9J, and understood that while the amendment to the Procurement Policy would alleviate some tedious work for staff and reduce City Council review, as a long-time member of the community there were reasons why donations or grants should come before the City Council for approval since some Council members were taking them and it had not been monitored by former City Managers.

Ms. Ruport wanted assurance with a policy like the Procurement Policy that it would not consume significant staff time before the City Council, although she was aware there had to be accountability. She asked whether the Procurement Policy purchasing, which had internal controls, should be addressed since it may be applied to the donations and goods offered to the City. She found the internal controls could be a solution for not having to come to the City Council for approval but it would not provide transparency or accountability for residents/taxpayers. She also noted that Page 6 of the Procurement Policy gave the City Manager approval for donation and grant acceptance, to be recorded in the City's financial system of record. She recommended that a system be considered to provide transparency to make the public aware of where the donations or gifts were going.

Ms. Ruport also referenced Appendix A, as shown on Page 47 of the Procurement Policy, and commented she had concerns on the types of purchases, costs, approval, documentation and procurement method for \$45,000 or less, since the procurement method was informal solicitation and bidding, which could be almost anything and some of the cost and the procurement method could be more detailed and monitored to ensure that whoever was informally bidding was legitimate. She emphasized the need to be accountable and transparent to taxpayers and that the donations and gifts were for the taxpayers and not a certain few.

PUBLIC COMMENTS CLOSED

Mayor Pro Tem Sasai also spoke to Item 9J, and thanked the City Manager for bringing the item back including one of the amendments to the Procurement Policy, clarification that union printing would take over local preference, which had been the source of a lot of frustration on his part seeing the list of warrants each meeting and the inconsistencies in terms of a vendor that was not a union vendor and where some City Departments had different takes on the use of vendors. He stated the clarification ensured more consistency. He asked about the current process for receiving donations and grants.

City Manager Young stated currently the City did not receive donations and there had been a moratorium of sorts on that possibility. One of the pieces that staff was trying to address by approving this item was to invite the community in who might want to be more engaged with donations and then start an internal process that could hopefully shift to a larger community foundation or other options that could start taking Pinole to the next level when it came to accepting donations and sponsorships. She had communications from individuals, businesses and other agencies that would like to partner with the City and do various donations but presently there was no process in place to do that. She preferred a process where staff did not have to go back to the City Council to accept small donations in the range of \$200 or \$500, as examples, which created a barrier for many in the community to work with the City. She clarified these were gifts to the City and not gifts to individuals. It would not change the gift policy but the amended Procurement Policy would provide donations for the good of the community as a whole.

City Manager Young added that the City would have to be strategic with the type of gifts it was receiving and cautious and not receive gifts from political parties or anything that could be viewed as giving preferential treatment. She suggested the policy would be similar to the Procurement Policy but in reverse. She emphasized her background in procurement, which looked at overall financial partnerships with both the community and vendors, and in this case, she suggested this would allow the City the opportunity to start exploring those partnerships.

In addition, City Manager Young reported that some City Departments had received small grants with a short turnaround during which the funds must be spent and could go towards things like advertising, or a piece of equipment in the Public Works Department, as examples. If the entire City Council process was required, the City would lose those funds.

City Manager Young commented that the amended Procurement Policy would allow the City Manager through the City Manager's Office to accept donations and grants up to \$45,000, to be reported and tracked in the budget with quarterly updates in an effort to be transparent to the community given the importance of that transparency and to celebrate those partnerships.

Mayor Pro Tem Sasai asked for more detail on the assessment of the donation or gift through the City Manager's Office and asked whether that assessment had been outlined in the Procurement Policy.

City Manager Young described it as internal policy and administrative directive to be codified in an internal administrative policy. She further clarified the donation or grant request could be identified on the City Council Consent Calendar, each donation itself would not take necessarily that long to prepare a staff report (estimated about one hour of staff time) but it could be cumbersome if it involved multiple businesses that may be donating items, making it difficult to build partnerships and bringing the request to the City Council in a timely manner.

Mayor Pro Tem Sasai again clarified the internal policy and asked that the City Council be briefed about that policy.

City Manager Young confirmed the information could be shared with the City Council informally but it could also be formally presented to the City Council, although it was typically an internal operation piece as part of the role of the City Manager.

Mayor Pro Tem Sasai wanted the community to be involved in that process, although City Manager Young commented that while the community could be involved at some point, the City had to look at the benefits. While there could be community involvement and a process could be considered for that, it would likely delay the process moving forward and the City could lose the opportunities to build partnerships. She recommended acting in a way that would assume the best of the community and if there were exceptions, those exceptions could be evaluated as they came forward.

Council member Murphy supported the resolution before the City Council. He clarified with the City Manager the receipt and approval of funds would be presented in a quarterly report similar to the financial reports but could be modified as needed. He suggested the former City Manager's Report be included in the Pinole Pulse and he appreciated the City Manager's effort to create efficiencies in the process but also wanted to use guardrails, such as using Pinole Pulse and financial reports to educate the public.

Council member Tave suggested guardrails were good and suggested the potential incompatibilities would follow the guardrail, but urged caution to staff as to who and why someone would donate to the City. He wanted assurance there was a mechanism in the check-in phase prior to when the City Council could be informed to ensure there were no issues and the Pinole Pulse was a good way to help with that.

As an example, Council member Tave commented that there had been issues with donations for the Annual Tree Lighting Ceremony, where a tree had not been large enough and those issues could be bypassed without requiring a City Council discussion. He urged some dialogue prior to accepting a donation or grant.

Council member Martinez-Rubin referenced Page 3 of the Procurement Policy, the redline version, and the third paragraph under Section B. Conflict of Interest, which read: *City officers and employees shall report any potential or actual conflict of interest to their respective Department Head or to the City Attorney as soon as a conflict is suspected or discovered. If city officers or employees are uncertain about whether they have a conflict of interest regarding a particular contract, the individual shall consult the City Attorney's Office as soon as practicable.* She noted electeds were considered City Officers and asked if this clause applied to City Council members.

City Attorney Eric Casher clarified City Officers would include City Council members, appointed Commission/Committee members and there was the Code of Ethics and Code of Conduct, and a number of different regulatory ethics frameworks Council members must abide by. The clause was meant to parallel those regulations.

Council member Martinez-Rubin wanted it to be clear that City Officers referred to appointees and elected members so there was no misinterpretation or under-interpretation. On face value, currently this section appeared to read that the clause would apply to City staff. She asked that that change be made in the policy.

City Attorney Casher explained a definition for City Officers could be drafted, but the Procurement Policy referred to City Officers or employee and was meant to distinguish between staff and City Officials.

Council member Martinez-Rubin requested the change since the Code of Conduct had not always been followed by Council members, and there was no enforceable way to ensure those norms were followed. She wanted to be as explicit and clear as possible with the expectation that there may be opportunities to acquire donations and not to fall into the temptation the donation was so great it would be allowed to impede the integrity of City Council Officers and procedures in place at City Hall.

Council member Martinez-Rubin otherwise referenced Item 9E and asked that the City Council consider a separate vote on the item. She noted the resolution of approval had included mention of a \$700 monthly compensation to Council members, which did not match the language in the staff report that had identified a maximum of \$900. If the item was approved, she asked what exact amount would be approved.

City Attorney Casher clarified the amount to be approved would be \$950, the amount permitted under state law for a City the size of Pinole.

Council member Martinez-Rubin offered a motion to adopt Consent Calendar Items 9A, 9B, 9C, 9D, 9F, 9G, 9H, and 9I, as shown, and Item 9J, as modified to clarify City Officers.

On the motion, Council member Tave requested clarification as to why language was needed to be added to Item 9J when policies already applied to the City Council for conduct. Rather, he asked whether the Council Norms should be modified. He did not want to compound policies and add language that should be more appropriately made in the norms specific to donations.

Mayor Toms and Council member Martinez-Rubin stated the intent was to add clarity and the City did not have norms specific to donations.

On the discussion, City Attorney Casher clarified again for Item 9J that the Procurement Policy mentioned City Officers and employees and was meant to include City Council members and appointees (Commissioners/Committee Members).

Mayor Pro Tem Sasai asked for the specific language to be included in Item 9J. He was not comfortable approving the item absent specific language that could be reviewed at the dais. He suggested a redline version be brought back for review, otherwise he would only support the current version that had been presented to the City Council.

Mayor Toms suggested the references to City Officers in the Procurement Policy could be modified to read: *City Officers (include Council members and appointed members)*.

Council member Murphy offered a substitute motion, seconded by Mayor Pro Tem Sasai, to approve the Consent Calendar, as is.

There was no second to the first motion.

Council member Martinez-Rubin asked for a second to her original motion.

Mayor Toms seconded the original motion offered by Council member Martinez-Rubin.

ACTION: Motion by Council member Martinez-Rubin/Mayor Toms to adopt Consent Calendar Items 9A, 9B, 9C, 9D, 9F, 9G, 9H, 9I, as shown and Item 9J, subject to the language modification as discussed to clarify City Officers.

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

Council member Murphy restated his substitute motion, which was now seconded by Council member Tave, to approve the Consent Calendar, as is.

ACTION: Motion by Council members Murphy/Council member Tave to adopt the Consent Calendar, as is.

Vote:	Passed	3-2
	Ayes:	Sasai, Murphy, Tave
	Noes:	Toms, Martinez-Rubin

Abstain: None
Absent: None

Mayor Toms explained that she had voted no on the motion specifically for Item 9E, but suggested it was also not too much to ask to provide a clarified policy related to Item 9J.

Council member Martinez-Rubin expressed concern with Council members interested in transparency but not interested in adding a few words to provide clarity.

10. PUBLIC HEARINGS: None

11. OLD BUSINESS: None

12. NEW BUSINESS

A. Pinole Valley Park Soccer Field Donation. Action: Adopt Resolution per Staff Recommendation (Andrea Dwyer)

Community Services Director Andrea Dwyer introduced the item and asked the City Council to enter into an agreement with the West Contra Costa Youth Soccer League (WCCYSL) to receive a donation for the rehabilitation of the Pinole Valley Park Soccer Field.

PUBLIC COMMENTS OPENED

Irma Ruport reported the same presentation had been made to the Community Services Commission, at which time she had spoken as a resident and not as a member of the Community Services Commission, and expressed concern that this was a rehabilitated park that had not been recently used. She stated she used to coach, manage and play soccer for years and was familiar with potential traffic and pedestrian conflicts. She suggested residents whose homes were near the park should be provided a courtesy notice that the field would be used in the future and on weekends there could be games and practices. She also expressed concern there had been no mention of maintenance costs for the field, and noted that the Public Works Department was responsible for other City parks and fields. She asked whether the Public Works Department would continue to maintain the fields. She also wanted assurance that safety would be provided to everyone in the neighborhood while the fields were in use.

Community Services Director Dwyer clarified she had met with the Public Works Director and noted the City would be celebrating this collaboration and partnership with the WCCYSL, and residents would be notified of the use through social media channels, polls, the Rec and Roll Newsletter and the Senior Newsletter. Pinole Valley Park was currently utilized by many uses and the City would notify residents of the upcoming use by the WCCYSL. She also clarified that during the drought the City had decided not to maintain Pinole Valley Park East, which allowed the Public Works Department maintenance team to tend to other projects. Those maintenance dollars had not been pulled away but had been re-assigned to other areas, with the dollars still committed to this location and in the budget. The only addition to be added would be a gopher maintenance contract, which would be expanded to cover Pinole Valley Park East.

Public Works Director Sanjay Mishra confirmed there had been discussions amongst staff that since the park was not usable during the drought maintenance had been minimized and the park had been mowed only once a week. That schedule would be similar with the new use but the park would be watched and inspected. Other than the cost for the gopher maintenance contract, there would be no significant additional cost for maintenance.

Rafael Menis also expressed concern with the park maintenance and potential impacts due to the increased use of the site. He asked whether the park would require the usual process when set up, with review through the Community Services and Planning Commissions, or dealt with at all and while he understood the funds allocated for maintenance for the site had been effectively reappropriated to other purposes and have returned to their original purpose, he asked what would happen to those things the funds were being used for and whether those uses would be impacted or would the City Council have to allocate additional funds for maintenance.

Public Works Director Mishra explained that the manpower time had been put to other tasks when the park had not been routinely maintained and he acknowledged Public Works staff operation and maintenance was tight due to budget constraints. When maintenance was slow for other work, the staff would be used for maintenance for this park with no additional funds to be diverted.

Anthony Vossbrink reported the Zoom feed for the meeting involved a 15 to 20 second delay between what was actually being said for those watching the meeting via Zoom. He was unable to follow the time clock as opposed to the live time clock, and he asked staff to resolve the issue. He also asked that everyone be allowed equal time to speak whether they were at the meeting in-person or participating via Zoom. He noted a member of the public present in the Council Chambers had been granted additional time to speak, a courtesy he would like extended to his own comments, as dictated by the Brown Act.

Mr. Vossbrink otherwise understood maintenance for the park was currently being done by an outside contractor and he asked whether additional funding would be required for that to continue. He asked who on staff would monitor the gopher maintenance contract and whether the City had a track record, testimonials or references from the contractor who would provide those services. He also asked about the status of the adjoining park and whether there would be dual soccer tournaments at both parks. He noted both parks required maintenance, there were numerous gopher holes in the adjoining park, which were not being addressed or identified as a priority, the dog park also required maintenance, additional restrooms were needed, particularly if the park was used by the WCCYSL in the future and there was inadequate seating in the area that would accommodate the future use by the WCCYSL. All of those issues should be addressed along with additional noticing to the community.

Mayor Toms stated she had provided Mr. Vossbrink additional time to provide his public comments as she had during previous meetings and as provided for other speakers.

PUBLIC COMMENTS CLOSED

Council member Murphy commented this was the first quarter where a Community Services mailer had not been provided to residents and he asked whether it was possible to include information in that mailer about the use by the WCCYSL.

Community Services Director Dwyer explained the use by the WCCYSL was not an expansion or change to the use of Pinole Valley Park East. She also clarified there were restrooms located in the middle of the park and it was hoped the capacity of soccer players would be similar to practices and games that had been held in the past. While there would be more soccer use, the use would be spread out throughout the day and there would be an opportunity for tournaments. The parking would not change, no parking would be removed as part of the use and no additional parking would be added. The WCCYSL had informed staff they would bring their own chairs and pop-ups and they had their own system for seating. No additional seating had been included in the plan but that did not mean it could not be revisited in the future, if needed.

As to the mailer, the Community Services Department was working on a Recreation Guide, which would include a collection of the Department's programs. The mailer had been done in the past to offset those programs, with dollars allocated to include something at the right time to kick-start that process through the current staffing shortages. The Pinole Pulse and the Rec and Roll Newsletter had been used to educate the public and could be used to inform the public of the expanded use. A news story could also be posted on the City website, and staff could consider a mailer specific to and focused on the Pinole Valley location and there could be a plaque memorializing the partnership with the WCCYSL.

Council member Murphy suggested the City should communicate to residents while recognizing the need to minimize costs, but the use of the Rec and Roll Newsletter and Pinole Pulse were good communication opportunities. A Recreation Guide was also a great avenue to educate the public. He was excited about the project and thanked the Community Services Department Team and the City's partners for making this opportunity possible.

Council member Tave offered a motion, seconded by Council member Martinez-Rubin to approve the item.

On the question, Mayor Pro Tem Sasai identified a typographical error in the title of the resolution and asked that the spelling of West Contra Costa Youth Soccer League be corrected.

ACTION: Motion by Council members Tave/Martinez-Rubin to adopt a Resolution Authorizing the City Manager to Enter into an Agreement with West Contra Costa Youth Soccer League to Receive a Donation for the Rehabilitation of the Pinole Valley Park Soccer Field.

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

City Clerk Bell asked the City Council to return to the Consent Calendar. She clarified if a Council member pulled an item they had to vote on that item separately. She understood the City Council was to vote on Item 9E separately, which would impact the rest of the vote on the Consent Calendar. As a result, she asked that the motions for the Consent Calendar be revisited. The Council was asked to revote on Consent Calendar Items 9A through 9D and Items 9F through 9J.

Council member Murphy referred to the statement under the Consent Calendar and on the meeting agenda which read: *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.* He asked for clarification from the City Clerk.

City Clerk Bell noted the statement included the clause which read: *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.* She commented that each action had a resolution that was tied to it and there had to be assurance that each Council member's vote was recorded in those supporting documents for each item, and there had to be an accurate vote for each item.

ACTION: Motion by Council member Murphy/Mayor Pro Tem Sasai to adopt Consent Calendar Items 9A through 9D and Items 9F through 9J, as is.

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

ACTION: Motion by Council member Murphy/Mayor Pro Tem Sasai to adopt Consent Calendar Item 9E, as is.

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

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.

Irma Ruport reminded everyone to vote on November 5, 2024. She highlighted the candidates running for the offices of City Treasurer and two Council seats and strongly encouraged support and a vote for Rafael Menis as City Treasurer. She highlighted his background and experience and the fact he currently served as the Chair of the Planning Commission.

Ms. Ruport also asked for support and votes for Christy Lam-Julian and the re-election of incumbent Devin Murphy, to the City Council and also highlighted each of those candidates.

Anthony Vossbrink disagreed with the Mayor, he had not been provided equal time to provide his comments in that he had been cut off in the middle of his sentences and train of thought, and had been unable to ask for additional time to complete comments. He suggested the Mayor or City Clerk was flipping the switch on Zoom callers who were treated differently from speakers present in the Council Chambers. He suggested the Contra Costa County Board of Supervisors or District Attorney's Office should investigate the terms of the Brown Act and his being treated unfairly from those speakers appearing live in-person.

Mr. Vossbrink echoed the comments from the prior speaker regarding Mr. Menis who was running for City Treasurer, and whose attributes he highlighted. He too supported Christy Lam-Julian who was running for City Council and also detailed her attributes. On another matter, he asked about the status of the number of inoperable street lights up and down Pinole Valley Road and San Pablo Avenue and the I-80 overpass, and the new refurbished restrooms that had plastic toilet seats at the dog park and the baseball/soccer field at Pinole Valley Park.

City Manager Young reported that team member Robert Walker had passed away on October 13, 2024. Mr. Walker had been a City employee for 45-years and was the first African-American to be hired by the City of Pinole. Mr. Walker was one of the first people she had interacted with in an extremely positive way and he had been an institution for the City of Pinole and was family for most team members. She advised a proclamation would be considered in honor of Mr. Walker at a future City Council meeting. She expressed her gratitude to Police, Fire and the Public Works Departments who had responded to Mr. Walker, who had been involved in a public medically-induced accident. Due to the quick response from emergency personnel on-site, his family had been able to be with him prior to his passing.

Council member Murphy also reported Pinole resident Kenneth (Kenny) Allen Francis had recently passed. He was oftentimes at the Senior Center and had great knowledge about the community. He provided an overview of his life and background including as a former firefighter for the City of Pinole, and he asked that the meeting adjourn in Mr. Francis' memory.

14. ADJOURNMENT to the Regular Meeting of November 19, 2024 in Remembrance of Amber Swartz, Kenneth Allen Francis and Robert Walker.

At 9:38 p.m., Mayor Toms adjourned the meeting to the Regular City Council Meeting of November 19, 2024 in Remembrance of Amber Swartz, Kenneth Allen Francis and Robert Walker.

Submitted by:

Heather Bell, CMC
City Clerk

Approved by City Council:



City of Pinole, CA

9B WARRANT LISTING

By Vendor Name

Payment Dates 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 4LE00 - 4LEAF, INC.					
J0605-24H	105887	10/25/2024	212-462-42101	AUGUST PLAN CHECK	10,171.27
				Vendor 4LE00 - 4LEAF, INC. Total:	10,171.27
Vendor: ALA08 - ALAMEDA COUNTY SHERIFF'S OFFICE					
290131-1024-8599	105972	11/08/2024	100-221-42301	80 HOUR MOTORCYCLE COURSE PD	2,094.00
				Vendor ALA08 - ALAMEDA COUNTY SHERIFF'S OFFICE Total:	2,094.00
Vendor: ALH01 - ALHAMBRA & SIERRA SPRINGS					
5025519 100624	105888	10/25/2024	500-641-42201	WATER DELIVERY- WWTP	195.85
5025531 100624	105844	10/18/2024	100-343-44306	WATER DELIVERY- CORP YARD	127.92
				Vendor ALH01 - ALHAMBRA & SIERRA SPRINGS Total:	323.77
Vendor: 2063 - ALLIANT INSURANCE SERVICES, INC.					
2722291	105889	10/25/2024	100-116-42101	OCTOBER CONSULTING FEE-HR	2,083.33
2722292	106018	11/15/2024	100-116-42101	CONSULTING FEE INSURANCE BENEFITS SERVICES	2,083.33
				Vendor 2063 - ALLIANT INSURANCE SERVICES, INC. Total:	4,166.66
Vendor: 2073 - ALLIED FLUID PRODUCTS CORP					
INV55768	105973	11/08/2024	500-641-44306	FLANGE HATCH COVER GASKET WPCP	109.08
				Vendor 2073 - ALLIED FLUID PRODUCTS CORP Total:	109.08
Vendor: 1571 - ALTEC, INC					
51537666	106019	11/15/2024	100-343-42107	HYDRAULIC CYLINDER REPAIRS CY	2,878.17
				Vendor 1571 - ALTEC, INC Total:	2,878.17
Vendor: AME41 - AMERICAN LEGAL PUBLISHING					
37464	106020	11/15/2024	100-112-42101	OCTOBER 2024 S-26EDITING CITY CLERK	148.98
37597	106020	11/15/2024	100-112-42101	OCTOBER 2024 S-26 ONLINE CODE EDITING CITY CLERK	12.93
				Vendor AME41 - AMERICAN LEGAL PUBLISHING Total:	161.91
Vendor: AME22 - AMERICAN STAGE TOURS					
31947	105890	10/25/2024	209-552-43805	PLACERVILLE FIELDTRIP- SENIOR CENTER	4,508.00
				Vendor AME22 - AMERICAN STAGE TOURS Total:	4,508.00
Vendor: 2005 - ANIMAL DAMAGE MANAGEMENT, INC					
8604C	106021	11/15/2024	100-345-42108	BASEBALL FIELD PEST CONTROL FERNADEZ AND PVR	250.00
				Vendor 2005 - ANIMAL DAMAGE MANAGEMENT, INC Total:	250.00
Vendor: ARM04 - ARMOR LOCKSMITH SERVICES					
103206	105974	11/08/2024	209-552-42108	SPARE KEYS FOR NEW PAPER DISPENSER CY	39.47
				Vendor ARM04 - ARMOR LOCKSMITH SERVICES Total:	39.47
Vendor: ARM09 - ARMOUR PETROLEUM SVC/EQUIP					
WO-27497	106022	11/15/2024	100-343-42108	REPAIRS TO NOZZLE GASOLINE PUMP CY	496.80
				Vendor ARM09 - ARMOUR PETROLEUM SVC/EQUIP Total:	496.80
Vendor: ATT01 - AT&T					
000022265879	105891	10/25/2024	525-118-43101	MIS TELEPHONE SERVICE 8/10- 9/9/24	959.35
000022269442	105942	11/01/2024	525-118-43101	ADMINISTRATION TELEPHONE SERVICE- IT	5,146.50

WARRANT LISTING

Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
000022269446	105891	10/25/2024	525-118-43101	EOC PHONE SERVICE 8/11-9/10/24	232.48
000022328120	105891	10/25/2024	525-118-43101	PD TELEPHONE SERVICE 8/20-9/19/24	3,651.32
000022413630	105891	10/25/2024	525-118-43101	MIS PHONE SERVICE 9/10-10/9/24	928.70
000022417228	105891	10/25/2024	525-118-43101	PUBLIC WORKS TELEPHONE SERVICE 9/11-10/10/24	966.86
000022417229	105942	11/01/2024	525-118-43101	ADMINISTRATION PHONE SERVICES- IT	5,073.12
000022417230	105891	10/25/2024	525-118-43101	RECREATION TELEPHONE SERVICE 09/11-10/10/24	1,004.96
000022417231	105891	10/25/2024	525-118-43101	CDD TELEPHONE SERVICES 9/11-10/10/24	158.24
000022417233	105891	10/25/2024	525-118-43101	EOC TELEPHONE SERVICES 09/11-10/10/24	232.48
000022475900	106023	11/15/2024	525-118-43101	POLICE PHONE 092024-10192024	2,181.24
Vendor ATT01 - AT&T Total:					20,535.25
Vendor: BAX00 - BADGE FRAME, INC.					
076953	106024	11/15/2024	100-222-42201	SLIDE IN DOOR SIGNS ENGRAVE NAME PLATE	122.00
Vendor BAX00 - BADGE FRAME, INC. Total:					122.00
Vendor: BAR40 - BARRY EVANS STUDIO					
9939	105943	11/01/2024	100-111-42514	PHOTO SESSION- CITY MANAGER	424.38
Vendor BAR40 - BARRY EVANS STUDIO Total:					424.38
Vendor: BAY01 - BAY AREA AIR QUALITY					
T177415	105892	10/25/2024	100-231-44304	ANNUAL PERMIT RENEWAL- FIRE STATION	600.00
Vendor BAY01 - BAY AREA AIR QUALITY Total:					600.00
Vendor: BAY34 - BAY AREA NEWS GROUP- EAST BAY					
SEPTEMBER 2024	105845	10/18/2024	100-112-42514	SEPTEMBER 2024 CLASSIFIED ADS- PLANNING/CITY CLERK	491.79
SEPTEMBER 2024	105845	10/18/2024	212-461-42514	SEPTEMBER 2024 CLASSIFIED ADS- PLANNING/CITY CLERK	261.90
Vendor BAY34 - BAY AREA NEWS GROUP- EAST BAY Total:					753.69
Vendor: 2917 - BAYVAL ELECTRIC					
INV0010354	105846	10/18/2024	100-000-31510	REFUND OVERPAYMENT OF BL FEE BUS24-0258	167.00
Vendor 2917 - BAYVAL ELECTRIC Total:					167.00
Vendor: 2835 - BENEFIT COORDINATORS CORPORATION					
15250	105847	10/18/2024	100-110-41007	SEPTEMBER LIFE & AD&D	6.11
15250	105847	10/18/2024	100-111-41007	SEPTEMBER LIFE & AD&D	23.70
15250	105847	10/18/2024	100-111-41007	SEPTEMBER LIFE & AD&D	40.59
15250	105847	10/18/2024	100-112-41007	SEPTEMBER LIFE & AD&D	23.70
15250	105847	10/18/2024	100-112-41007	SEPTEMBER LIFE & AD&D	67.10
15250	105847	10/18/2024	100-113-41007	SEPTEMBER LIFE & AD&D	0.54
15250	105847	10/18/2024	100-115-41007	SEPTEMBER LIFE & AD&D	47.40
15250	105847	10/18/2024	100-115-41007	SEPTEMBER LIFE & AD&D	77.67
15250	105847	10/18/2024	100-116-41007	SEPTEMBER LIFE & AD&D	73.55
15250	105847	10/18/2024	100-221-41007	SEPTEMBER LIFE & AD&D	551.35
15250	105847	10/18/2024	100-222-41007	SEPTEMBER LIFE & AD&D	91.25
15250	105847	10/18/2024	100-222-41007	SEPTEMBER LIFE & AD&D	71.24
15250	105847	10/18/2024	100-223-41007	SEPTEMBER LIFE & AD&D	169.89
15250	105847	10/18/2024	100-341-41007	SEPTEMBER LIFE & AD&D	106.03
15250	105847	10/18/2024	100-341-41007	SEPTEMBER LIFE & AD&D	92.94
15250	105847	10/18/2024	100-342-41007	SEPTEMBER LIFE & AD&D	19.49
15250	105847	10/18/2024	100-342-41007	SEPTEMBER LIFE & AD&D	23.70
15250	105847	10/18/2024	100-343-41007	SEPTEMBER LIFE & AD&D	112.90

WARRANT LISTING

Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
15250	105847	10/18/2024	100-343-41007	SEPTEMBER LIFE & AD&D	133.45
15250	105847	10/18/2024	100-465-41007	SEPTEMBER LIFE & AD&D	23.70
15250	105847	10/18/2024	100-465-41007	SEPTEMBER LIFE & AD&D	16.72
15250	105847	10/18/2024	105-221-41007	SEPTEMBER LIFE & AD&D	59.23
15250	105847	10/18/2024	106-222-41007	SEPTEMBER LIFE & AD&D	15.28
15250	105847	10/18/2024	209-551-41007	SEPTEMBER LIFE & AD&D	21.78
15250	105847	10/18/2024	209-551-41007	SEPTEMBER LIFE & AD&D	67.36
15250	105847	10/18/2024	209-552-41007	SEPTEMBER LIFE & AD&D	8.23
15250	105847	10/18/2024	209-552-41007	SEPTEMBER LIFE & AD&D	37.65
15250	105847	10/18/2024	209-553-41007	SEPTEMBER LIFE & AD&D	17.93
15250	105847	10/18/2024	209-553-41007	SEPTEMBER LIFE & AD&D	9.86
15250	105847	10/18/2024	209-554-41007	SEPTEMBER LIFE & AD&D	22.69
15250	105847	10/18/2024	209-554-41007	SEPTEMBER LIFE & AD&D	12.47
15250	105847	10/18/2024	212-461-41007	SEPTEMBER LIFE & AD&D	70.09
15250	105847	10/18/2024	212-462-41007	SEPTEMBER LIFE & AD&D	71.10
15250	105847	10/18/2024	212-462-41007	SEPTEMBER LIFE & AD&D	81.91
15250	105847	10/18/2024	500-641-41007	SEPTEMBER LIFE & AD&D	238.81
15250	105847	10/18/2024	500-641-41007	SEPTEMBER LIFE & AD&D	237.00
15250	105847	10/18/2024	500-642-41007	SEPTEMBER LIFE & AD&D	49.30
15250	105847	10/18/2024	500-642-41007	SEPTEMBER LIFE & AD&D	71.10
15250	105847	10/18/2024	505-119-41007	SEPTEMBER LIFE & AD&D	47.38
15250	105847	10/18/2024	505-119-41007	SEPTEMBER LIFE & AD&D	35.60
15250	105847	10/18/2024	998-20107	SEPTEMBER LIFE & AD&D	105.60
15250	105847	10/18/2024	998-20118	SEPTEMBER LIFE & AD&D	433.50
15388	106025	11/15/2024	100-110-41007	LIFE INSURANCE HR	4.59
15388	106025	11/15/2024	100-110-41007	LIFE INSURANCE HR	1.52
15388	106025	11/15/2024	100-111-41007	LIFE INSURANCE HR	23.70
15388	106025	11/15/2024	100-111-41007	LIFE INSURANCE HR	22.02
15388	106025	11/15/2024	100-111-41007	LIFE INSURANCE HR	66.54
15388	106025	11/15/2024	100-112-41007	LIFE INSURANCE HR	23.70
15388	106025	11/15/2024	100-112-41007	LIFE INSURANCE HR	50.41
15388	106025	11/15/2024	100-112-41007	LIFE INSURANCE HR	16.68
15388	106025	11/15/2024	100-113-41007	LIFE INSURANCE HR	0.41
15388	106025	11/15/2024	100-113-41007	LIFE INSURANCE HR	0.14
15388	106025	11/15/2024	100-115-41007	LIFE INSURANCE HR	19.31
15388	106025	11/15/2024	100-115-41007	LIFE INSURANCE HR	58.36
15388	106025	11/15/2024	100-115-41007	LIFE INSURANCE HR	47.40
15388	106025	11/15/2024	100-116-41007	LIFE INSURANCE HR	18.29
15388	106025	11/15/2024	100-116-41007	LIFE INSURANCE HR	55.26
15388	106025	11/15/2024	100-221-41007	LIFE INSURANCE HR	123.58
15388	106025	11/15/2024	100-221-41007	LIFE INSURANCE HR	373.48
15388	106025	11/15/2024	100-222-41007	LIFE INSURANCE HR	53.53
15388	106025	11/15/2024	100-222-41007	LIFE INSURANCE HR	17.71
15388	106025	11/15/2024	100-222-41007	LIFE INSURANCE HR	91.25
15388	106025	11/15/2024	100-223-41007	LIFE INSURANCE HR	127.65
15388	106025	11/15/2024	100-223-41007	LIFE INSURANCE HR	42.24
15388	106025	11/15/2024	100-341-41007	LIFE INSURANCE HR	33.34
15388	106025	11/15/2024	100-341-41007	LIFE INSURANCE HR	100.75
15388	106025	11/15/2024	100-341-41007	LIFE INSURANCE HR	92.94
15388	106025	11/15/2024	100-342-41007	LIFE INSURANCE HR	4.85
15388	106025	11/15/2024	100-342-41007	LIFE INSURANCE HR	14.64
15388	106025	11/15/2024	100-342-41007	LIFE INSURANCE HR	23.70
15388	106025	11/15/2024	100-343-41007	LIFE INSURANCE HR	84.83
15388	106025	11/15/2024	100-343-41007	LIFE INSURANCE HR	28.07
15388	106025	11/15/2024	100-343-41007	LIFE INSURANCE HR	133.45
15388	106025	11/15/2024	100-465-41007	LIFE INSURANCE HR	4.16
15388	106025	11/15/2024	100-465-41007	LIFE INSURANCE HR	23.70
15388	106025	11/15/2024	100-465-41007	LIFE INSURANCE HR	12.57
15388	106025	11/15/2024	105-221-41007	LIFE INSURANCE HR	44.60
15388	106025	11/15/2024	105-221-41007	LIFE INSURANCE HR	14.73

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15388	106025	11/15/2024	106-222-41007	LIFE INSURANCE HR	3.80
15388	106025	11/15/2024	106-222-41007	LIFE INSURANCE HR	11.48
15388	106025	11/15/2024	209-551-41007	LIFE INSURANCE HR	21.78
15388	106025	11/15/2024	209-551-41007	LIFE INSURANCE HR	50.61
15388	106025	11/15/2024	209-551-41007	LIFE INSURANCE HR	16.75
15388	106025	11/15/2024	209-552-41007	LIFE INSURANCE HR	2.05
15388	106025	11/15/2024	209-552-41007	LIFE INSURANCE HR	6.18
15388	106025	11/15/2024	209-552-41007	LIFE INSURANCE HR	37.65
15388	106025	11/15/2024	209-553-41007	LIFE INSURANCE HR	7.41
15388	106025	11/15/2024	209-553-41007	LIFE INSURANCE HR	17.93
15388	106025	11/15/2024	209-553-41007	LIFE INSURANCE HR	2.45
15388	106025	11/15/2024	209-554-41007	LIFE INSURANCE HR	3.10
15388	106025	11/15/2024	209-554-41007	LIFE INSURANCE HR	22.69
15388	106025	11/15/2024	209-554-41007	LIFE INSURANCE HR	9.37
15388	106025	11/15/2024	212-461-41007	LIFE INSURANCE HR	17.43
15388	106025	11/15/2024	212-461-41007	LIFE INSURANCE HR	52.67
15388	106025	11/15/2024	212-462-41007	LIFE INSURANCE HR	20.37
15388	106025	11/15/2024	212-462-41007	LIFE INSURANCE HR	61.55
15388	106025	11/15/2024	212-462-41007	LIFE INSURANCE HR	71.10
15388	106025	11/15/2024	500-641-41007	LIFE INSURANCE HR	179.44
15388	106025	11/15/2024	500-641-41007	LIFE INSURANCE HR	59.20
15388	106025	11/15/2024	500-641-41007	LIFE INSURANCE HR	237.00
15388	106025	11/15/2024	500-642-41007	LIFE INSURANCE HR	37.04
15388	106025	11/15/2024	500-642-41007	LIFE INSURANCE HR	71.10
15388	106025	11/15/2024	500-642-41007	LIFE INSURANCE HR	12.26
15388	106025	11/15/2024	505-119-41007	LIFE INSURANCE HR	8.85
15388	106025	11/15/2024	505-119-41007	LIFE INSURANCE HR	26.75
15388	106025	11/15/2024	505-119-41007	LIFE INSURANCE HR	47.40
15388	106025	11/15/2024	998-20107	LIFE INSURANCE HR	144.30
15388	106025	11/15/2024	998-20107	LIFE INSURANCE HR	-18.50
15388	106025	11/15/2024	998-20107	LIFE INSURANCE HR	-55.91
15388	106025	11/15/2024	998-20118	LIFE INSURANCE HR	459.00
Vendor 2835 - BENEFIT COORDINATORS CORPORATION Total:					6,985.29
Vendor: BIR05 - BIRITE FOODSERVICE DISTRIBUTORS					
6862723	105893	10/25/2024	209-552-43804	FOOD PROGRAM DELIVERY- SENIOR CENTER	871.15
6862724	105893	10/25/2024	209-554-42108	LINERS- YOUTH CENTER	209.14
6862725	105893	10/25/2024	209-552-42108	LINERS- SENIOR CENTER	104.57
6867321	105893	10/25/2024	209-552-43804	FOOD PROGRAM DELIVERY- SENIOR CENTER	1,432.27
6867462	106026	11/15/2024	209-552-43804	FOOD PROGRAM PSC	34.20
6871770	106026	11/15/2024	209-552-42108	SOAP/DETERGENT/CLEANER FLOOR PSC	1,679.09
6871771	106026	11/15/2024	209-552-43804	FOOD PROGRAM PSC	1,123.17
6876363	106026	11/15/2024	209-552-43804	FOOD PROGRAM PSC	1,192.94
6878675	106026	11/15/2024	209-552-42108	SOAP HAND PSC	-784.67
6881650	106026	11/15/2024	209-552-43804	FOOD PROGRAM SUPPLIES PSC	1,134.41
6881651	106026	11/15/2024	209-552-42108	PAPER GOODS PSC	157.91
6881652	106026	11/15/2024	209-551-42515	FOOD PROGRAM PSC	102.51
6881653	106026	11/15/2024	209-552-43804	FOOD PROGRAM PSC	350.04
6886146	106026	11/15/2024	209-552-42108	CLEANER FLOOR PSC	604.21
6886147	106026	11/15/2024	209-552-43804	FOOD PROGRAM PSC	1,125.46
Vendor BIR05 - BIRITE FOODSERVICE DISTRIBUTORS Total:					9,336.40
Vendor: BOR02 - BORGES & MAHONEY CO.					
145518	105848	10/18/2024	500-641-44306	LAB SUPPLIES- WWTP	1,118.35
145534	105848	10/18/2024	500-641-44306	REAGENT- WWTP	429.50
Vendor BOR02 - BORGES & MAHONEY CO. Total:					1,547.85

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Vendor: DEN09 - BRIAN DENIS					
INV0010400	105944	11/01/2024	500-642-42101	REIMBURSEMENT FOR DOT PHYSICAL- CY	95.00
Vendor DEN09 - BRIAN DENIS Total:					95.00
Vendor: 1654 - BRINK'S INCORPORATED					
12732825	105849	10/18/2024	100-115-42101	OCTOBER TRANSPORATION SERVICE- FINANCE	308.41
12745797	106027	11/15/2024	100-115-42101	TRANSPORTATION FINANCE	308.41
6919776	105849	10/18/2024	100-115-42101	SEPTEMBER ADD'L TRANSPORTATION SVC- FINANCE	5.29
6992841	106027	11/15/2024	100-115-42101	TRANSPORTATION FINANCE	17.16
Vendor 1654 - BRINK'S INCORPORATED Total:					639.27
Vendor: CAL04 - CALCON SYSTEMS,INC.					
57527	105975	11/08/2024	500-641-44306	ABB PROCESS MASTER FLOWMETER TRANSMI WPCP	8,486.65
57580	105850	10/18/2024	500-641-42107	EQUIPMENT MAINTENANCE- WWTP	650.00
57727	105945	11/01/2024	500-641-42107	EQUIPMENT MAINTENANCE- WWTP	1,819.50
57768	106028	11/15/2024	500-641-42107	SERVICE CALL LAB COMPUTER WPCP	5,154.61
Vendor CAL04 - CALCON SYSTEMS,INC. Total:					16,110.76
Vendor: CALA8 - CALIBRE PRESS					
25-121701	105976	11/08/2024	100-221-42301	FINDING THE LEADER IN YOU TRAINING PD	359.00
Vendor CALA8 - CALIBRE PRESS Total:					359.00
Vendor: PER03 - CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTM					
100000017723073	106029	11/15/2024	100-117-41004	MISC PEPR ANNUAL UNFUNDED LIABILITY	858.58
100000017723124	106030	11/15/2024	100-117-41004	MISC CLASSIC ANNUAL UNFUNDE LIABILITY	133,129.58
100000017723132	106030	11/15/2024	100-117-41004	SAFETY CLASSIC ANNUAL UNFUNDED LIABILITY	172,035.42
100000017723142	106030	11/15/2024	100-231-41004	PEPRA FIRE ANNUAL UNFUNDED LIABILITY	299.33
100000017723151	106030	11/15/2024	100-117-41004	SAFETY PEPRA PD ANNUAL UNFUNDED LIAB ILITY	1,165.08
Vendor PER03 - CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTM Total:					307,487.99
Vendor: CAL01 - CALTEST ANALYTICAL LAB					
723103	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723332	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723334	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723339	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723427	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723431	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723432	105851	10/18/2024	500-641-44305	LAB TESTING- WWTP	95.00
723684	105946	11/01/2024	500-641-44305	LAB TESTING- WWTP	95.00
723688	105946	11/01/2024	500-641-44305	LAB TESTING- WWTP	95.00
723874	105946	11/01/2024	500-641-44305	LAB TESTING- WWTP	95.00
723938	105946	11/01/2024	500-641-44305	LAB TESTING- WWTP	95.00
723939	105946	11/01/2024	500-641-44305	LAB TESTING- WWTP	95.00
724095	106031	11/15/2024	500-641-44305	ROUTINE MONITORING ENTEROCOCUS WPCP	95.00
724097	106031	11/15/2024	500-641-44305	ROUTINE MONITORING WPCP	95.00
724100	106031	11/15/2024	500-641-44305	ROUTINE MONITORING WPCP	95.00
724106	106031	11/15/2024	500-641-44305	ROUTINE MONITORING WPCP	95.00
724206	106031	11/15/2024	500-641-44305	ROUTINE MONITORING WPCP	95.00
724216	106031	11/15/2024	500-641-44305	ROUTINE MONITORING WPCP	95.00
Vendor CAL01 - CALTEST ANALYTICAL LAB Total:					1,710.00

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Vendor: 2268 - CATTRON NORTH AMERICA, INC.					
50IV24021522	106032	11/15/2024	500-642-42514	REMOTE IQ SUBSCRIPTION SEWER	500.25
Vendor 2268 - CATTRON NORTH AMERICA, INC. Total:					500.25
Vendor: CCP03 - CCP INDUSTRIES					
IN05116851	105894	10/25/2024	500-641-44410	NITRILE COATED GLOVES- WWTP	80.69
IN05122513	105947	11/01/2024	500-641-44306	KIMWIPES DELICATE TASK- WWTP	287.52
IN05129462	106033	11/15/2024	100-343-44410	SAFETY GEAR EYEWEAR, GLOVES CY	512.39
Vendor CCP03 - CCP INDUSTRIES Total:					880.60
Vendor: 2060 - CENTRAL CONCRETE SUPPLY CO., INC.					
2409-150158	105948	11/01/2024	100-342-42514	MIRACLE LIME QUIKRETE- PW	31.00
Vendor 2060 - CENTRAL CONCRETE SUPPLY CO., INC. Total:					31.00
Vendor: 2229 - CHAPLIN AND HILL INVESTIGATIVE SERVICES LLC					
24-04_05	105895	10/25/2024	100-221-42101	AUGUST PROFESSIONAL SERVICES- PD	4,600.00
Vendor 2229 - CHAPLIN AND HILL INVESTIGATIVE SERVICES LLC Total:					4,600.00
Vendor: DAV04 - CHARLENE DAVIS					
11052024	106034	11/15/2024	100-116-42302	REIMBURSEMENT CALGOV HR CONFERENCE	839.66
11052024	106034	11/15/2024	100-116-42303	REIMBURSEMENT CALGOV HR CONFERENCE	136.00
INV0010359	105852	10/18/2024	100-116-42514	REIMBURSEMENT FOR SUPPLIES FOR GRIEF COUNCELING-HR	80.50
Vendor DAV04 - CHARLENE DAVIS Total:					1,056.16
Vendor: 2869 - CHEMTEX					
28099	105949	11/01/2024	500-641-42107	WATER TREATMENT SERVICE- WWTP	1,066.05
Vendor 2869 - CHEMTEX Total:					1,066.05
Vendor: 2929 - CHRISTINA HOLMES					
10132024	105896	10/25/2024	209-20307	REFUND DEPOSIT FOR 10/13/24 PARK RENTAL	210.00
Vendor 2929 - CHRISTINA HOLMES Total:					210.00
Vendor: CIT08 - CITY MECHANICAL, INC					
108157	106035	11/15/2024	100-222-42108	HVAC PUBLIC SAFETY BLDG.	9,737.27
108261	106035	11/15/2024	209-554-42108	HVAC YOUTH CENTER	3,794.47
108398	106035	11/15/2024	209-554-42108	HVAC SERVICE CALL YOUTH CENTER	345.00
108607	106035	11/15/2024	209-552-42108	HVAC SERVICE CALL PSC	690.00
108716	106035	11/15/2024	100-222-42108	HVAC SERVICE CALL PUBLIC SAFETY BLDG.	1,125.22
Vendor CIT08 - CITY MECHANICAL, INC Total:					15,691.96
Vendor: CON16 - CITY OF CONCORD					
11042024	105977	11/08/2024	100-110-42301	MAYOR'S CONFERENCE CITY OF CONCORD 11/14/2024	70.00
Vendor CON16 - CITY OF CONCORD Total:					70.00
Vendor: FAI04 - CITY OF FAIRFIELD					
231344	105897	10/25/2024	100-221-42511	RANGE USE FEES- PD	1,089.00
Vendor FAI04 - CITY OF FAIRFIELD Total:					1,089.00
Vendor: 2289 - CLEAN WORLD GREASE TRAP SERVICES					
06534	105898	10/25/2024	209-552-43804	GREASE TRAP- SENIOR CENTER	140.00
Vendor 2289 - CLEAN WORLD GREASE TRAP SERVICES Total:					140.00
Vendor: 2405 - CLIENTFIRST CONSULTING GROUP, LLC.					
17202	105899	10/25/2024	525-118-42101	GIS MAINTENANCE- IT	1,511.25

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17253	105899	10/25/2024	525-118-42101	LAND MANAGEMENT ADMINISTRATION- IT	4,650.00
Vendor 2405 - CLIENTFIRST CONSULTING GROUP, LLC. Total:					6,161.25
Vendor: 2932 - COLORZONE					
38256BD	105978	11/08/2024	100-221-42107	FULL HOOD WRAP PD	541.90
Vendor 2932 - COLORZONE Total:					541.90
Vendor: COM20 - COMCAST					
0050875-10182024	106036	11/15/2024	525-118-43101	CABLE CH	29.88
0210511-08162024	106036	11/15/2024	100-222-43105	CABLE PD	248.44
0210511-10162024	105900	10/25/2024	525-118-43105	PD CABLE 10/21-11/20/24	253.19
0413784-10182024	106036	11/15/2024	525-118-43105	INTERNET TINY TOTS	170.18
0419492-10022024	105900	10/25/2024	525-118-43106	SWIM CENTER INTERNET SERVICE 10/7-11/6/24	185.18
219775542	105979	11/08/2024	525-118-43101	INTERNET PD	901.74
Vendor COM20 - COMCAST Total:					1,788.61
Vendor: CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT					
FY2425-NOV	105981	11/08/2024	100-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2024	318,498.43
FY2425-NOV	105981	11/08/2024	105-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2024	64,642.91
FY2425-NOV	105981	11/08/2024	106-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2024	78,494.99
Vendor CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT Total:					461,636.33
Vendor: CON10 - CONTRA COSTA COUNTY POLICE CHIEFS' ASSOCIATION					
24-17	105950	11/01/2024	100-221-42401	FY24/25 MEMBERSHIP DUES- PD	775.00
Vendor CON10 - CONTRA COSTA COUNTY POLICE CHIEFS' ASSOCIATION Total:					775.00
Vendor: 1616 - CONTRA COSTA COUNTY					
16084	105980	11/08/2024	100-222-42107	TELECOMMUNICATION SERVICES JULY 2024 PD	155.00
Vendor 1616 - CONTRA COSTA COUNTY Total:					155.00
Vendor: CON26 - CONTRA COSTA HEALTH SERVICES					
IN0301576	105901	10/25/2024	209-551-42515	PERMIT FOR TEMPORARY EVENT- REC	196.00
Vendor CON26 - CONTRA COSTA HEALTH SERVICES Total:					196.00
Vendor: COR12 - CORELOGIC SOLUTIONS LLC					
82225382	105902	10/25/2024	525-118-42510	REALQUEST SERVICES- IT	680.41
Vendor COR12 - CORELOGIC SOLUTIONS LLC Total:					680.41
Vendor: 1445 - CORTEZ TIRES AND AUTO REPAIR					
22165	105903	10/25/2024	100-221-42107	VEHICLE REPAIRS- PD	1,343.55
22960	105903	10/25/2024	100-221-42107	OIL CHANGE- PD	50.00
24480	105903	10/25/2024	100-221-42107	OIL CHANGE- PD	60.00
25263	105903	10/25/2024	100-221-42107	TIRE REPLACEMENT- PD	1,180.56
25340	105903	10/25/2024	100-221-42107	VEHICLE MAINTENANCE- PD	614.10
25779	105903	10/25/2024	100-221-42107	VEHICLE MAINTENANCE- PD	867.65
25800	105903	10/25/2024	100-221-42107	OIL CHANGE- PD	60.00
25931	105903	10/25/2024	100-221-42107	OIL CHANGE- PD	60.00
26020	105903	10/25/2024	100-221-42107	OIL CHANGE- PD	93.59
26023	105903	10/25/2024	100-221-42107	OIL CHANGE- PD	70.00
26028	105982	11/08/2024	100-221-42107	OIL CHANGE PD	60.00
26030	105903	10/25/2024	100-221-42107	VEHICLE REPAIRS- PD	320.00
26055	105903	10/25/2024	100-221-42107	TIRE REPLACEMENT/OIL CHANGE- PD	1,242.75
26092	105951	11/01/2024	100-221-42107	VEHICLE REPAIRS- PD	2,281.13
26111	105982	11/08/2024	100-221-42107	PREMIER BRAKE PACKAGE PD	1,101.58
26227	106037	11/15/2024	100-221-42107	OIL CHANGE, ALIGNMENT, OIL PAN, OIL COOLER TIMING	3,630.90
Vendor 1445 - CORTEZ TIRES AND AUTO REPAIR Total:					13,035.81

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Vendor: COU03 - COUNTY OF CONTRA COSTA					
16129	106038	11/15/2024	100-221-47101	TELECOMMUNICATIONS SERVICES AUGUST 2024	7,486.50
Vendor COU03 - COUNTY OF CONTRA COSTA Total:					7,486.50
Vendor: 2767 - CRAIG WHITTON CONSULTING					
00080	106039	11/15/2024	100-341-42101	PROJECT MANAGER PW OCTOBER 2024	3,045.00
Vendor 2767 - CRAIG WHITTON CONSULTING Total:					3,045.00
Vendor: CSI01 - CSI FORENSIC SUPPLY					
PINOLEPD-0007	106040	11/15/2024	100-222-42201	EVIDENCE PD SUPPLIES	325.32
Vendor CSI01 - CSI FORENSIC SUPPLY Total:					325.32
Vendor: DEP01 - DEPARTMENT OF JUSTICE/ACCOUNTING OFFICE					
759032	105952	11/01/2024	100-116-42101	FINGERPRINTING SERVICES- PD	64.00
759032	105952	11/01/2024	100-221-42101	FINGERPRINTING SERVICES- PD	98.00
759032	105952	11/01/2024	100-221-42110	FINGERPRINTING SERVICES- PD	147.00
766261	105952	11/01/2024	100-221-42101	FINGERPRINTING SERVICES- PD	162.00
766261	105952	11/01/2024	100-221-42110	FINGERPRINTING SERVICES- PD	49.00
Vendor DEP01 - DEPARTMENT OF JUSTICE/ACCOUNTING OFFICE Total:					520.00
Vendor: 1443 - DIESEL DIRECT WEST, INC.					
86113594	105853	10/18/2024	100-10601	10/4/24 GAS DELIVERY- CORP YARD	2,687.45
86121025	105853	10/18/2024	100-10601	10/9/24 GAS DELIVERY- CORP YARD	3,934.08
86149592	106041	11/15/2024	100-10601	GASOLINE UNL CY	2,115.94
86164491	106041	11/15/2024	100-10601	GASOLINE UNL CY	2,067.85
Vendor 1443 - DIESEL DIRECT WEST, INC. Total:					10,805.32
Vendor: DOL01 - DOLAN'S LUMBER					
SEPTEMBER 2024	105854	10/18/2024	500-642-44306	CAULK FOR CAMERA VAN INTERIOR DOOR- CY	5.02
Vendor DOL01 - DOLAN'S LUMBER Total:					5.02
Vendor: 2480 - DTS LANGUAGE SERVICES, INC.					
I-0017095	105904	10/25/2024	100-465-42101	TRANSLATION SERVICES- CODE ENFORCEMENT	112.14
Vendor 2480 - DTS LANGUAGE SERVICES, INC. Total:					112.14
Vendor: 2255 - DURAN'S AUTO GLASS					
11851	105983	11/08/2024	100-221-42107	WINDSHIELD AOUNSTIC INTERLAYER SOLAR PD	289.00
11852	105983	11/08/2024	100-221-42107	WINDSHIELD 3RD VISONR FRIT ACOUSTIC INTERLAYER PD	345.00
Vendor 2255 - DURAN'S AUTO GLASS Total:					634.00
Vendor: 2686 - DXP ENTERPRISES, INC.					
54585542	105905	10/25/2024	500-641-44306	ODOR CONTROL LIQUID END KIT- WWTP	2,257.56
Vendor 2686 - DXP ENTERPRISES, INC. Total:					2,257.56
Vendor: 2682 - EAN SERVICES, LLC					
108008592959	105953	11/01/2024	100-221-42514	RENTAL VEHICLE- PD	1,304.70
Vendor 2682 - EAN SERVICES, LLC Total:					1,304.70
Vendor: EBM01 - EBMUD					
231773-09252024	105984	11/08/2024	100-343-43102	2887 SIMAS AVE IRRIGATION USE ONLY	197.82
232841-09252024	105984	11/08/2024	100-345-43102	3790 PINOLE VALLEY RD- IRRIGATION USE ONLY	10,951.60
30303-10222024	106042	11/15/2024	310-348-43102	2677 Pinole Valley Rd-- Irrigation Use Only	170.02
388057-10232024	106042	11/15/2024	100-343-43102	1960 Sarah Dr--Irrigation Use Only	306.46
435474-10222024	106042	11/15/2024	100-343-43102	2937 Pinole Valley Rd--Tennis Court Restrooms	147.16
435748-10152024	105984	11/08/2024	209-553-43102	2454 SIMAS AVE-TINY TOTS	54.69

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
435748-10152024	105984	11/08/2024	209-557-43102	2454 SIMAS AVE-TINY TOTS	1,768.15
464595-10282024	106042	11/15/2024	209-554-43102	635 Tennent Ave--Pinole Youth Center/CTV	43.10
464595-10282024	106042	11/15/2024	505-119-43102	635 Tennent Ave--Pinole Youth Center/CTV	43.10
464596-10282024	106042	11/15/2024	100-345-43102	2310 Park St--Fernandez Park Baseball Field	9,305.68
465190-10252024	106042	11/15/2024	201-343-43102	813 Fernandez Ave--Irrigation Use Only	70.96
465395-10282024	106042	11/15/2024	100-345-43102	1095 Nob Hill Ave--Parks & Gardens--Meadow Park	801.76
465422-10282024	106042	11/15/2024	500-641-43102	80 TENNENT AVE--WASTE WATER TREATMENT PLANT	1,434.22
465553-10252024	106042	11/15/2024	100-343-43102	2301 1/2 San Pablo Ave--Irrigation Use Only	107.20
465569-10282024	106042	11/15/2024	100-343-43102	601 Tennent Ave--Memorial Hall	130.06
465922-10252024	106042	11/15/2024	100-343-43102	636 Tennent Ave--Irrigation Use Only	70.96
465923-10282024	106042	11/15/2024	100-231-43102	880 Tennent Ave--Public Safety Facility/Building	720.16
466363-10252024	106042	11/15/2024	100-345-43102	1818 Canyon Dr--Irrigation Use Only	1,222.00
46641-10282024	106042	11/15/2024	100-343-43102	880 San Pablo Ave--Irrigation Use Only	335.80
513648-10252024	106042	11/15/2024	100-343-43102	2161 Plum St--Parking Lot Irrigation	107.20
524589-10282024	106042	11/15/2024	100-345-43102	592 Marlesta Rd--Irrigation Use Only	2,079.96
529821-10282024	106042	11/15/2024	209-552-43102	2500 Charles St--Senior Center	1,142.26
529852-10252024	106042	11/15/2024	209-552-43102	2500 Charles St--Senior Center	3,494.97
532187-10242024	106042	11/15/2024	100-343-43102	2601 Charles St--Irrigation Use Only	70.96
532364-10152024	105984	11/08/2024	100-345-43102	1267 ADOBE RD-HAZEL DOWNER-THORNTON PICNIC GROVE	221.50
532606-10152024	105984	11/08/2024	100-345-43102	1270 ADOBE RD-CARETAKER'S SHED FOR PINOLE PARK	98.01
534462-10142024	105984	11/08/2024	100-345-43102	3450 SAVAGE AVE-IRRIGATION USE ONLY	70.96
539199-10022024	105984	11/08/2024	500-642-43102	05005 HYDRAND PERMIT-CONSTRUCTION	1,500.11
540499-10252024	106042	11/15/2024	100-343-43102	1230 Pinole Valley Rd--Irrigation Use Only	70.96
541397-10252024	106042	11/15/2024	100-343-43102	1601 Marlesta Rd--Irrigation Use Only	70.96
544461-10282024	106042	11/15/2024	100-110-43102	2131 Pear St--Offices--City Hall	3.90
544461-10282024	106042	11/15/2024	100-111-43102	2131 Pear St--Offices--City Hall	9.36
544461-10282024	106042	11/15/2024	100-112-43102	2131 Pear St--Offices--City Hall	8.58
544461-10282024	106042	11/15/2024	100-115-43102	2131 Pear St--Offices--City Hall	25.44
544461-10282024	106042	11/15/2024	100-116-43102	2131 Pear St--Offices--City Hall	8.58
544461-10282024	106042	11/15/2024	100-117-43102	2131 Pear St--Offices--City Hall	68.67
544461-10282024	106042	11/15/2024	100-343-43102	2131 Pear St--Offices--City Hall	122.37
544461-10282024	106042	11/15/2024	200-342-43102	2131 Pear St--Offices--City Hall	21.85
544461-10282024	106042	11/15/2024	212-461-43102	2131 Pear St--Offices--City Hall	8.27
544461-10282024	106042	11/15/2024	212-462-43102	2131 Pear St--Offices--City Hall	22.00
544461-10282024	106042	11/15/2024	285-464-43102	2131 Pear St--Offices--City Hall	6.55
544461-10282024	106042	11/15/2024	505-119-43102	2131 Pear St--Offices--City Hall	6.55
545474-10282024	106042	11/15/2024	100-110-43102	2131 Pear St--Offices--City Hall	9.00
545474-10282024	106042	11/15/2024	100-111-43102	2131 Pear St--Offices--City Hall	21.60
545474-10282024	106042	11/15/2024	100-112-43102	2131 Pear St--Offices--City Hall	19.80
545474-10282024	106042	11/15/2024	100-115-43102	2131 Pear St--Offices--City Hall	58.69
545474-10282024	106042	11/15/2024	100-116-43102	2131 Pear St--Offices--City Hall	19.80

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
545474-10282024	106042	11/15/2024	100-117-43102	2131 Pear St--Offices--City Hall	158.44
545474-10282024	106042	11/15/2024	100-343-43102	2131 Pear St--Offices--City Hall	282.33
545474-10282024	106042	11/15/2024	200-342-43102	2131 Pear St--Offices--City Hall	50.41
545474-10282024	106042	11/15/2024	212-461-43102	2131 Pear St--Offices--City Hall	19.08
545474-10282024	106042	11/15/2024	212-462-43102	2131 Pear St--Offices--City Hall	50.77
545474-10282024	106042	11/15/2024	285-464-43102	2131 Pear St--Offices--City Hall	15.12
545474-10282024	106042	11/15/2024	505-119-43102	2131 Pear St--Offices--City Hall	15.12
554167-10282024	106042	11/15/2024	100-345-43102	1600 Primrose Lane--Irrigation Use Only	1,128.28
554181-10142024	105984	11/08/2024	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	1,427.32
554182-10152024	105984	11/08/2024	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	368.42
554625-10282024	106042	11/15/2024	100-343-43102	601 Tennent Ave--Memorial Hall	368.42
556324-09242024	105984	11/08/2024	100-345-43102	3790 PINOLE VALLEY ROAD IRRIGATION USE ONLY	4,223.14
565167-10252024	106042	11/15/2024	201-343-43102	2100 San Pablo Ave--Offices--Faria House	70.96
565169-10282024	106042	11/15/2024	201-343-43102	2100 San Pablo Ave--Offices--Faria House	129.18
570108-10292024	106042	11/15/2024	310-347-43102	1303 Pinole Valley Rd--Irrigation Use Only	794.86
61013421208-10252024	106042	11/15/2024	201-343-43102	2100 SAN PABLO AVE-IRRIGATION USE ONLY	86.20
Vendor EBM01 - EBMUD Total:					46,437.81
Vendor: 1171 - EL SOBRANTE FELLOWSHIP					
11062024	106044	11/15/2024	209-20308	DEPOSIT REFUND RENTAL 10/26/2024	282.00
Vendor 1171 - EL SOBRANTE FELLOWSHIP Total:					282.00
Vendor: 1655 - ENDRESS + HAUSER, INC.					
6002626283	105985	11/08/2024	500-641-44306	C/2 LEVEL INDICATOR WPCP	2,522.90
Vendor 1655 - ENDRESS + HAUSER, INC. Total:					2,522.90
Vendor: 2853 - EVERON, LLC					
156645350	105906	10/25/2024	209-552-42108	ALARM MONITORING 11/2-12/1/24-SENIOR CENTER	155.77
OCTOBER 2024	105855	10/18/2024	209-553-42108	TINY TOTS ALARM MONITORING 10/24-11/23/24	110.73
Vendor 2853 - EVERON, LLC Total:					266.50
Vendor: 2930 - FAIRFIELD CHEVROLET					
INV0010363	105907	10/25/2024	160-551-47104	4374 2022 CHEVY VOLT-COMMUNITY SERVICES	23,871.75
INV0010364	105907	10/25/2024	160-461-47104	4618 2023 CHEVROLET VOLT-CDD	23,871.75
INV0010365	105907	10/25/2024	160-461-47104	8465 2023 CHEVY BOLT-CDD	23,871.75
Vendor 2930 - FAIRFIELD CHEVROLET Total:					71,615.25
Vendor: FAS02 - FASTENAL					
CASA178650	105908	10/25/2024	500-641-44306	MAINTENANCE SUPPLIES-WWTP	346.01
CASA178958	106045	11/15/2024	500-641-42108	STR12GA316S FOR BNR PROBES WPCP	1,355.36
Vendor FAS02 - FASTENAL Total:					1,701.37
Vendor: FIL07 - FILEONQ, INC					
12361	105909	10/25/2024	525-118-42106	SOFTWARE MAINTENANCE & SUPPORT AGREEMENT	4,476.60
Vendor FIL07 - FILEONQ, INC Total:					4,476.60
Vendor: FIR31 - FIRE PROTECTION MANAGEMENT, INC.					
123263	105954	11/01/2024	100-343-42108	FIRE SPRINKLER SYSTEM INSPECTION- PW	325.00

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123915	106046	11/15/2024	100-222-42108	EMERGENCY REPOSE 12/6/2023	645.00
123970	106046	11/15/2024	100-222-42108	EMERGENCY REPOSE SPRINKLER 12-12-23	825.00
124305	105954	11/01/2024	100-343-42108	SPRINKLER SERVICE- PW	698.00
125364	106046	11/15/2024	209-558-42108	REPAIR UNDERGROUND FIRE LINE LEAK	9,545.00
127325	106046	11/15/2024	209-552-42108	ANNUAL FIRE SPRINKLER INSPECTION PSC	380.00
127326	106046	11/15/2024	209-554-42108	ANNUAL FIRE SPRINKLER INSPECTION PYC	430.00
127327	106046	11/15/2024	209-557-42108	ANNUAL FIRE SPRINKLER INSPECTION 2450 SIMAS	250.00
127430	106046	11/15/2024	209-554-42108	REPAIR JOB SPRINKLER PYC	5,180.50
Vendor FIR31 - FIRE PROTECTION MANAGEMENT, INC. Total:					18,278.50
Vendor: 1612 - FIRST VANGUARD RENTALS & SALES					
1-511543	106047	11/15/2024	209-551-42515	LIGHT TOWER RENTAL	963.56
1-511544	105955	11/01/2024	100-110-42514	LIGHT TOWER RENTALS- PD	879.86
1-511707	105856	10/18/2024	100-342-44306	SURFACE MOUNT BASE FOR 2" POST- ROAD MAINTENANCE	2,012.10
1-511813	106047	11/15/2024	100-342-42514	BE PREPARED TO STOP SIGN	138.79
1-511830	106047	11/15/2024	100-345-44306	BARRICADE	2,769.38
Vendor 1612 - FIRST VANGUARD RENTALS & SALES Total:					6,763.69
Vendor: FIS01 - FISHER SCIENTIFIC					
5504842	105910	10/25/2024	500-641-44305	LAB SUPPLIES- WWTP	130.23
Vendor FIS01 - FISHER SCIENTIFIC Total:					130.23
Vendor: FOL02 - FOLSOM LAKE FORD					
FL3243	105911	10/25/2024	206-227-47104	2025 FORD POLICE INTERCEPTOR UNTILITY AWD/V6	54,768.36
Vendor FOL02 - FOLSOM LAKE FORD Total:					54,768.36
Vendor: 2921 - FORD PRO					
INV13306078	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	7.74
INV14114884	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	20.00
INV14966690	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	20.12
INV15896579	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	21.09
INV16670218	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	40.72
INV17362975	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	41.04
INV18034807	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	41.65
INV18711928	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	42.27
INV19398029	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	42.88
INV20080995	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	43.52
INV20773091	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	44.16
INV21476871	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	44.82
INV22201054	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	45.48
INV22943216	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	46.15
INV23699034	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	60.99

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INV24473342	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	67.52
INV25267255	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	68.44
INV26074527	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	69.45
INV26888556	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	70.48
INV27709012	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	71.52
INV28529607	105857	10/18/2024	100-221-42107	LAW ENFORCEMENT TELEMATICS	72.58
INV29356354	106048	11/15/2024	100-221-42107	TELEMATICS LAW ENFORCEMENT	73.65
Vendor 2921 - FORD PRO Total:					1,056.27
Vendor: FOR02 - FORENSIC SERVICES DIVISION					
PINPD-2407	106049	11/15/2024	100-222-42101	BILLABLE SERVICES ALCOHOL DRUG PD	2,030.00
PINPD-2407-SUPP	106049	11/15/2024	100-222-42101	BLOOD WITHDRAWAL SERVICES PD	119.70
PINPD-2408	105912	10/25/2024	100-221-42101	TOXICOLOGY ANALYSIS SERVICES- PD	1,855.00
PINPD-2409	105986	11/08/2024	100-222-42101	ALCOHOL, DRUG TOXICOLOGY SERVICES PD	3,450.00
PINPD-2409-SUPP	105986	11/08/2024	100-222-42101	BLOOD WITHDRAWAL PD	371.70
Vendor FOR02 - FORENSIC SERVICES DIVISION Total:					7,826.40
Vendor: 2457 - GEOLINKS					
BD0219331	106050	11/15/2024	525-118-43106	CLEARFIBER CY/WPCP	499.00
Vendor 2457 - GEOLINKS Total:					499.00
Vendor: GLO08 - GLOBALSTAR					
000000077361615	105913	10/25/2024	525-118-43101	TELECOMMUNICATION SERVICE- IT	134.29
000000079094261	106051	11/15/2024	525-118-43101	ORBIT 150 SERVICES	134.88
Vendor GLO08 - GLOBALSTAR Total:					269.17
Vendor: 2439 - GOVINVEST INC.					
2024-5103	106052	11/15/2024	100-115-42510	ANNUAL SUBSCRIPTION FEE	11,500.00
Vendor 2439 - GOVINVEST INC. Total:					11,500.00
Vendor: GRA03 - GRAINGER					
9272701773	105859	10/18/2024	160-341-47101	ELECTRIC AIR COMPRESSOR- GENERAL MAINTENANCE	7,234.13
9277330099	105914	10/25/2024	500-641-44306	GEAR OIL- WWTP	468.84
9277330107	105914	10/25/2024	500-641-44306	GEAR OIL- WWTP	459.62
9280843963	105914	10/25/2024	500-641-44305	DRY WIPES- WWTP	142.98
9293931698	105987	11/08/2024	500-641-44306	JOBBER DRIL DIGESTER 4 WPCP	189.40
Vendor GRA03 - GRAINGER Total:					8,494.97
Vendor: 1112 - GRAY-BOWEN-SCOTT					
22486	105988	11/08/2024	325-342-47205	PM SERVICES: DESIGN PHASE OF SPA BRIDGE REPLACMNT	2,092.00
Vendor 1112 - GRAY-BOWEN-SCOTT Total:					2,092.00
Vendor: 2371 - GREEN HALO SYSTEMS INC					
5227	105915	10/25/2024	212-462-42106	OCTOBER HOSTING SERVICES- BLDG	175.00
Vendor 2371 - GREEN HALO SYSTEMS INC Total:					175.00
Vendor: 2414 - GREENCITIZEN, INC.					
52199	105956	11/01/2024	525-118-42101	IT HARDWARE DESTRUCTION SERVICES	601.00
Vendor 2414 - GREENCITIZEN, INC. Total:					601.00
Vendor: HAC01 - HACH COMPANY					
14202210	105916	10/25/2024	500-641-44305	BUFFER SOLUTION- WWTP	432.42

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Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
14202953	105916	10/25/2024	500-641-44305	GLASS FBR FILTER- WWTP	242.30
14237240	106053	11/15/2024	500-641-44303	CHEMICALS WPCP	1,147.29
14240825	106053	11/15/2024	500-641-44305	CHEMICALS FOR LAB WPCP	318.16
Vendor HAC01 - HACH COMPANY Total:					2,140.17

Vendor: HDL01 - HDL COREN AND CONE

SIN044306	105989	11/08/2024	100-115-42101	PROPERTY TAX OCTOBER- DECEMBER 2024 SERVICES	2,337.50
Vendor HDL01 - HDL COREN AND CONE Total:					2,337.50

Vendor: HEA01 - HEALTH CARE DENTAL TRUST

356916-356921 355787	105990	11/08/2024	100-110-41002	DENTAL BENEFITS HR	338.60
356916-356921 355787	105990	11/08/2024	100-111-41002	DENTAL BENEFITS HR	364.69
356916-356921 355787	105990	11/08/2024	100-112-41002	DENTAL BENEFITS HR	383.55
356916-356921 355787	105990	11/08/2024	100-113-41002	DENTAL BENEFITS HR	108.99
356916-356921 355787	105990	11/08/2024	100-115-41002	DENTAL BENEFITS HR	364.69
356916-356921 355787	105990	11/08/2024	100-116-41002	DENTAL BENEFITS HR	306.58
356916-356921 355787	105990	11/08/2024	100-221-41002	DENTAL BENEFITS HR	1,993.65
356916-356921 355787	105990	11/08/2024	100-221-41002	DENTAL BENEFITS HR	-108.99
356916-356921 355787	105990	11/08/2024	100-222-41002	DENTAL BENEFITS HR	434.43
356916-356921 355787	105990	11/08/2024	100-222-41002	DENTAL BENEFITS HR	50.88
356916-356921 355787	105990	11/08/2024	100-223-41002	DENTAL BENEFITS HR	1,086.84
356916-356921 355787	105990	11/08/2024	100-341-41002	DENTAL BENEFITS HR	466.45
356916-356921 355787	105990	11/08/2024	100-343-41002	DENTAL BENEFITS HR	870.39
356916-356921 355787	105990	11/08/2024	100-465-41002	DENTAL BENEFITS HR	127.85
356916-356921 355787	105990	11/08/2024	105-221-41002	DENTAL BENEFITS HR	383.55
356916-356921 355787	105990	11/08/2024	106-222-41002	DENTAL BENEFITS HR	127.85
356916-356921 355787	105990	11/08/2024	209-551-41002	DENTAL BENEFITS HR	301.49
356916-356921 355787	105990	11/08/2024	209-552-41002	DENTAL BENEFITS HR	130.80
356916-356921 355787	105990	11/08/2024	209-554-41002	DENTAL BENEFITS HR	115.07
356916-356921 355787	105990	11/08/2024	212-461-41002	DENTAL BENEFITS HR	255.70
356916-356921 355787	105990	11/08/2024	212-462-41002	DENTAL BENEFITS HR	415.57
356916-356921 355787	105990	11/08/2024	500-641-41002	DENTAL BENEFITS HR	1,023.03
356916-356921 355787	105990	11/08/2024	500-642-41002	DENTAL BENEFITS HR	280.49
356916-356921 355787	105990	11/08/2024	505-119-41002	DENTAL BENEFITS HR	255.70
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	50.88
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	5.09
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	12.79
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	101.76
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	29.07
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	127.85
356916-356921 355787	105990	11/08/2024	998-20105	DENTAL BENEFITS HR	127.84
Vendor HEA01 - HEALTH CARE DENTAL TRUST Total:					10,533.13

Vendor: HOM01 - HOME DEPOT CREDIT SERVICE

OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	54.97
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	27.83
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	78.59
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	65.89
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	120.04
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	62.12
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	58.20
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	21.41
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	37.63
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	6.12
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	13.38
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	38.07
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	5.90
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	39.34
OCTOBER 2024	106054	11/15/2024	100-343-44306	CITYWIDE PURCHASES	44.56
OCTOBER 2024	106054	11/15/2024	100-345-44306	CITYWIDE PURCHASES	3.00
OCTOBER 2024	106054	11/15/2024	106-342-47205	CITYWIDE PURCHASES	34.24

WARRANT LISTING

Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
OCTOBER 2024	106054	11/15/2024	209-554-42108	CITYWIDE PURCHASES	5.41
OCTOBER 2024	106054	11/15/2024	209-557-42108	CITYWIDE PURCHASES	63.22
OCTOBER 2024	106054	11/15/2024	500-641-44306	CITYWIDE PURCHASES	54.47
OCTOBER 2024	106054	11/15/2024	500-641-44306	CITYWIDE PURCHASES	44.17
OCTOBER 2024	106054	11/15/2024	500-642-42514	CITYWIDE PURCHASES	168.06
OCTOBER 2024	106054	11/15/2024	500-642-42514	CITYWIDE PURCHASES	43.98
SEPTEMBER 2024	105991	11/08/2024	100-222-42108	CITYWIDE PURCHASES	21.25
SEPTEMBER 2024	105991	11/08/2024	100-231-42108	CITYWIDE PURCHASES	26.78
SEPTEMBER 2024	105991	11/08/2024	100-231-42108	CITYWIDE PURCHASES	61.68
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	27.91
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	33.07
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	39.04
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	39.41
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	109.14
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	29.01
SEPTEMBER 2024	105991	11/08/2024	100-343-44306	CITYWIDE PURCHASES	492.78
SEPTEMBER 2024	105991	11/08/2024	207-344-42514	CITYWIDE PURCHASES	71.97
SEPTEMBER 2024	105991	11/08/2024	209-552-42108	CITYWIDE PURCHASES	34.60
SEPTEMBER 2024	105991	11/08/2024	209-552-42108	CITYWIDE PURCHASES	695.63
SEPTEMBER 2024	105991	11/08/2024	209-554-42108	CITYWIDE PURCHASES	133.93
SEPTEMBER 2024	105991	11/08/2024	209-554-42108	CITYWIDE PURCHASES	132.74
SEPTEMBER 2024	105991	11/08/2024	209-557-42108	CITYWIDE PURCHASES	158.30
SEPTEMBER 2024	105991	11/08/2024	500-641-44306	CITYWIDE PURCHASES	76.41
SEPTEMBER 2024	105991	11/08/2024	500-641-44306	CITYWIDE PURCHASES	30.98
SEPTEMBER 2024	105991	11/08/2024	500-641-44306	CITYWIDE PURCHASES	58.14
SEPTEMBER 2024	105991	11/08/2024	500-641-44306	CITYWIDE PURCHASES	68.63
SEPTEMBER 2024	105991	11/08/2024	500-641-44306	CITYWIDE PURCHASES	124.89
SEPTEMBER 2024	105991	11/08/2024	500-641-44306	CITYWIDE PURCHASES	14.98
SEPTEMBER 2024	105991	11/08/2024	500-642-42514	CITYWIDE PURCHASES	213.30
Vendor HOM01 - HOME DEPOT CREDIT SERVICE Total:					3,785.17
Vendor: IED02 - IEDA, INC.					
24734	105957	11/01/2024	100-116-42101	OCTOBER LABOR RELATIONS FEE- HR	2,609.92
24764	106055	11/15/2024	100-116-42101	LABOR RELATIONS FEES NOVEMBER 2024	2,609.92
Vendor IED02 - IEDA, INC. Total:					5,219.84
Vendor: IMA01 - IMAGE SALES, INC.					
0077500-IN	106056	11/15/2024	100-222-42201	ID CARDS PD	12.34
Vendor IMA01 - IMAGE SALES, INC. Total:					12.34
Vendor: CUL03 - ISING'S CULLIGAN-LIVERMORE					
379X11318008	105992	11/08/2024	500-641-44305	DEIONIZATION WPCP	592.40
Vendor CUL03 - ISING'S CULLIGAN-LIVERMORE Total:					592.40
Vendor: 2886 - J & M AUTO CUSTOM					
RO#24118	105958	11/01/2024	100-343-42107	VEHICLE REPAIRS- PW	5,420.30
Vendor 2886 - J & M AUTO CUSTOM Total:					5,420.30
Vendor: JWE01 - J. W. ENTERPRISES - NORTH					
261832	105917	10/25/2024	100-551-42511	PORTABLE TOILET RENTAL- RECREATION	144.77
Vendor JWE01 - J. W. ENTERPRISES - NORTH Total:					144.77
Vendor: COR15 - JACQUELINE L CORL-SEIDEL					
OCTOBER 2024	106057	11/15/2024	209-552-43802	BLANCE , FLOOR YOGA INSTRUCTOR PSC OCTOBER 2024	423.15
SEPTEMBER 2024	105860	10/18/2024	209-552-43802	SPETEMBER BALANCE /FLOOR/YOGA CLASSES-SR CTR	219.28
Vendor COR15 - JACQUELINE L CORL-SEIDEL Total:					642.43

WARRANT LISTING

Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 1611 - JANICE M. BYER					
OCTOBER 2024	106058	11/15/2024	209-552-43802	INSTRUCTOR PSC OCTOBER 2024	1,250.00
SEPTEMBER 2024	105861	10/18/2024	209-552-43802	SEPTEMBER ZUMBA CLASSES- SENIOR CENTER	700.00
Vendor 1611 - JANICE M. BYER Total:					1,950.00
Vendor: JAN92 - JAN-PRO OF THE GREATER BAY AREA					
25446	105918	10/25/2024	209-554-42108	OCTOBER JANITORIAL SERVICES- YOUTH CENTER	483.34
25447	105918	10/25/2024	209-552-42108	OCTOBER JANITORIAL SERVICES- SENIOR CENTER	447.27
25448	105918	10/25/2024	209-552-42108	OCTOBER JANITORIAL SERVICES- SENIOR CENTER	2,257.00
25449	105918	10/25/2024	209-552-43810	OCTOBER JANITORIAL SERVICES- SENIOR CENTER	429.67
25450	105918	10/25/2024	209-553-42108	OCTOBER JANITORIAL SERVICES- TINY TOTS	516.23
25923	106059	11/15/2024	209-554-42108	JANITORIAL SERVICES NOVEMBER 2024 PYC	483.34
25924	106059	11/15/2024	209-552-42108	JANITORIAL SERVICES NOVEMBER 2024 PSC	447.27
25925	106059	11/15/2024	209-552-42108	JANITORIAL SERVICES NOVEMBER 2024 PSC DAY PORTER	2,257.00
25926	106059	11/15/2024	209-552-43810	JANITORIAL SERVICES NOVEMBER 2024 PSC KITCHEN	429.67
25927	106059	11/15/2024	209-553-42108	JANITORIAL SERVICES NOVEMBER 2024 TINY TOTS	516.23
Vendor JAN92 - JAN-PRO OF THE GREATER BAY AREA Total:					8,267.02
Vendor: 2832 - JOHNATHAN BRASHER					
10232024	105993	11/08/2024	212-462-42303	CALBO TRAINING DINNERS	102.00
Vendor 2832 - JOHNATHAN BRASHER Total:					102.00
Vendor: KAI02 - KAISER PERMANETE					
1000602099	106060	11/15/2024	100-116-42101	DOT PHYSICAL EXAM	115.00
Vendor KAI02 - KAISER PERMANETE Total:					115.00
Vendor: 2924 - KEISHA STEPHNEY					
10122024	105862	10/18/2024	209-20307	10/12/24 PARK DEPOSIT REFUND	210.00
Vendor 2924 - KEISHA STEPHNEY Total:					210.00
Vendor: KEL09 - KELLER CANYON LANDFILL					
4212-000033528	105919	10/25/2024	500-641-44302	SLUDGE REMOVAL- WWTP	4,600.87
4212-000033569	106061	11/15/2024	500-641-44302	SLUDGE REMOVAL WPCP	7,093.44
Vendor KEL09 - KELLER CANYON LANDFILL Total:					11,694.31
Vendor: KEM03 - KEMIRA WATER SOLUTIONS, INC.					
9017857463	105920	10/25/2024	500-641-44303	FERRIC CHLORIDE SOLUTION- WWTP	16,210.38
Vendor KEM03 - KEMIRA WATER SOLUTIONS, INC. Total:					16,210.38
Vendor: KEN09 - KENNEDY AND ASSOCIATES, INC.					
24-132	105994	11/08/2024	207-344-42101	STORMWATER PROJECT MANGEMENT SUPPORT	1,345.58
Vendor KEN09 - KENNEDY AND ASSOCIATES, INC. Total:					1,345.58
Vendor: KUB00 - KUBWATER RESOURCES, INC.					
12760	105995	11/08/2024	500-641-44303	ZETAG BAGS WPCP	19,327.24
Vendor KUB00 - KUBWATER RESOURCES, INC. Total:					19,327.24
Vendor: LAN15 - LANGUAGE LINE SERVICES					
11392981	105863	10/18/2024	100-223-42101	OVER THE PHONE INTERPRETATIONS- PD	180.48
11420397	106062	11/15/2024	100-223-42101	OVER THE PHONE TRANSLATION PD	141.94

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Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
11437668	106062	11/15/2024	100-223-42101	OVERTHE PHONE TRANSLATION PD	192.70
Vendor LAN15 - LANGUAGE LINE SERVICES Total:					515.12
Vendor: 2925 - LANI CANTU					
09282024	105864	10/18/2024	209-20307	9/28/24 PARK DEPOSIT REFUND	420.00
Vendor 2925 - LANI CANTU Total:					420.00
Vendor: 1253 - LIL' FROG CREATIONS					
1116	105921	10/25/2024	209-552-43809	AUGUST NEWSLETTER- SENIOR CENTER	267.66
1117	105921	10/25/2024	209-552-43809	SEPTEMBER NEWSLETTER- SENIOR CENTER	267.66
1120	105921	10/25/2024	209-552-42515	SIGNS AND BANNERS- SENIOR CENTER	576.22
1131	106063	11/15/2024	209-551-42515	BANNER FOR SOCCER REHABILITATION	23.11
1134	105959	11/01/2024	209-551-42515	HOLIDAY BANNERS & SIGNS- RECREATION	538.48
1136	106063	11/15/2024	209-552-43809	NEWSLETTER PRINTING NOVEMBER 2024 PSC	289.51
1138	106063	11/15/2024	209-551-42515	PRINTED SIDEWALK SIGNS	345.75
Vendor 1253 - LIL' FROG CREATIONS Total:					2,308.39
Vendor: 2427 - MARK GRAHAM					
24-65	105922	10/25/2024	100-221-42101	POLYGRAPH EXAMINATIONS- PD	700.00
24-73	106064	11/15/2024	100-221-42101	POLYGRAPH EXAMINATIONS	350.00
Vendor 2427 - MARK GRAHAM Total:					1,050.00
Vendor: 1057 - MAUREEN TOMS					
11042024	105996	11/08/2024	100-110-42302	REIMBURSEMENT CALCITIES CONFERENCE OCT. 2024	991.77
11042024	105996	11/08/2024	100-110-42303	REIMBURSEMENT CALCITIES CONFERENCE OCT. 2024	104.00
Vendor 1057 - MAUREEN TOMS Total:					1,095.77
Vendor: MCG08 - MCGUIRE HARLEY-DAVIDSON					
997356	105923	10/25/2024	100-221-42107	MOTORCYCLE MAINTENANCE SERVICE- PD	664.69
Vendor MCG08 - MCGUIRE HARLEY-DAVIDSON Total:					664.69
Vendor: MCM05 - MCMASTER-CARR SUPPLY CO.					
34386935	105924	10/25/2024	500-641-44306	MAINTENANCE SUPPLIES- WWTP	317.02
34695965	105960	11/01/2024	500-641-44306	STAINLESS STEEL THREADED ROD & HEX NUT-WWTP	51.74
34744868	105960	11/01/2024	500-641-44306	CREDIT FOR STAINLESS STEEL THREADED ROD-WWTP	-17.94
34761668	105960	11/01/2024	500-641-44306	STAINLESS STEEL THREADED ROD- WWTP	67.40
Vendor MCM05 - MCMASTER-CARR SUPPLY CO. Total:					418.22
Vendor: 2935 - METRO MOBILE COMMUNICATIONS					
48757	105997	11/08/2024	100-221-44410	MODULAR HELMET PD	398.03
Vendor 2935 - METRO MOBILE COMMUNICATIONS Total:					398.03
Vendor: 1311 - M-GROUP					
2004657	105925	10/25/2024	212-461-42101	ON CALL PLANNING SERVICES THROUGH 7/31/24	22,837.50
2004718	105925	10/25/2024	212-461-42101	ON CALL PLANNING SERVICES SEPTEMBER 2024	23,143.75
Vendor 1311 - M-GROUP Total:					45,981.25

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Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 1139 - MICHAEL BAKER INTERNATIONAL, INC.					
1223744	105926	10/25/2024	212-461-42101	PROFESSIONAL SERVICES THROUGH 9/1/24	1,009.46
Vendor 1139 - MICHAEL BAKER INTERNATIONAL, INC. Total:					1,009.46
Vendor: 2933 - MICHAEL MCCLUSKEY					
10312024	105998	11/08/2024	500-641-42301	COMMERCIAL DRIVING PERMIT APPLICATION	98.00
Vendor 2933 - MICHAEL MCCLUSKEY Total:					98.00
Vendor: MIK02 - MIKE'S APPLIANCES					
98025	105961	11/01/2024	100-222-47107	ICE MAKER- PD	167.66
Vendor MIK02 - MIKE'S APPLIANCES Total:					167.66
Vendor: 2465 - MISSION COMMUNICATIONS, LLC.					
1093824	106065	11/15/2024	500-642-42514	MANHOLE MOITOR PLUS CY SEWER	227.40
Vendor 2465 - MISSION COMMUNICATIONS, LLC. Total:					227.40
Vendor: 2938 - MOD COMFORT SOLUTIONS HEATING AND AIR CONDITIONING					
11122024	106066	11/15/2024	100-000-31510	OVERPAYMENT BL BUS 24-0334	167.00
Vendor 2938 - MOD COMFORT SOLUTIONS HEATING AND AIR CONDITIONING Total:					167.00
Vendor: MUN07 - MUNICIPAL POOLING AUTH.					
INV004089	106067	11/15/2024	100-116-42101	DOT Q4 FY23-24	162.71
INV004095	106067	11/15/2024	100-116-42101	DOT Q1 FY 24-25 (07/24 - 09/24)	185.79
Vendor MUN07 - MUNICIPAL POOLING AUTH. Total:					348.50
Vendor: 1262 - NATASHA VALDEPENA					
INV0010399	105962	11/01/2024	100-222-42514	REIMBURSEMENT FOR HALLOWEEN CARAVAN- PD	299.85
Vendor 1262 - NATASHA VALDEPENA Total:					299.85
Vendor: 2936 - NORTH STATE CONTRACTORS, INC.					
11052024	106068	11/15/2024	100-000-31510	OVERPAYMENT BL BUS 24-0196	112.00
Vendor 2936 - NORTH STATE CONTRACTORS, INC. Total:					112.00
Vendor: 1708 - NUTRIENT AG SOLUTIONS, INC.					
55840617	106069	11/15/2024	100-345-44306	CHAMPION PERNNIAL YARAMILA	1,997.46
Vendor 1708 - NUTRIENT AG SOLUTIONS, INC. Total:					1,997.46
Vendor: OFF09 - OFFICE OF THE SHERIFF CCC					
24-3305	105999	11/08/2024	100-222-42101	ACRYLYC AWARD PD	60.70
Vendor OFF09 - OFFICE OF THE SHERIFF CCC Total:					60.70
Vendor: OFF10 - OFFICE OF THE SHERIFF-CORONER- CCC					
2024-2025 CAL ID	106000	11/08/2024	525-118-42105	CAL-ID USER'S BILLING FY 2024-2025PD	31,490.00
24/25PINOL	106000	11/08/2024	100-223-42106	ARIES MAINTENANCE FY24/25 PD	8,770.00
Vendor OFF10 - OFFICE OF THE SHERIFF-CORONER- CCC Total:					40,260.00
Vendor: 2922 - OPPENHEIMER INVESTIGATIONS GROUP, LLP.					
6704	105866	10/18/2024	100-116-42101	SEPTEMBER INVESTIGATIVE SERVICES- HR	2,607.00
6873	106070	11/15/2024	100-116-42102	INVESTIGATIVE SERVICES	632.00
Vendor 2922 - OPPENHEIMER INVESTIGATIONS GROUP, LLP. Total:					3,239.00
Vendor: O'R01 - O'REILLY AUTOMOTIVE, INC					
OCTOBER 2024	106001	11/08/2024	100-221-44306	CITYWIDE PURCHASES	225.14
OCTOBER 2024	106001	11/08/2024	100-221-44306	CITYWIDE PURCHASES	50.96
OCTOBER 2024	106001	11/08/2024	100-343-44306	CITYWIDE PURCHASES	111.88
OCTOBER 2024	106001	11/08/2024	100-343-44306	CITYWIDE PURCHASES	16.46
OCTOBER 2024	106001	11/08/2024	100-343-44306	CITYWIDE PURCHASES	87.78
OCTOBER 2024	106001	11/08/2024	100-343-44306	CITYWIDE PURCHASES	168.44

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Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
SEPTEMBER 2024	105867	10/18/2024	100-342-44306	MONTHLY EQUIPMENT MAINT SUPPLIES STATEMENT	323.56
SEPTEMBER 2024	105867	10/18/2024	100-343-44306	MONTHLY EQUIPMENT MAINT SUPPLIES STATEMENT	142.07
SEPTEMBER 2024	105867	10/18/2024	500-641-44306	MONTHLY EQUIPMENT MAINT SUPPLIES STATEMENT	95.40
Vendor O'R01 - O'REILLY AUTOMOTIVE, INC Total:					1,221.69
Vendor: OTI01 - OTIS ELEVATOR COMPANY					
100401723467	106071	11/15/2024	209-554-42108	MAINTENANCE SERVICE NOVEMBER 2024 PYC	190.51
100401723900	106071	11/15/2024	100-343-42108	MAINTENANCE SERVICE NOVEMBER 2024 CH	129.22
100401723927	106071	11/15/2024	209-554-42108	MAINTENANCE SERVICE NOVEMBER 2024 SAFETY BLDG.	128.96
Vendor OTI01 - OTIS ELEVATOR COMPANY Total:					448.69
Vendor: PAC55 - PACIFIC SITE MANAGEMENT					
4212847	105868	10/18/2024	100-222-42108	MONTHLY LANDSCAPE SERVICES	157.66
4212847	105868	10/18/2024	100-231-42108	MONTHLY LANDSCAPE SERVICES	422.44
4212847	105868	10/18/2024	100-343-42108	MONTHLY LANDSCAPE SERVICES	225.37
4212847	105868	10/18/2024	100-345-42108	MONTHLY LANDSCAPE SERVICES	7,246.19
4212847	105868	10/18/2024	200-342-42108	MONTHLY LANDSCAPE SERVICES	420.42
4212847	105868	10/18/2024	201-343-42108	MONTHLY LANDSCAPE SERVICES	687.22
4212847	105868	10/18/2024	209-552-42108	MONTHLY LANDSCAPE SERVICES	255.69
4212847	105868	10/18/2024	209-553-42108	MONTHLY LANDSCAPE SERVICES	265.79
4212847	105868	10/18/2024	209-557-42108	MONTHLY LANDSCAPE SERVICES	265.79
4212847	105868	10/18/2024	310-347-42108	MONTHLY LANDSCAPE SERVICES	77.82
4212847	105868	10/18/2024	310-348-42108	MONTHLY LANDSCAPE SERVICES	81.86
4212954	106072	11/15/2024	100-222-42108	MONTHLY LANDSCAPE SERVICES	157.66
4212954	106072	11/15/2024	100-231-42108	MONTHLY LANDSCAPE SERVICES	422.44
4212954	106072	11/15/2024	100-343-42108	MONTHLY LANDSCAPE SERVICES	225.37
4212954	106072	11/15/2024	100-345-42108	MONTHLY LANDSCAPE SERVICES	7,246.19
4212954	106072	11/15/2024	200-342-42108	MONTHLY LANDSCAPE SERVICES	420.42
4212954	106072	11/15/2024	201-343-42108	MONTHLY LANDSCAPE SERVICES	687.22
4212954	106072	11/15/2024	209-552-42108	MONTHLY LANDSCAPE SERVICES	255.69
4212954	106072	11/15/2024	209-553-42108	MONTHLY LANDSCAPE SERVICES	265.79
4212954	106072	11/15/2024	209-557-42108	MONTHLY LANDSCAPE SERVICES	265.79
4212954	106072	11/15/2024	310-347-42108	MONTHLY LANDSCAPE SERVICES	77.82
4212954	106072	11/15/2024	310-348-42108	MONTHLY LANDSCAPE SERVICES	81.86
Vendor PAC55 - PACIFIC SITE MANAGEMENT Total:					20,212.50

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Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: LON02 - PATRICIA LONG					
SEPTEMBER 2024	105869	10/18/2024	209-552-43802	SEPTEMBER CWLD CLASS- SENIOR CENTER	190.40
Vendor LON02 - PATRICIA LONG Total:					190.40
Vendor: PET08 - PET FOOD EXPRESS CORP					
06-2410PN	106073	11/15/2024	100-221-42514	FOOD FOR MILO PD	71.60
26-2410PN	106073	11/15/2024	100-221-42514	FOOD FOR MILO PD	71.60
Vendor PET08 - PET FOOD EXPRESS CORP Total:					143.20
Vendor: 2630 - PET FOOD EXPRESS, LLC					
02-2409PN	105963	11/01/2024	100-221-42514	NULO DOG TRIM- PD	71.60
Vendor 2630 - PET FOOD EXPRESS, LLC Total:					71.60
Vendor: PGE01 - PG&E					
0081-10162024	106002	11/08/2024	200-342-43103	2501 SAN PABLO AVE TRAFFIC CONTROLLER	105.21
0209-10162024	106002	11/08/2024	200-342-43103	S/E CORNER SAN PABLO AVE & TENNETT TRAFFIC SIGNAL	119.83
0466-10162024	106002	11/08/2024	209-554-43103	635 TENNETT AVE YOUTH CTR/CATV	278.81
0466-10162024	106002	11/08/2024	505-119-43103	635 TENNETT AVE YOUTH CTR/CATV	418.22
0498-10092024	105870	10/18/2024	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	1,413.54
0813-10152024	106002	11/08/2024	200-342-43103	2149 1/2 APPIAN WAY TRAFFIC SIGNAL	76.94
0883-10102024	106002	11/08/2024	100-222-43103	800 TENNETT AVE PUBLI C SAFETY FACILITY	1,254.59
0883-10102024	106002	11/08/2024	100-223-43103	800 TENNETT AVE PUBLI C SAFETY FACILITY	250.92
0883-10102024	106002	11/08/2024	100-231-43103	800 TENNETT AVE PUBLI C SAFETY FACILITY	1,003.67
0887-10012024	106002	11/08/2024	200-342-43103	PINON AVE & SAN PABLO AVE TRAFFIC SIGNAL	126.28
0887-10302024	106074	11/15/2024	200-342-43103	PINON AVE & SAN PABLO AVE TRAFFIC SIGNAL	140.03
0923-10152024	106002	11/08/2024	100-110-43103	2131 PEAR ST	156.87
0923-10152024	106002	11/08/2024	100-111-43103	2131 PEAR ST	206.40
0923-10152024	106002	11/08/2024	100-112-43103	2131 PEAR ST	227.05
0923-10152024	106002	11/08/2024	100-115-43103	2131 PEAR ST	565.55
0923-10152024	106002	11/08/2024	100-116-43103	2131 PEAR ST	165.12
0923-10152024	106002	11/08/2024	100-117-43103	2131 PEAR ST	1,837.00
0923-10152024	106002	11/08/2024	100-343-43103	2131 PEAR ST	3,422.20
0923-10152024	106002	11/08/2024	200-342-43103	2131 PEAR ST	598.57
0923-10152024	106002	11/08/2024	212-461-43103	2131 PEAR ST	247.69
0923-10152024	106002	11/08/2024	212-462-43103	2131 PEAR ST	623.34
0923-10152024	106002	11/08/2024	285-464-43103	2131 PEAR ST	206.40
1093-09302024	106002	11/08/2024	500-642-43103	W END/HAZEL AVE SEWAGE PLANT	893.47
1093-10292024	106074	11/15/2024	500-642-43103	W END/HAZEL AVE SEWAGE PLANT	663.46
1121-10172024	106002	11/08/2024	200-342-43103	DEL MONTE & SAN PABLO TRAFFIC CONTROL LIGHT	101.02
1156-10102024	106002	11/08/2024	209-554-43103	635 TENNETT AVE YOUTH CTR/CATV	21.61
1156-10102024	106002	11/08/2024	505-119-43103	635 TENNETT AVE YOUTH CTR/CATV	32.42
1233-10172024	106002	11/08/2024	200-342-43103	SAN PABLO AVE TRAFFIC SIGNAL	109.59
1462-10102024	106002	11/08/2024	209-552-43103	2500 CHARLES ST SENIOR CENTER	226.55
1798-09262024	106002	11/08/2024	200-342-43103	2935 PINOLE VALLEY RD. TRAFFIC SIGNAL	209.22

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1798-10242024	106074	11/15/2024	200-342-43103	2935 PINOLE VALLEY RD. TRAFFIC SIGNAL	214.65
1801-10082024	105870	10/18/2024	209-553-43103	2454 SIMAS AVE REC CTR & POOL	15.51
2182-10012024	106002	11/08/2024	200-342-43103	OAKRIDGE/SAN PABLO AVE TRAFFIC SIGNAL	104.12
2182-10302024	106074	11/15/2024	200-342-43103	OAKRIDGE/SAN PABLO AVE TRAFFIC SIGNAL	98.03
2222-09242024	106002	11/08/2024	100-345-43103	STREET AND HIGHWAY LIGHTING	49.39
2222-09242024	106002	11/08/2024	200-342-43103	STREET AND HIGHWAY LIGHTING	18,200.59
2222-09242024	106002	11/08/2024	310-347-43103	STREET AND HIGHWAY LIGHTING	280.00
2222-09242024	106002	11/08/2024	310-348-43103	STREET AND HIGHWAY LIGHTING	400.00
2222-10232024	106074	11/15/2024	100-345-43103	STREET AND HIGHWAY LIGHTING	49.39
2222-10232024	106074	11/15/2024	200-342-43103	STREET AND HIGHWAY LIGHTING	18,454.06
2222-10232024	106074	11/15/2024	310-347-43103	STREET AND HIGHWAY LIGHTING	280.00
2222-10232024	106074	11/15/2024	310-348-43103	STREET AND HIGHWAY LIGHTING	400.00
2620-10172024	106002	11/08/2024	200-342-43103	N/W CORNER APPIAN WAY & FITZGERALD DR TRAFFIC SIG	142.07
2793-10162024	106002	11/08/2024	200-342-43103	1451 FITZGERALD DR TRAFFIC SIGNAL	60.23
3029-10102024	106002	11/08/2024	100-345-43103	1270 ADOBE RD @ OUTSIDE BATHROOMS	58.38
3311-10162024	106002	11/08/2024	200-342-43103	PINOLE VALLEY RD & HENRY TRAFFIC CONTROLLER	147.28
3537-10152024	106002	11/08/2024	100-343-43103	659 TENNENT AVE PARKING LOT LIGHTS	40.27
3834-10042024	106002	11/08/2024	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	86.93
3850-10152024	106002	11/08/2024	100-345-43103	601 TENNENT AVE CARETAKER'S SHED	223.75
3879-10242024	106074	11/15/2024	200-342-43103	N COR RAMONA ST AND PINOLE VALLEY RD	170.12
3914-10152024	106002	11/08/2024	100-345-43103	FERNANDEZ PARK BALLPARK LIGHTING	322.68
4065-10152024	106002	11/08/2024	100-343-43103	2937 PINOLE VALLEY RD TENNIS CT LIGHTS	484.43
4193-10162024	106002	11/08/2024	200-342-43103	HWY 80 PINOLE VALLEY RD TRAFFIC CONTROLLER	83.46
4256-10242024	106074	11/15/2024	500-641-43103	11 TENNANT AVE	77,105.73
4368-10152024	106002	11/08/2024	200-342-43103	APPIAN WAY & TARA HILLS TRAFFIC SIGNAL	181.64
5127-10162024	106002	11/08/2024	500-642-43103	893 1/2 SAN PABLO AVE PUMP STATION	109.60
5137-10142024	106002	11/08/2024	209-557-43103	2450 SIMAS AVE SWIM CTR	1,245.50
5374-10162024	106002	11/08/2024	200-342-43103	1220 PINOLE VALLEY RD TRAFFIC SIGNAL	134.45
5387-10162024	106002	11/08/2024	100-345-43103	588 MARLESTA RD LOUIS FRANCIS PARK	4.31
6521-10242024	106074	11/15/2024	200-342-43103	IFO 971 SAN PABLO AVE- TRAFFIC SIGNAL CONTROL	140.04
6696-10152024	106002	11/08/2024	201-343-43103	2361 SAN PABLO AVE PARKING LOT LIGHTS	122.07
6897-10242024	106074	11/15/2024	200-342-43103	PINOLE VALLEY RD & ESTATES AVE-TRAFFIC LIGHT CTRL	89.27
7114-10162024	106002	11/08/2024	200-342-43103	2429 SAN PABLO AVE	107.32

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7186-10102024	106002	11/08/2024	100-343-43103	601 TENNENT AVE PUBLIC MEETING HALL	9.61
7509-10152024	106002	11/08/2024	200-342-43103	TARA HILLS DR 500 FT APPIAN WAY TRAFFIC SIGNAL	78.04
7547-10242024	106074	11/15/2024	100-222-43103	880 Tennent Ave-Public Safety Facility	5,690.78
7547-10242024	106074	11/15/2024	100-223-43103	880 Tennent Ave-Public Safety Facility	1,138.16
7547-10242024	106074	11/15/2024	100-231-43103	880 Tennent Ave-Public Safety Facility	4,552.62
8086-10162024	106002	11/08/2024	200-342-43103	N/S BORDER CITY OF PINOLE	93.45
8687-10172024	106002	11/08/2024	200-342-43103	FITZGERALD DR IFO LONG JOHN SILVERS TRAFFIC SIGNAL	137.78
8716-10102024	106002	11/08/2024	500-641-43103	SEWAGE PLNT-FT OF TENNENT	3,877.19
9824-10162024	106002	11/08/2024	310-347-43103	1303 PINOLE VALLEY RD TRAFFIC CONTROL SVC	134.80
9900-10142024	106002	11/08/2024	200-342-43103	2303 GRANADA CT TRAFFIC CONTROL SERVICE	176.97
9929-10232024	106074	11/15/2024	201-343-43103	790 PINOLE SHORES DR-NEW METAL BUILDING	41.21
9961-10242024	106074	11/15/2024	209-552-43103	2500 CHARLES ST-SENIOR CENTER	6,212.55
9985-10152024	106002	11/08/2024	201-343-43103	NEAR 795 FERNANDEZ PARKING LOT LIGHTS	73.72
Vendor PGE01 - PG&E Total:					157,523.72
Vendor: 2809 - PHOEBE DEZA					
AUGUST 2024	105871	10/18/2024	100-110-42514	AUGUST 2024 INTERN HOURS-CITY COUNCIL	346.08
JULY 2024	105871	10/18/2024	100-110-42514	JULY 2024 INTERN HOURS-CITY COUNCIL	359.00
JUNE 2024	105871	10/18/2024	100-110-42514	JUNE 2024 INTERN HOURS-CITY COUNCIL	459.61
SEPTEMBER 2024	105871	10/18/2024	100-110-42514	SEPTEMBER 2024 INTERN HOURS- CITY COUNCIL	76.31
Vendor 2809 - PHOEBE DEZA Total:					1,241.00
Vendor: 1009 - PRECISION IT CONSULTING					
14691	105927	10/25/2024	525-118-42510	AUGUST PRECISION OFFICE 365- IT	3,173.35
14763	105927	10/25/2024	525-118-47106	C404 COMPUTER REPLACEMENT-DISPATCH	1,663.65
14764	105927	10/25/2024	525-118-47106	LENOVO THINKPAD FOR BLDG	1,984.71
14765	105927	10/25/2024	525-118-47106	LENOVO THINKPAD FOR FINANCE- IT	1,984.71
14767	105927	10/25/2024	525-118-47106	C403 COMPUTER REPLACEMENT-DISPATCH	1,663.65
14768	105927	10/25/2024	525-118-47106	C408 COMPUTER REPLACEMENT- CORP YARD	1,302.25
14769	105927	10/25/2024	525-118-42105	SOPHOS FIREWALL REPLACEMENTS- IT	13,953.26
Vendor 1009 - PRECISION IT CONSULTING Total:					25,725.58
Vendor: 2388 - PRESTIGE PRINTING AND GRAPHICS					
97236	105872	10/18/2024	100-110-42201	BUSINESS CARDS- CITY COUNCIL	93.63
97364	105928	10/25/2024	100-341-42201	BUSINESS CARDS FOR PW	136.89
97523	105872	10/18/2024	100-110-42201	LETTERHEAD- CITY COUNCIL	49.39
Vendor 2388 - PRESTIGE PRINTING AND GRAPHICS Total:					279.91
Vendor: 2934 - RAQUEL TOMPKINS					
110824	106005	11/08/2024	100-112-42514	13' BALLON ARCH FOR COMMISSION APPRECIATION EVENT	300.00
Vendor 2934 - RAQUEL TOMPKINS Total:					300.00

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Vendor: 2783 - READYFRESH					
04J6708050237	105929	10/25/2024	100-111-42201	WATER DELIVERY SERVICE- PD/CITY HALL	17.54
04J6708050237	106006	11/08/2024	100-111-42201	WATER FOR PCTV AND CH	87.02
04J6709280711	106075	11/15/2024	100-111-42201	WATER FOR PCTV	55.96
14J6708050237	106075	11/15/2024	100-111-42201	WATER FOR CH	69.48
Vendor 2783 - READYFRESH Total:					230.00
Vendor: 2817 - REDWOOD PUBLIC LAW, LLP					
11588	105930	10/25/2024	100-20011	2024 SALES TAX MEASURE	7,015.50
11589	105930	10/25/2024	100-20011	CITY ATTORNEY SERVICES	13,120.50
11590	105930	10/25/2024	100-20011	CITY COUNCIL MEETINGS	2,233.00
11591	105930	10/25/2024	100-20011	GENERAL SERVICES- CITY CLERK	103.50
11592	105930	10/25/2024	100-20011	GENERAL SERVICES- CODE ENFORCEMENT	1,370.50
11593	105930	10/25/2024	100-20011	GENERAL SERVICES- COMMUNITY DEVELOPMENT	1,533.50
11594	105930	10/25/2024	100-20011	GENERAL SERVICES- FINANCE	573.00
11595	105930	10/25/2024	100-20011	GENERAL SERVICES- LABOR AND EMPLOYMENT	1,180.50
11596	105930	10/25/2024	100-20011	GENERAL SERVICES- POLICE	729.50
11597	105930	10/25/2024	100-20011	GENERAL SERVICES- PUBLIC WORKS	3,241.50
11598	105930	10/25/2024	100-20011	GENERAL SERVICES- RECREATIONAL	172.50
11599	105930	10/25/2024	100-20011	PCB LITIGATION	246.00
11600	105930	10/25/2024	100-20011	PINOLE PD SINGH COMPLAINT	430.00
11601	105930	10/25/2024	100-20011	RISK MANAGEMENT	103.50
Vendor 2817 - REDWOOD PUBLIC LAW, LLP Total:					32,053.00
Vendor: 1225 - REVEL ENVIRONMENTAL MANUFACTURING, INC.					
63755	106007	11/08/2024	207-344-42514	MEDIA CARTIDGE TRITON FILTERS CY	1,349.93
Vendor 1225 - REVEL ENVIRONMENTAL MANUFACTURING, INC. Total:					1,349.93
Vendor: 2919 - RICKY PITRE					
DR24-02	105873	10/18/2024	212-461-34112	REFUND OF PC HEARING, NOTICING AND ENVIRONMENTAL F	269.00
DR24-02	105873	10/18/2024	212-461-34229	REFUND OF PC HEARING, NOTICING AND ENVIRONMENTAL F	1,447.00
Vendor 2919 - RICKY PITRE Total:					1,716.00
Vendor: 2646 - ROADS SAFE TRAFFIC SYSTEMS, INC.					
219405	105874	10/18/2024	100-342-42514	NO PARKING SIGNS- PW	134.44
219780	105874	10/18/2024	100-342-44306	WATER BASE WHITE PAINT- ROAD MAINTENANCE	257.91
220071	105874	10/18/2024	100-343-44306	DECALS- GENERAL MAINTENANCE	43.90
222415	106008	11/08/2024	100-343-44306	DECALS FOR ROAD CLOSUR...	43.90
Vendor 2646 - ROADS SAFE TRAFFIC SYSTEMS, INC. Total:					480.15
Vendor: 2920 - ROGER PAPLER					
LLA23-0001	105875	10/18/2024	212-461-34111	REFUND PLANNING DEPOSIT, LESS MINIMUM FEE	600.00
Vendor 2920 - ROGER PAPLER Total:					600.00
Vendor: ROS08 - RSG, INC.					
12236	105931	10/25/2024	285-464-42101	HOUSING CONSULTING SERVICES	2,437.50
12237	105931	10/25/2024	285-464-42101	HOUSING POLICY AND IN LIEU FEE STUDY	7,333.75
Vendor ROS08 - RSG, INC. Total:					9,771.25

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Vendor: 2923 - SHELLEY CALKINS					
INV0010358	105876	10/18/2024	209-552-38402	REFUND HOLIDAY CRAFT FAIR VENDOR FEE	35.00
Vendor 2923 - SHELLEY CALKINS Total:					35.00
Vendor: 1714 - SHERRI D. LEWIS					
CC08PINOLE-FY2024/25	105964	11/01/2024	100-112-42101	10/15/24 COUNCIL MEETING MINUTES	787.50
PC02PINOLE-FY2024/25	105932	10/25/2024	212-461-42514	9/9/24 PLANNING COMMISSION MEETING MINUTES	337.50
PC03PINOLE-FY2024/25	105932	10/25/2024	212-461-42514	10/7/24 PLANNING COMMISSION MEETING MINUTES	450.00
Vendor 1714 - SHERRI D. LEWIS Total:					1,575.00
Vendor: 2632 - SHIPLEY POOL SERVICE					
11041	105965	11/01/2024	209-557-42108	SWIMMING POOL MAINTENANCE- REC	4,082.53
Vendor 2632 - SHIPLEY POOL SERVICE Total:					4,082.53
Vendor: 2688 - SHUMS CODA ASSOCIATES, INC.					
10159	105933	10/25/2024	212-462-42101	AUGUST PLAN REVIEW SERVICES	2,501.69
10268	105933	10/25/2024	212-462-42101	SEPTEMBER PLAN REVIEW SERVICES	1,252.23
Vendor 2688 - SHUMS CODA ASSOCIATES, INC. Total:					3,753.92
Vendor: 2763 - SNOWY PEAKS INC.					
000077	106076	11/15/2024	209-551-42515	CHRISTMAS TREE FOR THE COMMUNITY CORNER	1,225.00
Vendor 2763 - SNOWY PEAKS INC. Total:					1,225.00
Vendor: 2928 - SOCIAL AND ENVIRONMENTAL ENTREPRENEURS, INC.					
Pinole-2024-1	105934	10/25/2024	100-466-42101	MEMBERSHIP EPP POLICY- ECONOMIC DEVELOPMENT	3,000.00
Vendor 2928 - SOCIAL AND ENVIRONMENTAL ENTREPRENEURS, INC. Total:					3,000.00
Vendor: 2916 - SOUZA & SONS INC					
INV0010357	105877	10/18/2024	100-000-31510	REFUND OVERPAYMENT OF BUSINESS LICENSE BUS24-0281	167.00
Vendor 2916 - SOUZA & SONS INC Total:					167.00
Vendor: 2937 - ST. FRANCIS ELECTRIC LLC					
11122024	106077	11/15/2024	100-000-31510	OVERPAYMENT BL BUS 19- 09000	167.00
Vendor 2937 - ST. FRANCIS ELECTRIC LLC Total:					167.00
Vendor: 2468 - STACY SHELL					
11072024	106078	11/15/2024	100-116-42514	REFRESHMENTS FOR POLICE CHIEF PANEL INTERVIEWS	80.15
INV0010352	105878	10/18/2024	100-116-42514	REIMBURSEMENT FOR EMPLOYEE EVENT SUPPLIES- HR	49.33
Vendor 2468 - STACY SHELL Total:					129.48
Vendor: STA57 - STANCIL CORPORATION					
12141	106009	11/08/2024	525-118-47102	STANCIL MULTI CHANNEL VOICE LOGGING RECORDER SYSTE	17,079.81
Vendor STA57 - STANCIL CORPORATION Total:					17,079.81
Vendor: STA42 - STAPLES BUSINESS CREDIT					
JULY 2024	106010	11/08/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	97.56
JULY 2024	106010	11/08/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	186.56
JULY 2024	106010	11/08/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	212.47
JULY 2024	106010	11/08/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	8.35
JULY 2024	106010	11/08/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	71.43
JULY 2024	106010	11/08/2024	100-111-42201	CITYWIDE OFFICE SUPPLIES	252.41

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JULY 2024	106010	11/08/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	424.25
JULY 2024	106010	11/08/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	88.86
JULY 2024	106010	11/08/2024	100-222-42514	CITYWIDE OFFICE SUPPLIES	385.10
JULY 2024	106010	11/08/2024	209-551-42201	CITYWIDE OFFICE SUPPLIES	53.88
JULY 2024	106010	11/08/2024	209-552-42201	CITYWIDE OFFICE SUPPLIES	225.82
Vendor STA42 - STAPLES BUSINESS CREDIT Total:					2,006.69
Vendor: STE20 - STERICYCLE, INC.					
8008470751	105935	10/25/2024	100-222-42101	OCTOBER 2024 SUBSCRIPTION-PD	66.30
8008773635	106079	11/15/2024	100-222-42101	DISPOSAL OF MEDS AND SHARPS OBJECTS PD	66.30
Vendor STE20 - STERICYCLE, INC. Total:					132.60
Vendor: 2931 - STONESIDE, LLC.					
SO125573	106011	11/08/2024	100-343-42108	BLINDS INSTALLATION AND SERVICE	4,993.68
Vendor 2931 - STONESIDE, LLC. Total:					4,993.68
Vendor: STO17 - STOP STICK, LTD.					
0034477-IN	106012	11/08/2024	100-221-42514	PIRANHA PD	369.42
Vendor STO17 - STOP STICK, LTD. Total:					369.42
Vendor: 2927 - SWATMOD LLC					
2024135	105936	10/25/2024	100-221-42107	REPAIR DELAMINATED/CLOUD...	8,069.00
Vendor 2927 - SWATMOD LLC Total:					8,069.00
Vendor: 2296 - SWENSON'S MOBILE FLEET REPAIR					
INV-1605	106080	11/15/2024	100-343-42107	ANNUAL DOT INSPECTION	125.00
INV-1606	106080	11/15/2024	100-343-42107	ANNUAL DOT INSPECTION FLEET 47	125.00
INV-1607	106080	11/15/2024	100-343-42107	ANNUAL DOT INSPECTION FLEET 2139	125.00
INV-1608	106080	11/15/2024	100-343-42107	ANNUAL DOT INSPECTION 2021 KENWORTH 548CH	125.00
INV-1610	106080	11/15/2024	100-343-42107	SERVICE CALL LABOR	57.50
Vendor 2296 - SWENSON'S MOBILE FLEET REPAIR Total:					557.50
Vendor: SYA01 - SYAR INDUSTRIES, LLC.					
1821194	105879	10/18/2024	100-345-44306	MAINTENANCE SUPPLIES-PARKS	225.27
1852340	105966	11/01/2024	100-342-44306	MAINTENANCE SUPPLIES-STREETS	358.79
Vendor SYA01 - SYAR INDUSTRIES, LLC. Total:					584.06
Vendor: 2918 - TACO+					
INV0010353	105880	10/18/2024	100-000-31510	REFUND DENIED BUSINESS LICENSE APPLICATION	76.00
INV0010353	105880	10/18/2024	226-000-34223	REFUND DENIED BUSINESS LICENSE APPLICATION	4.00
Vendor 2918 - TACO+ Total:					80.00
Vendor: SIE04 - THATCHER COMPANY, INC					
2024250105697	105881	10/18/2024	500-641-44303	SODIUM BISULFITE- WWTP	8,506.04
Vendor SIE04 - THATCHER COMPANY, INC Total:					8,506.04
Vendor: LEW08 - THE LEW EDWARDS GROUP					
005.006	105967	11/01/2024	100-115-42101	JULY AND AUGUST PROFESSIONAL SERVICES- FIN	13,000.00
Vendor LEW08 - THE LEW EDWARDS GROUP Total:					13,000.00
Vendor: 2815 - TINA'S PLACE					
200376	106081	11/15/2024	100-112-42514	CATERING FOR COMMISSIONS BRUNCH	1,866.66
Vendor 2815 - TINA'S PLACE Total:					1,866.66

WARRANT LISTING

Payment Dates: 10/12/2024 - 11/15/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2775 - TOWNSEND PUBLIC AFFAIRS, INC.					
22471	106082	11/15/2024	100-115-42101	CONSULTING SERVICES NOVEMBER 2024 GRANT WRITING	4,000.00
Vendor 2775 - TOWNSEND PUBLIC AFFAIRS, INC. Total:					4,000.00
Vendor: 2926 - TRACY WALKER					
30264	105883	10/18/2024	500-20102	RE-ISSUE PR CK 30264 TO BENEFICIARY	2,319.04
30273	105941	10/25/2024	500-20102	RE-ISSUE PR CK 30273 TO BENEFICIARY	9,446.39
Vendor 2926 - TRACY WALKER Total:					11,765.43
Vendor: 2633 - TRB AND ASSOCIATES, INC.					
5624	105937	10/25/2024	212-462-42101	JULY PLAN REVIEW AND INSPECTION SERVICES	2,785.41
5694	105937	10/25/2024	212-462-42101	AUGUST PLAN REVIEW & INSPECTION SERVICES	4,172.68
Vendor 2633 - TRB AND ASSOCIATES, INC. Total:					6,958.09
Vendor: TYL00 - TYLER TECHNOLOGIES, INC.					
025-485014	106083	11/15/2024	525-118-42106	ANNUAL FEES AUTOMATION CAPTURE 100124-07312025	7,448.33
Vendor TYL00 - TYLER TECHNOLOGIES, INC. Total:					7,448.33
Vendor: USP01 - U.S. POSTMASTER					
10282024	105968	11/01/2024	209-551-42514	POSTAGE FOR WINTER EVENTS POSTCARD- RECREATION	1,524.90
Vendor USP01 - U.S. POSTMASTER Total:					1,524.90
Vendor: 2668 - UBEO BUSINESS SERVICES					
4597294	106013	11/08/2024	525-118-42107	CITYWIDE COPIER EQUIPMENT AND SUPPLIES	1,844.60
4627319	106013	11/08/2024	525-118-42107	CITYWIDE COPIERS EQUIPMENT AND SUPPLIES	2,002.40
4649043	106013	11/08/2024	525-118-42107	FINANCE CHARGE	27.67
4662534	106013	11/08/2024	525-118-42107	CITYWIDE EQUIPMENT AND SUPPLIES OCT. 2024	1,418.90
Vendor 2668 - UBEO BUSINESS SERVICES Total:					5,293.57
Vendor: UNI38 - UNIVAR USA INC					
52488042	105938	10/25/2024	500-641-44303	BULK LIQUICHLOR- WWTP	17,482.48
52549021	106084	11/15/2024	500-641-44303	SOD HYPO LIQUICHLOR BULK WPCP	17,273.57
Vendor UNI38 - UNIVAR USA INC Total:					34,756.05
Vendor: UNI07 - UNIVERSAL BUILDING SVCS.					
16402	105884	10/18/2024	209-554-42108	JANITORIAL SUPPLIES- YOUTH CENTER	88.02
16528	105884	10/18/2024	100-222-42108	JANITORAIL SUPPLIES- PD	255.41
16529	105884	10/18/2024	100-343-42108	JANITORIAL SUPPLIES- CITY HALL	308.64
16595	106085	11/15/2024	100-343-42108	JANITORIAL SUPPLIES CY	490.60
16655	106085	11/15/2024	100-222-42108	JANITORIAL SUPPLIES PD	23.37
16656	106085	11/15/2024	100-343-42108	JANITORIAL SUPPLIES CH	23.37
16694	106085	11/15/2024	209-554-42108	JANITORIAL SUPPLIES PYC	80.14
16783	106085	11/15/2024	100-343-42108	JANITORIAL SUPPLIES CY	812.86
529513	105884	10/18/2024	100-343-42108	SEPTEMBER JANITORIAL SERVICES- CITY HALL	1,354.00
529514	105884	10/18/2024	100-222-42108	SEPTEMBER JANITORIAL SERVICES- PD	2,768.00
529515	105884	10/18/2024	209-557-42108	SEPTEMBER JANITORIAL SERVICES- SWIM CENTER	1,463.00
530438	106085	11/15/2024	100-343-42108	JANITORIAL SERVICES OCTOBER 2024 CH	1,354.00
530439	106085	11/15/2024	100-222-42108	JANITORIAL SERVICES OCTOBER 2024 PD	2,768.00

WARRANT LISTING				Payment Dates: 10/12/2024 - 11/15/2024	
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
530440	106085	11/15/2024	209-557-42108	JANITORIAL SERVICES	436.00
				OCTOBER 2024 SWIM CENTER	
530441	106085	11/15/2024	500-641-42108	JANITORIAL SERVICES WPCP	559.00
				Vendor UNI07 - UNIVERSAL BUILDING SVCS. Total:	12,784.41
Vendor: USB06 - US BANK					
541171062	106086	11/15/2024	525-118-42107	COPIER EQUIPMENT CITYWIDE	2,709.86
OCTOBER 2024	106087	11/15/2024	100-20018	CITYWIDE CREDIT CARDS	29,245.96
				Vendor USB06 - US BANK Total:	31,955.82
Vendor: VER02 - VERIZON WIRELESS					
9976366359	106088	11/15/2024	525-118-43101	CITYWIDE CELL PHONES	4,910.79
				Vendor VER02 - VERIZON WIRELESS Total:	4,910.79
Vendor: 2828 - VESTIS					
26615966	105885	10/18/2024	500-641-44410	THREE SEASONS JACKET- WWTP	88.85
860105970-09302024	105886	10/18/2024	100-342-44410	MONTHLY STATEMENT- GENERAL MAINTENANCE	260.44
860105970-09302024	105886	10/18/2024	100-343-44410	MONTHLY STATEMENT- GENERAL MAINTENANCE	1,325.86
860105970-09302024	105886	10/18/2024	500-642-44410	MONTHLY STATEMENT- GENERAL MAINTENANCE	781.31
860105970-10312024	106089	11/15/2024	100-342-44410	MONTHLY STATEMENT- GENERAL MAINTENANCE	325.57
860105970-10312024	106089	11/15/2024	100-343-44410	MONTHLY STATEMENT- GENERAL MAINTENANCE	1,657.46
860105970-10312024	106089	11/15/2024	500-642-44410	MONTHLY STATEMENT- GENERAL MAINTENANCE	976.71
939388000-09302024	105969	11/01/2024	209-552-43804	LAUNDRY SERVICES FOR SENIOR CENTER & WWTP	1,665.33
939388000-09302024	105969	11/01/2024	500-641-44410	LAUNDRY SERVICES FOR SENIOR CENTER & WWTP	4,377.46
				Vendor 2828 - VESTIS Total:	11,458.99
Vendor: VWR01 - VWR INTERNATIONAL, LLC.					
8817191613	105939	10/25/2024	500-641-44305	LAB SUPPLIES- WWTP	673.26
				Vendor VWR01 - VWR INTERNATIONAL, LLC. Total:	673.26
Vendor: WCC01 - WCCTAC					
Q3 2024	105940	10/25/2024	212-20025	JULY-SEPTEMBER 2024 STMP FEES	6,862.00
				Vendor WCC01 - WCCTAC Total:	6,862.00
Vendor: WES63 - WESCO GRAPHICS, INC.					
54299	106090	11/15/2024	209-551-42514	2 SIDED POSTCARD HOLIDAYS AND PARKS EVENT	1,686.97
				Vendor WES63 - WESCO GRAPHICS, INC. Total:	1,686.97
Vendor: 2697 - WEST YOST & ASSOCIATES, INC.					
2060456	106014	11/08/2024	106-344-42101	STORM DRAIN MASTER PLAN CONSULTING	8,039.57
				Vendor 2697 - WEST YOST & ASSOCIATES, INC. Total:	8,039.57
Vendor: 1520 - WEX BANK					
99530101	105970	11/01/2024	100-221-44301	FUEL PURCHASES- PD	105.11
				Vendor 1520 - WEX BANK Total:	105.11
Vendor: WIL52 - WILLDAN FINANCIAL SERVICES					
010-60167	105971	11/01/2024	500-642-42101	SPECIAL DISTRICT ADMINISTRATION- WWTP	4,396.70
				Vendor WIL52 - WILLDAN FINANCIAL SERVICES Total:	4,396.70
Vendor: 1603 - WRAP TECHNOLOGIES, INC.					
INV2511	106015	11/08/2024	100-221-42514	BW YELLOW WITH LINE LASER AND DUAL HOLSTER PD	1,006.00
				Vendor 1603 - WRAP TECHNOLOGIES, INC. Total:	1,006.00

WARRANT LISTING

			Payment Dates: 10/12/2024 - 11/15/2024		
Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2459 - XYLEM WATER SOLUTIONS USA, INC.					
3556D47299	106016	11/08/2024	500-641-44306	AIR DIFFUSER REPLACEMENT PARTS	14,368.73
Vendor 2459 - XYLEM WATER SOLUTIONS USA, INC. Total:					14,368.73
Vendor: ZAS01 - ZASIO ENTERPRISES, INC.					
20100166	106017	11/08/2024	525-118-42106	ANNUAL SUPPORT FOR VESATILE	3,759.00
Vendor ZAS01 - ZASIO ENTERPRISES, INC. Total:					3,759.00
Grand Total:					1,858,211.73

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	963,402.48
105 - Measure S -2006	65,145.02
106 - MEASURE S-2014	86,727.21
160 - EQUIPMENT RESERVE	78,849.38
200 - Gas Tax Fund	41,313.36
201 - Restricted Real Estate Maintenance Fund	1,968.74
206 - Supplemental Law Enforcement Svc Fund	54,768.36
207 - NPDES Storm Water Fund	2,767.48
209 - Recreation Fund	81,676.57
212 - Building & Planning	80,467.03
226 - CASp Certification and Training Fund	4.00
285 - Housing Land Held for Resale	9,999.32
310 - Lighting & Landscape Districts	2,779.04
325 - City Street Improvements	2,092.00
500 - Sewer Enterprise Fund	250,611.59
505 - Cable Access TV	937.09
525 - Information Systems	133,179.79
998 - Payroll Clearing	1,523.27
Grand Total:	1,858,211.73

Account Summary

Account Number	Account Name	Payment Amount
100-000-31510	Other Tax/Business Lice...	856.00
100-10601	Gas Tanks/Corp Yard	10,805.32
100-110-41002	Emp Benefits/Dental	338.60
100-110-41007	Emp Benefits/Life-ADD	12.22
100-110-42201	Office Expense	143.02
100-110-42301	Travel & Training/Conf-R...	70.00
100-110-42302	Travel & Training/Milea...	991.77
100-110-42303	Travel & Training/M Meal A...	104.00
100-110-42514	Admin Exp/Special Depa...	2,120.86
100-110-43102	Utilities/Water	12.90
100-110-43103	Utilities/Electricity & Po...	156.87
100-111-41002	Emp Benefits/Dental	364.69
100-111-41007	Emp Benefits/Life-ADD	176.55
100-111-42201	Office Expense	1,058.78
100-111-42514	Admin Exp/Special Depa...	424.38
100-111-43102	Utilities/Water	30.96
100-111-43103	Utilities/Electricity & Po...	206.40
100-112-41002	Emp Benefits/Dental	383.55
100-112-41007	Emp Benefits/Life-ADD	181.59
100-112-42101	Prof Svcs/Professional Se..	949.41
100-112-42514	Admin Exp/Special Depa...	2,658.45
100-112-43102	Utilities/Water	28.38
100-112-43103	Utilities/Electricity & Po...	227.05
100-113-41002	Emp Benefits/Dental	108.99
100-113-41007	Emp Benefits/Life-ADD	1.09
100-115-41002	Emp Benefits/Dental	364.69
100-115-41007	Emp Benefits/Life-ADD	250.14
100-115-42101	Prof Svcs/Professional Se..	19,976.77
100-115-42510	Admin Exp/Software Pur...	11,500.00
100-115-43102	Utilities/Water	84.13
100-115-43103	Utilities/Electricity & Po...	565.55
100-116-41002	Emp Benefits/Dental	306.58
100-116-41007	Emp Benefits/Life-ADD	147.10
100-116-42101	Prof Svcs/Professional Se..	12,521.00
100-116-42102	Prof Svcs/Attorney Servi...	632.00

Account Summary

Account Number	Account Name	Payment Amount
100-116-42302	Travel & Training/Milea...	839.66
100-116-42303	Travel & Training/Meal A...	136.00
100-116-42514	Admin Exp/Special Depa...	209.98
100-116-43102	Utilities/Water	28.38
100-116-43103	Utilities/Electricity & Po...	165.12
100-117-41004	Emp Benefits/PERS Retir...	307,188.66
100-117-43102	Utilities/Water	227.11
100-117-43103	Utilities/Electricity & Po...	1,837.00
100-20011	Accounts Payable/Miscel...	32,053.00
100-20018	Accounts Payable/CalCa...	29,245.96
100-221-41002	Emp Benefits/Dental	1,884.66
100-221-41007	Emp Benefits/Life-ADD	1,048.41
100-221-42101	Prof Svcs/Professional Se...	7,765.00
100-221-42107	Prof Svcs/Equipment Ma...	24,001.67
100-221-42110	Prof Svcs/Fingerprinting	196.00
100-221-42301	Travel & Training/Conf-R...	2,453.00
100-221-42401	Dues & Pub/Membershi...	775.00
100-221-42511	Admin Exp/Equipment R...	1,089.00
100-221-42514	Admin Exp/Special Depa...	2,894.92
100-221-44301	Other Materials Supp/F...	105.11
100-221-44306	Other Materials Supp/M...	276.10
100-221-44410	Safety Clothing	398.03
100-221-47101	FF&E/Equipment	7,486.50
100-222-41002	Emp Benefits/Dental	485.31
100-222-41007	Emp Benefits/Life-ADD	324.98
100-222-42101	Prof Svcs/Professional Se...	6,164.70
100-222-42107	Prof Svcs/Equipment Ma...	155.00
100-222-42108	Prof Svcs/Building-Struc...	18,483.84
100-222-42201	Office Expense	459.66
100-222-42514	Admin Exp/Special Depa...	1,198.06
100-222-43103	Utilities/Electricity & Po...	6,945.37
100-222-43105	Utilities/Cable	248.44
100-222-47107	FF&E/Furniture & Appla...	167.66
100-223-41002	Emp Benefits/Dental	1,086.84
100-223-41007	Emp Benefits/Life-ADD	339.78
100-223-42101	Prof Svcs/Professional Se...	515.12
100-223-42106	Prof Svcs/Software Main...	8,770.00
100-223-43103	Utilities/Electricity & Po...	1,389.08
100-231-41004	Emp Benefits/PERS Retir...	299.33
100-231-42101	Prof Svcs/Professional Se...	318,498.43
100-231-42108	Prof Svcs/Building-Struc...	933.34
100-231-43102	Utilities/Water	2,515.90
100-231-43103	Utilities/Electricity & Po...	7,056.76
100-231-44304	Other Materials Supp/Pe...	600.00
100-341-41002	Emp Benefits/Dental	466.45
100-341-41007	Emp Benefits/Life-ADD	426.00
100-341-42101	Prof Svcs/Professional Se...	3,045.00
100-341-42201	Office Expense	136.89
100-342-41007	Emp Benefits/Life-ADD	86.38
100-342-42514	Admin Exp/Special Depa...	304.23
100-342-44306	Other Materials Supp/M...	2,952.36
100-342-44410	Safety Clothing	586.01
100-343-41002	Emp Benefits/Dental	870.39
100-343-41007	Emp Benefits/Life-ADD	492.70
100-343-42107	Prof Svcs/Equipment Ma...	8,855.97
100-343-42108	Prof Svcs/Building-Struc...	11,436.91
100-343-43102	Utilities/Water	2,388.66
100-343-43103	Utilities/Electricity & Po...	3,956.51

Account Summary

Account Number	Account Name	Payment Amount
100-343-44306	Other Materials Supp/M...	2,186.76
100-343-44410	Safety Clothing	3,495.71
100-345-42108	Prof Svcs/Building-Struc...	14,742.38
100-345-43102	Utilities/Water	30,102.89
100-345-43103	Utilities/Electricity & Po...	707.90
100-345-44306	Other Materials Supp/M...	4,995.11
100-465-41002	Emp Benefits/Dental	127.85
100-465-41007	Emp Benefits/Life-ADD	80.85
100-465-42101	Prof Svcs/Professional Se..	112.14
100-466-42101	Prof Svcs/Professional Se..	3,000.00
100-551-42511	Admin Exp/Equipment R...	144.77
105-221-41002	Emp Benefits/Dental	383.55
105-221-41007	Emp Benefits/Life-ADD	118.56
105-231-42101	Prof Svcs/Professional Se..	64,642.91
106-222-41002	Emp Benefits/Dental	127.85
106-222-41007	Emp Benefits/Life-ADD	30.56
106-231-42101	Prof Svcs/Professional Se..	78,494.99
106-342-47205	Improvements/Streets	34.24
106-344-42101	Prof Svcs/Professional Se..	8,039.57
160-341-47101	FF&E/Equipment	7,234.13
160-461-47104	FF&E/Vehicles	47,743.50
160-551-47104	FF&E/Vehicles	23,871.75
200-342-42108	Prof Svcs/Building-Struc...	840.84
200-342-43102	Utilities/Water	72.26
200-342-43103	Utilities/Electricity & Po...	40,400.26
201-343-42108	Prof Svcs/Building-Struc...	1,374.44
201-343-43102	Utilities/Water	357.30
201-343-43103	Utilities/Electricity & Po...	237.00
206-227-47104	FF&E/Vehicles	54,768.36
207-344-42101	Prof Svcs/Professional Se..	1,345.58
207-344-42514	Admin Exp/Special Depa...	1,421.90
209-20307	Deposits Payable/Recrea...	840.00
209-20308	Deposits Payable/Recrea...	282.00
209-551-41002	Emp Benefits/Dental	301.49
209-551-41007	Emp Benefits/Life-ADD	178.28
209-551-42201	Office Expense	53.88
209-551-42514	Admin Exp/Special Depa...	3,211.87
209-551-42515	Admin Exp/Special Events	3,394.41
209-552-38402	Other Rev/Contributions...	35.00
209-552-41002	Emp Benefits/Dental	130.80
209-552-41007	Emp Benefits/Life-ADD	91.76
209-552-42108	Prof Svcs/Building-Struc...	9,676.50
209-552-42201	Office Expense	225.82
209-552-42515	Admin Exp/Special Events	576.22
209-552-43102	Utilities/Water	4,637.23
209-552-43103	Utilities/Electricity & Po...	6,439.10
209-552-43802	Program Cost/Class Fees	2,782.83
209-552-43804	Program Cost/Food Prog...	9,068.97
209-552-43805	Program Cost/Travel	4,508.00
209-552-43809	Program Cost/Newsletter	824.83
209-552-43810	Program Cost/Center Ma..	859.34
209-553-41007	Emp Benefits/Life-ADD	55.58
209-553-42108	Prof Svcs/Building-Struc...	1,674.77
209-553-43102	Utilities/Water	54.69
209-553-43103	Utilities/Electricity & Po...	15.51
209-554-41002	Emp Benefits/Dental	115.07
209-554-41007	Emp Benefits/Life-ADD	70.32
209-554-42108	Prof Svcs/Building-Struc...	11,685.50

Account Summary

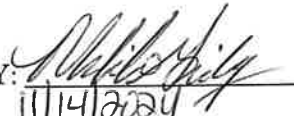
Account Number	Account Name	Payment Amount
209-554-43102	Utilities/Water	43.10
209-554-43103	Utilities/Electricity & Po...	300.42
209-557-42108	Prof Svcs/Building-Struc...	6,984.63
209-557-43102	Utilities/Water	1,768.15
209-557-43103	Utilities/Electricity & Po...	1,245.50
209-558-42108	Prof Svcs/Building-Struc...	9,545.00
212-20025	Accounts Payable/STMP ...	6,862.00
212-461-34111	Review Fees/Plan Check ...	600.00
212-461-34112	Review Fees/EIR Fee	269.00
212-461-34229	Fees/Other Fees	1,447.00
212-461-41002	Emp Benefits/Dental	255.70
212-461-41007	Emp Benefits/Life-ADD	140.19
212-461-42101	Prof Svcs/Professional Se..	46,990.71
212-461-42514	Admin Exp/Special Depa...	1,049.40
212-461-43102	Utilities/Water	27.35
212-461-43103	Utilities/Electricity & Po...	247.69
212-462-41002	Emp Benefits/Dental	415.57
212-462-41007	Emp Benefits/Life-ADD	306.03
212-462-42101	Prof Svcs/Professional Se..	20,883.28
212-462-42106	Prof Svcs/ Software Mai...	175.00
212-462-42303	Travel & Training/Meal A..	102.00
212-462-43102	Utilities/Water	72.77
212-462-43103	Utilities/Electricity & Po...	623.34
226-000-34223	Fees/CASp Fee \$4	4.00
285-464-42101	Prof Svcs/Professional Se..	9,771.25
285-464-43102	Utilities/Water	21.67
285-464-43103	Utilities/Electricity & Po...	206.40
310-347-42108	Prof Svcs/Building-Struc...	155.64
310-347-43102	Utilities/Water	794.86
310-347-43103	Utilities/Electricity & Po...	694.80
310-348-42108	Prof Svcs/Building-Struc...	163.72
310-348-43102	Utilities/Water	170.02
310-348-43103	Utilities/Electricity & Po...	800.00
325-342-47205	Improvements/Streets	2,092.00
500-20102	Sal & Ben Payable/Accru...	11,765.43
500-641-41002	Emp Benefits/Dental	1,023.03
500-641-41007	Emp Benefits/Life-ADD	951.45
500-641-42107	Prof Svcs/Equipment Ma...	8,690.16
500-641-42108	Prof Svcs/Building-Struc...	1,914.36
500-641-42201	Office Expense	195.85
500-641-42301	Travel & Training/Conf-R...	98.00
500-641-43102	Utilities/Water	1,434.22
500-641-43103	Utilities/Electricity & Po...	80,982.92
500-641-44302	Other Materials Supp/SI...	11,694.31
500-641-44303	Other Materials Supp/C...	79,947.00
500-641-44305	Other Materials Supp/La...	4,241.75
500-641-44306	Other Materials Supp/M...	32,030.45
500-641-44410	Safety Clothing	4,547.00
500-642-41002	Emp Benefits/Dental	280.49
500-642-41007	Emp Benefits/Life-ADD	240.80
500-642-42101	Prof Svcs/Professional Se..	4,491.70
500-642-42514	Admin Exp/Special Depa...	1,152.99
500-642-43102	Utilities/Water	1,500.11
500-642-43103	Utilities/Electricity & Po...	1,666.53
500-642-44306	Other Materials Supp/M...	5.02
500-642-44410	Safety Clothing	1,758.02
505-119-41002	Emp Benefits/Dental	255.70
505-119-41007	Emp Benefits/Life-ADD	165.98

Account Summary

Account Number	Account Name	Payment Amount
505-119-43102	Utilities/Water	64.77
505-119-43103	Utilities/Electricity & Po...	450.64
525-118-42101	Prof Svcs/Professional Se...	6,762.25
525-118-42105	Prof Svcs/Network Main...	45,443.26
525-118-42106	Prof Svcs/Software Main...	15,683.93
525-118-42107	Prof Svcs/Equipment Ma...	8,003.43
525-118-42510	Admin Exp/Software Pur...	3,853.76
525-118-43101	Utilities/Telephone	26,646.83
525-118-43105	Utilities/Cable	423.37
525-118-43106	Utilities/Internet	684.18
525-118-47102	FF&E/Computer Equipm...	17,079.81
525-118-47106	FF&E/Computer Equipm...	8,598.97
998-20105	Sal & Ben Payable/Denta...	455.28
998-20107	Sal & Ben Payable/Life In...	175.49
998-20118	Sal & Ben Payable / LTD ...	892.50
Grand Total:		1,858,211.73

Project Account Summary

Project Account Key	Payment Amount
None	1,856,119.73
32534247205RO1710	2,092.00
Grand Total:	1,858,211.73

APPROVED BY: 
DATE: 11/14/2024



CITY COUNCIL REPORT

9.C.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
SUBJECT: FY 2024/25 FIRST QUARTER FINANCIAL REPORT

RECOMMENDATION

Staff recommends that the City Council receive the Fiscal Year (FY) 2024/25 First Quarter Financial Report.

BACKGROUND

The quarterly financial report is intended to provide the City Council, City staff and management, and the community a general update on the financial activities and condition of the City.

The City operates on an annual budget cycle. Through the budget, the City Council approves revenue estimates and authorizes City staff to expend the City's limited financial resources. As one of the many activities that the City undertakes to help ensure its financial soundness, staff provides quarterly financial reports on the City's budget condition.

The First Quarter Financial Report covers financial activity through the first quarter of FY 2024/25, ending September 30, 2024. It provides preliminary year-end results.

Note that the format of the quarterly financial report has changed and includes historical trend information. It is now presented as a standalone report, attached to the staff report as Attachments A and B.

REVIEW AND ANALYSIS

At its meeting on June 25, 2024, the City Council adopted the FY 2024/25 Operating and Capital Budget. The FY 2024/25 budget is a status quo budget, meaning that the revenue sources and service and staffing levels included in the budget are similar to those included in the prior year's budget. The City remains in a stable financial position and is able to fund its operating and capital expenditures through annual, recurring funding sources. The budget does include the use of unassigned fund balance (residual, unrestricted funds) primarily for several one-time, Council-directed initiatives, which is an acceptable use of unrestricted funds.

Overall, General Fund revenues and expenditures are on target with budgeted amounts as expected at this point in the fiscal year. Therefore, staff is not recommending any changes to the budget at this time.

The First Quarter Financial Report also includes the descriptions and financial activity of the City's Non-General Funds.

The FY 2024/25 budget and actual revenue, expenditures, and estimated beginning and ending fund balance for each City fund is listed in the Financial Summary (Attachment B).

The FY 2024/25 Second Quarter Financial Report (Mid-Year Budget Review) will be presented to the City Council in February 2025.

FISCAL IMPACT

There is no fiscal impact as a result of receiving this report. Staff is not recommending any budget adjustments at this time.

ATTACHMENTS

- A. FY 2024-25 First Quarter Financial Report
- B. FY 2024-25 First Quarter Financial Summary by Fund

City of Pinole

FY 2024/25 First Quarter Financial Report



Prepared by Finance Department

November 19, 2024

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Introduction

The quarterly financial report is intended to provide the City Council, City staff and management, and the community a general update on the financial activities and condition of the City.

The City operates on an annual budget cycle. Through the budget, the City Council approves revenue estimates and authorizes City staff to expend the City's limited financial resources. As one of the many activities that the City undertakes to help ensure its financial soundness, staff provides quarterly financial reports on the City's budget condition.

The First Quarter Financial Report covers financial activity through the first quarter of the FY 2024/25, July 1, 2024 through September 30, 2024. It also provides projected year-end results.

The City's full budget document, FY 2024/25 Operating and Capital Budget, and other financial reports, can be found on the City's website at <https://www.pinoles.gov/financial-reports/>.

General Fund Overview

The FY 2024/25 budget is a status quo budget, meaning that the revenue sources and service and staffing levels included in the budget are similar to those included in the prior year's budget. The City remains in a stable financial position and is able to fund its operating and capital expenditures through annual, recurring funding sources. The budget does include the use of unassigned fund balance (residual, unrestricted funds) primarily for several one-time, Council-directed initiatives, which is an acceptable use of unrestricted funds. Additionally, the City maintains a separate General Reserve Fund, which is required by the City's Cash Reserve Policy to maintain a reserve balance equal to 50% of total on-going General Fund expenditures. To close the budget gap for FY 2024/25, the City Council approved a one-time transfer of \$843,790 from the General Reserve to balance the budget. The General Reserve fund balance will be approximately \$9.7 million after the transfer is processed, which is approximately 42% of total on-going General Fund expenditures.

At its meeting on June 25, 2024, the City Council adopted the FY 2024/25 budget, which included the use of the General Fund's unassigned fund balance to fund several Council-directed initiatives as well as several capital improvement projects. The FY 2024/25 adopted budget includes the use of General Fund (including Measure S 2006 and 2014) unassigned fund balance for a net deficit of \$9 million.

The majority of the use of fund balance is for several large, multi-year capital improvement projects. It is important to note that the total estimated costs of capital projects are budgeted in year one (FY 2024/25) of the Capital Improvement Plan (CIP) although some projects may take several years to complete. The total costs are budgeted up front to earmark the full amount of funding needed to complete the CIP projects. An itemized list of the capital projects funded by the General Fund unassigned fund balance can be found on page 7 of the FY 2024/25 Operating and Capital Budget: <https://www.pinole.gov/wp-content/uploads/2024/08/Budget-for-FY2024-2025.pdf>.

The City is projecting to end FY 2024/25 with a net deficit of \$9 million, with total revenues projected at \$28.2 million and expenditures at \$37.2 million, and an estimated ending fund balance of -\$1 million, if all one-time initiatives and capital projects were to be completed within FY 2024/25. Staff is not recommending any budget adjustments at this time. The table below summarizes the General Fund budget to actuals through the first quarter.

General Fund (including Measure S 2006 and 2014)	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 28,219,433	\$ 28,219,433	\$ 2,810,728	10%	\$ 28,219,433
Expenditures	37,215,683	37,215,683	8,297,252	22%	37,215,683
Net surplus/deficit	(8,996,250)	(8,996,250)	\$ (5,486,524)		(8,996,250)
Beginning Fund Balance	7,978,667	7,978,667			7,978,667
Ending Fund Balance	\$ (1,017,583)	\$ (1,017,583)			\$ (1,017,583)

Since the first quarter represents 25% of the fiscal year, it is expected that actual revenues and actual expenditures will be around 25% of budget. However, this may vary depending on the timing of certain receipts and disbursements.

General Fund Revenue

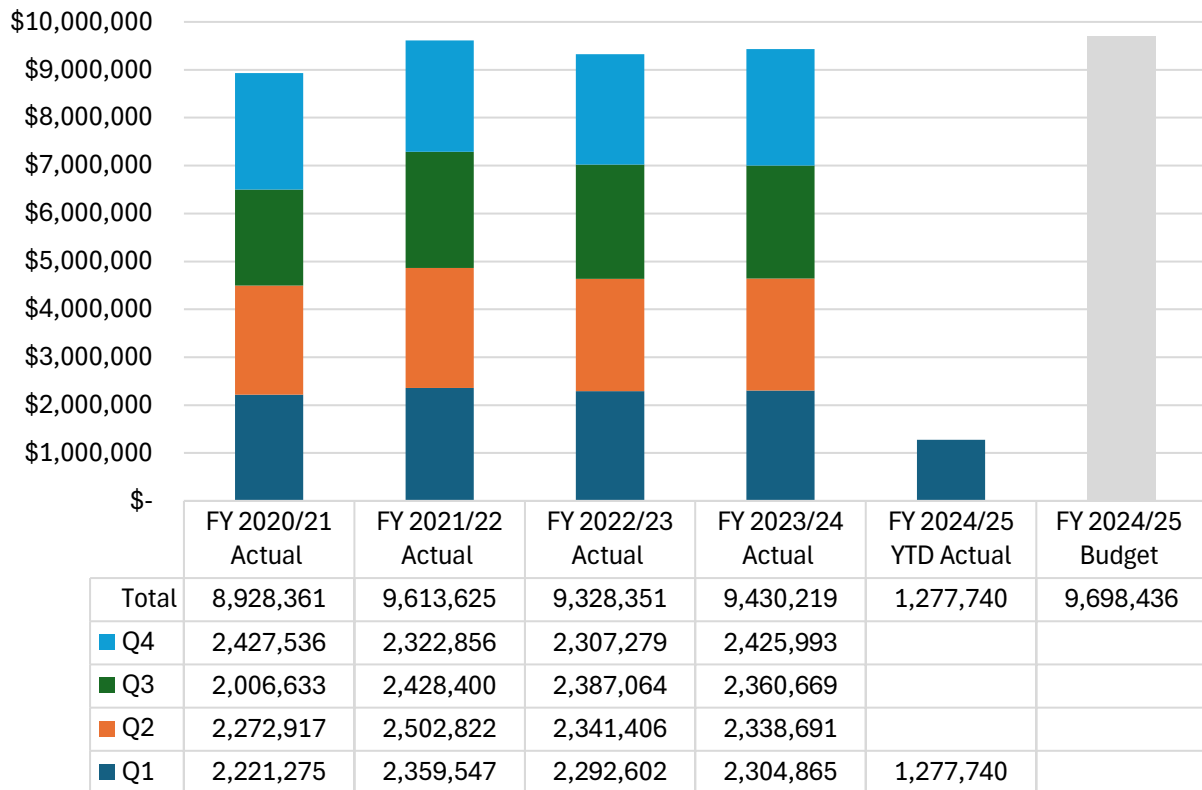
The City Council authorized revenues in the amount of \$28,219,433 in the original FY 2024/25 General Fund budget, including Measure S 2006 and 2014. General Fund actual revenues through the first quarter of FY 2024/25 totaled \$2,810,728, which is 10% of the budget. This is consistent with actual revenue received in the first quarter of prior fiscal years. The table below summarizes General Fund revenue activity for the first quarter.

Category	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals	% of Revised Budget	Projected Year-End
Property Taxes	\$ 6,168,067	\$ 6,168,067	\$ 54,977	1%	\$ 6,168,067
Sales and Use Taxes	4,536,436	4,536,436	605,043	13%	4,536,436
Sales and Use Taxes - Measure S 2006	2,581,000	2,581,000	336,345	13%	2,581,000
Sales and Use Taxes - Measure S 2014	2,581,000	2,581,000	336,352	13%	2,581,000
Utility Users Tax	2,285,000	2,285,000	642,379	28%	2,285,000
Franchise Taxes	850,000	850,000	76,424	9%	850,000
Other Taxes: TOT	460,000	460,000	34,314	7%	460,000
Other Taxes: Business License	464,599	464,599	22,867	5%	464,599
Intergovernmental Taxes	2,402,673	2,402,673	-	0%	2,402,673
Public Safety Charges	1,774,307	1,774,307	456,948	26%	1,774,307
Total Other Revenue	847,561	847,561	245,077	29%	847,561
Revenue Total:	24,950,643	24,950,643	2,810,728	11%	24,950,643
Transfer In from Section 115 Trust	2,425,000	2,425,000	-	0%	2,425,000
Transfer In from General Reserve	843,790	843,790	-	0%	843,790
Revenue/Sources Total:	\$ 28,219,433	\$ 28,219,433	\$ 2,810,728	10%	\$28,219,433

The following section describes each revenue category and provides historical trend information as well as financial activity for the first quarter of FY 2024/25.

Sales Tax

Sales tax is the City's largest general revenue stream at 34% of total General Fund revenues. For the first quarter, sales tax revenue collected through August, was \$1,277,740, 13% of the budget. There is a typically a two-month delay in the timing of sales tax receipts. The receipts are consistent with revenue received for the same time period in previous fiscal years.

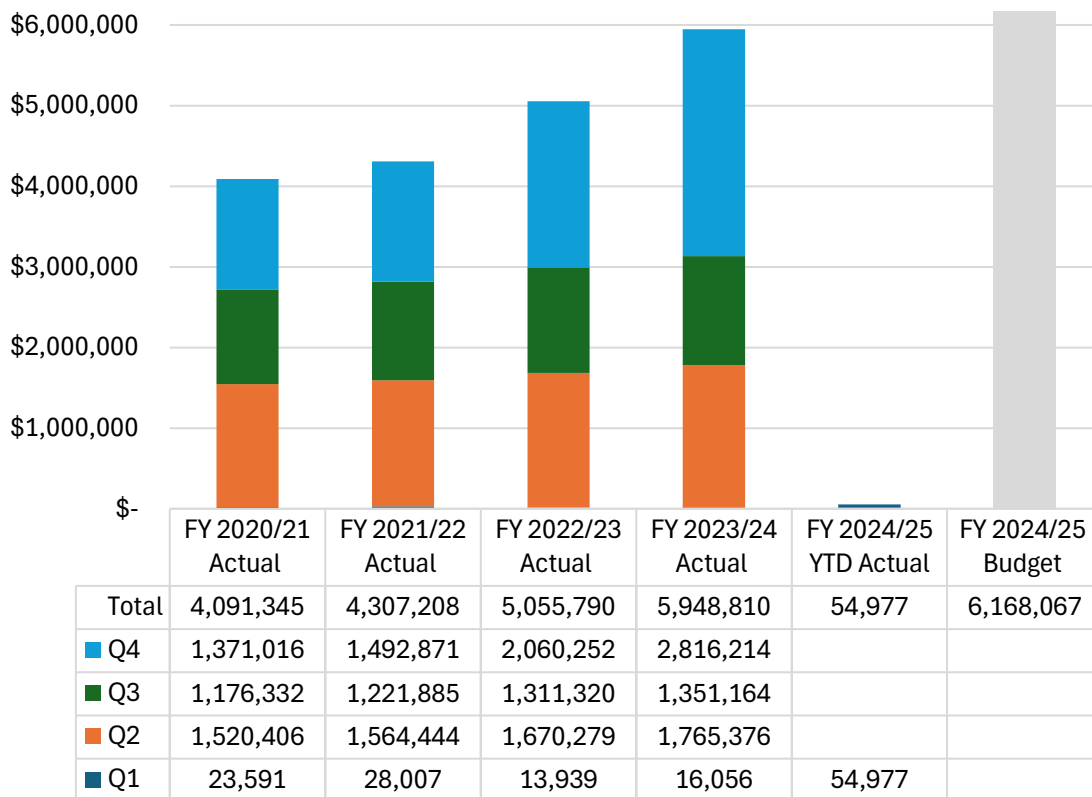


City staff meets with the sales tax consultant, HdL, quarterly to get updates on the previous quarter's sales tax performance. Highlights from the last quarterly sales tax update for the period January through March 2024 were:

- Overall sales tax receipts were down 1.6% compared to the same period in 2023;
- General consumer goods showed positive results due to the opening of a new outlet store;
- Restaurants contributed to gains driven by quick-service and fast-casual restaurants;
- Fuel and service stations were down with prices at the pump down.

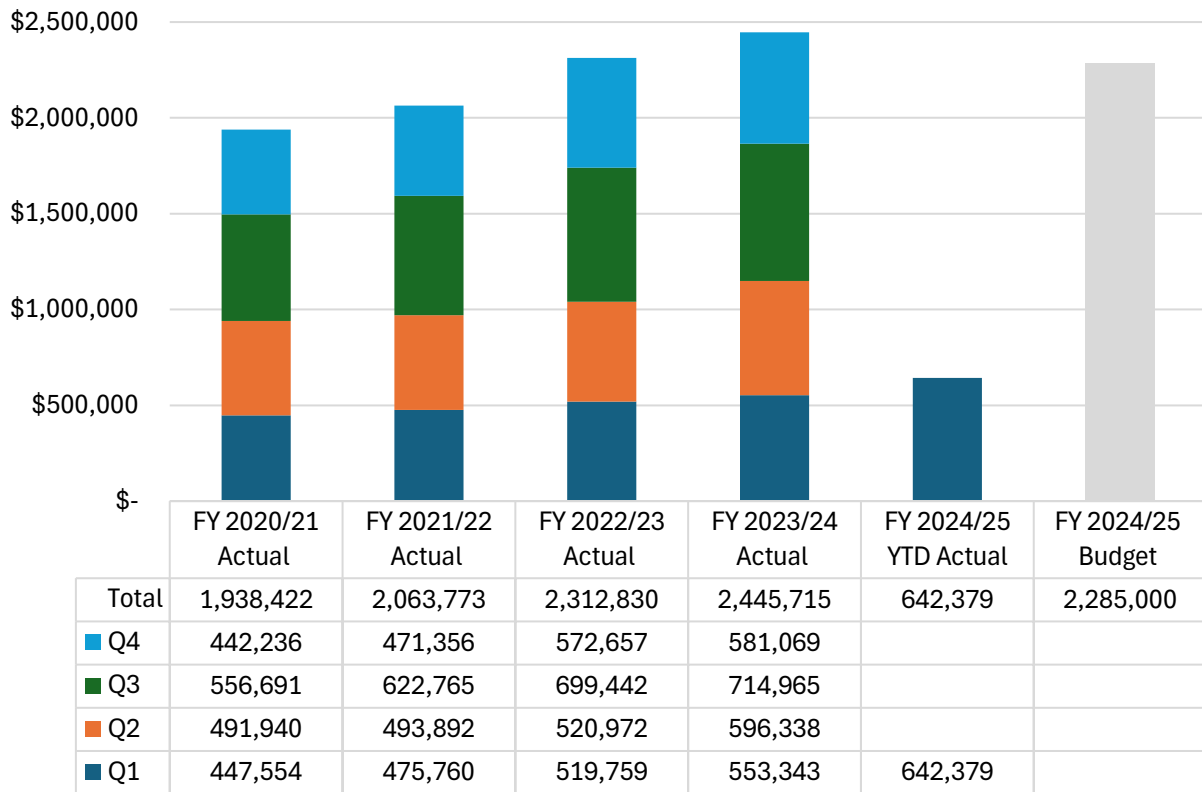
Property Tax

Property tax is the City’s second largest revenue stream at 22% of total General Fund revenues. It is comprised of four segments – secured, unsecured, supplemental, and transfer tax. The largest segment is secured property tax. It is received in three installments in December (55%), April (40%), and June of each year (5%). Secured property tax revenue includes the basic 1% property tax and the Redevelopment Property Tax Trust Fund (RPTTF). This is revenue that has resulted from the dissolution of the former Pinole Redevelopment Agency and represents the shift from the Agency receiving tax increment revenue to the various taxing entities receiving the tax revenue. The RPTTF revenue will convert to “normal” property tax revenue this fiscal year as all of the former Agency’s outstanding debt is paid off and the Successor Agency is formally dissolved.



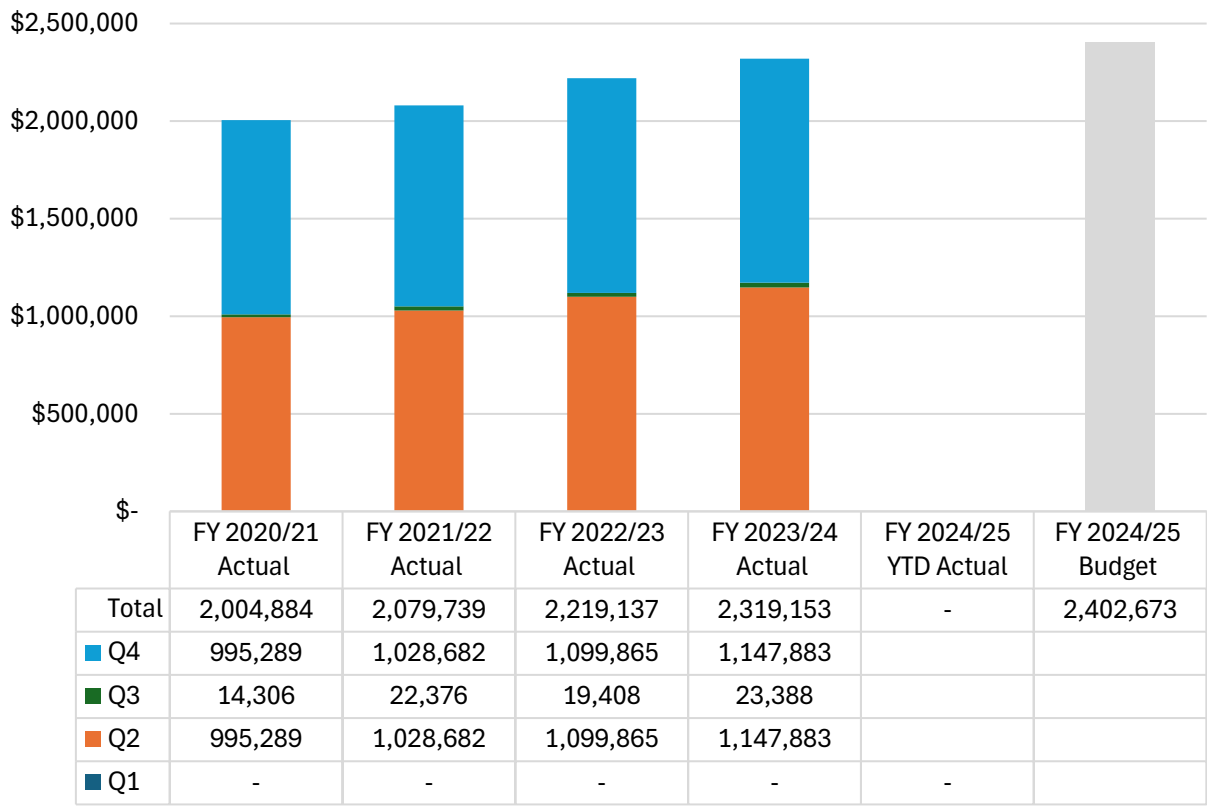
Utility Users' Tax

Utility Users' Tax (UUT) of 8% is levied on telecommunication, electricity, gas, and mobile telephones. For the first quarter, UUT revenue collected through August was \$642,379, 28% of the budget. The amount collected is consistent with the timing of receipts.



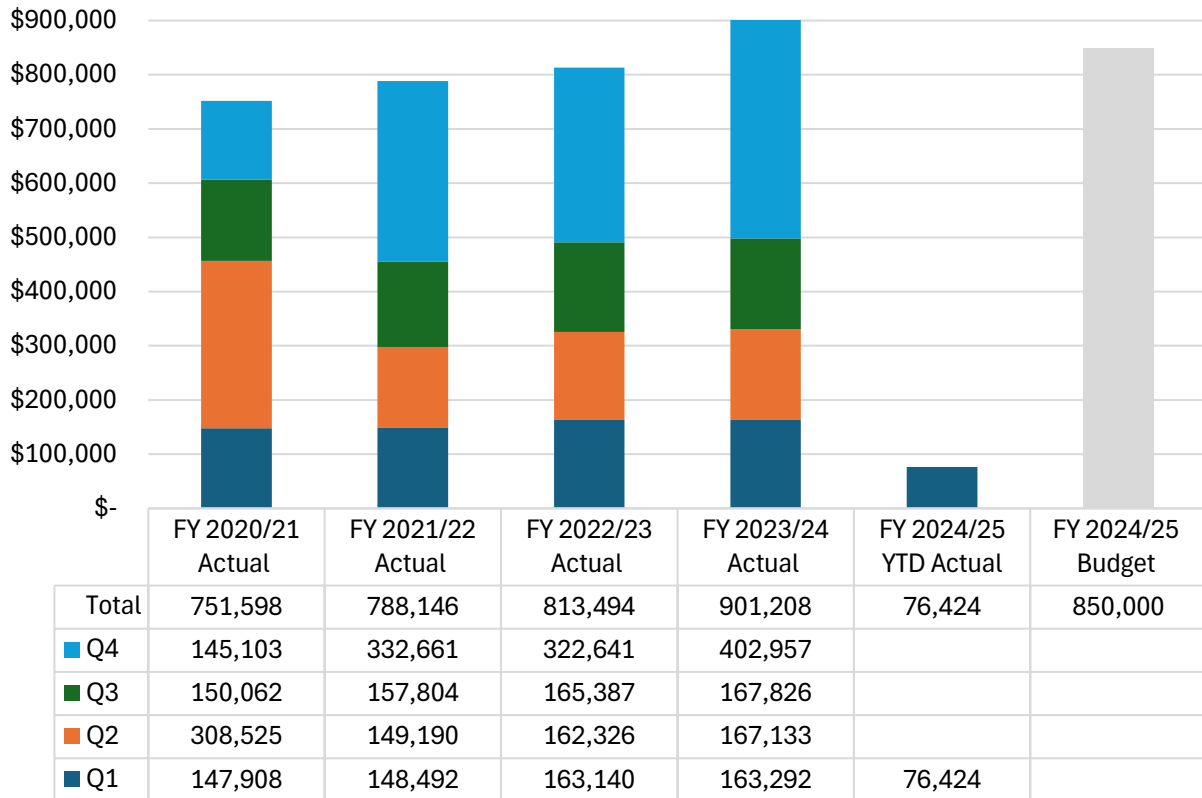
Intergovernmental Tax

Intergovernmental Tax is comprised of the Motor Vehicle License Fee (VLF), which is the City’s share of motor vehicle license fees levied, collected, and apportioned by the State. This category also includes the Homeowners Property Tax Relief, which is a reimbursement from the State to offset loss of property tax for the state-imposed homeowner exemption. For the first quarter, no revenues were received as the first half of the total allocation is typically received in December.



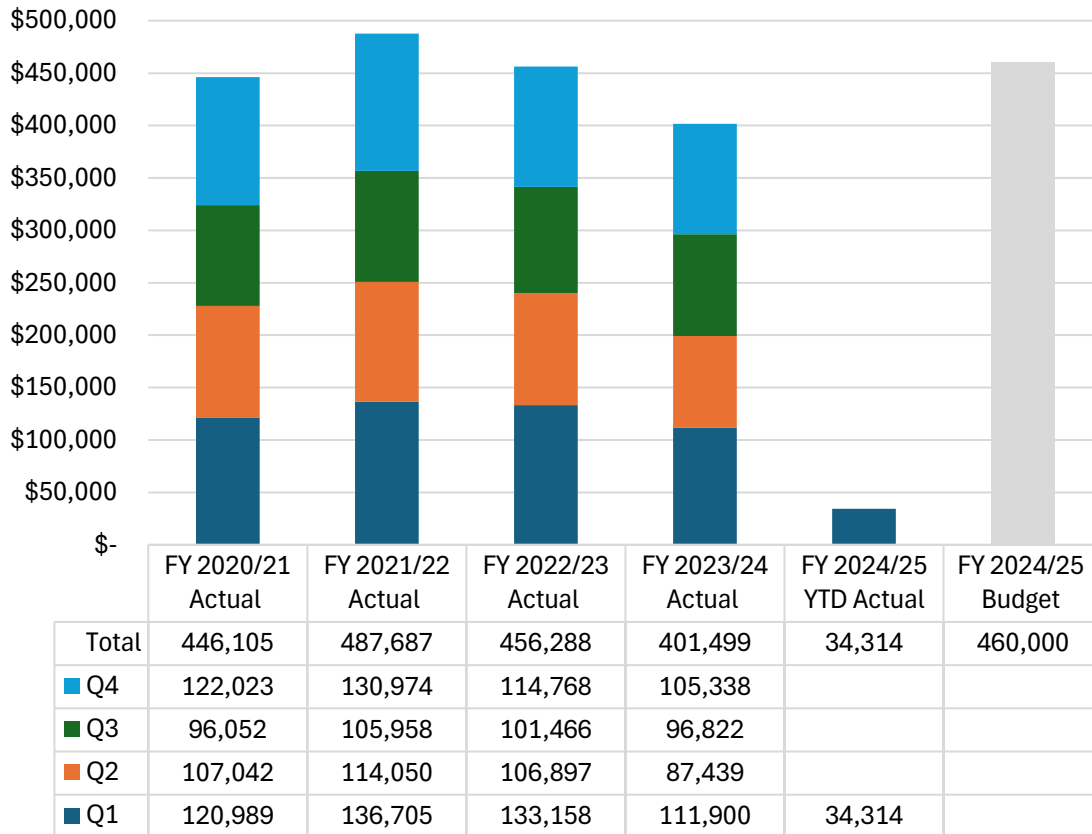
Franchise Tax

Franchise Tax is levied on gas (1%), electricity (2%), cable (5%), and refuse (10%). For the first quarter, revenue collected was \$76,424, 9% of the budget. The amount collected is consistent with the timing of receipts.



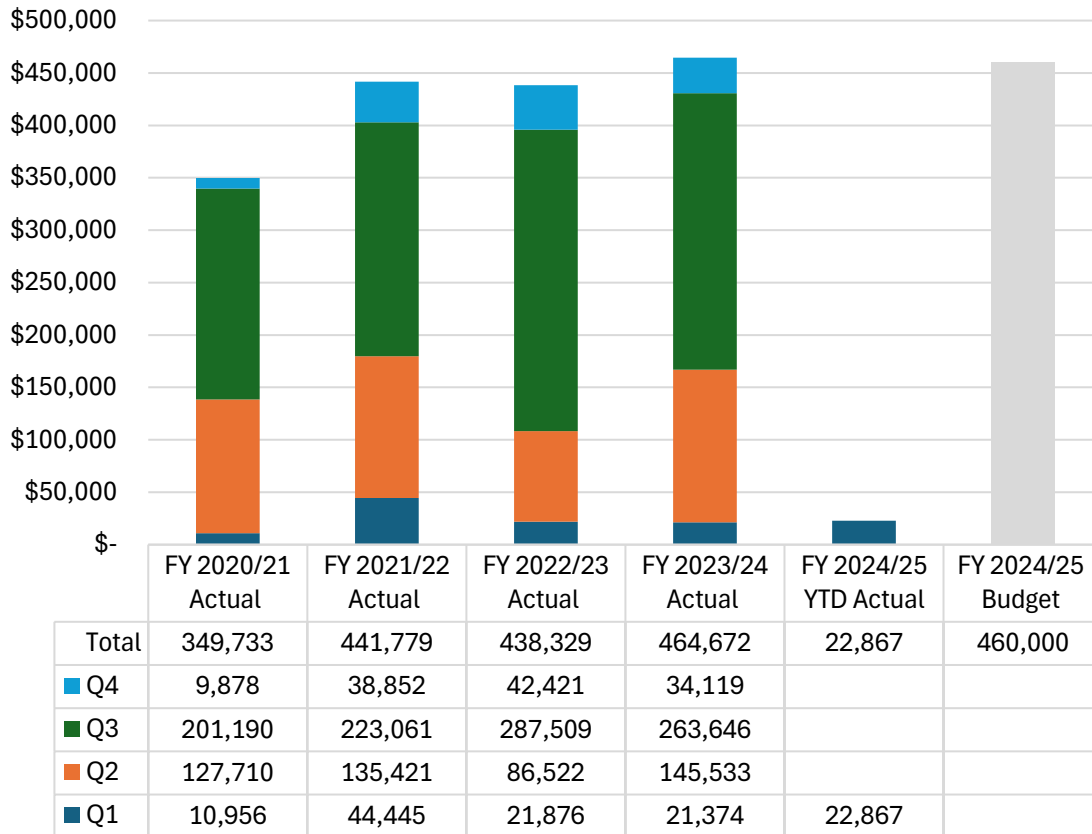
Transient Occupancy Tax (TOT)

Transient Occupancy Tax (TOT), also known as the “hotel tax,” is levied at 10% on persons staying 30 days or less in a motel or lodging facility within City limits. For the first quarter, revenues collected were 34,314, 7% of the budget. The amount collected is consistent with the timing of receipts.



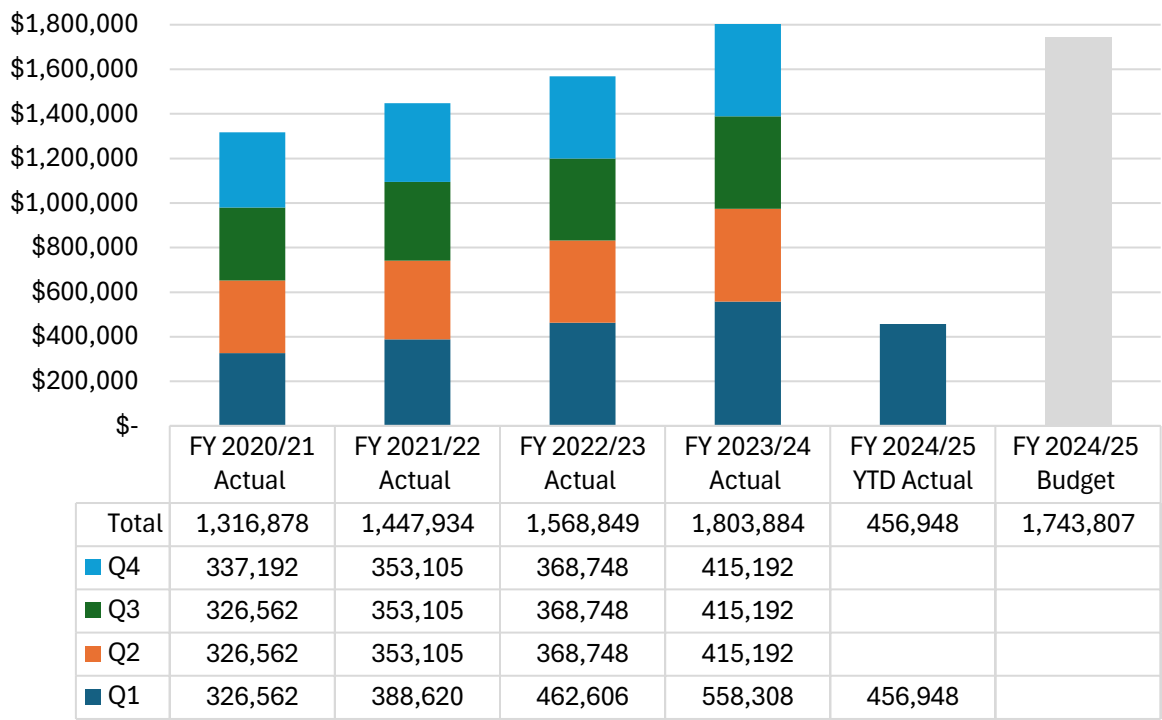
Business License Tax

Business License Tax is assessed on all businesses doing business within City limits. For the first quarter, revenue collected was \$22,867, 5% of the budget. The bulk of this revenue is typically received in December and January during the annual business license renewal.



Public Safety Charges

Public safety charges are received for dispatch services provided to the cities of Hercules and San Pablo under an Intergovernmental Service Sharing agreement. The revenue is received on a quarterly basis. For the first quarter, \$456,948, or 26% of the budget, was collected.



Other Revenue

Other revenue includes permits, fees, fines and forfeitures, rental income, proceeds from the sale of property, investment income, and grants. All revenues in this category totaled \$245,077, 29% of the budget. The amount collected is consistent with the timing of receipts of the various revenues.

Transfers In

The transfer in comes from the Section 115 Trust to offset the increase in pension costs in the General Fund. For FY 2024/25, \$2,425,000 is budgeted, but the actual amount of the transfer will be based on total expenditures at year-end.

Also, the City Council approved a one-time transfer of \$843,790 to the General Fund from the General Reserve to balance the budget for FY 2024/25. The transfer will be made later in the fiscal year.

General Fund Expenditures

The City Council authorized expenditures in the amount of \$37,215,683 in the original FY 2024/25 General Fund budget. General Fund actual expenditures plus encumbrances through the first quarter of totaled \$8,297,252, 22% of the budget. The tables below summarizes General Fund expenditure activity for the first quarter.

Department	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
City Council	\$ 202,339	\$ 202,339	\$ 32,965	16%	\$ 202,339
City Manager	683,857	683,857	164,160	24%	683,857
City Clerk	717,294	717,294	192,528	27%	717,294
City Treasurer	10,148	10,148	2,973	29%	10,148
City Attorney	297,031	297,031	99,364	33%	297,031
Finance Department	971,117	971,117	252,151	26%	971,117
Human Resources	888,867	888,867	241,525	27%	888,867
Non-Departmental	3,257,051	3,257,051	1,159,097	36%	3,257,051
Police Department	12,358,037	12,358,037	3,531,272	29%	12,358,037
Fire Department	6,433,461	6,433,461	1,496,269	23%	6,433,461
Public Works	10,368,528	10,368,528	951,043	9%	10,368,528
Community Development	585,788	585,788	123,667	21%	585,788
Community Services	442,165	442,165	50,238	11%	442,165
Expenditure Total:	\$ 37,215,683	\$ 37,215,683	\$ 8,297,252	22%	\$ 37,215,683

Actual expenditures in most departments were at or below 25%. Those that were above 25% are discussed below.

- Several departments, including City Clerk, City Manager, City Treasurer, Finance, and Human Resources were slightly over 25% due to the workers compensation and general liability annual premiums being paid in full at the beginning of the fiscal year.
- City Attorney expenditures were at 33% of budget because the reimbursements (credits) from other City departments for legal services were not processed until October. Reimbursements are processed in the month following the end of each quarter.
- Police Department expenditures were at 29% of budget due to overtime being at 35% of budget, payouts of compensated leave for staff that retired, and the full payment of the workers compensation and general liability annual premiums.
- Non-Departmental expenditures were at 36% due to the annual debt payment for 2006 pension obligation bonds being paid in full at the beginning of the fiscal year.

FY 2024/25 First Quarter Financial Report
General Fund Expenditures

Category	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Salaries & Wages	\$ 10,343,285	\$ 10,343,285	\$ 2,467,652	24%	\$10,343,285
Benefits	7,399,988	7,399,988	2,294,587	31%	\$ 7,399,988
Professional/Admin Services	9,482,105	9,482,105	2,158,646	23%	\$ 9,482,105
Other Operating	322,711	322,711	62,823	19%	\$ 322,711
Materials and Supplies	185,033	185,033	18,680	10%	\$ 185,033
Interdepartmental Charges	(719,548)	(719,548)	524,457	-73%	\$ (719,548)
Asset/Capital Outlay	8,004,702	8,004,702	134,392	2%	\$ 8,004,702
Debt Service	636,107	636,107	636,015	100%	\$ 636,107
Other Financing Uses/Transfers Out	1,561,300	1,561,300	-	0%	\$ 1,561,300
Expenditure Total:	\$ 37,215,683	\$ 37,215,683	\$ 8,297,252	22%	\$37,215,683

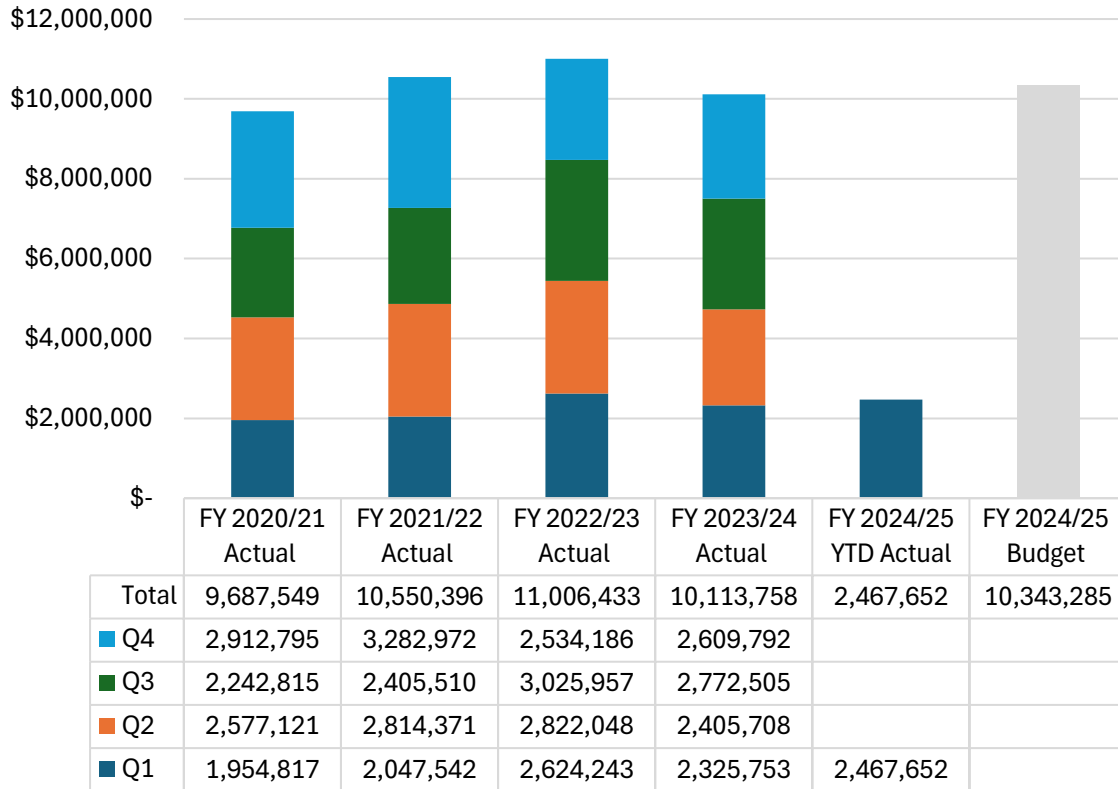
Actuals in most of the expenditure categories were at or below 25%. Those that were above 25% are discussed below.

- Benefits were at 31% of budget primarily due to the workers' compensation annual premium being paid in full at the beginning of the fiscal year.
- Debt service was at 100% due to the annual payment being paid in full at the beginning of the fiscal year.

The following section describes each expenditure category and provides historical trend information as well as financial activity for the first quarter of FY 2024/25.

Salaries and Wages

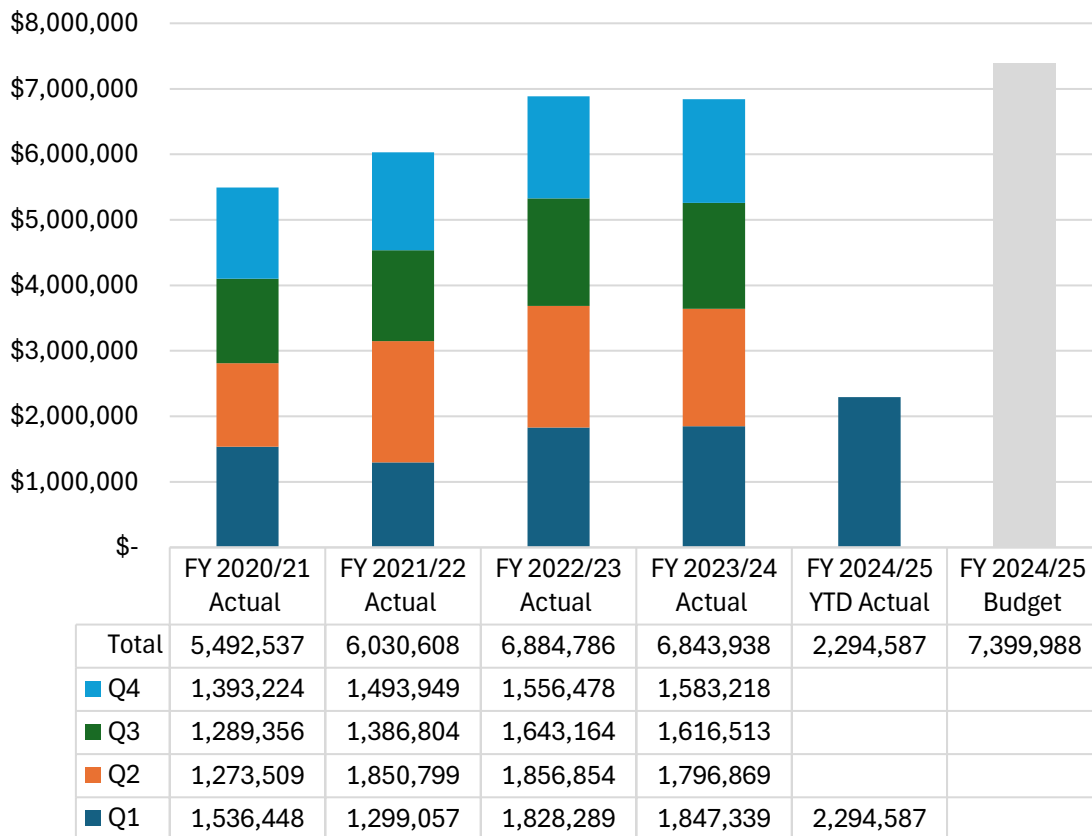
The FY 2024/25 budget includes salaries and wages based on the City's staffing level of 113.14 full-time equivalents (FTEs), salary increases for different classifications already agreed upon in the City's current labor memorandums of understanding (MOUs). The budget includes a savings factor equal to 3% of total annual salary and benefits expenditures to account for savings resulting from position vacancies. For the first quarter, salaries and wages were \$2,467,652, 24% of budget.



Employee Benefits

The cost of retirement benefits is the City's annual required contribution for employees' pension to the California Public Employees' Retirement System (CalPERS). The City's annual required contribution is determined by an annual actuarial valuation report, the most recent of which is as of July 2023. The budget reflects the net cost to the City (the required total contribution minus the employee contributions). All classic employees currently contribute the required employee contribution plus a portion of the employer's contribution for a total of 15%.

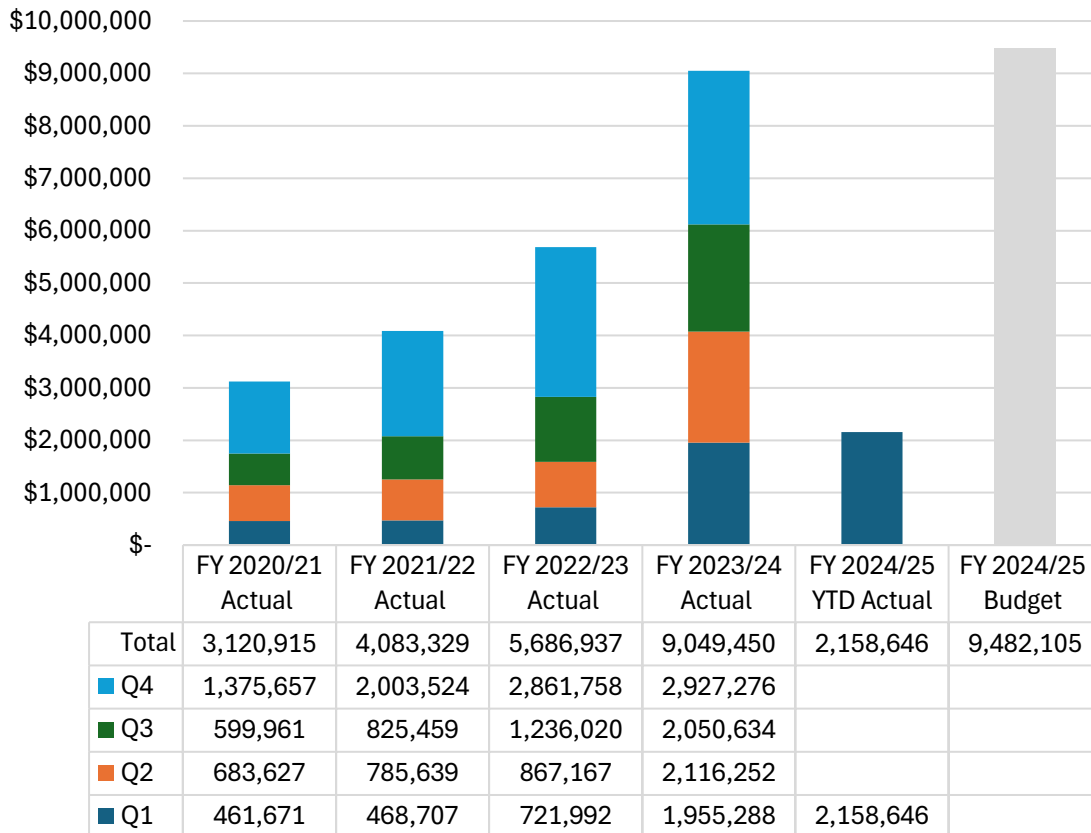
Other benefits include employee medical/dental/vision care, workers' compensation, and others. The benefits cost in the forecast is based primarily trends and information provided by service providers. For the first quarter, benefits were \$2,294,587, 31% of the budget. As previously stated, the overage is attributable to the workers' compensation and general liability annual premiums being paid in full at the beginning of the fiscal year.



Professional and Administrative Services

Professional and administrative services include consulting services, legal services, temporary services, network and software maintenance, and equipment and building maintenance. Contract services with other government agencies, such as the County animal services and library services, are also included in professional services. This category is primarily projected based on contractual obligations and historical trends. For the first quarter, professional and administrative services including encumbrances were \$2,158,646, 23% of the budget.

This category also includes the City's fire services agreement with the Contra Costa County Fire Protection District (CCCYPD) to provide fire protection services to Pinole residents. For FY 2024/25, the cost is \$5.7 million per the approved five-year agreement.



Other Operating Expenses

Other operating expenses include all other expenditure categories, such as travel/training, office expenses, and utilities. This category is projected based on historic trends. For the first quarter, expenditures including encumbrances were \$2,158,646, 19% of the revised budget.

Materials and Supplies

Materials and supplies include fuel, supplies, and maintenance materials. For the first quarter, expenditures were \$18,680, 10% of the revised budget.

Interdepartmental Charges

Interdepartmental charges include indirect costs for personnel costs allocated to other funds, information systems, legal charges, and general liability. For the first quarter, expenditures were \$524,457. This was due to the general liability premium being paid in full at the beginning of the fiscal year.

Asset/Capital Outlay

Asset/capital outlay includes non-major asset acquisition and improvements, such as computer equipment and furniture, as well as several major capital projects to be funded by the General Fund unassigned fund balance. For the first quarter, asset/capital outlay expenditures were \$134,392, 2% of budget.

Each fiscal year, capital needs are assessed and prioritized through the CIP planning process. Capital improvement projects are detailed in a separate Five-Year Capital Improvement Plan (CIP).

Debt Service

Debt service includes the payment of debt for the 2006 pension obligation bonds (POBs) that were issued to finance the City's unfunded accrued actuarial liability with CalPERS. This category was at 100% of the revised budget due to the debt payment being paid in full at the beginning of the fiscal year.

Transfers Out

Transfers out includes the transfers from the General Fund and Measure S to other funds to support Recreation programs, Pinole Community Television (PCTV), vehicle and equipment replacement. The transfers are processed later in the fiscal year.

Non-General Funds

The following analysis provides explanations of the financial activity for select non-general funds.

Since the first quarter represents 25% of the fiscal year, it is expected that actual revenues and actual expenditures will be around 25% of budget. However, this may vary depending on the timing of certain receipts and disbursements.

Special Revenue Funds

Gas Tax Fund (Fund 200)

The Gas Tax Fund accounts for revenue from State excise taxes on gasoline and diesel fuel sales (referred to as the Highway Users Tax Account (HUTA)) as well as revenue from the Road Repair and Accountability Act of 2017 (SB1) (referred to as the Road Maintenance and Rehabilitation Account (RMRA)). Gas Tax Fund resources are restricted for use in the construction and maintenance of public streets. These funds support both annual operating and capital projects. For the first quarter, revenues were \$1,046,400, 23% of the budget. Expenditures, including encumbrances, were \$89,847, 4% of the budget. Actual expenditures were low due to the timing of budgeted capital projects.

Gas Tax Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 1,046,400	\$ 1,046,400	\$ 245,058	23%	\$ 1,046,400
Expenditures	2,203,189	2,203,189	89,847	4%	2,203,189
Net surplus/deficit	(1,156,789)	(1,156,789)	\$ 155,212		(1,156,789)
Beginning Fund Balance	1,589,060	1,589,060			1,589,060
Ending Fund Balance	\$ 432,271	\$ 432,271			\$ 432,271

Public Safety Augmentation Fund (Fund 203)

The Public Safety Augmentation Fund (PSAF) accounts for monies allocated by the County Auditor-Controller under Proposition 172 from the statewide 0.5% sales tax based on a share of statewide taxable sales. These funds are used for public safety personnel costs and safety equipment purchases. For the first quarter, revenues were \$37,026, 15% of the budget. There is typically a one-month delay in receiving the funds for the previous month. Expenditures were \$158,808, 29% of the budget. There were slightly higher than 25% due to the annual payment for body cam licenses.

Public Safety Augmentation Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 249,855	\$ 249,855	\$ 37,026	15%	\$ 249,855
Expenditures	546,413	546,413	158,808	29%	546,413
Net surplus/deficit	(296,558)	(296,558)	\$ (121,781)		(296,558)
Beginning Fund Balance	359,962	359,962			359,962
Ending Fund Balance	\$ 63,404	\$ 63,404			\$ 63,404

Supplemental Law Enforcement Services Fund (Fund 206)

The Supplemental Law Enforcement Services Fund (SLESF) accounts for funds received from the County under AB 3229, which enacted the Citizens Option for Public Safety (COPS) Program, through which the City receives \$100,000 annually. In addition to the \$100,000 annual payment, the City receives a Growth Allocation payment. The funds are used for officer personnel costs and safety equipment purchases. For the first quarter, revenues were \$10,573, 6% of the budget. The majority of this revenue is received in the second quarter. Expenditures were \$52,355, 18% of the budget.

Supplemental Law Enforcement Services Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 175,000	\$ 175,000	\$ 10,573	6%	\$ 175,000
Expenditures	294,962	294,962	52,355	18%	294,962
Net surplus/deficit	(119,962)	(119,962)	\$ (41,782)		(119,962)
Beginning Fund Balance	303,559	303,559			303,559
Ending Fund Balance	\$ 183,597	\$ 183,597			\$ 183,597

NPDES Storm Water Fund (Fund 207)

The NPDES Storm Water Fund accounts for assessments collected by the County via property tax bills and provided to the City for stormwater programs pursuant to the National Pollutant Discharge Elimination System (NPDES) regulations, a federally mandated program. Assessments are levied at \$35 per Equivalent Runoff Unit (ERU). Revenues are received in December, April, and June through property tax assessments. For the first quarter, expenditures were \$84,989, 22% of the budget.

NPDES Storm Water Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 253,272	\$ 253,272	\$ 147	0%	253,272
Expenditures	379,829	379,829	84,989	22%	379,829
Net surplus/deficit	(126,557)	(126,557)	\$ (84,841)		(126,557)
Beginning Fund Balance	(123,627)	(123,627)			(123,627)
Ending Fund Balance	\$ (250,184)	\$ (250,184)			\$ (250,184)

Recreation Fund (Fund 209)

The Recreation Department Fund accounts for funds received from fees for participation in recreational programs. The recreation programs of the Community Services Department have been and continue to operate on a limited basis in some areas. For the first quarter,

program revenues were \$140,724, 28% of the budget. Expenditures were \$563,246, 24% of the budget. The Recreation Department Fund budget includes transfers in from the General Fund and Measure S 106 Fund, which will be transferred later in the fiscal year based on actual need.

Recreation Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues					
Program Revenue	\$ 504,356	\$ 504,356	\$ 140,724	28%	\$ 504,356
Transfers In	751,300	751,300	-	0%	751,300
Total Revenues	1,255,656	1,255,656	140,724	11%	1,255,656
Expenditures	2,380,256	2,380,256	563,246	24%	2,374,413
Net surplus/deficit	(1,124,600)	(1,124,600)	\$ (422,523)		(1,118,758)
Beginning Fund Balance	(13,804)	(13,804)			(13,804)
Ending Fund Balance	\$ (1,138,404)	\$ (1,138,404)			\$ (1,132,562)

Building and Planning Fund (Fund 212)

The Building & Planning Fund accounts for funds received from fees and permits for building and planning services. Fees are collected to recover the cost primarily related to inspections and plan checks performed. For the first quarter, revenues were \$310,186, 22% of the budget. Expenditures were \$559,749, 27% of the budget.

Building and Planning Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 1,415,526	\$ 1,415,526	\$ 310,186	22%	\$ 1,415,526
Transfers In	67,000	67,000	-	0%	67,000
Total Revenues	\$ 1,482,526	\$ 1,482,526	\$ 310,186	21%	1,482,526
Expenditures	2,039,558	2,039,558	559,749	27%	2,039,558
Net surplus/deficit	(557,032)	(557,032)	\$ (249,563)		(557,032)
Beginning Fund Balance	(2,226,679)	(2,226,679)			(2,226,679)
Ending Fund Balance	\$ (2,783,711)	\$ (2,783,711)			\$ (2,783,711)

Refuse Management Fund (Fund 213)

The Refuse Management Fund accounts for resources received from the City's franchise waste hauler, Republic Services, from a monthly fee imposed under AB 939 on all residential customers in Pinole. These revenues are restricted to programs and activities that promote recycling of solid waste and source reduction. For the first quarter, revenues were \$15,633, 24% of the budget. Expenditures were \$36,650, 20% of the budget.

Refuse Management Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 66,060	\$ 66,060	\$ 15,633	24%	\$ 66,060
Expenditures	187,102	187,102	36,650	20%	187,102
Net surplus/deficit	(121,042)	(121,042)	\$ (21,017)		(121,042)
Beginning Fund Balance	31,420	31,420			31,420
Ending Fund Balance	\$ (89,622)	\$ (89,622)			\$ (89,622)

Solid Waste Fund (Fund 214)

The Solid Waste Fund accounts for funds received from Republic Services from a monthly fee it assesses on customer rates for solid waste services. These funds are set aside for future solid waste capital projects and for a rate stabilization fund. Revenues are received on a quarterly basis and the first installment is typically received in October. For the first quarter, expenditures were \$33,010, 19% of the budget.

Solid Waste Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 368,000	\$ 368,000	\$ 13,497	4%	\$ 368,000
Expenditures	173,666	173,666	33,010	19%	173,666
Net surplus/deficit	194,334	194,334	\$ (19,513)		194,334
Beginning Fund Balance	2,915,815	2,915,815			2,915,815
Ending Fund Balance	\$ 3,110,149	\$ 3,110,149			\$ 3,110,149

Rate Stabilization Fund (Fund 216)

The Rate Stabilization Fund was created to account for the excess revenues from the solid waste post collection contract with Republic Services. Twenty-five percent (25%) of the surplus funds, generated from prior years' rate increases, are set aside to offset year-over-year rate fluctuations; thereby, leveling the annual rates paid by consumers. Per Resolution 2013-91, the City was required to establish a rate stabilization fund, separate from the Solid Waste Fund (214), for the excess revenues collected. Revenue from the Fund 214 will be received later in the fiscal year. There are no budgeted expenditures for FY 2024/25.

Rate Stabilization Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ -	\$ -	\$ 1,013	0%	\$ -
Expenditures	-	-	-	0%	-
Net surplus/deficit	-	-	\$ 1,013		-
Beginning Fund Balance	216,046	216,046			216,046
Ending Fund Balance	\$ 216,046	\$ 216,046			\$ 216,046

Measure J Fund (Fund 215)

The Measure J Fund accounts for special sales tax revenues collected by the Contra Costa Transportation Authority (CCTA) and reapportioned to the cities for local street projects. The City must submit a checklist each year to confirm compliance with a Growth Management Program in order to receive these funds. Estimates of annual funding are provided by the CCTA, and jurisdiction allocations are based on a formula that considers both population and road mileage. Additionally, the fund accounts for funds received from State grants, including the Transportation Land-Use Connections (TLC) grant, One Bay Area Grant (OBAG), and Highway Safety Improvement Program (HSIP) grant. For the first quarter, revenues from partial grant reimbursements were \$125,774, 11% of the budget. Revenue

from CCTA is expected to be received later in the fiscal year. Expenditures were \$118,434, 7% of the budget. Actual expenditures align with the timing of capital projects.

Measure J Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 1,152,257	\$ 1,152,257	\$ 125,774	11%	\$ 1,152,257
Expenditures	1,705,126	1,705,126	118,434	7%	1,705,126
Net surplus/deficit	(552,869)	(552,869)	\$ 7,340		(552,869)
Beginning Fund Balance	2,357,194	2,357,194			2,357,194
Ending Fund Balance	\$ 1,804,325	\$ 1,804,325			\$ 1,804,325

Development Growth Impact Fund (Fund 276)

The Growth Impact Fund accounts for development fees collected to mitigate the impact of new development. Specifically, it provides for the expansion, design, construction, or upgrade to facilities, roadways, and equipment. The City collects impact fees for police, fire protection, municipal, community, wastewater, roadways, and drainage. For the first quarter, impact fee revenue from interest was \$16,426, 2% of the budget. There were no expenditures.

Growth Impact Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 1,039,594	\$ 1,039,594	\$ 16,426	2%	\$ 1,039,594
Expenditures	1,623,000	1,623,000	-	0%	1,623,000
Net surplus/deficit	(583,406)	(583,406)	\$ 16,426		(583,406)
Beginning Fund Balance	3,503,560	3,503,560			3,503,560
Ending Fund Balance	\$ 2,920,155	\$ 2,920,155			\$ 2,920,155

Housing Assets for Resale Fund (Fund 285)

The Housing Assets for Resale Fund accounts for activities associated with administering housing programs of the former Pinole Redevelopment Agency, use of Housing Set Aside funds, and the provision of affordable housing within the community. For the first quarter, revenue from interest was \$16,518, 30% of the budget. Expenditures were \$40,252, 12% of the budget.

Housing Assets for Resale Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 55,000	\$ 55,000	\$ 16,518	30%	\$ 55,000
Expenditures	323,243	323,243	40,252	12%	323,243
Net surplus/deficit	(268,243)	(268,243)	\$ (23,734)		(268,243)
Beginning Fund Balance	8,267,770	8,267,770			8,267,770
Ending Fund Balance	\$ 7,999,527	\$ 7,999,527			\$ 7,999,527

Lighting and Landscape District Fund (Fund 310)

The Lighting and Landscape District Fund accounts for assessments to property owners to maintain median lighting and landscaping within the Pinole Valley Road North and South

areas. Revenue is received in December, April, and June with property tax payments. For the first quarter, no revenue was received as the first installment will be received in December. Expenditures were \$4,491, 5% of the budget.

Landscape and Lighting District Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 63,911	\$ 63,911	\$ -	0%	\$ 63,911
Expenditures	85,175	85,175	4,491	5%	85,175
Net surplus/deficit	(21,264)	(21,264)	\$ (4,491)		(21,264)
Beginning Fund Balance	76,278	76,278			76,278
Ending Fund Balance	\$ 55,014	\$ 55,014			\$ 55,014

Capital Project Funds

City Street Improvement Fund (Fund 325)

The City Street Improvements Fund accounts for an annual \$250,000 transfer from Measure S 2014 for street improvement projects. Additionally, it accounts for funds received from various grants, including the Highway Bridge Program (HBP) grant, Strategic Management Planning Program (STMP) grant, and Transportation Development Act (TDA) grant. Grant revenue is received on a reimbursement basis, after expenditures are incurred. For the first quarter, revenues from partial grant reimbursements were \$43,603, 2% of the budget. Expenditures were \$145,184, 4% of the budget. Actual expenditures are low due to the timing of capital projects.

City Street Improvement Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 2,064,683	\$ 2,064,683	\$ 43,603	2%	\$ 2,064,683
Expenditures	3,687,304	3,687,304	145,184	4%	3,687,304
Net surplus/deficit	(1,622,621)	(1,622,621)	\$ (101,581)		(1,622,621)
Beginning Fund Balance	2,051,278	2,051,278			2,051,278
Ending Fund Balance	\$ 428,657	\$ 428,657			\$ 428,657

Arterial Streets Rehabilitation Fund (Fund 377)

The Arterial Streets Rehabilitation Fund accounts for an annual \$250,000 transfer from Measure S 2014 for street rehabilitation projects. For the first quarter, there were no expenditures. Actual expenditures are consistent with the timing of capital projects.

Arterial Streets Rehabilitation Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 250,000	\$ 250,000	\$ -	0%	\$ 250,000
Expenditures	895,000	895,000	-	0%	895,000
Net surplus/deficit	(645,000)	(645,000)	\$ -		(645,000)
Beginning Fund Balance	1,003,071	1,003,071			1,003,071
Ending Fund Balance	\$ 358,071	\$ 358,071			\$ 358,071

Enterprise Funds

Sewer Enterprise Fund (Fund 500)

The Sewer Enterprise Fund accounts for fees charged to residents and businesses for sewer utilities. Fees are used to operate the Pinole-Hercules Wastewater Treatment Plant, which serves the Pinole and Hercules areas. Hercules remits payment for services to Pinole on a monthly basis. Revenue from charges for services are received with the property tax assessments in December, April, and June. For the first quarter, revenues were \$716,496, 7% of the budget, and included payments from Hercules for July – September and interest earnings. Expenditures were \$3,302,234, 9% of the budget.

Sewer Enterprise Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 10,364,403	\$ 10,364,403	\$ 716,498	7%	\$ 10,364,403
Expenditures	37,771,365	37,771,365	3,302,234	9%	37,771,365
Net surplus/deficit	(27,406,962)	(27,406,962)	\$ (2,585,736)		(27,406,962)
Beginning Fund Balance	21,621,568	21,621,568			21,621,568
Ending Fund Balance	\$ (5,785,394)	\$ (5,785,394)			\$ (5,785,394)

Cable Access TV Fund (Fund 505)

The Cable Access TV Fund accounts for revenue received from cable franchise fees, video production and broadcast charges, and Public, Educational, and Governmental (PEG) access fees. PEG access fees are designated for equipment purchases. Transfers from the General Fund also help support the operating costs. Revenues are generally received on a quarterly basis. For the first quarter, there were no revenues. Expenditures were \$193,775, 23% of the budget.

Cable Access TV Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Revenues	\$ 368,533	\$ 368,533	\$ -	0%	\$ 368,533
Expenditures	829,463	829,463	193,775	23%	829,463
Net surplus/deficit	(460,930)	(460,930)	\$ (193,775)		(460,930)
Beginning Fund Balance	2,120	2,120			2,120
Ending Fund Balance	\$ (458,809)	\$ (458,809)			\$ (458,809)

Information Systems Fund (Fund 525)

The Information Systems Fund is an internal service fund used to account for activities that provide technology goods or services to other City funds and departments on a cost-reimbursement basis. For the first quarter, expenditures were \$607,670, 39% of the budget. They were higher than 25% primarily due the encumbrance of funds for the City's online permitting platform. Indirect cost allocations (credits) were \$385,361, 25% of the revised budget.

FY 2024/25 First Quarter Financial Report
Non-General Funds

Information Technology Fund	FY 2024/25 Original Budget	FY 2024/25 Revised Budget	FY 2024/25 YTD Actuals w/ Encumb.	% of Revised Budget	Projected Year-End
Expenditures	1,572,339	1,572,339	607,670	39%	1,572,339
Indirect Cost Allocations	1,572,533	1,572,533	385,361	25%	1,572,533
Net surplus/deficit	(194)	(194)	222,308		(194)
Beginning Fund Balance	(3,129)	(3,129)			(3,129)
Ending Fund Balance	\$ (3,323)	\$ (3,323)			\$ (3,323)

Financial Summary by Fund

The First Quarter Financial Summary by Fund (Attachment B) summarizes all City funds' revenues, expenditures, and estimated beginning and ending fund balances. It also includes preliminary year-end financial results.



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
General Fund (including Measure S 2006 and 2014)								
Revenue								
311- Property Taxes	6,168,067	6,168,067	54,977		54,977	(6,113,090)	1%	6,168,067
312- Sales and Use Taxes	4,536,436	4,536,436	605,043		605,043	(3,931,393)	13%	4,536,436
312- Sales and Use Taxes-Meas S 2006	2,581,000	2,581,000	336,345		336,345	(2,244,655)	13%	2,581,000
312- Sales and Use Taxes-Meas S 2014	2,581,000	2,581,000	336,352		336,352	(2,244,648)	13%	2,581,000
313- Utility Users Tax	2,285,000	2,285,000	642,379		642,379	(1,642,621)	28%	2,285,000
314- Franchise Taxes	850,000	850,000	76,424		76,424	(773,576)	9%	850,000
315- Other Taxes	924,599	924,599	57,182		57,182	(867,417)	6%	924,599
Other Tax/Transient Occupancy Tax	460,000	460,000	34,314		34,314	(425,686)	7%	460,000
Other Tax/Business License	464,599	464,599	22,867		22,867	(441,732)	5%	464,599
321- Intergovernmental Taxes	2,402,673	2,402,673	-		-	(2,402,673)	0%	2,402,673
323- State Grants	95,882	95,882	51,360		51,360	(44,522)	54%	95,882
324- Other Grants	47,025	47,025	1,000		1,000	(46,025)	2%	47,025
332- Permits	251,700	251,700	59,381		59,381	(192,319)	24%	251,700
341- Review Fees	25,500	25,500	632		632	(24,868)	2%	25,500
342- Other Fees	65,854	65,854	14,211		14,211	(51,643)	22%	65,854
343- Abatement Fees	47,000	47,000	6,095		6,095	(40,905)	13%	47,000
351- Fines and Forfeiture	15,550	15,550	11,930		11,930	(3,620)	77%	15,550
361- Public Safety Charges	1,774,307	1,774,307	456,948		456,948	(1,317,359)	26%	1,774,307
370- Interest and Investment Income	200,000	200,000	11,060		11,060	(188,940)	6%	200,000
381- Rental Income	81,450	81,450	21,992		21,992	(59,459)	27%	81,450
383- Reimbursements	11,500	11,500	64,532		64,532	53,032	561%	11,500
384- Other Revenue	5,100	5,100	1,719		1,719	(3,381)	34%	5,100
392- Proceeds from Sale of Property	1,000	1,000	1,165		1,165	165	116%	1,000
Revenue Total:	24,950,643	24,950,643	2,810,728	-	2,810,728	(22,139,915)	11%	24,950,643
399- Pension Trust 115 Transfer	2,425,000	2,425,000	-		-	(2,425,000)	0%	2,425,000
399-General Reserve Transfer	843,790	843,790	-		-	(843,790)	0%	843,790
Sources Total:	28,219,433	28,219,433	2,810,728	-	2,810,728	(25,408,705)	10%	28,219,433
Fund: 100- General Fund								
Expenditures								
Division: 110- City Council Total:	202,339	202,339	32,965		32,965	169,374	16%	202,339
Division: 111- City Manager Total:	683,857	683,857	164,160		164,160	519,697	24%	683,857
Division: 112- City Clerk Total:	717,294	717,294	192,528		192,528	524,766	27%	717,294
Division: 113- City Treasurer Total:	10,148	10,148	2,973		2,973	7,175	29%	10,148
Division: 114- City Attorney Total:	297,031	297,031	99,364		99,364	197,667	33%	297,031
City Attorney Services	581,131	581,131	108,595		108,595	472,536	19%	581,131
City Attorney Indirect Cost Allocations	(284,100)	(284,100)	(9,231)		(9,231)	(274,869)	3%	(284,100)
Division: 115- Finance Department Total:	966,217	966,217	251,731		251,731	714,486	26%	966,217
Division: 116- Human Resources Total:	888,867	888,867	241,525		241,525	647,342	27%	888,867
Division: 117- General Government Total:	1,059,644	1,059,644	523,082		523,082	536,562	49%	1,059,644
Total Administrative:	4,825,397	4,825,397	1,508,328	-	1,508,328	3,317,068	31%	4,825,397
Division: 221- Police Operations Total:	6,952,098	6,952,098	2,062,440		2,062,440	4,889,658	30%	6,952,098
Division: 222- Police Support Services Total:	1,582,951	1,582,951	342,116		342,116	1,240,836	22%	1,582,951
Division: 223- Dispatch WBCC Total:	2,548,869	2,548,869	776,271		776,271	1,772,597	30%	2,548,869
Division: 231- Fire Total:	3,582,500	3,582,500	1,066,855		1,066,855	2,515,645	30%	3,582,500
Total Public Safety:	14,666,418	14,666,418	4,247,682	-	4,247,682	10,418,736	29%	14,666,418
Division: 341- Administration/Engineering Total:	622,287	622,287	166,840		166,840	455,448	27%	622,287
Division: 342- Road Maintenance Total:	486,573	486,573	25,772	2,888	28,660	457,913	6%	486,573
Division: 343- Facility Maintenance Total:	929,920	929,920	213,516	39,752	253,268	676,652	27%	929,920
Division: 345- Park Maintenance Total:	356,460	356,460	82,261		82,261	274,199	23%	356,460
Public Works Total:	2,395,240	2,395,240	488,388	42,640	531,029	1,864,212	22%	2,395,240
Division: 461- Planning Total:	17,148	17,148	2,841		2,841	14,307	17%	17,148
Division: 465- Code Enforcement Total:	399,687	399,687	97,359		97,359	302,328	24%	399,687
Division: 466- Economic Development Total:	148,953	148,953	18,468		18,468	130,485	12%	148,953
Community Development Total:	565,788	565,788	118,667		118,667	447,121	21%	565,788
Division: 551- Recreation Administration Total:	3,500	3,500	434		434	3,066	12%	3,500
Division: 560- Library Services Total:	202,430	202,430	-		-	202,430	0%	202,430
Division: 561 Animal Control Services Total:	220,935	220,935	49,804		49,804	171,131	23%	220,935
Community Services Total:	426,865	426,865	50,238	-	50,238	376,627	12%	426,865
Debt Service:	636,107	636,107	636,015		636,015	92	100%	636,107
Operating Transfer Out:	777,800	777,800	-		-	777,800	0%	777,800
Expenditure Total:	24,293,615	24,293,615	7,049,319	42,640	7,091,959	(17,201,656)	29%	24,293,615



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 105 - Measure S -2006								
Expenditures								
Division: 115- Finance Department Total:	2,450	2,450	60		60	2,390	2%	2,450
Division: 221- Police Operations Total:	1,147,981	1,147,981	311,980		311,980	836,001	27%	1,147,981
Division: 231- Fire Total:	1,478,192	1,478,192	193,929		193,929	1,284,263	13%	1,478,192
Division: 342- Road Maintenance Total:	1,750,000	1,750,000	-		-	1,750,000	0%	1,750,000
Division: 343- Facility Maintenance Total:	1,530,000	1,530,000	-		-	1,530,000	0%	1,530,000
Expenditures Total:	5,908,623	5,908,623	505,968	-	505,968	5,402,655	9%	5,908,623
Fund: 106 - Measure S-2014								
Expenditures								
Division: 110- City Council Total:	-	-	-		-	-	0%	-
Division: 115- Finance Department Total:	2,450	2,450	360		360	2,090	15%	2,450
Division: 118- Information Systems Total:	-	-	-		-	-	0%	-
Total Administrative:	2,450	2,450	360	-	360	2,090	15%	2,450
Division: 221- Police Operations Total:	-	-	-		-	-	0%	-
Division: 222- Police Support Services Total:	126,138	126,138	38,465		38,465	87,673	30%	126,138
Division: 231- Fire Total:	1,372,769	1,372,769	235,485		235,485	1,137,284	17%	1,372,769
Total Public Safety:	1,498,907	1,498,907	273,950	-	273,950	1,224,957	18%	1,498,907
Division: 341- Admin/Engineering Total:	229,895	229,895	15,679	33,311	48,991	180,904	21%	229,895
Division: 342- Road Maintenance Total:	854,730	854,730	32,042	20,000	52,042	802,688	6%	854,730
Division: 343- Facility Maintenance Total:	1,898,663	1,898,663	33,399	131,780	165,179	1,733,484	9%	1,898,663
Division: 344- NPDES Storm Drain Total:	1,450,000	1,450,000	4,229	149,575	153,803	1,296,197	11%	1,450,000
Division: 345- Park Maintenance Total:	260,000	260,000	-		-	260,000	0%	260,000
Public Works Total:	4,693,288	4,693,288	85,349	334,665	420,015	4,273,273	9%	4,693,288
Division: 466- Economic Development Total:	20,000	20,000	5,000		5,000	15,000	25%	20,000
Community Development Total:	20,000	20,000	5,000	-	5,000	15,000	25%	20,000
Division: 552- Senior Center Total:	-	-	-		-	-	0%	-
Division: 553- Tiny Tots Total:	15,300	15,300	-		-	15,300	0%	15,300
Division: 554- Youth Center Total:	-	-	-		-	-	0%	-
Community Services Total:	15,300	15,300	-	-	-	15,300	0%	15,300
Sub-Total:	6,229,945	6,229,945	364,659	334,665	699,325	5,530,620	11%	6,229,945
Operating Transfer Out:	783,500	783,500	-		-	783,500	0%	783,500
Expenditure Total:	7,013,445	7,013,445	364,659	334,665	699,325	6,314,120	10%	7,013,445
General Fund and Measure S Expenditure Total:	37,215,683	37,215,683	7,919,947	377,306	8,297,252	28,918,431	22%	37,215,683
General Fund and Measure S Net Results:	(8,996,250)	(8,996,250)	(5,109,219)	(377,306)	(5,486,525)	(3,509,725)	61%	(8,996,250)
Fund Balance July 1, 2024	7,978,667	7,978,667	7,978,667					7,978,667
Estimated Fund Balance June 30, 2025	(1,017,583)	(1,017,583)	2,869,448					(1,017,583)
Fund: 150 - General Reserve								
370- Interest and Investment Income	309,000	309,000	173,732		173,732	(135,268)	56%	309,000
Revenue Total:	309,000	309,000	173,732	-	173,732	(135,268)	56%	309,000
499- Transfer Out Total:	843,790	843,790	-		-	(843,790)	0%	843,790
General Reserve Net Results:	(534,790)	(534,790)	173,732		173,732	708,522	-32%	(534,790)
Fund Balance July 1, 2024	10,266,058	10,266,058	10,266,058					10,266,058
Estimated Fund Balance June 30, 2025	9,731,268	9,731,268	10,439,791					9,731,268



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 160 - Equipment Reserve								
392- Sale of Property	-	-	-	-	-	-	0%	-
Revenue Total:	-	-	-	-	-	-	0%	-
399- Transfers In Total:	150,000	150,000	-	-	-	(150,000)	0%	150,000
Sources Total:	150,000	150,000	-	-	-	(150,000)	0%	150,000
Expenditures								
Division: 341- Admin and Engineering Total:	-	-	(348)	-	(348)	348	0%	-
Division: 342- Road Maintenance Total:	120,000	120,000	-	110,873	110,873	9,127	92%	120,000
Division: 345- Park Maintenance Total:	80,000	80,000	-	-	-	80,000	0%	80,000
Division: 461- Planning Total:	5,000	5,000	-	-	-	5,000	0%	5,000
Expenditures Total:	205,000	205,000	(348)	110,873	110,525	94,475	54%	205,000
Equipment Reserve Net Results:	(55,000)	(55,000)	348	(110,873)	(110,525)	(55,525)	201%	(55,000)
Fund Balance July 1, 2024	378,780	378,780	378,780					378,780
Estimated Fund Balance June 30, 2025	323,780	323,780	379,128					323,780
Fund: 200 - Gas Tax Fund								
321- Intergovernmental Taxes	1,033,764	1,033,764	238,212	-	238,212	(795,552)	23%	1,033,764
370- Interest and Investment Income	5,000	5,000	6,847	-	6,847	1,847	137%	5,000
383- Reimbursements	7,636	7,636	-	-	-	(7,636)	0%	7,636
Revenue Total:	1,046,400	1,046,400	245,058	-	245,058	801,342	23%	1,046,400
Expenditures								
Division: 341- Admin and Engineering Total:	-	-	-	-	-	-	0%	-
Division: 342- Road Maintenance Total:	2,203,189	2,203,189	84,808	5,039	89,847	2,113,342	4%	2,203,189
Expenditures Total:	2,203,189	2,203,189	84,808	5,039	89,847	2,113,342	4%	2,203,189
Gas Tax Fund Net Results:	(1,156,789)	(1,156,789)	160,250	(5,039)	155,212	1,312,001	-13%	(1,156,789)
Fund Balance July 1, 2024	1,589,060	1,589,060	1,589,060					1,589,060
Estimated Fund Balance June 30, 2025	432,271	432,271	1,749,310					432,271
Fund: 201 - Restricted Real Estate Maintenance Fund								
342- Other Fees	3,175	3,175	-	-	-	(3,175)	0%	3,175
381- Rental Income	36,816	36,816	-	-	-	(36,816)	0%	36,816
384- Other Revenue	-	-	-	-	-	-	0%	-
Revenue Total:	39,991	39,991	-	-	-	39,991	0%	39,991
Expenditures								
Division: 343- Facility Maintenance Total:	26,000	26,000	3,307	-	3,307	22,693	13%	26,000
Expenditures Total:	26,000	26,000	3,307	-	3,307	22,693	13%	26,000
Restricted Real Estate Maint Fund Net Results:	13,991	13,991	(3,307)	-	(3,307)	(17,298)	-24%	13,991
Fund Balance July 1, 2024	133,438	133,438	133,438					133,438
Estimated Fund Balance June 30, 2025	147,429	147,429	130,131					147,429
Fund: 203 - Public Safety Augmentation Fund								
321- Intergovernmental Taxes	239,855	239,855	35,674	-	35,674	(204,181)	15%	239,855
370- Interest and Investment Income	10,000	10,000	1,352	-	1,352	(8,648)	14%	10,000
Revenue Total:	249,855	249,855	37,026	-	37,026	(212,829)	15%	249,855
Expenditures								
Division: 221- Police Operations Total:	546,413	546,413	158,808	-	158,808	387,605	29%	546,413
Expenditures Total:	546,413	546,413	158,808	-	158,808	387,605	29%	546,413
Public Safety Augmentation Fund Net Results:	(296,558)	(296,558)	(121,781)	-	(121,781)	174,777	41%	(296,558)
Fund Balance July 1, 2024	359,962	359,962	359,962					359,962
Estimated Fund Balance June 30, 2025	63,404	63,404	238,181					63,404



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 205 - Traffic Safety Fund								
351- Fines and Forfeitures	45,000	45,000	4,328		4,328	(40,672)	10%	45,000
370- Interest and Investment Income	1,500	1,500	1,354		1,354	(146)	90%	1,500
384- Other Revenue	-	-	-		-	-	0%	-
Revenue Total:	46,500	46,500	5,682	-	5,682	(40,818)	12%	46,500
Expenditures								
Division: 227- Police Grants Total:	21,845	21,845	2,328		2,328	19,517	11%	21,845
Division: 342- Road Maintenance Total:	35,000	35,000	-		-	35,000	0%	35,000
Expenditures Total:	56,845	56,845	2,328	-	2,328	54,517	4%	56,845
Traffic Safety Fund Net Results:	(10,345)	(10,345)	3,354		3,354	13,699	-32%	(10,345)
Fund Balance July 1, 2024								
	290,591	290,591	290,591					290,591
Estimated Fund Balance June 30, 2025	280,246	280,246	293,945					280,246
Fund: 206 - Supplemental Law Enforcement Svc Fund								
323- State Grants	165,000	165,000	9,228		9,228	(155,772)	6%	165,000
370- Interest and Investment Income	10,000	10,000	1,344		1,344	(8,656)	13%	10,000
Revenue Total:	175,000	175,000	10,573	-	10,573	(164,427)	6%	175,000
Expenditures								
Division: 227- Police Grants Total:	294,962	294,962	52,355	15,794	68,149	226,813	23%	294,962
Expenditures Total:	294,962	294,962	52,355	15,794	68,149	226,813	23%	294,962
Sup Law Enforce Svc Fund Net Results:	(119,962)	(119,962)	(41,782)	(15,794)	(57,576)	62,386	48%	(119,962)
Fund Balance July 1, 2024								
	303,559	303,559	303,559					303,559
Estimated Fund Balance June 30, 2025	183,597	183,597	261,776					183,597
Fund: 207 - NPDES Storm Water Fund								
321- Intergovernmental Taxes	253,272	253,272	-		-	(253,272)	0%	253,272
332- Licenses and Permits	-	-	-		-	-	0%	-
370- Interest and Investment Income	-	-	147		147	147	0%	-
399- Operating Transfer In	-	-	-		-	-	0%	-
Revenue Total:	253,272	253,272	147	-	147	(253,125)	0%	253,272
Expenditures								
Division: 342- Road Maintenance Total:	7,974	7,974	1,906		1,906	6,068	24%	7,974
Division: 344- NPDES Storm Drain Total:	371,855	371,855	83,082		83,082	288,773	22%	371,855
Expenditures Total:	379,829	379,829	84,989	-	84,989	294,840	22%	379,829
NPDES Storm Water Fund Net Results:	(126,557)	(126,557)	(84,841)		(84,841)	41,716	67%	(126,557)
Fund Balance July 1, 2024								
	(123,627)	(123,627)	(123,627)					(123,627)
Estimated Fund Balance June 30, 2025	(250,184)	(250,184)	(208,468)					(250,184)



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 209 - Recreation Fund								
Division: 551- Recreation Administration	109,246	109,246	4,982		4,982	(104,264)	5%	109,246
Division: 552- Senior Center	196,300	196,300	52,246		52,246	(144,054)	27%	196,300
Division: 553- Tiny Tots	112,010	112,010	20,938		20,938	(91,072)	19%	112,010
Division: 554- Youth Center	7,800	7,800	15,633		15,633	7,833	200%	7,800
Division: 555- Day Camp	-	-	-		-	-	-	-
Division: 557- Swim Center	79,000	79,000	46,925		46,925	(32,075)	59%	79,000
Division: 558- Memorial Hall	-	-	-		-	-	0%	-
Division: 559- Tennis	-	-	-		-	-	0%	-
Revenue Total:	504,356	504,356	140,724	-	140,724	(363,632)	28%	504,356
Operating Transfers in:	751,300	751,300	-		-	(751,300)	0%	751,300
Sources Total	1,255,656	1,255,656	140,724	-	140,724	(1,114,932)	11%	1,255,656
Expenditures								
Division: 117- General Government Total:	7,500	7,500	1,658		1,658	5,842	0%	1,658
Division: 551- Recreation Administration Total:	887,733	887,733	251,270		251,270	636,463	28%	887,733
Division: 552- Senior Center Total:	663,944	663,944	126,593		126,593	537,352	19%	663,944
Division: 553- Tiny Tots Total:	257,431	257,431	62,683		62,683	194,748	24%	257,431
Division: 554- Youth Center Total:	358,107	358,107	80,677		80,677	277,430	23%	358,107
Division: 555- Day Camp Total:	-	-	-		-	-	0%	-
Division: 557- Swim Center Total:	205,540	205,540	39,866		39,866	165,674	19%	205,540
Division: 558- Memorial Hall Total:	-	-	500		500	(500)	0%	-
Division: 559- Tennis Total:	-	-	-		-	-	0%	-
Expenditures Total:	2,380,256	2,380,256	563,246	-	563,246	1,817,009	24%	2,374,413
Recreation Fund Net Results:	(1,124,600)	(1,124,600)	(422,523)	-	(422,523)	702,077	38%	(1,118,758)
Fund Balance July 1, 2024								
	(13,804)	(13,804)	(13,804)					(13,804)
Estimated Fund Balance June 30, 2025	(1,138,404)	(1,138,404)	(436,326)					(1,132,562)
Fund: 212 - Building & Planning								
323- State Grants	40,000	40,000	-		-	(40,000)	0%	40,000
332- Permits	476,916	476,916	144,696		144,696	(332,220)	30%	476,916
341- Review Fees	403,275	403,275	90,840		90,840	(312,435)	23%	403,275
342- Other Fees	433,117	433,117	60,219		60,219	(372,897)	14%	433,117
343- Abatement Fees	-	-	-		-	-	0%	-
344- Impact Fees	29,218	29,218	-		-	(29,218)	0%	29,218
351- Fines and Forfeiture	20,000	20,000	14,431		14,431	(5,569)	72%	20,000
370- Interest and Investment Income	7,000	7,000	-		-	(7,000)	0%	7,000
383- Reimbursements	-	-	-		-	-	0%	-
384- Other Revenue	6,000	6,000	-		-	(6,000)	0%	6,000
Revenue Total:	1,415,526	1,415,526	310,186	-	310,186	(1,105,340)	22%	1,415,526
Operating Transfers in:	67,000	67,000	-		-	(67,000)	0%	67,000
Sources Total	1,482,526	1,482,526	310,186	-	310,186	(1,172,340)	21%	1,482,526
Expenditures								
Division: 461- Planning Total:	683,669	683,669	169,236	50,000	219,236	464,433	32%	683,669
Division: 462- Building Inspection Total:	1,355,889	1,355,889	290,513	50,000	340,513	1,015,376	25%	1,355,889
Expenditures Total:	2,039,558	2,039,558	459,749	100,000	559,749	1,479,809	27%	2,039,558
Building & Planning Net Results:	(557,032)	(557,032)	(149,563)	(100,000)	(249,563)	307,469	45%	(557,032)
Fund Balance July 1, 2024								
	(2,226,679)	(2,226,679)	115,802					(2,226,679)
Estimated Fund Balance June 30, 2025	(2,783,711)	(2,783,711)	(33,762)					(2,783,711)
Fund: 213 - Refuse Management Fund								
323- State Grants	60,060	60,060	15,543		15,543	(44,517)	26%	60,060
370- Interest and Investment Income	6,000	6,000	90		90	(5,910)	2%	6,000
Revenue Total:	66,060	66,060	15,633	-	15,633	(50,427)	24%	66,060
Expenditures								
Division: 346- Waste Reduction Total:	187,102	187,102	36,650		36,650	150,452	20%	187,102
Expenditures Total:	187,102	187,102	36,650	-	36,650	150,452	20%	187,102
Refuse Management Fund Net Results:	(121,042)	(121,042)	(21,017)		(21,017)	100,025	17%	(121,042)
Fund Balance July 1, 2024								
	31,420	31,420	31,420					31,420
Estimated Fund Balance June 30, 2025	(89,622)	(89,622)	10,403					(89,622)



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 214 - Solid Waste Fund								
323- State Grants	-	-	-	-	-	-	0%	-
370- Interest and Investment Income	8,000	8,000	13,497	-	13,497	5,497	169%	8,000
383- Reimbursements	360,000	360,000	-	-	-	(360,000)	0%	360,000
Revenue Total:	368,000	368,000	13,497	-	13,497	(354,503)	4%	368,000
Expenditures								
Division: 342- Road Maintenance Total:	173,666	173,666	33,010	-	33,010	140,656	19%	173,666
Division: 345- Park Maintenance Total:	-	-	-	-	-	-	0%	-
Expenditures Total:	173,666	173,666	33,010	-	33,010	140,656	19%	173,666
Solid Waste Fund Net Results:	194,334	194,334	(19,513)	-	(19,513)	(213,847)	-10%	194,334
Fund Balance July 1, 2024	2,915,815	2,915,815	2,915,815	-	-	-	-	2,915,815
Estimated Fund Balance June 30, 2025	3,110,149	3,110,149	2,896,301	-	-	-	-	3,110,149
Fund: 215 - Measure C and J Fund								
322- Fed Grant/Misc	-	-	115,802	-	115,802	115,802	0%	-
323- State Grant/Misc	722,619	722,619	-	-	-	(722,619)	0%	722,619
324- Other Grants	421,638	421,638	-	-	-	(421,638)	0%	421,638
370- Interest and Investment Income	8,000	8,000	9,972	-	9,972	1,972	125%	8,000
Revenue Total:	1,152,257	1,152,257	125,774	-	125,774	(1,026,483)	11%	1,152,257
Expenditures								
Division: 117- General Government Total:	-	-	-	-	-	-	0%	-
Division: 341- Administration/Engineering Total:	201,919	201,919	29,163	-	29,163	172,756	14%	201,919
Division: 342- Road Maintenance Total:	1,501,207	1,501,207	7,549	81,722	89,271	1,411,936	6%	1,501,207
Division: 343- Facility Maintenance Total:	2,000	2,000	-	-	-	2,000	0%	2,000
Expenditures Total:	1,705,126	1,705,126	36,712	81,722	118,434	1,586,692	7%	1,705,126
Measure C and J Fund Net Results:	(552,869)	(552,869)	89,062	(81,722)	7,340	560,209	-1%	(552,869)
Fund Balance July 1, 2024	2,357,194	2,357,194	2,357,194	-	-	-	-	2,357,194
Estimated Fund Balance June 30, 2025	1,804,325	1,804,325	2,446,256	-	-	-	-	1,804,325
Fund: 216 - Rate Stabilization Fund								
370- Interest and Investment Income	-	-	1,013	-	1,013	1,013	0%	-
383- Reimbursements	-	-	-	-	-	-	0%	-
Revenue Total:	-	-	1,013	-	1,013	1,013	0%	-
Expenditures Total:	-	-	-	-	-	-	0%	-
Rate Stabilization Fund Net Results:	-	-	1,013	-	1,013	1,013	0%	-
Fund Balance July 1, 2024	216,046	216,046	216,046	-	-	-	-	216,046
Estimated Fund Balance June 30, 2025	216,046	216,046	217,059	-	-	-	-	216,046
Fund: 225 - Asset Seizure-Adjudicated Fund								
351- Fines and Forfeiture	-	-	151	-	151	151	0%	-
370- Interest and Investment Income	-	-	93	-	93	93	0%	-
Revenue Total:	-	-	244	-	244	244	0%	-
Expenditures								
Division: 221- Police Operations Total:	20,544	20,544	-	-	-	20,544	0%	20,544
Expenditures Total:	20,544	20,544	-	-	-	20,544	0%	20,544
Asset Seizure-Adjudicated Fund Net Results:	(20,544)	(20,544)	244	-	244	20,788	-1%	(20,544)
Fund Balance July 1, 2024	18,835	18,835	18,835	-	-	-	-	18,835
Estimated Fund Balance June 30, 2025	(1,709)	(1,709)	19,079	-	-	-	-	(1,709)
Fund: 226 - CASp Certification and Training Fund								
342- Other Fees	-	-	680	-	680	680	0%	-
Revenue Total:	-	-	680	-	680	680	0%	-
Expenditures Total:	-	-	-	-	-	-	0%	-
CASp Certification and Training Fund Net Results:	-	-	680	-	680	680	0%	-
Fund Balance July 1, 2024	49,439	49,439	49,439	-	-	-	-	49,439
Estimated Fund Balance June 30, 2025	49,439	49,439	50,119	-	-	-	-	49,439



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 275 - Parkland Dedication Fund								
370- Interest and Investment Income	-	-	-	-	-	-	0%	-
399- Operating transfers in	-	-	1	-	1	1	0%	-
Revenue Total:	-	-	1	-	1	1	0%	-
Expenditures Total:	-	-	-	-	-	-	0%	-
Parkland Dedication Fund Net Results:	-	-	1	-	1	1	0%	-
Fund Balance July 1, 2024	116	116	116	-	-	-	-	116
Estimated Fund Balance June 30, 2025	116	116	116	-	-	-	-	116
Fund: 276 - Growth Impact Fund								
344- Impact Fees	1,039,594	1,039,594	-	-	-	(1,039,594)	0%	1,039,594
370- Interest and Investment Income	-	-	16,426	-	16,426	16,426	0%	-
Revenue Total:	1,039,594	1,039,594	16,426	-	16,426	(1,023,169)	2%	1,039,594
Expenditures								
Division: 343- Facility Maintenance Total:	700,000	700,000	-	-	-	700,000	0%	700,000
Division: 344- NPDES Storm Drain Total:	58,000	58,000	-	-	-	58,000	0%	58,000
Division: 345- Park Maintenance Total:	265,000	265,000	-	-	-	265,000	0%	265,000
Division: 642- Sewer Collections Total:	600,000	600,000	-	-	-	600,000	0%	600,000
Expenditures Total:	1,623,000	1,623,000	-	-	-	1,623,000	0%	1,623,000
Growth Impact Fund Net Results:	(583,406)	(583,406)	16,426	-	16,426	599,831	-3%	(583,406)
Fund Balance July 1, 2024	3,503,560	3,503,560	3,503,560	-	-	-	-	3,503,560
Estimated Fund Balance June 30, 2025	2,920,155	2,920,155	3,519,986	-	-	-	-	2,920,155
Fund: 277 - Development Services								
Revenue Total:	-	-	331	-	331	331	0%	331
Expenditures Total:	-	-	-	-	-	-	0%	-
Development Services Net Results:	-	-	331	-	331	331	0%	331
Fund Balance July 1, 2024	3,981	3,981	3,981	-	-	-	-	3,981
Estimated Fund Balance June 30, 2025	3,981	3,981	4,312	-	-	-	-	3,981
Fund: 285 - Housing Land Held for Resale								
370- Interest and Investment Income	50,000	50,000	16,518	-	16,518	(33,482)	33%	50,000
383- Reimbursements	-	-	-	-	-	-	0%	-
384- Other Revenue	-	-	-	-	-	-	0%	-
392- Sale of Property	-	-	-	-	-	-	0%	-
393- Loan/Bond Proceeds	5,000	5,000	-	-	-	(5,000)	0%	5,000
Revenue Total:	55,000	55,000	16,518	-	16,518	(38,482)	30%	55,000
Expenditures								
Division: 461- Planning Total:	47,376	47,376	13,816	-	13,816	33,560	29%	47,376
Division: 464- Housing Administration Total:	275,867	275,867	26,436	-	26,436	249,431	10%	275,867
Expenditures Total:	323,243	323,243	40,252	-	40,252	282,991	12%	323,243
Housing Land Held for Resale Net Results:	(268,243)	(268,243)	(23,734)	-	(23,734)	244,509	9%	(268,243)
Fund Balance July 1, 2024	8,267,770	8,267,770	8,267,770	-	-	-	-	8,267,770
Estimated Fund Balance June 30, 2025	7,999,527	7,999,527	8,244,036	-	-	-	-	7,999,527
Fund: 310 - Lighting & Landscape Districts								
321- Intergovernmental Taxes	56,411	56,411	-	-	-	(56,411)	0%	56,411
383- Reimbursements	7,500	7,500	-	-	-	(7,500)	0%	7,500
Revenue Total:	63,911	63,911	-	-	-	(63,911)	0%	63,911
Expenditures								
Division: 347- Landscape & Lighting PVR North Tot:	39,795	39,795	2,368	-	2,368	37,427	6%	39,795
Division: 348- Landscape & Lighting PVR South Tot:	45,380	45,380	2,123	-	2,123	43,257	5%	45,380
Expenditures Total:	85,175	85,175	4,491	-	4,491	80,684	5%	85,175
Lighting & Landscape Districts Net Results:	(21,264)	(21,264)	(4,491)	-	(4,491)	16,773	21%	(21,264)
Fund Balance July 1, 2024	76,278	76,278	76,278	-	-	-	-	76,278
Estimated Fund Balance June 30, 2025	55,014	55,014	71,787	-	-	-	-	55,014



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 317 - Pinole Valley Caretaker Fund								
381- Rental Income	15,000	15,000	-	-	-	(15,000)	0%	15,000
Revenue Total:	15,000	15,000	-	-	-	(15,000)	0%	15,000
Expenditures								
Division: 345- Park Maintenance Total:	14,942	14,942	-	-	-	14,942	0%	14,942
Expenditures Total:	14,942	14,942	-	-	-	14,942	0%	14,942
Pinole Valley Caretaker Fund Net Results:	58	58	-	-	-	(58)	0%	58
Fund Balance July 1, 2024	(983)	(983)	(983)					(983)
Estimated Fund Balance June 30, 2025	(925)	(925)	(983)					(925)
Fund: 324 - Public Facilities Fund								
Expenditures								
Division: 343- Facility Maintenance Total:	60,000	60,000	-	-	-	60,000	0%	60,000
Division: 345- Park Maintenance Total:	10,000	10,000	-	-	-	10,000	0%	10,000
Expenditures Total:	70,000	70,000	-	-	-	70,000	0%	70,000
Public Facilities Fund Net Results:	(70,000)	(70,000)	-	-	-	70,000	0%	(70,000)
Fund Balance July 1, 2024	541,649	541,649	541,649					541,649
Estimated Fund Balance June 30, 2025	471,649	471,649	541,649					471,649
Fund: 325 - City Street Improvements								
322- Federal Grants	41,394	41,394	18,055	-	18,055	(23,339)	44%	41,394
323- State Grants	-	-	-	-	-	-	0%	-
324- Other Grants	1,773,289	1,773,289	25,417	-	25,417	(1,747,872)	1%	1,773,289
332- Permits	-	-	131	-	131	131	0%	-
383- Reimbursements	-	-	-	-	-	-	0%	-
Revenue Total:	1,814,683	1,814,683	43,603	-	43,603	(1,771,080)	2%	1,814,683
Operating transfers in Total:	250,000	250,000	-	-	-	(250,000)	0%	250,000
Sources Total:	2,064,683	2,064,683	43,603	-	43,603	(2,021,080)	2%	2,064,683
Expenditures								
Division: 342- Road Maintenance Total:	3,687,304	3,687,304	9,773	135,411	145,184	3,542,120	4%	3,687,304
Expenditures Total:	3,687,304	3,687,304	9,773	135,411	145,184	3,542,120	4%	3,687,304
City Street Improvements Net Results:	(1,622,621)	(1,622,621)	33,830	(135,411)	(101,581)	1,521,040	6%	(1,622,621)
Fund Balance July 1, 2024	2,051,278	2,051,278	2,051,278					2,051,278
Estimated Fund Balance June 30, 2025	428,657	428,657	2,085,109					428,657
Fund: 327 - Park Grants (Measure WW)								
323- State Grant	-	-	-	-	-	-	0%	-
370- Interest and Investment Income	-	-	23	-	23	23	0%	-
Revenue Total:	-	-	23	-	23	23	0%	-
Expenditures								
Division: 345- Park Maintenance Total:	-	-	-	-	-	-	0%	-
Expenditures Total:	-	-	-	-	-	-	0%	-
Park Grants (Measure WW) Net Results:	-	-	23	-	23	23	0%	-
Fund Balance July 1, 2024	3,623	3,623	3,623					3,623
Estimated Fund Balance June 30, 2025	3,623	3,623	3,646					3,623
Fund: 377 - Arterial Streets Rehabilitation Fund								
322- Federal Grants	-	-	-	-	-	-	0%	-
Revenue Total:	-	-	-	-	-	-	0%	-
Operating transfers in Total:	250,000	250,000	-	-	-	(250,000)	0%	250,000
Sources Total:	250,000	250,000	-	-	-	(250,000)	0%	250,000
Expenditures								
Division: 342- Road Maintenance Total:	895,000	895,000	-	618	618	894,382	0%	895,000
Expenditures Total:	895,000	895,000	-	618	618	894,382	0%	895,000
Arterial Streets Rehabilitation Fund Net Results:	(645,000)	(645,000)	-	(618)	(618)	644,382	0%	(645,000)
Fund Balance July 1, 2024	1,003,071	1,003,071	1,003,071					1,003,071
Estimated Fund Balance June 30, 2025	358,071	358,071	1,003,071					358,071



First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2024/25 Period Ending: 9/30/24

	Original Budget	Revised Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 500 - Sewer Enterprise Fund								
363- Sewer Enterprise Charges	10,164,403	10,164,403	614,119		614,119	(9,550,284)	6%	10,164,403
370- Interest and Investment Income	200,000	200,000	85,838		85,838	(114,162)	43%	200,000
383- Reimbursements	-	-	16,541		16,541	16,541	0%	-
384- Other Revenue	-	-	-		-	-	0%	-
392- Proceeds from Sale of Property	-	-	-		-	-	0%	-
Revenue Total:	10,364,403	10,364,403	716,498	-	716,498	(9,647,905)	7%	10,364,403
Expenditures								
Division: 117- General Government Total:	-	-	3,681		3,681	(3,681)	0%	-
Division: 641- Sewer Treatment Plant/Shared Total	11,911,529	11,911,529	1,204,355	15,600	1,219,955	10,691,574	10%	11,911,529
Division: 642- Sewer Collections Total:	24,163,267	24,163,267	267,962	1,365,549	1,633,511	22,529,756	7%	24,163,267
Division: 643- Sewer Projects/Shared Total:	85,000	85,000	-		-	85,000	0%	85,000
Division: 644- WPCP Equipment/Debt Service Total	1,611,568	1,611,568	445,087		445,087	1,166,481	28%	1,611,568
Expenditures Total:	37,771,365	37,771,365	1,921,086	1,381,149	3,302,234	34,469,130	9%	37,771,365
Sewer Enterprise Fund Net Results:	(27,406,962)	(27,406,962)	(1,204,587)	(1,381,149)	(2,585,736)	24,821,226	9%	(27,406,962)
Fund Balance July 1, 2024								
	21,621,568	21,621,568	21,621,568					21,621,568
Estimated Fund Balance June 30, 2025	(5,785,394)	(5,785,394)	20,416,980					(5,785,394)
Fund: 503 - Plant Expansion Fund								
370- Interest and Investment Income	-	-	-		-	-	0%	-
383- Reimbursements	-	-	-		-	-	0%	-
Revenue Total:	-	-	-	-	-	-	0%	-
Expenditures								
Division: 643- Sewer Projects/Shared Total:	-	-	-		-	-	0%	-
Expenditures Total:	-	-	-	-	-	-	0%	-
Plant Expansion Fund Net Results:	-	-	-	-	-	-	0%	-
Fund Balance July 1, 2024								
	390,703	390,703	390,703					390,703
Estimated Fund Balance June 30, 2025	390,703	390,703	390,703					390,703
Fund: 505 - Cable Access TV								
314- Franchise Taxes	26,486	26,486	-		-	(26,486)	0%	26,486
365- Cable TV Charges	179,047	179,047	-		-	(179,047)	0%	179,047
370- Interest and Investment Income	-	-	-		-	-	0%	-
384- Other Revenue	3,000	3,000	-		-	(3,000)	0%	3,000
Revenue Total:	208,533	208,533	-	-	-	(208,533)	0%	208,533
Operating transfers in Total:	160,000	160,000	-		-	(160,000)	0%	160,000
Sources Total:	368,533	368,533	-	-	-	(368,533)	0%	368,533
Expenditures								
Division: 119- Cable Access TV Total:	829,463	829,463	193,775		193,775	635,688	23%	829,463
Expenditures Total:	829,463	829,463	193,775	-	193,775	635,688	23%	829,463
Cable Access TV Net Results:	(460,930)	(460,930)	(193,775)	-	(193,775)	267,155	42%	(460,930)
Fund Balance July 1, 2024								
	2,120	2,120	2,120					2,120
Estimated Fund Balance June 30, 2025	(458,809)	(458,809)	(191,654)					(458,809)
Fund: 525 - Information Systems								
399- Operating Transfers In	-	-	-		-	-	0%	-
Sources Total:	-	-	579,184	-	579,184	579,184	0%	-
Expenditures								
Division: 118- Information Systems Total:	1,572,339	1,572,339	385,361	222,308	607,670	964,669	39%	1,572,339
Expenditures Total:	1,572,339	1,572,339	385,361	222,308	607,670	(964,669)	39%	1,572,339
Indirect cost allocations Total:	1,572,533	1,572,533	385,361	222,308	607,670	(964,863)	39%	1,572,533
Information Systems Net Results:	(194)	(194)	-	-	1,215,339	1,215,533	-626528%	(194)
Fund Balance July 1, 2024								
	(3,129)	(3,129)	(3,129)					(3,129)
Estimated Fund Balance June 30, 2025	(3,323)	(3,323)	(3,129)					(3,323)
Fund: 700 - Pension Fund								
370- Interest and Investment Income	700,000	700,000	775,048		775,048	75,048	111%	700,000
Revenue Total:	700,000	700,000	775,048	-	775,048	75,048	111%	700,000
Expenditures								
Division: 115- Finance Total:	50,000	50,000	18,118		18,118	31,882	36%	50,000
Transfers Out Total:	2,425,000	2,425,000	-		-	2,425,000	0%	2,425,000
Expenditures Total:	2,475,000	2,475,000	18,118		18,118	(2,456,882)	1%	2,475,000
Pension Fund Net Results:	(1,775,000)	(1,775,000)	756,930		756,930	2,531,930	-43%	(1,775,000)
Fund Balance July 1, 2024								
	13,585,182	13,585,182	13,585,182					13,585,182
Estimated Fund Balance June 30, 2025	11,810,182	11,810,182	14,342,111					11,810,182



CITY COUNCIL REPORT

9.D.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
SUBJECT: FY 2024/25 FIRST QUARTER INVESTMENT REPORT

RECOMMENDATION

Staff recommends that the City Council receive the Quarterly Investment Report for the first quarter (ending September 30, 2024).

BACKGROUND

The City of Pinole Investment Policy requires that a Quarterly Investment Report be submitted to the City Council. The City's investments, as shown in the attached Investment Report for the quarter ending September 30, 2024, conform to the City's Investment Policy as well as all applicable State and federal requirements, including California Government Code Section 53646.

The funds that the City invests, and which are reported in the Quarterly Investment Report, are comprised of cash and investment balances that are held across all City funds. The cash and investment balances across all City funds are "pooled" for investment purposes, with the exception of the assets of the General Reserve, which is discussed further below. Cash is invested in accordance with the City's Investment Policy. Interest earnings on investments are allocated to the various funds based on the cash and investment balances of those funds.

The City also maintains a Section 115 Trust that was established for the purpose of setting aside resources to offset anticipated increases in future City pension costs. The cash and investments in the trust are designated as restricted fund balance in the City's General Fund. These funds are invested according to the policy objectives and guidelines of the City's Pension Investment Policy.

REVIEW AND ANALYSIS

Investment Policy

All investments held at September 30, 2024 conform to the City's Investment Policy and all applicable State and federal requirements. The City's investment objectives, in order of priority, are safety, which is investing in the highest quality securities; liquidity, which is the ability to convert the investment to cash as necessary to meet cash flow requirements; and yield, which is earning a higher return.

Investment Strategy

The City utilizes a passive investment management approach by buying and holding securities until maturity. Earnings on investments held until maturity typically fluctuate with market conditions and are considered “unrealized” prior to maturity. The City expects to yield a gain on all investments at maturity. A “laddered maturity” investment strategy is applied to the long-term portion of the City’s investment portfolio. A laddered portfolio is structured with securities that have different maturity dates. As securities are called or mature, proceeds are reinvested in a new security with another long term at the end of the ladder. Laddering helps to minimize interest-rate risk, increase liquidity, and diversify credit risk.

Staff continues to monitor rates of return on City funds invested and make investments to best achieve the objectives laid out in the Investment Policy.

First Quarter Investment Summary

As of September 30, 2024, total cash and investments decreased by \$5,642,491 from the previous quarter, from \$54,416,184 to \$48,773,693. Typically, the City experiences swings in cash inflow and outflow due to the seasonality of large receipts, such as property taxes, and large disbursements, like debt service that is paid semiannually. The City will have sufficient cash flow to meet the next six months of estimated expenditures.

Investment Instruments

The Finance Director, in consultation with the City Treasurer, selects the instruments in which to invest the City’s funds, in order to best meet the objectives laid out in the City’s Investment Policy. The balances held in different investment instruments at September 30, 2024 are noted in Attachment A. The bulk of the City’s investment funds are invested in the State of California’s Local Agency Investment Fund (LAIF), because of the safety and liquidity of that investment.

Funds in the City’s General Reserve are maintained in an account that is separate from the rest of the pooled funds. This enables the Finance Director to implement a directed investment plan for the General Reserve funds. The City’s practice has been to invest these funds in instruments with longer duration, thereby yielding greater investment earnings.

Investment Yield and Duration

The weighted average yield of the City’s investment portfolio for the quarter ended September 30, 2024 is summarized in Attachment A. The total investment portfolio yielded 4.36% for the first quarter (July through September 2024), down from the 4.443% yielded in the previous quarter (April through June 2024).

For the first quarter, LAIF earned an average annual yield of 4.575%, up from an average annual yield of 4.48% for the fourth quarter.

The General Reserve, which holds the longer-term investments, earned an average annual yield of 3.811%, slightly down from the 4.001% average annual yield in the fourth quarter. No new investment instruments were purchased during the first quarter. Additionally, two certificates of deposit matured, Partners 1st Federal Credit Union and Synchrony Bank, and

were redeemed for cash.

Section 115 Trust

The Section 115 Trust is comprised of a diversified portfolio of investments consistent with the Trust's objectives and liquidity requirements. The funds are invested on behalf of the City by Public Agency Retirement Services (PARS). The portfolio summary for the quarter ending September 30, 2024 is included in Attachment B to this report.

FISCAL IMPACT

There is no fiscal impact as a result of receiving the First Quarter Investment Report.

ATTACHMENTS

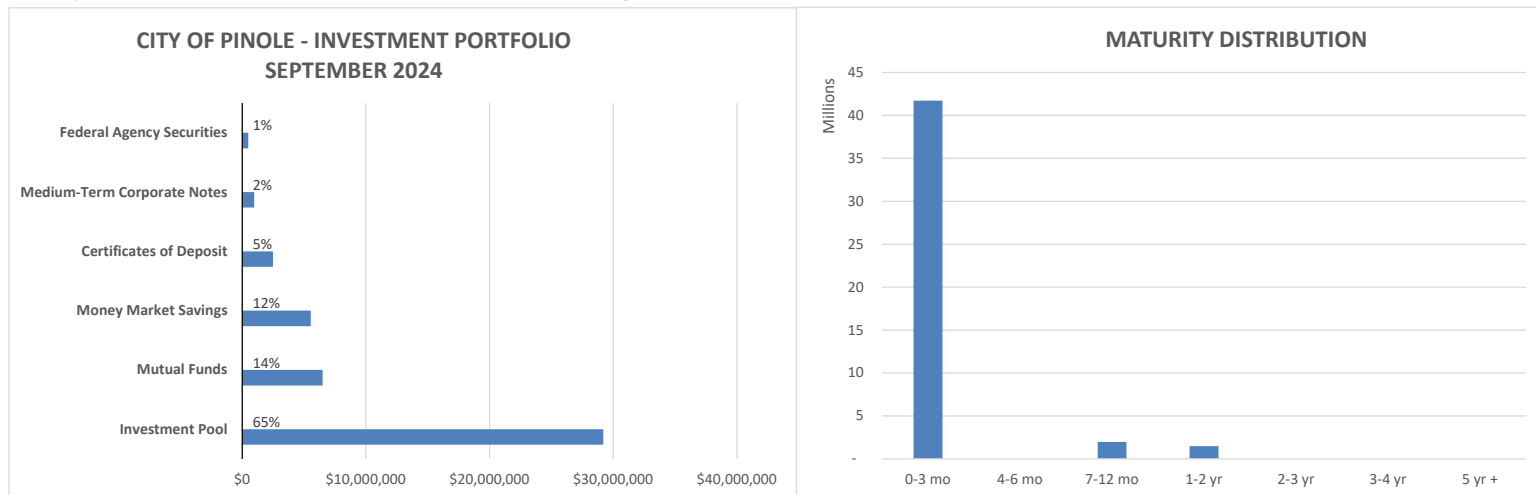
- A. Investment Report - Quarter Ending 9-30-24
- B. Section 115 Investment Report - Quarter Ending 9-30-24

**CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2024
PORTFOLIO SUMMARY**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	Yield	Weighted Average Maturity
Investment Pool - LAIF	25,610,588	25,663,373	25,663,373	56.81%	1	4.575	1
Investment Pool - CalTrust	3,535,160	3,535,160	3,535,160	7.83%	1	4.065	0
Money Market Savings	5,544,560	5,544,560	5,544,560	12.27%	1	4.825	0
Mutual Funds	6,495,000	6,495,000	6,495,000	14.38%	1	4.497	0
Certificates of Deposit	2,482,000	2,481,178	2,481,178	5.49%	304	3.288	2
Medium-Term Corporate Notes	1,000,000	967,740	967,740	2.14%	711	2.120	15
Federal Agency Securities	500,000	487,775	487,775	1.08%	253	0.700	3
Subtotal Investments	\$ 45,167,307	\$ 45,174,786	\$ 45,174,786	100.00%	212	4.360	3
							Average Years to Maturity: 0.6
Cash							
Mechanics Bank - Vendor Checking *	948,063	948,063	948,063		1		
Mechanics Bank - WWTP Debt Svc. Checking	1,089,183	1,089,183	1,089,183		1		
BMO - Payroll Checking *	729,376	729,376	729,376		1		
BMO - Checking (Credit Card Clearing) *	832,286	832,286	832,286		1		
Subtotal Cash	3,598,907	3,598,907	3,598,907		1		
Total Cash and Investments	\$ 48,766,214	\$ 48,773,693	\$ 48,773,693				

*Not included in yield calculations

The above investments are consistent with the City's Investment Policy and allowable under current legislation of the State of California. Investments were selected using safety, liquidity and yield as the criteria. The source of the market values for the investments are provided by US Bank in accordance with the California Government Code requirement. The City has sufficient cash flow to cover anticipated expenditures through the next six months.



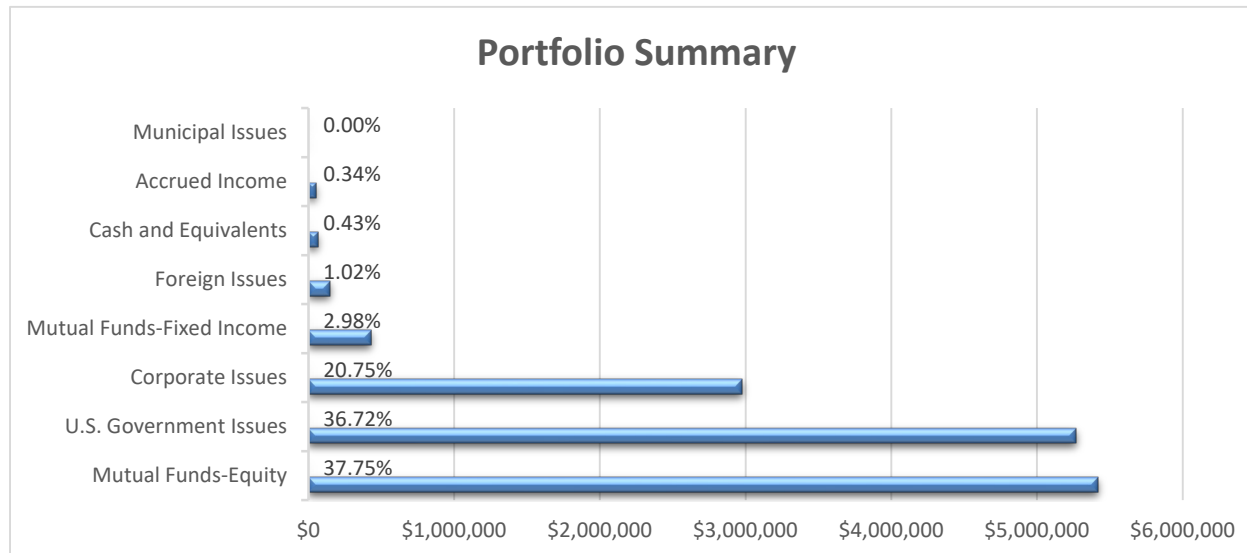
CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2024 DETAIL
PORTFOLIO DETAILS

Type / Account Number	CUSIP	Issuer	Manager	GL Acct #	Par Value	Market Value	Book Value	Rate	Yield	Days to Maturity	S&P Rating	Maturity Date	Weighted Average Maturity
Investment Pool													
		Local Agency Investment Fund (LAIF)	LAIF	999-10201	25,610,588	25,663,373	25,663,373	4.575	4.575	1	N/A		1
		CalTrust - Short Term Fund (City)	CalTrust	999-10202	27,029	27,029	27,029	4.440	4.440	1	N/A		0
		CalTrust - Medium Term Fund (City)	CalTrust	999-10203	3,508,131	3,508,131	3,508,131	3.690	3.690	1	N/A		0
					29,145,747	29,198,533	29,198,533	4.235	4.469	1			0
Money Market Savings													
		Mechanics Bank	City	999-10102	5,436,759	5,436,759	5,436,759	4.920	4.920	1	N/A		0
		BMO	City	999-10104	107,801	107,801	107,801	0.010	0.010	1	N/A		0
					5,544,560	5,544,560	5,544,560	2.465	4.825	1			0
Mutual Funds													
19-516680		U.S. Bank	US Bank	150-10110	33,469	33,469	33,469	1.980	1.980	1	N/A		0
19-516680	31846V203	1st American Government Obligation Fund	US Bank	150-10110	6,461,531	6,461,531	6,461,531	4.510	4.510	1	N/A		0
					6,495,000	6,495,000	6,495,000	3.245	4.497	1			0
Certificates of Deposit													
19-516680	01025RAG4	Alabama Cr Un	US Bank	150-10110	248,000	252,829	252,829	5.000	4.900	630	N/A	6/22/2026	4
19-516680	064520BG3	Bank of Princeton	US Bank	150-10110	250,000	247,373	247,373	0.500	0.500	91	N/A	12/30/2024	0
19-516680	05580A2H6	Bmw Bk North Amer	US Bank	150-10110	244,000	244,942	244,942	4.900	4.880	259	N/A	6/16/2025	1
19-516680	30960QAP2	Farmers Insurance Group Fed	US Bank	150-10110	248,000	250,118	250,118	5.250	5.210	294	N/A	7/21/2025	2
19-516680	33715LFK1	First Technology Federal Credi	US Bank	150-10110	248,000	249,426	249,426	5.100	5.070	259	N/A	6/16/2025	1
19-516680	53052LAW9	Liberty Fed Cr Un Evansville	US Bank	150-10110	248,000	250,133	250,133	5.300	5.250	287	N/A	7/14/2025	2
19-516680	70212VAB4	Partners Bk helena Ark	US Bank	150-10110	247,000	240,373	240,373	0.600	0.620	273	N/A	6/30/2025	1
19-516680	84223QAN7	Southern Bankcorp Bank	US Bank	150-10110	250,000	249,275	249,275	0.500	0.500	25	N/A	10/25/2024	0
19-516680	856283N51	State Bk Indiana Chicago Ill	US Bank	150-10110	250,000	243,550	243,550	1.000	1.030	269	N/A	6/26/2025	1
19-516680	910286GR8	United Fid Bk FSB Evansville I	US Bank	150-10110	249,000	253,161	253,161	4.800	4.720	652	N/A	7/14/2026	4
					2,482,000	2,481,178	2,481,178	3.295	3.288	304			2
Medium-Term Corporate Notes													
19-516679	037833DN7	Apple Inc.	US Bank	150-10110	1,000,000	967,740	967,740	2.050	2.120	711	AA+	9/11/2026	15
					1,000,000	967,740	967,740	2.050	2.120	711			15
Federal Agency Securities													
19-516680	3133ELH80	Federal Farm Credit Bks	US Bank	150-10110	500,000	487,775	487,775	0.680	0.700	253	AA+	6/10/2025	3
					500,000	487,775	487,775	0.680	0.700	253			3
					\$ 45,167,307	\$ 45,174,786	\$ 45,174,786	2.662	4.360	212			3

Average Years :	0.6
-----------------	-----

CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2024
SECTION 115 TRUST PORTFOLIO SUMMARY

Investments	Market Value	Book Value	% of Market	Yield
Cash and Equivalents	62,194	62,194	0.43%	6.510
U.S. Government Issues	5,266,625	5,357,371	36.72%	3.820
Corporate Issues	2,976,106	2,969,829	20.75%	4.800
Foreign Issues	146,562	148,875	1.02%	4.780
Municipal Issues	-	-	0.00%	-
Mutual Funds-Equity	5,414,236	4,489,436	37.75%	1.290
Mutual Funds-Fixed Income	427,019	417,359	2.98%	6.340
Total Assets	14,292,742	13,445,064	99.66%	3.160
Accrued Income	49,348	49,348	0.34%	
Grand Total	\$ 14,342,090	\$ 13,494,412	100%	





CITY COUNCIL REPORT

9.E.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
SUBJECT: FY 2023/24 DEVELOPMENT IMPACT FEE REPORT (AB 1600)

RECOMMENDATION

City staff recommends that the City Council receive the Development Impact Fee Report for the fiscal year ended June 30, 2024, and adopt a resolution finding that all development impact fees collected are expended, committed, or will be committed.

BACKGROUND

Recognizing that new construction of residential and commercial facilities may have growth-related impacts on existing public streets, facilities, and services, Chapter 5 of the California Government Code authorizes the collection of development impact fees. Sections 66000-66009 of the State's Government Code prescribe a method for the equitable and consistent collection of fees for public improvements and facilities that are needed to mitigate the impacts of new development. These statutes require that public agencies provide periodic fiscal reconciliations of the amount of growth impact fees assessed and collected against new construction, and the use of those fees collected.

Effective January 1, 1989, AB 1600 imposed specific accounting procedures regarding the collection and use of development impact fees. Specifically, Government Code Section 66001 (d) provides for an annual review of fees collected, based on a five year "holding and use" period following the deposit of the fees. AB 1600 requires the City to make findings annually, subsequent to the deposit of these fees, with respect to any portion of the fee that may remain unexpended, whether committed or uncommitted. The findings must identify the purpose to which the fee will be put, demonstrate a nexus between the fee and the purpose, identify the sources and amounts of anticipated funding used to complete incomplete improvements, and identify approximate dates on which the anticipated funding is expected to be expended.

Additionally, the provisions of AB 1600 expanded Government Code 66002(b), the accountability standard to require annual reviews of the proposed use of these fees through the inclusion of eligible projects in public agency capital improvement plans. The FY 2024/25 – 2028/29 Five-Year Capital Improvement Plan (CIP), which includes projects eligible for funding using development impact fees, was approved by the City Council on June 25, 2024.

REVIEW AND ANALYSIS

In August of 1984, the City Council established a cumulative growth impact fee. Ordinance Number 462 provided fees to be collected from developers for both residential and business

development impacts on public facilities and services and for residential impacts on parkland and recreation.

Pinole Municipal Code (PMC) 3.20.96 (b) allows for an annual adjustment to the amount of the impact fees by a percentage equal to the percentage change in the Engineering News Records Construction Cost Index for San Francisco Bay Area. The fee were updated to the following amounts effective August 1, 2023:

Activity Description		Single Family	Multi-Family	Office	Commercial	Industrial	Institutional
		<i>Fee per Dwelling Unit</i>		<i>Fee per 1,000 Building Square Feet</i>			
1	Police	\$1,321.29	\$1,000.98	\$500.49	\$160.16	\$400.40	\$40.04
2	Fire Protection	\$1,688.49	\$1,279.16	\$639.58	\$204.67	\$511.66	\$51.16
3	Public Facilities & Equipment	\$2,278.48	\$1,726.13	\$863.06	\$276.18	\$690.45	\$69.05
4	Wastewater	\$5,684.45	\$4,263.05	\$2,640.40	\$2,640.40	\$2,160.85	\$1,439.80
5	Transportation	\$477.05	\$338.71	\$639.25	\$1,598.13	\$419.81	\$1,211.72
6	Drainage	\$1,270.54	\$76.23	\$186.67	\$186.67	\$369.46	\$437.52
7	Parks and Recreation	\$9,215.85	\$6,981.71	n/a	n/a	n/a	n/a
8	Subtotal	\$21,936.16	\$15,665.97	\$5,469.46	\$5,066.21	\$4,552.62	\$3,249.29
9	Administration (3%)	\$658.08	\$469.98	\$164.08	\$151.99	\$136.58	\$97.48
10	Total	\$22,594.24	\$16,135.95	\$5,633.54	\$5,218.20	\$4,689.20	\$3,346.77

In addition, PMC 3.20.96 (c) requires a review of the basis of the impact fees at least once every five years to determine whether the fees are still reasonably related to the needs of new development. The City recently conducted an updated development impact fee study, which will be presented to the City Council on November 19, 2024.

The City maintains separate funds for growth impact fees within the Growth Impact Fund - 276 and the Parkland Dedication Fund - 275. All interest earned on the balance is held and retained in these funds.

Growth Impact Fund - 276

The Growth Impact Fee Fund accounts for fees collected from developers for both residential and business development impacts on public facilities and services. The City has established development impact fees for the following facilities: police, fire protection, parks and recreation, wastewater, public facilities and equipment, traffic, and drainage. The revenue collected from the fees can be used for capital improvements, including the expansion, design, and construction of facilities.

Since the development impact fees have been put in place, the City has collected the

following fees for the mitigation of growth impacts in the Growth Impact Fund – 276:

Fiscal Year	Fee Income & Interest	Expenditures	Year End Residual Balance
Prior to 2008-09	\$ 3,162,923	\$ 2,924,091	\$ 237,979
2008-09 to 2016-17	225,773	564,213	(100,460)
2017-18	91,348	-	(9,113)
2018-19	82,480	-	73,367
2019-20	35,557	-	108,925
2020-21	32,567	-	141,492
2021-22	2,560,333	-	2,701,825
2022-23	638,210	-	3,340,034
2023-24	221,508	57,982	3,503,560
Totals	\$ 6,829,191	\$ 3,546,286	

As of June 30, 2024, the Growth Impact Fund has a fund balance of \$3,503,560. Staff has reviewed the development impact fees collected from July 1, 2019 through June 30, 2024. No development impact fees collected more than five years ago, prior to July 1, 2019, remain unexpended or uncommitted. The following projects have been identified for funding from impact fees in the FY 2024/25 through FY 2028/29 CIP adopted by the City Council on June 25, 2024:

Project Number	Project Title	Estimated Project Completion	Estimated Project Cost
PA1901	Pinole Valley Park Soccer Field Rehabilitation	6/30/2025	\$ 200,000
PA2201	Pocket Parks - Galbreth Rd.	6/30/2025	65,000
SS2201	Sanitary Sewer Rehabilitation	6/30/2025	600,000
FA1703	City Hall Modernization	6/30/2026	400,000
FA2202	Senior Center Modernization	6/30/2026	145,000
FA2301	Public Safety Building Modernization	6/30/2026	75,000
FA2302	Plum St. Parking Lot Improvements	6/30/2026	80,000
PA2402	Mural Perservation	6/30/2026	70,000
PA2401	Fernandez Park Improvements	6/30/2027	900,000
	Total	Total	\$ 2,535,000

These projects are also noted in the Development Impact Fee Report included as Attachment A.

Parkland Dedication Fund - 275

The Parkland Dedication Fund accounts for fees collected from developers for residential impacts on parklands and recreation. These fees are collected pursuant to the City's Parkland Dedication Ordinance (Municipal Code 16.28) which requires as a condition of approval for the subdivision of land, the dedication of park land or payment of a fee in-lieu of dedication, pursuant to California Government Code 66477 (the "Quimby Act"). The revenue collected from the fees can be used for capital improvements, including the acquisition and development of parks.

Since the development impact fees have been put in place, the City has collected the following fees for park and recreation projects in the Parkland Dedication Fund – 275:

Fiscal Year	Fee Income & Interest	Expenditures	Year End Residual Balance
Prior to 2008-09	\$ 2,424,729	\$ 2,311,672	\$ 113,072
2008-09 to 2016-17	64,764	161,381	16,455
2017-18	8,154	-	24,608
2018-19	36,528	-	61,137
2019-20	27,732	799	88,070
2020-21	16,378	-	104,448
2021-22	(8,595)	118,507	(22,654)
2022-23	22,653	-	(0)
2023-24	-	-	(0)
Totals	\$ 2,592,344	\$ 2,592,360	

As of June 30, 2024, Parkland Dedication Fund has a fund balance of \$0.

Findings

In accordance with California Government Code Section 66001(d), the City is reporting the following findings as of June 30, 2024:

- No development impact fees collected more than five years ago, prior to July 1, 2019, remain unexpended or uncommitted.

FISCAL IMPACT

Staff has reviewed the development impact fees collected from July 1, 2019 through June 30, 2024. For the Growth Impact Fund – 276 and the Parkland Dedication Fund – 275, no development impact fees collected prior to July 1, 2019, the subject compliance year of this report, remain unexpended or uncommitted.

ATTACHMENTS

- Resolution
- Pinole Development Impact Fee Report FYE 6-30-24

RESOLUTION NO. 2024-__

A RESOLUTION OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING THE DEVELOPMENT IMPACT FEE REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2024 AND MAKING CERTAIN RELATED FINDINGS

WHEREAS, Government Code §66001(d), effective January 1, 1989, requires the City to make findings periodically to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged, identify the sources and amounts of anticipated funding used to complete incomplete improvements and identify approximate dates on which the anticipated funding is expected to be deposited; and

WHEREAS, Government Code §66006(d), effective January 1, 1989, requires that a report documenting these findings must be made within 180 days following the conclusion of each fiscal year by the City; and

WHEREAS, City staff have reviewed and summarized the development impact fees collected and expended each fiscal year covering July 1, 2019 through June 30, 2024 and prepared a report containing the information required by Government Code section 66006, which was presented to the City Council during its November 19, 2024 meeting and a copy of which is on file with the City Clerk; and

WHEREAS, City staff have reviewed development impact fees collected prior to July 1, 2019, the subject compliance year of this report, and no funds remain unexpended or uncommitted; and

WHEREAS, the City Council considered a staff report dated November 19, 2024, which included information making the findings required by Government Code section 66001(d).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pinole that it approved the Development Impact Fee Report for Fiscal Year ending June 30, 2024 to satisfy the requirements of Government Code section 66006(b)

BE IT FURTHER RESOLVED by the City Council of the City of Pinole that it makes the findings specified in the staff report dated November 19, 2024 in compliance with the requirements of Government Code section 66001(d).

PASSED AND ADOPTED this 19th day **November 2024**, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

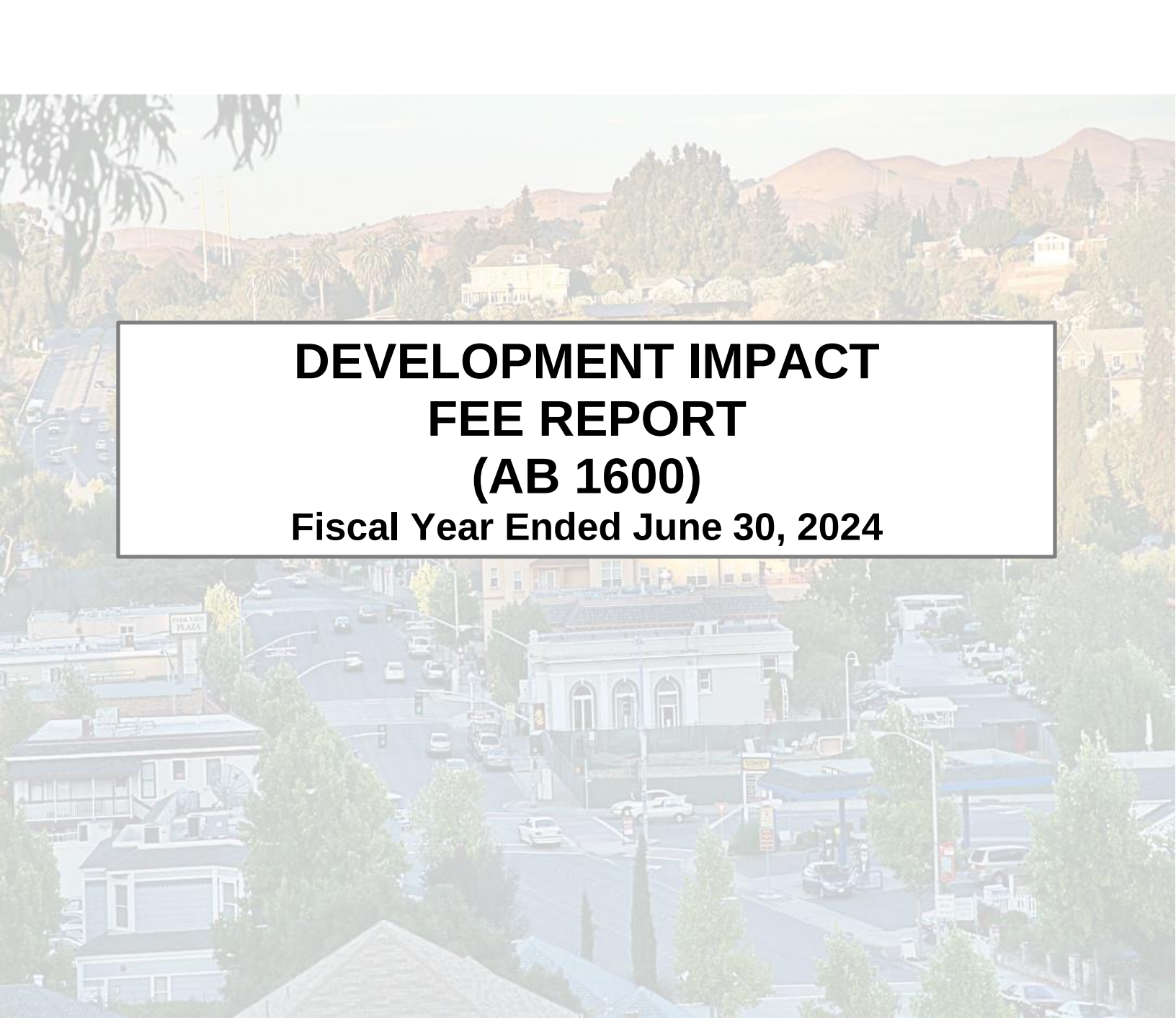
ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this **19th** day of **November 2024**.

Heather Bell, CMC

City Clerk

An aerial photograph of Pinole, California, showing a mix of residential houses, commercial buildings, and a gas station. In the background, there are rolling hills under a clear sky. The image is slightly faded to serve as a background for the title.

DEVELOPMENT IMPACT FEE REPORT (AB 1600)

Fiscal Year Ended June 30, 2024



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EXECUTIVE SUMMARY

State law requires any local agency that imposes development impact fees to prepare an annual report providing specific information about those fees, including amounts collected and expended as well as balance. The City Council must review the annual report at a regularly scheduled meeting. Therefore, in accordance with State Government Code, Section 66006(b), this Development Impact Fee Report is being filed accordingly for the fiscal year ending June 30, 2024.

In 1984, Pinole City Council established a cumulative growth impact fee through the enactment of the State's Government Code Sections 66001-66099. Ordinance Number 462 provided fees to be collected from developers for both residential and business development impacts on public facilities and services and for residential impacts on parklands and recreation.

The City of Pinole collects development impact fees at the time a building permit is issued for the purpose of mitigating the impacts caused by new development on the City's infrastructure. Fees are to be used to finance the acquisition, construction, and improvement of public facilities needed as a result of the new development. Development impact fees have been established for the following public facilities: police, fire protection, parks and recreation, wastewater, public facilities and equipment, traffic, and drainage.

The City has established and maintained two separate special revenue funds to account for development fees collected. This report includes information on the Growth Impact Fund (Fund 276) and the Parkland Dedication Fund (Fund 275).

INTRODUCTION

Legal Requirements for Development Impact Fee Reporting

A. CALIFORNIA GOVERNMENT CODE SECTION 66006 (b)

California Government Code Section 66006 (b) defines the specific reporting requirements for local agencies that impose AB 1600 development impact fees on new development. Annually, for each development impact fee collected and expended, the local agency shall, within 180 days after the last day of each fiscal year, make available to the public the information shown below for the most recent fiscal year.

- A brief description of the type of fee in the account or fund;
- The amount of the fee;
- The beginning and ending balance of the account or fund;
- The amount of the fees collected, and interest earned;
- Identification of each public improvement on which fee revenue was expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fee revenue;
- Identification of the approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement;
- A description of each inter-fund transfer or loan made from the account or fund, including interest rates, repayment dates, and a description of the improvements on which the transfer or loan will be expended;
- The amount of any refunds or allocations made pursuant to Section 66001, paragraphs (e) and (f).

B. CALIFORNIA GOVERNMENT CODE SECTION 66001 (d)

For all funds established for the collection and expenditure of development impact fees, California Government Code Section 66001 (d) has additional requirements. For the fifth fiscal year following the first deposit into the fund and every five years thereafter, the local agency shall make all of the following findings with respect to that portion of the fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put;
- Demonstrate a reasonable relationship between the fee and purpose for which it is charged;
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements;
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

As of June 30, 2024, the City is reporting the following findings:

In accordance with California Government Code Section 66001(d), the City is reporting the following findings as of June 30, 2024:

- No development impact fees collected more than five years ago, prior to July 1, 2019, remain unexpended or uncommitted.

C. ADDITIONAL NOTES

The State of California Government Code Section 66002 states that local agencies that have developed a fee program may adopt a CIP indicating the approximate location, size and timing of projects, plus an estimate for the cost of all facilities or improvements to be financed by fees. A formal CIP is recommended, at a minimum, as a five-year plan. The City annually produces a five-year CIP which helps to maintain and support the City's General Plan.

The City's current Fiscal Year (FY) 2024/25–2028/29 Capital Improvement Plan can be found on the City's website at <https://www.pinoles.gov/engineering-administration/capital-improvement-plan/>.

D. ESTABLISHING A REASONABLE RELATIONSHIP BETWEEN THE FEE AND THE PURPOSE FOR WHICH IT IS CHARGED

The City's Development Impact Fee Program has been in effect since September 19, 1984. The current Development Impact Fee was adopted on August 1, 2023. Adjustments to the fees may be made annually in accordance with the Engineering News Record Construction Cost Index-San Francisco Bay Area. The program sets forth the relationship between contemplated future development, facilities needed to serve future development and the estimated costs of those improvements based on the current General Plan for build-out.

The City's capital improvements provide infrastructure to the residents and businesses in Pinole in order to keep pace with ongoing development in, and adjacent to the community. Impact fees may also be used to pay the principal, interest and other cost of bonds, notes and other obligations issued or undertaken by or on behalf of the City to finance such facilities.

E. FUNDING OF INFRASTRUCTURE

The Fiscal Year 2024/25–2028/29 CIP identifies all funding sources and amounts for individual projects through over the five-year period. The CIP is updated annually to reflect the current infrastructure needs of the City. As a CIP project is identified, the project is evaluated to determine the portion of the project that will service existing residents and businesses versus new development.

Once the determination of use is made, the percentage of use attributable to new development is then funded by the appropriate development fee based on

the type of project. The percentage of use associated with existing residents or businesses are funded from other appropriate sources as identified on each individual project sheet in the CIP. Estimated construction start dates for projects are adjusted, as needed, to reflect the needs of the community.

F. CURRENT MAJOR CAPITAL IMPROVEMENT PROJECTS (CIP) PROJECTS

Information on current CIP projects that are funded from development impact fees can be found on page 10.

Description of Development Impact Fees

Police Facility Fee – To provide for the expansion, design and construction of police facilities, or to upgrade existing police facilities. To purchase vehicles, enhance communication systems and/or perform refurbishment within the parameters allowed by Government Code 66000.

Fire Protection Facility Fee – To provide for the expansion, design and construction of fire facilities, or to upgrade existing fire facilities. To purchase equipment and vehicles, enhance communication systems and/or perform refurbishment within the parameters allowed by Government Code 66000.

Public Facility & Equipment Fee – To provide for the expansion, design and construction of municipal or community facilities, or to upgrade existing facilities; to purchase equipment and vehicles, enhance communication systems and/or perform refurbishment within the parameters allowed by Government Code 66000.

Wastewater Facility Fee – To provide for the upgrade and expansion of sewer collection and wastewater treatment capacities at the Water Pollution Control Plant.

Transportation Facility Fee – To provide for traffic improvements that include arterial roadway and intersection improvements to accommodate new development.

Drainage Facility Fee – To provide for the expansion of drainage facilities to accommodate new development.

Parks and Recreation Fee – To provide for the acquisition and development of parks and recreation facilities.

Parkland Dedication Fee – To provide for the acquisition and development of parks as specified in the City's Parkland Dedication Ordinance (PDO) (Municipal Code Sec. 16.28) which requires as a condition of approval for the subdivision of land, the dedication of park land or payment of a fee in-lieu of dedication, pursuant to California Government Code 66477 (the "Quimby Act"). The Quimby Act allows the City to require the dedication of land for park purposes up to the rate of the existing acreage per 1,000 population, which stands at 3.34 acres. The City may collect the full AB1600 park impact fees for park acquisition and development at the issuance of building permits, but may not impose the land dedication requirement at the subdivision stage. The City may collect on either the PDO or the impact fee, but not both.

Current Fee Schedule

Development impact fees are reviewed annually, and adjustments may be made. Pinole Municipal Code (PMC) 3.20.096 (b) allows for an annual adjustment to the amount of the impact fees by a percentage equal to the percentage change in the Engineering News Record Construction Cost Index for San Francisco Bay Area. The fees were updated to the following amounts effective August 1, 2023:

Activity Description		Single Family	Multi-Family	Office	Commercial	Industrial	Institutional
		<i>Fee per Dwelling Unit</i>		<i>Fee per 1,000 Building Square Feet</i>			
1	Police	\$1,321.29	\$1,000.98	\$500.49	\$160.16	\$400.40	\$40.04
2	Fire Protection	\$1,688.49	\$1,279.16	\$639.58	\$204.67	\$511.66	\$51.16
3	Public Facilities & Equipment	\$2,278.48	\$1,726.13	\$863.06	\$276.18	\$690.45	\$69.05
4	Wastewater	\$5,684.45	\$4,263.05	\$2,640.40	\$2,640.40	\$2,160.85	\$1,439.80
5	Transportation	\$477.05	\$338.71	\$639.25	\$1,598.13	\$419.81	\$1,211.72
6	Drainage	\$1,270.54	\$76.23	\$186.67	\$186.67	\$369.46	\$437.52
7	Parks and Recreation	\$9,215.85	\$6,981.71	n/a	n/a	n/a	n/a
8	Subtotal	\$21,936.16	\$15,665.97	\$5,469.46	\$5,066.21	\$4,552.62	\$3,249.29
9	Administration (3%)	\$658.08	\$469.98	\$164.08	\$151.99	\$136.58	\$97.48
10	Total	\$22,594.24	\$16,135.95	\$5,633.54	\$5,218.20	\$4,689.20	\$3,346.77

DEVELOPMENT IMPACT FEE FINANCIAL REPORT

COMBINED FINANCIAL SUMMARY

Statement of Revenues, Expenditures and Changes in Fund Balance For the Year Ended June 30, 2024

	Growth Impact (276)	Parkland Dedication (275)
REVENUE		
Fees-Police	\$ 1,638.40	\$ -
Fees-Fire	2,093.73	-
Fees-Transportation	591.54	-
Fees-Storm Drainage	1,575.47	-
Fees-Public Facilities	2,825.78	-
Fees-Wastewater	7,048.72	-
Fees-Administrative OH	-	-
Fees-Parks & Recreation	11,427.65	-
Interest	194,306.42	-
Other Revenue	-	-
Total Revenue	221,507.71	-
EXPENDITURES		
Expenditures	57,981.85	
Total Expenditures	57,981.85	-
REVENUE OVER (UNDER) EXPENDITURES	163,525.86	-
Fund Balance, Beginning of Year	3,340,034.38	-
Fund Balance, End of Year	\$ 3,503,560.24	\$ -

GROWTH IMPACT FUND - 276

**Statement of Revenues, Expenditures and Changes in
Fund Balance
Last Five Fiscal Years**

	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
REVENUE					
Fees-Police	\$ 3,760.21	\$ 3,174.59	\$ 156,954.13	\$ 36,459.36	\$ 1,638.40
Fees-Fire	4,805.18	4,056.81	200,571.74	46,591.68	2,093.73
Fees-Transportation	1,298.42	1,748.86	53,135.70	16,425.14	591.54
Fees-Storm Drainage	1,303.69	3,018.60	12,970.73	3,238.54	1,575.47
Fees-Public Facilities	6,484.23	5,474.07	270,656.24	62,871.97	2,825.78
Fees-Wastewater	16,064.00	14,617.32	663,553.00	160,461.12	7,048.72
Fees-Administrative OH	-	-	-	-	-
Fees-Parks & Recreation	-	-	1,094,731.73	251,341.56	11,427.65
Interest	1,841.74	476.73	(10,747.65)	60,820.49	194,306.42
Other Revenue	-	-	118,507.15	-	-
Total Revenue	35,557.47	32,566.98	2,560,332.77	638,209.86	221,507.71
EXPENDITURES					
Expenditures	-	-	-	-	57,981.85
Total Expenditures	-	-	-	-	57,981.85
REVENUE OVER (UNDER) EXPENDITURES	35,557.47	32,566.98	2,560,332.77	638,209.86	163,525.86
Fund Balance, Beginning of Year	73,367.30	108,924.77	141,491.75	2,701,824.52	3,340,034.38
Fund Balance, End of Year	\$ 108,924.77	\$ 141,491.75	\$ 2,701,824.52	\$ 3,340,034.38	\$ 3,503,560.24

PARKLAND DEDICATION FUND - 275

**Statement of Revenues, Expenditures and Changes in
Fund Balance
Last Five Fiscal Years**

	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
REVENUE					
Fees-Parks & Recreation	\$ 26,226.93	\$ 16,026.78	\$ -	\$ -	\$ -
Interest	1,505.18	351.19	(8,594.79)	359.49	-
Other Revenue	-	-	-	22,294.00	-
Total Revenue	27,732.11	16,377.97	(8,594.79)	22,653.49	-
EXPENDITURES					
Expenditures	798.91	-	118,507.15	-	-
Total Expenditures	798.91	-	118,507.15	-	-
REVENUE OVER (UNDER) EXPENDITURES	26,933.20	16,377.97	(127,101.94)	22,653.49	-
Fund Balance, Beginning of Year	61,136.80	88,070.48	104,448.45	(22,653.49)	-
Fund Balance, End of Year	\$ 88,070.00	\$ 104,448.45	\$ (22,653.49)	\$ -	\$ -

IMPROVEMENT FUNDED WITH DEVELOPMENT IMPACT FEES

The City expended \$57,981.85 of the monies in the Growth Impact Fund in the last fiscal year for the following project:

- Project SW1901 Hazel St. Storm Drain Improvements - \$57,981.85

DEVELOPMENT IMPACT FEE PROJECT IDENTIFICATION

The Development Impact Fee funded projects listed below conform to the following reporting requirements defined by California Government Code Section 66006 (b):

- An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement.

The adopted CIP identifies the estimated time for construction of the identified projects. However, the exact date by which constructions will commence will depend on the City having adequate funds to complete each project. Those funds may include the receipt of additional impact fees from new development projects, grant monies, or funds allocated from the City's General Fund.

Nine projects have been identified for funding from impact fees in the FY 2024/25 - FY2028/29 Capital Improvement Plan adopted by the City Council on June 25, 2024:

Project Number	Project Title	Estimated Project Completion	Estimated Project Cost
PA1901	Pinole Valley Park Soccer Field Rehabilitation	6/30/2025	\$ 200,000
PA2201	Pocket Parks - Galbreth Rd.	6/30/2025	65,000
SS2201	Sanitary Sewer Rehabilitation	6/30/2025	600,000
FA1703	City Hall Modernization	6/30/2026	400,000
FA2202	Senior Center Modernization	6/30/2026	145,000
FA2301	Public Safety Building Modernization	6/30/2026	75,000
FA2302	Plum St. Parking Lot Improvements	6/30/2026	80,000
PA2402	Mural Perservation	6/30/2026	70,000
PA2401	Fernandez Park Improvements	6/30/2027	900,000
	Total	Total	\$ 2,535,000

All of the current projects including all funding sources and approximate dates of funding can be found in the FY 2024/25 - 2028/29 Capital Improvement Plan at <https://www.pinole.gov/engineering-administration/capital-improvement-plan/>.

NOTES TO THE DEVELOPMENT IMPACT FEE REPORT

The Notes address two items required by California Government Code Section 66006 (b). First, Notes #1 and #2 provide information on bonds and notes payable associated with improvements to the City's wastewater system and upgrade to the Water Pollution Control Plant. Second, Note #3 provides information on refunds made, if applicable, due to sufficient funds being collected to complete financing on incomplete public improvements, and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded.

NOTE # 1 – BONDS

A. 2016 WASTEWATER REVENUE REFUNDING BONDS

On June 30, 2016, the City of Pinole issued an \$8,251,000 Wastewater Revenue Refunding Bond (Bank Qualified) to redeem its 2006 Wastewater Revenue Bonds which were issued to finance certain capital improvements to the City's wastewater system. The bonds bear annual interest at 2.95% which is payable semi-annually on March 1 and September 1 of each year through 2037. Principal payments are due annually beginning on September 1, 2016 through 2036. The bond is secured with pledged net wastewater revenues. As of June 20, 2023, the outstanding debt on the loan is \$5,633,000. Loan payments are due annually based on the payment schedule below:

Year Ending June 30,	2016 Wastewater Revenue	
	Principal	Interest
2025	362,000	160,834
2026	372,000	150,008
2027	381,000	138,901
2028	395,000	127,455
2029	404,000	115,670
2030-2034	2,217,000	389,090
2035-2037	1,502,000	67,378
Total	5,633,000	1,149,335
Due within one	362,000	160,834
Due after one year	5,271,000	988,501
Total	\$ 5,633,000	\$ 1,149,335

NOTE # 2 – NOTES PAYABLE

A. 2016 Clean Water State Revolving Fund

In May 2016, the City entered into a loan agreement with the State of California's State Water Resources Control Board for the purpose of financing its 50% share of the Pinole-Hercules Wastewater Pollution Control Plant Upgrade project to comply with Regional Water Quality Board NPDES permit requirements. Funds are drawn on the agreement as work is completed up to the maximum amount of \$26.7 million plus any construction period interest. The loan accrues interest at a rate of 1.7% annually and is amortized over the

life of the agreement through July 2049. Net revenues, defined as all sewer enterprise fund revenues less operations and maintenance costs (excluding depreciation and amortization expenses), is pledged as future debt service. As of June 20, 2024, the outstanding debt on the loan is \$22,735,634. Loan payments are due annually on each August 31 based on the payment schedule below:

Year Ending June 30,	2016 Clean Water State Revolving	
	Principal	Interest
2025	702,678	386,506
2026	714,624	374,560
2027	726,772	362,412
2028	739,127	350,057
2029	751,693	337,491
2030-2034	3,954,545	1,491,375
2035-2039	4,302,306	1,143,614
2040-2044	4,680,649	765,271
2045-2049	5,092,263	353,657
2050	1,070,977	18,207
Total	22,735,634	5,583,148
Due within one	702,678	386,506
Due after one year	22,032,956	5,196,642
Total	\$ 22,735,634	\$ 5,583,148

NOTE # 3 – REFUNDS PAYABLE

A. REFUNDS OF DEVELOPER FEES

When the City no longer needs the funds for the purposes collected, or if the City fails to make required findings or perform certain administrative tasks prescribed by AB 1600, the City may be required to refund, on a prorated basis, to owners of the properties upon which the fees for the improvement were imposed, the monies collected for that project and any interest earned on those funds. At this time, all fees being collected pursuant to the Development Fee Program have been earmarked for current or future capital projects necessary to maintain the current levels of service within existing service areas to serve new development. The City has issued no refunds of collected fees during the last fiscal year.



CITY COUNCIL REPORT

9.F.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR
KAPIL AMIN, SUSTAINABILITY PROJECT MANAGER
SUBJECT: RECEIVE AN UPDATE ON THE RESTRUCTURED AND RELAUNCHED
PINOLE ENERGY ENHANCEMENT REBATE (PEER) PROGRAM

RECOMMENDATION

Receive an update on the restructured and relaunched Pinole Energy Enhancement Rebate Program

BACKGROUND

The City of Pinole launched the Pinole Energy Enhancement Rebate (PEER) program on January 1, 2024. Developed in collaboration with the County, the pilot program aimed to leverage existing Bay Area Regional Energy Network (BayREN) rebates, creating mutual benefits for both the Pinole community and the County's energy efficiency goals. The pilot included rebates for single-family homes, multifamily properties, and County weatherization projects. Funding allocations for the program were as follows: \$200,000 for rebates, \$25,000 for marketing, and \$25,000 for administration. The County administered the program, which ran through June 2024, and progress was documented in quarterly reports (Attachments A, B, and C), detailing program activity, marketing efforts, and budget utilization.

By the program's conclusion, rebates were issued to 19 applicants who met all eligibility requirements. Six additional applications were submitted but did not result in rebates due to ineligibility or applicant withdrawal. The total value of issued rebates was \$101,400, exclusively for single-family energy efficiency measures. The most requested rebates were for heat pump HVAC systems and heat pump water heaters. Notably, 16 out of the 19 rebate recipients indicated they would be unlikely or uncertain about proceeding with their projects without the PEER rebate. To address the City's high rate of sewer lateral noncompliance, participants were required to provide either a certificate of sewer lateral compliance or a sewer lateral video. Details on how participants met this requirement are provided in Attachment D. **Table 1** summarizes the budgeted items and the remaining amounts per line item.

Table 1: Summary of PEER Phase 1 Budgeted Items

PEER Program Phase 1	Budgeted	Expended	Amount Remaining
Administrative Costs	\$25,000	\$25,000	\$0
Marketing	\$25,000	\$25,000	\$0

Rebates	\$200,000	\$101,400	\$98,600
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In early 2024, BayREN began redesigning its single-family rebate offerings and phased out existing rebates, including those for heat pump HVAC systems and heat pump water heaters, in April 2024. However, BayREN provided an exclusive extension for its partnership with the City of Pinole, allowing continued access to these rebates. Moving forward, due to these changes, the next iteration of the PEER program will not be able to stack rebates with BayREN's single-family incentives, although multifamily and County weatherization rebates will remain unaffected. This report demonstrates how the City actively worked with the County to adapt the program and continue providing high-quality rebate options despite these evolving circumstances.

REVIEW AND ANALYSIS

Applications for the restructured PEER program reopened on October 15, 2024. Previously, the program required contractors to ensure quality. The relaunched program continues to uphold quality standards by requiring California-certified contractors for single-family rebates. Based on an evaluation of the pilot phase, incentives were adopted from the Climate Action and Adaptation Plan and the remaining program budget. The popular heat pump rebate was discontinued due to the high cost of the equipment from TECH Clean California. However, the high-efficiency air conditioner rebate has been discontinued due to the high cost of the equipment from heat pumps. The updated incentive levels are expected to support approximately 30 applicants, an increase from the previous phase. This section provides a comparison of Phase 1 and Phase 2 rebates offered under the PEER program.

Community engagement efforts for the program relaunch have included promotion at Coastal Cleanup Day and the Contra Costa Coalition for Clean Air. Additional outreach has been conducted through a press release, social media posts, and a partnership with Rising Sun Center for Opportunity. The postcards primarily promoted Rising Sun's free green home energy assessments and rebates offerings.

Table 2: Comparison of Pilot and Phase 2 Rebates for the PEER Program

Measure Name	Average Measure Cost in Contra Costa County (December 2023)	BayREN Rebate Amounts for PEER Program Phase 1	PEER Program Phase 1 Rebate Amount	Proposed PEER Program Phase 2 Rebate Amount	Program Phase 2 Rebate Amount
Duct Replacement	\$5,741.86	\$800	\$2,200	\$2,000	
Attic Insulation	\$3,420.14	\$1,000	\$700	\$1,000	
Wall Insulation	\$3,108.38	\$1,000	\$600	\$900	
Heat Pump (HVAC)	\$7,308.17	\$250	\$4,500	\$3,000	
Heat Pump (H2O)	\$12,540.31	\$250	\$4,000	\$3,000	
Fuel Sub - Heat Pump (HVAC)	\$12,956.42	\$400	\$4,500	\$3,000	
Fuel Sub - Ductless Heat Pump (HVAC)	\$12,357.32	\$400	\$4,500	\$3,000	
Fuel Sub - Heat Pump (H2O)	\$7,444.66	\$400	\$4,000		

					\$3,000
Fuel Sub - Induction Range or Cooktop	\$3,500.00	\$250	\$550		\$500
Fuel Sub - Heat Pump Dryer	\$1,650.00	\$250	\$450		\$400

FISCAL IMPACT

The restructuring and relaunch of the PEER program will have no fiscal impact on the City. In fact, the City is excited to announce that it has received a \$700,000 Local Government Building Decarbonization Challenge grant from the California Energy Commission. Of this amount, \$150,000 will be used to enhance the PEER program, with \$115,000 allocated for additional rebates and \$35,000 for County administrative costs. The PEER program's interjurisdictional agreement allows the City and County to internally adjust funding amounts among budget items as needed. Accordingly, staff will initiate a contract amendment to document these changes, in accordance with the Local Government Building Decarbonization Challenge Grant acceptance resolution on the consent calendar for November 19, 2024.

ATTACHMENTS

- A. Q1 2024 PEER Program Progress Report
- B. Q2 2024 PEER Program Progress Report
- C. Q3 2024 PEER Program Progress Report
- D. PEER Program Phase 1 Sewer Lateral Compliance Analysis

Pinole Energy Enhancement Rebate Program Progress Report

April 10, 2024

Program Activities Summary

Program activity has been gradually increasing. To date, the PEER Program has received four applications for eligible projects. Induction cooktops and heat pump clothes dryers have been the most popular project measures.

Project Pipeline

Since the PEER Program officially launched on January 1, 2024, staff received four submissions through the online application form for single-family projects. One application was deemed ineligible due to the scope of the project (replacing an existing induction cooktop with a new induction cooktop, which is ineligible for BayREN Home+ Program rebates), one application was submitted as a general inquiry into eligible measures, and two applications have been processed and conditionally accepted, pending eligibility from the BayREN Home+ Program and proof of sewer lateral compliance or good faith effort to comply with sewer lateral compliance.

Table 1. Rebates Reserved

	Budget Allocated	Rebates Reserved	Rebates Conditionally Reserved	Rebates Issued	Available Budget	Waitlist
Single-Family	\$100,000		\$1,900			
Multifamily	\$50,000					
Low/Fixed-Income	\$50,000					

Table 2. Project Application Status Summary

	Processed	Deemed Ineligible	Conditionally Accepted	Accepted	Paid Out
Single-Family	6	2	4		
Multifamily					
Low/Fixed-Income					

Table 3. Project Inventory

Household Size	Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded (BayREN, MCE, TECH, Other)	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	GHG Savings
3	Greater than \$135,650	Ineligible	Induction Cooktop	N/A	N/A	N/A	N/A	N/A	N/A
5+	\$44,401 - \$74,000	Ineligible	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3	Greater than \$135,650	Conditionally Reserved	Induction Range Heat Pump Clothes Dryer	BayREN: \$500	Reserved: \$1,000	\$5,617.64	\$4,117.64		
3	\$98,651-135,650	Conditionally Reserved	Heat Pump Clothes Dryer	BayREN: \$250	Reserved: \$450	\$2,688.86	\$1,988.86		
3	Greater than \$135,650	Conditionally Reserved	Heat Pump Clothes Dryer	BayREN: \$250	Reserved: \$450	\$1,567.80	\$867.80		
2	Greater than \$120,550	Conditionally Reserved	Duct Replacement Heat Pump HVAC Heat Pump Water Heater	TBD	TBD	TBD	TBD		

Program Structure

BayREN Home+ Program rebates for heat pump HVAC and heat pump water heaters were sunset for Bay Area residents in April 2024. Staff coordinated with the BayREN Single-Family Program Manager to extend the availability of the two measures to align with the sunset of the first phase of the PEER Program on June 30, 2024. This extended the availability of Home+ Program rebates for heat pump HVAC and heat pump water heaters to Pinoleans for an additional two months.

Marketing and Outreach

Contractor Outreach

Staff attended two BayREN Home+ Program office hours in March 2024 for BayREN Participating Contractors to share information about the PEER Program. CLEAResult, the BayREN Home+ Program implementer, sent two emails to BayREN Participating Contractors sharing information about the PEER Program.

County staff have made themselves available to meet one-on-one with contractors to answer questions about the PEER Program and its relationship to the BayREN Home+ Program.

Mailers

Staff worked with BayREN to develop a two-page infographic flyer about the PEER Program. The two-page flyer has been sent out with the mailers to Pinoleans.

The first round of 3,525 mailers to West Pinole single-family residents and multifamily property owners was sent out in February. The second round of 2,747 mailers to East Pinole single-family residents and multifamily property owners was sent out in March along with a revised mailer to 3,492 West Pinole single-family residents.

According to the BayREN Home+ Program dashboard, the City of Pinole had two leads¹ created in January 2024 and sixteen leads created in February 2024. Leads were identified as being generated through mailers. Other Contra Costa County jurisdictions had between zero and three inquiries during the same two-month time frame.

Webpage Activity

From December 1, 2023 through March 31, 2024, traffic to the PEER Program webpage has steadily increased.

¹ A lead is generated when a resident reaches out to a BayREN Home Energy Advisor inquiring about BayREN Home+ Program rebates.

Historical overview and comparison

Visits
629

No trend data ⓘ

Page views
780

No trend data ⓘ

Unique visitors
402

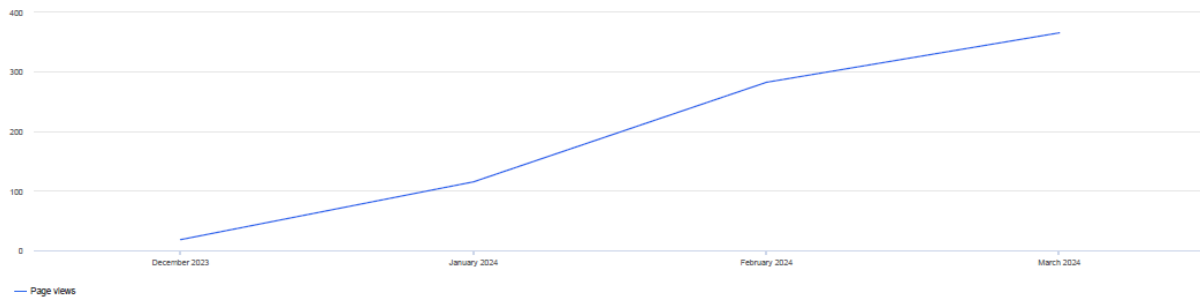
No trend data ⓘ

Returning visitors
32

No trend data ⓘ

Bounce rate
75.05%

No trend data ⓘ



Additional Outreach

County staff featured the launch of the PEER Program in the Spring 2024 edition of the Sustainability in Contra Costa County newsletter. The newsletter was sent to 1,268 recipients and had a 63.3% open rate. Eight individuals clicked on the PEER Program link in the newsletter.

On Thursday, April 4, 2024, County and City staff presented the PEER Program to the Pinole Rotary.

On Tuesday, April 16, 2024, County staff presented the PEER Program to City Council.

On Saturday, April 20, 2024, County staff tabled at the Pinole Earth Walk to share about the PEER Program with residents.

Staff worked with BayREN staff to launch a [dedicated webpage](#) on the BayREN website to announce the extension of BayREN Home+ Program rebates for heat pump water heaters and heat pump HVAC from April 1, 2024 to June 30, 2024 to accommodate the recently launched PEER Program.

Staff worked with the City to create a series of digital outreach assets including social media graphics and language, a press release, and compatible webpage language for the City's sustainability webpages.

Budget

Staff Time

County staff coordinates with BayREN, MCE, and County Weatherization program managers, administrators, and implementers on an ongoing basis to ensure the appropriate information and workflows are in place; corresponds with interested residents and contractors via email and

phone to walk them through the steps necessary to participate in the PEER Program; prepares program marketing and outreach materials; and processes submitted applications.

Marketing Materials

County staff sent out a total of 9,764 mailers and provided City staff with 250 flyers for in-person community events. The total cost of printed materials is.

As of April 10, 2024, \$15,385.95 or 61.5% of the marketing and outreach budget for the PEER Program agreement has been spent down on printed materials and postage.

Conclusions

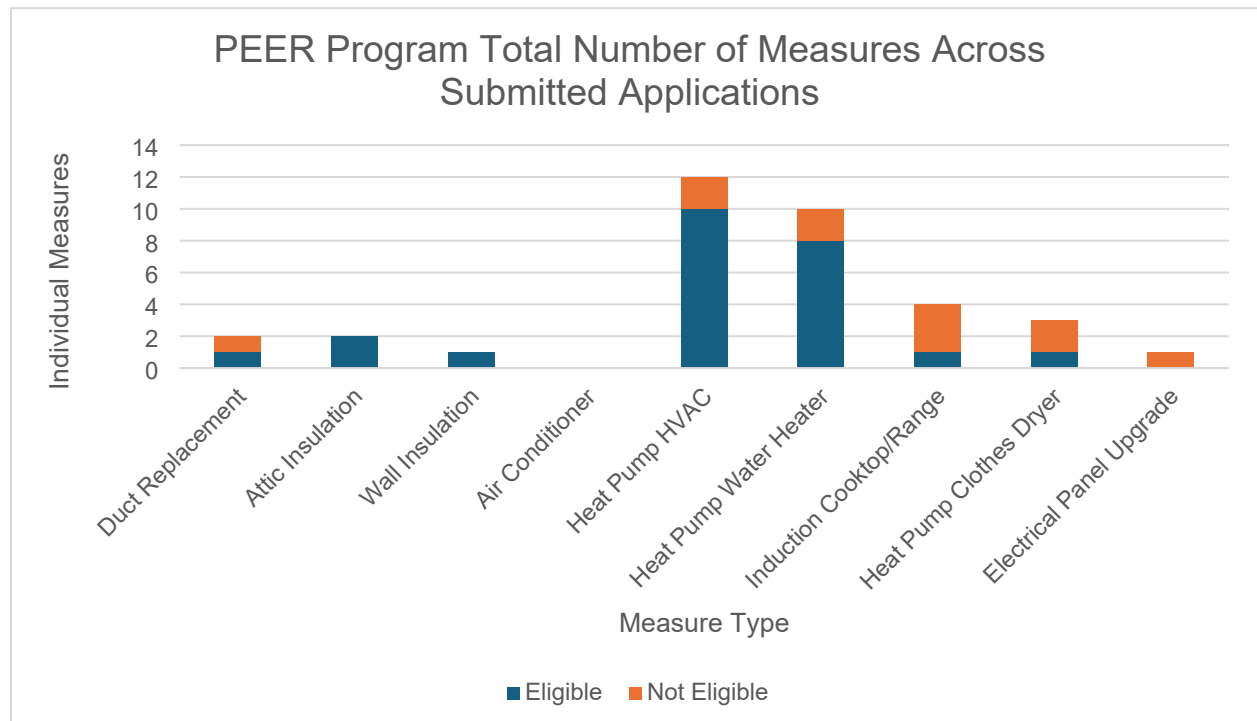
Due to the gradual roll-out of the PEER Program and the requirement for projects to first go through an existing program, it is reasonable that uptake was slow in the first quarter. However, County staff have been in contact with several active contractors in the City of Pinole and intend to continue to reach out and support contractors who wish to offer these increased incentives to their customers in the City of Pinole. Given the deployment of digital marketing and contractor outreach, County staff anticipate an increase in program inquiries and translation into a higher volume of applications in the following months.

Pinole Energy Enhancement Rebate Program Progress Report

July 31, 2024

Program Activities Summary

Program staff processed a total of 22 applications by July 31, 2024. The most popular measures were heat pump heating, ventilation, and air conditioning (HVAC) systems and heat pump water heaters.



Project Pipeline

Since the PEER Program launched on January 1, 2024, staff received 22 completed submissions through the online application form for single-family projects.

6 applications were deemed ineligible. Two applications were deemed ineligible due to the project scope (replacing an existing, broken induction cooktop with a new induction cooktop), one application was submitted as a general inquiry, one application was closed due to project cost, and two applications were closed due to the applicants' disinterest in pursuing a sewer lateral video inspection.

The County has issued twelve rebate checks totaling \$59,500.

One multifamily property owner has expressed interest in the program. The BAMBE Technical Assistance staff person reports that the owner is interested because roof repair is an eligible measure of the PEER Program.

Table 1. Rebates Reserved

	Budget Allocated	Rebates Reserved	Rebates Conditionally Reserved	Rebates Issued	Available Budget	Waitlist
Single-Family	\$100,000		\$21,200	\$59,500	\$19,300	
Multifamily	\$50,000		\$9,500		\$40,500	
Low/Fixed-Income	\$50,000				\$50,000	

Table 2. Project Application Status Summary

	Processed	Ineligible/ File Closed	Conditionally Accepted	Paid Out
Single-Family	22	6	4	12
Multifamily				
Low/Fixed-Income				

Table 3. Project Inventory by Submitted Application

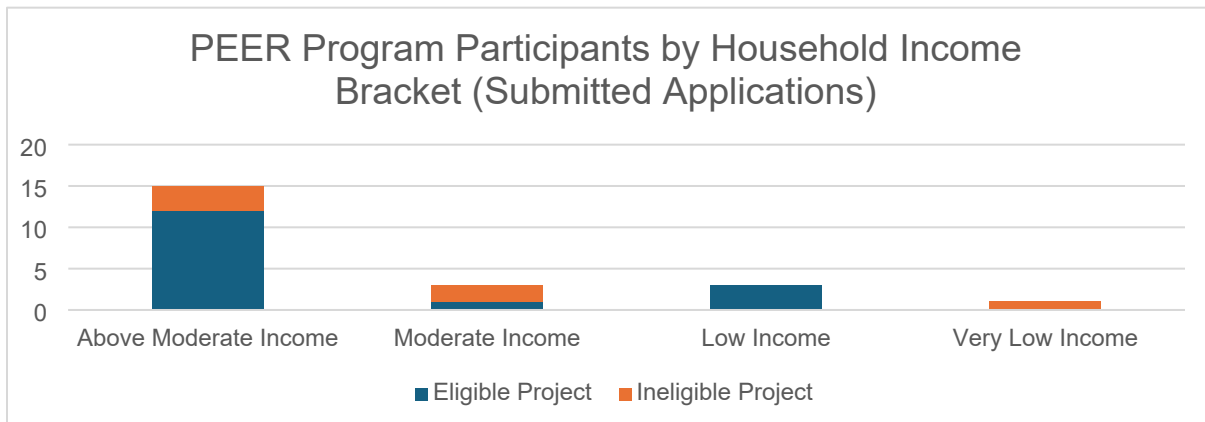
Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	Therms Savings
Above Moderate Income	Ineligible	Induction Cooktop	N/A	N/A	N/A	N/A	N/A	N/A
Above Moderate Income	PEER Program Rebate Check Issued	Induction Range Heat Pump Clothes Dryer	BayREN: \$500	\$1,000	\$5,836.08	\$4,336.08	-540 kWh	23 therms
Moderate Income	File Closed	Heat Pump Clothes Dryer	BayREN: \$250	N/A	\$2,688.86	\$1,988.86	N/A	N/A
Above Moderate Income	File Closed	Heat Pump Clothes Dryer	BayREN: \$250	N/A	\$1,567.80	\$867.80	N/A	N/A
Above Moderate Income	File Closed	Duct Replacement Heat Pump HVAC Heat Pump Water Heater	N/A	N/A	N/A	N/A	N/A	N/A
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$9,353.00	\$4,953.00	-1,630 kWh	198 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$19,188.00	\$13,288.00		
Moderate Income	PEER Program Rebate Check Issued	Duct Replacement Attic Insulation Wall Insulation Heat Pump HVAC	BayREN: \$2,823.25 TECH: \$1,000	\$8,000.00	\$32,764.00	\$20,940.75	-240.95 kWh	353.135 therms
Above Moderate Income	Conditional Reservation	Heat Pump HVAC	BayREN: \$800	\$8,500.00	\$27,230.00	\$16,930.00	-1,630 kWh	198 therms

Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	Therms Savings
		Heat Pump Water Heater	TECH: \$1,000					
Low Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$8,760.00	\$4,360.00	-1,630 kWh	192 therms
Low Income	Conditional Reservation	Attic Insulation Heat Pump HVAC	BayREN: \$1,400 TECH: \$1,000	\$5,200.00	\$20,975.00	\$13,375.00	-811.36 kWh	211.037 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400.00	\$4,000.00	\$8,671.44	\$4,271.44	-1,630 kWh	198 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$8,357.00	\$3,957.00	-1,630 kWh	198 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$8,760.00	\$4,360.00	-1,630 kWh	198 therms
Low Income	PEER Program Rebate Check Issued	Heat Pump HVAC Heat Pump Water Heater	BayREN: \$800 TECH: \$1,000	\$8,500.00	\$32,850.00	\$22,550.00	-2,965 kWh	451.2 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC Heat Pump Water Heater	BayREN: \$800 TECH: \$1,000	\$8,500.00	\$30,492.00	\$20,192.00		
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$31,387.00	\$25,487.00	-1,335 kWh	253.2 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$17,390.00	\$11,490.00	-1,335 kWh	253.2 therms

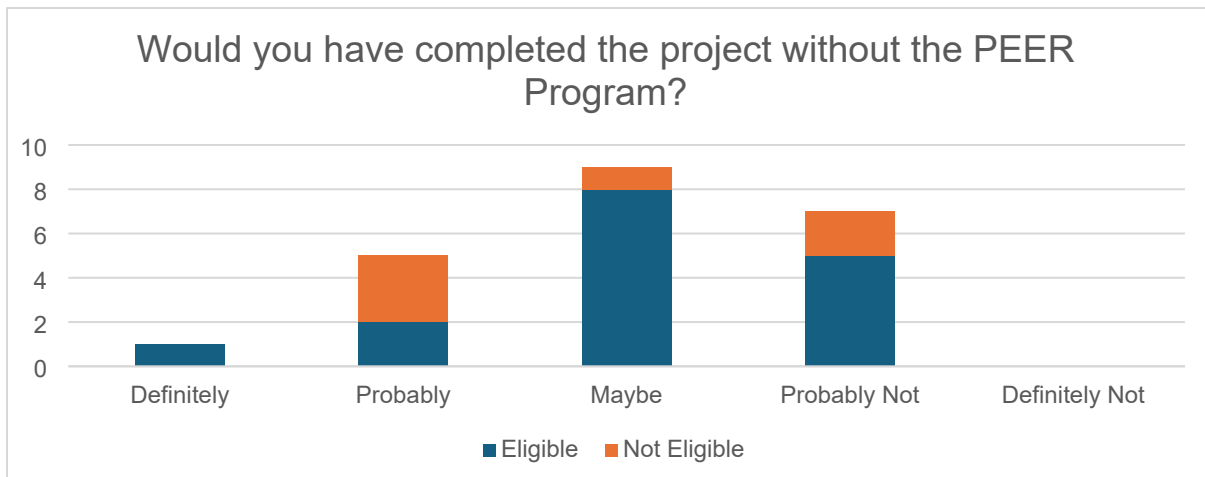
Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	Therms Savings
Above Moderate Income	Conditional Reservation	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$31,689.00	\$25,789.00	-1,335 kWh	253.2 therms
Very Low Income	Ineligible	Induction Range	N/A	N/A	N/A	N/A	N/A	N/A
Moderate Income	Ineligible	Heat Pump HVAC Heat Pump Water Heater Induction Range Electrical Panel Upgrade	N/A	N/A	N/A	N/A	N/A	N/A
Above Moderate Income	Conditional Reservation	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$13,500.00	\$7,600.00	-1,335 kWh	253.2 therms

Application Information Summary

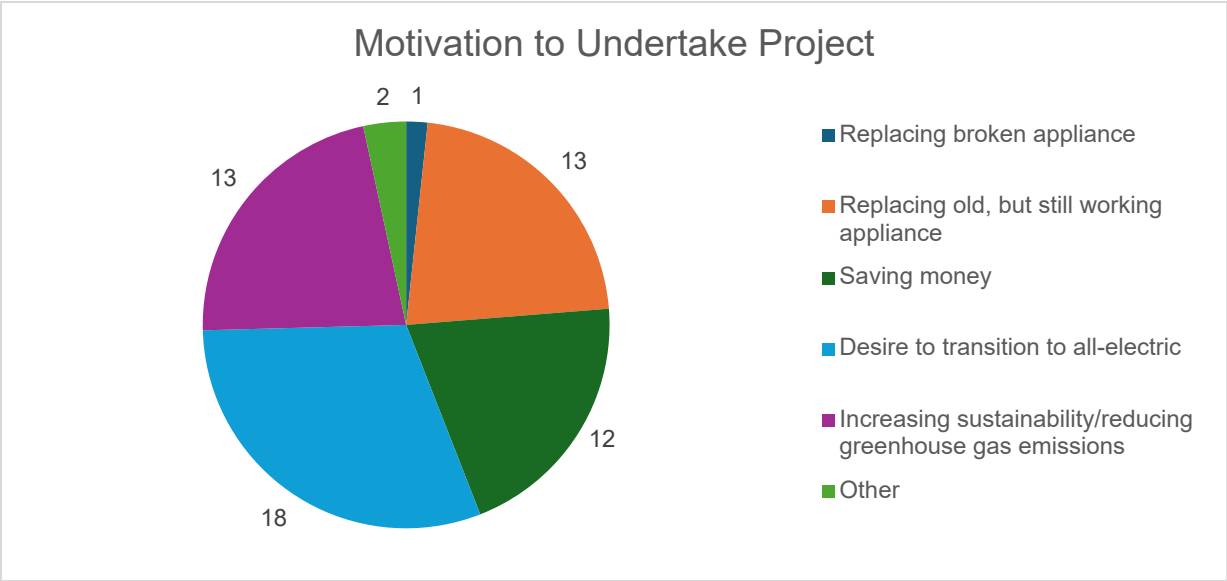
Based on the demographic information submitted through the PEER Program, of the 16 total eligible projects, 12 (75%) of the projects were from households in the above moderate-income bracket, 1 (6.25%) project was from a household in the moderate-income bracket, 3 (18.75%) projects were from households in the low-income bracket, and zero projects were from households in the very low-income bracket.



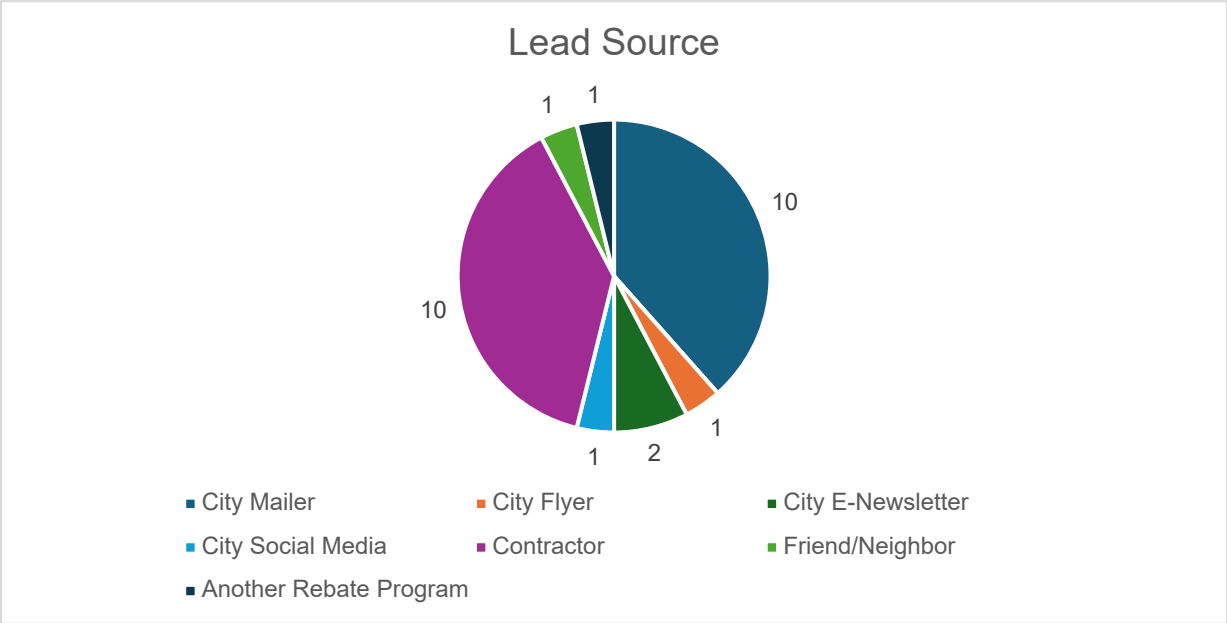
Of the 16 total eligible projects, 1 household definitely would have completed their project, 2 households probably would have completed their project, 8 households might have completed their project, and 5 households probably would not have completed their project without the PEER Program. Based on this feedback, the PEER Program clearly played a role in motivating households to complete their energy efficiency/all-electric projects.



Through the online application, applicants could identify up to five different motivating factors that influenced them to undertake their project. 18 of the 22 applicants identified the desire to transition to all-electric as a motivator. Increasing sustainability/reducing greenhouse gas emissions; replacing an old, but still working appliance; and saving money were other frequently identified motivators.



Of the 22 submitted applications, the most common sources that households learned about the PEER Program was through the City-branded mailer and through their contractor.



Marketing and Outreach

Contractor Outreach

Staff coordinated with the BayREN Home+ Program team to coordinate the reservation process for single-family homes in advance of the June 30, 2024 sunset date. Staff communicated the reservation process and exceptions (i.e., delays in HERS testing or other activities outside of contractors’ control) to contractors who submitted at least one project through the PEER Program. Staff coordinated with CLEAResult to ensure the PEER Program sunset schedule and

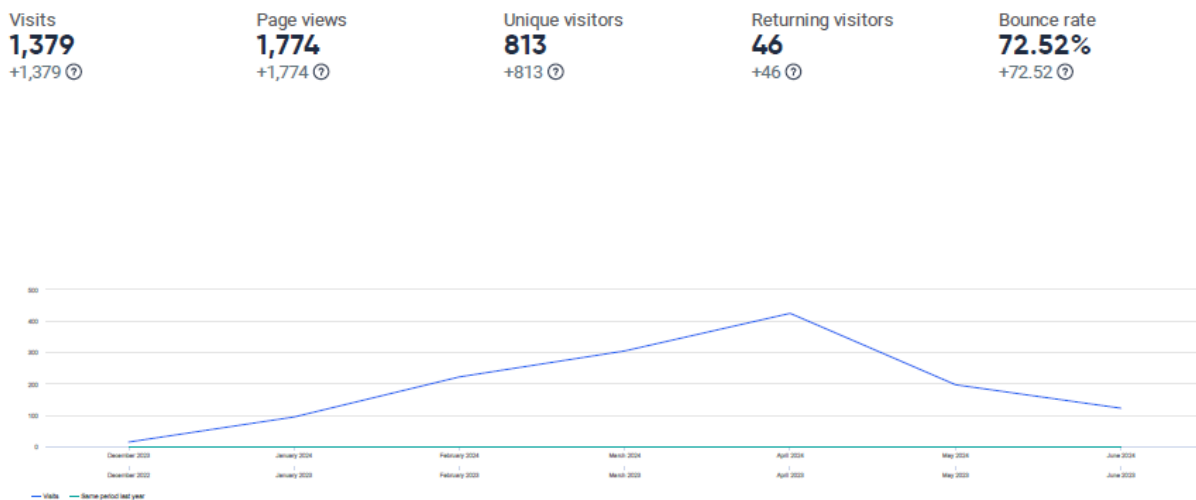
reservation process was communicated to the entire BayREN Home+ Program contractor network.

County staff have made themselves available to meet one-on-one with contractors to answer questions about the PEER Program and its relationship to the BayREN Home+ Program via video call, phone call, and email.

Webpage Activity

Webpage traffic to the PEER Program webpage steadily increased starting from December 2023 when the webpage first launched and peaked in April 2024.

Historical overview and comparison



Budget

Staff Time

County staff coordinates with BayREN, MCE, and County Weatherization program managers, administrators, and implementers on an ongoing basis to ensure the appropriate information and workflows are in place; corresponds with interested residents and contractors via email and phone to walk them through the steps necessary to participate in the PEER Program; prepares program marketing and outreach materials; and processes submitted applications.

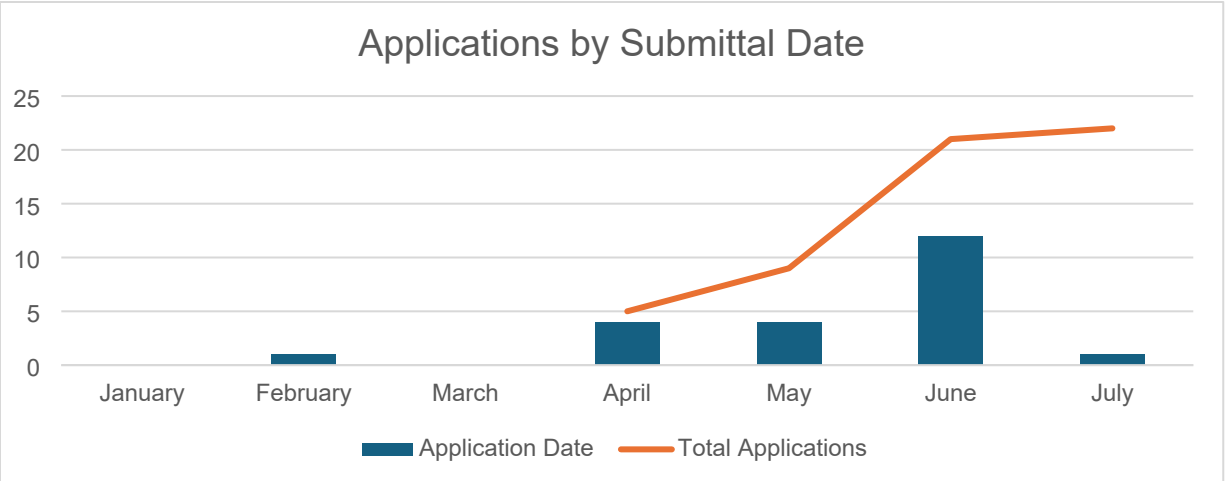
As of June 30, 2024, \$24,712.22 or 98.8% of the program administration budget for the PEER Program agreement has been spent.

Marketing and Outreach

As of June 30, 2024, \$15,171.52 or 60.7% of the marketing and outreach budget for the PEER Program agreement has been spent on printed materials and postage.

Conclusions

Following the initial outreach effort through City-branded mailers and individual outreach to contractors, the number of applications and inquiries to the PEER Program ramped up.

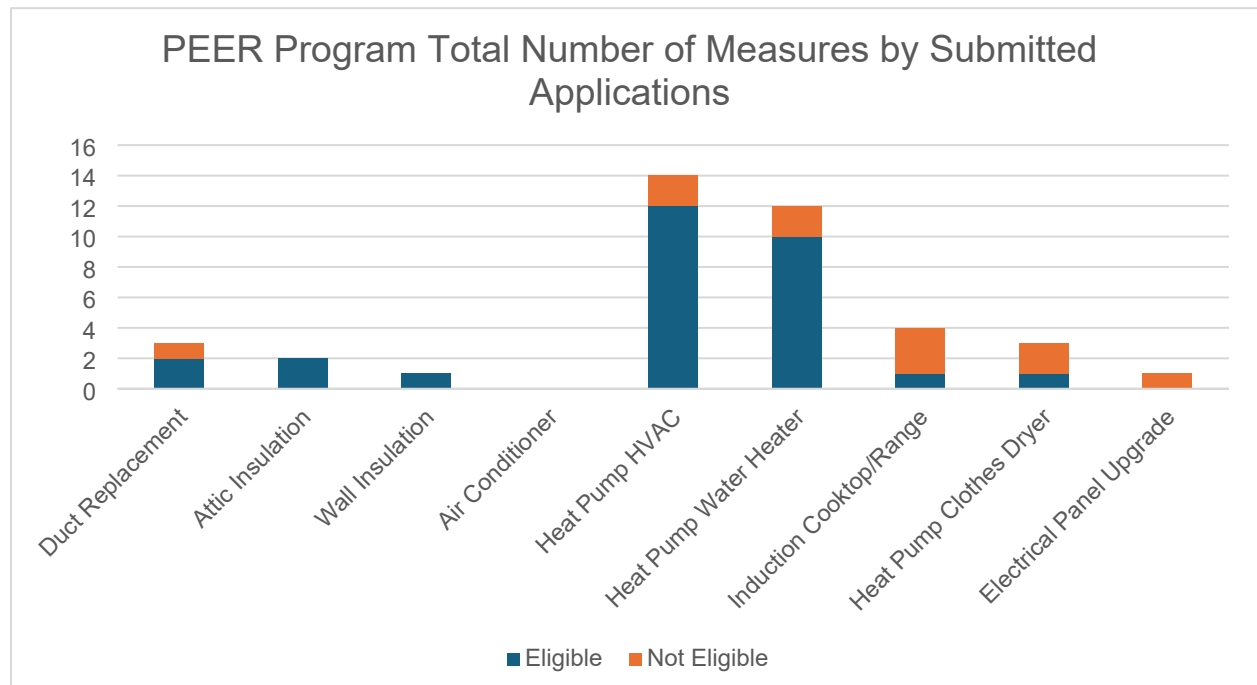


Pinole Energy Enhancement Rebate Program Progress Report

October 7, 2024

Program Activities Summary

Program staff processed a total of 26 applications by October 7, 2024. The most popular measures were heat pump heating, ventilation, and air conditioning (HVAC) systems and heat pump water heaters.



Project Pipeline

Since the PEER Program launched on January 1, 2024, staff received 25 completed submissions through the online application form for single-family projects.

6 applications were deemed ineligible. Two applications were deemed ineligible due to the project scope (replacing an existing, broken induction cooktop with a new induction cooktop), one application was submitted as a general inquiry, one application was closed due to project cost, and two applications were closed due to the applicants' disinterest in pursuing a sewer lateral video inspection.

The County has issued nineteen rebate checks totaling \$101,400.

Table 1. Rebates Reserved

	Budget Allocated	Rebates Reserved	Rebates Conditionally Reserved	Rebates Issued	Available Budget	Waitlist
Single-Family	\$100,000			\$101,400	(\$1,400)	
Multifamily	\$50,000				\$50,000	
Low/Fixed-Income	\$50,000				\$50,000	

Table 2. Project Application Status Summary

	Processed	Ineligible/ File Closed	Conditionally Accepted	Paid Out
Single-Family	26	6		19
Multifamily				
Low/Fixed-Income				

Table 3. Project Inventory by Submitted Application

Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	Therms Savings
Above Moderate Income	Ineligible	Induction Cooktop	N/A	N/A	N/A	N/A	N/A	N/A
Above Moderate Income	PEER Program Rebate Check Issued	Induction Range Heat Pump Clothes Dryer	BayREN: \$500	\$1,000	\$5,836.08	\$4,336.08	-540 kWh	23 therms
Moderate Income	File Closed	Heat Pump Clothes Dryer	BayREN: \$250	N/A	\$2,688.86	\$1,988.86	N/A	N/A
Above Moderate Income	File Closed	Heat Pump Clothes Dryer	BayREN: \$250	N/A	\$1,567.80	\$867.80	N/A	N/A
Above Moderate Income	File Closed	Duct Replacement Heat Pump HVAC Heat Pump Water Heater	N/A	N/A	N/A	N/A	N/A	N/A
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$9,353.00	\$4,953.00	-1,630 kWh	198 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$19,188.00	\$13,288.00	TBD	TBD
Moderate Income	PEER Program Rebate Check Issued	Duct Replacement Attic Insulation Wall Insulation Heat Pump HVAC	BayREN: \$2,823.25 TECH: \$1,000	\$8,000.00	\$32,764.00	\$20,940.75	-240.95 kWh	353.135 therms
Above Moderate Income	PEER Program	Heat Pump HVAC	BayREN: \$800	\$8,500.00	\$27,230.00	\$16,930.00	-1,630 kWh	198 therms

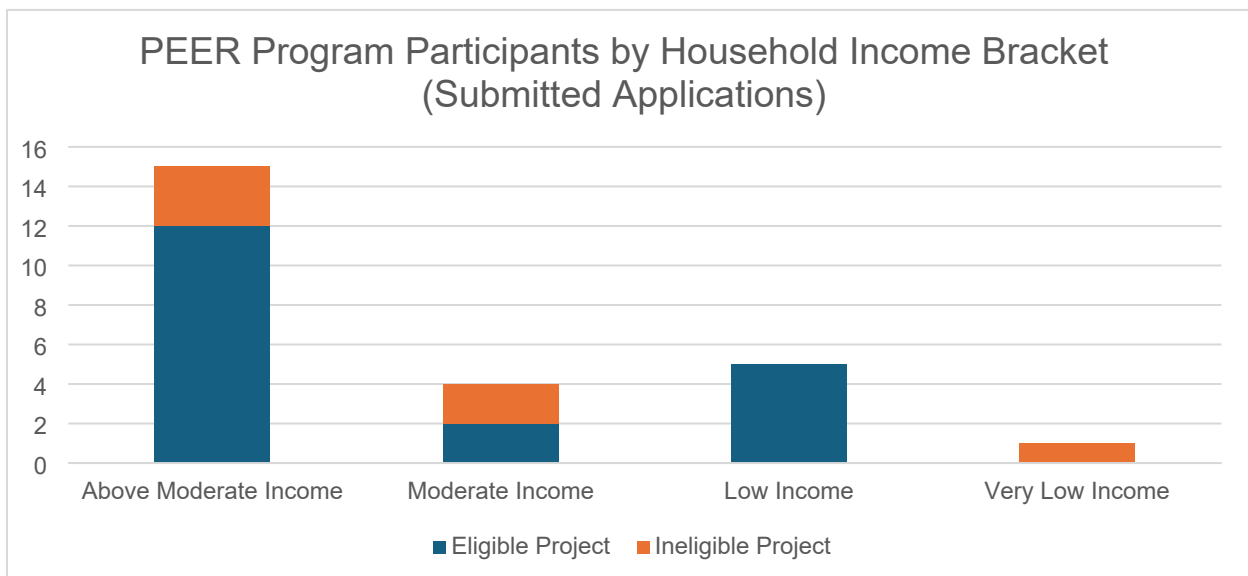
Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	Therms Savings
	Rebate Check Issued	Heat Pump Water Heater	TECH: \$1,000					
Low Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$8,760.00	\$4,360.00	-1,630 kWh	192 therms
Low Income	PEER Program Rebate Check Issued	Attic Insulation Heat Pump HVAC	BayREN: \$1,400 TECH: \$1,000	\$5,200.00	\$20,975.00	\$13,375.00	-811.36 kWh	211.037 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400.00	\$4,000.00	\$8,671.44	\$4,271.44	-1,630 kWh	198 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$8,357.00	\$3,957.00	-1,630 kWh	198 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$8,760.00	\$4,360.00	-1,630 kWh	198 therms
Low Income	PEER Program Rebate Check Issued	Heat Pump HVAC Heat Pump Water Heater	BayREN: \$800 TECH: \$1,000	\$8,500.00	\$32,850.00	\$22,550.00	-2,965 kWh	451.2 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC Heat Pump Water Heater	BayREN: \$800 TECH: \$1,000	\$8,500.00	\$30,492.00	\$20,192.00	-2,965 kWh	451.2 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$31,387.00	\$25,487.00	-1,335 kWh	253.2 therms
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$17,390.00	\$11,490.00	-1,335 kWh	253.2 therms

Income Bracket	Project Status	Scope of Work	Third-Party Incentives Awarded	Pinole Rebate Awarded	Total Project Cost (Before)	Total Project Cost (After)	Energy Savings	Therms Savings
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$31,689.00	\$25,789.00	-1,335 kWh	253.2 therms
Very Low Income	Ineligible	Induction Range	N/A	N/A	N/A	N/A	N/A	N/A
Moderate Income	Ineligible	Heat Pump HVAC Heat Pump Water Heater Induction Range Electrical Panel Upgrade	N/A	N/A	N/A	N/A	N/A	N/A
Above Moderate Income	PEER Program Rebate Check Issued	Heat Pump HVAC	BayREN: \$400 TECH: \$1,000	\$4,500.00	\$13,500.00	\$7,600.00	-1,335 kWh	253.2 therms
Moderate Income	PEER Program Rebate Check Issued	Duct Replacement Heat Pump HVAC	BayREN: \$500 TECH: \$1,000	\$6,700.00	\$25,791.11	\$17,591.11	16.39 kWh	19.996 therms
Low Income	PEER Program Rebate Check Issued	Heat Pump HVAC Heat Pump Water Heater	BayREN: \$800 TECH: \$4,100	\$8,500.00	\$19,573.00	\$6,173.00	-2,077 kWh	307.05 therms
Low Income	PEER Program Rebate Check Issued	Heat Pump Water Heater	BayREN: \$400	\$4,000.00	\$11,664.00	\$7,264.00	-1630 kWh	198 therms

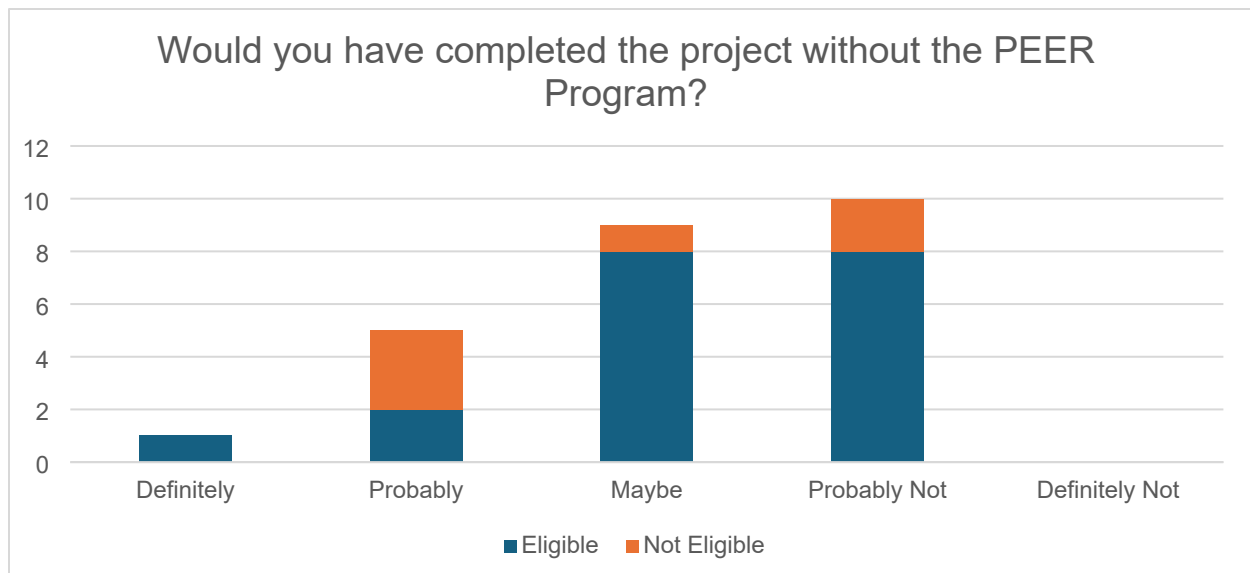
Application Information Summary

Of the 25 completed applications submitted, 11 eligible applications and 4 ineligible applications were submitted from west Pinole and 8 eligible applications and 1 ineligible application were submitted from east Pinole.

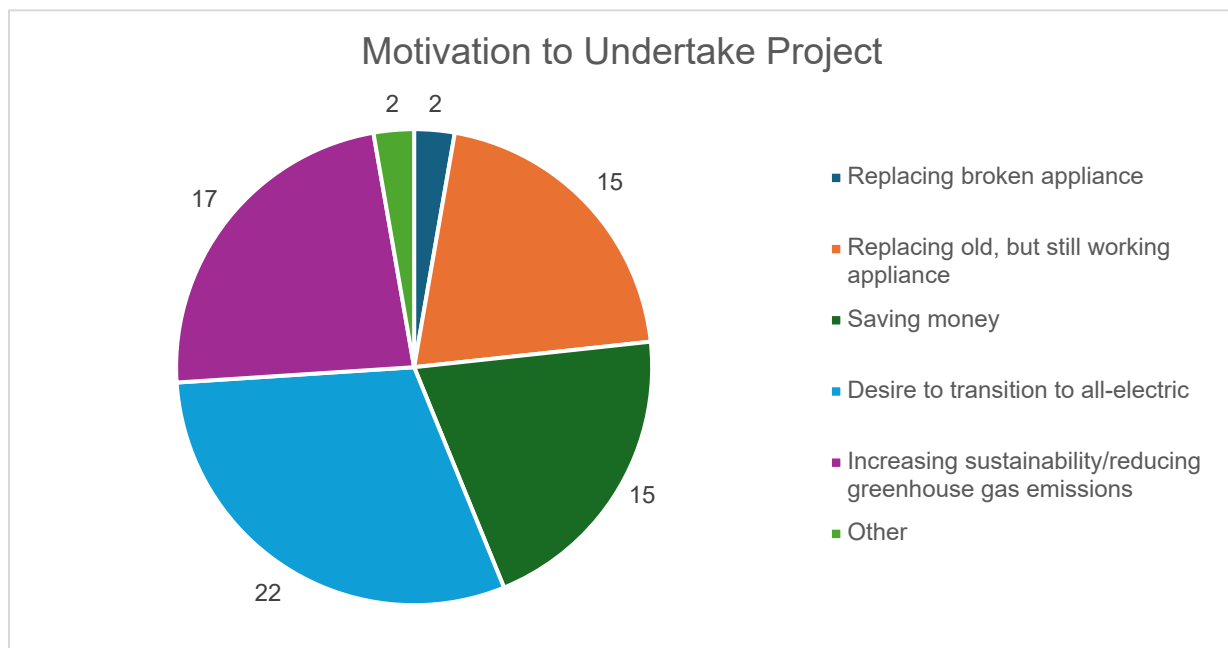
Based on the demographic information submitted through the PEER Program, of the 19 total eligible projects, 12 of the projects were from households in the above moderate-income bracket, 2 projects were from households in the moderate-income bracket, 5 projects were from households in the low-income bracket, and zero projects were from households in the very low-income bracket.



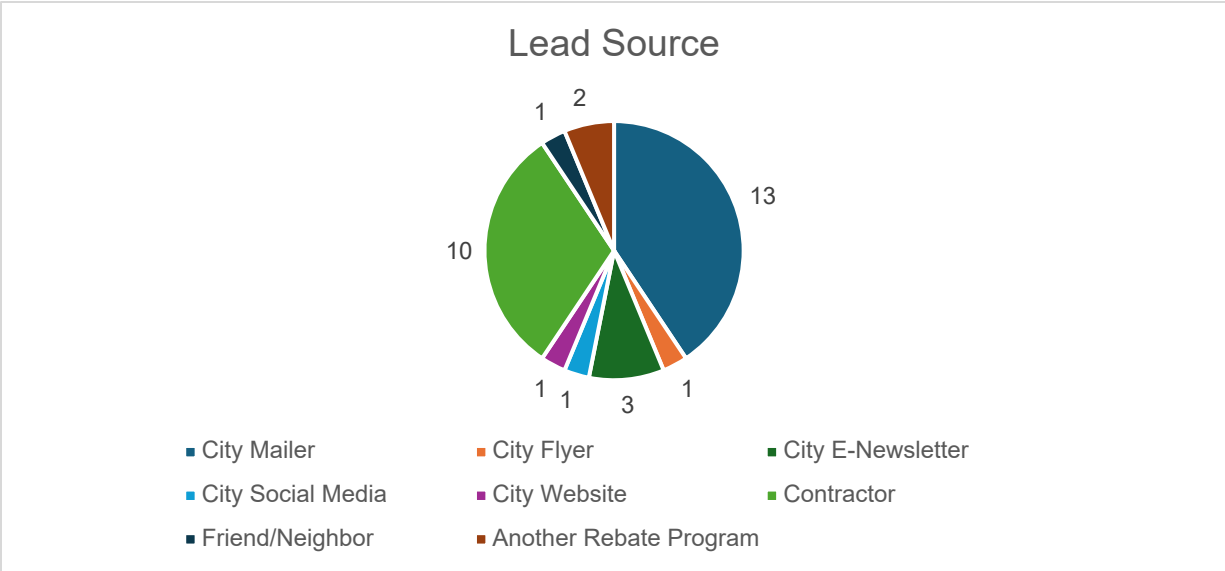
Of the 19 total eligible projects, 1 household definitely would have completed their project, 2 households probably would have completed their project, 8 households might have completed their project, and 8 households probably would not have completed their project without the PEER Program. Based on this feedback, the PEER Program clearly played a role in motivating households to complete their energy efficiency/all-electric projects.



Through the online application, applicants could identify up to five different motivating factors that influenced them to undertake their project. 22 of the 25 completed applications identified the desire to transition to all-electric as a motivator. Increasing sustainability/reducing greenhouse gas emissions; replacing an old, but still working appliance; and saving money were other frequently identified motivators.



Of the 25 applications, the most common sources that households learned about the PEER Program was through the City-branded mailer and through their contractor.



Marketing and Outreach

Webpage Activity

Webpage traffic to the PEER Program webpage steadily increased starting from December 2023 when the webpage first launched and peaked in April 2024.

Historical overview and comparison

Visits	Page views	Unique visitors	Returning visitors	Bounce rate
1,379	1,774	813	46	72.52%
+1,379 ⓘ	+1,774 ⓘ	+813 ⓘ	+46 ⓘ	+72.52 ⓘ



Budget

Staff Time

County staff coordinates with BayREN, MCE, and County Weatherization program managers, administrators, and implementers on an ongoing basis to ensure the appropriate information and workflows are in place; corresponds with interested residents and contractors via email and

phone to walk them through the steps necessary to participate in the PEER Program; prepares program marketing and outreach materials; and processes submitted applications.

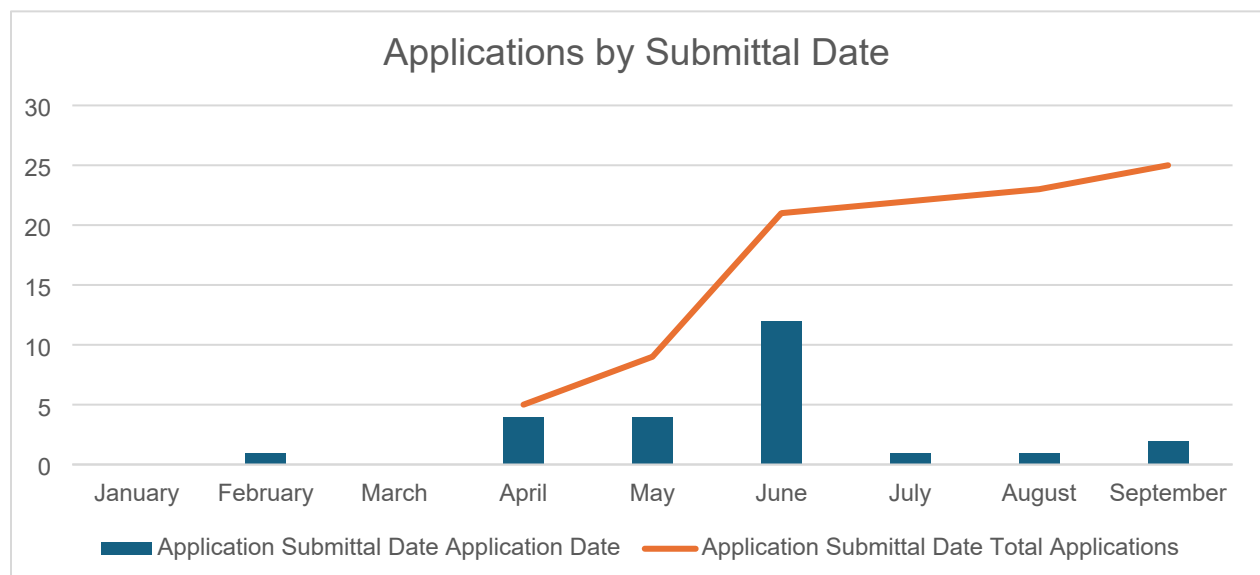
As of September 19, 2024, \$33,840 of the program administration budget for the PEER Program agreement has been spent.

Marketing and Outreach

As of September 19, 2024, \$15,171.52 of the marketing and outreach budget for the PEER Program agreement has been spent on printed materials and postage.

Conclusions

Following the initial outreach effort through City-branded mailers and individual outreach to contractors, the number of applications and inquiries to the PEER Program ramped up. Three applications were submitted after the June 30th deadline due to miscommunication between contractors and their third-party rebate processing firms.



PEER Program Phase 1 Sewer Lateral Compliance Analysis

October 11, 2024

Certificate/Video	Date Certificate was Issued (if applicable)	Notes
Video Inspection		West County Wastewater District
Certificate	June 30, 2021	
Certificate	February 27, 2024	
Certificate	February 1, 2022	
Certificate	May 14, 2021	
Certificate	December 20, 2016	
Certificate	October 8, 2014	
Certificate	November 13, 2017	
Certificate	May 14, 2021	
Certificate	May 21, 2024	West County Wastewater District
Certificate	November 29, 2016	West County Wastewater District
Certificate	July 3, 2024	
Certificate	October 9, 2019	
Certificate	May 10, 2024	
Certificate	December 13, 2016	
Certificate	July 7, 2021	
Video Inspection		
Certificate	February 5, 2019	
Certificate	September 19, 2024	Original certificate expired on June 16, 2024. Resident applied for new certificate to receive PEER rebate.

Blue: Proof of sewer lateral video inspection was submitted with the PEER Program rebate application.

Green: Certificate issuance date indicates that the PEER Program rebate may have incentivized the applicant to apply for a certificate of compliance.



CITY COUNCIL REPORT

9.G.

DATE: NOVEMBER 19, 2024

TO: MAYOR AND COUNCIL MEMBERS

FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR
KAPIL AMIN, SUSTAINABILITY PROJECT MANAGER

SUBJECT: ADOPT A RESOLUTION AUTHORIZING ACCEPTANCE OF CALIFORNIA
ENERGY COMMISSION GRANT FUNDS IN THE AMOUNT OF \$700,000
FOR THE LOCAL GOVERNMENT BUILDING DECARBONIZATION
CHALLENGE

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution (**Attachment A**) that accepts a \$700,000 grant from the State of California Energy Commission for the Local Government Building Decarbonization Challenge (**Attachment B**- scope of work, **Attachment C**- schedule and due dates)

BACKGROUND

In August 2024, Pinole adopted its inaugural Climate Action and Adaptation Plan (CAAP) to achieve carbon neutrality by 2045, aligning with the State's Senate Bill 32 and Assembly Bill 1279. Currently, 46% of Pinole's community greenhouse gas emissions come from fossil fuel energy use in buildings, while 22% of municipal emissions are attributed to building energy. The CAAP outlines several key building energy measures to mitigate these emissions:

- Electrify 100% of new construction in the City in 2024
- Electrify existing residential buildings to reduce natural gas consumption by 26% by 2030 and 100% by 2045
- Electrify existing commercial and mixed-use buildings to reduce natural gas consumption 18% by 2030 and 100% by 2045
- Work with MCE to provide 100% carbon-free and renewable energy to at least 95% of the community by 2030
- Increase generation and storage of local community-scale renewable energy by exploring new advancements in the clean energy sector
- Upgrade all City accounts to MCE's Deep Green option by 2025 and electrify or otherwise decarbonize all municipal buildings and facilities by 2035

On March 15, 2024, the California Energy Commission (CEC) released a competitive solicitation to fund local government projects that include at least one of the following eligible activities:

- Community building decarbonization planning

- Municipal building decarbonization planning
- Advancing municipal operations to support building decarbonization
- Developing local codes, ordinances, and voluntary decarbonization measures
- Building decarbonization related workforce development activities

Pinole's CAAP building energy projects aligned seamlessly with all five of the CEC's eligible project categories. The City initially applied for approximately \$350,000 through this planning grant. However, the CEC selected Pinole's application for the initial amount plus additional funding, resulting in a total award of \$700,000. This unexpected increase in funding has enabled the City to expand the scope of the grant to include additional tasks that will further advance CAAP goals and ensure Pinole remains on track with its time-sensitive projects.

REVIEW AND ANALYSIS

The CEC's Local Building Government Decarbonization Challenge grant award will provide funding for the following CAAP projects in **Table 1**. See **Attachment B** for a detailed scope of work, and **Attachment C** for a schedule of produces and due dates associated with the grant acceptance.

Table 1: Projects funded by the CEC Grant

CAAP Project	CAAP Action ID	CEC Grant Funding Amount Secured	Is Additional Funding Expected to be Needed to Complete the CAAP Project (Y/N)
Create a virtual all-electric building resource center	BE-2d	\$35,000	N
Conduct cost-feasibility analysis for building electrification	BE-2c and BE-3a	\$70,000	N
Develop materials and outreach for building developers, owners, and contractors	BE-1b & BE-1c	\$21,000	N
Develop a building performance standard program for commercial and industrial buildings	BE-3d (Stage 1)	\$28,300	Y, for additional stages
Develop a Municipal Building Decarbonization Plan	CIO-1d	\$75,000	N
Design photovoltaic microgrid for the City's Wastewater Treatment Plant (<i>partial funding</i>)	CIO-2b	\$77,500	N/A, not a CAAP project

Develop comprehensive permitting compliance program	BE-2j	\$40,000	N
Establish a water heater loaner program	BE-2k	\$15,000	N
Design a revolving fund program	BE-2o	\$10,000	Y, funds are to design program only
Replenish the Pinole Energy Enhancement Rebate Program	BE-3c	\$150,000 total <i>-Rebate Enhancement: \$115,000</i> <i>-Administrative Costs: \$35,000</i>	N/A, not a CAAP project
Create a building decarbonization green workforce program	CR-1c	\$55,000	N
Staff time for the Sustainability Project Manager	CG-1a	\$123,200	Y, funding over three years will support approximately 1/3 of FTE

This planning grant will streamline and accelerate efforts to reduce building energy emissions. The CEC will execute the grant agreement on January 1, 2025, allowing work to commence, with the scope of work to be completed by April 2027.

FISCAL IMPACT

Acceptance of this grant has a positive fiscal impact as it will provide \$700,000 in needed funding to significantly advance the City's time-sensitive building energy goals as directed by the CAAP.

ATTACHMENTS

- A. Resolution
- B. Exhibit A - Scope of Work
- C. Exhibit B - Schedule

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE,
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA,
AUTHORIZING RECEIPT OF A \$700,000 GRANT FROM THE STATE OF
CALIFORNIA ENERGY COMMISSION FOR THE LOCAL GOVERNMENT BUILDING
DECARBONIZATION CHALLENGE AND DIRECTING THE CITY MANAGER TO
ENTER INTO, EXECUTE AND DELIVER A STANDARD AGREEMENT FOR RECEIPT
OF CEC FUNDS**

WHEREAS, in August 2024 the City of Pinole adopted its inaugural Climate Action and Adaptation Plan (CAAP) to achieve carbon neutrality by 2045 in alignment with AB 1279; and

WHEREAS, 46% of Pinole's community greenhouse gas emissions (GHG) and 22% of municipal GHG emissions derived from fossil fuel energy in buildings; and

WHEREAS, on March 15, 2024, the California Energy Commission released a grant solicitation for the Local Building Decarbonization Challenge which aligned with Pinole's CAAP projects, including Actions BE-2d, BE-2c and BE-3a, BE-1b & BE-1c, BE-3d (Stage 1), CIO-1d, BE-2j, BE-2k, BE-2o, CR-1c, CG-1a.; and

WHEREAS, on August 9, 2024 the CEC gave Pinole the Notice of Proposed Award (NOPA) which recommends the City's application for funding by CEC staff; and

WHEREAS, the City's adopted Grants Management Policy and Procedures requires the City Council to authorize the acceptance of all grants.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Pinole resolves as follows:

SECTION 1: The City of Pinole does hereby accept the State of California Energy Commission's Local Government Building Decarbonization Challenge grant in the amount of \$700,000 for a Scope of Work (Exhibit A, as incorporated herein) and Schedule of Products and Due Dates (Exhibit B, as incorporated herein); and

SECTION 2: The City Manager is authorized and directed to enter into, execute, and deliver a standard agreement for receipt of funding in the amount of \$700,000 and any and all other documents required or deemed necessary or appropriate to evidence and secure the CEC grant, the City's obligations related thereto, and all amendments thereto.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pinole held on the 19th day of November, 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 the 19th day of November, 2024.

Heather Bell, CMC
City Clerk

EXHIBIT A

Scope of Work

DEFINITION OF ACRONYMS/TERMS

Included in the table below are important acronyms and terms used throughout this Scope of Work (SOW).

ACRONYM/ TERM	DEFINITION
AC	Air Conditioning
ARRA	American Recovery and Reinvestment Act of 2009
CAAP	Climate Action and Adaptation Plan
CAM	Commission Agreement Manager
CEC	California Energy Commission
City	City of Pinole
CPR	Critical Project Review
DOE	Department of Energy (United States)
EECBG	Energy Efficiency and Conservation Block Grant
2021 EECBG	IIJA funding made available in 2021 under the EECBG
EV	Electric Vehicle
FARC	Federal Assistance Reporting Checklist
GHG	Greenhouse Gas
HVAC	Heating, Ventilation, and Air Conditioning
IIJA	Infrastructure Investment and Jobs Act
IEPR	Integrated Energy Policy Report
LGBDC	Local Government Building Decarbonization Challenge
MCE	Marin Clean Energy
MS	Microsoft
PDF	Adobe Portable Document Format
PG&E	Pacific Gas and Electric Company
PEER	Pinole Energy Enhancement Rebate Pilot Program
PRC	Public Resources Code
PV	Photovoltaic

EXHIBIT A

Scope of Work

ACRONYM/ TERM	DEFINITION
RFP	Request for Proposals
SOW	Scope of Work
State	State of California
Subrecipient	City of Pinole
Sub-Subrecipient	A person or entity that receives grant funds directly from the Subrecipient, such as Contra Costa County
WWTP	Wastewater Treatment Plant

PURPOSE

The purpose of this agreement is to provide the City of Pinole (Subrecipient) with funding for the following eligible project activities:

1. Community building decarbonization planning.
2. Municipal building decarbonization planning.
3. Advancing municipal operations to support building decarbonization.
4. Developing local codes, ordinances, and voluntary decarbonization measures.
5. Building decarbonization related workforce development activities.

The Subrecipient released its inaugural Climate Action and Adaptation Plan (CAAP) draft on April 19, 2024. An introduction to the CAAP was presented to Council on May 7, 2024. Council adopted the CAAP on August 20, 2024. The Subrecipient will initially focus on measures and actions that decarbonize buildings due to their significant greenhouse gas (GHG) reduction potential.

Grant funding will be utilized for vetted, time sensitive CAAP actions that fit all five (5) eligible project activities. Funds will support **Project Activity 4** work to adopt codes that avoid and wean gas infrastructure in residential and commercial buildings. For **Project Activity 1**, funds will be used towards feasibility studies of increased electricity demand, development of a Building Performance Standard Program, identification of a location for local energy generation and storage, and for researching regional policies and programs that can be explored to advocate support for carbon-free electricity as the most cost-effective energy option. Additionally, funds will be used for **Project Activity 1** to help develop a virtual all-electric building resource center informed by tailored outreach and engagement campaigns in preparation for streamlining reach code compliance by the community. A key component of this resource center is learning equity barriers and overcoming them (free electrification assessments, low up-front costs, and on-bill financing).

Furthermore, funds will be used for **Project Activity 5** work to begin forming a green workforce including outreach to members of vulnerable communities and the development of a workforce training program. Access to a local, green, and vetted workforce can drastically accelerate

EXHIBIT A

Scope of Work

reaching building decarbonization goals. A crucial component of meeting community compliance is the development of a comprehensive permitting compliance program and logistics for a water heater loan program for **Project Activity 3**. It is imperative the Subrecipient lead by example and therefore, funding will be used to develop a plan for **Project Activity 2** work electrifying all municipal buildings and facilities by 2035, which will also support our Capital Improvement Project, Facilities Master Plan.

CAAP Building Energy measures:

- Electrify one hundred percent (100%) of new construction in the City of Pinole (City) in 2024.
- Electrify existing residential buildings to reduce natural gas consumption twenty six percent (26%) by 2030 and one hundred percent (100%) by 2045.
- Electrify existing commercial and mixed-use (i.e., combined commercial and residential) buildings to reduce natural gas consumption eighteen percent (18%) by 2030 and one hundred percent (100%) by 2045.
- Upgrade all City accounts to Marin Clean Energy's (MCE's) Deep Green option by 2025 and electrify or otherwise decarbonize all municipal buildings and facilities by 2035.

While this is an extensive list of project activities, it is important to note that the City will cover staff costs for the Community Development Director, Building Official, Permit Techs, and Public Works Department, which are not included in the agreement budget. City covered staff tasks will include things like Request for Proposals (RFP) development, review, and commenting; meetings with consultants; outreach; and engagement. The only staff cost included in the agreement budget is for the City's Sustainability Project Manager. Only planning activities will be completed under this agreement.

Additionally, it is important to note that funding from this agreement will assist the City with setting up the programmatic features and conditions of the revolving fund under subtask 4.C.10 but will not actually provide funding for the revolving fund itself.

Further, this agreement will help to partially fund the design of a Photovoltaic (PV) Microgrid System for the City's Wastewater Treatment Plant (WWTP) under subtask 3.8.9. To complete the project activities detailed in this SOW, the City will cover any remaining costs not included in the agreement budget.

BACKGROUND

The Warren-Alquist State Energy Resources Conservation and Development Act, Public Resources Code (PRC) section 25000 et seq., established the California Energy Commission (CEC) as California's primary energy policy and planning agency. The Local Government Building Decarbonization Challenge (LGBDC) solicitation was designed, in part, to advance a portion of the

EXHIBIT A

Scope of Work

strategies identified in the *2021 California Building Decarbonization Assessment*¹, which was developed in response to Assembly Bill 3232 (Friedman, Chapter 373, Statutes of 2018) and advances the policy recommendations contained in the *2021 Integrated Energy Policy Report (IEPR), Volume I: Building Decarbonization*².

In addition, the LGBDC aligns with and advances the requirements of a history of climate and energy legislation including: The 100 Percent (100%) Clean Energy Act of 2018, Senate Bill 100 (de León, Chapter 312, Statutes of 2018); Senate Bill 32 (Pavley, Chapter 249, Statutes of 2016); Senate Bill 350 (de León, Chapter 547, Statutes of 2015); and Assembly Bill 32 (Nunez, Chapter 488, Statutes of 2006).

Local governments play a critical role in helping California (State) meet its energy and climate goals, as they have a unique connection with their constituents and authority over local building and land use decisions. Many local governments have developed long term plans to address energy and climate issues. In fact, 42 percent (42%) of local governments in the State have a climate, energy, or sustainability plan to address GHG emissions. These action plans propose individual solutions to match the community's values and engage and mobilize the public.

The United States Department of Energy's (DOE) Energy Efficiency and Conservation Block Grant (EECBG) program was originally created by the Federal Energy Independence and Security Act of 2007 and expanded under the American Recovery and Reinvestment Act of 2009 (ARRA). New funding was allocated to the program in 2021 under the Infrastructure Investment and Jobs Act (IIJA) with the broad goals to reduce carbon emissions and energy use, improve energy efficiency, and increase community investment and local workforce development. IIJA funding made available in 2021 under the EECBG (2021 EECBG) allocated funds directly to state and certain local jurisdictions that met program criteria.

OBJECTIVES OF THE AGREEMENT

The objectives of this agreement are as follows:

- Establish lines of communication and procedures for implementing this agreement.
- Detail all requirements for successful completion of the awarded project and any associated activities.
- Complete the work and products detailed in the "Task 1 – General Project Tasks" and "Task 3 – Final Reporting" sections of this SOW.

1 Kenney, Michael, Nicholas Janusch, Ingrid Neumann, and Mike Jaske. 2021. [California Building Decarbonization Assessment](https://www.energy.ca.gov/publications/2021/california-building-decarbonization-assessment). CEC. Publication Number: CEC-400-2021-006-CMF. <https://www.energy.ca.gov/publications/2021/california-building-decarbonization-assessment>.

2 Kenney, Michael, Jacob Wahlgren, Kristina Duloglo, Tiffany Mateo, Danuta Drozdowicz, and Stephanie Bailey. 2022. [Final 2021 Integrated Energy Policy Report, Volume I: Building Decarbonization](https://efiling.energy.ca.gov/GetDocument.aspx?tn=241599). CEC. Publication Number: CEC-100-2021-001-V1. <https://efiling.energy.ca.gov/GetDocument.aspx?tn=241599>

EXHIBIT A

Scope of Work

- Complete the work and products detailed in the “Task 2 – Technical Project Tasks” section of this SOW, including the following:
 - Project Activity #1: Community Building Decarbonization Planning;
 - Project Activity #2: Municipal Building Decarbonization Planning;
 - Project Activity #3: Advancing Municipal Operations to Support Building Decarbonization;
 - Project Activity #4: Adoption of Codes and Ordinances; and
 - Project Activity #5: Workforce Development.

DRAFT AND FINAL PRODUCTS/REPORTS

When creating reports, the Subrecipient shall use and follow, unless otherwise instructed in writing by the Commission Agreement Manager (CAM) or designated project contact, the following:

- [Energy Commission Style Manual: Fourth Edition](https://www.energy.ca.gov/sites/default/files/2021-04/CEC-180-2020-001.pdf) located at (<https://www.energy.ca.gov/sites/default/files/2021-04/CEC-180-2020-001.pdf>).
- [Consultant Report Template](https://www.energy.ca.gov/media/2216) available for download at (<https://www.energy.ca.gov/media/2216>).

The CEC typically requires submission of products in an electronic format. If a hard copy product is required, each final hard copy product shall be delivered as one (1) original, reproducible, 8 ½” by 11”, camera-ready master in black ink, unless otherwise directed by the CAM or designated project contact. Illustrations and graphs shall be sized to fit an 8 ½” by 11” page and readable if printed in black and white.

ELECTRONIC FILE FORMAT

The Subrecipient shall deliver an electronic copy of the full text in a compatible version of Microsoft (MS) Word (.doc or .docx).

Unless otherwise specified by the CAM or designated project contact, the following describes the accepted formats of electronic data and documents provided to the CEC as agreement products and establishes the computer platforms, operating systems, and application versions that will be required to review and approve all application products.

- Data sets shall be in MS Access, MS Excel, or another file format as specified by the CAM or designated project contact.
- Computer-based text documents shall be in MS Word file format.
- Documents intended for public distribution shall be in Adobe Portable Document Format (PDF) file format, with the original file format provided as well.
- Project management documents shall be in a file format specified by the CAM or designated project contact.

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PRIMARY TASKS

The major categories of work are divided into the following tasks:

TASK #	TASK NAME
1	General Project Tasks
2	Technical Tasks
3	Final Reporting

A. Task 1 – General Project Tasks

- **Subtask 1.1: Kick-Off Meeting**

The goal of this subtask is to establish the lines of communication and procedures for implementing this agreement. At the discretion of the CAM, this meeting may be held via conference call, MS Teams, or Zoom.

The CEC shall:

- Arrange the meeting, including scheduling the date and time.
- Provide an agenda to all potential meeting participants prior to the kick-off meeting.
- Provide a quarterly progress report template following the kick-off meeting.

The Subrecipient shall:

- Attend a “Kick-Off” meeting with the CAM, designated project contact, and any other CEC staff relevant to the agreement. The Subrecipient shall include its Project Manager and other individuals designated by the CEC in this meeting.
- This meeting will include a discussion of the administrative and technical aspects of this agreement, including the timing of the quarterly reporting periods.
- If necessary, prepare an updated Schedule of Products and Due Dates based on the decisions made in the kick-off meeting.

CEC Products:

- Kick-off meeting agenda
- Quarterly progress report template

Subrecipient Products:

- Updated Schedule of Products and Due Dates (if applicable)

- **Subtask 1.2: Invoices and Reconciliation Reports**

The goal of this subtask is to ensure accurate and timely payment for work performed under the agreement. See Terms and Conditions (Exhibits C and D) for more information on invoicing.

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Following signature and execution of the agreement, Subrecipient may request 50 percent (50%) of total awarded funds in advance by submitting an advance payment invoice to the CEC. Following full reconciliation of costs equal to, or more than, the initial 50 percent (50%) advance of awarded funds, the Subrecipient will have the option to submit a request for an additional advance of 25 percent (25%) of total awarded funds by submitting an advance payment invoice to the CEC. Following full reconciliation of all advance funds, the Subrecipient shall submit invoices, no more frequently than quarterly, for reimbursement of allowable costs.

The CEC shall:

- Provide an advance payment invoice template.
- Provide a reconciliation report template.
- Provide a standard invoice template.

The Subrecipient shall:

- Submit an advance payment invoice to request advance funds.
- To reconcile advance payments, prepare and submit reconciliation reports based on actual allowable costs incurred under this agreement in compliance with the Budget Worksheet (Exhibit B) and Terms and Conditions (Exhibits C and D). All reconciliation reports shall be submitted as frequently as quarterly and must be accompanied by a quarterly progress report as detailed in Subtask 1.3.
- Prepare and submit standard invoices for all reimbursable, allowable costs incurred performing tasks under this agreement in compliance with the Budget Worksheet (Exhibit B) and Terms and Conditions (Exhibits C and D). All invoices shall be submitted as frequently as quarterly and must be accompanied by a quarterly progress report as detailed in Subtask 1.3.
- Provide proof of payment for incurred costs when requested by the CAM or designated project contact.
- Following CAM approval of all products and the Final Report detailed in Task 3, submit a final invoice to receive the ten percent (10%) of funds held as retention.

CEC Products:

- Advance payment invoice template
- Reconciliation report template
- Standard invoice template

Subrecipient Products:

- First advance payment invoice (if applicable)
- Second advance payment invoice (if applicable)

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- Quarterly reconciliation reports
- Quarterly standard invoices
- Proof of payment for incurred costs (if applicable)
- Final retention invoice

- **Subtask 1.3: Quarterly Progress Reports**

The goal of this subtask is to verify satisfactory and continued progress toward achieving the objectives of this agreement on time and within budget, as well as to comply with all DOE reporting requirements.

The purpose of the quarterly progress report is to summarize activities performed during the current reporting period, identify activities planned for the next reporting period, identify issues that may affect performance and expenditures, and form the basis for determining whether costs incurred and reconciled against advance payments or submitted by accompanying invoices are consistent with work performed.

The Subrecipient shall be required to submit a progress report quarterly. If no invoices are submitted within the designated 90-day period, a progress report will still be required.

The Subrecipient shall:

- Prepare quarterly progress reports that summarize all agreement activities conducted by the Subrecipient for the quarterly reporting period, including an assessment of the ability to complete the agreement within the current budget and on the planned schedule and any anticipated cost overruns or delays.
- The first quarterly progress report is due fifteen (15) calendar days after the end of the quarter in which the agreement was signed, and activities commenced.
- Each subsequent report is due (fifteen) 15 days following the end of each quarter, either accompanying an invoice or reconciliation report, or as a standalone report.
- Submit each progress report to the CAM or designated project contact within fifteen (15) calendar days after the end of the quarterly reporting period.
- Provide all information required by DOE, including, but not limited to, the Federal Assistance Reporting Checklist (FARC).

Subrecipient Products:

- Quarterly progress reports

- **Subtask 1.4: Critical Project Review Meetings**

The CAM may schedule Critical Project Review (CPR) Meetings as necessary at any time during the agreement term. The goal of CPR Meetings is to determine whether products are being met and evaluate project implementation progress to ensure projects are complete within the agreement term, as well as to identify any needed modifications to the tasks, products, schedule, or budget.

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At the discretion of the CAM, CPR Meetings may be held via conference call, MS Teams, or Zoom. The CEC meeting participants may include the CAM, designated project contact, and other key CEC management and staff. The Subrecipient shall include its Project Manager, key personnel, and others designated by the CAM or designated project contact.

The CEC shall:

- Arrange the meeting, including scheduling the date and time. When scheduling, provide notice of at least ten (10) business days to the Subrecipient.
- Provide an agenda to all potential meeting participants prior to the CPR Meeting
- Provide a written determination on whether modifications are needed to the tasks, products, schedule, and/or budget for the remainder of the agreement.

The Subrecipient shall:

- Prepare a CPR Report that discusses the progress of the agreement towards achieving its goals and objectives. The Subrecipient shall submit these documents to the CAM or designated project contact at least five (5) business days prior to each CPR Meeting.
- Attend and participate in discussion at the CPR Meeting.

CEC Products:

- CPR Meeting Agenda(s)

Subrecipient Products:

- CPR Report(s)

• Subtask 1.5: Execute and Manage Subaward Agreements

The goal of this subtask is to ensure the Subrecipient executes and manages any subaward agreements necessary to complete the tasks required for the project and to provide quality products. Sub-subrecipients shall complete tasks under this agreement consistent with the Terms and Conditions (Exhibits C and D). In the event of failure of the sub-subrecipient or vendor to satisfactorily perform services, the Subrecipient shall recommend solutions to resolve the problem. This subtask will also provide the CEC an opportunity to review subaward agreements to ensure that the tasks are consistent with this agreement, and the budgeted expenditures are reasonable and consistent with the allowable costs detailed in the Budget Worksheet (Exhibit B).

The CEC shall:

- Review subaward agreements prior to execution and provide feedback to the Subrecipient, if applicable.
- Review applicable documents for additional subaward agreements identified as necessary to complete the project under this agreement and provide feedback to the Subrecipient, if applicable.

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The Subrecipient shall:

- Identify all activities requiring subaward agreements to complete work under this agreement, as well as the specific sub-subrecipients for each, pursuant to the approved project as described in this SOW.
- Prior to execution, submit a copy of each subaward agreement to the CAM for review, if requested.
- Execute agreements with sub-subrecipients.
- Submit copies of all final executed subaward agreements, if requested by the CAM.
- Manage and coordinate sub-subrecipient and vendor activities.
- Enforce sub-subrecipient and vendor agreement provisions.
- In the event of sub-subrecipient or vendor failure to perform, recommend solutions to resolve the problem.
- If additional sub-subrecipients or vendors are identified as necessary to complete the project work under this agreement, notify the CAM within ten (10) calendar days of identifying this need and provide information on related project activities. The CAM may request copies of any applicable documents.

Subrecipient Products:

- List of all sub-subrecipient, vendors, and activities requiring subaward agreements to complete work under this agreement
- Copies of draft subaward agreements for review, if requested by the CAM
- Copies of final executed subaward agreements, if requested by the CAM
- Copies of applicable documents for any additional sub-subrecipients identified as necessary to complete the project work under this agreement.

- **Subtask 1.6: Final Meeting**

The goal of this subtask is to discuss closeout of this agreement and review the project. At the discretion of the CAM, this meeting may be held via conference call, MS Teams, or Zoom.

The Subrecipient shall:

- Meet with CEC staff prior to the term end date of this agreement. The CAM will designate the specific location. The Subrecipient Project Manager and the CAM will attend this meeting. The CAM will determine any additional appropriate meeting participants. The administrative and technical aspects of agreement closeout will be discussed at the meeting.
- Present findings, conclusions, and recommended next steps (if any) for the agreement based on the information included in the Final Report detailed in Task 3.

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- Prepare a written document of meeting agreements and unresolved activities.
- Prepare a schedule for completing the closeout activities for this agreement, based on determinations made within the meeting.

Subrecipient Products:

- Written documentation of meeting agreements and unresolved activities
- Schedule for completing closeout activities.

B. Task 2 – Technical Project Tasks

Project Activity #1: Community Building Decarbonization Planning

A key element of community building decarbonization will be the formulation of materials, case studies, and resources for easy reference to streamline implementation. The development of a virtual all-electric building resource center will act as a one-stop shop for the community to explore available electrification assessments, turn-key installations by state-vetted contractor, low up-front costs and on-bill financing, and equipment/labor warranties.

A suite of case studies and cost-effective strategies for electric buildings by prototype would also support this goal in addition to producing content for educational materials to highlight the benefits of going all-electric. Concurrently, the City will work to make electrification the most cost-effective alternative. This will entail researching regional policies and programs that can be explored to advocate support for carbon-free electricity as the most cost-effective energy option.

The City will explore methods such as meeting and strategizing with MCE and Pacific Gas and Electric Company (PG&E) on how to complete a cost-effectiveness study to provide clean electricity at lower rate than gas and design utility rates to support electrification in way that appeases the utility provider and customer. The study can look into both the volatility of natural gas rates and savings that affect the utility provider and customer, long-term savings if customers went electric, leveraging savings through off-peak hours, and other potential methods to present clean electricity as the more favorable, affordable energy choice. The City will spend minimal staff hours for this task to learn what opportunities and strategies are available to present electricity in a favorable light over natural gas. The City will bolster these studies, researching different regional policies and programs available to support the transition to electrification, as well as how the City can use its platform to encourage and implement these policies and programs when feasible.

The City will also need to work with its electricity provider(s) to conduct an electrification infrastructure and capacity feasibility study to identify expected increases in electricity demand, as well as simultaneously identify infrastructure improvements and demand reduction through energy efficiency as well as local renewable and storage projects such as microgrids, bidirectional charging infrastructure, and virtual power plants to meet demand and unburden the grid via efficiency and load flexibility measures.

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A cost-feasibility analysis for residential and commercial buildings will also be conducted to understand the upfront and on-bill costs, as well as working with the community and other jurisdictions to identify barriers with replacement and permit compliance. The development of a Building Performance Standard Program to yield a required energy use per square foot standard for commercial buildings over 20,000 square feet will also be studied. Targeted outreach and tailored campaigns will be crucial for the success of these building decarbonization goals.

- **Subtask 2.A.1: Develop a Virtual All-Electric Building Resource Center**

The goal of this subtask is a one-stop-shop for the community to explore local resources and contractors for a streamlined approach to achieve ordinance compliance. The virtual all-electric building resource center will be a conduit for the Pinole community to accelerate the building energy goals in the CAAP. It will be a streamlined and simple resource that will house all information on how to get started with electrification projects, connect with local and vetted contractors, provide available rebates and financing, and permitting support such as concierge services and more.

Development of this virtual all-electric building resource center will include the ability for the CEC to provide comments and feedback on the draft version before its final launch.

The Subrecipient shall:

- Develop a virtual all-electric building resource center available in different languages.

Subrecipient Products:

- Draft virtual all-electric building resource center
- Final virtual all-electric building resource center

- **Subtask 2.A.2: Compile Case Studies and Cost-Effective Strategies for Electric Buildings by Prototype**

The goal of this subtask is to compile case studies and cost-effective strategies for electric buildings by prototype to present easily digestible information that succinctly conveys electrification as the most beneficial option.

The Subrecipient shall:

- Compile case studies and cost-effective strategies for electric buildings by prototype.

Subrecipient Products:

- Written compilation of case studies/cost-effective strategies for electric buildings by prototype

- **Subtask 2.A.3: Conduct Outreach and Engagement to Building Developers, Owners, and Contractors**

The goal of this subtask is to conduct outreach and engagement with community members, such as building developers, owners, and contractors, to greatly consider the cost and

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environmental benefits of building decarbonization.

The Subrecipient shall:

- Provide outreach and engagement to building owners, developers, and contractors.

Subrecipient Products:

- Documentation of outreach and engagement activities, which will include agendas, location information, attendee names, and pictures from info sessions, as well as outreach materials and detailed information about other methods of outreach (mailings, emails, community partner support, etc.)
- **Subtask 2.A.4: Explore Regional Policy and Programs that Allow for Utility Rates that are Supportive of Electricity**

The goal of this subtask is to explore where the City can leverage existing regional policies and programs supporting utility rates, which make electricity the more affordable option, and compile a list of these policies, programs, methods, and strategies.

The Subrecipient shall:

- Research regional policies and programs that can be explored to advocate support for carbon-free electricity as the most cost-effective energy option.

Subrecipient Products:

- Written documentation of staff research on regional policies and programs that can be explored to advocate, either by support on the City's platform or integration into City operations, to advocate support for utility rates in favor of clean electricity
- **Subtask 2.A.5: Strategize Methods for Completing a Cost-Effectiveness Study and Designing Utility Rates that are Supportive of Electrification**

The goal of this subtask is to strategize methods for conducting a cost-effectiveness study and designing utility rates to further increase adoption of electrification by positioning electricity as the most attractive option for energy consumption.

The Subrecipient shall:

- Work with MCE and PG&E to strategize methods that can be explored to design utility rates and conduct a cost-effectiveness study to provide clean electricity at rates lower than natural gas rates.

Subrecipient Products:

- Meeting minutes with MCE and PG&E and written updates on the methods, feasibility, and progress for conducting a cost-effectiveness study and utility rate design supporting electrification
- **Subtask 2.A.6: Electrification Infrastructure and Capacity Feasibility Study**

The goal of this subtask to learn the electrification infrastructure and capacity with

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increased demand and scope areas for local energy generation and storage to meet demand.

The Subrecipient shall:

- Conduct the Electrification Infrastructure and Capacity Feasibility Study.

Subrecipient Products:

- Written report including findings of the Electrification and Capacity Feasibility Study

- **Subtask 2.A.7: Cost-Feasibility Analysis for Building Electrification**

The goal of this subtask is to determine the up front and on-bill costs for electrification strategies and learning barriers (including equity barriers) by conducting a Cost-Feasibility Analysis for Building Electrification.

The Subrecipient shall:

- Conduct the Cost-Feasibility Analysis for Building Electrification.

Subrecipient Products:

- Written report including findings of the Cost-Feasibility Analysis for Building Electrification, including information on electrification strategies and learning/equity barriers

- **Subtask 2.A.8: Targeted Outreach and Tailored Campaigns**

The goal of this subtask is to further identify barriers to electrification and provide education on resources via targeted outreach and tailored campaigns.

The Subrecipient shall:

- Develop and conduct targeted outreach and tailored campaigns to identify barriers to electrification and provide education on resources.

Subrecipient Products:

- Written documentation detailing targeted outreach and tailored campaigns developed and conducted

- **Subtask 2.A.9: Building Performance Standard Program**

The goal of this subtask is to develop a Building Performance Standard Program that yields a threshold for energy use per square foot in commercial and industrial buildings over 20,000 square feet. It will include implementation and compliance support.

A Draft Building Performance Standard Program will be provided to the CEC for comment and feedback before establishing the final program. It will include a pre-development phase (program and policy cost-effective analyses), data collection phase (historical electricity and natural gas consumption data), retro commissioning phase, and a GHG performance standard.

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The Subrecipient shall:

- Develop a Building Performance Standard Program.

Subrecipient Products:

- Draft Building Performance Standard Program, which will include policy goals, stakeholder engagement, performance metrics, covered buildings, performance targets, timeline, and compliance pathways
- Final Building Performance Standard Program

Project Activity #2: Municipal Building Decarbonization Planning

It is crucial that the City lead by example. For this reason, the City needs to develop a comprehensive Municipal Building Decarbonization Plan. The CAAP directs the City to develop a plan to electrify and decarbonize all municipal building and facilities by 2035. The plan will include an inventory of existing fossil fuel-powered buildings and facilities, available alternatives and costs, a prioritization schedule which benefits vulnerable communities first.

- **Subtask 3.B.1: Select a Consultant to Support Plan Development**

The goal of this subtask is to release an RFP to hire a specialized consultant project manager that is skilled with municipal building decarbonization planning.

The Subrecipient shall:

- Release an RFP and select a specialized consultant to support development of a Municipal Building Decarbonization Plan.

Subrecipient Products:

- RFP and proposal documents from the selected consultant

- **Subtask 3.B.2: Inventory of Existing Fossil-Fuel Powered Equipment**

The goal of this subtask is to produce an inventory of existing fossil-fuel powered equipment to understand the breadth of necessary changes to achieve the plan's goals.

The Subrecipient shall:

- Produce an inventory of existing fossil-fuel powered equipment in municipal buildings.

Subrecipient Products:

- Written inventory of existing fossil-fuel powered equipment in municipal buildings

- **Subtask 3.B.3: Research Alternatives and Lifecycle Costs**

The goal of this subtask is to research clean energy equipment and understand lifecycle costs, such as energy generation; storage; electric vehicle (EV) charging capacity; heating, ventilation, and air conditioning (HVAC); lighting equipment; water heaters; occupancy sensors; boilers; pool pumps; etc.

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The Subrecipient shall:

- Research clean energy alternatives to equipment and lifecycle costs.

Subrecipient Products:

- Detailed list of cost-effective alternatives and their lifecycle costs resulting from the research efforts

- **Subtask 3.B.4: Prioritized Schedule of Upgrades by Need for Vulnerable Communities**

The goal of this subtask is to determine the rollout of clean energy equipment by creating a prioritized schedule of upgrades by need for vulnerable communities.

The three (3) municipal buildings prioritized for energy upgrades first will be the Senior Center, Tiny Tots facilities, and Youth Center, as these buildings primarily serve youth and senior populations who are more susceptible to poor air quality attributed to natural gas equipment.

The Subrecipient shall:

- Develop a prioritized schedule of upgrades by impact for the buildings that serve vulnerable communities. The schedule will include municipal building name, respective clean energy equipment, and planned procurement and installation dates.

Subrecipient Products:

- Written prioritized schedule of upgrades

- **Subtask 3.B.5: Draft Municipal Decarbonization Plan**

The goal of this subtask is to prepare findings into a Draft Municipal Decarbonization Plan, which will encompass the current inventory, clean alternatives and lifecycle cost comparison, and schedule of upgrades.

The Subrecipient shall:

- Develop findings into a Draft Municipal Decarbonization Plan.

Subrecipient Products:

- Draft Municipal Building Decarbonization Plan

- **Subtask 3.B.6: Seek Input on the Draft Municipal Building Decarbonization Plan**

The goal of this subtask is to create a plan that is implementation and actionable by seeking input from staff and the public.

The Subrecipient shall:

- Gather and incorporate feedback from staff and public via virtual comment boards on the Draft Municipal Building Decarbonization Plan.

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Subrecipient Products:

- Written documentation of staff and public input on the Draft Municipal Building Decarbonization Plan

- **Subtask 3.B.7: Final Municipal Building Decarbonization Plan**

The goal of this subtask is to create the final version of the Municipal Building Decarbonization Plan for final adoption.

The Subrecipient shall:

- Finalize the Municipal Building Decarbonization Plan for final Council approval and adoption

Subrecipient Products:

- Final Municipal Building Decarbonization Plan

- **Subtask 3.B.8: Select Consultant for Designing a PV Microgrid System for the City's WWTP**

The goal of this subtask is release an RFP to select a consultant to design a PV Microgrid System for the City's WWTP.

The Subrecipient shall:

- Release an RFP and select a consultant to design a PV Microgrid System for the WWTP.

Subrecipient Products:

- RFP and proposal documents from the selected consultant

- **Subtask 3.B.9: Final Design of PV Microgrid System**

The goal of this subtask is to review the draft design and finalize the design of the PV Microgrid System from the consultant.

The Subrecipient shall:

- Review the draft design and approve the final design of the PV Microgrid System.

Subrecipient Products:

- Draft design of the PV Microgrid System
- Final design of the PV Microgrid System

Project Activity #3: Advancing Municipal Operations to Support Building Decarbonization

To reach compliance with new reach code adoption in the CAAP, it is imperative that City modify operations in order to streamline and expedite decarbonization goals. The CAAP directs the City to enforce ordinance compliance through a comprehensive permitting compliance program which includes features such as dedicated time for routine staff training,

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developing easy-to-understand web-based compliance checklists and permit applications, online permitting systems, and zero-cost permit fees for heat pumps. Additionally, the City would like to incorporate a Water Heater Loaner Program at City Hall where the community can check out temporary water heaters if an electrical panel upgrade is required.

- **Subtask 4.C.1: Technical Assistance to Develop a Comprehensive Permitting Compliance Program**

The goal of this subtask is to research and select an organization that is skilled in developing comprehensive permitting compliance programs.

The Subrecipient shall:

- Research technical assistance and select an organization to develop a Permitting Compliance Program.

Subrecipient Products:

- Written documentation of technical assistance research completed
- Contract documents with the selected skilled organization

- **Subtask 4.C.2: Develop Features of the Permitting Compliance Program**

The goal of this subtask is to brainstorm the most impactful and necessary programmatic features of a Permitting Compliance Program such as protected time to focus on compliance, easy-to-understand compliance checklist, and zero-cost permit fees.

The Subrecipient shall:

- Develop potential programmatic features of the Permitting Compliance Program.

Subrecipient Products:

- Written documentation including potential programmatic features of the Permitting Compliance Program

- **Subtask 4.C.3: Seek Input from Staff on the Permitting Compliance Program**

The goal of this subtask is to vet the brainstormed potential programmatic features with staff to reduce them to the most impactful and necessary features for a streamlined Permitting Compliance Program.

The Subrecipient shall:

- Seek input from staff on the potential programmatic features of the Permitting Compliance Program.

Subrecipient Products:

- Written documentation of staff input on the programmatic features of the Permitting Compliance Program

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- **Subtask 4.C.4: Pilot and Troubleshooting of Permitting Compliance Program**

The goal of this subtask is to soft launch a pilot the Permitting Compliance Program and understand where there are bugs and troubleshoot accordingly for a refined and smooth program.

The Subrecipient shall:

- Pilot the Permitting Compliance Program and keep a record of bugs and troubleshooting solutions.

Subrecipient Products:

- Written record of bugs and troubleshooting solutions on the piloted Permitting Compliance Program

- **Subtask 4.C.5: Final Permitting Compliance Program**

The goal of this subtask is to incorporate findings from the soft launch pilot and fine-tune for a final well-coordinated Permitting Compliance Program.

The Subrecipient shall:

- Finalize the Permitting Compliance Program.

Subrecipient Products:

- Final Permitting Compliance Program, which will be detailed and delivered in a document that will run through the final strategies of the program including, but not limited to, the following:
 - Providing dedicated time for routine staff training to incorporate into existing building inspections.
 - Imposing fees for noncompliance to offset staff costs and encourage voluntary compliance.
 - Establishing easy-to-understand web-based compliance checklists and permit applications.
 - Facilitating online permitting.
 - Providing zero-cost permit fees for heat pump installations.

- **Subtask 4.C.6: Develop Logistics for the Water Heater Loaner Program**

The goal of this subtask is to develop and brainstorm ideas for a Water Heater Loaner Program.

The Subrecipient shall:

- Develop and brainstorm ideas for the Water Heater Loaner Program.

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Subrecipient Products:

- Written documentation of developed and brainstormed ideas for the Water Heater Loaner Program

- **Subtask 4.C.7: Seek Input from Staff on the Water Heater Loaner Program**

The goal of this subtask is to vet the brainstormed ideas with staff to reduce them to the most impactful and necessary features for the final Water Heater Loaner Program.

The Subrecipient shall:

- Seek input from staff on the Water Heater Loaner Program.

Subrecipient Products:

- Written documentation of staff input on the Water Heater Loaner Program

- **Subtask 4.C.8: Finalize the Water Heater Loaner Program**

The goal of this subtask is to produce a streamlined final Water Heater Loaner Program.

The Subrecipient shall:

- Finalize the details of the Water Heater Loaner program.

Subrecipient Products:

- Final Water Heater Loaner Program, which will be detailed and delivered in a document that includes program conditions and rules, checkout periods, process to get started, etc.

- **Subtask 4.C.9: Seek Approval of the Water Heater Loaner Program**

The goal of this subtask is to seek Council approval of the Water Heater Loaner Program.

The Subrecipient shall:

- Seek approval of the of the finalized Water Heater Loaner Program.

Subrecipient Products:

- Written documentation confirming Council adoption of the Water Heater Loaner Program

- **Subtask 4.C.10: Develop a Revolving Fund Program to Accelerate Community Building Decarbonization Measures Implementation**

The goal of this subtask is to set up the programmatic features and conditions of a Revolving Fund Program offered by the City to members of the community without disposable income to receive a zero (0) or low interest loan to begin building decarbonization measures that might have high initial costs.

The Subrecipient shall:

- Develop features and conditions of the Revolving Fund Program.

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Subrecipient Products:

- Written details on the features and conditions of the Revolving Fund Program.
- **Subtask 4.C.11: Replenish Sub-Subrecipient (Contra Costa County) with Additional Funds for Rebates and Program Administration Costs for the City's Already Established Pinole Energy Enhancement Rebate (PEER) Pilot Program Initiative**

The goal of this subtask is to replenish the City's PEER Pilot Program Initiative, which provides rebates to incentivize the community into implementing building decarbonization and energy-efficiency measures.

The Subrecipient shall:

- Provide funds to the sub-subrecipient Contra Costa County for use as rebates in the PEER Pilot Program Initiative.

Subrecipient Products:

- Written program report from sub-subrecipient Costa County on issued rebates

Project Activity #4: Adoption of Codes and Ordinances

The City's CAAP directs the development and adoption of different codes and ordinances in order to achieve building decarbonization goals. Grant funding will be used to support Council adoption of two (2) reach codes and two (2) ordinances:

- **Subtask 5.D.1: Seek Council Adoption for Codes and Ordinances**

The goal of this subtask is only to seek Council adoption of the following developed codes and ordinances:

- A reach code requiring all central air conditioning (AC) unit's installations and replacements be two-way for existing residential.
- A reach code requiring all central AC unit's installations and replacements be two-way for existing commercial.
- A single margin energy score or more stringent ordinance to avoid new natural gas building construction.
- An end-of-flow ordinance that would require natural gas lines be capped and decommissioned in existing buildings by 2045.

The Subrecipient shall:

- Seek Council adoption

Subrecipient Products:

- Written documentation confirming Council adoption of codes and ordinances

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Project Activity #5: Workforce Development

A green workforce to streamline and carry out installations is central to increasing ordinance compliance. Funding will be used to help shape and develop this workforce as well as develop curriculum for workforce training programs. Training programs will provide installers, local contractors, and building owners/operations key information for a robust workforce program. With targeted outreach to members of vulnerable communities, this process will greatly consider equity by bringing their awareness of the workforce development.

- **Subtask 6.E.1: Work with CAAP Partners to Develop Recruitment Strategies for a Green Workforce**

The goal of this subtask is to work with CAAP partners to develop a strategy plan for how to recruit the green workforce composed of members who will most benefit from the opportunity.

The Subrecipient shall:

- Work with CAAP partners to develop recruitment strategies for a green workforce composed of members who will most benefit from the opportunity.

Subrecipient Products:

- Written documentation of developed recruitment strategies for a green workforce

- **Subtask 6.E.2: Work with CAAP Partners to Develop Green Workforce Trainings Curriculum**

The goal of this subtask is to work with CAAP partners to develop curriculum for the green workforce trainings.

The Subrecipient shall:

- Work with CAAP partners to develop green workforce training curriculum.

Subrecipient Products:

- Green workforce training curriculum online modules

- **Subtask 6.E.3: Seek Input on Recruitment Strategies and Green Workforce Trainings**

The goal of this subtask is to seek input on recruitment strategies and green workforce trainings from stakeholders, such as installers, local contractors, building owners, developers, Contra Costa College, Workforce Development Board of Contra Costa County, etc.

The Subrecipient shall:

- Seek input on the green workforce trainings from stakeholders.

Subrecipient Products:

- Written documentation detailing the process of seeking input from stakeholders on the green workforce trainings

EXHIBIT A

Scope of Work

- **Subtask 6.E.4: Develop a System to Refer Workers and Track Building Decarbonization Projects Completed by the Workforce**

The goal of this subtask is to develop a system to refer workers and tracking the number of Building Decarbonization Projects completed by the trained green workforce.

The Subrecipient shall:

- Develop a system to refer workers and track the number of Building Decarbonization Projects completed by the trained green workforce.

Subrecipient Products:

- Written details and strategies about the system for referring workers and tracking the number of Building Decarbonization Projects completed by the trained green workforce

C. Task 3 – Final Reporting

- **Subtask 3.1: Final Report**

The goal of this subtask is to prepare a comprehensive written Final Report that describes the original purpose, activities, outcomes, and lessons learned during the project under this agreement. The Subrecipient shall document successful completion of all project activities, tasks, and products.

Upon the request of the CAM or designated project contact, the Subrecipient shall provide photos, graphs, documents, and data summaries to fully describe the project and all outcomes, as well as to support distribution of project information to other parties.

The Final Report shall be prepared in language easily understood by the public or layperson with a limited technical background. In addition, the Final Report shall be a public document and must be completed prior to the termination date of the agreement or within sixty (60) days of the depletion of funds.

The CAM or designated project contact will provide the Subrecipient with the Final Report template.

The CEC shall:

- Provide a final report template to the Subrecipient upon request.

CEC Products:

- Final report template

- **Subtask 3.1.1 – Final Report Outline**

The CEC shall:

- Review and provide comments on the draft outline of the Final Report

EXHIBIT A

Scope of Work

The Subrecipient shall:

- In accordance with the CEC Style Manual, prepare and submit a draft outline of the Final Report to the CAM or designated project contact for review and approval.
- Review comments received on the draft outline and if there are any issues with the recommended changes, discuss them with the CAM or designated project contact.
- Prepare and submit a final outline of the Final Report, incorporating CAM or designated project contact comments.

CEC Products:

- Comments on the draft outline of the Final Report (if applicable)

Subrecipient Products:

- Draft outline of the Final Report
- Final outline of the Final Report

• Subtask 3.1.2 – Final Report

The CEC shall:

- Review and provide comments on the draft version of the Final Report

The Subrecipient shall:

- Prepare a draft version of the Final Report in accordance with the approved outline and submit it to the CAM or designated project contact for review and approval at least two (2) months prior to the agreement end date.
- Review comments received on the draft Final Report and if there are any issues with the recommended changes, discuss them with the CAM or designated project contact.
- Prepare and submit the last version of the Final Report, incorporating CAM or designated project contact comments.

CEC Products:

- Comments on the draft version of the Final Report (if applicable)

Subrecipient Products:

- Draft Final Report
- Final Report

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 1 – General Project Tasks	Subtask 1.1: Kick-Off Meeting	Start: 01/2025 Complete: 01/2025	Updated Schedule of Products and Due Dates (if applicable)
	Subtask 1.2: Invoices and Reconciliation Reports	Start: 01/2025 Complete: 04/2027	- First advance payment invoice (if applicable) - Second advance payment invoice (if applicable) - Quarterly reconciliation reports - Quarterly standard invoices - Proof of payment for incurred costs (if applicable) - Final retention invoice
	Subtask 1.3: Quarterly Progress Reports	Start: 01/2025 Complete: 04/2027	Quarterly progress reports
	Subtask 1.4: Critical Project Review (CPR) Meetings	TBD: Scheduled by CAM (if necessary)	CPR Report(s)
	Subtask 1.5: Execute and Manage Subaward Agreements	Start: 01/2025 Complete: 04/2027	- List of all sub-subrecipient, vendors, and activities requiring subaward agreements to complete work under this agreement - Copies of draft subaward agreements for review (if requested by CAM) - Copies of final executed subaward agreements (if requested by CAM) - Copies of applicable documents for any additional sub-subrecipients identified as necessary to complete the project work under this agreement
	Subtask 1.6: Final Meeting	TBD: Scheduled by CAM (prior to the term end date of this agreement)	- Written documentation of meeting agreements and unresolved activities - Schedule for completing closeout activities

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 2 – Technical Tasks, Activity #1: Community Building Decarbonization Planning	Subtask 2.A.1: Develop a Virtual All-Electric Building Resource Center	Start: 01/2025 Complete: 05/2025	• Draft virtual all-electric building resource center • Final virtual all-electric building center
	Subtask 2.A.2: Compile Case Studies and Cost-Effective Strategies for Electric Buildings by Prototype	Start: 01/2025 Complete: 04/2025	• Written compilation of case studies/cost-effective strategies for electric buildings by prototype
	Subtask 2.A.3: Conduct Outreach and Engagement to Building Developers, Owners, and Contractors	Start: 04/2025 Complete: 07/2025	• Documentation of outreach and engagement activities, which will include agendas, location information, attendee names, and pictures from info sessions, as well as outreach materials and detailed information about other methods of outreach (mailings, emails, community partner support, etc.)
	Subtask 2.A.4: Explore Regional Policy and Programs that Allow for Utility Rates that are Supportive of Electricity	Start: 04/2025 Complete: 08/2025	• Written documentation of staff research on regional policies and programs that can be explored to advocate, either by support on the City's platform or integration into City operations, to advocated support for utility rates in favor of clean electricity
	Subtask 2.A.5: Strategize Methods for Completing a Cost-Effectiveness Study and Design Utility Rates that are Supportive of Electrification	Start: 08/2025 Complete: 11/2025	• Meeting minutes with Marin Clean Energy (MCE) and Pacific Gas and Electric Company (PG&E) and written updates on the methods, feasibility, and progress for conducting a cost-effectiveness study and utility rate design supporting electrification
	Subtask 2.A.6: Electrification Infrastructure and Capacity Feasibility Study	Start: 08/2025 Complete: 11/2025	• Written report including findings of the Electrification and Capacity Feasibility Study

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 2 – Technical Tasks, Activity #1: Community Building Decarbonization Planning	Subtask 2.A.7: Cost-Feasibility Analysis for Building Electrification	Start: 11/2025 Complete: 02/2026	Written report including findings of the Cost-Feasibility Analysis for Building Electrification, including information on electrification strategies and learning/equity barriers
	Subtask 2.A.8: Targeted Outreach and Tailored Campaigns	Start: 02/2026 Complete: 08/2026	Written documentation detailing targeted outreach and tailored campaigns developed and conducted
	Subtask 2.A.9: Building Performance Standard Program	Start: 11/2025 Complete: 02/2026	- Draft Building Performance Standard Program, which will include policy goals, stakeholder engagement, performance metrics, covered buildings, performance targets, timeline, and compliance pathways - Final Building Performance Standard Program
Task 2 – Technical Tasks, Activity #2: Municipal Building Decarbonization Planning	Subtask 3.B.1: Select a Consultant to Support Plan Development	Start: 08/2025 Complete: 09/2025	RFP and proposal documents from the selected consultant
	Subtask 3.B.2: Inventory of Existing Fossil-Fuel Powered Equipment	Start: 09/2025 Complete: 10/2025	Written inventory of existing fossil-fuel powered equipment in municipal buildings
	Subtask 3.B.3: Research Alternatives and Lifecycle Costs	Start: 10/2025 Complete: 12/2025	Detailed list of cost-effective alternatives and their lifecycle costs resulting from the research efforts
	Subtask 3.B.4: Prioritized Schedule of Upgrades by Need for Vulnerable Communities	Start: 12/2025 Complete: 01/2026	Written prioritized schedule of upgrades
	Subtask 3.B.5: Draft Municipal Decarbonization Plan	Start: 01/2025 Complete: 02/2026	Draft Municipal Decarbonization Plan

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 2 – Technical Tasks, Activity #2: Municipal Building Decarbonization Planning	Subtask 3.B.6: Seek Input on the Draft Municipal Building Decarbonization Plan	Start: 02/2026 Complete: 03/2026	Written documentation of staff and public input on the Draft Municipal Building Decarbonization Plan
	Subtask 3.B.7: Final Municipal Building Decarbonization Plan	Start: 03/2026 Complete: 03/2026	Final Municipal Building Decarbonization Plan
	Subtask 3.B.8: Select Consultant for Designing a Photovoltaic (PV) Microgrid System for the City's Wastewater Treatment Plant (WWTP)	Start: 04/2026 Complete: 06/2026	RFP and proposal documents from the selected consultant
	Subtask 3.B.9: Final Design of PV Microgrid System	Start: 07/2026 Complete: 10/2026	- Draft design of the PV Microgrid System - Final design of the PV Microgrid System
Task 2 – Technical Tasks, Activity #3: Advancing Municipal Operations	Subtask 4.C.1: Technical Assistance to Develop a Comprehensive Permitting Compliance Program	Start: 08/2025 Complete: 10/2025	- Written documentation of technical assistance research completed - Contract documents with the selected skilled organization
	Subtask 4.C.2: Develop Features of the Permitting Compliance Program	Start: 10/2025 Complete: 12/2025	Written documentation including potential programmatic features of the Permitting Compliance Program

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 2 – Technical Tasks, Activity #3: Advancing Municipal Operations	Subtask 4.C.3: Seek Input from Staff on the Permitting Compliance Program	Start: 12/2025 Complete: 01/2026	Written documentation of staff input on the programmatic features of the Permitting Compliance Program
	Subtask 4.C.4: Pilot and Troubleshooting of Permitting Compliance Program	Start: 01/2026 Complete: 05/2026	Written record of bugs and troubleshooting solutions on the piloted Permitting Compliance Program
	Subtask 4.C.5: Final Permitting Compliance Program	Start: 05/2026 Complete: 07/2026	Final Permitting Compliance Program document
	Subtask 4.C.6: Develop Logistics of the Water Heater Loaner Program	Start: 12/2025 Complete: 02/2026	Written documentation of developed and brainstormed ideas for the Water Heater Loaner Program
	Subtask 4.C.7: Seek Input from Staff on the Water Heater Loaner Program	Start: 02/2026 Complete: 04/2026	Written documentation of staff input on the Water Heater Loaner Program
	Subtask 4.C.8: Finalize the Water Heater Loaner Program	Start: 04/2026 Complete: 06/2026	Final Water Heater Loaner Program, which will be detailed and delivered in a document that includes program conditions and rules, checkout periods, process to get started, etc.
	Subtask 4.C.9: Seek Approval of the Water Heater Loaner Program	Start: 06/2026 Complete: 07/2026	Written documentation confirming Council adoption of the Water Heater Loaner Program
	Subtask 4.C.10: Develop a Revolving Fund Program to Accelerate Community Building Decarbonization Measures Implementation	Start: 07/2026 Complete: 10/2026	Written details on the features and conditions of the Revolving Fund Program.

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 2 – Technical Tasks, Activity #3: Advancing Municipal Operations	Subtask 4.C.11: Replenish Sub-Subrecipient (Contra Costa County) with Additional Funds for Rebates and Program Administration Costs for the City's Already Established Pinole Energy Enhancement Rebate (PEER) Pilot Program Initiative	Start: 01/2025 Complete: 12/2025	Written program report from sub-subrecipient Costa County on issued rebates
Task 2 – Technical Tasks, Activity #4: Adoption of Codes and Ordinances	Subtask 5.D.1: Seek Council Adoption for Codes and Ordinances	Start: 01/2025 Complete: 02/2025	Written documentation confirming Council adoption of codes and ordinances
Task 2 – Technical Tasks, Activity #5: Workforce Development	Subtask 6.E.1: Work with CAAP Partners to Develop Recruitment Strategies for a Green Workforce	Start: 06/2026 Complete: 08/2026	Written documentation of developed recruitment strategies for a green workforce
	Subtask 6.E.2: Work with CAAP Partners to Develop Green Workforce Trainings Curriculum	Start: 08/2026 Complete: 12/2026	Green workforce training curriculum online modules
	Subtask 6.E.3: Seek Input on Recruitment Strategies and Green Workforce Trainings	Start: 12/2026 Complete: 02/2027	Written documentation detailing the process of seeking input from stakeholders on the green workforce trainings

EXHIBIT B

Schedule of Products and Due Dates

Activities	Tasks/Subtasks	Timetable in Months	Subrecipient Product(s)
Task 2 – Technical Tasks, Activity #5: Workforce Development	Subtask 6.E.4: Develop a System to Refer Workers and Track Building Decarbonization Projects Completed by the Workforce	Start: 02/2027 Complete: 04/2027	Written details and strategies about the system for referring workers and tracking the number of Building Decarbonization Projects completed by the trained green workforce
Task 3 – Final Reporting	Subtask 3.1.1: Final Report Outline	Start: 01/2027 Complete: 02/2027	- Draft outline of the Final Report - Final outline of the Final Report
	Subtask 3.1.2: Final Report	Start: 03/2027 Complete: 04/2027	- Draft Final Report - Final Report



CITY COUNCIL REPORT

9.H.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: DAVID HANHAM, PLANNING MANAGER
SUBJECT: PUBLIC CONVENIENCE NECESSITY FINDING FOR SPROUTS FARMERS MARKET AT 1300 PINOLE VALLEY ROAD

RECOMMENDATION

City staff recommends that the City Council adopt a Resolution (**Attachment A**) approving a determination of Public Convenience or Necessity (PCN) for Sprouts Farmers Market's proposed alcohol sales (on-site sales of beer, wine, and distilled spirits) at 1300 Pinole Valley Road.

BACKGROUND

Terri Dickerhoff, on behalf of Sprouts Farmers Market, has requested City approval of a "Finding of Public Convenience or Necessity" (PCN) to apply for a Conditional Use Permit (CUP24-02) to sell beer, wine, and distilled spirits for off-site consumption at their store located at 1300 Pinole Valley Road. Currently, Sprouts Farmers Market holds a Type 20 License, permitting the sale of beer and wine for off-site consumption, which was approved by the Planning Commission in 2014 as part of the Gateway Shopping Center Project.

The California Department of Alcoholic Beverage Control (ABC) regulates alcoholic beverage licensing under State Law. A Type 21 license allows the sale of beer, wine, and distilled spirits for off-site consumption. To obtain a Type 21 license, businesses must 1) apply to ABC and 2) receive a Conditional Use Permit from the City. Pursuant to Section 23958.4 of the Business and Professions Code, if the business is located in an area with an undue concentration of licensed liquor establishments or reported crime, then it is necessary for the applicant to show that "public convenience and necessity" would be served by the issuance.

When a business applies for a new or modified license, ABC assesses whether there is an "undue concentration" of licenses in the relevant Census Tract. This determination is based on a ratio of on-sale retail licenses to the population. In Census Tract 3591.03, ABC considers more than five on-site sale Type 21 licenses to indicate over-concentration. Once ABC identifies an undue concentration, the local governing body must determine whether there is a public convenience or necessity (PCN) to justify the additional license. Local jurisdictions may grant this determination, allowing for an increase in alcohol sales despite over-concentration.

ABC data indicates six active on-site alcohol sales licenses within Census Tract 3591.03, including the existing Sprouts Farmers Market license. This tract covers areas north of Interstate 80 and east of Appian Way, including Pinole Valley Road. The following table lists current establishments with on-site alcohol sales licenses:

Retail Alcohol Sales Establishments in Census Tract 3591.03

Business	Location	License Type
Bill's Liquor	2350 San Pablo Ave	Wine, Beer, and Spirits
Appian Liquors	1677 San Pablo Ave	Wine, Beer, and Spirits
Pump House	700 Tennent Ave	Wine, Beer, and Spirits
CVS Pharmacy	1617 Canyon Drive	Wine, Beer, and Spirits
Sprouts Farmers Market	1300 Pinole Valley Road	Wine and Beer
Safeway	4000 San Pablo Ave, Hercules	Wine and Beer

Source: State Department of Alcoholic Beverage Control, October 24, 2024

According to Chapter 17.59 of the Municipal Code, the City Council is responsible for approving PCN requests. A PCN determination is required before the Planning Commission can consider a conditional use permit for alcohol sales. If the City Council denies the PCN determination, Sprouts Farmers Market will not be eligible for a Type 21 license in Census Tract 3600.00.

If the PCN determination is approved, the Planning Commission will review the proposed modification to Sprouts Farmers Market's Conditional Use Permit to allow spirit sales, including imposing any necessary conditions. The Planning Commission's decision can be appealed to the City Council. Conditions on alcohol sales should be applied to the use permit rather than the PCN determination.

Sprouts Farmers Market representatives have indicated that offering beer, wine, and spirits would enhance customer convenience by matching the selection available at other nearby establishments.

REVIEW AND ANALYSIS

Section 17.59.030 (B) of the Pinole Municipal Code requires five specific findings to be satisfied for a PCN determination. Staff has prepared these findings based on the proposed operation statement and floor plans.

- 1. The proposed establishment with alcohol sales will promote the City's economic health, consistent with the General Plan and any applicable Specific Plan policies to further zoning district purposes.***

Establishing a Type 21 license will enable Sprouts Farmers Market to expand its product offerings, which aligns with the commercial zoning and General Plan land use designations for this parcel. Additionally, this use implements Policy LU7.2 from the Land Use and Economic Development section of the General Plan. The expanded selection of alcohol is anticipated to generate additional sales tax revenue for the City.

- 2. The economic benefits associated with the establishment could not reasonably be achieved without the proposed alcohol sales.***

Sprouts Farmers Market is a full-service grocery store offering a variety of merchandise, including frozen foods, deli meats, dairy, produce, fresh meat, and seasonal products, in

addition to beer, wine, and spirits. Although alcohol sales account for a small portion of overall sales and floor area, they are crucial for maintaining the store's status as a full-service grocery provider. This variety is necessary for Sprouts to remain competitive with other grocery businesses in the area.

3. The applicant has not operated a licensed establishment, which has been the subject of verified complaints or violations regarding alcohol, public safety or nuisance statutes or regulations.

The California Department of Alcoholic Beverage Control (ABC) has not identified any infractions on existing licenses for other Sprouts Farmers Market locations in California.

4. The Police Department has reported that the proposed establishment would not be expected to add to crime in the area.

The Police Department has indicated that the sale of beer, wine, and spirits at this location is not expected to contribute to an increase in crime. Additionally, no serious incidents related to alcohol sales have occurred at this location since Sprouts Farmers Market began selling beer and wine in 2014. The Police Department has not raised any objections to the request.

5. Alcoholic beverages sold by the applicant are incidental to the other products available for sale at the establishment.

Sprouts Farmers Market primarily sells food products, such as fresh meat, produce, and frozen items. The store building covers approximately 27,014 square feet, with a gross sales area of about 15,991 square feet. The designated area for beer, wine, and spirits is approximately 110 linear square feet, accounting for less than 1% of the total floor area. Sprouts Farmers Market does not sell cigarettes or products associated with high abuse potential, such as 40-ounce malt liquors, low-priced, screw-top fortified wines (e.g., Ripple, MD 20/20), or small containers of spirits.

FISCAL IMPACT

There are no adverse fiscal impacts to the City associated with this request.

ATTACHMENTS

A. Resolution

RESOLUTION NO. 2024-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING A DETERMINATION OF PUBLIC CONVENIENCE OR NECESSITY FOR A TYPE 21 ALCOHOL SALES LICENSE, INCLUDING BEER, WINE, AND SPIRITS, AT THE EXISTING SPROUTS FARMERS MARKET LOCATED AT 1300 PINOLE VALLEY ROAD, PINOLE, CA 94564, APN: 401-410-020

WHEREAS, since 2014, Sprouts Farmers Market has held a Conditional Use Permit and a license from the State Department of Alcoholic Beverage Control (ABC) allowing the sale of beer and wine for off-site consumption; and

WHEREAS, the owner of Sprouts Farmers Market intends to apply for a Type 21 off-site alcohol sales license from ABC and has filed an application for a Conditional Use Permit with the City of Pinole to include the sale of spirits, in addition to beer and wine; and

WHEREAS, the State Department of Alcoholic Beverage Control (ABC) has notified the City of Pinole that an undue concentration of alcohol sales licenses exists within Census Tract 3591.03; and

WHEREAS, a determination of Public Convenience or Necessity (PCN) is required to allow additional off-site alcohol sales licenses in an over-concentrated Census Tract; and

WHEREAS, ABC has indicated that no active disciplinary actions have been taken against other Sprouts Farmers Market locations in California for alcohol sales violations; and

WHEREAS, the Pinole Police Department has confirmed that the sale of beer, wine, and spirits is not expected to increase calls for service or crime activity at this location; and

WHEREAS, the City Council has considered the request for a determination of Public Convenience or Necessity, the staff report, and the required findings pursuant to Section 17.59.030(B) of the Pinole Municipal Code.

NOW THEREFORE, BE IT RESOLVED that the Pinole City Council does hereby take the following actions:

SECTION 1. The City Council of the City of Pinole makes the following findings, as supported in the Staff Report dated November 19, 2024:

1. The proposed Type 21 alcohol sales at Sprouts Farmers Market will promote the City's economic health and are consistent with the General

Plan and any applicable Specific Plan policies to further the purposes of the Commercial Mixed-Use Zoning District.

2. The economic benefits associated with the Type 21 alcohol sales at Sprouts Farmers Market could not reasonably be achieved without the proposed alcohol sales.
3. The applicant has not operated a licensed establishment that has been the subject of verified complaints or violations regarding alcohol, public safety, or nuisance statutes or regulations.
4. The Police Department has reported that the sale of beer, wine, and spirits at the existing establishment would not be expected to increase crime in the area and has raised no objections to the request.
5. Alcoholic beverages sold by the applicant are incidental to other products available for sale at the establishment, which primarily offers food products, including fresh meat, produce, and frozen goods. The designated alcohol sales area constitutes less than 1% of the total floor space.

SECTION 2: The City Council of the City of Pinole hereby affirms a determination of Public Convenience or Necessity to support a Type 21 alcohol sales license request for off-site beer, wine and spirits sales at the Sprouts Farmers Market, located at 1300 Pinole Valley Road, as a prerequisite to obtaining a Conditional Use Permit as required by Chapter 17.59 of the Pinole Municipal Code.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 19th day of November 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 adopted on this 19th day of November 2024

Heather Bell
City Clerk



CITY COUNCIL REPORT

9.I.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: FABY GUILLEN, CAPITAL IMPROVEMENT/ENVIRONMENTAL PROGRAM
MANAGER
SUBJECT: DAYLIGHTING LAW ASSEMBLY BILL (AB) 413 - FOR INTERSECTIONS
AND CROSSWALKS

RECOMMENDATION

Receive a report related to Daylighting Law Assembly Bill (AB) 413 for intersections and crosswalks.

BACKGROUND

The City Council requested a future City Council informational agenda item on Assembly Bill 413.

AB 413, commonly known as the “Daylighting Bill,” was designed to increase visibility at crosswalks in California. In October 2023, the State of California approved Assembly Bill 413 (AB 413),

https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB413

which amended section 22500 of the California Vehicle Code and added language pertaining to stopping, standing, or parking of a vehicle within a certain distance of the vehicle approach side of a marked or unmarked crosswalk. The amendment went into effect January 1, 2024. Specifically, the amended code prohibits parking within “20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present”. Additionally, AB 413 states that a local authority may choose to determine a different threshold by ordinance if the distance is justified by established traffic safety standards and these new distance locations are marked using paint, sign, or other means to prohibit vehicles in the area.

REVIEW AND ANALYSIS

Both marked and unmarked crosswalks exist at all intersections, thus this new law requires agencies to strike the balance between designating parking prohibitions through markings and/or signs and their subsequent maintenance, educating residents, and working with law enforcement. While AB 413 went into effect on January 1, 2024, the law stipulates that only warnings may be given for violations, with citations beginning on January 1, 2025.

Staff is providing a presentation explaining AB 413 that includes examples of marked and unmarked crosswalks and parking prohibitions due to AB 413, as well as potential benefits to the community of Pinole.

As a result of this new law, City staff are in the process of evaluating various intersections for installing red curbs. We will prioritize areas with high pedestrian and bicycle volume.

FISCAL IMPACT

Public Works operations and maintenance staff will be able to install the required red curb markings and use readily available red curb paint. A gallon of red curb paint typically costs less than \$100 and can cover up to 90 square feet. Red curb paint bought in bulk may reduce material costs. Red curb paint typically lasts 12 to 18 months, and there will be an associated maintenance cost to re-paint the curbs when the original red curb paint begins to fade.

ATTACHMENTS

A. Assembly Bill No. 413

Assembly Bill No. 413

CHAPTER 652

An act to amend Section 22500 of the Vehicle Code, relating to vehicles.

[Approved by Governor October 10, 2023. Filed with Secretary
of State October 10, 2023.]

LEGISLATIVE COUNSEL'S DIGEST

AB 413, Lee. Vehicles: stopping, standing, and parking.

Existing law prohibits the stopping, standing, or parking of a vehicle in certain places and under certain conditions, including within an intersection, on a sidewalk or crosswalk, or in front of a fire station. Existing law additionally authorizes local jurisdictions to, by ordinance, restrict parking in certain areas, at certain times, and for certain reasons, and to establish metered parking.

This bill would prohibit the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension is present, as specified. The bill would, prior to January 1, 2025, authorize jurisdictions to only issue a warning for a violation, and would prohibit them from issuing a citation for a violation, unless the violation occurs in an area marked using paint or a sign.

By restricting parking in certain areas, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

The people of the State of California do enact as follows:

SECTION 1. Section 22500 of the Vehicle Code is amended to read:

22500. A person shall not stop, park, or leave standing any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device, in any of the following places:

(a) Within an intersection, except adjacent to curbs as may be permitted by local ordinance.

(b) On a crosswalk, except that a bus engaged as a common carrier or a taxicab may stop in an unmarked crosswalk to load or unload passengers when authorized by the legislative body of a city pursuant to an ordinance.

(c) Between a safety zone and the adjacent right-hand curb or within the area between the zone and the curb as may be indicated by a sign or red paint on the curb, which sign or paint was erected or placed by local authorities pursuant to an ordinance.

(d) Within 15 feet of the driveway entrance to a fire station. This subdivision does not apply to any vehicle owned or operated by a fire department and clearly marked as a fire department vehicle.

(e) (1) In front of a public or private driveway, except that a bus engaged as a common carrier, schoolbus, or a taxicab may stop to load or unload passengers when authorized by local authorities pursuant to an ordinance.

(2) In unincorporated territory, where the entrance of a private road or driveway is not delineated by an opening in a curb or by other curb construction, so much of the surface of the ground as is paved, surfaced, or otherwise plainly marked by vehicle use as a private road or driveway entrance, shall constitute a driveway.

(f) On a portion of a sidewalk, or with the body of the vehicle extending over a portion of a sidewalk, except electric carts when authorized by local ordinance, as specified in Section 21114.5. Lights, mirrors, or devices that are required to be mounted upon a vehicle under this code may extend from the body of the vehicle over the sidewalk to a distance of not more than 10 inches.

(g) Alongside or opposite a street or highway excavation or obstruction when stopping, standing, or parking would obstruct traffic.

(h) On the roadway side of a vehicle stopped, parked, or standing at the curb or edge of a highway, except for a schoolbus when stopped to load or unload pupils in a business or residence district where the speed limit is 25 miles per hour or less.

(i) Except as provided under Section 22500.5, alongside curb space authorized for the loading and unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb erected or painted by local authorities pursuant to an ordinance.

(j) In a tube or tunnel, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility.

(k) Upon a bridge, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility, and except that buses engaged as a common carrier in local transportation may stop to load or unload passengers upon a bridge where sidewalks are provided, when authorized by local authorities pursuant to an ordinance, and except that local authorities pursuant to an ordinance or the Department of Transportation pursuant to an order, within their respective jurisdictions, may permit parking on bridges having sidewalks and shoulders of sufficient width to permit parking without interfering with the normal movement of traffic on the roadway. Local authorities, by ordinance or resolution, may

permit parking on these bridges on state highways in their respective jurisdictions if the ordinance or resolution is first approved in writing by the Department of Transportation. Parking shall not be permitted unless there are signs in place, as may be necessary, to indicate the provisions of local ordinances or the order of the Department of Transportation.

(l) In front of or upon that portion of a curb that has been cut down, lowered, or constructed to provide wheelchair accessibility to the sidewalk.

(m) In a portion of a highway that has been designated for the exclusive use of public transit buses.

(n) (1) (A) Within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.

(B) Notwithstanding subparagraph (A), a local authority may establish a different distance if both of the following requirements are met:

(i) A local authority establishes the different distance by ordinance that includes a finding that the different distance is justified by established traffic safety standards.

(ii) A local authority has marked the different distance at the intersection using paint or a sign.

(2) Notwithstanding paragraph (1), a local authority may permit commercial vehicle loading or unloading within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present if both of the following requirements are met:

(A) A local authority authorizes the commercial vehicle loading and unloading by ordinance and identifies the crosswalk or crosswalks in the ordinance.

(B) A local authority has marked the commercial loading and unloading areas with paint or signage.

(3) Notwithstanding paragraph (1), a local authority may permit parking for bicycles or motorized scooters within 20 feet of a crosswalk.

(4) Prior to January 1, 2025, jurisdictions may only issue a warning, and shall not issue a citation, for a violation unless the violation occurs in an area marked using paint or a sign.

SEC. 2. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.



CITY COUNCIL REPORT

9.J.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: FABY GUILLEN, CAPITAL IMPROVEMENT/ENVIRONMENTAL PROGRAM
MANAGER
SUBJECT: 2024 ENGINEERING AND TRAFFIC SPEED SURVEY REPORT

RECOMMENDATION

Accept the 2024 Engineering and Traffic Survey prepared by Willdan Engineering and adopt a resolution establishing Safety Corridors and Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians, and establish the speed limits recommended in the Study.

BACKGROUND

The California Vehicle Code (CVC) requires that Cities establish speed limits in a prescribed manner. For residential streets that have specific roadway characteristics, the speed limit may be set at 25 miles per hour. In the City of Pinole, the vast majority of our roadways fit into this category.

For non-residential roadways, the CVC requires that an Engineering and Traffic Survey be conducted every five years to justify a posted speed limit. The rationale is that speed limits on non-residential roadways must be based upon the speed at which the majority of traffic is flowing. The CVC further states that radar enforcement is expressly prohibited unless the posted speed limit is justified with a current engineering and traffic survey.

REVIEW AND ANALYSIS

For non-residential roadways, the CVC requires that an Engineering and Traffic Survey be conducted every five years to justify a posted speed limit. The rationale is that speed limits on non-residential roadways must be based upon the speed at which the majority of traffic is flowing. The CVC further states that radar enforcement is expressly prohibited unless the posted speed limit is justified with a current engineering and traffic survey.

Willdan has prepared the 2024 Engineering and Traffic Survey in accordance with the regulations set forth to govern the setting of speed limits. The Survey lists the CVC regulations on pages 1 through 10. It is important to follow the requirements so that enforcement is defensible. For the most part the City of Pinole speeds of travel remain consistent with prior surveys. However, this survey shows that speed of travel exceeds the posted limits at several segments. Some of these segments have special conditions not readily apparent to the driver. Special conditions applicable to these segments can be defined as areas with moderate traffic that may not be apparent to unfamiliar drivers; segments that are designated as safety

corridors or as a land or facility that generates high concentrations of bicycles and pedestrians. Due to these special conditions, based on Guidelines from AB-43, Willdan is recommending the previous speed limit recommendations to remain and to establish Safety Corridors and Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians. They recommend that we reduce the posted speed limits on five segments. All segments surveyed are shown in the following table. The five segments warranting a decrease are highlighted.

The City of Pinole Police Department has reviewed the recommendations in the Survey and supports the decreases in speed limits. Again, it is important to follow the requirements so that Police have the means to enforce the speed limits.

STREET SEGMENTS WITH RECOMMENDED SPEED CHANGES

No.	Street	From	To	Existing	New	Change
1	Appian Way	San Pablo Ave.	1-80 Freeway	35	35	0
2	Appian Way	1-80 Freeway	South City Limit	35	35	0
3	Fitzgerald Dr.	Richmond Parkway	Appian Way	35	35	0
4	Pinole Valley Rd.	Tennent Ave.	Granada Ct.	30	25	-5
5	Pinole Valley Rd.	Granada Ct.	Simas Ave.	35	30	-5
6	Pinole Valley Rd.	Simas Ave.	South City Limit	35	35	0
7	San Pablo Ave.	East City Limit	Oak Ridge Rd.	30	25	-5
8	San Pablo Ave.	Oak Ridge Rd.	Sunnyview Dr.	35	25	-10
9	San Pablo Ave.	Sunnyview Dr.	West City Limit	40	30	-10
10	Simas Ave.	Pinole Valley Rd. (East)	Pinole Valley Rd. (West)	25	25	0
11	Tara Hills Dr.	Appian Way	West City Limit	30	30	0
12	Tennent Ave.	Railroad Ave.	Pinole Valley Rd.	25	25	0

* It should be noted that there was a typo in the consultant's report regarding No. 7. The existing speed limit is 25 mph, and this will be corrected in the final report.

FISCAL IMPACT

The fiscal impacts associated with this action are limited to the cost of changing the signage in the field. We estimate the cost of the sign change to be approximately \$10,000. There are currently funds remaining in the Annual Signage Program of \$20,000. The cost of this signage change will be funded from that source.

ATTACHMENTS

- A. Resolution
- B. 2024 Engineering & Traffic Survey Report

RESOLUTION NO. 2024 - _

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, ACCEPTING THE 2024 ENGINEERING AND TRAFFIC SURVEY; ESTABLISHING SAFETY CORRIDORS AND LAND OR FACILITY THAT GENERATES HIGH CONCENTRATIONS OF BICYCLISTS OR PEDESTRIANS; AND ESTABLISHING SPEED LIMITS RECOMMENDED IN THE SURVEY.

WHEREAS, The California Vehicle Code requires that speed limits be justified by an Engineering and Traffic Survey in order to be enforceable by the use of radar; and

WHEREAS, The California Vehicle Code requires that an Engineering and Traffic Survey be conducted every five years to justify and enforce posted speed limits; and

WHEREAS, The City of Pinole desires to have an enforceable speed limit established on Citywide roads; and

WHEREAS, The City Engineer has asked that Willdan Engineering prepare the appropriate engineering and traffic surveys on Citywide roads; and

WHEREAS, Willdan Engineering has prepared and submitted an Engineering and Traffic Survey; and

WHEREAS, The Survey shows that speeds of travel remain consistent with prior surveys; and

WHEREAS, The Survey shows that speeds of travel exceed the posted limits at several segments; and

WHEREAS, Some of these segments have special conditions not readily apparent to the driver, as defined on the Survey.

WHEREAS, Due to these special conditions, Willdan is recommending some of the previous speed limit recommendations to remain and to establish Safety Corridors and Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Pinole, as follows:

1. Accept the Engineering and Traffic Survey Report as Final (herein as Exhibit A).
2. Establish Safety Corridors and Land or Facility that Generates High

Concentrations of Bicyclists or Pedestrians.

3. Establish the speed limits recommended in the Study as shown on the table below:

**STREET SEGMENTS WITH
RECOMMENDED SPEED CHANGES**

No.	Street	From	To	Existing	New	Change
1	Appian Way	San Pablo Ave.	1-80 Freeway	35	35	0
2	Appian Way	1-80 Freeway	South City Limit	35	35	0
3	Fitzgerald Dr.	Richmond Parkway	Appian Way	35	35	0
4*	Pinole Valley Rd.	Tennent Ave.	Granada Ct.	30	25	-5
5*	Pinole Valley Rd.	Granada Ct.	Simas Ave.	35	30	-5
6	Pinole Valley Rd.	Simas Ave.	South City Limit	35	35	0
7*	San Pablo Ave.	East City Limit	Oak Ridge Rd.	30	25	-5
8*	San Pablo Ave.	Oak Ridge Rd.	Sunnyview Dr.	35	25	-10
9*	San Pablo Ave.	Sunnyview Dr.	West City Limit	40	30	-10
10	Simas Ave.	Pinole Valley Rd. (East)	Pinole Valley Rd. (West)	25	25	0
11	Tara Hills Dr.	Appian Way	West City Limit	30	30	0
12	Tennent Ave.	Railroad Ave.	Pinole Valley Rd.	25	25	0

“*” Indicates segment warranting a decrease.

BE IT FURTHER RESOLVED that the Pinole City Council authorizes Public Works Department to post the new speed limits hereby established for citywide roadways.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 19th day of November 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 **19th** day of **November, 2024**.

Heather Bell, CMC
City Clerk

City of Pinole

2024 Engineering and Traffic Survey Report

October 2024



Willdan Engineering

13191 Crossroads Pkwy N Suite 405
City of Industry, CA 91746
562.908.6200



October 31, 2024

Sanjay Mishra
Public Works Director
2131 Pear Street
Pinole, CA 94564



Subject: 2024 Engineering and Traffic Survey

Dear Mr. Mishra:

As requested, Willdan has completed an Engineering and Traffic (E&T) Survey to justify and update the posted speed limits along 12 street segments in the City of Pinole. These segments were last surveyed in 2013 and require an update to comply with the 10-year limitation set forth in the California Vehicle Code (CVC).

We are pleased to submit the enclosed Report that describes the E&T survey procedures and contains recommendations for posted speed limits on the City's arterial and collector street system. A summary of these recommendations is included in the Analysis. Supporting documentation for each speed zone recommendation is provided in the Appendices.

The Report was conducted in accordance with applicable provisions of the CVC, following procedures outlined in the California Manual on Uniform Traffic Control Devices Revision 8 (California MUTCD) dated January 2024, and as required by Section 627 of the CVC. The Report is intended to satisfy the requirements of Section 40802 of the CVC to enable the continued use of radar for traffic speed enforcement.

Guidelines from AB-43 were used in this E&T Survey to recommend the previous speed limit recommendation to remain and to establish land or facilities that generate high concentrations of bicyclists and pedestrians.

We appreciate the opportunity to serve the City of Pinole and the assistance and cooperation afforded to us during the course of this study.

Very truly yours,

WILLDAN

A handwritten signature in black ink, appearing to read 'Nicole Spann'.

Nicolle Spann, P.E., T.E.
Traffic Engineer

Enclosure



562.908.6200 | 800.499.4484 | fax: 562.695.2120
13191 Crossroads Parkway North, Suite 405, Industry, California 91746-3443 | www.willdan.com

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Introduction

This Engineering and Traffic (E&T) Survey is intended to be the basis for the establishment, revision, and enforcement of speed limits for selected streets within the City of Pinole. This E&T Survey presents recommended speed limits for 12 street segments in the City of Pinole. E&T Surveys are required by the State of California to establish intermediate speed limits on local streets and to enforce those limits using radar or other speed measuring devices. Historically, these surveys must be updated every 7 to 10 years to ensure the speeds reflect current conditions.

E&T Surveys are prepared under the direction of California Vehicle Code (CVC). The CVC also requires that the surveys be conducted based on the methodology required by the California MUTCD Revision 8 (California MUTCD) dated January 2024.

Assembly Bill No. 43 (AB 43), signed in October 2021, has given local agencies more leeway to lower and maintain speed limits. The California Vehicle Code was amended in 2022 and the California MUTCD was amended in January 2024 to implement laws and guidelines with the changes set forth in AB 43. There were three major changes to how speed limits can be recommended under AB 43 as follows:

1. An E&T Survey conducted more than 7 years ago may be extended to 14 years (previously to 10 years) if a traffic engineer certifies that no changes in roadway or traffic conditions have occurred [CVC 40802 (c)(2)(B)(i)(II)].
2. A local authority may establish and designate safety corridors throughout their jurisdiction. The local authority may recommend a speed limit with an additional five mile per hour reduction on segments designated as safety corridors. Local authorities may not lower a speed limit under this section until June 30, 2024, or until the Judicial Council has developed an online tool for adjudicating infraction violations statewide, whichever is sooner.
3. If a local authority, after completing an E&T Survey, finds that the speed limit is still reasonable or safe, the local authority may retain the current speed limit or restore the immediately prior speed limit if that speed limit was established with an E&T Survey and if a registered engineer has evaluated the section of highway and determined that no additional general purpose lanes have been added to the roadway since completion of the traffic survey that established the prior speed limit.

This E&T survey was requested by the City for the proper posting of speed limits and to enable the Police Department to utilize radar or other electronic speed measuring devices for speed enforcement. CVC Sections 40801 and 40802 require E&T Surveys that verify the prima facie speed limit before enforcement by such a device is legal. The law further specifies that these surveys be conducted every 5 years. The surveys can be extended to 7 years provided the City's Police Department(s) have completed a 24-hour radar operator course [CVC 40802(c)(2)(B)(i)(I)].

Posted speed limits are established primarily to protect the general public from the reckless and unpredictable behavior of dangerous drivers. They provide law enforcement with a clearly understood method to identify and apprehend violators of the basic speed law (CVC Section 22350). This law states

that "No person shall drive a vehicle on a highway at a speed greater than is reasonable or prudent having due regard for weather, visibility, the traffic on, and the surface and width of the highway, and in no event at a speed which endangers the safety of persons or property." The posted speed limit gives motorists a clear warning of the maximum speed that is reasonable and prudent under typical driving conditions.

The basic fundamentals for establishing speed limits recognize that the majority of drivers behave in a safe and reasonable manner, and therefore, the normally careful and competent actions of a reasonable driver should be considered legal. Speed limits established on these fundamentals conform to the consensus that those who drive the highway determine what speed is reasonable and safe, not on the judgment of one or a few individuals. A radar speed study is usually conducted to record the prevailing speed of reasonable drivers.

Speed limits are also established to advise drivers of conditions which may not be readily apparent to a reasonable driver. For this reason, accident history, roadway conditions, traffic characteristics, and land use must also be analyzed before determining speed limits. Speed limit changes are usually made in coordination with physical changes in roadway conditions or roadside developments. Unusually short zones of less than one-half mile in length should be avoided to reduce driver confusion.

The E&T Surveys for the City were conducted in accordance with procedures outlined in the California MUTCD and as required by Section 627 of the CVC. The Code further describes three elements of an E&T Survey:

1. Measurement of prevailing speed;
2. Accident history; and
3. Roadway characteristics not readily apparent to the motorist.

Additionally, it is generally accepted that speed limits cannot be successfully enforced without voluntary compliance by a majority of drivers. Consequently, only the driver whose behavior is clearly out of line with the normal flow of traffic is usually targeted for enforcement.

Elements Of the Engineering and Traffic Survey

The California MUTCD specifies the methodology to be used for completing E&T Surveys. This methodology includes an evaluation of current vehicle speeds, accident history and conditions not readily apparent to motorists. The basic elements of the E&T Survey are discussed in more detail as follows:

Speed Sampling

Existing vehicle speeds are surveyed by a certified radar operator with a calibrated radar unit in an unmarked vehicle. Speed samples are taken for each segment representing a statistically significant sample of current traffic. This data is then evaluated to identify the distribution of speeds. A key element in the evaluation is the identification of the 85th percentile speed. The 85th percentile speed is the speed at or below which 85 percent of the traffic travels. This threshold represents what is

historically found to be a safe and reasonable speed for most drivers based on common roadway conditions. A speed limit is established in the three options below.

Options:

- **Closest to 85th Percentile Speed** – A speed limit is established at the nearest 5-mile per hour increment to the 85th percentile speed.
- **California MUTCD Option 2** - For cases in which the nearest 5 mph increment of the 85th-percentile speed would require a rounding up, then the speed limit may be rounded down to the nearest 5 mph increment below the 85th percentile speed, if no further reduction is used. Refer to CVC Section 21400(b).
- **Reduction using Segments with Special Conditions** - For cases in which the nearest 5 mph increment of the 85th-percentile speed would require rounding down, the posted speed may be reduced by an additional 5 mph from the nearest 5 mph increment of the 85th-percentile speed, in compliance with CVC Section 627 and 22358.5.

If the speed limit to be posted has had the 5 mph reduction applied, then an E&T Survey shall document in writing the conditions and justification for the lower speed limit. The reasons for the lower speed limit shall be in compliance with CVC Section 627 and 22358.5.

The following examples are provided to explain the application of these speed limit criteria:

If the 85th percentile speed in a speed survey for a location was 33 mph, the 3 options may be applied as follows:

- **Closest to 85th Percentile Speed** - The 85th percentile speed would round up to the nearest 5-mph increment. The speed limit would be established at 35 mph since it is the closest 5 mph increment to the 33 mph speed.
- **California MUTCD Option 2** - Instead of rounding up to 35 mph, the speed limit can be established at 30 mph, but no further reduction can be applied.
- **Reduction using Segments with Special Conditions** - The first step is to round up, then the speed limit would be established at 35 mph since it is the closest 5 mph increment to the 33 mph speed. As indicated by this option, this 35 mph established speed limit could be reduced by 5 mph to 30 mph if conditions and justification for using this lower speed limit are documented in the E&T Survey. However, it is best to apply MUTCD Option 2 in these scenarios as it will not require documentation of conditions and justification to lower the speed limit.

If the 85th percentile speed in a speed survey for a location was 37 mph, the 3 options may be applied as follows:

- **Closest to 85th Percentile Speed** - The 85th percentile speed would round down to the nearest 5-mph increment. The speed limit would be established at 35 mph since it is the closest 5 mph increment to the 37 mph speed.

- **California MUTCD Option 2** – This option is not applicable to 85th percentile speeds that already round down to the nearest 5-mph increment using the “Closest to 85th Percentile Speed” option.
- **Reduction using Segments with Special Conditions** - The first step is to round down, then the speed limit would be established at 35 mph since it is the closest 5 mph increment to the 37 mph speed. As indicated by this option, this 35 mph established speed limit could be reduced by 5 mph to 30 mph if conditions and justification for using this lower speed limit are documented in the E&T Survey.

Crash History

Reported crashes are reviewed for each street segment to determine if there is a higher than expected average rate of crashes. A segment that has an above-average crash rate typically suggests conditions that are not readily apparent to motorists.

Conditions Not Readily Apparent to Motorists

Each street segment is field inspected to identify roadway conditions that may not be readily apparent to motorists. A determination is made whether any conditions are significant and warrant the recommendation of the speed limit 5 mph below the basic speed limit.

Retain Currently Adopted or Restore Immediately Prior Speed Limit – New from AB 43

The City may retain the currently adopted speed limit without further reduction or restore the immediately prior adopted speed limit without further reduction as provided in CVC Section 22358.8, added through AB 43.

The currently adopted speed limit or immediately prior adopted speed limit shall only be retained, by ordinance, if after completing an E&T Survey, the City finds that the speed limit is still more than reasonable or safe, and that speed limit was established with an E&T Survey and if a registered engineer has evaluated the section of highway and determined that no additional general purpose lanes have been added to the roadway since completion of the traffic survey that established the prior speed limit.

If the City decides to use a lower speed limit based on CVC Section 22358.8, after completing an E&T Survey and finding that the speed limit is still more than is reasonable or safe, it shall not be reduced by any more than 5 mph from the currently adopted speed limit or not below the immediately prior speed limit. Refer to CVC Section 22358.8(b).

Land or Facilities that Generate High Concentrations of Pedestrians or Bicyclists

The provisions of CVC Section 22358.7 to additional lower the speed limit (by designating safety corridor or on portion of highway is adjacent to any land or facility that generates high concentrations of bicyclists or pedestrians), shall not be applicable until actions required per CVC Section 22358.7 by Department of Transportation and Judicial Council are completed or June 30, 2024, whichever is sooner.

A land or facility that generates high concentrations of bicyclists or pedestrians is a portion of the highway where one or more of any of the generators listed below are present within a distance of 1320

feet. Crash data that demonstrates a highway segment is within the top twenty percent of pedestrian and/ or bicyclist fatalities or serious injuries over a three-to-five year period may be used in lieu of one of the generators listed below.

Table 2B-106(CA). Requirements to determine Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians

Category	Generator
Land Use	Employment centers
	Presence of retail
	Parks, multi-use trails, and recreational destinations
	Schools/universities
	Senior Centers
	Cultural areas, entertainment space areas, or areas of community significance
	Religious facilities
	Health/medical facilities
Transit Factors	Transit stops
	Transit Oriented Developments/Transit Priority Areas
Presence of Pedestrian/Bicyclist Infrastructure	Sidewalk presence
	Crosswalk presence
	Bikeway presence
	Nearby signalized intersections on four-way intersections
	Presence of micromobility devices such as bicycles or scooters
Demographic Factors	Presence of vulnerable groups including children, seniors, persons with disabilities, users of personal assistive mobility devices, and the unhoused
	MPO/RTPA or locally defined disadvantaged community status
	Presence of students (all levels)
Local Data	Need identified in a safety analysis such as a road safety audit or formalized planning document such as a local road safety plan

If the speed limit to be posted has had the 5 mph reduction applied, then an E&TS shall document in writing the conditions and justification for the lower speed limit and be approved by a registered Civil or Traffic Engineer. The reasons for the lower speed limit shall be in compliance with CVC Sections 627 and 22358.5. Refer to Section 22358.6(b).

The total reduction in the speed limit using the nearest 5 mph increment, rounding up, rounding down and using 5 mph speed reduction, plus an additional 5 mph speed reduction for safety corridor designation, shall not exceed 12.4 mph from the 85-percentile speed. Refer to CVC Section 22358.6(e).

Survey Conditions

Survey Locations

The procedures described below describe the criteria and methods used to survey selected streets within the City of Pinole. The specific location of the radar speed survey for each street segment was selected after considering the following:

1. Minimum stop sign and traffic signal influence.
2. Minimum visibility restrictions.
3. Non-congested traffic flow away from intersections and driveways.
4. Minimum influence from curves or other roadway conditions that would affect the normal operation of a vehicle.

Data Collection

Data of existing conditions was obtained including prevailing speed of vehicles, traffic crashes, visibility restrictions, and roadway conditions within the community. Speed data and field reviews were conducted at 12 locations during the months of December 2023 and January 2024.

Speed Data

Radar speed measurements were conducted at 12 locations during the month of December 2023. The radar speed distribution forms are in Appendix B. All surveys were conducted in good weather conditions, during off-peak hours on weekdays. The radar unit was operated from an unmarked vehicle to minimize any influence on driver behavior. Typically, a minimum sample size of 100 vehicles or the total samples during a maximum period of 2 hours were obtained for each segment. Traffic speeds in both directions were recorded for individual segments.

Field Review Data

A field review was conducted for each of the selected street segments in the City with consideration for the following factors:

1. Street width and alignment;
2. Pedestrian activity and traffic flow characteristics;
3. Number of lanes and other channelization and striping patterns;
4. Frequency of intersections, driveways, and on-street parking;
5. Location of stop signs and other regulatory traffic control devices;
6. Visibility obstructions;

7. Land use and proximity to schools;
8. Pedestrian and bicycle usage;
9. Uniformity with existing speed zones and those in adjacent jurisdictions; and
10. Any other unusual condition not readily apparent to the driver.

Crash Data

Crash data was obtained from the California Highway Patrol’s Statewide Integrated Traffic Records System (SWITRS) electronic crash database. For this study, crash data was used from the latest 3 years of reported accidents from January 1, 2021 to December 31, 2023. The crash rates for the 70 segments are expressed in crashes per million vehicle miles (C/MVM). To calculate these rates, 24-hour traffic volumes were collected for each street segment. This information was then entered into the following formula to determine the crash rate:

$$R = \frac{C \times 1,000,000}{t \times 365 \frac{\text{days}}{\text{year}} \times l \times v}$$

C = Number of midblock crashes over time period

R = Crash Rate (crashes/million vehicle miles)

t = Time Period Covered (in years)

l = Length of Segment (miles)

v = Traffic Volume (average daily traffic)

The segment crash rate was then compared to the average statewide crash rate of similar roadways. The average statewide crash rates were obtained from 2021 Collision Data on California State Highways published by Caltrans.

Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians – New from AB 43

Segments with land or facilities that generate high concentrations of bicyclists or pedestrians were established under the guidelines set forth in the California MUTCD.

Fatal and severe injury crash data were gathered using UC Berkeley’s Transportation Injury Mapping System (TIMS) from January 1, 2019 to March 31, 2024. The identification of appropriate land or facilities were identified in the field review of the segments.

Analysis

Criteria

Survey data was compiled and analyzed to determine the recommended speed limit in accordance with several criteria contained in The California MUTCD. Some of the criteria used are:

- A. The critical speed or 85th percentile speed is that speed at or below which 85 percent of the traffic is moving. This speed is the baseline value in determining what the majority of drivers believe is safe and reasonable. Speed limits set higher than the critical speed are not considered

reasonable and safe. Speed limits set lower than the critical speed make a large number of reasonable drivers "unlawful," and do not facilitate the orderly flow of traffic. The "basic speed limit" is the nearest 5 mph increment to the 85th percentile speed.

- B. The 10 mile per hour (mph) pace speed is the 10 mph increment that contains the highest percentage of vehicles. It is a measure of the dispersion of speeds across the range of the samples surveyed. An accepted practice is to keep the speed limit within the 10 mph pace while considering the critical speed and other factors that might require a speed lower than the critical speed.
- C. The crash rate for each street segment is compared to average crash rates that can be reasonably expected to occur on streets and highways in other jurisdictions, in proportion to the volume of traffic per lane mile. These average crash rates have been developed by the State of California and are considered reasonable for use in the City of Pinole.

Results and Engineering and Traffic Survey Recommendations

The Engineering and Traffic Survey Forms, presented in Appendix A, illustrate results of a thorough evaluation of available data and recommend a speed limit for each street segment surveyed based on the guidelines for an Engineering and Traffic Survey set forth by the California MUTCD and the CVC. A complete summary of all recommendations is shown in Table 1. In each case, the recommended speed limit was consistent with the prevailing behavior as demonstrated by the radar speed measurements. Typically, a speed limit in the upper range of the 10-mile pace was selected unless a crash rate significantly higher than expected was discovered or roadway conditions not readily apparent to the driver were identified. Any segments with recommended speed limits 5 mph or more below the basic speed limit are fully explained later in this report.

The Legislature, in adopting Section 22358.5 of the CVC, has made it clear that physical conditions, such as width, curvature, grade and surface conditions, or any other condition readily apparent to a driver, in the absence of other factors, would not be the basis for special downward speed zoning. In these cases, the basic speed law (CVC Section 22350) is sufficient to regulate such conditions.

Retain Currently Adopted or Restore Immediately Prior Speed Limit Application

Using CVC Section 22358.8, a new section added due to AB 43, the City can choose to use previous speed limits from the currently adopted or immediately prior Engineer's E&T recommendations. This decision is made by the City after an Engineering and Traffic Survey has been completed and is applicable if each of the following three conditions are met:

1. The agency identifies that the posted speed limit is reasonable or safe
2. An Engineer has verified that no general purpose lanes have been added
3. The speed limit was established with an Engineering and Traffic Survey

For segments with limits that have been redefined and currently have two different posted speed limits along the segment, the lower of the two speed limits may be retained since the segment has consistent

roadway and land use conditions and is adequately combined as a single segment, verified by an Engineer.

The recommendations set forth using this section are considered separate from the Engineering and Traffic Survey Recommendations. After the E&T Survey recommendations have been made, City staff and an Engineer may decide that the posted speed limit is appropriate and can retain currently adopted or restore immediately prior speed limits set by previous E&T Surveys.

When this 2024 adopted E&T Survey expires after either 7 or 14 years, a new E&T Survey will be prepared to recertify the speed limits. It should be noted that the Engineer’s E&T recommendation shall be used as the currently adopted speed limit, as opposed to the City’s speed limit recommendation. On roadway segments when the City’s speed limit recommendation is different than the Engineer’s E&T speed limit recommendation, future recommendations may be made to retain currently adopted or restore immediately prior speed limits using CVC Section 22358.8. In cases where the City recommendation is different than the Engineer’s E&T recommendation, the City’s speed limit recommendation should not be used to retain the currently adopted speed limit in a future E&T Survey prepared either 7 or 14 years after this E&T Survey has been adopted. For future use, the City and Engineer preparing the next E&T Survey should refer to the Engineer’s E&T recommendation identified in the segments with special conditions section in this report.

Speed Limit Recommendations

The recommendations contained in this Report are intended to establish prima facie speed limits. They are not intended to be absolute for all prevailing conditions. All prima facie speed violations are actually violations of the basic speed law (CVC Section 22350). This statute states that a person shall not drive a vehicle at a speed greater than is safe having regard for traffic, roadway, and weather conditions. A prima facie limit is intended to establish a maximum safe speed under normal conditions.

Table 1 summarizes the data collected and recommended speed limit for each segment in this E&T Survey.

Table 2 identifies the street segments with recommended changes in posted speed limit.

Table 1 - Summary of Recommendations

No.	Street	From	To	Dist. (mi.)	ADT	Collision Rate****		Posted Speed Limit	85% Speed	10 mi. Pace	% in Pace	Rec. Speed Limit	Comments*
						Exp.	Act.						
1	APPIAN WAY	SAN PABLO AVE	INTERSTATE 80	0.9	14,102	0.30	0.07	35**	42	33-42	78 %	35**	Use 2017 E&T Recommendation
2	APPIAN WAY	INTERSTATE 80	SOUTH CITY LIMIT	0.6	24,066	0.30	0.25	35	38	29-38	80 %	35	CA MUTCD Option 2
3	FITZGERALD DR	RICHMOND PKWY	APPIAN WAY	1	16,857	0.30	0.11	35	40	31-40	79 %	35	Use 2017 E&T Recommendation
4	PINOLE VALLEY RD	TENNENT AVENUE	GRANADA COURT	1.3	14,700	0.30	0.00	30**	32	23-32	88 %	25**	Moderate Pedestrian Use
5	PINOLE VALLEY RD	GRANADA COURT	SIMAS AVENUE	0.4	10,795	0.30	0.00	35	41	32-41	80 %	30	Hidden Driveways, Uncontrolled Crosswalks***
6	PINOLE VALLEY RD	SIMAS AVENUE	SOUTH CITY LIMIT	1.9	7,387	0.30	0.00	35**	38	30-39	88 %	35**	CA MUTCD Option 2
7	SAN PABLO AVENUE	EAST CITY LIMIT	OAK RIDGE ROAD	0.6	19,905	0.30	0.00	30	37	24-46	76 %	25	Moderate Pedestrian Use***
8	SAN PABLO AVENUE	OAK RIDGE ROAD	SUNNYVIEW DRIVE	0.9	19,032	0.02	0.05	35	35	26-35	81 %	25	Uncontrolled Crosswalks, Moderate Pedestrian Use***
9	SAN PABLO AVENUE	SUNNYVIEW DRIVE	WEST CITY LIMIT	1	18,027	0.37	0.05	40	41	32-41	81 %	30	Uncontrolled Crosswalks, Moderate Pedestrian Use***
10	SIMAS AVENUE	PINOLE VALLEY RD (EAST)	PINOLE VALLEY (WEST)	1.3	582	0.65	1.21	25	32	22-31	78 %	25	Residential Density, Uncontrolled Crosswalks

* See "Segments with Special Conditions" section for comments on segments using special conditions or AB 43 to maintain the previous or prior ET

** 25 mph when children are present

*** Segment defined as "Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians" See "Segments with Special Conditions" section for justification

**** Accident rate units: Fatal and Injury Collisions per One Million Vehicle Miles

Act.: Actual Collision Rate

Exp.: Expected Collision Rate based on the Caltrans 2021 Crash Data on California State Highways Rate

Table 1 - Summary of Recommendations

No.	Street	From	To	Dist. (mi.)	ADT	Collision Rate****		Posted Speed Limit	85% Speed	10 mi. Pace	% in Pace	Rec. Speed Limit	Comments*
						Exp.	Act.						
11	TARA HILLS	APPIAN WAY	WEST CITY LIMIT	0.7	12,331	0.30	0.11	30	34	25-34	84 %	30	CA MUTCD Option 2
12	TENNENT AVENUE	RAILROAD AVENUE	PINOLE VALLEY ROAD	0.9	7,494	0.65	0.00	25	31	20-36	84 %	25	Residential Density

* See "Segments with Special Conditions" section for comments on segments using special conditions or AB 43 to maintain the previous or prior ET

** 25 mph when children are present

*** Segment defined as "Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians" See "Segments with Special Conditions" section for justification

**** Accident rate units: Fatal and Injury Collisions per One Million Vehicle Miles

Act.: Actual Collision Rate

Exp.: Expected Collision Rate based on the Caltrans 2021 Crash Data on California State Highways Rate

Table 2 - Street Segments with Recommended Speed Changes

No.	Street	From	To	Existing	New	Change
4	PINOLE VALLEY RD	TENNENT AVENUE	GRANADA COURT	30	25	- 5
5	PINOLE VALLEY RD	GRANADA COURT	SIMAS AVENUE	35	30	- 5
7	SAN PABLO AVENUE	EAST CITY LIMIT	OAK RIDGE ROAD	30	25	- 5
8	SAN PABLO AVENUE	OAK RIDGE ROAD	SUNNYVIEW DRIVE	35	25	- 10
9	SAN PABLO AVENUE	SUNNYVIEW DRIVE	WEST CITY LIMIT	40	30	- 10

Segments with Special Conditions

The following segments surveyed had recommended speed limits that were 5 miles per hour (mph) or more above or below the 85th percentile speed due to conditions not readily apparent to the driver. Each segment is discussed below.

Segment 1 – Appian Way – San Pablo Avenue to Interstate 80

This segment is currently posted at 35 mph and has two lanes in each direction with an ADT of 14,102 vehicles per day. The adjacent land is residential and commercial with a school zone along the 0.9-mile-long segment. The 85th percentile speed is 42 mph and would normally justify a 40 mph posted speed limit using the closest 5 mph speed. Since the 2017 E&T Survey, this segment has not added any additional through lanes and the speed limit was properly set by an E&T Survey. This segment was identified by the City to apply Section 22358.8 of the California Vehicle Code to retain the existing speed limit from the 2017 E&T Survey to keep the speed limit posted at 35 mph. In addition, 25 mph school zones are recommended to remain in place per Section 22352 of the California Vehicle Code.

Segment 3 – Fitzgerald Drive – Richmond Parkway to Appian Way

This segment is currently posted at 35 mph and has two lanes in each direction with an ADT of 16,857 vehicles per day. The adjacent land is commercial along the 1.0-mile-long segment. The 85th percentile speed is 40 mph and would normally justify a 40 mph posted speed limit using the closest 5 mph speed. Since the 2017 E&T Survey, this segment has not added any additional through lanes and the speed limit was properly set by an E&T Survey. This segment was identified by the City to apply Section 22358.8 of the California Vehicle Code to retain the existing speed limit from the 2017 E&T Survey to keep the speed limit posted at 35 mph.

Segment 4 – Pinole Valley Road – Tennent Avenue to Granada Court

This segment is currently posted at 30 mph and has two lanes in each direction with an ADT of 14,700 vehicles per day. The adjacent land is residential and commercial with a school along the 1.3-mile-long segment. The 85th percentile speed is 32 mph and would normally justify a 30 mph posted speed limit. However, due to moderate pedestrian traffic that may not be apparent to unfamiliar drivers, a lower speed limit is prudent. It is recommended that the speed limit be posted at 25 mph for the above reason.

Segment 5 – Pinole Valley Road – Granada Court to Simas Avenue

This segment is currently posted at 35 mph and has two through lanes in each direction with an ADT of 10,795 vehicles per day. The adjacent land is residential along the 0.4-mile-long segment. The 85th percentile speed is 41 mph and would normally justify a 40 mph posted speed limit. However, due to hidden driveways, moderate pedestrian use and uncontrolled crosswalks that may not be apparent to unfamiliar drivers, a lower speed limit is prudent. Additionally, this segment is identified as a land or facility that generates high concentrations of bicycles and pedestrians. The segment has sidewalk, crosswalk, and bikeway presence along the corridor. Because this segment is established as a land or facility that generates high concentrations of bicycles and pedestrians, an additional 5 mph reduction can be applied. It is recommended that the speed limit be posted at 30 mph for the above reasons. This recommendation falls within the limitations requiring the recommendation be no more than 12.4 mph under the 85th percentile speed.

Segment 7 – San Pablo Avenue – East City Limit to Oak Ridge Road

This segment is currently posted at 30 mph and has two through lanes in each direction with an ADT of 19,905 vehicles per day. The adjacent land is commercial along the 0.6-mile-long segment. The 85th percentile speed is 37 mph and would normally justify a 35 mph posted speed limit. However, due to moderate pedestrian use that may not be apparent to unfamiliar drivers, a lower speed limit is prudent. Additionally, this segment is identified as a land or facility that generates high concentrations of bicycles and pedestrians. The segment has sidewalk and retail presence along the corridor. Because this segment is established as a land or facility that generates high concentrations of bicycles and pedestrians, an additional 5 mph reduction can be applied. It is recommended that the speed limit be posted at 25 mph for the above reasons. This recommendation falls within the limitations requiring the recommendation be no more than 12.4 mph under the 85th percentile speed.

Segment 8 – San Pablo Avenue – Oak Ridge Road to Sunnyview Drive

This segment is currently posted at 35 mph and has two through lanes in each direction with an ADT of 19,032 vehicles per day. The adjacent land is commercial along the 0.9-mile-long segment. The 85th percentile speed is 35 mph and would normally justify a 35 mph posted speed limit. However, due to moderate pedestrian use and uncontrolled crosswalks that may not be apparent to unfamiliar drivers, a lower speed limit is prudent. Additionally, this segment is identified as a land or facility that generates high concentrations of bicycles and pedestrians. The segment has sidewalk and retail presence along the corridor and has had a fatal pedestrian-involved crash in the last 5 years. Because this segment is established as a land or facility that generates high concentrations of bicycles and pedestrians, an additional 5 mph reduction can be applied. It is recommended that the speed limit be posted at 25 mph for the above reasons. This recommendation falls within the limitations requiring the recommendation be no more than 12.4 mph under the 85th percentile speed.

Segment 9 – San Pablo Avenue – Sunnyview Drive to West City Limit

This segment is currently posted at 40 mph and has two through lanes in each direction with an ADT of 18,027 vehicles per day. The adjacent land is commercial and a religious facility along the 1.0-mile-long segment. The 85th percentile speed is 41 mph and would normally justify a 40 mph posted speed limit. However, due to moderate pedestrian use and uncontrolled crosswalks that may not be apparent to unfamiliar drivers, a lower speed limit is prudent. Additionally, this segment is identified as a land or facility that generates high concentrations of bicycles and pedestrians. The segment has sidewalk, crosswalk, religious facility and retail presence along the corridor. Because this segment is established as a land or facility that generates high concentrations of bicycles and pedestrians, an additional 5 mph reduction can be applied. It is recommended that the speed limit be posted at 30 mph for the above reasons. This recommendation falls within the limitations requiring the recommendation be no more than 12.4 mph under the 85th percentile speed.

Segment 10 – Simas Avenue – Pinole Valley Road (East) to Pinole Valley Road (West)

This segment is currently posted at 25 mph and has one through lane in each direction with an ADT of 582 vehicles per day. The adjacent land is residential the 1.3 -mile-long segment. The 85th percentile speed is 32 mph and would normally justify a 30 mph posted speed limit. However, due to uncontrolled crosswalks that may not be apparent to unfamiliar drivers and a high residential density, a lower speed limit is prudent. It is recommended that the speed limit remain posted at 25 mph for the above reason.

Segment 12 – Tennent Avenue – Railroad Avenue to Pinole Valley Road

This segment is currently posted at 25 mph and has one through lane in each direction with an ADT of 7,494 vehicles per day. The adjacent land is residential with a park and church along the 0.9 -mile-long segment. The 85th percentile speed is 31 mph and would normally justify a 30 mph posted speed limit. However, due to a high residential density, a lower speed limit is prudent. It is recommended that the speed limit remain posted at 25 mph for the above reason.

Segments defined as Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians

The following segments surveyed had recommended speed limits that added an additional 5 miles per hour (mph) reduction due to conditions that define the segment as a Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians

Table 3 – Segments defined as Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians

No.	Street	From	To
5	Pinole Valley Road	Granada Court	Simas Avenue
7	San Pablo Avenue	East City Limit	Oak Ridge Road
8	San Pablo Avenue	Oak Ridge Road	Sunnyview Drive
9	San Pablo Avenue	Sunnyview Drive	West City Limit

Legislative References

Applicable Sections of California Vehicle Code

The following sections of the CVC are from the most recently published CVC as of August 2023 and contain new sections pertaining to AB 43.

Engineering and Traffic Surveys

Section 627.

- (a) “Engineering and traffic survey,” as used in this code, means a survey of highway and traffic conditions in accordance with methods determined by the Department of Transportation for use by state and local authorities.
- (b) An engineering and traffic survey shall include, among other requirements deemed necessary by the department, consideration of all of the following:
 - (1) Prevailing speeds as determined by traffic engineering measurements.
 - (2) Accident records.
 - (3) Highway, traffic, and roadside conditions not readily apparent to the driver.
- (c) When conducting an engineering and traffic survey, local authorities, in addition to the factors set forth in paragraphs (1) to (3), inclusive, of subdivision (b) may consider all of the following:
 - (1) Residential density, if any of the following conditions exist on the particular portion of highway and the property contiguous thereto, other than a business district:
 - (A) Upon one side of the highway, within a distance of a quarter of a mile, the contiguous property fronting thereon is occupied by 13 or more separate dwelling houses of business structures.
 - (B) Upon both sides of the highway, collectively, within a distance of a quarter of a mile, the contiguous property fronting thereon is occupied by 16 or more separate dwelling houses or business structures.
 - (C) The portion of highway is longer than one-quarter of a mile but has the ratio of separate dwelling houses or business structures to the length of the highway described in either subparagraph (A) or (B).
 - (2) Safety of bicyclists and pedestrians, with increased consideration for vulnerable pedestrian groups including children, seniors, persons with disabilities, users of personal assistive mobility devices, and the unhoused.

Basic Speed Law*Section 22350.*

No person shall drive a vehicle upon a highway at a speed greater than is reasonable or prudent having due regard for weather, visibility, the traffic on, and the surface and width of, the highway, and in no event at a speed which endangers the safety of persons or property.

Speed Law Violations*Section 22351.*

- (a) The speed of any vehicle upon a highway not in excess of the limits specified in Section 22352 or established as authorized in this code is lawful unless clearly proved to be in violation of the basic speed law.
- (b) The speed of any vehicle upon a highway in excess of the prima facie speed limits in Section 22352 or established as authorized in this code is prima facie unlawful unless the defendant establishes by competent evidence that the speed in excess of said limits did not constitute a violation of the basic speed law at the time, place and under the conditions then existing.

Prima Facie Speed Limits*Section 22352.*

The prima facie limits are as follows and shall be applicable unless changed as authorized in this code and, if so changed, only when signs have been erected giving notice thereof:

- (a) Fifteen miles per hour:
 - (1) When traversing a railway grade crossing, if during the last 100 feet of the approach to the crossing the driver does not have a clear and unobstructed view of the crossing and of any traffic on the railway for a distance of 400 feet in both directions along such railway. This subdivision does not apply in the case of any railway grade crossing where a human flagman is on duty or a clearly visible electrical or mechanical railway crossing signal device is installed but does not then indicate the immediate approach of a railway train or car.
 - (2) When traversing any intersection of highways, if during the last 100 feet of the driver's approach to the intersection, the driver does not have a clear and unobstructed view of the intersection and of any traffic upon all of the highways entering the intersection for a distance of 100 feet along all those highways, except at an intersection protected by stop signs or yield right-of-way signs or controlled by official traffic control signals.
 - (3) On any alley.
- (b) Twenty-five miles per hour:
 - (1) On any highway other than a state highway, in any business or residence district unless a different speed is determined by local authority under procedures set forth in this code.

Section 22357.1.

Notwithstanding Section 22357, a local authority may, by ordinance or resolution, set a prima facie speed limit of 25 miles per hour on any street, other than a state highway, adjacent to any children's playground in a public park but only during particular hours or days when children are expected to use the facilities. The 25 mile per hour speed limit shall be effective when signs giving notice of the speed limit are posted.

*Section 22358.4***(a)**

- (1)** Wherever a local authority determines upon the basis on an engineering and traffic survey that the prima facie speed limit of 25 miles per hour established by subdivision (b) of Section 22352 is more than reasonable or safe, the local authority may, by ordinance or resolution, determine and declare a prima facie speed limit of 20 or 15 miles per hour, whichever is justified as the appropriate speed limit by that survey.
- (2)** An ordinance or resolution adopted under paragraph (1) shall not be effective until appropriate signs giving notice of the speed limit are erected upon the highway and, in the case of a state highway, until the ordinance is approved by the Department of Transportation and the appropriate signs are erected up on the highway.

(b)

- (1)** Notwithstanding subdivision (a) or any other provision of law, a local authority may, by ordinance or resolution, determine and declare prima facie speed limits as follows:
 - (A)** A 15 miles per hour prima facie limit in a residence district, on a highway with a posted speed limit of 30 miles per hour or slower, when approaching, at a distance less than 500 feet from, or passing, a school building or the grounds of a school building, contiguous to a highway and posted with a school warning sign that indicates a speed limit of 15 miles per hour, while children are going to or leaving the school, either during school hours or during the noon recess period. The prima facie limit shall also apply when approaching, at a distance of less than 500 feet from, or passing, school grounds that are not separated from the highway by a fence, gate, or other physical barrier while the grounds are in use by children and the highway is posted with a school warning sign that indicates a speed limit of 15 miles per hour.
 - (B)** A 25 miles per hour prima facie limit in a residence district, on a highway with a posted speed limit of 30 miles per hour or slower, when approaching, at a distance of 500 to 1,000 feet from, a school building or the grounds thereof, contiguous to a highway and posted with a school warning sign that indicates a speed limit of 25 miles per hour, while children are going to or leaving the school, either during school hours or during the noon recess period. The prima facie limit shall also apply when approaching, at a distance of 500 to 1,000 feet from, school grounds that are not separated from the highway by a fence, gate, or

other physical barrier while the grounds are in use by children and the highway is posted with a school warning sign that indicates a speed limit of 25 miles per hour.

- (2) The prima facie limits established under paragraph (1) apply only to highways that meet all of the following conditions:
 - (A) A maximum of two traffic lanes.
 - (B) A maximum posted 30 miles per hour prima facie speed limit immediately prior and after the school zone.
- (3) The prima facie limits established under paragraph (1) apply to all lanes of an affected highway, in both directions of travel.
- (4) When determining the need to lower the prima facie speed limit, the local authority shall take the provisions of Section 627 into consideration.
- (5)
 - (A) An ordinance or resolution adopted under paragraph (1) shall not be effective until appropriate signs giving notice of the speed limit are erected upon the highway and, in the case of a state highway, until the ordinance is approved by the Department of Transportation and the appropriate signs are erected upon the highway.
 - (B) For the purposes of subparagraph (A) of paragraph (1), school warning signs indicating a speed limit of 15 miles per hour may be placed at a distance up to 500 feet away from school grounds.
 - (C) For the purposes of subparagraph (B) of paragraph (1), school warning signs indicating a speed limit of 25 miles per hour may be placed at a distance between 500 and 1,000 feet away from school grounds.

Business Activity Districts

Section 22358.9.

- (a)
 - (1) Notwithstanding any other law, a local authority may, by ordinance, determine and declare a 25 or 20 miles per hour prima facie speed limit on a highway contiguous to a business activity district when posted with a sign that indicates a speed limit of 25 or 20 miles per hour.
 - (2) The prima facie limits established under paragraph (1) apply only to highways that meet all of the following conditions:
 - (A) A maximum of four traffic lanes.
 - (B) A maximum posted 30 miles per hour prima facie speed limit immediately prior to and after the business activity district, if establishing a 25 miles per hour speed limit.

- (c) A maximum posted 25 miles per hour prima facie speed limit immediately prior to and after the business activity district, if establishing a 20 miles per hour speed limit.
- (b) As used in this section, a “business activity district” is that a portion of a highway and the property contiguous thereto that includes central or neighborhood downtowns, urban villages, or zoning designations that prioritize commercial land uses at the downtown neighborhood scale and meets at least three of the following requirements in paragraphs (1) to (4), inclusive:
 - (1) No less than 50 percent of the contiguous property fronting the highway consists of retail or dining commercial uses, including outdoor dining, that open directly onto sidewalks adjacent to the highway.
 - (2) Parking, including parallel, diagonal, or perpendicular spaces located alongside the highway.
 - (3) Traffic control signals or stop signs regulating traffic flow on the highway, located at intervals of no more than 600 feet.
 - (4) Marked crosswalks not controlled by a traffic control device.
- (c) A local authority shall not declare a prima facie speed limit under this section on a portion of a highway where the local authority has already lowered the speed limit as permitted under Section 22358.7, has retained the currently adopted speed limit under Section 22358.8, or has restored the immediately prior adopted speed limit under Section 22358.8.
- (d) A local authority shall issue only warning citation for violation of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

Minimum and Maximum Prima Facie Speed Limits

Section 22357.

- (a) Whenever a local authority determines upon the basis of an engineering and traffic survey that a speed greater than 25 miles per hour would facilitate the orderly movement of vehicular traffic and would be reasonable and safe upon any street other than a state highway otherwise subject to a prima facie limit of 25 miles per hour, the local authority may by ordinance determine and declare a prima facie speed limit of 30, 35, 40, 45, 50, 55 or 60 miles per hour or a maximum speed limit of 65 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe. The declared prima facie or maximum speed limit shall be effective when appropriate signs giving notice thereof are erected upon the street and shall not thereafter be revised except upon the basis of an engineering and traffic survey. This section does not apply to any 25-mile-per-hour prima facie limit, which is applicable when passing a school building or the grounds thereof or when passing a senior center or other facility primarily used by senior citizens.

Section 22358.

- (a) Whenever a local authority determines upon the basis of an engineering and traffic survey that a speed greater than 65 miles per hour is more than is reasonable or safe upon any portion of any street other than a state highway where the limit of 65 miles per hour is applicable, the local authority may by ordinance determine and declare a prima facie speed limit of 60, 55, 45, 40, 35, 30, 25, 20, or 15 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie limit shall be effective when appropriate signs giving notice thereof are erected upon the street.

Section 22358.3.

Whenever a local authority determines upon the basis of an engineering and traffic survey that the prima facie speed limit of 25 miles per hour in a business or residence district or in a public park on any street having a roadway not exceeding 25 feet in width, other than a state highway, is more than reasonable or safe, the local authority may, by ordinance or resolution, determine and declare a prima facie speed limit of 20 or 15 miles per hour, whichever is found most appropriate and is reasonable and safe. The declared prima facie speed limit shall be effective when appropriate signs giving notice thereof are erected upon the street.

Section 22360.

- (a) Whenever a local authority determines upon the basis of an engineering and traffic survey that the speed limit of 65 miles per hour is more than is reasonable or safe upon any portion of a highway other than a state highway for a distance of not exceeding 2,000 feet in length between district, either business or residence, the local authority may determine and declare a reasonable and safe prima facie limit thereon lower than 65 mile per hour, but not less than 25 miles per hour, which declared prima facie speed limit shall be effective when appropriate signs giving notice thereof are erected upon the street or highway.

Downward Speed Zoning*Section 22358.5.*

It is the intent of the Legislature that physical conditions such as width, curvature, grade and surface conditions, or any other condition readily apparent to a driver, in the absence of other factors, would not require special downward speed zoning, as the basic rule of Section 22350 is sufficient regulation as to such conditions.

Safety Corridors and Land or Facility that Generates High Concentrations of Bicyclists or Pedestrians (Added code from AB 43)*Section 22358.7.*

- (a) If a local authority, after completing an engineering and traffic survey, finds that the speed limit is still more than is reasonable or safe, the local authority may, by ordinance, determine and declare a

prima facie speed limit that has been reduced an additional five miles per hour for either of the following reasons:

- (1) The portion of highway has been designated as a safety corridor. A local authority shall not deem more than one-fifth of their streets as safety corridors.
- (2) A portion of the highway is adjacent to any land or facility that generates high concentrations of bicyclists or pedestrians, especially those from vulnerable groups such as children, seniors, persons with disabilities, and the unhoused.

Maintaining Posted Speeds (Added code from AB 43)

Section 22358.8.

- (a) If a local authority, after completing an engineering and traffic survey, finds that the speed limit is still more than is reasonable or safe, the local authority may, by ordinance, retain the currently adopted speed limit or restore the immediately prior adopted speed limit if that speed limit was established with an engineering and traffic survey and if a registered engineer has evaluated the section of highway and determined that no additional general purpose lanes have been added to the roadway since completion of the traffic survey that established that speed limit.
- (b) This section does not authorize a speed limit to be reduced by any more than five miles per hour from the currently adopted speed limit nor below the immediately prior speed limit.
- (c) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

Boundary Line Streets

Section 22359.

With respect to boundary line streets and highways where portions thereof are within different jurisdictions, no ordinance adopted under Sections 22357 and 22358 shall be effective as to any such portion until all authorities having jurisdiction of the portions of the street concerned have approved the same. This section shall not apply in the case of boundary line streets consisting of separate roadways within different jurisdictions.

Speed Trap Prohibition

Section 40801.

No peace officer or other person shall use a speed trap in arresting, or participating or assisting in the arrest of, any person for any alleged violation of this code nor shall any speed trap be used in securing evidence as to the speed of any vehicle for the purpose of an arrest or prosecution under this code.

Speed Trap*Section 40802.*

(a) A "speed trap" is either of the following:

- (1) A particular section of a highway measured as to distance and with boundaries marked, designated, or otherwise determined in order that the speed of a vehicle may be calculated by securing the time it takes the vehicle to travel the known distance.
- (2) A particular section of a highway with a prima facie speed limit that is provided by this code or by local ordinance under subparagraph (A) of paragraph (2) of subdivision (a) of Section 22352, or established under Section 22354, 22357, 22358, or 22358.3, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within five years prior to the date of the alleged violation, and enforcement of the speed limit involves the use of radar or any other electronic device that measures the speed of moving object. This paragraph does not apply to a local street, road, or school zone.

(b)

- (1) For purposes of this section, a local street or road is one that is functionally classified as "local" on the "California Road System Maps," that are approved by the Federal Highway Administration and maintained by the Department of Transportation. It may also be defined as a "local street or road" if it primarily provides access to abutting residential property and meets the following three conditions:
 - (A) Roadway width of not more than 40 feet.
 - (B) Not more than one-half of a mile of uninterrupted length. Interruptions shall include official traffic control signals as defined in Section 445.
 - (C) Not more than one traffic lane in each direction.
- (2) For purposes of this section "school zone" means that area approaching or passing a school building or the grounds thereof that is contiguous to a highway and on which is posted a standard "SCHOOL" warning sign, while children are going to or leaving the school either during school hours or during the noon recess period. "School zone" also includes the area approaching or passing any school grounds that are not separated from the highway by a fence, gate, or other physical barrier while the grounds are in use by children if that highway is posted with a standard "SCHOOL" warning sign.
- (3) For purposes of this section, "senior zone" means that area approaching or passing a senior center building or other facility primarily used by senior citizens, or the grounds thereof that is contiguous to a highway and on which is posted a standard "SENIOR" warning sign, pursuant to Section 22352.
- (4) For purposes of this section, "business activity district" means a section of highway described in subdivision (b) of Section 22358.9 in which a standard 25 miles per hour or 20 miles per hour speed limit sign has been posted pursuant to paragraph (1) of subdivision (a) of that section.

(c)

(1) When all the following criteria are met, paragraph (2) of this subdivision shall be applicable and subdivision (a) shall not be applicable:

- (A) When radar is used, the arresting officer has successfully completed a radar operator course of not less than 24 hours on the use of police traffic radar, and the course was approved and certified by the Commission on Peace Officer Standards and Training.
- (B) When laser or any other electronic device is used to measure the speed of moving objects, the arresting officer has successfully completed the training required in subparagraph (A) and an additional training course of not less than two hours approved and certified by the Commission on Peace Officer Standards and Training.

(C)

- (i) The prosecution proved that the arresting officer complied with subparagraphs (A) and (B) and that an engineering and traffic survey has been conducted in accordance with subparagraph (B) of paragraph (2). The prosecution proved that, prior to the officer issuing the notice to appear, the arresting officer established that the radar, laser, or other electronic device conformed to the requirements of subparagraph (D).
 - (ii) The prosecution proved the speed of the accused was unsafe for the conditions present at the time of alleged violation unless the citation was for a violation of Section 22349, 22356, or 22406.
- (D) The radar, laser, or other electronic device used to measure the speed of the accused meets or exceeds the minimal operational standards of the National Traffic Highway Safety Administration, and has been calibrated within the three years prior to the date of the alleged violation by an independent certified laser or radar repair and testing or calibration facility.
- (2) A “speed trap” is either of the following:
- (A) A particular section of a highway measured as to distance and with boundaries marked, designated, or otherwise determined in order that the speed of a vehicle may be calculated by securing the time it takes the vehicle to travel the known distance.

(B)

- (i) A particular section of a highway or state highway with a prima facie speed limit that is provided by this code or by local ordinance under paragraph (1) of subdivision (b) of Section 22352, or established under Section 22354, 22357, 22358, or 22358.3, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within one of the following time periods, prior to the date of the alleged violation, and enforcement of speed limit involves the use of radar or any other electronic device that measures the speed of moving objects:

- (I) Except as specified in subclause (II), seven years.
 - (II) If an engineering and traffic survey was conducted more than seven years prior to the date of the alleged violation, and a registered engineer evaluates the section of the highway and determines that no significant changes in roadway or traffic conditions have occurred including, but not limited to, changes in adjoining property or land use, roadway width, or traffic volume, 14 years.
- (ii) This subparagraph does not apply to a local street, road, or school zone, senior zone, business activity district, or speed limit adopted under Section 22358.7 or 22358.8.

Speed Trap Evidence

Section 40803.

- (a) No evidence as to the speed of a vehicle upon a highway shall be admitted in any court upon the trial of any person in any prosecution under this code upon a charge involving the speed of a vehicle when the evidence is based upon or obtained from or by the maintenance or use of a speed trap.
- (b) In any prosecution under this code of a charge involving the speed of a vehicle, where enforcement involves the use of radar or other electronic devices which measure the speed of moving objects, the prosecution shall establish, as part of its prima facie case, that the evidence or testimony presented is not based upon a speed trap as defined in paragraph (2) of subdivision (a) of Section 40802.
- (c) When a traffic and engineering survey is required pursuant to paragraph (2) of subdivision (a) of Section 40802, evidence that a traffic and engineering survey has been conducted within five years of the date of the alleged violation or evidence that the offense was committed on a local street or road as defined in paragraph (2) of subdivision (a) of Section 40802 shall constitute a prima facie case that the evidence or testimony is not based upon a speed trap as defined in paragraph (2) subdivision (a) of Section 40802.

APPENDIX A

Street Segment Data

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 1

STREET APPIAN WAY
FROM SAN PABLO AVE

CERTIFICATION DATE 10/7/2024
TO INTERSTATE 80

OPERATING CHARACTERISTICS

Date of Speed Survey	2/1/2024	85th Percentile Speed	42	mph
Time of Speed Survey	13:45	50th Percentile Speed	37	mph
Number of Survey Samples	157	Posted Speed Limit	35	mph
10 mph Pace	33-42 mph	2017 ET Speed Limit	35	mph
Percentage of Vehicles in Pace	78%	2010 ET Speed Limit	35	mph
Average Daily Traffic (ADT)	14,102			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	None
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at San Pablo, Terra Hills, and I-80		
Marked Uncontrolled X-Walks	At Marlesta		
Adjacent Land Use	Residential, Commercial, School		
Length of Segment	0.90	miles	
Width	64	feet	
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	Yes		
Horizontal Curve	Yes		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	1
Number of Lanes	4
Crash Rate	0.07 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	35 mph
Justification	Use 2017 E&T Recommendation

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).



Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 2

STREET APPIAN WAY
FROM INTERSTATE 80

CERTIFICATION DATE 10/7/2024
TO SOUTH CITY LIMIT

OPERATING CHARACTERISTICS

Date of Speed Survey	2/6/2024	85th Percentile Speed	38 mph
Time of Speed Survey	12:30	50th Percentile Speed	34 mph
Number of Survey Samples	148	Posted Speed Limit	35 mph
10 mph Pace	29-38 mph	2017 ET Speed Limit	35 mph
Percentage of Vehicles in Pace	80%	2010 ET Speed Limit	35 mph
Average Daily Traffic (ADT)	24,066		
Date of ADT	2/2024		

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Near 2646 Appian
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at Fitzgerald		
Marked Uncontrolled X-Walks	At Argyle, and Mason		
Adjacent Land Use	Commercial, Residential		
Length of Segment	0.60 miles		
Width	60-80 feet		
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	At Michael		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	4
Number of Lanes	2-4
Crash Rate	0.25 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	35 mph
Justification	CA MUTCD Option 2

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).



Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 3

STREET FITZGERALD DR
FROM RICHMOND PKWY

CERTIFICATION DATE 10/7/2024
TO APPIAN WAY

OPERATING CHARACTERISTICS

Date of Speed Survey	2/6/2024	85th Percentile Speed	40	mph
Time of Speed Survey	14:55	50th Percentile Speed	36	mph
Number of Survey Samples	156	Posted Speed Limit	35	mph
10 mph Pace	31-40 mph	2017 ET Speed Limit	35	mph
Percentage of Vehicles in Pace	79%	2010 ET Speed Limit	30	mph
Average Daily Traffic (ADT)	16,857			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	No
Driveways	Yes, many	Lighting	Yes
Type of Traffic Control	Signal at "Target", "Best Buy", and "Pinole Vista"		
Marked Uncontrolled X-Walks	None		
Adjacent Land Use	Commercial		
Length of Segment	1.00	miles	
Width	60	feet	
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	Near 1441 Fitzgerald		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	2
Number of Lanes	4
Crash Rate	0.11 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	35 mph
Justification	Use 2017 E&T Recommendation

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).



Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 4

STREET PINOLE VALLEY RD
FROM TENNENT AVENUE

CERTIFICATION DATE 10/7/2024
TO GRANADA COURT

OPERATING CHARACTERISTICS

Date of Speed Survey	2/7/2024	85th Percentile Speed	32	mph
Time of Speed Survey	9:00	50th Percentile Speed	29	mph
Number of Survey Samples	157	Posted Speed Limit	30	mph
10 mph Pace	23-32 mph	2017 ET Speed Limit	30	mph
Percentage of Vehicles in Pace	88%	2010 ET Speed Limit	30	mph
Average Daily Traffic (ADT)	14,700			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal:Henry, Kaiser, I-80, Estates,Ramona; Stop: Shea		
Marked Uncontrolled X-Walks	None		
Adjacent Land Use	Residential, Commercial, School		
Length of Segment	1.30 miles		
Width	64 feet		
Pedestrian Traffic	Moderate		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	Yes		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	0
Number of Lanes	2-4
Crash Rate	0.00 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	25 mph
Justification	Moderate Pedestrian Use

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 5

STREET PINOLE VALLEY RD
FROM GRANADA COURT

CERTIFICATION DATE 10/7/2024
TO SIMAS AVENUE

OPERATING CHARACTERISTICS

Date of Speed Survey	2/8/2024	85th Percentile Speed	41	mph
Time of Speed Survey	10:30	50th Percentile Speed	37	mph
Number of Survey Samples	207	Posted Speed Limit	35	mph
10 mph Pace	32-41 mph	2017 ET Speed Limit	35	mph
Percentage of Vehicles in Pace	80%	2010 ET Speed Limit	35	mph
Average Daily Traffic (ADT)	10,795			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Stop at Simas		
Marked Uncontrolled X-Walks	None		
Adjacent Land Use	Residential		
Length of Segment	0.40 miles		
Width	64 feet		
Pedestrian Traffic	Moderate		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	Yes		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	0
Number of Lanes	4
Crash Rate	0.00 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	30 mph
Justification	Hidden Driveways, Uncontrolled Crosswalks Land or Facility that Generates High Concentrations of Bikes or Peds

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 6

STREET PINOLE VALLEY RD
FROM SIMAS AVENUE

CERTIFICATION DATE 10/7/2024
TO SOUTH CITY LIMIT

OPERATING CHARACTERISTICS

Date of Speed Survey	2/8/2024	85th Percentile Speed	38	mph
Time of Speed Survey	11:40	50th Percentile Speed	35	mph
Number of Survey Samples	177	Posted Speed Limit	35	mph
10 mph Pace	30-39 mph	2017 ET Speed Limit	35	mph
Percentage of Vehicles in Pace	88%	2010 ET Speed Limit	35	mph
Average Daily Traffic (ADT)	7,387			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	None		
Marked Uncontrolled X-Walks	At Savage, Monte Verde, Simas, Wright		
Adjacent Land Use	Residential, School		
Length of Segment	1.90 miles		
Width	24-36 feet		
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	Yes		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	0
Number of Lanes	2
Crash Rate	0.00 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	35 mph
Justification	CA MUTCD Option 2

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 7

STREET SAN PABLO AVENUE
FROM EAST CITY LIMIT

CERTIFICATION DATE 10/7/2024
TO OAK RIDGE ROAD

OPERATING CHARACTERISTICS

Date of Speed Survey	2/7/2024	85th Percentile Speed	37 mph
Time of Speed Survey	14:15	50th Percentile Speed	33 mph
Number of Survey Samples	173	Posted Speed Limit	30 mph
10 mph Pace	24-46 mph	2017 ET Speed Limit	30 mph
Percentage of Vehicles in Pace	76%	2010 ET Speed Limit	25 mph
Average Daily Traffic (ADT)	19,905		
Date of ADT	2/2024		

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at Tennent, Quilan, Fernandez and Oak Ridge		
Marked Uncontrolled X-Walks	None		
Adjacent Land Use	Commercial		
Length of Segment	0.60 miles		
Width	64 feet		
Pedestrian Traffic	Moderate		
Truck Traffic	Moderate		
Vertical Curve	No		
Horizontal Curve	No		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	0
Number of Lanes	4
Crash Rate	0.00 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

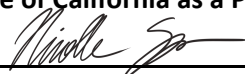
RECOMMENDATION

Speed Limit	25 mph
Justification	Moderate Pedestrian Use Land or Facility that Generates High Concentrations of Bikes or Peds

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 8

STREET SAN PABLO AVENUE
FROM OAK RIDGE ROAD

CERTIFICATION DATE 10/7/2024
TO SUNNYVIEW DRIVE

OPERATING CHARACTERISTICS

Date of Speed Survey	2/8/2024	85th Percentile Speed	35 mph
Time of Speed Survey	10:45	50th Percentile Speed	31 mph
Number of Survey Samples	173	Posted Speed Limit	35 mph
10 mph Pace	26-35 mph	2017 ET Speed Limit	35 mph
Percentage of Vehicles in Pace	81%	2010 ET Speed Limit	35 mph
Average Daily Traffic (ADT)	19,032		
Date of ADT	2/2024		

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at Oak Ridge, Appian and Sunnyview		
Marked Uncontrolled X-Walks	At Alvarez, Jones, Third, & Adams		
Adjacent Land Use	Commercial		
Length of Segment	0.90 miles		
Width	24-36 feet		
Pedestrian Traffic	Moderate		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	No		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	1
Number of Lanes	4
Crash Rate	0.05 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.02 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	25 mph
Justification	Uncontrolled Crosswalks, Moderate Pedestrian Use Land or Facility that Generates High Concentrations of Bikes or Peds

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 9

STREET SAN PABLO AVENUE
FROM SUNNYVIEW DRIVE

CERTIFICATION DATE 10/7/2024
TO WEST CITY LIMIT

OPERATING CHARACTERISTICS

Date of Speed Survey	2/7/2024	85th Percentile Speed	41	mph
Time of Speed Survey	12:50	50th Percentile Speed	37	mph
Number of Survey Samples	169	Posted Speed Limit	40	mph
10 mph Pace	32-41 mph	2017 ET Speed Limit	40	mph
Percentage of Vehicles in Pace	81%	2010 ET Speed Limit	40	mph
Average Daily Traffic (ADT)	18,027			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at Pinole Shores, Del Monte and Tara Hills		
Marked Uncontrolled X-Walks	At Meadow, and Walter		
Adjacent Land Use	Commercial, Church		
Length of Segment	1.00	miles	
Width	64	feet	
Pedestrian Traffic	Moderate		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	No		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	1
Number of Lanes	4
Crash Rate	0.05 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.37 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	30 mph
Justification	Uncontrolled Crosswalks, Moderate Pedestrian Use Land or Facility that Generates High Concentrations of Bikes or Peds

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 10

STREET SIMAS AVENUE

CERTIFICATION DATE 10/7/2024

FROM PINOLE VALLEY RD (EAST)

TO PINOLE VALLEY (WEST)

OPERATING CHARACTERISTICS

Date of Speed Survey	2/8/2024	85th Percentile Speed	32 mph
Time of Speed Survey	12:45	50th Percentile Speed	27 mph
Number of Survey Samples	105	Posted Speed Limit	25 mph
10 mph Pace	22-31 mph	2017 ET Speed Limit	25 mph
Percentage of Vehicles in Pace	78%	2010 ET Speed Limit	25 mph
Average Daily Traffic (ADT)	582		
Date of ADT	2/2024		

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Stop at both Pinole Valley Road intersections		
Marked Uncontrolled X-Walks	At Hermosa, Silver, and Savage		
Adjacent Land Use	Residential		
Length of Segment	1.30 miles		
Width	40 feet		
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	Yes		
Horizontal Curve	Yes		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	1
Number of Lanes	2
Crash Rate	1.21 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.65 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	25 mph
Justification	Residential Density, Uncontrolled Crosswalks

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 11

STREET TARA HILLS
FROM APPIAN WAY

CERTIFICATION DATE 10/7/2024
TO WEST CITY LIMIT

OPERATING CHARACTERISTICS

Date of Speed Survey	2/7/2024	85th Percentile Speed	34	mph
Time of Speed Survey	10:30	50th Percentile Speed	31	mph
Number of Survey Samples	154	Posted Speed Limit	30	mph
10 mph Pace	25-34 mph	2017 ET Speed Limit	30	mph
Percentage of Vehicles in Pace	84%	2010 ET Speed Limit	30	mph
Average Daily Traffic (ADT)	12,331			
Date of ADT	2/2024			

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at Appian, "Safeway"; Stop at Shawn, Kildare		
Marked Uncontrolled X-Walks	None		
Adjacent Land Use	Commercial, Residential		
Length of Segment	0.70 miles		
Width	64 feet		
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	Yes		
Horizontal Curve	Yes		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	1
Number of Lanes	4
Crash Rate	0.11 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.30 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	30 mph
Justification	CA MUTCD Option 2

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


Nicolle Spann

10/7/2024
Date

TR 2933
State Registration Number

2024 ENGINEERING AND TRAFFIC SURVEY

Segment 12

STREET TENNENT AVENUE
FROM RAILROAD AVENUE

CERTIFICATION DATE 10/7/2024
TO PINOLE VALLEY ROAD

OPERATING CHARACTERISTICS

Date of Speed Survey	2/8/2024	85th Percentile Speed	31 mph
Time of Speed Survey	9:00	50th Percentile Speed	27 mph
Number of Survey Samples	109	Posted Speed Limit	25 mph
10 mph Pace	20-36 mph	2017 ET Speed Limit	25 mph
Percentage of Vehicles in Pace	84%	2010 ET Speed Limit	25 mph
Average Daily Traffic (ADT)	7,494		
Date of ADT	2/2024		

ROADWAY CHARACTERISTICS

Sidewalks	Yes	On-Street Parking	Yes
Driveways	Yes	Lighting	Yes
Type of Traffic Control	Signal at San Pablo, Pinole Vly; Stop at Park, La Salle		
Marked Uncontrolled X-Walks	At Pear & Plum		
Adjacent Land Use	Residential, Park, Church		
Length of Segment	0.90 miles		
Width	34-44 feet		
Pedestrian Traffic	Light		
Truck Traffic	Light		
Vertical Curve	No		
Horizontal Curve	No		
Visibility	Good		
Roadway Conditions	Good		

CRASH HISTORY

Date Range	4/1/2021-3/31/2024
Total Fatal and Injury Crashes	0
Number of Lanes	2
Crash Rate	0.00 fatal and injury crashes/MVM
Statewide Average Crash Rate	0.65 fatal and injury crashes/MVM

RECOMMENDATION

Speed Limit	25 mph
Justification	Residential Density

Field Study By GL

Checked By NS

CERTIFICATION: I, Nicolle Spann, do hereby certify that this Engineering and Traffic Survey within the City of Pinole was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).


 Nicolle Spann

10/7/2024

Date

TR 2933

State Registration Number

APPENDIX B

Radar Speed Distribution Forms

Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

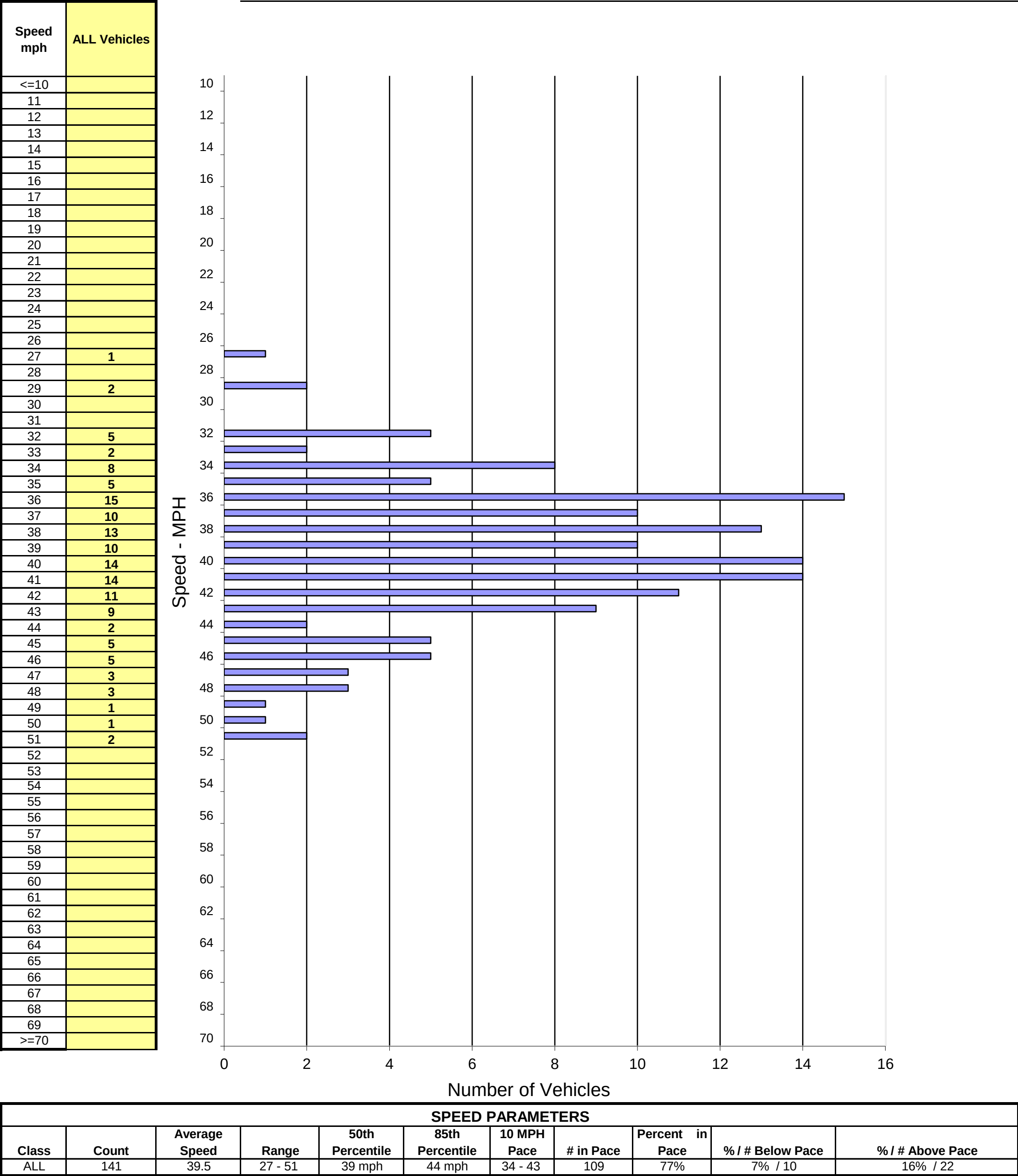
DAY: Tuesday

Location: Appian Way Bet. San Pablo Ave & I-80

Posted Speed: 35 MPH

Project #: 16-7602-001

Northbound & Southbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

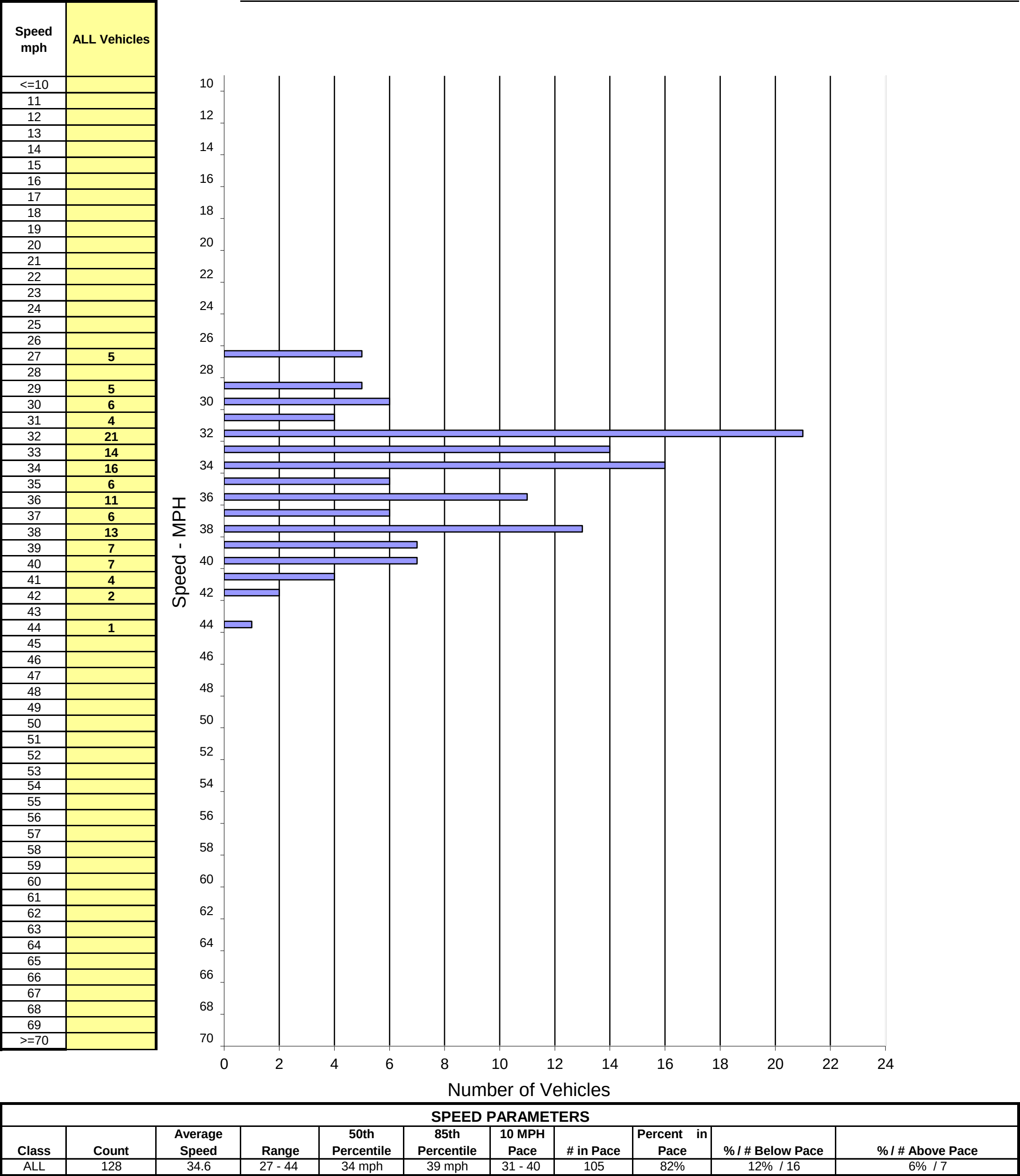
DAY: Tuesday

Location: Appian Way Bet. I-80 & South City Limit

Posted Speed: 35 MPH

Project #: 16-7602-002

Northbound & Southbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

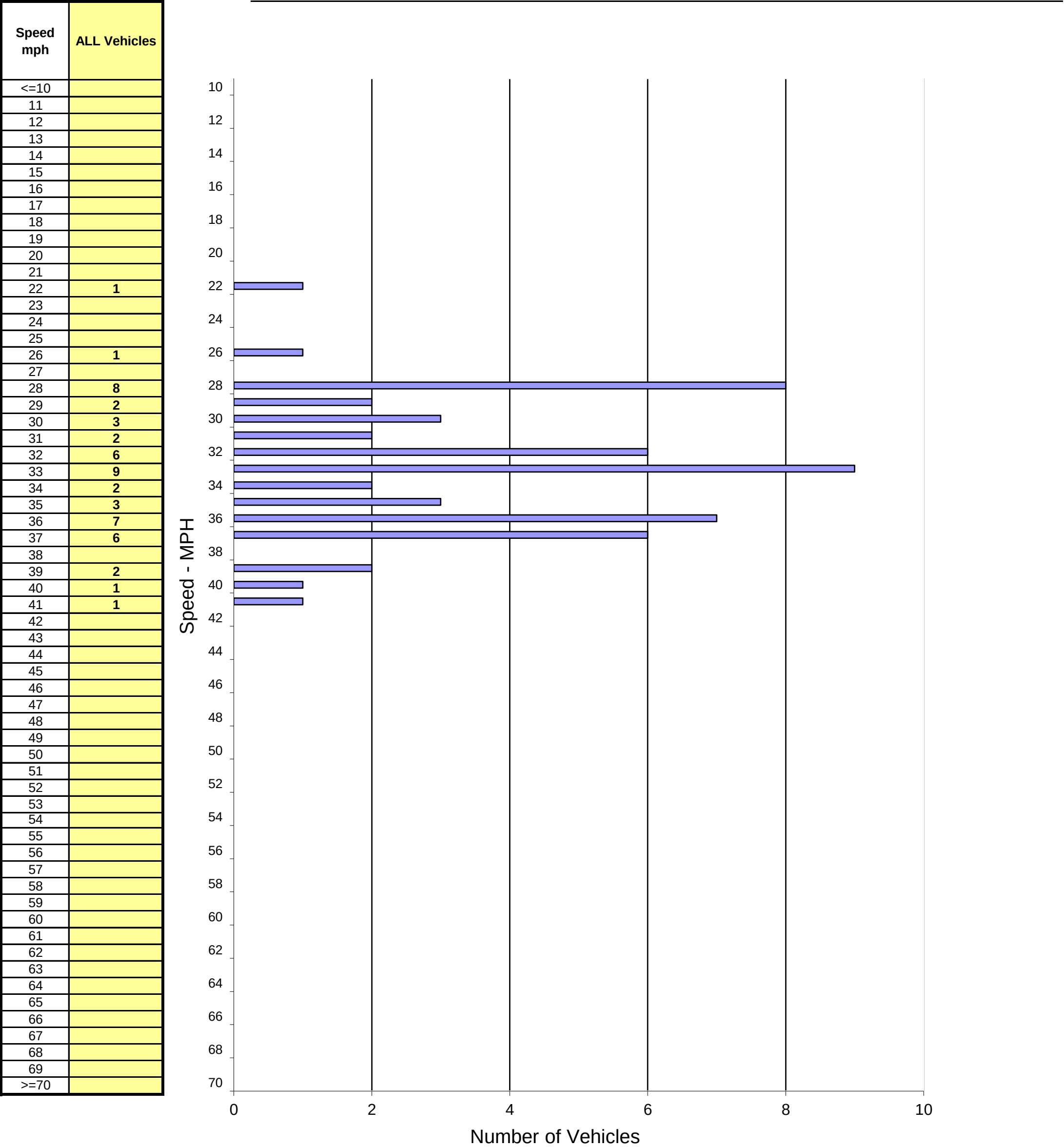
DAY: Tuesday

Location: Fitzgerald Dr Bet. Richmond Pkwy & Appian Way

Posted Speed: 35 MPH

Project #: 16-7602-003

Eastbound Spot Speeds



SPEED PARAMETERS										
Class	Count	Average Speed	Range	50th Percentile	85th Percentile	10 MPH Pace	# in Pace	Percent in Pace	% / # Below Pace	% / # Above Pace
ALL	54	32.9	22 - 41	33 mph	37 mph	28 - 37	48	89%	3% / 2	8% / 4

Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

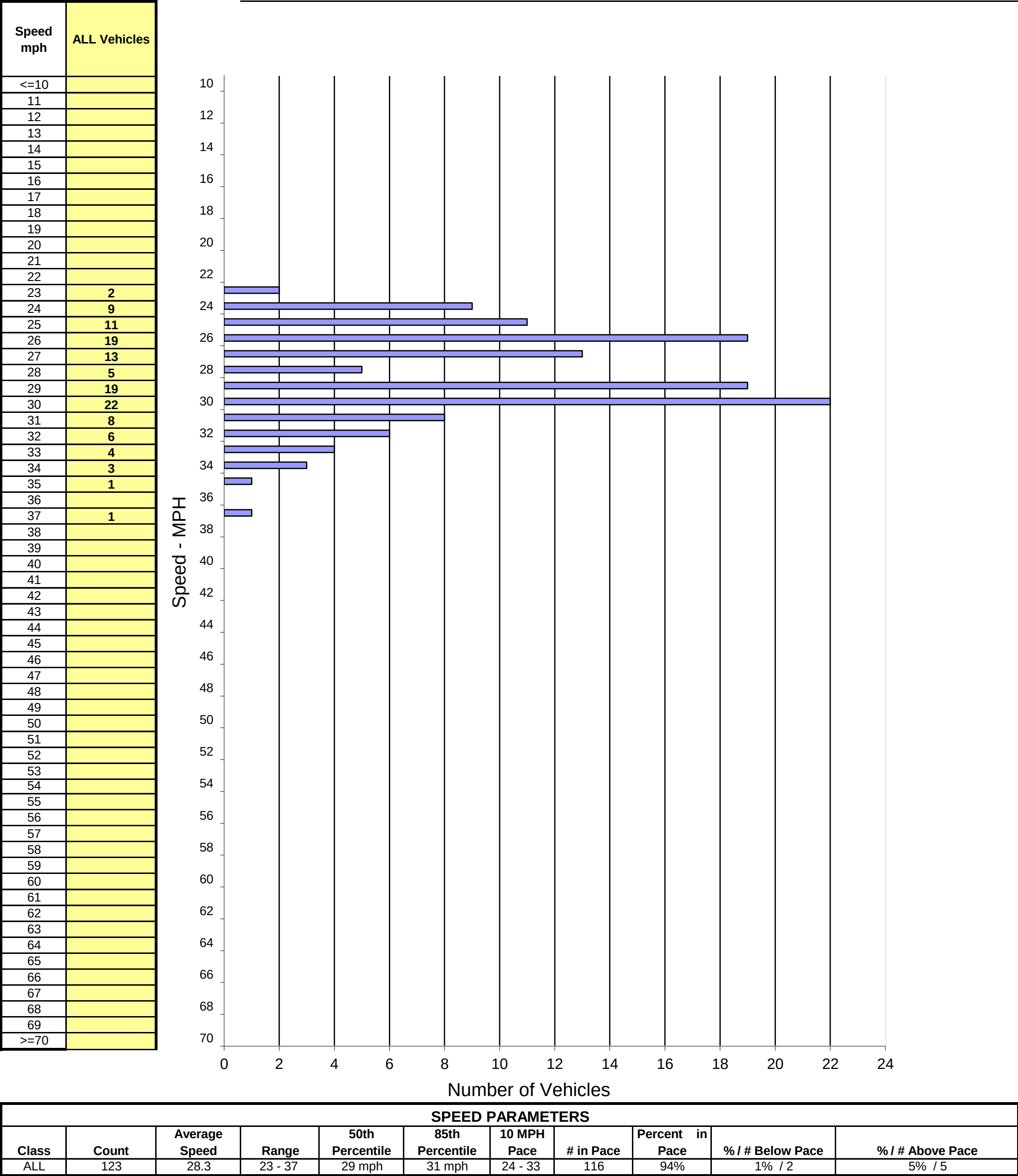
DAY: Tuesday

Location: Pinole Valley Rd Bet. Tennent Ave & I-80

Posted Speed: 30 MPH

Project #: 16-7602-004

Northbound & Southbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

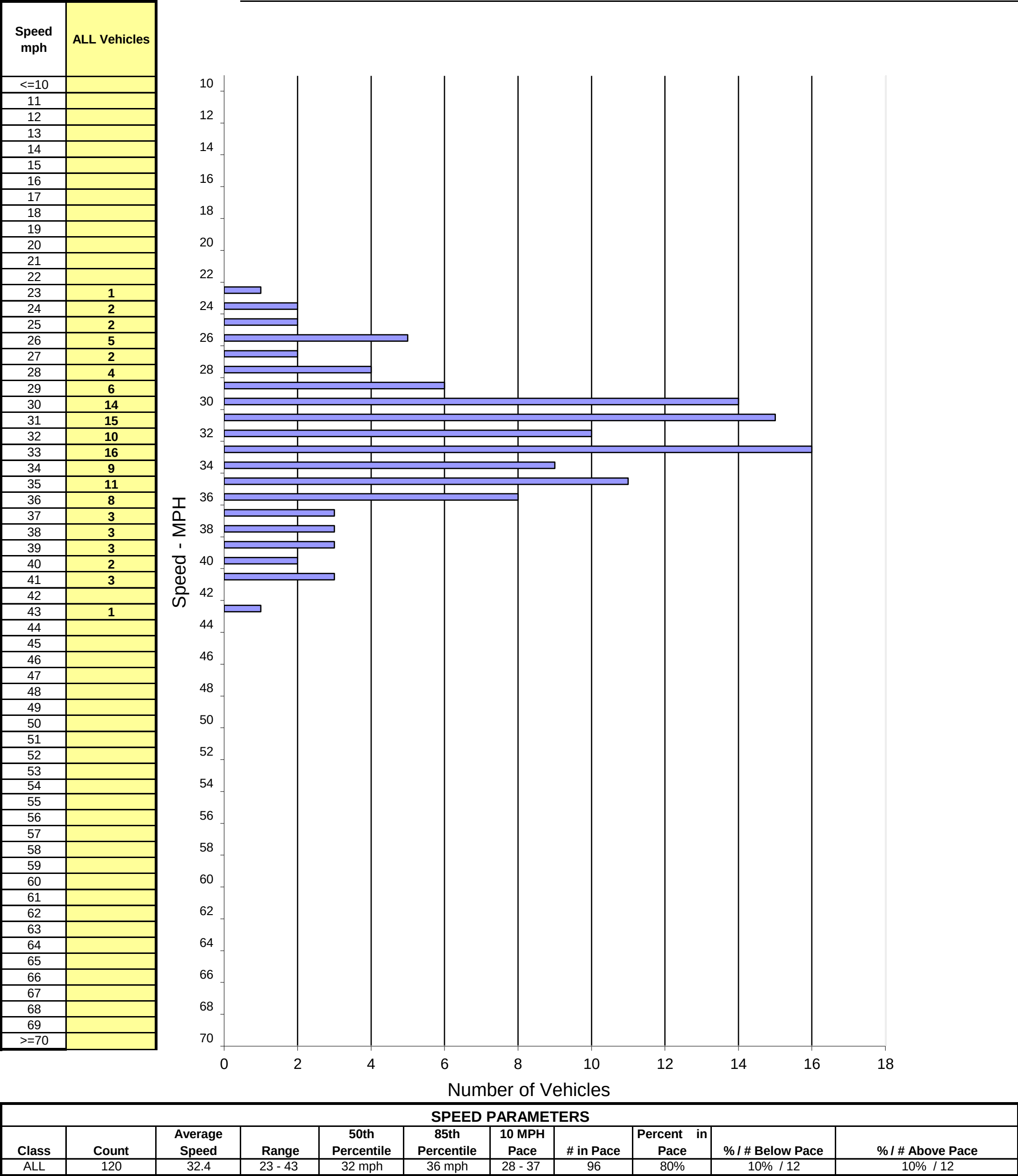
DAY: Tuesday

Location: Pinole Valley Rd Bet. Granada Court & Simas Ave

Posted Speed: 30 MPH

Project #: 16-7602-006

Northbound & Southbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

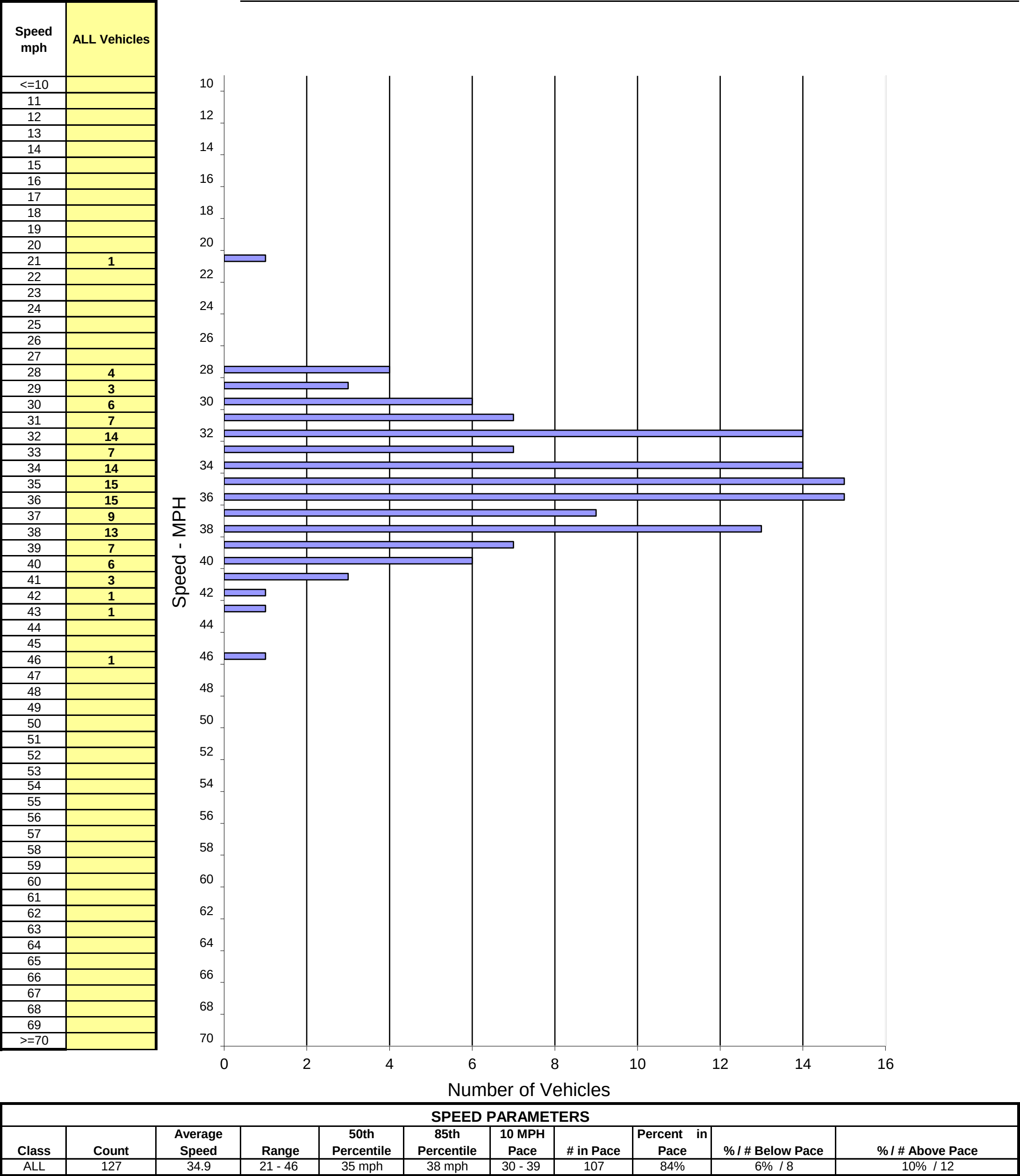
DAY: Tuesday

Location: Pinole Valley Rd Bet. Simas Ave & South City Limit

Posted Speed: 35 MPH

Project #: 16-7602-007

Northbound & Southbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

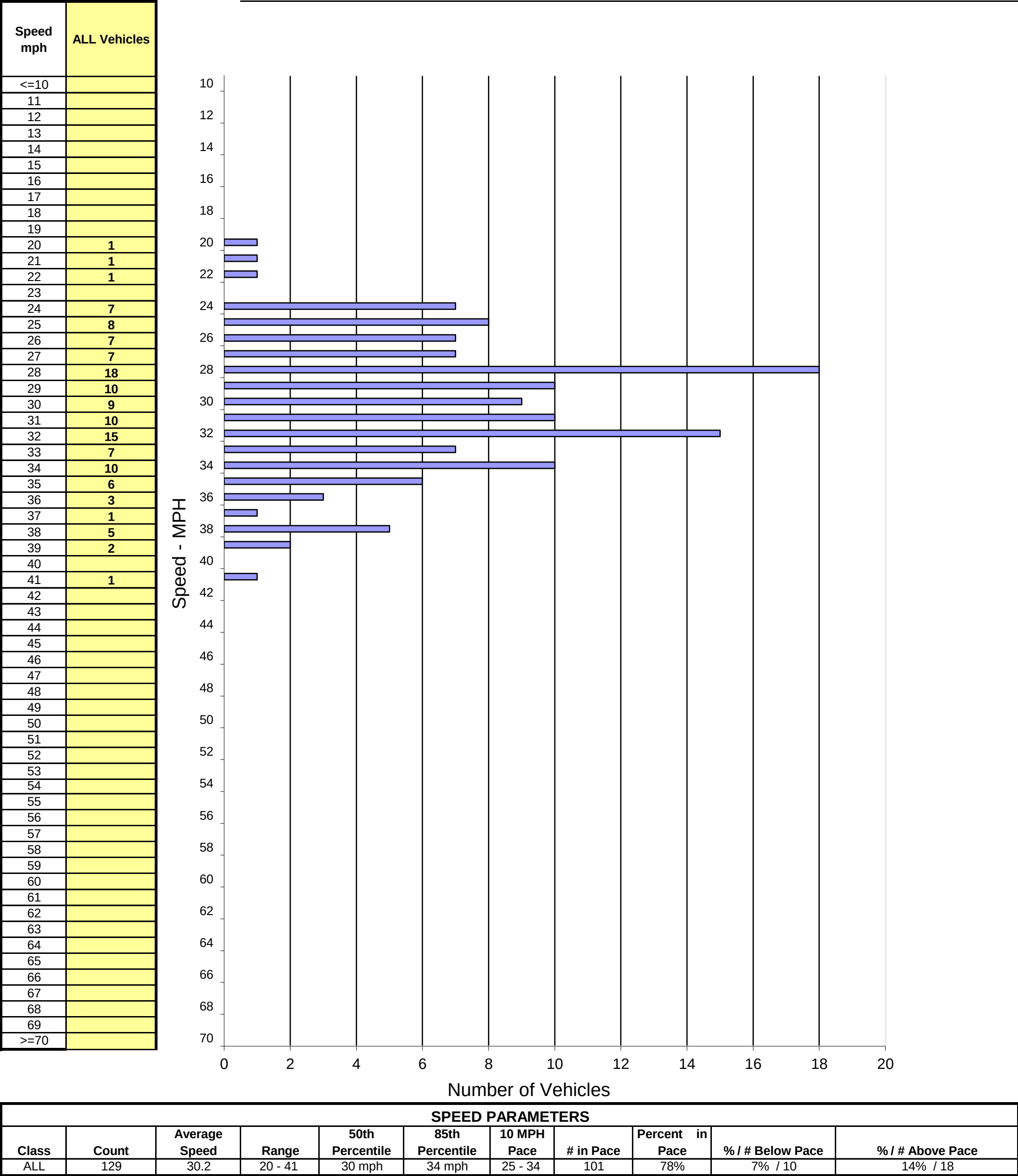
DAY: Tuesday

Location: San Pablo Ave Bet. Pinole Valley Rd & Oak Ridge Rd

Posted Speed: 25 MPH

Project #: 16-7602-009

Eastbound & Westbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

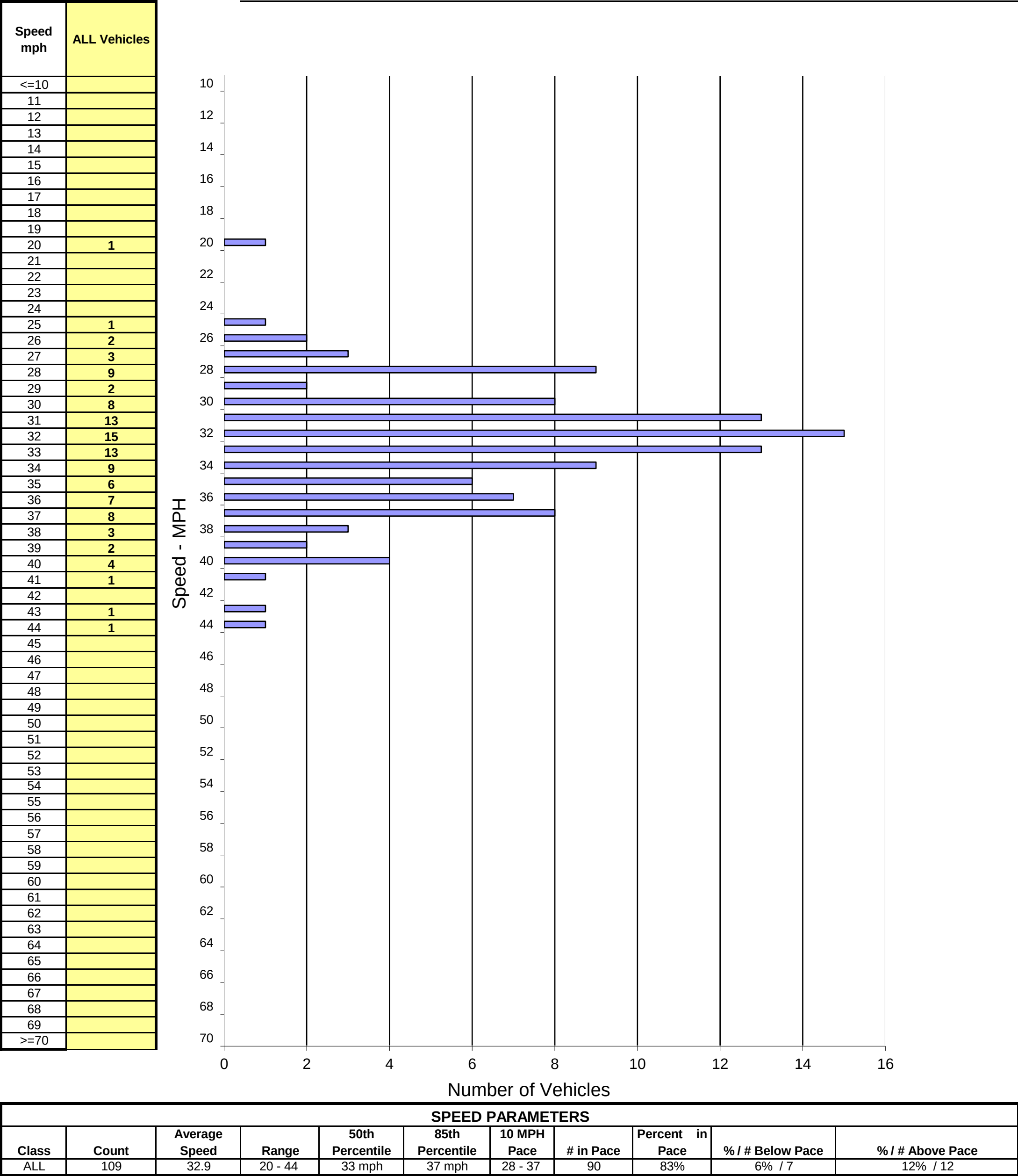
DAY: Tuesday

Location: San Pablo Ave Bet. Oak Ridge Rd & Appian Way

Posted Speed: 25 MPH

Project #: 16-7602-010

Eastbound & Westbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/13/2016

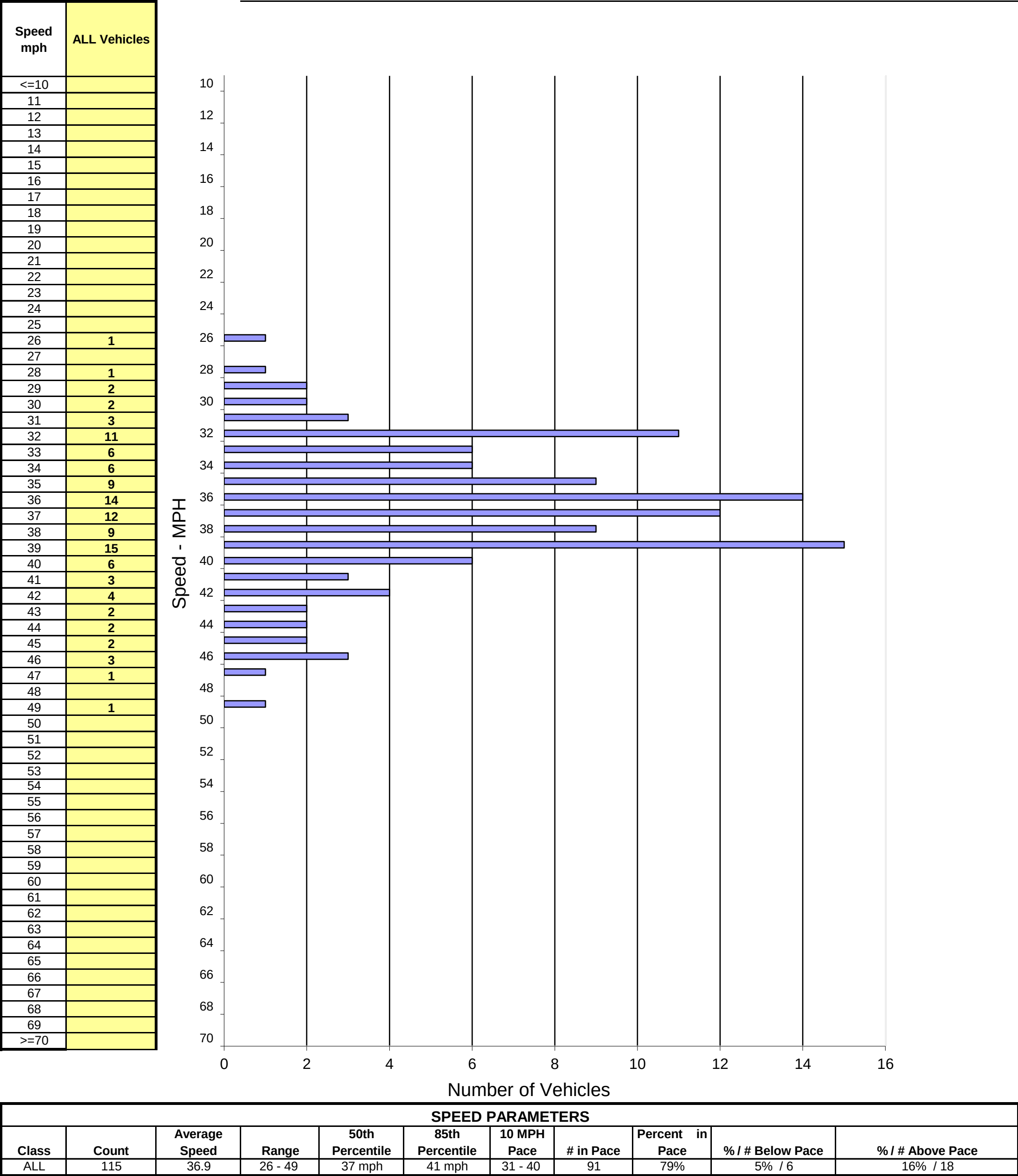
DAY: Tuesday

Location: San Pablo Ave Bet. Sunnyview Dr & West City Limit

Posted Speed: 40 MPH

Project #: 16-7602-012

Eastbound & Westbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/14/2016

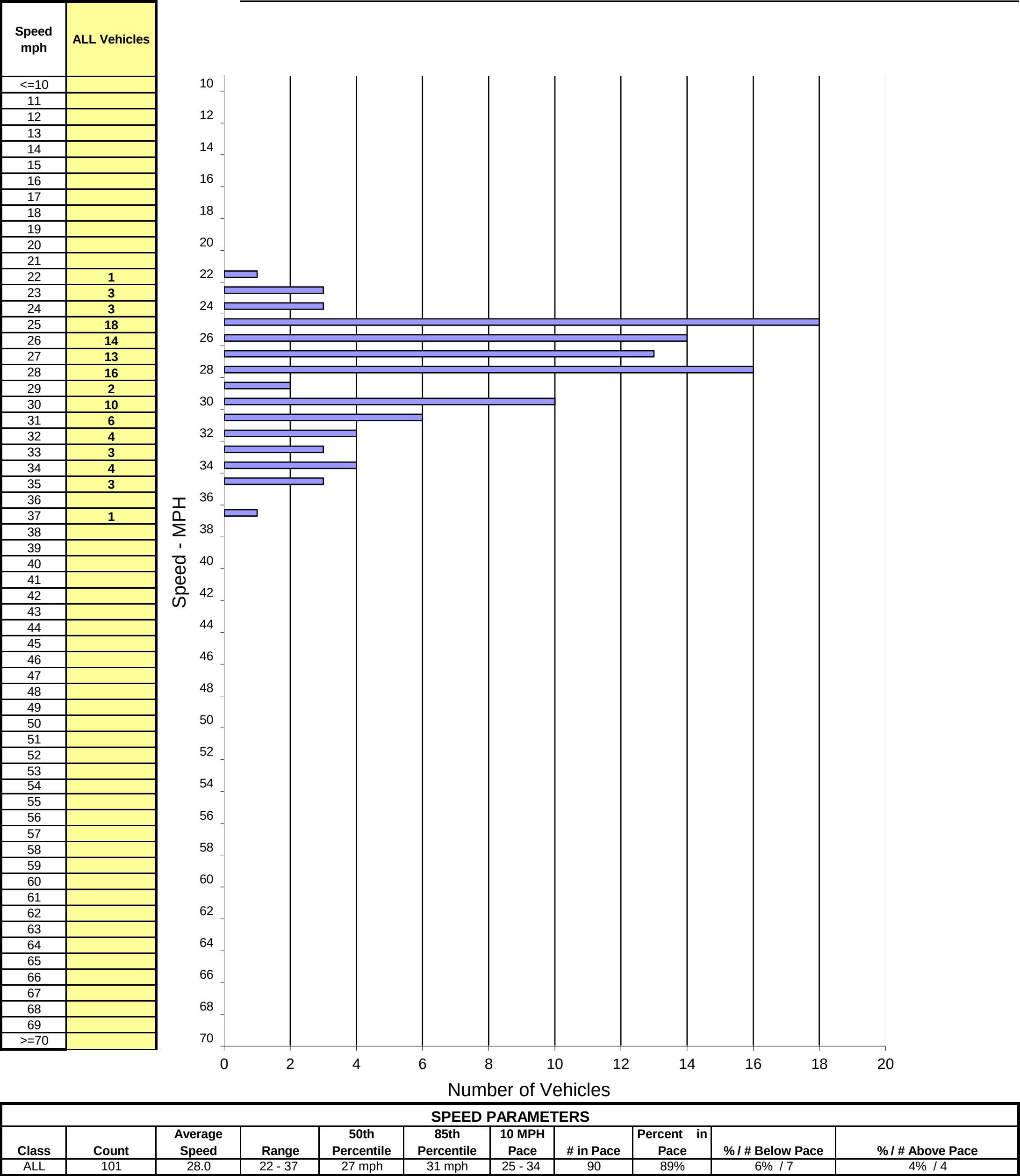
DAY: Wednesday

Location: Simas Ave Bet. Pinole Valley Rd & Mendocino Dr

Posted Speed: 25 MPH

Project #: 16-7602-014

Northbound & Southbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/14/2016

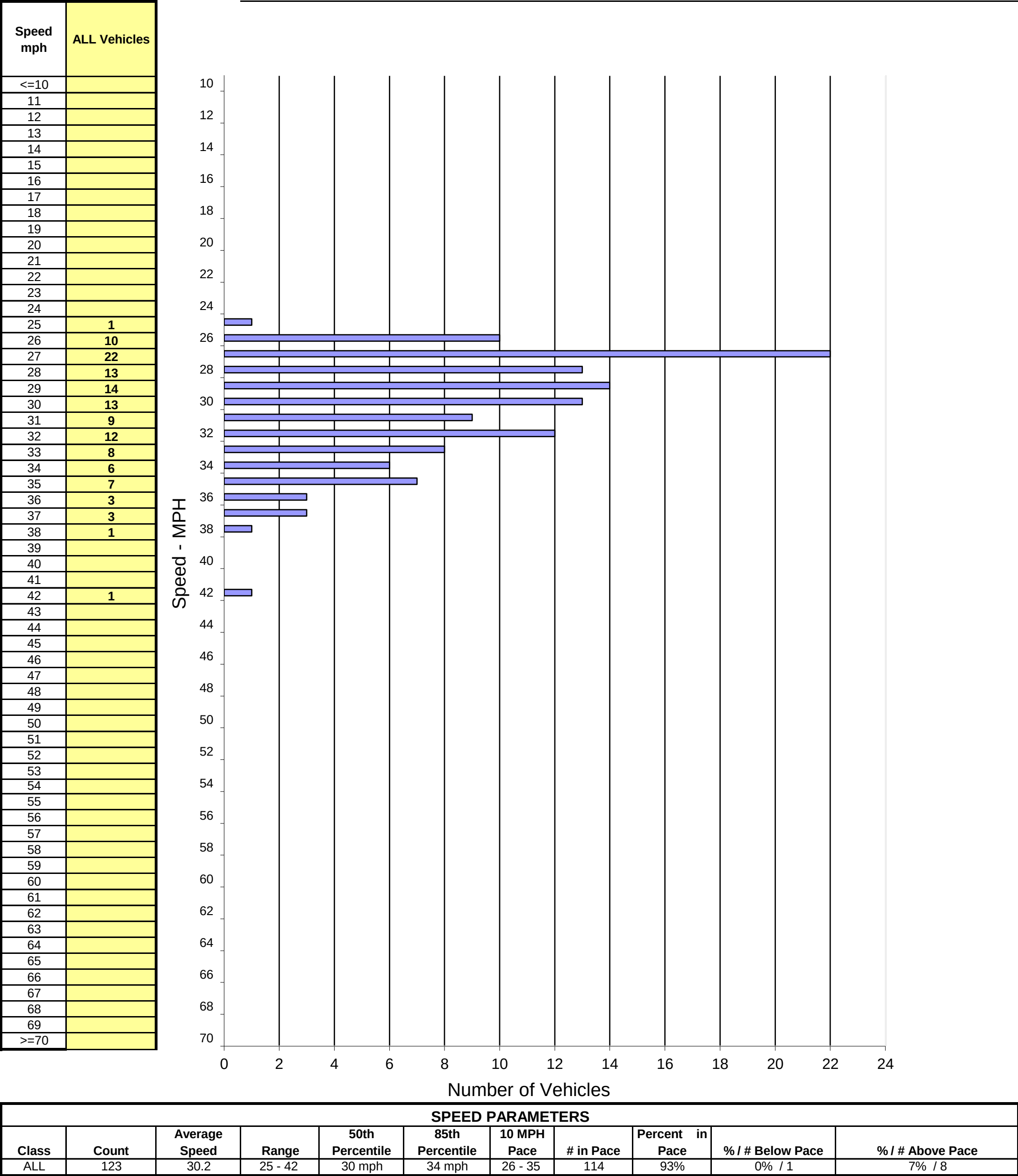
DAY: Wednesday

Location: Tara Hills Dr Bet. Appian Way & West City Limit

Posted Speed: 30 MPH

Project #: 16-7602-015

Eastbound & Westbound Spot Speeds



Spot Speed Study

Prepared by: National Data & Surveying Services

City of Pinole

DATE: 9/14/2016

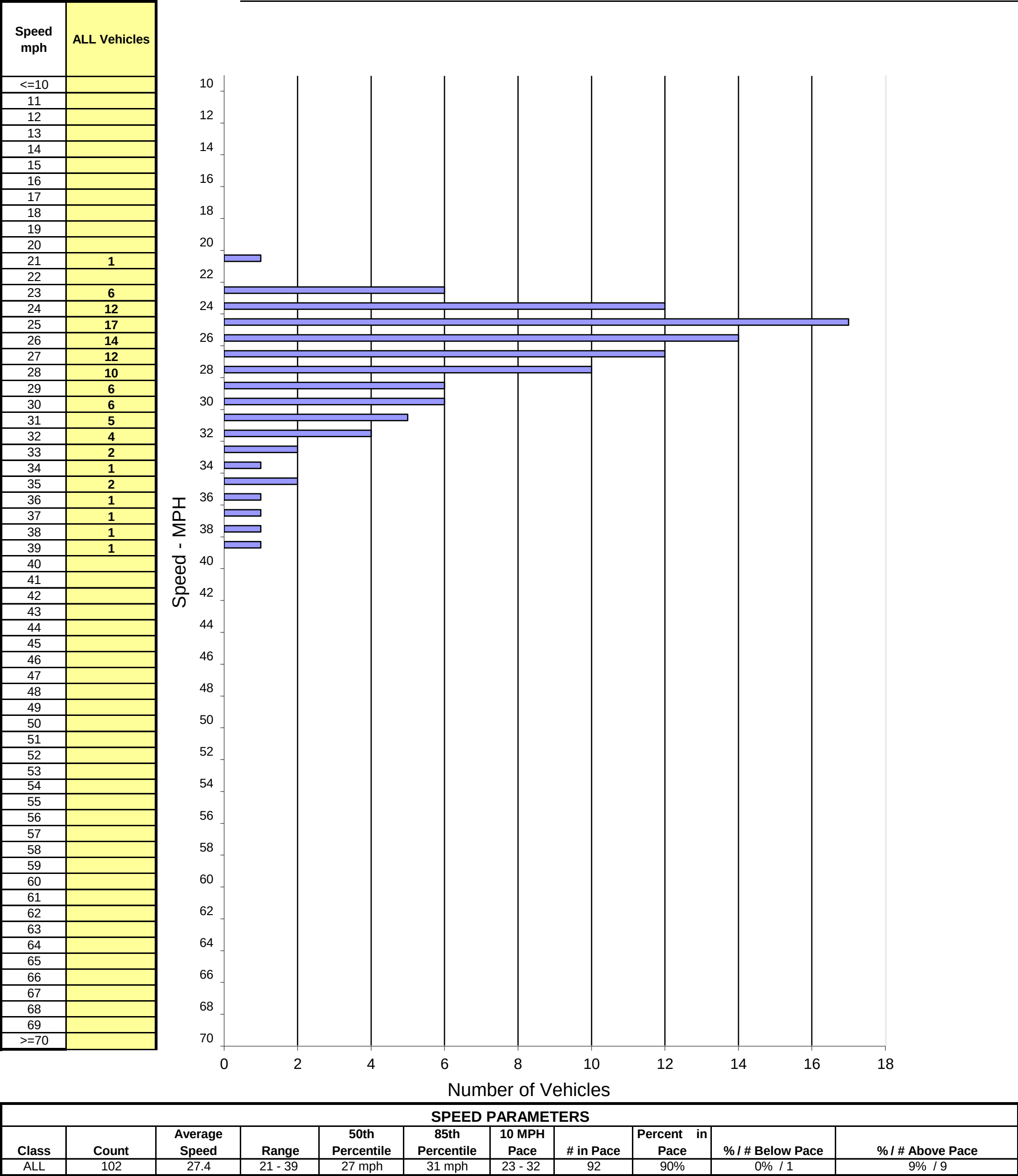
DAY: Wednesday

Location: Tennent Ave Bet. Railroad Ave & San Pablo Ave

Posted Speed: 25 MPH

Project #: 16-7602-016

Northbound & Southbound Spot Speeds



APPENDIX C

Survey Equipment

Survey Equipment Used

The radar equipment used by National Data & Surveying Services to collect speed measurements for this survey was a Stalker Solo-III Model Hand-Held Traffic Radar and a Astro Products Phantom-III Model Hand-Held Traffic Radar manufactured by Applied Concepts of Plano, Texas and US Radar, Inc of Decatur, Illinois respectively. The calibration of each unit was checked before each series of measurements were taken. Tests of the units were conducted in accordance with the manufacturer's specifications. The Stalker Solo-III Hand-Held Traffic Radar and Astro Products Phantom-III Model Hand-Held Traffic Radar were last calibrated on September 12, 2016 by RHF Inc and December 16, 2013 respectively.



TRAFFIC RADAR CERTIFICATION

TESTED TO NHTSA SPECIFICATIONS / IACP CRITICAL PERFORMANCE STANDARDS
(NHTSA) National Highway and Traffic Safety Administration.
(IACP) International Association of Chiefs of Police.

16202 Keats Circle
Westminster, Calif. 92683

R.H.F. is a certified independent testing and repair facility.

1	TEST ID	Date Received 12-16-13	Certification Number 65948					
2	DEVICE ID	Manufacturer ASTRO PRODUCTS	Model: PHANTOM	Type (I-IV) III	Directional radar Yes ☒ No ☐	Same direction Yes ☒ No ☐		
		Counting unit S/N 1619	Antenna-1 S/N N/A	Antenna-2 S/N N/A				
3	§ 2.4 / § 5.4 TUNING FORK CALIBRATION	Low speed fork S/N 1619TF	Last date calib.	Freq. (Hz)	Speed (mph)	Measured (Hz)	☒ PASS ☐ FAIL	
		High speed fork S/N	Last date calib.	Freq. (Hz)	Speed (mph)	Measured (Hz)		
4	§ 2.5 / § 5.5 RADAR DEVICE TUNING FORK TESTS	Stationary mode		Lo fork Fork speed (mph) 35 Disp. Speed (mph) 35	High fork 65 65	☒ PASS ☐ FAIL		
		Moving mode Opposite Direction	TARGET SPEED (Hi fork - Lo fork)	Expected. (mph) N/A	Displayed. (mph) N/A			
		Moving mode Same Direction	TARGET SPEED Hi fork + Lo fork Ho fork - Lo fork	Expected. (mph) N/A	Displayed. (mph) N/A			
5	§ 2.6.1 / § 5.6.1 TRANSMISSION FREQUENCY STABILITY	Standard supply Voltage (V) 13.6 V	Antenna 1 Freq. GHz 24.163	Antenna 2 Freq. GHz N/A	☒ PASS ☐ FAIL			
		Standard supply Voltage - 20% (V) 10.8 V	Antenna 1 Freq. GHz 24.163	Antenna 2 Freq. GHz N/A				
		Standard supply voltage + 20% (V) 16.3 V	Antenna 1 Freq. GHz 24.163	Antenna 2 Freq. GHz N/A				
6	§ 2.6.5 / § 5.6.5 POWER DENSITY	Mfg. Spec. (max mW/cm) ≤ 5	Antenna 1 Power (mW/cm) .4	Antenna 2 Power (mW/cm) N/A	☒ PASS ☐ FAIL			
7	§ 2.8 / § 5.8 LOW VOLTAGE	Mfg. spec. (V) ≤ 10.8V	LVA activates (V) 7.9	LVA deactivates (V) 8.5	☒ PASS ☐ FAIL			
8	§ 2.9.1 / § 5.9.1 DOPPLER AUDIO	A. Audio tone correlates with received Doppler signal ☒ Yes ☐ No B. Functioning audio volume-adjustment control ☒ Yes ☐ No			☒ PASS ☐ FAIL			
9	§ 2.12.4 / § 5.12.4 INTERNAL CIRCUIT	Mfg. Spec. 60	Test results 60	☒ PASS ☐ FAIL				
10	§ 2.12.6.5 / § 5.12.6.5 DIRECTIONAL	A. Selects only targets moving towards radar ☐ Yes ☐ No ☒ N.A. B. Selects only targets moving away from radar ☐ Yes ☐ No ☒ N.A.			☒ PASS ☐ FAIL			
11	§ 2.12.7 / § 2.12.8 / 5.12.7 / 5.12.8 LOW AND HIGH SPEED DISPLAY TEST	Stationary mode: target channel (mph)	Low speed spec. 20 Hi speed spec. 199	Lo speed disp. 20 Hi speed disp. 199	☒ PASS ☐ FAIL			
		Moving Mode target channel (mph)	Low speed spec. N/A Hi speed spec. N/A	Lo speed disp. N/A Hi speed disp. N/A				
		Moving Mode: patrol channel (mph)	Low speed spec. N/A Hi speed spec. N/A	Lo speed disp. N/A Hi speed disp. N/A				
12	§ 2.13 / § 5.13 RFI TEST	☒ PASS ☐ FAIL						
13	LABORATORY COMMENTS							
14	NHTSA/IACP CERTIFICATION	This radar device meets or exceeds the minimal operational standards of the National Traffic Highway Safety Administration. California Vehicle Code Section 40802 ☒ PASS ☐ FAIL Certified by: Ford T. Bauman Date: 12-16-13						
15	INVENTORY	☐ Fork Cert ☐ Manual ☐ 2 nd Ant. ☐ Remote ☐ Bat. ☐ Carrying Case Other: (please list)						



TRAFFIC RADAR CERTIFICATION

TESTED TO NHTSA SPECIFICATIONS / IACP CRITICAL PERFORMANCE STANDARDS
(NHTSA) National Highway and Traffic Safety Administration.
(IACP) International Association of Chiefs of Police.

16202 Keats Circle
Westminster, Calif. 92683

R.H.F. is a certified independent testing and repair facility.

1	TEST ID	Date Received 12-16-13	Certification Number 65947				
2	DEVICE ID	Manufacturer ASTRO PRODUCTS	Model: PHANTOM	Type (I-IV) III	Directional radar Yes ☒ No	Same direction Yes ☒ No	
		Counting unit S/N 1618	Antenna-1 S/N N/A	Antenna-2 S/N N/A			
3	§ 2.4 / § 5.4 TUNING FORK CALIBRATION	Low speed fork S/N 1618 TP	Last date calib.	Freq. (Hz)	Speed (mph)	Measured (Hz)	(PASS) FAIL
		High speed fork S/N	Last date calib.	Freq. (Hz)	Speed (mph)	Measured (Hz)	
4	§ 2.5 / § 5.5 RADAR DEVICE TUNING FORK TESTS	Stationary mode		Lo fork Fork speed (mph) 35 Disp. Speed (mph) 35	High fork 65 65	(PASS) FAIL	
		Moving mode Opposite Direction		TARGET SPEED (Hi fork - Lo fork) Expected. (mph) N/A	Displayed. (mph) N/A		
		Moving mode Same Direction		TARGET SPEED (Hi fork + Lo fork Ho fork - Lo fork) Expected. (mph) N/A	Displayed. (mph) N/A		
5	§ 2.6.1 / § 5.6.1 TRANSMISSION FREQUENCY STABILITY	Standard supply Voltage (V) 13.6 V	Antenna 1 Freq. GHz 24.154	Antenna 2 Freq. GHz N/A	(PASS) FAIL		
		Standard supply Voltage - 20% (V) 10.8 V	Antenna 1 Freq. GHz 24.154	Antenna 2 Freq. GHz N/A			
		Standard supply voltage + 20% (V) 16.3 V	Antenna 1 Freq. GHz 24.154	Antenna 2 Freq. GHz N/A			
6	§ 2.6.5 / § 5.6.5 POWER DENSITY	Mfg. Spec. (max mW/cm) ≤ 5	Antenna 1 Power (mW/cm) .5	Antenna 2 Power (mW/cm) N/A	(PASS) FAIL		
7	§ 2.8 / § 5.8 LOW VOLTAGE	Mfg. spec. (V) ≤ 10.8V	LVA activates (V) 7.5	LVA deactivates (V) 8.2	(PASS) FAIL		
8	§ 2.9.1 / § 5.9.1 DOPPLER AUDIO	A. Audio tone correlates with received Doppler signal B. Functioning audio volume-adjustment control			Yes ☒ No Yes ☒ No	(PASS) FAIL	
9	§ 2.12.4 / § 5.12.4 INTERNAL CIRCUIT	Mfg. Spec. 60	Test results 60		(PASS) FAIL		
10	§ 2.12.6.5 / § 5.12.6.5 DIRECTIONAL	A. Selects only targets moving towards radar B. Selects only targets moving away from radar			Yes ☒ No Yes ☒ No	PASS FAIL	
11	§ 2.12.7 / § 2.12.8 / 5.12.7 / 5.12.8 LOW AND HIGH SPEED DISPLAY TEST	Stationary mode: target channel (mph)	Low speed spec. 20	Lo speed disp. 20	(PASS) FAIL		
			Hi speed spec. 199	Hi speed disp. 199			
		Moving Mode target channel (mph)	Low speed spec. N/A	Lo speed disp. N/A			
			Hi speed spec. N/A	Hi speed disp. N/A			
		Moving Mode: patrol channel (mph)	Low speed spec. N/A	Lo speed disp. N/A			
			Hi speed spec. N/A	Hi speed disp. N/A			
12	§ 2.13 / § 5.13 RFI TEST	(PASS) FAIL					
13	LABORATORY COMMENTS						
14	NHTSA/IACP CERTIFICATION	This radar device meets or exceeds the minimal operational standards of the National Traffic Highway Safety Administration. California Vehicle Code Section 40802 ☒ PASS ☐ FAIL					
		Certified by: Ford Trauman				Date: 12-16-13	
15	INVENTORY	☐ Fork Cert ☐ Manual ☐ 2nd Ant. ☐ Remote ☐ Bat. ☐ Carrying Case Other: (please list)					



TRAFFIC RADAR CERTIFICATION

TESTED TO NHTSA SPECIFICATIONS / IACP CRITICAL PERFORMANCE STANDARDS
(NHTSA) National Highway and Traffic Safety Administration.
(IACP) International Association of Chiefs of Police.

16202 Keats Circle
Westminster, Calif. 92683

R.H.F. is a certified independent testing and repair facility.

1	TEST ID	Date Received 9-12-16	Certification Number 70958					
2	DEVICE ID	Manufacturer STALKER	Model: 5040	Type (I-IV) III	Directional radar ☐ Yes ☒ No	Same direction ☐ Yes ☒ No		
		Counting unit S/N 24702	Antenna-1 S/N N/A	Antenna-2 S/N N/A				
3	§ 2.4 / § 5.4 TUNING FORK CALIBRATION	Low speed fork S/N	Last date calib.	Freq. (Hz)	Speed (mph)	Measured (Hz)	PASS	FAIL
		High speed fork S/N	Last date calib.	Freq. (Hz)	Speed (mph)	Measured (Hz)		
4	§ 2.5 / § 5.5 RADAR DEVICE TUNING FORK TESTS	Stationary mode		Lo fork Fork speed (mph) 35 Disp. Speed (mph) 35	High fork 65 65	PASS	FAIL	
		Moving mode Opposite Direction		TARGET SPEED (Hi fork - Lo fork) Expected. (mph) N/A	Displayed. (mph) N/A			
		Moving mode Same Direction		TARGET SPEED (Hi fork + Lo fork) Expected. (mph) N/A	Displayed. (mph) N/A			
5	§ 2.6.1 / § 5.6.1 TRANSMISSION FREQUENCY STABILITY	Standard supply Voltage (V) 13.6 V	Antenna 1 Freq. GHz 24.143	Antenna 2 Freq. GHz N/A	PASS	FAIL		
		Standard supply Voltage - 20% (V) 10.8 V	Antenna 1 Freq. GHz 24.143	Antenna 2 Freq. GHz N/A				
		Standard supply voltage + 20% (V) 16.3 V	Antenna 1 Freq. GHz 24.143	Antenna 2 Freq. GHz N/A				
6	§ 2.6.5 / § 5.6.5 POWER DENSITY	Mfg. Spec. (max mW/cm) ≤ 5	Antenna 1 Power (mW/cm) .41	Antenna 2 Power (mW/cm) N/A	PASS	FAIL		
7	§ 2.8 / § 5.8 LOW VOLTAGE	Mfg. spec. (V) ≤ 10.8V	LVA activates (V) 4.9	LVA deactivates (V) N/A	PASS	FAIL		
8	§ 2.9.1 / § 5.9.1 DOPPLER AUDIO	A. Audio tone correlates with received Doppler signal ☐ Yes ☐ No B. Functioning audio volume-adjustment control ☐ Yes ☐ No N/A			PASS	FAIL		
9	§ 2.12.4 / § 5.12.4 INTERNAL CIRCUIT	Mfg. Spec. 5040	Test results 5040	PASS			FAIL	
10	§ 2.12.6.5 / § 5.12.6.5 DIRECTIONAL	A. Selects only targets moving towards radar ☐ Yes ☐ No ☒ N.A. B. Selects only targets moving away from radar ☐ Yes ☐ No ☒ N.A.			PASS	FAIL		
11	§ 2.12.7 / § 2.12.8 / 5.12.7 / 5.12.8 LOW AND HIGH SPEED DISPLAY TEST	Stationary mode: target channel (mph)	Low speed spec. 20 Hi speed spec. 199	Lo speed disp. 20 Hi speed disp. 199	PASS	FAIL		
		Moving Mode target channel (mph)	Low speed spec. N/A Hi speed spec. N/A	Lo speed disp. N/A Hi speed disp. N/A				
		Moving Mode: patrol channel (mph)	Low speed spec. N/A Hi speed spec. N/A	Lo speed disp. N/A Hi speed disp. N/A				
12	§ 2.13 / § 5.13 RFI TEST	N/A				PASS	FAIL	
13	LABORATORY COMMENTS							
14	NHTSA/IACP CERTIFICATION	This radar device meets or exceeds the minimal operational standards of the National Traffic Highway Safety Administration. California Vehicle Code Section 40802 ☒ PASS ☐ FAIL Certified by: Ford Bauman Date: 9-12-16						
15	INVENTORY	☐ Fork Cert ☐ Manual ☐ 2 nd Ant. ☐ Remote ☐ Bat. ☐ Carrying Case ☐ Other: (please list)						



Willdan Engineering

13191 Crossroads Pkwy N Suite 405
City of Industry, CA 91746
562.908.6200

www.willdan.com

APPENDIX C

Survey Equipment

Survey Equipment Used

The radar equipment used by National Data & Surveying Services to collect speed measurements for this survey was a Stalker Solo-III Model Hand-Held Traffic Radar and a Astro Products Phantom-III Model Hand-Held Traffic Radar manufactured by Applied Concepts of Plano, Texas and US Radar, Inc of Decatur, Illinois respectively. The calibration of each unit was checked before each series of measurements were taken. Tests of the units were conducted in accordance with the manufacturer's specifications. The Stalker Solo-III Hand-Held Traffic Radar and Astro Products Phantom-III Model Hand-Held Traffic Radar were last calibrated on September 12, 2016 by RHF Inc and December 16, 2013 respectively.



Willdan Engineering

13191 Crossroads Pkwy N Suite 405
City of Industry, CA 91746
562.908.6200

www.willdan.com



CITY COUNCIL REPORT

10.A.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: JUSTIN SHIU, CONSULTANT PLANNER
DAVID HANHAM, PLANNING MANAGER
SUBJECT: FIRST READ OF PINOLE MUNICIPAL CODE AND SPECIFIC PLAN
AMENDMENTS RELATED TO HOUSING ELEMENT PROGRAMS NO. 10, 12
AND 15, AND REGULATORY CONSISTENCY

RECOMMENDATION

Conduct a first read and consider adoption of an ordinance (Attachment A) consisting of the Municipal Code and Specific Plan Amendments (Attachment B) related to Housing Element Programs 10, 12 and 15, and regulatory consistency

BACKGROUND

The 2023-2031 Housing Element includes programs 10, 12 and 15 that prescribe amendments to the Municipal Code to implement the Housing Element's objectives. Specifically, these amendments are needed to update provisions in the existing Zoning Ordinance to ensure they are consistent with State housing legislation and current regulatory procedures. While the City adheres to State and federal requirements and provides up-to-date regulatory information as needed, formal revisions to the municipal code and related policy documents are intended to reduce confusion and improve clarity around these requirements. Implementing these revisions would also advance the Housing Element's programs.

General zoning regulations are outlined in Title 17, Zoning, of the Pinole Municipal Code (the "Zoning Code,") which covers most land use and zoning standards. The Housing Element programs primarily identify revisions needed in this section of the municipal code (see Attachment C).

The Three Corridors Specific Plan governs permitted land uses and development standards for designated areas along San Pablo Avenue, Pinole Valley Road, and Appian Way. Where conflicts arise, the Specific Plan overrides the Zoning Code. To ensure alignment with proposed changes, revisions to the Specific Plan will be necessary, promoting greater consistency between the Specific Plan and the Zoning Code and clarifying requirements.

In addition to amendments in the Zoning Code and Specific Plan, other sections of the Pinole Municipal Code may need adjustments to address changes and ensure compliance with State law. Finally, minor additional revisions are also proposed to improve internal consistency within the municipal code and to align with State and federal regulations.

On September 9, 2024, the Planning Commission held a duly-noticed public hearing to review

the proposed amendments. The Commission adopted Resolution 24-05 (Attachment D), recommending the adoption of these amendments with the following revisions:

1. In Chapter 17.62 (Emergency Shelters), update references to the California Building Code where the text currently refers to the outdated Uniform Building Code.
2. In Chapter 17.98 (Glossary), revise the definition of “Family” to eliminate distinctions between related and unrelated individuals, in line with current HCD Housing Element guidance.

These changes are reflected in the attached ordinance (Attachment A, Attachment B).

REVIEW AND ANALYSIS

The proposed revisions to the Zoning Code and Specific Plan are detailed in Attachment B. These revisions address Housing Element Programs 10, 12, and 15. The relevant program text and specific sections affected by these changes are highlighted in Attachment C. Any program text not covered by these proposed revisions will be addressed separately, with additional amendments presented to the City Council at a future meeting. The goal is to complete these revisions within two years of the Housing Element’s adoption, by April 2025.

Chapter Summaries and Key Changes

Chapter 5.12 - Exemptions (Business License)

- **Overview of Changes:** Family day care homes will be exempt from requiring a business license, fee, or tax.
- **Additional Details:**
 - A new Section 5.12.060 has been added, exempting family day care homes from these requirements in compliance with Health & Safety Code Sections 1597.45(a) and 1597.45(b).

Chapter 17.20 - Allowed Land Use and Requirements

- **Overview of Changes:** Updates to multifamily residential permit types, land use classifications for day care and group homes, and provisions for residential care facilities to ensure compliance with State law and Housing Element programs.
- **Additional Details:**
 - **Dwelling, Multifamily:** Required entitlements have been updated to align with the Specific Plan. Specifically, the entitlement type for OPMU has changed from “N” (not permitted) to “P” (permitted), and for OIMU, from “N” to “CUP” (conditional use permit). [Clean-Up]
 - **Family Day Care Homes (Large):** Adjusted entitlements to ensure that large family day care homes are treated the same as small ones, with both considered residential uses permitted by right in residential zones, as per Health & Safety Code Sections 1597.42, 1597.43(a), and 1597.45(a). [Housing Element Program 12]
 - **Group Residential/Group Homes:** Added “Group Home” as a common name and updated to allow this use in the “R” district. Changed the status to “P”

(permitted) in RMU and CMU zoning districts, ensuring alignment with similar uses like Family Day Care Homes and Residential Care Facilities. [Housing Element Program 12]

- **Residential Care Facilities:** Clarified that these facilities are permitted where family dwellings are allowed. Now permitted (“P”) in R, OPMU, and OIMU zoning districts, consistent with Health & Safety Code 1569.85(e) and (g). Additionally, the Specific Plan was updated to reflect these changes, shifting from CUP to “P” where family dwellings are permitted by right. [Housing Element Program 12]
- **Low Barrier Navigation Center:** Added as a new land use type and identified as a permitted use in mixed-use and nonresidential districts where multifamily residential uses are also permitted. [Housing Element Program 12]
- **Manufactured Homes:** Updated to be a permitted use (“P”) in the RMU zoning district. [Housing Element Program 12]
- **Religious Institutions:** Revised required entitlements for the PQI and SPBCA zones from “N” (not permitted) to “C” (conditionally permitted) to be consistent with “Clubs, Lodges, and Private Meeting Halls” and in compliance with the Religious Land Use and Institutionalized Persons Act (RLUIPA), 42 U.S.C. §§ 2000cc(b)(1).

Chapter 17.22 - Allowed Use Definitions

- **Overview of Changes:** Definitions have been updated to align with State law, ensuring clarity and consistency.
- **Additional Details:**
 - **Family Day Care Home:** Incorporated language from Chapter 3.6 Family Day Care Homes of the Health & Safety Code, Section 1597.45(f), specifying that family day care homes include single-family dwellings, townhouses, or units within multifamily dwellings where the provider resides. This applies regardless of whether the property is rented, leased, or owned.
 - **Group Residential/Group Home:** Added a definition that includes guidelines from HCD’s Group Home Technical Advisory (2022) and Title 22, Section 84001, Subdivision (g)(3) of the California Code of Regulations. [Housing Element Program 12]
 - **Low Barrier Navigation Center:** Introduced a definition in line with California Government Code Section 65660. [Housing Element Program 12]
 - **Supportive Housing:** Updated the definition per California Government Code Sections 65582(g) and 65583(c)(3). [Housing Element Program 12]
 - **Target Population:** Revised in accordance with California Government Code Section 65582(i). [Housing Element Program 12]
 - **Transitional Housing:** Updated to match California Government Code Section 65583(c)(3). [Housing Element Program 12]

Chapter 17.38 - Density Bonus

- **Overview of Changes:** Comprehensive overhaul to align with State Density Bonus Law, with additional local provisions.
- **Additional Details:**

- The revised chapter incorporates State Density Bonus Law by reference to streamline updates and reduce inconsistencies.
- All density bonus approvals now correspond to the entitlement level of the associated project, which is generally under the Planning Commission unless State law requires otherwise. [Housing Element Program 15]
- Added provisions for extra density bonuses specifically for senior housing developments, beyond what State law offers. [Housing Element Program 10]

Chapter 17.61 - Low Barrier Navigation Center

- **Overview of Changes:** New chapter establishing standards from State law.
- **Additional Details:**
 - Incorporates requirements outlined in California Government Code Sections 65660-65668, setting specific standards for Low Barrier Navigation Centers. [Housing Element Program 12]

Chapter 17.62 - Emergency Shelters

- **Overview of Changes:** Updated to comply with new State law, focusing on the use of objective standards for review.
- **Additional Details:**
 - Changes mandated by AB 139 require that emergency shelter reviews be based solely on objective standards. Subjective criteria are no longer permissible. [Housing Element Program 12]

Chapter 17.98 - Glossary of Terms

- **Overview of Changes:** Definitions for “Household” and “Family” have been revised.
- **Additional Details:**
 - The “Household” definition was adjusted to eliminate references to single lease agreements.
 - The “Family” definition was updated to include general characteristics found in common definitions, while maintaining the reference to the “Household” definition. [Housing Element Program 12]

Specific Plan Use Tables and Definitions (Tables 6.2, 6.8, 6.14)

- **Overview of Changes:** Revisions ensure consistency with Housing Element programs and updates to the Zoning Code.
- **Additional Details:**
 - Updated “Second Dwelling Unit” references to “Accessory Dwelling Unit/Junior Accessory Dwelling Unit” for accuracy.
 - Permitting for ADUs/JADUs has been clarified, confirming their allowance in residential and mixed-use districts that include single-family or multifamily residences.
 - Revised Large Family Day Care permitting to align with Small Family Day Care,

- consistent with zoning and State law. The change removes the need for a Conditional Use Permit (CUP), making them permitted by right.
- Corrected footnote errors related to “Home Occupation” references.
 - Designated Residential Care Facilities as permitted uses wherever other dwelling types are allowed by right.
 - Added Group Residential/Home and Low Barrier Navigation Center uses for consistency with Zoning Code changes.
 - Religious Institutions were reclassified from CUP to a permitted use in relevant districts, ensuring federal law compliance.

FISCAL IMPACT

There is no fiscal impact associated with adopting these municipal code and specific plan amendments.

ATTACHMENTS

- A. Ordinance
- B. Exhibit A - Municipal Code and Specific Plan Revisions
- C. Housing Element Programs Associated with Revisions
- D. PC Resolution 24-05

ORDINANCE NO. XXXX-XX

AN ORDINANCE OF THE CITY OF PINOLE AMENDING CHAPTERS 5.12, 17.20, 17.22, 17.38, 17.62, AND 17.98 OF THE PINOLE MUNICIPAL CODE, ADDING CHAPTER 17.61 TO THE PINOLE MUNICIPAL CODE, AND AMENDING TABLES 6.2, 6.8, AND 6.14 OF THE THREE CORRIDORS SPECIFIC PLAN RELATED TO HOUSING ELEMENT IMPLEMENTATION AND REGULATORY CONSISTENCY

WHEREAS, Pinole Municipal Code (“PMC”) Title 17 Zoning Code establishes general regulations on land uses and development standards within the City; and

WHEREAS, The Three Corridors Specific Plan (“Specific Plan”) establish specific regulations on land uses and development standards for defined areas within the City identified in the Specific Plan and supersede requirements in the Zoning Code where there is a conflict; and

WHEREAS, the City of Pinole 2023-2031 Housing Element contains programs identifying various zoning ordinance amendments; and

WHEREAS, implementation of Housing Element programs requires amendments revising text in the PMC and Specific Plan; and

WHEREAS, in addition to the Housing Element programs, other revisions to text in the PMC and Specific Plan are required to enhance clarity and update the text of local regulations to reflect and be consistent with current State and Federal regulations; and

WHEREAS, the proposed revisions to amend the Zoning Code and Specific Plan are attached hereto as Exhibit A; and

WHEREAS, the Planning Commission held a duly noticed public hearing related to the proposed Zoning Code and Specific Plan amendment on September 9, 2024; and

WHEREAS, the Planning Commission recommended adoption of the proposed amendments with revisions; and

WHEREAS, the City Council held a duly noticed public hearing related to the proposed Zoning Code and Specific Plan amendment on November 18, 2024; and

WHEREAS, after close of the public hearing, the City Council considered all public comments received both before and during the public hearing, the presentation by city staff, the staff report, and all other pertinent documents regarding the proposed amendments; and

NOW THEREFORE, BE IT RESOLVED, pursuant to the findings stated herein, that the City Council of the City of Pinole does ordain as follows:

Section 1. Recitals. The above recitals are true and correct and made a part of this Ordinance.

Section 2. Amendment of Municipal Code and Specific Plan. The Pinole Municipal Code is hereby amended with amendments to Chapters 5.12, 17.20, 17.22, 17.38, 17.62, and 17.98 of the Pinole Municipal Code and addition of Chapter 17.61; and the Three Corridors Specific Plan is hereby amended with amendments to Tables 6.2, 6.8, and 6.14, as set forth in Exhibit A, attached hereto and incorporated herein.

Section 3. CEQA. Pursuant to Title 14 of the California Administrative Code, the City Council finds that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) for the following reasons under Section 15061 (b)(3), it is not a project which has the potential for causing a significant effect on the environment;

Section 4. Severability. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each of every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

Section 5. Effective Date and Duration. This ordinance shall take effect thirty (30) days after its final adoption.

Section 6. Publication. 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 November 19, 2024, the City Council passed this ordinance by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of Pinole on November 19, 2024.

Maureen Toms, Mayor

ATTEST:

Heather Bell, City Clerk

APPROVED AS TO FORM:

Eric S. Casher, City Attorney

ATTACHMENT A, EXHIBIT A. MUNICIPAL CODE AND SPECIFIC PLAN REVISIONS

- 1. Pinole Municipal Code Chapter 5.12 Exemptions** [Amendment]
- 2. Pinole Municipal Code Chapter 17.20 Allowed Land Use and Requirements** [Amendment]
- 3. Pinole Municipal Code Chapter 17.22 Allowed Use Definitions** [Amendment]
- 4. Pinole Municipal Code Chapter 17.38 Density Bonus** [Replacement of Existing Chapter with Comprehensive Revision]

 Reference 4R. Pinole Municipal Code Chapter 17.38 Density Bonus [Existing Chapter Reference]
- 5. Pinole Municipal Code Chapter 17.61 Low Barrier Navigation Centers** [New Chapter]
- 6. Pinole Municipal Code Chapter 17.62 Emergency Shelters** [Amendment]
- 7. Pinole Municipal Chapter 17.98 Glossary of Terms** [Amendment]
- 8. Three Corridors Specific Plan Table 6.2 Permitted Use Table for San Pablo Avenue** [Amendment]
- 9. Three Corridors Specific Plan Table 6.8 Permitted Use Table for Pinole Valley Road** [Amendment]
- 10. Three Corridors Specific Plan Table 6.14 Permitted Use Table for Appian Way** [Amendment]

1. Pinole Municipal Code Chapter 5.12 Exemptions [Amendment]

Full Chapter included.

Text to be removed shown in ~~strikeout text~~.

Text to be added shown in **bold and underline**.

Chapter 5.12

EXEMPTIONS*

* For statutory provisions which provide exemptions from municipal licensing of businesses, see Bus. and Prof. Code §§ 16000.5, 16001, 16001.5, 16002 and 16002.1.

Sections:

- 5.12.010 Charitable purposes.
- 5.12.020 Nonprofit activities.
- 5.12.030 Disabled or handicapped persons.
- 5.12.040 Federal and state exemptions.
- 5.12.050 Liability for payment in absence of statement.

5.12.010 CHARITABLE PURPOSES.

The provisions of this article shall not require the payment of a license tax to conduct, manage, or carry on any business, occupation, or activity from any institution or organization which is conducted, managed or carried on wholly for the benefit of charitable purposes and from which profit is not derived, either directly or indirectly, by any individual. (Ord. 338 § 7(a), 1975).

5.12.020 NONPROFIT ACTIVITIES.

The provisions of this article shall not require the payment of a license tax for the conducting of any entertainment, dance, concert, exhibition, lecture, or other activity by any benevolent, religious, fraternal, educational, military, state, county, or municipal organization or association whenever the receipts of any such entertainment, dance, concert, exhibition, lecture, or activity are to be appropriated for the purpose and objects for which such organization or association was formed and from which profit is not derived, either directly or indirectly, by an individual. (Ord. 338 § 7(b), 1975).

5.12.030 DISABLED OR HANDICAPPED PERSONS.

The license administrator, without payment to the city of any consideration, may grant to any disabled war veteran or to any indigent person or to any person who by reason of the infirmities of age, loss of limb, or other disabling cause is unable to obtain a livelihood by other means, any license provided by this title. (Ord. 338 § 7(c), 1975).

5.12.040 FEDERAL AND STATE EXEMPTIONS.

Nothing in this article shall be deemed or construed to apply to any person transacting and carrying on any business exempt by virtue of the Constitution or applicable statutes of the United States or of the state of California from the payment of such taxes as are prescribed in this article. A fee of twenty-five dollars shall be paid to cover the cost of registration under this section. (Ord. 338 § 7(d), 1975).

5.12.050 LIABILITY FOR PAYMENT IN ABSENCE OF STATEMENT.

A. Any person claiming an exemption pursuant to this chapter shall, upon request of the license administrator, file a sworn statement with the license administrator stating the facts upon which exemption is claimed, and in the absence of such statement substantiating the claim, such person shall be liable for the payment of the taxes imposed by this article.

B. The license administrator shall, upon a proper showing contained in the sworn statement, issue a license to such person claiming exemption under this chapter without payment to the city of the license tax. (Ord. 338 § 7(e), 1975).

5.12.060 FAMILY DAY CARE HOME EXEMPTION.

A. A business license, fee, or tax shall not be imposed on operating a small or large family daycare home, per California Health and Safety Code Section 1597.45.

B. As defined under California Health and Safety Code Section 1597.45, a small family daycare home or large family daycare home includes a detached single-family dwelling, a townhouse, a dwelling unit within a dwelling, or a dwelling unit within a covered multifamily dwelling in which the underlying zoning allows for residential uses. A small family daycare home or large family daycare home is where the family daycare provider resides, and includes a dwelling or dwelling unit that is rented, leased, or owned. The use of a home as a small or large family daycare home shall be considered a residential use of property.

C. Family day care homes are permitted in zoning districts as established in Title 17 of the Municipal Code.

2. Pinole Municipal Code Chapter 17.20 Allowed Land Use and Requirements [Amendment]

Full Chapter included.

Text to be removed shown in ~~strikeout text~~.

Text to be added shown in **bold and underline**.

CHAPTER 17.20

ALLOWED LAND USES AND REQUIREMENTS

Sections:

17.20.010 Purpose.

17.20.020 Allowed uses and required entitlements.

17.20.010 PURPOSE.

The purpose of this chapter is to establish allowed land uses and requirements for planning entitlements for each of the city's base zoning districts. Allowed uses herein are consistent with and implement the city's general plan corresponding land use designations as shown in Table 17.18.020-1 (Zoning Districts).

(Ord. 2016-03 § 2 (part), 2016; Ord. 2010-02 § 1 (part), 2010)

17.20.020 ALLOWED USES AND REQUIRED ENTITLEMENTS.

Table 17.20.030-1 below identifies allowed uses and corresponding requirements for planning entitlements for all base zoning districts within the city. Definitions for the land uses listed herein (use classifications) are provided in Chapter 17.22 (Allowed Use Definitions). See additional use requirements in Article IV (Special Use Standards). In the table below, any land use shown with a "P" indicates that the land use is permitted by right, a "C" indicates that the land use is permitted in the designated zoning district upon issuance of a conditional use permit (pursuant to Section 17.12.140 (Conditional Use Permit), a "**AP**" indicates that the land use is permitted in the designated zoning district upon issuance of an administrative use permit (pursuant to Section 17.12.060 (Administrative Use Permit), and an "N" indicates that the use is not allowed. Except as otherwise provided for in this title, uses not shown in the table are not permitted. Zoning district names for the zoning district symbols used in the table are as follows:

- LDR = Low Density Residential Zoning District
- R-1 = Suburban Residential Zoning District
- R-2 = Medium Density Zoning District
- R-3 = High Density Zoning District
- R-4 = Very High Density Zoning District
- R = Rural Zoning District
- RC = Regional Commercial Zoning District
- RMU = Residential Mixed Use Zoning District
- CMU = Commercial Mixed Use Zoning District
- OPMU = Office Professional Mixed Use Zoning District
- OIMU = Office Industrial Mixed Use Zoning District
- OS = Open Space Zoning District
- PR = Parks and Recreation Zoning District
- PQI = Public Quasi-Public Institutional Zoning District
- SPBCA = San Pablo Bay Conservation Zoning District

TABLE 17.20.030-1:

ALLOWED USES AND REQUIRED ENTITLEMENTS FOR CITY OF PINOLE BASE ZONING DISTRICTS

<i>Land Use \ Zoning District</i>	<i>LDR</i>	<i>R-1</i>	<i>R-2</i>	<i>R-3</i>	<i>R-4</i>	<i>R</i>	<i>RC</i>	<i>RMU</i>	<i>CMU</i>	<i>OPMU</i>	<i>OIMU</i>	<i>OS</i>	<i>PR</i>	<i>PQI</i>	<i>SPBCA</i>
Residential Uses															
Adult Day Care Home	P	P	P	P	P	P	N	P	P	P	P	N	N	N	N
Caretaker Housing	N	N	N	N	N	N	P	N	N	N	N	N	N	N	N
Dwelling, Accessory/ Junior Accessory ⁽¹⁾	P	P	P	P	P	P	N	P	P	P	P	N	N	N	N
Dwelling, Multifamily	N	N	P	P	P	N	N	P	P	PN	CN	N	N	N	N
Dwelling, Single Family	P	P	P	P	N	P	N	P	N	N	N	N	N	N	N
Dwelling, Two-Family	N	N	P	P	N	N	N	N	N	P	P	N	N	N	N

Dwelling, Three- and Four-Family	N	N	P	P	P	N	N	P	P	N	N	N	N	N	N
Emergency Shelter (2)	N	N	N	N	N	N	N	N	N	N	P	N	N	N	N
Family Day Care Home, Large	<u>PG</u>	<u>PG</u>	<u>PG</u>	<u>PG</u>	<u>PG</u>	<u>PG</u>	N	<u>PG</u>	<u>PG</u>	N	N	N	N	N	N
Family Day Care Home, Small	P	P	P	P	P	P	N	P	P	N	N	N	N	N	N
Group Residential/ <u>Home</u>	P	P	P	P	P	<u>PN</u>	N	<u>PG</u>	<u>PG</u>	N	N	N	N	N	N
Home Occupations (3)	P	P	P	P	P	P	N	P	P	P	P	N	N	N	N
<u>Low Barrier Navigation Center</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
Manufactured Home	P	P	P	P	P	P	N	<u>PN</u>	N	N	N	N	N	N	N
Mobile Home Park	C	C	C	C	C	C	N	N	N	N	N	N	N	N	N
Residential Care Facilities	P	P	P	P	P	P	<u>PN</u>	P	P	<u>PN</u>	<u>PN</u>	N	N	N	N
Single Room Occupancy Facilities	N	N	C	C	C	N	N	C	C	N	N	N	N	N	N
Supportive Housing (located in housing of a type permitted in the zone)	P	P	P	P	P	P	P	P	P	P	P	N	N	N	N
Transitional Housing (2) (located in housing of a type permitted in the zone)	P	P	P	P	P	N	P	P	P	P	P	N	N	N	N
Agriculture, Resource, and Open Space Uses															
Animal Keeping, Domestic Pets (4)	P	P	P	P	P	P	N	P	P	N	N	N	N	N	N
Animal Keeping, Exotic Animals (4)	P	P	P	P	P	P	N	P	P	N	N	N	N	N	N
Animal Keeping, Livestock (4)	N	N	N	N	N	P	N	N	N	N	N	N	N	N	N
Animal Keeping, Poultry, Rabbits (4)	P	P	C	C	C	P	N	N	N	N	N	N	N	N	N
Equestrian Facility, Commercial	N	N	N	N	N	C	N	N	N	N	N	N	C	N	N
Equestrian Facility, Hobby	N	N	N	N	N	P	N	N	N	N	N	N	C	N	N
Kennels, Hobby	N	N	N	N	N	C	N	N	N	N	N	N	N	N	N
Recreation, Education, and Public Assembly Uses															
Cemeteries, Mausoleums	C	C	C	C	C	C	N	N	N	N	N	N	N	N	N
Clubs, Lodges, and Private Meeting Halls	C	C	C	C	N	N	N	N	C	C	C	N	N	C	C
Community Centers/Civic Uses	C	C	C	C	C	C	N	C	C	C	N	N	P	P	C
Community Garden	P	P	P	P	P	P	N	P	P	P	P	P	P	P	N
Indoor Amusement/Entertainment Facility	N	N	N	N	N	N	C	N	C	N	N	N	N	N	N
Indoor Fitness and Sports Facility	N	N	N	N	N	N	P	C	N	C	C	N	N	P	N
Libraries and Museums	C	C	C	C	N	N	N	C	C	C	C	N	N	C	C
Outdoor Commercial Recreation	C	C	C	C	N	N	N	N	N	N	N	N	P	P	C
Parks and Public Plazas	P	P	P	P	P	P	N	P	P	P	P	N	P	P	P
Public Safety Facility	P	P	P	P	P	P	P	C	C	C	C	N	C	P	C
Recreational Vehicle Parks	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Religious Institutions	C	C	C	C	C	C	N	N	C	C	C	N	N	<u>CN</u>	<u>CN</u>

Resource Protection and Restoration	P	P	P	P	P	P	C	N	N	N	N	P	P	P	P
Resource-Related Recreation	P	P	P	P	P	P	N	N	N	N	N	P	P	P	P
Schools, Private and Special/Studios	N	N	N	N	N	N	P	N	C	C	C	N	N	N	N
Schools, Public	P	P	P	P	P	P	N	P	P	P	P	N	N	P	N
Theaters and Auditoriums	N	N	N	N	N	N	P	N	N	N	N	N	N	N	N
Utility, Transportation, and Communication Uses															
Broadcasting and Recording Studios	N	N	N	N	N	N	P	N	N	N	N	N	N	P	N
Bus and Transit Shelters	N	P	P	P	P	N	P	P	P	P	P	N	P	P	P
Bus and Truck Terminal and Parking	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N
Heliports	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Park and Ride Facility	N	N	C	C	N	N	P	C	C	C	C	N	N	P	N
Parking Facility	N	N	P	P	P	N	P	P	P	P	P	N	N	P	N
Small Cell Wireless Facilities (14)	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	N	P/C	P/C	N
Wireless Communication Facility, Freestanding Tower (5)	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
Wireless Communication Facility, co-location, antenna, satellite (5)	C	C	P	P	P	P	P	P	P	P	P	P	P	P	P
Transit Facilities	N	N	N	N	N	N	P	N	N	C	C	N	N	P	C
Utility Facility and Infrastructure (6)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Retail, Service, and Office Uses															
Adult Oriented Business (7)	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N
Adult Day Care Facility	C	C	C	C	P	N	N	P	C	N	N	N	N	N	C
Alcoholic Beverage Sales	N	N	N	N	N	N	C	C	C	C	C	N	N	N	N
Ambulance Service	N	N	N	N	N	N	N	C	N	N	P	N	N	N	N
Animal Sales and Grooming	N	N	N	N	N	N	P	C	C	P	P	N	N	N	N
Art, antique, collectable	N	N	N	N	N	N	P	P	P	C	C	N	N	N	N
Artisan Shops	N	N	N	N	N	N	P	P	P	P	C	N	N	N	N
Artist Studio	N	N	P	P	P	P	N	C	C	C	P	N	N	N	N
Banks and Financial Services	N	N	N	N	N	N	P	P	P	P	C	N	N	N	N
Bars and Nightclubs	N	N	N	N	N	N	C	C	C	C	N	N	N	N	N
Bed and Breakfast Inns	N	N	N	N	N	N	N	C	C	N	N	N	N	N	N
Building Materials Store and Yard	N	N	N	N	N	N	P	N	C	N	C	N	N	N	N
Business Support Services	N	N	N	N	N	N	P	P	P	P	P	N	N	N	N
Call Centers	N	N	N	N	N	N	N	C	C	P	P	N	N	N	N
Card Room	N	N	N	N	N	N	C	C	C	N	N	N	N	N	N
Check Cashing Business	N	N	N	N	N	N	N	N	C	C	C	N	N	N	N
Child Day Care Facility	C	C	C	C	C	N	C	P	P	P	C	N	N	N	N
Commercial Marijuana Cultivation ⁽¹¹⁾	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Convenience Stores	N	N	N	N	N	N	P	P	P	P	P	N	N	N	N

Drive-in and Drive-through Sales and Service (8)	N	N	N	N	N	N	P	N	C	C	C	N	N	N	N
Equipment Sales and Rental	N	N	N	N	N	N	C	N	P	C	P	N	N	N	N
Firearm or Firearm Ammunition Sales	N	N	N	N	N	N	C	N	C	N	C	N	N	N	N
Furniture, Furnishings, and Appliance Stores	N	N	N	N	N	N	P	C	P	C	C	N	N	N	N
Garden Center/Plant Nursery	N	N	N	N	N	N	C	N	C	C	P	N	N	N	N
Grocery Stores/Supermarket	N	N	N	N	N	N	P	P	P	C	N	N	N	N	N
Home Improvement Supplies	N	N	N	N	N	N	P	C	C	C	C	N	N	N	N
Hotels and Motels	N	N	N	N	N	N	P	C	C	C	N	N	N	N	N
Hotels and Motels, Extended Stay	N	N	N	N	N	N	P	C	C	C	N	N	N	N	N
Kennels, Commercial	N	N	N	N	N	C	N	N	C	N	C	N	N	N	N
Maintenance and Repair, Small Equipment	N	N	N	N	N	N	P	C	C	C	P	N	N	N	N
Marijuana Delivery ⁽¹²⁾	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Marijuana Dispensary ⁽¹⁰⁾	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Massage Therapy Establishment ⁽⁹⁾	N	N	N	N	N	N	C	P	P	P	C	N	N	N	N
Medical Services, General	N	N	N	N	N	N	P	C	C	P	P	N	N	N	N
Medical Services, Extended Care	N	N	N	N	N	N	N	C	C	C	N	N	N	N	N
Medical Services, Hospitals	N	N	N	N	N	N	N	N	C	P	N	N	N	N	N
Mortuaries and Funeral Homes	N	N	N	N	N	N	N	N	C	C	P	N	N	N	N
Neighborhood Market	N	N	N	N	N	N	N	P	P	C	C	N	N	N	N
Office, Temporary	N	N	N	N	N	N	N	N	C	P	P	N	N	N	N
Offices, Business and Professional	N	N	N	N	N	N	P	P	P	P	P	N	N	N	N
Offices, Accessory	N	N	N	N	N	N	P	P	P	C	P	N	N	N	N
Pawn Shop	N	N	N	N	N	N	C	N	C	C	C	N	N	N	N
Personal Marijuana Cultivation ⁽¹³⁾	P	P	P	P	P	P	N	P	P	P	P	N	N	N	N
Personal Services	N	N	N	N	N	N	P	P	P	C	N	N	N	N	N
Restaurants	N	N	N	N	N	N	P	C	P	P	P	N	N	N	N
Retail, Accessory	N	N	N	N	N	N	P	P	P	P	P	N	N	N	N
Retail, General	N	N	N	N	N	N	P	P	P	P	C	N	N	N	N
Retail, Warehouse Club	N	N	N	N	N	N	P	N	C	N	N	N	N	N	N
Smoke Shop	N	N	N	N	N	N	N	N	C	N	N	N	N	N	N
Temporary Real Estate	C	C	C	C	C	C	C	C	C	C	C	N	N	N	N
Thrift Store	N	N	N	N	N	N	C	C	C	N	N	N	N	N	N
Veterinary Facility	N	N	N	N	N	N	C	C	C	C	C	N	N	N	N
Automobile and Vehicle Uses															
Auto and Vehicle Sales and Rental	N	N	N	N	N	N	C	N	C	C	C	N	N	N	N
Auto and Vehicle Sales, Wholesale	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N
Auto and Vehicle Storage	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N
Auto Parts Sales	N	N	N	N	N	N	P	N	N	N	P	N	N	N	N

Car Washing and Detailing	N	N	N	N	N	N	C	N	C	C	C	N	N	N	N
Service Stations	N	N	N	N	N	N	C	N	C	C	C	N	N	N	N
Vehicle Services, Major	N	N	N	N	N	N	C	N	C	N	C	N	N	N	N
Vehicle Services, Minor	N	N	N	N	N	N	C	N	C	N	C	N	N	N	N
Industrial, Manufacturing, and Processing Uses															
Manufacturing, Major	N	N	N	N	N	N	N	N	N	C	C	N	N	N	N
Manufacturing, Minor	N	N	N	N	N	N	N	N	C	C	P	N	N	N	N
Manufacturing, Small Scale	N	N	N	N	N	N	N	C	C	P	P	N	N	N	N
Printing and Publishing	N	N	N	N	N	N	N	N	C	C	P	N	N	N	N
Recycling Facility, Collection	N	N	N	N	N	N	C	C	C	C	C	N	N	N	N
Recycling Facility, Processing	N	N	N	N	N	N	N	N	N	C	C	N	N	N	N
Recycling Facility, Scrap and Dismantling Facility	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N
Research and Development	N	N	N	N	N	N	N	C	P	P	P	N	N	N	N
Storage, Personal Storage Facility	N	N	N	N	N	N	C	N	C	N	P	N	N	N	N
Storage, Warehouse	N	N	N	N	N	N	N	N	N	C	P	N	N	N	N
Storage, Yards	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N
Wholesaling and Distribution	N	N	N	N	N	N	N	N	N	N	C	N	N	N	N

Notes:

- (1) See additional regulations for Accessory Dwelling Units and Junior Accessory Dwelling Units in Chapter 17.70.
- (2) See additional regulations for Emergency Shelters in Chapter 17.62.
- (3) See additional regulations for Home Occupations in Chapter 17.64.
- (4) Additional regulations applicable to animal keeping where permitted are as follows and within Title 6:
 - a. Domestic Pets. Keeping of any combination of five (5) or more cats and dogs is considered a kennel for the purposes of this title.
 - b. Exotic Animals. All exotic animals shall be kept and maintained a minimum distance of 40 feet from any property line, unless contained within the dwelling.
 - c. Livestock. One (1) livestock animal may be permitted for each twenty thousand (20,000) square feet. All livestock animals shall be kept and maintained a minimum distance of twenty (20) feet from any property line and a minimum distance of fifty (50) feet from any residential dwelling.
 - d. Poultry and Rabbits. All poultry animals shall be kept and maintained a minimum distance of twenty (20) feet from any property line.
- (5) See additional regulations for wireless communication facilities in Chapter 17.76.
- (6) Utility facilities and infrastructure involving hazardous or volatile gas and/or liquid pipeline development require approval of a conditional use permit.
- (7) See additional regulations for adult entertainment businesses in Chapter 17.58
- (8) See additional regulations for drive-in and drive-through facilities in Chapter 17.40.
- (9) See additional regulations for massage therapy in Chapter 17.66 and Chapter 8.32
- (10) Marijuana dispensaries are not permitted in any zoning district. See also, Chapter 5.64 and Chapter 8.33.
- (11) Commercial Marijuana Cultivation is not permitted in any zoning district. See also, Chapter 5.64 and Chapter 8.33.
- (12) Marijuana Delivery is not permitted in any zoning district. See also, Chapter 5.64 and Chapter 8.33.

(13) Personal Marijuana Cultivation is limited to up to six plants per residence, grown indoors within a locked area, by adults 21 years of age or older. See also, Chapter 8.33.

(14) Facilities meeting all specified requirements in Chapter 17.77 are permitted as noted above except in the Open Space (OS) and San Pablo Bay Conservation Area (SPBCA) District, otherwise a conditional use permit is required. See additional regulations for small cell wireless facilities in Chapter 17.77.

(Ord. 2020-04 § 2, 2020; Ord. 2019-03 § 4, 2019; Ord. 2017-14 § 2 (part), 2017; Ord. 2017-11 § 2, 2017; Ord. 2017-08 § 2 (part), 2017; Ord. 2016-04 § 6, 2016; Ord. 2016-03 § 2 (part), 2016; Ord. 2014-02 § 4, 2014; Ord. 2012-05 § 2, 2012; Ord. 2011-02: Ord. 2010-02 § 1 (part), 2010)

3. Pinole Municipal Code Chapter 17.22 Allowed Use Definitions [Amendment]

Sections 17.22.010 through 17.22.020(B) included.

Text to be removed shown in ~~strikeout text~~.

Text to be added shown in **bold and underline**.

ALLOWED USE DEFINITIONS

Sections:

17.22.010 Purpose.

17.22.020 Allowed use definitions.

17.22.010 PURPOSE.

The purpose of this chapter is to define use classifications listed in Chapter 17.20 (Allowed Land Uses and Required entitlements) and throughout this title. Use classifications are land uses that have been grouped into general categories on the basis of common function, product, or compatibility characteristics. This chapter should be used as a reference to Additional definitions for specialized terms used in the Zoning Code can be found in Article VI (Glossary). (Ord. 2010-02 § 1 (part), 2010)

17.22.020 ALLOWED USE DEFINITIONS.

A. The following list represents the complete list of allowed uses and corresponding definitions as used in Table 17.20.030-1 and throughout this title. Individual use classifications describe one (1) or more uses having similar characteristics, but do not list every use or activity that may appropriately be within the classification. Additional definitions are found in Article VI (Glossary). Allowed uses are organized into the following seven (7) use categories as follows:

1. Residential uses.
2. Agriculture, resource, and open space uses.
3. Recreation, education, and public assembly uses.
4. Utility, transportation, and communication uses.
5. Retail, service, and office uses.
6. Automobile and vehicle uses.
7. Industrial, manufacturing, and processing uses.

B. Residential Uses.

1. **ADULT DAY CARE HOME.** Defined by state law as the provision of non-medical care to six (6) or fewer adults, including seniors, in the provider's own home, for a period of less than twenty-four (24) hours at a time. Homes serving more than six (6) adults are included in "Adult Day Care Facility."

2. **CARETAKER HOUSING.** A residence that is accessory to a site with a non-residential primary use and that is needed for security, twenty-four (24)-hour care or supervision, or monitoring of facilities, equipment, or other conditions on the site.

3. **DWELLING, ACCESSORY/JUNIOR ACCESSORY.**

a. **ACCESSORY DWELLING UNIT.** An attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multi-family dwelling is or will be situated. An accessory dwelling unit also includes the following:

- i. An efficiency unit.
- ii. A manufactured home, as defined in Section 18007 of the Health and Safety Code.

b. **JUNIOR ACCESSORY DWELLING UNIT.** A unit that is no more than five hundred (500) square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure.

4. **DWELLING, MULTI-FAMILY.** A building designed and intended for occupancy by three (3) or more households living independently of each other, each in a separate dwelling unit, which may be owned individually or by a single landlord (e.g., apartment, apartment house, townhouse, condominium).

5. **DWELLING, SINGLE-FAMILY.** A building designed exclusively for occupancy by one (1) household on a single lot. This classification includes manufactured homes (defined in California Health and Safety Code Section 18007) and model homes for the first sale of homes within the subdivision.

6. **DWELLING, TWO-FAMILY.** An attached building (e.g., duplex) designed for occupancy by two (2) households living independently of each other, where both dwellings are located on a single lot. For the purposes of this title, this definition also includes half-plexes (two (2) attached units, each with a separate lot). Does not include accessory dwelling units (see

“Dwelling, Accessory/Junior Accessory”).

7. **DWELLING, THREE (3) - AND FOUR (4) -FAMILY.** An attached building (e.g., triplex) designed for occupancy by three (3) or four (4) households living independently of each other, where each dwelling is located on a single lot. Does not include accessory dwelling units (see “Dwelling, Accessory/Junior Accessory”).

8. **EMERGENCY SHELTER.** Housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person, as defined by § 50801(e) of the California Health and Safety Code. No individual or household may be denied emergency shelter because of an inability to pay.

9. **EMPLOYEE HOUSING.** As described in Section 17021.5 of the Health and Safety Code, employee housing means housing providing accommodations for six or fewer employees. Employee housing shall not be included within the definition of a boarding house, rooming house, hotel, dormitory, or other similar term that implies that the employee housing is a business run for profit or differs in any other way from a family dwelling. Housing meeting these conditions shall be deemed a single-family structure and no conditional use permit, zoning variance, or other zoning clearance shall be required of employee housing that is not required of a family dwelling of the same type in the same zone.

10. **FAMILY DAY CARE HOME.** Facilities that provide care, protection, and supervision of children, in the caregiver's home, for periods of less than twenty-four (24) hours per day, while the parents or authorized representatives are away.

Family day care homes. These facilities include the following, all of which are required to be licensed by the State of California Department of Social Services. These capacities include children under age ten (10) who live in the licensee's home. As defined in Section 1597.45(f) of the California Health and Safety Code, family day care homes include a detached single-family dwelling, a townhouse, a dwelling unit within a dwelling, or a dwelling unit within a covered multifamily dwelling in which the underlying zoning allows for residential uses. A family daycare home is where the family daycare provider resides, and includes a dwelling or dwelling unit that is rented, leased, or owned. The use of a home as a family daycare home is considered a residential use of property and does not constitute a change of occupancy for purposes of Part 1.5 (commencing with Section 17910) of Division 13 (State Housing Law) or for purposes of local building codes. Family day care homes are categorized as small family day care homes, providing child care for up to eight (8) children, and large family day care homes, providing child care for nine (9) to fourteen (14) children.

a. Large family. A home that provides family child care for nine (9) children to fourteen (14) children. These capacities include children under age ten (10) who live in the licensee's home and the assistant provider's children under age ten (10). A large family day care home is required to comply with the requirements of Section 7.060.

b. Small family. A home that provides family child care for up to eight (8) children.

11. GROUP RESIDENTIAL/HOME. Group Residential or Group Home, refers to various types of housing for populations covered by State and Federal regulatory procedures and laws, which typically consist of residences that are shared by unrelated persons 24-hours a day and include supervision, care, or services provided for the residents as required by State and Federal regulations. Group residential or group homes may include, but are not limited to:

a. Shared Living Residences – housing shared by unrelated persons such as recovery residences, boarding houses, dormitories, etc.

b. Group Homes for Persons with Disabilities – housing shared by unrelated persons with disabilities that provide peer and other support for their residents' disability-related needs and in which residents share cooking, dining, and living areas.

c. Licensed Group Homes – group homes that provide services requiring licenses under State law.

d. Unlicensed Group Homes – group homes that may provide some supportive services for their residents but not services that require licenses under State law.

e. Recovery Residences and Sober Living Homes - group homes for persons recovering from alcoholism or drug addiction in which the residents mutually support each other's recovery and sobriety and that do not require licenses from California Department of Health Care Services because they do not provide alcoholism or drug addiction recovery and treatment services.

f. Alcohol or Other Drug (AOD) Facilities – residential facilities licensed by the California Department of Health Care Services to provide addiction recovery and treatment services.

g. Community Care Facilities – facilities licensed by the Community Care Licensing Division of the State Department of Social Services to provide 24-hour non-medical residential care to children and adults with developmental disabilities who are in need of personal services, supervision, and/or assistance essential for self-protection or sustaining the activities of daily living.

h. Group Homes for Children – As defined in California Code of Regulations Title 22, Section 84001, Subdivision (g)(3), a facility which provides 24-hour care and supervision to children, provides services specified in this chapter to a specific client group, and maintains a structured environment, with such services provided at least in part by staff employed by the licensee. The care and supervision provided by a group home shall be nonmedical except as permitted by Welfare and Institutions Code Section 17736(b). Since small family and foster family homes, by definition, care for six or fewer children only, any facility providing 24-hour care for seven or more children must be licensed as a group home.

For the purposes of determining allowed land uses and required entitlements under Title 17, the use does not include “Residential Care Facilities”, “Supportive Housing”, and “Transitional Housing”, which are defined separately.

1211. HOME OCCUPATION. The conduct of a business within a dwelling unit or residential site, employing occupants of the dwelling, with the business activity being subordinate to the residential use of the property. Examples include, but are not limited to, accountants and financial advisors, architects, artists, attorneys, offices for construction businesses (no equipment or material storage), and real estate sales.

13. LOW BARRIER NAVIGATION CENTER. Consistent with California Government Code Section 65660, Low Barrier Navigation Center means a Housing First, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing. “Low Barrier” means best practices to reduce barriers to entry, and may include, but is not limited to, the following:

a. The presence of partners if it is not a population-specific site, such as for survivors of domestic violence or sexual assault, women, or youth.

b. Pets.

c. The storage of possessions.

d. Privacy, such as partitions around beds in a dormitory setting or in larger rooms containing more than two beds, or private rooms.

1412. MANUFACTURED HOME. The California Health and Safety Code, Section 18007, defines a manufactured home as a structure that meets the following criteria:

a. Transportable in one (1) or more sections;

b. When in the traveling mode, is eight (8) body feet or more in width, or forty (40) body feet or more in length, or, when erected on-site, is three hundred and twenty (320) or more square feet;

c. Built on a permanent chassis;

d. Designed to be used as a residential dwelling;

e. Erected with or without a permanent foundation when connected to the required utilities;

f. Includes the plumbing, heating, air conditioning, and electrical systems contained therein.

g. This term shall include any structure which meets all the requirements of this paragraph except the size requirements so long as the manufacturer voluntarily files a certification and complies with the standards established under this part. Manufactured home includes a mobile home subject to the National Manufactured Housing Construction and Safety Act of 1974 (42 U.S.C., Sec. 5401 et seq.).

1513. MOBILE HOME PARK. Consistent with definitions of state law (Welfare and Institution Code Section 18214), a mobile home park is any site that is planned and improved to accommodate two (2) or more mobile homes used for residential purposes, or on which two (2) or more mobile home lots are rented, leased, or held out for rent or lease, or were formerly held out for rent or lease and later converted to a subdivision, cooperative, condominium, or other form of resident ownership, to accommodate mobile homes used for residential purposes.

1614. RESIDENTIAL CARE FACILITIES. Residential facilities consistent ~~Consistent with the definitions of state law that provide assistance with living and include;~~ residential care facilities provide twenty-four (24)-hour non-medical care for six (6) or fewer persons eighteen (18) years of age or older emancipated minors, with chronic, life-threatening illness in need of personal services, protection, supervision, assistance, guidance, or training essential for sustaining the activities of daily living or for the protection of the individual includes, but is not limited to, rest homes, residential care facilities for the elderly, adult residential facilities, wards of the juvenile court, and other facilities licensed by the State of California.

a. Residential care facilities for the elderly (RCFE) – Per California Code of Regulations Title 22, Division 6, a housing arrangement chosen voluntarily by the resident, the resident's guardian, conservator or other responsible person; where 75 percent of the residents are sixty years of age or older and where varying levels of care and supervision are provided, as agreed to at time of admission or as determined necessary at subsequent times of reappraisal. Any younger residents must have needs compatible with other residents.

b. Residential care facilities for the chronically ill – Per California Code of Regulations Title 22, Division 6, any place, building, or housing arrangement which is maintained and operated to provide care and supervision to all or any of the following: 1) Adults with HIV disease or AIDS, 2) Emancipated minors with HIV disease or AIDS, or 3) Family units as defined in Section 87801(f)(1) with adults or children or both with HIV disease or AIDS.

c. Adult residential facilities (ARF) – facilities that provide assistance with living as defined and regulated by the California Department of Health Care Services and California Department of Social Services.

d. Other similar facilities not listed defined as residential care facilities by the State of California.

Convalescent homes, nursing homes, and similar facilities providing medical care are included under the definition of “Medical Services, Extended Care.”

1715. SINGLE ROOM OCCUPANCY (SRO) FACILITIES. Multi-unit housing for very low-income persons that typically consists of a single room and shared bath and also may include a shared common kitchen and common activity area. SROs may be restricted to seniors or be available to persons of all ages. Subsidized versions may be supervised by a government housing agency.

1816. SUPPORTIVE HOUSING. Supportive housing is consistent with the definition in California Government Code Section 65582(g), which is defined as housing ~~Housing~~ with no limit on length of stay, that is occupied by the target population, and that is linked to onsite or offsite service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community. Consistent with Section 65583 ~~(a)~~ **5(c)(3)** of the California Government Code, supportive housing shall be considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone ~~supportive housing will be permitted, conditionally permitted or prohibited in the same manner as other residential dwellings of the same type in the same zone under this code and applicable state law.~~

1917. TARGET POPULATION. Target population is consistent with the definition in California Government Code Section 65582(i), which is defined as ~~As defined in Section 65582(i) of the Government Code, target population is defined as~~ persons with low incomes who have one or more disabilities, including mental illness, HIV or AIDS, substance abuse, or other chronic health condition, or individual eligible for services provided pursuant to the Lanterman Developmental Disabilities Services Act (Division 4.5 (commencing with Section 4500) of the Welfare and Institutions Code) and may include, among other populations, adults, emancipate minors, families with children, elderly persons, young adults aging of the foster care system, individuals ~~exiting~~ **existing** from institutional settings, veterans, and homeless people.

2018. TRANSITIONAL HOUSING. Buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculation of the assisted unit to another eligible program recipient at some predetermined future point in time that shall be no less than six months from the beginning of the assistance. Consistent with Section 65583 ~~(a)~~ **5(c)(3)** of the California Government Code, transitional housing shall be considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone ~~transitional housing shall be permitted, conditionally permitted or prohibited in the same manner as other residential dwellings of the same type in the same zone under this code and applicable state law.~~

...

4. Pinole Municipal Code Chapter 17.38 Density Bonus [Replacement of Existing Chapter with Comprehensive Revision]

Full Chapter included.

All text is new text, shown in **bold and underline**.

CHAPTER 17.38

DENSITY BONUS

Sections:

17.38.010 Purpose.

17.38.020 Applicability.

17.38.030 Density Increase.

17.38.040 Modifications of Standards, Concessions and Incentives.

17.38.050 Affordable Units.

17.38.060 Application Procedure and Review.

17.38.010 PURPOSE.

The purpose of this chapter is to establish a program for density bonuses and other incentives in accordance with California Government Code Section 65915 et seq. to encourage the creation of housing affordable to moderate-, low-, and very low-income households, seniors, and other qualifying households under State law.

17.38.020 APPLICABILITY.

A. General. All proposed housing developments that qualify under California Government Code Section 65915 for a density increase and other incentives, and any qualified land transfer under California Government Code Section 65915 shall be eligible to apply for a density bonus (including incentives and/or concessions) consistent with the requirements, provisions and obligations set forth in California Government Code Section 65915, as it may be amended from time to time.

1. Density bonus, as defined in California Government Code Section 65915, means a density increase over the otherwise maximum allowable gross residential density as of the date of application by the applicant to the city, or, if elected by the applicant, a lesser percentage of density increase, including, but not limited to, no increase in density.

B. Compliance. The applicant shall comply with all requirements stated in California Government Code Sections 65915 through 65918. The requirements of California Government Code Sections 65915 through 65918, and any amendments thereto, shall prevail over any conflicting provision of this Code.

C. Excluded Development. An applicant shall not receive a density bonus or any other incentive or concession if the housing development would be excluded under California Government Code Section 65915.

D. Interpretation. The provisions of this chapter shall be interpreted to implement and be consistent with the requirements of California Government Code Section 65915. Any changes to California Government Code Section 65915 shall be deemed to supersede and govern over any conflicting provisions contained herein. If any portion of this chapter conflicts with State Density Bonus Law or other applicable State law and such conflict results in a density bonus that is less than what would otherwise be allowed through State law, State law shall supersede the conflicting provision in this chapter. Any ambiguities in this chapter shall be interpreted to be consistent with State Density Bonus Law.

E. Replacement Housing Requirement. Pursuant to California Government Code Section 65915(c)(3), an applicant will be ineligible for a density bonus or other incentives unless the applicant complies with the replacement housing requirements therein.

17.38.030 DENSITY INCREASE.

A. General. If a qualifying affordable housing project or land transfer/cash payment meets the criteria of California Government Code Section 65915 et seq., the project shall be granted a density bonus, the amount of which shall be as specified in California Government Code Section 65915 et seq.

B. Local Density Bonus Enhancement. The following projects may request density bonuses and incentives beyond those provided California Government Code Section 65915 as established below:

1. Senior Housing Project. Senior housing projects may request density bonus of at least ten (10) percent above the density bonus provided under State Density Bonus Provisions. For example, a senior housing project that is eligible for a thirty percent (30%) density bonus under State Density Bonus Provisions would be eligible for a forty percent (40%) density bonus with application of the Local Density Bonus Enhancement.

C. Density Bonus Units. Except as otherwise required by California Government Code § 65915, the density bonus units shall not be included when calculating the total number of housing units that qualifies the housing development for a density bonus.

17.38.040 MODIFICATION OF STANDARDS, CONCESSIONS AND INCENTIVES.

A. Requested Modifications. In accordance with the provisions and restrictions established by California Government Code Section 65915, the applicant for a density bonus may submit a request for the waiver or reduction of development standards; concessions or incentives; and parking reductions.

B. Waiver or Reduction of Standards. The City shall grant a waiver or reduction of development standards that have the effect of physically precluding the construction of a housing development incorporating the density bonus and any incentives or concessions granted to the applicant, unless it finds any of the following:

1. The application of the development standard does not have the effect of physically precluding the construction of a housing development at the density allowed by the density bonus and with the incentives or concessions granted to the applicant;
2. The waiver or reduction of the development standard would have a specific, adverse impact, as defined in Government Code Section 65589.5(d)(2), upon health, safety, or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact;
3. The waiver or reduction of the development standard would have an adverse impact on any real property that is listed in the California Register of Historical Resources; or
4. The waiver or reduction of the development standard would be contrary to state or federal law.

C. Concessions or Incentives. The City shall grant concessions or incentives requested by the applicant, the number of which is established by California Government Code Section 65915(d), unless the City makes a written finding, based upon substantial evidence, of any of the following:

1. The concession or incentive does not result in identifiable and actual cost reductions as defined in California Government Code Section 65915, to provide for affordable housing costs, as defined in Health and Safety Code Section 50052.5, or for rents for the targeted units to be set as specified in Government Code Section 65915(c).
2. The concession or incentive would have a specific, adverse impact, as defined in Government Code Section 65589.5(d)(2), upon public health and safety or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact without rendering the development unaffordable to low-income and moderate-income households.
3. The concession or incentive would be contrary to state or federal law.

D. Parking Reductions. The applicant may request, and the City shall grant, a reduction in parking requirements in accordance with California Government Code Section 65915(p).

17.38.050 AFFORDABLE UNITS.

A. Affordable Housing Agreement. The applicant shall complete an affordable housing agreement to establish terms of affordability for affordable units within the proposed project, per Chapter 17.32 Affordable Housing Requirements.

B. Design. Affordable units shall have the same exterior appearance and quality of construction as the market-rate units. Appliances and finishes in the affordable units shall be the same as in the market rate units with the same number of bedrooms.

C. Size. The size of affordable units shall be the same size as the market rate units in the development. For the purposes of this section, "same size" shall mean that the affordable units shall satisfy all of the following requirements:

1. The number of bedrooms in affordable units shall be the same as the number of bedrooms in the market rate units. If the market rate units have varied numbers of bedrooms, the distribution of the number of bedrooms in the affordable units shall be the same percentages as in the market rate units;
2. The square footage of an affordable unit shall be no less than ninety percent (90%) of the median square footage of the market rate units with the same number of bedrooms;
3. If the affordable unit is alienable separate from the title to any other dwelling unit, the parcel on which the affordable unit is located shall be no less than ninety percent (90%) of the median square footage of the parcels on which market rate units with the same number of bedrooms are located.

D. Distribution. In a mixed-income development, affordable units shall be dispersed throughout the development. Without limiting the foregoing, in no event shall an affordable unit be adjacent to more than one other affordable unit (unless the adjacent affordable unit is located on a different floor in a multi-floor building). Residents of affordable units shall be entitled to use all of the same amenities and facilities of the residential development as residents of market rate units within the residential development.

E. For Sale Units. Projects consisting of for-sale units shall meet conditions for sale and re-sale, including equity sharing agreements, established in California Government Code Section 65915, et seq.

F. Local Preference. Except when prohibited by state or federal law, preference shall be given to households that live or work in Pinole when selling or leasing affordable units within a density bonus development.

17.38.060 APPLICATION PROCEDURE AND REVIEW.

A. Application Requirements. An application for a density increase or other incentives under this chapter shall be submitted in writing to the Planning Division to be processed concurrently with all other entitlements of the proposed housing development. The application for a housing development shall contain information sufficient to fully evaluate the request under the requirements of this chapter, and in connection with the project for which the request is made, including, but not limited to, the following:

1. A brief description of the proposed housing development;

2. The total number of housing units and/or shared housing units (as defined in California Government Code Section 65915(o)(6)) proposed in the development project, including unit sizes and number of bedrooms;

3. The total number of units proposed to be granted through the density increase and incentive program over and above the otherwise maximum density for the project site;

4. The total number of units to be made affordable for sale or rental to very low-, low- or moderate-income households, or senior citizens, or other qualifying residents;

5. The zoning, general plan designations, and assessor's parcel number(s) of the project site;

6. A vicinity map and preliminary site plan, drawn to scale, including building footprints, driveways, and parking layout;

7. A list of any concession(s) or incentive(s) being requested to facilitate the development of the project, and a description of why the concession(s) or incentive(s) is needed.

B. Application Review. The application shall be considered as follows:

1. Review of density bonus applications shall be in conjunction with the requested entitlements to develop the project. The approving authority for the requested entitlements shall also be the approving authority to approve, conditionally approve, or deny project entitlements and density bonus requests.

2. If the project or aspect of the project is not to be otherwise considered by the Planning Commission or the City Council, the request being made under this chapter shall be considered by the Community Development Director or designee. The request shall be approved if the applicant complies with the provisions of California Government Code Section 65915 et seq.

Reference 4R. Pinole Municipal Code Chapter 17.38 Density Bonus
[Existing Chapter Reference]

Full Chapter included.

Existing chapter and text for reference. To be replaced by **4. Pinole Municipal Code Chapter 17.38 Density Bonus** [Replacement of Existing Chapter with Comprehensive Revision]

CHAPTER 17.38

DENSITY BONUS

Sections:

- 17.38.010 Purpose.
- 17.38.020 Eligibility for density bonus and incentives and concessions.
- 17.38.030 General requirements.
- 17.38.040 Number and types of density bonuses and incentives and concessions allowed.
- 17.38.050 Location of density bonus units.
- 17.38.060 Continued availability.
- 17.38.070 Requirement to replace affordable housing to qualify for density bonus, incentive, or concession.
- 17.38.080 Process for approval or denial.
- 17.38.090 Administrative fee.

17.38.010 PURPOSE.

The purpose of this chapter is to provide incentives for the production of housing for very low income, lower income, moderate income, special needs, and senior households in the city and to establish procedures for carrying out the legislative requirements and complying with California Government Code Section 65915, *et seq.* In enacting this chapter, it is the intent of the city to facilitate the development of affordable housing by positively impacting the economic feasibility of providing lower income housing and implementing the goals, objectives, and policies of the city's housing element. (Ord. 2010-02 § 1 (part), 2010)

17.38.020 ELIGIBILITY FOR DENSITY BONUS AND INCENTIVES AND CONCESSIONS.

The city shall grant one (1) density bonus, with concessions or incentives, as specified in Section 17.38.040 (number and types of density bonuses and incentives and concessions allowed), when the applicant for the residential development seeks and agrees to construct a residential development, excluding any units permitted by the density bonus awarded pursuant to this chapter, that will contain at least one (1) of the following:

- A. Ten percent (10%) of the total units of a housing development for lower income households;
- B. Five percent (5%) of the total units of a housing development for very low income households;
- C. A senior citizen housing development or age-restricted mobile home park; or
- D. Ten percent (10%) of the total dwelling units in a common interest development as defined in California Civil Code Section 1351 for persons and families of moderate income, provided that all units in the development are offered to the public for purchase. The above units qualifying a development for a density bonus shall be referred to as "target units." The applicant shall specify which of the above paragraphs the basis for the density bonus is. The percentage of total units proposed to qualify the development for a density bonus shall not be rounded up. Example: for a two hundred (200)-unit project that proposes twenty-one (21) lower income units (or 10.5%), the allowed density bonus would be based on ten percent (10%) lower income units, not eleven (11%).

(Ord. 2016-04 § 8 (part), 2016; Ord. 2010-02 § 1 (part), 2010)

17.38.030 GENERAL REQUIREMENTS.

The following general requirements apply to the application and determination of all incentives and bonuses:

- A. Rounding. All density calculations resulting in fractional units shall be rounded up to the next whole number.
- B. Relation to General Plan, Zoning. The granting of a density bonus, or a concession or incentive, shall not be interpreted, in and of itself, to require a general plan amendment, zoning change, or other discretionary approval.
- C. Density Bonus Excluded in Calculation. The density bonus shall not be included when calculating the total number of housing units that qualifies the housing development for a density bonus.
- D. Parking. Upon request by the applicant, the city shall not require that a housing development meeting the requirements of Section 17.38.020 (Eligibility for Density Bonus and Incentives and Concessions) provide a vehicular parking ratio, inclusive of handicapped and guest parking, that exceeds the following:
 - 1. Zero (studio) to one (1) bedroom: one (1) on-site parking space per unit;
 - 2. Two (2) to three (3) bedrooms: two (2) on-site parking spaces per unit;

3. Four (4) or more bedrooms: two and one-half (2 1/2) parking spaces per unit;

4. If the total of parking spaces required for a housing development is other than a whole number, the number shall be rounded up to the next whole number. For purposes of this subsection, a development may provide "on-site parking" through tandem parking or uncovered parking, but not through on-street parking.

E. Waived or Reduced Development Standards.

1. The city shall not apply any development standard that would have the effect of physically precluding the construction of a housing development meeting the requirements of Section 17.38.020 (Eligibility for Density Bonus and Incentives and Concessions) at the densities or with the incentives or concessions permitted by this chapter.

2. An applicant may submit to the city a proposal for the waiver or reduction of development standards, when standards would have the effect of physically precluding the proposed development, and may request a meeting with the city. Nothing in this section, however, shall be interpreted to require the city to waive or reduce development standards if:

a. The waiver or reduction would have a specific adverse impact, as defined in paragraph (2) of subdivision (d) of Section 65589.5 of the California Government Code, upon health and safety or the physical environment and for which the city determines there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact; or

b. This would have an adverse impact on any real property that is listed in the California Register of Historical Resources.

c. The waiver or reduction would be contrary to state or federal law.

3. A proposed waiver or reduction of development standards shall neither reduce nor increase the number of allowable incentives or concessions under Section 17.38.040.

F. Multiple Zoning Districts. If the site of a development proposal is located in two (2) or more zoning districts, the number of dwelling units permitted in the development is the sum of the dwelling units permitted in each of the zoning districts based on the site acreage within each zoning district. The permitted number of dwelling units may be distributed within the development without regard to the zone boundaries.

G. Affordable Housing Requirements. For projects subject to Chapter 17.32 (Affordable Housing Requirements) of this title, the affordable housing units required by that chapter may be counted toward the affordable units required to qualify for a density bonus per Section 17.38.020.

H. Nothing in this chapter shall be construed to enlarge or diminish the authority of the city to require a developer to donate land as a condition of development.

I. Agreement Required.

1. Prior to the award of a density bonus and any related incentives or concessions, the applicant shall enter into an agreement with the city to ensure the continued affordability of all target units.

2. For all target units, the agreement shall specify the household-income classification, number, location, size and construction scheduling and shall require target units in a project and phases of a project to be constructed concurrently with the construction of non-target units. The agreement shall include such other provisions as necessary to establish compliance with the requirements of this chapter.

J. Reports. The applicant shall submit financial or other reports along with the application for the project to establish compliance with this chapter. The city may retain a consultant to review any financial report (pro forma). The cost of the consultant shall be borne by the applicant except if the applicant is a non-profit organization, the cost of the consultant may be paid by the city upon prior approval of the City Council.

K. CEQA Review. Any residential development that qualifies for a density bonus shall not be exempt from compliance with the California Environmental Quality Act.

(Ord. 2016-04 § 8 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.38.040 NUMBER AND TYPES OF DENSITY BONUSSES AND INCENTIVES AND CONCESSIONS ALLOWED.

A. Density Bonus. A housing development that satisfies the eligibility requirements in Section 17.38.020 of this chapter shall be entitled to the following density bonus:

1. For developments providing ten percent (10%) lower income target units, the city shall provide a twenty percent (20%) increase above the otherwise maximum allowable residential density as of the date of application, plus a one-and-a-half percent (1 1/2%) supplemental increase over that base for every one percent (1%) increase in low income target units above ten percent (10%). The maximum density bonus allowed including supplemental increases is thirty-five percent (35%).

2. For developments providing five percent (5%) very low income target units, the city shall provide a twenty percent (20%) increase above the otherwise maximum allowable residential density as of the date of application, plus a two and a half percent (2 1/2%) supplemental increase over that base for every one percent (1%) increase in very low income target units above five percent (5%). The maximum density bonus allowed including supplemental increases is thirty-five percent (35%).

3. For senior citizen housing developments, a flat twenty percent (20%) of the number of senior units.

4. For common interest developments providing ten percent (10%) moderate income target units, the city shall provide a five percent (5%) increase above the otherwise maximum allowable residential density as of the date of application, plus a one percent (1%) increase in moderate income units above ten percent (10%). The maximum density bonus allowed including supplemental increases is thirty-five percent (35%).

B. Number of Incentives or Concessions. In addition to the density bonus described in this section, an applicant may request specific incentives or concessions. The applicant shall receive the following number of incentives or concessions.

1. One (1) incentive or concession for projects that include at least ten percent (10%) of the total units for lower income households, at least five percent (5%) for very low income households, or at least ten percent (10%) for persons and families of moderate income in a common interest development.

2. Two (2) incentives or concessions for projects that include at least twenty percent (20%) of the total units for lower income households, at least ten percent (10%) for very low income households, or at least twenty percent (20%) for persons and families of moderate income in a common interest development.

3. Three (3) incentives or concessions for projects that include at least thirty percent (30%) of the total units for lower income households, at least fifteen percent (15%) for very low income households, or at least thirty percent (30%) for persons and families of moderate income in a common interest development.

4. The city shall grant the concession or incentive requested by the applicant unless it makes a written finding of either of the following:

a. The concession or incentive is not required in order to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set as specified in subdivision (c).

b. The concession or incentive would have a specific adverse impact, as defined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate-income households.

c. The concession or incentive would be contrary to state or federal law.

C. Available Incentives and Concessions.

1. A reduction in the site development standards or a modification of this title requirements or architectural design requirements that exceed the minimum building standards approved by the California Building Standards Commission as provided in Part 2.5 Section (commencing with 18901) of Division 13 of the Health and Safety Code, including but not limited to a reduction in setback and square footage requirements and in the ratio of vehicle parking spaces that would otherwise be required and that results in identifiable, financially sufficient, and actual cost reductions.

2. Approval of mixed-use zoning in conjunction with the housing development if the non-residential land uses will reduce the cost of the housing development and the non-residential land uses are compatible with the housing development and existing or planned development in the area in which the housing development will be located.

3. Other regulatory incentives or concessions proposed by the applicant or the city that result in identifiable, financially sufficient, and actual cost reductions.

4. Priority processing of a housing development that qualifies for a density bonus based on income restricted units.

D. Additional Density Bonus and Incentives and Concessions for Donation of Land to the city.

1. When an applicant for a tentative subdivision map, parcel map, or other residential development approval donates land to the city and agrees to include a minimum of ten percent (10%) of the total units before the density bonus for very low income households, the applicant shall be entitled to a fifteen percent (15%) increase above the otherwise maximum allowable residential density, plus a one percent (1%) supplemental increase for each additional percentage of very low income units to a maximum density bonus of thirty-five percent (35%) for the entire development.

2. The density bonus provided in this subsection shall be in addition to any other density bonus provided by this chapter up to a maximum combined density bonus of thirty-five percent (35%).

3. The applicant shall be eligible for the increased density bonus described in this subsection if all of the following conditions are met:

a. The applicant donates and transfers the land no later than the date of approval of the final subdivision map, parcel map, or residential development application;

b. The developable acreage and zoning designation of the land being transferred are sufficient to permit construction of units affordable to very low income households in an amount not less than ten percent (10%) of the number of residential units of the proposed development;

c. The transferred land is at least one (1) acre in size or of sufficient size to permit development of at least forty (40) units, has the appropriate general plan designation, is appropriately zoned with appropriate development standards for development at the density described in paragraph (3) of subdivision (c) of Section 65583.2 of the Government Code, and is

or will be served by adequate public facilities and infrastructure.

d. The transferred land shall have all of the entitlements and approvals, other than building permits, necessary for the development of the very low income housing units on the transferred land, not later than the date of approval of the final subdivision map, parcel map, or residential development application, except that the city may subject the proposed development to subsequent design review to the extent authorized by subdivision (i) of Section 65583.2 of Government Code if the design is not reviewed by the city prior to the time of transfer;

e. The transferred land and the affordable units shall be subject to a deed restriction ensuring continued affordability of the units consistent with the requirements of this chapter which shall be recorded on the property at the time of the transfer;

f. The land is transferred to the city or to a housing developer approved by the city;

g. The transferred land shall be within the boundary of the proposed development or, if the city agrees, within 1/4 mile of the boundary of the proposed development; and

h. A proposed source of funding for the very low income units shall be identified not later than the date of approval of the final subdivision map, parcel map, or residential development application.

4. Nothing in this subsection shall be construed to enlarge or diminish the authority of the city to require a developer to donate land as a condition of development.

E. Additional density bonus or incentives and concessions for development of child care facility.

1. Housing developments meeting the requirements of Section 17.38.020 (Eligibility for Density Bonus and Incentives and Concessions) and including a child care facility that will be located on the premises of, as part of, or adjacent to the housing development shall receive either of the following:

a. An additional density bonus that is an amount of square footage of residential space that is equal to or greater than the amount of square footage in the child care facility.

b. An additional incentive or concession that contributes significantly to the economic feasibility of the construction of the child care facility.

2. The city shall require the following as conditions of approving the housing development.

a. The child care facility shall remain in operation for a period of time that is as long as or longer than the period of time during which the target units are required to remain affordable, pursuant to Subdivision (c) of Section 65915 of the Government Code; and

b. Of the children who attend the child care facility, the children of very low income households, lower income households, or persons or families of moderate income shall equal a percentage that is equal to or greater than the percentage of target units that are required pursuant to Section 17.38.020 (Eligibility for Density Bonus and Incentives and Concessions).

3. Notwithstanding any other requirements of this section, the city shall not be required to provide a density bonus or incentive or concession for a child care facility if it makes a written finding, based upon substantial evidence, that the community has adequate child care facilities.

F. Condominium Conversion Incentives for Low Income Housing Development.

1. An applicant for approval to convert apartments to a condominium project may submit to the city a preliminary proposal pursuant to this subsection prior to the submittal of any formal requests for subdivision map approvals. The city shall, within ninety (90) days of receipt of a written proposal, notify the applicant in writing of the manner in which it will comply with this subsection.

2. When an applicant for approval to convert apartments to a condominium project agrees to the following, the city shall grant either a density bonus of twenty-five percent (25%) over the number of apartments, to be provided within the existing structure or structures proposed for conversion, or provide other incentives of equivalent financial value.

a. Provide at least thirty-three percent (33%) of the total units of the proposed condominium project to persons and families of low or moderate income, or provide at least fifteen percent (15%) of the total units of the proposed condominium project to lower income households; and

b. Agree to pay for the reasonably necessary administrative costs incurred by the city.

3. For purposes of this division, "other incentives of equivalent financial value" shall not be construed to require the city to provide cash transfer payments or other monetary compensation but may include the reduction or waiver of requirements which the city might otherwise apply as conditions of conversion approval.

4. The City may place such reasonable conditions on the granting of a density bonus or other incentives of equivalent financial value as the City finds appropriate, including but not limited to, conditions which assure continued affordability of units to subsequent purchasers who are persons and families of low and moderate income or lower income households.

5. Nothing in this subsection shall be construed to require the city to approve a proposal to convert apartments to

condominiums.

6. An applicant shall be ineligible for a density bonus or other incentives under this subsection if the apartments proposed for conversion constitute a housing development for which a density bonus or other incentive was previously provided under Government Code Section 65915.

7. An applicant shall be ineligible for a density bonus or any other incentives or concessions under this Section if the condominium project is proposed on any property that includes a parcel or parcels on which rental dwelling units are or, if the dwelling units have been vacated or demolished in the five-year period preceding the application, have been subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income; subject to any other form of rent or price control through the City's valid exercise of its police power; or occupied by lower or very low income households, unless the proposed condominium project replaces those units, as defined in Government Code Section 65915(c)(3)(B), and either of the following applies:

a. The proposed condominium project, inclusive of the units replaced pursuant to Government Code Section 65915(c)(3)(B), contains affordable units at the percentages set forth in Subsection (a) above.

b. Each unit in the development, exclusive of a manager's unit or units, is affordable to, and occupied by, either a lower or very low income household.

(Ord. 2016-04 § 8 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.38.050 LOCATION OF DENSITY BONUS UNITS.

The location of density bonus units within the housing development may be at the discretion of the developer. However, the target units shall be dispersed throughout the housing development and when feasible shall contain, on average, the same number of bedrooms as the non-target units in the development, and shall be compatible with the design or use of the remaining units in terms of appearance, materials, and quality finish.

(Ord. 2016-04 § 7 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.38.060 CONTINUED AVAILABILITY.

A. If a housing development provides low or very low income target rental units to qualify for a density bonus, the target units must remain restricted to lower or very low income households for a minimum of fifty-five (55) years from the date of issuance of the certificate of occupancy by the Building Official, or longer if required by the project financing.

B. In the case of all for-sale units that qualified the applicant for the award of the density bonus, the initial occupant shall be persons and families of very low, low, or moderate income households, as required. The applicant shall enter into and the City shall enforce an equity sharing agreement, unless it is in conflict with the requirements of another public funding source or law. The following requirements shall apply to the equity sharing agreement:

1. Upon resale, the seller of the target units shall retain the value of any improvements, the down payment, and the seller's proportionate share of appreciation. The city shall recapture any initial subsidy and its proportionate share of appreciation which shall then be used within five (5) years for any of the purposes described in subdivision (e) of Section 33334.2 of the California Health and Safety Code that promote homeownership.

2. The city's initial subsidy shall be equal to the fair market value of the home at the time of initial sale minus the initial sale price to the moderate income household, plus the amount of any down payment assistance or mortgage assistance. If upon resale the market value is lower than the initial market value, then the value at the time of the resale shall be used as the initial market value.

3. The city's "proportionate share" shall be equal to the ratio of the local government's initial subsidy to the fair market value of the home at the time of the initial sale.

C. Sales price for for-sale affordable very low, low, and moderate income units shall be set at affordable housing cost. Rents for affordable low and very low income rental units shall be set at an affordable rent.

D. Unless otherwise governed by other funding sources, first priority for the affordable units will be given to individuals who reside, work, go to school, or have family in the City of Pinole.

E. The developer shall submit a project financial report (pro forma) demonstrating that the requested incentives or concessions are required to provide for affordable rents or affordable housing costs, as applicable. The City may retain a consultant to review the financial report. The cost of the consultant shall be borne by the developer with the following exception:

1. If the applicant is a nonprofit organization, the cost of the consultant may be paid by the City upon prior approval of the City Council.

F. All affordable units shall be occupied by the household type specified in the written agreement required under Section 17.38.030 I. The developer's obligation to maintain these units as affordable housing shall be evidenced by the master regulatory agreement which shall be recorded as deed restriction running with the land.

G. Prior to the rental or sale of any affordable unit, the City or its designee, shall verify the eligibility of the prospective tenant or buyer.

H. The City may establish fees associated with the setting up and monitoring of affordable units.

I. For rental affordable very low and low income units:

1. The owner shall obtain and maintain on file certifications by each household. Certification shall be obtained immediately prior to initial occupancy by each household and annually thereafter, in the form provided by the City or its designee. The owner shall obtain updated forms for each household on request by the City, but in no event less frequently than once a year. The owner shall maintain complete, accurate and current records pertaining to the housing development, and shall permit any duly authorized representative of the City to inspect the records pertaining to the affordable units and occupants of these units.

2. The owner shall submit an annual report to the City, on a form provided by the City. The report shall include for each affordable unit the rent, income, and family size of the household occupying the unit.

3. The owner shall provide to the City any additional information required by the City to insure the long-term affordability of the affordable units by eligible households.

(Ord. 2016-04 § 8 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.38.070 REQUIREMENT TO REPLACE AFFORDABLE HOUSING TO QUALIFY FOR DENSITY BONUS, INCENTIVE, OR CONCESSION.

A. An applicant shall be ineligible for a density bonus or any other incentives or concessions under this Chapter if the housing development is proposed on any property that includes a parcel or parcels on which rental dwelling units are or, if the dwelling units have been vacated or demolished in the five-year period preceding the application, have been subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income; subject to any other form of rent or price control through the City's valid exercise of its police power; or occupied by lower or very low income households, unless the proposed housing development replaces those units, and either of the following applies:

1. The proposed housing development, inclusive of the units replaced pursuant to this paragraph, contains affordable units at the percentages set forth in Section 17.38.040 A.

2. Each unit in the development, exclusive of a manager's unit or units, is affordable to, and occupied by, either a lower or very low income household.

B. For the purposes of this Section, "replace" shall mean either of the following:

1. If any dwelling units described in Subsection (A) above are occupied on the date that the application is submitted to the City, the proposed housing development shall provide at least the same number of units of equivalent size, or type, or both, to be made available at affordable rent or affordable housing cost to, and occupied by, persons and families in the same or lower income category as those households in occupancy. For unoccupied dwelling units described in Subsection (a) above in a development with occupied units, the proposed housing development shall provide units of equivalent size or type, or both, to be made available at affordable rent or affordable housing cost to, and occupied by, persons and families in the same or lower income category in the same proportion of affordability as the occupied units. All replacement calculations resulting in fractional units shall be rounded up to the next whole number. If the replacement units will be rental dwelling units, these units shall be subject to a recorded affordability restriction for at least 55 years. If the proposed development is for-sale units, the units replaced shall be subject to Subsection (B)(2) below.

2. If all dwelling units described in Subsection (A) above have been vacated or demolished within the five-year period preceding the application, the proposed housing development shall provide at least the same number of units of equivalent size or type, or both, as existed at the highpoint of those units in the five-year period preceding the application to be made available at affordable rent or affordable housing cost to, and occupied by, persons and families in the same or lower income category as those persons and families in occupancy at that time, if known. If the incomes of the persons and families in occupancy at the highpoint is not known, then one-half of the required units shall be made available at affordable rent or affordable housing cost to, and occupied by, very low income persons and families and one-half of the required units shall be made available for rent at affordable housing costs to, and occupied by, low-income persons and families. All replacement calculations resulting in fractional units shall be rounded up to the next whole number. If the replacement units will be rental dwelling units, these units shall be subject to a recorded affordability restriction for at least 55 years. If the proposed development is for-sale units, the units replaced shall be subject to Section 17.38.060 B.

(Ord. 2016-04 § 8 (part), 2016)

17.38.080 PROCESS FOR APPROVAL OR DENIAL.

A. Process for Approval. The density bonus and incentive(s) and concession(s) request shall be considered in conjunction with any necessary development entitlements for the project. The designated approving authority for density bonuses, incentives, and concessions shall be the City Council. In approving the density bonus and any related incentives or concessions, the city and applicant shall enter into a density bonus agreement.

B. Approval of Density Bonus Required. The city shall grant the density bonus requested by the applicant provided it is consistent with the requirements of this chapter and state law.

C. Approval of Incentives or Concessions Required Unless Findings Made. The city shall grant the incentive(s) and

concession(s) requested by the applicant unless the city makes a written finding, based upon substantial evidence, of any of the following:

1. The incentive or concession is not required in order to provide for affordable housing costs or affordable rent for the target units.
2. The incentive or concession would have a specific adverse impact, as defined in paragraph (2) of subdivision (d) of Section 65589.5 of the California Government Code, upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which the city determines there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate income households.
3. The concession or incentive would be contrary to state or federal law.

(Ord. 2016-04 § 8 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.38.090 ADMINISTRATIVE FEE.

The city shall charge applicants an administrative fee to cover the city's cost to review all materials submitted in accordance with this chapter and for ongoing enforcement of this chapter. The amount of the administrative fee shall be established by City Council resolution and updated as required. Fees will be charged for staff time and materials associated with:

- A. Review and approval of applications for the proposed development;
- B. Project marketing and lease-up; and
- C. Long-term compliance of the applicant and successors-in-interest to the applicant, with respect to the affordable housing units.

(Ord. 2016-04 § 8 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

5. Pinole Municipal Code Chapter 17.61 Low Barrier Navigation Centers [New Chapter]

Full Chapter included.

All text is new text, shown in **bold and underline**.

CHAPTER 17.61

LOW BARRIER NAVIGATION CENTERS

Sections:

17.61.010 Purpose.

17.61.020 Permit requirements.

17.61.030 Facility requirements.

17.61.040 Application review.

17.61.010 PURPOSE.

The purpose of this chapter is to establish regulations governing establishment of low barrier navigation centers that provide service-enriched shelter focused on moving people into permanent housing consistent with California Government Code Section 65660.

17.61.020 PERMIT REQUIREMENTS.

A. Allowable Use Requirements. Low barrier navigation centers are uses allowed by right as established in Article II. (Zoning Districts, Allowed Uses, and Development Standards), including in the land use tables within Title 17 or within the City's specific plan as applicable, where such uses meet all requirements outlined in this Chapter, consistent with the provisions of Government Code Section 65660, et sq.

B. Application Review.

1. New Development. Applications for low barrier navigation centers requiring new construction or additions to existing structures shall be subject to approval of applicable entitlements under Chapter 17.12.

2. No New Development or Interior Renovations. Applications for low barrier navigation centers that do not involve new construction or involve only interior renovations of existing facilities shall be reviewed through permits required to establish the business and operations. Information and materials that address facility requirements established in this Chapter shall be included with such permits.

17.61.030 FACILITY REQUIREMENTS.

A. Service. The facility offers services to connect people to permanent housing through a services plan that identifies services staffing.

B. Coordinated Entry System. The facility is linked to a coordinated entry system, so that staff in the interim facility or staff who colocate in the facility may conduct assessments and provide services to connect people to permanent housing.

1. "Coordinated entry system" means a centralized or coordinated assessment system developed pursuant to Section 576.400(d) or Section 578.7(a)(8), as applicable, of Title 24 of the Code of Federal Regulations, as those sections read on January 1, 2020, and any related requirements, designed to coordinate program participant intake, assessment, and referrals.

C. Welfare and Institutions Code. The facility complies with Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.

D. Information System. The facility has a system for entering information regarding client stays, client demographics, client income, and exit destination through the local Homeless Management Information System as defined by Section 578.3 of Title 24 of the Code of Federal Regulations.

E. Development. New development shall meet all applicable development standards of the underlying zoning district.

17.61.040 APPLICATION REVIEW.

A. Completeness Review. The City will notify the applicant on whether the application is complete within 30 days of receipt of an application for a Low Barrier Navigation Center development and identify items required to complete an incomplete application.

B. Action on Complete Application. Within 60 days of receipt of a completed application for a Low Barrier Navigation Center development, the City will act upon its review of the application.

C. Entitlements and Permits. Nothing in this chapter shall preclude the need to obtain approval of entitlements or permits required to construct or renovate the facilities.

6. Pinole Municipal Code Chapter 17.62 Emergency Shelters [Amendment]

Full Chapter included.

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CHAPTER 17.62

EMERGENCY SHELTERS

Sections:

- 17.62.010 Purpose.
- 17.62.020 Permit requirements and exceptions.
- 17.62.030 Development requirements.
- 17.62.040 Operational requirements.

17.62.010 PURPOSE.

The purpose of this chapter is to establish regulations governing the erection, operation, and occupancy of emergency shelters to allow for the adequate requirement of emergency housing services for vulnerable members of the community while protecting and upholding the general public health, safety, and welfare.

(Ord. 2016-04 § 7 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.62.020 PERMIT REQUIREMENTS AND EXCEPTIONS.

A. Permit Requirements. Emergency shelters are conditionally allowed or allowed by right as established in Article II. (Zoning Districts, Allowed Uses, and Development Standards), including in the land use tables within Title 17 or within the City's specific plan as applicable. In addition to satisfying the requirements listed below, emergency shelters shall comply with all federal and California licensing requirements and all applicable California or Uniform Building and Fire Codes, including maximum occupancy restrictions.

B. Exceptions to Permit Requirements.

1. Emergency Shelters may exceed the maximum thirty (30)-bed limitation below through a conditional use permit subject to approval by the designated approving authority, in accordance with Government Code Section 65589.5(d).

(Ord. 2016-04 § 7 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.62.030 DEVELOPMENT REQUIREMENTS.

A. Location and Separation. Emergency shelters of more than ten (10) persons shall be situated more than three hundred (300) feet from any other emergency shelter.

B. Physical Characteristics.

1. The maximum number of beds for emergency shelters shall be thirty (30) unless a conditional use permit is applied for and approved. The maximum number of beds and requirement to obtain a conditional use permit does not apply in situations of city- or statewide designated disasters or catastrophic conditions.

2. Smoke detectors, approved by the Fire Department, shall be provided in all sleeping and food preparation areas for emergency shelters.

3. The size of an emergency shelter ~~should~~shall be in character with the surrounding neighborhood. However, character shall not be a basis for denial, if an emergency shelter meets all objective standards.

4. The emergency shelter shall have an interior, onsite waiting and client intake area that is a minimum of two-hundred (200) square feet. The emergency shelter shall include a landscaped exterior waiting area that is a minimum of one hundred (100) square feet, so that clients waiting for services are not required to use the public sidewalk for queuing.

5. The emergency shelter shall have on-site parking that provides at least one space per staff member working in the shelter, except the minimum parking requirement of another type of residential or commercial use permitted in the same zoning district may be applied if it results in fewer required spaces, consistent with the requirements of California Government Code Section 65583(a)(4)(ii), provided at the rate of:

~~a. One (1) space per three (3) beds plus;~~

~~b. One (1) space per employee;~~

~~c. Off-street parking may only be required based on demonstrated need, provided that the same requirements applied are those for residential or commercial uses within the same zone.~~

6. The emergency shelter shall have exterior lighting consistent with Chapter 17.46 (Lighting).

7. New development shall meet all applicable objective development standards of the underlying zoning district, such as height limits and setback requirements, except as otherwise established by this chapter.

(Ord. 2016-04 § 7 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

17.62.40 OPERATIONAL REQUIREMENTS.

A. Emergency shelters shall provide on-site management and support staff at all times during shelter use.

B. Emergency shelters shall have on-site security during the hours that the emergency shelter is in operation.

(Ord. 2016-04 § 7 (part), 2016: Ord. 2010-02 § 1 (part), 2010)

7. Pinole Municipal Code Chapter 17.98 Glossary of Terms [Amendment]

Section 17.98.010, 17.98.020 "Family" definition, 17.98.020 "Household" definition included.

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ARTICLE VI

GLOSSARY

CHAPTER 17.98

GLOSSARY OF TERMS

Sections:

17.98.010 Purpose.

17.98.020 General definition

17.98.010 PURPOSE.

The purpose of this chapter is to provide general definitions of the terms and phrases used in the code that are technical or specialized in an effort to ensure consistency in the interpretation of the Zoning Code. Definitions are organized alphabetically.

(Ord. 2016-03 § 3 (part), 2016; Ord. 2012-05 § 6 (part), 2012; Ord. 2010-02 § 1 (part), 2010)

17.98.020 GENERAL DEFINITIONS.

...

FAMILY. ~~See "Household."~~ All persons living in a household, whether or not related by blood, marriage or adoption.

...

HOUSEHOLD. One (1) or more persons, ~~whether or not related by blood, marriage, or adoption,~~ sharing a dwelling unit in a living arrangement ~~usually characterized by~~ that may include shared facilities, resources, and sharing living expenses, such as rent or mortgage payments, food costs, and utilities, ~~as well as maintaining a single lease or rental agreement for all members of the household and other similar characteristics indicative of a single household.~~

...

8. Three Corridors Specific Plan Table 6.2 Permitted Use Table for San Pablo Avenue [Amendment]

Pages 6.0-17 to 6.0-18 included.

Text to be removed shown in ~~strikeout text~~.

Text to be added shown in **bold and underline**.

LAND USE AND DEVELOPMENT STANDARDS

Table 6.2

Permitted ~~Use Table~~Land-uses for San Pablo Avenue

Permitted Use provisions are symbolized in the table as follows:

P = Land Use permitted by right

CUP = Land Use permitted with approval of Conditional Use Permit

N = Land Use not permitted

N/A = Not Applicable

LAND USE	Old Town Sub-Area					Service Sub-Area					Mixed-Use Sub-Area				
CLASSIFICATIONS	MDR		RMU	CMU	OPMU	PQI	CMU	OPMU	OIMU	PQI	VHDR	RMU	CMU	OPMU	PQI
Residential Use Listings															
Adult Day Care Home	P		P	P	P	N	P	P	P	N	P	P	P	P	P
Child Day Care Facility	CUP		CUP	CUP	CUP	CUP	CUP	CUP	N	CUP	CUP	CUP	CUP	CUP	CUP
Dwelling, Multifamily	P		P	p ^b	p ^b	N	p ^b	p ^b	CUP	N	P	P	p ^b	p ^b	N
Accessory Dwelling Unit/ Junior Accessory Dwelling Unit- Dwelling, Second Unit	PCUP		PN/A^e	PN/A^e	PN/A^e	N	PN/A^e	PN/A^e	PN/A^e	N	PN/A^e	PN/A^e	PN/A^e	PN/A^e	N
Dwelling, Single-family	P		P	N	N	N	N	N	N	N	N	N	N	N	N
Dwelling, Two-family	p ^d		p ^d	N ^d	N	N	N	N	N	N	N	N	N	N	N
Family Day Care Home, Small (6- children or less)	P		P	P	P	P	p ^d	p ^d	N	PN	P	P	p ^d	P	N
Family Day Care Home, Large (7—24 children)	p ^a		p ^a	p ^a	p ^a	PN	P	P	N	P	P	P	P	PN	N
Home Occupation	P		P	P	P	N	p ^a	p ^a	p ^a	P	p ^{da}	p ^{da}	p ^a	P	N
Live-Work Facility	P		P	P	P	P	P	P	P	P	N	P	P	P	P
Low Barrier Navigation Center	N		P	P	P	N	P	P	P	N	N	P	P	P	N
Residential Care Home Facility	PCUP		P	P	P	PCUP	PCUP^b	PCUP^b	PCUP	PCUP	PCUP	p ^a	PCUP^b	PCUP^b	PN
Group Residential/ Home	P		P	P	P	P	P	P	P	P	P	P	P	P	P
Emergency Shelter/ Temporary Home	N		N	N	N	N	CUP ^b	CUP ^b	P	CUP	CUP	N	CUP ^b	CUP ^b	N

LAND USE AND DEVELOPMENT STANDARDS

LAND USE CLASSIFICATIONS	Old Town Sub-Area						Service Sub-Area				Mixed-Use Sub-Area				
	MDR		RMU	CMU	OPMU	PQI	CMU	OPMU	OIMU	PQI	VHDR	RMU	CMU	OPMU	PQI
Community Service Use Listings															
Clubs, Lodges, Private Meeting Halls	N		P	P	P	P	P	P	P	P	N	P	P	P	P
Indoor Amusement/ Entertainment	N		CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	N	CUP	CUP	CUP	CUP
Indoor Fitness and Sports Facilities	N		CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	N	CUP	CUP	CUP	CUP
Libraries and Museums	P		P	P	P	P	P	P	P	P	N	N	P	P	P
Outdoor Commercial Recreation	N		N	P	P	P	P	P	P	P	N	N	P	P	P
Parks and Public Plazas	P		P	P	P	P	P	P	P	P	P	P	P	P	P
Public Safety Facility	CUP		P	P	P	P	P	P	P	P	CUP	P	P	P	P
Religious Institutions	CUP		<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	CUP	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>	<u>PCUP</u>
Schools – Public	CUP		P	P	P	P	P	P	P	P	CUP	P	P	P	P
Schools – Private, Special/Studio	N		P	P	P	P	P	P	P	P	N	P	P	P	P
Theatres and Auditoriums	N		P	P	P	P	P	P	P	P	N	P	P	P	P
Utility, Transportation, and Communication Use Listings															
Bus and Truck Terminal Parking	N		N	N	N	N	N	N	CUP	N	N	N	N	N	N
Heliports	N		N	N	N	N	N	N	N	N	N	N	N	N	N
Park and Ride Facility	N		N	N	CUP	CUP	N	CUP	CUP	CUP	N	N	CUP	CUP	CUP
Public Parking	P		P	P	P	P	P	P	P	P	P	P	P	P	P
Telecommunications Facility	CUP		CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	N	CUP	CUP	CUP	CUP
Transit Stations and Terminals	CUP		CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP

9. Three Corridors Specific Plan Table 6.8 Permitted Use Table for Pinole Valley Road [Amendment]

Page 6.0-33 included.

Text to be removed shown in ~~strikeout text~~.

Text to be added shown in **bold and underline**.

LAND USE AND DEVELOPMENT STANDARDS

Table 6.8

Permitted Use Table for Pinole Valley Road

Permitted Use provisions are symbolized in the table as follows:

P = Land Use permitted by right

CUP = Land Use permitted with approval of Conditions Use Permit

N = Land Use not permitted

N/A = Not Applicable

Land Use Classifications	Old Town Sub-Area				Service Sub-Area		
	MDR	HDR	CMU	PQI	CMU	OPMU	PQI
Residential Use Listings							
Adult Day Care Home	P	P	P	N	P	P	N
Child Day Care Facility	CUP	CUP	CUP	N	CUP	CUP	N
Dwelling, Multifamily	P	P	p ^b	N	p ^b	p ^b	N
Accessory Dwelling Unit/ Junior Accessory Dwelling Unit Dwelling, Second Unit	PN/A^e	PN/A^e	PN/A^e	N	PN/A^e	PN/A^e	N
Dwelling, Single-family	P	N	N	N	N	N	N
Dwelling, Two-family	N/A ^e	N/A ^e	N/A ^e	N	N/A ^e	N/A ^e	N
Family Day Care Home, Small (6 children or less)	PN	P	P	P	p ^d	p ^d	PN
Family Day Care Home, Large (7—24 children)	PCUP^a	PCUP^a	PCUP^a	PN	P	P	P
Home Occupation	PN	P	P	N	p ^a	p ^a	P
Low Barrier Navigation Center	N	N	P	N	P	P	N
Live-Work Facility	P	P	P	P	P	P	P
Residential Care Home Facility	PCUP	P	P	PCUP	PCUP^b	PCUP^b	PCUP
Group Residential/Home	P	P	P	P	P	P	P
Emergency Shelter/ Temporary Home	N	N	N	N	CUP ^b	CUP ^b	CUP

10. Three Corridors Specific Plan Table 6.14 Permitted Use Table for Appian Way [Amendment]

Page 6.0-51 included.

Text to be removed shown in ~~strikeout text~~.

Text to be added shown in **bold and underline**.

LAND USE AND DEVELOPMENT STANDARDS

Table 6.14
Permitted Use Table for Appian Way

Permitted Use provisions are symbolized in the table as follows:

P = Land Use permitted by right

CUP = Land Use permitted with approval of Conditions Use Permit

N = Land Use not permitted

N/A = Not Applicable

Land Use Classifications	Service Sub-Area					Mixed-Use Sub-Area		
	RMU	CMU	OPMU	PQI	HDR	RMU	CMU	PQI
Residential Use Listings								
Adult Day Care Home	P	P	P	N	P	P	P	N
Child Day Care Facility	CUP	CUP	CUP	N	CUP	CUP	CUP	CUP
Dwelling, Multifamily	P	P	P ^b	N	P	P	P ^b	N
Accessory Dwelling Unit/ Junior Accessory Dwelling Unit Dwelling, Second Unit	PN/A^e	PN/A^e	PN/A^e	N	PN/A^e	PN/A^e	PN/A^e	N
Dwelling, Single-family	N	N	N	N	N	N	N	N
Dwelling, Two-family	N/A ^e	N/A ^e	N/A ^e	N	N/A ^e	N/A ^e	N/A ^e	N
Family Day Care Home, Small (6 children or less)	P ^d	P ^d	P ^d	N	P ^d	P ^d	P ^d	PN
Family Day Care Home, Large (7 – 24 children)	PCUP	PCUP	PCUP	PCUP	PN	PCUP	PCUP	PCUP
Home Occupation	P ^a	P ^a	P ^a	P	P ^a	P ^a	P ^a	P
Live-Work Facility	P	P	P	P	P	P	P	P
Low Barrier Navigation Center	P	P	P	N	N	P	P	N
Residential Care Home Facility	PCUP	PCUP^b	PCUP^b	PCUP	PCUP	PCUP	PCUP^b	PCUP
Group Residential/Home	P	P	P	P	P	P	P	P
Emergency Shelter/ Temporary Home	N	N	N	N	N	N	N	N

Attachment B. Housing Element Programs Associated with Proposed Revisions

[Highlighted] text was addressed in the revisions]

Program 10. Senior Housing Incentives

The needs analysis identified a special need for the development of housing for seniors in Pinole. In response to this need, the City will develop a set of incentives to encourage the development of housing for seniors. Specific incentives include:

- Reducing parking requirements for senior housing development.
- Permit fee waivers for elderly residents for adaptation and modifications of households to accommodate universal design and aging in place (per Program 9).
- Enhanced rebate incentives for homeowners to make it financially feasible to undertake energy efficient and weatherization projects (per Program 19).
- Promote home match shared housing programs (per Program 11), such as Front Porch's Home Match, for homeowners to turn an available room into an opportunity to earn income, save money, age-in place, provide affordable housing and create new social connections.
- Participation in regional programs to provide assistance to seniors. Continue the partnership with the Contra Costa and Solano Food Bank to provide food resources to the community and seniors.

Additional incentives the City shall investigate include but are not limited to:

- Investigate Density Bonus beyond state law.
- Allow smaller senior units via an equivalent density unit

Program 12. Zoning Amendments

The City is including a number of zoning amendments as identified in the constraints section to ensure compliance with state law and remove constraints to development. Amendments to the zoning ordinance are as follows.

- Amend the Emergency Shelter ordinance to comply with AB 139 and to ensure that standards for emergency shelters are subject to the same standards as other uses in the same zone and parking requirements are based on staffing levels only.
- Amend the zoning ordinance pursuant to Government Code Section 65583 to allow for Low Barrier Navigation Centers by right in areas zoned for mixed uses and nonresidential zones that permit multifamily uses.
- Amend the zoning ordinance in RMU to permit manufactured homes on permanent foundations as if they were single-family homes.
- Amend the zoning ordinance to comply with SB 9 standards (California Government Code section 65852.21).
- Review and revise standards and definitions for both group homes and residential care facilities to ensure that they are fully compliant with all appropriate state laws

and that there are no constraints on group homes in the Zoning Code. This includes an amendment to allow group homes in the R zone as a permitted use by right as is allowed in all other residential zones and adding a definition of group residential to the Zoning Code.

- Review the definition of family and revise as appropriate to ensure that the definition does not require, or imply that it requires a single lease or rental agreement.
- Amend the zoning ordinance to comply with state density bonus law (California Government Code section 65915). Specifically the update will increase the maximum density bonus from 35 to 50 percent, add student housing as a housing type that is eligible for density bonus incentives, reduce parking from 2 to 1.5 spaces for two and three bedroom units and from 2.5 to 2 spaces for four or more bedroom units. The City is complying with state density bonus law though the code is not yet updated.
- The City will reduce the level of approval for a parking reduction or shared parking agreement from a conditional use permit to an administrative use permit, which approval by the Zoning Administrator. The City will review the four criteria for a parking reduction to evaluate additional criteria or/and reduce the minimum number of required criteria.
- The City will further study parking requirements and reduce them so they do not post a constraint on development. Specifically, the City will do one or more of the following: remove or reduce guest parking, remove covered parking requirements, allow tandem parking, or reduce minimum parking requirements. The City is pursuing assistance with parking evaluation and reduction through MTC-ABAG's parking policy technical assistance.

Program 15. Permit Streamlining

The City is including multiple efforts to expedite the permitting and review process through reducing the necessary levels of approval. This is a response to public outreach, constraints, and needs analyses.

Specifically, the City will:

- Lower the approval authority of entitlements for all Density Bonus projects from City Council to Planning Commission.
- Process lot consolidations ministerially.
- Adopt a priority permitting process for developments with affordable units beyond the inclusionary requirement (Program 8)

The City is in the process of implementing an electronic permitting application and tracking system. The online permitting process will help to expedite permitting procedures and will make permitting submittals and subsequent reviews easier for applicants, including allowing applicants to review items needed for submittals, check current project status, and digitally submit materials.

**PLANNING COMMISSION RESOLUTION 24-05
WITH EXHIBIT A: MUNICIPAL CODE AND SPECIFIC PLAN AMENDMENTS**

RESOLUTION OF THE CITY OF PINOLE PLANNING COMMISSION RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING CHAPTERS 5.12, 17.20, 17.22, 17.38, 17.62, AND 17.98 OF THE PINOLE MUNICIPAL CODE, ADDING CHAPTER 17.61 TO THE PINOLE MUNICIPAL CODE, AND AMENDING TABLES 6.2, 6.8, AND 6.14 OF THE THREE CORRIDORS SPECIFIC PLAN.

WHEREAS, Pinole Municipal Code (“PMC”) Title 17 Zoning Code establishes general regulations on land uses and development standards within the City; and

WHEREAS, The Three Corridors Specific Plan (“Specific Plan”) establish specific regulations on land uses and development standards for defined areas within the City identified in the Specific Plan and supersede requirements in the Zoning Code where there is a conflict; and

WHEREAS, the City of Pinole 2023-2031 Housing Element contains programs identifying various zoning ordinance amendments; and

WHEREAS, implementation of Housing Element programs requires amendments revising text in the PMC and Specific Plan; and

WHEREAS, in addition to the Housing Element programs, other revisions to text in the PMC and Specific Plan are required to enhance clarity and update the text of local regulations to reflect and be consistent with current State and Federal regulations; and

WHEREAS, the proposed revisions to amend the Zoning Code and Specific Plan are attached hereto as Exhibit A; and

WHEREAS, the Planning Commission held a duly noticed public hearing related to the proposed Zoning Code amendment on September 9, 2024; and

WHEREAS, after close of the public hearing, the Planning Commission considered all public comments received both before and during the public hearing, the presentation by city staff, the staff report, and all other pertinent documents regarding the proposed zoning code amendment; and

WHEREAS, the proposed ordinance amendments are exempt from the California Environmental Quality Act (CEQA) based on the rule set forth in CEQA Guidelines Section 15061(b)(3) that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

NOW THEREFORE, BE IT RESOLVED, that the above recitals are true and correct and made part of this Resolution.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Pinole hereby recommends that the City Council adopt an ordinance amending Chapters 5.12, 17.20, 17.22, 17.38, 17.62, and 17.98 of the Pinole Municipal Code, adding Chapter 17.61 to the Pinole Municipal Code, and amending Tables 6.2, 6.8, and 6.14 of the three corridors specific plan, as set forth in Exhibit A, attached hereto and incorporated herein.

PASSED AND ADOPTED by the Planning Commission of the City of Pinole on this 9th day of September, 2024, by the following vote:

AYES: Bender, Huey, Lam-Julian, Sandoval, Uch, Martinez, Chairperson Menis
NOES: None
ABSTAIN: None
ABSENT: None

Rafael Menis, Chair, 2024-2025

ATTEST:

David Hanham, Planning Manager



CITY COUNCIL REPORT

12.A.

DATE: NOVEMBER 19, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: DAVID HANHAM, PLANNING MANAGER
SUBJECT: REVIEW UPDATED DEVELOPMENT IMPACT FEE NEXUS STUDY AND
RECOMMENDED FEE STRUCTURE IN ACCORDANCE WITH AB 1600

RECOMMENDATION

Staff recommends that the City Council review and comment on the Development Impact Fee (DIF) Study and recommended fee structure, and schedule a Public Hearing for adoption of the fees on January 21, 2025.

BACKGROUND

In December 2018, the City retained Michael Baker International (consultant) to prepare a Development Impact Fee (DIF) Study. The purpose of this study is to analyze the costs of public facilities required to support new development in Pinole and to calculate impact fees in accordance with State law. The DIF Study (**Attachment A**) and Wastewater Capacity Charge Report (**Attachment B**) outline the relationship between projected new development and the cost of facilities necessary to serve this growth through 2030. Additionally, the DIF study estimates these costs and calculates updated DIF rates for various land use types.

The City's current DIF program was established in 2008. Since then, it has only been adjusted for Consumer Price Index (CPI) rate increases over the last several years. Like most California municipalities, Pinole requires new development to pay fees to fund necessary facilities and services. The passage of Proposition 13 and other state fiscal measures significantly reduced local revenue sources, including property and sales tax, which are now primarily used for operations and maintenance. As a result, reliable funding for capital improvements has been scarce, with federal and state assistance failing to make up the shortfall. This funding gap has contributed to declining facility standards, undercapacity, and increased deterioration and operating costs.

Given these financial constraints and ongoing growth, cities across California have adopted impact fee programs to fund required public facilities. Development Impact Fees are collected when certificates of occupancy are issued and are used to fund capital improvement projects and necessary equipment to accommodate new development. These fees ensure that new developments pay their proportional share for the impacts they impose on the City's public facilities.

The DIF Study (**Attachment A**) and the Wastewater Capacity Charge Report (**Attachment B**) work together to ensure the City of Pinole has the necessary infrastructure funding in place to support anticipated growth. The DIF Study establishes impact fees for public services such as

police, fire protection, parks, transportation, and drainage, while the Wastewater Capacity Charge Report specifically addresses the cost of upgrading and expanding the wastewater system. Together, these documents ensure that new development contributes proportionally to the cost of maintaining and improving essential public infrastructure, aligning with state laws and helping maintain service standards for the existing and future population of Pinole.

REVIEW AND ANALYSIS

Pinole's authority to levy public facilities fees is grounded in the Mitigation Fee Act (Government Code § 66000 et seq.). The reports in **Attachment A and Attachment B** provide the documentation required for adopting updated impact fees, using methods consistent with State law. The consultant's calculations align with the Mitigation Fee Act, reflecting the fees justified by the current service levels and costs to maintain those levels in proportion to new development impacts.

Table 1 below, and on page 3 of the DIF Study (**Attachment A**) summarizes the proposed and current fees for each facility category and land use type.

Table 1 – Proposed and Current Impact Fee Schedule
Proposed Fees

Facility Category	3 bedrooms ¹	2 Bedrooms ¹	1 Bedroom	Office	Commercial	Industrial	Institutional
	Fee per Dwelling Unit			Fee per 1 Square Foot of Building Floor Area			
Police	\$1,329.15	\$1,081.42	\$833.69	\$0.64	\$0.37	\$0.51	\$0.17
Fire Protection	\$1,471.45	\$1,197.20	\$922.95	\$0.71	\$0.41	\$0.57	\$0.19
Public Facilities & Equipment	\$4,679.69	\$3,807.49	\$2,935.29	\$2.26	\$1.30	\$1.81	\$0.61
Transportation	\$658.37	\$535.66	\$412.96	\$0.51	\$1.33	\$0.82	\$1.08
Drainage ²	\$261.36	\$149.33	N/A	\$0.10	\$0.10	\$0.19	\$0.23
Parks and Recreation	\$10,560.37	\$8,592.13	\$6,623.89	N/A	N/A	N/A	N/A
Subtotal	\$18,960.39	\$15,363.23	\$11,728.78	\$5.30	\$4.12	\$4.77	\$2.57
Administration 3%	\$568.81	\$460.90	\$351.86	\$0.16	\$0.12	\$0.14	\$0.08
Total	\$19,529.21	\$15,824.13	\$12,080.64	\$4.37	\$3.58	\$3.64	\$1.81

¹ This study is written to conform to AB-602 (Grayson, 2021), which requires impact fees on residential development to be charged by floor area. For this study, the number of bedrooms in the dwelling unit is used as an alternative basis to calculate the impact fee. A dwelling unit with 3 bedrooms is comparable to a single-family home and 2 bedrooms are compared to a multi-family home.

²The Drainage fee is per impervious area of the project not floor area, these fees are shown for comparison.

Current Fees

Facility Category	Single-Family	Multifamily	Office	Commercial	Industrial	Institutional
	Fee per Dwelling Unit		Fee per 1 Square Foot of Building Floor Area			
Police	\$1,321.29	\$1,000.98	\$0.500	\$0.160	\$0.400	\$0.040
Fire Protection	\$1,688.49	\$1,279.16	\$0.640	\$0.205	\$0.512	\$0.051
Public Facilities & Equipment	\$2,278.48	\$1,726.13	\$0.863	\$0.276	\$0.690	\$0.069
Transportation	\$477.05	\$338.71	\$0.639	\$1.598	\$0.420	\$1.212
Drainage	\$1,270.54	\$76.23	\$0.187	\$0.187	\$0.369	\$0.438
Parks and Recreation	\$9,215.85	\$6,981.71	N/A	N/A	N/A	N/A
Subtotal	\$16,251.70	\$11,402.92	\$2.829	\$2.426	\$2.392	\$1.809
Administration 3%	\$487.55	\$342.09	\$0.849	\$0.728	\$0.718	\$0.543
Total	\$16,739.25	\$11,745.01	\$2.91	\$2.50	\$2.46	\$1.86

Table 2, below and on page 4 of the DIF Study in **Attachment A**, offers a comparison of fees charged in neighboring cities for single-family homes.

Table 2 – Fee Comparison

City	Population	Police	Fire	Parks or Park Land Dedication	Public Facilities	Transportation/ Traffic (local share only)	Drainage	Total
Single-Family Home								
Hercules ¹	26,317	\$1,312	\$1,344	\$1,525	\$741	\$5,347	N/A	\$10,269
El Cerrito ²	24,939	N/A	N/A	N/A	N/A	\$3,322	N/A	\$3,322
Orinda ³	19,199	N/A	N/A	\$17,358	N/A	\$3,942	\$4,230	\$25,530
Albany ⁴	19,053	N/A	N/A	\$8,232	\$975	N/A	\$150	\$9,357
San Pablo	31,593	N/A	N/A	N/A	N/A	\$5,439	N/A	\$5,439
Average Fee:		\$1,312	\$1,344	\$9,038	\$858	\$4,513	\$2,190	\$19,255*
Pinole Fees**								
Current (pop. 2024) single family	18,192	\$1,321	\$1,688	\$9,216	\$2,278	\$477	\$1,271	\$16,252
Proposed (pop. 2030) 3-bedroom house	19,292	\$1,329	\$1,471	\$10,560	\$4,680	\$658	\$261	\$18,960

* Total of average fees in each category.

**Fees do not include the 3 percent administration charge.

¹ The Hercules park fee in the table includes a \$1,500 "Community Development Tax" to be used to fund park improvements and land acquisition, public facilities, and public safety related equipment. A "Public Benefit Fee" of \$2,350 is charged to units in the Bayfront Project area.

² El Cerrito has adopted only the transportation impact fee. The Stege Sanitary District, which serves El Cerrito, does charge a capacity fee of \$218 per fixture unit. The fee given is based on 20 fixture units, a typical number for a single-family home.

³ The Orinda park dedication fee is based on \$760,500 per acre per Orinda Municipal Code 3.28.080 (2005 appraisal report) and annually adjusted. 5 acres/1,000 & 2.69 single family occupancy. Drainage fee is \$1.41 per square foot of impervious area greater than 100 sq. ft., amount in table for 1,000 sq. ft. of area.

⁴ The Albany capital facilities fee (applicable to all public facilities) is \$0.65 per square feet for a new residential unit 1,001 sq. ft. or greater (the table assumes 1,500 sq. ft.). Drainage fee is \$0.10 per sq. ft. (table assumes 1,500 sq. ft.). The Albany park dedication in-lieu fee based on fair market value (AMC 22-8.4 g). Parkland in-lieu fee in table is based on a dedication requirement for a single-family home of 392 sq. ft. (3 acres per 1,000 occupancy of 3 per unit), and a fair market value of \$21 per sq. ft.

Key Factors in Fee Variation

While all California cities must follow similar principles for impact fee adoption, the fees vary widely. Factors contributing to these differences include:

- **Calculation Methods:** Cities use different methods to allocate impact fees to development types.
- **Facility Coverage:** The types of facilities funded by impact fees differ.
- **Service Standards:** Each city adopts unique service standards, affecting fee calculations.
- **Existing Deficiencies:** Cities that have not kept up with public improvements may have service deficiencies, which cannot be addressed through impact fees. This may lower the fees.
- **Update Cycles:** State law mandates that nexus studies be updated every eight years. Cities nearing the eighth year may have lower fees that do not reflect current costs.

Staff recommends that the City Council review and comment on the DIF Study and recommended fee structure, and schedule a Public Hearing for adoption of the fees on January 21, 2025.

FISCAL IMPACT

The updated Development Impact Fees will generate additional revenue that will support the City's ability to fund essential public facilities and infrastructure projects required to accommodate growth. By aligning fees with the true cost of providing services, the City will

ensure that new development contributes fairly to the maintenance and improvement of critical infrastructure, such as police and fire protection, transportation, drainage, and parks.

This additional funding will reduce the City's reliance on the General Fund for capital improvements, allowing General Fund resources to be allocated to other essential community services and operational needs. Furthermore, the updated fees will enhance the City's financial stability and ability to deliver high-quality public services, ultimately benefiting residents and supporting the City's long-term economic development goals.

ATTACHMENTS

- A. DIF Study - October 2024
- B. Wastewater Capacity Charge Report October 2024

DEVELOPMENT IMPACT MITIGATION FEE NEXUS STUDY

Prepared for the
CITY OF PINOLE

Prepared by

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Final Draft Report
October 2024

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EXECUTIVE SUMMARY

This report presents an analysis of the cost of public facilities to accommodate new development in the City of Pinole. The report documents the justifiable impact fee that may be imposed on new development in the following facility categories:

- Police Facilities
- Fire Protection
- Public Facilities and Equipment
- Transportation Facilities
- Drainage Facilities
- Parks and Recreation Facilities

Background and Study Objectives

This study documents the relationship between new development in Pinole and the cost of public facilities to serve growth through the year 2030. The study also estimates the cost of facilities necessary for growth and calculates the updated impact fees by land use type that would generate revenues equal to these costs. The estimates of public facilities required to serve growth assume that new development will provide facilities that, at a minimum, ensure the City will maintain its current level of service standards for these facilities.

As do most municipalities in California, the City of Pinole requires new development to pay fees to fund the facilities necessary to provide those City services required by the new development. For the past several decades, since the passage of Proposition 13 and other state fiscal measures that have reduced local revenues, most of the local revenue sources, such as property tax and sales tax, are used primarily for operations and maintenance and have not been a reliable source for capital funding. Federal and state assistance has not replaced the decline in local revenue sources. These funding shortfalls have been a significant contributing factor in declining facility standards, including undercapacity of facilities relative to optimum use. This has led to an accelerated rate of physical deterioration and increased operating costs and reduced the efficiency of existing facilities and city departments. Given these funding difficulties and in the face of continued growth, most California cities and counties have adopted impact fee programs to provide the necessary funding for the capital facilities needed to serve growth.

The City of Pinole will rely on its authority to levy public facilities fees under the Mitigation Fee Act, contained in Government Code Section 66000 et seq. This report provides the necessary documentation for the adoption of updated impact fees.

Fee Schedules and Revenues

Table 1 summarizes the schedule of proposed and current impact fees for each facility category and within each land use category based on the analysis in this report. For comparison, a survey of the fees charged in neighboring cities for single-family homes is summarized in **Table 2**.

Fee Comparisons

The fee comparison table is from a survey of fees charged for the equivalent facility categories in cities comparable to Pinole. Even though each city in California, to adopt impact fees, must follow the same general principles established by state law, as described in the Introduction section of this report, fees—even among neighboring jurisdictions—tend to vary widely due to several factors:

- The methods used to calculate the impact fees and allocate the fees to types of development differ from city to city.
- The types of facilities that are covered by impact fees vary.
- Cities adopt different standards, or levels of service, for facilities, and may use different ways to calculate those standards.
- Cities may not have kept up with public improvements over the years and, consequently, have created deficiencies between adopted or desired levels of service and the levels currently provided. This factor may work to reduce the impact fee, since the costs to remedy the existing deficiencies cannot be passed on to new development.
- Cities may be at different points in the impact fee update cycle. State law requires that the nexus study be updated every eight years. Studies that are nearing the eighth year since the last update tend to reflect lower fees even as impact fees may have been increased by an annual inflation factor.

Furthermore, cities may allow alternatives to impact fees to finance public facilities. Assessment and Mello-Roos districts may be used for improvements that serve specific projects. District assessments and special taxes levied to provide public improvements sometimes replace impact fees that would otherwise be used for those improvements. For example, The City of Pinole is considering whether to conduct a feasibility study of establishing an Enhanced Infrastructure Financing District (EIFD) on one of the City's specific plan areas. An EIFD would allow a portion of the property tax increment derived from increased land values in the district to finance public improvements needed for the development. If the EIFD were adopted the project's development agreement could specify that the tax increment funding of a capital improvement would be used to offset an impact fee for the corresponding facility category.

Table 1 – Proposed and Current Impact Fee Schedule**Proposed Fees**

Facility Category	3 bedrooms ¹	2 Bedrooms ¹	1 Bedroom	Office	Commercial	Industrial	Institutional
	Fee per Dwelling Unit			Fee per 1 Square Foot of Building Floor Area			
Police	\$1,329.15	\$1,081.42	\$833.69	\$0.64	\$0.37	\$0.51	\$0.17
Fire Protection	\$1,471.45	\$1,197.20	\$922.95	\$0.71	\$0.41	\$0.57	\$0.19
Public Facilities & Equipment	\$4,679.69	\$3,807.49	\$2,935.29	\$2.26	\$1.30	\$1.81	\$0.61
Transportation	\$658.37	\$535.66	\$412.96	\$0.51	\$1.33	\$0.82	\$1.08
Drainage ²	\$261.36	\$149.33	N/A	\$0.10	\$0.10	\$0.19	\$0.23
Parks and Recreation	\$10,560.37	\$8,592.13	\$6,623.89	N/A	N/A	N/A	N/A
Subtotal	\$18,960.39	\$15,363.23	\$11,728.78	\$5.30	\$4.12	\$4.77	\$2.57
Administration 3%	\$568.81	\$460.90	\$351.86	\$0.16	\$0.12	\$0.14	\$0.08
Total	\$19,529.21	\$15,824.13	\$12,080.64	\$4.37	\$3.58	\$3.64	\$1.81

¹ This study is written to conform to AB-602 (Grayson, 2021), which requires impact fees on residential development to be charged by floor area. For this study, the number of bedrooms in the dwelling unit is used as an alternative basis to calculate the impact fee. A dwelling unit with 3 bedrooms is comparable to a single-family home and 2 bedrooms are compared to a multi-family home.

²The Drainage fee is per impervious area of the project not floor area, these fees are shown for comparison.

Current Fees

Facility Category	Single-Family	Multifamily	Office	Commercial	Industrial	Institutional
	Fee per Dwelling Unit		Fee per 1 Square Foot of Building Floor Area			
Police	\$1,321.29	\$1,000.98	\$0.500	\$0.160	\$0.400	\$0.040
Fire Protection	\$1,688.49	\$1,279.16	\$0.640	\$0.205	\$0.512	\$0.051
Public Facilities & Equipment	\$2,278.48	\$1,726.13	\$0.863	\$0.276	\$0.690	\$0.069
Transportation	\$477.05	\$338.71	\$0.639	\$1.598	\$0.420	\$1.212
Drainage	\$1,270.54	\$76.23	\$0.187	\$0.187	\$0.369	\$0.438
Parks and Recreation	\$9,215.85	\$6,981.71	N/A	N/A	N/A	N/A
Subtotal	\$16,251.70	\$11,402.92	\$2.829	\$2.426	\$2.392	\$1.809
Administration 3%	\$487.55	\$342.09	\$0.849	\$0.728	\$0.718	\$0.543
Total	\$16,739.25	\$11,745.01	\$2.91	\$2.50	\$2.46	\$1.86

Table 2 – Fee Comparison

City	Population	Police	Fire	Parks or Park Land Dedication	Public Facilities	Transportation /Traffic (local share only)	Drainage	Total
Single-Family Home								
Hercules ¹	26,317	\$1,312	\$1,344	\$1,525	\$741	\$5,347	N/A	\$10,269
El Cerrito ²	24,939	N/A	N/A	N/A	N/A	\$3,322	N/A	\$3,322
Orinda ³	19,199	N/A	N/A	\$17,358	N/A	\$3,942	\$4,230	\$25,530
Albany ⁴	19,053	N/A	N/A	\$8,232	\$975	N/A	\$150	\$9,357
San Pablo	31,593	N/A	N/A	N/A	N/A	\$5,439	N/A	\$5,439
Average Fee:		\$1,312	\$1,344	\$9,038	\$858	\$4,513	\$2,190	\$19,255*
Pinole Fees**								
Current (pop. 2024) single family	18,192	\$1,321	\$1,688	\$9,216	\$2,278	\$477	\$1,271	\$16,252
Proposed (pop. 2030) 3-bedroom house	19,292	\$1,329	\$1,471	\$10,560	\$4,680	\$658	\$261	\$18,960

* Total of average fees in each category.

**Fees do not include the 3 percent administration charge.

¹ The Hercules park fee in the table includes a \$1,500 "Community Development Tax" to be used to fund park improvements and land acquisition, public facilities, and public safety related equipment. A "Public Benefit Fee" of \$2,350 is charged to units in the Bayfront Project area.

² El Cerrito has adopted only the transportation impact fee. The Stege Sanitary District, which serves El Cerrito, does charge a capacity fee of \$218 per fixture unit. The fee given is based on 20 fixture units, a typical number for a single-family home.

³ The Orinda park dedication fee is based on \$760,500 per acre per Orinda Municipal Code 3.28.080 (2005 appraisal report) and annually adjusted. 5 acres/1,000 & 2.69 single family occupancy. Drainage fee is \$1.41 per square foot of impervious area greater than 100 sq. ft., amount in table for 1,000 sq. ft. of area.

⁴ The Albany capital facilities fee (applicable to all public facilities) is \$0.65 per square feet for a new residential unit 1,001 sq. ft. or greater (the table assumes 1,500 sq. ft.). Drainage fee is \$0.10 per sq. ft. (table assumes 1,500 sq. ft.). The Albany park dedication in-lieu fee based on fair market value (AMC 22-8.4 g). Parkland in-lieu fee in table is based on a dedication requirement for a single-family home of 392 sq. ft. (3 acres per 1,000 occupancy of 3 per unit), and a fair market value of \$21 per sq. ft.

5

Funds Needed to Complement Fee Program

Government Code Section 66000 prohibits using impact fees to remedy an existing facility deficiency. Impact fees imposed on new development may pay for: 1) additional facilities needed to maintain the current standard of service, or 2) an increase in the standard, if existing development also pays for its fair share of facilities needed to raise the standard. The analysis contained in this report indicates that in the Fire Protection, Public Facilities, Transportation and Drainage categories, existing development would benefit from the proposed facilities and additions to capital included in those categories. Therefore, existing development is obligated to pay for its fair share of those additions. The impact fee rates presented in this report for these four categories may be imposed on new development only if existing development provides the funding necessary to augment existing facilities from sources other than the impact fee revenues. These funds may come from grants, user fees, taxes, and assessments imposed on current residents. The level of funding required from existing development is listed in the General Fund/Other Sources column in **Table 3**.

Table 3 – Total Impact Fee Revenues

Facility Category	Projected Revenues from Proposed Impact Fees	General Fund/Other Sources	Program Total
Police	\$1,098,094	\$0	\$1,098,094
Fire Protection	\$1,215,657	\$462,701	\$1,678,358
Public Facilities & Equipment	\$3,866,200	\$4,446,800	\$8,313,000
Parks and Recreation	\$4,163,588	\$0	\$4,163,588
Transportation	\$1,079,207	\$7,680,589	\$8,759,796
Drainage	\$113,171	\$3,101,927	\$3,215,098
Total	\$11,535,918	\$15,692,017	\$27,227,935

If the entire fee program as presented herein is adopted, the City and its current residents would need to contribute approximately \$15.7 million from sources other than fee revenues to provide facilities to existing residents at the same level of service proposed for new development.

Additional Considerations

The City, at its sole discretion, may reduce the impact fees or eliminate them entirely. By doing so, however, there will inevitably be a continued reduction in the levels of service provided by these public facilities, unless other funds are used to replace the fee revenues. Alternatively, the City may consider the following ways to reduce the effect the fees may have on land development in the City, while leaving the fee rates and standards of service intact:

- Phase in the fee increases over two or more years to allow time for real estate markets to adjust. However, the loss of revenue during the phase-in period may not be passed on to future development.
- The impact fees may be deferred to a later date. For residential units, the fees are not payable until the date of the final inspection, or issuance of a certificate of occupancy, whichever comes first. The City may grant a further deferral of payment until units are sold or leased. With any

deferral arrangement, the City should obtain suitable security for payment of the fee, through a surety bond, letter of credit, provisions in the escrow agreements, or a lien-hold as appropriate.

Fee Updates

This impact fee study and the recommended fees assume a given level of development activity over the study period. If different from the growth forecasted in this study, the development that occurs will result in both different impacts and fee revenues than those that are projected. For that reason, regular updates are recommended to adjust the impact fee to match the needs of actual development. Government Code 660016.5 requires that, beginning on January 1, 2022, impact fee nexus studies shall be updated at least every eight years.

1. INTRODUCTION

This report presents an analysis of the need and related cost of public facilities to accommodate new development in the City of Pinole. This chapter explains the study approach and summarizes results under the following sections:

- Public facilities financing in California.
- The Mitigation Fee Act.
- Organization of the report.
- Facility standards; and
- Fee schedules

Public Facilities Financing in California

The changing fiscal landscape in California over the past few decades has steadily undercut the financial capacity of local governments to fund infrastructure. Three dominant trends stand out:

- The passage of a string of tax limitation measures, starting with Proposition 13 in 1978 and continuing through the passage of Proposition 218 in 1996.
- Declining popular support for bond measures to finance infrastructure for the next generation of residents and businesses; and
- Steep reductions in federal and state assistance.

Faced with these trends, many cities and counties have had to shift the burden of funding infrastructure expansion from existing ratepayers and taxpayers to new development. This funding shift has been partly accomplished by the imposition of development impact fees, also known as public facility fees or mitigation fees. A key advantage of this approach is that impact fees need only a majority vote of the legislative body for adoption and are thus exempt from the requirements of Proposition 218.

In most jurisdictions that have implemented impact fee programs, new development pays close to the full cost required to maintain existing level of service standards as growth occurs. If cities did not collect the full amount, the effect is often a decline in facility standards, though some communities are able to increase other revenue sources to compensate. Often the scenario is that a city's current level of service for a particular facility category is less than the standard stated in its General Plan, creating a deficiency. In that event, the city must remedy the deficiency using funds other than impact fee revenues; new development shall not be required to pay for an increase in the level of service for the benefit of existing development.

Statutory Authority to Impose Impact Fees the Mitigation Fee Act and Required Findings

In California, cities and counties rely on their authority to levy impact mitigation fees under the police powers granted by the California Constitution. As a result of widespread imposition of public facilities fees, the state legislature passed the Mitigation Fee Act (Act), starting with Assembly Bill (AB) 1600 in

1987. The Act, contained in California Government Code Section 66000 et seq., establishes ground rules for the imposition and ongoing administration of impact fee programs. The Act went into effect in January 1989 and requires local governments to document the following when adopting an impact fee:

- 1) Identify the purpose of the fee.
- 2) Identify the use of fee revenues.
- 3) Determine a reasonable relationship between the fee's use and the type of development paying the fee.
- 4) Determine a reasonable relationship between the need for the fee and the type of development paying the fee; and
- 5) Determine a reasonable relationship between the amount of the fee and the cost of the facility attributable to development paying the fee.

AB 602 Findings

This bill (amending Government Code Sections 65490.1, 66016.5 and 66019) requires, on and after January 1, 2022, a local agency that conducts an impact fee nexus study to follow specific standards and practices, including, but not limited to:

- 1) That prior to the adoption of an associated development fee, an impact fee nexus study be adopted.
- 2) That the study identifies the existing level of service for each public facility, identifies the proposed new level of service, and includes an explanation of why the new level of service is necessary, and;
- 3) If the study is adopted after July 1, 2022, either calculate a fee levied or imposed on a housing development project proportionately to the square footage of the proposed units or make specified findings explaining why it is not appropriate to calculate the fee based on square footage.

The law is intended to encourage public agencies conducting a nexus study to calculate a fee imposed on housing development projects by determining the square footage of the proposed housing units and developing a fee proportional to the square footage of those units. If public agencies do not use this approach to calculating fees imposed on housing development projects, they must do all the following:

- 1) Make findings that explain why square footage is not an appropriate metric;
- 2) Provide an alternative basis of calculating the fee that bears a reasonable relationship between the fee charged and the burden posed by the development; and
- 3) Ensure that smaller developments are not charged disproportionate fees.

The fundamental premise of the Act is that the burden of the impact fees cannot total more than the actual cost of the public facility needed to serve the development paying the fee. Also, fee revenues can only be used for their intended purposes. In addition, the Act has specific accounting and reporting requirements annually and every five years for the use of fee revenues covered in Chapter 9 of this report.

In addition, the Act prohibits using impact fee revenues for staffing, operations, and maintenance of either existing or new facilities.

This report complies with applicable California Government Code sections by providing the required documentation for the above findings and determinations that establish the basis for imposition of the recommended fees contained herein.

Organization of the Report

Chapter 2 presents the population and employment assumptions used for the public facilities fee analysis. Chapters 3 through 8 are devoted to documenting the justifiable impact fee for each of the following facility categories:

- Police Facilities
- Fire Protection Facilities
- Public Facilities and Equipment
- Parks and Recreation Facilities
- Transportation Facilities
- Drainage Facilities

Each chapter is generally organized using the following sections to clearly document the requirements of the Mitigation Fee Act, discussed above:

- The chapter begins by identifying the purpose of the fee by stating the types of facilities that would be funded.
- The *Existing and Future Planned Facilities Inventory (if applicable)* summarizes the investment of existing development in this type of facility to date and identifies future planned facilities, if any.
- The *Service Population* defines what type of development requires this type of facility, whether (1) only residents or (2) residents and businesses (measured by employment). It also projects the service population growth or demand for facility capacity anticipated to occur over the planning horizon.
- The *Facility Standards and Unit Costs* establishes a reasonable relationship between the need for the fee and the type of development paying the fee. This section also estimates the cost per capita for facilities to accommodate growth.
- The *Facility Costs for New Development* establishes a reasonable relationship between the use of fee revenues and the type of development paying the fee. This section estimates the total facilities costs associated with new development over the planning horizon, equal to the revenues that would be collected through the impact fee.

- The *Fee Schedule* establishes a reasonable relationship between the amount of the fee and the cost of the facility attributable to development paying the fee. Using a common factor for facilities' cost per capita, the fee schedule ensures that each development project pays its fair share of total cost of facilities.

Finally, Chapter 9 summarizes the fee implementation procedures and recommendations for the ongoing administration of the fee. The recommendations are provided to ensure compliance with the Act, and to ensure that fees are updated in the future for construction cost inflation, a change in the standards, or changes in development assumptions.

Facility Standards

New development alone cannot be asked to improve facility standards that benefit both new and existing development. Additionally, new development alone cannot correct an existing facility deficiency. Either way, facility standards cannot be increased compared to existing standards solely by imposing impact fees on new development.

By policy, Pinole can adopt its own reasonable facility standards to reduce, maintain, or increase the existing facility standards. However, basing an impact fee on a standard that is higher than the existing standard is fair to new development only if Pinole were to use alternative funds to raise the standard of facilities that benefit existing development. This extra funding is needed to correct the "existing deficiency."

This study uses two approaches for establishing facility standards:

- The existing standard method uses a standard based on the ratio of existing facilities to the current service population. Under this approach, new development funds the expansion of facilities at the same standard currently serving existing development. This approach results in no facility deficiencies attributable to existing development. This method is used for police, parks and recreation, and drainage public facilities, vehicles, and equipment associated with general government services.
- The engineering method uses standards adopted by the City and/or found in standard engineering or planning criteria. This method is used for the transportation and drainage facilities. The standard aims to maintain the appropriate capacity for all roadway segments/intersections and drainage infrastructure to ensure public health and safety. Any costs related to existing deficiencies are not passed on to new development.

Use of these standards is not meant to label them as City policy. Indeed, many jurisdictions consider their existing standards to be deficient compared to the policies stated in their General Plans. The City of Pinole may, as a policy decision, raise any facility standard, and in doing so, possibly create a deficiency relative to the stated level of service. The premise of this study is that such de facto deficiencies shall be avoided by basing the fees on existing standards were possible.

2. GROWTH PROJECTIONS

Population, Housing, and Employment Estimates

Estimates of existing development (number and type of housing and commercial floor area) and projections of growth are critical assumptions used throughout the public facility fee chapters in this report. Current residential population estimates are based on the California Department of Finance (DOF) estimates released in January 2024. Future employment (jobs within the city as opposed to employed residents who live in the city but may work elsewhere) are based on estimates using the U.S. Census Bureau's On the Map tool. Housing and nonresidential development in the city will largely be the result of implementation of the Three Corridors Specific Plan (Specific Plan), which is a priority development area identified in the Association of Bay Area Governments' Bay Area Plan. The projected land uses in the Specific Plan are summarized in **Table 4**.

Table 4 – Three Corridors Specific Plan Land Use Projections

Corridor	Residential			
	Units	Retail (sq. ft.)	Office (sq. ft.)	Industrial (sq. ft.)
San Pablo Ave.	885	322,172	336,253	426,692
Pinole Valley Road	141	238,708	105,038	1,239
Appian Way	244	561,260	468,449	48,352
Existing Total	1,270	1,122,140	909,740	476,283
San Pablo Ave.	1,119	552,927	307,233	472,578
Pinole Valley Road	351	192,603	386,843	0
Appian Way	877	807,698	728,129	0
Proposed Total	2,346	1,553,228	1,422,205	472,578
Difference	1,076	431,088	512,465	(3,705)

Source Appendix A: Development Projections "Three Corridors Specific Plan" updated in 2020.

The current (2024) and projected 2030 population, housing, and employment estimates are summarized in **Table 5**. An annual population growth rate of 1.00 percent was used to project population growth for the analysis period 2024-2030. This results in a population increase of 1,100. As have many cities in California, Pinole has experienced negative population growth since the 2020 decennial census reported the city's population to be 19,022. The 2024 DOF estimate placed the population at 18,192, a 4 percent drop since 2020 and a drop of 0.3 percent from DOF's 2023 estimate. Positive population growth is resuming in California, but it is a slow process largely dependent on the availability of affordable homes. While the Specific Plan may provide housing opportunities in the future, it is not reasonable to expect its build out to occur over the next 5 or 6 years. Therefore, a more modest assumption of 375 new multifamily units and 30 new single-family units is projected by the year 2030. The construction of single-family units is assumed to take place on vacant R-1 and Rural Residential parcels, all of which are located outside the Specific Plan area. Land use data compiled for the 2023-2031 Housing Element indicates approximately 193 acres of vacant R-1 and R-R parcels. An average density of 5 units per acres assumed for the projection of 30 new single-family units.

Table 5 – Population, Housing, and Employment Projections

	2024	2030	Net Growth²	Average Annual Rate
Population ¹	18,192	19,292	1,100	1.00%
Employment ³				
Retail/Commercial	1,315	1,795	480	
Office/Service	328	658	330	
Industrial, including transportation, construction, agriculture, manufacturing, wholesale	519	512	(7)	
Accommodations	32	36	4	
Food Service	1,022	1,496	474	
Health Care and Social Services	945	1,896	951	
Public/Institutional/Educational Services	724	724	0	
Other	<u>6</u>	<u>6</u>	<u>0</u>	
Total Employment	4,891	7,123	2,232	5.5%
Housing ⁴				
Single-Family Units ⁵	5,456	5,486	30	
Multifamily Units ⁶	1,383	1,758	375	
Mobile Homes/ADU ⁷	<u>34</u>	<u>64</u>	<u>30</u>	
Total Occupied Units	6,873	7,308	435	1.03%
Overall Occupancy	2.65	2.64	2.53	

¹ Current population for City of Pinole is the California Department of Finance (DOF) Estimate, Table E-5 as of 1/1/2024.

² Population growth is based on a 1 percent average annual growth rate. It is noted that the population growth projections in Table 5 of the Housing Element Update shows a 0.6 percent annual growth rate between 2010 and 2020. The assumption of 1 percent growth over the next 5 -6 years during a period of recovery from historically low growth is reasonable.

³ Current employment estimates from the Longitudinal Employer-Household Dynamics, US Census Bureau 2020. 2030 employment based on Three Corridors Specific Plan floor area growth and employment density factors.

⁴ Source of current housing estimates is DOF Table E-5 as of 1/1/2024, occupied units.

⁵ Estimate of occupied detached and attached single-family dwelling units.

⁶ Estimates of occupied units, including duplex, townhomes, and apartments.

⁷ The 30 units added in this category by 2030 are assumed to be Accessory Dwelling Units (ADUs)

Sources: CA-DOF Demographics Unit; City of Pinole

These estimates are used as follows:

- Estimates of future growth are used to aid in the planning of future public facilities required to accommodate growth over the planning horizon.
- Estimates of existing population and land development are used to determine current facility standards—for example, square feet of public buildings per capita or average daily trips per household to correlate with traffic level of service.

Land Use Categories

Measuring the impact of growth requires land use types for summarizing different categories of new development. The land use types used in this analysis are defined below.

- **Single-family:** Detached and attached (townhomes) one-family dwelling units.
- **Multifamily:** All multifamily dwellings such as duplexes and condominiums (unless considered attached “townhomes”), apartments, and dormitories.
- **Accessory Dwelling Units:** ADUs are independent living facilities that may be within, attached to or detached from the primary dwelling. ADUs are permitted under Pinole Municipal Code (PMC) Chapter 17.70. According to PMC 17.70.040 ADU may not exceed 800 square feet. The Municipal Code also provides that ADUs 750 square feet or less floor area shall not be charged an impact fee. Impact fees on ADUs greater than 750 square feet shall be charged proportionately in relation to the square footage of the primary dwelling with which it is associated.
- **Commercial/Office:** All commercial, retail, and educational as well as all general, professional, and medical office development.
- **Industrial:** All manufacturing and warehouse development.
- **Institutional:** Educational institutions, hospitals, etc.

Some developments may include more than one land use category, such as an educational institution with dormitories, or a mixed-use development with both residential and commercial uses. In these cases, the impact fee would be calculated separately for each land use category.

The City may levy the impact fee based on the land use category that most closely represents the probable occupant density of the development. The City may use its discretion to calculate the fee that is levied on a development project based on either the number of dwelling units per acre, workers per floor area, or both, or the number of peak-period vehicle trips expected to be generated by the project.

Service Population

Different types of development use public facilities at different rates in relation to each other, depending on the services provided. In each chapter, a specific service population is identified for each facility type to reflect this. Different service populations are used to estimate impacts for different types of facilities.

- Citywide residents and workers for public facilities such as those used by city administration, fire protection and police facilities.
- Citywide residents for parks and recreation facilities.
- Dwelling units and building square feet to estimate vehicle trips for transportation facilities and drainage impacts.

Each land use imposes demands on facilities in proportion to the service population they generate. By using the service population to calculate fees, the fees are directly related to the impact of the land use based on number of units or floor area. The specific service population for each facility category is shown separately in each chapter. When residents and workers are part of the same service population, it is

reasonable to assume that one resident would place a greater demand on public services and associated facilities than one worker. The method used in this study for calculating the demand of one worker relative to one resident is to compare the length of the typical work week (45 hours, which includes lunch break) to the average total daylight hours in a seven-day week (84 hours). Based upon this method, one worker is assumed to generate roughly 54 percent of the demand for facilities as a resident ($45/84 = 0.54$); this factor is used for police, fire, and public facilities.

These measures are reasonable indicators of the level of demand for public facilities. The City builds public facilities primarily to serve these populations and, typically, the greater the population, the larger the facility required to provide a given level of service.

Occupant Densities

Occupant densities ensure a reasonable relationship between the increase in service population and amount of the fee. To do this, the fee must vary by the estimated service population generated by a particular development project. Developers pay the fee based on the capacity the new development to house residents or workers, so the fee analysis must convert service population estimates to suitable measures of project size to arrive at a fee per unit of development. This conversion is done with average occupant density factors for residential and for commercial and industrial land use categories, as shown in **Table 6**.

AB-602 Compliance

As discussed in the Introduction, AB-602 (Grayson 2021) requires that cities adopting new or increased fees after January 1, 2022, should charge impact fees on residential development based on the floor area of development or make a finding that charging the fees based on floor area is not an appropriate method. Residential projects in Pinole are currently charged a flat rate per unit for either single family homes (including detached condominiums) or individual units within multi-family apartment projects. The intent of AB 602 was to incentivize smaller units by charging higher fees on larger units and thus encourage the construction of more affordable housing in California.

However, charging residential development based on floor area presents a problem since development impacts on most facilities are measured based on the project's projected service population (residential or employment population) and while there is data that correlates floor area with the number of employees for many industries, which allows the use of employee density factors in terms of square feet per employee as shown in **Table 6**, there is not data currently available that may be used to estimate household occupancy per square foot of floor area. The recommended solution that is in keeping with the intent of AB-602—to incentivize smaller units—is charging by the bedroom without regard to whether the project contains single or multi-family units. The US Census provides data on occupancy per bedroom for major statistical areas. An analysis of the San Francisco-Oakland-Hayward MSA indicates residential occupancies per unit based on the number of bedrooms as shown in **Table 6**.

Table 6 – Household and Employee Occupancy Assumptions

Residential, Number of Bedrooms in Unit	Occupants per Unit	Occupants per Bedroom	
0 (studio)	1.23	N/A	
1	1.75	1.75	
2	2.27	1.14	
3	2.79	0.93	
4	3.30	0.83	
5	3.82	0.76	
Occupants for each additional bedroom ¹		0.52	

Nonresidential	Building Floor Area per Employee²	Employees Density per 1,000 square feet or room	
Office	400	building square feet	2.50
Retail/Commercial	700	building square feet	1.43
Hotel Rooms	3.33	rooms per worker	0.30
Food Service	200	building square feet	5.00
Health Care	400	building square feet	2.50
Industrial	500	building square feet	2.00
Institutional	1,500	building square feet	0.67

¹For units with 6 bedrooms and above, each bedroom would add 0.52 occupants. For example, a unit with 6 bedrooms would be projected to house 4.34 occupants.

²Building area per worker factors are based on the Employment Density Study for Southern California Association of Governments, by the Natelson Company, 2001.

The impact fee for a project is determined by multiplying the projected occupants of the project by the cost per capita of the facility category, which is estimated based on the overall service population and the cost of new facilities required to serve new development. For example, in the next section the police facilities cost per capita is estimated at \$476.40, therefore the police facilities impact fee for a 3-bedroom unit would be \$1,329.16 (2.79 x \$476.40). Note: this fee would be charged to any 3-bedroom unit regardless of whether it is considered a single-family house or a unit within an apartment building.

3. POLICE FACILITIES

This chapter summarizes the analysis of the need for police facilities, vehicles, and equipment to accommodate new development. This chapter documents a reasonable relationship between new development and the maximum justified impact fee for the funding of such facilities and vehicles.

Existing Police Facilities

The City of Pinole owns the Public Safety Building property described in **Table 7**. The Public Safety Building, at 880 Tennent Avenue. The Pinole Police Department provides law enforcement services to residents and workers of Pinole. Police vehicles and equipment are listed in the appendix.

Table 7 – Police Facilities and Equipment

Facility/Equipment	Location	Floor/Lot Area Square Feet	Current Value ¹	Cost per SF (appraisal)
Public Safety Building (Police portion)	880 Tennent Ave.	13,250	\$7,727,238	\$583
Police Station Parcel (portion)		10,900	\$60,000	
Vehicles and Equipment			\$516,100	

¹ One-half depreciated replacement value for Public Safety Building.

Source: *City of Pinole City Property Report, 2019*.

Police Facilities Service Population

The police facilities serve both residents and workers in the City of Pinole. **Table 8** shows the estimated existing and projected service populations for 2024 and 2030, respectively. In calculating the service population, residents are given a weight of 1.0 and workers are weighted at 0.54 to reflect lower per capita service demand. Nonresidential buildings are typically occupied less intensively than dwelling units, so it is reasonable to assume that average per-worker demand of services is less than average per-resident demand.

Table 8 – Police Service Population

	Residents	Workers	Factored Workers	Service Population
Existing (2030)	18,192	4,891	2,641	20,833
New Development (2024-2030)	<u>1,100</u>	<u>2,232</u>	<u>1,205</u>	<u>2,305</u>
Projected Total (2030)	19,292	7,123	3,846	23,138
<i>Weighting Factor</i>	<i>1.00</i>	<i>0.54</i>		

Police Facilities Standards and Unit Costs

This section discusses the standard used to determine the future needs for police facilities. To ensure equity between the level of existing facilities and the facilities for which new development may be required to fund, a per capita facility standard is used. The standard, as shown in **Table 9**, is based on the existing standard method, which assumes that police facilities and vehicles will be needed to serve new development at the current ratio of police facilities to the resident and worker

populations. This method is appropriate when the current facilities are deemed adequate to serve the current population. Use of the existing standard to calculate the impact fee ensures that new development pays only for the facilities that are equivalent to those provided to existing development. The police facilities standard is calculated in terms of the current value of the police station, vehicles, and equipment described in **Table 7**. The cost per capita represents the existing population's investment in the facilities; charging this amount to new development ensures that there is equity between the existing and new populations.

Table 9 – Police Facilities Standard Cost Per Capita

	Current Value	2024 Service Population	Facility Standard Cost per Capita
Police Station	\$7,727,238	20,833	\$370.91
Police Station Land	\$60,000	20,833	\$2.88
Current Vehicles & Equipment	\$516,100	20,833	<u>\$24.77</u>
Total Facilities Cost per Capita:			\$398.57

Police Facilities Cost for New Development

Table 10 – Equipment for Incremental Officers Needed for Growth

Officer Equipment, 1 set per officer	\$7,000
Patrol Vehicles, 3/5 per each officer	\$52,800
Total Cost	\$59,800
Additional officers for growth (see analysis below)	3
Incremental cost for new equipment	\$179,400
Projected Growth in Service Population	2,305
Per Capita Cost for Incremental Equipment	\$77.83
Current sworn officers (including sergeants and commanders)	29
Current Service Population (Residents + Factored Workers)	20,833
Officers per 1,000 service population (current standard)	1.392
Projected Growth in Service Population	2,305
Additional officers for growth	3

While no new police facilities are planned for the City of Pinole new development can be required to pay for existing facilities at a rate that is equivalent to the current population's per capita share of investment in the existing facilities. In addition, new growth should cover the cost of adding new sworn officers to the Department that is needs to maintain the current level of service level for patrol and response, which is approximately 1.4 officers per 1,000 service population. **Table 10** itemizes these costs and calculates the cost per capita for new development. Since the new officers are needed only serve the new population, the incremental cost is divided by the 2024-2030 service population growth to calculate the cost per capita attributed to growth.

Table 11 shows the allocation of citywide police facility costs to new development. Future development is contributing at the same level per capita as existing development. This level of funding could be used to upgrade existing facilities, purchase vehicles, enhance communication

systems, and/or perform facility refurbishment within the parameters allowed by Government Code 66000.

Table 11 – Police Facilities Cost for New Development

Cost per Capita, current assets	\$398.57
Cost per Capita, incremental equipment	\$77.83
Total Cost per capita	\$476.40
Service Population Growth (2024-2030)	2,305
Total Cost to Serve Development	\$1,098,094

Fee Schedule

Table 12 shows the police facilities impact fee for new development based on the facilities cost per capita shown in **Table 11**. The fee represents the amount required to fully fund all facilities needed to accommodate growth based on the existing standard. Citywide residential and nonresidential development would pay the fee based on the service population estimated to be occupied by the land uses.

Table 12 – Police Facilities Proposed Fee Schedule

Land Use ¹	Weighting factor	Costs per Resident or Worker	Occupancy	Proposed Fee	Current Fee ²
<i>Residential, fee per number of bedrooms in unit</i>					
0	1.00	\$476.40	1.23	\$585.97	N/A
1	1.00	\$476.40	1.75	\$833.69	N/A
2	1.00	\$476.40	2.27	\$1,081.42	\$1,000.98
3	1.00	\$476.40	2.79	\$1,329.15	\$1,321.29
ADU ¹	1.00	\$476.40	1.50	\$714.59	N/A
<i>Nonresidential, fee per square foot of floor area³</i>					
Office	0.54	\$257.25	2.50	\$0.64	\$0.50
Commercial	0.54	\$257.25	1.43	\$0.37	\$0.16
Industrial	0.54	\$257.25	2.00	\$0.51	\$0.40
Institutional	0.54	\$257.25	0.67	\$0.17	\$0.04

¹ Throughout this report, for the purpose of comparison and reporting the projected revenues of the fee, the impact fee per ADU is calculated based on an occupancy of 1.50 persons per household. The actual fee charged to an ADU will depend on the floor area of the permitted ADU, the impact fee may be zero or a proportion of impact fee charged to the primary dwelling unit in accordance with PMC 17.70.040

² The proposed fee for a 2-bedroom unit is compared to the current multi-family fee, and the proposed fee for a 3-bedroom unit is compared to the current single-family fee.

³ Occupancy factors for nonresidential are given per 1,000 square feet of floor area; the proposed fee is further divided by 1,000 to arrive at the fee per one square foot.

4. FIRE PROTECTION FACILITIES

This chapter summarizes the analysis of the need for fire facilities to accommodate new development. This chapter documents a reasonable relationship between new development and the maximum justified impact fee for funding of such facilities.

Fire Facilities Service Population

The Pinole fire protection facilities serve both residents and workers within the City of Pinole and the unincorporated areas of Tara Hills and Bayview. **Table 13** shows the estimated existing and projected service populations for 2024 and 2030, respectively. In calculating the service population, residents are given a weight of 1.0 and workers are weighted at 0.54 to reflect lower per capita service demand. Nonresidential buildings are typically occupied less intensively than dwelling units are, so it is reasonable to assume that average per-worker demand for services is less than average per-resident demand.

Table 13 – Fire Protection Service Population

	2024 Residents	Workers	Factored Workers	Service Population
Existing (2024)	18,192	4,891	2,641	20,833
New Development (2024-2030)	<u>1,100</u>	<u>2,232</u>	<u>1,205</u>	<u>2,305</u>
Projected Total (2030)	19,292	7,123	3,846	23,138
Weighting Factor	1.00	0.54		

Existing Fire Facilities

The Contra Costa County Fire Protection District (Con Fire) provides fire protection services to the residents and business of Pinole through a service agreement with the City. However, the City owns the facility and equipment listed in **Table 14**. Con Fire provides fire protection services, emergency medical services, rescue services, and fire prevention services to the City out of Fire Station 73 in a portion of the Public Safety Building shared with the Police Department and also Pinole Valley Response Station 74. The fire stations and equipment included in the impact fees because they represent the integral capital investments needed to provide fire protection services to Pinole.

Table 14 – Fire Protection Inventory

Facility/Equipment	Current Value
Public Safety Building (Fire Station No. 73 portion) ¹	\$7,727,238
Pinole Valley Response Station (No. 74, 3700 Pinole Valley Road) ¹	\$2,329,949
Land Area	<u>\$108,000</u>
Total Facilities:	\$10,165,187
Equipment	<u>2024 Value</u>
2015 Ford Explorer	\$9,843
Fire Apparatus	\$136,443
Type 1 Fire Engine	\$52,616
Equipment on-board	<u>\$61,171</u>
Total Equipment:	\$260,074

¹ Depreciated replacement values; one-half of Public Safety Building

Source: *City of Pinole, City Property Report, 8/6/2018*; Contra Costa County Assessor.

Personal Protection Equipment

The projected growth in the service population will result in the need for two additional firefighters if the current ratio of firefighters to population is maintained. These additional personnel will require personal protection and communication equipment as estimated in **Table 15**.

Table 15 – Personal Fire Protection Equipment

Communications Equipment per Firefighter	\$2,500
Personal Protective Equipment per Firefighter	\$3,000
Total Cost per Firefighter	\$5,500
Additional Firefighters for Growth (see analysis below)	2
Incremental Cost for PPE	\$11,000
Projected Growth in Service Population	2,305
Cost per Capita	\$4.77
Current staffing: 6 Captains, 6 Engineers and 6 Firefighters	18
Current Service Population (Residents + Factored Workers)	20,833
Firefighters per 1,000 Service Population (current standard)	0.864
Projected Growth in Service Population	2,305
Additional Firefighters for Growth to 2030	2

Source: Cooperative Fire Service Agreement with CCCFPD, Contra Costa County LAFCO Report 22-07.

Fire Facilities Standards and Unit Costs

This section discusses the standard used to determine the future needs for fire facilities. To ensure equity between the level of existing facilities and the facilities that new development should be responsible for, a per capita facility standard is used. The standard, as shown in **Table 16**, with two exceptions is, based on the existing standard method, which assumes that fire protection facilities and equipment will be needed to serve new development at the current ratio of fire facilities to the resident and worker populations. One exception is the construction of Fire Station 94 in Brentwood and the addition of a new tiller (ladder) truck to the facilities on which the impact fee is based. These additions are estimated to cost about \$17.1 million and will serve the entire Con Fire service population of approximately 771,200¹ for a per capita cost of \$22.21.

Use of the existing standard to calculate the impact fee ensures that new development pays only for the facilities that are equivalent to those provided to existing development. The value per capita for buildings, land, vehicles, and equipment are the current value of these assets per the existing population. For the personal protection equipment, the incremental cost is given for new equipment.

¹ 2022 Annual Report Contra Costa County Fire Protection District plus Pinole 2024 population.

Table 16 – Fire Protection Cost per Capita Standard

	Current Value/Cost for New Development	2024 Service Population/Growth in Service Population	Value/Cost per Capita
Fire Stations Buildings and Land	\$10,165,187	20,833	\$487.94
Fire Station 94 New Construction*	\$14,025,000	771,200	\$18.19
New Tiller Truck*	\$3,100,000	771,200	\$4.02
Current Vehicles & Equipment	\$260,074	20,833	\$12.48
Personal Protection	\$11,000	2,305	<u>\$4.77</u>
	Total per Capita:		\$527.40

* The new tiller truck was a recent purchase by Con Fire and, along with Station 94, serves the entire Con Fire service area, the cost of these items are therefore divided by the Con Fire service population

Fire Facilities Cost for New Development

The City and Con Fire have agreed to begin planning for and participation in funding for Fire Station No. 94 and for Con Fire's recent purchase of the new tiller truck, that will be needed for expected new multi-story development throughout the Con Fire service area but will also serve existing development in equal proportion. In addition to new facilities future development can be required to pay for existing facilities at a rate that is equivalent to the current population's per capita investment in the existing fire facilities and equipment. **Table 17** shows the allocation of citywide fire protection facility costs to new development. Future development is contributing at the same level per capita as existing development. This level of funding could be used to upgrade existing facilities, purchase equipment and vehicles, enhance communication systems, and/or perform refurbishment within the parameters allowed by Government Code 66000.

Table 17 – Fire Facilities Cost for New Development

Service Population Growth (2024-2030)	2,305
Total Cost per Capita	<u>\$527.40</u>
Total Cost to Serve New Development	\$1,215,657
Funding from other sources*	\$462,701

*Existing development's share of Fire Station 94 and Con Fire's new Tiller Truck

Fee Schedule

Table 18 shows the proposed fire protection facilities impact fee for new development based on the facilities cost per capita shown in **Table 16**. The fee represents the amount required to fully fund all facilities needed to accommodate growth based on the existing standard.

Table 18 – Proposed Fire Facilities Impact Fee

Land Use	Weighting Factor	Cost per Resident or Worker	Occupancy Factor	Proposed Fee	Current Fee¹
<i>Residential, fee per number of bedrooms in unit</i>					
0	1.00	\$527.40	1.23	\$648.70	N/A
1	1.00	\$527.40	1.75	\$922.95	N/A
2	1.00	\$527.40	2.27	\$1,197.20	\$1,279.16
3	1.00	\$527.40	2.79	\$1,471.45	\$1,688.49
ADU	1.00	\$527.40	1.50	\$791.10	N/A
<i>Nonresidential, fee per square foot of floor area</i>					
Office	0.54	\$284.80	2.50	\$0.71	\$0.640
Commercial	0.54	\$284.80	1.43	\$0.41	\$0.20
Industrial	0.54	\$284.80	2.00	\$0.57	\$0.51
Institutional	0.54	\$284.80	0.67	\$0.19	\$0.05

¹The proposed fee for a 2-bedroom unit is compared to the current multi-family fee, and the proposed fee for a 3-bedroom unit is compared to the current single-family fee. The apparent reduction in fee is due to the lower occupancy factor for the bedroom analysis compared to the occupancy by unit type used in previous nexus study.

5. PUBLIC FACILITIES AND EQUIPMENT

This chapter summarizes an analysis of the need for public facilities and equipment to accommodate new development. This chapter documents a reasonable relationship between new development and the maximum justified impact fee for funding of such facilities.

Existing Municipal Facilities

The City of Pinole owns and operates the facilities listed in **Tables 19** and **20**. The public facilities service population is shown in **Table 20**. The current value of these buildings is determined by depreciating the estimated replacement cost, based on the year of construction or the last appraisal and a 50-year useful life. The complete calculations of current value are shown in the appendix.

Table 19 – Community Facilities Inventory

Facility	Location	Building Floor Area Square Feet	Appraised Building Value	Land Value
Youth, Recreational and Cultural Facilities				
Memorial Hall/ Youth Center)	601-635 Tennent Ave.	9,553	\$3,893,975	\$1,146,276
Pinole Senior Center	2572 Charles Ave.	14,320	\$5,283,367	\$1,008,850
Pinole Swim Center/Tiny Tots Day Care	2450 Simas Ave.	<u>3,848</u>	<u>\$1,461,065</u>	\$164,914
	Totals:	27,721	\$10,638,407	\$2,320,040

Table 19 continued

Facility	Year Built/ Appraised	Useful Life	Replacement Cost	Accumulated Depreciation	Current Value
Memorial Hall/Youth Center	2019	50	\$5,401,797	(\$432,144)	\$4,969,653
Pinole Senior Center	2019	50	\$7,329,188	(\$586,335)	\$6,742,853
Pinole Swim Center/Tiny Tots Day Care	2019	50	\$2,026,817	(\$162,145)	<u>\$1,864,672</u>
			Total		\$13,557,178

Table 20 – Municipal Facilities Inventory

Facility	Location	Floor Area Square Feet	Appraised Value	Land Value
City Hall	2131 Pear Street	17,593	\$7,786,125	\$55,000
Post Office ¹	2101 Pear Street	<u>4,560</u>	<u>\$1,399,462</u>	<u>\$309,810</u>
	Totals:	22,153	\$9,185,587	\$364,810

Table 20 continued

Facility	Year Built/ Appraised	Useful Life	Replacement Cost	Accumulated Depreciation	Current Value
City Hall	2017	50	\$11,442,114	(\$1,373,054)	\$10,069,060
Post Office ¹	2019	50	\$1,941,360	(\$155,309)	<u>\$1,786,052</u>
			Total:		\$11,855,112

¹ The post office building is owned by the City and leased to the US Postal Service.

Public Facilities Service Population

The public facilities serve both residents and workers in the City of Pinole. **Table 21** shows the estimated existing and projected service populations for 2024 and 2030, respectively. In calculating the service population, residents are given a weight of 1.0 and workers are weighted at 0.54 to reflect lower per capita service demand. Nonresidential buildings are typically occupied less intensively than dwelling units are, so it is reasonable to assume that average per-worker demand of services is less than average per-resident demand.

Table 21 – Public Facilities Service Population

	Residents	Workers	Factored Workers	Service Population¹
Existing (2024)	18,192	4,891	2,641	20,833
New Development (2024-2030)	<u>1,100</u>	<u>2,232</u>	<u>1,205</u>	<u>2305</u>
Projected Total (2030)	19,292	7,123	3,846	23,138
Weighting Factor	1.00	0.54		

Public Facilities Standards and Unit Costs

This section discusses the standard used to determine the future developments' share of the costs of facilities for services related to the public facilities.

Per Capita Standards and Unit Costs

To ensure equity between the level of existing facilities and the facilities that new development should be responsible for, a per capita facility standard is used. The standard, as shown in **Table 22**, is based on the existing standard method, which assumes that public facilities, equipment, and vehicles will be needed to serve new development at the current ratio of the value of public facilities to the resident and worker populations. This method is appropriate when the current facilities are deemed adequate to serve the current population. Use of the existing standard to calculate the impact fee ensures that new development pays only for the facilities that are equivalent to those provided to existing development.

The current value of equipment and vehicles with a useful life of five years or more used by City departments, other than police, are listed in the appendix.

Table 22 – Public Facilities Current Values per Capita

	Current Value	2024 Service Population	Cost per Capita at Current Facility Standard
Community & Municipal Buildings	\$25,432,289	20,833	\$1,220.77
Land Value	\$2,684,850	20,833	\$128.87
Equipment & Vehicles	\$1,826,479	20,833	<u>\$87.67</u>
Total Facilities Cost per Capita:			\$1,437.31

Public Facilities Cost for New Development

The City of Pinole, in its adopted Climate Action and Adaptation Plan (CAAP), calls for the installation of up to 270 electric vehicle charging stations by 2030 on city property and in public areas. This a CAAP transportation measure (TR-4) designed to help meet the City’s greenhouse gas reduction goals. The cost per connection for purchase and installation of DC fast chargers (DCFC) can be up to \$150,000.¹ The cost in **Table 23** assumes 50 connections at an average cost of \$100,000 per connection. The EV charging station installation cost could also be included with the Transportation impact fee since it meets the definition of a measure that will offset the carbon emissions of the vehicle miles traveled by new development. The inclusion in the Public Facilities chapter results in slightly lower per capita fee rate due to the different ways the percentage of cost allocated to growth is calculated (growth in vehicle trips vs. growth in service population). At the cost per capita given in **Table 23**, the fees from the new service population will generate approximately \$550,000 to be used for EV Charging Stations, or about 11 percent of the cost of 50 connections, the other approximately \$4,450,000 must be provided by sources other than the impact fee.

Table 23 – EV Charging Station Cost per Capita

New Facilities	Units	Per unit Cost	Total Cost	Service Population ¹	Cost per Capita
EV Charging Stations	50	\$100,000	\$5,000,000	20,833	\$240.00

¹The cost of the charging stations is spread over the entire service population since the stations will benefit everyone.

Other than the EV charging stations, the City of Pinole has no current plans to add municipal or community facilities. However, new development can be required to pay for existing public facilities at a rate that is equivalent to the current population’s per capita share of investment in the existing facilities. **Table 24** shows the total public facility costs to new development. Future development is contributing at the same level per capita as existing development. This level of funding could be used to upgrade existing facilities, purchase vehicles, enhance communication systems, and/or perform refurbishment within the parameters allowed by Government Code 66000.

Table 24 – Public Facilities Cost for New Development

Total Current Facilities Cost per Capita	\$1,437.31
EV Charging Stations	\$240.00
Total Cost per Capita	\$1,677.31
Service Population Growth, 2024-2030	2,305
Total Cost to Serve Growth	\$3,866,200

¹ “Levelized Cost of Charging Electric Vehicles in the United States”, Joule Vol 4, Issue 7 July 15,2020 <https://www.sciencedirect.com/science/article/pii/S2542435120302312>

Fee Schedule

Table 25 shows the proposed public facilities impact fee for new development based on the facilities cost per capita shown in **Table 24**. The fee represents the amount required to fully fund all facilities needed to accommodate growth based on the existing standard.

Table 25 – Proposed Public Facilities Impact Fee

Land Use ¹	Weighting factor	Costs per Resident & Worker	Density ²	Proposed Fee	Current Fee ¹
<i>Residential, fee per number of bedrooms in unit</i>					
0 (studio)	1.00	\$1,677.31	1.23	\$2,063.09	N/A
1	1.00	\$1,677.31	1.75	\$2,935.29	N/A
2	1.00	\$1,677.31	2.27	\$3,807.49	\$1,726.13
3	1.00	\$1,677.31	2.79	\$4,679.69	\$2,278.48
ADU	1.00	\$1,677.31	1.50	\$2,515.97	N/A
<i>Nonresidential, fee per square foot of floor area</i>					
Office	0.54	\$905.75	2.50	\$2.264	\$0.863
Commercial	0.54	\$905.75	1.43	\$1.295	\$0.276
Industrial	0.54	\$905.75	2.00	\$1.811	\$0.690
Institutional	0.54	\$905.75	0.67	\$0.607	\$0.069

¹The proposed fee for a 2-bedroom unit is compared to the current multi-family fee, and the proposed fee for a 3-bedroom unit is compared to the current single-family fee.

6. PARKS AND RECREATION FACILITIES

This chapter summarizes the analysis of the need for parks and recreational facilities to accommodate new development. This chapter documents a reasonable relationship between new development and the maximum justified impact fee for funding of such facilities.

Existing Parks and Recreation Facilities

The City of Pinole maintains neighborhood and community parks varying in size and distributed generally throughout the community. Most of the parks in the City are located within walking or biking distance of residential neighborhoods.

Neighborhood parks usually abut residential areas and include play areas, picnic areas, gathering areas, and open turf suitable for informal play, practices, or scrimmages. Community parks are generally designed to serve the needs of several neighborhoods or the whole community.

The City has 12 neighborhood and community parks in addition to a youth and senior center located at Fernandez Park. The City's parks and their sizes and facilities are identified in **Table 26**. Total ground area of these facilities is approximately 54.2 acres. Bayfront Park is the largest park at nearly 20 acres.

The City also has extensive holdings of undeveloped, usable open space totaling over 227 acres. This acreage may be developed into active neighborhood or community parks or may be left in their current state, thereby providing a valuable resource amenity for residents. **Table 27** lists the open space inventory. The value of open space acreage is assumed to be the land value listed for the parcel by the Contra Costa County Assessor.

Table 28 summarizes the value of stand-alone recreation facilities, which are included in calculating the per capita cost of current park and recreation facilities. These additional facilities are amenities not included in the park inventory, but which provide benefits to current and future residents.

Table 26 – Existing Developed Park Facilities Inventory

Park Site	Location	Net Active Park Area (acres)	Park Facilities
Bayfront Park	1 Tennent Ave.	19.42	Walking paths and trails along shoreline and Pinole Creek, two picnic tables, benches, BBQ facilities, drinking fountain and restroom facilities.
Fernandez Park	595 Tennent Ave.	4.62	Large playground, gazebo area, horseshoe pit, garden, tot lot, picnic tables, two parking lots, BBQ facilities, play area, restroom facilities, drinking fountains, baseball field and basketball court.
Pinole Valley Park	3790 Pinole Valley Road	12.5	Two parking lots, one playground, concession stand, restroom facilities, drinking fountains, two soccer fields, one baseball field, skate park, and one basketball court. Hazel Downer-Thornton Picnic Grove (1267 Adobe Road) has 4 picnic areas with tables and restrooms, BBQ facilities, and drinking fountains with a hiking trail that connects to the Sobrante Ridge Regional Preserve. Large and small dog parks.
Amber Swartz Park	3450 Savage Avenue	3.95	Gazebo, walking path to Pinole Valley Park and two benches located in the gazebo.
Louis Francis Park	596 Marlesta Drive	7.8	Picnic tables, 1 small BBQ pit, benches, drinking fountain, playground, and sand pad.
Meadow Park	1095 Nob Hill Avenue	1.2	Public art, mosaic mural, new playground, benches and basketball courts.
Pinon Park	1600 Primrose Lane	0.37	Picnic tables, benches, BBQ facilities, and new play area.
Dog Park	1263 Adobe Road	1.17	Parking, fencing and benches
Pinon Valley Tennis Courts	2955 Pinole Valley Road	0.76	Improvements listed in Table 27
Pinole Swim Center & Tiny Tots Center	2450 Simas Ave.	1.7	Improvements listed in Table 18
Canyon Drive Park	1822 Canyon Drive	0.47	Play area, picnic tables and benches
Pinole Valley Picnic Grove	3790 Pinole Valley Road	0.2	Picnic tables and benches
Total		54.16	

Table 27 – Existing Open Space Inventory

Location	Open Space Acres	Assessor's Parcel Number	Assessor's Land Value, 2024
Pinole Valley Park (parcel 1)	34.83	360-210-001	\$75,079
Pinole Valley Park (parcel 2)	134.92	360-210-006	\$293,891
Pinole Valley Park (parcel 3)	34.04	360-210-002	\$73,991
Hugh Young Park	7.92	360-392-010	\$72,049
Henry Ave. Public Open Space	10.82	401-230-016	\$1,756
View Park, 2021 Henry Ave.	2.73	401-461-053	\$469
Sarah Drive Park	1.75	430-330-014	\$188,499
Totals:	227.01		\$705,734
Current Residential Population			18,192
Open Space Land Value per Capita			\$38.79

Source: Contra Costa County Tax Assessor

Table 28 – Other Recreation Improvements

Swim Center Pool Complex (land value included in Community Facilities)	\$1,863,939
Pinole Valley Park caretakers building (1270 Adobe)	\$1,156,548
Pinole Valley Road restroom, bleachers & concessions	\$380,513
Pinole Valley Tennis Center, 2955 Pinole Valley Road	\$400,000
Total Other Recreation Improvements:	\$3,801,000
Current Residential Population	18,192
Open Space Land Value per Capita	\$208.94

Source: 2023 City Property List-Appraised Values

Table 29 summarizes the current park standard in the City of Pinole

Table 29 – Park Level of Service Standards

Park Inventory	Active Park Acres
Developed Park Acreage	54.16
2024 Population:	18,192
Active park acres per 1,000 population:	2.98

Park Cost Estimate

To establish the value of one acre of developed park, a park cost estimate is used based on a typical 5-acre neighborhood park, including land acquisition. The estimate is provided in **Table 30**. The amenities included in this typical park are equivalent to those found in the City's existing parks.

Table 30 – Cost Estimate for a Typical Park

Item Description	Quantity	Unit	Unit Cost	Item Cost
Mobilization	1.00	Lump Sum	\$50,000	\$50,000
Off-site Improvements (curb & gutter 1/2 street width)	500	Lineal Feet	\$250	\$125,000
Site Prep, Drainage, Utilities, Irrigation & Turf, Shade Trees	5.00	Acres	\$300,000	\$1,500,000
Multipurpose Fields	1	Each	\$120,000	\$120,000
Basketball Court (1 Concrete)	1	Each	\$60,000	\$60,000
Concrete Walkways (4' x 6' wide, perimeter of site)	1,900	Lineal Feet	\$35	\$66,500
Play Apparatus			\$90,000	\$90,000
Open Field Play Area	1	Lump Sum	\$25,000	\$25,000
Group Picnic Shelter and Barbecue Facilities	1	Lump Sum	\$75,000	\$75,000
Permanent Restrooms (one each male and female)	2	Each	\$250,000	\$500,000
Parking Lot (3" AC/4" AB)	0.5	Acres	\$400,000	<u>\$200,000</u>
Total Construction				\$2,811,500
Land Acquisition (cost per acre based on \$8 per square foot in accordance with Municipal Code Sec.16.28.060, fee in-lieu of park land dedication)	5	Acres	\$348,480	\$1,742,400
Contingency @ 20%				\$562,300
Engineering @ 12%				\$337,380
CM & Inspection @ 10%				\$281,150
City Administration @ 4% (1% design, 1% construction, 2% overhead)				\$112,460
Environmental @3%				<u>\$84,345</u>
Total Non-Construction				\$1,377,635
Project Total w/Land Acquisition				\$5,939,135
Total Cost per Acre				\$1,186,307

Parks and Recreation Standards and Unit Costs

This section discusses the standard used to determine the standard for parks and recreation facilities.

Per Capita Standards and Unit Costs

Park standards are typically stated in terms of parkland per 1,000 population. The standard for Pinole, shown in **Table 31**, is based on total developed parks. This table also shows the asset value per capita for other existing recreation facilities and open space.

Table 31 – Park Facility Standards and Costs per Capita

Current Population	18,192
Current Active Park Acreage	54.16
Park Standard Acres per 1,000 Residents	2.98
Service Population Growth, 2024-2030	1,100
Park Acreage Required for Growth (1,100 x 2.98)	3.28
Cost per Acre	\$1,186,307
New Park Cost to Serve Growth	\$3,891,087
Park per Capita Cost (New Park Costs/Population Growth)	\$3,537.35
Open Space Cost per Capita	\$38.79
Other Recreation Facilities	\$208.94
Total Cost per Capita for Parks, Open Space and Recreation	\$3,785.08

Parks and Recreation Cost for New Development

New development can be required to provide its proportionate share of facilities related to new development at the existing rate per 1,000 population. **Table 32** shows the citywide parks and recreation facility cost for new development.

Table 32 – Park Cost for New Development

Residential Population Growth (2024-2030)	1,100
Cost per Capita	\$3,785.08
Total Cost for New Development	\$4,163,588

Fee Schedule

Table 33 shows the parks and recreation impact fee for new development based on the facilities cost per capita shown in **Table 31**. The fee represents the amount required to fully fund all new park and recreation facilities needed to accommodate growth based on the existing facility standard.

Table 33 – Proposed Park Impact Fee

Land Use	Cost per Capita	Occupants per Unit	Proposed Fee per Unit	Current Fee
<i>Residential, fee per number of bedrooms in Unit</i>				
0 (studio)	\$3,785.08	1.23	\$4,655.65	N/A
1	\$3,785.08	1.75	\$6,623.89	N/A
2	\$3,785.08	2.27	\$8,592.13	\$6,981.71
3	\$3,785.08	2.79	10,560.37	\$9,215.85
ADU	\$3,785.08	1.50	\$5,677.62	N/A

¹The proposed fee for a 2-bedroom unit is compared to the current multi-family fee, and the proposed fee for a 3-bedroom unit is compared to the current single-family fee.

Dedication of Park Land and Park Impact Fees

The City's Parkland Dedication Ordinance (PDO) (Municipal Code Section 16.28) requires, as a condition of approval for the subdivision of land, the dedication of parkland or payment of a fee in lieu of dedication, pursuant to California Government Code Section 66477 (the Quimby Act). The Quimby Act allows the City to require the dedication of land for park purposes up to the rate of 3 acres per 1,000 expected occupants. The City may collect the full AB 1600 park impact fees for park acquisition and development at the issuance of building permits but may not impose the land dedication requirement at the subdivision stage. The City may collect on either the PDO or the impact fee, but not both.

7. TRANSPORTATION FACILITIES

This chapter summarizes the analysis of the need for transportation facilities, which include arterial roadway and intersection improvements, to serve new development through 2030. This chapter documents a reasonable relationship between new development and the impact fee for funding of these facilities.

Transportation Facilities Standards

Level of Service with New Development

The level of service (LOS) provided by the current road network under the land use conditions projected at General Plan buildout was estimated using the Contra County Transportation Authority's (CCTA) regional traffic model.

The definitions of the LOS measures are:

- A. Traffic flowing freely (volume to capacity ratio (v/c) = 0.50 to 0.59)
- B. Generally unimpeded traffic flow (v/c = 0.60 to 0.69)
- C. Slower but stable flow with minor delays (v/c = 0.70 to 0.79)
- D. Reduced speeds and increased delays (v/c = 0.80 to 0.89)
- E. Slow speeds and significant delays (v/c = 0.90 to 0.99)
- F. Stop-and-go traffic, high level of delay (v/c > 1.00)

The CCTA model shows that intersections along key corridors serving Pinole, such as San Pablo Avenue, Appian Way, and Pinole Valley Road, would fall to LOS E or F. Nine intersections would fall to LOS F and one to LOS E by 2030. In addition to Pinole's expected growth, these intersections are also impacted by the projected growth in the surrounding jurisdictions.

Transportation Demand from New Development

Table 34 shows transportation demand that would be generated by new development from 2024 to 2030. The total demand for new facilities across all land use types, is based on the vehicle miles traveled (VMT) for all types of residential development and the major categories of nonresidential development. For residential development, a VMT per person of 18.61 is used. This value was determined by dividing the total home-based VMT for Contra Costa County in 2023 by the County's household population in 2023.¹ To make the Transportation fee schedule consistent with the other facilities in this study, the VMT per person is used to calculate the VMT per unit using occupancy by number of bedrooms as shown in **Table 6**.

AB-602 Compliance

The transportation demand generated by existing and new residential development is estimated by using bedrooms per unit and not floor area as would be required to be in strict compliance with AB-602. This is

¹ Fehr & Peers, 2023; *Contra Costa Travel Model, 2023*, Contra Costa Transportation Authority.

another situation where, due to the available data, the analysis is not conducive to a fee per square foot of floor area. The *Institute of Transportation Engineering*, which is the primary source of trip generation estimates for land use, only reports residential trip rates by type of development—i.e. single family, apartments, condominiums etc. Therefore, the VMT-based method is used to calculate the fee for both residential and commercial development. This method also conforms to SB-743 by using VMT as the metric to evaluate transportation impacts. This study adapts the ITE nonresidential trip generation rates by applying a standard miles per trip factor depending on the land use, as shown in **Table 34**.

For purposes of this fee study, all current and future trips on City of Pinole streets are treated as if they are generated from either a city residence or place of business. New development outside of Pinole that generates trips on Pinole streets cannot be charged the impact fee. Therefore, those trips that originate and/or end outside the City of Pinole are considered a part of “existing development” whose share of roadway capital improvements must be borne by the City or be funded by sources other than the impact fee.

Table 34 – Transportation Demand 2024-2030

Land Use ¹	2024 Existing	Growth 2024- 2030	Total	VTM per Occupant or per 1,000 sq. ft.	Pass-by Factor	2024 VTM	VTM Growth	2030 VTM
<i>Residential (dwelling units)</i>								
Total Units	6,873	435	7308					
Household Occupancy Rate	2.647	2.529	2.640					
Residential Population	18,192	1,100	19,292	18.61	1.00	338,556	20,471	359,027
<i>Nonresidential (in square feet)⁴</i>								
Office	909,740	512,466	1,422,206	80	0.50	36,390	20,499	56,888
Commercial/Retail	1,009,926	431,088	1,441,014	210	0.50	106,042	45,264	151,306
Industrial	476,283	-4	476,279	100	0.65	30,958	0	30,958
Institutional	1,086,000	0	1,086,000	90	0.95	<u>92,853</u>	<u>0</u>	<u>92,853</u>
						266,243	65,763	332,006
Total						604,799	86,234	691,033
						Percentage 2030 VTM from Growth		12.48%

¹Nonresidential trip generation rates per the Institute of Transportation Engineering Trip Generation 7th Edition 2008:

General office building/Office Park: 10 trips per 1,000 sq. ft x 8 miles per trip

Commercial: 35 trips per 1,000 sq. ft. (as typical shopping center) x 6 miles per trip

General Light Industrial: 10 trips per 1,000 sq. ft. x 10 miles per trip

Institutional (government office complex): 9 trips per 1,000 sq. ft. x 10 miles per trip

VTM rates are further adjusted with pass-by factors, which adjust for original trips stopping at interim destinations.

SB-743 Impact on Use of Intersection Level of Service

Passed by the California legislature in September 2013, SB-743 removed LOS as a standard of significance under the California Environmental Quality Act (CEQA). The legislation called for the Governor’s Office of Planning and Research (OPR) to revise the CEQA Guidelines and provide an alternative measure for determining the impact of new development and transportation improvements. The rationale for the change in traffic impact analysis under CEQA is that with land development such as redevelopment or within infill locations, LOS standards, due to the incremental nature of cumulative impacts, primarily impact the “last in” or the latest development to occur in these locations and exaggerated their relative impact, while earlier developments, because of their comparatively small size, typically do not exceed the LOS threshold standard. As part of its initial discussion paper on the change in CEQA guidelines issued in July 2014, OPR recommended the use of VMT as the new measure that would serve as the replacement for LOS. VMT could be measured on a per capita basis (in this study the per capita VMT is given as 18.61) or is calculated for the entire project. SB-743 encourages transportation improvement projects that reduce overall VMT on the local network and would provide mitigation for the VMT projected to be added by land development projects. By the nature of the land development proposed in Pinole, particularly in the Three Corridors Specific Plans, VMT is expected to be lower than the more extensive suburban alternatives. Therefore, the transportation improvement projects included in this study are a combination of measures designed to reduce VMT and improve LOS. The City of Pinole adopted “*Walk and Roll Pinole-Active Transportation Plan*” (ATP) in December 2023. The ATP includes measures designed to reduce VMT. **Table 35** includes the following projects referenced in the ATP has relevant to the goal of reducing VMT.

- Arterial Rehabilitation
- Tennent Ave Rehabilitation
- Appian Way Complete Streets
- Pedestrian Improvements at Tennent Ave near railroad tracks
- Hazel Street Gap Closure
- Safety Improvements at Appian Way & Marlesta Road
- Smart Signals

Transportation Improvements Cost for New Development

Planned Projects

Improvements on circulation element streets were identified in the City’s 2024-2028 Capital Improvement Plan and are listed in **Table 35**. These improvements provide for a complete range of mobility enhancements that would benefit existing and new development. New development’s share of the cost of these improvements is limited to the 12.48 percent of the 2030 VMTs that are attributable to growth estimated to occur during the period 2024-2030.

Table 35 – Transportation Improvements

Capital Improvements	Project Cost (2024)	Other Designated Funding¹	Local Funding
San Pablo Avenue Bridge over BNSF ²	\$30,774,162	\$1,974,162	\$3,692,899
San Pablo Avenue Rehabilitation	\$662,000	\$586,000	\$76,000
Safety Improvement at Appian Way and Marlesta	\$679,429	\$129,000	\$550,429
Safety Improvements on Arterial Roadways	\$275,000		\$275,000
Tennant Avenue Rehabilitation	\$682,805	\$488,493	\$194,312
Arterial Rehabilitation	\$1,686,845	\$896,963	\$789,882
Hazel Street Gap Closure	\$200,000		\$200,000
Pedestrian Improvements on Tennent Ave. near Railroad	\$1,406,672	\$44,700	\$1,361,972
Street Paving Equipment	\$395,000		\$395,000
Smart Signals	\$154,302		\$154,302
Appian Way Complete Street	\$1,070,000		\$1,070,000
Total Local Funding for Planned Improvements:			\$8,759,796

¹ Includes Gas Tax, grant funds, measure funds, etc.

² Local funding for the San Pablo Avenue Bridge is capped at 12% as local match for grant funding
Source: City of Pinole, 5-year CIP 2024-2028

Transportation Improvement Costs Per VMT

The total cost per VMT for the transportation improvement projects is shown in **Table 36**.

Table 36 – Transportation Improvements Cost per VMT

Roadway Capital Improvement Costs (Local Share)	\$8,759,796
2024 VMT's	604,799
2024 - 2030 VMT's	86,234
2030 VMT's	691,033
Percentage 2030 VMT from Growth	12.48%
Local Share Allocated to Growth	\$1,093,223
Cost per 2024-2030 VMT	\$12.68

New development can be required to provide its proportionate share of transportation improvements that enhance mobility within the city and reduce VMT. **Table 36** shows the allocation of citywide transportation system costs to new development. Future development is contributing at the same rate as existing development, at \$12.68 per VMT. In this case, existing and future development would include traffic impacts outside the City of Pinole. Therefore, the City will need to seek regional funds from sources such as the Statewide Transportation Improvement Program, Congestion Management, Measure J, or a regional impact fee program to meet the demands placed on local arterials by development growth outside the City.

Fee Schedule

Table 37 shows the Transportation facilities impact fee for new development based on the road improvements cost per VMT shown in **Table 36**. The fee represents the amount required to fully fund

roadway improvements needed to accommodate growth. Citywide residential and nonresidential developments in the City would pay the fee based on the VMT for the improvements identified.

Table 37 – Proposed Transportation Impact Fee

Land Use¹	Cost per VMT	Average VMTs per Occupant or per 1,000 sq. ft.	Occupants per Unit	Proposed Fee per Unit	Current Fee¹
<i>Residential, fee per bedrooms in units</i>					
0	\$12.68	18.61	1.23	\$290.25	N/A
1	\$12.68	18.61	1.75	\$412.96	N/A
2	\$12.68	18.61	2.27	\$535.66	\$338.71
3	\$12.68	18.61	2.79	\$658.37	\$477.05
ADU	\$12.68	18.61	1.50	\$353.96	N/A
<i>Nonresidential, fee per square feet of floor area</i>					
Office	\$12.68	40.00	N/A	\$0.51	\$0.64
Commercial	\$12.68	105.00	N/A	\$1.33	\$1.60
Industrial	\$12.68	65.00	N/A	\$0.82	\$0.42
Institutional	\$12.68	85.50	N/A	\$1.08	\$1.21

¹The proposed fee for a 2-bedroom unit is compared to the current multi-family fee, and the proposed fee for a 3-bedroom unit is compared to the current single-family fee. The proposed nonresidential fees per square foot are less than the current fee rates due to the way VMT's are calculated for nonresidential uses.

8. DRAINAGE FACILITIES

This chapter summarizes the analysis of the need for drainage facilities to accommodate new development. This chapter documents a reasonable relationship between new development and the impact fee for funding of such facilities.

Drainage facilities serve both residential and nonresidential development. **Table 38** summarizes the impacts of existing and new development on the City's drainage system in terms of the increase in impervious land area that is tributary to the system due to new development.

Drainage Impacts of Existing and New Development

Table 38 analyses existing and new development in terms of the change in developed acreage since land use is generally stated in terms of acres. To link acreage with drainage impacts, the acreage values are adjusted by an impervious land factor for each land use type. This factor represents the portion of land that does not allow for infiltration of rainfall. For example, the 0.50 factor for single-family homes includes the roof, patio covers, driveway, other hardscaped areas, indicating that a typical single-family parcel is covered by 50 percent impervious area. The higher the percentage of impervious land in an area the more runoff will occur which results in the need for more drainage infrastructure.

Table 38 shows the General Plan land use types consolidated into a few major categories: single and multi-family in residential land use and office, commercial industrial and public/institutional in the nonresidential categories. This consolidation is done to forecast the change in developed acreage more easily with the fewest number of assumptions. In addition, to there being many other types of land use, development projects may include a mix of uses—for example commercial and/or retail businesses plus some multi-family units. But whether a parcel develops with a mix of uses does not factor into the analysis since it is the impervious area of the project that is key to the calculation of the fee. A relatively large parcel may include many buildings with multiple floors, parking areas, landscaping, and hardscape, which all must be evaluated to determine the total impervious area on which to apply the fee.

Note that in this study the assumption is made that most of the growth in multifamily housing will, by necessity, come about via redevelopment to multi-story construction on currently developed "opportunity" sites, primarily within the Three Corridors Specific Plan Area. Therefore, the projected overall increase in developed land area is relatively small, only about 3.5 percent of the total development footprint in 2030 to accommodate over 400 new dwelling units and about 560,000 square feet of nonresident floor area.

AB-602 Compliance

In **Table 38** converts the impervious developed acreage to impervious square feet by multiplying acreage by 43,560. In this way the drainage fee may be charged per square foot of project area as required by AB-602.

Table 38 – Drainage Impacts

Land Use¹	Existing Developed Acres	Projected Growth of Developed Acreage 2024-2030¹	Total 2030	Impervious Factor²	Impervious Area (acres) 2024	Total Impervious (acres) 2030	Growth in Impervious Area (acres) 2024-2030	Growth in Impervious Area (sq. ft.) 2024-2030
<i>Residential (in acres)</i>								
Single Family ³	1,477	6	1,483	0.50	739	742	3	108,900
Multi-family ³	<u>211</u>	<u>27</u>	<u>238</u>	0.80	<u>169</u>	<u>190</u>	<u>21</u>	<u>914,760</u>
	1,688	33	1,721		908	932	24	1,023,660
<i>Non-residential (in acres)⁴</i>								
Office ⁵	35	6	41	0.80	28	33	5	217,800
Retail/Commercial/ Food Service	230	20	250	0.80	184	200	16	696,960
Industrial	17	0	17	0.95	16	16	0	0
Public/Institutional	<u>110</u>	<u>0</u>	<u>110</u>	0.75	<u>83</u>	<u>83</u>	<u>0</u>	<u>0</u>
	392	26	418		311	332	21	914,760
Total Acres	2,080	59	2,139		1,219	1,263	45	
Total Square Feet					53,099,640	55,038,060		1,938,420
2024-2030 growth as a percentage 2030 impervious area						3.52%		

¹ This analysis assumes the availability of vacant land that is identified in the land use data compiled for the 2023-2031 Housing Element. Redevelopment of currently developed parcels is assumed to occur at generally higher densities than current development. Details of the land use acreage assumptions are in the Appendix.

² Impervious factors are related to the C coefficient in the rational runoff formula: $Q=CIA$, for the respective land uses.

³ Single family acreage increase is based on 30 single family homes at an assumed average density of 5 units per acre.

⁴The growth shown for multi-family is based on an average density of 14 units per acre or 27 acres to accommodate 375 new units shown in Table 6. Most of the growth in multi-family housing will, by necessity, come via development on currently developed "opportunity" sites and multi-story construction.

*

Planned Drainage Improvements

The City’s Capital Improvement Plan lists drainage projects for the fiscal years 2024-2028, as shown on **Table 39**. These projects will serve existing and new development.

Table 39 – Drainage Improvements

Storm Drain Improvements	2023-24	2024-25	2025-26	2026-27	Total
Storm Drain Master Plan	\$25,000	\$25,000	\$25,000		\$75,000
Hazel Street Drainage	\$440,098				\$440,098
Roble Road Drainage		\$700,000			\$700,000
Stormwater System Rehabilitation	\$250,000	\$250,000	\$250,000	\$1,200,000	\$1,950,000
				Total Cost	\$3,215,098

Drainage Facility Impact Costs Per Acre

The total cost per impervious acre for the drainage improvement projects is shown in **Table 40**.

Table 40 – Drainage Improvements per Impervious Acre

Drainage Capital Improvement Costs	\$3,215,098
Total Impervious Square Feet 2024	53,099,640
2024-2030 Growth in Impervious Square Feet	1,938,420
Total Impervious Square Feet 2030	<u>55,038,060</u>
Percentage of 2030 Square Feet from Growth	3.52%
Cost for New Development	\$113,171.45
Cost per Impervious Square Foot	\$0.06
Cost to Existing Development	\$3,101,927

Drainage Facilities Standards and Unit Costs

New development can be required to provide its proportionate share of drainage facilities related to new development. **Table 40** shows the allocation of citywide drainage facilities costs to new development. Future development is contributing at the same rate per impervious acre as existing development.

Fee Schedule

Table 41 shows the proposed drainage facilities impact fee schedule for new development based on the facilities cost per impervious square foot shown in **Table 40**. Residential “example” fees are shown for comparison with the current fees charged to residential units. These examples are based on the density and impervious area assumptions for typical single and multi-family homes, 5 and 14 acres per unit, respectively. In keeping with AB-602, an actual project would be charged the fee based on the impervious area of the project.

Table 41 – Proposed Drainage Impact Fee

Land Use	Parcel area per Unit in Square Feet¹	Impervious Factor	Drainage Improvement Cost per Impervious Square Foot	Example Fees for Typical Project	Current Fee
<i>Residential, example fee per dwelling unit</i>					
Single Family ²	8,712	0.50	\$0.06	\$261.36	\$1,270.54
Multifamily ³	3,111	0.80	\$0.06	\$149.33	\$76.23
<i>Nonresidential, example fee per square foot of floor area⁴</i>					
Office	2,000	0.80	\$0.06	\$0.10	\$0.19
Commercial	2,000	0.80	\$0.06	\$0.10	\$0.19
Industrial	3,333	0.95	\$0.06	\$0.19	\$0.37
Public/Institutional	5,000	0.75	\$0.06	\$0.23	\$0.44

¹ Parcel area is the entire ground area on which the development is constructed. It is given as square feet per dwelling unit for residential and for 1,000 square feet of constructed enclosed floor area for nonresidential.

²Single family parcel area per unit is based on an assumed average density of 5 units per acre (43,560/5).

³Multi-family parcel area per unit is based on an average density of 14 units per acre.

⁴Nonresidential parcel area per 1000 square feet of nonresidential floor area is based on assumed floor area ratios of 0.5 for office and commercial, 0.30 for industrial, and 0.2 for public/institutional.

9. IMPLEMENTATION

This chapter identifies tasks that the City should complete when implementing the fee program, including adoption of increased fees.

Impact Fee Program Adoption Process

Impact fee program adoption procedures are found in the California Government Code Section 66000 et seq. Adoption of an impact fee program and increasing impact fees both require the City Council to follow certain procedures, including holding a public hearing. Mailed notice 14 days prior to the public hearing is required only for those individuals who request such notification. Data, such as this impact fee report, and referenced material must be made available at least 10 days prior to the public hearing. The City's legal counsel should inform the City of any other procedural requirements as well as advice regarding adoption of an enabling ordinance and/or a resolution. After adoption, there is a mandatory 60-day waiting period before the fees and increased fee may go into effect, unless an urgency ordinance, valid for 30 days, is adopted making certain findings regarding the urgency being claimed. In this case, the ordinance must be readopted at the end of the first period (and possibly at the end of the second period depending on City Council meeting dates) to cover the next 30 days and therefore the entire 60-day waiting period. Fees adopted by urgency go into effect immediately. This procedure must also be followed for fee increases.

Programming Revenues and Projects with the Capital Improvement Plan

Section 66002 states that a local agency may adopt a Capital Improvement Plan (CIP) that indicates the approximate location, size, date of construction, and estimates of cost for all facilities or improvements to be financed with the impact fees. If a CIP is referenced in this manner and used to identify specific projects and program fee revenues to be applied to those projects, the City must annually update and adopt the CIP by a resolution of the governing body at a noticed public hearing. Use of the CIP in this manner documents a reasonable relationship between new development and the use of fee revenues. For the five-year planning period of the CIP, the City should allocate all existing fund balances and projected fee revenue to facilities projects. The City can hold funds in a project account for longer than five years, if necessary, to collect sufficient funds to complete a project.

Funds Needed to Complement Impact Fee Program

In adopting the fees as presented in this report, additional funds will need to be identified to fund the share of costs not related to new development. **Table 3** identifies the facilities studied in this report and the funding sources for the facilities. The "General Fund/Other Sources" column identifies the additional funding that the City needs to obtain for the facilities shown to cover the City's share related to existing development.

Inflation Adjustment

The costs in this report are shown in 2024 dollars based on construction cost estimates. To ensure that the fee program stays current with costs, the City should identify appropriate inflation indexes in the fee ordinance and include an automatic annual inflation adjustment in the fee ordinance for those facilities

or systems that have not been completed. In addition, for those facilities for which the City is recouping funds for building excess capacity, no annual adjustment factor is recommended. For these projects, the annual adjustment factor is not necessary because the facilities have been constructed and the costs determined.

A construction cost index can be based on the City's recent capital project experience or taken from any reputable source, such as the *Engineering News-Record*.

Combining Fees

Each facility category has been presented separately for the purpose of analysis and reporting. However, fees may be combined into two or more fee categories at the City's discretion, to facilitate administration.

Compliance Requirements

The California Mitigation Fee Act (Government Code Section 66000 et seq.) mandates procedures for administration of impact fee programs, including collection, accounting, refunds, updates, and reporting. The City should comply with the annual and five-year reporting requirements. For facilities to be funded with a combination of impact fees and other revenues, the City must identify the source and amount of the other revenues. The City must also identify when the other revenues are anticipated to be available to fund the project. The City's compliance obligations vis-à-vis the Act include but are not limited to the following specific requirements:

Collection of fees. Section 66007 provides that a local agency shall not require payment of fees by developers of residential projects prior to the date of final inspection, or issuance of a certificate of occupancy, whichever comes first. In a residential development of more than one dwelling unit, the City may choose to collect fees either for individual units or for phases upon final inspection, or for the entire project upon final inspection of the first dwelling unit when it is completed.

Fee exemptions, reductions, and waivers. If a development project is found to have no impact on facilities for which fees are charged, such project must be exempted from the fees. If a project has characteristics that indicate its impacts on a public facility or infrastructure system will be significantly and permanently smaller than the average impact used to calculate impact fees in this study, the fees should be reduced accordingly.

In some cases, the City may desire to voluntarily waive or reduce impact fees that would otherwise apply to a project to promote goals such as affordable housing or economic development. Such a waiver or reduction may not result in increased costs to other development projects and are allowable only if the City offsets the lost revenue from other fund sources.

Credit for improvements by developers. If the City requires a developer, as a condition of approval, to construct facilities or improvements for which impact fees have been or will be charged, the impact fee imposed on that development project for that type of facility must be adjusted to reflect a credit for the cost of facilities or improvements constructed by the developer. If the reimbursement would exceed the amount of the fee to be paid by the development for that type of facility, the City may seek to negotiate a reimbursement agreement with the developer.

Earmarking of fee revenues. Section 66006 mandates that the City shall “deposit fees for the improvement in a separate capital facilities account or fund in a manner to avoid any commingling of the fees with other revenues and funds of the City, except for temporary investments.” Fees must be expended solely for the purpose for which they were collected. Interest earned on the fee revenues must also be placed in the capital account and used for the same purpose. The Act is not clear as to whether depositing fees “for the improvements” refers to a specific capital improvement or a class of improvements (e.g., park facilities). Recommended practice for the City is to maintain separate funds or accounts for impact fee revenues by facility category, but not necessarily for individual projects.

Reporting. Section 66006 requires that once each year, within 180 days of the close of the fiscal year, the local agency must make available to the public the following information for each account established to receive impact fee revenues:

1. The amount of the fee.
2. The beginning and ending balance of the account or fund.
3. The amount of the fees collected, and interest earned.
4. Identification of each public improvement on which fee revenues were expended and the amount of the expenditures on each improvement, including the percentage of the cost of the public improvement that was funded with fee revenues.
5. Identification of the approximate date by which the construction of a public improvement will commence, if the City determines sufficient funds have been collected to complete financing of an incomplete public improvement.
6. A description of each interfund transfer or loan made from the account or fund, including interest rates, repayment dates, and a description of the improvements on which the transfer or loan will be expended.
7. The amount of any refunds or allocations made pursuant to Section 66001, paragraphs (e) and (f).

The above information must be reviewed by the City Council at its next regularly scheduled public meeting, but not less than 15 days after the statements are made public.

Findings and refunds. Section 66001 requires that, for the fifth fiscal year following the first deposit of any impact fee revenue into an account or fund as required by Section 66006, and every five years thereafter, the local agency shall make all the following findings for any fee revenues that remain unexpended, whether committed or uncommitted:

1. Identify the purpose to which the fee will be put.
2. Demonstrate the reasonable relationship between the fee and the purpose for which it is charged.
3. Identify all sources and amounts of funding anticipated to complete financing of incomplete improvements for which the impact fees are to be used.
4. Designate the approximate dates on which the funding necessary to complete financing of those improvements will be deposited into the appropriate account of fund.

APPENDIX

Municipal Equipment and Vehicles

Division	Item	Asset Value
Cable TV	1995 GMC Van	\$9,890
Parks	1991 BRUSH BANDIT Chipper	\$7,310
	2001 CHEVROLET 1500 4x4	\$15,390
	1994 FORD F-350	\$14,620
Public Works	1980 KUBOTA Tractor	\$2,185
	1984 KUBOTA Tractor	\$5,280
	2005 KUBOTA F2560-R 4WD w/front mount mower	\$17,800
	2020 Kubota Track Loader K94250	\$60,000
	DITCHWITCH Trencher	\$2,910
	1992 STANLEY HYD. Trailer	\$7,310
	1993 XHL-Double Trailer	\$3,295
	UT-912 TRIPLE L Trailer	\$6,935
	2006 CHEVROLET	\$13,880
	1999 FORD E350 Step Van	\$16,344
	2006 FORD F250	\$16,800
	2008 FORD F250	\$18,000
	2008 FORD F250 4x4	\$18,500
	2016 FORD F250	\$20,000
	2016 FORD F250	\$20,000
	2004 CHEVROLET C3500 2/3 yd dump body	\$20,360
	2006 STERLING Hydro-flusher	\$131,160
	2000 DODGE Cab & Chassis	\$13,395
	2022 CASE 580 4WD Loader w/Bucket	\$45,030
	2022 Kenworth Dump Truck	\$75,000
	1983 Zieman Trailer	\$2,000
	1994 BIG Trailer	\$3,000
	2006 Carson Carrier Trailer	\$6,000
	2019 ALTEC F550 Chipper Dump Truck	\$25,000
	2019 Elgin Whirlwind Sweeper	\$120,000
	2020 Toyota Prius Code Enforcement	\$20,000
	2021 Freightliner M2 106 Patch Paving Truck	\$250,000
	2022 Freightliner Vac-Con	\$290,000
	2021 Ford Super Duty	\$35,000
	2022 Ford Super Duty	\$38,000
	2019 Craftco Crack Seal Trailer	\$18,000
Wastewater Treatment	1991 FORD F700	\$26,390
	2002 FORD F250	\$15,390
	HYSTER H60XM Forklift	\$16,370
	2005 FORD F250	\$19,745
	2006 FORD F250	\$24,845
	1997 FORD Truck/Crane	\$40,900
	2005 Ford Taurus	\$5,000
	2022 Kenworth 3-Axel Truck	\$120,000
	2022 Kenworth 3-Axel Truck	<u>\$120,000</u>
Total equipment:		\$1,757,034

Police Equipment and Vehicles

Asset ID	Unit No.	Year	Make	Model	Color	Status	Plate	VIN	Asset Value
8008110344	801	2016	Ford	Explorer			1355277	1FM5K8AR6GGB81291	\$15,000
8008110326	802	2014	Ford	Taurus	Blk/Wht	Patrol	E1325641	1FAHP2MK3EG170458	\$8,000
8008110324	803	2011	Ford	Crown Victoria	Blk/Wht	Patrol	E1301237	2FABP7BV7BX185891	\$11,000
8008110323	804	2011	Ford	Crown Victoria	Blk/Wht	Patrol	E1301235	2FABP7BV9BX185892	\$11,000
8008110358	805	2017	Ford	Explorer	Black	K9	TBD	1FM5K8AR1HGB93026	\$17,000
8008110325	806	2013	Ford	Explorer	Blk/Wht	Patrol-Sgts.	E1301236	1FM5K8AR6DGC21090	\$14,500
8008110330	807	2015	Ford	Taurus	Black	Patrol-MDC	1325722	1FAHP2MKXFG115152	\$8,500
8008110322	808	2010	Ford	Crown Victoria	Blk/Wht	Patrol-MDC	E1329148	2FABP7BV3AX107199	\$10,500
8008110329	810	2014	Ford	Explorer	Black	Patrol-Sgts.	1325721	1FM5K8AR8EGC15261	\$15,000
00000004	811	2017	Ford	Explorer	Black	Patrol	E1340001	1FM5K8ARXHGE14803	\$17,000
8008110357	812	2017	Ford	Explorer	Black	Patrol	E1355300	1FM5K8AR3HGB54633	\$17,000
8008110321	813	2009	Ford	Crown Victoria	Blk/Wht	Patrol Canine Reserve	E1316352	2FAHP71V89X142425	\$6,500
8008110216	820	1997	Ford	Expedition	White	Traffic	E339231	1FMFU18L5VLC08816	\$3,000
8008110317	821	2009	Harley Davidson	FLHP Motorcycle	Black	Patrol	E3000601	1HD1FHM1X9Y617729	\$7,250
00000006	822	2017	Zero	Motorcycle DSRP 13.0	Black	Traffic	E3008908	538SDBZ9HC08636	\$11,000
00000015	831	2018	Ford	Explorer	Black	Police Chief	8BUZ966	1FM5K8AR8JGA83600	\$18,000
8008110255	851	2003	Ford	Crown Victoria	Blue	Pool	4XJC312	2FAFP71W83X136471	\$3,500
8008110300	852	2007	Pontiac	Grand Prix	Gray	Investigations	5ZUX652	2G2WP552071127234	\$5,000
8008110286	857	2006	Dodge	Charger	Grey	H.I.T.E.	5MOZ689	2B3KA53H16H255170	\$5,000
8008110308	858	2008	Dodge	Charger	Black	Police Chief	6DDX996	2B3LA43H48H252300	\$6,500
8008110284	859	2006	Ford	Crown Victoria	Blk/Wht	Patrol-MDC	E1218072	2FAFP71W56X116862	\$4,500

Police Equipment and Vehicles (continued)

Asset ID	Unit No.	Year	Make	Model	Color	Status	Plate	VIN	Asset Value
8008110267	860	2003	Ford	Ranger PU	White	Traffic/Other	E1203497	1FTYR14VX3PB06858	\$7,500
8008110277	861	2005	Chrysler	Town & Country Van	Black	Crime Prev. /Pool Car	E1203767	2C4GP44R35R309307	\$7,500
8008110292	862	2006	Ford	Ranger PU	White	Traffic	E1227521	1FTYR14U06PA18591	\$8,200
8008110306	863	2008	Ford	Ranger PU	White	Support Svs	E1264691	1FTYR44U88PA05642	\$8,900
8008110314	864	2008	Dodge	Charger	Steel Blue	Lieutenant	6DHB188	2B3KA53H28H267170	\$6,500
8008110347	872	2016	Universal	DUI Trailer	Black	DUI	1488012	1U9EV212XGR078288	\$27,000
00000022	890	2006	Ford	Crown Victoria		Patrol	1193310	2FAHP71W66X121335	\$4,500
00000023	891	2007	Ford	Crown Victoria		Patrol	1081726	2FAHP71W47X111002	\$4,750
8008110311	809	2008	Ford	Crown Victoria		Pool Car	1289886	2FAFP71V48X160149	\$5,500
00000016	833	2018	Ford	Fusion		Lieutenant	8ABK089	3FA6P0G78JF207672	\$15,000
00000017	835	2018	Ford	Fusion		Investigations	8CQT867	3FA6P0G7XJR207673	\$15,000
00000018	834	2018	Ford	Fusion		Investigations-Sgt	8ASK722	3FA6P0G71JR207674	\$15,000
00000019	836	2018	Ford	Fusion		Investigations	7ZVZ982	3FA6P0G73JR207675	\$15,000
00000021	837	2018	Ford	Fusion		Operations Sgt.	E1355431	3FA6P0G75JR207676	\$15,000
00000020	832	2018	Ford	Fusion		Lieutenant	7ZWX428	3FA6P0G77JR207677	\$15,000
00000005		2017	RU2	FAST 3450				1R9BR101XHJ482166	\$16,000
00000057		2019	Ford	Explorer		Patrol	1340015	1FM5K8ARXKGA62376	\$25,000
00000060	843	2019	Ford	Escape SE 4WD		C.O.U.	1340017	1FMCU9GD1KUB64783	\$25,000
00000068	804	2020	Ford	Explorer		Special Olympics	1355448	1FM5K8AB1LGC13240	\$30,000
00000081	803	2021	Ford	Explorer				1FM5K8ABXMGA42456	\$35,000
Total Asset Value									\$516,100

Depreciated Replacement Value of City Buildings

	Public Safety Building	Fire Station 74	City Hall	Post Office	Memorial Hall/Youth Center
Appraised Value	\$11,950,518	\$1,825,633	\$7,786,125	\$1,399,462	\$3,893,975
Useful Life	50	50	50	50	50
years since appraisal	6	4	6	4	4
year of appraisal	2017	2019	2017	2019	2019
CCCI Year of Appraisal ¹	6470	6854	6470	6854	6854
CCCI 2023 ²	9508	9508	9508	9508	9508
Inflation	47%	39%	47%	39%	39%
Replacement Cost	\$17,561,905	\$2,532,553	\$11,442,114	\$1,941,360	\$5,401,797
Annual Depreciation	\$351,238	\$50,651	\$228,842	\$38,827	\$108,036
Accum. Depreciation	<u>\$2,107,429</u>	<u>\$202,604</u>	<u>\$1,373,054</u>	<u>\$155,309</u>	<u>\$432,144</u>
Current Value	\$15,454,476	\$2,329,949	\$10,069,060	\$1,786,052	\$4,969,653

	Pinole Senior Center	Tiny Tots Cay Care	Pinole Swim Center	PV caretakers building	PV Road Restrooms and Concessions
Appraised Value	\$5,283,367	\$1,461,065	\$1,460,491	\$906,214	\$298,151
Useful Life	50	50	50	50	50
years since appraisal	4	4	4	4	4
year of appraisal	2019	2019	2019	2019	2019
CCCI Year of Appraisal	6854	6854	6854	6854	6854
CCCI 2023	9508	9508	9508	9508	9508
inflation	39%	39%	39%	39%	39%
Replacement Cost	\$7,329,188	\$2,026,817	\$2,026,021	\$1,257,117	\$413,601
Annual Depreciation	\$146,584	\$40,536	\$40,520	\$25,142	\$8,272
Accum. Depreciation	<u>\$586,335</u>	<u>\$162,145</u>	<u>\$162,082</u>	<u>\$100,569</u>	<u>\$33,088</u>
Current Value	\$6,742,853	\$1,864,672	\$1,863,939	\$1,156,548	\$380,513

¹Base Index: California Construction Cost Index 2016-2020, June 2019 or June 2017 as applicable

²Current index: June 2023

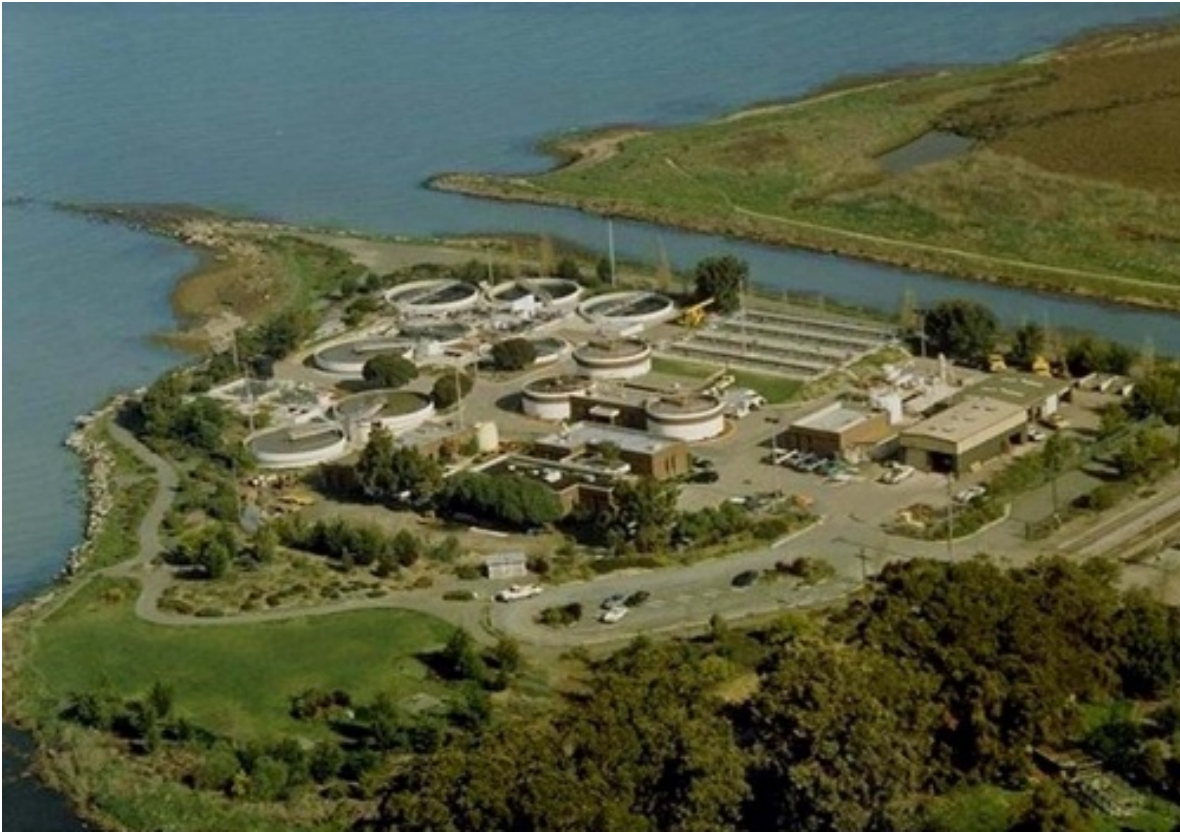
<https://www.dgs.ca.gov/RES/RESOURCES/Real-Estate-Services-Division-Resources-List-Folder/DGS-California-Construction-Cost-Index-CCCI>

Existing Land Use Acreages by General Plan Designation

Mixed Use - Low Density Residential/Downtown Commercial	2.14
Mixed Use - Medium Density Residential/Downtown Commercial	0
Mixed Use - Medium Density Residential/Neighborhood Commercial	8.98
Mixed Use - Medium Density Residential/Light Industrial Service Commercial	13.58
Mixed Use - High Density Residential/Downtown Commercial	6.97
Mixed Use - High Density Residential/Neighborhood Commercial	27.07
Mixed Use - High Density Residential/Light Industrial Service Commercial	<u>1.2</u>
Subtotal	59.94
Suburban/Rural Residential	252.03
Low Density Residential	1,091.88
Medium Density Residential	133.09
High Density Residential	<u>17.76</u>
Subtotal	1,494.76
Neighborhood Commercial	53.29
Downtown Commercial	5.58
Regional Commercial	<u>156.5</u>
Subtotal	215.37
Light Industrial/Service Commercial	17.24
Industrial/Office Park	<u>14.84</u>
Subtotal	32.08
Public Facilities	92.72
Major Institution/Medical	17.73
Parks and Recreation	285.69
Open Space	527.44
San Pablo Bay Conservation Area	248.4
Total	2,974.13

Source: City of Pinole General Plan Background Report, 2007

WASTEWATER CAPACITY CHARGE



Prepared for the
CITY OF PINOLE

Prepared by

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October 2024

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INTRODUCTION

This report presents an analysis of the cost of wastewater facilities needed to accommodate new development in the City of Pinole. This report documents fully justified capacity charges that may be imposed on new or upgraded wastewater service connections that are typically associated with new land development in accordance with state law.

This report describes and analyzes the upgraded and expanded wastewater collection and treatment facilities necessary to provide capacity to serve the projected new wastewater service population to the year 2030.

AUTHORITY TO IMPOSE CAPACITY CHARGES

The City relies on its authority to impose the capacity charge under the police powers granted by the California Constitution pursuant to Government Code Section (GCS) 66013. Capacity charges are treated differently than impact fees that are authorized under GCS 66000-66009. The charges to be collected for capacity in the wastewater system are not subject to the findings and accounting requirements contained in GCS 66000–66009 but are subject to the provisions of Sections 66013 (limitations and establishment of fund accounts) 66016 (notice requirements), 66022 (legal challenge), and 66023 (audit provisions).

Pursuant to Government Code Section 66013, the City may impose a charge on new or upsized connections to the wastewater system for such connections’ proportional share of existing and/or future wastewater capacity needed for the new connections. These charges may not exceed the estimated reasonable cost of providing the service, unless a popular vote is conducted, and two-thirds of the electors vote to charge more than the reasonable cost of the needed capacity.

This study provides the necessary documentation for the adoption of wastewater capacity charges.

GROWTH PROJECTIONS

Projections for population, employment, and housing growth to the year 2030 have been estimated for this study. The projections have three purposes: 1) to provide a basis for allocating the cost of capacity in the wastewater collection and treatment systems to customer groups—residential and nonresidential businesses; 2) to verify whether the existing and/or planned capacity of the system is adequate for the projected growth, using standard flow rates for the types of customers; and, 3) to determine the fair share of the value of existing capacity that should be allocated to new development, the cost of new capacity, and the capital improvements needed to ensure that the wastewater system is operating in accordance with waste discharge permits.

The current estimates of population and employment and the projections to the year 2030 used in this analysis are summarized in **Table 1**.

Table 1: Housing, Population and Employment Projections

	2024	2030	Net Growth ²	Average Annual Rate
<u>Population¹</u>	18,192	19,292	1,100	1.00%
<u>Employment³</u>				
Retail/Commercial	1,315	1,795	480	
Office/Service	328	658	330	
Industrial, including transportation, construction, agriculture, manufacturing, wholesale	519	512	(7)	
Accommodations	32	36	4	
Food Service	1,022	1,496	474	
Health Care and Social Services	945	1,896	951	
Public/Institutional/Educational Services	724	724	0	
Other	<u>6</u>	<u>6</u>		
Total Employment	4,891	7,123	2,232	1.8%
<u>Housing⁴</u>				
Single-Family Units ⁵	5,456	5,486	30	
Multi-Family Units ⁶	1,383	1,758	375	
Mobile Homes/ADU	34	64	30	
Total Occupied Units	6,873	7,308	435	1.03%
Overall Occupancy	2.65	2.64	2.53	

¹ Current population for City of Pinole is the California Department of Finance (DOF) Estimate, Table E-5 as of 1/1/2024

² Population growth is based on a 1 percent average annual growth rate. It is noted that the population growth projections in Table 5 of the 2010 General Plan imply a 0.5 percent annual growth rate between 2020 and 2030, although the 2020 population estimated in Table 5 of the GP is substantially lower than the 2020 decennial census.

³ Current employment estimates from the Longitudinal Employer-Household Dynamics, US Census Bureau 2020. 2030 employment based on Three Corridors Specific Plan floor area growth and employment density factors.

⁴ Source of current housing estimates is DOF Table E-5 as of 1/1/2024, occupied units.

⁵ Estimate of occupied detached and attached single-family dwelling units.

⁶ Estimates of occupied units, including duplex, townhomes, and apartments.

Sources: CA-DOF Demographics Unit; City of Pinole

WASTEWATER DEMAND FROM EXISTING AND NEW DEVELOPMENT

The City of Pinole currently manages and maintains sewage collection mains, trunk lines, and pump stations that transport wastewater to either the Pinole/Hercules Water Pollution Control Plant (WPCP) at the foot of Tennent Avenue or the point of connection to the West County Wastewater District (WCWD) system for treatment by the WCWD. Based on population, approximately 33 percent of the volume treated by the WPCP is from Pinole (areas outside of the WCWD service area) and 67 percent from Hercules, a combined total population of approximately 44,000. The average dry weather flow (ADWF) of the WPCP for the years is between 3 and 3.5 million gallons per day (mgd).

WASTEWATER EQUIVALENT DWELLING UNITS

Total wastewater generated by all land uses in Pinole--flowing to the WPCP and to WCWD--is estimated to be approximately 1.125 mgd.¹ This daily flow rate is used to calculate the allocation of total flow among all land uses and the equivalent dwelling units (EDU) in **Table 2**. To estimate the demand on wastewater facilities across all land use types, an EDU factor is calculated based on the demand of an equivalent single-family dwelling unit with an estimated daily flow of 163 gallons per day² (1.0 EDU at 60 gallons per person per day and 2.70 persons per single family household). Average daily flow rates are given for each land use type in **Table 3**. Land development growth in the Pinole between 2024 and 2030 would increase the total Pinole flow by approximately 71,000 gallons to approximately 1.2 mgd ADWF. The total wastewater flow at buildout of the Pinole General Plan is estimated at approximately 1.47 mgd in the Sewer System Master Plan. After the recently completed improvements to the WPCP, in accordance with the Regional Water Quality Control Board (RWQCB) order, the WCPC's treatment capacity is rated at 4.06 mgd.³ Capacity in the WCPC is allocated 44%/56% to Pinole and Hercules, respectively.⁴ Pinole's and Hercules's share of the WCPC's capacity is therefore approximately 1.8 and 2.3 mgd, respectively. Note that this study does not consider growth in Hercules. However, the Municipal Service Review for Hercules by the Contra Costa LAFCO projects a residential population of 28,700 for Hercules by 2040, which would require a minimum 1.72 mgd (assuming 60 gallons per day per capita) of ADWF capacity, not counting nonresidential growth.

1 Based on approximately 550,000 hundred cubic feet of total Test Year flow (2025) assumed in *Pinole Sewer Rate Study May 2024*, Willdan Associates.

² Based on approximately 434,700 hundred cubic feet annual flow from single-family homes, *Pinole Sewer Rate Study*.

³ RWQCB Tentative Order R2-2018-00XX effective date April 1, 2018

⁴ Municipal Service Reviews for Pinole and Hercules Contra Costa LAFCO, 2008

Table 2: Estimated Current and Projected Wastewater Flow

Land Use	Existing Residential, Units/Non-residential, 1,000 square feet	Growth 2024-2030 Residential, Units/Non-residential	Total	EDU Factor Residential, per unit/ Non-residential unit	EDU 2024	EDU Growth	EDU 2030	Estimated Current Gallons per Day (average dry weather flow)	Gallons per Day Growth (based on EDU's)	Gallons per Day 2030
<i>Residential (in units)</i>										
Single-family	5,456	30	5,486	1.00	5,456	30	5,486	889,328	5,080	894,398
Multi-family	1,383	375	1,758	0.58	802	218	1,020	130,726	36,842	167,568
Mobile homes/ADU	<u>34</u>	<u>30</u>	<u>64</u>	0.50	<u>17</u>	<u>15</u>	<u>32</u>	<u>2,771</u>	<u>2,535</u>	<u>5,311</u>
Subtotal	6,873	435	7,308		6,275	263	6,538	1,022,825	44,447	1,067,272
<i>Nonresidential (in thousand square feet, except where noted)</i>										
Office	910	132	1,042	0.14	127	18	145	20,701	3,042	23,743
Retail/Commercial	1,010	336	1,346	0.070	71	24	95	11,573	4,056	15,629
Food Service	112	95	207	1.18	132	112	244	21,516	18,928	40,444
Industrial	476	0	476	0.37	176	0	176	28,688	0	28,688
Motel Rooms	150	12	162	0.24	36	3	39	5,868	507	6,375
Institutional	<u>1,086</u>	0	<u>1,086</u>	0.08	<u>87</u>	<u>0</u>	<u>87</u>	<u>14,181</u>	<u>0</u>	14,181
Subtotal	3,744	575	4,319		629	157	786	102,527	26,533	129,060
Total					6,904	420	7,324	1,125,352	70,980	1,196,332
Growth Percentage										5.93%

Table 3: Wastewater Flow Rate Assumptions

Residential	Flow Rate Current	Flow Rate Growth	Nonresidential:	Applied Flow rate ¹	Flow/unit
Single-family (1 EDU)*	163 gpd/du	169 gpd/du	Office	24 gpd/1,000 sf	9.5 gpd/emp
Multi-family	95 gpd/du	98 gpd/du	Commercial/Retail	11.4 gpd/1,000 sf	8.0 gpd/emp
Mobile Home/ADU	84 gpd/du	84 gpd/du	Food Service	200.0 gpd/1,000 sf	40.0 gpd/emp
* Calibrated flow rates based on Sewer Rate Study flow rates for residential			Industrial/Warehouse	63 gpd/1,000 sf	12.5 gpd/emp
			Hotel/Room	40.0 gpd/room	133 gpd/emp
			Institution	13.4 gpd/1,000 sf	20.0 gpd/emp
			¹ Sewage Flow Rate Estimating Guide, Pollution Control Systems		

Growth in WPCP Service Area

Approximately 0.4 square miles in the northwest part of Pinole lie within the WCWD service area, which handles the wastewater flow from approximately 565 dwelling units and 1.8 million square feet of nonresidential floor area located in Pinole. The area within the WCWD is included in the projections for the collection system, but this area does not figure into the costs and demand for WPCP treatment capacity. The assumptions used to project the number of new dwelling units in all of Pinole between 2024 and 2030 were stated in the Growth Projections section and **Table 1** above.

The estimated existing development and assumptions for projected development within Pinole's WPCP service area are given in **Table 4**. In this study it is assumed that all new development in Pinole will occur within the WPCD service area. This information is provided to properly allocate WPCP costs to the appropriate service area. It is roughly estimated that 90 percent of Pinole's total population is connected to the WPCP.⁵

**Table 4: Existing Housing Units and Nonresidential Floor Area
WPCP Service Area**

	Total 2024 Units for WPCP only	Growth	Total 2030
Single-Family Units	5,009	30	5,039
Multi-Family Units	1,270	375	1,645
Mobile Homes/ADU	<u>29</u>	30	59
<u>Nonresidential Land Use (1,000's of square feet)</u>			
Office	836	132	968
Commercial/Retail	212	336	548
Food Service	69	95	164
Industrial	399	0	399
Hotel (rooms)	<u>22</u>	<u>12</u>	<u>34</u>
Public/Institutional	1,086	0	1,086

The estimates of current and projected future wastewater EDUs that flow to the WPCP are shown in **Table 5**.

⁵ As indicated in Table 2.5 of the Sewer System Master Plan (Carollo, 2022) the population connected to the WPCP is approximately 90 percent of the total population of Pinole.

Table 5: Estimated Current and Projected Flows to WPCP

Land Use	Existing Residential, Units/Non-residential, 1,000 square feet	Growth 2024-2030 Residential, Units/Non-residential	Total	EDU Factor Residential, per unit/ Non-residential unit	EDU 2024	EDU Growth	EDU 2030	Estimated Current Gallons per Day (average dry weather flow)	Gallons per Day Growth (based on EDU's)	Gallons per Day 2030
<i>Residential (in units)</i>										
Single-family	5,009	30	5,039	1.00	5,009	30	5,039	816,467	5,070	851,591
Multi-family	1,270	375	1,645	0.58	737	218	955	120,131	36,842	161,395
Mobile homes/ADU	<u>29</u>	<u>30</u>	<u>59</u>	0.50	<u>15</u>	<u>15</u>	<u>30</u>	<u>2,445</u>	<u>2,535</u>	<u>5,070</u>
Subtotal	6,308	435	6,743		5,761	263	6,024	939,043	44,447	1,018,056
<i>Nonresidential (in thousand square feet, except where noted)</i>										
Office	836	132	968	0.14	117	18	135	19,071	3,042	22,815
Retail/Commercial	212	336	548	0.070	15	24	39	2,445	4,056	6,591
Food Service	69	95	164	1.18	81	112	193	13,203	18,928	32,617
Industrial	399	0	399	0.37	148	0	148	24,124	0	25,012
Motel Rooms	22	12	34	0.24	5	3	8	815	507	1,352
Institutional	1,086	0	<u>1,086</u>	0.08	<u>87</u>	<u>0</u>	<u>87</u>	<u>14,181</u>	<u>0</u>	<u>14,703</u>
Subtotal		575	3,199		453	157	610	73,839	26,533	103,090
Total					6,214	420	6,634	1,012,882	70,980	1,121,146
Growth percentage										6.33%

TREATMENT AND DISPOSAL IMPROVEMENTS

In 2007, the Regional Water Quality Control Board (RWQCB) issued waste discharge requirements for the WPCP, which were subsequently updated in 2012 and again in 2018, requiring improvements to be made to the WPCP to provide secondary treatment up to 20 mgd and that up to 14.6 mgd of treated effluent be discharged to the Rodeo deep water outfall. The RWQCB order also required that the WPCP shallow water outfall shall be limited to flows that exceed 14.6 mgd. The WPCP’s current design ADWF capacity of 4.06 mgd was achieved with the recent completion of the required improvements. The City obtained a State Revolving Fund loan, estimated at approximately \$26.7 million, to fund its share of the improvements.

WASTEWATER COLLECTION SYSTEM CAPITAL IMPROVEMENTS

The City’s FY 2024-2028 Capital Improvement Program outlines a five-year program of wastewater system upgrades, and rehabilitation that will benefit both existing and future development. **Table 6** lists the City’s planned wastewater system improvements projects, the schedule, and estimated costs for completion. Approximately \$15.2 million in capital improvement costs are required to upgrade facilities that benefit current and future development in Pinole. While the Sewer Enterprise Fund is expected to cover much of this cost, new development may be charged a proportional share of the cost based on the percentage of 2030 flow volume that is contributed by new development.

Table 6: Wastewater Capital Improvements

	2023-24	2024-25	2025-26	2026-27	2027-28	Total
<u>SEWER SYSTEM CIP Projects</u>						
Increase effluent outfall (Rodeo Outfall) and pumping capacity at treatment plant ¹	\$150,000			\$3,000,000		\$3,150,000
Sewer Collection System Rehabilitation	\$1,500,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,700,000
Secondary clarifier center column rehabilitation ¹	\$425,000					\$425,000
Air valve release replacements	\$50,000					\$50,000
Sewer Pump Station Rehabilitation	\$1,200,000	\$2,254,000		\$3,329,000	\$1,200,000	\$6,783,000
WPCP lab remodel	<u>\$100,000</u>					<u>\$100,000</u>
Total Wastewater System:						<u>\$15,208,000</u>

¹ 50 percent of total cost is shared by Hercules.

WASTEWATER FACILITIES COSTS PER UNIT

This section discusses the calculation of wastewater facilities cost per EDU, which is the standard used to determine the fair-share cost of wastewater facilities for new residential and nonresidential development.

To ensure equity between existing and new development in terms of the allocation of capital costs associated with serving those groups, a cost per EDU is determined for all capital improvements to the wastewater collection and treatment systems. These improvements are needed to serve both existing and anticipated new development.

In determining the cost per EDU, the wastewater system capital improvement costs from **Table 6** are allocated to new development in **Table 7**. In addition to the capital improvements, this study also considers the current value of the City’s wastewater system, both treatment and collection facilities. This component of the wastewater capacity charge represents the City’s capital investment in the wastewater system and the value of the capacity currently available to serve new development. The capital asset values shown in **Table 8** are the depreciated values from the City’s *2023 Consolidated Financial Report—Capital Assets-at Year End--Business-Type Activities*, including buildings, sewer lines, vehicles, and equipment. The recent investment in the WPCP upgrades is reflected in these asset values.

The costs per EDU are also based on the percentage that new development’s volume of flow contributes to the total volume in 2030. The improvements and capital assets are assigned either the 5.93 percent factor from **Table 2**--city wide EDUs for the collection system, or 6.33 percent from **Table 5**—WPCP EDUs for the WPCP-related treatment system cost and values. Since all new development is expected to be within the WPCP service area, the percentage from **Table 5** accurately captures the true fair share costs to new development for the treatment system. The fair-share cost of the improvements charged to new development is \$916,734, while the value of current assets to be charged to new development is approximately \$3.1 million.

The cost per EDU is derived from two factors: the typical daily flow rate in gallons per day and the sewage strength factors, including total suspended solids (TSS), oxygen demand (OD), and fats, oils, and grease (FOG). This study uses the sewage strength factors from the San Francisco Public Utilities Commission. The cost to collect, treat, and dispose of sewage is related to both the volume of flow and the sewer strength factors. Each component of the wastewater system is affected by these factors to varying degrees. For example, 95 percent of the cost of collecting sewage is due to the volume of sewage and 5 percent to amount of FOG in the system. Wastewater mains and pump stations must be sized to handle the expected peak flows, while FOG contribute to the need to have specialized equipment to remove these materials, which clog the wastewater mains and cause backup and overflows. The cost factors for the wastewater strength characteristics are shown in **Tables 7 and 8**.

Table 7: Fair-Share Cost of Wastewater System CIP Improvements

Wastewater System CIP Improvements	Costs	Percentage Allocated to Growth	Cost Allocation to Growth	Sewer Strength Cost Factors ¹			
Increase effluent outfall capacity	\$3,150,000	6.33%	\$199,395	50%	22.5%	22.5%	5%
Collection System Rehabilitation	\$4,700,000	5.93%	\$278,710	95%	0%	0%	5%
Secondary column rehabilitation	\$425,000	6.33%	\$26,903	50%	22.5%	22.5%	5%
Air valve release replacements	\$50,000	6.33%	\$3,165	50%	22.5%	22.5%	5%
Pump Station Rehabilitation	\$6,783,000	5.93%	\$402,232	95%	0%	0%	5%
WPCP lab remodel	<u>\$100,000</u>	6.33%	<u>\$6,330</u>	<u>34%</u>	<u>33%</u>	<u>33%</u>	<u>0%</u>
	\$15,208,000		\$916,734				
Cost of improvements attributable to constituents				\$763,778	\$53,718	\$53,718	\$45,520
2024-2030 Cost per EDU Growth				420	\$1,818.52	\$127.90	\$108.38

¹ Cost factors recommended by Black & Veatch consultants in San Francisco PUC Clean Water Enterprise Wastewater Rate Study, 2003

Table 8: Wastewater System Capital Assets Distribution

Capital Assets	Value	Percentage Allocated to Growth	Cost Allocation to Growth	Sewer Strength Cost Factors ¹			
<u>Depreciated Costs (2020)</u>				Flow	BOD	TSS	FOG
Buildings and Improvements	\$40,059,940	6.33%	\$2,535,794	34%	33%	33%	0%
Treatment Equipment	\$1,205,935	6.33%	\$76,336	50%	22.5%	22.5%	5%
Collection System	\$7,328,511	5.93%	\$434,581	95%	0%	0%	5%
Vehicles	<u>\$902,406</u>	<u>5.93%</u>	<u>\$53,513</u>	95%	0%	0%	5%
Total Current Asset Value	\$49,496,791		\$3,100,224				
Value of assets attributable to constituents				\$1,364,027	\$853,988	\$853,988	\$28,222
2024-2030 New EDUs				420			
Fair-Share capital asset value per EDU per constituents				\$3,247.68	\$2,033.30	\$2,033.30	\$67.19
Total Parameter Cost per EDU				\$5,066.20	\$2,161.20	\$2,161.20	\$175.58
Overall Total Cost per EDU				\$9,564.18			

WASTEWATER FACILITIES FOR NEW DEVELOPMENT

The wastewater capacity charge includes the proportionate share of the improvements to the wastewater system necessary to serve new development. The cost of the CIP improvements listed in **Table 6** and the asset values in **Table 8** are allocated to new development using the percentage EDU growth between 2024 and 2030 calculated in **Tables 2 and 5**, wastewater flows citywide and flows to WPCP only, respectively. The improvements will benefit both existing and new development; using the percentage growth to calculate the capacity charge ensures that new development pays for only the improvements needed to accommodate the additional demands placed on the system by the new development.

SCHEDULE OF WASTEWATER CAPACITY CHARGES

In **Table 9** the total cost for each unit of land development is calculated by multiplying the EDU factors in **Table 2** by the total cost per EDU for each wastewater characteristic in. The wastewater capacity charge per unit of new development is based on the capital asset values and the new development’s share of the cost per EDU of improvements to the treatment and collection systems. The charge represents the amount required to fully fund all facilities needed to accommodate growth.

The charges in **Table 9** may be imposed on permits to make new or upsized connections to the wastewater system. Reconstruction, replacement, or expansion of existing development on a parcel of land that will result in a larger floor area or more intensive use of the parcel may be charged based on a prorated charge per square foot with a credit given for the floor area and use of the existing development.

Table 9: Wastewater Capacity Charges

Land Use ¹	Costs per EDU						Current Fee	Increase (Decrease)
	EDU	Flow	OD	TSS	FOG	Total		
Residential, per unit								
Single Family	1.00	\$5,066.20	\$2,161.20	\$2,161.20	\$175.58	\$9,564.19	\$5,684.45	68%
Multi-family	0.58	\$2,938.40	\$1,253.50	\$1,253.50	\$101.83	\$5,547.23	\$4,263.05	30%
ADU	0.50	\$2,533.10	\$1,080.60	\$1,080.60	\$87.79	\$4,782.09	N/A	
Nonresidential, per 1,000 sq. ft., except where noted								
Office	0.14	\$709.27	\$302.57	\$302.57	\$24.58	\$1,338.99	\$2,640.40	(49%)
Retail/Commercial	0.07	\$354.63	\$151.28	\$151.28	\$12.29	\$669.49	\$2,640.40	(75%)
Food Service	1.18	\$5,978.12	\$2,550.22	\$2,550.22	\$207.18	\$11,285.74	N/A	N/A
Industrial	0.37	\$1,874.50	\$799.65	\$799.65	\$64.96	\$3,538.75	\$2,160.85	64%
Hotel, per room	0.24	\$1,215.89	\$518.69	\$518.69	\$42.14	\$2,295.40	N/A	N/A
Institutional	0.08	\$405.30	\$172.90	\$172.90	\$14.05	\$765.13	\$1,439.80	(47%)

ALTERNATE SCHEDULE FOR NONRESIDENTIAL

The wastewater capacity charge may alternatively be based on the size of new or upsized water meters installed for interior fixtures, which drain only to the wastewater system (i.e. meters which do not serve irrigation or fire suppression systems). **Table 10** gives the charge for meters based on the EDU charge of \$9,564.19 for a 1-inch meter which is standard for a single-family home. The charge for a meter of given size is the EDU charge multiplied by the equivalency factor for that meter, which is the meter's factor divided by 2.5, the factor for a 1-inch meter.

Table 10: Alternate Water Meter Charges for Nonresidential

Size of Meter	Factor	Equivalency Factor ¹	Charge per Meter Size
5/8 inch	1	0.4	\$3,825.67
1 inch ¹	2.5	1	\$9,564.19
1-1/2"	5	2	\$19,128.37
2"	8	3.2	\$30,605.40
3"	16	6.4	\$61,210.79
4"	25	10	\$95,641.87
6"	50	20	\$191,283.73
8"	80	32	\$306,053.97
10"	115	46	\$439,952.59
12"	215	86	\$822,520.05

Source: American Water Works Association; Tables 11.4a and 11.4b

COMPLIANCE REQUIREMENTS FOR CAPACITY CHARGES, AUDIT PROVISIONS

Capacity charges collected pursuant to Government Code Section 66013 must meet similar accounting, reporting, and public notice requirements as impact fees adopted pursuant to Section 66001 (refer to the annual reporting requirements described in Government Code Section 66006). Legal challenges to capacity charges must be brought pursuant to Section 66022. Pursuant to Section 60023, any person may request an audit to determine whether the capacity charge exceeds the amount reasonably necessary to cover the cost of the public facility for which the charge is imposed. If a person makes that request, the City may retain an independent auditor to conduct an audit to determine whether the charge is reasonable but is not required to conduct the audit if an audit has been performed for the same charge within the previous 12 months. To the extent that the audit determines that the amount of the charge does not meet the requirement that the charge not exceed the amount reasonably necessary to cover the cost of the public facility, the City shall adjust the charge accordingly.