

**CITY COUNCIL MEETING
MINUTES
May 20, 2025**

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 Sasai 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

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

B. STAFF PRESENT

Kelcey Young, City Manager
Heather Bell, City Clerk
Eric Casher, City Attorney
Stacy Shell, Human Resources Director
Charlene Davis, Human Resources Analyst
Andrea Dwyer, Community Services Director
Lilly Whalen, Community Development Director
David Hanham, Planning Manager
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell announced the agenda had been posted on May 15, 2025 at 1:30 p.m. with all legally required written notices. Correction memos had been posted for Items 9A and 10C. Written comments had been received in advance of the meeting, distributed to the City Council and staff, posted to the City website and made available to the public to view in the Council Chambers. In addition, the presentation for Item B1, Public Agency Vacancy Rates would be given during the public hearing for Item 10A. Item B1, as shown under Presentations was duplicative and inadvertently listed on the meeting agenda.

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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Gov. Code § 54957

Title: City Clerk

B. 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 Gregory Ramirez, IEDA
Employee organizations: AFSCME Local 1, AFSCME Local 512 and the Pinole Police Employees Association (PPEA)

PUBLIC COMMENTS OPENED

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

PUBLIC COMMENTS CLOSED

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

At 7:11 p.m., Mayor Sasai reconvened the meeting into open session. There was no report from the 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.

Rafael Menis, reported on the current state of transmission for COVID-19 nationally, which was 1.64 per 100,000, a decline from the numbers reported on May 3, 2025. He continued to encourage people to take appropriate precautions if they were in at-risk groups or were taking care of those in at-risk groups and wear masks in higher-risk settings.

Mr. Menis also commented on several recent news articles, including one in the Associated Press, which reported the Federal Drug Administration (FDA) would restrict the next batch of COVID-19 vaccinations to those over 65 years of age or those with an underlying health condition, which would not include those who were caring for those individuals, which he suggested was a very bad idea speaking as someone who had the duty of care in that field. He encouraged anyone who shared his concern to contact the FDA and express their concerns given that the Center for Disease Control and Prevention (CDC) panel that decided what subgroups would receive the vaccination had not yet met. He found this decision to be an abuse of the administrative process.

Mr. Menis also followed-up on a statement he had made at a prior City Council meeting about a march scheduled for Saturday, May 24, 2025 at the intersection of Fernandez and San Pablo Avenues. He had spoken with the City Manager and Police Chief who had been very helpful with that process and more information was available at mobilize.us/mobilize/event/789619. Anyone may join the march at 2395 San Pablo Avenue at 11:00 a.m. on May 24. The purpose of the march was to maintain democracy, and he reported there had been new deportations to South Sudan, which involved people who were not from South Sudan in violation of further court orders.

Irma Ruport, a member of the Community Services Commission, reported that Community Services Day had been held on May 17, 2025. She thanked everyone who had participated including members of the City Council, Director of Community Services and her staff and members of the Public Works Department, who provided assistance and guidance along with several firefighters. The painting of benches in the dog park had not been done as part of the event and the firefighters had expressed the willingness to do that work in the next month or so.

While she had contacted the City Manager to televise the event and had asked the Communications Director to take photographs, Ms. Ruport stated that had not been done. This was a missed opportunity, particularly given the City had two television channels. The City Council recently received information on the budget, which included information about some City Departments not paying their own way. Pinole Community Television (PCTV) had its own funding and two local channels, resources that were not being used to their full potential by the City.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

Mayor Sasai reported he joined students and educators for the recent West Contra Costa Unified School District (WCCUSD) Summer Special Olympics track and field events. He thanked Council member Toms for attending and Ms. Compton, who had coordinated the event. He had also participated in the Lupus Walk that Pinole Valley High School's (PVHS) Michele Lamons-Raiford arranged each year and thanked Council member Murphy for attending a recent WestCat Board meeting. He invited everyone to the May 23, 2025 West Contra Costa Transportation Commission (WCCTC) meeting at El Cerrito City Hall at 8:00 a.m., and reported a Memorial Subcommittee meeting with Council member Murphy and the Communications Director would be held to discuss applications under consideration, with Public Works staff advocating for a specific memorial to also be invited to attend the virtual meeting.

Mayor Sasai also joined the community in grieving the loss of former Contra Costa County Supervisor Federal Glover, a long-time public servant, former City Council member and Mayor of the City of Pittsburg, and someone who advocated for transportation and who put in the work to ensure racial equity and social inclusion in the County. The meeting would adjourn in Mr. Glover's memory.

B. Mayoral & Council Appointments: None

C. City Council Committee Reports & Communications

Council member Toms attended the WCCUSD Summer Special Olympics at PVHS and recognized the Pinole Police Department, which had participated in the law enforcement partnership with Special Olympics that was treasured by the athletes; joined the Mayor later in the afternoon for the Lupus Walk sponsored by PVHS; and attended a Green Empowerment Zone meeting in the City of Martinez. The Green Empowerment Zone meeting included a summary of the Green Empowerment Zone Working Group and an upcoming statewide conference in Contra Costa County in November 2025, where all Green Empowerment Zone jurisdictions would communicate local wins and struggles in attracting businesses. A website would be developed to help with economic development and there had also been a report from the Mayor of the City of Benicia regarding the transitioning occurring at oil refineries and a recent announcement Valero would phase out in the City of Benicia. This action would result in significant impacts to the community in terms of employment and revenues. She had also participated in Community Services Day and recognized the Community Services Department and Community Services Commission for putting the day together.

Council member Murphy reported he had also participated in Community Services Day and thanked City staff, in particular the Community Services Department and all volunteers, who participated in the projects across the City. He wished Marin Clean Energy (MCE) a Happy 15th Anniversary, reported on the work of the agency that benefitted the residents of the Bay Area and highlighted MCE's Emergency Water Heater Incentive and Free Assessments for Business Owners Programs, with more information on the MCE website. He thanked Council member Toms for the update on the Green Empowerment Zone and stated the next Green Empowerment Zone meeting would be held in July.

Council member Murphy also reported he had attended a recent WestCat meeting as the City Council Alternate and reported WestCat's Youth Ride for Free program would continue for the summer from June 1 to July 31, 2025. He provided the details of the program and stated there was more information on the WestCat website.

Council member Murphy announced the Governor had released the budget for the State of California, which would slash significant funds for transit significantly impacting local communities. As a result of these cuts, there could be longer wait times for buses, routes cut, people left stranded absent routes, more cars on the roads and dirty air. This issue had been discussed during the WestCat meeting reflecting the challenges for such a small agency and the impacts to the more vulnerable of the community that used transit. He encouraged people to monitor the conversations at the state level and contact their respective State Assemblymember and Senator representatives to express support for funding for WestCat and public transit.

Council member Murphy further reported on the efforts of the Contra Costa Health Department and a new initiative and survey as part of the upcoming transformation to the Behavioral Health System, and highlighted the number of services provided by the Department. The survey was available at cchealth.org with Pinole residents encouraged to participate. He also spoke to the recent passing of former Contra Costa County Supervisor Glover and commented that his legacy would continue to live on. He looked forward to adjourning the meeting in his memory.

Mayor Sasai thanked Council member Murphy for his comments on the transportation issues and reiterated a WCCTC meeting would be held on May 23, 2025, at which time a resolution would be presented for approval calling on Senator Jesse Arreguin and Assemblymember Buffy Wicks to support budget actions specifically related to public transit in the area.

Council member Martinez-Rubin reported she had also attended the WestCat meeting and reiterated the items brought to the board for discussion, including passage of a resolution authorizing WestCat to file for an application with the Metropolitan Transportation Commission (MTC) for allocation of Transportation Development Act (TDA) funds and State Transit Assistance, which funds may be impacted by state budget cuts. WestCat would consider its budget at a meeting scheduled for June 12, 2025 at 6:30 p.m., with the meeting to be televised, recorded and available for viewing to the public on Comcast Channels 26 and 28.

Council member Martinez-Rubin had also participated in Community Services Day and thanked the Community Services and Public Works Department staff, particularly the guidance she received from Public Works Department staff members for painting the benches, how to power wash the Youth Center and for providing overall support and assistance to Friends of Pinole Creek Watershed for the work at the garden behind the public library. She hoped the 2026 event would include more volunteers since it was a nice event bringing people together with the City Council and staff and provided the opportunity for people to learn new skills.

Council member Martinez-Rubin also expressed her condolences to the family and friends of former Contra Costa County Supervisor Glover and wished everyone a happy and safe upcoming Memorial Day weekend.

D. Council Requests for Future Agenda Items: None

E. City Manager Report / Department Staff

City Manager Kelcey Young also extended her appreciation to the Community Services and Public Works Departments for Community Services Day and reported she had briefly volunteered and it had been fun to be part of the event. She reminded everyone of Contra Costa Fish Migration Day, on May 31, 2025 from 10:00 a.m. to 2:00 p.m. She also congratulated the Community Development Department on the receipt of a \$2,500 grant from the American Association of Retired Persons (AARP) to support the educational component of the PAL Program.

City Manager Young announced the City Council regular meeting of June 3, 2025 would include a public hearing on the 218 Process for the City's Franchise Agreement with Republic Services. Given there had been questions about the 218 Process, she would extend her office hours on May 22, 2025.

City Manager Young stated her regular office hours on May 22 would be held from 3:00 to 4:00 p.m. and from 4:00 to 5:00 p.m., which time would be used to specifically respond to questions regarding the 218 Process and the franchise agreement. The City Attorney also offered to meet with anyone on the phone to answer any legal questions regarding the 218 Process.

F. City Attorney Report

City Attorney Eric Casher reported he had attended a League of California Cities Spring City Attorney Conference, which included 500 City Attorneys throughout the State of California. There had been a number of useful topics discussed including how federal policies were impacting local government, litigation updates and legal challenges and a discussion around local taxation of online streaming services, and he had a conversation with the Mayor and City Manager about that topic. He thanked the organizers of the conference for the opportunity to bring back good ideas and Best Practices to the City.

PUBLIC COMMENTS OPENED (Items 7D through 7F)

Irma Ruport, expressed concern the City Manager and former Assistant to the City Manager, now Communications Director, were fairly new employees and when she had spoken with the City Manager about issues she did not get a straight answer. She wanted this issue publicized and out in the open so the public could understand where tax monies were going. She emphasized the City had two local channels and PCTV had been in existence longer than many City employees including the City Manager and Communications Director, and they needed to ensure that communication was being provided via PCTV. If not, PCTV should be eliminated. She emphasized her disappointment with the City Manager's Office and asked that this matter be agendized as a future agenda item to allow information to be provided to ensure everyone was on the same page.

PUBLIC COMMENTS CLOSED

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. Affordable Housing Month

The City Council read into the record a proclamation recognizing May 2025 as Affordable Housing Month.

PUBLIC COMMENTS OPENED

Irma Ruport, thanked the City Council for the proclamation recognizing Affordable Housing Month. She had attended the Grand Opening of Valor Village on May 6, 2025 and spoke with some of the tenants moving in. She recognized the need for affordable housing in the Bay Area as reported daily in local newspapers, and thanked staff for their effort over the past two years to provide affordable housing in Pinole. She was otherwise disappointed the City Manager, Communications Director and PCTV had not attended the Grand Opening for Valor Village.

Ms. Ruport stated she had spoken to the City Manager this week and learned she had not attended since she was unaware of the event. She was amazed given the City Manager had been with the City of Pinole for the past six to seven months and she was unaware of her own calendar, whereas other staff members had been present for the Valor Village Grand Opening. She emphasized the importance of reporting these events to the public and that the Communications Director publish this information, adding that Pinole needed to be on the map.

PUBLIC COMMENTS CLOSED

2. Emergency Medical Services Week

The City Council read into the record a proclamation recognizing May 18 through 24, 2025 as Emergency Medical Services Week.

3. Asian and Pacific Islander Month

The City Council read into the record a proclamation recognizing May 2025 as Asian and Pacific Islander Heritage Month (API).

4. Jewish American Heritage Month

The City Council read into the record a proclamation recognizing May 2025 as Jewish American Heritage Month.

5. Mental Health Awareness Month

The City Council read into the record a proclamation recognizing May 2025 as Mental Health Awareness Month.

6. Local Community and History Month

The City Council read into the record a proclamation recognizing May 2025 as Local Community and History Month.

B. Presentations

1. Public Agency Vacancy Rates (to be included in Public Hearing Item 10A.)

2. Pinole Library Presentation (Director Dwyer)

Community Services Director Andrea Dwyer introduced Marlia Holmes, Senior Community Library Manager, for the Pinole, Rodeo and North Richmond Lockers, who explained she managed the Pinole and Rodeo Libraries and the North Richmond Lockers, an outreach location in North Richmond. She provided her 17-year background working in libraries through various positions in the library system to her current position as Senior Community Library Manager.

Ms. Holmes provided snapshots of Pinole Library staff and highlighted the key features of the Pinole Library, which included twelve public computers, two children's computers, Scan Ez machine, microfilm reader, public tables available for group study, individual study spaces, John Hans Ostwald Meeting Room and Seed Library; the benefits of using a library card with most services free of charge; how to obtain a library card and a glimpse of 2024 Pinole Library Highlights successes. The Pinole Library was expected to close to allow work on a new HVAC system, new roof, upgraded electrical and lighting and Americans with Disabilities Act (ADA) upgrades to the parking lot. This work would take place from February through November 2026 during which time the Library would be closed to the public. The Library's goals for 2025 were also highlighted and included an increase in the number of library card holders and class visits to local schools, continuing to have Family Program Night once a month, and increasing adult programming and outreach efforts in North Richmond.

Responding to questions from the City Council, Ms. Holmes clarified the following:

- At this time there was no information available on a possible alternate location when the Pinole Library would be closed for the work to be done, although when getting closer to the expected construction period, more information should be available and the public would be directed to the closest library during the closure period. (Toms)
- The John Hans Ostwald Meeting Room could be reserved by the public by contacting Library staff either via email or telephone but it was best to make a reservation in-person. Library programs would take precedence over incoming reservations, although the schedule was not too tight where accommodations could not be made. There was an application process for reserving the meeting room subject to certain requirements. If an open meeting, the use of the room would be free to the public. A closed session would involve a fee of \$40 to be paid at the time of reservation. As to the size of the meeting room, it was not as large as the Pinole Council Chambers. The maximum capacity of the room was not known at this time. (Murphy)
- Clarified how one could join Friends of Pinole Library, reported that the proceeds of the Friends of Pinole Library Main Library book sales would be used for programs that supported the Library, programming needs were discussed with Friends of Pinole Library who provided support in that way and who were always welcoming new members, and those interested in participating were directed to contact the Library. (Murphy)
- Recognized the City of Pinole may take over the Pinole Library at some point, wanted to see what that collaboration looked like and hear ideas from the City such as a possible use of the meeting room, collaboration on outreach efforts and promotions for reading before that change occurred. There were no plans to expand the building or make other improvements beyond what had been identified. Acknowledged a suggestion to work with the Community Services Director on possible collaboration and creation of new programs when the City took over the facility. (Mayor Pro Tem Tave)
- Clarified the County's Adult Literacy Project, Second Chance and use of space to meet with adult learners and volunteer coaches was still provided at Pinole Library. (Martinez-Rubin)

- Acknowledged the Pinole Library displayed hard copies of City Council agendas and packets for City Council meetings when provided by City staff, and appreciated the Library's support for non-profits using the community room and the display space access from the registration area that currently housed historical artifacts and documents. (Martinez-Rubin)
- Clarified there were several different designs for the library card keys to attach to one's key chain and encouraged everyone to explore the new designs for the key card and a larger library card, with more information on the Pinole Library website. (Martinez-Rubin)

Mayor Sasai thanked Ms. Holmes for the presentation and all she did for the community. He commented he had been a Pinole Library card holder since he was seven years old.

PUBLIC COMMENTS OPENED

Rafael Menis, thanked Ms. Holmes for the presentation. As to the expected closure of the Pinole Library and funds the City set aside for maintenance, he asked if the City had not set aside funds to increase Library hours and pay for maintenance overall, whether or not the projects would have happened. He also asked whether the City would continue to pay the maintenance costs during the time when the library would be closed.

PUBLIC COMMENTS CLOSED

Mayor Pro Tem Tave thanked Ms. Holmes for all of the work and the creativity in the programs offered, which attracted people to the Library and started conversations about what else could be provided. He commented that his children enjoyed the wrestling event that had been held at the Library.

3. Contra Costa's Coordinated Outreach Referral, Engagement (C.O.R.E.), Program (Jenny Robbins, Contra Costa Health Homeless Services Chief)

Community Development Director Lilly Whalen introduced Jenny Robbins, LCSW, H3, Chief of Programs, and Fadi Elhayek, MSW, C.O.R.E. Program Director, who provided an extensive PowerPoint presentation on the Contra Costa Coordinated Outreach Referral, Engagement Program (C.O.R.E.), and who worked to engage and stabilize homeless individuals living outside through consistent outreach to facilitate and/or deliver health and basic need services and secure permanent housing. C.O.R.E. teams served as an entry point into Contra Costa's coordinated entry system for unsheltered persons and worked to locate, engage, stabilize and house chronically homeless individuals and families. The outreach teams identified individuals living on the streets, assessed their housing and service needs, and facilitated connections to shelter and services.

An overview of C.O.R.E. Street Outreach, which identified the housing needs in Contra Costa County pursuant to a Contra Costa County 2024 Affordable Housing Needs Report, was provided. Data points including the average rent in the City of Pinole, what renters must earn to rent a one-bedroom unit, the number of people who had lost their housing in Pinole in 2024, the number of individuals C.O.R.E. served in Pinole in 2024, and an overview of C.O.R.E. services was highlighted.

There were 24 full-time C.O.R.E. teams that worked seven days a week, 8:00 a.m. to Midnight who were dispatched through 211, Option 3, or through direct communication with contracted partners such as City staff and law enforcement. Relationship building and needs assessment was a vital part of C.O.R.E.'s work and placement into shelter or housing was the goal.

C.O.R.E. provided Housing Focused Street Outreach through linkages to health and behavioral health, direct placement into a shelter and warming center, encampment abatement support, transportation to appointments and connection to community resources such as benefits, legal services and employment and housing placement. City and County Partnerships and C.O.R.E. operations, including C.O.R.E. calls to dispatch, community outreach to downtown businesses, support with abatement and encampment cleanups and C.O.R.E. data and quarterly and biannual reports to partners were all highlighted. An overview was also provided of the data points for the 55 unduplicated clients that had been served in Pinole, in particular, a summary of a success story of a Pinole resident who had been unhoused for five years.

Responding to questions from the City Council, Ms. Robbins and Mr. Elhayek clarified the following:

- Acknowledged appreciation for the information presented, the data for the City of Pinole and a survey that was done once a year. Also, acknowledged the appreciation of the relationship required to address homelessness for single individuals and families. (Martinez-Rubin)
- Clarified the data provided was data the C.O.R.E. team collected in the field and was ongoing. Of the 30 individuals who had been reported as first-time homeless in Pinole, there was no data point of the amount of time for first-time homeless to get services, but communication and education was important. As soon as a Pinole resident may be at risk of losing housing, they were encouraged to call 211 to contact the C.O.R.E. team to access prevention resources. A lot of great work was being done on messaging to the community both online and in-person. There were also other forms of outreach, such as partnering with libraries and in-reach and leaning on other C.O.R.E. teams to provide support. (Mayor Pro Tem Tave)
- Clarified calling 211 was the best way to contact C.O.R.E. teams. After dialing 211, and hitting 3, a C.O.R.E. team would be dispatched. Cities that funded a C.O.R.E. team who worked with local law enforcement and City staff, was another resource and was where the C.O.R.E. team could be contacted directly. (Mayor Pro Tem Tave)
- C.O.R.E. prioritized the few beds it had, which turned over daily to those who needed them the most, with their shelter beds almost at 100 percent capacity each night. C.O.R.E. made the placements and was only bringing people in when they knew there was a bed available. Referenced the Bay Area Rescue Mission where C.O.R.E. also made placements. (Mayor Pro Tem Tave)
- The C.O.R.E. intake questionnaire included a question asking the individual to identify the City where they lost their housing and where they slept last night, which was tracked by C.O.R.E., and which data points were used when determining and understanding regional shifts and changes. (Mayor Pro Tem Tave)

- C.O.R.E. worked with the County Office of Emergency Services (OES) and partnered with the American Red Cross and Employment and Human Services. When there had been a tsunami, as an example, C.O.R.E. teams informed residents by creeks; when a refinery in the City of Martinez had emissions, the C.O.R.E. team notified people living outside and asked them to come inside; and during the pandemic, the C.O.R.E. team had been out daily placing people in shelters. There was a lot of intersection with the work they did with other supports in the community. None of the work done by C.O.R.E. was done in a vacuum. C.O.R.E. prioritized those with the highest need and through its partnerships (different entities and cities) and different grant funding, C.O.R.E. was able to expand its work.

As an example, if the Pinole C.O.R.E. team identified a family living in a car, they would be connected to the family team that would do more work and was knowledgeable of all of the resources working with families. Another example was someone who was recently incarcerated could be connected with C.O.R.E.'s re-entry team and as part of the process, could be connected to other C.O.R.E. teams or resources through Contra Costa County or other entities. (Mayor Pro Tem Tave)

- Clarified C.O.R.E. Operations, such as providing any type of abatement support, link to any entity in Contra Costa County to report an abatement and C.O.R.E. would support, and collect data on any contact and touch within Contra Costa County including unincorporated areas, which was reviewed on a daily basis, but C.O.R.E. was not doing operations meetings as yet and that was part of a structure when they had a funded or partially funded team where they could do those additional pieces such as call into dispatch, increase abatement, cleanups, etc.

In terms of outreach to businesses, there were a number of areas of the City where there were homeless and C.O.R.E. would do outreach wherever the need. C.O.R.E. had not done any community business outreach in Pinole and typically did that work when they had a dedicated team, which had a dedicated amount of time in the City, but they could go to any business at any interval or rotation, and that was where the operation meetings would come into play. (Murphy)

- Acknowledged a request for a follow-up about some of the demographic data referenced on the C.O.R.E. contact for the City of Pinole and items that could be of importance to the community in developing a relative approach, such as age, racial demographics and gender data, with all information able to be provided. (Murphy)
- Clarified C.O.R.E. tracked its performance measures that included disaggregating race equity measurements, and C.O.R.E. could see for the unhoused who they were and where they went, which information was also being collected regularly. (Murphy)
- Clarified when cities funded a C.O.R.E. team, C.O.R.E. would send out a monthly report in aggregate including monthly data points, which could include year-to-day and daily interactions and results achieved. Reports could provide as much or as little information as the City wished.

If the City was interested in Pinole information, the Contra Costa Health Homeless Services had a health page, where one could submit a data request with a robust data and evaluation team who could pull several data points and information together. (Murphy)

- Acknowledged a request for the types of materials C.O.R.E. could provide, which the City could publish in public restrooms, public facilities and the Pinole Library, if the City were to partner with C.O.R.E. It was noted some cities had an unhoused resource page on their website that provided information on who to contact, report dumping or if one was experiencing a mental health crisis. (Murphy)
- Appreciated the recognition of the work of C.O.R.E. and the level of compassion the team provided which was needed for that population. Clarified in 2024, C.O.R.E. had contacted 55 unique individuals in Pinole, made 116 contacts, with each person receiving at least two touches and collected data on the services provided. (Toms)
- Acknowledged an additional request for additional data on those who had veteran status and those who were formally incarcerated, which information was already in the data collected and could be provided. A lot of information was taken at intake which helped to inform the next step. Of the 55 individuals in Pinole who had been contacted in calendar year 2024, three were identified as veterans. It was noted the percentage of veterans who were homeless had decreased dramatically due to the resources available. C.O.R.E. worked closely with Valor Village and housed individuals at that program who would have been challenged leaving the shelter and expressed appreciation to the City for the development. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Rafael Menis, asked whether it was possible for C.O.R.E. to provide the timeline for how rapidly people became unhoused and asked whether that involved people who had missed a month of rent or after an eviction moratorium expired. He asked whether the City had considered the potential for a Just Cause Eviction Ordinance noting the City Council took no action when the topic had last been discussed given the lack of data. Depending on the data C.O.R.E. could provide to the City, he asked whether the City Council was of the opinion it would now be reasonable to reconsider Just Cause Eviction Ordinances and related ordinances from 2023, which was the last time the City Council considered the ordinance when there had been only three evictions the entire year and therefore no need for the ordinance.

Mr. Menis commented if going from 3 to 30 evictions that was a tenfold increase and a sufficient spike for the City Council to reconsider that particular agenda topic whether Just Cause Evictions or whatever protections or data the Council wanted to see. He suggested having access to C.O.R.E.'s broader data, and assuming there was access to more data it could be verified whether increased homelessness was due to increased rental costs and was now an issue in Pinole. He asked the City Council to be willing to reconsider looking at Just Cause Eviction Ordinances and various protections for renters it was not willing to do a few years ago when the problem seemed less urgent.

PUBLIC COMMENTS CLOSED

Mayor Sasai thanked C.O.R.E. for its work and for making a presentation to the City Council. He looked forward to more connections with C.O.R.E. He recognized the work was not easy but he appreciated the work done.

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 May 6, 2025.
- B. Receive the May 3, 2025 – May 16, 2025, List of Warrants in the Amount of \$826,757.22 and the May 9, 2025 Payroll in the Amount of \$530,330.57.
- C. Adopt a Resolution Authorizing the City Manager to Enter into a MOU with Contra Costa County for Development of Contra Costa Resilient Shoreline Plan through Ocean Protection Council Senate Bill 1 Grant Program. **Action: Adopt Resolution per Staff Recommendation (Lilly Whalen, Kapil Amin)**
- D. Adopt a Resolution Authorizing Execution of an Agreement with Contra Costa County for Coordinated Outreach, Referral, and Engagement (C.O.R.E.) Homeless Outreach Services for FY 2025/26. **Action: Adopt Resolution per Staff Recommendation (Lilly Whalen, Melissa Klawuhn, Andrea Dwyer)**

PUBLIC COMMENTS OPENED

Rafael Menis provided the following comments on the Consent Calendar:

- Item 9D, the use of funds from the Housing Successor Fund to become part of the C.O.R.E. program was a good idea. Suggested it would be helpful to have somewhat of a smaller scale use of the Housing Successor Funds since at some point in the past, there had been a discussion of potential uses of the funds such as for a shelter. At that time, the City Council suggested it would rather set the funds aside for something like the development of Valor Village.
- Funding affordable housing projects was great but it was also great the City found a smaller scale project that would provide immediate help to the homeless, help transition those individuals into housing along with the City's current affordable housing development such as Valor Village, another 179-unit project on Roble Avenue and other affordable housing projects planned in the City. Encouraged the City Council to adopt Item 9D as part of the Consent Calendar.

PUBLIC COMMENTS CLOSED

City Clerk Bell reported as she noted during her City Clerk's Report, that there had been a correction memo for Item 9A, with some suggested revisions provided to the City Council. The correction memo had been posted online and was available in the Council Chambers and would serve as an amendment to Item 9A.

ACTION: Motion by Council members Toms/ Murphy to adopt Consent Calendar Items 9A (subject to the changes proposed in the correction memo) and Items 9B, 9C and 9D, as shown.

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

10. PUBLIC HEARINGS

- A. Assembly Bill 2561/Government Code Section 3502.3 (Vacancies, Recruitment and Retention Efforts) Compliance. Action: Conduct Public Hearing (Charlene Davis, Stacy Shell)**

Human Resources Analyst Charlene Davis provided a PowerPoint presentation on Assembly Bill (AB) 2561/Government Code Section 3502.3 (Vacancies, Recruitment and Retention Efforts) Compliance for Calendar Year 2024, which included an overview of AB 2561, which became effective January 1, 2025 and mandated that public agencies present the status of job vacancies and recruitment and retention efforts at a public hearing before their governing body at least once per fiscal year prior to the adoption of the final budget. The workforce overview for total budgeted/authorized full and part-time regular positions for calendar year ending December 31, 2024; vacancy information for the number of budgeted positions; number of vacancies and vacancy rate; recruitment and retention efforts for the recruitment life cycle; recruitment life cycle and pay and benefits and retention statistics were all highlighted. The overall retention rate for the City of Pinole was 87 percent, a great improvement over previous years.

Human Resources Analyst Davis advised this was an informational report only and no action would be taken.

Responding to questions from the City Council, Human Resources Director Stacy Shell and Human Resources Analyst Davis clarified the following:

- The three vacancies in the Unrepresented Management Confidential Group were clarified, with two of the positions having been filled and with the information representing the conclusion for the calendar year. (Toms)
- The City's overall retention rate was 87 percent. The vacancy rate for Contra Costa County as an employer was also at an 87 percent retention rate. Information on the past rates could be provided via email. (Murphy)

- The dollar amount for vacancies had not been shown but staff could work with the Finance Department to clarify the numbers. The State Legislature only required a report out on the vacancy itself. (Mayor Pro Tem Tave)
- Acknowledged a request to highlight at some point the length employees were staying with the City, and while not shown in the report, Public Service Employee Recognition Week had been celebrated recently with a handful of employees recognized for five, ten and fifteen years, with one employee recognized for 25-years of employment. More accurate information could be provided at a later date. (Martinez-Rubin)

PUBLIC HEARING OPENED

Amy Eubanks, President, Pinole Police Employees Association, (PPEA), commented on the growing challenges of recruitment and retention for the Pinole Police Department, which had experienced significant pressure with fewer qualified applicants and with struggles holding onto the talented officers the City already had. Law enforcement agencies across the country were experiencing declining interest in the profession given the job was demanding, public perception of policing had shifted and the younger generation was looking for different things in a career including more flexibility, more personal time and less risk. One factor that could not be ignored was pay. The Pinole Police Department was underpaid making it difficult to attract new recruits and even harder to compete for experienced officers who were being offered significantly more pay elsewhere.

Ms. Eubanks asked why someone would choose the Pinole Police Department, a question that must be answered and be compelling and should include modernizing recruitment strategies, engaging more with the community and with competitive incentives that reflected the realities of today's work force. The bigger crisis was who they were at risk of losing, with retention needing to be the top priority. She emphasized that the Pinole Police Department had officers who were loyal, experienced and deeply committed to the community but who were also tired, being pulled in every direction, often without enough support and looking at departments in other cities that were offering better pay, benefits and better conditions. The City could not afford to lose the officers it had and when an experienced officer left, the City would lose the institutional knowledge, mentorship, leadership and the trust built over the years in the community. The focus must shift in supporting and valuing those who had chosen to serve in Pinole, address the pay disparity immediately and create and include longevity incentives, Cost-of-Living Adjustments (COLA) to salaries and create a work place and culture where officers felt supported, respected and heard.

Ms. Eubanks commented that even with these efforts the City would only be successful when first stabilizing and then investing in the officers it already had, which was about the safety of the City, morale of officers and the future of the Police Department. She urged the City Council to work together to make the necessary changes. She also highlighted the number of years on the job for current officers and Sergeants, which reflected that retention was not very good at this time.

Ima Ruport, thanked the PPEA and agreed with the comments. She liked the idea of once a year having the employee organization come to the public and advise what was needed, what was wanted and what the City could do for them given oftentimes there were hidden agendas, with the City Manager and the Human Resources Department doing some recruitment and rehires.

Ms. Ruport stated she had often asked the City to get some kind of desk audit of what was needed. Taxpayers were always hearing there was not enough staff and she emphasized that 80 percent of current staff was new and most had no more than two to three years with the City. She asked what could be done to retain people working for the City and she hoped to make it better for employees. She was a retired government employee and recognized there could be situations where an employee could experience burn out on the job. She liked the fact that AB 2561 required a once-a-year report to be provided to the public so the public was aware of what was going on in the City.

PUBLIC HEARING CLOSED

Council member Murphy asked whether staff had any response to the public comments.

Human Resources Analyst Davis reported staff was increasing some of the recruitment efforts by using external sources, including social media and working with a new provider, JobElephant, which offered recruitment solutions to help employers attract and hire perfect candidates. The City also had a recruitment incentive program that helped to attract employees and there were internal efforts for existing employees including wellness programs and other programs that had not been provided to staff in the past. Staff had received positive feedback about these programs. Additionally, surveys to employees were provided and the Human Resources Department was doing what it could to reach everyone.

Council member Murphy commented on the Unrepresented Management Group changes and asked whether any positions had been filled since calendar year 2024.

Human Resources Analyst Davis clarified that some of the positions were typically open until filled, including those in the Police Department. Human Resources had a harder time filling specialized positions including Engineers and Police Officers, but other positions were being filled and Human Resources was currently working on filling positions in the Police Department for an Administrative Assistant position and intern opportunities.

Human Resources was also moving forward with an Associate Planner position it was hoped would be filled by July. Building Inspector, Information Technology (IT) Manager and Police Commander (internal and external) positions were currently open. Recruitment was ongoing for a Capital Improvement and Program Manager and a Public Works Specialist would start in two weeks. Recruitment efforts were in various stages and a lot of part-time seasonal worker positions were being filled due to retirements. Staff was doing its best to keep up with the turnover. The City was under the 20 percent threshold the Legislature required the City to report more details with staff doing its best to keep those numbers low.

Mayor Sasai reiterated this was an informational item only with no action to be taken. He thanked staff for the presentation.

- B. Adopt a Resolution Adopting the 2024 Contra Costa County Local Hazard Mitigation Plan – City of Pinole Annex. Action: Adopt Resolution per Staff Recommendation (David Hanham)**

Planning Manager David Hanham presented the staff report dated May 20, 2025, and provided a PowerPoint presentation on the 2024 Contra Costa County Local Hazard Mitigation Plan (LHMP), City of Pinole Annex which included the background of the LHMP, a two-volume document that served as a guide for the County to become resilient to the impacts of natural, human-caused and technological hazards.

Volume I was described as the County Plan, and included the overall analysis of the Hazards, a County profile and mitigation actions that set the foundation for the jurisdiction annexes. Volume II was comprised of the annexes for each participating city and Special District. The City of Pinole Annex was in Volume II of the LHMP.

The Pinole Annex identified Disaster Risks, Vulnerabilities, and Mitigation Measures for the following: Disaster Risks: Earthquakes, Flood (river/creeks, urban/flash flood), Landslides, Sea Level Rise, and Wildfires; Vulnerabilities: Project Location Climate Change, Dam and Levee Failure, Drought, Severe Weather (heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat waves/extreme heat, tornado) and tsunamis.

Planning Director Hanham recommended the City Council adopt a Resolution approving the City of Pinole Annex for inclusion in the Contra Costa County LHMP.

Responding to questions from the City Council, Community Development Director Whalen and Planning Manager Hanham clarified the following:

- Residents' insurance would not be affected by the LHMP (that would be part of the discussion for Item 10C). (Mayor Pro Tem Tave)
- Staff was unaware when the City last adopted an LHMP. The City of Pinole had not been part of the County process in 2018 or the process prior to that time. (Mayor Pro Tem Tave)
- Hazardous risks, disasters and vulnerabilities for the City of Pinole were again highlighted. As to what would be most hazardous to Pinole residents for which there had been assessments and documentation, clarified there was no pecking order of which risks were higher or more of a risk since all risks that had been identified in some form or fashion could impact the City of Pinole. It would depend on what nature had prepared for the City in terms of how those risks and vulnerabilities came into play with possible scenarios provided. The risks were identified with mitigation measures in place that if the risks occurred, there were things that could be done as part of the process. (Martinez-Rubin)
- The LHMP did not specify private resident responsibilities other than providing defensible space around a residence for wildfire and being prepared for certain events, as an example, whether flood, wildfire, knowledge of evacuation routes, and the County had warning systems to address some emergency events. There were things the City could do to help mitigate some of the risks, but for residents it was about being prepared if and when an emergency event occurred. (Martinez-Rubin)

- The LHMP had been publicized through PCTV and it would be presented to the Planning Commission as an informational item. Due to the mitigation plan required, some preparedness information and educational resources would need to be posted on the City website for this item and for Item 10C. (Martinez-Rubin)

PUBLIC HEARING OPENED

Rafael Menis, referenced Pages 137 and 138 of 219 of the agenda packet, which included information on the Hazard Risk Ranking, and Table 22. Hazard Risk Ranking, as shown. He walked through the information in Table 22 for the City Council to reference and in response to questions raised by Council member Martinez-Rubin.

PUBLIC HEARING CLOSED

Council member Toms recognized the work of the Planning Manager, his coordination with the County OES and documenting the public outreach the City was required to do to get approval from the Federal Emergency Management Agency (FEMA).

Council member Murphy commented the City website included emergency information under the Community section where residents could access information.

Motion by Council members Murphy/Toms to adopt a Resolution adopting the City of Pinole Annex for inclusion in the Contra Costa County 2024 Local Hazard Mitigation Plan.

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

- C. Introduce an Ordinance Designating Fire Hazard Severity Zone Maps. Action: Introduce an Ordinance and Conduct Public Hearing (David Hanham)**

Planning Manager Hanham presented the May 20, 2025 staff report and provided a PowerPoint presentation on the Fire and Resource Assessment Program (FRAP), which included an overview of the FRAP Map. FRAP assessed the amount and extent of California's forests and rangelands, analyzed their conditions and identified alternative management and Policy Guidelines. FRAP assessed the Fire Hazard Severity in the State Responsibility Area (SRA) and the Local Responsibility Areas (LRA). He also highlighted how the Severity Zone was determined and Pinole's new Fire Severity Zone, which fell into the categories of Moderate, High and Very High.

The Southwest portion of the City of Pinole showed that it was in a Moderate Severity Zone as defined by the State Fire Marshal. It was clarified the updated maps would not affect zoning, property ownership or development rights. Enhanced wildfire building codes and defensible space rules were not mandatory in Moderate zones, and real estate transactions in all designated Fire Hazard Severity Zones, including Moderate, must comply with state disclosure laws. Maps of the 2009 and 2025 zones were provided for informational purposes.

Planning Manager Hanham recommended the City Council waive the first reading and introduce an Ordinance for the determination of the City of Pinole's Fire Severity Zone of Moderate in accordance with the approved FRAP Map in order to comply with state law and maintain consistency with regional wildfire mitigation efforts. Adoption of the updated maps by ordinance was necessary and failure to adopt the maps could result in non-compliance with state mandates and hinder local implementation of wildfire resilience programs.

Responding to questions from the City Council, Community Development Director Whalen and Planning Manager Hanham clarified the following:

- Once the California Department of Forestry and Fire Protection (CAL FIRE) went through its modeling processes, CAL FIRE may determine in the future that Pinole could be designated back to a High or Very High Zone, depending on the requirements. If that occurred, the City would take measures accordingly. Presently, the City had been designated in the Moderate Zone. (Mayor Pro Tem Tave)
- The last cycle to update the Fire Hazard Severity Maps had taken 14-years. Staff was unsure of the actual period when the maps would be updated again but when that occurred, the City had an opportunity to review the maps when first submitted. The Contra Costa County Fire Protection District (CCCYPD) reviewed the maps for the City. Pursuant to the CAL FIRE website, updates to the maps were not on a fixed schedule but undertaken as needed to reflect changes in wildfire behavior and climate conditions. (Martinez-Rubin)
- Clarified that enhanced wildfire building codes and defensible space rules were not mandatory in Moderate zones, although the City chose to pursue defensible space as a community to ensure the community was fire safe and this was done on an annual basis as part of the City's Code Enforcement Program. If the City was in a High or Very High Zone, it would need to adopt additional building standards for structures in those zones to be additionally hardened against fire, but this was not required in the Moderate zone. Staff had conversations with the Building Official who recommended not taking those steps that would involve additional costs for residents and was not necessary. (Martinez-Rubin)

PUBLIC HEARING OPENED

Rafael Menis, asked why all of Pinole was shifting from High or Very High Zones into the Moderate Zone. He asked if staff could answer that question given the City had a drier and hotter climate and there had not been a fundamental change to the ridges since the last time the area had been evaluated, but was now being determined to have a massively lower risk.

Planning Manager Hanham was unsure of the actual reasons why the Moderate Zone designation had been determined and could only assume it had been based on the models created by CAL FIRE. CAL FIRE determined there was a lower risk in that area which was how that had worked and the City had no control over that determination, which was a CAL FIRE proposition.

Anthony Vossbrink, suggested Mr. Menis made a very apropos comment as to why things had changed regarding the City of Pinole going from Very High to the Moderate Zone in some of the mapping areas.

Mr. Vossbrink asked whether the Public Works Department or anyone else could be directly or indirectly responsible for that moving forward, as to try and maintain better fire zones in those areas, cutting back dry brush, bushes and the like and working with the County, CAL FIRE or the CCCFPD. He asked how residents could find out more information about the Fire Severity Zones in Pinole and whether any of the information fed by the County to the state, the Insurance Commissioner or insurance companies related to insurance rate increases. As an example, his State Farm homeowner's premium rate had increased significantly. He also referenced all of the recent wildfires in the State of California that would impact the rest of the state and the Pacific Northwest.

PUBLIC HEARING CLOSED

Council member Toms commented the CCCFPD website included a Geographic Information System (GIS) Map where one could scroll old maps versus the new maps. That information had shown the Very High Fire Severity Zone around Galbreth Rd. and that neighborhood had switched from Very High to the Moderate Zone, and much of the valley had gone from No Designation to the Moderate Zone. This tool had been helpful to see the difference. She noted vegetation and fuel made a difference on the categorization in the mapping. She expressed the willingness to send the link to staff and Mr. Vossbrink, and it could be something that could be shared with the public when reporting out on discussions during City Council meetings.

Community Development Director Whalen referenced the PowerPoint presentation and the page regarding the City's new Fire Severity Zone, which included a highlighted link to the CCCFPD sliding tool Council member Toms referenced. The CCCFPD website had a specific page about the new maps and had a link to the sliding tool.

Motion by Council members Murphy/Toms to waive the first reading and introduce an Ordinance (Uncodified) (Attachment A) to approve the City of Pinole Fire and Resource Assessment Program (FRAP) Map to designate Fire Hazard Severity Zones and direct staff to assess local implications related to zoning, building codes, defensible space requirements, and public education.

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

Mayor Sasai thanked the Community Development Director and Planning Manager for the presentation.

11. OLD BUSINESS: None

12. NEW BUSINESS: None

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

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

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.

Anthony Vossbrink, asked about several street light outages and Caltrans outages, and asked that staff coordinate with Caltrans to get some of the lights fixed on the on-ramp to I-80 east and west towards Hercules and Oakland, which lights had been out for the past six months. There were also numerous potholes on the on-and off-ramps to I-80 and both sides of the freeway needed to be cleaned. He would like to see City staff urge Caltrans to address the matter. There had also been construction on the west on-ramp to the Pinole Valley Road side, where trucks had stopped adjacent to the bowling alley. In addition, he asked about the City's flag protocol since the City missed lowering the flag after the passing of former President Jimmy Carter while federal, state and local counties requested flags be lowered. Additionally, one of the flag poles in front of City Hall was broken and a rope pulley had been broken for some time in front of Fire Station 73, and he understood the flag could not be lowered for any occasion.

- 14. ADJOURNMENT** to the Regular Meeting of June 3, 2025 in Remembrance of Amber Swartz and Supervisor Federal Glover.

At 10:08 p.m., Mayor Sasai adjourned the meeting to a Regular City Council Meeting on June 3, 2025 in Remembrance of Amber Swartz and former Contra Costa County Supervisor Federal Glover.

Submitted by:



Heather Bell, CMC

City Clerk

Approved by City Council: June 3, 2025

