PINOLE CITY COUNCIL
MEETING AGENDA

November 18, 2025
5:00 PM
Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET
OR 2500 North Hollywood Way, Burbank, CA 91505 (Teleconference - Councilmember Murphy)
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@pinole.gov** Please indicate which item on the agenda you are commenting on in the subject line of your email.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following week. The Community TV Channel 26 schedule is published on the city's website at www.ci.pinole.ca.us.

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

If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Bell-Spears at (510) 724-8928 or hbell@pinole.gov.

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a City Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the City Clerk's Office at (510) 724-8928. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection on the City Website at www.pinole.gov. You may also contact the City Clerk via e-mail at hbell@pinole.gov.

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

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

2. LAND ACKNOWLEDGMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present, and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself /herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov't Code § 87105.

4. CONVENE TO A CLOSED SESSION

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

A. **CONFERENCE WITH LABOR NEGOTIATORS**
Gov. Code § 54957.6
Agency designated representatives: City Manager, Kelcey Young, Human Resources Director, Stacy Shell, Finance Director, Markisha Guillory, and Gregory Ramirez, IEDA
Employee organizations: The Pinole Police Employees Association (PPEA)

B. **PUBLIC EMPLOYEE APPOINTMENT**
Gov. Code § 54957
Title: Interim City Manager

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. Reappointment to the Contra Costa County Library Commission

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. Family Court Awareness Month

B. **Presentations**

1. None

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 November 4, 2025.

B. Receive the November 1, 2025 – November 14, 2025, List of Warrants in the Amount of $1,091,413.46 and the November 7, 2025, Payroll in the Amount of $554,858.64.

C. FY 2025/26 First Quarter Financial Report **Action: Receive a Report (Markisha Guillory)**

D. FY 2025/26 First Quarter Investment Report **Action: Receive a Report (Markisha Guillory)**

E. Fiscal Year (FY) 2025/26 1st Quarter Strategic Plan Status Report **Action: Recieve the report (Kelcey Young)**

F. Receive Update On Capital Projects, Inspection And Permitting, And Maintenance **Action: Receive report (Heba El-Guindy)**

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. None

11. OLD BUSINESS

A. Update on Implementation of the Residential Health and Safety Rental Inspection Ordinance (Pinole Municipal Code Chapter 8.30) and Adoption of Administrative Regulations **Action: Adopt Resolution per Staff Recommendation (Jared Murti, Housing Fellow, Lilly Whalen)**

12. NEW BUSINESS

A. Republic Services Credit Memorandum of Understanding (MOU) **Action: Review and approve Republic Services MOU and credit to subscribers for work stoppage and delegate authority to City Manager to finalize terms and execute MOU. (Kelcey Young)**

B. Approve a Memorial Renaming Bayfront Park and Sign Installation in Honor of Ohlone **Action: Adopt Resolution per Staff Recommendation (Fiona Epps)**

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 2, 2025 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-Spears, CMC
City Clerk
POSTED: Friday, November 14, 2025 at 12:40 pm

CITY COUNCIL REPORT

7.B.1.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Heather Bell, City Clerk, hbell@pinole.gov

SUBJECT: REAPPOINTMENT TO THE CONTRA COSTA COUNTY LIBRARY COMMISSION

RECOMMENDATION

Staff recommends that the City Council reappoint George Pursley to the Contra Costa County Library Commission to a term expiring on June 30, 2028.

BACKGROUND

The Contra Costa County Library Commission was established by the Contra Costa County Board of Supervisors in March 1991. The Commission was created to serve in an advisory capacity to the Board of Supervisors and the County Librarian. The Library Commission is comprised of 24 voting members and 4 non-voting (ex-officio) members:

- Eighteen members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils (Richmond does not participate)
- Five members represent Contra Costa County - each member of the Board of Supervisors appoints one Commissioner
- One member representing the Central Labor Council
- Four Ex-Officio members representing the College District, East Bay Leadership Council, Office of Education and the Friends Council

REVIEW AND ANALYSIS

George Pursley was appointed to the Library Commission on August 15, 2017. Mr. Pursley has been diligent in his representation of the City of Pinole on this County Commission and past attendance records show his commitment to this responsibility. Staff has confirmed Mr. Pursley's willingness to continue serving Pinole in this capacity.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENTS

None

Proclamation

FAMILY COURT AWARENESS MONTH
NOVEMBER 2025

WHEREAS, *the mission of the Family Court Awareness Month Committee (FCAMC) is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children, and;*

WHEREAS, *the mission at the FCAMC is fueled by the desire to create awareness and change in the family court system for the conservatively estimated 58,000 children a year ordered into unsupervised contact with abusive parents, while honoring the hundreds of children who have been reported as murdered during visitation with a dangerous parent, and;*

WHEREAS, *the mission of the FCAMC is to increase awareness on the importance of empirically based education and training on domestic violence and child abuse, including emotional, psychological, physical, and sexual abuse, as well as childhood trauma, coercive control, and post-separation abuse for judges and all professionals working on cases within the family court system, and;*

WHEREAS, *the mission of the FCAMC is to increase awareness on the importance of using scientifically valid, evidence-based treatment programs and services that are proven in terms of safety, effectiveness, and therapeutic value, and;*

WHEREAS, *the mission at the FCAMC is to educate judges and other family court professionals on evidence-based, peer-reviewed research. Such research is a critical component to making decisions that are truly in the best interest of children. This research includes The Adverse Childhood Experiences (ACEs) Study (co-principal investigator: Vincent Felitti, Kaiser Permanente-CDC); Child Custody Evaluators' Beliefs About Domestic Abuse Allegations (principal investigator: Daniel Saunders, University of Michigan, sponsored by the National Institute of Justice); and Child Custody Outcomes in Cases Involving Parental Alienation and Abuse Allegations (principal investigator: Joan S. Meier, GW Law School, sponsored by the National Institute of Justice), and;*

NOW, THEREFORE, I, CAMERON SASAI *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 the Month of* ***NOVEMBER 2025***, *to be* ***FAMILY COURT AWARENESS MONTH*** *and encourage all residents to support their local communities' efforts to prevent the harm of children in the hands of family members and to honor and value the lives of children.*

CAMERON SASAI
MAYOR of the City of Pinole

Dated: November 18, 2025

CITY COUNCIL MEETING
MINUTES
November 4, 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. <u>COUNCILMEMBERS PRESENT</u>

Cameron Sasai, Mayor
Anthony Tave, Mayor Pro Tem*
Norma Martinez-Rubin, Council Member
Devin Murphy, Council Member
Maureen Toms, Council Member**
*Arrived after Roll Call
**Participating remotely under the provisions of the Brown Act

B. <u>STAFF PRESENT</u>

Kelcey Young, City Manager
Heather Bell-Spears, City Clerk
Eric Casher, City Attorney
Andrea Dwyer, Community Services Director
Maria Picazo, Recreation Manager
Heba El-Guindy, Public Works Director
Markisha Guillory, Finance Director
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell-Spears announced the agenda had been posted on October 30, 2025 at 4:00 p.m. with all legally required written notices. Written comments had been received in advance of the meeting, distributed to the City Council and staff, posted to the City website and made available to the public to view in the Council Chambers.

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

4. CONVENE TO A CLOSED SESSION

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 REAL PROPERTY NEGOTIATORS
Gov. Code § 54956.8
Property: 651 Pinole Shores Road
402-220-021
Agency negotiators: City Manager Kelcey Young, City Attorney Eric Casher
Negotiating parties: Jaclyn Bellicitti, Site Acquisition Centerline Communications, Authorized Representative for Verizon

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Gov. Code § 54956.8
Property: 2100 San Pablo Avenue
Agency negotiators: City Manager Kelcey Young and City Attorney Eric Casher
Negotiating party: Art Pakpour
Under negotiation: Price and Terms

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Gov. Code § 54956.8
Property: 2101 Pear St. Pinole, CA 94564-1797/APN: 401-163-004-5
Agency negotiators: City Manager Kelcey Young
Negotiating party: American Postal Infrastructure Partners, LLC

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Gov. Code § 54956.8
Property: 2301 San Pablo Avenue
APN: 401-162-001-2
Agency negotiators: City Manager Kelcey Young and City Attorney Eric Casher
Negotiating party: Raquel Conter; Sonny and Kamal Randhawa

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Gov. Code § 54957
Title: City Manager

Mayor Sasai reported that Item 4E would be taken out of order and the City Council would reconvene to Closed Session at the conclusion of the public portion of the meeting agenda and following Item 13, Citizens to be Heard.

PUBLIC COMMENTS OPENED

Irma Ruport, speaking to Item 4A, reported that Verizon had been a big headache for the City. A group found a past contract between the City of Pinole and Verizon had been signed and delivered without the consent of the public. The past Verizon contract involved a cell tower that was to have been built in a City park, although it was an inappropriate location given restrictions in place. At that time, the then City Manager and no one knew about that information but a contract between the City and Verizon had been signed. Subsequently, the state had explained that a cell tower could not be placed in the park and the contract was deemed null and void to avoid litigation. She also referenced the fact that Fire Station 74 had been built in the wrong place in that it had been built in the park. In the end, that situation involved significant attorney fees as part of the negotiations and the City decided to swap park land to ensure the Verizon cell tower was not built. Verizon ultimately located elsewhere in the City. The contract had been very costly for citizens and she suggested the City Council should look back and read about that history and not repeat it. If the City Council approved a contract with Verizon as part of Item 4A, she asked that citizens be made aware given that the citizenry wanted to be a part of the process and not be excluded from decisions.

For Item 4B, Ms. Ruport pointed out the City Council voted to sell the Faria House three years ago and finally negotiations were ongoing; however, decisions had been made in the past with Assistant City Attorney Mog about how some of those properties could and should be sold. She urged the City Council to do their homework and bring some of that information back. She wanted assurance the Faria House would be sold without any attachment to taxpayers. She suggested it was about time for the property to be sold and reported she had requested accounting records on the property but the City did not have them. As a 50-year resident, she sought some resolution to the property that had been a financial burden to taxpayers.

As to Item 4D, Ms. Ruport questioned whether the spelling of the names of the negotiating parties shown on the meeting agenda were accurate. For Item 4E, she referred to the multiple performance evaluations for the City Manager who had only been on the job a year and a half. She found that to be unsatisfactory. She had made requests for information from the City but the information provided was incomplete. She referenced the fact the City Council had recently held a workshop for possible tax increases in the future when the Council should actually be working on today's needs. Some cities were currently cutting back on personnel and budgets, whereas Pinole was considering things two or three years into the future.

Ms. Ruport commented that the City Manager had been interviewed by a city in the State of Arizona, which was on YouTube, was public information and reflected the City Manager was looking for a job elsewhere. She emphasized the City Council was voted into office by the residents and taxpayers deserved better and expected more. She did not appreciate being told the City did not have enough staff, and urged the City Council to get serious and realize the difficult economic situation and that many people were not getting their benefits and were losing their jobs.

Sheila Grist referenced Item 4A and stated the cell tower was located in the valley, not in the park. She supported Items 4A through 4C, but suggested the process should be open and transparent to the community. When a Closed Session was over, whether an item moved forward, was tabled or possible action taken to sell property, as an example, that information should be reported out in open session and not just with a statement that there was nothing to report.

Ann Moriarty, Boardmember, Friends of Pinole Creek Watershed, referenced Item 4E and suggested City Manager Kelcey Young had done a fantastic job and had committed early to the community. From the perspective of Friends of Pinole Creek Watershed, City Manager Young's commitment had resulted in specific actions, including the pursuit of grants, thoughtful approaches and a visible desire to work for the good of Pinole. City Manager Young stood out as being accessible and responsive to residents. She suggested the City of Pinole was lucky to have her.

Paula Jarvis, Boardmember, Friends of Pinole Creek Watershed and an active volunteer, also referenced Item 4E, and reported on her frequent contact with City Manager Young and her excellent staff. City Manager Young had been supportive of the efforts to raise public awareness of Pinole Creek, had participated during monthly trash cleanups, set up challenges to stimulate participation and increased the fun factor and demonstrated her commitment to the City time and again by her professional engagement with the community, its volunteers and businesses. She witnessed significant improvements in City services under the City Manager's leadership and would rank her performance in the job as excellent.

Jonathan Jarvis, Friends of Pinole Creek Watershed, also commented on Item 4E and expressed concern the City was experiencing a repeat of the same political environment that resulted in the exodus of former City Manager Andrew Murray, who had been a strong and highly confident leader but who had left under circumstances that were not transparent. It appeared they were in the same non-transparent situation with the City Council and the highly competent current City Manager. He did not want to see a revolving door of City Managers like what happened in the City of Clayton, which would not serve the Pinole community or attract highly skilled leaders who could fill City positions. He asked for transparency in the interactions between the City Council and the City's professional staff.

PUBLIC COMMENTS CLOSED

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

At 7:03 p.m., Mayor Sasai reconvened the meeting into open session. He reported the City Council provided direction for Item 4B to execute a letter of non-binding intent with Art Pakpour. There was no reportable action from Closed Session Items 4A, 4C or 4D.

Mayor Sasai reported the agenda items would be taken out of order. The City Council moved to Item 8. Recognitions / Presentations / Community Events, A. Proclamations, at this time.

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. United Against Hate Week

The City Council read into the record a proclamation recognizing October 19 through 25, 2025 as United Against Hate Week with the proclamation presented to Christy Lam-Julian representing United Against Hate Contra Costa Chapter.

Christy Lam-Julian thanked the City Council for the proclamation and highlighted the work of the Lam-Julian Foundation, formerly known as Shannon Village, which had been facilitating numerous community engagement initiatives since 2021, and which she highlighted at length at this time. This year, for United Against Hate Week, the Foundation would partner with Indivisible North East Bay, Pinole Valley High School (PVHS) and Contra Costa Community College for the Stand up to Hate Pledge Drive, collaborate with the Pinole Grove Residents Association to host a poster-making event and work with the Pinole Library to organize the We all Belong story time. With United Against Hate, the Foundation would work to restore respect and civil discourse, embrace the strength of diversity, build inclusive and equitable communities for all and defeat hate in all communities. She looked forward to fostering a stronger partnership with the City.

Mayor Sasai thanked Ms. Lam-Julian for her service to the community and for bringing awareness to those issues. He referenced the 2024 Hate Crime Report from the State Attorney General's Office, and reported that hate crime events had increased 2.7 percent between 2023 and 2024. Anti-Black bias events were the most prevalent with 49 incidents reported this year and anti-Jewish bias events rose 7.3 percent from last year. He noted the City Council partnered with the California Versus Hate Initiative, and materials were available in all public facilities and would be provided in every single WestCAT fleet vehicle.

PUBLIC COMMENTS OPENED

Rafael Menis thanked Ms. Lam-Julian for the exceptional amount of work she and her Foundation had done putting together the various events for United Against Hate Week and for coordinating those events over the years.   Given the current challenges being faced both in the community, across the state, country and the world, he urged everyone to try to commit to being united against hate throughout the entire year. He added that hate did not stop at one group, it grew, expanded and as it succeeded found new targets. He encouraged everyone to join him and unite against hate now.

Stephanie Robillard hoped the proclamation would be a truly meaningful step forward for inclusion rather than a performative gesture. United Against Hate served an important purpose, started conversations, brought visibility to issues of discrimination, signaled a community's values and respected equity. United Against Hate Week was more than a symbol if it served as a catalyst for ongoing action coupled with measurable commitments, funding for anti-bias education, transparent reporting on hate incidents, training for staff and law enforcement and partnerships with local organizations that were already doing this work year-round. She referred to the current alarming climate and the rise and/or engagement with Nazism and the dramatic increase in surveillance and detention in direct opposition to creating a more inclusive and equity-oriented community that combated mistrust, fear and insecurity. She hoped this was the beginning of a deeper and more continuous effort.

Derilin Hsu thanked Christy Lam-Julian for her work with United Against Hate. She emphasized the importance to recognize hate in this country was not just from the top, but from the bottom up. She received emails from someone who was a Federal Bureau of Investigation (FBI) agent who informed her a white supremist group was active and militarizing themselves. She asked of the City's plans to ensure a sense of safety and belonging for all, not just in a proclamation, but in action. She sought active accountability throughout the year from elected officials and from anyone actively representing the City.

PUBLIC COMMENTS CLOSED

2. Native American Heritage Month

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

Mayor Sasai reported he would present the proclamation to the PVHS Native American Student Union (NASU) at such time as he was able to visit NASU on campus.

3. World Town Planning Day

The City Council read into the record a proclamation recognizing November 8, 2025 as World Town Planning Day, with the proclamation presented to Pinole Planning Commission Vice-Chairperson Rafael Menis.

PUBLIC COMMENTS OPENED

Rafael Menis thanked the City Council for drafting and presenting the proclamation he was honored to accept on behalf of the Pinole Planning Commission, which collectively had done far more work towards improving, organizing, and planning the future of the community than anyone could do alone. He also acknowledged the efforts of City staff assigned to assist the Planning Commission with staff packets, updates, findings and working through all of the details the Planning Commission considered in its meetings and integrating them into a greater and more finished whole. In particular, he thanked Planning Manager David Hanham and Senior Planner Justin Shiu for their work over the years providing the Planning Commission with the bedrock it built upon with their comments and suggestions. He commented that the concept of planning was unnecessary, perhaps, but suggested planning showed there could be a better way and that by working together Planning Commissioners could engage the community, collaborate and find out what the highest and best uses for the entire community were for any given project, combinations of projects, for entire regions of the City and for the City as a whole. As one thought about the value of planning and World Town Planning Day, he asked the public to consider what it would be like if there was no planning or zoning in place.

PUBLIC COMMENTS CLOSED

Mayor Sasai thanked Mr. Menis for his service to the community. He also acknowledged his City Council colleagues who had all served on the Planning Commission prior to being elected to the City Council, and Council member Toms who worked as a Planner professionally.

4. Sikh Appreciation and Awareness Month

The City Council read into the record a proclamation recognizing the month of November 2025 as Sikh Appreciation and Awareness Month.

Mayor Sasai recognized Harpreet Sandhu, Senior District Representative for Congressman John Garamendi, newly appointed to the Alameda-Contra Costa Transit District (AC Transit), the first Asian and Sikh City Council member for the City of Richmond who played a major role in the formation of the American Sikh Congressional Caucus and who had been elected to represent Congressional District 7 as the Barack Obama delegate to the 2008 Democratic National Convention (DNC).

PUBLIC COMMENTS OPENED

Harpreet Sandhu introduced representatives present from the El Sobrante Gurdwara Sahib Sikh Center. He thanked the City Council for the proclamation and the acknowledgment of inclusion, understanding and respect for all communities. While Sikh history and contributions were celebrated, they also recognized the tragedy of 1984 when thousands of Sikh women and children were massacred in Delhi and other cities in India, which remain etched in their memory as a reminder of the need for truth, justice and protection of human rights. He also thanked Christy Lam-Julian for her work on United Against Hate Week. He reported that Sikhs were the number three victims of hate crime in the United States pursuant to statistical records. He also reported that on November 5, 2025, the Sikh community celebrated the birth of the founder of the Sikh religion, Guru Nanak, whose teaching emphasized the fundamental equality of all people regardless of gender, caste or background and who taught that men and women were equal and all humanity shared a common essence, service, compassion and justice that were the highest calling. Guru Nanak's philosophy of inclusion, love and respect for all people continued to guide Sikhs in the community and in their daily lives. The contributions of the Sikh community ran the gamut across all businesses and in the armed services and helped to enrich the community and nation guided by the core principles of their faith. He was grateful the City of Pinole was standing up for the Sikh community, in remembrance, in celebration, and in recognition, which gesture honored the Sikh heritage and shared American commitment to diversity, compassion and unity.

PUBLIC COMMENTS CLOSED

Mayor Sasai returned to Item 6, Citizens to be Heard at this time.

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.

Amy Eubanks, President, Pinole Police Employees Association (PPEA), speaking on behalf of a PPEA member unable to attend the meeting read into the record written comments from a Pinole Police Officer, who reported that in the 12 years as a police officer in Pinole, this officer had been affected and/or was part of multiple City contracts and had heard past and present Council members praise Pinole Police Officers and dispatchers, holding them in high regard.

Ms. Eubanks continued to speak on the officer's behalf, who stated at one point a former Council member stated "our officers were more than their weight in gold," but the common denominator was Council members were well versed in saying flashy things and were even better at saying what the masses wanted to hear to get elected. Once elected, the Council did not deliver on things promised but changed the narrative to line one's own pockets. She stated this officer took the job willingly and loved every minute of it, but in the world co-workers, dispatchers and officers lived in, they listened to the worst of the worst, answered the calls to bear witness to the horror humanity could inflict on each other and spilled their blood, sweat and tears on City's streets. This officer had been hurt in fights with violent subjects, hospitalized after chemical exposures, hit by a drunk driver while walking and conducting a traffic stop and shot at. The officer and his co-workers witnessed things one would consider nightmares, and left their homes each day with the knowledge it could be the last day they may see their families.

Ms. Eubanks noted the officer's concern that the City Council did not know the toll this took on first responders and their families, and the fact that a culture had developed in Pinole to do more with less, while the reality was it was unsafe to have three officers on duty for 12-hour periods, which killed morale and did nothing to help with retention. Concern was expressed the Pinole Police Department (PPD) had been viewed as a stepping stone agency and would continue to be one if there was no incentive for officers to stay and attract and retain quality officers and dispatchers. The City Council was asked to step-up. While the officer was speaking for themself, co-workers had similar experiences. The officer highlighted the many family events missed while on the job and could say with confidence the City Council took that for granted since they had not been forced to miss similar events. While the officer worked for the PPD willingly, being valued in return was important. A quote from George Orwell was also read into the record. The men and women of the PPD, officers and dispatchers, including those standing in the Council Chambers, via Zoom or through comments or emails, wanted to be truly valued and not just a bullet point on one's campaign drive.

Barry Duggan, a member of the PPEA for 13-years, stated during that time he had heard current and past City Councils boast about how great and clean the City was. Council members past and present stated they knew the City, but he questioned whether that was the case since Pinole Police Officers and dispatchers had been out of contract for over four months and counting. When the City Council held a recess for a month, the PPEA was out of contract. Pinole Police Officers were the lowest paid in Contra Costa County, and since 2017 Pinole netted zero officers due to new and veteran officers leaving for more reasonable pay, with Pinole continuously being a training ground for other cities. The PPD could not staff open positions since the City was not competitive, with many applicants either looking the other way or coming to the City to get the training and then leave. He had been told by a current Council member that the PPD was at adequate staffing levels, which amounted to only two officers and a supervisor on the street, a consistent level for the last 13 years he had been an officer, but he explained the report meant it was the budgeted staffing levels to which the Department was nowhere near.

Mr. Duggan suggested residents would not agree the PPD was at adequate staffing levels. The PPD prided itself on the quality of service provided to citizens, but he suggested residents should be informed of what was occurring behind closed doors where the City Council had chosen to put money elsewhere instead of where it mattered. A citizen recently suggested to the City Council during budget meetings to "cut the fluff," but that person had been rebuffed by the City Council, with the statement the City could not just "cut the fluff."

Mr. Duggan disagreed and stated it was time for the City to invest in its foundation. The PPEA never asked for top wages, but to be competitive, and what the City could afford. The PPEA was tired being met with the statement it could not get a raise unless everyone else was met with the same raise, while another union had received 10 percent for bilingual pay when the PPEA had received only 3 percent. He also highlighted the various threats officers faced on a daily basis and urged the City Council to invest in its foundation, because without it, the foundation would crumble.

Sheila Grist thanked Pinole's Police Officers. She otherwise commented she had reviewed the police reports and referenced the arrest of an unregistered sex offender in Pinole. She noted there was a website that showed where sex offenders lived and when those individuals were not registered, their whereabouts were unknown. An alumnus of PVHS, she commented that the City once had a hospital and along with the PPD, those were the reasons she wanted to live in Pinole. The hospital was lost decades ago. She urged the City Council to "cut the fat, cut the fluff," and get the full PPD back.

Debbie Long commented it had come to her attention Pinole Police Officers had been working without a contract for the past five months. During that time, the City Council had approved the 2025/26 budget without considering the new police contract. The budget had been approved with an expenditure increase of 16 percent including additional employees for the Recreation Department, which lost over a million dollars, as well as the Building and Planning Departments which lost three quarters of a million dollars. The City Council had not looked into the departments to see why they were losing money, which should be revenue neutral. Additionally, the City Council had increased its Council Travel Fund by over 100 percent to $7,200 each, and City Council pay by over 40 percent. There was more, but three minutes does not allow her the opportunity to expand on it.

Ms. Long also recognized the PPD had difficulty retaining current officers and recruiting new officers to the City, which lead to excessive overtime, not optimal for the City or the Police Officers. That meant for those officers who continued to leave the City, not only did that cause a void in public safety, it added to the unfunded liability without the benefits of retaining qualified and experienced officers. With the current time change and upcoming holidays, there were more opportunities for criminals, and given past experience, that put additional strain on an already overworked PPD. The City Council had been able to come to agreement with other unions in the City but not for the police contract, which led her to believe the City Council did not value its officers. She understood the ins and outs of contracting, but without addressing the police contract at every Council meeting, it had the appearance the City Council was not prioritizing negotiations with the PPD's contract. During election time, all City Council members campaigned on public safety. She urged the City Council to let the community know they were not all talk and before continuing down the path of more taxation, the City Council should ratify the police contract.

Peter Murray echoed Ms. Long's comments, and stated as a 28-year member of the City Council, there had never been an issue with the negotiations with the PPD, which was always in a working and workable mentality when it came to doing what was right for the City, and officers never walked off the job. He was sad to learn officers had gone without a contract and there was frustration due to the tenor of the comments, which should not happen. The community valued public service and public safety foremost.

Mr. Murray emphasized the PPD was there when needed, and over the years as had been noted, officers had faced numerous threats, with officers having stepped up in times of confrontations and done the job, which should be honored. He urged the City Council to get this matter settled to avoid losing more officers to other jurisdictions, and to staff the PPD appropriately.

Kirk Wong read into the record a portion of a Disposition and Development Agreement (DDA) that had been signed in May 2001 between the Pinole Redevelopment Agency and Downtown Pinole Partners, particularly related to the use of site and non-discrimination clauses established by the Pinole Redevelopment Agency, and as it related to property located at 2401 San Pablo Avenue. He stated he was working with City Hall with respect to a conflict with the property manager who had questionable activities and possibly was not adhering to the use of the site as established by the DDA. He wanted to make that information public with regards to his discussion with City Hall and possible violations of the use of the site. He asked whether the City had taken discrimination seriously when reported.

City Attorney Eric Casher reported he had a meeting scheduled for November 6, 2025 when he would meet with Mr. Wong and members of staff. He looked forward to discussing the issue further.

City Manager Kelcey Young added she too had a meeting scheduled with Mr. Wong on November 6, 2025.

Rafael Menis reported he planned to provide an update on the status of COVID-19 in the community but due to the government shutdown, he was unable to attain that information at this time. He encouraged everyone to get vaccinated, if able, against the flu and COVID-19. With respect to the status of the PPD contract, he understood most of the other City union contracts had been negotiated and treated as linked plans, with one agreement accepted for the others. He asked whether something similar was planned for the PPD and whether the City was going to negotiate separately with the PPD or whether the PPEA wanted to negotiate a separate contract unlinked from the other bargaining units. In addition, he commented on the topics around pay and retention and stated it was worth noting, even if the City was paying market rate for officers, that market rate changes tended to increase over time, and he questioned how long the City could delay given that other cities had more resources and different obligations than Pinole and he offered examples. He suggested it would be worthwhile for the City to expedite its consideration of the PPD contract, and as part of the process of negotiations, he asked the City Council to keep in mind the fiscal constraints on all departments and the various factors the City must deal with.

Jazmine Louis, a Pinole Police Officer and a member of the PPEA, speaking on behalf of herself and her brothers and sisters in the PPEA, and dispatchers, stated that officers were showing up daily despite feeling abandoned by City leadership. She too commented on the fact that Pinole Police Officers were the lowest paid in the County, had asked for fair wages, but every time the City Council had failed them while telling residents they cared about public safety while also asking residents to pay for additional taxes. All the PPD had seen was a minor facelift of its building but nothing in fair pay, new equipment or additional training. Currently, two offices patrolled the entire City at any given time, which was not safe for officers or the community. Dispatchers handled calls for three different cities and were the lowest paid in the County. Dispatchers were overworked and underpaid and yet held the organization together.

Ms. Louis stated that some officers were actively applying for positions in other offices just to make what they deserved and to pay the bills, and most were unable to afford to live within 10-miles of Pinole. The City Council was able to find funds for travel budgets and catered items before every City Council meeting but not for those who ran towards danger while others ran away. City Council decisions had consequences and they were driving away the very people who kept the City safe. She asked the City Council to stop stalling about public safety but actually do something about it.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

Mayor Sasai thanked the City Clerk and her staff for their work on Election Day, those who worked in City engagement to get the vote out and those who submitted their votes before the deadline. He acknowledged there were a lot of changes at the federal level including the cuts to Supplemental Nutrition Assistance Program (SNAP) benefits with over 100,000 residents in Contra Costa County in need of essential resources. He reported the Contra Costa County Board of Supervisors (BOS) adopted a resolution proclaiming a local emergency caused by the disruption of funding for CalFresh benefits, and allocated $21 million to purchase debit cards for CalFresh eligible residents to have food assistance, and he thanked the BOS for its unanimous support of the item. The Employment and Human Services Department of the County would be responsible for the distribution of those resources to community members and he thanked them for their outreach efforts.

Mayor Sasai also thanked Senator Jesse Arreguín and his staff for providing guidance to local leaders in his district as it related to the threat of the possibility of the National Guard being deployed to the City of San Francisco, and reaffirmed the City had inclusive values and had adopted a resolution to ensure that legal aid materials were available in every public facility. He thanked City staff for ensuring that those materials were fully stocked in every public facility.

Mayor Sasai added that the Annual Veterans Day celebration would be held on November 11, 2025 with a Flag Retirement Ceremony from 11:00 a.m. to 12:30 p.m. at Fernandez Park, and everyone was encouraged to attend. He thanked the City Council for its support to ensure this was an annual celebration in the community in honor of all veterans.

B. Mayoral & Council Appointments

1. Appointment to the Contra Costa County Advisory Council on Aging (ACOA)

City Clerk Bell-Spears presented the staff report dated November 4, 2025, and recommended the City Council appoint Zee Handoush to the Contra Costa County Advisory Council on Aging (ACOA) for a term commencing immediately and ending on September 30, 2027 by minute order.

Responding to questions from the Mayor, City Clerk Bell-Spears clarified that a representative from the ACOA provided her the application for Zee Handoush to serve on the ACOA and who asked that staff bring the item forward to the City Council.

PUBLIC COMMENTS OPENED

Zee Handoush, a resident of Pinole for the past 50-years was blessed to offer his services and unique perspective. He looked forward to serving on the ACOA and assisting Pinole in any way.

PUBLIC COMMENTS CLOSED

Council member Martinez-Rubin appreciated the applicant's initiative to fill the spot available on the ACOA.

ACTION: Motion by Council members Murphy/Toms to appoint Zee Handoush to the Contra Costa County Advisory Council on Aging, for a term commencing immediately and ending on September 30, 2027 by minute order.

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

C. City Council Committee Reports & Communications

Council member Murphy reported he attended the Friends of Pinole Library Board meeting with updates from the Board on activities including the recent Book Sale supporting the local library/organization, and received updates from the Pinole Library Manager, with the library to close temporarily for construction starting in March 2026 for the duration of the year. Updates would be shared to ensure residents could plan accordingly and consider alternative library services during that time.

Council member Murphy also attended a Marin Clean Energy (MCE) Executive Committee meeting and reported on the establishment of a Finance Committee to provide stronger oversight and transparency of the MCE budget, and development of a 360-degree review and compensation plan for the Chief Executive Officer and joined the community and West Contra Costa Unified School District (WCCUSD) Ward 1 Trustee Jamela Smith-Folds, to celebrate the PVHS Senior Football players, cheerleaders and team managers. He wished them continued success as they moved on to the next chapter of their lives.

Council member Murphy also reported he attended the State of the Estuary Conference/Breakfast along with other electeds, which event highlighted the ongoing challenges and collaborative efforts to protect and restore the San Francisco Estuary, which directly impacted the Pinole Creek Watershed. He was also excited and looked forward to seeing the community at the Safe and Ready Home Safety and Emergency Preparedness three-part series, hosted by the City of Pinole in partnership with the Contra Costa County Fire Protection District (CCCFPD), with the sessions to be held on November 6, 13 and 20, 2025.

Residents interested in the Safe and Ready Home Safety and Emergency Preparedness series were encouraged to attend one or all of the sessions, and Council member Murphy thanked staff for organizing the sessions. He also thanked the Mayor for the report out on the BOS approval of the appropriation of $21 million for one month to address the loss of SNAP benefits. He highlighted the benefits of CalFresh, which benefited residents and contributed to the vitality of small businesses and community wellbeing and emphasized that working at the state, county and local level would ensure prosperity and thriving communities across the board. The $21 million investment from the County would impact nine stores in Pinole, and would generate $302,000 in monthly economic activity.

Council member Toms reported she attended a meeting of the East Bay Wildfire Coalition of Governments, which included a presentation from the California Department of Insurance, Sustainable Insurance Strategies: Safer from Wildfires Discounts and the steps residents could take after non-renewal, which she highlighted. More information was available at www.insurance.ca.gov.

D. Council Requests for Future Agenda Items

Mayor Sasai offered a motion for the City Council to consider as a future agenda item, an ordinance to prohibit federal immigration enforcement activity on public property in the City of Pinole.

Council member Murphy verified that the Mayor was requesting consideration of an ordinance, and he seconded the motion.

ACTION: <u>Motion by Mayor Sasai/Council member Murphy for the City Council to consider an ordinance to prohibit federal immigration enforcement activity on public property in the City of Pinole, as a future agenda item</u>.

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

E. City Manager Report / Department Staff

City Manager Young reported the West Contra Costa Integrated Waste Management Authority (WCCIWMA) would review a proposed long-term agreement with West County Resource Recovery Inc. for post-collection recycling, composting and disposal services at an upcoming Board meeting on November 13, 2025, which was open to the public and available for view online, with more information at recyclemore.com. She also reminded everyone the next drive through Food Distribution at the Pinole Senior Center would be held on November 10, 2025 and the PPD would be hosting its Annual Thanksgiving Dinner Giveaway on November 20, 2025, with donations of non-perishable foods and Thanksgiving essentials being collected at the Public Safety Building. Gift cards would also be accepted. Donation hours would be Monday through Thursday from 8:00 a.m. to 5:00 p.m. and donations would be accepted through November 14, 2025.

City Manager Young also provided the following grant updates: the PPD would hold a Driving under the Influence (DUI) Checkpoint to be funded by an Office of Traffic Safety (OTS) Grant on December 19, 2025; and the PPD sent an officer to Advanced Roadside Impaired Driving Enforcement Training paid by a Cannabis Grant, and ordered a pop-up tent, backdrop table cover and pamphlets for outreach and education on cannabis impaired driving, with all items approved by the state. The PPD would receive a new motorcycle for DUI/drug enforcement and potentially other traffic enforcement and ordered and received lighting for the checkpoint; and the City Council approved a resolution approving a Byrne State Crisis Intervention Program (SCIP) Grant and the draft agreement had been signed and staff was waiting for the execution of the grant.

The Pinole Accessible Living (PAL) Program involved an American Association of Retired Persons (AARP) Grant and MCE Community Partnership Grant, which helped with instant permitting; and the City received a Senate Bill (SB) 1383 Grant for education and outreach as well as compost procurement, with the program having been reported out during the October 21, 2025 City Council meeting.

Additionally, the City received a California Energy Commission (CEC) Grant for decarbonization; MTC Electric Vehicle (EV) Chargers Grant for EV Chargers; CalRecycle Water Refill Stations Environmental Protection Agency (EPA) funding, in collaboration with Sacramento State and Pinole Earth Team Trash Capture, and prohousing awards. The City was currently awaiting the receipt of additional grants related to SB 1, a California Ocean Protection Council (OPC) Grant for sea level rise; a Department of Justice (DOJ) Tobacco Grant; Clean California Community Grant; Rose Foundation Grant; Whale Tail Grant, provided by the California Coastal Commission; MCE Community Partnership Grant; Extreme Heat and Community Resilience Program and CalRecycle Illegal Disposal Site Abatement Grant Program. Staff was thanked for their hard work for applying for and administering all of those grant opportunities.

Council member Murphy thanked staff for the recap of the grant status and the City Council for moving forward with a Grant Policy. He asked that the recap be sent out to the City Council via email. He responded to a public commentor who mentioned the City was not investing money into public safety and policing, which was a concern given that when he approved budgets for the City, he prioritized public safety.

Council member Murphy referenced Measure I and the importance of educating the public about Measure I funding. He asked whether any Measure I funds had been allocated and whether funds would be allocated for public safety and police services.

City Manager Young confirmed the recap of all grant opportunities would be emailed to the City Council. She also clarified for Measure I that the City had budgeted $2.6 million and currently based on the amount of funding coming in, that figure was determined to be accurate. A total of $1.8 million of Measure I funds would be used to maintain services with the PPD. The remainder of Measure I funds, around $800,000, would go to deficits in other departments and maintaining services with public works and other things. A breakdown could be provided to the City Council.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 7A through 7F)

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

PUBLIC COMMENTS CLOSED

The City Council moved onto Item 8B, Presentations at this time.

B. Presentations

1. Community Services Presentation by Maria Picazo

Recreation Manager Maria Picazo provided a PowerPoint presentation on the Community Services Department, which included an overview of Upcoming Events for 2025 including the November 11, 2025 Veterans Day celebration at Fernandez Park from 11:00 a.m. to 12:30 p.m.; Holiday Craft Fair, November 15, 2025 at the Senior Center from 10:00 a.m. to 3:00 p.m.; Holiday Tree Lighting, December 6, 2025 at the Community Corner from 3:00 to 6:30 p.m.; Holiday Breakfast, December 15, 2025 at the Senior Center from 9:00 to 11:00 a.m. and Glow Pinole, with the competition categories for residents and businesses highlighted. More information was available on the City website.

Responding to questions from the City Council, Community Services Director Andrea Dwyer and Recreation Manager Picazo clarified the following:

- Acknowledged appreciation for community events planned in the marketplace for those beyond the City of Pinole to enjoy and participate. The deadline for registration for participation in Glow Pinole was December 14, 2025. An interactive Google Map of participating households and businesses would go live on December 15, 2025 and include a voting link on the same page. (Martinez-Rubin)

- Acknowledged appreciation for quarterly mailers listing upcoming recreation events and recognized the staff work planning and coordinating all events. (Murphy)

- Reported staff planned to visit the tree farm this week to view options for the Christmas tree planned for the tree lighting ceremony. The farm was aware of the issues last year and of the City's desire for a full tree. Staff planned to take photographs of the tree and post them on the City's social media pages. Clarified in terms of possible sponsorships that donations and sponsorships had been an ongoing item for the Community Services Department. In 2024, Redwood Law offices provided a donation for miscellaneous items and staff hoped they would consider donating again this year. The City had been successful in the past getting donations and reaching out to local businesses. Staff was also working on the development of a tiered system, to develop a formal process where all departments could discuss the tiers of dollar amounts and what that looked like when going out to businesses to solicit donations. Anyone interested in making a donation for any City event was welcome to email City staff at any time. (Murphy)

PUBLIC COMMENTS OPENED

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

PUBLIC COMMENTS CLOSED

Mayor Sasai looked forward to all of the upcoming community events.

2. City Banner Programs by Andrea Dwyer

Community Services Director Andrea Dwyer provided a PowerPoint presentation on the City Banner Programs, which included an overview of the banner options for streetlights and community banners; purpose and goals of the program; identification of the 26 banner locations throughout the City; design and specifications and the program overview and guidelines.

Responding to questions from the City Council, Community Services Director Dwyer clarified the following:

- Staff could expand the program if the City Council desired. Clarified the brackets for the banners were not that expensive but there was time involved for the Public Works Department team to install the banners and staff needed to have that discussion to ensure the Department had the capacity. Existing banners would not require a repurchase of brackets. The 4 x 8 community sized banners may involve a different range and staff was looking at the different ranges to ensure the banners fell within the scope. Staff wanted a business to purchase a banner, with the business to pay the City for the banner placement for 30-days. A registration fee would be proposed and would account for administrative time and the Public Works Department team time to install and remove the banners. (Mayor Pro Tem Tave)

- Acknowledged the importance of a banner program for the City. Clarified again the approval process and the program overview and guidelines. The banner program was intended to be as modern as possible, with all registration to go through the reservation process at pinolerec.com. Staff walked through the registration process and offered examples. (Murphy)

- Staff would provide the guidelines for the dimensions and specifications of the banners to allow a business to choose the printer they wished to print the banner. Staff would encourage businesses to consider registration a month ahead to ensure the business had 30-days for the banner to be in place. Cost recovery and assessment of fees could come back to the City Council. Staff suggested a final staff report could be presented to show where everything landed and the direction everything was going in. Staff hoped the banner program would kick off by the new year. Staff emphasized that finding ways to market and advertise local businesses and community members would be a success for the City and create a process for businesses and community members. Staff was excited to see the program succeed as a walking advertisement for community events. Acknowledged a recommendation to embrace other public agencies that had marketing programs such as the East Bay Municipal Utility District (EBMUD), the CCCFPD and those trying to communicate and stay connected to the community, as examples, and who may be great pilots of the program in addition to the small and large businesses in Pinole. (Murphy)

- Acknowledged a recommendation to also include the East Bay Regional Park District (EBRPD) on the list of public agencies to embrace as part of the banner program. (Mayor Sasai)

- The banner program would be treated similar to the way City facilities were leased, in that requests would be processed on a first-come first-served basis, but with a lesser rate offered to non-profit groups. (Toms)

- Confirmed some of the existing banners were reusable since they consisted of vinyl material. As an example, for Earth Day this year, some older vinyl banners that did not have dates on them had been repurposed and the City had partnered with a firm that used some banners to create totes that were available for purchase and sold-out during Earth Day. That reuse process could be considered again. (Martinez-Rubin)

- Clarified again the design specifications for the banner program. Clarified the City would not print the banner but would handle installation and removal. The business owner/non-profit or other would order the banner after the completion of the approval process and the City had oversight on the appearance of the banners and would review them prior to placement, with the banners to meet City material and safety standards. (Mayor Sasai)

- Acknowledged a request to provide a list of union printers. Staff confirmed they had a list of both union and non-union printers that could be shared with the community. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Rafael Menis understood there would be a cap of 30-days per reservation for the banners. He asked if there were plans to prevent one business from grabbing all of the slots or one slot every month and whether there would be a limit on the number of slots an entity could have or how many times a year a particular entity could have a particular slot.

PUBLIC COMMENTS CLOSED

Community Services Director Dwyer clarified all money was good money and similarly to how the City rented its facilities; staff had not considered a maximum limit because those businesses would truly want to advertise themselves and so staff had not thought to create a cap. Should the City Council choose to do so, staff could look into that; however, many of the businesses were local and staff had chatted with them about the banners and the interest was not to monopolize placement but get the word out. If it became an issue, that could be looked into in the future, otherwise the banner program would benefit local businesses and groups.

Mayor Sasai asked whether there was an opportunity to include Pinole branding on the bottom of the banners to insert the City logo.

Community Services Director Dwyer asked if the intent was to have the bottom 3-inches of the banner include standard branding of the City logo.

Mayor Sasai suggested any detail with the new modern branding guidelines, and Community Services Director Dwyer suggested staff could look into that. A 35 x 60-inch banner showed there was substantial space to include City branding but asked if the recommendation was to include City branding on the street light and community banners.

Mayor Sasai suggested just City branding on the street light banners. He was thinking about walking in Broadway Plaza in the City of Walnut Creek, which had a very distinct City branding and which looked really sharp. There could be different designs that could be used in public spaces and he suggested that small detail being added would be nice and really enter into a new era and show that they were proud of the City they lived in.

Community Services Director Dwyer suggested some examples and guidelines could be shown when staff returned with the final pieces, along with the prices. She noted that Seattle, Washington also used banners beautifully as did Walnut Creek, and staff had gathered information from local agencies to ensure that Pinole was on par. She could show a mockup comparison to ensure that was something the City Council wanted to do.

Mayor Sasai thanked staff for the two presentations. He was excited about the energy being put into place.

Mayor Sasai recognized a member of the public wishing to comment at this time.

Anthony Vossbrink asked about the current banners used throughout the City, such as those posted by the Welcome to Pinole intersection at Pinole Valley Road and the I-80 on-ramp, below the fenceline adjoining the Jack in the Box property, which was used for numerous types of banners including political banners, banners advertising events in the City of Hercules and banners advertising events at St. Joseph Church. He asked whether St. Joseph Church was considered a non-profit and whether they would be given priority or some type of reciprocal agreement. He expressed concern littering the City's fences or banner spaces with banners advertising non-City events and taking precedent over the City banners or business banners, given the limited space in Pinole. He suggested there should be some strong limits on the number of organizations and banners allowed in the City.

Mr. Vossbrink did not want Pinole to look like Reno, Las Vegas, Nevada or LA County and wanted to keep the City clean of sign and banner pollution. He also sought a cost benefit analysis and return on investment on the amount of time and money required from the Public Works Department.

Community Services Director Dwyer shared the concerns with banner placement near Jack and the Box and the I-80 on-ramp, but clarified it was not a City of Pinole placed fence. The City did not have jurisdiction on the fence, which was shared by the Garden Club location who gave permission to the people who hung the banners. When there were advertisements of City of Hercules events, it was run by the Bay Front Chamber of Commerce, which the City of Pinole worked with and supported; however, the Bay Front Chamber of Commerce did not communicate with or got permission from the City of Pinole to place any banners on the fence, which was done through a different entity.

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 21, 2025.

B. Receive the October 18, 2025 – October 31, 2025, List of Warrants in the Amount of $1,382,362.02 and the October 24, 2025 Payroll in the Amount of $614,031.11.

C. Authorize the Execution of Agreement with Home Match Contra Costa County to Implement Housing Element Program 11: Home Sharing and Tenant Matching. **Action: Adopt Resolutions per Staff recommendation (Lilly Whalen)**

D. Adopt a Resolution Authorizing the City Manager to Execute a Memorandum of Agreement with Contra Costa County for Participation in the Brownfields Assessment Coalition Grant (EPA Cooperative Agreement No. BF-97T41601). **Action: Adopt a Resolution per Staff Recommendation (Lilly Whalen)**

PUBLIC COMMENTS OPENED

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

PUBLIC COMMENTS CLOSED

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

ACTION: <u>Motion by Council member Murphy/Mayor Sasai to adopt Consent Calendar Items 9B, 9C and 9D, as shown</u>.

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

For Item 9A, Council member Martinez-Rubin reported she provided the City Clerk and Deputy City Clerk the text for revisions she would like made to the October 21, 2025 meeting minutes, as follows:

- Revise the last paragraph of Page 22 of 142 of the agenda packet to read:

  Council member Martinez-Rubin took the opportunity to thank everyone both in and out of Pinole who participated in local events including the recent Coastal Cleanup and a Town Hall hosted by the City of Pinole <u>and Supervisor Gioia</u>. <u>A number of non-profits representatives that served West Contra Costa County attended</u>. <u>Among the recurrent</u>

issues mentioned was food insecurity. She reported the City of Pinole offered Food Distribution at the Senior Center on certain days of the month, with more information available in the City Manager's Weekly Report.

And revise the last sentence of the second paragraph of Page 23 of 142 of the agenda packet, to read:

Lastly, she [Council member Martinez-Rubin] *highlighted her attendance at a workshop in advance of the League of California Cities Conference on Governing Amid Rising Incivility, which emphasized the need to provide a venue for the public to feel safe enough to participate and voice one's opinion without feeling threatened.*

ACTION: Motion by Mayor Sasai/Council member Toms to adopt Consent Calendar Item 9A, as amended by Council member Martinez-Rubin.

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

10. PUBLIC HEARINGS: None

11. OLD BUSINESS: None

12. NEW BUSINESS:

A. Community Service Commission Bylaws Update. **Action: Approve Staff Recommendation (Andrea Dwyer)**

Community Services Director Dwyer provided a PowerPoint presentation on the Community Services Commission Bylaws, which included an overview of the role of the Community Services Commission; key updates included clarification of roles and responsibilities, membership and attendance, formatting and language. The revised bylaws strengthened the operational framework of the Community Services Commission and improved alignment with City Council direction, City Clerk procedures and state law. The updates helped to ensure transparency, accountability, and effective community representation in the Commission's advisory role. The Community Services Commission recommended City Council approval of the bylaws at a meeting on October 22, 2025.

Community Services Director Dwyer explained the next procedural step for this item would be the presentation of an ordinance revising all applicable provisions of Pinole Municipal Code (PMC) Chapter 2.36 "Community Services Commission" to formally review the PMC in order to align with the recent bylaw update. Staff anticipated this presentation would occur at the second City Council meeting in November. The revised bylaws and PMC updates would become effective 30 days following adoption of the ordinance.

Responding to questions from the City Council, Community Services Director Dwyer clarified:

- A redline version of the bylaws had not been provided in the agenda packet but could be provided at the next City Council meeting. (Murphy)

- Attachment A, Community Services Bylaws, Article IV: Charge (5) reads: *Review the annual operating budget and capital improvement plan for the Community Services Department.* The Community Services Commission had been vocal about wanting to know what they were working with in terms of services and programs. This clause provided an opportunity for review of the City's budget and Capital Improvement Plan (CIP) but did not allow for the Commission to change any amounts in the budget. The review would not be part of the annual budget process; the intent was to bring forward that part of the budget and CIP related to parks and community services and not open a conversation about other areas of City government. It would be helpful for the Community Services Commission to learn about the budget and advocate with the community what Community Services was doing on behalf of the City of Pinole. (Murphy)

- The bylaws in their final form had been provided in the agenda packet. Again, a redline version could be provided at the next meeting of the City Council. Acknowledged a recommendation to revise Article V: Memberships (D), to reflect the Community Services Commission would be comprised of five, not seven, members and Article V: Memberships A (2), revised to read: *Must be at least 18 years of age.* (Martinez-Rubin)

- The City Council may take action on this item at this meeting or wait for the redline version to be provided at the next City Council meeting. Clarified the Community Services Commission would be on a break during the months of November and December. (Mayor Sasai)

- Clarified again the key updates to the Community Services Commission Bylaws as outlined in the PowerPoint presentation and as shown on Pages 108 and 109 of 142 of the agenda packet. (Mayor Sasai)

- Article VI:, Rules of Procedure (D), which reads: *Members shall notify the Chair or staff in the event of an anticipated absence from a regularly scheduled meeting at the earliest possible opportunity and, in any event, prior to 5 p.m. on the date of the meeting. Any Commission member that has three (3) unexcused absences within a one- (l) year period shall be removed from office. It shall be the responsibility of the Commission Chairman to report such person(s) to the Mayor and City Council, who shall appoint a replacement. Staff will maintain attendance records,* could be revised with the reference to Chair revised to read *Chairperson.* It was also recommended the entire bylaw document be reviewed to make the same change throughout for consistency. (Mayor Sasai)

- The Community Services Commission was currently comprised of seven members. The reason it had been recommended to change the composition of the Commission to five members had been each Commissioner had robust ideas and a purpose they wanted to take part in, with staff unable to really satisfy much of the conversations with seven different members. A five-member Commission was more common with other agencies and that data point could be provided. When creating a work plan, the intent was to have something that was attainable, which was difficult with seven members. (Mayor Sasai)

A five-member Commission would not go into effect until the end of the term of three Commissioners who would term out, leaving one seat to fill, rather than three. (Mayor Sasai)

- Community Services Commission meetings routinely ran 20 to 30 minutes in length in the past, but more recent meetings had been longer and meetings would likely run longer in the future. (Mayor Sasai)

- Article VI: Rules of Procedure (G), which reads: *The Commission shall elect a Chair and a Vice Chair from among its members. These officers shall be elected at the organizational meeting in July to serve for one-year term. Should any office of the Commission become vacant, the Commission shall elect a successor at its next regular meeting to serve for the balance of the unexpired term,* was not a new change and this section was already in place in the bylaws; however, should any office of the Commission become vacant, the City Council could elect a successor, or appoint a substitute or alternate at its next regular meeting to serve for the balance of the unexpired term. An alternate member who would not have any voting power may help going from seven to five members. (Mayor Sasai)

- Acknowledged a request to see bylaws from other Commissions to see how they addressed vacancies and a request that Article VI: Rules of Procedure (G) be amended to reflect that vacancies would be appointed by the City Council, rather than the Community Services Commission electing a successor at its next regular meeting, with the vacancy to be published and with applications to go through the City Council Interview Ad Hoc Subcommittee, which would make recommendations to the full City Council for appointments. (Mayor Sasai)

- Clarified again the key updates to Article V: Membership and clarified Article VI: Rules of Procedure (D), was not a new addition nor had this section been changed from the initial Community Services Commission bylaws. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Rafael Menis referenced Article VI: Rules of Procedure (G), which was about the election of the Chair and Vice Chair and not about vacancies on the Community Services Commission. Typically, it was within the power of a Commission to select their own Chair and Vice Chair. For replacement of vacancies, that had been addressed under Article V: Memberships (C), which reads: *Members will serve a two-year term on the Commission or until a successor is appointed and able to serve the remainder of the vacancy term. Incumbents wishing to reapply will be re-interviewed by the City Council and re-appointed by the City Council. Terms will commence in July of each year, or when the vacancy is filled.* Given the lack of clarity on vacancies, possibly the wording could be revised to make it clearer along with the points Council member Martinez-Rubin already brought up for revisions.

As to Article VI: Rules of Procedure (A), Mr. Menis suggested the City Council consider changing the reference to Robert's Rules of Order to read "Rosenberg's Rules of Order," which was more efficient for typical Commission rules of process. As to Article VI: Rules of Procedure (E), which reads: *The Mayor may, by and with the consent of a majority of the City Council, remove any*

Commissioner of the Commission for misconduct or neglect of duty, Mr. Menis asked if that would be a vote of the City Council or something within the Mayor's particular power.

For Article V: Memberships (B) which reads: *Interested persons must submit an application and proceed through the appointment process. An application-filing period will be announced publicly to solicit applications when vacancies exist on the Commission. The appointment process shall include recommendation for appointment by the Mayor, and final approval by the City Council,* Mr. Menis pointed out this section did not include space for the Interview Ad Hoc Subcommittee. He asked if that section should be modified to maintain the role of the Interview Ad Hoc Subcommittee or have a strong Mayor form. He further commented that other Commissions, such as the Planning Commission, were comprised of seven members and staff seemed to handle the overall load.

City Clerk Bell-Spears confirmed that for all of the City's Commissions/Committees, historically the City Council filled any vacancies by appointment, which had been the City's practice for all appointed bodies. She thanked Mr. Menis for catching that item.

PUBLIC COMMENTS CLOSED

Mayor Sasai referenced Article VI: Rules of Procedure (E), as shown, and suggested the intent of this section was that the City Council make the decision to remove any Commissioner of the Community Services Commission for misconduct or neglect of duty. The Mayor could not unilaterally do that but that was not how the section read. The wording could be better clarified to reflect the majority of the City Council may remove any Commissioner for misconduct or neglect of duty.

Community Services Director Dwyer asked that the City Council not make a recommendation for approval of the bylaws at this time given the suggested recommendations and based on the feedback from the City Council, with the item to be brought back.

ACTION: Motion by Council members Murphy/Martinez-Rubin to continue the Community Services Commission Bylaws Update, to the next City Council meeting scheduled for November 18, 2025.

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

B. Approval of Guidelines for the Private Sewer Lateral Program of Fiscal Year 2025/26 – Project #SS2407, and Approval of Updating the Five-Year Capital Improvement Plan to Continue the Program during Fiscal Year 2026/27 through Fiscal Year 2029/30. **Action: Adopt Resolution per Staff Recommendation (Heba El-Guindy)**

Public Works Director Heba El-Guindy provided a PowerPoint presentation on the Review & Approval of Guidelines for the Private Sewer Lateral Program, Project #SS2407.

Public Works Director El-Guindy's presentation included an extensive overview of the proposed program guidelines and rationale. She recommended the City Council approve the guidelines for the Private Sewer Lateral Program for Fiscal Year (FY) 2025/26 (Project #SS2407) and approve an update to the Five-Year CIP to continue deployment of the program during FY 2026/27 through FY 2029/30 at an annual budget of $150,000 funded by the Sewer Enterprise Fund (Fund #500).

Responding to questions from the City Council, Public Works Director El-Guindy clarified:

- The requirements for an acceptable and compliant sewer lateral were clarified. As an example, the City would start with property addresses already on record, which involved more than 10-years of properties that had not met the minimum requirements of inspection performance. Staff had not considered changing the 10-year period for reassessment since there was no need to change the requirement unless directed by the City Council, but staff was open to any and all changes the City Council may wish to consider for the guidelines. (Martinez-Rubin)

- The reason the properties chosen for the program would be only single-family homes or up to four dwelling units on a property with one sole owner, had been based on the listing the City had on record. The City had a list of 796 residential properties sold between January 1, 2013 and December 31, 2024 that were considered to be non-compliant either for not submitting a sewer lateral video inspection or for not addressing identified deficiencies. When the City started with the evaluation it would promote the guidelines community-wide, and in communicating with the properties documented on the City's list, would start with the earlier ones. The City did not have a significant number of apartment buildings in Pinole, but in the case of commercial properties or industrial type properties, the cost of the sewer lateral replacements tended to be higher. Staff also thought of the community need and who would need the program the most. A commercial property may have more resources than a single-family homeowner. The City of Pinole had a significant percentage of elderly community members and given the amount of funding available this year and what staff proposed continuing in future years for the program, at least until the end of the Five-Year CIP period, staff had to prioritize and choose who was most in need. (Martinez-Rubin)

- The larger the residential development the more likely it would have more than one connection. As an example, Appian Village had multiple connections and in that case the program would not be applicable because of limited funding and resources likely to be available for such development relative to the single-family homes the City had already documented. (Martinez-Rubin)

- The City was considering a rebate program rather than a revolving loan program for residents, although staff was open to any proposal. The proposed guidelines did not have to be approved this date and staff could come back with other thoughts. Reported the City of Richmond currently charged a 5.16 percent interest rate and provided 15-years for repayment, but for the amount of funding Pinole could offer given the staff time spent trying to get funding back, could cost more than a potential repayment. Due to the small limits the City was offering as part of the program, the thought was to offer it as community assistance rather than as a loan program. (Murphy)

- Clarified again the proposed program guidelines, as outlined in the PowerPoint presentation, specifically that *a property owner would be allowed to participate in the program once and would be required to pay back the City's rebate if he/she sold the property within one year of the approval/acceptance of the performed work*, which was not unique and which was used by other agencies. The reason it was being proposed as part of the guidelines was if the intention of the property owner was to replace the sewer lateral just to sell the property, that was not the purpose of assisting members of the community because it would be a requirement of the sale process anyway. (Murphy)

- Acknowledged a request to see findings and lessons learned as part of the program in the next year. (Murphy)

- With respect to the 796 residential properties that were found to be non-compliant, the list included all property addresses when the requirement was triggered. Some properties had already identified the deficiency but had not conducted repair or replacement and others had not done the video inspection, and there were different reasons why a property had been listed. The properties were all residential properties sold between January 1, 2013 and December 31, 2024. Clarified that if a sale occurred between that time and a deficiency determined, the City did not collect a bond for the deficiency to ensure the work was done, which was difficult to enforce, particularly with limited staff. Staff also did not want to impact the approval process of building permits being issued. (Toms)

- Whether a property was compliant or not was tracked but there was no mechanism in place for enforcement and that may be something the City should consider. If properties were sold during the period mentioned and they did not meet the requirements, they would be on the list of non-compliant properties, but the list did not cover all properties within the City that could potentially be deficient and staff recognized Pinole was a well-established community with older homes. (Toms)

- Clarified the reason for the time period of January 1, 2013 and December 31, 2024 was because the requirement had first been set in 2012. (Mayor Pro Tem Tave)

- There were currently only a few parties in the queue for the program, which was the reason the program must be promoted. Staff planned to start communicating again with all property owners on the list to advise of the new guidelines and how the City could help those property owners pursue assistance, starting with the older properties on the list. Acknowledged a recommendation for a scoring system to help strategize which properties should be prioritized and for the property owners to know where they were on the list. Clarified some agencies had set requirements, such as requirement for a property to be at least 25-years old to participate in the program while others had set requirements such as part of the PG&E CARE program and based on income levels. Given the average income level within Pinole, and the small area designated as a disadvantaged community, staff thought that may limit the assistance to members of the community, which was why a scoring system had not been proposed. (Mayor Pro Tem Tave)

PUBLIC COMMENTS OPENED

Rafael Menis commented that the program had been limited to the subset of property owners that had bought or sold single-family homes and up to one four-unit dwelling within the ten-year time period. He asked if the City was also considering including people who had the need for a sewer lateral repair flagged by the Peers Program, since in some cases the Peers Program required a sewer lateral inspection in order to claim that particular rebate, even though it did not require the actual repair of the sewer lateral but required the property to be on the list to acknowledge that the problem needed to be deal with at some point. He asked if the grant could include that category as well. He understood a property owner could only claim the grant once over the lifetime of the program but if someone owned a property that was split into two separate parcels and they both required sewer lateral repairs, he asked whether the property owner would be able to apply for the grant for each of the parcels separately or for only one of the parcels.

PUBLIC COMMENTS CLOSED

Public Works Director El-Guindy explained the program would be promoted City-wide and not be restricted to only the list of properties earlier referenced. The list only provided assistance in assessing the level of demand. This was one of the reasons for the stipulation for one property owner and setting a limit of up to one four-unit dwelling, in that two units would not necessarily have two connections, particularly if one was split into two parcels. As it was currently set, the grant program would be for one single property owner and/or up one four-unit dwelling on a property with one sole owner. Given the limited funding available, it was the intent to help as many property owners as possible.

Council member Martinez-Rubin preferred the program be offered to more people to help.

Council member Murphy thanked the Public Works Director and appreciated the intentionality and strategy behind it, particularly the data suggesting the demand, which he found commendable.

Mayor Pro Tem Tave offered a motion, seconded by Council member Murphy to adopt the staff recommendation.

On the motion, Public Works Director El-Guindy clarified the resolution included two recommendations: approval of the guidelines and an update to the CIP so that staff could continue with the program for four additional years. Both were in the resolution to be adopted.

ACTION: Motion by Mayor Pro Tem Tave/Council member Murphy to adopt a resolution approving the guidelines for the Private Sewer Lateral Program for Fiscal Year (FY) 2025/26 (Project #SS2407) and approve an update to the Five-Year CIP to continue deployment of the program during FY 2026/27 through FY 2029/30 at an annual budget of $150,000 funded by the Sewer Enterprise Fund (Fund #500).

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

Mayor Sasai thanked staff for the presentation and for all of the work on the item.

C. Overview of Procedural Requirements for Authorization and Implementation of a Commercial Cannabis Business Program. **Action: Discuss and Provide Direction (Eric Casher, Markisha Guillory)**

City Attorney Eric Casher provided a PowerPoint presentation of the procedural requirements for authorization and implementation of a Commercial Cannabis Business Program, which included an overview of the background of commercial cannabis; the procedures for authorizing commercial cannabis by either City Council ordinance or ballot measure with an overview of the two options, comparison of the two options including cost comparisons and the highlights of the pros and cons of each approach. In addition, an overview was provided of neighboring cities' cannabis regulations and the economic contributions and fiscal impacts.

City Attorney Casher recommended the City Council provide direction regarding whether to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City by ordinance, prepare a resolution calling an election and requesting consolidation with the Tuesday, November 3, 2026 regular election to place a ballot measure before voters to determine whether to authorize and implement a commercial cannabis program within the City or not pursue a commercial cannabis program.

Responding to questions from the City Council, City Manager Young, City Attorney Casher and Finance Director Guillory clarified:

- The fiscal impact had been based on establishing two dispensaries in the City of Pinole, which was projected to gross approximately $200,000 to $300,000 in projected tax revenue to the City. Acknowledged questions whether there was market demand for such a business in Pinole, whether there was a demand for such a business and concerns with security and safety and the fact that dispensaries generally had cash on hand because they could not use banks. Clarified that currently commercial cannabis was not permitted in the City and the existing prohibition would have to be removed and zones within the City would have to be identified where such a use of a property would be permitted. Conversations would be needed Citywide whether such a business should be located in a commercial or industrial area of the City, with decisions to be made by the City Council and the community more broadly to provide feedback on whether it was appropriate to allow such use of a property.

  Also acknowledged discussions amongst the League of California Cities Policy Committee on Revenue and Taxation about cannabis programs and the related market share among local dispensaries and how that had been since legalization. Acknowledged a request to see an analysis for those cities that had a cannabis program, where dispensaries were located, what issues had come about, resources that may be needed, and which costs should be included in the analysis. Confirmed there were safety concerns for those types of programs and noted there were permits issued to operators of cannabis businesses, and in the conditions of approval of the permit, the details of a security plan would be required. The City could place requirements on the type of security the City would like on the permits that could be issued, and the permit process would be developed by the City to help mitigate any negative impacts to public safety. (Martinez-Rubin)

- Confirmed commercial cannabis was still a controlled substance under federal law which presented some challenges for banking purposes. Many cities had those types of operations, but there were ways to do that and that issue would need to be addressed as well. (Martinez-Rubin)

- Whether the cannabis business category would be retail sales only or sales and delivery, as an example, remained to be discussed with further discussion anticipated in the form of study sessions or workshops with the City Council. If the City Council decided to move forward with the staff recommendation, staff would bring back more information to answer questions. (Martinez-Rubin)

- The ordinance route had been chosen by most cities and was the most cost-effective and flexible route. As part of that process, the City could have as much community engagement as desired. The ballot measure would be tied and bound to the election schedule. (Martinez-Rubin)

- Confirmed the City of San Pablo had passed an ordinance and recently passed a tax measure as an additional tax to its ordinance. As an example, Pinole could adopt an ordinance, allow two dispensaries to operate and just generate the regular sales tax revenue and the City could decide if there was enough public support for a ballot measure to impose a higher tax on the two dispensaries, where the City could go back out to the voters and increase the sales tax in that way, which had been done by the City of San Pablo. (Murphy)

- The Contra Costa County framework for regulating cannabis had been included in the November 4, 2025 staff report. There were other opportunities through economic development the City may engage to regulate cannabis, including manufacturing and testing. A market analysis prepared in 2019, had reviewed and inquired of the best types of businesses to bring to Pinole, which included the health industry. Noted a market analysis that determined the best placement or framework for a cannabis business in Pinole would likely be a consultant driven exercise, with a consultant to be identified that understood that market and who could provide data points on how such businesses were doing, which would be part of information to come back to the City Council. Whether that also included data for non-dispensaries, the City could entertain any type of commercial cannabis operator, it did not have to be just a dispensary and staff could return with some options of what other cities had done. (Murphy)

- Confirmed the City may adopt and implement an ordinance which allowed the cannabis business to operate for a few years and later the City could go back out to the voters for a ballot measure to increase the tax imposed on the operators. (Toms)

- Confirmed going back out to a ballot measure to increase the tax imposed on the operators would be on the products/items sold within the cannabis business. Acknowledged that could potentially result in driving the providers away, if one city had a higher tax rate and the business was taking in less revenue as a result. (Martinez-Rubin)

- Clarified again the fiscal impacts based on establishing two dispensaries in the City, which was projected to gross approximately $200,000 to $300,000 in projected tax revenue, a rough estimate based on neighboring jurisdictions. More fiscal impact analyses would be required to obtain a better figure, and staff acknowledged it could be on the lower end, but staff was looking at some of the revenue generated by some of the neighboring agencies that had ordinances in place. (Mayor Sasai)

- Of the neighboring jurisdictions that had cannabis operations and based on a preliminary review, the revenue generated from the cannabis business varied each year and staff had heard mostly anecdotally that some of the revenue was decreasing as there were more dispensaries. While it was possible the market was getting diluted, that would have to be confirmed by a future market analysis. (Mayor Sasai)

- Clarified Attachment A to the November 4, 2025 staff report, identified cities and towns in Contra Costa County that had a cannabis business and whether the business was a retail storefront, retail delivery, distribution, testing, manufacturing or cultivation operation. As to whether any neighboring cities in the County had legalized consumption sites as part of the actual physical dispensary, staff was unaware what cities had consumption sites, and there was a recent state law that was attempting to allow for that, but it had not passed. (Mayor Sasai)

- Clarified the City of Pinole allowed for the cultivation of eight or fewer plants, consistent with state law. The PMC currently does not allow for the sale of any marijuana or commercial cannabis in Pinole. The idea around cultivation was that it would be for personal consumption for medical marijuana purposes to allow for that to be consistent with state law, but not for commercial sales. The larger operators would be cultivating more than eight plants and would be considered a large grow. (Mayor Sasai)

- If the City were to move forward with a cannabis program, whether the City considered multiple ordinances for commercial cannabis, such as whether a retail storefront or delivery as examples, could be discussed in a future session. Staff would need to run the numbers to see what type of revenue could be generated by that type of an operator informing the type of use the City Council may want to allow. (Mayor Sasai)

- Clarified the City currently did not receive any revenue from marijuana deliveries within the City of Pinole. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Jorge Flores, Cannabis Prevention Program Manager, Contra Costa Health, commented on the importance of prioritizing public health protections as the City considered cannabis retail programs and policies in the City of Pinole. While cannabis businesses could bring economic opportunities, it was equally important to ensure community safeguards for the health and wellbeing of youth and children. Research had shown that increased retail availability and advertising could normalize cannabis use among young people and contribute to higher use and related harms.

Mr. Flores encouraged the City Council to incorporate strong public health guardrails in any cannabis retail ordinance, including limiting the density and proximity of retailers near schools, parks and youth serving locations, restricting advertising in storefront visibility to prevent youth exposure and requiring ongoing education and prevention funding from cannabis tax revenue. By embedding those protections into the decision making the City could create a balanced approach that supported local business interests while keeping public health and youth safety at the forefront. In addition, Contra Costa County only had four land use permits that allowed cannabis storefront retailers and the County also prohibited flavored cannabis vaping liquids from being sold to mirror the County's tobacco ban which had become state law.

Rafael Menis suggested it would be worthwhile if the City Council wanted to move forward with commercial cannabis to consider an economic analysis since the City had segments of the unincorporated County relatively near to the City of Pinole, the City of El Sobrante and unincorporated space to the south of Pinole directly and the City of Richmond that could potentially act as competition.

Mr. Menis asked whether there was actually a market niche the business could exist in, or whether the City was going to the trouble of creating an ordinance to open up space that in an ecosystem sense would not be occupied since it would not be viable. He also commented on the potential environmental impacts of certain kinds of retail, which could have a lesser impact than commercial cultivation on water, electricity and waste disposal along with public health, as examples, and the security impacts for a retail storefront in particular, which would be the highest security risk as compared to delivery only or manufacturing, processing or testing.

As to public safety, Mr. Menis expected that would be a concern that could probably be mitigated by considering the types of use the City would permit, such as considering a lower as opposed to a higher risk use, based on the City's tolerance for risk. As to an ordinance versus tax, he suggested it made logical sense to have an ordinance first, to get a sense of whether there were any businesses willing to occupy a space, and then if the ordinance worked out and there were businesses, the City could then consider a tax which should be made clear up front to the business that if the ordinance worked out, the City would consider a tax in the future, to ensure there was no bait and switch issue.

ACTION: Motion by Council member Murphy/Mayor Pro Tem Tave to Extend the City Council meeting to 11:15 p.m.

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

Amy Eubanks, President PPEA, shared the concerns raised by Messiers Menis and Flores about public health. She referenced an article in the Richmond Standard about the City of San Pablo, which required storefronts to be 750-feet from elementary schools, 1,200 feet from high schools and 1,000 feet from other commercial cannabis businesses, which should be extended if the City of Pinole were to pursue cannabis options.

Ms. Eubanks did not want to see any cannabis dispensary, manufacturer or cultivation anywhere near schools and if permitted the cannabis business should be nearer the County. She urged the City Council to consider conditions to be placed on the permits in terms of safety, such as requiring lighting in the area where the business was operating, require video surveillance the PPD would have access to at the moment of the crime, and anything that could done to help the business owner when they were robbed since that was what the PPD had seen time and time again in Sacramento and Oakland where dispensaries were robbed in the daylight and the evening. She also encouraged permitting to include a requirement for security guards, whether armed or not.

In terms of on-site cultivation, Ms. Eubanks noted there was a dispensary located in Isleton in Sacramento County that had on-site consumption, and if the City was to consider that business as a model, the business could be visited and was the only on-site consumption business she was aware of in the area other than in San Francisco. She also urged the City Council to not go the route of manufacturing concentrates, or anything of that nature, since it was a volatile substance and the PPD had seen those substances blow up, even in licensed facilities.

Ms. Eubanks did see the need for such businesses, understood the City was behind the times, and the current moratorium had not served the City since it was now behind the times, with plenty of dispensaries in place. A dispensary in Pinole may not be beneficial but there was revenue there and she was all for the City getting revenue. That being said, she also supported a Cannabis Tax Fund Grant, specifically to keep juveniles and adults from driving under the influence of drugs. Next year PPD staff would be educated on how to spot and enforce that behavior.

Peter Murray commented he had been a member of the City Council when such businesses had been turned down in the community and the community did not support cannabis facilities, sales, or manufacturing. When reviewing the list of cities that allowed commercial cannabis, he asked what cities the City of Pinole would want to be associated with, those that allowed commercial cannabis or those that cared about their communities. He asked whether the sole goal was to generate revenue. He suggested cannabis was a gateway drug, and sooner or later there would be a transition for a lot of people, which was not needed in Pinole. He was pleased to have representation in the Council Chambers raising concern with impacts to young people.

Mr. Murray opposed a Berkeley-Esque environment, which was not Pinole. People did not move to Pinole to be associated with such behavior. He hoped the City Council would extend the moratorium during their duration on the City Council. He strongly opposed the consideration of commercial cannabis, reiterated this had been opposed in the past and if allowed, asked if the next step was to allow massage parlors. While he recognized the City Council's vision for the City may not be his own, he was sad that the topic was being discussed.

PUBLIC COMMENTS CLOSED

Council member Murphy offered a motion to direct staff to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City.

On the motion, Mayor Sasai asked the City Attorney if the motion passed whether the item would return to the City Council for consideration, or whether the City Council would go through the process of public engagement with workshops before the item returned to the City Council.

City Attorney Casher clarified if the motion passed, there would be study sessions and workshops. Once the City Council agreed on the details for an ordinance, and they were not there yet, there would be a lot more work to be done, economic analyses and studies to be done, and information would be brought back to the City Council. Staff just wanted direction on whether or not to start that process to pursue an ordinance or ballot measure, which would help direct the approach.

Mayor Pro Tem Tave seconded the motion.

Council member Martinez-Rubin asked that the motion be repeated.

Council member Murphy restated his motion to direct staff to prepare resolutions and ordinances for the City Council to authorize and implement a commercial cannabis business program.

Council member Martinez-Rubin asked the City Attorney to clarify the motion since she was unsure it was following the staff recommendation. She asked what the resolutions to be prepared would be for, either an ordinance or ballot measure.

City Attorney Casher clarified the motion as follows: *to direct staff to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City by ordinance.* An ordinance would not be brought back at the next City Council meeting since it would involve getting the process started to move towards an ordinance.

ACTION: Motion by Council member Murphy/Mayor Pro Tem Tave to direct staff to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City by ordinance.

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

Mayor Sasai thanked all of the community members and advocates who attended the City Council meeting and waited until this time in the meeting to comment on the agenda item. He agreed with the comments on the need to limit the proximity between schools and dispensaries, cultivation and the like, and he agreed with the need to look to the County for guidance and other jurisdictions that had the most restrictions on the proximity between schools and dispensaries when considering an ordinance in Pinole. He also wanted to ensure as part of any engagement that the City not only tap into the community, but also consider public safety, labor groups in the County and the City for input before the City Council made any decision.

Council member Murphy agreed the City was behind on this issue with its counterparts/neighboring cities, across the state, the region and nation. He suggested there was an opportunity to prioritize economic vitality and public health and while he heard the concerns from the public commenters and concerns from his fellow Council members, he suggested there was a way to do this and Pinole was not the only City to consider commercial cannabis.

Council member Murphy offered a motion to: 1) Direct City staff to evaluate the feasibility of permitting commercial cannabis activities in the City of Pinole and return to the City Council with findings and policy options; 2) This evaluation to include but not be limited to the economic impact and revenue analysis that was discussed, land use and zoning assessment to identify zoning districts and potential sites where each cannabis business type may be compatible; 3) A community engagement plan to help develop a community outreach and education plan that potentially could have stakeholder meetings and public information sessions; 4) A public safety and regulatory cost evaluation that could identify fee structures to ensure full cost recovery for permitting and ongoing compliance but also evaluate regulatory oversight needs and anticipate law enforcement or code enforcement impacts; and 5) Provide the policy options through matrixes or preliminary recommendation to provide a preliminary recommendation regarding which business type of the framework provided in the staff report may be most appropriate for initial consideration in the City.

Council member Murphy recognized the motion was a lot but he wanted to be clear. He recognized all of the comments provided, including residents he had spoken to about this topic and who were not present. He was confident this was the way to go given the City's history.

Mayor Sasai asked if the motion included a recommendation on the number of licenses that should be given in the City.

Council member Murphy suggested that should be part of the economic impact and revenue analysis.

Mayor Sasai seconded the motion.

Council member Martinez-Rubin asked whether all the requested direction in the motion would have happened if not included as part of the motion.

City Attorney Casher appreciated the direction provided, which made it clear the expectation of the City Council and which offered a roadmap. A lot of the information would have been provided and brought back, but it was good to know the City Council's priorities since staff sought direction from the City Council.

Council member Toms did not support the motion and had not supported the previous motion since more public outreach was needed before assigning staff a significant amount of work.

ACTION: Motion by Council member Murphy/Mayor Sasai, to 1) Direct City staff to evaluate the feasibility of permitting commercial cannabis activities in the City of Pinole and return to the City Council with findings and policy options; 2) This evaluation to include but not be limited to the economic impact and revenue analysis that was discussed, land use and zoning assessment to identify zoning districts and potential sites where each cannabis business type may be compatible; 3) A community engagement plan to help develop a community outreach and education plan that potentially could have stakeholder meetings and public information sessions; 4) A public safety and regulatory cost evaluation that could identify fee structures to ensure full cost recovery for permitting and ongoing compliance but also evaluate regulatory oversight needs and anticipate law enforcement or code enforcement impacts; and 5) Provide the policy options through matrixes or

preliminary recommendation to provide a preliminary recommendation regarding which business type of the framework provided in the staff report may be most appropriate for initial consideration in the City.

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

Mayor Sasai thanked the City Attorney and City staff for working on this item.

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.*

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

Mayor Sasai reported the City Council would reconvene to Closed Session Item 4E and then adjourn to a Regular City Council meeting on November 18, 2025. Any reportable action from the Closed Session would be reported out at the next City Council meeting.

14. RECONVENE to Closed Session Item 4E and **ADJOURNED** to the Regular City Council Meeting of November 18, 2025 in Remembrance of Amber Swartz.

At 11:13 p.m., Mayor Sasai reconvened to Closed Session Item 4E and adjourned to a Regular City Council Meeting on November 18, 2025 in Remembrance of Amber Swartz.

Submitted by:

Heather Bell-Spears CMC
City Clerk
Approved by City Council:

9B
WARRANT LISTING
By Vendor Name

City of Pinole, CA

Payment Dates 11/1/2025 - 11/14/2025

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 4LE00 - 4LEAF, INC.					
J0605-25I	108668	11/14/2025	212-462-42101	PROFESSIONAL SERVICES SEPTEMBER 2025	1,148.95
				Vendor 4LE00 - 4LEAF, INC. Total:	**1,148.95**
Vendor: 2698 - ALAMEDA ELECTRICAL DISTRIBUTORS INC.					
S6146133.001	108669	11/14/2025	500-641-44306	INSULATED TAP CONNECTOR WPCP	191.76
				Vendor 2698 - ALAMEDA ELECTRICAL DISTRIBUTORS INC. Total:	**191.76**
Vendor: 1773 - ALL STAR RENTS, INC					
1351172-14	108670	11/14/2025	100-345-44306	STUMP GRINDER HYD LARGE	354.94
				Vendor 1773 - ALL STAR RENTS, INC Total:	**354.94**
Vendor: ALL09 - ALLIED PROPANE SERVICE					
44255	108671	11/14/2025	100-343-44306	CYLINDER FILL	75.76
				Vendor ALL09 - ALLIED PROPANE SERVICE Total:	**75.76**
Vendor: 2005 - ANIMAL DAMAGE MANAGEMENT, INC					
9932C	108672	11/14/2025	100-345-42108	PEST CONTROL BASEBALL FIELD PV AND FERNANDEZ	375.00
				Vendor 2005 - ANIMAL DAMAGE MANAGEMENT, INC Total:	**375.00**
Vendor: ARM04 - ARMOR LOCKSMITH SERVICES					
58553	108602	11/07/2025	209-552-42108	RESET TRILOGY LOCK PSC	260.00
				Vendor ARM04 - ARMOR LOCKSMITH SERVICES Total:	**260.00**
Vendor: ATT01 - AT&T					
000024248680	108603	11/07/2025	525-118-43101	PD PHONE	703.16
				Vendor ATT01 - AT&T Total:	**703.16**
Vendor: BAX00 - BADGE FRAME, INC.					
861433	108604	11/07/2025	100-222-42201	DOOR SIGN PD	235.00
				Vendor BAX00 - BADGE FRAME, INC. Total:	**235.00**
Vendor: BIR05 - BIRITE FOODSERVICE DISTRIBUTORS					
7104488	108605	11/07/2025	209-552-43804	FOOD PROGRAM PSC	822.76
7104489	108605	11/07/2025	209-552-42108	FOOD PROGRAM PSC	297.77
7104490	108605	11/07/2025	209-552-42108	FOOD PROGRAM PSC	13.56
7108845	108605	11/07/2025	209-552-43804	FOOD PROGRAM PSC	894.41
7108846	108605	11/07/2025	209-552-43804	FOOD PROGRAM PSC	39.72
7113403	108673	11/14/2025	209-552-43804	FOOD PROGRAM PSC	29.01
7113795	108673	11/14/2025	209-552-43804	FOOD PROGRAM PSC	384.08
7113796	108673	11/14/2025	209-552-43804	FOOD PROGRAM PSC	1,896.22
7113797	108673	11/14/2025	209-552-42108	FOOD PROGRAM PSC	390.98
7113798	108673	11/14/2025	209-552-42515	FOOD PROGRAM PSC	149.62
7113799	108673	11/14/2025	209-552-43804	FOOD PROGRAM PSC	464.16
				Vendor BIR05 - BIRITE FOODSERVICE DISTRIBUTORS Total:	**5,382.29**
Vendor: BOR02 - BORGES & MAHONEY CO.					
146303	108674	11/14/2025	500-641-44306	DETERGENT ADDITVE WPCP	275.82
				Vendor BOR02 - BORGES & MAHONEY CO. Total:	**275.82**
Vendor: CAL04 - CALCON SYSTEMS,INC.					
60347	108675	11/14/2025	500-641-42107	SERVICE CALL WPCP	1,399.99
60347	108675	11/14/2025	500-641-44306	SERVICE CALL WPCP	5,326.05
				Vendor CAL04 - CALCON SYSTEMS,INC. Total:	**6,726.04**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2416 - CAROLINE POWELL					
11072025	108676	11/14/2025	100-221-41001	REINSTATEMENT AND REIMBURSEMENT HEALTH INSURANCE	1,074.24
				Vendor 2416 - CAROLINE POWELL Total:	**1,074.24**
Vendor: CDW01 - CDW GOVERNMENT INC.					
AG56K6S	108606	11/07/2025	525-118-47106	GXTE LI-ION UPS WEBCARDS PSC	3,107.74
AG56L6G	108606	11/07/2025	525-118-47106	GXT5-LI-ION UPS WEBCARDS PD	3,107.74
ZR00922348	108606	11/07/2025	525-118-42510	NGE EXCH SOFTWARE OFFICE 365	1,550.40
ZR00922349	108606	11/07/2025	525-118-42510	NGE SUBSCRIPTION SOFTWARE OFFICE 365	3,463.94
ZR00922350	108606	11/07/2025	525-118-42510	NGE INTUNE G SOFTWARE OFFICE 365	7.52
ZR00922351	108606	11/07/2025	525-118-42510	NGE VISION SOFTWARE VISIO	239.36
ZR00922352	108606	11/07/2025	525-118-42510	NGE ENTRA SOFTWARE OFFICCE 365	10.26
				Vendor CDW01 - CDW GOVERNMENT INC. Total:	**11,486.96**
Vendor: CIT08 - CITY MECHANICAL, INC					
118920	108607	11/07/2025	209-551-42514	HVAC PSC	926.61
119553	108677	11/14/2025	100-222-42108	HVAC PUBLIC SAFETY BLDG	2,686.00
				Vendor CIT08 - CITY MECHANICAL, INC Total:	**3,612.61**
Vendor: 2782 - CITYZEN SOLUTIONS, INC.					
22141	108608	11/07/2025	525-118-42106	PUBLICINPUT SOFTWARE 120125-11302026	16,223.00
				Vendor 2782 - CITYZEN SOLUTIONS, INC. Total:	**16,223.00**
Vendor: 3118 - CLARISSA HAJJ					
11032025	108678	11/14/2025	209-554-38112	REFUND SECURITY DEPOSIT PYC RENTAL 10262025	282.00
				Vendor 3118 - CLARISSA HAJJ Total:	**282.00**
Vendor: COM20 - COMCAST					
0050719-11032025	108679	11/14/2025	100-222-43105	CABLE PD	15.83
0050875-10182025	108609	11/07/2025	525-118-43105	CABLE FOR CH	29.79
0210511-10162025	108609	11/07/2025	100-222-43105	PD CABLE	249.73
0413784-10182025	108609	11/07/2025	525-118-43106	TINY TOTS INTERNET	181.44
0433782-10192025	108609	11/07/2025	505-119-43105	PCTV CABLE	164.82
				Vendor COM20 - COMCAST Total:	**641.61**
Vendor: CON42 - CONTRA COSTA COUNTY CLERK					
11032025	108610	11/07/2025	209-554-38112	SECURITY DEPOSIT REFUND PYC RENTAL 10212025	282.00
				Vendor CON42 - CONTRA COSTA COUNTY CLERK Total:	**282.00**
Vendor: CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT					
FY2526-NOV	108611	11/07/2025	100-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2025	195,321.60
FY2526-NOV	108611	11/07/2025	105-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2025	153,005.98
FY2526-NOV	108611	11/07/2025	106-231-42101	FIRE PROTECTION SERVICES NOVEMBER 2025	152,604.09
				Vendor CON09 - CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT Total:	**500,931.67**
Vendor: CCC13 - CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT					
707876	108612	11/07/2025	200-342-42101	TRAFFIC SIGNAL MAINTENANCE AUUGST 2024	25,368.55
707876	108612	11/07/2025	310-347-42101	TRAFFIC SIGNAL MAINTENANCE AUUGST 2024	562.99
707876	108612	11/07/2025	310-348-42101	TRAFFIC SIGNAL MAINTENANCE AUUGST 2024	780.36
708893	108612	11/07/2025	200-342-42101	TRAFFIC SIGNAL MAINT AUGUST 2025	6,453.05

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
708893	108612	11/07/2025	310-347-42101	TRAFFIC SIGNAL MAINT AUGUST 2025	748.40
708893	108612	11/07/2025	310-348-42101	TRAFFIC SIGNAL MAINT AUGUST 2025	138.85
708921	108680	11/14/2025	200-342-42101	TRAFFOC IGNAL MAINTENANCE SEPTEMBER 2025	7,366.31
708921	108680	11/14/2025	310-347-42101	TRAFFOC IGNAL MAINTENANCE SEPTEMBER 2025	437.06
708921	108680	11/14/2025	310-348-42101	TRAFFOC IGNAL MAINTENANCE SEPTEMBER 2025	404.42
				Vendor CCC13 - CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT Total:	**42,259.99**
Vendor: 1445 - CORTEZ TIRES AND AUTO REPAIR					
30029	108681	11/14/2025	100-221-42107	OIL CHANGE	70.00
30225	108613	11/07/2025	100-221-42107	NEW TIRE PACKAGE CAR 811	702.92
30306	108681	11/14/2025	100-221-42107	TIRE PACKAGE #801	614.73
30353	108681	11/14/2025	100-221-42107	OIL CHANGE BRAKES TIRE CAR 188	2,368.37
				Vendor 1445 - CORTEZ TIRES AND AUTO REPAIR Total:	**3,756.02**
Vendor: CRE04 - CREATIVE SUPPORTS, INC					
35877	108614	11/07/2025	100-221-42514	SPLIT PAD CORNER COMBO-PLATFORM PD	251.48
				Vendor CRE04 - CREATIVE SUPPORTS, INC Total:	**251.48**
Vendor: OJE04 - DEBBIE OJEDA					
11032025	108615	11/07/2025	209-552-38112	SECURITY DEPOSIT REFUND PSC MAIN HALL 102525	563.00
				Vendor OJE04 - DEBBIE OJEDA Total:	**563.00**
Vendor: DEP03 - DEPARTMENT OF TRANSPORTATION					
SL260076	108616	11/07/2025	200-342-42101	SIGNALS & LIGHTING JULY-SEPTEMBER 2025	3,370.61
SL260076	108616	11/07/2025	310-347-42101	SIGNALS & LIGHTING JULY-SEPTEMBER 2025	567.50
SL260076	108616	11/07/2025	310-348-42101	SIGNALS & LIGHTING JULY-SEPTEMBER 2025	401.88
				Vendor DEP03 - DEPARTMENT OF TRANSPORTATION Total:	**4,339.99**
Vendor: 3004 - DIANA GALINDO					
11022025	108617	11/07/2025	100-221-42302	MILEAGE REIMBURSEMENT TO POLICE ACADEMY	235.20
				Vendor 3004 - DIANA GALINDO Total:	**235.20**
Vendor: 1443 - DIESEL DIRECT WEST, INC.					
86857586	108682	11/14/2025	100-10601	GASOLINE UNL	1,978.72
86871698	108682	11/14/2025	100-10601	GAS UNL	2,389.60
86887729	108682	11/14/2025	100-10601	GASOLINE UNL	2,105.84
				Vendor 1443 - DIESEL DIRECT WEST, INC. Total:	**6,474.16**
Vendor: DIV06 - DIVISION OF THE STATE ARCHITECT					
JULY-SEPTEMBER 2025	108618	11/07/2025	226-000-34223	JULY-SEPTEMBER 2025 DISABILITY ACCESS AND EDUC FEE	55.60
				Vendor DIV06 - DIVISION OF THE STATE ARCHITECT Total:	**55.60**
Vendor: DMV02 - DMV					
SE397509-2026	108619	11/07/2025	100-343-42107	SPECIAL EQUIP REGISTRATION BRUSH 2026	32.00
SE455280-2026	108619	11/07/2025	100-343-42107	SPECIAL EQUIP REGISTRATION TATE 2026	32.00
SE455281-2026	108619	11/07/2025	100-343-42107	SPECIAL EQUIP REGISTRATION RUPP 2026	32.00
				Vendor DMV02 - DMV Total:	**96.00**

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: DOL01 - DOLAN'S LUMBER					
OCTOBER 2025	108683	11/14/2025	100-343-44306	CITYWIDE PURCHASES	990.04
OCTOBER 2025	108683	11/14/2025	100-345-44306	CITYWIDE PURCHASES	73.72
OCTOBER 2025	108683	11/14/2025	500-641-42108	CITYWIDE PURCHASES	82.83
				Vendor DOL01 - DOLAN'S LUMBER Total:	**1,146.59**
Vendor: EAG03 - EAGLE BUSINESS FORMS					
14583	108620	11/07/2025	100-222-42201	72 HOUR ASSESSMENT FORM	1,550.68
				Vendor EAG03 - EAGLE BUSINESS FORMS Total:	**1,550.68**
Vendor: EBM01 - EBMUD					
292675-10222025	108622	11/07/2025	310-348-43102	2677 Pinole Valley Rd--Irrigation Use Only	155.94
388057-10232025	108684	11/14/2025	100-343-43102	1960 Sarah Dr--Irrigation Use Only	236.74
435474-10222025	108622	11/07/2025	100-343-43102	2937 Pinole Valley Rd--Tennis Court Restrooms	96.30
464596-10282025	108684	11/14/2025	107-345-43102	2310 Park St--Fernandez Park Baseball Field	9,421.30
465190-10272025	108684	11/14/2025	201-343-43102	813 Fernandez Ave--Irrigation Use Only	53.70
465395-10282025	108684	11/14/2025	107-345-43102	1095 Nob Hill Ave--Parks & Gardens--Meadow Park	1,276.18
465422-10282025	108684	11/14/2025	500-641-43102	80 TENNENT AVE--WASTE WATER TREATMENT PLANT	1,403.98
465553-10272025	108684	11/14/2025	100-343-43102	2301 1/2 San Pablo Ave--Irrigation Use Only	81.88
465569-10282025	108684	11/14/2025	100-343-43102	601 Tennent Ave--Memorial Hall	107.44
465923-10282025	108684	11/14/2025	100-231-43102	880 Tennent Ave--Public Safety Facility/Building	766.86
465924-10282025	108684	11/14/2025	100-222-43102	880 Tennent Ave--Public Safety Facility/Building	1,462.67
465924-10282025	108684	11/14/2025	100-223-43102	880 Tennent Ave--Public Safety Facility/Building	325.04
465924-10282025	108684	11/14/2025	100-231-43102	880 Tennent Ave--Public Safety Facility/Building	1,462.67
466363-10282025	108684	11/14/2025	107-345-43102	1818 Canyon Dr--Irrigation Use Only	796.22
4666410-10282025	108684	11/14/2025	100-343-43102	880 San Pablo Ave--Irrigation Use Only	243.76
513648-10272025	108684	11/14/2025	100-343-43102	2161 Plum St--Parking Lot Irrigation	81.88
524589-10282025	108684	11/14/2025	107-345-43102	592 Marlesta Rd--Irrigation Use Only	1,336.56
532187-10272025	108684	11/14/2025	100-343-43102	2601 Charles St--Irrigation Use Only	53.70
540499-10282025	108684	11/14/2025	100-343-43102	1230 Pinole Valley Rd--Irrigation Use Only	53.70
541397-10272025	108684	11/14/2025	100-343-43102	1601 Marlesta Rd--Irrigation Use Only	53.70
544461-10282025	108684	11/14/2025	100-110-43102	2131 Pear St--Offices--City Hall	3.93
544461-10282025	108684	11/14/2025	100-111-43102	2131 Pear St--Offices--City Hall	9.42
544461-10282025	108684	11/14/2025	100-112-43102	2131 Pear St--Offices--City Hall	8.64
544461-10282025	108684	11/14/2025	100-115-43102	2131 Pear St--Offices--City Hall	25.60
544461-10282025	108684	11/14/2025	100-116-43102	2131 Pear St--Offices--City Hall	8.64
544461-10282025	108684	11/14/2025	100-117-43102	2131 Pear St--Offices--City Hall	69.12
544461-10282025	108684	11/14/2025	100-343-43102	2131 Pear St--Offices--City Hall	123.14
544461-10282025	108684	11/14/2025	200-342-43102	2131 Pear St--Offices--City Hall	21.99
544461-10282025	108684	11/14/2025	212-461-43102	2131 Pear St--Offices--City Hall	8.33
544461-10282025	108684	11/14/2025	212-462-43102	2131 Pear St--Offices--City Hall	22.15
544461-10282025	108684	11/14/2025	285-464-43102	2131 Pear St--Offices--City Hall	6.60
544461-10282025	108684	11/14/2025	505-119-43102	2131 Pear St--Offices--City Hall	6.60
545474-10282025	108684	11/14/2025	100-110-43102	2131 Pear St--Offices--City Hall	9.59

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
545474-10282025	108684	11/14/2025	100-111-43102	2131 Pear St--Offices--City Hall	23.01
545474-10282025	108684	11/14/2025	100-112-43102	2131 Pear St--Offices--City Hall	21.09
545474-10282025	108684	11/14/2025	100-115-43102	2131 Pear St--Offices--City Hall	62.50
545474-10282025	108684	11/14/2025	100-116-43102	2131 Pear St--Offices--City Hall	21.09
545474-10282025	108684	11/14/2025	100-117-43102	2131 Pear St--Offices--City Hall	168.71
545474-10282025	108684	11/14/2025	100-343-43102	2131 Pear St--Offices--City Hall	300.61
545474-10282025	108684	11/14/2025	200-342-43102	2131 Pear St--Offices--City Hall	53.68
545474-10282025	108684	11/14/2025	212-461-43102	2131 Pear St--Offices--City Hall	20.32
545474-10282025	108684	11/14/2025	212-462-43102	2131 Pear St--Offices--City Hall	54.06
545474-10282025	108684	11/14/2025	285-464-43102	2131 Pear St--Offices--City Hall	16.10
545474-10282025	108684	11/14/2025	505-119-43102	2131 Pear St--Offices--City Hall	16.10
554167-10282025	108684	11/14/2025	107-345-43102	1600 Primrose Lane--Irrigation Use Only	533.44
554625-10282025	108684	11/14/2025	100-343-43102	601 Tennent Ave--Memorial Hall	340.84
565169-10282025	108684	11/14/2025	201-343-43102	2100 San Pablo Ave--Offices--Faria House	90.88
565197-10272025	108684	11/14/2025	201-343-43102	2100 San Pablo Ave--Offices--Faria House	53.70
570108-10272025	108684	11/14/2025	310-347-43102	1303 Pinole Valley Rd--Irrigation Use Only	1,186.86
610134-10282025	108684	11/14/2025	201-343-43102	2100 SAN PABLO AVE-IRRIGATION USE ONLY	79.26
9011031	108621	11/07/2025	500-641-44306	FY26 BACWA MEMBERSHIP AND SPECIAL PROGRAMS FEES	21,545.55
				Vendor EBM01 - EBMUD Total:	**44,381.77**
Vendor: ELE01 - ELECTRONIC INNOVATIONS, INC.					
55463	108623	11/07/2025	500-641-42107	SERVICE LABOR AT CORP YARD AND WPCP	435.00
				Vendor ELE01 - ELECTRONIC INNOVATIONS, INC. Total:	**435.00**
Vendor: 1655 - ENDRESS + HAUSER, INC.					
6002758339	108624	11/07/2025	500-641-44306	COV61-12C6/0 MAINTENANCE KITS WPCP	246.39
				Vendor 1655 - ENDRESS + HAUSER, INC. Total:	**246.39**
Vendor: 2950 - ENVIRONMENTAL INNOVATIONS, INC.					
3307	108686	11/14/2025	106-466-42101	TECHINCAL ASSISTANCE	9,952.50
				Vendor 2950 - ENVIRONMENTAL INNOVATIONS, INC. Total:	**9,952.50**
Vendor: 2853 - EVERON, LLC					
159575634	108625	11/07/2025	209-554-42514	ALARM SERVICES PYC	354.20
OCOTBER 2025	108625	11/07/2025	209-553-42108	TINY TOTS MONITORING 102425-112325	120.70
				Vendor 2853 - EVERON, LLC Total:	**474.90**
Vendor: 2921 - FORD PRO					
INV39737924	108687	11/14/2025	100-221-42107	FORD TELEMATICS LAW ENFORCEMENT	80.00
				Vendor 2921 - FORD PRO Total:	**80.00**
Vendor: FOR02 - FORENSIC SERVICES DIVISION					
PINPD-2509	108626	11/07/2025	100-222-42101	FORENSIC BIOLOGY TOXICOLOGY SEPTEMBER 2025 SERVICE	3,807.50
PINPD-2509-Supp	108626	11/07/2025	100-222-42101	BLOOD WITHDRAWAL SERVICES SEPTEMBER 2025	254.10
				Vendor FOR02 - FORENSIC SERVICES DIVISION Total:	**4,061.60**
Vendor: 3097 - FOXFURY, LLC					
12255	108627	11/07/2025	204-227-47105	DUI checkpoint, scene and tactical lighting	1,119.22
12255	108627	11/07/2025	204-227-47105	DUI checkpoint, scene and tactical lighting	865.20

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12270	108627	11/07/2025	204-227-47105	DUI checkpoint, scene and tactical lighting	13,011.18
				Vendor 3097 - FOXFURY, LLC Total:	**14,995.60**
Vendor: 2457 - GEOLINKS					
BD0262738	108628	11/07/2025	525-118-43106	CLEAR FIBER INTENET CORP YARD	499.00
				Vendor 2457 - GEOLINKS Total:	**499.00**
Vendor: 3117 - GLADWELL GOVERNMENTAL SERVICES, INC.					
5834	108629	11/07/2025	100-112-42101	PHASE 1 RECORD RETENTION	7,120.00
5858	108629	11/07/2025	100-112-42101	RETENTION RECORDS PHASE 2	2,630.00
				Vendor 3117 - GLADWELL GOVERNMENTAL SERVICES, INC. Total:	**9,750.00**
Vendor: 3112 - GR INNOVATIVE BUILDERS					
10222025	108630	11/07/2025	100-000-31510	OVERPAYMENT OF BL FEES BL 23-10950	173.00
				Vendor 3112 - GR INNOVATIVE BUILDERS Total:	**173.00**
Vendor: GRA03 - GRAINGER					
9682836581	108631	11/07/2025	500-641-44305	PIPETTE PASTERU LAB SUPPLIES WCPC	28.75
9683681028	108631	11/07/2025	500-641-44305	DIGITAL THERMOMETER LAB SUPPLIES WPCP	137.09
				Vendor GRA03 - GRAINGER Total:	**165.84**
Vendor: 2371 - GREEN HALO SYSTEMS INC					
6101	108688	11/14/2025	212-462-42106	MONTHLY HOSTING	175.00
				Vendor 2371 - GREEN HALO SYSTEMS INC Total:	**175.00**
Vendor: HAC01 - HACH COMPANY					
14728657	108689	11/14/2025	500-641-44305	CHEMICALS LAB SUPPLIES WPCP	371.73
				Vendor HAC01 - HACH COMPANY Total:	**371.73**
Vendor: HDL01 - HDL COREN AND CONE					
SIN055914	108632	11/07/2025	100-115-42101	PROPERTY TAX OCTOBER - DECEMBER 2025	2,409.96
				Vendor HDL01 - HDL COREN AND CONE Total:	**2,409.96**
Vendor: 2280 - HERCULES TREE SERVICELANDSCAPE CONSTRUCTION					
6077	108633	11/07/2025	106-345-47203	EUCALYPTUS STUMP GRINDING AND BROKEN BRANCH	6,700.00
6156	108633	11/07/2025	106-345-47203	PINE HAZARDOUS TREE REMOVAL	10,800.00
6181	108633	11/07/2025	106-345-47203	TULIP TREE REMOVAL AND STUMP GRINDING	2,750.00
				Vendor 2280 - HERCULES TREE SERVICELANDSCAPE CONSTRUCTION Total:	**20,250.00**
Vendor: HOM01 - HOME DEPOT CREDIT SERVICE					
OCTOBER 2025	108634	11/07/2025	100-222-44306	CITYWIDE PURCHASES	114.41
OCTOBER 2025	108634	11/07/2025	100-222-44306	CITYWIDE PURCHASES	65.42
OCTOBER 2025	108634	11/07/2025	100-222-44306	CITYWIDE PURCHASES	528.72
OCTOBER 2025	108634	11/07/2025	100-222-44306	CITYWIDE PURCHASES	25.83
OCTOBER 2025	108634	11/07/2025	100-342-44306	CITYWIDE PURCHASES	160.44
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	29.90
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	23.84
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	18.54
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	13.09
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	199.85
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	26.95
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	76.72
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	162.74
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	-76.48
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	30.50
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	48.04
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	76.48

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	23.86
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	29.43
OCTOBER 2025	108634	11/07/2025	100-343-44306	CITYWIDE PURCHASES	66.70
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	188.96
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	64.47
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	231.44
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	118.81
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	31.51
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	18.88
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	24.58
OCTOBER 2025	108634	11/07/2025	107-345-44306	CITYWIDE PURCHASES	67.02
OCTOBER 2025	108634	11/07/2025	209-552-44306	CITYWIDE PURCHASES	187.84
OCTOBER 2025	108634	11/07/2025	209-553-44306	CITYWIDE PURCHASES	1,805.67
OCTOBER 2025	108634	11/07/2025	209-553-44306	CITYWIDE PURCHASES	24.67
OCTOBER 2025	108634	11/07/2025	500-641-44306	CITYWIDE PURCHASES	18.51
OCTOBER 2025	108634	11/07/2025	500-642-44306	CITYWIDE PURCHASES	29.46
OCTOBER 2025	108634	11/07/2025	500-642-44306	CITYWIDE PURCHASES	64.39
				Vendor HOM01 - HOME DEPOT CREDIT SERVICE Total:	**4,521.19**
Vendor: IDE04 - IDEXX DISTRIBUTION, INC.					
3187448874	108635	11/07/2025	500-641-44305	LAB SUPPLIES WPCP	3,803.66
				Vendor IDE04 - IDEXX DISTRIBUTION, INC. Total:	**3,803.66**
Vendor: IMA01 - IMAGE SALES, INC.					
0079365-IN	108636	11/07/2025	100-221-42201	ID CARD AND BADGES	32.81
				Vendor IMA01 - IMAGE SALES, INC. Total:	**32.81**
Vendor: J&O01 - J & O COMMERCIAL TIRE CTR					
175795	108690	11/14/2025	100-343-42107	REMA RADIAL REPAIR UNIT	351.49
				Vendor J&O01 - J & O COMMERCIAL TIRE CTR Total:	**351.49**
Vendor: COR15 - JACQUELINE L CORL-SEIDEL					
OCTOBER 2025	108637	11/07/2025	209-552-42101	INSTRUCTOR FEE OCTOBER 2025 PSC	615.30
				Vendor COR15 - JACQUELINE L CORL-SEIDEL Total:	**615.30**
Vendor: 1611 - JANICE M. BYER					
OCTOBER 2025	108638	11/07/2025	209-552-42101	INSTURCTOR FEE OCTOBER 2025 PSC	600.00
				Vendor 1611 - JANICE M. BYER Total:	**600.00**
Vendor: JAN92 - JAN-PRO OF THE GREATER BAY AREA					
31514	108691	11/14/2025	209-554-42108	JANITORIAL SERVICES NOVEMBER 2025 PYC	497.63
31515	108691	11/14/2025	209-552-42108	JANITORIAL SERVICES NOVEMBER 2025 PSC	460.48
31516	108691	11/14/2025	209-552-42108	JANITORIAL SERVICES KTICHEN NOV. 2025 PSC	442.56
31517	108691	11/14/2025	209-553-42108	JANITORIAL SERVICES NOVEMBER 2025TINY TOTS	531.51
				Vendor JAN92 - JAN-PRO OF THE GREATER BAY AREA Total:	**1,932.18**
Vendor: JET00 - JETMULCH INC.					
30905-OL	108639	11/07/2025	107-345-44306	PVP NORTH PARKING LOT	3,031.19
				Vendor JET00 - JETMULCH INC. Total:	**3,031.19**
Vendor: 2977 - JOSE A. VARGAS					
11032025	108640	11/07/2025	209-552-38112	SECURITY SERVICES PSC 11082025	960.00
				Vendor 2977 - JOSE A. VARGAS Total:	**960.00**
Vendor: 3053 - JOSE LUIS GRAY					
11022025	108641	11/07/2025	100-221-42302	MILEAGE REIMBURSEMENT POLICE ACADEMY	110.32
				Vendor 3053 - JOSE LUIS GRAY Total:	**110.32**

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Vendor: KEL09 - KELLER CANYON LANDFILL					
4212-000034477	108692	11/14/2025	500-641-44302	SLUDGE REMOVAL WPCP	6,305.93
				Vendor KEL09 - KELLER CANYON LANDFILL Total:	**6,305.93**
Vendor: KEM03 - KEMIRA WATER SOLUTIONS, INC.					
9017912189	108693	11/14/2025	500-641-44303	FERRIC CHLORIDE SOULUTION WPCP	15,970.43
				Vendor KEM03 - KEMIRA WATER SOLUTIONS, INC. Total:	**15,970.43**
Vendor: KIM01 - KIMBALL MIDWEST					
103890214	108694	11/14/2025	100-343-44410	ARMOR SKIN SLIP ON GLOVES	300.76
103913696	108694	11/14/2025	500-641-44306	SUPPLIES PRIM DRILL FOR WPCP	159.43
				Vendor KIM01 - KIMBALL MIDWEST Total:	**460.19**
Vendor: LAK01 - LAKESHORE					
92286507	108642	11/07/2025	209-553-42514	SUPPLIES FOR TINY TOTS PROGRAM	296.19
				Vendor LAK01 - LAKESHORE Total:	**296.19**
Vendor: LAN15 - LANGUAGE LINE SERVICES					
11761479	108695	11/14/2025	100-223-42101	OVER THE PHONE INTERPRETATION PD	18.80
				Vendor LAN15 - LANGUAGE LINE SERVICES Total:	**18.80**
Vendor: 1253 - LIL' FROG CREATIONS					
1245	108643	11/07/2025	209-554-36401	BANNER PYC PROGRAMS	211.65
1249	108643	11/07/2025	209-552-42202	NEWSLETTER PRINTING NOVEMBER 2025 PSC	382.38
1250	108643	11/07/2025	209-551-42515	BANNER HOLIDAY TREE LIGHTING	281.20
1252	108696	11/14/2025	209-551-42515	HOLIDAY BREAKFAST BANNER	281.20
				Vendor 1253 - LIL' FROG CREATIONS Total:	**1,156.43**
Vendor: 1847 - LILLY WHALEN					
09252025	108697	11/14/2025	212-462-42303	LUNCH TICKETS FOR PAL PROGRAM 09252025	32.96
10022025	108697	11/14/2025	212-462-42303	LUNCH TICKETS PAL PROGRAM 10022025	74.16
10042025	108697	11/14/2025	212-462-42303	LUNCH TICKETS PAL PROGRAM 10042025	32.96
				Vendor 1847 - LILLY WHALEN Total:	**140.08**
Vendor: CUR03 - LN CURTIS & SONS					
INV1001844	108644	11/07/2025	100-221-42514	GALINDO ACADEMY UNIFORM	168.22
				Vendor CUR03 - LN CURTIS & SONS Total:	**168.22**
Vendor: MAN01 - MANNA FOODS, INC.					
1037436	108698	11/14/2025	209-552-43804	FOOD PROGRAM PSC	272.25
1037652	108698	11/14/2025	209-552-43804	FOOD PROGRAM PSC	227.24
				Vendor MAN01 - MANNA FOODS, INC. Total:	**499.49**
Vendor: MCM05 - MCMASTER-CARR SUPPLY C0.					
53802821	108699	11/14/2025	500-641-44306	LOW PRESSURE GAUGE SUPPLIES WPCP	680.75
				Vendor MCM05 - MCMASTER-CARR SUPPLY C0. Total:	**680.75**
Vendor: O'R01 - O'REILLY AUTOMOTIVE, INC					
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	341.76
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	259.07
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	226.76
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	100.86
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	84.77
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	18.73
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	11.09
OCTOBER 2025	108645	11/07/2025	100-343-44306	CITYWIDE PURCHASES	38.97
OCTOBER 2025	108645	11/07/2025	500-641-44306	CITYWIDE PURCHASES	70.52
				Vendor O'R01 - O'REILLY AUTOMOTIVE, INC Total:	**1,152.53**

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Vendor: OTI01 - OTIS ELEVATOR COMPANY					
100402074816	108646	11/07/2025	505-119-42108	MAINTENANCE SERVICE OCTOBER 2025 PYC PCTV	197.08
SK15988001	108646	11/07/2025	100-222-42108	PUBLIC SAFETY BLDG.	881.25
				Vendor OTI01 - OTIS ELEVATOR COMPANY Total:	**1,078.33**
Vendor: 1555 - OWEN EQUIPMENT					
00067951	108700	11/14/2025	207-344-42107	EXTENSION BROOM	517.90
00068413	108700	11/14/2025	207-344-42107	EXTENSION BROOM	517.90
00069167	108647	11/07/2025	207-344-42107	EXTENSION BROOM CY	517.90
00069177	108700	11/14/2025	207-344-42107	WHIRLWIND	8,806.88
				Vendor 1555 - OWEN EQUIPMENT Total:	**10,360.58**
Vendor: PAC55 - PACIFIC SITE MANAGEMENT					
4214061	108701	11/14/2025	100-222-42108	MONTHLY LANDSCAPE SERVICES	167.99
4214061	108701	11/14/2025	100-231-42108	MONTHLY LANDSCAPE SERVICES	450.13
4214061	108701	11/14/2025	100-343-42108	MONTHLY LANDSCAPE SERVICES	240.14
4214061	108701	11/14/2025	100-345-42108	MONTHLY LANDSCAPE SERVICES	7,721.19
4214061	108701	11/14/2025	200-342-42108	MONTHLY LANDSCAPE SERVICES	447.98
4214061	108701	11/14/2025	201-343-42108	MONTHLY LANDSCAPE SERVICES	732.28
4214061	108701	11/14/2025	209-552-42108	MONTHLY LANDSCAPE SERVICES	272.45
4214061	108701	11/14/2025	209-553-42108	MONTHLY LANDSCAPE SERVICES	283.22
4214061	108701	11/14/2025	209-557-42108	MONTHLY LANDSCAPE SERVICES	283.22
4214061	108701	11/14/2025	310-347-42108	MONTHLY LANDSCAPE SERVICES	82.92
4214061	108701	11/14/2025	310-348-42108	MONTHLY LANDSCAPE SERVICES	87.23
				Vendor PAC55 - PACIFIC SITE MANAGEMENT Total:	**10,768.75**
Vendor: PGE01 - PG&E					
0466-10152025	108648	11/07/2025	209-554-43103	635 TENNENT AVE YOUTH CTR/CATV	350.25
0466-10152025	108648	11/07/2025	505-119-43103	635 TENNENT AVE YOUTH CTR/CATV	525.38
0887-10302025	108702	11/14/2025	200-342-43103	PINON AVE & SAN PABLO AVE TRAFFIC SIGNAL	293.87
1093-10292025	108702	11/14/2025	500-642-43103	W END/HAZEL AVE SEWAGE PLANT	735.42
1798-10272025	108702	11/14/2025	200-342-43103	2935 PINOLE VALLEY RD. TRAFFIC SIGNAL	246.94
1801-10072025	108648	11/07/2025	209-553-43103	2454 SIMAS AVE REC CTR & POOL	23.62
2182-10302025	108702	11/14/2025	200-342-43103	OAKRIDGE/SAN PABLO AVE TRAFFIC SIGNAL	188.31
2222-10202025	108702	11/14/2025	100-345-43103	STREET AND HIGHWAY LIGHTING	49.39
2222-10202025	108702	11/14/2025	200-342-43103	STREET AND HIGHWAY LIGHTING	44,308.68
2222-10202025	108702	11/14/2025	310-347-43103	STREET AND HIGHWAY LIGHTING	280.00
2222-10202025	108702	11/14/2025	310-348-43103	STREET AND HIGHWAY LIGHTING	400.00
3850-10152025	108648	11/07/2025	107-345-43103	601 TENNENT AVE CARETAKER'S SHED	55.98
3879-10272025	108702	11/14/2025	200-342-43103	N COR RAMONA ST AND PINOLE VALLEY RD	195.95
4256-10272025	108702	11/14/2025	500-641-43103	11 TENNANT AVE	72,992.94

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5137-10142025	108648	11/07/2025	209-557-43103	2450 SIMAS AVE SWIM CTR	1,316.62
6521-10272025	108702	11/14/2025	200-342-43103	IFO 971 SAN PABLO AVE-TRAFFIC SIGNAL CONTROL	166.97
6897-10272025	108702	11/14/2025	200-342-43103	PINOLE VALLEY RD & ESTATES AVE-TRAFFIC LIGHT CTRL	98.52
7547-10272025	108702	11/14/2025	100-222-43103	880 Tennent Ave-Public Safety Facility	5,631.07
7547-10272025	108702	11/14/2025	100-223-43103	880 Tennent Ave-Public Safety Facility	1,126.21
7547-10272025	108702	11/14/2025	100-231-43103	880 Tennent Ave-Public Safety Facility	4,504.85
9929-10232025	108702	11/14/2025	201-343-43103	790 PINOLE SHORES DR-NEW METAL BUILDING	86.42
				Vendor PGE01 - PG&E Total:	**133,577.39**
Vendor: POS02 - POSITIVE PROMOTIONS INC.					
63744880	108703	11/14/2025	204-227-42514	FULL COLOR WRISTBAND	1,338.00
				Vendor POS02 - POSITIVE PROMOTIONS INC. Total:	**1,338.00**
Vendor: 2388 - PRESTIGE PRINTING AND GRAPHICS					
104087	108649	11/07/2025	100-111-42201	BUSINESS CARDS BHANDARI	104.38
105207	108649	11/07/2025	100-112-42201	CITY CLERK BUSINESS CARDS	86.26
105427	108649	11/07/2025	212-461-42201	#10 REG ENVELOPES CDD PLANNING	853.41
				Vendor 2388 - PRESTIGE PRINTING AND GRAPHICS Total:	**1,044.05**
Vendor: 3116 - PROTECH CONSULTING AND ENGINEERING, INC.					
25283	108650	11/07/2025	276-343-47201	ASBESTOS AND LEAD ROOF TESTING PUBLIC SAFETY BDLDG	3,615.00
				Vendor 3116 - PROTECH CONSULTING AND ENGINEERING, INC. Total:	**3,615.00**
Vendor: 2985 - PURETEC INDUSTRIAL WATER					
2353016	108651	11/07/2025	500-641-44305	WWTP LAB DI WATER SYSTEM WPCP	222.30
				Vendor 2985 - PURETEC INDUSTRIAL WATER Total:	**222.30**
Vendor: R&S01 - R & S ERECTION OF RICHMOND, INC.					
22511465	108652	11/07/2025	100-343-42108	REAR LEFT GATE BROKEN REPAIRS FIRE STATION 73	324.50
22511574	108704	11/14/2025	100-343-42108	NEW SPRINGS FOR REAR LEFT ROLLUP GATE FIRE STAT 73	3,777.61
				Vendor R&S01 - R & S ERECTION OF RICHMOND, INC. Total:	**4,102.11**
Vendor: 2783 - READYFRESH					
05K6708041107	108705	11/14/2025	100-222-42201	WATER FOR PD	281.78
35J6709787258	108705	11/14/2025	500-641-42201	WATER FRO WPCP	56.18
				Vendor 2783 - READYFRESH Total:	**337.96**
Vendor: 2817 - REDWOOD PUBLIC LAW, LLP					
16789	108653	11/07/2025	100-20011	HR SERVICES	4,365.00
17300	108653	11/07/2025	100-20011	HR SERVICES	5,686.00
17734	108706	11/14/2025	100-20011	CITY ATTORNEY SERVICES	26,702.38
17735	108706	11/14/2025	100-20011	CITY COUNCIL MEETINGS	2,784.00
17736	108706	11/14/2025	100-20011	GENERAL SERVICES CITY CLERK	461.50
17737	108706	11/14/2025	100-20011	GENERAL SERVICES COEDE ENFORCEMENT	63.00
17738	108706	11/14/2025	100-20011	GENERAL SERVICES COMMUNITY DEVELOPMENT	10,884.30
17739	108706	11/14/2025	100-20011	GENERAL SERVICES FINANCE	2,639.50
17741	108706	11/14/2025	100-20011	GENERAL SERVICES POLICE	284.00
17742	108706	11/14/2025	100-20011	GENERAL SERVICES PUBLIC WORKS	3,446.38
17743	108706	11/14/2025	100-20011	PINOLE PD SINGH COMPLAINT	164.00
17744	108706	11/14/2025	100-20011	PINOLE SHORES II	478.50
17745	108706	11/14/2025	100-20011	PUBLIC RECORDS ACT	599.00
17746	108706	11/14/2025	100-20011	RISK MANAGEMENT	453.00

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
17747	108706	11/14/2025	100-20113	SUCCESSOR AGENCY	2,139.50
				Vendor 2817 - REDWOOD PUBLIC LAW, LLP Total:	**61,150.06**
Vendor: 2646 - ROADSAFE TRAFFIC SYSTEMS, INC.					
255980	108707	11/14/2025	100-342-42514	ALUMINUM DIGITAL 2 SIDED SIGNS	1,267.61
255991	108707	11/14/2025	100-342-42514	TELESPAR GALV	221.26
255993	108707	11/14/2025	100-342-42514	HEX HEAD CAP SCREW CLAMP DIGITAL SIGNS	455.47
256036	108707	11/14/2025	100-342-42514	MARKING PAINT ORANGE FLOUR GREENT PINK AND WHITE	567.42
				Vendor 2646 - ROADSAFE TRAFFIC SYSTEMS, INC. Total:	**2,511.76**
Vendor: 2409 - SAFEGUARD BUSINESS SYSTEMS, INC.					
9008915741	108654	11/07/2025	100-115-42201	DEPOSIT TCKT FINANCE	180.15
				Vendor 2409 - SAFEGUARD BUSINESS SYSTEMS, INC. Total:	**180.15**
Vendor: 1714 - SHERRI D. LEWIS					
CC06PINOLE-FY2025/26	108655	11/07/2025	100-112-42101	PREPARE MINUTES CITY COUNCIL MTG 102725	1,012.50
				Vendor 1714 - SHERRI D. LEWIS Total:	**1,012.50**
Vendor: 2657 - SHRED CITY, LLC					
23977110525	108708	11/14/2025	100-112-42101	DOCUMENT DESTRUCTION SERVICES	125.00
23979110525	108708	11/14/2025	100-221-42101	DOCUMENT DESTRUCTION PD	200.00
				Vendor 2657 - SHRED CITY, LLC Total:	**325.00**
Vendor: 3119 - SHRED WORKS, INC.					
80019	108709	11/14/2025	100-112-42514	DELIVERY AND PLACEMENT SHREDDING SECURITY CONTAINE	200.00
80433	108709	11/14/2025	100-112-42514	SERVICES RENDERED FOR DESTRUCTION RECORDS	1,425.00
				Vendor 3119 - SHRED WORKS, INC. Total:	**1,625.00**
Vendor: 3030 - SPEX CERTIPREP, LLC.					
547962	108656	11/07/2025	500-641-44305	CHLORINE CONCENTRATE LAB SUPPLIES WPCP	938.13
				Vendor 3030 - SPEX CERTIPREP, LLC. Total:	**938.13**
Vendor: STE20 - STERICYCLE, INC.					
8012405673	108710	11/14/2025	100-221-42101	MEDICAL WASTE PD	69.61
				Vendor STE20 - STERICYCLE, INC. Total:	**69.61**
Vendor: 2296 - SWENSONS MOBILE FLEET REPAIR					
INV-4392	108711	11/14/2025	500-641-42107	REPAIRS TO UNIT 2168 WPCP	212.50
INV-4396	108711	11/14/2025	500-641-42107	REPAIRS TO UNIT 2155 WPCP	367.50
				Vendor 2296 - SWENSONS MOBILE FLEET REPAIR Total:	**580.00**
Vendor: SYA01 - SYAR INDUSTRIES, LLC.					
4878829	108712	11/14/2025	100-342-42514	POWER PATCH TON ASPHALT	544.32
				Vendor SYA01 - SYAR INDUSTRIES, LLC. Total:	**544.32**
Vendor: 3111 - TELVUE CORPORATION					
19054	108657	11/07/2025	505-119-42106	HARDWARE AND SOFTWARE UPGRADES PCTV	1,326.08
				Vendor 3111 - TELVUE CORPORATION Total:	**1,326.08**
Vendor: 2969 - TERMINIX COMMERCIAL					
465230438	108713	11/14/2025	100-222-42108	PEST CONTROL PUBLIC SAFETY BLDG	180.00
465230788	108713	11/14/2025	100-343-42108	PEST CONTROL CH	162.00
465293355	108713	11/14/2025	209-554-42108	PEST CONTROL PYC	170.00
465293414	108713	11/14/2025	209-553-42108	PEST CONTROL TINY TOTS AND SWIM CENTER	76.00

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
465293414	108713	11/14/2025	209-557-42108	PEST CONTROL TINY TOTS AND SWIM CENTER	76.00
				Vendor 2969 - TERMINIX COMMERCIAL Total:	**664.00**
Vendor: 2990 - THE BUTLER					
OCTOBER 2025	108658	11/07/2025	209-552-42101	INSTRUCTOR FEE OCTOBER 2025 PSC	286.20
				Vendor 2990 - THE BUTLER Total:	**286.20**
Vendor: DAN01 - TOWN OF DANVILLE					
10242025	108659	11/07/2025	100-110-42301	1 ADMISSION TO THE MAYOR'S CONFERENCE ON 11/6/2025	70.00
				Vendor DAN01 - TOWN OF DANVILLE Total:	**70.00**
Vendor: 2347 - UNION PACIFIC RAILROAD COMPANY					
90148487	108660	11/07/2025	325-342-47205	PEDESTRIAN IMPROVEMENTS AT TENENENT AND RR	1,473.92
				Vendor 2347 - UNION PACIFIC RAILROAD COMPANY Total:	**1,473.92**
Vendor: UNI39 - UNITED ROTARY BRUSH CORP.					
CI333732	108714	11/14/2025	207-344-42107	BLUE STEEL 4 SEG PLAS	1,155.98
				Vendor UNI39 - UNITED ROTARY BRUSH CORP. Total:	**1,155.98**
Vendor: UNI38 - UNIVAR USA INC					
53405421	108661	11/07/2025	500-641-44303	SOD HYPO LIQUCHLOR WPCP	17,584.27
53407368	108661	11/07/2025	500-641-44303	SOD BISULFITE BULK WPCP	7,666.91
				Vendor UNI38 - UNIVAR USA INC Total:	**25,251.18**
Vendor: 3113 - UNIVERSAL BUILDERS CO.					
10222025	108662	11/07/2025	100-000-31510	REFUND OVERPAYMENT BUS25-0285	177.00
				Vendor 3113 - UNIVERSAL BUILDERS CO. Total:	**177.00**
Vendor: UNI07 - UNIVERSAL BUILDING SVCS.					
22097	108663	11/07/2025	100-343-42108	JANITORIAL SUPPLIES CY	915.89
22097-1	108715	11/14/2025	100-343-42108	JANITORIAL SUPPLIES	88.14
22179	108715	11/14/2025	100-222-42108	JANITORIAL SUPPLIES	338.37
22180	108715	11/14/2025	100-343-42108	JANITORIAL SUPPLIES CH	275.87
22271	108715	11/14/2025	100-343-42108	JANITORIAL SUPPLIES CY	882.36
540970	108715	11/14/2025	100-343-42108	JANITORAIL SERVICES OCTOBER 2025 CH	1,354.00
540971	108715	11/14/2025	100-222-42108	JANITORIAL SERVICES OCTOBER 2025 SAFETY BLDG.	2,768.00
540973	108663	11/07/2025	500-641-42108	MONTHLY JANITORIAL SERVICES WPCP OCTOBER 2025	559.00
				Vendor UNI07 - UNIVERSAL BUILDING SVCS. Total:	**7,181.63**
Vendor: USB06 - US BANK					
OCTOBER 2025	108664	11/07/2025	100-20018	CREDIT CARDS CITYWIDE	37,377.69
				Vendor USB06 - US BANK Total:	**37,377.69**
Vendor: VER02 - VERIZON WIRELESS					
6126079088	108665	11/07/2025	525-118-43101	CITYWIDE CELL PHONES	4,998.36
				Vendor VER02 - VERIZON WIRELESS Total:	**4,998.36**
Vendor: 2828 - VESTIS					
27583377	108716	11/14/2025	500-641-44410	4 LAYER JACKET WPCP	71.62
860105970-09302025	108717	11/14/2025	100-342-44410	MONTHLY STATEMENT-GENERAL MAINTENANCE	551.45
860105970-09302025	108717	11/14/2025	100-343-44410	MONTHLY STATEMENT-GENERAL MAINTENANCE	2,807.37
860105970-09302025	108717	11/14/2025	500-642-44410	MONTHLY STATEMENT-GENERAL MAINTENANCE	1,654.35
939388000-10312025	108717	11/14/2025	209-552-43804	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	188.33
939388000-10312025	108717	11/14/2025	209-552-43804	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	188.33

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
939388000-10312025	108717	11/14/2025	209-552-43804	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	188.33
939388000-10312025	108717	11/14/2025	209-552-43804	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	219.94
939388000-10312025	108717	11/14/2025	209-552-43804	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	188.33
939388000-10312025	108717	11/14/2025	500-641-44410	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	469.50
939388000-10312025	108717	11/14/2025	500-641-44410	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	469.50
939388000-10312025	108717	11/14/2025	500-641-44410	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	469.50
939388000-10312025	108717	11/14/2025	500-641-44410	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	491.18
939388000-10312025	108717	11/14/2025	500-641-44410	LAUNDRY SERVICES WPCP AND PSC OCTOBER 2025	469.50
				Vendor 2828 - VESTIS Total:	**8,427.23**
Vendor: WIL52 - WILLDAN FINANCIAL SERVICES					
010-63945	108666	11/07/2025	500-642-42101	SPECIAL DISTRICT ADMIN SEWER CHARGES	4,200.00
				Vendor WIL52 - WILLDAN FINANCIAL SERVICES Total:	**4,200.00**
Vendor: 3114 - XIU LING LI					
10292025	108667	11/07/2025	100-000-31510	REFUND BL FEES BUS25-0259	42.00
10292025	108667	11/07/2025	212-462-34215	REFUND BL FEES BUS25-0259	149.00
10292025	108667	11/07/2025	226-000-34223	REFUND BL FEES BUS25-0259	4.00
				Vendor 3114 - XIU LING LI Total:	**195.00**
Vendor: 2648 - YANNET TORRES					
OCTOBER 2025	108718	11/14/2025	209-552-42101	INSTRUCTOR FEE AT PSC	1,027.20
				Vendor 2648 - YANNET TORRES Total:	**1,027.20**
				Grand Total:	**1,091,413.46**

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	380,976.91
105 - Measure S -2006	153,005.98
106 - MEASURE S-2014	182,806.59
107 - Measure I	17,196.54
200 - Gas Tax Fund	88,581.41
201 - Restricted Real Estate Maintenance Fund	1,096.24
204 - Police Grants	16,333.60
207 - NPDES Storm Water Fund	11,516.56
209 - Recreation Fund	21,386.61
212 - Building & Planning	2,571.30
226 - CASp Certification and Training Fund	59.60
276 - Growth Impact Fund	3,615.00
285 - Housing Land Held for Resale	22.70
310 - Lighting & Landscape Districts	6,234.41
325 - City Street Improvements	1,473.92
500 - Sewer Enterprise Fund	168,178.32
505 - Cable Access TV	2,236.06
525 - Information Systems	34,121.71
Grand Total:	**1,091,413.46**

Account Summary

Account Number	Account Name	Payment Amount
100-000-31510	Other Tax/Business Lice...	392.00
100-10601	Gas Tanks/Corp Yard	6,474.16
100-110-42301	Travel & Training/Conf-R...	70.00
100-110-43102	Utilities/Water	13.52
100-111-42201	Office Expense	104.38
100-111-43102	Utilities/Water	32.43
100-112-42101	Prof Svcs/Professional Se..	10,887.50
100-112-42201	Office Expense	86.26
100-112-42514	Admin Exp/Special Depa...	1,625.00
100-112-43102	Utilities/Water	29.73
100-115-42101	Prof Svcs/Professional Se..	2,409.96
100-115-42201	Office Expense	180.15
100-115-43102	Utilities/Water	88.10
100-116-43102	Utilities/Water	29.73
100-117-43102	Utilities/Water	237.83
100-20011	Accounts Payable/Miscel...	59,010.56
100-20018	Accounts Payable/CalCa...	37,377.69
100-20113	Sal & Ben Payable/SIT Wi..	2,139.50
100-221-41001	Emp Benefits/Medical-A...	1,074.24
100-221-42101	Prof Svcs/Professional Se..	269.61
100-221-42107	Prof Svcs/Equipment Ma...	3,836.02
100-221-42201	Office Expense	32.81
100-221-42302	Travel & Training/Milea...	345.52
100-221-42514	Admin Exp/Special Depa...	419.70
100-222-42101	Prof Svcs/Professional Se..	4,061.60
100-222-42108	Prof Svcs/Building-Struc...	7,021.61
100-222-42201	Office Expense	2,067.46
100-222-43102	Utilities/Water	1,462.67
100-222-43103	Utilities/Electricity & Po...	5,631.07
100-222-43105	Utilities/Cable	265.56
100-222-44306	Other Materials Supp/M...	734.38
100-223-42101	Prof Svcs/Professional Se..	18.80
100-223-43102	Utilities/Water	325.04
100-223-43103	Utilities/Electricity & Po...	1,126.21
100-231-42101	Prof Svcs/Professional Se..	195,321.60

Account Summary

Account Number	Account Name	Payment Amount
100-231-42108	Prof Svcs/Building-Struc...	450.13
100-231-43102	Utilities/Water	2,229.53
100-231-43103	Utilities/Electricity & Po...	4,504.85
100-342-42514	Admin Exp/Special Depa...	3,056.08
100-342-44306	Other Materials Supp/M...	160.44
100-342-44410	Safety Clothing	551.45
100-343-42107	Prof Svcs/Equipment Ma...	447.49
100-343-42108	Prof Svcs/Building-Struc...	8,020.51
100-343-43102	Utilities/Water	1,773.69
100-343-44306	Other Materials Supp/M...	2,897.97
100-343-44410	Safety Clothing	3,108.13
100-345-42108	Prof Svcs/Building-Struc...	8,096.19
100-345-43103	Utilities/Electricity & Po...	49.39
100-345-44306	Other Materials Supp/M...	428.66
105-231-42101	Prof Svcs/Professional Se..	153,005.98
106-231-42101	Prof Srvs/Professional Se...	152,604.09
106-345-47203	Improvements/Parks	20,250.00
106-466-42101	Prof Svcs/Professional Se..	9,952.50
107-345-43102	Utilities/Water	13,363.70
107-345-43103	Utilities/Electricity & Po...	55.98
107-345-44306	Other Materials Supp/M...	3,776.86
200-342-42101	Prof Svcs/Professional Se..	42,558.52
200-342-42108	Prof Svcs/Building-Struc...	447.98
200-342-43102	Utilities/Water	75.67
200-342-43103	Utilities/Electricity & Po...	45,499.24
201-343-42108	Prof Svcs/Building-Struc...	732.28
201-343-43102	Utilities/Water	277.54
201-343-43103	Utilities/Electricity & Po...	86.42
204-227-42514	Admin Exp/Special Depa...	1,338.00
204-227-47105	FF&E/Equipment (not-c...	14,995.60
207-344-42107	Prof Svcs/Equipment Ma...	11,516.56
209-551-42514	Admin Exp/Special Depa...	926.61
209-551-42515	Admin Exp/Special Events	562.40
209-552-38112	Rental Income/Facility R...	1,523.00
209-552-42101	Prof Svcs/Professional Se..	2,528.70
209-552-42108	Prof Svcs/Building-Struc...	2,137.80
209-552-42202	Office Exp/Printing & Bi...	382.38
209-552-42515	Admin Exp/Special Events	149.62
209-552-43804	Program Cost/Food Prog...	6,003.11
209-552-44306	Other Materials Supp/M...	187.84
209-553-42108	Prof Svcs/Building-Struc...	1,011.43
209-553-42514	Admin Exp/Special Depa...	296.19
209-553-43103	Utilities/Electricity & Po...	23.62
209-553-44306	Other Materials Supp/M...	1,830.34
209-554-36401	Recreation Chg/Contract...	211.65
209-554-38112	Rental Income/Facility R...	564.00
209-554-42108	Prof Svcs/Building-Struc...	667.63
209-554-42514	Admin Exp/Special Depa...	354.20
209-554-43103	Utilities/Electricity & Po...	350.25
209-557-42108	Prof Svcs/Building-Struc...	359.22
209-557-43103	Utilities/Electricity & Po...	1,316.62
212-461-42201	Office Expense	853.41
212-461-43102	Utilities/Water	28.65
212-462-34215	Fees/Inspection Fee	149.00
212-462-42101	Prof Svcs/Professional Se..	1,148.95
212-462-42106	Prof Svcs/ Software Mai...	175.00
212-462-42303	Travel & Training/Meal A..	140.08
212-462-43102	Utilities/Water	76.21

Account Summary

Account Number	Account Name	Payment Amount
226-000-34223	Fees/CASp Fee $4	59.60
276-343-47201	Improvements/Building	3,615.00
285-464-43102	Utilities/Water	22.70
310-347-42101	Prof Svcs/Professional Se..	2,315.95
310-347-42108	Prof Svcs/Building-Struc...	82.92
310-347-43102	Utilities/Water	1,186.86
310-347-43103	Utilities/Electricity & Po...	280.00
310-348-42101	Prof Svcs/Professional Se..	1,725.51
310-348-42108	Prof Svcs/Building-Struc...	87.23
310-348-43102	Utilities/Water	155.94
310-348-43103	Utilities/Electricity & Po...	400.00
325-342-47205	Improvements/Streets	1,473.92
500-641-42107	Prof Svcs/Equipment Ma...	2,414.99
500-641-42108	Prof Svcs/Building-Struc...	641.83
500-641-42201	Office Expense	56.18
500-641-43102	Utilities/Water	1,403.98
500-641-43103	Utilities/Electricity & Po...	72,992.94
500-641-44302	Other Materials Supp/Sl...	6,305.93
500-641-44303	Other Materials Supp/C...	41,221.61
500-641-44305	Other Materials Supp/La...	5,501.66
500-641-44306	Other Materials Supp/M...	28,514.78
500-641-44410	Safety Clothing	2,440.80
500-642-42101	Prof Svcs/Professional Se..	4,200.00
500-642-43103	Utilities/Electricity & Po...	735.42
500-642-44306	Other Materials Supp/M...	93.85
500-642-44410	Safety Clothing	1,654.35
505-119-42106	Prof Svcs/Software Main...	1,326.08
505-119-42108	Prof Svcs/Building-Struc...	197.08
505-119-43102	Utilities/Water	22.70
505-119-43103	Utilities/Electricity & Po...	525.38
505-119-43105	Utilities/Cable	164.82
525-118-42106	Prof Svcs/Software Main...	16,223.00
525-118-42510	Admin Exp/Software Pur...	5,271.48
525-118-43101	Utilities/Telephone	5,701.52
525-118-43105	Utilities/Cable	29.79
525-118-43106	Utilities/Internet	680.44
525-118-47106	FF&E/Computer Equipm...	6,215.48
	Grand Total:	**1,091,413.46**

Project Account Summary

Project Account Key		Payment Amount
None		1,071,188.86
20422747105GR2503		14,995.60
212-462-42303		140.08
27634347201FA1702		3,615.00
32534247205RO1902		1,473.92
	Grand Total:	**1,091,413.46**

Approved: [signature]

Date: 11/13/2025

CITY COUNCIL REPORT

9.C.

DATE:	NOVEMBER 18, 2025
TO:	MAYOR AND COUNCIL MEMBERS
FROM:	Markisha Guillory, Finance Director, 510-724-9823, MGuillory@pinole.gov
SUBJECT:	FY 2025/26 FIRST QUARTER FINANCIAL REPORT

RECOMMENDATION

Staff recommend that the City Council receive the Fiscal Year (FY) 2025/26 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 (Attachments A and B) covers financial activity through the first quarter of the FY 2025/26, ending September 30, 2025. It provides preliminary year-end results.

REVIEW AND ANALYSIS

At its meeting on June 17, 2025, the City Council adopted the FY 2025/26 Operating and Capital Budget. The 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.

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

The FY 2025/26 budget and actual revenue, expenditures, and estimated beginning and ending fund balance for each City fund is listed in the Financial Summary (Attachment B).

Next Steps

The FY 2025/26 Second Quarter Financial Report (Mid-Year Budget Review) is scheduled to be presented to the City Council in February 2026.

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 2025-26 First Quarter Financial Report
B. FY 2025-26 First Quarter Financial Report Summary by Fund

City of Pinole

FY 2025/26 First Quarter Financial Report

Prepared by Finance Department

November 18, 2025

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Table of Contents

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 details financial activity through the first quarter of the FY 2025/26, July 1, 2025 through September 30, 2025. It also provides projected year-end results.

The City's full budget document, FY 2025/26 Operating and Capital Budget, and other financial reports, can be found on the City's website at https://www.pinole.gov/financial-reports/.

General Fund Overview

The FY 2025/26 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 25% of total ongoing General Fund operating expenditures. The General Reserve fund balance is projected to end the fiscal year with a balance of approximately $7.8 million.

At its meeting on June 17, 2025, the City Council adopted the FY 2025/26 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 2025/26 adopted budget includes the use of General Fund (including Measure S 2006 and 2014) unassigned fund balance in the amount of $1.3 million.

The City is projecting to close FY 2025/26 with total revenues totaling $31.6 million and expenditures totaling $32.8 million, and an estimated ending fund balance of $4.5 million. The table below summarizes the General Fund budget to actuals for the first quarter.

General Fund (including Measure S 2006 and 2014, and Measure I 2024)	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 31,537,898	$ 31,537,898	$ -	$ 31,537,898	$ 3,414,135	$ 3,414,135	11%	$ 31,537,898
Expenditures	32,801,047	32,801,047	-	32,801,047	8,080,314	8,149,765	25%	32,801,047
Net surplus/deficit	(1,263,149)	(1,263,149)	-	(1,263,149)	$ (4,666,179)	$ (4,735,629)		(1,263,149)
Beginning Fund Balance	5,746,650	5,746,650		5,746,650				5,746,650
Ending Fund Balance	**$ 4,483,501**	**$ 4,483,501**		**$ 4,483,501**				**$ 4,483,501**

General Fund Revenue

The City Council authorized General Fund revenues of $31,537,898 for FY 2025/26. Actual revenues for the first quarter totaled $3,414,135, 11% of the budget. As the first quarter represents approximately 25% of the fiscal year, actual revenues are expected to be around 25% of the annual budget. However, variations may occur due to the timing of certain receipts. The table below summarizes General Fund revenue activity for the first quarter.

Category	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals	% of Amended Budget	Projected Year-End
Property Taxes	$ 6,698,790	$ 6,698,790	$ -	$ 6,698,790	$ 36,929	1%	$ 6,698,790
Sales and Use Taxes	4,567,189	4,567,189	-	4,567,189	639,160	14%	4,567,189
Sales and Use Taxes - Measure S 2006	2,599,000	2,599,000	-	2,599,000	364,083	14%	2,599,000
Sales and Use Taxes - Measure S 2014	2,599,000	2,599,000	-	2,599,000	364,090	14%	2,599,000
Sales and Use Taxes - Measure I 2024	2,599,000	2,599,000	-	2,599,000	327,038	13%	2,599,000
Utility Users Tax	2,345,000	2,345,000	-	2,345,000	651,239	28%	2,345,000
Franchise Taxes	850,000	850,000	-	850,000	108,000	13%	850,000
Other Taxes: TOT	400,000	400,000	-	400,000	91,595	23%	400,000
Other Taxes: Business License	476,172	476,172	-	476,172	16,476	3%	476,172
Intergovernmental Taxes	2,513,149	2,513,149	-	2,513,149	28,949	1%	2,513,149
Public Safety Charges	1,861,497	1,861,497	-	1,861,497	548,304	29%	1,861,497
Total Other Revenue	793,656	793,656	-	793,656	238,272	30%	793,656
Revenue Total:	28,302,453	28,302,453	-	28,302,453	3,414,135	12%	28,302,453
Transfer In from Pension/OPEB Trust	3,235,445	3,235,445		3,235,445	-	0%	3,235,445
Revenue/Sources Total:	**$ 31,537,898**	**$ 31,537,898**	**$ -**	**$ 31,537,898**	**$ 3,414,135**	**11%**	**$31,537,898**

The following section provides detailed explanations of first quarter financial activities for each revenue category, as well as historical trend data.

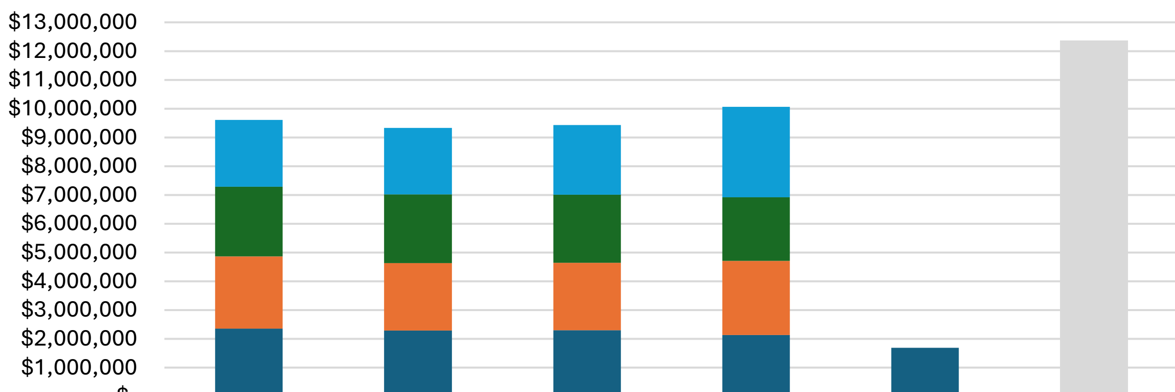
Sales Tax

Sales Tax is the City's largest general revenue stream at 39% of total General Fund revenues. The City's 10.25% sales tax is levied on taxable sales, and the City receives 1% for the standard Bradley Burns Sales Tax and 0.5% from each of the three local sales tax measures. This category includes the main General Fund ($4,567,189), Measure S 2006 ($2,599,000), Measure S 2014 ($2,599,000), and Measure I 2024 ($2,599,000). For the first quarter, sales tax receipts totaled $1,694,371, 14% of the budget. This amount reflects collections from the months of July and August. There is typically a two-month lag between sales activity and remittance to the City.

City staff meet quarterly with the sales tax consultant, HdL, to review updates on the prior quarter's sales tax performance. Highlights from the most recent update for the period April through June 2025 include:

- Overall gross sales tax receipts were up 3.9% compared to the same period in 2024; after adjusting for reporting modifications, actual sales were up 1.1%.
- General retail revenues declined 6.2%. While quick-service dining improved, the loss of a couple of casual dining eateries contributed to an overall decline. Grocery store sales declined due to the loss of a business as well.
- Pinole's share of the Contra Costa County sales tax pool increased 8% due to an increase in the quarterly pool share.
- Taxable sales for all of Contra Costa County declined 2.3% compared to the same period in 2024; the Bay Area was up 1.8%.

Sales Tax



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	9,613,625	9,328,351	9,430,219	10,065,999	1,694,371	12,364,189
Q4	2,322,856	2,307,279	2,425,993	3,146,670		
Q3	2,428,400	2,387,064	2,360,669	2,209,133		
Q2	2,502,822	2,341,406	2,338,691	2,575,405		
Q1	2,359,547	2,292,602	2,304,865	2,134,791	1,694,371	

Property Tax

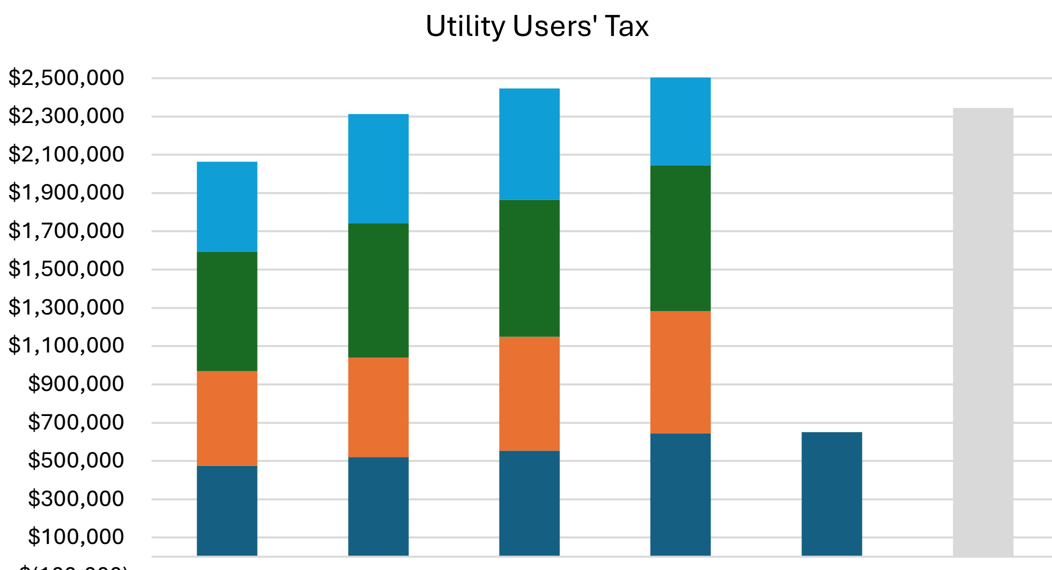
Property Tax is the City's second largest revenue stream at 21% of total General Fund revenues. It is comprised of four segments – secured, unsecured, supplemental, and transfer tax. The largest segment is the secured property tax. It is received in three installments in December (55%), April (40%), and June of each year (5%). Secured property tax revenue includes the basic 1% property tax. For the first quarter, revenue collected was $36,929, 0.6% of the budget. The amount reflects receipts from the property transfer tax segment. Revenue from other segments is received later in the fiscal year, with the largest installment in December.

Between July 1 and September 30, 2025, there were 35 single family residential sales in Pinole. The median price was $714,000 and reflects a 0.6% increase compared to the previous quarter and a 7% decrease compared to the same period in 2024.

	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	4,307,208	5,055,790	5,948,810	6,209,280	36,929	6,698,790
Q4	1,492,871	2,060,252	2,816,214	2,925,567		
Q3	1,221,885	1,311,320	1,351,164	16,223		
Q2	1,564,444	1,670,279	1,765,376	3,212,512		
Q1	28,007	13,939	16,056	54,977	36,929	

Utility Users' Tax

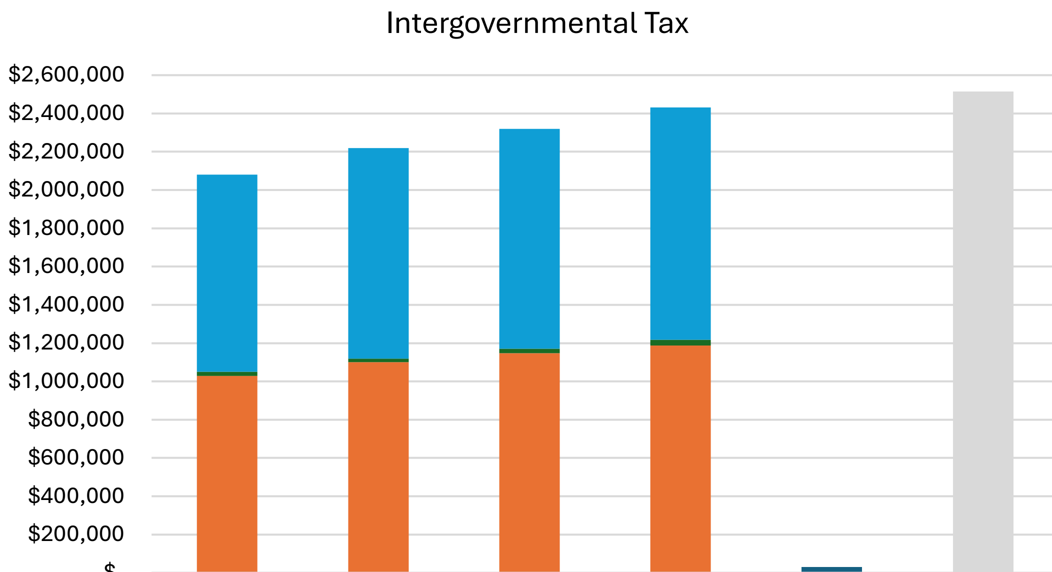
Utility Users' Tax (UUT) of 8% is levied on telecommunication, electricity, gas, and prepaid mobile telephones. For the first quarter, UUT revenue collected was $651,539, 28% of the budget. Actuals are trending slightly higher in the telecommunications and electricity segments.



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	2,063,773	2,312,830	2,445,715	2,657,156	651,239	2,345,000
Q4	471,356	572,657	581,069	611,163		
Q3	622,765	699,442	714,965	763,370		
Q2	493,892	520,972	596,338	638,050		
Q1	475,760	519,759	553,343	644,573	651,239	

Intergovernmental Tax

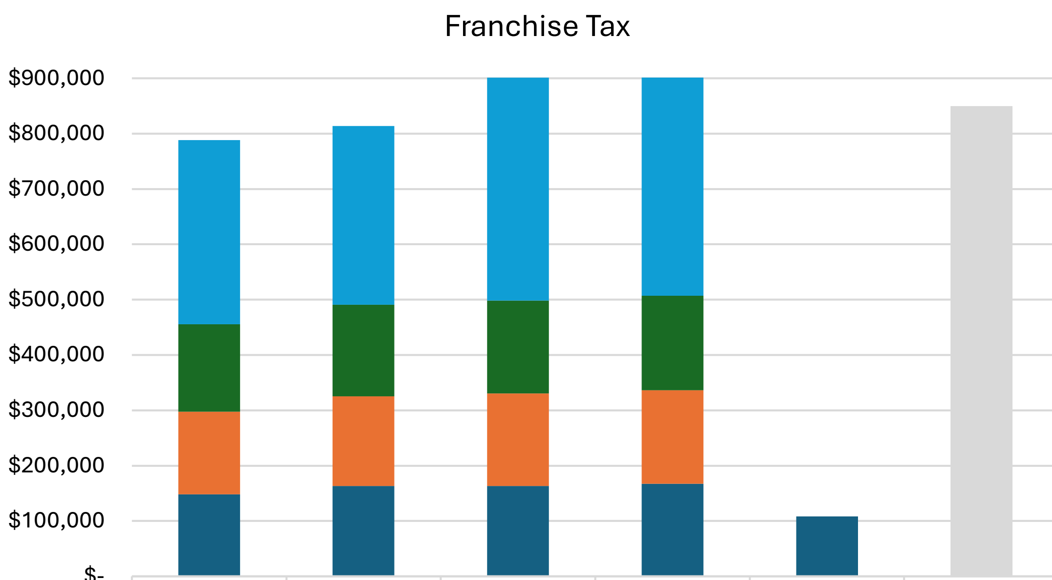
Intergovernmental Tax is comprised of the Motor Vehicle License Fee (VLF), which is the City's share of motor vehicle license fees levied, collected, and apportioned by the State. This category also includes the Homeowners Property Tax Relief, which is a reimbursement from the State to offset loss of property tax for the state-imposed homeowner exemption. For the first quarter, revenue collected was $28,949, 1% of the budget. The amount reflected is from the excess VLF collection. The regular VLF revenue is received in equal installments in December and June.



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	2,079,739	2,219,137	2,319,153	2,431,824	28,949	2,513,149
Q4	1,028,682	1,099,865	1,147,883	1,214,314		
Q3	22,376	19,408	23,388	29,855		
Q2	1,028,682	1,099,865	1,147,883	1,187,655		
Q1	-	-	-	-	28,949	

Franchise Tax

Franchise Tax is levied on gas (1%), electricity (2%), cable (5%), and refuse. For the first quarter, revenue collected was $108,000, 13% of the budget. The amount reflected includes refuse revenue only. Revenue from the remaining segments—gas, electricity, and cable—is received later in the fiscal year.

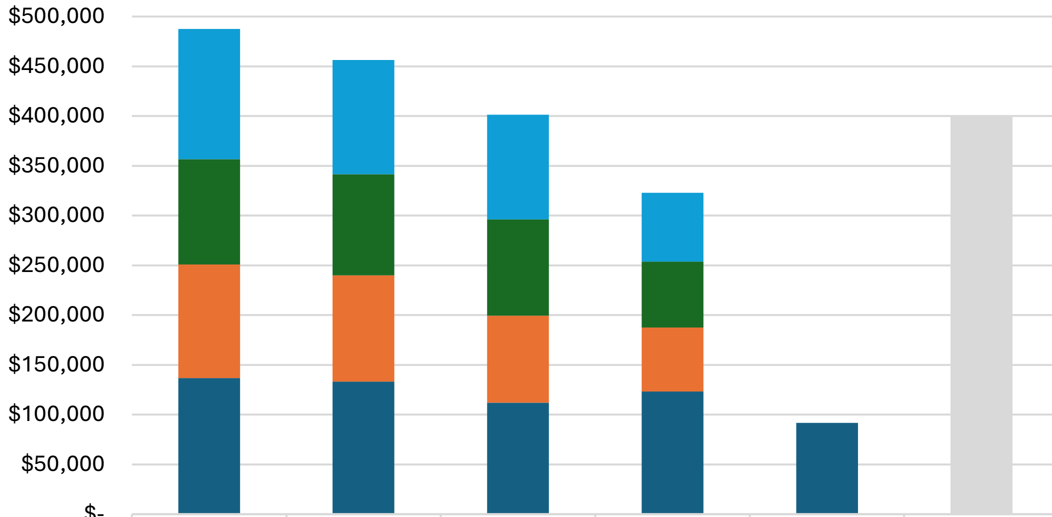


	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	788,146	813,494	901,208	910,745	108,000	850,000
Q4	332,661	322,641	402,957	403,529		
Q3	157,804	165,387	167,826	171,030		
Q2	149,190	162,326	167,133	169,109		
Q1	148,492	163,140	163,292	167,075	108,000	

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, revenue collected was $91,595, 23% of the budget.

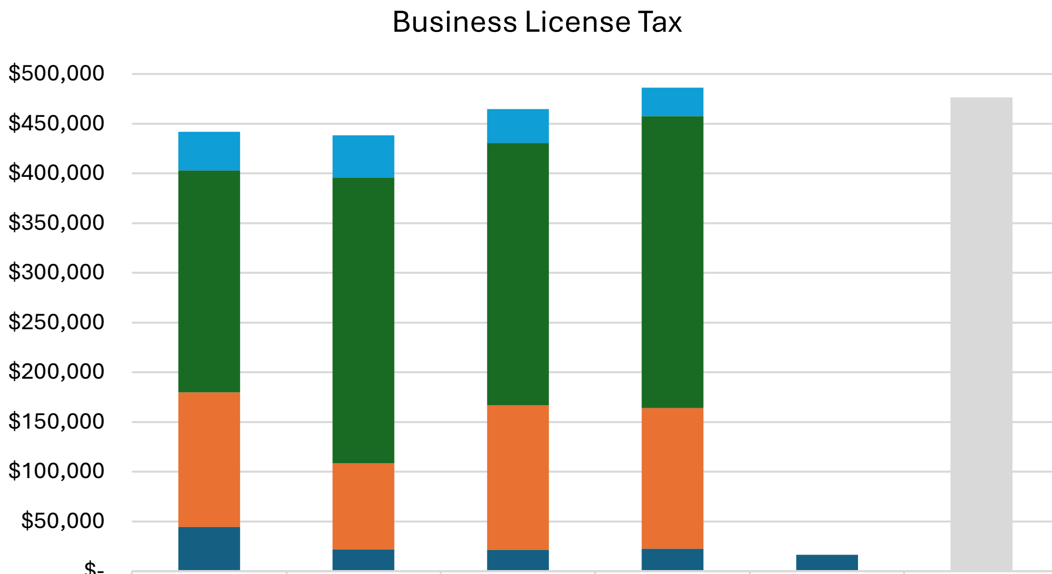
Transient Occupancy Tax



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	487,687	456,288	401,499	322,889	91,595	400,000
Q4	130,974	114,768	105,338	69,068		
Q3	105,958	101,466	96,822	66,229		
Q2	114,050	106,897	87,439	64,364		
Q1	136,705	133,158	111,900	123,228	91,595	

Business License Tax

Business License Tax is assessed on all businesses doing business within City limits. For the first quarter, revenue collected was $16,476, 3% of the budget. The bulk of the revenue is received in December and January through annual business license renewals.

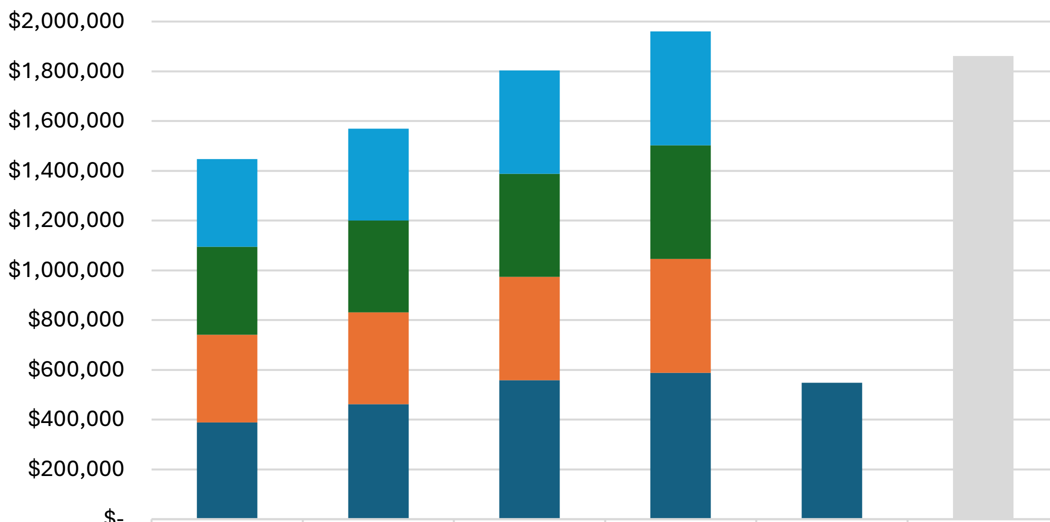


	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	441,779	438,329	464,672	486,344	16,476	476,172
Q4	38,852	42,421	34,119	28,693		
Q3	223,061	287,509	263,646	293,428		
Q2	135,421	86,522	145,533	141,476		
Q1	44,445	21,876	21,374	22,747	16,476	

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. For the first quarter, actual receipts were $548,304, 29% of the budget.

Public Safety Charges



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	1,447,934	1,568,849	1,803,884	1,960,443	548,304	1,861,497
Q4	353,105	368,748	415,192	457,762		
Q3	353,105	368,748	415,192	457,184		
Q2	353,105	368,748	415,192	457,486		
Q1	388,620	462,606	558,308	588,009	548,304	

Other Revenue

Other revenue includes permits, fees, fines and forfeitures, rental income, proceeds from the sale of property, interest income, and grants. All revenues in this category totaled $23,272, 30% of the budget. Actual revenues are trending higher in the permit fees, abandoned vehicle fees, abatement fees, and reimbursements subcategories.

Transfers In

The transfer in comes from the Pension and OPEB Trust to offset the increase in pension and other post-employment benefits costs in the General Fund. The anticipated amount of the transfer is $3,235,445. The actual amount will be determined and processed at year-end.

General Fund Expenditures

The City Council authorized General Fund expenditures of $32,801,047 for FY 2025/26. For the first quarter, expenditures including encumbrances totaled $8,149,765, 25% of the budget. As the first quarter represents approximately 25% of the fiscal year, actual expenditures are expected to be around 25% of the annual budget. However, variations may occur due to the timing of certain disbursements. The tables below summarize General Fund expenditure activity for the fiscal year.

Department	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
City Council	$ 252,450	$ 252,450	$ -	$ 252,450	$ 48,531	$ 48,531	19%	$ 252,450
City Manager	535,563	535,563	-	535,563	187,421	187,421	35%	535,563
City Clerk	733,895	733,895	-	733,895	211,467	211,467	29%	733,895
City Treasurer	9,990	9,990	-	9,990	2,194	2,194	22%	9,990
City Attorney	305,965	305,965	-	305,965	135,623	135,623	44%	305,965
Finance Department	1,025,744	1,025,744	-	1,025,744	288,787	288,787	28%	1,025,744
Human Resources	965,908	965,908	-	965,908	278,253	278,253	29%	965,908
Non-Departmental	5,128,503	5,128,503	-	5,128,503	1,144,982	1,144,982	22%	5,128,503
Police Department	12,758,655	12,758,655	-	12,758,655	3,385,080	3,385,080	27%	12,758,655
Fire Department	6,742,965	6,742,965	-	6,742,965	1,656,427	1,656,427	25%	6,742,965
Public Works	3,283,599	3,283,599	-	3,283,599	631,720	694,932	21%	3,283,599
Community Development	610,142	610,142	-	610,142	108,821	115,060	19%	610,142
Community Services	447,667	447,667	-	447,667	1,008	1,008	0%	447,667
Expenditure Total:	**$ 32,801,047**	**$ 32,801,047**	**$ -**	**$ 32,801,047**	**$ 8,080,314**	**$ 8,149,765**	**25%**	**$ 32,801,047**

Below are explanations of expenditure variances exceeding the 25% threshold by department.

- City Manager, City Clerk, Finance, Human Resources, and Police expenditures exceeded the threshold primarily due to the full payment of the workers' compensation and general liability insurance premiums at the beginning of the fiscal year.
- City Attorney expenditures consist of two subcategories—attorney services and reimbursements (credits) from Non-General Funds. The table above presents the net amount. The higher percentage is primarily due to delayed reimbursements from other funds for legal services provided. Actual expenditures were below the threshold.

Category	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Salaries & Wages	$ 10,526,279	$ 10,526,279		$ 10,526,279	$ 2,363,736	$ 2,363,736	22%	$ 10,526,279
Benefits	8,178,351	8,178,351		8,178,351	2,422,179	2,422,179	30%	8,178,351
Professional/Admin Services	9,382,408	9,382,408		9,382,408	2,105,771	2,154,157	23%	9,382,408
Other Operating	378,156	378,156		378,156	68,362	68,362	18%	378,156
Materials and Supplies	184,998	184,998		184,998	38,759	38,759	21%	184,998
Interdepartmental Charges	(665,537)	(665,537)		(665,537)	400,689	400,689	-60%	(665,537)
Asset/Capital Outlay	986,440	986,440		986,440	29,837	50,902	5%	986,440
Debt Service	653,545	653,545		653,545	650,981	650,981	100%	653,545
Transfers Out	3,176,407	3,176,407		3,176,407	-	-	0%	3,176,407
Expenditure Total:	**$ 32,801,047**	**$ 32,801,047**	**$ -**	**$ 32,801,047**	**$ 8,080,314**	**$ 8,149,765**	**25%**	**$ 32,801,047**

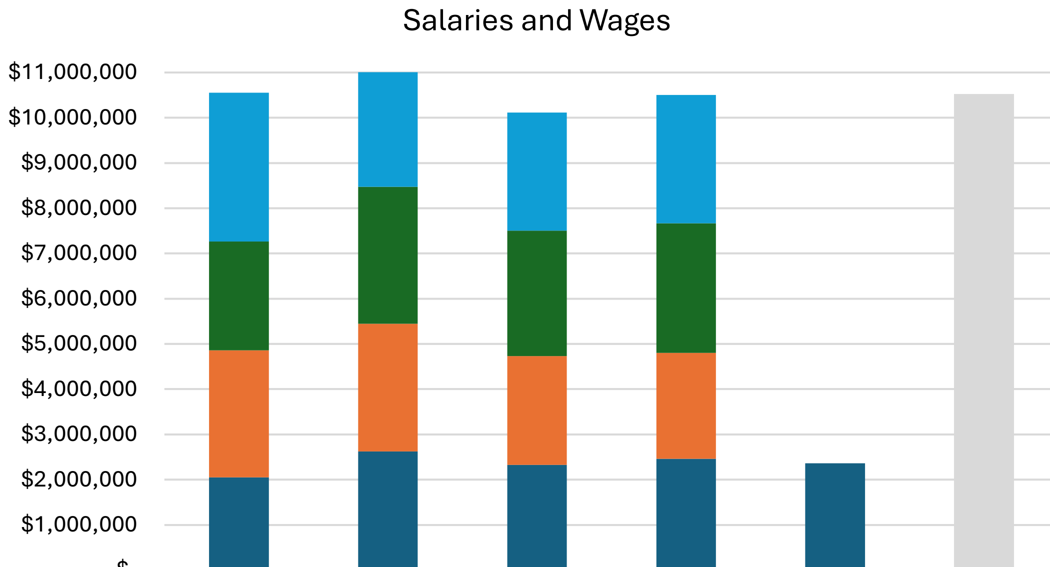
Below are explanations of expenditure variances exceeding the 25% threshold by category.

- Benefits expenditures were 30% of the budget, primarily due to the full payment of the workers' compensation insurance premium at the beginning of the fiscal year.
- Debt service expenditure was 100% of the budget due to the annual payment of the 2006 Pension Obligation Bonds made at the beginning of the fiscal year.

The following section provides detailed explanations of FY 2025/26 financial activities for each expenditure category, as well as historical trend data.

Salaries and Wages

The FY 2025/26 budget includes salaries and wages based on the City's staffing level of 115 full-time equivalents (FTEs), and 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 totaled $2,363,736, 22% of the budget.



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	10,550,396	11,006,433	10,113,758	10,502,237	2,363,736	10,526,279
Q4	3,282,972	2,534,186	2,609,792	2,832,962		
Q3	2,405,510	3,025,957	2,772,505	2,863,902		
Q2	2,814,371	2,822,048	2,405,708	2,341,722		
Q1	2,047,542	2,624,243	2,325,753	2,463,651	2,363,736	

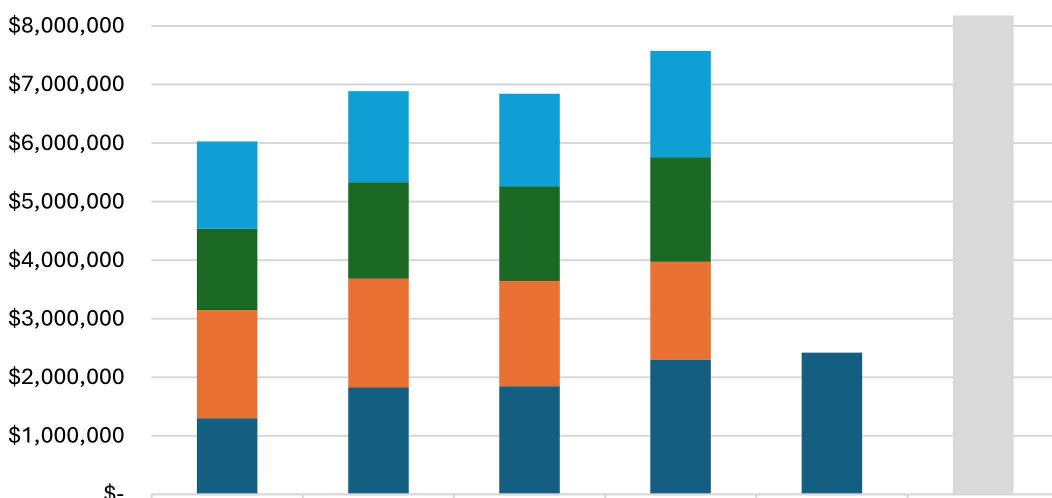
Employee Benefits

Employee benefits include health, dental, vision, pension and other post-employment benefits, workers' compensation, and other miscellaneous 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 2024. 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, and vision care, workers' compensation, and others. For the first quarter, benefits totaled $2,422,179, 30% of the budget. As noted above, the workers' compensation insurance premium is paid in full at the beginning of each fiscal year.

Employee Benefits

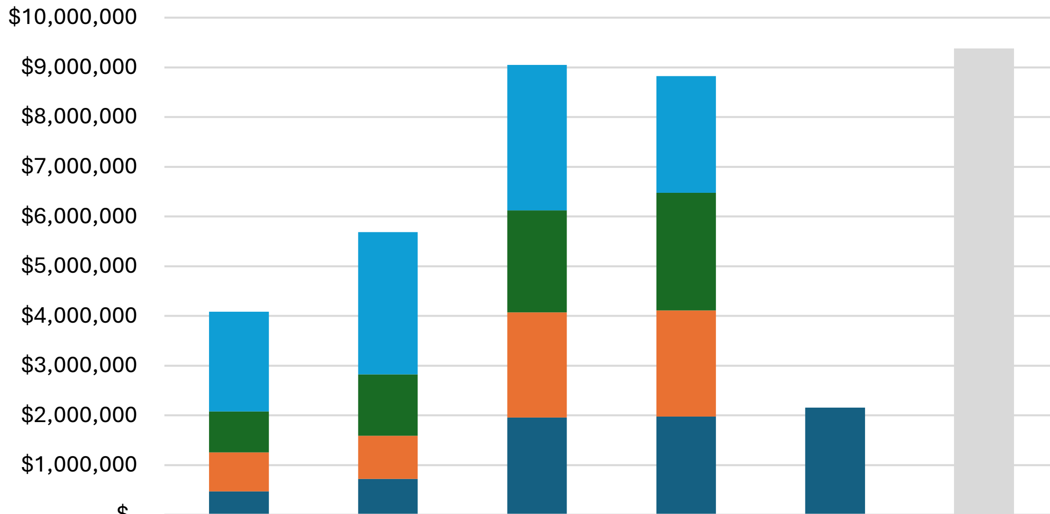


	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	6,030,608	6,884,786	6,843,938	7,573,521	2,422,179	8,178,351
Q4	1,493,949	1,556,478	1,583,218	1,816,789		
Q3	1,386,804	1,643,164	1,616,513	1,783,803		
Q2	1,850,799	1,856,854	1,796,869	1,678,685		
Q1	1,299,057	1,828,289	1,847,339	2,294,244	2,422,179	

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 Contra Costa County Fire Protection District (ConFire) and County animal services and library services, are also included in professional services. The majority of this category consists of the $6 million fire services contract with Confire. For the first quarter, expenditures including encumbrances totaled $2,154,157, 23% of the budget.

Professional & Administrative Services



	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Actual	FY 2025/26 Actual	FY 2025/26 Budget
Total	4,083,329	5,686,937	9,049,450	8,827,367	2,154,157	9,382,408
Q4	2,003,524	2,861,758	2,927,276	2,349,141		
Q3	825,459	1,236,020	2,050,634	2,364,150		
Q2	785,639	867,167	2,116,252	2,137,380		
Q1	468,707	721,992	1,955,288	1,976,696	2,154,157	

Other Operating Expenses

Other operating expenses consist of gas, electricity, telephone utilities for City facilities. For the first quarter, expenditures totaled $68,362, 18% of the budget.

Materials and Supplies

Materials and supplies include fuel, supplies, and maintenance materials. For the first quarter, expenditures totaled $38,759, 21% of the budget.

Interdepartmental Charges

Interdepartmental charges include indirect costs for personnel costs allocated to other funds, information technology and legal services, and general liability insurance. For the first quarter, expenditures totaled $400,689. Reimbursements from other funds were offset by the payment of the general liability insurance premium, which is 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 including encumbrances were $50,902, 5% of the budget. Expenditures were low due to the timing of the projects.

Each fiscal year, capital needs are assessed and prioritized through the CIP planning process. Major capital improvement projects are detailed in a separate Five-Year Capital Improvement Plan (CIP) that can be found on the City's website at: https://www.pinole.gov/engineering-administration/capital-improvement-plan/.

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. The payment is made in full at the beginning of each fiscal year.

Transfers Out

Transfers out include transfers from the General Funds to other funds to support Recreation, Planning and Building, and Pinole Community Television (PCTV) operations, and the Equipment Reserve Fund. Transfers will be processed at year-end based on actual need, to ensure that operating funds maintain positive fund balances.

Non-General Funds

The following analysis outlines the financial activity for select non-general funds, which operate independently from the General Fund. Their sources of funding include state apportionments, property tax assessments, fees, permits, grants, and accumulated fund balance. Expenditures supported by these sources are typically restricted to designated uses.

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 totaled $239,916, 22% of the budget. There is typically a delay in the timing of when the allocation is received. Expenditures including encumbrances totaled $95,484, 4% of the budget. Actual expenditures were low due to the timing of budgeted capital projects.

Gas Tax Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 1,068,574	$ 1,068,574		$ 1,068,574	$ 239,916	22%	$ 1,068,574
Expenditures	2,512,167	2,512,167	-	2,512,167	95,484	4%	2,512,167
Net surplus/deficit	(1,443,593)	(1,443,593)	-	(1,443,593)	$ 144,432		(1,443,593)
Beginning Fund Balance	2,175,570	2,175,570		2,175,570			2,175,570
Ending Fund Balance	**$ 731,977**	**$ 731,977**		**$ 731,977**			**$ 731,977**

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 totaled $55,773, 22% of the budget. There is typically a two-month lag between sales activity and remittance to the City. Expenditures totaled $161,876, 26% of the budget.

Public Safety Augmentation Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 249,584	$ 249,584		$ 249,584	$ 55,773	22%	$ 249,584
Expenditures	613,388	613,388		613,388	161,876	26%	613,388
Net surplus/deficit	(363,804)	(363,804)	-	(363,804)	$ (106,103)		(363,804)
Beginning Fund Balance	136,597	136,597		136,597			136,597
Ending Fund Balance	**$ (227,207)**	**$ (227,207)**		**$ (227,207)**			**$ (227,207)**

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 totaled $30,014, 16% of the budget. There is typically a delay in the timing of when the allocation is received. Expenditures totaled $57,702, 19% of the budget.

Supplemental Law Enforcement Services Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 185,000	$ 185,000		$ 185,000	$ 30,014	16%	$ 185,000
Expenditures	303,281	303,281	-	303,281	57,702	19%	303,281
Net surplus/deficit	(118,281)	(118,281)	-	(118,281)	$ (27,688)		(118,281)
Beginning Fund Balance	259,977	259,977		259,977			259,977
Ending Fund Balance	**$ 141,696**	**$ 141,696**		**$ 141,696**			**$ 141,696**

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, revenues have not yet been received. Expenditures totaled $89,358, 23% of the budget.

NPDES Storm Water Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 253,272	$ 253,272		$ 253,272	$ -	0%	253,272
Expenditures	385,631	385,631		385,631	89,358	23%	385,631
Net surplus/deficit	(132,359)	(132,359)	-	(132,359)	$ (89,358)		(132,359)
Beginning Fund Balance	(333,734)	(333,734)		(333,734)			(333,734)
Ending Fund Balance	**$ (466,093)**	**$ (466,093)**		**$ (466,093)**			**$ (466,093)**

Recreation Fund (Fund 209)

The Recreation Department Fund accounts for funds received from fees for participation in recreational programs. While the recreation programs of the Community Services Department have operated on a limited basis in some areas, program participation and facility rentals are increasing. For the first quarter, program revenues were $79,255, 14% of the budget. Expenditures were $657,969, 28% of the budget. The General Fund transfer (operating subsidy) will be processed at year-end based on need.

Recreation Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues							
Program Revenue	$ 573,563	$ 573,563	$ -	$ 573,563	$ 79,255	14%	$ 573,563
Transfers In	1,750,050	1,750,050	-	1,750,050	-	0%	1,750,050
Total Revenues	2,323,613	2,323,613	-	2,323,613	79,255	3%	2,323,613
Expenditures	2,323,613	2,323,613	-	2,323,613	657,969	28%	2,323,613
Net surplus/deficit	(0)	(0)	-	(0)	$ (578,714)		(0)
Beginning Fund Balance	(18,379)	(18,379)		(18,379)			(18,379)
Ending Fund Balance	**$ (18,379)**	**$ (18,379)**		**$ (18,379)**			**$ (18,379)**

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. Additionally, it accounts for funds received from various grants, including the California Energy Commission Grant, the Metropolitan Transportation Commission EV Charging Grant, and the Marin Clean Energy Grant. For the first quarter, revenues totaled $322,720, 18% of the budget. Grant revenue is received on a reimbursement basis, after expenditures have been incurred. Expenditures totaled $540,106, 20% of the budget. The General Fund transfer (operating subsidy) will be processed at year-end based on need.

Building and Planning Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 1,836,137	$ 1,836,137	$ -	$ 1,836,137	$ 322,720	18%	$ 1,836,137
Transfers In	908,095	908,095	-	908,095	-	0%	908,095
Total Revenues	$ 2,744,232	$ 2,744,232	$ -	$ 2,744,232	$ 322,720	12%	2,744,232
Expenditures	2,744,232	2,744,232	-	2,744,232	540,106	20%	2,744,232
Net surplus/deficit	(0)	(0)	-	(0)	$ (217,387)		(0)
Beginning Fund Balance	(2,545,963)	(2,545,963)		(2,545,963)			(2,545,963)
Ending Fund Balance	**$ (2,545,964)**	**$ (2,545,964)**		**$ (2,545,964)**			**$ (2,545,964)**

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 totaled $15,247, 23% of the budget. Expenditures totaled $36,803, 19% of the budget.

Refuse Management Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 66,060	$ 66,060		$ 66,060	$ 15,247	23%	$ 66,060
Expenditures	189,710	189,710		189,710	36,803	19%	189,710
Net surplus/deficit	(123,650)	(123,650)	-	(123,650)	$ (21,556)		(123,650)
Beginning Fund Balance	(33,476)	(33,476)		(33,476)			(33,476)
Ending Fund Balance	**$ (157,126)**	**$ (157,126)**		**$ (157,126)**			**$ (157,126)**

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. For the first quarter, revenues totaled $427,952, 116% of the budget. The majority of the revenue was primarily from the vehicle impact fee; the revenue budget will be amended during the mid-year budget review. Expenditures totaled $27,312, 15% of the budget.

Solid Waste Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 368,000	$ 368,000		$ 368,000	$ 427,952	116%	$ 368,000
Expenditures	177,241	177,241		177,241	27,312	15%	177,241
Net surplus/deficit	190,759	190,759	-	190,759	$ 400,640		190,759
Beginning Fund Balance	3,306,893	3,306,893		3,306,893			3,306,893
Ending Fund Balance	**$ 3,497,652**	**$ 3,497,652**		**$ 3,497,652**			**$ 3,497,652**

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, the Highway Safety Improvement Program (HSIP) Grant, and the Climate Implementation Grant. For the first quarter, revenue from interest income totaled $8,345, 1% of the budget. Grant revenue is received on a reimbursement basis, after expenditures have been incurred. Expenditures including encumbrances totaled $116,939, 10% of the budget. Actual expenditures were low due to the timing of budgeted capital projects.

Measure J Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 1,397,257	$ 1,397,257		$ 1,397,257	$ 8,345	1%	$ 1,397,257
Expenditures	1,191,732	1,191,732		1,191,732	116,939	10%	1,191,732
Net surplus/deficit	205,525	205,525	-	205,525	$ (108,594)		205,525
Beginning Fund Balance	2,777,422	2,777,422		2,777,422			2,777,422
Ending Fund Balance	**$ 2,982,947**	**$ 2,982,947**		**$ 2,982,947**			**$ 2,982,947**

Development Growth Impact Fund (Fund 276)

The Development 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, revenue from interest earned on the cash balance was $11,912. No development impact fee revenue is expected this fiscal year as fees are now collected after occupancy of new developments. Expenditures totaled $9,391, 0.4% of the budget. Actual expenditures were low due to the timing of budgeted capital projects.

Development Growth Impact Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ -	$ -	$ -	$ -	$ 11,912	0%	$ -
Expenditures	2,436,000	2,436,000		2,436,000	9,391	0%	2,436,000
Net surplus/deficit	(2,436,000)	(2,436,000)	-	(2,436,000)	$ 2,521		(2,436,000)
Beginning Fund Balance	3,462,185	3,462,185		3,462,185			3,462,185
Ending Fund Balance	**$ 1,026,185**	**$ 1,026,185**		**$ 1,026,185**			**$ 1,026,185**

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 $12,387, 23% of the budget. Expenditures totaled $30,118, 9% of the budget.

Housing Assets for Resale Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 55,000	$ 55,000		$ 55,000	$ 12,387	23%	$ 55,000
Expenditures	342,961	342,961		342,961	30,118	9%	342,961
Net surplus/deficit	(287,961)	(287,961)	-	(287,961)	$ (17,731)		(287,961)
Beginning Fund Balance	8,251,071	8,251,071		8,251,071			8,251,071
Ending Fund Balance	**$ 7,963,110**	**$ 7,963,110**		**$ 7,963,110**			**$ 7,963,110**

Lighting and Landscape District Fund (Fund 310)

The Lighting and Landscape District Fund accounts for assessments to business 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, there was no revenue. Expenditures totaled $4,536, 5% of the budget, mostly for utility expenditures.

Landscape and Lighting District Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 63,911	$ 63,911		$ 63,911	$ -	0%	$ 63,911
Expenditures	85,175	85,175		85,175	4,536	5%	85,175
Net surplus/deficit	(21,264)	(21,264)	-	(21,264)	$ (4,536)		(21,264)
Beginning Fund Balance	99,053	99,053		99,053			99,053
Ending Fund Balance	**$ 77,789**	**$ 77,789**		**$ 77,789**			**$ 77,789**

Capital Project Funds

City Street Improvement Fund (Fund 325)

The City Street Improvements Fund accounts for funds used for street improvement projects. Additionally, it accounts for funds received from various grants, including the Highway Bridge Program (HBP) Grant and the Strategic Management Planning Program (STMP) Grant. For the first quarter, revenue was low as grant revenue is received on a reimbursement basis, after expenditures have been incurred. Expenditures including encumbrances totaled $372,338, 13% of the budget. Actual expenditures were low due to the timing of budgeted capital projects.

City Street Improvement Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 1,685,283	$ 1,685,283		$ 1,685,283	$ 216	0%	$ 1,685,283
Expenditures	2,907,583	2,907,583		2,907,583	372,338	13%	2,907,583
Net surplus/deficit	(1,222,300)	(1,222,300)	-	(1,222,300)	$ (372,122)		(1,222,300)
Beginning Fund Balance	2,377,545	2,377,545		2,377,545			2,377,545
Ending Fund Balance	**$ 1,155,245**	**$ 1,155,245**		**$ 1,155,245**			**$ 1,155,245**

Arterial Streets Rehabilitation Fund (Fund 377)

The Arterial Streets Rehabilitation Fund accounts for funds used for street rehabilitation projects. There were no expenditures due to the timing of budgeted capital projects.

Arterial Streets Rehabilitation Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ -	$ -		$ -	$ -	0%	$ -
Expenditures	560,960	560,960		560,960	-	0%	560,960
Net surplus/deficit	(560,960)	(560,960)		(560,960)	$ -		(560,960)
Beginning Fund Balance	1,253,071	1,253,071		1,253,071			1,253,071
Ending Fund Balance	**$ 692,111**	**$ 692,111**		**$ 692,111**			**$ 692,111**

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. Revenue from charges for services are received with the property tax assessments in December, April, and June. For the first quarter, revenues totaled $698,033, 5% of the budget. The revenue was primarily from Hercules' first quarter contribution and interest income. Expenditures totaled $4,592,680, 12% of the budget. Actual expenditures were low due to the timing of budgeted capital projects.

Sewer Enterprise Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 13,035,506	$ 13,035,506		$ 13,035,506	$ 698,033	5%	$ 13,035,506
Expenditures	38,229,096	38,229,096	-	38,229,096	4,592,680	12%	38,229,096
Net surplus/deficit	(25,193,590)	(25,193,590)	-	(25,193,590)	$ (3,894,647)		(25,193,590)
Beginning Fund Balance	24,440,176	24,440,176		24,440,176			24,440,176
Ending Fund Balance	**$ (753,414)**	**$ (753,414)**		**$ (753,414)**			**$ (753,414)**

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. For the first quarter, revenues were $10,696, 2% of the budget. Expenditures totaled $149,038, 23% of the budget. The General Fund transfer (operating subsidy) will be processed at year-end based on need.

Cable Access TV Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Revenues	$ 653,088	$ 653,088	$ -	$ 653,088	$ 10,696	2%	$ 653,088
Expenditures	653,088	653,088	-	653,088	149,038	23%	653,088
Net surplus/deficit	0	0	-	0	$ (138,343)		0
Beginning Fund Balance	(682)	(682)		(682)			(682)
Ending Fund Balance	**$ (682)**	**$ (682)**		**$ (682)**			**$ (682)**

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 totaled $454,007, which will be allocated to other City departments based on actual usage.

Information Technology Fund	FY 2025/26 Original Budget	FY 2025/26 Revised Budget	Proposed Adjustments	FY 2025/26 Amended Budget	FY 2025/26 YTD Actuals w/ Encumb.	% of Amended Budget	Projected Year-End
Expenditures	1,434,778	1,434,778	-	1,434,778	454,007	32%	1,434,778
Indirect Cost Allocations	(1,434,779)	(1,434,779)	-	(1,434,779)	(314,010)	22%	(1,434,779)
Net surplus/deficit	(0)	(0)	-	(0)	139,997		(0)
Beginning Fund Balance	64,910	64,910		64,910			64,910
Ending Fund Balance	**$ 64,910**	**$ 64,910**		**$ 64,910**			**$ 64,910**

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 includes preliminary year-end financial results.

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
General Fund (including Measure S 2006, Measure S 2014, and Measure I 2024)										
Revenue										
311- Property Taxes	6,698,790	6,698,790		6,698,790	36,929		36,929	(6,661,861)	1%	6,698,790
312- Sales and Use Taxes	4,567,189	4,567,189		4,567,189	639,160		639,160	(3,928,029)	14%	4,567,189
312- Sales and Use Taxes-Meas S 2006	2,599,000	2,599,000		2,599,000	364,083		364,083	(2,234,917)	14%	2,599,000
312- Sales and Use Taxes-Meas S 2014	2,599,000	2,599,000		2,599,000	364,090		364,090	(2,234,910)	14%	2,599,000
312- Sales and Use Taxes-Meas I 2024	2,599,000	2,599,000		2,599,000	327,038		327,038	(2,271,962)	13%	2,599,000
313- Utility Users Tax (UUT)	2,345,000	2,345,000		2,345,000	651,239		651,239	(1,693,761)	28%	2,345,000
314- Franchise Taxes	850,000	850,000		850,000	108,000		108,000	(742,000)	13%	850,000
315- Other Taxes	876,172	876,172		876,172	108,071		108,071	(768,101)	12%	876,172
Other Tax/Transient Occupancy Tax (TOT)	*400,000*	*400,000*		*400,000*	*91,595*		*91,595*	*(308,405)*	*23%*	400,000
Other Tax/Business License	*476,172*	*476,172*		*476,172*	*16,476*		*16,476*	*(459,697)*	*3%*	476,172
321- Intergovernmental Taxes	2,513,149	2,513,149		2,513,149	28,949		28,949	(2,484,200)	1%	2,513,149
322-Federal Grants	-	-		-	-		-	-	0	-
323- State Grants	73,022	73,022		73,022	29,611		29,611	(43,410)	41%	73,022
324- Other Grants	72,025	72,025		72,025	-		-	(72,025)	0%	72,025
332- Permits	301,700	301,700		301,700	95,873		95,873	(205,827)	32%	301,700
341- Review Fees	25,500	25,500		25,500	-		-	(25,500)	0%	25,500
342- Other Fees	64,809	64,809		64,809	21,086		21,086	(43,723)	33%	64,809
343- Abatement Fees	42,000	42,000		42,000	34,430		34,430	(7,570)	82%	42,000
351- Fines and Forfeiture	15,550	15,550		15,550	4,178		4,178	(11,372)	27%	15,550
361- Public Safety Charges	1,861,497	1,861,497		1,861,497	548,304		548,304	(1,313,193)	29%	1,861,497
370- Interest and Investment Income	100,000	100,000		100,000	7,798		7,798	(92,202)	8%	100,000
381- Rental Income	81,450	81,450		81,450	22,578		22,578	(58,872)	28%	81,450
383- Reimbursements	11,500	11,500		11,500	22,004		22,004	10,504	191%	11,500
384- Other Revenue	5,100	5,100		5,100	714		714	(4,386)	14%	5,100
392- Proceeds from Sale of Property	1,000	1,000		1,000	-		-	(1,000)	0%	1,000
Revenue Total:	**28,302,453**	**28,302,453**	**-**	**28,302,453**	**3,414,135**	**-**	**3,414,135**	**(24,888,317)**	**12%**	**28,302,453**
399- Pension Trust 115 Transfer	3,235,445	3,235,445	-	3,235,445	-		-	(3,235,445)	0%	3,235,445
399-General Reserve Transfer	-	-	-	-	-		-	-	0%	-
Sources Total:	**31,537,898**	**31,537,898**	**-**	**31,537,898**	**3,414,135**	**-**	**3,414,135**	**(28,123,762)**	**11%**	**31,537,898**
Fund: 100- General Fund										
Expenditures										
Division: 110- City Council Total:	252,450	252,450		252,450	48,531		48,531	203,919	19%	252,450
Division: 111- City Manager Total:	535,563	535,563		535,563	187,421		187,421	348,142	35%	535,563
Division: 112- City Clerk Total:	733,895	733,895		733,895	211,467		211,467	522,428	29%	733,895
Division: 113- City Treasurer Total:	9,990	9,990		9,990	2,194		2,194	7,796	22%	9,990
Division: 114- City Attorney Total:	305,965	305,965		305,965	135,623		135,623	170,342	44%	305,965
City Attorney Services	*598,565*	*598,565*		*598,565*	*173,565*		*173,565*	*425,000*	*29%*	598,565
City Attorney Indirect Cost Allocations	*(292,600)*	*(292,600)*		*(292,600)*	*(37,942)*		*(37,942)*	*(254,658)*	*13%*	(292,600)
Division: 115- Finance Department Total:	1,020,844	1,020,844		1,020,844	288,787		288,787	732,058	28%	1,020,844
Division: 116- Human Resources Total:	965,908	965,908		965,908	278,253		278,253	687,655	29%	965,908
Division: 117- General Government Total:	1,298,551	1,298,551		1,298,551	494,001		494,001	804,550	38%	1,298,551
Total Administrative:	**5,123,167**	**5,123,167**	**-**	**5,123,167**	**1,646,278**	**-**	**1,646,278**	**3,476,889**	**32%**	**5,123,167**
Division: 221- Police Operations Total:	5,823,820	5,823,820		5,823,820	1,417,132		1,417,132	4,406,688	24%	5,823,820
Division: 222- Police Support Services Total:	1,468,835	1,468,835		1,468,835	434,801		434,801	1,034,034	30%	1,468,835
Division: 223- Dispatch WBCC Total:	2,740,771	2,740,771		2,740,771	735,794		735,794	2,004,977	27%	2,740,771
Division: 231- Fire Total:	3,202,461	3,202,461		3,202,461	739,597		739,597	2,462,864	23%	3,202,461
Total Public Safety:	**13,235,887**	**13,235,887**	**-**	**13,235,887**	**3,327,324**	**-**	**3,327,324**	**9,908,563**	**25%**	**13,235,887**
Division: 341- Administration/Engineering Total:	402,553	402,553		402,553	134,326	4,500	138,826	263,727	34%	402,553
Division: 342- Road Maintenance Total:	30,000	30,000		30,000	18,976	2,888	21,864	8,136	73%	30,000
Division: 343- Facility Maintenance Total:	715,330	715,330		715,330	247,526		247,526	467,804	35%	715,330
Division: 345- Park Maintenance Total:	-	-		-	-		-	-	0%	-
Public Works Total:	**1,147,883**	**1,147,883**	**-**	**1,147,883**	**400,829**	**7,388**	**408,216**	**739,667**	**36%**	**1,147,883**
Division: 461- Planning Total:	12,387	12,387		12,387	2,973		2,973	9,414	24%	12,387
Division: 465- Code Enforcement Total:	418,050	418,050		418,050	88,065		88,065	329,985	21%	418,050
Division: 466- Economic Development Total:	159,705	159,705		159,705	15,788	6,239	22,027	137,678	14%	159,705
Community Development Total:	**590,142**	**590,142**	**-**	**590,142**	**106,826**	**6,239**	**113,065**	**477,077**	**19%**	**590,142**
Division: 551- Recreation Administration Total:	3,500	3,500		3,500	290		290	3,210	8%	3,500
Division: 560- Library Services Total:	202,430	202,430		202,430	-		-	202,430	0%	202,430
Division: 561 Animal Control Services Total:	226,437	226,437		226,437	-		-	226,437	0%	226,437
Community Services Total:	**432,367**	**432,367**	**-**	**432,367**	**290**	**-**	**290**	**432,077**	**0%**	**432,367**
Debt Service:	653,545	653,545		653,545	650,981		650,981	2,564	100%	653,545
Operating Transfer Out:	2,592,907	2,592,907		2,592,907	-		-	2,592,907	0%	2,592,907
Expenditure Total:	**23,775,898**	**23,775,898**	**-**	**23,775,898**	**6,132,527**	**13,626**	**6,146,153**	**(17,629,745)**	**26%**	**23,775,898**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended 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		2,450	-		-	2,450	0%	2,450
Division: 221- Police Operations Total:	845,720	845,720		845,720	318,100		318,100	527,620	38%	845,720
Division: 231- Fire Total:	1,772,580	1,772,580		1,772,580	459,018		459,018	1,313,562	26%	1,772,580
Division: 342- Road Maintenance Total:	350,000	350,000		350,000	-		-	350,000	0%	350,000
Division: 343- Facility Maintenance Total:	-	-		-	-		-	-	0%	-
Expenditures Total:	**2,970,750**	**2,970,750**	**-**	**2,970,750**	**777,118**	**-**	**777,118**	**2,193,632**	**26%**	**2,970,750**
Fund: 106 - Measure S-2014										
Expenditures										
Division: 110- City Council Total:	-	-		-	-		-	-	0%	-
Division: 115- Finance Department Total:	2,450	2,450		2,450	-		-	2,450	0%	2,450
Division: 118- Information Systems Total:	-	-		-	-		-	-	0%	-
Total Administrative:	**2,450**	**2,450**	**-**	**2,450**	**-**	**-**	**-**	**2,450**	**0%**	**2,450**
Division: 221- Police Operations Total:	-	-		-	-		-	-	0%	-
Division: 222- Police Support Services Total:	127,055	127,055		127,055	12,895		12,895	114,160	10%	127,055
Division: 231- Fire Total:	1,767,924	1,767,924		1,767,924	457,812		457,812	1,310,112	26%	1,767,924
Total Public Safety:	**1,894,979**	**1,894,979**	**-**	**1,894,979**	**470,708**	**-**	**470,708**	**1,424,271**	**25%**	**1,894,979**
Division: 341- Admin/Engineering Total:	219,653	219,653		219,653	24,652	6,811	31,463	188,190	14%	219,653
Division: 342- Road Maintenance Total:	198,858	198,858		198,858	25,660	21,065	46,725	152,133	23%	198,858
Division: 343- Facility Maintenance Total:	174,260	174,260		174,260	28,231		28,231	146,029	16%	174,260
Division: 344- NPDES Storm Drain Total:	543,937	543,937		543,937	28,720	27,949	56,669	487,268	10%	543,937
Division: 345- Park Maintenance Total:	110,000	110,000		110,000	-		-	110,000	0%	110,000
Public Works Total:	**1,246,708**	**1,246,708**	**-**	**1,246,708**	**107,263**	**55,825**	**163,088**	**1,083,620**	**13%**	**1,246,708**
Division: 466- Economic Development Total:	20,000	20,000		20,000	1,995		1,995	18,005	10%	20,000
Community Development Total:	**20,000**	**20,000**	**-**	**20,000**	**1,995**	**-**	**1,995**	**18,005**	**10%**	**20,000**
Division: 551- Recreation Admin Total:	-	-		-	-		-	-	0%	-
Division: 553- Tiny Tots Total:	15,300	15,300		15,300	718		718	14,582	5%	15,300
Division: 554- Youth Center Total:	-	-		-	-		-	-	0%	-
Community Services Total:	**15,300**	**15,300**	**-**	**15,300**	**718**	**-**	**718**	**14,582**	**5%**	**15,300**
Sub-Total:	**3,179,437**	**3,179,437**	**-**	**3,179,437**	**580,684**	**55,825**	**636,509**	**2,542,928**	**20%**	**3,179,437**
Operating Transfer Out:	283,500	283,500	-	283,500	-		-	283,500	0%	283,500
Expenditure Total:	**3,462,937**	**3,462,937**	**-**	**3,462,937**	**580,684**	**55,825**	**636,509**	**2,826,428**	**18%**	**3,462,937**
Fund: 107 - Measure I										
Expenditures										
Division: 221- Police Operations Total:	1,752,454	1,752,454		1,752,454	466,357		466,357	1,286,097	27%	1,752,454
Division: 342- Road Maintenance Total:	182,752	182,752		182,752	25,543		25,543	157,209	14%	182,752
Division: 345- Park Maintenance Total:	356,256	356,256		356,256	98,085		98,085	258,171	28%	356,256
Operating Transfer Out:	300,000	300,000		300,000	-		-	300,000	0%	300,000
Expenditures Total:	**2,591,462**	**2,591,462**	**-**	**2,591,462**	**589,986**	**-**	**589,986**	**2,001,476**	**23%**	**2,591,462**
General Fund Measure S and Measure I Expenditure Total:	**32,801,047**	**32,801,047**	**-**	**32,801,047**	**8,080,314**	**69,451**	**8,149,765**	**24,651,281**	**25%**	**32,801,047**
General Fund and Measure S Net Results:	**(1,263,149)**	**(1,263,149)**	**-**	**(1,263,149)**	**(4,666,179)**	**(69,451)**	**(4,735,630)**	**3,472,481**	**375%**	**(1,263,149)**
Fund Balance July 1, 2025	**5,746,650**	**5,746,650**		**5,746,650**	**5,746,650**					**5,746,650**
Estimated Fund Balance June 30, 2026	**4,483,501**	**4,483,501**		**4,483,501**	**1,080,471**					**4,483,501**
Fund: 150 - General Reserve										
370- Interest and Investment Income	300,000	300,000		300,000	97,622		97,622	(202,378)	33%	300,000
Revenue Total:	**300,000**	**300,000**	**-**	**300,000**	**97,622**	**-**	**97,622**	**(202,378)**	**33%**	**300,000**
499- Transfer Out Total:	2,400,000	2,400,000		2,400,000	-		-	(2,400,000)	0%	2,400,000
General Reserve Net Results:	**(2,100,000)**	**(2,100,000)**	**-**	**(2,100,000)**	**97,622**		**97,622**	**2,197,622**	**-5%**	**(2,100,000)**
Fund Balance July 1, 2025	**9,907,357**	**9,907,357**		**9,907,357**	**9,907,357**					**9,907,357**
Estimated Fund Balance June 30, 2026	**7,807,357**	**7,807,357**		**7,807,357**	**10,004,979**					**7,807,357**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended 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	-		-	(150,000)	0%	150,000
Sources Total:	**150,000**	**150,000**	**-**	**150,000**	**-**	**-**	**-**	**(150,000)**	**0%**	**150,000**
Expenditures										
Division: 341- Admin and Engineering Total:	-	-		-	-		-	-	0%	-
Division: 342- Road Maintenance Total:	120,000	120,000		120,000	-		-	120,000	0%	120,000
Division: 345- Park Maintenance Total:	80,000	80,000		80,000	-		-	80,000	0%	80,000
Division: 461- Planning Total:	5,000	5,000		5,000	-		-	5,000	0%	5,000
Division: 462- Building Total:	-	-		-	-		-	-	0%	-
Division: 551- Recreation Admin Total:	-	-		-	-		-	-	0%	-
Expenditures Total:	**205,000**	**205,000**	**-**	**205,000**	**-**	**-**	**-**	**205,000**	**0%**	**205,000**
Equipment Reserve Net Results:	**(55,000)**	**(55,000)**		**(55,000)**	**-**	**-**	**-**	**55,000**	**0%**	**(55,000)**
Fund Balance July 1, 2025	**229,348**	**229,348**		**229,348**	**229,348**					**229,348**
Estimated Fund Balance June 30, 2026	**174,348**	**174,348**		**174,348**	**229,348**					**174,348**
Fund: 200 - Gas Tax Fund										
321- Intergovernmental Taxes	1,055,938	1,055,938		1,055,938	232,680		232,680	(823,258)	22%	1,055,938
370- Interest and Investment Income	5,000	5,000		5,000	7,237		7,237	2,237	145%	5,000
383- Reimbursements	7,636	7,636		7,636	-		-	(7,636)	0%	7,636
Revenue Total:	**1,068,574**	**1,068,574**	**-**	**1,068,574**	**239,916**	**-**	**239,916**	**828,658**	**22%**	**1,068,574**
Expenditures										
Division: 341- Admin and Engineering Total:	-	-		-	-		-	-	0%	-
Division: 342- Road Maintenance Total:	2,512,167	2,512,167		2,512,167	95,484		95,484	2,416,683	4%	2,512,167
Expenditures Total:	**2,512,167**	**2,512,167**	**-**	**2,512,167**	**95,484**	**-**	**95,484**	**2,416,683**	**4%**	**2,512,167**
Gas Tax Fund Net Results:	**(1,443,593)**	**(1,443,593)**		**(1,443,593)**	**144,432**	**-**	**144,432**	**1,588,025**	**-10%**	**(1,443,593)**
Fund Balance July 1, 2025	**2,175,570**	**2,175,570**		**2,175,570**	**2,175,570**					**2,175,570**
Estimated Fund Balance June 30, 2026	**731,977**	**731,977**		**731,977**	**2,320,002**					**731,977**
Fund: 201 - Restricted Real Estate Maintenance Fund										
342- Other Fees	3,175	3,175		3,175	-		-	(3,175)	0%	3,175
381- Rental Income	36,816	36,816		36,816	-		-	(36,816)	0%	36,816
384- Other Revenue	-	-		-	-		-	-	0%	-
Revenue Total:	**39,991**	**39,991**	**-**	**39,991**	**-**	**-**	**-**	**39,991**	**0%**	**39,991**
Expenditures										
Division: 343- Facility Maintenance Total:	26,000	26,000		26,000	2,526		2,526	23,474	10%	26,000
Expenditures Total:	**26,000**	**26,000**	**-**	**26,000**	**2,526**	**-**	**2,526**	**23,474**	**10%**	**26,000**
Restricted Real Estate Maint Fund Net Results:	**13,991**	**13,991**		**13,991**	**(2,526)**		**(2,526)**	**(16,517)**	**-18%**	**13,991**
Fund Balance July 1, 2025	**116,210**	**116,210**		**116,210**	**116,210**					**116,210**
Estimated Fund Balance June 30, 2026	**130,201**	**130,201**		**130,201**	**113,684**					**130,201**
Fund: 203 - Public Safety Augmentation Fund										
321- Intergovernmental Taxes	239,584	239,584		239,584	55,499		55,499	(184,085)	23%	239,584
370- Interest and Investment Income	10,000	10,000		10,000	273		273	(9,727)	3%	10,000
Revenue Total:	**249,584**	**249,584**	**-**	**249,584**	**55,773**	**-**	**55,773**	**(193,811)**	**22%**	**249,584**
Expenditures										
Division: 221- Police Operations Total:	613,388	613,388		613,388	161,876		161,876	451,512	26%	613,388
Expenditures Total:	**613,388**	**613,388**	**-**	**613,388**	**161,876**	**-**	**161,876**	**451,512**	**26%**	**613,388**
Public Safety Augmentation Fund Net Results:	**(363,804)**	**(363,804)**		**(363,804)**	**(106,103)**		**(106,103)**	**257,701**	**29%**	**(363,804)**
Fund Balance July 1, 2025	**136,597**	**136,597**		**136,597**	**136,597**					**136,597**
Estimated Fund Balance June 30, 2026	**(227,207)**	**(227,207)**		**(227,207)**	**30,494**					**(227,207)**
Fund: 205 - Traffic Safety Fund										
351- Fines and Forfeitures	20,500	20,500		20,500	4,722		4,722	(15,778)	23%	20,500
370- Interest and Investment Income	4,000	4,000		4,000	1,047		1,047	(2,953)	26%	4,000
384- Other Revenue	-	-		-	-		-	-	0%	-
Revenue Total:	**24,500**	**24,500**	**-**	**24,500**	**5,770**	**-**	**5,770**	**(18,730)**	**24%**	**24,500**
Expenditures										
Division: 227- Police Grants Total:	22,191	22,191		22,191	3,374		3,374	18,817	15%	22,191
Division: 342- Road Maintenance Total:	35,000	35,000		35,000	-		-	35,000	0%	35,000
Expenditures Total:	**57,191**	**57,191**	**-**	**57,191**	**3,374**	**-**	**3,374**	**53,817**	**6%**	**57,191**
Traffic Safety Fund Net Results:	**(32,691)**	**(32,691)**		**(32,691)**	**2,396**		**2,396**	**35,087**	**-7%**	**(32,691)**
Fund Balance July 1, 2025	**308,427**	**308,427**		**308,427**	**308,427**					**308,427**
Estimated Fund Balance June 30, 2026	**275,736**	**275,736**		**275,736**	**310,822**					**275,736**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 206 - Supplemental Law Enforcement Svc Fund										
323- State Grants	180,000	180,000		180,000	29,190		29,190	(150,810)	16%	180,000
370- Interest and Investment Income	5,000	5,000		5,000	824		824	(4,176)	16%	5,000
Revenue Total:	**185,000**	**185,000**	**-**	**185,000**	**30,014**	**-**	**30,014**	**(154,986)**	**16%**	**185,000**
Expenditures										
Division: 227- Police Grants Total:	303,281	303,281		303,281	57,702		57,702	245,579	19%	303,281
Expenditures Total:	**303,281**	**303,281**	**-**	**303,281**	**57,702**	**-**	**57,702**	**245,579**	**19%**	**303,281**
Sup Law Enforce Svc Fund Net Results:	**(118,281)**	**(118,281)**		**(118,281)**	**(27,688)**	**-**	**(27,688)**	**90,593**	**23%**	**(118,281)**
Fund Balance July 1, 2025	**259,977**	**259,977**		**259,977**	**259,977**					**259,977**
Estimated Fund Balance June 30, 2026	**141,696**	**141,696**		**141,696**	**232,289**					**141,696**
Fund: 207 - NPDES Storm Water Fund										
321- Intergovernmental Taxes	253,272	253,272		253,272	-		-	(253,272)	0%	253,272
332- Licenses and Permits	-	-		-	-		-	-	0%	-
370- Interest and Investment Income	-	-		-	-		-	-	0%	-
399- Operating Transfer In	-	-		-	-		-	-	0%	-
Revenue Total:	**253,272**	**253,272**	**-**	**253,272**	**-**	**-**	**-**	**(253,272)**	**0%**	**253,272**
Expenditures										
Division: 342- Road Maintenance Total:	8,081	8,081		8,081	1,970		1,970	6,111	24%	8,081
Division: 344- NPDES Storm Drain Total:	377,550	377,550		377,550	87,388		87,388	290,162	23%	377,550
Expenditures Total:	**385,631**	**385,631**	**-**	**385,631**	**89,358**	**-**	**89,358**	**296,273**	**23%**	**385,631**
NPDES Storm Water Fund Net Results:	**(132,359)**	**(132,359)**		**(132,359)**	**(89,358)**		**(89,358)**	**43,001**	**68%**	**(132,359)**
Fund Balance July 1, 2025	**(333,734)**	**(333,734)**		**(333,734)**	**(333,734)**					**(333,734)**
Estimated Fund Balance June 30, 2026	**(466,093)**	**(466,093)**		**(466,093)**	**(423,092)**					**(466,093)**
Fund: 209 - Recreation Fund										
Division: 551- Recreation Administration	94,463	94,463		94,463	2,362		2,362	(92,101)	3%	94,463
Division: 552- Senior Center	241,100	241,100		241,100	27,257		27,257	(213,843)	11%	241,100
Division: 553- Tiny Tots	110,500	110,500		110,500	12,310		12,310	(98,190)	11%	110,500
Division: 554- Youth Center	44,500	44,500		44,500	14,423		14,423	(30,077)	32%	44,500
Division: 555- Day Camp	-	-		-	-		-	-	0%	-
Division: 557- Swim Center	83,000	83,000		83,000	22,904		22,904	(60,096)	28%	83,000
Division: 558- Memorial Hall	-	-		-	-		-	-	0%	-
Division: 559- Tennis	-	-		-	-		-	-	0%	-
Revenue Total:	**573,563**	**573,563**	**-**	**573,563**	**79,255**	**-**	**79,255**	**(494,307)**	**14%**	**573,563**
Operating Transfers in:	1,750,050	1,750,050		1,750,050	-		-	(1,750,050)	0%	1,750,050
Sources Total	**2,323,613**	**2,323,613**	**-**	**2,323,613**	**79,255**	**-**	**79,255**	**(2,244,357)**	**3%**	**2,323,613**
					-					
Expenditures										
Division: 117- General Government Total:	7,500	7,500		7,500	2,063		2,063	5,437	28%	7,500
Division: 551- Recreation Administration Total:	923,673	923,673		923,673	278,700		278,700	644,973	30%	923,673
Division: 552- Senior Center Total:	565,670	565,670		565,670	143,680		143,680	421,990	25%	565,670
Division: 553- Tiny Tots Total:	263,367	263,367		263,367	68,965		68,965	194,402	26%	263,367
Division: 554- Youth Center Total:	343,042	343,042		343,042	71,621		71,621	271,421	21%	343,042
Division: 557- Swim Center Total:	220,360	220,360		220,360	92,832		92,832	127,528	42%	220,360
Division: 559- Tennis Total:	-	-		-	107		107	(107)	0%	-
Expenditures Total:	**2,323,613**	**2,323,613**	**-**	**2,323,613**	**657,969**	**-**	**657,969**	**1,665,644**	**28%**	**2,323,613**
Recreation Fund Net Results:	**(0)**	**(0)**	**-**	**(0)**	**(578,714)**	**-**	**(578,714)**	**(578,714)**	**826733759%**	**(0)**
Fund Balance July 1, 2025	**(18,379)**	**(18,379)**		**(18,379)**	**(18,379)**					**(18,379)**
Estimated Fund Balance June 30, 2026	**(18,379)**	**(18,379)**		**(18,379)**	**(597,093)**					**(18,379)**
Fund: 212 - Building & Planning										
322- Federal Grants	-	-		-	(149,690)		(149,690)	(149,690)	0%	-
323- State Grants	442,800	442,800		442,800	-		-	(442,800)	0%	442,800
324- Other Grants	-	-		-	435		435	435	0%	-
332- Permits	506,011	506,011		506,011	233,335		233,335	(272,676)	46%	506,011
341- Review Fees	477,355	477,355		477,355	91,944		91,944	(385,411)	19%	477,355
342- Other Fees	375,511	375,511		375,511	110,023		110,023	(265,488)	29%	375,511
344- Impact Fees	-	-		-	-		-	-	0%	-
351- Fines and Forfeiture	30,000	30,000		30,000	15,454		15,454	(14,546)	52%	30,000
370- Interest and Investment Income	-	-		-	3,851		3,851	3,851	0%	-
383- Reimbursements	-	-		-	17,367		17,367	17,367	0%	-
384- Other Revenue	4,460	4,460		4,460	-		-	(4,460)	0%	4,460
Revenue Total:	**1,836,137**	**1,836,137**	**-**	**1,836,137**	**322,720**	**-**	**322,720**	**(1,513,417)**	**18%**	**1,836,137**
Operating Transfers In:	908,095	908,095		908,095	-		-	(908,095)	0%	908,095
Sources Total	**2,744,232**	**2,744,232**	**-**	**2,744,232**	**322,720**	**-**	**322,720**	**(2,421,512)**	**12%**	**2,744,232**
Expenditures										
Division: 461- Planning Total:	1,264,879	1,264,879		1,264,879	211,785		211,785	1,053,094	17%	1,264,879
Division: 462- Building Inspection Total:	1,479,353	1,479,353		1,479,353	328,321		328,321	1,151,032	22%	1,479,353
Expenditures Total:	**2,744,232**	**2,744,232**	**-**	**2,744,232**	**540,106**	**-**	**540,106**	**2,204,126**	**20%**	**2,744,232**
Building & Planning Net Results:	**(0)**	**(0)**	**-**	**(0)**	**(217,387)**	**-**	**(217,387)**	**(217,386)**	**57207018%**	**(0)**
Fund Balance July 1, 2025	**(2,545,963)**	**(2,545,963)**		**(2,545,963)**	**115,802**					**(2,545,963)**
Estimated Fund Balance June 30, 2026	**(2,545,964)**	**(2,545,964)**		**(2,545,964)**	**(101,585)**					**(2,545,964)**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 213 - Refuse Management Fund										
323- State Grants	60,060	60,060		60,060	15,247		15,247	(44,813)	25%	60,060
370- Interest and Investment Income	6,000	6,000		6,000	-		-	(6,000)	0%	6,000
Revenue Total:	**66,060**	**66,060**	**-**	**66,060**	**15,247**	**-**	**15,247**	**(50,813)**	**23%**	**66,060**
					-					
Expenditures										
Division: 346- Waste Reduction Total:	189,710	189,710		189,710	36,803		36,803	152,907	19%	189,710
Expenditures Total:	**189,710**	**189,710**	**-**	**189,710**	**36,803**	**-**	**36,803**	**152,907**	**19%**	**189,710**
Refuse Management Fund Net Results:	**(123,650)**	**(123,650)**	**-**	**(123,650)**	**(21,556)**		**(21,556)**	**102,094**	**17%**	**(123,650)**
Fund Balance July 1, 2025	**(33,476)**	**(33,476)**		**(33,476)**	**(33,476)**					**(33,476)**
Estimated Fund Balance June 30, 2026	**(157,126)**	**(157,126)**		**(157,126)**	**(55,032)**					**(157,126)**
Fund: 214 - Solid Waste Fund										
344- Impact Fees	-	-		-	361,851		361,851	361,851	0%	-
370- Interest and Investment Income	8,000	8,000		8,000	11,101		11,101	3,101	139%	8,000
383- Reimbursements	360,000	360,000		360,000	55,000		55,000	(305,000)	15%	360,000
Revenue Total:	**368,000**	**368,000**	**-**	**368,000**	**427,952**	**-**	**427,952**	**59,952**	**116%**	**368,000**
					-					
Expenditures										
Division: 341- Administration/Engineering Total:	-	-		-	5,851		5,851	(5,851)	0%	-
Division: 342- Road Maintenance Total:	177,241	177,241		177,241	19,603		19,603	157,638	11%	177,241
Division: 346- Waste Reduction Total:	-	-		-	1,859		1,859	(1,859)	0%	-
Expenditures Total:	**177,241**	**177,241**	**-**	**177,241**	**27,312**	**-**	**27,312**	**149,929**	**15%**	**177,241**
Solid Waste Fund Net Results:	**190,759**	**190,759**	**-**	**190,759**	**400,640**	**-**	**400,640**	**209,881**	**210%**	**190,759**
Fund Balance July 1, 2025	**3,306,893**	**3,306,893**		**3,306,893**	**3,306,893**					**3,306,893**
Estimated Fund Balance June 30, 2026	**3,497,652**	**3,497,652**		**3,497,652**	**3,707,533**					**3,497,652**
Fund: 215 - Measure C and J Fund										
322- Fed Grant/Misc	-	-		-	-		-	-	0%	-
323- State Grant/Misc	967,619	967,619		967,619	-		-	(967,619)	0%	967,619
324- Other Grants	421,638	421,638		421,638	-		-	(421,638)	0%	421,638
370- Interest and Investment Income	8,000	8,000		8,000	8,345		8,345	345	104%	8,000
Revenue Total:	**1,397,257**	**1,397,257**	**-**	**1,397,257**	**8,345**	**-**	**8,345**	**(1,388,912)**	**1%**	**1,397,257**
Expenditures										
Division: 117- General Government Total:	-	-		-	-		-	-	0%	-
Division: 341- Administration/Engineering Total:	196,123	196,123		196,123	36,623		36,623	159,500	19%	196,123
Division: 342- Road Maintenance Total:	993,609	993,609		993,609	65,315	15,000	80,315	913,294	8%	993,609
Division: 343- Facility Maintenance Total:	2,000	2,000		2,000	-		-	2,000	0%	2,000
Expenditures Total:	**1,191,732**	**1,191,732**	**-**	**1,191,732**	**101,939**	**15,000**	116,939	**1,074,793**	**10%**	**1,191,732**
Measure C and J Fund Net Results:	**205,525**	**205,525**	**-**	**205,525**	**(93,594)**	**(15,000)**	**(108,594)**	**(314,119)**	**-53%**	**205,525**
Fund Balance July 1, 2025	**2,777,422**	**2,777,422**		**2,777,422**	**2,777,422**					**2,777,422**
Estimated Fund Balance June 30, 2026	**2,982,947**	**2,982,947**		**2,982,947**	**2,683,828**					**2,982,947**
Fund: 216 - Rate Stabilization Fund										
370- Interest and Investment Income	-	-		-	779		779	779	0%	-
383- Reimbursements	-	-		-	-		-	-	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**779**	**-**	**779**	**779**	**0%**	**-**
Expenditures Total:	-	-		-	-		-	-	0%	-
Rate Stabilization Fund Net Results:	**-**	**-**		**-**	**779**		**779**	**779**	**0%**	**-**
Fund Balance July 1, 2025	**227,215**	**227,215**		**227,215**	**227,215**					**227,215**
Estimated Fund Balance June 30, 2026	**227,215**	**227,215**		**227,215**	**227,993**					**227,215**
Fund: 225 - Asset Seizure-Adjudicated Fund										
351- Fines and Forfeiture	-	-		-	-		-	-	0%	-
370- Interest and Investment Income	-	-		-	72		72	72	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**72**	**-**	**72**	**72**	**0%**	**-**
Expenditures										
Division: 221- Police Operations Total:	19,268	19,268		19,268	-		-	19,268	0%	19,268
Expenditures Total:	**19,268**	**19,268**	**-**	**19,268**	**-**	**-**	**-**	**19,268**	**0%**	**19,268**
Asset Seizure-Adjudicated Fund Net Results:	**(19,268)**	**(19,268)**	**-**	**(19,268)**	**72**		**72**	**19,340**	**0%**	**(19,268)**
Fund Balance July 1, 2025	**20,255**	**20,255**		**20,255**	**20,255**					**20,255**
Estimated Fund Balance June 30, 2026	**987**	**987**		**987**	**20,327**					**987**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 226 - CASp Certification and Training Fund										
342- Other Fees	-	-		-	556		556	556	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**556**	**-**	**556**	**556**	**0%**	**-**
Expenditures Total:	-	-		-	-		-	-	0%	-
CASp Certification and Training Fund Net Results:	**-**	**-**	**-**	**-**	**556**		**556**	**556**	**0%**	**-**
	-	-			-					
Fund Balance July 1, 2025	**56,831**	**56,831**		**56,831**	**56,831**					**56,831**
Estimated Fund Balance June 30, 2026	**56,831**	**56,831**		**56,831**	**57,387**					**56,831**
Fund: 276 - Growth Impact Fund										
344- Impact Fees	-	-		-	-		-	-	0%	-
370- Interest and Investment Income	-	-		-	11,912		11,912	11,912	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**11,912**	**-**	**11,912**	**11,912**	**0%**	**-**
Expenditures										
Division: 342- Road Maintenance Total:	100,000	100,000		100,000	-		-	100,000	0%	100,000
Division: 343- Facility Maintenance Total:	1,236,000	1,236,000		1,236,000	9,391		9,391	1,226,609	1%	1,236,000
Division: 345- Park Maintenance Total:	1,100,000	1,100,000		1,100,000	-		-	1,100,000	0%	1,100,000
Division: 642- Sewer Collections Total:	-	-		-	-		-	-	0%	-
Expenditures Total:	**2,436,000**	**2,436,000**	**-**	**2,436,000**	**9,391**	**-**	9,391	**2,426,609**	**0%**	**2,436,000**
Growth Impact Fund Net Results:	**(2,436,000)**	**(2,436,000)**	**-**	**(2,436,000)**	**2,521**	**-**	**2,521**	**2,438,521**	**0%**	**(2,436,000)**
Fund Balance July 1, 2025	**3,462,185**	**3,462,185**		**3,462,185**	**3,462,185**					**3,462,185**
Estimated Fund Balance June 30, 2026	**1,026,185**	**1,026,185**		**1,026,185**	**3,464,705**					**1,026,185**
Fund: 285 - Housing Land Held for Resale										
370- Interest and Investment Income	50,000	50,000		50,000	12,031		12,031	(37,969)	24%	50,000
383- Reimbursements	-	-		-	-		-	-	0	-
384- Other Revenue	-	-		-	356		356	356	0%	-
392- Sale of Property	-	-		-	-		-	-	0%	-
393- Loan/Bond Proceeds	5,000	5,000		5,000	-		-	(5,000)	0%	5,000
Revenue Total:	**55,000**	**55,000**	**-**	**55,000**	**12,387**	**-**	**12,387**	**(42,613)**	**23%**	**55,000**
Expenditures										
Division: 461- Planning Total:	57,693	57,693		57,693	14,574		14,574	43,119	25%	57,693
Division: 464- Housing Administration Total:	285,268	285,268		285,268	15,544		15,544	269,724	5%	285,268
Expenditures Total:	**342,961**	**342,961**	**-**	**342,961**	**30,118**	**-**	**30,118**	**312,843**	**9%**	**342,961**
Housing Land Held for Resale Net Results:	**(287,961)**	**(287,961)**	**-**	**(287,961)**	**(17,731)**		**(17,731)**	**270,230**	**6%**	**(287,961)**
Fund Balance July 1, 2025	**8,251,071**	**8,251,071**		**8,251,071**	**8,251,071**					**8,251,071**
Estimated Fund Balance June 30, 2026	**7,963,110**	**7,963,110**		**7,963,110**	**8,233,340**					**7,963,110**
Fund: 310 - Lighting & Landscape Districts										
321- Intergovernmental Taxes	56,411	56,411		56,411	-		-	(56,411)	0%	56,411
383- Reimbursements	7,500	7,500		7,500	-		-	(7,500)	0%	7,500
Revenue Total:	**63,911**	**63,911**	**-**	**63,911**	**-**	**-**	**-**	**(63,911)**	**0%**	**63,911**
Expenditures										
Division: 347- Landscape & Lighting PVR North Total:	39,795	39,795		39,795	3,362		3,362	36,433	8%	39,795
Division: 348- Landscape & Lighting PVR South Total:	45,380	45,380		45,380	1,174		1,174	44,206	3%	45,380
Expenditures Total:	**85,175**	**85,175**	**-**	**85,175**	**4,536**	**-**	**4,536**	**80,639**	**5%**	**85,175**
Lighting & Landscape Districts Net Results:	**(21,264)**	**(21,264)**	**-**	**(21,264)**	**(4,536)**		**(4,536)**	**16,728**	**21%**	**(21,264)**
Fund Balance July 1, 2025	**99,053**	**99,053**		**99,053**	**99,053**					**99,053**
Estimated Fund Balance June 30, 2026	**77,789**	**77,789**		**77,789**	**94,517**					**77,789**
Fund: 317 - Pinole Valley Caretaker Fund										
381- Rental Income	15,000	15,000		15,000	-		-	(15,000)	0%	15,000
Revenue Total:	**15,000**	**15,000**	**-**	**15,000**	**-**	**-**	**-**	**(15,000)**	**0%**	**15,000**
Expenditures										
Division: 345- Park Maintenance Total:	14,989	14,989		14,989	-		-	14,989	0%	14,989
Expenditures Total:	**14,989**	**14,989**	**-**	**14,989**	**-**	**-**	**-**	**14,989**	**0%**	**14,989**
Pinole Valley Caretaker Fund Net Results:	**11**	**11**	**-**	**11**	**-**		**-**	**(11)**	**0%**	**11**
Fund Balance July 1, 2025	**(983)**	**(983)**		**(983)**	**(983)**					**(983)**
Estimated Fund Balance June 30, 2026	**(972)**	**(972)**		**(972)**	**(983)**					**(972)**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 324 - Public Facilities Fund										
Expenditures										
Division: 343- Facility Maintenance Total:	502,000	502,000		502,000	32		32	501,969	0%	502,000
Division: 345- Park Maintenance Total:	-	-		-	-		-	-	0%	-
Expenditures Total:	**502,000**	**502,000**	**-**	**502,000**	**32**	**-**	**32**	**501,969**	**0%**	**502,000**
Public Facilities Fund Net Results:	**(502,000)**	**(502,000)**	**-**	**(502,000)**	**(32)**		**(32)**	**70,000**	**0%**	**(502,000)**
Fund Balance July 1, 2025	**541,649**	**541,649**		**541,649**	**541,649**					**541,649**
Estimated Fund Balance June 30, 2026	**39,649**	**39,649**		**39,649**	**541,618**					**39,649**
Fund: 325 - City Street Improvements										
322- Federal Grants	41,394	41,394		41,394	-		-	(41,394)	0%	41,394
323- State Grants	-	-		-	-		-	-	0%	-
324- Other Grants	1,643,889	1,643,889		1,643,889	-		-	(1,643,889)	0%	1,643,889
332- Permits	-	-		-	216		216	216	0%	-
383- Reimbursements	-	-		-	-		-	-	0%	-
Revenue Total:	**1,685,283**	**1,685,283**	**-**	**1,685,283**	**216**	**-**	**216**	**(1,685,067)**	**0%**	**1,685,283**
Operating transfers in Total:	-	-		-	-		-	-	0%	-
Sources Total:	**1,685,283**	**1,685,283**	**-**	**1,685,283**	**216**		**216**	**(1,685,067)**	**0%**	**1,685,283**
Expenditures										
Division: 342- Road Maintenance Total:	2,907,583	2,907,583		2,907,583	31	372,306	372,338	2,535,245	13%	2,907,583
Expenditures Total:	**2,907,583**	**2,907,583**	**-**	**2,907,583**	**31**	**372,306**	**372,338**	**2,535,245**	**13%**	**2,907,583**
City Street Improvements Net Results:	**(1,222,300)**	**(1,222,300)**	**-**	**(1,222,300)**	**185**	**(372,306)**	**(372,122)**	**850,178**	**30%**	**(1,222,300)**
Fund Balance July 1, 2025	**2,377,545**	**2,377,545**		**2,377,545**	**2,377,545**					**2,377,545**
Estimated Fund Balance June 30, 2026	**1,155,245**	**1,155,245**		**1,155,245**	**2,377,730**					**1,155,245**
Fund: 377 - Arterial Streets Rehabilitation Fund										
322- Federal Grants	-	-		-	-		-	-	0%	-
Revenue Total:	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0%**	**-**
Operating transfers in Total:	-	-		-	-		-	-	0%	-
Sources Total:	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0%**	**-**
Expenditures										
Division: 342- Road Maintenance Total:	560,960	560,960		560,960	-		-	560,960	0%	560,960
Expenditures Total:	**560,960**	**560,960**	**-**	**560,960**	**-**	**-**	**-**	**560,960**	**0%**	**560,960**
Arterial Streets Rehabilitation Fund Net Results:	**(560,960)**	**(560,960)**	**-**	**(560,960)**	**-**	**-**	**-**	**560,960**	**0%**	**(560,960)**
Fund Balance July 1, 2025	**1,253,071**	**1,253,071**		**1,253,071**	**1,253,071**					**1,253,071**
Estimated Fund Balance June 30, 2026	**692,111**	**692,111**		**692,111**	**1,253,071**					**692,111**
Fund: 500 - Sewer Enterprise Fund										
363- Sewer Enterprise Charges	12,735,506	12,735,506		12,735,506	629,774		629,774	(12,105,732)	5%	12,735,506
370- Interest and Investment Income	300,000	300,000		300,000	68,260		68,260	(231,740)	23%	300,000
383- Reimbursements	-	-		-	-		-	-	0%	-
384- Other Revenue	-	-		-	-		-	-	0%	-
392- Proceeds from Sale of Property	-	-		-	-		-	-	0%	-
Revenue Total:	**13,035,506**	**13,035,506**	**-**	**13,035,506**	**698,033**	**-**	**698,033**	**(12,337,473)**	**5%**	**13,035,506**
Expenditures										
Division: 117- General Government Total:	-	-		-	4,547		4,547	(4,547)	0%	-
Division: 641- Sewer Treatment Plant/Shared Total:	12,349,900	12,349,900		12,349,900	1,215,551	120,148	1,335,698	11,014,202	11%	12,349,900
Division: 642- Sewer Collections Total:	24,183,004	24,183,004		24,183,004	1,443,374	1,359,314	2,802,688	21,380,316	12%	24,183,004
Division: 643- Sewer Projects/Shared Total:	85,000	85,000		85,000	-		-	85,000	0%	85,000
Division: 644- WPCP Equipment/Debt Service Total:	1,611,192	1,611,192		1,611,192	449,747		449,747	1,161,445	28%	1,611,192
Expenditures Total:	**38,229,096**	**38,229,096**	**-**	**38,229,096**	**3,113,219**	**1,479,461**	**4,592,680**	**33,636,416**	**12%**	**38,229,096**
Sewer Enterprise Fund Net Results:	**(25,193,590)**	**(25,193,590)**	**-**	**(25,193,590)**	**(2,415,186)**	**(1,479,461)**	**(3,894,647)**	**21,298,943**	**15%**	**(25,193,590)**
Fund Balance July 1, 2025	**24,440,176**	**24,440,176**		**24,440,176**	**24,440,176**					**24,440,176**
Estimated Fund Balance June 30, 2026	**(753,414)**	**(753,414)**		**(753,414)**	**22,024,991**					**(753,414)**

First Quarter Financial Summary by Fund

City of Pinole, CA

For FY2025/26 Period Ending: 9/30/25

	Original Budget	Revised Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encumbrances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End
Fund: 505 - Cable Access TV										
314- Franchise Taxes	26,486	26,486		26,486	3,028		3,028	(23,458)	11%	26,486
365- Cable TV Charges	159,840	159,840		159,840	7,668		7,668	(152,172)	5%	159,840
366- Other Charges	9,000	9,000		9,000	-		-	(9,000)	0%	9,000
384- Other Revenue	90,500	90,500		90,500	-		-	(90,500)	0%	90,500
Revenue Total:	**285,826**	**285,826**	**-**	**285,826**	**10,696**	**-**	**10,696**	**(275,130)**	**4%**	**285,826**
Operating transfers in Total:	367,262	367,262		367,262	-		-	(367,262)	0%	367,262
Sources Total	**653,088**	**653,088**	**-**	**653,088**	**10,696**	**-**	**10,696**	**(642,392)**	**2%**	**653,088**
					-					
Expenditures										
Division: 119- Cable Access TV Total:	653,088	653,088		653,088	149,038		149,038	504,049	23%	653,088
Expenditures Total:	**653,088**	**653,088**	**-**	**653,088**	**149,038**	**-**	**149,038**	**504,049**	**23%**	**653,088**
Cable Access TV Net Results:	**0**	**0**	**-**	**0**	**(138,343)**	**-**	**(138,343)**	**(138,343)**	**-69171325%**	**0**
Fund Balance July 1, 2025	**(682)**	**(682)**		**(682)**	**(682)**					**(682)**
Estimated Fund Balance June 30, 2026	**(682)**	**(682)**		**(682)**	**(139,025)**					**(682)**
Fund: 525 - Information Systems										
393- Debt Proceeds	-	-	-	-	-		-	-	0%	-
Sources Total:	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0%**	**-**
Expenditures										
Division: 118- Information Systems Total:	1,434,778	1,434,778		1,434,778	314,010	139,997	454,007	980,772	32%	1,434,778
Expenditures Total:	**1,434,778**	**1,434,778**	**-**	**1,434,778**	**314,010**	**139,997**	**454,007**	**(980,772)**	**32%**	**1,434,778**
Indirect cost allocations Total:	(1,434,779)	(1,434,779)		(1,434,779)	(314,010)		(314,010)	1,120,769	22%	(1,434,779)
Information Systems Net Results:	**(0)**	**(0)**	**-**	**(0)**	**0**	**139,997**	**139,997**	**139,997**	**-199995857%**	**(0)**
Fund Balance July 1, 2025	**64,910**	**64,910**		**64,910**	**64,910**					**64,910**
Estimated Fund Balance June 30, 2026	**64,910**	**64,910**		**64,910**	**64,910**					**64,910**
Fund: 700 - Pension Fund										
370- Interest and Investment Income	600,000	600,000		600,000	521,282		521,282	(78,718)	87%	600,000
399- Transfer In Total:	2,400,000	2,400,000		2,400,000			-	2,400,000	0%	2,400,000
Revenue Total:	**3,000,000**	**3,000,000**	**-**	**3,000,000**	**521,282**	**-**	**521,282**	**(2,478,718)**	**17%**	**3,000,000**
Expenditures										
Division: 115- Finance Total:	65,000	65,000		65,000	16,107		16,107	48,893	25%	65,000
Transfers Out Total:	3,235,445	3,235,445		3,235,445	-		-	3,235,445	0%	3,235,445
Expenditures Total:	**3,300,445**	**3,300,445**	**-**	**3,300,445**	**16,107**		**16,107**	**(3,284,338)**	**0%**	**3,300,445**
Pension Fund Net Results:	**(300,445)**	**(300,445)**	**-**	**(300,445)**	**505,175**		**505,175**	**805,620**	**-168%**	**(300,445)**
Fund Balance July 1, 2025	**12,442,949**	**12,442,949**		**12,442,949**	**12,442,949**					**12,442,949**
Estimated Fund Balance June 30, 2026	**12,142,504**	**12,142,504**		**12,142,504**	**12,948,125**					**12,142,504**

CITY COUNCIL REPORT

9.D.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Markisha Guillory, Finance Director, 510-724-9823, MGuillory@pinole.gov

SUBJECT: FY 2025/26 FIRST QUARTER INVESTMENT REPORT

RECOMMENDATION

Staff recommend that the City Council receive the Quarterly Investment Report for the first quarter (ending September 30, 2025).

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, 2025, 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 Pension 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, 2025 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 continue 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, 2025, total cash and investments decreased by $9,163,671 from the previous quarter, from $52,913,728 to $43,750,057. 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, 2025 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, 2025 is summarized in Attachment A. The total investment portfolio yielded 3.982% for the first quarter (July-September 2025), slightly down from the 4.227% yielded in the previous quarter (April-June 2025).

For the first quarter, LAIF earned an average annual yield of 4.212%, down from an average annual yield of 4.269% for the fourth quarter.

The General Reserve, which holds the longer-term investments, earned an average annual yield of 3.619%, slightly down from the 3.880% average annual yield in the fourth quarter. Two certificates of deposit matured and were redeemed for cash: Farmers Insurance Group and Liberty Federal Credit Union Evansville. No new investment instruments were purchased during the first quarter.

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, 2025 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 September 30, 2025
B. Pension Trust Investment Report-Quarter Ending September 30, 2025

CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2025
PORTFOLIO SUMMARY

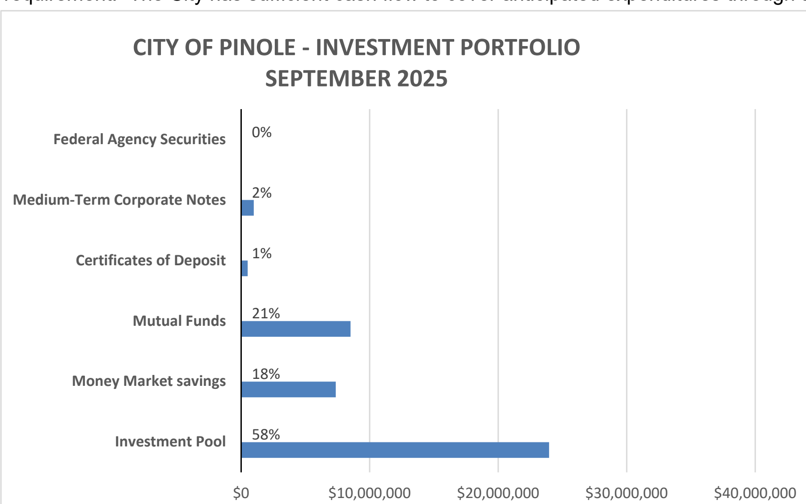
Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	Yield	Weighted Average Maturity
Investment Pool - LAIF	20,249,906	20,288,979	20,288,979	49.10%	1	4.212	0
Investment Pool - CalTrust	3,675,279	3,675,279	3,675,279	8.89%	1	3.800	0
Money Market Savings	7,357,887	7,357,887	7,357,887	17.81%	1	4.000	0
Mutual Funds	8,512,054	8,512,054	8,512,054	20.60%	1	3.724	0
Certificates of Deposit	497,000	500,998	500,998	1.21%	276	4.860	2
Medium-Term Corporate Notes	1,000,000	983,830	983,830	2.38%	346	2.080	8
Federal Agency Securities	-	-	-	0.00%	0	0.000	0
Subtotal Investments	$ 41,292,125	$ 41,319,027	$ 41,319,027	100.00%	125	3.982	2

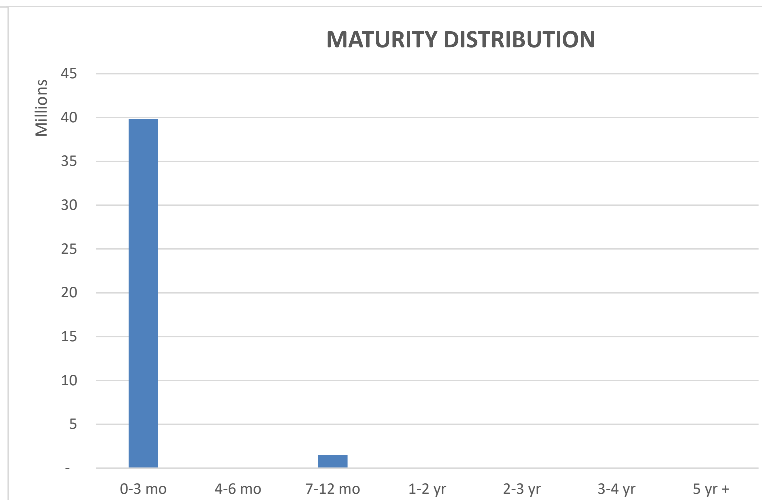
Average Years to Maturity: 0.3

Cash	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity
Mechanics Bank - Vendor Checking *	1,314,034	1,314,034	1,314,034		1
BMO - Payroll Checking *	644,461	644,461	644,461		1
BMO - Checking (Credit Card Clearing) *	472,535	472,535	472,535		1
Subtotal Cash	2,431,030	2,431,030	2,431,030		1
Total Cash and Investments	**$ 43,723,155**	**$ 43,750,057**	**$ 43,750,057**		

*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.



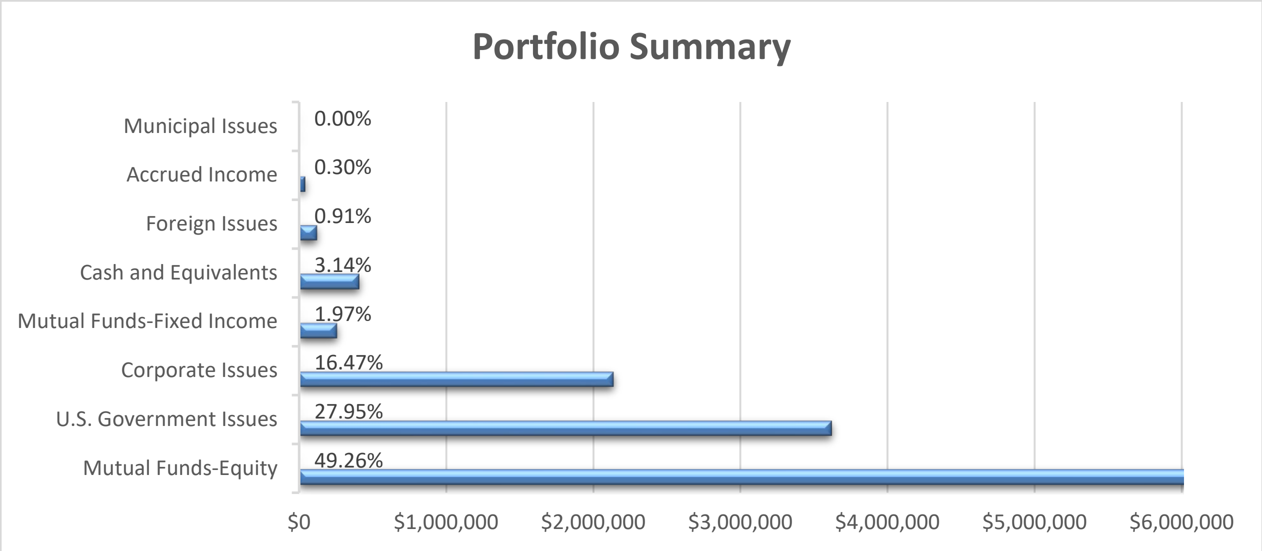


CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2025
PORTFOLIO DETAILS

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	20,249,906	20,288,979	20,288,979	4.212	4.212	1	N/A		0
		CalTrust - Short Term Fund (City)	CalTrust	999-10202	28,183	28,183	28,183	3.940	3.940	1	N/A		0
		CalTrust - Medium Term Fund (City)	CalTrust	999-10203	3,647,095	3,647,095	3,647,095	3.660	3.660	1	N/A		0
					23,925,184	23,964,258	23,964,258	3.937	4.128	1			0
Money Market Savings													
		Mechanics Bank	City	999-10102	5,759,984	5,759,984	5,759,984	4.270	4.270	1	N/A		0
		Mechanics Bank	City	500-10311	1,135,684	1,135,684	1,135,684	4.260	4.260	1	N/A		0
		Mechanics Bank	City	999-10108	354,404	354,404	354,404	4.260	4.260	1	N/A		0
		BMO	City	999-10104	107,815	107,815	107,815	0.010	0.010	1	N/A		0
					7,357,887	7,357,887	7,357,887	3.200	4.000	1			0
Mutual Funds													
19-516680		U.S. Bank	US Bank	150-10110	28,861	28,861	28,861	1.980	1.980	1	N/A		0
19-516680	31846V203	1st American Government Obligation Fund	US Bank	150-10110	8,483,193	8,483,193	8,483,193	3.730	3.730	1	N/A		0
					8,512,054	8,512,054	8,512,054	2.855	3.724	1			0
Certificates of Deposit													
19-516680	01025RAG4	Alabama Cr Un	US Bank	150-10110	248,000	250,108	250,108	5.000	4.960	265	N/A	6/22/2026	2
19-516680	910286GR8	United Fid Bk FSB Evansville I	US Bank	150-10110	249,000	250,890	250,890	4.800	4.760	287	N/A	7/14/2026	2
					497,000	500,998	500,998	4.900	4.860	276			2
Medium-Term Corporate Notes													
19-516679	037833DN7	Apple Inc.	US Bank	150-10110	1,000,000	983,830	983,830	2.050	2.080	346	AA+	9/11/2026	8
					1,000,000	983,830	983,830	2.050	2.080	346			8
Federal Agency Securities													
					-	-	-	0.000	0.000	-			0
					$ 41,292,125	**$ 41,319,027**	**$ 41,319,027**	**3.388**	**3.982**	**125**			**2**
											Average Years :		**0.3**

CITY OF PINOLE
INVESTMENT REPORT SEPTEMBER 2025
SECTION 115 TRUST PORTFOLIO SUMMARY

Investments	Market Value	Book Value	% of Market	Yield
Cash and Equivalents	406,305	406,305	3.14%	3.540
U.S. Government Issues	3,618,473	3,728,223	27.95%	4.050
Corporate Issues	2,133,111	2,115,926	16.47%	5.130
Foreign Issues	118,392	115,693	0.91%	5.400
Municipal Issues	-	-	0.00%	-
Mutual Funds-Equity	6,377,939	5,632,575	49.26%	1.510
Mutual Funds-Fixed Income	254,954	250,806	1.97%	6.360
Total Assets	**12,909,173**	**12,249,527**	**99.70%**	**3.010**
Accrued Income	38,930	38,930	0.30%	
Grand Total	**$ 12,948,103**	**$ 12,288,456**	**100%**	



CITY COUNCIL REPORT

9.E.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Kelcey Young, City Manager, 5107248933, kelcey.young@pinole.gov

SUBJECT: FISCAL YEAR (FY) 2025/26 1ST QUARTER STRATEGIC PLAN STATUS REPORT

RECOMMENDATION

Staff recommends Council receive the report on the strategic plan.

BACKGROUND

In February 2020, the City Council adopted the City of Pinole Strategic Plan 2020 – 2025. The Strategic Plan identified four goals for the City (safe and resilient, financially stable, vibrant and beautiful, and high performance) and 22 individual strategies (special projects) to complete over a five-year timeframe.

In August 2020, the City created the Strategic Plan Implementation Action Plan (IAP), which identified the timeframe on which each Strategic Plan strategy would be implemented. The City Council revisited the IAP in January 2021 and approved an updated version, which specified completion dates for each of the strategies. During the January 2021 discussion of the IAP, staff recommended a quarterly report on the status of the implementation of the Strategic Plan strategies, akin to the quarterly reports that staff provides to the Council on the City budget and City investments. Council agreed to this recommendation. The City Council updated two Strategic Plan strategies and added a new strategy in April 2023, as part of a special strategic planning Council meeting.

There is currently an RFP under development for a consultant to facilitate an update for the strategic plan.

REVIEW AND ANALYSIS

You will find a table, as an attachment, listing the four goals and 23 strategies contained within the Strategic Plan, along with the start and completion dates for each agreed upon in the January 2021 IAP. Each strategy has been coded with a green, yellow, or red dot to indicate whether the City is on track to achieve the beginning and completion dates specified in the January 2021 IAP. Green indicates that the City is on track to achieve both the beginning and completion dates; yellow indicates that the City is on track to achieve either the beginning or completion date; and red indicates that the City is not on track to achieve either the beginning or completion date. Note that “Year 1” is FY 2020-21. The City has completed fourteen of the strategies and is currently on track to achieve the beginning and completion dates of many of the remaining strategies.

There are four remaining strategies that are expected to be completed by the end of the calendar year. It should be noted that due to the type of work of seven of the strategies, they will need to continue to be ongoing in order to continue to be successful. These strategies will continue to cost staff time and resources for the foreseeable future.

FISCAL IMPACT

No fiscal impact

ATTACHMENTS

A. _Strategic Plan FY 25-26 Q1 Final

<u>**Strategic Plan Update**</u>

Goal and Strategy	Year to Begin Strategy (January 2021 IAP)	Year to Complete Strategy (January 2021 IAP)	Current Status	Notes on Status
Goal 1: Safe and Resilient Pinole				
Strategy 1. Conduct a citywide asset condition assessment.	Year 1	Year 5	In Progress	The City is in the midst of multiple asset condition assessments and master plans, which are reflected in the Capital Improvement Plan (CIP). At the end of Year 5, the City will have current assessments for all major capital assets.
Strategy 2. Update the emergency preparedness and response plan (including results of the facilities and equipment assessment).	Year 1	Year 1	In Progress	Staff presented a draft updated Emergency Operations Plan (EOP) to the City Council in August 2022. A draft is currently being reviewed by the County, and a subcommittee has been established to review the drat. This is tentatively scheduled for Council approval in the beginning of 2026.
Strategy 3. Explore restoring the community emergency response team (CERT) program and conducting annual tabletop exercises and community drills.	Year 3	Year 3	Complete	CCCFPD began providing emergency medical and fire response service in Pinole in March 2023. CCCFPD does not operate CERT programs. The Pinole Police Department intends to re-start the CERT program Specialist to head up program
Strategy 4. Review, prioritize, and implement as appropriate the 2019 fire service study recommendations.	Year 1	Year 2	Complete	City staff presented its assessment of the fire study and its recommendations regarding next steps to bolster fire service in April 2021. City Council approved staff's recommendations. As a result, the City pursued the option of contracted fire services. The City

Goal and Strategy	Year to Begin Strategy (January 2021 IAP)	Year to Complete Strategy (January 2021 IAP)	Current Status	Notes on Status
				and Contra Costa County Fire Protection District ("ConFire") negotiated and entered into a service agreement for ConFire to provide fire protection services to Pinole residents, which included re-opening the second fire station (Station 74). The City's Fire Department transitioned to ConFire effective March 1, 2023.
Goal 2: Financially Stable Pinole				
Strategy 1. Develop a long-term financial plan (LTFP) and use it to guide budget and financial decisions (including policies regarding reserves and management of liabilities).	Year 1	Year 1	Complete	The City adopted its inaugural LTFP in June 2021 and updated it in subsequent years. The City also maintains a 20-year financial forecast that is updated at least annually.
Strategy 2. Conduct a comprehensive fee study to ensure cost recovery of current and potential service fees. (Evaluate implementing an online payment platform.)	Year 1	Year 2	Complete	The City completed a comprehensive fee study and cost allocation plan in June 2022, which Council approved. Staff completed a fee study and recommended updates to development impact fees in January 2025. City staff has implemented options for online payments for certain services, including building permits and business licenses.
Strategy 3. Establish a program to evaluate grant opportunities and capacity.	Year 2	Year 2	Complete	City staff has hired Townsend, a grant research, writing, and management consulting firm which has provided a framework to evaluate and pursue appropriate grant opportunities.
Strategy 4. Explore an array of revenue	Year 2	Year 3	Complete	Staff has supported the City Council in exploring various revenue

Goal and Strategy	**Year to Begin Strategy (January 2021 IAP)**	**Year to Complete Strategy (January 2021 IAP)**	**Current Status**	**Notes on Status**
generation opportunities to recover costs.				generation opportunities, most significantly when the City Council received the strategic financial planning report, which provided several revenue-generating options for Council's consideration. The City decided to place an additional half-cent sales tax measure on the ballot for the November 2024 municipal election. The voters passed Measure I, which is expected to generate an additional $2.5 million in the City's General Fund. Staff continues to explore additional revenue-generating options.
Strategy 5. Develop a disciplined approach to funding infrastructure maintenance and improvements.	Year 1	Year 5	**On-going**	This is an ongoing effort in which staff is currently engaged, and which involves the asset condition assessments, master plans, and annual capital planning process.
Goal 3: Vibrant and Beautiful Pinole				
Strategy 1. Update the General Plan and Three Corridors Specific Plan.	Year 1	Year 4	On-going	Updates to the General Plan Housing and Health & Safety Elements in addition to a new Environmental Justice Element are underway, Staff will consider the need to update other aspects of the General Plan and the Three Corridors Specific Plan Environmental Impact Report so that high-density residential projects could utilize the EIR for project-specific environmental clearances, which would encourage streamlining the rehabilitation and re-

Goal and Strategy	**Year to Begin Strategy (January 2021 IAP)**	**Year to Complete Strategy (January 2021 IAP)**	**Current Status**	**Notes on Status**
				use of undeveloped or under-developed properties.
Strategy 2. Develop/create a comprehensive strategy to encourage streamlining the rehabilitation and re-use of undeveloped or under-developed properties.	Year 4	Year 4	On-going	This process is currently underway and is an ongoing process.
Strategy 3. Partner with regional for- and non-profit housing organizations to provide an array of housing options consistent with community income levels.	Year 1	Year 1	Complete	The City has partnered with nonprofit housing organizations to explore and develop affordable housing projects, particularly the non-profit Satellite Affordable Housing Associates (SAHA) project at 811 San Pablo Avenue, which is providing 33 units of very-low and low income housing for veterans. Staff also collaborated with a for-profit housing developer to quickly entitle and permit a 179-unit, 100% affordable senior housing project at 600 Roble Avenue called Vista Woods. Lastly, the City negotiated a suite of community benefits with a for-profit housing developer building 154 condominiums that included a set-aside for eight deed-restricted low income for-sale units. Although this is an ongoing effort, it was scheduled as a one-year project in the IAP, and is therefore marked as complete.

Goal and Strategy	Year to Begin Strategy (January 2021 IAP)	Year to Complete Strategy (January 2021 IAP)	Current Status	Notes on Status
Strategy 4. Develop a comprehensive economic development strategy that includes a focus on downtown redevelopment to activate the core of the community as a destination for the region (including gateway and wayfinding signage as well as branding).	Year 1	Year 2	Complete	The City Council adopted the Pinole Economic Development Strategy (EDS) in October 2022.
Strategy 5. Partner regionally to improve and enhance transportation circulation, including public transit, cars, bikes, and pedestrians, guided by the downtown Pedestrian Safety Plan, Active Transportation Plan, and other adopted plans.	Year 2	Year 4	On-going	The City is engaged in several collaborations with other jurisdictions and agencies to enhance transportation. The City Council appropriated funding to create an Active Transportation Plan; the City received funding to collaborate with the County on an Appian Way complete streets project; and the City is requesting that new development projects have facilities to promote transit.
Strategy 6. Conduct a review and update of the City's code enforcement and property maintenance programs with a focus on increased beautification efforts and investment in community ecological and cultural amenities, business districts, and nuisance abatement.	Year 1	Year 1	**On-going**	This is an ongoing effort. City staff is continually updating code enforcement policies and procedures.
Goal 4. High Performance Pinole				

Goal and Strategy	Year to Begin Strategy (January 2021 IAP)	Year to Complete Strategy (January 2021 IAP)	Current Status	Notes on Status
Strategy 1. Develop an employee attraction, retention, and development plan. a. Analyze the City's classification and compensation system and update as needed.	Year 1	Year 2	Complete	Staff completed an employee attraction, retention, and development plan (Talent Management Plan) in June 2022. City staff continuously updates the classification system and seeks Council approval of appropriate compensation changes.
Strategy 2. Conduct a citywide organization review to optimize efficiencies.	Year 1	Year 1	Complete	The City completed a citywide organizational review (assessment) in March 2021.
Strategy 3. Review citywide implementation of best practices and improve processes.	Year 2	Year 5	**On-going**	This is an ongoing effort in which staff is currently engaged. City staff have made many process improvements since the adoption of the Strategic Plan. Among the many process improvements, the City has launched a 24/7 permitting system, a new website, a Pinole-specific app for event and news alerts, and new e-newsletters.
Strategy 4. Develop a strategic communication plan (i.e., public information officer, messaging, marketing, technical implementation).	Year 1	Year 2	Complete	The City Council adopted the City of Pinole Communication and Engagement Plan in October 2022.
Strategy 5. Develop a public engagement plan. a. Develop policies and practices that provide a framework for diverse community members to connect, interact, and proactively participate. b. Explore opportunities for meaningful youth participation in city and community life. c. Develop a robust	Year 1	Year 2	On-going	The City Council adopted the City of Pinole Communication and Engagement Plan, which addresses public engagement, in October 2022. The City has implemented practices which have increased community engagement. The City has finalized Volunteer policies and procedures, implemented a new volunteer program,

Goal and Strategy	**Year to Begin Strategy (January 2021 IAP)**	**Year to Complete Strategy (January 2021 IAP)**	**Current Status**	**Notes on Status**
volunteer and internship program.				and started two youth internship programs. Citizens Academy will start in August
Strategy 6. Develop a comprehensive information technology Strategic Plan.	Year 1	Year 1	Complete	City staff completed a comprehensive IT Plan in June 2022.
Strategy 7. Develop an interagency legislative advocacy program.	Year 2	Year 2	In-Progress	City staff expects to complete this project in Calendar Year 2025. City staff is reviewing sample Legislative Platforms, and will bring potential frameworks to Council in the near future
Strategy 8. Explore the use of the Government Access Channel/PCTV to implement the strategic communication plan.	Year 4	Year 4	In-Progress	PCTV has contributed to many new City communication and engagement efforts, including producing The Beat of Pinole monthly mayor's video; producing other informational videos for the public; and producing videos of numerous community events. The PCTV strategy has been completed and is now being implemented

CITY COUNCIL REPORT

9.F.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Heba El-Guindy, Public Works Director, helguindy@pinole.gov

SUBJECT: RECEIVE UPDATE ON CAPITAL PROJECTS, INSPECTION AND PERMITTING, AND MAINTENANCE

RECOMMENDATION

Receive update on capital projects progress, conducted inspections and issued permits, and performed maintenance operations.

BACKGROUND

An update on key capital projects and maintenance activities was provided to the City Council on July 15, 2025, for the fourth quarter of Fiscal Year (FY) 2024/25. To establish continuation in reporting, this new update is being provided for the months of July, August, September and October of 2025. The update covers capital projects, permits review, and maintenance operations.

REVIEW AND ANALYSIS

Capital Projects:

Progress on key capital projects includes the following:

- In response to the bidding process of the City of Pinole FY 2024/25 Sidewalk Rehabilitation Program (Project No. RO2402), the Public Works (PW) Department received a total of nine (9) bids that ranged in costs from \$111,200.00 to \$348,317.70. Following a thorough review of completeness and compliance with bid requirements, the lowest responsive and responsible bid for Spektren Engineering, Inc. in the amount of \$111,200.00 was selected. Since the last update to the City Council on July 15th, 2025, the Project scope was expanded to utilize the full budgeted funding of \$150,000 funded by Measure S. Planned work was recently completed on Friday, November 7th, including improvements to curb ramps and pavement conditions in the Downtown area on San Pablo Avenue and Fernandez Avenue. Remaining Punch List items will be completed by this Friday, November 14th. It should be noted that the upcoming City of Pinole FY 2025/26 Sidewalk Rehabilitation Program will soon be posted for seeking bids, and it focuses on locations on Pinole Valley Road and Shea Drive to support the Pavement Rehabilitation Program for same fiscal year.

- Police Department Building Roof Replacement. This work is being pursued under the Citywide Roof Repairs CIP Project (FA1702). A request for bids was initiated on August 28, 2025. In response, the PW Department received eight (8) bids that range between $453,200 and $965,888. A draft agreement with a selected consultant is currently planned for the City Council consideration and approval on December 2nd, 2025. Work to be performed in December/January subject to weather permitting.

- Youth Center Building HVAC System: This work is being carried out on an urgent basis due to the failed heating and air-conditioning in a number of offices on the first floor of the building (dedicated to the use of the Community Services Department), and the difficulty controlling temperature and high level of humidity impacting PCTV and equipment on the second floor. Due to the limited funding, only three of the seven HVAC units are being replaced to address the failed components. Following a comprehensive review, a quote received by City Mechanical (the on-call maintenance contractor) on September 24, 2025, in total amount of $72,795.00. An agreement was prepared and executed, and work is currently underway and is expected to be completed by Friday, November 21st weather permit.

- Upgrade of City Pools (FA2502): This is an ongoing project that aims at gradually upgrading the various equipment associated with the pools. Regular use of the pools recently ceased for the winter. This opportunity is being used for plumbing improvements including replacement of the showers and corroded discharge pipes in addition to replacement of the filters and other upgrades that can be accommodated within the remaining budgeted funds for FY 2025/26. Selected improvements and associated costs are planned to be brought for the City Council consideration and approval on December 2nd, 2025.

- Pinole Valley Park – East (PA1901): Currently under review for the addition of prefabricated restrooms along with associated foundation and utility connections (water, sewer and electricity). Funds to remain of the FY 2025/26 Project budget will be used to add benches for visitors, and to upgrade the irrigation system to the extent possible.

- Dog Park Upgrade (FA2501): The PW Maintenance Operations team removed a crowded tree, as well as removed a stump (in the small dog area) and a leaning branch (in the large dog area). The team also painted the restrooms, replaced a rotted wall, and cleaned and treated the roof for moth. The restrooms' gutters have been removed and will soon be replaced. The Dog Park sign has been replaced, and the team also painted the waste receptacle, doggy bags post, and the flyers board. Planning is underway to add dog play areas and upgrade the landscaping following a community meeting to be led by the Community Services Department.

- Pinon Trunk Sewer Capacity Phase 2 Project (SS2401): On June 25, 2024, the City Council awarded the construction contract to K.J. Woods Construction, Inc. The Notice to Proceed was issued on October 14, 2024, and the work has since been progressing and is now scheduled for completion (to complete punch list items and pavement repairs) by the end of November 2025. Due to multiple breakages of the water line along Orleans Drive, PW staff coordinated with the EBMUD team. EBMUD agreed to add replacement of the water line along Orleans Drive to the west of Tennent Avenue to their workplan, for design during calendar year 2026 and constructed in 2027. This is in addition to replacement of the water line along Zoe Court also scheduled for construction in 2027. Consequently, pavement rehabilitation of full width of the Project segment of Orleans Drive will follow replacement of the water line in 2027.

- Roble Avenue Storm Drain Improvement Project (SW2001): The Roble Avenue Drain Improvement Project is expected to exceed the retrofit requirements of the Municipal Regional Storm Water of 1.16 acres and establish road improvements including the provision of a sidewalk. A contract for the environmental review and design of the Project was approved by the City Council on June 3rd, 2025. Work has been progressing since with regular coordination with the consultants' team, and concept design alternatives are currently under review.

- Active Transportation Plan (RO2106): On March 7, 2023, the City Council awarded a contract to GHD, Inc. to develop the City's Active Transportation Plan (ATP) with the objectives to identify deficiencies and improvements that would increase walking, cycling, and connectivity to public transit. GHD produced a draft ATP report which was presented to the Traffic and Pedestrian Safety Committee (TAPS) on January 8, 2025. Input from the TAPS, City staff and the community are being incorporated into the ATP. Due to the significant revisions and additions needed, an amendment to the GHD contract was approved by the City Council on June 17, 2025, that increased the budget by a not-to-exceed amount of $30,000 to be paid at the satisfactory completion of the plan and extended the contract term to December 31, 2025. The finalized ATP report will be presented to the City Council for consideration and approval.

- Storm Drain Master Plan (IN1703): On August 15, 2023, the City Council awarded a contract to West Yost Associates (West Yost) to develop the City's Storm Drain Master Plan. This Project is intended to identify, analyze and prioritize the capital improvement needs of the City's storm water management system to reduce flood risks, enhance public safety and protect City assets. Findings and recommendations developed during preparation of the Storm Drain Master Plan will be used by staff to develop or update CIP projects, and the final Plan will be presented to City Council. Staff have been in regular coordination with the Consultant's team. Based on the site inspections and modeling needs, the Consultant proposed an increase in scope and budget that are being brought for the City Council consideration and approval on December 2nd, 2025.

- Reporting to the Water Board and grant funded research. Field visits were conducted in coordination and with the presence of representatives of the Water Board. The annual reporting on the stormwater system including the existing trash capture devices in relation to the requirements was submitted. Currently grant funded research is underway to assess effectiveness of the trash capture devices. Staff are also assessing the potential for grant funding to invest in larger devices at outfall locations to meet 100% compliance requirements (currently at 80%).

- Tennent Avenue Pedestrian and Bicycle Improvements and Bay Trail Gap Closure (RO1902). This project is being tackled this fiscal year rather than next year as originally planned in the CIP in order to avoid jeopardizing the awarded One Bay Area Grant (OBAG) funds. The Project will close a gap in the Bay Trail, linking the communities of Hercules, Pinole, and unincorporated Contra Costa County. The trail begins at the City of Pinole's Wastewater Treatment Plant at the terminus of Tennent Avenue and extends across the Union Pacific Railroad (UPRR) tracks then travels along Railroad Avenue to connect with the existing Bay Trail segment along the Pinole Creek. Responsibility for improvements is divided between the City of Pinole and UPRR. The City will construct hardscape elements including the concrete sidewalk, asphalt pavement, striping, signing, and fencing. UPRR will install grade crossing panels, traffic control devices, wiring, and associated appurtenances. The PW Department is regularly coordinating with Caltrans, UPRR and the consultants' team, with the Project design and right-of-way phase nearing completion prior to pursuing construction in 2026.

- Delores Court Stormwater Pipe Replacement. This Project is being performed under the CIP Stormwater Upgrade & Trash Capture Project (SW2501). A Request for Bids (RFB) was initiated on Thursday November 6th to replace the stormwater pipe that runs from Delores Court through the public easement within the front and backyards of residence # 2341 Delores Court (about 90 linear feet). Bids are due by Thursday December 4th. Based on outcome of the bidding process, staff will seek future input and approval by the City Council prior to proceeding with the Project construction. It should be noted that this Project has a relatively timeframe schedule given the fact that the existing pipe collapsed and is expected to continue to cause maintenance issues this winter. The remaining section of the existing pipe/culvert that travels through the embankment between the backyard fence and the creek, is planned to be replaced in FY 2026/27 given the required permits and environmental protection process.

- San Pablo Avenue Bridge Replacement (RO1710): Age and condition assessment of the San Pablo Avenue bridge supports replacement. In February 2020, the City awarded a contract to a consultants' team to conduct the Preliminary Engineering (PE) and advance the project. Work on the project was resumed this year, and the environmental review is scheduled for completion by April 2026 (NEPA by December 31, 2025, and CEQA by April 30, 2026), with the project design commencing in 2026. This Project is receiving Highway Bridge Program (HPB), Strategic Management Planning Program (STMP), and Transportation Land-Use Connections (TLC) grant funds. Through coordination with Caltrans, the City received an early release of the HBP grant funds to support the PE work. In addition, staff coordinated with the West County Transportation Commission team and changes were approved by the WCCTC Board on May 23, 2025, which extended the term of the STMP grant agreement by an additional four years and allowed flexibility in the use of the grant funds. Consequently, a fourth amendment to agreement with Consor North America, Inc. was approved by the City Council on July 1, 2025, thereby increasing the consultant's compensation by a not-to-exceed amount of $199,300 (funded by HBP grant fund) for completing the project's environmental review and approvals. Consor's detailed design scope and associated costs are currently under development for future consideration by the City Council. In addition, a sixth amendment to agreement with Gray-Bowen-Scott was approved by the City Council on July 15, 2025, thereby increasing the consultant's compensation by a not-to-exceed amount of $350,005 (to be funded by STMP grant fund) and extending the agreement to June 30, 2027, to provide project management support services through completion of the PE (environmental and design) phase.

Inspections and Permits:

- Month of July: 220 inspections were performed, 54 permits (1 encroachment, 29 sewer lateral including 11 video review, 2 transportation, 1 grading, and 21 utility encroachment) were issued, and $49,655.20 permit fees were collected.
- Month of August: 173 inspections were performed, 37 permits (3 encroachment, 24 sewer laterals including 13 video review, 1 transportation, 1 grading, and 8 utility encroachment) were issued, and $49,026.70 permit fees were collected.
- Month of September: 180 inspections were performed, 32 permits (1 encroachment, 20 sewer laterals including 7 video review, 1 transportation, and 10 utility encroachment) were issued, and $29,222.60 permit fees were collected.
- Month of October: 145 inspections were performed, 53 permits (40 sewer lateral including 20 video review, and 13 utility encroachment) were issued, and $69,719.00 permit fees were collected.

Maintenance Operations:

- Months of July through October: Completion of 1397 service requests and repairs including 72 stormwater (catch basins, storm drain, and sweeping), 21 wastewater (sewer main, sewer overflow, and video capture), 33 signs (new installation and repairs), 255 roads (potholes, traffic signals, streetlights, vegetation management, trees trimming, red curb, graffiti removal, and pavement markings), 845 parks (vegetation management, trees trimming and stump grinding, fields maintenance, gopher control, irrigation, debris removal, restrooms, special events, hanging of banners, water fountain repairs, play structure maintenance, and graffiti removal), 40 illegal dumping, 5 emergency calls, 4 fleet, and 122 facilities (roofing, lights, alarms repair, gates repair, furniture assembly/repair and moving assistance, pest control, elevators repair, plumbing, drinking fountains repair, pools repair, irrigation, trees trimming, debris removal, appliances repair, HVAC repair and/or replacement, TV installation, painting, signs repair and replacement, windows repair, and doors and locks).

It should be noted that the Maintenance Operations team performed potholing on segments of the following roads: Ramona Street, Estates Avenue, Faria Avenue, Tara Hills Drive, Henry Avenue, San Pablo Avenue, Wilde Court, Wright Avenue, Shea Drive, Sarah Drive, Carmelita Way, Kildare Way, Kilkenny Way, Pinole Valley Road, Emma Drive, Peach Street, Hoke Drive, Plum Street, Pine Avenue, Marionola Way, Barkley Court, Brazil Court, Avis Way, Willow Street, Simas Avenue, Tamalpais Drive, Faria Avenue, Shawn Drive, Appian Way, Pinole Shores Drive, Victor Street, Doidge Avenue, Barkley Court, Potrero Court, Chapparal Court, Alice Way, and Moraga Drive.

Improvements to pavement markings and red curbing were performed at various locations including: City Hall Parking Lot, Tennent Avenue Parking Lot, San Pablo Avenue, Del Monte Way, Tennent Avenue, Ramona Street, Alvarez Avenue, Roble Avenue, and Orleans Drive.

FISCAL IMPACT

There is no fiscal impact to reporting on projects and operational updates.

ATTACHMENTS

None

CITY COUNCIL REPORT

11.A.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Lilly Whalen, Community Development Director, 510-724-9832, lwhalen@pinole.gov

SUBJECT: UPDATE ON IMPLEMENTATION OF THE RESIDENTIAL HEALTH AND SAFETY RENTAL INSPECTION ORDINANCE (PINOLE MUNICIPAL CODE CHAPTER 8.30) AND ADOPTION OF ADMINISTRATIVE REGULATIONS

RECOMMENDATION

1. Receive an update from the City's Housing Fellow on progress related to improvements to the Residential Health and Safety Rental Inspection Program (the Program);
2. Adopt a Resolution, approving the Administrative Regulations implementing PMC Chapter 8.30 following the public hearing; and
3. Direct staff to (a) prepare a Class and Compensation Study for a full-time Residential Health and Safety Inspector, and (b) conduct a fee study to support full cost recovery and return with recommended fee adjustments.

BACKGROUND

September 16, 2025, Council Discussion

On September 16, 2025, the City Council received an update from the City's Housing fellow regarding improvements to the Residential Health and Safety Rental Inspection Program and staff's intent to enter into a contract with OpportunitySpace, Inc. (dba "Tolemi") to provide a proactive rental inventory and inspection software platform.

City Council's direction at the meeting guided staff to proceed with:

- Implementation of a new software platform to support an online, public-facing rental inventory and inspection system.
- Development of Administrative Regulations pursuant to Pinole Municipal Code (PMC) 8.30.170 to operationalize the Program.
- Continuation of stakeholder engagement to inform program design.
- Preparation of a fee and staffing analysis to achieve full cost recovery and restore a dedicated rental housing inspector.

City Council also expressed interest in incorporating decarbonization data and tenant demographic data collection.

These improvements will be funded in part by the Partnership for the Bay's Future (PBF) Policy Fund Grant, which supports the City's Housing implementation goals, including the redesign and relaunch of the Program.

Residential Health and Safety Rental Inspection Program

The Residential Health and Safety Rental Inspection Program (the "Program") was established in 2006 to protect public health, safety, and welfare by ensuring the proper maintenance of rental housing. The Program is intended to identify and correct substandard or non-compliant housing conditions and to prevent deterioration and blight that can harm property values and quality of life in Pinole (PMC Section 8.30.020).

The Program requires all residential rental property owners— including single-family homes, multi-family units, apartment buildings and hotel/motels— to:

1. Maintain a valid business license each year,
2. Allow the City to inspect the unit once every three years for compliance with applicable City ordinances and housing laws, and
3. Correct any violations identified during inspections.

The overall goal is to support neighborhood stability by addressing blight, maintaining property values, and ensuring tenants have safe housing.

When the Program was first established, it was managed by a dedicated City Rental Housing Inspector. Following the Great Recession, the Program faced ongoing challenges due to limited staffing and the lack of a reliable system to track properties and inspections. For many years, compliance was handled inconsistently through Code Enforcement complaints, business license renewals, or individual inquiries. Program records remain scattered across spreadsheets and Word documents, with only some more recent data tied to the City's business license system.

Staff have also explored whether the City's eTRAKiT system—currently used for Building, Planning, Code Enforcement, Public Works, and Finance—could serve as a rental inventory platform. After a thorough review, it was determined that eTRAKiT cannot support the Program's needs for scheduling, payment, compliance documentation, or public transparency.

In 2023, the Community Development Department partnered with the Finance Department to encourage more property owners — particularly those not inspected within the last three years — to come into compliance. Contract staff were brought on to support this effort. Without a dedicated rental tracking system, staff created a temporary patchwork process using Microsoft Bookings for inspection scheduling, Stripe for payment processing, and the City's permit system to issue business licenses, track inspection results and verify compliance.

While this temporary process allowed the City to resume some inspections with contracted staff, feedback from staff and participants has shown the temporary system is difficult to use, inefficient, and not suited to the Program's long-term needs. It allows the City to confirm only basic habitability compliance and does not provide meaningful information about the broader condition or public welfare impacts of the City's rental housing stock. Data must still be entered manually, stored in spreadsheets, and is not transparent to the public. In addition, there are no tools or metrics in place to report on broader rental market trends or analytics. Finally, the Program does not have dedicated staff to manage it and without consistent staffing it cannot be effectively administered.

Administrative Regulations Seeking Adoption

In October 2025, the City executed a contract with Tolemi to develop a rental inventory and inspection software platform to relaunch the Program as a full cost-recovery model. The goal is to create a system that improves the experience for both the community and staff while also providing stronger data and analytics tools to inform policymakers, the City Council, and the public.

The existing Residential Health and Safety Inspection Ordinance contains PMC Section 8.30.170, which allows for the development of administrative regulations relating to the implementation and enforcement of the Ordinance:

> ***8.30.170 ADMINISTRATIVE REGULATIONS.***
> *The Building Official is authorized and directed to promulgate administrative regulations pertaining to the implementation and enforcement of this chapter. Such administrative regulations shall not take effect unless and until they are approved by a resolution duly adopted by the City Council following a public hearing thereon.*

The City Attorney's Office has determined that the Building Official may issue administrative regulations for the program—subject to Council approval by resolution after a public hearing—to transition from a single triennial inspection fee to three annual payments, require annual renewal of owner enrollment with updated housing and occupancy information, move to a standardized digital enrollment system with in-person support available, and establish an online public-facing rental inventory platform that links inspection status and business license renewal. The determination also supports directing staff to prepare a class and compensation study for a full-time Residential Health and Safety Inspector, conduct a fee study to establish a cost-recovery inspection fee, and authorize conditional 2026 rental business license renewals that require system enrollment and compliance by applicable 2026 deadlines, while allowing already compliant properties to renew without reinspection but with required enrollment by year-end 2026.

It is anticipated that enhancements to the administrative regulations will be presented to council in January 2026 in order to successfully launch the Program. These are anticipated to include:

- Updating data points for collection, pending continued engagement and feedback from stakeholders;

- Establishing a self-certified inspection option for qualifying landlords at the discretion of the Building Inspector, pending continued engagement with stakeholders; and
- Establishing a one-time discounted enrollment fee for property owners who enroll by a specified date to encourage early participation and support timely adoption of the new platform.

At the time, staff will bring forward a fee study to establish a new enrollment and inspection fee for the Program that will support full cost recovery of the Program, including personnel and software.

REVIEW AND ANALYSIS

Online Platform Development

Following Council direction, staff executed an agreement with Tolemi under the City Manager's signing authority. CDD determined that Tolemi was the only viable provider due to its patented property data integration tools, user-friendly platform, and dedicated support model for both staff and the public.

The City and Tolemi are now actively building out the online public-facing rental inventory and inspection booking platforms which will:

- Enable enrollment and annual renewals;
- Facilitate inspection scheduling, fee payment, and compliance tracking;
- Provide transparent, spatially enabled data about the City's rental housing stock;
- Develop beta testing and data integration, with public launch targeted by April 2026.

The goal of the Program update is to make participation straightforward, cost-effective, and minimally disruptive for property owners and tenants, while improving the quality of data available to policymakers and strengthening shared accountability for maintaining safe and healthy housing. The City plans to increase enrollment through a user-friendly software platform that streamlines inspection scheduling, data collection and fee payment.

Staff has engaged in extensive outreach to neighboring municipalities with similar programs, gathering insights on a wide range of strategies, goals, and stages of development— from long-standing programs in place for decades to those still in first year of implementation. This effort included direct correspondence with the cities of Stockton, Concord, Antioch, East Palo Alto, Salinas, San Francisco, Monterey, Half Moon Bay, Berkeley, Hayward, and San Jose. The City also reviewed programs in Antioch, Palo Alto, Oakland, Mountain View, Richmond, Santa Monica, Los Angeles, Beverly Hills, Pasadena, and West Hollywood. This outreach provided valuable feedback that has shaped the program design the City plans to present for stakeholder input.

The City's research has informed the proposed administrative regulations (see Attachment B) to support the smooth implementation of the updated Program. Overall, outreach and program analysis consistently underscored that ease-of-use, enrollment support, and cost transparency are essential to the successful implementation and long-term operation of these programs.

Community and Stakeholder Informed Data Collection

Data commonly gathered for rental inventory programs include, but are not limited to: property and unit details (e.g., year built, date of purchase, number of units, square footage, bedrooms and bathrooms), rental information (e.g., current monthly rent, utilities included, additional fees such as parking), occupancy status, number of occupants, subsidy program enrollment, beneficial ownership disclosure, both owner and property management information. Any data gathered may, but is not required to, be incorporated into the public-facing website.

The City is currently engaging with stakeholders to best inform the materials collected. This includes property owners, managers, tenants, advocates, and regional partners that can help inform the program's operational details. Feedback will focus on platform usability, data transparency, and rental operator support during enrollment. Early 2026, City Staff intend to bring a public demonstration, refined platform features, and any recommended amendments to the Administrative Regulations based on stakeholder feedback.

Tenant Inventory

At the September 16, 2025 Council meeting, the City Council expressed interest in exploring whether tenant demographic data could be collected as part of the rental inventory. However, preliminary feedback from tenant engagement indicates discomfort with the City collecting this type of information. This aligns with guidance from tenant advocates and other jurisdictions operating similar programs.

Property owners and managers are prohibited under fair housing law from collecting demographic data, as doing so could lead to discriminatory practices. Advocacy organizations have also cautioned municipalities against collecting such data due to its sensitive and weaponizable nature. This is especially relevant for minority and mixed-status community households; given the current political climate, these communities may be significantly underrepresented in an opt-in tenant inventory, resulting in incomplete or skewed data.

While the City has obtained a quote from Tolemi for the development of a tenant inventory, research has lead City Staff to strongly recommend against pursuing this avenue as in addition to apprehension from tenant stakeholders, advocates, and neighboring municipalities; and the likelihood of the inventory gathering incomplete or unrepresentative data; the tenant inventory's cost will either negatively impact the Program's cost recovery, or create additional burden on rental property operators.

The City intends to use existing geospatial demographic data such as Census Tracts to inform equity-oriented policies moving forward. This is the metric used by advocacy organizations, neighboring municipalities, Contra Costa County programs, and State and Federal programs.

Administrative Regulations for Council Adoption

Pursuant to PMC 8.30.170 the Chief Building Official has developed Administrative

Regulations to guide the implementation of the ordinance.

Key provisions include:

- Transition from a single triennial inspection fee payment to three equal annual payments while maintaining the existing three-year inspection cycle, allowing owners to spread costs evenly over time; and
- Require annual renewal of owner enrollment and submission of updated basic housing and occupancy information to ensure accurate scheduling, support proactive compliance monitoring, and maintain up-to-date data necessary to protect public health and safety; and
- Shift to a standardized digital enrollment process, eliminating paper forms to reduce staff workload and data errors, while providing dedicated in-person support hours to ensure all property owners have access to assistance; and
- Establish an online, public-facing rental inventory platform that links inspection status and business license renewal to support transparency and ongoing compliance with minimum health and safety standards; and
- Direct staff to prepare a class and compensation study for a full-time Residential Health and Safety Inspector position to manage the Program and conduct inspections of substandard housing pursuant to Assembly Bill 548 and Senate Bill 1415; and
- Direct staff to prepare a fee study to develop an updated inspection fee that will support full cost recovery for the program.

In addition, the regulations authorize conditional 2025 rental business license renewals, requiring all property owners to enroll in the new inspection system and obtain a valid Certificate of Compliance (CoC) by their applicable 2026 deadline. Properties that already hold a current CoC (expiring 2027–2029) may renew without reinspection but must enroll and begin annual fee payments by December 31, 2026. Properties with a CoC expiring in 2026 must enroll, pay annual fees, and obtain their new CoC by their existing expiration date. Properties with CoCs expiring in 2025 must enroll and pay annual fees by June 2026 and schedule an inspection within 90 days of enrollment. Properties with expired or no CoC on file must enroll and pay annual fees by April 2026 and schedule an inspection within 90 days of enrollment. See Figure 1.

The Administrative Regulations formalize the operational framework of the updated program and are proposed for adoption by resolution (see Attachment A).

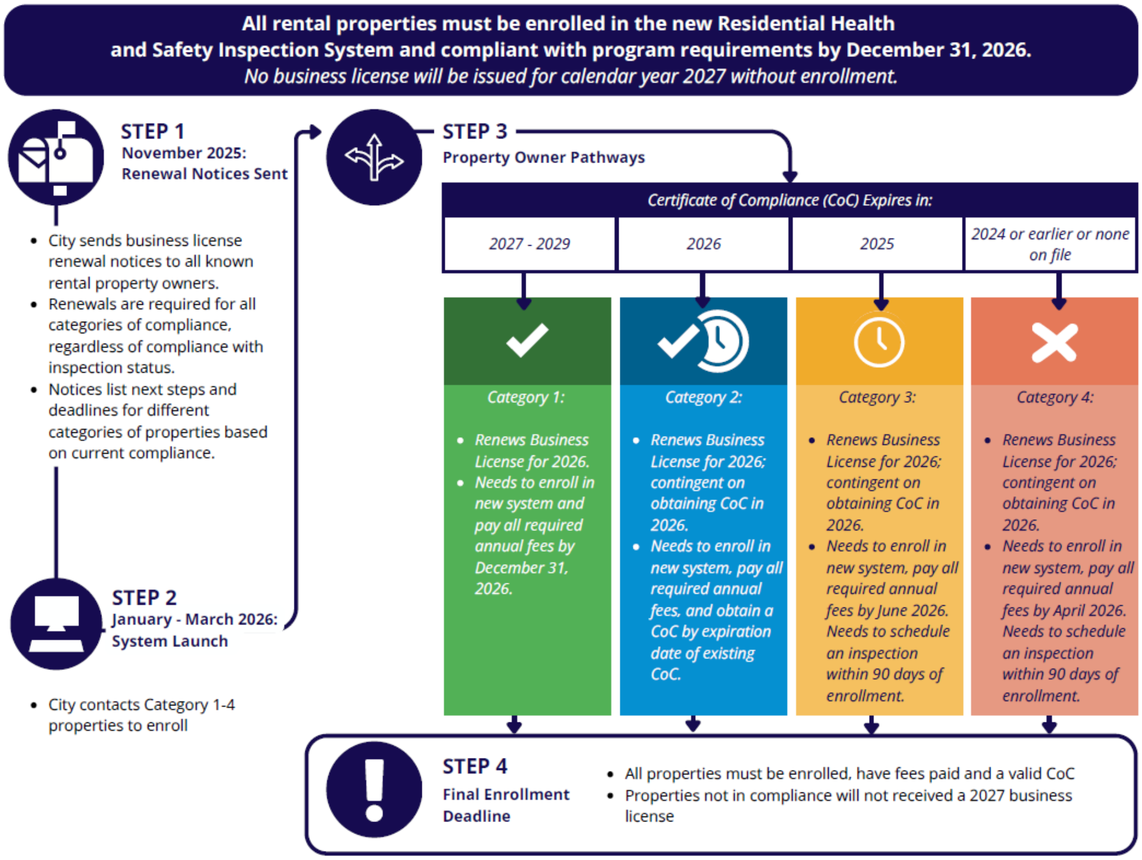


Figure 1: Business license renewal cadence for 2026

Program Timeline

Following Public Hearing and Council Approval, the next steps for the Program will include continued community and stakeholder engagement, continued program development design refinements based on Council and stakeholder input, and development and testing of a beta site. In early 2026, CDD intends to bring forward additional administrative regulation modifications for City Council approval. These modifications will help ensure smooth and successful enrollment timeline for the Program's operation.

Months	Activities
November-December	• Beta site development • Stakeholder engagement • Public outreach
January-March	• Continued Public Outreach • Assistance office hours • Early enrollment • Conditional Business License issuance

April-June	• Early enrollment deadline. • Assistance office hours • Data synthesis/analysis
July-August	• First quarterly data report • Focus group follow up
August-December	• Contract re-evaluation • Informed recommendations.

FISCAL IMPACT

Adopting the Administrative Regulations does not immediately impact the General Fund. Initial setup costs—including software configuration and staff time—are already covered through existing budgets and the Partnership for the Bay's Future (PBF) Policy Fund Grant, which has also graciously funded the one-time $8,000 platform setup cost. The ongoing annual cost for the Tolemi platform is $39,000.

A mid-year budget adjustment will incorporate the new Housing Inspector position and updated fees to ensure the program is fully self-supporting. The forthcoming fee study will recommend inspection fees that cover ongoing staffing, technology, and enforcement needs. Staff will return to City Council in early 2026 with proposed fee adjustments and the full-time Housing Inspector position to ensure full cost recovery and no net impact to the General Fund.

ATTACHMENTS

A. Resolution
B. Administrative Regulations
C. Residential Health and Safety Rental Inspection Program Update

RESOLUTION NO. 2025-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING RESIDENTIAL HEALTH AND SAFETY ADMINISTRATIVE REGULATIONS

WHEREAS, the Residential Health and Safety Rental Inspection Program (the "Program") was established in 2006 to protect public health, safety, and welfare by identifying and correcting substandard and legally non-compliant rental housing conditions, thereby preventing deterioration and blight that could adversely affect neighborhood stability, property values, and quality of life in the City; and

WHEREAS, the Program requires residential rental property owners, including owners of single-family homes, multi-family units, apartment buildings, and hotel/motel units, to maintain a valid business license, allow the City to inspect such units at least once every three years, and correct any identified violations to ensure habitability and compliance with applicable laws; and

WHEREAS, Pinole Municipal Code (PMC) Section 8.30.170 authorizes the Building Official to promulgate administrative regulations pertaining to the implementation and enforcement of the Program, provided such regulations are approved by the City Council following a public hearing; and

WHEREAS, the Program was historically managed by a dedicated full-time Rental Housing Inspector, but staffing reductions during the Great Recession resulted in fragmented administration, limited data collection, and inconsistent compliance monitoring; and

WHEREAS, implementation of a standardized digital enrollment, scheduling, data management, and compliance platform is necessary to restore program effectiveness, ensure transparency, streamline participation for property owners, and maintain accurate rental housing data; and

WHEREAS, the Administrative Regulations contained in Exhibit A establish:

- Transition from a single triennial inspection fee to equal annual payments while maintaining the existing three-year inspection cycle;

- Requirement for annual renewal of owner enrollment with updated basic housing and occupancy information to support accurate scheduling and proactive enforcement;

- Standardized digital enrollment and compliance management with dedicated in-person support to ensure equitable access; and

- Establishment of an online public-facing rental inventory platform that links inspection and business license compliance; and

WHEREAS, the City Attorney has determined that these provisions fall within the scope of authority granted under PMC Section 8.30.170; and

WHEREAS, the City Council has also directed staff to prepare (a) a Class and Compensation Study for a full-time Residential Health and Safety Inspector position, and (b) a fee study to support full cost recovery for ongoing operation of the Program, including staffing, software, and enforcement; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pinole as follows:

1. The Administrative Regulations for the Residential Health and Safety Rental Inspection Program, attached hereto as Exhibit A, are hereby approved and adopted.
2. Staff is hereby directed to proceed with preparation of:
    a. A Class and Compensation Study to establish a full-time Residential Health and Safety Inspector; and
    b. A fee study to establish updated enrollment and inspection fees to support full cost recovery, to be brought to the City Council for consideration at a future meeting.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 18th day of November, 2025 by the following vote:

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

I, hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on this 18th day of November, 2025 .

____

Heather Bell, CMC
City Clerk

**Administrative Regulations Implementing the
Residential Health and Safety Rental Inspection Ordinance (PMC Section 8.30)
Adopted by City Council Resolution No. ______**

Pursuant to PMC Section 8.30.170, the Building Official hereby issues the following Administrative Regulations to implement and enforce PMC Section 8.30 (the "Ordinance"). Capitalized terms have the meanings set forth in PMC Section 8.30.030. These regulations were adopted by the City Council following a duly noticed public hearing on November 18, 2025, by Resolution No. ______, and are effective January 1, 2026.

1. <u>Inventory Enrollment</u>. Each Owner carrying on the business of operating Rental Units (PMC Section 8.30.045) shall, for each Rental Property (PMC Section 8.30.055), complete and submit true and correct inventory and inspection enrollment information for all eligible Rental Units (PMC Section 8.30.040) through the City's approved platform on or before December 31 of each calendar year. Owners must update enrollment information within 30 days of any material change. An Owner claiming "Unit Unavailable for Rent" status shall file the signed statement described in PMC Section 8.30.030(K) through the platform.
2. <u>Business License</u>. One business license is required per Rental Property (PMC Section 8.30.055). Owners must comply with Title 5 business license requirements (PMC Section 8.30.050). Consistent with PMC Section 8.30.060, issuance or renewal of a business license requires a valid Certificate of Compliance (CoC) for each Rental Unit at the property, except as provided in the transition schedule in Regulation #9.
3. <u>Inspection Compliance</u>. Owners shall cooperate with the City to ensure periodic inspections once every three (3) years (PMC Section 8.30.090) and any initial inspection following a complete application (PMC Section 8.30.070). Scheduling is through the City's platform. The City will provide at least 30 days' written notice of inspection (PMC Section 8.30.110). Cancellations made with less than 48 hours' notice are subject to the fee in PMC Section 8.30.115. If consent to inspect is withheld, entry will be sought only as permitted by PMC Section 8.30.120.
4. <u>Deficiencies</u>. Units with deficiencies (PMC Section 8.30.150) are subject to re-inspection(s) per PMC Section 8.30.100. All deficiencies must be cured within sixty (60) days unless a different period is authorized by the Building Official under PMC Section 8.30.140. Re-inspection fees apply per the Master Fee Schedule. Continued non-compliance is subject to the remedies in PMC Section 8.30.160.
5. <u>Copy of Enrollment to Tenant</u>. Within five (5) business days of submitting unit-specific enrollment information through the City's approved platform, the Owner shall provide each affected Occupant with a copy (digital or hard copy) of the enrollment information related to that unit. If a balcony inspection is required pursuant to PMC Section 8.30.070, and the Owner receives a balcony inspection report prepared by a licensed general contractor, structural pest control licensee, licensed architect, or licensed engineer, the Owner shall provide each affected

Occupant with a copy (digital or hard copy) of that report within five (5) business days of the Owner's receipt of the report. Inspection reports submitted to the City for purposes of obtaining a Certificate of Compliance are included in the Certificate of Compliance record pursuant to PMC Section 8.30.130 and are City records. Such records may be made available upon request in accordance with the California Public Records Act and applicable privacy laws.

6. Public Transparency. To support the purpose of PMC Section 8.30.020 and the periodic reporting obligations under PMC Section 8.30.210, the City may publish non-confidential, program-related information, including aggregated or de-identified enrollment and inspection data, on the City's website or provide such data upon request. Inspection reports, Certificates of Compliance, and related documents maintained as part of the City's official program records may be made available in accordance with the California Public Records Act and applicable privacy laws.
7. Annual Fee Collection. Program fees, including business license, enrollment, inspection, re-inspection, and cancellation fees, shall be paid in accordance with the City's Master Fee Schedule and PMC Sections 8.30.050 and 8.30.075. Payment of fees is required at the time of annual enrollment and prior to any inspection. Failure to pay required program fees constitutes a violation of PMC Section 8.30.045 and may be subject to penalties as authorized in PMC Sections 8.30.190 and Chapter 8.25. Inspection fees shall be billed and collected in three equal annual amounts aligned with the three-year inspection cycle, unless modified by a duly adopted City Master Fee Schedule.
8. Program Administration and Designation of Residential Health and Safety Inspector.
   Pursuant to PMC Sections 8.30.090 and 8.30.170, the Building Official may designate Community Development Department staff, including a Residential Health and Safety Inspector, to administer this Program, conduct inspections, issue notices of deficiencies, coordinate re-inspections, verify compliance with Certificates of Compliance requirements, and support enforcement of applicable laws. The Residential Health and Safety Inspector may also conduct inspections of substandard housing conditions consistent with state law, including Assembly Bill 548 and Senate Bill 1415, and applicable sections of the Pinole Municipal Code.
9. Temporary Transition Schedule for 2026–2027 Implementation (Category-Based Compliance Requirements). To support system launch and phased implementation, Owners shall comply with enrollment, fee payment, and inspection milestones based on the status of their existing Certificates of Compliance ("CoC"), as shown below:
   a. Category 1 — CoC Expires in 2027–2029 (Current and Valid CoC)

      • May renew 2026 business license without additional inspection in 2026.
      • Must enroll in the new system and pay all required annual program fees no later than December 31, 2026.

• The next periodic inspection shall occur on the standard three-year cycle pursuant to PMC Section 8.30.090.

b. Category 2 — CoC Expires in 2026

• May renew 2026 business license.
• Must enroll in the new system, pay required annual fees, and obtain a new CoC by the expiration date of the existing CoC (month-specific timing to be reflected in system reminders).
• Failure to obtain the CoC by expiration will result in the property being treated as non-compliant under PMC Sections 8.30.045 and 8.30.160.

c. Category 3 — CoC Expires in 2025

• May renew 2026 business license.
• Must enroll and pay required annual fees by June 30, 2026.
• Must schedule an inspection within 90 days of enrollment and obtain a CoC no later than December 31, 2026.

d. Category 4 — CoC Expired in 2024 or Earlier, or No CoC on File

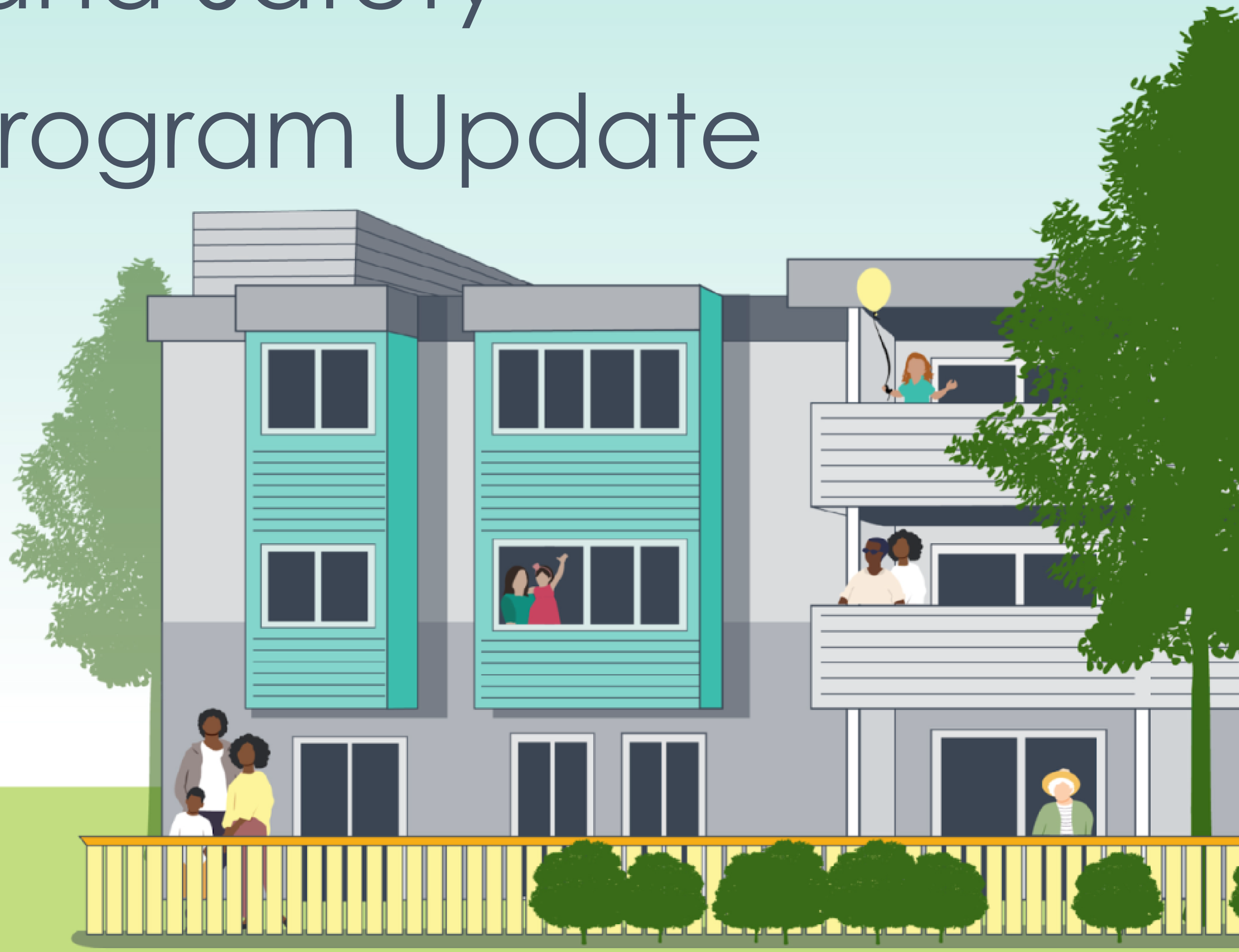
• May renew 2026 business license.
• Must enroll and pay required annual fees by April 30, 2026.
• Must schedule an inspection within 90 days of enrollment and obtain a CoC no later than September 30, 2026.

10. Business License Renewal and Effective Enforcement. Issuance of business licenses for calendar year 2027 is contingent upon:
- Enrollment in the system;
- Payment of all required program fees; and
- Obtaining a valid Certificate of Compliance under PMC Sections 8.30.060 and 8.30.090.

Properties that do not meet applicable deadlines will be subject to the penalties and correction requirements of PMC Sections 8.30.045, 8.30.150, 8.30.155, 8.30.160, and Chapter 8.25.

PARTNERSHIP FOR THE BAY'S FUTURE

Residential Health and Safety Rental Inspection Program Update



Implementation of improved inventory and inspection platform

baysfuture.org

Agenda

- Overview/Refresher
- Progress Update
- Continued Engagement and Research
- Proposed Administrative Regulations
- 2026 Business License Renewals
- Program Timeline
- January Administrative Regulations

8 Month Update

Home Restoration Program

- Bay Area Housing Finance Authority (BAHFA) Technical Assistance Grant Awarded!
- Next Steps: Create bond documents to present to council for approval

Bay Area Housing Finance Authority

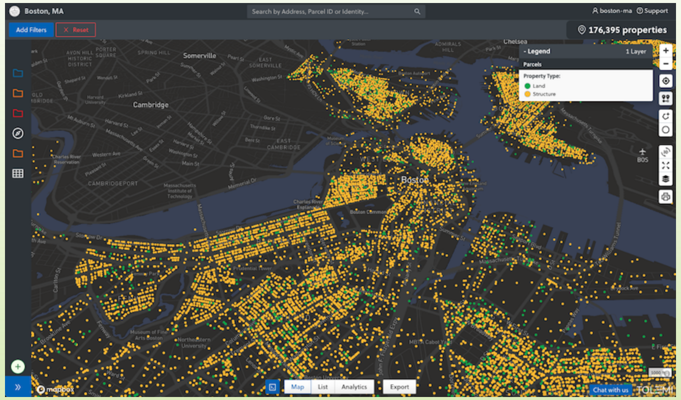
ASSOCIATION OF BAY AREA GOVERNMENTS
METROPOLITAN TRANSPORTATION COMMISSION

Policy Handbook

- Launched Community Input Campaign: Survey, and tabling. Hosting input sessions early 2026
- Next Steps: Build out policy recommendations

Rental Inventory

- Developer contracted, program in development
- Next Step: Approve Administrative Regulations by Council Resolution (Attachments A and B)



Program Timeline

2006
Residential Health and Safety Rental Inspection Program Launched

2008
Housing Recession

2022
Inspection Program partially digitized using limited resources

2023
CDD Tenant Protections Presentation: Council stresses value of increased rental data gathering

2024
Finance Department begins encouraging compliance using limited resources

2024
Update of Rental Programs incorporated into Partnership for the Bay's Future (PBF) Grant Application

2025
PBF Grant program begins Rental Inventory Program Design update

2026
Intended Revamp Launch

Existing Protocols

<u>Program Scope:</u> All residential property owners – including single-family homes, multi-family units, apartment buildings, and hotel/motels

Enrollment requirements:	Current Practices
Maintain a valid business license each year	Inspection and information gathering occurs every three years
Allow the City to inspect the unit once every three years for compliance with applicable City ordinances and housing laws	Fees are collected at the time of inspection booking
Correct any violations identified during inspection, apply for Certificate of Compliance every three years, and pay fees	Reactive compliance enforcement and limited tracking through Code Enforcement and Finance Department

Residential Health and Safety Rental Inspection Program Update

Temporary, limited software

Limited data collection

Limited data collection

Difficult inspection booking system for public and staff

Lack of data analytics

Lack of public transparency

Inconsistent, reactive enforcement

Not able to be proactive

Program & Software Revamp

- Easy-to-use System
- Informed Policy Design
- Proactive Enforcement
- Public Transparency

Program Goals: make participation as convenient, cost-effective, and non-invasive as possible while delivering impactful data to policymakers, decision makers, and the public

Increase enrollment: Increase enrollment through a user-friendly interface that will also streamline existing processes for property owners and city staff alike.

Inform Policy: Gather data that will better inform city policies, including determining how to most effectively use existing Housing Successor Fund

Protect Community: Provide public transparency and avenues of input/feedback on housing stock.

Track and mitigate evictions, habitability shortcomings, and rental misconduct.

Why do we want this?

Market Safeguards

- Prevent speculative market practices from negatively impacting local housing market
- Ensure market changes benefit Pinole's community rather than displace it
- Better understand the City's rental housing stock to allow for more precise approach to housing policy

Identify and Incorporate Noncompliant Properties

- 300-400 rental units (roughly 20% of stock) are currently not enrolled in program
- Identify and engage noncompliant units in order to increase enrollment, and better local residents.

Track and Mitigate Evictions

- Current eviction data tracking is isolated to Sheriff Lockout data
- Not all eviction proceedings make it all the way to the Sheriff lockout phase
- Lockout data does not track demographics, reason for eviction, or soft evictions - all of which will help develop effective mitigation strategies.

Municipal Engagement

Average Annual Fees:
$182 per unit

Stockton
Concord
Antioch
Palo Alto
East Palo Alto
Salinas
San Francisco
Monterey
Half Moon Bay
Oakland

Lessons Learned

- Implement accessible online platform
- Increase staff capacity
- Incorporate actual cost of software and staffing into new fee schedule
- Eliminate paper option
- User support office hours
- Self-certified inspection program for qualifying owners

Berkeley
Hayward
Mountain View
Richmond
San Jose
Santa Monica
Los Angeles
Beverly Hills
Pasadena
West Hollywood

bold - Northern California locations

underlined - direct dialogue with team

Real World Impact: Monterey Case Study

THE CITY OF MONTEREY

- Data revealed an almost complete lack of 3+ bedroom rental units in th city.
- This prevented middle and even upper middle-income families from residing in Monterey.
- The findings helped explain drops in the local economy ar massive enrollment decline in their school system.
- In order to address this, Monterey is working on program to help property owners expand existing units to accommodate families.

Item	Registered Rental Units: Number of Units — Total	% of Total	Average Rent	Average Additional Fees	Average Sq. Ft.	Average Cost per Sq. Ft.
Rental Unit Bedrooms						
0	173	7.5%	$1,566	$22.14	428	$3.66
1	996	43.2%	$1,801	$21.67	592	$3.04
2	1,005	43.5%	$2,362	$34.69	882	$2.68
3	113	4.9%	$3,204	$32.05	1,355	$2.36
4	13	0.6%	$3,623	$4.00	1,782	$2.03
5	2	0.1%	$6,409	$0.00	2,947	$2.17
6	3	<0.1%	$6,493	$0.00	2,658	$2.44
7	1	<0.1%	$9,850	$0.00	2,631	$3.74
8	2	<0.1%	$6,865	$0.00	1,442	$4.76
Total/Weighted Average	**2,308**	**100.0%**	**$2,125**	**$27.71**	**756**	**$2.89**

Source: City of Monterey; Tolemi Building Blocks City of Monterey Rental Inventory; EPS.

(Monterey quarterly report)

Continued Community Engagement

Rental Property Owners

Accessory Dwelling Units (ADUs)

Single-family-home

2-5 unit properties (duplex, triplex)

Medium multifamily properties (5-12 units)

Large & commercial units (13+ units)

Rental Property Facilitators

Property managers & management firms

Housing providers

Developers

Apartment and Realtor Associations

Residents

Tenants & Renters

Condo/ADU occupants

Homeowners

Senior residents

Affordable Housing World

Affordable housing developers

Affordable housing managers & operators

Affordable housing residents

Voucher program operators

Voucher program recipients

Implementation through Tolemi based on:

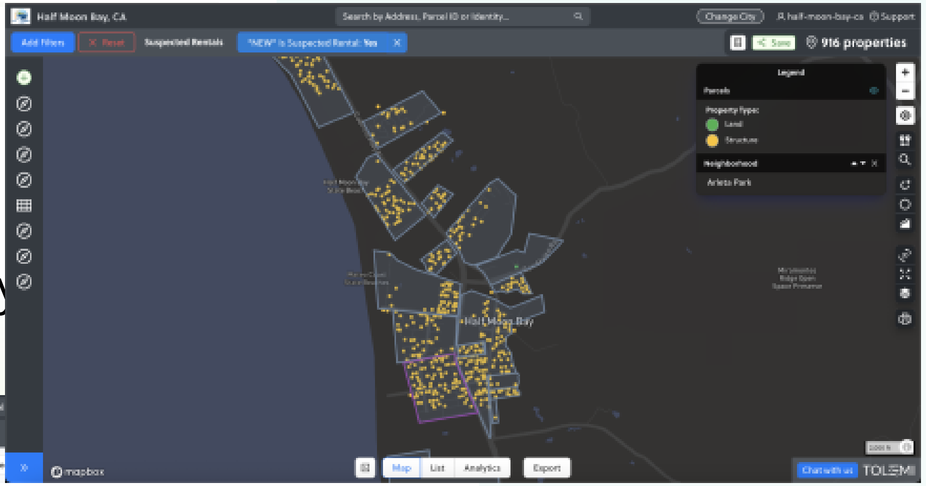
Sole Source Justification

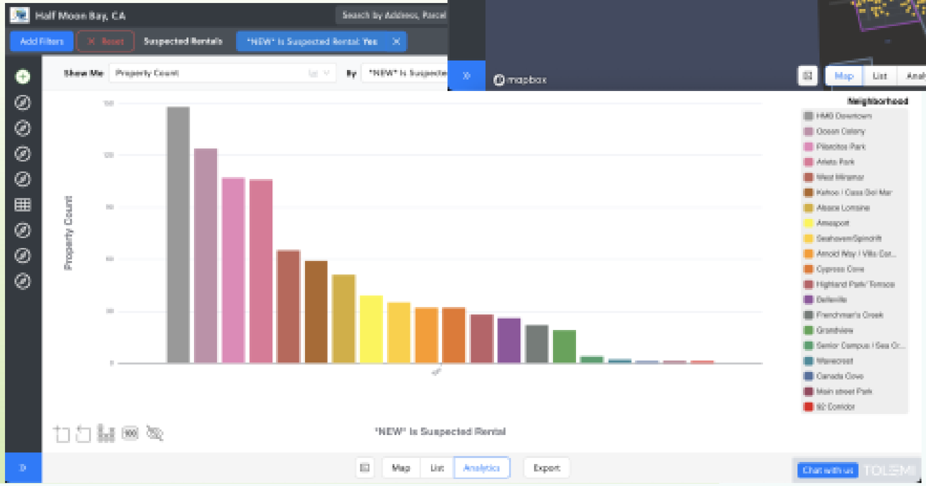
- Advanced machine learning and predictive modeling, proprietary “Swarm” tool, and ability to overcome municipal data challenges such as advanced spatial queries, customizable scoring models at the parcel, neighborhood, or block group level.
- 3rd party data site scrubbing
- Only provider able to facilitate intended ease-of-use and comprehensive data analysis and additional data gathering
- Excellent customer service for public and city

Neighboring Municipality Recommendations:

- Monterey
- East Palo Alto
- Salinas
- Monterey
- Half Moon Bay

(Map of noncompliant units)





(Noncompliant units by neighborhood)

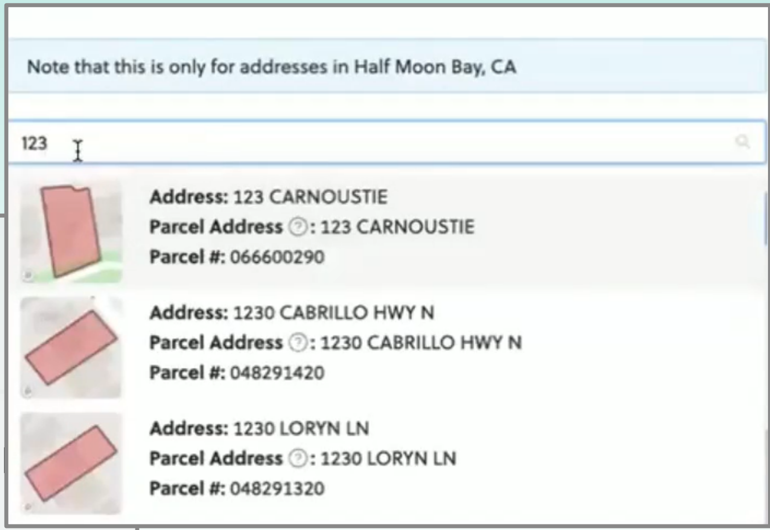
Implementation through Tolemi

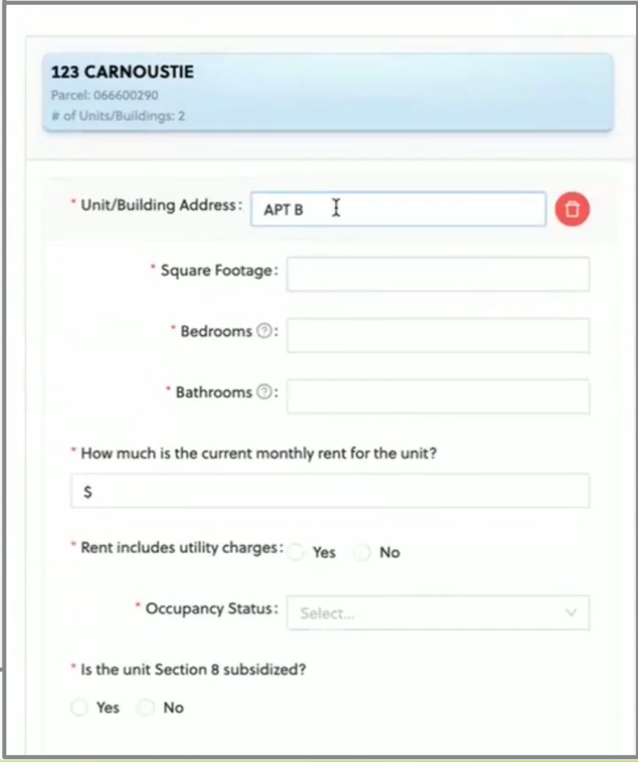
Gatherable Data (included but not limited to)

- Name of owner (beneficial ownership disclosure)
- Number of units, bedrooms and bathrooms
- Sqft, Year built
- Rent charged
- Additional fees (i.e. parking), Amenities/utilities included at owner vs. renter expense
- Eviction/Tenant changeover
- Occupancy status
- Demographic data not recommended

Program Model

- Create streamlined program platform for enrollments, compliance outreach, and inspection management
- Create accessible data synthesis site for city staff and limitable public site
- Fee and housing data collected annually
- Certificate of compliance required for business license renewals
- Half Moon Bay Enrollment video: https://vimeo.com/993584463





(screenshots from Half Moon Bay enrollment page)

Estimated Implementation Expenses (pending fee study)

	Annual Cost	Fee Increase	Deliverable
Site Development (one-time fee)*	$8,000*	$0 (paid by PBF)	User portal City analytics Public facing site
Increased Staffing Requirements (pending fee study)	$20,000	$15-$23	Operating cost Improved program Self-Cert Option
Rental Inventory	$39,000	$23-$39	Operating cost Data Collection Outreach services

City Impact:

1. **Increased enrollment in PRIIP Program**
2. **Simpler process for program users**
3. **Comprehensive housing data for city and public use**

Progress Update

Site Development

- Site development and data transfer are underway through the implementation contract.
- Estimated platform launch late-January to mid-February.

Research and Community Input

- Ongoing targeted engagement with rental property operators, tenants, advocates, and neighboring municipalities.
- Intended to inform data gathered, public transparency, user interface, and program incentives.

Council Input: Decarbonization

Tracking Efficiency Upgrades

Software developer, Tolemi has expressed interesting in piloting a green and high efficiency upgrades tracking system in Pinole including:

- Induction stovetops,
- electrical panel upgrades,
- solar and EV charging installations, and
- high efficiency windows and insulation.

Connecting Operators to Existing Resources

Platform can connect operators to existing decarbonization programs at the City, County, State, and Federal Level:

- Energy-Saving Programs | PG&E
- Incentives - The Switch Is O
- Green House Calls® - Rising Sun Center for Opportunity

Partnering with CAP Monitoring

Program intends to integrate with City's Climate Action Plan monitoring software and integrate spatial analysis for program impact assessments and targeted outreach.

Council Input: Tenant Data - Inquiry

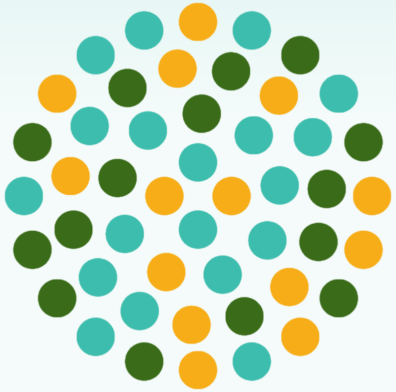
Municipal Operators:

City of Los Angeles
County of Marin
City of Concord
City of San Francisco

Tenant Advocates:

Enterprise Community Partners
Partnership for the Bay's Future
Tenants Together
East Bay Housing Organization
SV@Home

Community Input:



Limited/Preliminary tenant input
Limited/Preliminary operator input

Council Input: Tenant Data - Findings

Municipal Operators:

Fair housing law limits landlords from gathering this data.

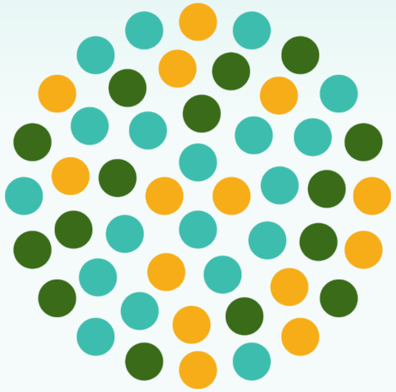
It is unlikely an opt-in program will gather a representative sample in the current climate.

Tenant Advocates

Express caution over sensitive and weaponizable nature of the data.

Cross-referencing data findings to regional demographics identified in census tract data is an equally effective advocacy strategy.

Community Input



Initial input has expressed caution about liking their personal data to the Program.

Proposed Administrative Regulations

Administrative Regulations	
Inventory Enrollment	Rental Operators to enroll in rental inventory on or before December 31st of each year on the City's approved platform (Tolemi)
Business Licenses	Rental Operators to acquire a business license on or before December 31st of each year on the City's approved platform (Tolemi)
Compliance and Deficiencies	Rental Operators to comply with periodic inspections once every three years and remedy deficiencies on the City's approved platform (Tolemi)
Tenant & Public Transparency	Tenants to receive copy of enrollment form and inspection reports. City may publish non-confidential program data or provide data upon request
Annual Fee Collection	Program fees and business license fees to be collected annually on the City's approved platform.
Residential Health and Safety Inspector	Authorize the Building Official to designate a Residential Health and Safety Inspector to administer this Program.

Temporary Transition Schedule for 2026-2027 Implementation

(Category-Based Compliance Requirements)

All rental properties must be enrolled in the new Residential Health and Safety Inspection System and compliant with program requirements by December 31, 2026.
No business license will be issued for calendar year 2027 without enrollment.

STEP 1
November 2025:
Renewal Notices Sent

- City sends business license renewal notices to all known rental property owners.
- Renewals are required for all categories of compliance, regardless of compliance with inspection status.
- Notices list next steps and deadlines for different categories of properties based on current compliance.

STEP 2
January - March 2026:
System Launch

- City contacts Category 1-4 properties to enroll

STEP 3
Property Owner Pathways

Certificate of Compliance (CoC) Expires in:

2027 - 2029	*2026*	*2025*	*2024 or earlier or none on file*
Category 1:	*Category 2:*	*Category 3:*	*Category 4:*
• *Renews Business License for 2026.* • *Needs to enroll in new system and pay all required annual fees by December 31, 2026.*	• *Renews Business License for 2026; contingent on obtaining CoC in 2026.* • *Needs to enroll in new system, pay all required annual fees, and obtain a CoC by expiration date of existing CoC.*	• *Renews Business License for 2026; contingent on obtaining CoC in 2026.* • *Needs to enroll in new system, pay all required annual fees by June 2026. Needs to schedule an inspection within 90 days of enrollment.*	• *Renews Business License for 2026; contingent on obtaining CoC in 2026.* • *Needs to enroll in new system, pay all required annual fees by April 2026. Needs to schedule an inspection within 90 days of enrollment.*

STEP 4
Final Enrollment Deadline

- All properties must be enrolled, have fees paid and a valid CoC
- Properties not in compliance will not received a 2027 business license

Next Steps and Implementation Timeline

Council Decisions (November):

Administrative Regulation Modification Approval>>~~Business License Date Change Approval~~

CDD Actions:

Site Development>>Community Input>>Design Modification>> Outreach>>Program Launch

Beta Site Development
Program Focus Groups
Modification

Tomorrow - Oct

Oct - Dec

Public Outreach
Continued Site Development
City Council program approval

Jan-March

Continued Public Outreach
Early Enrollment
Assistance Office Hours

April-Jun

~~Early Enrollment Deadline~~
Assistance Office Hours
Data Synthesis/Analysis

July-Aug

1st Quarterly data report
Focus Group Follow up

Aug-December

Contract re-evaluation
Informed Policy recommendations

Next Steps and Implementation Timeline

Beta Site Development
Program Focus Groups
Modification

Tomorrow - Oct

Continued Public Outreach
Early Enrollment
Assistance Office Hours

Jan-March

Cat 3 Enrollment Deadline: June
1st Quarterly data report
Focus Group Follow up

July-Aug

Oct - Dec

Public Outreach
Continued Site Development
City Council program approval

April-Jun

Cat 4 Enrollment Deadline: April
Assistance Office Hours
Data Synthesis/Analysis

Aug-December

Cat 1 Enrollment Deadline: December 31
Cat 1-4 Business License Deadline: December 31

Cat 2 Enrollment Deadline: When Current CoC expires

Administrative Regulations to be proposed (January)

Administrative Regulations	
Data Collection and Transparency	Following continued stakeholder engagement and neighboring program input, January regulations will delineate specific data to be collected and determine which data will be available to the public.
Self-Certification Inspection Program	Following continued stakeholder engagement and neighboring program input, January regulations may incorporate a self-certification option for qualifying rental property operators. Engagement will help determine qualifying parameters, extent of self-certification eligibility, tenant correspondence.
Program Fee Modifications	Following Fee Study, January regulations will implement new fee schedule that will ensure full program cost recovery and adequate staffing.
One-Time Discounted Enrollment Fees	Following Fee Study, January regulations may establish a one-time discounted enrollment fee for property owners who enroll by a specified date to encourage early participation and support timely adoption of the new platform.

Thanks for Listening!

CITY COUNCIL REPORT

12.A.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Kelcey Young, City Manager, 5107248933, kelcey.young@pinole.gov

SUBJECT: REPUBLIC SERVICES CREDIT MEMORANDUM OF UNDERSTANDING (MOU)

RECOMMENDATION

Review and approve Republic Services MOU and credit to subscribers for work stoppage and delegate authority to City Manager to finalize terms and execute MOU.

BACKGROUND

Republic Services experienced a work stoppage between July 8, 2025 and July 21, 2025 causing service disruptions to several residents and Republic Services subscribers. For impacted subscribers trash collection services were delayed for several days and for some weeks. During the work stoppage commercial businesses still had trash collection services as did some residential subscribers. Dumpsters were provided by Republic Services and located at sites throughout the city for subscribers to drop off trash that was not picked up by Republic Services.

The City issued Republic Services a notice of default in July 2025 citing the penalty provisions in the Republic Services franchise agreement and demanding a credit to impacted subscribers. In response, Republic Services has offered a credit to impacted subscribers the terms of which are reflected in the attached MOU. For the past several months the City Manager has attempted to negotiate an increase in the amount of the credit being offered impacted subscribers, among other terms, none of which were accepted. Republic Services is concurrently negotiating the terms of a MOU very similar in form to the attached with the City of Richmond, Hercules, and Contra Costa County. The City of San Pablo's City Council approved their MOU last week.

The following credits for impacted subscribers are included in the MOU in Attatchment A:

RESIDENTIAL CREDIT
(Single Family Dwellings and Multi Family Dwellings with Less Than 5 Units)

	Subscribers	Monthly Rate	IRRF Surcharge	Service Rate	Franchise Fee	Collection Rate	Weekly Collection Rate	Credits for 2 Misses	Total Credits
20 gal	880	$35.90	($10.82)	$25.08	($2.68)	$22.40	$5.17	$10.34	$9,103.23
20 gal senior	13	$33.90	($10.82)	$23.08	($2.68)	$20.40	$4.71	$9.42	$122.47
35 gal	2642	$45.08	($19.00)	$26.08	($2.68)	$23.40	$5.40	$10.81	$28,550.69
35 gal senior	1728	$43.08	($19.00)	$24.08	($2.68)	$21.40	$4.94	$9.88	$17,077.27
65 gal	523	$86.29	($35.31)	$50.98	($2.68)	$48.30	$11.15	$22.31	$11,666.89
65 gal senior	1	$84.29	($35.31)	$48.98	($2.68)	$46.30	$10.69	$21.38	$21.38
95 gal	61	$125.80	($53.01)	$72.79	($2.68)	$70.11	$16.19	$32.38	$1,975.27
Total	5848							**Total**	**$68,517.21**

REVIEW AND ANALYSIS

The initial draft MOU was sent to the City Manager in September. Since that time there were multiple communications between Republic Services and City Staff to see if the agreement could be modified. Republic Services expressed their desire to keep the credit consistent with other cities, and that in order for residents to receive a credit the agreement needed to be approved in the form attached.

FISCAL IMPACT

There is no fiscal impact to the City of Pinole by signing this agreement.

ATTACHMENTS

A. PINOLE MOU Re Settlement of Work Stoppage Claims

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into between the City of Pinole ("City") and Richmond Sanitary Service, Inc. ("RSS") is in connection with the Teamsters Local 315 organized labor work stoppage ("Work Stoppage") that occurred between July 8, 2025 and July 21, 2025, in order to fully and finally resolve any and all outstanding claims and demands asserted by City as a result of the Work Stoppage.

RECITALS

1. Republic provides collection services for the collection, processing, and disposal of solid waste, recyclable material, and organics to residents, multi-family and commercial customers in the City pursuant to an exclusive Franchise Agreement dated July 1, 2025 ("Agreement").
2. On July 8, 2025, without any prior notice to RSS, a labor sympathy action began involving Teamsters Local 315 which impacted collection and transport operations covered by our Agreement.
3. The Teamster Work Stoppage was not a strike against RSS; rather, this was a sympathy or "solidarity" refusal by Teamster employees to cross a picket line established by other Teamsters union locals orchestrated at RSS's facility.
4. RSS's Teamster employees refused to cross the picket line resulting in the Work Stoppage.
5. In recognition of the inconvenience caused by the delay in collection services for most residential and some multi-family and commercial customers in the City in July 2025, RSS has offered to provide credits to its residential customers in the City.

AGREEMENT

NOW THEREFORE, the City and RSS agree as follows:

1. <u>One Time Residential Collection Credit</u>. As a result of good faith negotiations between RSS and City, the Parties have agreed that in order to resolve any and all claims of City arising out of or related to the Work Stoppage, RSS shall provide a one-time credit to residential customers in accordance with Exhibit A attached hereto, per missed pickup event, for missed residential collection events occurring during the Work Stoppage. The credit will be applied on the RSS October 1, 2025 invoice to residential customers. The amount of the one-time credits to be applied to residential customer accounts is set forth in the attached Exhibit A, incorporated by reference as though fully set forth herein.

2. <u>General Release</u>. In consideration of RSS providing the residential credit as set forth in paragraph 1. above, City fully releases and forever discharges RSS and its members, officers, directors, employees, parent companies, sister companies, subsidiaries, divisions, agents, attorneys, and assigns, from any actions, causes of action, suits, debts, charges, complaints, claims, liabilities, obligations, promises, agreements, controversies, costs,

damages, losses, and demands of whatever nature or character, whether known or unknown, actual or contingent, arising from or related to the Work Stoppage.

3. Civil Code Section 1542 Waived. The general release set forth above extends to all claims of every nature and kind whatsoever, known or unknown, suspected or unsuspected, and all rights under *Civil Code* §1542 are waived. Section 1542 provides:

> "Section 1542. General Release. A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him, must have materially affected his settlement with the debtor."

City expressly waives its rights under Section 1542 as well as under any other statutes or common law principles of similar effect.

4. No Liability. The City and RSS acknowledge that this MOU represents a settlement and release of all claims related to the Work Stoppage and the above-described credits and agree that the parties' performance under this MOU is not to constitute or be interpreted as an admission of any liability or wrongdoing whatsoever by any party to this MOU.

5. Full and Final Agreement. This Agreement contains the entire agreement and understanding of City and RSS concerning the Work Stoppage and supersedes and replaces all prior discussions, negotiations and proposed agreements, whether oral or written. There is no other written or oral agreement regarding the Work Stoppage not contained herein. This Agreement may only be modified, supplanted or amended by mutual written agreement of the Parties in a writing signed by the parties to this Agreement.

6. Authorization to Sign. Each of the Parties hereto has the power and authority to enter into this Agreement, and does so freely and voluntarily, without duress or coercion.

The Parties so agree and have executed this Agreement below.

CITY OF PINOLE

By: ____

Kelcey Young, City Manager Date

RICHMOND SANITARY SERVICE, INC.

By: Yasser Brenes 09/19/2025

Yasser Brenes, Vice President Date

EXHIBIT A

RESIDENTIAL CREDIT
(Single Family Dwellings and Multi Family Dwellings with Less Than 5 Units)

	Subscribers	Monthly Rate	IRRF Surcharge	Service Rate	Franchise Fee	Collection Rate	Weekly Collection Rate	Credits for 2 Misses	Total Credits
20 gal	880	$35.90	($10.82)	$25.08	($2.68)	$22.40	$5.17	$10.34	$9,103.23
20 gal senior	13	$33.90	($10.82)	$23.08	($2.68)	$20.40	$4.71	$9.42	$122.47
35 gal	2642	$45.08	($19.00)	$26.08	($2.68)	$23.40	$5.40	$10.81	$28,550.69
35 gal senior	1728	$43.08	($19.00)	$24.08	($2.68)	$21.40	$4.94	$9.88	$17,077.27
65 gal	523	$86.29	($35.31)	$50.98	($2.68)	$48.30	$11.15	$22.31	$11,666.89
65 gal senior	1	$84.29	($35.31)	$48.98	($2.68)	$46.30	$10.69	$21.38	$21.38
95 gal	61	$125.80	($53.01)	$72.79	($2.68)	$70.11	$16.19	$32.38	$1,975.27
Total	5848							**Total**	**$68,517.21**

CITY COUNCIL REPORT

12.B.

DATE: NOVEMBER 18, 2025

TO: MAYOR AND COUNCIL MEMBERS

FROM: Fiona Epps, Communications Director, 510-724-9830, fepps@pinole.gov

SUBJECT: APPROVE A MEMORIAL RENAMING BAYFRONT PARK AND SIGN INSTALLATION IN HONOR OF OHLONE

RECOMMENDATION

Staff recommends that City Council adopt the resolution approving the Application for Naming and Dedication of City Facilities to rename Bayfront Park in honor of the Ohlone and install a memorial sign. Council approval would authorize staff to:

1. Rename Bayfront Park to “Rookoš Park”;
2. Procure signage reflecting the new park name and educational interpretation, reallocating Measure S funds from parks operations; and
3. Coordinate an unveiling and dedication event in partnership with the Pinole Valley High School Native American Student Union and Forensic Speech & Debate Club and Tribal Members of the Nations of Lisjan.

BACKGROUND

On September 5, 2023, the Pinole City Council approved the memorialization of the Ohlone future agenda item request and referred it to the City Council Committee on Memorials. Just months after the council meeting, a separate effort was underway by a group of students belonging to the Native American Student Union and Forensic Speech and Debate Club of Pinole Valley High School. Their mission was to rename a park in Pinole using the Chochenyo language to honor the Ohlone, and they had already engaged with Corrina Gould, of the Sogorea Te’ Land Trust and Chairperson of the Confederated Nations of Lisjan. On April 23, 2024, the City Council Committee on Memorials met to identify next steps that would help support the students’ mission to rename a park in honor of the Ohlone. One month later on May 24, 2024, the City Council Committee on Memorials met with Michele Lamons-Raiford (Pinole Valley High School teacher and faculty lead for the Native American Student Union and Forensic Speech and Debate Club), students, and Corrina Gould to discuss the nature of their mission and how they could achieve this through the City’s Memorial Policy process.

A little over a year after that meeting, on June 18, 2025, Ms. Lamons-Raiford submitted an Application for Naming and Dedication of City Facilities (ATTACHMENT A) on behalf of Pinole Valley High School’s Forensic, Speech and Debate Team and Native American Student Union (NASU). Staff and the City Council Committee on Memorials has reviewed their application request, which is to rename Bayfront Park to "**Rookoš Park**" (pronounced *rookoosh*). Rookoš is the Chochenyo traditional name for tule - a plant which is found in abundance at Pinole shores. The applicant's proposal, which includes support from Corrina Gould, seeks to recognize and honor the Ohlone people, the original stewards of the land on which Pinole is located. The application emphasizes that this renaming would serve as a permanent acknowledgment of Indigenous history, culture, and ongoing presence within the region.

Following receipt of the memorial naming application, City staff and Committee Member Mayor Cameron Sasai met with Corrina Gould of the Sogorea Te' Land Trust to discuss the proposed renaming of Bayfront Park to Rookoš Bayfront Park. During this meeting, staff listened and documented the Tribe's vision for an unveiling and dedication ceremony, which is to include interactive cultural demonstrations such as string making, abalone bead making, and a youth activity where small tule boats are crafted and launched on the water. Ms. Gould also would like to invite tribe elders and the students who have advocated for the park renaming to speak on the importance of the community coming together to do this work.

In addition to the park renaming, an interpretive board was discussed as an educational component that would complement the new park name. The interpretive board content suggested explains the cultural and environmental significance of tule. The content was submitted by Ms. Gould and can be viewed in more detail in ATTACHMENT C.

According to the applicant, the renaming represents a continuation of student-led advocacy originating from Pinole Valley High School, where students and educators have previously advanced initiatives such as the inclusion of Indigenous Peoples' Day on both the West Contra Costa Unified School District (WCCUSD) and City of Pinole calendars. This effort aligns with broader regional and statewide movements toward recognizing Indigenous communities and their historical significance.

The applicant outlined several intended impacts of the renaming, including:

- Acknowledging and honoring the original inhabitants of the land;
- Educating the community about the Ohlone people and their enduring presence;
- Reflecting community values of student voice, equity, and historical truth; and
- Aligning with prior City and School District efforts to Indigenous recognition.

Ms. Lamons-Raiford informed staff that the proposal has received broad-based community support, including endorsements from student organizations such as the Forensic, Speech and Debate Team, NASU, the African American Student Union (AASU), the Indian/Pakistani Student Union (IndoPak), and the American Sign Language (ASL) program at Pinole Valley High School, along with teachers, staff, and community members.

<u>REVIEW AND ANALYSIS</u>

In accordance with the City's Memorial Policy, the Committee on Memorials recommends that City Council approve the application. This action would allow the City to formally recognize the Ohlone people's heritage and continue fostering community engagement around cultural awareness, inclusion, and historical acknowledgment.

If approved by Council, staff will work towards finalizing the details of the event by collaborating with stakeholders, staff and Council. Council members are encouraged to suggest additional ideas for the proposed unveiling and dedication ceremony.

Staff has conducted an on-site assessment of the existing Bayfront Park entrance signage. The current wooden sign structure remains in good condition, and staff recommends retaining the existing posts and installing a new sign panel over the existing wooden plaque to preserve the aesthetic of the park entrance while efficiently implementing the new name. Members of the Committee on Memorials, City staff, and the Nations of Lisjan all favor the textured look and feel of a High Density Urethane sign (example images below).

If approved, staff will identify a location in the park to install a weatherproof interpretive board (see ATTACHMENT C for signage content and ATTACHMENT E for an example proof). Both the park and interpretive board signage designs will be carefully reviewed then chosen by City staff to ensure adherence to the City of Pinole's signage and branding guidelines prior to order and installation. Professional signage design is a service that would be provided by the signage vendor. For better visualization, below are images showing examples of a: **a) High Density Urethane (HDU) entrance sign**, and **b) aluminum interpretive board**:

<table>
<tr>
<td>

a) High Density Urethane (HDU) entrance sign [EXAMPLES]

Photo courtesy of Specialized Graphics, Inc.

</td>
<td>

b) Aluminum interpretive board [EXAMPLES]

Photo courtesy of AmericanTrails.org

</td>
</tr>
</table>

 *Image generated by Artificial Intelligence.*	 *Image generated by Artificial Intelligence.*

Staff obtained cost estimates in accordance with the City's Procurement Policy. Included in this staff report is a cost estimate provided by signage vendor Sequoia Signs & Graphics, Inc. The vendor chosen would provide both fabrication and installation services for the new park signage. One of the cost estimates received is included in ATTACHMENT D as an example for Council reference. If approved, staff would proceed with selecting a vendor that meets the City's criteria for quality, aesthetics and cost.

The Public Works and Community Services Departments have reviewed the proposal and provided their comments. The City's Public Information Officer would serve as the signage and administrative coordinator. These departments support the renaming proposal and confirm that the installation and unveiling event coordination can be accommodated within current operational capacity.

Staff also consulted with the Planning Division, who noted that, upon City Council approval of the park renaming, the City will need to notify regional mapping services and online platforms (such as Google Maps and GIS databases) to ensure the updated park name is reflected in public records and digital mapping systems. This process may require additional coordination and could take several weeks to complete.

Overall, the proposed renaming and signage installation can be implemented efficiently with minimal disruption, and the project supports the City’s ongoing efforts to acknowledge and honor the cultural and historical significance of the Ohlone people within the Pinole community.

FISCAL IMPACT

There is no direct fiscal impact to the City created by approving the memorial applications. If approved, the cost of the new sign would be between $11,000 and $17,000 (depending on materials chosen) and would be reallocated away from the existing parks operational budget in

Measure S 2014 (Fund 106).

ATTACHMENTS

A. Resolution
B. Pinole Memorial Policy Application for Renaming Bayfront Park
C. Rookos Park - Interpretive Board Content
D. Signage Cost Estimate
E. Interpretive Signage Proof

RESOLUTION NO. 2025-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING A MEMORIAL RENAMING OF BAYFRONT PARK AND SIGN INSTALLATION IN HONOR OF THE OHLONE

WHEREAS, On July 21, 2020, City Council approved a Memorial Policy which establishes a process and criteria for the consideration by the City of requests by community members to memorialize individuals, groups, or organizations that have had a significant, positive impact on the community by naming a portion of existing City property after the individual, group or organization; and

WHEREAS, the City Manager, City staff and the City Council Committee on Memorials has reviewed and recommended a Memorial Application for Naming and Dedication of City Facilities in honor of the Ohlone; and

WHEREAS, the application is to rename Bayfront Park (1 Tennent Avenue) to "Rookoš Park;" and

WHEREAS, Rookoš is the is the traditional name for tule in the Chochenyo language. Tule is a plant found in abundance along Pinole Shores; and

WHEREAS, this action allows the City to formally recognize the Ohlone people's heritage and continue fostering community engagement around cultural awareness, inclusion, and historical acknowledgment; and

WHEREAS, City staff have collected cost estimates for a new park name sign and interpretive signage board that can be purchased using existing budget funds; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Pinole does hereby approve the renaming of Bayfront Park to "Rookoš Park" and the installation of new signage.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 18th day of November 2025 by the following vote:

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

I, hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on this 18th day of November 2025.

Heather Spears, CMC
City Clerk

CITY OF PINOLE

Application Requesting that an Individual, Group, or Organization be Memorialized by Naming Existing City Property or a New Enhancement to City Property after the Individual, Group, or Organization

Introduction

The City of Pinole adopted an updated Memorial Policy in July 2020. The policy laid out the process and criteria by which requests to memorialize individuals, groups, or organizations by naming a portion of existing City property or a new enhancement to City property after the individual, group, or organization would be considered.

A request to name existing City property or a new enhancement to City property after an individual, group, or organization may be initiated by one or more Council Members or City residents, business owners, property owners, or City staff members using an application. The application shall be submitted to the City Manager's office.

The application shall state the individual, group, or organization proposed to be memorialized, the existing City property or new enhancement to City property proposed to be named, the proposed name, and the reasons for the proposed naming. The application shall evince the significant, positive impact on the community created by the individual, group, or organization and broad-based community support for the naming.

Application Information:

<u>The individual, group, or organization proposed to be memorialized:</u>

With the approval of Corrina Gould of Sogorea Te' Land Trust, via Mayor Cameron Sasai on an email dated 6/3/2025, Pinole Valley High School's Forensic, Speech and Debate, Team and Native American Student Union (NASU) is requesting the renaming of "Bayfront Park" in Pinole to "Ohlone Bayfront Park"

<u>The existing City property or new enhancement to City property proposed to be named:</u>

Bayfront Park

The proposed name, and the reasons for the proposed naming:

Ohlone Bayfront Park

Description of the significant, positive impact on the community created by the individual, group, or organization:

The proposal to rename Bayfront Park to Ohlone Bayfront Park is a meaningful and necessary step toward honoring the original stewards of this land, the Ohlone people, and continuing the work of local students and community members who have advocated for Indigenous recognition and justice.

Pinole itself is named from the Nahuatl word pinolli, a reflection of the deep Indigenous roots in our region. The land on which Bayfront Park sits is part of the ancestral territory

Description of broad-based community support for the naming:

This naming is supported by Pinole Valley High School's Forensic, Speech and Debate, team, Native American Student Union (NASU), members of our African American Student Union (AASU), members of our Indian/Pakistani Student Union (IndoPak), and students in our American Sign Language (ASL) program. Several students, teachers,

Submitter:

Name, title (if applicable), and contact information of individual submitting application:

Michele Lamons-Raiford
Educator, Advocate, Coach, Club Sponsor, New Teacher Mentor

Signature of individual submitting application:

Michele Lamons-Raiford

Date submitted:

6/18/2025

· **Title: 5–7 words:** Rookoš Park:Where the Tule Grows

· **Intro paragraph: 40–60 words**

Rookoš is the traditional name for tule in the Chochenyo language. Chochenyo is the first language to be spoken in the East Bay. The Confederated Villages of Lisjan Nation have lived along the shores of what is now called Pinole for thousands of years.

· **Main section(s): 100–150 words total (1–2 short paragraphs)**

The City of Pinole and Lisjan Nation worked together to rename this park to honor the waterways of this place. This partnership allows for the Tribe to continue to connect with tule in ways that were once a part of our everyday lives. Lisjan Nation, sometimes known under the generic term of Ohlone, used tule in numerous ways. The reeds are used to build tule canoes, build homes, mats to sleep on, skirts, baskets and even to eat.

Tule is also very important to the environment. Tule assists in cleaning water, providing a healthy environment for many living beings. Some of the living communities that it contributes to are places for microorganisms that become food for fish, dragonflies and frogs. They in turn become food for a wide variety of birds. This shoreline continues to be important to all living beings.

· **Captions and labels: 40–80 words combined (concise, descriptive text for each photo or diagram)**

SEQUOIA SIGNS & GRAPHICS, INC

110 2nd Avenue South
Suite D-4
Pacheco, CA 94553
(925) 300-1066

Stand Tall and Get Noticed!
www.sequoiasigns.com

PROPOSAL
EST-17779

Payment Terms: 50/50

Created Date: 10/31/2025

DESCRIPTION: City of Pinole Interpretive Display/HDU Signs

Bill To: House Account - Sequoia Signs
110 2nd Ave S
Pacheco, CA 94553
US

Requested By: Tom Schnurr
Email: Tom@Sequoiasigns.com
Cell Phone: (925) 300-1066

Salesperson: Stuart Speegle
Email: sspeegle@sequoiasigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	**File prep and proofing**	1	$270.00	$270.00
1.1	**File prep and proofing -**			
2	**Traditional T base exhibit with GCL panel OSD 40.5" W x 45" T** Gel Coat Laminate panel OSD 36" x 24"	1	$3,190.64	$3,190.64
2.1	**Custom Product -**			
3	**Single sided HDU sign panel OSD 69.5" W x 30.25" T**	1	$3,450.00	$3,450.00
3.1	**Custom Product -**			
4	**Installation non electrical** Any installation costs quoted are based on optimal conditions at the site, readiness of the walls or surfaces, the grounds, and other areas where the sign may be installed, as well as the description provided by the client. Additional charges may apply based on unexpected or unknown factors during the installation process. Removals not included unless stated.	1	$2,885.50	$2,885.50
4.1	**Installation- Prevailing wage -**			
5	**Permitting Service *Estimate** Does not include permit/licensing fees which will be paid on the clients behalf and added to the invoice. If trips are required, charges may be added per trip based on time and mileage. Charge is based on standard time and may be adjusted depending on actual hour required. If we do not have a business license in your municipality, one will be purchased and added as part of city fees.	1	$675.00	$675.00
5.1	**Permit Processing -**			
6	**City Fees/Licensing** We pass through all city fees/licensing that are required for permits with NO mark-up.	1	$0.00	$0.00
6.1	**Custom Service -**			
7	**Set-up & Processing- waived**	1	$0.00	$0.00
7.1	**Set-up & Processing - No credit card**			
8	**Project Mgmt**	1	$840.00	$840.00

8.1	**Project Mgmt -**

Subtotal:	$11,311.14
Taxes:	$673.79
Grand Total:	$11,984.93
Deposit Required:	$5,992.47

A 50% deposit (non-refundable) is due upon acceptance of this proposal and before work commences. The remaining 50% is due upon delivery.

Installation is only included if explicitly noted and assumes normal conditions at site. Any reference to painting, unless specifically noted otherwise, refers to spot/touch up paint only. If an installation is cancelled with less than three business days notice, a $500 rescheduling fee will be applied.

Unless specifically stated, permitting fees and processing are not included in this proposal.

For electrical signs: We do not provide electricity to the sign. A dedicated 20 amp sign circuit (600-5nec) will need to be provided by a separate electrician or general contractor within 6' of the electrical connection to the sign. Timer required at the box.

Client indemnifies Sequoia Signs & Graphics, Inc. against any claim by any property owner, landlord, tenant, or any other party that the above signs may violate. This includes any agreements the client may have with said parties or where such signs are not properly authorized by the parties and where their authorization is required.

Some design and layout work is included in the above proposal. Based on the complexity of the design, the quality of the art file received from the client, and the number of changes requested by the client, additional design charges may be added to the final invoice. If the client cancels the project after the design phase has commenced, then design charges will be due and payable.

All signs are and shall remain property of Sequoia Signs & Graphics, Inc. until invoice is fully paid. Any costs that are incurred on sign removal that result in failure to pay and any cost incurred to re-install sign shall be added to this invoice.

CANCELLATION: Buyer may cancel all or any of the products purchased by written notice to Seller received prior to thirty (30) days before shipment. Buyer agrees to pay for completed products (including profit thereon) and any direct or indirect costs or expenses incurred by Seller as a result of cancellation, including a restocking charge of 20% of the purchase order price. Seller reserves the right to complete and ship products canceled within thirty (30) days of scheduled shipment and shall be entitled to the full purchase order price. Return freight charges will be for the Buyer's account. Products (spare parts and components) shipped from inventory or stock may be returned for a restocking charge` of 20% within three (3) months of shipment provided products are unused and returned in its original packaging. To obtain return approval, contact Customer Service at 925.300.1066.

ABANDONMENT: Should the Buyer fail to communicate or be unable to cancel, the order shall become inactive. If inactivity exceeds 30 days, the order shall be deemed cancelled. Buyer agrees to forfeit any deposits to pay for completed products (including profit thereon) and any direct costs.

WARRANTY: Seller warrants to the original Buyer that new products (including spares and replacement components) will be free from defects in material and workmanship for a period of twelve months from date of first use or delivery.

This proposal is valid for 30 days. CA Lic # 1019870

Due to current high fluctuation of input costs, we reserve the right to re-address final pricing when production has been approved.

SEQUOIA SIGNS & GRAPHICS, INC

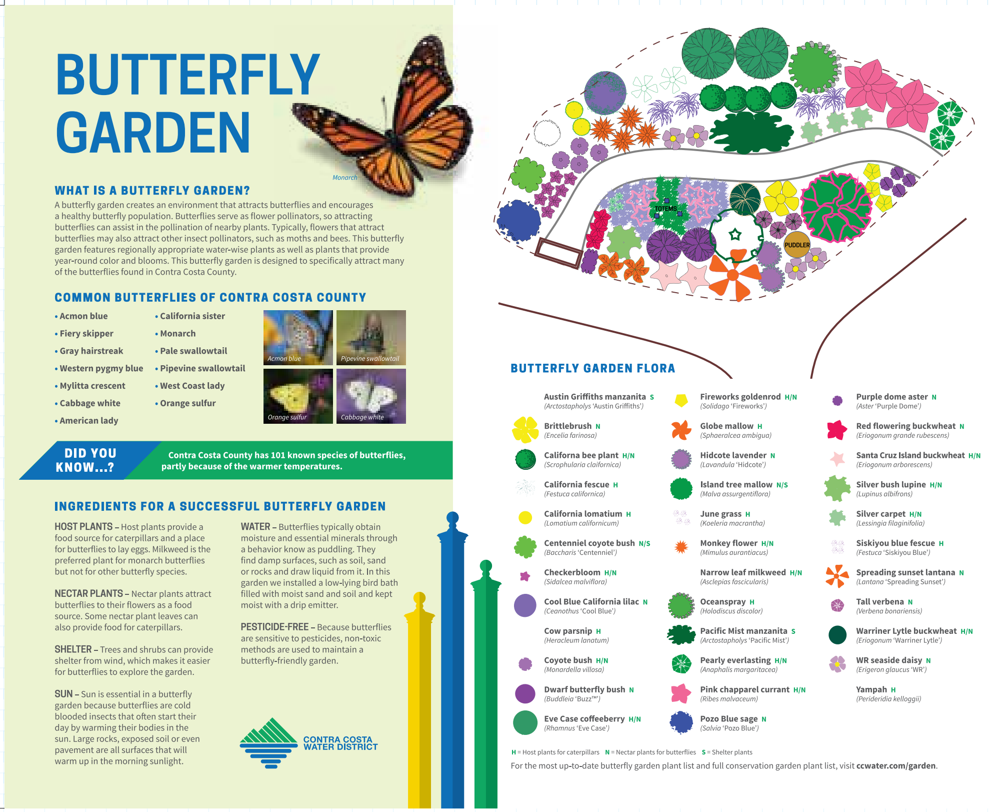
ORDER PROOF
11270

= white fill

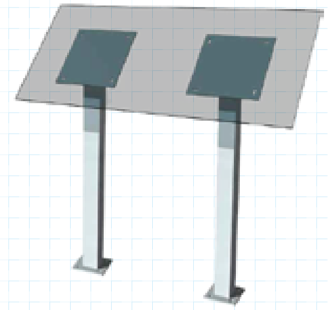
= negative space

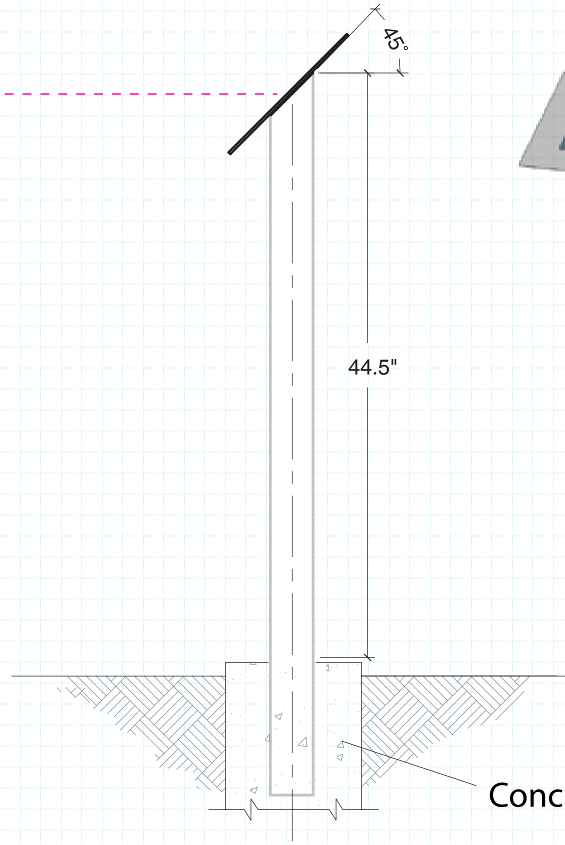
30.0 in

24.0 in



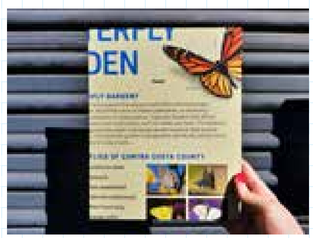
3/4 VIEW





SIDE VIEW

Smallest letter height: 0.1"h
Largest letter height: 1.2"h



Color sample in sunlight

* **NOTICE/ PLEASE READ CAREFULLY** and review this proof before sign off or approval. You are accepting responsibility that the art displayed is correct. Any changes (size, quantity, spelling, color, etc.) after approval are at the customer's expense. **IF you chose not to use a PMS color, you accept responsibility that this rendering and the final product may differ slightly in color as a result of production variations and well as screen calibrations that can occur with CMYK/RGB/Hex color formulations. Named colors will be identified above. If your artwork requires specific colors per your brand guidelines, it is your responsibility to provide the PMS or CMYK values prior to proof approval.

Customer: Contra Costa Water District
Contact: Mimi Nehaouchi
Product: Exterior CHPL Graphic

Quantity: 1
Install info: SSG will install - non electrical

NOTES: 1/2" Exterior CHPL Graphic. Panel Size: 24" x 30". Panel placed at a 45 degree angle. Two posts included.