



# ADMINISTRATIVE REPORT

**DATE: SEPTEMBER 18, 2020**

**TO: CITY COUNCIL AND PINOLE COMMUNITY MEMBERS**

**FROM: ANDREW MURRAY, CITY MANAGER**

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## UPCOMING EVENTS

### CITY PUBLIC MEETINGS

Meetings	Date and Time	Location
Planning Commission Meeting	Monday, Sept. 28, 2020 7:00 pm	Videoconference*
Finance Subcommittee Meeting	Wednesday, Sept. 30, 2020 3:00 pm	Videoconference*
City Council Meeting	Tuesday, October 6, 2020 6:00 pm	Videoconference*
City Council Meeting	Tuesday, October 20, 2020 6:00 pm	Videoconference*

\* Due to the State of California's declaration of emergency, City Council meetings are currently being conducted through videoconference pursuant to authorization from Governor Newsom's executive orders. Please submit public comments for City Council meetings to the City Clerk before or during the meeting via email to [hiopu@ci.pinole.ca.us](mailto:hiopu@ci.pinole.ca.us). City Council meetings can be viewed live on Channel 26 or video-streamed live on the City's website, [www.ci.pinole.ca.us](http://www.ci.pinole.ca.us). If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Iopu, at (510) 724-8928 or [hiopu@ci.pinole.ca.us](mailto:hiopu@ci.pinole.ca.us). Agendas, minutes, and other information regarding City Council meetings can be found on the City website, [https://www.ci.pinole.ca.us/city\\_government/city\\_clerk/agendas\\_and\\_minutes](https://www.ci.pinole.ca.us/city_government/city_clerk/agendas_and_minutes)

### OTHER CITY-SPONSORED EVENTS

Events	Date and Time	Location
None*	N/A	N/A

\* The City has cancelled or postponed all City-sponsored events for the time being to comply with the County Health Officer's health orders.

## **CORONAVIRUS (COVID-19) UPDATE**

In response to the latest Health Orders, City Hall is open on an appointment-only basis for the time being. Certain City facilities will remain closed for the time being, including the Senior Center and Youth Center. The City will reopen these facilities as soon as possible. You can find more complete information on the City's COVID-19 website ([https://www.ci.pinole.ca.us/city\\_government/coronavirus\\_covid\\_19](https://www.ci.pinole.ca.us/city_government/coronavirus_covid_19)) as well as the Contra Costa Health Services COVID-19 website (<https://www.coronavirus.cchealth.org>), which is a comprehensive, authoritative resource on Health Orders and health practices.

## **ITEMS OF INTEREST**

### **PINOLE YOUTH CENTER UPDATE**

Fall virtual enrichment classes will begin on October 5<sup>th</sup>. The following classes will be offered this fall Aloha Mind Math, Cooking Round the World, Skyhawks Sports, Keyboard lessons by Music Repertoire, Recess & Sports Activities from National Sports Academy, and Enrichment Club.

Some of the Virtual classes will consist of live Zoom classes led by instructors while others will be pre-recorded classes to be watched at the registrant's leisure. Both Zoom and pre-recorded classes will be offered and available for a 30-day period.

For additional information, please email [youth@ci.pinole.ca.us](mailto:youth@ci.pinole.ca.us) or call 510-724-9004. Registration can also be completed via our online system <https://pinolerec.recdesk.com/Community/Program>.

### **AC TRANSIT SAFETY MEASURES**

Since the start of the pandemic, AC Transit has continued to work to ensure that their transportation system is as safe as possible. The Metropolitan Transportation Commission's (MTC) Bay Area Blue Ribbon Transit Recovery Task Force laid out a set of operational practices to provide for the safety of Bay Area transit systems. AC Transit is announcing its own reNEW Plan, which goes even further than the minimum guidelines. Please see the attached press release outlining the additional measures AC Transit is taking to keep our riders and employees safe.

### **2020 GENERAL MUNICIPAL ELECTION**

The next General Municipal Election will be held on Tuesday, November 3, 2020 and will include the election of two Pinole City Council seats and Pinole City Treasurer.

Additional information about the General Municipal Election, including candidate and voter assistance information, will be posted to the City's website - City Clerk's webpage as it becomes available throughout the election season.

A representative from the Contra Costa County Elections Office will be making a presentation at the October 6, 2020 City Council meeting. Please tune in for important updates on voter registration, Vote by Mail, Ballot Box drop-off locations, and polling place information so that you can be prepared to cast your vote.

### **CENSUS 2020: TIME IS RUNNING OUT... RESPOND TODAY!**

By now, all Pinole households should have received a notification in the mail inviting them to respond to the census. You can fill out the census online at [my2020census.gov](https://my2020census.gov), by phone ([numbers available in 13 languages at this link](#)), or by mail.

Make sure to count **everyone** living in your household as of April 1, 2020. Remember, your responses are confidential and will shape how much federal funding and civic representation our Pinole gets **for the next decade**. When you've completed your census post a picture on your social media with your receipt and tag #CountMeIn and #CoCoCounts.

Still have questions about how to respond to Census 2020? [Click here to check out answers to frequently asked questions.](#)

For more information about Census 2020 and Contra Costa County's efforts visit [cococensus.org](https://cococensus.org).

### **GET INVOLVED! JOIN A CITY BOARD, COMMITTEE OR COMMISSION!**

The City is recruiting to fill vacancies on the following boards and commissions. If you are a citizen interested in community service in a variety of disciplines, there are several opportunities available. Please submit your application for the positions below no later than **October 1, 2020**.

For more information on how to apply, please visit the [BOARDS AND COMMISSIONS](#) webpage or contact the City Clerk, Heather Iopu at (510) 724-8928 or [hiopu@ci.pinole.ca.us](mailto:hiopu@ci.pinole.ca.us). Candidates must be appointed by action of the City Council to all Commissions or Committees. Please note that all public meetings are taking place virtually through videoconference until local emergency conditions due to the COVID-19 pandemic have improved. Any interviews of applicants for these positions will take place by phone or videoconference.

#### **Planning Commission (3 positions):**

The Pinole Planning Commission is a seven-member panel who take action on development requests and make policy recommendations to the City Council. The Commission usually

meets on the 4<sup>th</sup> Monday of every month at 7:00 pm in the City Council Chamber, although additional meetings may be called as required. Commissioners serve four-year terms.

### **Traffic and Pedestrian Safety Committee (3 positions)**

The Pinole Traffic and Pedestrian Safety Committee is a five-member panel who recommend or review action on traffic safety, traffic control and planning, speed limits, parking and other traffic related matters. The committee makes recommendations to the City Council; committee members service two-year terms.

### **Contra Costa Library Commission (2 positions – Delegate & Alternate)**

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

- 18 members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils (Richmond does not participate)
- 5 members represent Contra Costa County - each member of the Board of Supervisors appoints one Commissioner
- 1 member representing the Central Labor Council.

Currently the Commission meets every other month, on the fourth Thursday evening at 7:00 pm at the Library Administration in Martinez <http://guides.ccclib.org/Commission>.



1600 Franklin Street • Oakland, CA 94612 • ryles@actransit.org • 510.891.4745 •  @ACTransitMedia

## **AC TRANSIT LAUNCHES THE ROLLOUT OF RIDER PPE: OFFERING HAND SANITIZER & FACEMASKS ON EVERY BUS**

*Part of the onboard health & safety action plan – designed to exceed current guidelines and recommendations*

OAKLAND, Calif. – The Alameda-Contra Costa Transit District (AC Transit) recently unveiled the **reNEW Plan**. Our multi-prong action plan outlining our transit district's commitments to onboard Health & Wellness; Service & Operations; Communications & Engagement; and technical Innovations for Recovery.

“For 60 years, AC Transit has been the transit choice in the East Bay,” says AC Transit Board President Joe Wallace. “We have weathered earthquakes, social unrest, even a global recession through sound planning. Our reNEW Plan joins that tradition of planning excellence by demonstrating how AC Transit is working around the clock to restore full service and confidence, without compromising health and safety.”

The **reNEW Plan** goes beyond the minimum standards of the 30-member Bay Area Blue Ribbon Transit Recovery Task Force – a Metropolitan Transportation Commission (MTC) initiative to guide the future of the Bay Area's public transportation network, as we all adapt to the pandemic – by deploying these demonstrable upgrades.

### **Onboard PPE**

The first key **reNEW** advancement is free onboard personal protective equipment (PPE) for AC Transit riders. California's Public Health Officer and Director, Dr. Sonia Angell, issued a mandate for the use of face coverings for riders while waiting for or riding on public transportation or paratransit. Hand hygiene is also an integral component in the fight to combat the transmission of COVID-19. If soap and water are not readily available, the Centers for Disease Control and Prevention (CDC) recommends transit riders use an alcohol-based hand sanitizer that contains at least 60% alcohol (also referred to as ethanol or ethyl alcohol).

Using this public health guidance, AC Transit has launched the rollout of free facemasks and hand sanitizer dispensers for our riders.

We have chosen three-ply breathable masks that are non-toxic, non-irritating, and feature a soft nosepiece and elastic ear loop, which makes each masks easy to wear. We are also besting CDC guidance by offering our riders 70% ethyl alcohol-based foaming hand sanitizer. We have selected an FDA approved hand sanitizer that kills 99.999% of germs within 15 seconds.

Facemasks and hand sanitizer dispensers are affixed to the modesty panel, at the rear door on most of our fleet, with the exception of the 60-foot articulated buses; on these coaches, riders will find the dispensers located near the middle doors.

AC Transit riders are reminded the blue-side of the mask should be worn on the outside and the nose clip always faces the upper side of the mask.

Our initial rollout of PPE dispenser equipped buses will begin service Tuesday, September 15, 2020 with expected completion of the entire fleet by Friday, October 16, 2020.

### **Onboard physical distancing of at least 6 feet**

The CDC finds that COVID-19 spreads mainly among people who are in close contact (within about 6 feet) for a prolonged period. Since people can spread the virus before they know they are sick, AC Transit will continue to follow county public health guidelines to stay at least 6 feet away from others whenever possible, even if you — or others — do not have any symptoms. Social distancing is especially important for people who are at higher risk for severe illness from COVID-19.

It is important to note, county physical distancing ordinances require us to limit the number of riders. For a healthier trip, please check the bus capacity signs on the doors and remember to add a little extra time to our commute.

Additional buses are waiting on standby to accommodate rider overflow created by bus capacity limitations.

### **Filtered and cleaner air onboard**

We have installed the highest filtration, allowed on our buses by the HVAC manufacturer. The new and upgraded high efficiency particulate air (HEPA) filters are rated MERV-7, which means each bus removes particulate matter as small as 3.0 micrometers.

AC Transit's safety experts have also conducted a series of tests to examine the flow of air on board our buses. We tested ventilation conditions with windows open and closed, with and without HVAC, and the use of the roof hatches; the test results unequivocally concluded that any open window disrupts the indoor air quality.

By keeping all windows closed, new air filters, and the HVAC system, create a powerful air vacuum forcing old onboard air out and circulating fresh filtered air every minute and 20 seconds.

Installation of upgraded HEPA filters is now complete across our fleet.

## **Bus Operator Shields to fight the spread of coronavirus**

In the wake of COVID-19, it was then essential to create a protective barrier to help safeguard Bus Operators as riders' board and while the bus is in service. We did not have to look for a remedy. AC Transit's ingenious mechanics, in concert with the Bus Operators Safety Committee, conceived, designed, and are now installing Bus Operator Protective Shields.

The Protective Shields surround the driver's compartment and are made of polycarbonate or Lexan glass. We have chosen Lexan glass that is 3/16" thick and proven more durable than the acrylic, polyamides (nylons), polystyrene (PS) plastics, and several other materials now commonly used by retailers and restaurants. Lexan glass is virtually unbreakable and half the weight half of glass, which means we can add protection without compromising the efficiency of the bus.

Most importantly, the Lexan glass shields help limit the spread of airborne droplets from coughing, sneezing, or speaking from reaching the Bus Operator, ultimately helping to mitigate any potential transmission of the COVID-19 virus.

The full fleet of 640 buses will be outfitted with Lexan glass shields by October 16, 2020.

## **Onboard anti-viral sprayers and foggers**

AC Transit launched protocols of enhanced daily disinfecting of high-touch areas, within hours of the initial activation of shelter-in-place orders. Our crews clean ceilings, windows, ledges, walls, floors, stanchions, and entry/exit-way grab rails, pull cords, stop buttons, and fareboxes.

We have since advanced our onboard disinfecting and cleaning protocols to include nightly disinfecting of every bus in our fleet, using 30 electrostatic foggers and backpack sprayers. AC Transit invested considerable research before selecting our EPA approved anti-viral disinfectant, proven to kill the COVID-19 virus while being safer and gentler than bleach.

For more information on AC Transit's **reNEW Plan** and COVID-19 updates, please visit [actransit.org](https://actransit.org).

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*The Alameda-Contra Costa Transit District is California's third-largest bus agency, providing an average of nearly 180,000 daily passenger trips with 151 bus lines throughout the 364-square-mile service area. AC Transit provides safe, convenient, courteous and reliable service in 13 cities and adjacent unincorporated areas in Alameda and Contra Costa counties as well as carrying almost 13,500 daily riders across the bay to San Francisco. For map and schedule information, visit [actransit.org](https://actransit.org) or call 511 and say "AC Transit."*