CITY OF PITTSBURG
AGENDA

February 20, 2018

CITY HALL COUNCIL CHAMBER
65 CIVIC AVENUE, PITTSBURG, CA

GOAL SETTING SESSION
5:00 P.M.

REGULAR MEETINGS
7:00 P.M.

CLOSED SESSION
7:10 P.M.

CITY COUNCIL
HOUSING AUTHORITY
PITTSBURG POWER COMPANY
SUCCESSOR AGENCY

PRESIDING

Dwaine "Pete" Longmire, Mayor/Chair
Sal Evola, Vice-Mayor/Chair
Juan Antonio Banales, Council Member/Board Member
Jelani Killings, Council Member/Board Member
Marilyn "Merl" Craft, Council Member/Board Member

FOR HOUSING AUTHORITY:
Michelle Bond, Housing Authority Member
Annie Hill Herring, Housing Authority Member

Pittsburg City Council meetings are held the first and third Mondays of each month at 7:00 p.m. The Housing Authority meets in conjunction with the City Council on the third Monday of each month. The Pittsburg City Council meets regularly in the Council Chamber at 65 Civic Avenue, unless otherwise noted above. The City Council also sits as the Board of Directors of several other City agencies. The stipends for all agency members conform to state statutes governing compensation amounts. All other Agencies meet on an as needed basis and will be listed above if applicable. Copies of the open session agenda packets, which are distributed to the City Council, are on file in the office of the City Clerk, 65 Civic Avenue, Pittsburg, California, and are available for public inspection, beginning 72 hours in advance, during normal business hours (8:00 a.m. – 5:00 p.m., Monday through Friday, except from noon to 1:00 p.m. and City holidays). The agenda and reports are also located on the City's website at www.ci.pittsburg.ca.us. Additionally, if any reports or documents, which are public records, are distributed to the City Council less than 72 hours before the meeting, those reports and documents will also be available for public inspection in the City Clerk's Office and on the day of the meeting in the Council Chamber at the public counter area below the dais.

NOTICE TO PUBLIC (Attached)

COUNCIL COMMITTEES LIST (Attached)

COMMISSIONS/COMMITTEES MEETING SCHEDULE (Attached)

5:00 P.M.

GOAL SETTING SESSION

City Manager Introduction
City Clerk
Finance
Community Development (Engineering, Building, Planning, Planning Commission)
Public Works (Water/Sewer, Parks)
Pittsburg Power Company
Economic Development/Recreation, Community Advisory Commission (CAC)
Waterfront/Marina
Environmental Affairs
Successor Agency, Community Development Block Grant (CDBG), Housing Authority
Human Resources
City Attorney
Police

7:00 P.M.

CONVENE IN OPEN SESSION FOR REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATION

Black History Month

Celebrating the Bicentennial of Frederick Douglass' Birth

CITY MANAGER REPORTS/REMARKS

The City Manager may make brief announcements or informal comments at this time and brief the Council on items of interest. (No Action Required)

CITIZENS REMARKS

Members of the audience who wish to address the City Council or Agency Boards on issues that are not scheduled for the agenda and on any items listed as part of the Consent Calendar should complete a Speaker's Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item

is called, preferably before the meeting begins. Individuals will be given three minutes to address the Council unless additional time is allowed as provided for spokespersons. Prior to speaking, each member of the public shall state their name and business and City of residence in a clear and audible tone of voice. (No Action Required)

HOUSING AUTHORITY

CONSENT CALENDAR

1. Minutes

   Minutes of January 16, 2018

2. Disbursement Lists

   Disbursement List of January 31, 2018

ADJOURNMENT OF THE HOUSING AUTHORITY to March 19, 2018

CITY COUNCIL MEETING

CONSIDERATION

3. By Minute Order, Select Commission Appointments to Vacancies on the Planning Commission, Community Advisory Commission, and Contra Costa Mosquito & Vector Control District

   One opening exists on each of the above-stated Commissions. Two are to replace mid-term vacancies; one is to continue an appointment. The Planning Commission and Community Advisory openings will fill seats for vacancies and the terms will expire on June 30, 2019. The City has advertised for both openings and received applications. The seat on the Contra Costa Mosquito & Vector Control District is a re-appointment to this County Board. All applicants were invited to interview with the City Council on February 5 and four applicants total were interviewed at that time.

CONFLICT OF INTEREST STATEMENT

City Council/Agency Members may make any conflict of interest declarations pertaining to Consent Calendar items at this time.

CONSENT CALENDAR

COMBINED CITY COUNCIL, PITTSBURG POWER COMPANY, AND SUCCESSOR AGENCY CONSENT CALENDAR

4. Minutes

   Minutes of February 5, 2018

5. Adoption of a Pittsburg Power Company Resolution to Enter into a Contract with Contra Costa County Workforce Development Board for the Future Build's Cohort 13

The Pittsburg Power Company (PPC) entered into a contract (Contract 18-380-4) with Contra Costa County Workforce Development Board (WDB) for Future Build's Cohort 13 for January 1, 2018 through June 30, 2018 for $99,000.

6. Adoption of a City Council Resolution to Establish the 2018/2019 Annual Stormwater Utility Area Fee

   The Stormwater Utility Area (SUA) fee was established in 1993 to finance implementation of the National Pollutant Discharge Elimination System (NPDES) program and drainage maintenance activities. Each year the City Council establishes the amount of the Stormwater Utility Area fee assessed on properties to finance activities necessary to comply with the federal Clean Water Act and the City's Joint Municipal NPDES permit. Staff recommends continuing to charge the current fee of $30.00 per Equivalent Runoff Unit (ERU). No increase is proposed.

7. Adoption of a City Council Resolution to Authorize Allocation of the State of California Highway Patrol Every Fifteen Minutes Program Contract

   The Pittsburg Police Department submitted an application to the California Highway Patrol for funding under the Every Fifteen Minutes Program in the amount not to exceed $6,000.00. This application was approved by the California Highway Patrol Research and Planning Section.

8. Adoption of a City Resolution to Approve the Second Amendment to the Lease By and Between City of Pittsburg and Contra Costa County Sheriff-Coroner at 340 Marina Boulevard

   Request for adoption of a City Council resolution approving the attached Second Amendment to the Lease with Sheriff-Coroner ("County") for the operation of the Contra Costa County Sheriff's Academy at 340 Marina Boulevard ("Building").

9. Adoption of a City Council Resolution Authorizing the City Manager to Execute a Professional Services Agreement for Community-wide Environmental Assessment Services

   The City of Pittsburg has been awarded $300,000 of Community-wide Brownfield Assessment funding from the United States Environmental Protection Agency (US EPA), and desires to retain the services of a firm to provide characterization, environmental assessment, and community engagement related to brownfield sites. The Waterfront Division has received Statement of Qualifications and conducted negotiations, and recommends the selection of TRC Environmental Solutions to accomplish the Community-wide Environmental Assessments (ESA's).

10. Receive and File the Treasurer's Report for the Quarter Ending December 31, 2017

    Attached is the Treasurer's Report for the fiscal quarter ending December 31, 2017, which includes detailed information on the City and Successor Agency's (Agency) investments.

11. Adoption of a City Council Resolution to Establish Salary Ranges for New Classifications

The City Manager, upon recommendation from Human Resources and the Chief of Police, has added three new classifications. In accordance with the City's Personnel Rules, staff recommends the City Council to establish the salary ranges.

12. Adoption of a City Council Resolution to Allocate $10,000 from the Los Medanos Community Healthcare District to the Bike Share Pilot Program

The Los Medanos Community Healthcare District (LMCHD) has awarded the City a grant for approximately one bike share station needed to implement the first phase of the bike share pilot program, approved by the City Council on December 18, 2017. Staff recommends acceptance of the $10,000 grant and requests allocation to the Grants fund 299 for the current fiscal year.

13. Adoption of an Ordinance Amending the Avila Road Overlay District in Order to Allow Limited Warehousing and Storage Uses, AP-17-1235 (RZ)

On February 5, 2018, the City Council held a duly noticed public hearing to consider amendment to the land use regulations of the existing Avila Road Overlay District (Ordinance Nos. 07-1284 and 91-1016) in order to allow "Warehousing and Storage, Limited" subject to use permit and design review approval.

14. Adoption of a City Council Resolution Approving Speed Humps on Crestview Drive, Between West Leland Road and Frontage Road

The City's Traffic Calming Policy includes specific criteria to be used when considering the use of speed humps to calm traffic on City streets. If City Council approves the installation of speed humps on Crestview Drive, from West Leland Road to Frontage Road, all criteria for speed hump installation will be met and installation of speed humps on Crestview Drive will be scheduled this Spring.

COUNCIL MEMBER REPORTS/REMARKS

Council Members may make brief announcements or informal comments at this time. Council members may ask questions for clarification from City staff, and make a report on their activities, including reports on committee assignments (see attached list of ad hoc committees and other public agencies in which Council members participate). (No Action Required)

AUDIENCE REMARKS

The Audience Remarks period is for the public to comment on any items scheduled to be heard during the Closed Session portion of the meeting, if applicable.

7:10 P.M.

CONVENE IN CLOSED SESSION

15. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION FOR THE CITY OF PITTSBURG (Paragraph (1) of subdivision (d) of Section 54956.9):

Genon Energy, Inc. Chapter 11, US Bankruptcy Court for the Southern District of Texas, Houston Division, Case No. 17-33695(DRJ)

16. CONFERENCE WITH LEGAL COUNSEL – ANITICIPATED LITIGATION FOR THE CITY OF PITTSBURG; Significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

Two (2) cases

17. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Pursuant to Section 54956.8):

Property: Center Drive (APNs 086-100-040 and 086-100-041); Negotiators: Joe Sbranti, Garrett Evans; Negotiating Parties: Garaventa Enterprises; Under negotiation: both price and terms of payment

Property: Broadway Avenue (APN 094-025-002); Negotiators: Joe Sbranti, Garrett Evans, Maria Aliotti; Negotiating Parties: Pacific West Communities; Under negotiation: both price and terms of payment

ADJOURNMENT to March 5, 2018

NOTICE TO PUBLIC

GENERAL INFORMATION

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SPEAKER'S CARD

Members of the audience who wish to address the City Council on issues that are not scheduled for the agenda and on any items listed as part of the agenda should complete a Speaker's Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given three minutes to address the Council unless additional time is allowed as provided for spokespersons. Speakers are not permitted to yield their time to another speaker. Prior to speaking, each member of the public shall state their name and business and City of residence in a clear and audible tone of voice. Pursuant to the Brown Act, no action may be taken by the City Council on items not already scheduled on the agenda; however, the City Council may refer your comments/concerns to staff or request that the item be placed on a future agenda.

PUBLIC HEARINGS

Persons who wish to speak on Public Hearings listed on the agenda will be heard when the Public Hearing is opened, except on Public Hearing items previously heard and closed to public comment. After the public has commented, the item is closed to public comment and brought to the Council/Agency level for discussion and action. Further comment from the audience will not be received unless requested by the Council/Agency.

There is a 90-day limit for the filing of a challenge in the Superior Court to certain City administrative decisions and orders which require a hearing by law, the receipt of evidence, and the exercise of discretion. The 90-day limit begins on the date the decision is final (Code of Civil Procedure Section 1094.6). Further, if you challenge an action take by the City Council in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised in the public hearing, or in written correspondence delivered to the City Council prior to or at the public hearing. The City Council may be requested to reconsider a decision if the request is made prior to the next City Council meeting, regardless of whether it is a regular or special meeting.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

In compliance with the Americans with Disabilities Act, the City of Pittsburg will provide special assistance for disabled citizens. Upon request, an agenda for any meeting shall be made available in appropriate alternative formats. The Council Chamber is equipped with sound amplifier units for use by the hearing impaired. The units operate in conjunction with the Chamber's sound system. You may request the sound amplifier from the City Clerk for personal use during Council meetings. If you need special assistance to participate in this meeting, or are requesting a specially formatted agenda, please contact the City Clerk at 925-252-4850. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format. (28 CFR 35.102-35.104 ADA Title II)

DISRUPTIVE CONDUCT

The Council requests that you observe the order and decorum of our Council Chamber by turning off or setting to vibrate all cellular telephones, and that you refrain from making personal, impertinent, or slanderous remarks. Boisterous and disruptive behavior while the Council is in session, and the display of signs in a manner which violates the rights of others or prevents others from watching or fully participating in the Council meeting, is a violation of our Municipal Code and any person who engages in such conduct can be ordered to leave the Council Chamber by the Mayor.

LIVE MEDIA BROADCASTING ADVISEMENT

City Council meetings are webcast live on the City's website at www.ci.pittsburg.ca.us on the Streaming Media page. Past meetings are also archived on that webpage. City Council meetings are also broadcast live on CCTV, Channel 24 also re-run at a later date. For more information, please contact the City Clerk's office at 252-4850.

City Council Outside Agency / Liaison / Sub-Committees Assignments - 2018

Updated December 18, 2017

OUTSIDE AGENCY BOARDS	COUNCIL MEMBER(S)	TYPE	MEETS	STAFF
ABAG	Merl Craft / Pete Longmire Alternate	Standing	Annual	J. Sbranti
SF Bay Regional Water Quality Board	Merl Craft / Pete Longmire Alternate	Standing	As needed	J. Sbranti
Contra Costa County Fire Dist.	Pete Longmire / Jelani Killings Alternate	Standing	2nd Monday	J. Sbranti
Delta Diablo**	Pete Longmire / Juan Banales Alternate	Standing	2nd Wednesday	F. McKinley
East Co.Co.County Habitat Conservancy	Sal Evola / Juan Banales Alternate	Standing	Monthly	K. Pollot
East County Water Management	Merl Craft / Pete Longmire Alternate	Standing	Annual	F. McKinley
MCE Clean Energy Board	Juan Banales / Pete Longmire Alternate	Standing	4 Per Year	G. Evans
TRANSPLAN / ECCRFFA	Sal Evola / Juan Banales Alternate	Standing	2nd Thursday	J. Hecht
Tri-Delta Transit (2 reps)***	Pete Longmire& Merl Craft / Jelani Killings Alt.	Standing	Last Wednesday	J. Hecht

LIAISON TO	COUNCIL MEMBER(S)	TYPE	MEETS	STAFF
East Bay League of Calif. Cities	Sal Evola / Merl Craft Alternate	Standing	3rd Thursday	*Rotational
Mayor's Conference	Pete Longmire / Sal Evola Alternate	Standing	1st Thursday	J. Sbranti/G. Evans
School Districts Committee	Merl Craft &Jelani Killings / Juan Banales Alt.	Standing	4th Thursday even months	J. Sbranti

SUBCOMMITTEES	COUNCIL MEMBER(S)	TYPE	MEETS	STAFF
CAC/CDBG	Juan Banales & Jelani Killings / Pete Longmire Alt.	Standing	As needed	M. Aliotti
Concord Hills Working Group	Sal Evola & Juan Banales / Merl Craft Alt.	Ad Hoc	As needed	J. Sbranti
Pittsburg Recognition Committee	Merl Craft / Pete Longmire Alt.	Ad Hoc	As needed	J. Hecht
Economic Develop/Waterfront Subcommittee	Pete Longmire &Juan Banales / Sal Evola Alt.	Standing	Quarterly	G. Evans
Finance Subcommittee	Sal Evola & Pete Longmire / Merl Craft Alt.	Standing	As needed	B. Farmer
Land Use Subcommittee	Sal Evola &Juan Banales / Merl Craft Alt.	Ad Hoc	As needed	K. Pollot
Local Contracting & Preference Policy	Merl Craft & Sal Evola	Ad Hoc	As needed	J. Sbranti
Pittsburg Arts & Community Foundation	Merl Craft& Jelani Killings / Pete Longmire Alt.	Standing	As needed	J. Sbranti
Pittsburg Police Activities League (PAL)	Juan Banales & Pete Longmire / Killings Alt.	Standing	Monthly	B. Addington
Power Company Advisory	Pete Longmire & Juan Banales / Merl Craft Alt.	Standing	As needed	G. Evans
Sister City Committee	Sal Evola&Merl Craft/ Pete Longmire Alt.	Ad Hoc	As needed	G. Evans
Successor Agency Subcommittee	Merl Craft &Jelani Killings / Pete Longmire Alt.	Standing	As needed	M. Aliotti

*Rotational Staff as assigned by City Manager
**Stipend of $209 per month
***Stipend of $100 per month

COMMISSION/SUBCOMMITTEE MEETING SCHEDULE

Following is a tentative list of currently scheduled Commission meetings for the upcoming month. For further information, please visit our website at www.ci.pittsburg.ca.us and click on the CALENDAR link for meetings, dates, times and locations.

Commission	Tentative Meeting Dates
Planning Commission	2nd and 4th Tuesdays
Community Advisory Commission	1st Wednesday

Planning Commission meetings are regularly held the second and fourth Tuesdays of the month in the Pittsburg City Hall Council Chambers.

Community Advisory Commission meetings are regularly held the first Wednesday of the monthin the Pittsburg City Hall Council Chambers.

In addition to the Commission Meetings listed above, there are several Council Member Subcommittees that meet on an “as needed basis”.For a list of subcommittees that Council Members and staff are assigned to, please see the “Council Committee List” attached to the agenda.

Subcommittee Meetings that are anticipated to occur in the coming month vary. The meeting dates, times and locations for these meetings are yet to be determined. This information will be posted on the City’s website, www.ci.pittsburg.ca.us, as soon as it is determined. Please check the Calendar on the City’s website for information.

For further information, contact the City staff member assigned to that Commission or Subcommittee.

City of Pittsburg

FY 2018-2019 City-wide Goals Packet

February 20, 2018

Goal Categories

City Goals & Priorities		Abbreviation
Goal 1	Achieve and Maintain a Structurally Balanced Budget per the Fiscal Sustainability Ordinance	Achieve and Maintain a Structurally Balanced Budget per the Fiscal Sustainability Ordinance
Goal 2	Prioritize Public Safety First in the City Budget	Prioritize Public Safety
Goal 3	Improve Public Facilities and Infrastructure	Improve Public Facilities and Infrastructure
Goal 4	Continue Economic Development, Diversified Housing and Facilitate Growth and Retention of Existing Businesses	Continue Economic Development, Diversified Housing and Facilitate Growth and Retention of Existing Businesses
Goal 5	Increase Efficiency of City Operations and Services	Increase Efficiency of City Operations and Services
Goal 6	Improve the Quality of Life for Pittsburg Residents	Improve the Quality of Life for Pittsburg Residents

I. City Clerk			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	1. Perform all statutory duties in timely fashion, including Filing Officer duties required by the Political Reform Act for campaign disclosure statements for candidates and officeholders and administer provisions of the City's Conflict of Interest Code for over 70 filers (due April 1, 2017) 2. Coordinate advertisement of openings on City Commissions, schedule and coordinate Commission applicant interviews with City Council for June 2017 vacancies. (4 vacancies on Planning Commission and 4 vacancies on CAC) 3. Coordinate with City Attorney's office to provide AB1234 Ethics, AB1825 Harassment Training, and Form 700 training for Council Members, Commissioners and staff; and Public Records Request training for staff. 4. Lead a team of staff to draft a policy regarding use of City Logo	1. 8 Commission vacancies filled. 2. City Logo and Seal policy drafted. 3. Ongoing implementation of updated agenda management and electronic document management systems. 4. All statutory duties performed as required including but not limited to: a. Assembled, published, processed 49 City Council/Oversight Board Meeting Agendas; Planning Commission Agendas b. Processed 202 Resolutions c. Processed 16 Ordinances d. Processed 18 Minute Order Actions e. Processed 12 Various Reports submitted to Council for approval	1. Perform all statutory duties within timelines, including Filing Officer duties as required by the Political Reform Act for campaign disclosure statements for candidates and officeholders. 2. Administer provisions of the City's Conflict of Interest Code (due April 1 of each year). 3. Ensure bi-annual update of the City's Conflict of Interest Code as required by October 1, 2018. 4. Coordinate recruitment of openings on City Commissions, schedule and coordinate Commission applicant interviews with City Council for June 2018 vacancies. (4 vacancies on Planning Commission and 4 vacancies on CAC). 5. Together with the IT Team, finalize the migration of documents into the updated Electronic Document Management System and complete the updated Agenda Management System. 6. Analyze programs, policies and procedures utilized in the City Clerk's

I. City Clerk Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	and Seal. 5. Continue overseeing implementation of updated agenda management and electronic document management systems	f. Tracked and Processed 89 700 Form filers (Conflict of Interest) g. Coordinated response to Grand Jury survey and report on Homelessness h. Responded to 162 Public Records Requests i. Attended the League's New Law Conference in December to review newly adopted legislation.	7. Office on a regular basis to ensure that the department is operating in the most efficient manner possible. 8. Administer the City's November Election which includes 3 City Council Seats, 1 City Treasurer and 1 City Clerk.

II. Finance			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Recommend budgets consistent with the City's Fiscal Sustainability Ordinance 2. Prepare budgets using only sustainable revenues to pay operational expenses 3. Update the City's 7-Year General Fund Balancing Plan and 20-Year Forecast based on those plans 4. Maintain or improve the City's credit rating (overall rating increased during FY 2016-17) 5. Continue to pre-fund Other Post-Employment Benefits (OPEB) as is fiscally feasible 6. Develop and issue RFP for investment advisory services	1. Worked with Council and City departments to submit a budget consistent with the City's Ordinance using sustainable revenues to cover operational expenses 2. Continued to update the balancing plan throughout the Fiscal Year 3. Maintained Bond ratings while increasing S&P payment indicators in FY 2017-18 4. Funded OPEB side fund as authorized 5. Issued an RFP for investment advisor services in early February 2018	1. Recommend budgets consistent with the City's Fiscal Sustainability Ordinance using sustainable revenues to cover operational expenses 2. Continue to update General Fund's 20-Year Forecast based upon current trends 3. Continue to maintain or improve the City's credit rating 4. Continue to pre-fund Other Post-Employment Benefits (OPEB) 5. Establish a 115 Trust to start pre-funding CalPERS pension obligations 6. Review the Senior and Disabled Citizens water rate discount 7. Review and determine if a balanced payment plan is feasible for the Water Utility Department
Goal 5 **Increase Efficiency of Services**	1. Review and update the City's purchasing policy to ensure compliance with existing and new regulations	1. In process to be completed in FY 2018-19 2. Reduced walk in Utility Billing customers by 38% or 22,473 visits, while increasing usage of other	1. Complete the review and update to the City's purchasing policies 2. Consolidate the Business License and Utility Billing/Cashiering Center together

II. Finance Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	2. Provide additional payment options for residents and businesses when paying for City services or fees	payment options by 19% or 25,226.	

III. Community Development - Engineering			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Seek grant funds for Complete Streets accommodating all forms of transportation (bicycle, pedestrian, transit, motor vehicles), other infrastructure improvements 2. Current projects supported by $3.4 million in grants for traffic safety, water and bicycle/pedestrian trails	1. Total new grants awarded in 2017-18 - $4.5 million for pedestrian trails	1. Apply and compete for at least $1 million in grants to support capital projects, and receive notification of award of $500,000 in grants by June 30, 2019.
Goal 3 **Improve Public Infrastructure**	1. Complete construction of capital projects as scheduled during FY 2017-18 (see Project List) 2. Continue liaison with BART for completion of Pittsburg Center Station 3. Develop annual update to City's Five Year Capital Improvement Program (CIP) 4. Work with Caltrans, MTC, Contra Costa Transportation Authority to improve traffic operations on State Route 4 within city limits 5. Continue development of	1. 9 capital projects have been completed, or are scheduled to be completed, by June 30, 2018 2. Pittsburg Center BART to begin service May 2018, includes completion of cooperative projects and agreements for security cameras, and pedestrian and intersection improvements 3. City's Five Year Capital Improvement Program (CIP) approved by Council October 16, 2017 4. Traffic division met 12 times and is active participant of Caltrans	1. Complete five capital projects by June 30, 2019 (see project schedule) 2. City's Five Year Capital Improvement Program (CIP) to City Council for consideration by August 6, 2018 3. By September 1, 2018, receive proposals and identify project management team for James Donlon Boulevard Extension. (This simultaneous with initiation of utility relocation and right-of-way acquisition for the project.)

III. Community Development – Engineering Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 3 **Improve Public Infrastructure**	JamesDonlon Boulevard Extension 6. Partner with Pittsburg Unified School District, police, other City departments to maximize traffic safety and circulation at schools 7. Communication with Delta Diablo and other utility districts to coordinate infrastructure projects	5. ramp metering project, advocating for more efficient entry onto State Route 4 during commute hours. 6. Traffic division active with Safe Streets project with Pittsburg Unified School District. 7. Traffic division met individually with principals at every public school (Pittsburg Unified and Mt. Diablo Unified's Delta View Elementary) to improve traffic flow and pedestrian safety at each campus	
Goal 4 **Continue Economic Development, & Facilitate Growth**	1. Evaluate effectiveness of local contracting policy	1. Formed City Council Ad-hoc Subcommittee to evaluate effectiveness.	1. Establish Project Labor Agreement policy – Summer 2018
Goal 5 **Increase Efficiency of Services**	1. Reduce traffic delays on city streets 2. Increase cost-efficiency and staff utilization, including the use of in-house staff for infrastructure project design when appropriate	1. Synchronized traffic signals at 17 intersections along Railroad Avenue/Kirker Pass Road corridor to reduce traffic congestion 2. GIS work group added 50 informational map layers to	1. By June 30, 2019, complete synchronization of traffic signals at 14 intersections along West Leland Road corridor to reduce traffic congestion. 2. By June 30, 2019, GIS work group will add 50 informational map layers,

III. Community Development – Engineering Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
	3. Expand the City's GIS as a resource across departments and for the public where appropriate	improve access to accurate information by field inspectors, police, infrastructure maintenance, code enforcement, others. Includes 5 layers accessible to the public through City's website.	including Old Town Historic Walking Tour accessible to the public (in partnership with Pittsburg Historical Society.)

Engineering - CIP Update

2017/18 Capital Projects Completed, 2018/19 Capital Projects Scheduled	Work Begins	Scheduled Completion
Multi Modal Transfer Facility (Kiss-and-Ride)	Spring 2017	COMPLETE
Frontage Road Class I Trail	Early 2017	COMPLETE
Accessible Walking Path from BART Parking lot to Railroad Avenue (north side Bliss Avenue)	Spring 2017	COMPLETE
Power Avenue Class I Trail	Spring 2017	COMPLETE
Class1 Trail along west side of Railroad Avenue, from Alvarado Avenue (Delta DeAnza Trail) to SR4 eastbound off-ramp	DESIGN 2018-19	Fall 2020
Class 1 Trail along SR4 eastbound on-ramp (behind north side Bliss Avenue parcels), from BART parking lot to Railroad Avenue	DESIGN 2018-19	Fall 2020
Class 1 Trail along south side of California Avenue, from Harbor Street to Railroad Avenue (includes parking spaces)	DESIGN 2018-19	Fall 2020
Class IV Separated Bikeway (a.k.a. Buffered Bike Lanes) along both sides of Railroad Avenue, from 17th Street to SR4 westbound on-ramp/California Avenue	DESIGN 2018-19	Fall 2020
Water Treatment Plant Granulated Activated Carbon Filter Replacement	January 2018	March 2018
WTP Sludge Handling Facility Phase 1B	Winter 2016	Spring 2018
Rossmoor Water Well Replacement	Winter 2016	COMPLETE
Ray Giacomelli Community Park @ San Marco/West Leland Road	Fall 2016	COMPLETE
West Fourth Street Sidewalk Improvements	Spring 2017	COMPLETE

2017/18 Capital Projects Completed, 2018/19 Capital Projects Scheduled	Work Begins	Scheduled Completion
Speed Humps Installed Brookside Drive	Summer 2017	COMPLETE
2016 CDBG Sidewalk Improvements (Buchanan Road from Suzanne to Loveridge)	Early 2017	COMPLETE
Southeast Hills Waterline (Buchanan Road Water Main)	Summer 2016	COMPLETE
Recycled Water to John Buckley Square (includes Slurry Seal Black Diamond Street)	Fall 2016	COMPLETE
Ambrose Aquatic Facility Renovation	March 2016	COMPLETE
Citywide Sewer Replacement Program (Cornwall neighborhood)	Summer 2018	Summer 2019
2017 CDBG Sidewalk Improvements (Buchanan Road from McFaul to Loveridge Road)	Fall 2017	Spring 2018
California Theatre Balcony	Fall 2017	Summer 2019
West Leland Road Safety Improvements	Fall 2018	Spring 2019
Pavement Maintenance (SB1 / Gas Tax Funded) Loveridge Road, West Leland Road	Summer 2018	Fall 2018
West Leland Road Street Lighting	Summer 2018	Spring 2019

IV. Community Development - Building			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 4 **Continue Economic Development, &Facilitate Growth**	1. Complete plan reviews and inspections for major development projects, including Waterstone, Stoneman Apartments and commercial development 2. Continue to inspect residential development for compliance with applicable codes (average 250 to 300 new housing starts per year) 3. Issue solar energy system permits (average 300 to 400 per year) 4. Continue to provide Housing Quality Inspections in support of Pittsburg Housing Authority	1. Dow Chemical expansion project. Plans under review, Phase I review complete and underway 2. Pace of new residential development slightly below historic average at 150 housing starts included Greystone, Toscana, Mariner Walk, first phase Belle Harbor 3. 440 solar permits issued 4. Electric Vehicle Charging (EV) station ordinance adopted to streamline plan review. To date, 8 approved for residential, 23 stations within 10-mile radius of center of the City. 10 EV stations approved for future use 5. Approximately 1,600 inspections conducted for Pittsburg Housing Authority	1. Dow Chemical project (four phases) reviewed/inspections completed 2. Inspection for residential development (anticipate return to historic average of 250-300 per year) including major projects Belle Harbor remaining phase, Stoneman Villages, Phase II Positano, others) 3. Depending on strength of solar industry and market factors, expect to issue 300 permits 4. Complete 1,800 inspections for Pittsburg Housing Authority
Goal 5 **Increase Efficiency of Services**	1. Increase efficiency for issuance of photovoltaic (solar) by adding a portal for online plan submittal and plan check, improving service delivery to homeowners	1. Portal for solar plan submittal operational. 2. Rental Inspection program received fees from 3,128 units	1. Add to City website EV Charging Station expedited plan review, issue permits for 25 new charge stations 2. Enroll 60 additional residential rental

IV. Community Development – Building Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	and contractors 3. Continue implementation of RIS software system, online payments for Residential Rental Inspection program	within program, including liens, exemptions, paid and unpaid: 3,891 single-family rentals, 127 duplex, 4 tri-plex	units into the Rental Inspection Program, consider upgrade to existing software to increase efficiency and tracking of rental housing

V. Community Development - Planning			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Continue and improve cost recovery on large-scale development projects 2. Develop a building permit surcharge, fee or similar program to help fund future General Plan updates	1. According to the mid-year budget review, planning is on pace to exceed cost recovery revenues for 2017/18, compared to 2016/17. 2. A General Plan permit surcharge program will be implemented by the end of the General Plan update process (2020/21) in order to collect revenues for the next comprehensive update in 2040	1. Continue to increase cost recovery efforts and strive for a 5% revenue increase over the previous fiscal year. 2. Before June 30, 2019, secure and utilize grant funding for at least one new city initiated project.
Goal 3 **Improve Public Infrastructure**	1. Continue work with Engineering Division to provide environmental and design review of capital projects 2. Work with developers to incorporate public spaces as appropriate in new developments in Railroad Avenue Specific Plan (RASP) area	1. No capital projects have required design review this past year. 2. No new applications have been entitled within the core of the RASP this past year. Staff is currently working with developers to incorporate public spaces into the Civic Center Office complex and a phase 2 retail building at 2108 Railroad.	1. Require public spaces as appropriate in all new private developments within the Railroad Avenue Specific Plan (RASP) area 2. Complete implementation of city bike share program (phase 1) by September 2018. 3. Complete grant funded Active Transportation Plan by July 2019.
Goal 4 **Continue Economic Development**	1. Work with Chamber of Commerce, Economic Development staff to identify zoning changes that promote small business growth and	1. Seven rezoning applications were initiated in 2017, which included two separate processes related to promoting economic development downtown through	1. Incorporate analysis related to existing housing income/type mix into all staff reports for new housing projects 2. Update the Inclusionary Housing

V. Community Development – Planning Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 4 **Continue Economic Development, &Facilitate Growth**	attraction with special emphasis on the downtown core 2. Facilitate higher density mixed use development within Railroad Avenue Specific Plan area and downtown to increase access to transit, jobs, shopping and recreation	more flexible zoning standards. In addition, zoning regulations for large family daycares were also changed to streamline the approval process for new businesses	Ordinance, as directed by the Certified Housing Element, by December 2018 2. Complete update to cannabis regulations by July 2018, to promote business expansion/ retention for existing medical manufacturers in the city.
Goal 5 **Increase Efficiency of Services**	1. Develop a suite of checklists to reduce the number of incomplete planning application submittals 2. Continue to provide current and expanded data to Engineering Division to increase public information accessible through City's GIS, website	1. In 2017-18 Planning worked with Engineering to create 6 new GIS layers for planned/ conceptual development proposals, existing bicycle facilities, existing large family daycare homes, and existing affordable housing sites. 2. In 2017-18 Planning has processed 6 Preliminary Plan Review applications, which was 5 more than the previous goal cycle.	1. Increase the number of 'Preliminary Plan Review' applications filed to create more predictability and efficiency for new development applications. 2. Continue using Smartsheets to track planning projects and associated matrices. Provide an upcoming tentative project list to the City Council on a quarterly basis.
Goal 6 **Improve Quality of Life**	1. Work with Economic Development staff to increase retail in the southwest hills area of the City 2. Begin project scoping for the 2040 General Plan	1. Held two neighborhood meetings to discuss commercial retail zoning options for the southwest hills area 2. Held the first public workshop (9/27/17) on the General Plan	1. Complete General Plan Update Request for Proposals (RFP) process and select consultant by September 1, 2018. 2. Improve voluntary compliance of code enforcement cases by 5% over the previous goal cycle.

V. Community Development – Planning Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 6 **Improve Quality of Life**	Comprehensive Update, a multi-year process due in 2020 3. Strive for land use and urban designs that beautify neighborhoods, reduce opportunities for crime and promote economic development 4. Continue working with Code Enforcement to address code violations and reduce blight	Update process 3. Hosted an educational Transit Oriented Development (TOD) tour for Planning Commissioners (3/9/17) 4. Opened 45 new code violation cases in 2017-18 and achieved 57% voluntary compliance (of those cases) to date.	3. Complete necessary zoning and General Plan changes in the southwest hills by June 2019, to help encourage retail growth.

VI. Planning CommissionFY2018-2019 Goals

Goal 1: In order to increase meeting participation, all Planning Commission notices shall be posted on the city website and applicable social media sites, in accordance with the citywide social media policy (currently pending). Other messaging methods, such as the use of large sandwich boards or targeted direct mailings beyond legal requirements, shall also be explored. Within 6 to 12 months of implementation of any new posting method, the Planning Commission shall review the effectiveness of the method to determine if any modifications are needed.

Goal 2: Before the end of the fiscal year, host a minimum of three presentations during regular meetings to further educate the Planning Commission and the public on planning related topics. Presentations shall include updates and/or quantitative informational materials from the City's Police Department and Economic Development Department, at minimum. Topics should include (as appropriate) updates on marijuana regulations, recent crime trends in town, education related to new project fees, upcoming projects, etc.

Goal 3: Encourage the geographic distribution of affordable units throughout the City, consistent with the City's Inclusionary Housing Ordinance. Staff's analysis associated with new housing projects shall specify applicable regulations and include a location map showing the three closest existing affordable housing sites (at minimum) to the project proposal.

Goal 4: Participate in the '2040 General Plan' comprehensive update Request for Proposals (RFP) process, as directed by staff and the City Council, which is anticipated to be completed by June 2018.

Goal 5: Continue to support implementation of the Railroad Avenue Specific Plan (RASP) in conjunction with the opening of the new Pittsburg Center BART Station (scheduled to occur May 2018).

Goal 6: General Plan policy compliance tables (included with staff report analyses) shall include a review of policies related to creeks and career-based job creation anytime new development projects are proposed.

VII. Public Works			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Continue to improve reliability and reduce energy, maintenance costs by converting lights to LED in parks, on decorative poles and at City facilities 2. Evaluate cost saving opportunities in all divisions of Public Works		
Goal 3 **Improve Public Infrastructure**	1. Convert existing traffic loops at traffic signal intersections to video detection system to increase reliability	1. Temporary cameras were installed at various locations for CIP projects	
Goal 5 **Increase Efficiency of Services**	1. Complete a full audit of the City's water treatment and delivery system 2. Evaluate conversion of PW lead position to Supervisor to meet demand of increased technology and regulatory demand in Water Division 3. Purchase additional lighting truck to split electrician crews to be able to respond to different locations at once and provide better access in tighter areas	1. The Water Loss Team successfully completed a validated audit identifying potential loss sources and operational deficiencies. The audit will help identify and prioritize projects to increase efficiency of our water system. 2. Lead worker promoted to Supervisor of Meters providing a more efficient operation to adhere to increasing State and Federal regulations in the water division.	1. Continue with annual water loss full audit of the City's water treatment and delivery system to help reduce potential loss sources. 2. Convert Water Treatment System entirely from Chlorine Gas to Sodium Hypochlorite to increase safety of staff and surrounding residential community

VII. Public Works Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**		3. Additional Lighting truck was purchased providing three electrician crew ability to respond more effectively to various issues throughout city.	
	1. Continue with Year 6 of program to install Automatic Meter Reading system to improve accuracy, efficiency of water meter reading on system's 18,000 meters. a. In 2016-17, staff completed approximately 1,700 total replacements, bringing total to 9,855. For FY 2017-18, goal is 1,750 additional meter replacements. 2. Use TV truck to view/evaluate approximately 25,000 linear feet of sewer and storm drain pipe	1. Staff completed approximately 1600 total replacements for the Automatic Reading System bringing the total to 64% of meter network completed. 2. Approximately 30,000 LF of Sewer Main and Storm Drain pipe were evaluated using the new TV Truck.	1. Continue with Year 7 of program to install Automatic Meter Reading system to improve accuracy, efficiency of water meter reading on system's 18,000 meters. 2. 1,700 additional meter replacements are estimated for completion this FY which would be 73% of the meter system completed. 3. Use TV Truck to view/evaluate approximately 38,000 LF of Sewer and Storm Drain Pipe to locate areas for spot repair and increased efficiency of maintenance program especially problem areas.

VIII. Parks			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Continue to seek additional sources of supplemental labor and continue current sources to complement City's landscape maintenance efforts	1. Utilized over 16,000 supplemental labor hours from CCC Sheriff Work Alternative Program, Court Ordered Community Service and Veteran's Affairs Work Program.	1. Continue to seek additional sources of supplemental labor and continue current sources to complement City's landscape maintenance efforts
Goal 3 **Improve Public Infrastructure**	1. Use Park Dedication Funds and grants, continue to upgrade park infrastructure, particularly playgrounds in neighborhood parks 2. Seek capital funding for a multi-year effort to prune old growth park and street trees	1. The Playground equipment at two locations within John Henry Johnson Park was replaced/installed	1. Replace playground equipment at California Seasons Park and the basketball court in Highlands Park.
Goal 5 **Increase Efficiency of Services**	1. Explore feasibility of contract maintenance of medians and City right-of-way areas		1. Complete Landscape Median Projects at Meadows Avenue and Capitola place to reduce water use and maintenance.

IX. Pittsburg Power Company			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**		1. CPN and TBC concessions remain in place providing significant financial contributions to PPC 2. IE continues to expand operations, becoming increasingly more efficient and viable	1. Effectively manage existing revenue sources from energy-related projects (CPN, TBC). 2. Effectively Manage IE Operations: Capital Improvements Reserve Fund contribution of $500,000.
Goal 4 **Continue Economic Development, and Facilitate Growth**	1. Identify revenue opportunities for energy-related projects (sales and use tax, property tax, community benefit programs)	1. Actively pursued / advanced EDS, Battery Storage (other) energy projects	1. Advance various Developments (2) to Option Agreements, Permits.
Goal 5 **Improve the Quality of Life**		1. "Future Build" program continues with successful operations and a graduation rate above 80%.	1. Funding support to Pittsburg Police Department and General Fund by $1,000,000. 2. PPC Sponsorship and funding of "Future Build". 3. Implement and communicate MCE Renewables Program Benefit.

X. Island Energy			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Support new customer growth at Island Energy to continue revenue growth	1. Brewery, Distillery, Film Production interconnects related support. 2. New modular home manufacturer, Lennar residential development interconnections.	1. Support new Residential customer growth at Island Energy to continue revenue growth: 50 new customer connections per Lennar build-plan 2. Complete four (4) new Commercial interconnects per Lennar lease targets.
Goal 3 **Improve Public Infrastructure**	1. Complete Phase 2 Island Energy Cable Replacement Project and related system improvements	1. Phase 2 IE Cable Replacement Project 2. 12,948 linear feet = 4,316 duct feet cable replacement	1. Complete Cable Replacement Project Phases 3 &4 2. Complete new Residential "Backbone". 3. Complete Natural Gas Distribution System Upgrades (per IE Capital Improvement Plan).
Goal 5 **Increase Efficiency of Services**	1. Evaluate new billing and metering systems and implement if cost-effective	1. New Billing system is operational w/staff training underway. 2. New Metering Systems Project in progress, to be completed and fully operational 2Q2018 3. 570 new electric meters installed 4. 431 gas meters to be installed	1. Identification and remediation of system / financial (billing) losses. Zero "bad" meters, WAPA Billing / Revenue Collection +/- 2%.

XI. Economic Development			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 4 **Continue Economic Development, &Facilitate Growth**	1. Retain, improve large sales tax providers with targeted outreach 2. Retain large employers with targeted efforts 3. Conduct shopping center meetings and one-on-one business meetings to emphasize business retention 4. Work with property owners to find solutions for blighted properties 5. Create a citywide promotional campaign centered on business, recreation and lifestyle 6. Seek out companies that provide non-traditional business financing 7. Become a resource for small businesses by providing free seminars in collaboration with Chamber of Commerce, Small Business Development Center,	1. Worked with USS-POSCO throughout International Trade Case, established regional support for the local jobs and sustainability of the plant (500+ jobs) 2. Assisted in securing a space for MCE/Calpine Call Center (up to 16 jobs) 3. Began marketing ThinkPittsburg on social media, Hwy 4 billboard, Small Business Saturday 4. Submitted 8 responses to official State Request for Information for businesses looking for space including Amazon HQ2 5. Joined the Bay Area Urban Manufacturing Initiative 6. Launch of EastCounty4u.com collaborative website promoting East Contra Costa County; joint effort with Antioch, Oakley, and Brentwood	1. Conduct 2 one-on-one meetings per year with each of the top 10 large employers and sales tax providers to emphasize retention 2. Conduct one-on-one business meetings with small to mid-sized businesses to emphasize business retention with a goal of meeting with a minimum of 30 businesses per year 3. Market the City as a business and tourist location through regional and national advertising campaigns 4. Seek out companies that provide non-traditional business financing for small businesses 5. Become a resource for small businesses by providing 3 free seminars in collaboration ICA Fund Good Jobs, Los Medanos Community College, Chamber of Commerce, Small Business Development Center, Workforce Development Board 6. Collaborate within the region on marketing efforts to increase visibility

XI. Economic Development Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
	Workforce Development Board		
Goal 5 **Increase Efficiency of Services**	1. Work with other City departments to create an ombudsman approach to new businesses, and identify processes that can improve to promote business growth and attraction	1. Provide a "red carpet" approach for new businesses to assist in meeting construction and opening timelines	1. Continue to provide "red carpet" approach for new businesses, and identify internal processes that can improve to promote business growth and attraction
Goal 6 **Improve the Quality of Life**	1. Work with Planning staff to increase retail in the southwest hills area of the City	1. Market potential retail center space to grocery store developers such as Aldi, Safeway, Albertsons, Raleys and others 2. Successful attraction of The Alarm Guys to Pittsburg 3. Executed leases with City owned/managed space with Tred Shed, Men's Suit Outlet, and Big Chop Accessories 4. Administered the student trip to Japan 5. Overseer of the International Sister City Program	1. Work with Planning staff to increase retail in the southwest hills area of the City 2. Provide ongoing property management, administer leases, protect City assets, and mitigate the risk of future property damage, while maintaining a minimum 75% occupancy rate 3. Continue to administer the Sister City Program with improved visibility on City website

XII. Recreation			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Continue park improvement projects with assistance of volunteer organizations and non-profits such as FutureBuild and Boy Scouts of America 2. Increase revenues through facility rentals and programming 3. Continue to seek federal, state, county and private foundations for grants to support recreation programs	1. Successfully received grants from First 5, Keller Canyon, Los Medanos Community Healthcare District, US Tennis Association, Community Development Block Grant	1. Increase marketing of rental facilities resulting in increased usage and revenue 2. Continue to seek grants to fund recreational programs
Goal 3 **Improve Public Infrastructure**	1. Use Park Dedication Funds and grants, continue to upgrade park infrastructure, particularly playgrounds in neighborhood parks 2. Seek capital funding for a multi-year effort to prune old growth park and street trees	1. Through a collaboration with First 5, receive grant KaBoom and Kaiser to improve play structure at City Park	1. Provide for safety and security improvements for facilities
Goal 5 **Increase Efficiency of Services**	1. Explore feasibility of contract maintenance of medians and City right-of-way areas		1. Provide online registration for recreational activities 2. Streamline the reservation process for facilities with online availability calendar

XII. Recreation Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 6 **Improve Quality of Life**	1. Continue to invest in youth programming and support services 2. Expand partnership with local non-profits that focus on recreational and personal development 3. Sponsor or support a variety of community public events 4. Collaborate with other city departments to offer additional recreation programming	1. Conducted the first meeting of the Youth Empowerment Project 2. Collaborate with Economic Development, Waterfront, Pittsburg Arts and Community Foundation, Police Department, Environmental Affairs	1. Continue to invest in youth programming and support services through the expansion of the Youth Empowerment Project by identifying, implementing, and completing 2 community projects 2. Expand partnership with local non-profits that focus on recreational and personal development 3. Provide a variety of community events throughout the city 4. Collaborate with other city departments to offer additional recreation programming and activities 5. Increase attendance by 15% at Small World Park and Buchanan Pool 6. Collaborate to provide additional services for our Senior Community

Recreation - 2018 Community Events

Community Events/Activities	2017-Proposed	2017-Actual	2018
Farmer's Market	26	24	26
Car Shows	10	10	10
Easter Egg Hunt	1	1	1
Jazz, Blues, Funk Fest	1	1	1
MultiCultural Festival	1		
Shakespeare in the Park	6		6
Movies in the Park	5	8	5
Halloween Bash & Pumpkin Patch	1	1	1
Trunk or Treat	1	1	1
Holiday Parade	1	1	1
Holiday Tree Lighting	1	1	
Music in the Park- Sunday*		3	5
July-Aug Jazz & Blues on the Marina*		4	4

*New for 2017

Recreation - Community Events in Partnership

Events/Activites in Partnership	Partners
Cesar Chavez March & Celebration	Souljah's
Easter Pancake Breakfast	Kiwanis
First Fridays Art & Wine	Waterfront
Food Trucks	Off the Grid
Green Footprint Festival	Environmental Affairs
Halloween 5k Fun Run	PACF
July 4th Fireworks	Waterfront
Juneteenth Celebration	Souljah's
Ktieboarding Event	Waterfront
Martin Luther King Jr. March & Celebration	Souljah's
National Night Out	Pittsburg Police Department
Relay for Life	American Cancer Society
Soccer & Tee Ball at De Anza	First 5
Swim Lessons at Buchanan	Los Medanos Community Healthcare District
Taco, Tequila, y Cerveza Festival	PACF
Wipe Out Wednesdays @ Buchanan	State Farm
World Music & Art Festival / Summer Day Camps	STS Academy
Zinfandel Dinner	PACF

Recreation - Service Partners

STS Academy - Teen Center	150 served per day, Summer Day Camps 300/day
Youth Basketball Leagues (5 leagues, 250-350 each)	5 Leagues; 250-350 each
Darius Jones Foundation	
DREAM Basketball	
East County Junior Warriors	
Catholic Youth Organization	
STS Academy	
Pittsburg Baseball/Softball Association	450+
Junior Pirates Football and Cheerleading	600+
Bowling Excursions (5) for developmentally disabled students in Pittsburg Unified School District (50)	165
Bocce Federation	400 adults participants
50 Plus Club	300+
Junior Giants Baseball Program	200
Youth and Adult Soccer	16 leagues

XIII. Community Advisory Commission FY18-19 Goals

Goal 1. Increase the visibility of the Community Advisory Commission and its mission, through active participation and attendance by commissioners at local public events, meetings, and activities. Convey concerns, feedback, participation, and commissioner actions to the appropriate City Department.

Goal 2. Through training and presentations, Commissioners increase their awareness and knowledge of the programs, services, opportunities and challenges faced by the Pittsburg community, and become an informational resource for residents.

Goal 3. Maintain a strong relationship with the City Manager and City Council.

Goal 4. Actively promote to eligible organizations the City's Community Development Block Grant (CDBG) funding process, and participate in the recommendations for the next funding cycle.

XIV. Waterfront			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Pursue grant funding opportunities 2. Execute new tidelands recreational leases	1. Awarded three grants in FY 17-18 totaling $430,000 2. USEPA Community-wide Brownfield Assessment Grant - $300,000 3. National Fitness Campaign - $10,000 4. CDBG - $120,000 5. Recreational Tidelands Lease Documents in attorney-revisions phase	1. Seek out 3-5 grants for brownfield cleanup and/or redevelopment, and outdoor waterfront recreational opportunities. 2. Execute new recreational Trust Lands leases. 3. Contribute at least $50,000 to the Marina Dredge CIP.
Goal 2 **Prioritize Public Safety**			1. Foster tideland infrastructure updates that align with the spirit and regulations of the Trust Lands Use Plan and General Plan.
Goal 3 **Improve Public Infrastructure**	1. Improve public use facilities at the marina	1. Consultant for 10-year dredge permits obtained.	1. Install an ADA accessible non-motorized launch ramp at the Marina. 2. Work with waterfront property owners to create, enhance, and maintain public access to the waterfront. 3. Obtain 10-year marina dredge permits.

XIV. Waterfront Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 4 **Continue Economic Development, & Facilitate Growth**	**1.** Collaborate with waterfront property owners and tenants to activate underutilized land 2. Evaluate existing brownfields for potential development	1. Made funding for environmental assessments available to four waterfront property owners. 2. USEPA Brownfield Assessment Project underway and on-schedule.	1. Environmentally assess 3-5 underutilized waterfront sites and complete the draft phase of a master plan for their redevelopment.
Goal 6 **Improve the Quality of Life**	1. Provide more recreational activities and events along the waterfront 2. Continuing to seek out new recreational waterfront opportunities	1. In collaboration with the Recreation Department, PACF, and outside organizations, the Waterfront Division hosted 3 waterfront events and 2 event series at the Marina: a. Third Annual Delta Board Meeting – 32 competitors b. 4th of July fireworks c. First Fridays series d. Jazz, Blues & Funk Festival e. Musical Holiday Light Shows f. In collaboration with waterfront businesses, the City kicked off the City of Pittsburg's first Summer Waterfront Activities Program with g. Kayak lessons, tours, & rentals h. Stand-up Paddle Boardslessons, tours, & rentals	1. Host three waterfront events, two event series, and one new event in collaboration with various City departments and outside organizations. 2. Increase number of competitors in the Fourth Annual Delta Board Meeting by 15%. 3. Increase public participation in Summer Waterfront Activities Program by 20%.

XIV. Waterfront Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 6 **Improve the Quality of Life**		i. Yoga classes on the Marina Green j. Membership Boat Rentals from the Marina	

XV. Marina			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve &maintain a Balanced Budget**		1. Contributed $41,0-00 to the Marina Dredging CIP Project	1. Update all Marina fees 2. Implement new fees without disrupting the Marina's great customer-friendly reputation 3. Provide non-motorized watercraft rentals from Marina
Goal 2 **Prioritize Public Safety**			1. Reduce theft at Riverview Park by 30%. 2. Reduce illegal activity on the berm (west of Marina Basin 2) by 50%.
Goal 3 **Improve Public Infrastructure**	1. Dredge the marina in 2021 2. Improve aging infrastructure at marina 3. Explore increased revenue through watercraft rentals and increased public amenities	1. Rack for waterfront rental equipment built and full of kayaks 2. Worked with Waterfront and manufacturer to design an ADA kayak launch ramp for the Marina	1. Obtain 10-year dredge permits by Dec. 2018 2. Begin dredging of Episode 1 (Lowy & Launch Ramps) in Army Corps of Engineers 2019 work window
Goal 5 **Increase Efficiency of Services**			1. Install and train relevant staff on new administrative software for management of the marina 2. Update the Rules & Regulations of the Marina 3. Allow for online bill payments

XV. Marina Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**			4. Release a periodic (quarterly or bi-annual) Marina newsletter to all slip holders
Goal 6 **Improve the Quality of Life**			1. Host periodic (bi-weekly or monthly) gatherings for slip holders to build community among Marina users

XVI. Environmental Affairs			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Complete LED lighting conversion and upgrades to reduce costs at 26 City Parks, Marina	1. City Energy Efficiency Projects: a. City Hall HVAC installation completed by PW; completing PG&E report and rebate for next phase b. LED Lighting Conversion Projects: c. City Parks – completed conversions at 24 parks d. Library outside lighting/soffits	1. City Hall HVAC Optimization – Refine and optimize new HVAC system for additional 10 percent energy use savings 2. Water Treatment Plant (raw water pump optimization / VDF on raw pumps / pump optimization - feasibility and energy savings; fuel cell - feasibility and energy savings assessments 3. Marina lighting upgrades – 25 percent energy use savings potential 4. Facility Lighting upgrades – 10-25 percent energy use savings depending on location
Goal 2 **Prioritize Public Safety**	1. Launch a Street Safety campaign in coordination with local schools and other city departments to improve safety for pedestrians, cyclists and vehicles	1. Street Safety committee formed; PW, PD, and PUSD staff completed assessment of school sites and improvements completed by PW and PUSD; safety letter from Chief, CM and Superintendent to all parents about street safety; PHS meeting resulted in letter to parents regarding traffic, drop off locations and	1. Create on-site safety message/assembly for Jr. high schools

		alternative transportation which has	
XVI. Environmental Affairs Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 2 **Prioritize Public Safety**		decreased congestion at school and surrounding area.	
Goal 4 **Continue EconomicDevelopment, & Facilitate Growth**	1. Develop a build-out plan of fiber optic in commercial and industrial areas of the City	1. Plan developed with Comcast	1. Complete one installation with Comcast next year
Goal 5 **Increase Efficiency of Services**	1. Expand Emergency Operations Center (EOC) preparedness, update Emergency Operations, Hazard Mitigation Plans and others as required 2. Using Public, Education and Gov't (PEG) funds, meet ADA Closed Caption requirements for broadcasts and initiate broadcasting from City Park Field, City events and start a Pittsburg H.S. Broadcasting job training 3. Storm Water Pollution Prevention Plan (SWPPP) - update plans for Corp Yard,	1. EOC Preparedness: a. File Hazard Mitigation Plan w/ FEMA – complete b. PEG Broadcasting Delta TV: c. Video Broadcasting at City Park Field 1 -complete 2. Safety Policies for Maintenance: a. Low Voltage Electrical - complete b. Confined Space – draft complete c. Lock Out Tag Out – draft distributed	1. EOC Preparedness: a. Training – Send 7 staff members to California Specialized Training Institute (CSTI) four-day earthquake training and introduction to EOC and 4 staff members to various other related classes sponsored by CSTI; complete one scenario/tabletop b. Update Emergency Operation Plan c. Prepare draft Debris Management Plan for California Emergency Operations Center d. Add one shelter facility location and MOU to City locations

			2. PEG Broadcasting Delta TV:
XVI. Environmental Affairs Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	Environmental Center, Water Treatment Plant, and Marina; conduct training requirements for storm water permit compliance		a. ADA Close Caption requirements for broadcasting b. Pittsburg High School Broadcasting ROP c. Safety Policies for Maintenance: d. Confined Space finalize and train e. Lock Out Tag Out – finalize and train
Goal 6 **Improve Quality of Life**	1. Develop draft Polystyrene Ordinance for City Council consideration 2. In partnership with local schools, launch citywide litter project – Civic Pride Day	1. Polystyrene Ordinance Draft completed and discussion with Chamber conducted 2. Civic Pride – Litter Project (Community & Schools) – complete first program cleanup at 5 locations with 120 participants	1. Polystyrene Ordinance present to Council; implement if adopted 2. Civic Pride – Litter Project (Community & Schools) Increase participation to 250 participants

XVII. Successor Agency			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Continue to dispose of Successor Agency properties, generate sales revenue to pay Successor Agency financial obligations	1. Sold 23 properties - $1,162,420 to date 2. 2 more properties are scheduled to close by fiscal year end - $357,000	1. Sell remaining 11 properties. 2. Pay remaining past due pass-thru amount of approximately $1.7 to taxing agencies.
Goal 4 **Continue Economic Development, & Facilitate Growth**	1. Address homelessness by identifying services available and how to access them, and working with City departments and outside agencies to develop programs 2. Administer and continue funding Housing Rehabilitation Loan Program (preserves existing homes) 3. Administer and fund 1st Time Homebuyer Program (provides home ownership opportunities)	1. First Time Homebuyer Program 2. 0 loans issued 3. Housing Counseling 4. 45 Pittsburg residents assisted to date; anticipate 100 by fiscal year end.	1. Continue to assist PD with its homeless efforts. 2. Monitor the First Time Homebuyer program. Consider reprogramming funds to increase other programs and housing efforts. 3. Acquire a home for a Housing Authority rental unit.
Goal 5 **Increase Efficiency of Services**	1. Work with tenants and borrowers, keep lease and loan payments current 2. Continue to work with tenants to ensure property maintenance is	1. Of the 29 loans and leases, all but 5 are current. 2. Maintenance expense is less than $7,000 for 18 tenants.	1. Continue to work with tenants and borrowers to keep their accounts current. 2. Continue to work with tenants to ensure property maintenance is

XVII. Successor Agency Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	regularly performed to reduce/prevent costly repairs/replacements 3. Manage 30 leases and loans for City, Successor Agency, PACF, Housing Authority		regularly performed to reduce/prevent costly repairs/replacements 3. Continue to manage 29 leases and loans for City, Successor Agency, PACF, Housing Authority

XVIII. Community Development Block Grant			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 3 **Improve Public Infrastructure**	1. Fund projects to replace sidewalks and install curb ramps in target areas to improve access to public transit, schools, businesses and community facilities.	1. Sidewalk replacement and ADA ramp installation project - $178,671 a. By year end 2,349 square feet of sidewalk will be replaced and 14 ADA ramps will be installed. 2. From inception, a total of 314 ADA ramps have been installed using CDBG funds.	1. Allocate funds towards public facilities and infrastructure projects. 2. Install 15 ADA ramps.
Goal 4 **Continue Economic Development, Facilitate Growth**	1. Fund job training and placement programs. 2. Fund programs that help micro-enterprises. 3. Fund the Housing Rehabilitation Loan Program.	1. Economic Development activities - $85,000 2. To date: a. 16 residents have received job training and placement b. 13 residents have received assistance with growing their business 3. Housing Rehabilitation Loan Program 4. To date: a. 1 housing rehabilitation loan	1. Allocate funds to programs that contribute to economic development and the growth of existing businesses. 2. Complete 3 housing rehabilitation loans.

XVIII. Community Development Block Grant Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 4 **Continue Economic Development, Facilitate Growth**		has been completed; 3 other applications are in the review process	
Goal 6 **Improve the Quality of Life**	1. Fund programs and services that help create a more livable, better functioning, and attractive community. 2. Improve declining neighborhoods by addressing property conditions that contribute to blight.	1. Awarded approximately $100,000 towards supportive services for the low to moderate income Pittsburg residents 2. To date: a. Homeless services have been provided to 133 residents b. Youth services have been provided to 123 residents through after school programs and mentorships c. 372 properties with code violations have been corrected by the homeowner	1. Allocate funds to a variety of supportive services which included assistance for the homeless, victims of abuse, legal counseling for the seniors and programs for at risk youth. 2. Allocate funds towards code enforcement efforts to address the decline in targeted neighborhoods.

XIX. Housing Authority			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget**	1. Maximize utilization of vouchers based on annual budget authority 2. Conduct annual Landlord Workshops to solicit participation in the program	1. Funding received assisted an average of 1,007 tenants per month. 2. Landlord summit 3. Anticipate 2 new owners to participate in the program.	1. Continue to maximize utilization of all available funding while maintaining the maximum units supported by the budget authority). 2. Conduct 2 landlord summits (Fall & Spring) 3. Anticipate another 10 new owners to participate in the program.
Goal 5 **Increase Efficiency of Services**	1. Maintain status with HUD as top housing agency 2. Cross train in key positions 3. Enter into annual maintenance agreements for maintaining Housing Authority properties	1. Received "High Performing Agency" designation from HUD 2. Cross training is on ongoing. 3. Completed a thorough analysis to institute maintenance agreements for Housing Authority owned properties. 4. A home was added to the Housing Authority owned rental units, increasing to 4; increased rental income by $12,000 in the current year	1. Continue to perform and score as a "High Performing Agency" 2. Staff will purge and prepare to convert paper files to electronic files; thereby improving efficiency, reducing cost, and enhancing customer service 3. Initiate new rental agreements and institute a maintenance charge schedule for all Housing Authority-owned properties to reduce costs.
Goal 6 **Improve Quality of Life**	1. Continue to offer homeownership opportunities to families under first time homeownership programs	1. Assisted and maintained an average of 1,007 existing families 2. Supports 14 homeownership	1. Continue to offer homeownership opportunities to families under the housing choice voucher program as well as attempt to expand the first-time

XIX. Housing Authority Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 6 **Improve Quality of Life**	2. Continue to foster close relationships with local non-profits to assist families in need	voucher holders 3. Submitted a request to HUD for additional VASH Vouchers to assist more veterans	homeownership programs if funding is available. 2. The Housing Authority will continue to foster close relationships with local non-profits to assist families in need 3. Additional VASH Voucher funding received, will be used to house veterans.

XX. Human Resources			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	1. Implement changes to the CalPERS contract pursuant to the memoranda of understanding. 2. Work to encourage and improve health care choice 3. Nurture positive and productive relations with employee labor groups 4. Review and revise outdated personnel rules and practices 5. Recruit and retain quality staff to meet the operational needs of the City 6. Institute a training program for new supervisors that supports cross-training and succession building	1. Efficiently facilitated the City's CalPERS agency contract amendment process to provide members of the Teamsters and AFSCME bargaining units with the 2. distribution of pension cost sharing credits 3. Effectively lead the Joint Labor Management Committee to comprehensively evaluate health 4. benefit program options. Successfully implemented new health plans that provided equivalent employee and retiree benefits with an approximate annual savings of $400,000 to the 5. City's health care costs. Ensured transparency and an effective communication outreach plan to advise employees and retirees regarding health plan changes and provided a high degree of customer service responsiveness for existing retirees to permit a smooth transition process	1. Implementation of a robust two-year strategic plan to provide relevant training and development opportunities for City employees, with an emphasis on skill building for front-line supervisors and managers. 2. Development of an effective benefits education program designed to ensure all full-time City employees are aware of the City's comprehensive benefits programs, as well as communicating the full value of City employment through the establishment of an annual Total Compensation Statement for full-time employees. 3. Perform a comprehensive review and updating of key City personnel rules and policies to ensure compliance with MOU provisions, state and federal legislation. 4. Successfully conduct negotiations and complete successor MOUs for three of the five bargaining units by December 31, 2018. 5. Effectively promote the City as anattractive employer to secure highly

XX. Human Resources Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**		6. Negotiated lower dental insurance premium rates for 2018 resulting in an annual savings of approximately $20,000 to the City's employee benefit costs 7. Successfully negotiated 3-year term labor agreements with two of the City's five bargaining units 8. Effectively developed and offered an early retirement incentive plan that exceeded the City's utilization expectation by 100%, resulting in an anticipated savings of approximately $80,000 to the City's salary and benefits costs in fiscal years 17/18 and 18/19 9. Thoroughly audited the City's retiree health benefit program and successfully implemented a Retiree Health Reimbursement Arrangement that provided compliance with IRS regulations 10. Amended the City's Leave of Absence policy to comply with thePatient Protection and	qualified applicants for vacancies. The 6. City employs approximately 265 full-time employees. At season's peak, we employ an additional 115 seasonal employees. It is projected that the City will recruit and/or fill 40 full-time vacant positions next fiscal year. It is the goal of the Human Resources Department to complete recruitments, on average, within 60 days. 7. With a high degree of innovation, continue to audit workplace practices, enhance efficiencies, and implement change to enable the City and its workforce to fix problems, create opportunity, and build towards the community's prosperous future

		Affordable	
XX. Human Resources Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**		Care Act of 2010 11. Amended the City's Employee Travel policy to comply with the State of California minimum wage laws 12. Successfully conducted *28* full-time regular position recruitments and filled *40* vacancies from certified eligibility lists with a pass probation rate of *90% (annual stats are projected from mid-year actuals)*. On average, recruitments were completed within 50 days, surpassing this set goal standard of 60 days. 13. Effectively facilitated seven employment relations workshop that provided professional development training for 32 City supervisors and managers in attendance.	

XXI. City Attorney			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 1 **Achieve & Maintain a Balanced Budget Ordinance**	1. Through changes in the retainer agreement, and continuing evaluation thereof, increase staffing and efficiency in providing City Attorney services 2. Continue to implement cost recovery agreements for proposed development projects (residential, commercial, etc.) so each project pays its fair share and is not subsidized by General Fund	1. Continue providing skilled legal staff to respond to City needs, including attorneys experienced in CEQA, real property acquisition and disposal, labor law, LAFCo, energy, eminent domain 2. Ongoing	1. Continue with both; measure will be through evaluation of costs and responsiveness
Goal 2 **Prioritize Public Safety First in the City Budget**	1. Finalize financing mechanism to assist Fire District	1. Completed	1. Verify that all projects subject to CFD are included
Goal 5 **Increase Efficiency of Services**	1. Continue working with staff to update regulations regarding demolition or repair of damaged or blighted structures 2. Conduct training for City's elected and appointed officials, including AB 1234 and AB 1661 training, if requested	1. Completed 2. Waiting for dates 3. Language provided to City staff	1. Ongoing coordination with City staff on code enforcement issues (e.g. shopping carts, ordinance updates on massage businesses, camping, and hourly rental in motels 2. AB 1234- waiting for feedback on dates

XXI. City Attorney Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 5 **Increase Efficiency of Services**	3. Develop procedures to assure compliance by project applicants with all conditions of development approval		
Goal 6 **Improve Quality of Life**	1. Keep City informed as to legal developments as to recreational and medical marijuana, e-cigarettes and related issues	1. Ongoing	1. Ongoing

XXII. Police			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 2 **Prioritize Public Safety First in the City Budget**	1. Continue efforts to reduce crime 2. Continue specialized enforcement to prevent acts of violence and reduce gang activity and human trafficking 3. Enhance Sex offender registration program to enhance compliance with offender registration and notification 4. Focused effort on reducing auto vs. pedestrian traffic collisions 5. Continue interdepartmental code enforcement effort to reduce blight throughout the City 6. Continue efforts to expand a Crime Free Housing program for local apartment complexes 7. Focused effort on reducing mail theft 8. Increase homeless outreach efforts	1. Overall crime is down 7.5%. 2. Participated in Regional Multiagency and FBI Safe Streets 3. Task force resulting in investigations of violent gangs which resulted in multiple arrests. 4. Added new technology to assist Officers and Detectives in identifying and registering sex offenders in the field. 5. Increased traffic enforcement with the addition of one full time Sergeant and one Police Officer to the Traffic Unit. 6. Implemented new Code Enforcement Software to restructure workflow creating the ability to track code enforcement cases and capture statistical data for analysis. 7. Created Community Outreach Coordinator position to bridge communication with the PoliceDepartment and citizens as	1. Create Lead CSS position in Code Enforcement. 2. Increase awareness and involvement in the Crime Free Housing program throughout the City. 3. Complete certifications and expand participating apartment complexes. 4. Addition of wireless camera systems throughout the City at cluster mail boxes. 5. Working with Postal Inspector who will replace current boxes with heavier duty boxes with the 94565-zip code area. 6. Distribute flyers to the homeless community to outline and assist with available resources. 7. Continue support and dedication to the Countywide Mental Health Evaluation Team (MHET) and youth and community services. 8. Continue participation in the Ceasefire program and the reduction of gun violence.

		well as	
XXII. Police Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 2 **Prioritize Public Safety First in the City Budget**	9. Assist the District Attorney's Office with establishing a Focus Deterrence, or Ceasefire Program in Central and Eastern Contra Costa County 10. Enhance the workflow of our current report writing and RMS Systems 11. Enhance the Department's Professional Standards Unit	execute the Crime Free Housing program. 8. Completed certification training with staff at three of the five participating apartment locations. 9. Installation of wireless camera system at targeted cluster mail boxes. 10. Application of "warning" stickers on cluster mail boxes throughout the City. 11. Grant was received through the Los Medanos Community Health District (LMCHD) to initiate a voucher program to assist with temporary housing and personal hygiene packages. 12. Ceasefire program is operational. 13. Sgt. Simental is assigned to lead this county multi-jurisdictional program.	9. Track program results. 10. Initiate e-cites program for paperless traffic citations. 11. Scan old police reports to create electronic original documents, reduce paper and increase storage. 12. Community Outreach to expand programs with PUSD and the Senior community. 13. Create Parking Enforcement position to uphold parking laws. 14. Implementation of Freeway Security Network.

		14. Creation of informational	
XXII. Police Continued			
City Goal	**2017-2018 Goals**	**2017-2018 Highlights/Results**	**2018-2019 Goals & Measures**
Goal 2 **Prioritize Public Safety First in the City Budget**		dashboard program which pullsdata from many systems for quick Officer review of pending, complete or reports that may need assistance. 15. Unit was created and staffed by a Lieutenant assigned to oversee IA's and professional standards of the Department. 16. Implemented software program – IA Pro/BlueTeam – to streamline the citizen complaint and internal investigation process 17. Continue Reduction of Paper in the Police Department with the implementation of In-Time scheduling program.	

CITY OF PITTSBURG
HOUSING AUTHORITY MEETING MINUTES

DATE: January 16, 2018

LOCATION: Council Chamber, City Hall, 65 Civic Avenue, Pittsburg, CA 94565

CITY COUNCIL/AGENCY MEMBERS

Dwaine "Pete" Longmire, Mayor/Chair Member
Sal Evola, Vice-Mayor/Chair
Member Juan Antonio Banales, Council/Agency Member
Jelani Killings, Council/Agency Member
Marilyn Craft, Council/Agency Member
Michelle Bond, Agency Member
Annie Hill Herring, Agency Member

APPOINTED OFFICIALS

Joe Sbranti, City Manager/Executive Director
Ruthann Ziegler, City Attorney/Legal Counsel
Alice E. Evenson, City Clerk/Agency Secretary (elected)
Nancy Parent, City Treasurer (elected)

CALL TO ORDER

Chair Longmire called the meeting of the Housing Authority to order at 7:16 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL

Member Herring was absent and excused.

CONSENT CALENDAR

On motion by, seconded by Member Killings, seconded by Member Banales to adopt and carried by the following vote:

AYES: Banales, Craft, Evola, Killings, Bond, Longmire
ABSENT: Herring

3. Minutes of December 18, 2017

4. Disbursement List of December 31, 2017

5. Adoption of both a Housing Authority and City Council Resolution to Approve the Transfer of Unclaimed funds to the City's General Fund and Housing Authority Fund Pursuant to California Government Code Section 50053

ADJOURNMENT

The Housing Authority was adjourned at 7:17 P.M. to February 20, 2018.

Respectfully submitted,

Alice E. Evenson, Secretary

PITTSBURG HOUSING AUTHORITY

Disbursement List Summary

For the month of January 2018

VOUCHERS	Ck#	Amount	HAP[1]	VASH[2]	UR[3]	Portability	Admin. Fee	TOTAL
	146929 -147052	1,384,957.54	1,128,369.81	156,782.42	8,138.73	84,905.00	6,761.58	1,384,957.54
	10118001- 10118494							-
								-
	147053 - 147054	28,014.77	14,093.03	10,216.00	238.00	3,265.00	202.74	28,014.77
	11518001 - 11518015							-
								-
	TOTAL	1,412,972.31	1,142,462.84	166,998.42	8,376.73	88,170.00	6,964.32	$ 1,412,972.31

[1]Housing Assistance Payment [2]Veterans Affairs Supportive Housing [3]Utility Reimbursement

ADMINISTRATIVE EXPENSES		Amount	Description	TOTAL
	Paid to	$ 35,805.58	Full Time salaries	$ 35,805.58
	City of Pittsburg	$ -	Stipend	-
	(1/18 Operating	-	Part Time salaries	-
	Expenses)	-	Overtime salaries	-
		2,690.89	Retirement	2,690.89
		8,219.67	Retirement-Pension bonds	8,219.67
		4,396.34	Health Insurance	4,396.34
		-	CalPERS Unfunded Liability - Non Sworn	-
		117.24	Life Insurance	117.24
		437.99	Dental Insurance	437.99
		2,236.79	Workers Comp	2,236.79
		240.08	Unemployment Insurance	240.08
		141.49	Disability Ins.	141.49
		2,722.98	FICA	2,722.98
		332.50	Deferred Compensation	332.50
		842.08	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	842.08
		(251.27)	Retiree OPEB Costs	(251.27)
		1,233.82	Office Supplies	1,233.82
		-	Computer Software	-
		-	Textbooks	-
		1,465.08	Postage	1,465.08
		-	Misc Equip & Furniture < $5,000	-
		-	Other Special Departmental Supplies	-
		977.54	Utilities (Gas, Electric & Water)	977.54
		971.88	Telephone - Regular	971.88
		81.22	Telephone - Other	81.22
		-	Membership Dues & Subscriptions	-
		-	Travel, Training, & Conference	-
		1,652.75	Insurance - Alloc Chgs	1,652.75
		-	Legal Fees	-
		-	Auditing Expense	-
		-	Settlement Hearing	-
		370.05	Other Contractual & Professional Service	370.05
		-	Advertising & Promotion	-
		1,816.32	Maintenance Agreements	1,816.32
		-	Maintenance & Repairs	-
		155.90	Equipment Rental	155.90
		2,375.00	Building Rental	2,375.00
		545.50	Fleet Maintenance Alloc Chgs	545.50
		1,289.17	Building Maintenance Alloc Chgs	1,289.17
		2,201.58	Information Systems Alloc Chgs	2,201.58
		-	Bad Debt Expense	-
		4,551.75	Admin overhead paid to city	4,551.75
		274.50	Legal - Non Retainer/Non Reimbursable	274.50
		-	Capital Equipment & Furniture	-
			Other Special Departmental Supplies - Rental	-
			Utilities (Gas, Electric, & Water) - Rental	-
		-	Advertising & Promotion - Rental	-
		-	Other Contractual & Professional Service - Rental	-
		320.00	Maintenance & Repairs - Rental	320.00
		-	Property Tax payment - Rental	-
		300.97	Other fees - Rental	300.97
			Lighting & Landscape Assessment - Rental	-
		-	CCCERA Interfund Loan Payback	-
		1,410.67	Transfer-Out to OPEB (Unfunded Liabilities)	1,410.67
	TOTAL	79,926.06		79,926.06

VOIDED CHECKS & ADJUSTMENTS	Ck#	Amount	Reason	TOTAL
	146999	(66.00)	Lost check - reissued on 1/15/18	(66.00)
				-
	10118389	(423.00)	ACH returned - reissued on 1/15/18	(423.00)
				-
				-
				-
				-
	TOTAL	(489.00)		$ (489.00)

NET of Issued and Voided $ 1,492,409.37

I:\Departments\Finance\Divisions\Housing\Housing\Council's Disbursement List\Reports\FY2017-2018\Disbursement List Summary for Council July 2017 - June 2018

Lam Mena 2/5/18

Check Summary

January 1, 2018

Check Number	Check Date	Payee Tax ID	Payee	Amount
Choice Voucher				
* 146929	1/1/18	*****2494	Amana K Cornish	105.00
146931	1/1/18	*****6117	Athena A Ruiz	136.00
146932	1/1/18	*****0898	Burhan Nawabi	59.00
146933	1/1/18	*****6193	Chanel J Brown	96.00
146934	1/1/18	*****8598	Cheryl A Edwards	43.00
146935	1/1/18	*****3976	Darren M Thompson	19.00
146936	1/1/18	*****2940	Donnette L Terrell	103.00
146937	1/1/18	*****1073	Ebony M Kennedy	19.00
146939	1/1/18	*****7375	Johnnie B Hayes	9.00
146940	1/1/18	*****6519	Krystal M Williams	82.00
146941	1/1/18	*****6488	Luz S Edington	150.00
146942	1/1/18	*****6385	Marcia Price	85.00
146943	1/1/18	*****1661	Marion E Davis	10.00
146944	1/1/18	*****5133	Mary P Grigsby	20.00
146945	1/1/18	*****2866	Monique D Rollins	158.00
146946	1/1/18	*****9905	Nakisha Fountain	49.00
146947	1/1/18	*****3829	Nicole N Hodge	326.00
146948	1/1/18	*****8665	Nieza M Burrus	145.00
146949	1/1/18	*****4119	Pashenia D Sanders	165.00
146950	1/1/18	*****7218	Rayna Madison	143.00
146951	1/1/18	*****6216	Ricolya N Tiger	14.00
146952	1/1/18	*****7128	Rolinna M Williams	9.00
146953	1/1/18	*****6935	Samaiyah A Warren	138.00
146954	1/1/18	*****1512	Shawn A Prince	9.00
146955	1/1/18	*****3058	Sherlina R Reed	75.00
146956	1/1/18	*****3542	Starr C Bronson	14.00
146958	1/1/18	*****5605	Tomicka M Brumfield	66.00
146961	1/1/18	*****5793	Veronica C Chavez	54.00
146962	1/1/18	*****8651	Zaoxin Rong	2,167.00
146963	1/1/18	*****1418	Patricia A Blocker	51.00
146965	1/1/18	*****2890	Raquel E Miller	30.00
146966	1/1/18	*****0864	Rochelle Scurlock	88.00
146967	1/1/18	*****8623	Kimberly A Limas	144.00
146968	1/1/18	*****7724	Carla R Fortenberry	5.00

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146969	1/1/18	*****4208	Ono c Rothschild	**264.00**
146970	1/1/18	*****2184	Evelyn Smith	**41.00**
146971	1/1/18	*****8612	Regina D Tucker	**113.00**
146972	1/1/18	*****4785	Kanya D Ridley	**224.00**
146973	1/1/18	*****5753	Kevin j Hernandez	**228.00**
146974	1/1/18	*****6015	Sherron A Camp	**316.00**
146975	1/1/18	*****2405	Christina M Torres-Turner	**179.00**
146976	1/1/18	*****6241	Felisha L Lee	**145.00**
146977	1/1/18	*****0841	Mona Lisa Jones	**92.00**
146978	1/1/18	*****4353	Linda S Killion	**11.00**
146979	1/1/18	*****3256	Melanie M Brooks	**19.00**
146980	1/1/18	*****5492	Michelle m Williams	**70.00**
146981	1/1/18	*****0046	Letta D Christian	**27.00**
146982	1/1/18	*****7135	Michele N Nichols	**55.00**
146983	1/1/18	*****2879	Tieshia S Jones	**165.00**
146984	1/1/18	*****5626	Lashawn P Fields	**42.00**
146985	1/1/18	*****4702	Tracey S Russell	**19.00**
146986	1/1/18	*****4331	Mildred L Edwards	**151.00**
146987	1/1/18	*****4559	Julie A Young	**51.00**
146988	1/1/18	*****0248	Abdul A Wardak	**62.00**
146989	1/1/18	*****3181	Shirley J Strausbaugh	**1.00**
146990	1/1/18	*****1715	Chantal L Bolden	**0.00**
146991	1/1/18	*****1015	Jessica D Parker	**172.00**
146992	1/1/18	*****2695	Monique Thompson	**32.00**
146993	1/1/18	*****1686	Jasmine J Jackson	**46.00**
146994	1/1/18	*****3682	Cheryl L Price	**76.00**
146995	1/1/18	*****5298	Gloria F Nelson	**19.00**
146996	1/1/18	*****6507	Melissa R Griffin	**19.00**
146997	1/1/18	*****3869	Charlene M Best	**95.00**
146998	1/1/18	*****1062	Lateefah S Camacho	**204.00**
146999	1/1/18	*****4721	Ebony N Manning	**66.00**
147000	1/1/18	*****2217	Camille A Lascano	**177.00**
147001	1/1/18	*****9229	Sonia M Guevara	**134.00**
147002	1/1/18	*****8078	Lisa E Gordon	**17.00**
147003	1/1/18	*****2808	Ramona P Jimenez	**150.00**
147004	1/1/18	*****5288	Nicole m Magnus	**19.00**
147006	1/1/18	*****3065	Amber S Beshears	**11.00**
147007	1/1/18	*****1606	Tamika Brown	**39.00**
147008	1/1/18	*****5083	Crystal j Houston	**131.00**
147009	1/1/18	*****1696	Angela M Lenzi	**29.00**
147010	1/1/18	*****3183	Sonja I Campos	**40.00**

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147011	1/1/18	*****2060	Venus L Phillips	19.00
147012	1/1/18	*****5072	Chawnette D Sneed	46.00
147013	1/1/18	*****8818	Lisa n Macpheators	134.00
147014	1/1/18	*****3882	JohnElla Mayo	38.00
147015	1/1/18	*****3277	Stacie J Hogan	41.00
147016	1/1/18	*****6969	Judy J Nelum	9.00
147017	1/1/18	*****3349	Iris S Randall	46.00
147018	1/1/18	*****0840	Dalisha L Bernstine	101.00
147019	1/1/18	*****7242	Johnisha K Downs	37.00
147020	1/1/18	*****6953	Nathan Banks JR	26.00
147021	1/1/18	*****6995	Graciela Arroyo	63.00
147022	1/1/18	*****0195	Shanoria s Sasser	87.00
147023	1/1/18	*****7390	Masuda Nawabi	36.00
147024	1/1/18	*****1951	Vinisha D Thornton	214.00
147025	1/1/18	*****0849	Briana I Edwards	6.00
147026	1/1/18	*****5549	Jessica L Williams	9.00
147027	1/1/18	*****7822	Daudi K Edmond	41.00
147028	1/1/18	*****5758	Monique c Chaves	96.00
147029	1/1/18	*****1164	Michelle M Balestrieri	155.00
147030	1/1/18	*****6095	Leilani S Gomez	48.00
147031	1/1/18	*****8167	ABJ Enterprises, Inc. dba Blue Line Property Management	2,000.00
147032	1/1/18	*****9326	Western Addition Apartments, LLC	1,266.00
147033	1/1/18	*****8574	Alamo Square Apartments LLC	2,014.00
147034	1/1/18	*****9810	Housing Authority of the County of Alameda	2,665.16
147035	1/1/18	*****0339	Shanda Arnold	1,803.00
147036	1/1/18	*****3531	Anna Phuongnam Thi Do	2,050.00
147038	1/1/18		Los Angeles County Housing Authority	1,892.58
147039	1/1/18	*****0348	Hartz Property Management	1,384.00
147040	1/1/18	*****3423	Sally Lea Hickman	1,458.00
147041	1/1/18	*****1057	Diamond Hillside Apartments	1,085.00
147042	1/1/18	*****0978	King County Housing Authority	1,414.58
147043	1/1/18	*****6908	Haiyan Lan	2,337.00
147044	1/1/18	*****3848	Leticia Carasi Malasig	453.00
147045	1/1/18	*****0602	Marshall Housing Authority	3,302.32
147046	1/1/18	*****3124	Dante McDonald	1,036.00
147047	1/1/18	*****7725	Ricardo Moran Gonzalez	1,110.00
147048	1/1/18	*****2593	Ba Nguyen Thu Thi Ngo	2,591.00
147049	1/1/18	*****9182	Lorene Paysinger	1,790.00
147050	1/1/18	*****7243	Linda Phon	932.00

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147051	1/1/18	*****4614	Vincenzo Signorino		1,353.00
147052	1/1/18		United States Treasury		1,212.00
* 10118001	1/1/18	*****2626	9th Street Associates, LP	DD - ES	1,737.00
10118002	1/1/18	*****0229	Meerwais Abdiani	DD - ES	877.00
10118003	1/1/18	*****6825	A Classey Corp. DBA: ACL Property Management	DD - ES	3,834.00
10118004	1/1/18	*****3963	Rohit V Aggarwal	DD - ES	1,000.00
10118005	1/1/18	*****6232	Rosario Aguilar	DD - ES	885.00
10118006	1/1/18	*****5759	Rosa Aguirre	DD - ES	2,120.00
10118007	1/1/18	*****9530	Demetrius Alexander	DD - ES	1,365.00
10118008	1/1/18	*****2539	Ida Alfaro	DD - ES	572.00
10118009	1/1/18	*****3510	Altisource Residential Corporation	DD - ES	1,023.00
10118010	1/1/18	*****9681	Dale Alvarez	DD - ES	1,127.00
10118012	1/1/18	*****0104	Cecilia Anderson	DD - ES	1,910.00
10118013	1/1/18	*****0387	James or Brenda Anderson	DD - ES	2,203.00
10118014	1/1/18	*****5255	Linda S Anderson	DD - ES	2,689.00
10118015	1/1/18	*****9111	Shawn Anderson	DD - ES	1,294.00
10118016	1/1/18	*****8701	Mariteresa Arenson c/o Select 1 Realty	DD - ES	1,955.00
10118017	1/1/18	*****0707	Sergeant or Sima Austin	DD - ES	1,329.00
10118018	1/1/18	*****3967	Ajay Banga	DD - ES	3,171.00
10118019	1/1/18	*****2764	Mel L. Banagan	DD - ES	1,369.00
10118020	1/1/18	*****4138	Carlos G. Barraza	DD - ES	820.00
10118021	1/1/18	*****3909	Ken Bartlett	DD - ES	4,536.00
10118022	1/1/18	*****7446	Bay Burg Property, LLC	DD - ES	1,031.00
10118023	1/1/18	*****5979	John Bedford	DD - ES	322.00
10118024	1/1/18	*****9093	Holly Beech	DD - ES	3,911.00
10118026	1/1/18	*****8614	Charles Bell and Camino Johnson-Bell	DD - ES	1,668.00
10118027	1/1/18	*****2521	Belmont Apartments	DD - ES	15,390.00
10118028	1/1/18	*****2521	Belmont Apartments	DD - ES	19,663.00
10118029	1/1/18	*****2521	Belmont Apartments	DD - ES	18,808.00
10118030	1/1/18	*****2521	Belmont Apartments	DD - ES	18,033.00
10118031	1/1/18	*****2521	Belmont Apartments	DD - ES	1,932.00
10118032	1/1/18	*****5996	Alex Benjamen	DD - ES	1,567.00
10118033	1/1/18	*****7889	Tennyson Berry	DD - ES	2,600.00
10118034	1/1/18	*****0044	Teresita R. Berdiago	DD - ES	783.00
10118035	1/1/18	*****8634	Bethel Global Development LLC	DD - ES	1,339.00
10118036	1/1/18	*****7075	Som N Bhatia	DD - ES	1,315.00
10118037	1/1/18	*****0602	Pinakin Bhatt	DD - ES	2,103.00
10118038	1/1/18	*****8470	Joseph B. Bachir	DD - ES	533.00

10118039	1/1/18	*****3895	Anthony L. Blackburn	DD - ES	1,425.00
10118040	1/1/18	*****3502	Black Diamond Management	DD - ES	1,384.00
10118041	1/1/18	*****7357	Shanxia Yang Bolton	DD - ES	452.00
10118042	1/1/18	*****5924	Steven Booras	DD - ES	1,477.00
10118043	1/1/18	*****3037	Kelly Ann Bradford	DD - ES	1,545.00
10118044	1/1/18	*****3015	Michael Brady	DD - ES	396.00
10118045	1/1/18	*****5829	Brian Carter	DD - ES	1,199.00
10118046	1/1/18	*****0658	Earlean Brown	DD - ES	2,331.00
10118047	1/1/18	*****6215	Janet Brown	DD - ES	836.00
10118048	1/1/18	*****7469	Jessica G. or Sean Brophy	DD - ES	1,188.00
10118049	1/1/18	*****9783	Lauren H Brown	DD - ES	947.00
10118050	1/1/18	*****9954	Blue Sapphire Homes, Inc.	DD - ES	2,171.00
10118051	1/1/18	*****2142	Huong T. Bui	DD - ES	2,809.00
10118052	1/1/18	*****3080	Vu Manh Bui	DD - ES	1,422.00
10118053	1/1/18	*****3187	Burga Family California Trust	DD - ES	1,975.00
10118056	1/1/18	*****3026	Jerome Busby	DD - ES	1,868.00
10118057	1/1/18	*****7349	Xuelong Cao	DD - ES	786.00
10118059	1/1/18	*****4042	Donnell I. Carson	DD - ES	1,810.00
10118060	1/1/18	*****5079	Castle Creek Company, Inc.	DD - ES	1,377.00
			Trust Account		
10118061	1/1/18	*****6869	Cora Ann Chambers	DD - ES	1,542.00
10118062	1/1/18	*****6228	Gayle Chamberlain	DD - ES	858.00
10118063	1/1/18	*****0398	Kan Chuen Chan	DD - ES	2,020.00
10118064	1/1/18	*****5571	P. M. Chaobal	DD - ES	2,600.00
10118065	1/1/18	*****1853	Hong Chen	DD - ES	4,596.00
10118066	1/1/18	*****8946	Jienlin Chen	DD - ES	2,256.00
10118067	1/1/18	*****6735	Li Ying Chen	DD - ES	1,517.00
10118068	1/1/18	*****0128	Ping Chen	DD - ES	1,940.00
10118069	1/1/18	*****2680	Sherry Chen	DD - ES	533.00
10118070	1/1/18	*****5473	Hwa-Yoong Chiu	DD - ES	2,215.00
10118071	1/1/18	*****3211	Ada Choi	DD - ES	1,851.00
10118072	1/1/18	*****2454	Chun Ok Choi	DD - ES	1,502.00
10118073	1/1/18	*****0310	City of Pittsburg Housing Authority	DD - ES	4,325.00
10118074	1/1/18	*****3591	Juan F. Clara	DD - ES	1,257.00
10118075	1/1/18	*****7054	Ping Cao	DD - ES	1,217.00
10118076	1/1/18	*****1362	College Park Housing Authority	DD - ES	1,140.58
10118077	1/1/18	*****9873	Angel Contreras	DD - ES	2,477.00
10118078	1/1/18	*****8060	Betty Conner	DD - ES	1,141.00
10118079	1/1/18	*****3394	Kim Cortesi	DD - ES	1,700.00
10118089	1/1/18	*****7194	Maria G. Costa	DD - ES	663.00

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10118090	1/1/18	*****1944	Melonie C. Miles - Trustee Phillip Cotton and Freddie Cotton 2005 Trust	DD - ES	**1,806.00**
10118091	1/1/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**20,594.00**
10118092	1/1/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**20,752.00**
10118093	1/1/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**18,579.00**
10118094	1/1/18	*****6569	Jeannette D. Crespo	DD - ES	**2,312.00**
10118095	1/1/18	*****4259	Junie Varela Crosby	DD - ES	**992.00**
10118096	1/1/18	*****7900	Patricia Crosby	DD - ES	**1,430.00**
10118097	1/1/18	*****3327	Jorge Robert Dagys Delevan Catty Leticia Pajoluk	DD - ES	**1,502.00**
10118098	1/1/18	*****2942	Mary F Dahlquist	DD - ES	**2,542.00**
10118099	1/1/18	*****6248	Justin Dailey	DD - ES	**1,448.00**
10118100	1/1/18	*****8853	Antoinette Davis	DD - ES	**1,376.00**
10118101	1/1/18	*****2963	Audrey Davis	DD - ES	**956.00**
10118102	1/1/18	*****0396	Kesha E. Davis	DD - ES	**1,257.00**
10118103	1/1/18	*****8929	Kevin Davidson	DD - ES	**847.00**
10118104	1/1/18	*****4961	Paulette Davis	DD - ES	**1,319.00**
10118105	1/1/18	*****6115	Roshan M. Davis	DD - ES	**1,415.00**
10118106	1/1/18	*****9068	Jagdeep or Shashi Dayal	DD - ES	**2,373.00**
10118107	1/1/18	*****8370	Charles Dellamore	DD - ES	**1,634.00**
10118108	1/1/18	*****5882	David De La Torre	DD - ES	**1,234.00**
10118110	1/1/18	*****1004	Brigitte P. Doan	DD - ES	**7,035.00**
10118111	1/1/18	*****9716	JoAnn or Larry Domina	DD - ES	**1,141.00**
10118112	1/1/18	*****5043	Alex Dongallo	DD - ES	**1,055.00**
10118113	1/1/18	*****6538	Linda Duong	DD - ES	**607.00**
10118114	1/1/18	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	**6,686.00**
10118115	1/1/18	*****0372	Doris Engle Family Ltd Partnership c/o Select 1 Realty	DD - ES	**1,336.00**
10118116	1/1/18	*****3757	Alma B Espiritu	DD - ES	**1,711.00**
10118117	1/1/18	*****6095	Rosario Espejo	DD - ES	**1,380.00**
10118118	1/1/18	*****0055	Gabe Essoe	DD - ES	**1,689.00**
10118119	1/1/18	*****0484	Pedro Amaya Estrada	DD - ES	**672.00**
10118120	1/1/18	*****6027	Jianxin Fang Jia Liu	DD - ES	**4,060.00**
10118121	1/1/18	*****3835	Michael Mao C/O Jing Feng	DD - ES	**2,725.00**
10118122	1/1/18	*****8236	Anthony Ferrell	DD - ES	**1,708.00**
10118123	1/1/18	*****2790	Barbara J. Fierner	DD - ES	**1,097.00**
10118124	1/1/18	*****9447	Joseph Field	DD - ES	**1,096.00**

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10118125	1/1/18	*****7691	Hernan Roberto Figueroa	DD - ES	1,146.00
10118126	1/1/18	*****0962	Tochia D. Brewster Fleeton	DD - ES	939.00
10118127	1/1/18	*****5773	Alexander Flowers	DD - ES	1,484.00
10118128	1/1/18	*****1547	HomeForward (Housing Authority of Portland)	DD - ES	1,427.58
10118129	1/1/18	*****4032	Fox Creek Apartments	DD - ES	14,671.00
10118130	1/1/18	*****4032	Fox Creek Apartments	DD - ES	15,478.00
10118131	1/1/18	*****4032	Fox Creek Apartments	DD - ES	1,798.00
10118132	1/1/18	*****0284	Monica Fraga	DD - ES	1,775.00
10118133	1/1/18	*****6894	Rejois O. Frazier or Leroy Myers	DD - ES	1,782.00
10118134	1/1/18	*****6265	Mr. Darren Fuller	DD - ES	1,388.00
10118135	1/1/18	*****8997	Fan Fuller	DD - ES	1,004.00
10118136	1/1/18	*****9634	Gialene Gaines	DD - ES	1,450.00
10118137	1/1/18	*****8306	Bao Wen Gao	DD - ES	1,809.00
10118138	1/1/18	*****6981	Adraine Gardner	DD - ES	1,581.00
10118139	1/1/18	*****4278	Antoinette L Garcia	DD - ES	1,226.00
10118140	1/1/18	*****7036	David Gardner	DD - ES	3,026.00
10118141	1/1/18	*****0785	Rupesh Garg Samantha Garg	DD - ES	2,224.00
10118142	1/1/18	*****2931	William H. Gardiner	DD - ES	1,990.00
10118143	1/1/18	*****5111	Gateway Apartments	DD - ES	5,309.00
10118144	1/1/18	*****5298	Parvindokht Ghaboulidashti	DD - ES	840.00
10118145	1/1/18	*****2770	Eva Gholson	DD - ES	2,846.00
10118146	1/1/18	*****1145	Vernon or Eva Gholson	DD - ES	2,321.00
10118147	1/1/18	*****5958	Jacqueline Gill	DD - ES	971.00
10118148	1/1/18	*****8187	Sukpran Gill	DD - ES	1,361.00
10118149	1/1/18	*****3032	Jesse Gonzaga	DD - ES	887.00
10118150	1/1/18	*****2367	Ting Gong	DD - ES	3,715.00
10118151	1/1/18	*****6940	Frances Greene	DD - ES	3,128.00
10118152	1/1/18	*****4872	Rodney Green	DD - ES	1,205.00
10118153	1/1/18	*****3361	Rupinder Grewal	DD - ES	1,213.00
10118154	1/1/18	*****7325	Patricia Gridley	DD - ES	835.00
10118155	1/1/18	*****6305	Italo Grossi	DD - ES	1,581.00
10118156	1/1/18	*****6721	Amparo Guardado Cesar Q. Guardado	DD - ES	2,034.00
10118157	1/1/18	*****0940	Krystle Guan	DD - ES	6,597.00
10118158	1/1/18	*****1575	Bob Gunson Real Estate C/O Julie Hang	DD - ES	1,321.00
10118159	1/1/18	*****5267	Abhilash Gupta	DD - ES	5,262.00
10118160	1/1/18	*****7930	Donald R. Watson, Sr.	DD - ES	610.00
10118161	1/1/18	*****2314	Nicole Hackett	DD - ES	1,407.00
10118162	1/1/18	*****0457	Jeffrey Paul Hagler	DD - ES	1,311.00
10118163	1/1/18	*****9827	Delores Jane Hall	DD - ES	1,371.00

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10118164	1/1/18	*****1584	Christian L. Hanson	DD - ES	0.00
10118165	1/1/18	*****1769	Lawrence Harrold	DD - ES	4,675.00
10118166	1/1/18	*****7423	Delta Hawaii Garden Apartments LLC	DD - ES	3,305.00
10118167	1/1/18	*****5859	Chuanhu He	DD - ES	1,669.00
10118168	1/1/18	*****6728	David T. Hennigan	DD - ES	7,206.00
10118169	1/1/18	*****3097	Silvester C. Henderson	DD - ES	2,905.00
10118170	1/1/18	*****5221	Anna Hernandez	DD - ES	2,350.00
10118171	1/1/18	*****2157	Elias Herrera	DD - ES	1,778.00
10118172	1/1/18	*****7408	Serene Herrmann	DD - ES	923.00
10118173	1/1/18	*****1603	Marva Hill	DD - ES	455.00
10118174	1/1/18	*****6255	Carl E. Hoard II	DD - ES	1,651.00
10118175	1/1/18	*****7386	Hanh Huu Hoang	DD - ES	2,193.00
10118176	1/1/18	*****5654	Havy S Hoag	DD - ES	2,562.00
10118177	1/1/18	*****4106	Albert Ho	DD - ES	1,848.00
10118178	1/1/18	*****2084	Annie Ho The Annie Ho Living Trust	DD - ES	1,307.00
10118179	1/1/18	*****0051	Dan Ho	DD - ES	2,255.00
10118180	1/1/18	*****8576	Joyce Ann Hoffman	DD - ES	1,304.00
10118181	1/1/18	*****7451	Gloria H. Holbrook	DD - ES	1,950.00
10118182	1/1/18	*****4543	Ronald G. Holmes	DD - ES	1,267.00
10118183	1/1/18	*****5700	Tony Ho	DD - ES	1,322.00
10118184	1/1/18	*****3787	Howard County Housing Commission	DD - ES	1,187.58
10118185	1/1/18	*****1535	Fanny Kao Huang	DD - ES	2,335.00
10118186	1/1/18	*****8816	Ming Zin Huang	DD - ES	2,484.00
10118187	1/1/18	*****7984	Tao Huang	DD - ES	8,075.00
10118188	1/1/18	*****7179	Ya Jing Huang	DD - ES	2,386.00
10118189	1/1/18	*****9084	Nancy Xiu Zhen Hu	DD - ES	1,986.00
10118190	1/1/18	*****6229	Thinh Trieu Huynh	DD - ES	1,720.00
10118191	1/1/18	*****0778	IGreen House Inc.	DD - ES	1,069.00
10118192	1/1/18	*****8007	2015-1 IH2 Borrower LP	DD - ES	0.00
10118193	1/1/18	*****4320	IH2 Property West, L.P.	DD - ES	1,430.00
10118194	1/1/18	*****7951	IH5 Property West LP	DD - ES	2,400.00
10118195	1/1/18	*****7013	Eugene G. Imperato	DD - ES	1,057.00
10118196	1/1/18	*****2726	IH4 Property West LP	DD - ES	2,050.00
10118197	1/1/18	*****8323	Keyee Investment LLC	DD - ES	268.00
10118198	1/1/18	*****1017	LaShon D Irving	DD - ES	2,176.00
10118199	1/1/18	*****0911	Mario Isidro	DD - ES	1,735.00
10118200	1/1/18	*****6821	Michael or Kay Isola	DD - ES	1,413.00
10118201	1/1/18	*****2036	Brandi Jackson C/O Perry Realty Team	DD - ES	2,054.00
10118202	1/1/18	*****4910	Sameer Jain	DD - ES	2,033.00

10118203	1/1/18	*****1349	Jason Le	DD - ES	**2,251.00**
10118204	1/1/18	*****0833	Alonzo D. Johnson	DD - ES	**946.00**
10118205	1/1/18	*****5506	Jason K. Johnson	DD - ES	**3,010.00**
10118206	1/1/18	*****8569	Ronita Johnson	DD - ES	**1,195.00**
10118207	1/1/18	*****8867	James Jones	DD - ES	**1,941.00**
10118208	1/1/18	*****2434	Sharon Jones	DD - ES	**1,709.00**
10118209	1/1/18	*****9670	Cheryl D Joseph	DD - ES	**2,142.00**
10118210	1/1/18	*****4905	Mostaeen B Jouya	DD - ES	**2,134.00**
10118211	1/1/18	*****5704	Jaynee Walton Separate Property Trust	DD - ES	**1,479.00**
10118212	1/1/18	*****5647	Om Parkash Kalra	DD - ES	**2,785.00**
10118213	1/1/18	*****8425	Wei Kang	DD - ES	**3,730.00**
10118214	1/1/18	*****1731	Deepinder Kaur	DD - ES	**2,355.00**
10118215	1/1/18	*****7429	Navkirandeep Kaur	DD - ES	**1,172.00**
10118216	1/1/18	*****6180	K. E. M. Group LLC	DD - ES	**1,934.00**
10118217	1/1/18	*****9411	Anthony Keslinke	DD - ES	**2,406.00**
10118218	1/1/18	*****2578	Faraz Ali Khan	DD - ES	**1,682.00**
10118219	1/1/18	*****0839	Alan T. Kilpatrick	DD - ES	**1,018.00**
10118220	1/1/18	*****5113	Michelle King	DD - ES	**1,756.00**
10118221	1/1/18	*****0888	KW Kirker Creek, LLC	DD - ES	**2,898.00**
10118222	1/1/18	*****7475	Qi Yun Kuang	DD - ES	**3,935.00**
10118223	1/1/18	*****8506	Simon Kailiang Kuang	DD - ES	**1,432.00**
10118224	1/1/18	*****9316	Zdzislaw Kujawa	DD - ES	**750.00**
10118225	1/1/18	*****2585	Daniel Kwan	DD - ES	**1,644.00**
10118226	1/1/18	*****6229	Simon Chuen-Sang Kwong	DD - ES	**1,470.00**
10118227	1/1/18	*****8326	Thomas LaFleur	DD - ES	**1,888.00**
10118228	1/1/18	*****6520	Shirley Manly-Lampkin	DD - ES	**1,036.00**
10118229	1/1/18	*****6102	Maria Lara	DD - ES	**1,608.00**
10118230	1/1/18	*****7975	Peter C. Larsen	DD - ES	**941.00**
10118231	1/1/18	*****2401	Kevin Lassair	DD - ES	**1,544.51**
10118232	1/1/18	*****4732	Latif, LLC	DD - ES	**2,786.00**
10118233	1/1/18	*****0938	Ingrid Lau	DD - ES	**1,526.00**
10118234	1/1/18	*****8224	Kai Man Lau	DD - ES	**1,516.00**
10118235	1/1/18	*****9373	Delphia M. or Clarence Lawson	DD - ES	**1,093.00**
10118236	1/1/18	*****6826	Living Trust of Geroge Van & Fannie Mae Laswon C/O Nicole C. Nicholson - Trustee	DD - ES	**518.00**
10118237	1/1/18	*****2293	LCSTAR, LLC	DD - ES	**5,755.00**
10118238	1/1/18	*****0984	Dao Tran Le	DD - ES	**1,246.00**
10118239	1/1/18	*****8548	Jack Wai Lee	DD - ES	**1,862.00**
10118240	1/1/18	*****1755	Siu Wan Windytiti Lee	DD - ES	**1,521.00**
10118241	1/1/18	*****2527	Steven Lee	DD - ES	**1,125.00**
10118242	1/1/18	*****5289	Yuhjen Juang Lee	DD - ES	**1,714.00**

10118243	1/1/18	*****1860	Lena Le	DD - ES	**838.00**
10118244	1/1/18	*****9382	Luigi Leoncio, LLC	DD - ES	**1,654.00**
10118245	1/1/18	*****3782	Joseph C. Lerma	DD - ES	**943.00**
10118246	1/1/18	*****3555	Yiping I. and Frederic Leroudier	DD - ES	**3,182.00**
10118247	1/1/18	*****3410	John M. Leung	DD - ES	**5,544.00**
10118248	1/1/18	*****8951	Kin or Siu F. Leung	DD - ES	**1,464.00**
10118249	1/1/18	*****3743	May Leung or Rodney Chen	DD - ES	**1,821.00**
10118250	1/1/18	*****2110	Peter Leung	DD - ES	**2,153.00**
10118251	1/1/18	*****5185	Fortunee Lichaa	DD - ES	**1,505.00**
10118252	1/1/18	*****3386	James J. Busby and Irvin Deutcher a Partnership DBA Crestview Apartments	DD - ES	**280.00**
10118253	1/1/18	*****0416	Faqiang Li	DD - ES	**1,260.00**
10118254	1/1/18	*****8871	Jie Li	DD - ES	**1,563.00**
10118255	1/1/18	*****7827	Jinhuan Li	DD - ES	**1,542.00**
10118256	1/1/18	*****5495	Jian S Lin	DD - ES	**1,474.00**
10118257	1/1/18	*****2649	Tim Lindstrom c/o AAA Property Management	DD - ES	**993.00**
10118258	1/1/18	*****6076	Chingyao J Liu Wei Chen	DD - ES	**1,294.00**
10118259	1/1/18	*****3881	Vivian Y Li	DD - ES	**1,642.00**
10118260	1/1/18	*****1547	Paul Livson	DD - ES	**1,421.00**
10118261	1/1/18	*****0050	Wei Min Li	DD - ES	**1,288.00**
10118262	1/1/18	*****9003	Ying Hong Li	DD - ES	**1,665.00**
10118263	1/1/18	*****1646	Paul Long	DD - ES	**2,497.00**
10118264	1/1/18	*****1474	Los Medanos Village Apartments	DD - ES	**22,764.00**
10118265	1/1/18	*****7531	Tony or Yvonne Louie	DD - ES	**1,400.00**
10118266	1/1/18	*****1790	Valerie Love	DD - ES	**994.00**
10118267	1/1/18	*****5602	Marshall & Sonya Lowe	DD - ES	**1,112.00**
10118268	1/1/18	*****0153	Ariston Laurito Loyola	DD - ES	**824.00**
10118269	1/1/18	*****7720	Jose Loza	DD - ES	**710.00**
10118270	1/1/18	*****2354	Andrew Kin Lui	DD - ES	**4,947.00**
10118271	1/1/18	*****4658	Wei Liu Guangxin Frank Liu	DD - ES	**1,544.00**
10118272	1/1/18	*****7843	The Entrust Group, Inc. FBO Theodore Lum IRA (acct #34892)	DD - ES	**2,180.00**
10118273	1/1/18	*****1821	Curtis H. Lundberg	DD - ES	**550.00**
10118274	1/1/18	*****1596	Kenneth Luong	DD - ES	**1,595.00**
10118275	1/1/18	*****1494	Xiangwen Lu	DD - ES	**1,437.00**
10118276	1/1/18	*****5430	Kiet A. Ly	DD - ES	**1,767.00**
10118277	1/1/18	*****4009	Yolanda McDonald	DD - ES	**1,243.00**
10118278	1/1/18	*****5865	Rakesh Madra	DD - ES	**5,965.00**

10118279	1/1/18	*****5605	Robert Madson Lisa Swafford	DD - ES	**2,415.00**
10118280	1/1/18	*****2191	Radha Mahesram	DD - ES	**1,794.00**
10118281	1/1/18	*****7358	Mahnoor Tariq	DD - ES	**2,588.00**
10118282	1/1/18	*****4372	Jennifer Leung Ma	DD - ES	**5,625.00**
10118283	1/1/18	*****1989	Jeff Mann	DD - ES	**4,498.00**
10118284	1/1/18	*****5378	Glenn Marshall	DD - ES	**1,341.00**
10118285	1/1/18	*****2875	Marla Y Harrison	DD - ES	**337.00**
10118286	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**15,444.00**
10118287	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**15,135.00**
10118288	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**15,028.00**
10118289	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**5,011.00**
10118290	1/1/18	*****5287	Louie W. Maruri El Dorado Apartments	DD - ES	**877.00**
10118291	1/1/18	*****3065	Tanya Martha	DD - ES	**1,877.00**
10118292	1/1/18	*****9206	Demetria d Mason	DD - ES	**2,715.00**
10118293	1/1/18	*****6768	Matrixone Realty	DD - ES	**1,033.00**
10118294	1/1/18	*****3048	Rita J. McCrystle	DD - ES	**1,146.00**
10118295	1/1/18	*****7174	Samuel McCree	DD - ES	**1,273.00**
10118296	1/1/18	*****6494	Dorothy McDonald	DD - ES	**1,830.00**
10118297	1/1/18	*****1925	Veronica R. McElroy	DD - ES	**1,982.00**
10118298	1/1/18	*****1152	Janice K McLean	DD - ES	**1,022.00**
10118299	1/1/18	*****4675	Meadow Glen Apartments	DD - ES	**3,207.00**
10118300	1/1/18	*****9866	Tatung Mei	DD - ES	**3,314.00**
10118301	1/1/18	*****4316	Joel Mejia	DD - ES	**428.00**
10118302	1/1/18	*****5245	Jinyu Meng	DD - ES	**1,769.00**
10118303	1/1/18	*****4885	Sabine Menzel	DD - ES	**5,154.00**
10118304	1/1/18	*****0133	Mercedes P. Johnson	DD - ES	**519.00**
10118305	1/1/18	*****8272	Hector Meza	DD - ES	**837.00**
10118306	1/1/18	*****9885	Andrew S Miloslavich	DD - ES	**1,697.00**
10118307	1/1/18	*****7437	Perchak Properties for Carol Miller	DD - ES	**1,864.00**
10118308	1/1/18	*****9782	Maryann Miller	DD - ES	**1,148.00**
10118309	1/1/18	*****2618	Carlos J Miranda	DD - ES	**701.00**
10118310	1/1/18	*****0772	Hassan Mirabedi	DD - ES	**7,558.00**
10118311	1/1/18	*****6741	Gwendolyn Mitchell	DD - ES	**1,380.00**
10118312	1/1/18	*****7083	Ronnie Eric Moffett Estate	DD - ES	**1,971.00**
10118313	1/1/18	*****6340	Moe Mojaddidi	DD - ES	**4,199.00**
10118314	1/1/18	*****0985	Rodney Montgomery or Sharon Montgomery	DD - ES	**1,066.00**
10118315	1/1/18	*****6975	Joseph Nelson Morin	DD - ES	**2,221.00**
10118316	1/1/18	*****3642	Eva Munn	DD - ES	**489.00**

10118317	1/1/18	*****8820	Brien Brothers, LLC C/O Mynd Management, IC.	DD - ES	1,615.00
10118318	1/1/18	*****0105	Ehsan Nabkel	DD - ES	2,833.00
10118319	1/1/18	*****9276	Fariba Naji	DD - ES	1,800.00
10118320	1/1/18	*****6234	Shinder Paul Narabut	DD - ES	7,177.00
10118321	1/1/18	*****9518	Farida Nawabi	DD - ES	2,555.00
10118322	1/1/18	*****0054	NC Associates, Inc.	DD - ES	8,523.00
10118323	1/1/18	*****6959	Joy Neal	DD - ES	1,569.00
10118324	1/1/18	*****5257	Guy Nesbeth	DD - ES	2,801.00
10118325	1/1/18	*****4114	James or Margaret Nevis	DD - ES	1,162.00
10118326	1/1/18	*****3516	New Way Management Services	DD - ES	7,414.00
10118327	1/1/18	*****1072	Dominic Y Ng	DD - ES	2,716.00
10118328	1/1/18	*****3604	Knowland Ging Ng	DD - ES	4,204.00
10118329	1/1/18	*****8594	Patrick Ng Mike Perry, Property Manager	DD - ES	2,022.00
10118330	1/1/18	*****9319	Sunny S Ng	DD - ES	3,432.03
10118331	1/1/18	*****0738	Hieu Nguyen	DD - ES	1,495.00
10118332	1/1/18	*****7154	Huy Quang Nguyen	DD - ES	2,161.00
10118333	1/1/18	*****4366	Quyen Nguyen	DD - ES	1,710.00
10118334	1/1/18	*****8241	Tieu Nguyen	DD - ES	812.00
10118335	1/1/18	*****7265	Ernest Nichols III	DD - ES	3,470.00
10118336	1/1/18	*****9886	Northstar Financial Group, LLC	DD - ES	825.00
10118337	1/1/18	*****8129	Kevin Nord Nord Investment Real Estate	DD - ES	900.00
10118338	1/1/18	*****2286	North State Financial, Inc.	DD - ES	1,403.00
10118340	1/1/18	*****1194	Jennifer Odei	DD - ES	1,454.00
10118341	1/1/18	*****5572	Dwight J Owens	DD - ES	90.00
10118342	1/1/18	*****7606	Juanita Olayo	DD - ES	1,514.00
10118343	1/1/18	*****4543	Esosa A. Omokaro	DD - ES	2,386.00
10118344	1/1/18	*****0588	Orange County Housing Authority	DD - ES	2,238.58
10118345	1/1/18	*****3741	Sandra L Ortiz	DD - ES	1,793.00
10118346	1/1/18	*****2915	Tony Jose Ortiz	DD - ES	783.00
10118347	1/1/18	*****1081	Chinenye Osuagwu	DD - ES	1,907.00
10118348	1/1/18	*****9139	Olubukola Amoke Oyebade	DD - ES	2,414.00
10118349	1/1/18	*****3324	Mutlu Ozer	DD - ES	1,678.00
10118350	1/1/18	*****4083	Pacific Living, LLC	DD - ES	2,379.00
10118351	1/1/18	*****1176	John Mario Pascuzzi	DD - ES	1,554.00
10118352	1/1/18	*****7811	Hemangini & Vijendra Patel	DD - ES	2,100.00
10118353	1/1/18	*****0885	Kokila Patel	DD - ES	1,302.00
10118354	1/1/18	*****8684	Virendra M. Patel	DD - ES	1,785.00
10118355	1/1/18	*****8047	Jason Pauline	DD - ES	1,707.00

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10118356	1/1/18	*****3189	Loycell Peacock	DD - ES	**437.00**
10118357	1/1/18	*****5165	Scott Pease	DD - ES	**1,011.00**
10118358	1/1/18	*****3278	Maria Del Carmen Perez	DD - ES	**365.00**
10118359	1/1/18	*****6784	Lowde Y. Perkins	DD - ES	**901.00**
10118360	1/1/18	*****8225	Shiv Pertab	DD - ES	**1,800.00**
10118361	1/1/18	*****0958	Pittsburg Park Apartments	DD - ES	**4,845.00**
10118362	1/1/18	*****7605	Portofino Apartments	DD - ES	**9,292.00**
10118363	1/1/18	*****8826	Prime Metropolis Properties, Inc.	DD - ES	**4,225.00**
10118364	1/1/18	*****2849	IH5 Property West, LP	DD - ES	**2,041.00**
10118365	1/1/18	*****3398	Marples Property Management	DD - ES	**2,811.00**
10118366	1/1/18	*****4650	A. Meadows Property Management	DD - ES	**2,373.00**
10118367	1/1/18	*****7789	Stokley Properties LLC Harbor	DD - ES	**2,392.00**
10118368	1/1/18	*****8055	Property Upsurge, Inc.	DD - ES	**12,270.00**
10118369	1/1/18	*****0782	Amjad Qaqish	DD - ES	**921.00**
10118370	1/1/18	*****9542	Sam or Sonia Quinones	DD - ES	**1,800.00**
10118371	1/1/18	*****4029	Amos Radford	DD - ES	**1,400.00**
10118372	1/1/18	*****1034	Kuljit P Raju	DD - ES	**1,437.00**
10118373	1/1/18	*****2261	Paramjit K. Raju	DD - ES	**2,728.00**
10118374	1/1/18	*****3452	Christopher Ramirez	DD - ES	**1,928.00**
10118375	1/1/18	*****8489	Enrique or Stacy Ramirez	DD - ES	**600.00**
10118376	1/1/18	*****2162	Erika Ramirez	DD - ES	**1,856.00**
10118378	1/1/18	*****2283	Rohini Ram	DD - ES	**1,818.00**
10118379	1/1/18	*****6068	David Raughton	DD - ES	**2,804.00**
10118381	1/1/18	*****8337	RayCaro Inc.	DD - ES	**3,024.00**
10118382	1/1/18	*****8227	Croskey Real Estate, Inc.	DD - ES	**1,870.00**
10118384	1/1/18	*****7083	Reliant - Woods Grove, LP	DD - ES	**14,286.00**
10118385	1/1/18	*****7349	Eric Franklin Remson	DD - ES	**1,102.00**
10118386	1/1/18	*****1078	Cora Lee Rice Anderson Rice	DD - ES	**905.00**
10118388	1/1/18	*****9321	Roger Riley	DD - ES	**1,869.00**
10118389	1/1/18	*****4115	Tamara Rivas Douglas Rivas	DD - ES	**423.00**
10118390	1/1/18	*****6917	Ronald D. Shelly or Julie Crowder	DD - ES	**1,087.00**
10118391	1/1/18	*****0694	Jason Ruffin	DD - ES	**2,279.00**
10118392	1/1/18	*****4579	Elvira Ruiz	DD - ES	**1,140.00**
10118393	1/1/18	*****5248	Constance Russell	DD - ES	**1,168.00**
10118394	1/1/18	*****3011	Alicia Saucedo	DD - ES	**1,387.00**
10118395	1/1/18	*****7615	Gregory Paul Schulz	DD - ES	**1,523.00**
10118396	1/1/18	*****9954	Richard M. Sciortino	DD - ES	**1,066.00**
10118397	1/1/18	*****7031	Jacqueline Selinger	DD - ES	**1,658.00**
10118398	1/1/18	*****5346	Young Sook Seroy	DD - ES	**1,898.00**

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10118399	1/1/18	*****1446	Mohinder Sharma	DD - ES	**1,004.00**
10118400	1/1/18	*****7239	Shailesh & Bela Patel	DD - ES	**3,045.00**
10118401	1/1/18	*****4900	Paul Shatswell	DD - ES	**1,521.00**
10118402	1/1/18	*****1370	James Shipe, c/o Richard Grijalva, East Cty Brokers	DD - ES	**2,613.00**
10118403	1/1/18	*****5981	Yihui Shi	DD - ES	**2,000.00**
10118404	1/1/18	*****7789	Siena Court Apartments	DD - ES	**8,923.00**
10118405	1/1/18	*****7396	Sierra Pacific Properties Peppertree Apartments	DD - ES	**3,861.00**
10118406	1/1/18	*****7396	Sierra Pacific Properties Woodland Hills Apartments	DD - ES	**11,859.00**
10118407	1/1/18	*****6650	Frank M. Siino	DD - ES	**994.00**
10118408	1/1/18	*****8035	Joseph Michael Siino	DD - ES	**1,275.00**
10118409	1/1/18	*****5399	Gloria Silva	DD - ES	**1,372.00**
10118410	1/1/18	*****7250	2012-C Property Holdings LLC	DD - ES	**3,235.00**
10118411	1/1/18	*****8407	Marc J. Simpson	DD - ES	**1,442.00**
10118412	1/1/18	*****3639	Raman Singh	DD - ES	**1,925.00**
10118413	1/1/18	*****6058	Son Singh	DD - ES	**1,525.00**
10118414	1/1/18	*****4970	Molly Smith	DD - ES	**2,000.00**
10118415	1/1/18	*****9092	Sherritta M Smith	DD - ES	**1,033.00**
10118416	1/1/18	*****0670	Southern Nevada Regional Housing Authority	DD - ES	**821.58**
10118417	1/1/18	*****2032	Cinthia Sosa	DD - ES	**1,683.00**
10118418	1/1/18	*****2985	Gloria Spahn	DD - ES	**1,250.00**
10118419	1/1/18	*****6977	Angela E. Robinson-Spencer	DD - ES	**1,300.00**
10118420	1/1/18	*****3465	Ramzi D Srouji	DD - ES	**3,486.00**
10118421	1/1/18	*****5343	Deborah Steppe	DD - ES	**1,656.00**
10118422	1/1/18	*****1601	George W. Stephens	DD - ES	**1,641.00**
10118423	1/1/18	*****5308	R R Rentals	DD - ES	**1,527.00**
10118425	1/1/18	*****6314	Amad Sultan	DD - ES	**2,823.00**
10118426	1/1/18	*****6318	Mr. Shahzad Sultan	DD - ES	**2,475.00**
10118427	1/1/18	*****8534	Suma Aryaei	DD - ES	**2,212.00**
10118428	1/1/18	*****1235	Summit Venture Group, LLC	DD - ES	**2,008.00**
10118429	1/1/18	*****6168	Kamaljeet Surila	DD - ES	**1,364.00**
10118430	1/1/18	*****0399	Joyce Hui Sy	DD - ES	**6,161.00**
10118431	1/1/18	*****1242	Hamed Tafaghodi Alexis Tafaghodi	DD - ES	**1,525.00**
10118432	1/1/18	*****9558	Edward C Tan	DD - ES	**532.00**
10118433	1/1/18	*****5832	Mohammad Tapus	DD - ES	**2,743.00**
10118434	1/1/18	*****5480	Tasia La Vonda Johnson	DD - ES	**1,991.00**
10118435	1/1/18	*****6283	Yun Teng Weijie Zhang	DD - ES	**1,813.00**
10118436	1/1/18	*****2164	Quyen Minh Thai	DD - ES	**1,431.00**

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10118437	1/1/18	*****9314	Silvia Thein and Ada Choi	DD - ES	**2,323.00**
10118438	1/1/18	*****4049	ChingJen Tong	DD - ES	**3,707.00**
10118439	1/1/18	*****1405	Lourdes or Raymond Tovar	DD - ES	**1,605.00**
10118440	1/1/18	*****2094	Raphael Minhtuyen Tran	DD - ES	**4,962.00**
10118441	1/1/18	*****6035	Tam Van Tran	DD - ES	**1,918.00**
10118442	1/1/18	*****1327	Thuy Tran	DD - ES	**1,237.00**
10118443	1/1/18	*****6165	Thanh Van Trinh	DD - ES	**1,363.00**
10118444	1/1/18	*****3572	Nhan Chi Truong	DD - ES	**961.00**
10118445	1/1/18	*****5313	Sean Thuyet Truong	DD - ES	**1,423.00**
10118446	1/1/18	*****9321	Van Truong	DD - ES	**1,748.00**
10118447	1/1/18	*****8392	Xavier Van Truong	DD - ES	**7,812.00**
10118448	1/1/18	*****5553	David Tseng	DD - ES	**2,144.00**
10118450	1/1/18	*****4582	Lidia Valladares	DD - ES	**1,062.00**
10118451	1/1/18	*****0250	Victor D Valenzuela	DD - ES	**1,416.00**
10118452	1/1/18	*****5853	Tu Van	DD - ES	**1,772.00**
10118453	1/1/18	*****3371	Gary D. Vasconcellos	DD - ES	**1,091.00**
10118454	1/1/18	*****8457	Sareena Lata Velu	DD - ES	**1,640.00**
10118455	1/1/18	*****9682	Nuno G Vieira	DD - ES	**3,454.00**
10118456	1/1/18	*****2720	Stephen Cordell Wafer	DD - ES	**1,077.00**
10118457	1/1/18	*****2768	Huan Rong Wang	DD - ES	**1,456.00**
10118458	1/1/18	*****6924	Lining Wan	DD - ES	**1,780.00**
10118459	1/1/18	*****6945	Wei Wang	DD - ES	**2,000.00**
10118460	1/1/18	*****1634	Yu Ruo Wang	DD - ES	**1,878.00**
10118461	1/1/18	*****5502	Mildred Lucille Washington	DD - ES	**1,996.00**
10118463	1/1/18	*****4384	Wenying Chang	DD - ES	**1,773.00**
10118464	1/1/18	*****0126	Marina West 10 LLC	DD - ES	**1,450.00**
10118465	1/1/18	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	**4,535.00**
10118467	1/1/18	*****2737	Jessica R Wiebe	DD - ES	**2,221.00**
10118468	1/1/18	*****0846	Glenda J. Wilkes	DD - ES	**946.00**
10118469	1/1/18	*****5057	Kathleen and John Wilson	DD - ES	**1,278.00**
10118470	1/1/18	*****8702	Kathy D. Williams	DD - ES	**1,953.00**
10118471	1/1/18	*****5026	Windeler Development Group, Inc.	DD - ES	**1,357.00**
10118472	1/1/18	*****1769	Alan York Lun Wong Alan York Lun Wong	DD - ES	**233.00**
10118473	1/1/18	*****1157	Har Pan Wong	DD - ES	**4,140.00**
10118474	1/1/18	*****6356	Joanne Wong	DD - ES	**1,459.00**
10118475	1/1/18	*****1060	Kinney Ming Wong	DD - ES	**1,622.00**
10118476	1/1/18	*****5451	Mei-Yuk Yu Wong Vincent Wong	DD - ES	**2,204.00**
10118477	1/1/18	*****5565	Yuk Lin Woo	DD - ES	**766.00**

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10118478	1/1/18	*****1853	WR Properties, Inc.	DD - ES	**8,082.00**
10118479	1/1/18	*****3962	Hong Wu	DD - ES	**4,079.00**
10118480	1/1/18	*****5388	Jian Ai Xuan	DD - ES	**1,807.00**
10118481	1/1/18	*****3880	Ping Ping Xu Keming Wang	DD - ES	**3,599.00**
10118482	1/1/18	*****2655	Alfonso E. Yasonia	DD - ES	**369.00**
10118483	1/1/18	*****2366	Karl Yick C/O Teresita D. Pereira	DD - ES	**1,056.00**
10118484	1/1/18	*****6779	Sally Yip	DD - ES	**1,736.00**
10118485	1/1/18	*****6210	Yong Qiang Lu	DD - ES	**1,245.00**
10118486	1/1/18	*****6178	Chris Kui You	DD - ES	**2,235.00**
10118487	1/1/18	*****7622	Yee Yue Cheung	DD - ES	**759.00**
10118488	1/1/18	*****8664	Mohammad Zalmaiyar	DD - ES	**2,823.00**
10118489	1/1/18	*****2940	Wei Bin Zhang or Gao Wei	DD - ES	**1,704.00**
10118490	1/1/18	*****3259	Xirong Zhao	DD - ES	**1,607.00**
10118491	1/1/18	*****4367	Xiang Yang Zheng	DD - ES	**1,754.00**
10118492	1/1/18	*****3830	Joy Yi Zhou	DD - ES	**2,290.00**
10118493	1/1/18	*****7805	Shengguo Zhu	DD - ES	**5,030.00**
10118494	1/1/18	*****6132	Ying Zhu	DD - ES	**4,490.00**

Choice Voucher

HAP	1,213,274.81
UR	7,741.73
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	878.54
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	**$1,221,895.08**

Check Summary

January 1, 2018

Check Number	Check Date	Payee Tax ID	Payee	Amount
VASH				
146930	1/1/18	*****6041	Anthony L Johnson	**29.00**
146938	1/1/18	*****3448	James Carter	**40.00**
146957	1/1/18	*****2982	Timothy P Harrington	**82.00**
146959	1/1/18	*****7845	Troy Mills	**81.00**
146960	1/1/18		Vacaville Housing Authority	**1,110.58**
146964	1/1/18	*****3447	David S Loesch	**36.00**

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147005	1/1/18	*****7574	Joseph A Newman		**73.00**
147034	1/1/18	*****9810	Housing Authority of the County of Alameda		**4,455.74**
147037	1/1/18	*****0331	Fairfield Housing Authority		**1,166.16**
10118011	1/1/18	*****4636	Felipe Amarante	DD - ES	**1,441.00**
10118021	1/1/18	*****3909	Ken Bartlett	DD - ES	**1,075.00**
10118025	1/1/18	*****7492	Adrienne Kelly Belton	DD - ES	**1,160.00**
10118027	1/1/18	*****2521	Belmont Apartments	DD - ES	**1,208.00**
10118036	1/1/18	*****7075	Som N Bhatia	DD - ES	**1,586.00**
10118054	1/1/18	*****8860	Joe Burns	DD - ES	**1,200.00**
10118055	1/1/18	*****8764	William Joseph Burgoyne	DD - ES	**495.00**
10118058	1/1/18	*****2513	Clara Beatriz Cardenas	DD - ES	**1,550.00**
10118080	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**10,682.22**
10118081	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**8,425.80**
10118082	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**11,609.80**
10118083	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**7,941.64**
10118084	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**9,918.64**
10118085	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**9,936.48**
10118086	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**7,775.22**
10118087	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**12,180.06**
10118088	1/1/18	*****0746	Contra Costa County Housing Authority	DD - ES	**6,987.48**
10118091	1/1/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**6,300.00**
10118092	1/1/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**7,119.00**
10118093	1/1/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**5,958.00**
10118109	1/1/18	*****9507	Olga M. Disney	DD - ES	**1,149.00**
10118114	1/1/18	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	**604.00**
10118131	1/1/18	*****4032	Fox Creek Apartments	DD - ES	**499.00**
10118143	1/1/18	*****5111	Gateway Apartments	DD - ES	**3,329.00**
10118159	1/1/18	*****5267	Abhilash Gupta	DD - ES	**1,650.00**
10118168	1/1/18	*****6728	David T. Hennigan	DD - ES	**1,603.00**
10118260	1/1/18	*****1547	Paul Livson	DD - ES	**1,338.00**
10118286	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**667.00**
10118287	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**951.00**
10118288	1/1/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**2,340.00**
10118336	1/1/18	*****9886	Northstar Financial Group, LLC	DD - ES	**4,654.00**
10118339	1/1/18	*****0758	Oakland Housing Authority	DD - ES	**0.00**
10118366	1/1/18	*****4650	A. Meadows Property Management	DD - ES	**412.00**
10118377	1/1/18	*****6230	Leonardo Christopher Ramirez	DD - ES	**1,961.00**
10118380	1/1/18	*****2414	Tanya Nicole Ray	DD - ES	**1,868.00**

10118382	1/1/18	*****8227	Croskey Real Estate, Inc.	DD - ES	**1,626.00**
10118383	1/1/18	*****6703	Amerasia Real Estate Fund LLC	DD - ES	**2,733.00**
10118387	1/1/18	*****2935	RICHMOND HOUSING AUTHORITY	DD - ES	**3,060.32**
10118404	1/1/18	*****7789	Siena Court Apartments	DD - ES	**776.00**
10118424	1/1/18	*****0437	Suisun City Housing Authority	DD - ES	**473.58**
10118449	1/1/18	*****0447	Solano County Housing Authority	DD - ES	**2,120.74**
10118462	1/1/18	*****4563	Isidoro Weitzman	DD - ES	**1,929.00**
10118465	1/1/18	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	**2,299.00**
10118466	1/1/18	*****9380	Tracy J. Whitehead	DD - ES	**2,002.00**
10118478	1/1/18	*****1853	WR Properties, Inc.	DD - ES	**1,395.00**

VASH

HAP	156,782.42
UR	397.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	5,883.04
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	**$163,062.46**

Grand Total

1/1/18 Check Run

HAP (Regular)	$ 1,128,369.81
HAP (VASH)	156,782.42
HAP (Port-In)	69,393.00
HAP (Port-Out)	15,512.00
Utility Reimbursement	8,138.73
Admin Fee	6,761.58
Total	$ 1,384,957.54

HAP	1,370,057.23
UR	8,138.73
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	6,761.58
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	**$1,384,957.54**

0 • *

DD 1 • 332 • 946 • 42
CKS 52 • 011 • 12
1 • 384 • 957 • 54*

PWO 12/20/17

Approved 12/20/17

Check Summary

January 15, 2018

Check Number	Check Date	Payee Tax ID	Payee		Amount
Choice Voucher					
* 147053	1/15/18	*****7911	Jackie I Haywood		**172.00**
147054	1/15/18	*****4721	Ebony N Manning		**66.00**
* 11518001	1/15/18	*****3909	Ken Bartlett	DD - ES	**477.00**
11518002	1/15/18	*****2521	Belmont Apartments	DD - ES	**2,329.00**
11518003	1/15/18	*****4714	Wenhua Chen	DD - ES	**3,150.00**
11518006	1/15/18	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	**4,700.00**
11518007	1/15/18	*****8306	Bao Wen Gao	DD - ES	**627.00**
11518008	1/15/18	*****3578	Valerie Gardner	DD - ES	**1,623.00**
11518009	1/15/18	*****3307	Vishal S. Jain	DD - ES	**1,667.03**
11518010	1/15/18	*****0050	Wei Min Li	DD - ES	**282.00**
11518011	1/15/18	*****3389	Steadfast Marina Heights, L.P.	DD - ES	**1,532.00**
11518012	1/15/18	*****8129	Kevin Nord Nord Investment Real Estate	DD - ES	**450.00**
11518014	1/15/18	*****4115	Tamara Rivas Douglas Rivas	DD - ES	**423.00**
11518015	1/15/18	*****3962	Hong Wu	DD - ES	**98.00**

Choice Voucher

HAP	17,358.03
UR	238.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	0.00
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	**$17,596.03**

Check Summary

January 15, 2018

Check Number	Check Date	Payee Tax ID	Payee		Amount
VASH					
11518004	1/15/18	*****0746	Contra Costa County Housing Authority	DD - ES	**7,653.74**

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11518005	1/15/18	*****0746	Contra Costa County Housing Authority	DD - ES	**2,754.00**
11518013	1/15/18	*****2935	RICHMOND HOUSING AUTHORITY	DD - ES	**11.00**

VASH

HAP	10,216.00
UR	0.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	202.74
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	**$10,418.74**

Grand Total

HAP	27,574.03
UR	238.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	202.74
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	**$28,014.77**

1/15/18 check Run

DD 27,776.77+
CKS 238.00+
28,014.77*

HAP (Regular)	$	14,093.03
HAP (VASH)		10,216.00
HAP (Port-In)		3,265.00
HAP (Port-Out)		-
Utility Reimbursement		238.00
Admin Fee		202.74
Total	$	28,014.77

pro 1/11/18 1/11/18

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Payment History List

January 31, 2018

Check Date	Check #	Payee Account #	Payee	Tenant	Type	VMS Date	Amount	Voided	Cleared
01/01/2018	146999	***-**-4721	Ebony N Manning	Manning, Ebony	UR	01/01/2018	$66.00	☐	☐
01/01/2018	146999	***-**-4721	Ebony N Manning	Manning, Ebony	UR	01/01/2018	-$66.00	☐	☐

$0.00

Misplaced 1/1/18 UR ck
reissued @ 1/15/18 ck run

Payment History List

January 31, 2018

Check Date	Check #	Payee Account #	Payee	Tenant	Type	VMS Date	Amount	Voided	Cleared
01/01/2018	10118389	***-**-4115	Tamara Rivas	Rivas, Douglas	HAP	01/01/2018	$423.00	☐	☐
01/01/2018	10118389	***-**-4115	Tamara Rivas	Rivas, Douglas	HAP	01/01/2018	-$423.00	☐	☐

$0.00

1/1/18 DD HAP
returned
Reissued @ 1/15/18
ck Run

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/7/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: By Minute Order, Select Commission Appointments to Vacancies on the Planning Commission, Community Advisory Commission, and Contra Costa Mosquito & Vector Control District

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

One opening exists on each of the above-stated Commissions. Two are to replace mid-term vacancies; one is to continue an appointment. The Planning Commission and Community Advisory openings will fill seats for vacancies and the terms will expire on June 30, 2019. The City has advertised for both openings and received applications. The seat on the Contra Costa Mosquito & Vector Control District is a re-appointment to this County Board. All applicants were invited to interview with the City Council on February 5 and four applicants total were interviewed at that time.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

Staff recommends appointment of eligible candidates to the Commission openings. Staff also recommends re-appointment of Mr. Richard Ainsley to the Contra Costa Mosquito & Vector Control District.

BACKGROUND

Staff has advertised for all vacancies and received applications. Three applications were received for the Planning Commission. Three applications were received for the Community Advisory Commission.

The appointments will fill seats vacated mid-term and will expire on June 30, 2019.

The appointment for the Contra Costa Mosquito & Vector Control Board is for a four-year term and will expire on February 16, 2022. Incumbent Richard Ainsley would like to continue serving on this board.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

On February 5, 2018 the City Council reviewed three applications for appointment to the Planning Commission. On that date candidate interviews were held. Two candidates were in attendance and were interviewed. There is one vacancy. The candidates are:

Michael Hurston
Mark Linde
Bruce “Ole” Ohlson

On February 5, 2018 the City Council reviewed three applications for appointment to the Community Advisory Commission. On that date candidate interviews were held. Two candidates were in attendance and were interviewed. There is one vacancy. The candidates are:

Tasharie Ameral
Rey Emmanuel Javier
Lamontay Marshall

ATTACHMENTS: Applications

Report Prepared By: Alice E. Evenson, City Clerk

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Pittsburg Planning Commission

Name: Michael G. Hurston

Address: [redacted]

Email: [redacted]

Telephone: Residential: [redacted] Business: [redacted]

Professional or Technical Experience: I have a background in commercial real estate marketing, property management and currently work as a technology consultant for various bay area companies including Cisco.

Why are you interested in serving on this commission: As a new resident to Pittsburg, I am looking to get involved in my local community and I see volunteering on the commission as a good way of taking part in conversations for the betterment of our city. I also work remote so I am often easily available to attend meetings at any time.

Other Community Activities or Organizations in which you participate: None at this time.

RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

ARE YOU AVAILABLE FOR:
Evening Meetings Yes X No ___
Daytime Meetings Yes X No ___

SIGNATURE

Michael G. Hurston
PLEASE PRINT NAME

1/11/18
DATE

CITY CLERK
JAN 22 2018

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Planning Commission

Name: MARK LINDE

Address:

Telephone: Residential: X Business:

Email address:

Professional or Technical Experience: LICENSED & CERTIFIED ASE MECHANIC, ASST. APPRAISER for General Contractor

Why are you interested in serving on this commission? Working With the Community and Council to help the city achieve goals to better Quality of life

Other Community Activities or Organizations in which you participate:

RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

ARE YOU AVAILABLE FOR:
Evening Meetings Yes X No
Daytime Meetings Yes X No

SIGNATURE

MARK LINDE
PLEASE PRINT NAME

1/22/2018
Date

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: PLANNING

Name: BRUCE "Ole" OHLSON

Address: [illegible]

Email: [illegible]

Telephone: Residential: [illegible] Business: [illegible]

Professional or Technical Experience: 11 YEARS ON PITTSBURG PLANNING COMMISSION. ATTENDANCE AT NUMEROUS PUBLIC MEETINGS.

Why are you interested in serving on this commission: TO INCREASE QUALITY OF LIFE FOR ALL PITTSBURG RESIDENTS.

Other Community Activities or Organizations in which you participate: HEALTHY AND LIVABLE PITTSBURG COLLABORATIVE

RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ___ No ___
Daytime Meetings Yes ___ No ___

Bruce D. Ohlson
SIGNATURE

BRUCE D. OHLSON
PLEASE PRINT NAME

DATE 1-16-2018

CITY CLERK

DEC 08 2017

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Community Advisory Commission

Name: Tasharie Ameral

Address: [redacted]

Email: [redacted]

Telephone: Residential: [redacted] Business: [redacted]

Professional or Technical Experience: Teacher-Educator

Why are you interested in serving on this commission: I would like to be more involved in my community. Also, I would like to ensure our city continues to have our children at heart of decision making.

Other Community Activities or Organizations in which you participate: School site Council at Marina Vista, District Advisory Committee-Chair Vidrio - HOA Board Member, Pittsburg Ed. Asson. - Past Human Rights Chair

RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

ARE YOU AVAILABLE FOR:
Evening Meetings Yes X No ___
Daytime Meetings Yes ___ No ___

SIGNATURE

Tasharie Ameral
PLEASE PRINT NAME

DATE 12-8-17

CITY CLERK
NOV 20 2017

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: COMMUNITY ADVISORY COMMISSION

Name: REY EMMANUEL JAVIER

Address: [redacted]

Email: [redacted]

Telephone: Residential: [redacted] Business: _____

Professional or Technical Experience: PLEASE SEE ATTACHED

Why are you interested in serving on this commission: TO SERVE THE CITY AND CITIZENS OF PITTSBURG / BAY POINT, CA

Other Community Activities or Organizations in which you participate: _____

RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ✓ No ___
*Daytime Meetings Yes ✓ No ___ *WEEKENDS

Rey E. Javier
SIGNATURE

REY EMMANUEL JAVIER
PLEASE PRINT NAME

DATE 11/10/17

Rev Emmanuel Javier
[illegible]
[illegible] rev [illegible]

OVERVIEW: Management professional with over a decade of successful work experiences in areas of program and project management with emphasis in community service, real estate, mortgage, consumer lending and marketing.

WORK EXPERIENCE:

Community Development Specialist — March 2008 – February 2017
Mayor's Office of Housing and Community Development, City and County of San Francisco

Manage the operations process for the City and County of San Francisco's Homeownership and Below Market Rate (BMR) Housing Program with a portfolio of over 1,500 housing units.

Directly responsible for implementation of program policies and processes, including the marketing of programs and BMR units; applicant eligibility review; mortgage loan and credit worthiness review; underwriting and loan documentation for escrow transactions of over $20M annually, producing approximately 100 homeownership units every year dedicated to low and moderate income households.

Manage the review, analysis, underwriting and funding of Down Payment Assistance Loan Program with over $2M budget.

Author of the City's grant application for California Housing and Community Development (HCD) CalHome Mortgage Assistance loan program with combined grant awards total of over $2M funds for down payment assistance loans to low-income first-time homebuyers. Responsible for development of policies and process improvements, including online lender training; foreclosure prevention and FAQ website.

Program Manager and Supervisor — October 2006 – March 2008
Consumer Credit Counseling Service of San Francisco

Management of non-profit business unit and supervision of 14 member staff; hiring, training and retention. Community outreach and public education. Partner relations and program management.

Implemented process improvements and developed efficiency models and tools to maximize work flow. Increased productivity by enhancing action plans, resulting in over 40% increased volume.

Educate consumers about affordable housing programs, first-time homebuyer programs; pre-purchase and post-purchase education. Early delinquency and foreclosure prevention, loss mitigation process; understanding the credit and mortgage process, debt management plans and credit report reviews.

Realtor® and Notary Public
Century 21, Berkeley, CA

March 2006 – August 2007

Represent homebuyers and sellers with the overall real estate process while adhering to the highest standards and code of ethics set by the California Department of Real Estate and Secretary of State.

Senior Project Manager
Wells Fargo Bank, Concord, CA

September 1997 – August 2005

Managed the print production and implementation of direct mail marketing campaigns; integrated on-line email efforts, advertising and promotions to support the home equity and consumer lending division's customer acquisitions, retention and utilization programs with an annual budget of over $1.2M. Generated over 500K direct marketing pieces per quarter, with budget of over $300K, and results of over $82M new balances while reducing production cost by over 25%.

Managed the development of collateral, copy and creative to support the overall marketing strategy. Managed the vendor selection process or RFP; contract management and pricing negotiation. Managed the approval process and partnership with Legal, Compliance, Trademark, Credit Risk, Corporate Marketing, Regional Sales and Finance departments to ensure adherence to regulations, company and brand standards.

Assistant Manager
Macy's West, Inc., Federated Department Stores, Walnut Creek, CA

September 1992 – February 1996

Supervised sales staff and stock associates. Exceeded sales goals by effective merchandising techniques. Recruitment, staffing, training and coaching sales associates to establish an effective personal client base. Monitored product inventory. Planned weekly schedule and monitored sales goals and developed sales forecast. Assisted the controller's office in balancing departments daily cash deposit and receipts. Responded to escalated customer inquiries. Responsible for hiring, conducting job fairs; employment verification; on-boarding, orientation and computer based training of new hired associates. Managed the database for open job requisitions and maintenance of employee records.

Education

Graduate, BS Business Administration
University of Santo Tomas, Manila, 1988 – 1992

Certificate, Real Estate Education
Kaplan, 2012 – 2013

Licensed Real Estate Salesperson by the California DRE. Certified Homebuyer Education Trainer by NeighborWorks America. Certified Credit and Housing Counselor by the National Foundation for Credit Counseling. Certified Professional Property Manager by International Real Estate Institute. Recipient of Project Management Certificate from American Management Association. Recipient of certificates from FHA and CalFHA for Lender and Homeownership Programs Training, and from the National Community Reinvestment Coalition for Fair Lending.

References: Available Upon Request.

CITY CLERK
NOV 03 2017

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Community Advisory Commission (CAC)

Name: Lamontay Marshall

Address: [redacted]

Telephone: Residential [redacted] Business: [redacted]

Email address: [redacted]

Professional or Technical Experience: Former U.S. Army (2014-15); current Los Medanos College student, major in Business Admin. for transfer; Former Diversity trainer with the National Coalition Building Institute

Why are you interested in serving on this commission? I would like to serve my community where I have lived in or adjacent to my whole life.

Other Community Activities or Organizations in which you participate: Vice President of the LMC Veterans Club

RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

ARE YOU AVAILABLE FOR:
Evening Meetings Yes X No ____
Daytime Meetings Yes ____ No X

SIGNATURE

Lamontay Marshall
PLEASE PRINT NAME

11/03/17
Date

CITY OF PITTSBURG
CITY COUNCIL/AGENCY CONCURRENT MEETING MINUTES

DATE: February 5, 2018

LOCATION: Council Chamber, City Hall, 65 Civic Avenue, Pittsburg, CA 94565

CITY COUNCIL/AGENCY MEMBERS
Dwaine "Pete" Longmire, Mayor/Chair
Sal Evola, Vice-Mayor/Chair
Juan Antonio Banales, Council/Agency Member
Jelani Killings, Council/Agency Member
Marilyn Craft, Council/Agency Member
Michelle Bond, Agency Member
Annie Hill Herring, Agency Member

APPOINTED OFFICIALS
Joe Sbranti, City Manager/Executive Director
Ruthann Ziegler, City Attorney/Legal Counsel
Alice E. Evenson, City Clerk/Agency Secretary (elected)
Nancy Parent, City Treasurer (elected)

Mayor Longmire called the meeting of the City Council to order at 7:07 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, CA after convening at 5:45 for Commission Candidate Interviews and at 6:12 P.M. in Closed Session for the following items:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Pursuant to Section 54956.8):

Property: APN's 095-150-032, 094-080-011, 095-160-001, 095-160-002, 094-090-001, and 094-080-002; Negotiators for City: Joe Sbranti and Garrett Evans; Negotiating Parties: EDS LLC; Under negotiation: both price and terms of payment

Property: 1425 Railroad Avenue (APN 086-180-031); Negotiators for the Successor Agency: Joe Sbranti and Maria Aliotti; Negotiating Parties: Lewis White; Under negotiation: Both price and terms of payment

2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION FOR THE CITY OF PITTSBURG (Paragraph (1) of subdivision (d) of Section 54956.9):

Genon Energy, Inc. Chapter 11, US Bankruptcy Court for the Southern District of Texas, Houston Division, Case No. 17-33695(DRJ)

3. CONFERENCE WITH LEGAL COUNSEL – ANITICIPATED LITIGATION FOR THE CITY OF PITTSBURG; Significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

One (1) case

Mayor Longmire stated there was no reportable action taken in Closed Session.

ROLL CALL

All Members were present.

PLEDGE OF ALLEGIANCE

Chief Addington led the Pledge of Allegiance.

CITIZENS REMARKS

Dianna Schepers, Pittsburg, representing Pittsburg Community Theater, thanked the Pittsburg Arts and Community Foundation for sponsoring the youth program and supporting the recent youth play.

Durie Foster, Pittsburg, apologized to City employees for incorrectly commenting on furloughs at last council meeting statement.

Charles Smith, Pittsburg, commented that the Police Department is not the backbone of the City. The backbone of the City is companies with an economic interest. Mr. Smith also asked about Consent Calendar Item 12 and asked for future reports to clarify there will be no condo conversions allowed.

CITY MANAGER'S REMARKS

City Manager Sbranti stated that the next Council Meeting on Tuesday, February 20, will begin at 5:00 p.m. with a Goals Workshop. The public is encouraged to attend.

PUBLIC HEARING

4. Adoption of a City Council Resolution to Authorize Vacation of 6,346 Square Feet of Right of Way on a Portion of Los Medanos Street South of 10th Street

Mayor Longmire opened the Public Hearing. There being no one to speak to the item, Mayor Longmire closed the Public Hearing.

On motion by Member Killings, seconded by Member Craft, to adopt and carried unanimously.

5. Introduction and Waive First Reading of an Ordinance to Amend the Avila Road Overlay District in Order to Allow Limited Warehousing and Storage Uses, AP-17-1253 (RZ)

Mayor Longmire opened the Public Hearing. There being no one to speak to the item, Mayor Longmire closed the Public Hearing.

On motion by Member Banales, seconded by Member Killings, to introduce and waive first reading of the Ordinance and carried unanimously.

6. Adoption of a City Council Resolution to Amend Water Rates

Chair Longmire stated that the Public Hearing that was opened November 28, 2017 remains open. 398 Protests have been received.

The following spoke against the rate increase:

Pat Byrne, Pittsburg
Durie Foster, Pittsburg
Mark Linde, Pittsburg
Charles Smith, Pittsburg

There being no one to speak further to the item, Mayor Longmire closed the Public Hearing.

After discussion, on motion by Mayor Longmire, seconded by Member Banales, to send the item back to the Finance Subcommittee for edits and continue the item to March 5, 2018 at 7:00 p.m. and carried unanimously.

CONFLICT OF INTEREST STATEMENT

There were no conflict of interest statements.

COUNCIL MEMBER REPORTS/REMARKS

Member Craft attended the Tri Delta Meeting and stated new routes have been launched with eBART coming on line. Los Medanos College students are able to ride for free for one year to build up ridership.

Member Banales attended the Waterfront/Economic Development subcommittee meeting. He stated Economic Development staff is working on a collaborative basis with Antioch, Brentwood, and Oakley to bring businesses to East County. The collaboration is called EastCountyForYou.com. He commended Economic Development staff for their efforts.

Member Killings attended League Of California Cities policy committees as a member of the Policy and Transparency Committee, fast tracking housing and development, repeal of gas tax, among other items. He also attended the East Bay Division meeting in Berkeley.

COMBINED CITY COUNCIL, PITTSBURG ARTS AND COMMUNITY FOUNDATION, PITTSBURG POWER COMPANY, SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT DISTRICT II, AND SUCCESSOR AGENCY CONSENT CALENDAR

Mayor/Chair Longmire asked that Item 8 be considered separately for discussion.

Item 8 was considered at this time.

8. Adoption of an Ordinance Approving a Development Agreement for the Tuscany Meadows Residential Subdivision, AP-12-843 (SUB, DA, ANNEX)

Mark Linde, Pittsburg, stated buyers of those homes need to be aware of all costs.

Charles Smith, Pittsburg, stated he would like to see the CEQA documents for this project.

On motion by Killings, seconded by Member Banales, to adopt and carried unanimously.

Continuing with the balance of the Consent Calendar:

On motion by Member Killings, seconded by Vice Mayor/Chair Evola, to adopt the Consent Calendar without Item 8 and carried unanimously.

7. Minutes of January 16, 2018

9. Adoption of a City Council Resolution to Create a Master Pay Schedule as Required by California Public Employees' Retirement System

10. Adoption of a City Council Resolution Accepting Properties from the Successor Agency Located at and Adjacent to 1595 Railroad Avenue, APNs 086 180 026 and 086 180 027

11. Adoption of a City Council Resolution to Accept a Federal Highway Safety Improvement Program (HSIP) Grant for Contract 2017-02, Stoneman Avenue Intersection Improvements Project

12. Adoption of a City Council Resolution Establishing the Maximum Number of Condominium Conversions for Calendar Year 2018

ADJOURNMENT

The City Council meeting was adjourned at 8:36 P.M. to February 20, 2018.

Respectfully submitted,

Alice E. Evenson, City Clerk

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/7/2018

TO: Chair and Agency Members

FROM: Joe Sbranti, Executive Director

SUBJECT: Adoption of a Pittsburg Power Company Resolution to Enter into a Contract with Contra Costa County Workforce Development Board for the Future Build's Cohort 13

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The Pittsburg Power Company (PPC) entered into a contract (Contract 18-380-4) with Contra Costa County Workforce Development Board (WDB) for Future Build's Cohort 13 for January 1, 2018 through June 30, 2018 for $99,000.

FISCAL IMPACT

PPC was awarded a six-month, $99,000 contract from WDB which will be used to reimburse PPC for payments made for efforts associated with the Future Build Program, Project No. 5903-2199 for Cohort 13. No City general funds are used to operate Future Build.

The approved Future Build budget for fiscal year 2017-2018 is $546,135 which includes the $99,000 from WDB along with other various grants received and revenue from services provided.

RECOMMENDATION

PPC Board adopt the Resolution for Contract 18-380-4 for Cohort 13 for January 1, 2018 through June 30, 2018. It is recommended that the Executive Director be authorized to take any and all administrative actions to ensure that the funds are utilized appropriately by Future Build.

BACKGROUND

Future Build is a partnership of the PPC, WDB, Pittsburg Adult Education Center (PAEC), Environmental Protection Agency (EPA), Contra Costa Building and Construction Trades Council, GRID Alternatives, Northern California Laborers Training, San Francisco

Foundation, Y & H Soda Foundation, Rubicon, and Open Opportunities, Inc. (OOI) to provide East County residents with 16+ weeks of pre-apprenticeship training in the building trades and solar theory, construction, and installation. Each training session is referred to as a cohort.

Future Build's managing partner and fiscal agent is the PPC. OOI provides case management and day to day program supervision and administration of the skill-based instructional staff. PAEC provides the general academic and life skills instruction. Northern California Laborers provide the solar and safety training. The Contra Costa Building and Construction Trades Council provides tools and instruction from its member trade unions as well as general orientations into the construction related trades.

In 2012, PPC and WDB executed contract number 18-290-0 (Contract 18-290-0) for Cohorts 1 and 2 for April 16, 2012 through January 31, 2013. Contract 18-290-0 was subsequently amended, extending and allocating additional funding; Cohort 3 – January 31, 2013 through June 30, 2013; Cohorts 4 and 5 – July 1, 2013 through June 30, 2014; Cohorts 6 and 7 – July 1, 2014 through June 30, 2015; Cohort 8 – July 1, 2015 through December 31, 2015, and Cohort 9 – January 1, 2016 through June 30, 2016.

Contract No. 18-380-1 allocated funding to Cohort 10 for July 1, 2016 through December 31, 2016.

Contract No. 18-380-2 allocated funding to Cohort 11 for January 1, 2017 through June 30, 2017.

Contract No. 18-380-3 allocated funding to Cohort 12 for July 1, 2017 through December 30, 2017.

SUBCOMMITTEE FINDINGS

Not Applicable.

STAFF ANALYSIS

Future Build provides a life changing experience for the trainees that leads to re-engagement in the workforce and post-secondary educational opportunities. Pre-apprenticeship training, classroom and laboratory are combined in practical applications in the field. The practical applications can also be referred to as "community benefit projects". Community benefit projects are where the trainees exercise what they have learned by improving facilities in public housing projects, solar installations of homes for low income residents, schools, and public recreational facilities such as parks. Some of Future Build's efforts may be seen at Small World Park, City Park, and Highlands Ranch Park.

PPC entered into Contract Number 18-380-4 for Cohort 13 for January 1, 2018 through June 30, 2018, whereby WDB will reimburse PPC up to $99,000 for Future Build's program. Funding from outside sources such as WDB, EPA, the aforementioned foundations and Rubicon enable PPC to continue Future Build's program and help those individuals interested in a career in the construction and solar industries.

ATTACHMENTS: Resolution

Report Prepared By: Melaine Venenciano, Senior Administrative Analyst

BEFORE THE PITTSBURG POWER COMPANY OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Pittsburg Power Company)
Resolution toEnter into a Contract with)
Contra CostaCountyWorkforce Development) RESOLUTION NO. 18-
Board forFuture Build's Cohort 13)

The Pittsburg Power Company DOES RESOLVE as follows:

WHEREAS,the Future Build Program (Future Build) is a partnership of the Pittsburg Power Company (PPC), Contra Costa WorkforceDevelopment Board (WDB), Pittsburg Adult Education Center, Environmental Protection Agency, ContraCosta Building and Construction Trades Council, GRID Alternatives, Northern California Laborers Training,San Francisco Foundation, Y & H Soda Foundation, Rubicon, and Open Opportunities, Inc. to provide East County residents with 16+ weeks of pre-apprenticeship training in the building trades and solar theory, construction, and installation; and

WHEREAS, Future Build's managing partner and fiscal agent is the PPC; and

WHEREAS, in 2012, PPC and WDB executed contract number 18-290-0 (Contract 18-290-0)for Cohorts 1 and 2 for April 16, 2012 through January 31, 2013. Contract 18-290-0 was subsequently amended, extending and allocating additional funding; Cohort 3 – January 31, 2013 through June 30, 2013; Cohorts 4 and 5 – July 1, 2013 through June 30, 2014, Cohorts 6 and 7 – July 1, 2014 through June 30, 2015; Cohort 8 – July 1, 2015 through December 31, 2015; and Cohort 9 – January 1, 2016 through June 30, 2016. Contract No. 18-380-1 allocated funding to Cohort 10 for July 1, 2016 through December 31, 2016; Contract 18-380-2 allocated funding to Cohort 11 for January 1, 2017 through June 30, 2017; Contract No. 18-380-3 allocated funding to Cohort 12 for July 1, 2017 through December 30, 2017; and

WHEREAS, PPC entered into a new contract(Contract 18-380-4)with WDB for Future Build's Cohort 13 for January 1, 2018 through June 30, 2018 to include an allocation of $99,000which will be used to reimburse PPC for payments made for efforts associated with the Future Build Program; and

WHEREAS, the approved Future Build budget for fiscal year 2017-2018 is $546,135 which includes the $99,000 from WDB along with other various grants received and revenue from services provided.

NOW, THEREFORE, the Pittsburg Power Company Board of Directors finds and determines as follows:

Section 1.
The Board hereby finds and determines that the above recitals are true and correct and have served as the basis, in part, for the findings and actions of the PPCset forth below.

Section 2.
The Board hereby approves the Resolution for Contract 18-380-4forFuture Build's Cohort 13 for January 1, 2018 through June 30, 2018 and accepts a grant of $99,000 from WDB.

Section 3.
The Executive Director or his designee is hereby authorized to take such further actions as may be necessary or appropriate to carry out PPC's obligations pursuant to this Resolution and to allocate anyadditional unanticipated revenue dedicated to Future Build and to execute any future contracts between the County's WDB, or other external funding sources related to PPC's Future Build and its subcontractors.

Section 4.
The BoardSecretary shall certify to the adoption of this Resolution.

Section 5.
This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Pittsburg Power Company Board of Directors at a regular meeting on the 20thdayofFebruary2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

_____
Dwaine "Pete" Longmire, Chair

ATTEST:

_____
Joe Sbranti, Executive Secretary

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/9/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Establish the 2018/2019 Annual Stormwater Utility Area Fee

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The Stormwater Utility Area (SUA) fee was established in 1993 to finance implementation of the National Pollutant Discharge Elimination System (NPDES) program and drainage maintenance activities. Each year the City Council establishes the amount of the Stormwater Utility Area fee assessed on properties to finance activities necessary to comply with the federal Clean Water Act and the City's Joint Municipal NPDES permit. Staff recommends continuing to charge the current fee of $30.00 per Equivalent Runoff Unit (ERU). No increase is proposed.

FISCAL IMPACT

Annual assessments are determined by issuing an "Equivalent Runoff Unit (ERU) multiplier" depending on what "ERU Group" a specific land use falls under. For example, a single family home on a parcel between 5,000 to 20,000 sq. ft. (ERU Group "A") = 1.0 ERU. That results in the homeowner paying $30.00 annually on their property tax. For most commercial parcels, including supermarkets, restaurants, car dealerships, etc. (ERU Group "J") = 12 ERU/acre. Maintaining the SUA fee at $30.00 per ERU will allow the City to collect the maximum amount of NPDES funds to run the NPDES program as required. This rate allows the City to meet ongoing permit costs for fiscal year 2018/2019. The annual revenue to be generated from this assessment is projected to be $1.2million. Supplemental funds from the City's solid waste fund will be used to help offset expected increases in ongoing program costs caused by the new provisions imposed on the City by the Municipal Regional Permit (MRP).

RECOMMENDATION

City Council adopt the attached resolution re-establishing a SUA fee rate of $30.00 per ERU for fiscal year 2018/2019 and request the Contra Costa County Flood Control and Water

Conservation District to adopt an annual parcel assessment based on that rate to cover City costs associated with its NPDES activities.

BACKGROUND

In 1987, the U.S. Congress began requiring NPDES permits for all non-point source discharges of stormwater runoff entering waters of the state. Permit compliance responsibilities are vested with the State Water Quality Control Board (SWQCB). In 1993, the City of Pittsburg joined with the Contra Costa County Flood Control and Water Conservation District, Contra Costa County, and 18 other cities to create the Contra Costa Clean Water Program (County Program) to effectively respond to federal and state requirements regulating local discharges of stormwater into the San Joaquin / Sacramento River Delta and other waters of the state.

As a member of the County Program, the City is required to fund its pro-rata share of County Program costs for regional compliance activities and costs for City permit compliance at the local level. In 1993, the City Council adopted Resolution 93-7913, authorizing the County Board of Supervisors to hold a public hearing and adopt Ordinance No. 93-47 to establish the Stormwater Utility Assessment Drainage Fee to help finance administrative and program activities necessary to comply with the NPDES Permit. At that time, $30.00 was established as the maximum ERU rate for the City of Pittsburg. The City established the initial ERU rate at $24.00. In 2005, the City Council, by Resolution 05-10273, increased the rate to $30.00 for fiscal year 2005/2006, because program costs were higher than revenues generated by the $24.00 assessment. This rate has been re-established each year since 2005. The City annually authorizes the Contra Costa Board of Supervisors to direct the Contra Costa County Flood Control and Water Conservation District to establish a stormwater utility area fee for Pittsburg and to impose assessments on parcels within the City of Pittsburg.

Under the terms of the County Program, each jurisdiction may establish an annual Stormwater Utility Area Fee to be assessed on developed properties to pay its pro-rata program costs and local costs of complying with the federal Clean Water Mandates. The fee is to be based on a single ERU. The Contra Costa County Flood Control and Water Conservation District requests that each jurisdiction submit its annual fee rate to the District each year for adoption by the County as a parcel assessment.

SUBCOMMITTEE FINDINGS

Not applicable

STAFF ANALYSIS

Maintaining the ERU at the maximum $30.00 is necessary for the City to continue to comply with its NPDES permit obligations. The current permit was adopted on November 19, 2015 and became effective January 1, 2016. This permit has a five-year term, which requires increased efforts to meet benchmark reductions for pollutants such as trash, PCBs, and mercury. Staff expects efforts to reduce these pollutants and others will continue to increase with each subsequent permit re-issuance.

NPDES revenues pay for staff, material costs for maintenance of the City's existing drainage infrastructure, maintenance of creek channels, stream bank erosion control, and inspection and monitoring programs to eliminate illicit discharges and illegal connections to the storm drain system.

ATTACHMENTS: Resolution

Report Prepared By: Jolan Longway
Clean Water Program Coordinator

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Establishment of the FY 2018/2019) RESOLUTION NO. 18-
Annual Stormwater Utility Area Fee)

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, under federal Water Pollution Control Act (Clean Water Act), prescribed discharges of stormwater require a permit from the appropriate California Regional Water Quality Control Board under the National Pollutant Discharge Elimination System (NPDES) program; and

WHEREAS, the City of Pittsburg (City) has an NPDES permit that requires the implementation of selected Best Management Practices to minimize or eliminate pollutants from entering stormwaters; and

WHEREAS, it is the intent of the City to utilize funds received from its Stormwater Utility Area (SUA) fee for implementation of the NPDES program and drainage maintenance activities; and

WHEREAS, at the request of the City, the Contra Costa County Flood Control & Water Conservation District (District) has completed the process for formation of an SUA fee, including the adoption of the Stormwater Utility Assessment Drainage Ordinance No. 93-47; and

WHEREAS, the SUA fee and Program Group Costs Payment agreement between City and District requires that the City annually, by May 1, determine the rate to be assessed to a single Equivalent Runoff Unit (ERU) for the forthcoming fiscal year.

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1. The above recitals are true and correct and are incorporated herein.

Section 2. The rate to be assigned to a single ERU for FY 2018/2019 shall be set at $30.00, and the City Council hereby requests the District to adopt the SUA fee levies based on said amount.

PASSED, AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of February, 2018 by the following vote:

AYES:
NOES:
ABSTAINED:
ABSENT:

_____
Dwaine “Pete” Longmire, Mayor

ATTEST:

_____
Alice E. Evenson, City Clerk

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 1/24/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Authorize Allocation of the State of California Highway Patrol Every Fifteen Minutes Program Contract

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The Pittsburg Police Department submitted an application to the California Highway Patrol for funding under the Every Fifteen Minutes Program in the amount not to exceed $6,000.00. This application was approved by the California Highway Patrol Research and Planning Section.

FISCAL IMPACT

No impact to the City General Fund. Upon approval by Council the Police Department is requesting appropriation of $6,000.00 to the FY 2017-18 budget to be used for the implementation of the program. The program will be held at Pittsburg High School on March 13-14, 2018. Costs incurred over the $6,000.00 grant amount will be absorbed by the Police Department and School District.

RECOMMENDATION

Staff recommends City Council approval of the attached resolution authorizing the appropriation of Every Fifteen Minute grant funds and authorizing the City Manager or his designee to act on the City's behalf relative to this grant including the establishment of necessary fiscal accounting.

BACKGROUND

School-based alcohol prevention programs are essential in helping to reduce and eliminate alcohol use among adolescents.The title of this program, Every 15 Minutes, comes from the unfortunate fact that during the early 1980s every 15 minutes someone in the United States was killed in an alcohol-related traffic collision. While the implementation of new laws and

programs such as this have helped bring the death rate down to one death every 30 minutes, this figure continues to be unacceptable.

This event includes the participation of our Police and Fire Departments, high school staff, local hospital, video production crew, community officials, District Attorney's office, funeral homes and a wide cross-section of the community at-large. It is our goal to utilize the strength, talent and resources of business and industry to prevent drunk driving and texting while driving.

With the support of the Every Fifteen Minutes Program, the Pittsburg Police Department and other participating agencies will enhance its outreach to the entire Pittsburg High School student body. The two-day program will focus on challenging the students to genuinely think about drinking, driving, personal safety, and the responsibility of making mature decisions and the impact their decisions have on family, friends, and many others.

The last Every Fifteen Minutes program was held in 2016. The goal of the Pittsburg Police Department is to bring this program back to the high school every two years. This would ensure each student experiences the program during their high school experience.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

The Pittsburg Police Department has applied and been approved for up to $6,000.00 from the State of California Highway Patrol for the Every Fifteen Minutes Program. The Department requests authorization to utilize the appropriate grant funds which will be reimbursed upon completion.

ATTACHMENTS: Resolution

Report Prepared By: Brian Addington, Chief of Police

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution Authorize Allocation of the State of California Highway Patrol Every 15 Minutes Program Contract	))))	RESOLUTION NO. 18-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, School-based alcohol prevention programs are essential in helping to reduce and eliminate alcohol use among adolescents. With the support of the Every 15 Minutes Program, the Pittsburg Police Department and other participating agencies will enhance its outreach to the entire Pittsburg High School student body.

WHEREAS, the Pittsburg Police Department has applied and been approved for up to $6,000.00 from the State of California Highway Patrol for the Every 15 Minutes Program.

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1. The City Council finds and determines that the above recitals are true and correct and are incorporated herein.

Section 2. The City Manager or his designee is authorized to accept funds on the City's behalf relative to this grant, including the establishment of necessary fiscal accounting and the execution of all necessary documents.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of February 2018, by the following vote:

AYES:
NOES:
ABSTAINED:
ABSENT:

_____
Dwaine "Pete" Longmire, Mayor

ATTEST:

_____
Alice E. Evenson, City Clerk

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/6/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Resolution to Approve the Second Amendment to the Lease By and Between City of Pittsburg and Contra Costa County Sheriff-Coroner at 340 Marina Boulevard

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

Request for adoption of a City Council resolution approving the attached Second Amendment to the Lease with Sheriff-Coroner ("County") for the operation of the Contra Costa County Sheriff's Academy at 340 Marina Boulevard ("Building").

FISCAL IMPACT

County will lease the Building for a base rent amount of Nine Thousand, Two Hundred Eighty-Five Dollars and Fifty-Seven Cents ($9,285.57) per month for the first year making the lease revenue for the first year One Hundred Eleven Thousand Four Hundred Twenty Six Dollars and Eighty Four Cents ($111,426.84).

RECOMMENDATION

Approve the Second Amendment with the County for 340 Marina Boulevard and authorize the Executive Director to carry out any additional tasks required pursuant to the Second Amendment and Resolution.

BACKGROUND

On December 17, 2002, the City of Pittsburg entered into a lease agreement with the County for the building located at 340 Marina Boulevard for the operation of the Contra Costa County Sheriff's Academy.

The County exercised its first option to extend the lease for a five-year term on January 1, 2008 by means of notice dated May 24, 2007. The County has been an asset to the Old Town District by adding a constant police presence and foot traffic to the area.

The County exercised its second option to extend the lease for a five-year term by execution of the First Amendment to Lease dated January 1, 2013.

The County wishes to exercise its third and final option to extend the lease for a five- year term and amend the Original Agreement.

SUBCOMMITTEE FINDINGS

The item was discussed during the Economic Development/Waterfront Development Subcommittee meeting on January 30, 2018 and staff was directed to bring the Second Amendment before Council at their next meeting.

STAFF ANALYSIS

The County has been a tenant in good standing over the last fifteen (15) years at 340 Marina Boulevard. In addition, the County has made major improvements to the building throughout their term. The partnership between the City and County for the Sheriff's Academy has had a profound and positive impact in Old Town's redevelopment.

The negotiated amendment is for a five (5) year term effective January 1, 2018. The initial term of the sublease will be at Fifty-Eight Cents ($0.58) per square foot and will increase by two percent (2%) per square foot per year.

ATTACHMENTS: Resolution
Second Amendment
First Amendment
Lease Agreement

Report Prepared By: Kolette Simonton, Assistant Director of Economic Development and Recreation

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Resolution to Approve	)	
the Second Amendment to the Lease	)	
By and Between City of Pittsburg and	)	
Contra Costa County Sheriff-Coroner	)	RESOLUTION NO. 18-
at 340 Marina Boulevard	)	

The City of Pittsburg DOES RESOLVE as follows:

WHEREAS, Lessor and County entered into a certain lease dated December 17, 2002 (the "Original Agreement") in connection with the lease of certain real property located at 340 Marina Boulevard in the City of Pittsburg, California; and

WHEREAS, County exercised its first option to extend the lease for a five-year term on January 1, 2008 by means of a notice dated May 24, 2007; and

WHEREAS, County exercised its second option to extend the lease for a five-year term by execution of the First Amendment to the Original Agreement dated January 1, 2013; and

WHEREAS, County wishes to exercise its third option to extend the lease for a five-year term and amend the Original Agreement effective January 1, 2018; and staff has completed negotiations with the Lessee on the Terms; and

WHEREAS, the negotiated lease rate is Nine Thousand, Two Hundred Eighty-Five Dollars and Fifty-Seven Cents ($9,285.57) per month for the first year; and

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1.
The recitals set forth above are true and correct and are hereby incorporated

Section 2.
The Second Amendment to the Original Agreement by and between the City and Contra Costa County Sheriff-Coroner is approved.

Section 3.
The City Manager is authorized to execute such documents and to take all actions necessary or appropriate actions to carry out the obligations under the Second Amendment to the Lease Agreement once executed, and to make minor amendments to the Second Amendment to the Lease Agreement if necessary pursuant to this Resolution.

Section 4.
This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of February 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

_____
Dwaine "Pete" Longmire, Mayor

ATTEST:

_____
Alice E. Evenson, City Clerk

SECONDAMENDMENT TO LEASE

340 Marina Boulevard

Pittsburg, California

For The

Contra Costa County Sheriff-Coroner

THIS SECOND AMENDMENT TO LEASE AGREEMENT (the "**Amendment**"), is effective as of January 1, 2018 (the "**Effective Date**"), and is between the CITY OF PITTSBURG, a municipal corporation ("**Lessor**") and the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the "**County**").

RECITALS

A. Lessor and County entered into that certain Lease dated December 17, 2002 (the "**Original Agreement**"), in connection with the lease of certain real property located at 340 Marina Boulevard in the City of Pittsburg, California.

B. County exercised its first option to extend the lease for a five-year term on January 1, 2008 by means of notice dated May 24, 2007.

C. County exercised its second option to extend the lease for a five-year term by execution of the First Amendment to Lease dated January 1, 2013 (the "**First Amendment**").

D. County wishes to exercise itsthird option to extend the lease for a five-year term and amend the Original Agreement as set forth below.

NOW, THEREFORE, for and in consideration of the covenants and agreements hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and County hereby agree as follows:

AGREEMENT

1. Definitions.All capitalized terms used in this Amendment and not defined in this Amendment will have the meanings ascribed in the Original Agreement. From and after the date of this Amendment, all references to the "Lease" in the Original Agreement will be deemed to refer to the Lease, as amended by this Amendment.

2. Section A.3. is deleted in its entirety and replaced with the following:

   A.3. **TERM**. The term of this lease ("**Lease**") istwenty (20) years, commencing January 1, 2003, and ending December 31, 2022. Either party may terminate the

Lease without penalty as long as written notice is provided no less than six (6) months in advance.

3. Section A.6.c. is deleted in its entirety and replaced with the following:

c. Third Option: For a five year term, as follows:

Second Option	Base rent
Jan 1, 2018 to Dec 31, 2018	$9,285.57
Jan 1, 2019 to Dec 31, 2019	$9,471.29
Jan 1, 2020 to Dec 31, 2020	$9,660.71
Jan 1, 2021 to Dec 31, 2021	$9,853.93
Jan 1, 2022 to Dec 31, 2022	$10,051.00

4. Continuing Effectiveness of Lease; Conflict. Lessor and County acknowledge, agree and confirm that the Lease is in full force and effect. Except as specifically modified by the First Amendment and this Amendment, all other terms of the Lease remain unchanged. In the event of any conflict between the provisions of the Original Agreement and this Amendment, the provisions of this Amendment govern and control.

5. Counterparts. This Amendment may be executed in any number of counterparts and by different parties hereto in separate counterparts, each of which will be deemed an original, and all of which, when taken together, will constitute a single instrument. Signatures on executed counterparts sent by electronic transmission will have the same force and effect as original signatures.

(Remainder Of Page Intentionally Left Blank)

(i) Authority. Each individual executing this Amendment on behalf of a party hereto represents and warrants that such party has full right and authority to execute and deliver this Amendment and that each person signing on behalf of such party is authorized to do so.

IN WITNESS WHEREOF, the County and Lessorare signing this Amendment as of the Effective Date.

LESSOR:

CITY OF PITTSBURG,
a municipal corporation

By:_____
Joe Sbranti
City Manager

APPROVED AS TO FORM

By:_____
City Attorney
City of Pittsburg

By:_____
City Clerk
City of Pittsburg

COUNTY:

COUNTY OF CONTRA COSTA, a political subdivision of the State of California

By:_____
Brian M. Balbas
Director of Public Works

RECOMMENDED FOR APPROVAL:

By:_____
Karen Laws
Principal Real Property Agent

By:_____
Dave Silva
Supervisory Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, County Counsel

By:_____
Kathleen M. Andrus
Deputy County Counsel

FIRST AMENDMENT TO LEASE

340 Marina Boulevard

Pittsburg, California

For The

Contra Costa County Sheriff-Coroner

THIS FIRST AMENDMENT TO LEASE AGREEMENT (the "**Amendment**"), is effective as of January 1, 2013 (the "**Effective Date**"), and is between the City of Pittsburg, a municipal corporation (hereinafter "**Lessor**") and the County of Contra Costa, a political subdivision of the State of California (the "**County**"). Lessor and County are hereafter collectively referred to as the "**Parties**."

RECITALS

A. Lessor and County entered into that certain Lease dated December 17, 2002 (the "**Original Agreement**") in connection with the lease of certain real property located at 340 Marina Boulevard in the City of Pittsburg, California.

B. County exercised its first option to extend the lease for a five-year term on January 1, 2008 by means of notice dated May 24, 2007.

C. On December 31, 2012, the Parties agreed to extend the Original Agreement on a month-to-month basis.

D. County wishes to exercise its second option to extend the lease for a five-year term and amend the Original Agreement as set forth below.

NOW, THEREFORE, for and in consideration of the covenants and agreements hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and County hereby agree as follows:

1. Definitions. All capitalized terms used in this Amendment and not defined in this Amendment will have the meanings ascribed in the Original Agreement. From and after the date of this Amendment, all references to the "Lease" in the Original Agreement will be deemed to refer to the Lease, as amended by this Amendment.

2. Section A.6.b. is deleted in its entirety and replaced with the following:

b. Second Option: For a five year term, as follows:

Second Option	Base rent
Jan 1, 2013 to Dec 31, 2013	$6,060.00
Jan 1, 2014 to Dec 31, 2014	$6,650.00
Jan 1, 2015 to Dec 31, 2015	$7,294.00
Jan 1, 2016 to Dec 31, 2016	$7,995.00
Jan 1, 2017 to Dec 31, 2017	$8,760.00

Rent over the five-year second renewal term includes a credit to the County equal to $500.00 per month as reimbursement for the County's replacement and upgrade of the ceiling lighting fixtures within the gymnasium on the Premises.

3. Continuing Effectiveness of Lease; Conflict. Lessor and County acknowledge, agree and confirm that the Lease is in full force and effect. Except as specifically modified by this Amendment, all other terms of the Lease remain unchanged. In the event of any conflict between the provisions of the Original Agreement and this Amendment, the provisions of this Amendment govern and control.

4. Counterparts. This Amendment may be executed in any number of counterparts and by different parties hereto in separate counterparts, each of which will be deemed an original, and all of which, when taken together, will constitute a single instrument. Signatures on executed counterparts sent by electronic transmission will have the same force and effect as original signatures.

(Remainder Of Page Intentionally Left Blank)

5. Authority. Each individual executing this Amendment on behalf of a party hereto represents and warrants that such party has full right and authority to execute and deliver this Amendment and that each person signing on behalf of such party is authorized to do so.

IN WITNESS WHEREOF, County and Lessor are signing this Amendment as of the Effective Date.

LESSOR:
CITY OF PITTSBURG,
a municipal corporation

By: _____
Joe Sbranti
City Manager

APPROVED AS TO FORM

By: _____
Legal Counsel
City of Pittsburg

COUNTY:
COUNTY OF CONTRA COSTA, a political subdivision of the State of California

By: _____
For Julia R. Bueren
Director of Public Works

RECOMMENDED FOR APPROVAL:

By: _____
Karen Laws
Principal Real Property Agent

By: _____
Steven B. Van Horn
Senior Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, County Counsel

By: _____
Kathleen M. Andrus
Deputy County Counsel

CONTRA COSTA COUNTY
General Services Department
REAL ESTATE SERVICES
1220 Morello Avenue
Martinez, California 94553
(925) 313-7250 Phone
(925) 313-7299 Fax

Michael J. Lango
Director
Terry Mann
Deputy Director
Dick R. Awenius
Manager

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

May 24, 2007

Ms. Ursula Luna, Project Manager
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

Subject: **340 Marina Blvd., Pittsburg – Exercise of First Option to Extend the Lease**

Dear Ursula:

This letter shall serve as Contra Costa County's notice of its intention to exercise the first option to extend the lease dated December 17, 2002, for the property located at 340 Marina Boulevard, Pittsburg. The first option is for a five year term commencing January 1, 2008 and ending December 31, 2012. The rents for that term will be as outlined in Section A.6 Extension of the above lease.

Please call me at (925) 313-7260 if you have any questions.

Sincerely,

Steven B. Van Horn

Steven B. Van Horn
Senior Real Property Agent

SBV:tb

cc: Captain Dan Sullivan, Sheriff-Coroner's Office
Dick Awenius, GSD Real Estate Services
Becky Eaton, GSD Accounting
Gail Myers, GSD Real Estate Services
Linda Bruno, Auditor-Controller

LEASE

340 MARINA BOULEVARD
PITTSBURG, CALIFORNIA

CONTRA COSTA COUNTY SHERIFF-CORONER

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EXHIBIT A: PREMISES

LEASE

340 MARINA BOULEVARD
PITTSBURG, CALIFORNIA

FOR THE

CONTRA COSTA COUNTY SHERIFF-CORONER

SECTION A: BASIC TERMS AND CONDITIONS

A.1. PARTIES: Effective on DEC 1 7 2002, the CITY OF PITTSBURG, a municipal corporation, hereinafter called "LESSOR", and the COUNTY OF CONTRA COSTA, a political subdivision of the State of California, hereinafter called "COUNTY", mutually agree and promise as follows:

A.2. LEASE OF PREMISES: LESSOR, for and in consideration of the rents, hereby leases to COUNTY, and COUNTY leases from LESSOR those certain premises described as follows: An approximate 16,000 square foot building and surrounding grounds located at 340 Marina Boulevard, Pittsburg, California (APN 085-102-023) (the "Premises") as shown on Exhibit A, attached hereto and made a part hereof, together with the exclusive use of the south parking lot adjacent to the building in its present unpaved condition. Should LESSOR decide to pave the parking lot during the term of this Lease, COUNTY'S use of the parking lot shall become non-exclusive.

A.3. TERM: The term of this lease ("Lease") shall be five (5) years, commencing January 1, 2003 and ending December 31, 2007.

A.4. RENT: COUNTY shall pay to LESSOR as rent for the use of the Premises a monthly rental, without right to offset, payable in advance on the tenth day of each month during the term of this Lease, as follows:

Period	Monthly Rent
January 1, 2003 to December 31, 2003	$3,290.00
January 1, 2004 to December 31, 2004	$3,422.00
January 1, 2005 to December 31, 2005	$3,558.00
January 1, 2006 to December 31, 2006	$3,701.00
January 1, 2007 to December 31, 2007	$3,849.00

Payments shall be mailed to LESSOR at: Property Manager, City of Pittsburg, 65 Civic Avenue, Pittsburg, CA 94565 or to any other location designated by LESSOR in writing

from time to time. Payment for any partial month shall be prorated on a monthly basis based on a thirty-day month.

A.5. **LATE FEE:** If any installment of rent or a sum due from COUNTY is not received by LESSOR within thirty (30) days, COUNTY shall pay to LESSOR a late charge equal to ten percent (10%) of such overdue amount, and interest shall accrue on the overdue amount, including late charges, at a rate of ten percent (10%) per annum, or if less, the maximum rate allowed by law, in addition to the late charge itself.

A.6. **EXTENSION:** If COUNTY is not in default of any of the terms and conditions of this Lease, COUNTY may, at its option, extend the Lease upon the same terms and conditions, except the term and monthly rental shall be adjusted as follows:

a. First Option: For a five (5) year term, as follows:

First Option	Base Rent
January 1, 2008 to December 31, 2008	$4,234.00
January 1, 2009 to December 31, 2009	$4,403.00
January 1, 2010 to December 31, 2010	$4,579.00
January 1, 2011 to December 31, 2011	$4,762.00
January 1, 2012 to December 31, 2012	$4,953.00

b. Second Option: For a five (5) year term, as follows: The rent during this five (5) year option (January 1, 2013 through December 31, 2017) shall be the fair market rental rate for the Premises at the commencement of the second option term, but not less that the amount applicable to the last full month of the First Option. If the parties are unable to determine what constitutes a fair market rental rate for the Premises prior to that date which is forty-five (45) days prior to the expiration of the First Option, the base rental for the Second Option term shall be set by appraisal as provided herein. Each party shall choose one (1) appraiser prior to the date which is forty (40) days prior to the expiration of the First Option term. The two (2) appraisers shall appoint a third and the three (3) appraisers shall determine the fair market rent by that date which is fifteen (15) days prior to the end of the First Option term. The

agreement of the majority of the appraisers shall determine the fair market rent. No appraiser may be an employee or contract employee of either party and no person shall be appointed unless that person shall have had five (5) years of experience appraising commercial property in Contra Costa County. Each party shall bear the cost of its own appraiser and the cost of the third appraiser shall be shared equally by both parties. The basic monthly rent for years two through five of the Second Option term shall be subject to three percent (3%) annual increases. COUNTY shall have a Third Option to extend the term of the Lease for an additional five (5) years.

If the amount of the monthly base rent increase is not known by the first day of the Second Option term, COUNTY shall continue to pay the base monthly rent in effect immediately prior to the commencement of the Second Option term. When a new base rent has been determined, any rent due shall be paid, retroactive to the commencement date of the Second Option.

c. Third Option: For a five (5) year term as follows: The rent during this five (5) year option (January 1, 2018 through December 31, 2022) shall be the fair market rental rate for the Premises at the commencement of the Third Option, but not less than the amount applicable to the last full month of the Second Option. If the parties are unable to determine what constitutes a fair market rental rate for the Premises prior to that date which is forty-five (45) days prior to the expiration of the Second Option, the base rental for the Third Option term shall be set by the appraisal method as provided above under Second Option.

If the amount of the monthly base rent in not known by the first day of the Third Option term, COUNTY shall continue to pay the base monthly rent in effect immediately prior to the commencement of the Third Option term. When a new base rent has been determined, any rent due shall be paid, retroactive to the commencement date of the Third Option.

The basic monthly rental for years two through five of the Third Option shall be subject to three percent (3%) annual increases. COUNTY shall have no right to extend the term of this Lease beyond this Third Option term.

A.7. USE OF PREMISES: The Premises shall be used during the term or extension thereof for purposes of conducting a Law Enforcement Training Center. Any other use shall require the written consent of LESSOR which shall not unreasonably be withheld.

A.8. UTILITIES AND JANITORIAL SERVICE: COUNTY shall pay for all gas, electric, water, sewer, and refuse collection, telephone and data services provided to the Premises and shall provide and pay for janitorial service.

A.9. MAINTENANCE AND REPAIRS:

a. LESSOR covenants and agrees to maintain the structural integrity of the building, at LESSOR'S sole cost and expense, including but not limited to, the exterior surface of the Premises, the roof, roof covering, and all necessary structural repairs to the walls, concrete slab, footing, and foundation of the Premises and any and all damage caused by termites. LESSOR shall be responsible for the electrical and plumbing exterior to the building, as well as gutters, landscaping and sprinkler systems, exterior lighting, access roads, curbs and sidewalks provided that such repairs are not made necessary through the negligence or willful misconduct of COUNTY, its employees, agents and guests. COUNTY shall be responsible for the exterior doors and their fixtures, closers and hinges, locks and key systems, and glass and glazing used in the Premises.

b. COUNTY shall keep and maintain the interior of the Premises in good order, condition, and repair, including walls, ceiling and carpeting, but LESSOR shall repair damage to the interior caused by failure to maintain the exterior in good repair, including damage to the interior caused by roof leaks and/or interior and exterior wall leaks. COUNTY shall be responsible for pest control.

c. COUNTY shall keep the interior electrical, lighting, water, and plumbing systems in good order, condition, and repair and shall be responsible for routine maintenance, minor repairs, plumbing stoppages and damage caused by abusive use or neglect. LESSOR shall be responsible for all major repairs to the electrical, lighting and plumbing systems provided that such repairs are not made necessary through the negligence or willful misconduct of the COUNTY, its employees, agents, clients and guests. Major repair shall be defined as an expense which exceeds $1,000.00 per item per occurrence. For the purpose of determining any given expense which may exceed $1,000.00, three (3) estimates will be obtained, with the lowest bid being the determining factor.

d. COUNTY shall maintain (in accordance with the manufacturer's maintenance schedule) and repair the heating, ventilating, and air-conditioning systems, except LESSOR shall be responsible for major repair or replacement of HVAC units. Major repair shall be defined as an expense which exceeds $1,000.00 per item per occurrence. For the purpose of determining any given expense which may exceed $1,000.00, three (3) estimates will be obtained, with the lowest bid being the determining factor.

e. LESSOR shall provide and install, at the direction of the Fire Marshal, the necessary number of A-B-C fire extinguishers for the Premises at no cost to COUNTY. COUNTY shall thereafter maintain, repair, and replace the extinguishers.

f. COUNTY shall maintain and repair the south parking lot while it remains in its unpaved condition. LESSOR will deliver the parking lot in its "as is" condition. While COUNTY has exclusive use of the unpaved parking lot, it shall be considered a part of the Premises and Paragraphs B.2. and C.3. shall apply. Should LESSOR pave the parking lot during the term of the Lease, LESSOR shall assume responsibility for its maintenance and repair as well as the items outlined in Paragraphs B.2. and C.4.

g. COUNTY shall not suffer any waste on or to the Premises.

h. LESSOR shall be responsible for the correction of any code violations which may exist in the Premises, provided LESSOR shall not be liable for correction of code violations which arise out tenant improvements, use of the south parking lot or other matters directly related to a change in COUNTY'S occupancy or use of the Premises.

A.10. NOTICES: All notices given hereunder shall be in writing and shall be deemed to have been given if personally delivered or deposited in the United States mail postage prepaid, certified or registered, return receipt requested, and addressed to the other party as follows or as otherwise designated by written notice hereunder from time to time:

To LESSOR: Property Manager
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

To COUNTY: Contra Costa County
General Services Department
Lease Management Division
1220 Morello Avenue, Suite 100
Martinez, CA 94553-4711

A.11. EXHIBITS AND ATTACHMENTS: Section B, Standard Provisions, Section C, Special Provisions and Exhibit A - Premises are attached to this Lease and are made a part hereof.

A.12. WRITTEN AGREEMENT: Neither party has relied on any promise or representation not contained in this Lease. All previous conversations, negotiations, and understandings are of no further force or effect. This Lease may be modified only by a writing signed by both parties. The headings of the paragraphs and pages are for convenience only and are not a part of this Lease, nor shall they be considered in construing the intent of this Lease.

A.13. TIME IS OF THE ESSENCE of each and all of the terms and provisions of this Lease.

A.14. SIGNATURE BLOCK

COUNTY

COUNTY OF CONTRA COSTA, a Political subdivision of the State of California

By _____ 1-23-03
Director of General Services

RECOMMENDED FOR APPROVAL:

By _____
Director of Capital Facilities and Debt Management

By _____
Lease Manager

By _____
Sheriff-Coroner

APPROVED AS TO FORM:

SILVANO B. MARCHESI, County Counsel

By _____
Deputy 1/21/03

LESSOR

CITY OF PITTSBURG, a municipal corporation

By _____
Willis A. Casey, City Manager

By _____
Linda L. Daube, City Attorney

LEASE

340 MARINA BOULEVARD
PITTSBURG, CALIFORNIA

FOR THE

CONTRA COSTA COUNTY SHERIFF-CORONER

SECTION B: STANDARD PROVISIONS

B.1. HOLDING OVER: Any holding over after the term of this Lease as provided hereinabove shall be construed to be a tenancy from month to month, subject to all the terms and conditions hereof, except that the rent shall be FIVE THOUSAND AND NO/100 DOLLARS ($5,000.00) per month for the first three months of the holdover period, then TWELVE THOUSAND AND NO/100 DOLLARS ($12,000.00) for every month thereafter. Such tenancy shall be terminable upon ninety (90) days written notice served by either party.

B.2. HOLD HARMLESS: COUNTY agrees to defend, indemnify and hold harmless the LESSOR from any and all claims, costs and liability for any damage, injury or death of or to any person or the property of any person arising out of negligent or intentional acts, errors or omissions of the COUNTY, its officers, agents or employees. COUNTY shall not be liable in the case of any structural, mechanical or other failure of equipment of building owned and required to be maintained by the LESSOR hereunder, or for other liability which is attributable, in whole or in part, to the negligence, willful misconduct, or other intentional act, error or omission of LESSOR, which results in damage to any person or property.

LESSOR agrees to defend, indemnify and hold harmless the COUNTY from any and all claims, costs and liability for any damages, injury or death of any person or the property of any person arising out of the negligent or intentional acts, errors or omissions of the LESSOR, its officers, agents or employees.

B.3. ALTERATIONS, FIXTURES, AND SIGNS: COUNTY may make any lawful and proper minor alterations, attach fixtures and signs in or upon the Premises, which shall remain COUNTY property and may be removed therefrom by COUNTY prior to the

termination of this Lease, provided it can be installed and removed without damage to the Premises. Any such alterations, signs or fixtures shall be at COUNTY'S sole cost and expense, and all signs shall meet with existing code requirements and LESSOR'S written approval.

B.4. <u>DESTRUCTION</u>:

a. In the event of damage causing a partial destruction of the Premises during the term of this Lease from any cause, and repairs can be made within ninety (90) days from the date of the damage under the applicable laws and regulations of governmental authorities, LESSOR shall repair the damage promptly and within a reasonable time, but such partial destruction shall not void this Lease, except that COUNTY shall be entitled to a proportionate reduction of rent while such repairs are being made, such proportionate reduction to be based upon the extent to which the Premises are useable by COUNTY.

b. If such repairs cannot be made in ninety (90) days, LESSOR may, at its option, make the same within a reasonable time, the rent to be proportionately reduced as provided in the previous subparagraph. In the event LESSOR does not so elect to make such repairs (which cannot be made in ninety <90> days), or such repairs cannot be made under such laws and regulations, this Lease may be terminated at the option of either party.

c. A total destruction of the Premises shall terminate this Lease.

B.5. <u>QUIET ENJOYMENT</u>: LESSOR covenants that COUNTY shall at all times during the term or extension thereof peaceably and quietly have, hold, and enjoy the Premises without suit, trouble or hindrance from or on account of LESSOR as long as COUNTY fully performs hereunder, except that it is understood that LESSOR may elect, without obligation, to pave the south parking lot located adjacent to the building and part of the Premises. If LESSOR elects to construct parking lot improvements (the "Project"), the parking lot will be completely unusable during the Project and COUNTY shall utilize off-site parking, including public parking lots located within walking distance of the Premises.

LESSOR shall provide COUNTY with 30 days advance written notice of LESSOR'S intent to proceed with the Project and shall make every attempt to minimize any interference COUNTY may experience as a result of said Project. COUNTY acknowledges that said Project shall not constitute a breach of this covenant of Quiet Enjoyment.

B.6. **DEFAULTS:** The occurrence of any of the following shall constitute an Event of Default under this Agreement:

a. Event of Default by COUNTY

1. COUNTY'S failure to pay any Rental within fifteen (15) business days from the date that any such rental payment is due. If, however, such failure is due to circumstances beyond the reasonable control of COUNTY, which circumstances may, without limitation hereby, include failure of COUNTY to adopt a budget, then COUNTY shall make such payment within such additional time (but not to exceed a total of ninety [90] days from the date such rental was due).

2. COUNTY'S failure to comply with any other material term or provision of this Lease if such failure continues thirty (30) days after written notice of failure from LESSOR to COUNTY specifying in reasonably sufficient detail the nature of said breach. If the required cure of the noticed default cannot be completed within thirty (30) days, COUNTY'S failure to perform shall constitute a default under the Lease unless COUNTY has attempted to cure the default within said thirty (30) day period and has diligently and continuously attempted to complete the cure as soon as reasonably possible.

On the occurrence of an Event of Default by COUNTY, LESSOR may re-enter and repossess the Premises and remove all persons and property therefrom after giving COUNTY written notice of such default and in accordance with due process of law.

b. Event of Default by LESSOR

LESSOR'S failure to perform any of its obligations under this Lease shall constitute a default by LESSOR if the failure continues for thirty (30) days

after written notice from COUNTY to LESSOR specifying in reasonably sufficient detail the nature of said breach. If the required cure of the noticed default cannot be completed within thirty (30) days, LESSOR'S failure to perform shall constitute a default under the Lease unless LESSOR has attempted to cure the default within said thirty (30) day period and has diligently and continuously attempted to complete the cure as soon as reasonably possible. Notwithstanding the foregoing, in the event of a situation creating a perilous condition on the Premises which substantially and significantly threatens the health and safety of COUNTY and/or its invitees, LESSOR shall use reasonable efforts to immediately address the situation and shall use diligent efforts to correct the perilous condition.

On the occurrence of an Event of Default by LESSOR and LESSOR is unable to cure such default within ninety (90) days, or sooner in the event of a perilous condition, COUNTY may terminate this Lease and quit the Premises without further cost or obligation or may proceed to repair or correct the failure and invoice LESSOR for the cost of repair, which invoice LESSOR shall pay promptly upon receipt.

B.7. **SURRENDER OF PREMISES:** On the last day of the term, or sooner termination of this Lease, COUNTY will peaceably and quietly leave and surrender to LESSOR these Premises with their appurtenances and fixtures (except signs and fixtures referred to hereinabove) in good order, condition, and repair, excepting for reasonable use and wear thereof and damage by earthquake, fire, public calamity, by the elements, by Act of God, or by circumstances over which COUNTY has no control. COUNTY shall not be liable for painting the interior of the Premises upon termination of this Lease.

B.8. **SUCCESSORS AND ASSIGNS:** The terms and provisions of this Lease shall extend to and be binding upon and inure to the benefit of the heirs, successors, and assigns of the respective parties hereto.

B.9. **SEVERABILITY**: In the event that any provision herein contained is held to be invalid by any court of competent jurisdiction, the invalidity of any such provision does not

materially prejudice either the COUNTY or LESSOR in its respective rights and obligations contained in the valid provisions of this Lease.

B.10. WASTE, NUISANCE: COUNTY shall not commit, or suffer to be committed, any waste upon the Premises, or any nuisance or other act or thing which may disturb the quiet enjoyment of any other occupant of the area in which the Premises are located.

B.11. INSPECTION: The LESSOR reserves the right to enter the Premises by prior appointment only at all reasonable times during the term of this Lease and any renewals thereof and to employ the proper representative or contractor for the purposes of inspecting the Premises and all buildings and improvements thereon, and for the purposes of making any repairs, additions or alterations as may be deemed appropriate by COUNTY for the preservation of the Premises, and in order to see that the Premises are being reasonably cared for, that no waste is being made, and that all things are done in the manner best calculated for the preservation of the Premises, and in full compliance with the terms and conditions of this Lease.

During a bonafide emergency, LESSOR and LESSOR'S agents shall have the right to enter the Premises to do whatever is necessary to protect the building and prevent any further damage or destruction to the Premises and its contents. However, LESSOR shall contact the Contra Costa County Sheriff's office at (925) 646-2441 to advise the Sheriff of the nature of the emergency and request that the Sheriff send a deputy or a representative to the Premises to oversee and safeguard the Premises and its contents.

B.12. INSURANCE:

a. Comprehensive General: Throughout the term of this Lease, COUNTY, at its sole cost and expense, shall maintain in full force and effect a general self-insurance program protecting COUNTY in an amount of not less than One Million Dollars ($1,000,000) with provisions to cover damages of all kinds including, but not limited to, bodily injury (including death), personal injury, operation of motor vehicles on the property, and property damage including loss of use. Such insurance shall name LESSOR as an additional insured. Coverage shall be in accordance with the limits specified above and the provisions

indicated herein. Claims-made policies are not acceptable. Such insurance shall not be cancelled or materially altered to reduce coverage without giving LESSOR at least thirty (30) days advance written notice of such cancellation or change, and it shall be the responsibility of COUNTY to notify LESSOR of such change or cancellation.

b. Workers' Compensation Insurance: COUNTY shall maintain workers' compensation insurance as required by the State Labor Code and Employer's Liability Insurance with limits in the amount of One Million Dollars ($1,000,000) per accident. The insurer shall agree to waive all rights of subrogation against LESSOR and its employees for losses arising from work performed by COUNTY for LESSOR.

c. Absence of Insurance: COUNTY agrees to maintain its self insurance policy. Failure to maintain such policy shall be cause for immediate termination of this Lease.

d. COUNTY shall also have Property Insurance, Fire and Extended Coverage Form in an amount sufficient to reimburse COUNTY for all of its equipment, trade fixtures, inventory, fixtures and other personal property located on or in the Premises. LESSOR shall have no right to any insurance proceeds received by COUNTY.

B.13. <u>LEASE TERMINATION</u>: Should the cost of LESSOR'S responsibilities under Paragraph A.9. MAINTENANCE AND REPAIRS hereinabove cumulatively exceed the rent amount received from COUNTY during any calendar year, LESSOR may elect to terminate this Lease upon one hundred eighty (180) days written notice to COUNTY. As an example, COUNTY'S rent for the initial calendar year is $39,480.00. Should LESSOR'S expenses for maintenance and repairs exceed this amount, LESSOR may elect to terminate this Lease.

However, after providing COUNTY with a detailed accounting of LESSOR'S expenses, COUNTY shall have the right, but not the obligation, to reimburse LESSOR for any of LESSOR'S maintenance and repair expenses that exceed the cumulative amount of

rent due LESSOR. Should COUNTY decide to reimburse LESSOR for these maintenance and repair expenses, LESSOR shall not have the right to terminate the Lease and the Lease shall continue in full force and effect.

In an effort to keep LESSOR'S expenses under the rent threshold, COUNTY shall have the right, but not the obligation, to assume, at its discretion, any of LESSOR'S responsibilities outlined in Paragraph A.9. MAINTENANCE AND REPAIR. Said responsibilities assumed by COUNTY shall be done in a professional and workmanlike manner.

(Remainder of Page Intentionally Left Blank)

LEASE

340 MARINA BOULEVARD
PITTSBURG, CALIFORNIA

FOR THE

CONTRA COSTA COUNTY SHERIFF-CORONER

SECTION C: SPECIAL PROVISIONS

C.1. ASSIGNMENT OR SUBLEASE: COUNTY shall not have the right to assign this Lease or sublease the Premises or any part thereof at any time during the term of this Lease or extension thereof without prior written authorization from LESSOR which shall not be unreasonably withheld. However, COUNTY shall have the right to sublease a portion of the Premises to contractors providing law enforcement training programs for the COUNTY.

Any subleasing of the Premises will not relieve COUNTY of any of the provisions of this Lease. COUNTY shall specifically remain liable under this Lease under any sublease. No assignment or subletting shall be permitted where a profit is to be made.

C.2. SERVICE BY LESSOR: It is understood and agreed from time to time during the term of this Lease and any extensions thereof, COUNTY may request LESSOR to provide certain janitorial, maintenance, construction, remodeling or like services over and above those items which are LESSOR'S responsibility as outlined in Paragraph A.9. hereinabove as requested in writing by COUNTY from time to time during the term or extension of this Lease. COUNTY shall pay to LESSOR as additional rental one hundred percent (100%) of the costs of the service.

Provided LESSOR agrees to provide any services over and above those described in Paragraph A.8., LESSOR shall consult with COUNTY and select either licensed, insured contractors or employees of LESSOR to provide the service. LESSOR shall obtain COUNTY'S prior written approval on the scope, term, and cost of the contracts. COUNTY shall have the right to change the level of service from time to time by giving LESSOR thirty (30) days' prior written notice, including the right to terminate any or all service, or to require different contractors to provide the service.

C.3. HAZARDOUS MATERIALS: LESSOR represents and warrants that to the best of its knowledge, as of the Commencement Date of this Lease, the Premises do not contain any asbestos, polychlorinated biphenyl's ("PCB's") or urea formaldehyde. LESSOR agrees to defend, save, protect and hold harmless COUNTY from any loss arising out of the presence of any hazardous substance in or around the Premises which is not related to COUNTY'S use and occupancy of the Premises, which obligation shall survive the termination of this Lease. LESSOR acknowledges and agrees that COUNTY shall have no obligation to clean up or remediate, or contribute toward the cost of clean up or remediation, of any hazardous substance that is not caused to be present, released, discharged or spilled on, in or under the Premises, Building, or any portion thereof, by COUNTY or any of its agents, employees, contractors, subcontractors, invitees or other representatives.

COUNTY agrees to defend, save, protect, indemnify and hold LESSOR harmless from and against all liabilities, claims, actions, foreseeable and unforeseeable consequential damages, costs, and expenses (including sums paid in settlement of claims and all consultant, expert and legal fees and expenses of LESSOR'S counsel) or loss directly or indirectly arising out of or resulting from the presence of any hazardous substance as a result of COUNTY'S activities, in or around any part of the Premises, including those incurred in connection with any investigation of site conditions or any clean-up, remedial, removal or restoration work, or any resulting damages or injuries to the person or property of any third parties or to any natural resources, which obligation shall survive the termination of this Lease.

LESSOR and COUNTY covenant that they shall use, occupy and/or operate the Premises at all times during the Term hereof, under and in compliance with the laws of the State of California and in compliance with all applicable Environmental Legal Requirements.

"Environmental Legal Requirements" shall mean all applicable laws relating to public health, safety or the environment, including, without limitation, relating to releases, discharges or emissions to air, water, land or groundwater, to the withdrawal or use of

groundwater, to the use and handling of polychlorinated biphenyl's ("PCBs") or asbestos, or asbestos containing products, to the disposal, treatment, storage or management of solid or other hazardous wastes or to exposure to toxic or hazardous materials, to the handling, transportation, discharge or release of gaseous or liquid substance and any regulation, or final order or directive issued pursuant to such statue or ordinance, in each case applicable to the Land or to the Building or both or to the Building's operation, construction or modification, including without limitation the following: the Clean Air Act, the Federal Water Pollution Control Act ("FWPCA"), the Safe Drinking Water Act, the Toxic Substances Control Act, the Comprehensive Environmental Response Compensation and Liability Act as amended by the Superfund Amendments and Re-authorization Act of 1986 ("CERCLA"), the Resource Conservation and Recovery Act as amended by the Solid and Hazardous Waste Amendments of 1984 ("RCRA"), the Occupational Safety and Health Act, the Emergency Planning and Community Right-to-Know Act of 1986, The Solid Waste Disposal Act, and any state statutes addressing similar matters, and any state statue providing for financial responsibility for cleanup or other actions with respect to the release or threatened release of hazardous substances and any state nuisance statue. The parties to this Lease acknowledge that the provisions of this paragraph shall survive beyond the expiration or termination date of the Lease.

A "Hazardous Substance" is defined to mean any substance, material or waste, including asbestos and petroleum (including crude oil or any fraction thereof), which is or becomes designated, classified or regulated as being "toxic", "hazardous", a "pollutant" or similar designation under any federal, state or local law, regulation or ordinance.

C.4. <u>LICENSE TERMINATION</u>: It is understood and agreed that COUNTY now licenses the Premises under the terms of a license dated February 1, 2002. Upon commencement of this Lease said February 1, 2002 license shall terminate.

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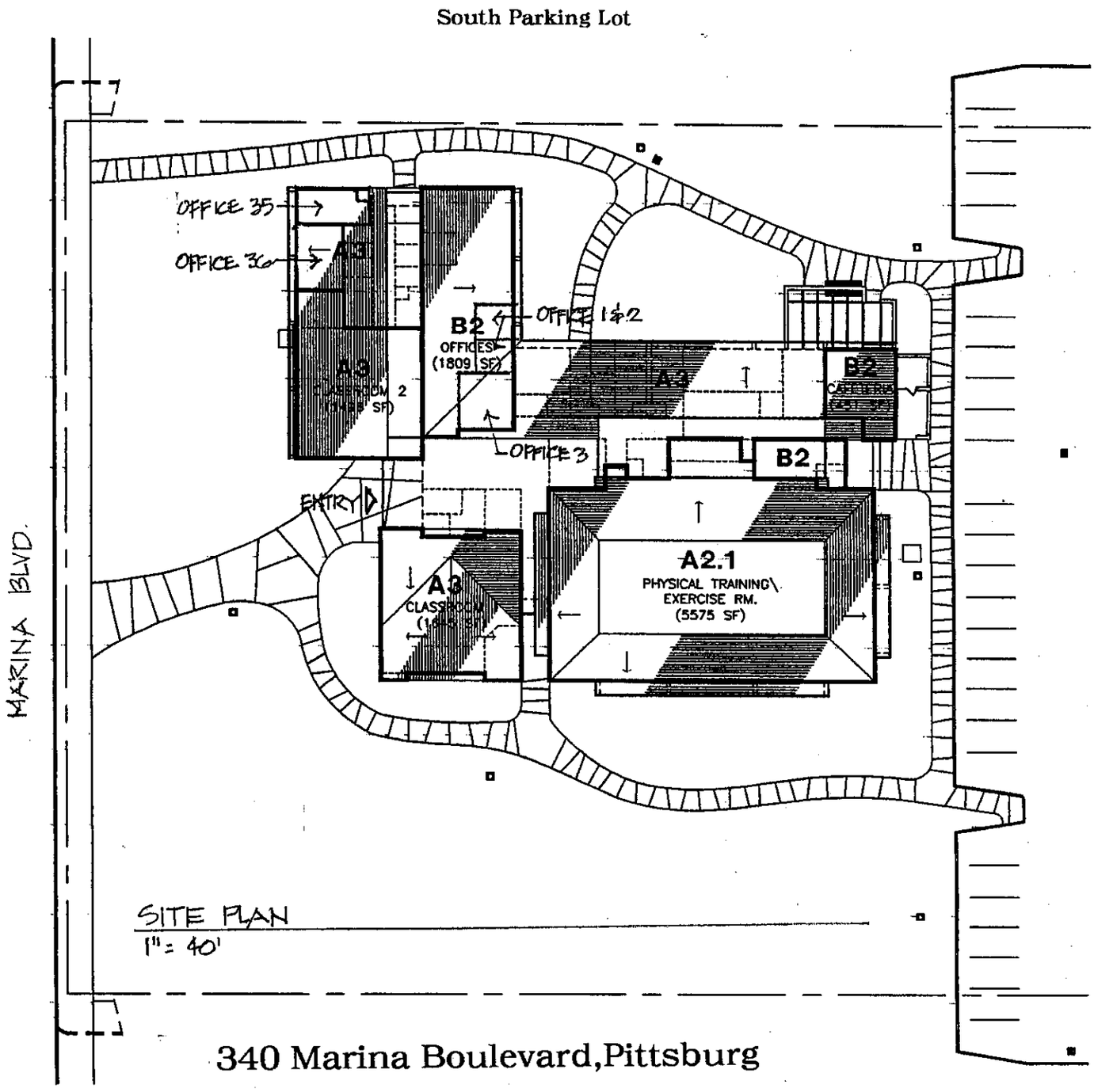
EXHIBIT A

POLICE ACADEMY
340 MARINA BLVD. PITTSBURG



OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/9/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution Authorizing the City Manager to Execute a Professional Services Agreement for Community-wide Environmental Assessment Services

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The City of Pittsburg has been awarded $300,000 of Community-wide Brownfield Assessment funding from the United States Environmental Protection Agency (US EPA), and desires to retain the services of a firm to provide characterization, environmental assessment, and community engagement related to brownfield sites. The Waterfront Division has received Statement of Qualifications and conducted negotiations, and recommends the selection of TRC Environmental Solutions to accomplish the Community-wide Environmental Assessments (ESA's).

FISCAL IMPACT

Staff budgeted $278,650 of the $300,000 EPA Community-wide Brownfields Assessment Grant for consultant services, which will include project management support, area-wide planning, quality assurance, community outreach support, phase I and II ESA's, and cleanup planning. There are sufficient funds to accommodate TRC's not to exceed project amount of $230,000. Staff also budgeted $14,850 for personnel costs related to the project, including management of this proposed contract.

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution authorizing execution of a Professional Services Agreement with TRC for Community-wide Environmental Assessment Services.

BACKGROUND

The City's Economic Development Department and Waterfront Division are responsible for fostering projects that promote public benefit and redevelopment of underutilized properties. As a historically heavy industrial City, there are several brownfields at which redevelopment would have the potential to alter the community in positive ways. Environmental assessment of these properties is a first step in brownfield redevelopment.

SUBCOMMITTEE FINDINGS

The item was discussed at the January 30, 2018 Economic Development Subcommittee meeting at which the subcommittee agreed with staff recommendation to move forward with TRC.

STAFF ANALYSIS

The City of Pittsburg has been awarded Community-wide Brownfield Assessment funding from the US EPA. Under the Cooperative Agreement between the City of Pittsburg and the US EPA, the City of Pittsburg must acquire the services of a qualified environmental professional to coordinate, direct, and oversee Phase I and II brownfields assessment actives at each site.

Staff released the attached Request for Qualifications (RFQ) for Community-wide Environmental Assessment Services in November 2017. The RFQ asked applicants to demonstrate their resource capability, experience, ability to complete federally funded projects, project management approach, schedule, familiarity with public works projects ad budget. Staff received 17 responses. The two top qualified firms were interviewed. TRC Environmental Solutions from Concord was selected as the preferred firm. The budget negotiated to proceed was for an amount not to exceed $230,000. TRC's schedule anticipates this project to last approximately twelve months.

ATTACHMENTS: Resolution
Professional Services Agreement for Community-wide Environmental Assessment Services
TRC Statement of Qualification
Rating Scale
Budget Summary
Request for Qualifications

Report Prepared By: Sara Aliotti, Administrative Analyst II

City of Pittsburg

Statement of Qualifications
Community-Wide Assessment Services

November 20, 2017

TRC
2300 Clayton Road, Suite 610
Concord, CA 94520

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5 Project Team 11
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Attachment A: Key Staff Resumes
Attachment B: Price List – Schedule of Charges

1 COVER LETTER

November 20, 2017

City of Pittsburg
Waterfront Division
Attn: Sara Aliotti
65 Civic Avenue
Pittsburg, CA 94565

Regarding: City of Pittsburg Request for Qualifications – Community-Wide Environmental Assessment Services

Dear Ms. Aliotti,

TRC Solutions, Inc. (TRC) is pleased to submit our qualifications to the City of Pittsburg (City) in response to your Request for Qualifications (RFQ) for Community Wide Environmental Assessment Services, dated October 25, 2017. We understand that the City is seeking professional services to complete Phase I and Phase II Environmental Site Assessments (ESAs) at prioritized "Brownfield" properties along the waterfront within the City's jurisdiction. Having completed similar environmental and brownfield consulting services for other municipal-sector clients in the San Francisco Bay Area, and across the nation, TRC is exceptionally qualified to successfully implement the assessment and cleanup planning required pursuant to the Community-Wide Brownfield Assessment funding recently awarded to the City by the U.S. EPA.

TRC is a national engineering, consulting, and construction management firm that provides integrated services in the environmental, infrastructure, and energy sectors. Our history extends nearly 50 years and comprises an extensive resume of projects on behalf of the public and private sectors. TRC has worked on over 100 grant-funded brownfields projects nationwide. TRC has regional offices in Oakland, San Francisco, and Concord, with applicable business and professional licenses in good standing. TRC has particular expertise in Phase I and II ESAs; brownfield redevelopment; construction and infrastructure support; risk assessment; waste characterization; and remedial action design, implementation, and oversight.

Additionally, TRC has supported the City of Pittsburg in a variety of recent, high profile projects, including the following recent redevelopment scopes at brownfield sites and other industrial development projects:

- Columbia Solar Energy Project: Conceptual Design, Land Use Entitlement Permitting; Habitat Conservation Plan (HCP) and Natural Community Conservation Planning (NCCP) Compliance, Initial Study and Mitigated Negative Declaration (MND, per California Environmental Quality Act [CEQA])
- WesPac-Pittsburg Energy Infrastructure Project: Environmental Impact Report [EIR] per CEQA
- Diablo Energy Storage Project: Conceptual Design, Land Use Entitlement Permitting, HCP/NCCP Compliance, Initial Study and MND
- Mallard Slough I & II Solar Project: Conceptual Design, Land Use Entitlement Permitting, Initial Study and MND

The TRC team provides the following:

- **Local and Experienced Project Management Team.** Our project management team is very experienced in providing environmental consulting services for projects located in the San Francisco Bay area, including Brownfield Grant Projects. Specifically, TRC's Project Manager, Glenn Young, has managed similar on-call contracts for the City of San Francisco and other public-sector clients over the past 15 years.
- **Depth and Breadth of Staff Resources.** TRC's local offices house environmental staff of over 120 scientists, engineers, and planners locally available to support this contract, and can also call upon other specialists located throughout California, as needed. Our team can provide all of the environmental assessment services, reports, and anticipated Grant management activities.
- **EPA Brownfield Experience.** TRC has extensive EPA Brownfield Grant experience and a distinguished local and national remediation practice. In northern California alone, TRC has completed Brownfield Grant projects for the City of Fremont, City of Oakland, and the City of Mt. Shasta. TRC has both the administrative resources and technical expertise to complete the full range of QAPP, SAPs Phase I and II ESAs, ABCAs, and ACRES tasks being contemplated by the City. Our experience with Public Works and brownfields projects will translate to effective consulting that will serve the interests of the City of Pittsburg, EPA, land community stakeholders.
- **Brownfield Owner Perspective.** TRC has developed an owner's perspective through direct ownership of brownfield properties, including former industrial and commercial properties, and landfills, along with their associated environmental liabilities. Through our longstanding TRC Exit Strategy Program, we have developed an understanding of the financial, regulatory, and political realities of cleanup targeted toward redevelopment and the risk-management decisions involved. This brownfields owner's perspective transfers effectively in assisting our clients with the depth of engineering and scientific expertise to support the project. **TRC, like the City, has a mission of redevelopment** and has successfully redeveloped properties across California and the nation to safely create higher economic uses of the property.

TRC understands the need for clear and timely communication with the City. We will emphasize the need for an agreeable scope, schedule, and budget, to ensure proper staffing allocation and successful outcome. All of our field staff and field subcontractors have current HAZWOPER certification and we use only State-certified laboratories for chemical analyses.

We are confident that the City of Pittsburg will find that TRC is among the most reliable, responsive, and quality-conscious firms working on brownfield redevelopment in the Bay Area. If you have any questions regarding our submittal, please contact Glenn Young at (925) 688-2479 or gyoung@trcsolutions.com.

Sincerely,

TRC Solutions, Inc.

Glenn S. Young, PG, LEED AP
Senior Project Manager

Jonathan E. Scheiner, PhD
Principal-in-Charge

2 FIRM PROFILE

TRC Companies, Inc. (http://www.trcsolutions.com/) is a national engineering and environmental consulting corporation establishment in 1968. We deliver services in the environmental, energy, and infrastructure sectors, and have a proven track record of solving complex problems and delivering quality, innovation, and reliable results. Brownfield redevelopment is a significant focus for TRC throughout the US as well as the San Francisco Bay Area.

TRC Office Locations

TRC Solutions, Inc. (TRC), a subsidiary of TRC Companies, Inc., maintains 15 offices in California, with SF Bay Area offices in Concord, San Francisco, Oakland, San Ramon, and Mountain View. Our corporate headquarters is located in Lowell, Massachusetts.

Our northern California staff includes over 120 project managers, civil engineers, geologists, geotechnical engineers, technicians, and support personnel that serve hundreds of clients, including a variety of government, commercial, and industrial customers, including municipalities, public works, land and commercial development companies, energy, and transportation companies. Our engineers, geologists, project managers, cost estimators, operators, and construction managers have collaborated to complete high-profile and environmental site investigation and remediation projects in California, including hundreds of projects in the East Bay. **TRC's robust local staffing will provide the depth and breadth of management and technical expertise** to complete all of the project planning-related services, administrative milestones, and environmental site assessments under this contract.

TRC's SF Bay Area offices are populated with multi-disciplinary staff, which allows our professional staff to interact and share ideas and concepts across technical disciplines. The core of TRC's local Bay Area engineering practices exceeds the technical expertise required for this contract and includes the following disciplines:

- Engineering, Construction, and Remediation (ECR): Environmental Site Assessment, including Phase I and Phase II ESAs (soil, soil vapor, and groundwater) investigation, human health and ecological risk assessments, groundwater modeling, feasibility studies, and remedial design/construction/operation/maintenance, and hazardous waste management.
- Building Sciences and Industrial Hygiene (BSI): Lead, asbestos, and universal waste surveys for hazardous building materials, mold and indoor air assessment, and abatement.
- Planning, Permitting, and Licensing (PPL): National Environmental Policy Act/California Environmental Quality Act (NEPA/CEQA), Environmental Impact Report/Environmental Impact Statement (EIR)/EIS), and industrial process permitting.
- Geotechnical and Construction Management (Infrastructure): Soil physical testing, construction oversight (SWPPP, ADMP), pile and shoring monitoring, and soil and material testing facilities.
- Transportation (Infrastructure): Road, bridge, and intersection design.
- Hydrology and Hydraulics (H&H): Stream sediment remediation and stream/creek restoration
- Air Measurements (AMS): Stack/source testing, air modeling, and air permitting.
- Energy Efficiency and Sustainability (EES): Energy and sustainability audits.

Mission and Objectives of TRC

TRC is driven by our promise of **"Results You Can Rely On."** We work as an extension of our client's staff to achieve a shared vision through effective communication, including frequent progress reports, teleconferences, and face-to-face meetings. We have a solid reputation for providing exceptional consulting services under environmental service contracts for public agencies, municipalities, and utility companies. The City of Pittsburg will benefit from TRC's **environmental experience, project management, and value-added services** that we have developed on similar brownfield and Brownfield Grant projects.

Our Mission

We understand our clients' goals and embrace them as our own, applying creativity, experience, integrity, and dedication to deliver superior solutions to the world's energy, environment, and infrastructure challenges.

TRC Attributes

As you consider our proposal, please keep in mind the following attributes that distinguish TRC's proposal from the other submittals that you may receive:

1. **TRC has extensive EPA brownfield experience for municipal and public-sector clients as well as a distinguished national Brownfield and remediation practice.** Because TRC has provided EPA brownfield services to more than 100 municipalities nationwide, we will apply our brownfields expertise to your program. Our shared goal is to develop strategies that reach cost-efficient regulatory closure or mitigate environmental challenges that constrain redevelopment goals for each site. We recognize the need to invest time up front to meet with and listen to City staff, stakeholders and community representatives, to streamline the reporting requirements, and to provide reliable and highly responsive environmental consultation services that address the key challenges at hand and maximize the value of the Grant monies to the City and community.

2. **TRC has a wealth of experience in the local area, including Pittsburg, Concord, and surrounding areas of unincorporated Contra Costa County**. TRC has completed over 300 projects in the area and extensive experience in the local and State regulatory climate that will be an asset to the City of Pittsburg. With an office in Concord, TRC will provide local, "on-call" services to the City with rapid response time. TRC's Project Manager and technical staff of geologists and engineers have the technical expertise and experience to complete the Grant management and Site Assessment services on behalf of the City of Pittsburg. Other TRC technical resources to consider for this project include geotechnical engineering, industrial hygiene (e.g., asbestos, lead), and environmental planning capabilities as value-added services for the City. Resumes detailing relevant experience for key staff depicted in the Organization Chart are attached.

3. **TRC has an "owner's perspective".** TRC has successfully redeveloped properties across California and the nation to create safer and productive property uses. Through our **Exit Strategy Program,** including former industrial and commercial properties, along with their associated environmental liabilities, we have developed a clear understanding of the financial, regulatory, risk-management decisions, and political realities of brownfield site cleanup and redevelopment. Indeed, through this program, TRC owns the GBF-Pittsburg Landfill and manages the environmental remediation and regulatory requirements under the direction of Cal-EPA. This experience translates into **brownfield owner's perspective** that will benefit the City's vision to return blighted properties to productive use.

EPA Brownfields Grant Experience

TRC understands the steps to support a successful brownfields program. TRC has both the administrative resources and technical expertise to collaborate, plan, execute, and document the range of Phase I and II ESAs under this contract. **We will leverage our experience at on over 100 other brownfields sites** across the US to assist you in balancing the interests of the City of Pittsburg, EPA, landowners, property developers, and community stakeholders. We pride ourselves on being responsive and responsible stewards of the Grant monies entrusted to you. As such, we collaborate with the stakeholders and offer our vision for the environmental studies that will focus on sustainable redevelopment that will enhance revitalization in the targeted waterfront site areas.

In northern California, TRC has completed Brownfield Grant projects for the City of Fremont, City of Oakland, and most recently the City of Mt. Shasta. TRC's work for these grants ranged from Phase I and II ESAs to soil remediation in advance of redevelopment. Administrative duties completed by TRC typically addressed the QAPP, SAP, ABCA, and ACRES documentation requirements. The Grantees typically completed the required quarterly reporting to address the EPA grant requirements. Project descriptions summarizing the work for Fremont, Coliseum Gardens in Oakland, and the former mill site in Mt. Shasta are presented in Section 6.

Additionally, TRC's proposed Project Manager completed Phase I ESAs, compiled QAAPs and SAPs and conducted Phase II ESAs for Brownfield Assessment Grants at the City of Livermore and the City of Oakland. Mr. Young collaborated with redevelopment staff to prioritize target properties for subsequent Phase I ESAs, asbestos surveys, and follow-up Phase II ESAs. The Phase II ESAs were performed at former dry cleaners, strip malls, former service stations, automotive dealerships, automotive tire and repair shops, former railroad alignments, and other commercial properties located in the redevelopment area. Several of these sites have subsequently been redeveloped for high-density residential and mixed-use land uses.

Local Governmental Agencies Served

The following presents an abbreviated list of public-sector clients to further exemplify our relevant experience:

- State and Federal Government: CA Dept. of Corrections and Rehabilitation, CA State Lands Commission, Presidio Trust, U.S. Army Corps of Engineers, and U.S. Postal Service.
- Local Government (County): Counties of Contra Costa, Alameda, Fresno, Glenn, Los Angeles, Madera, Mendocino, Monterey, Placer, Riverside, Sacramento, San Benito, San Joaquin, San Mateo, Santa Clara, Siskiyou, Solano, Sonoma, Sutter, Trinity, Tulare, Yolo, and Yuba.
- Municipal Government (City): Fort Bragg, Fremont, Fresno, Galt, Hayward, Healdsburg, Hercules, Lathrop, Morro Bay, Oakland, Pittsburg, Palo Alto, San José, San Francisco, San Mateo, Santa Cruz, Santa Rosa, Stockton, Tulare, Union City, Visalia, and Walnut Creek.
- Public Works and Other Agencies: Contra Costa Water District, Alameda County Water District, East Bay Municipal Utilities District, East Bay Regional Park District, Modesto Irrigation District, Sacramento Municipal Utility District, San Francisco Department of Public Works, San Francisco Public Utilities Commission, and Santa Clara Valley Water District.

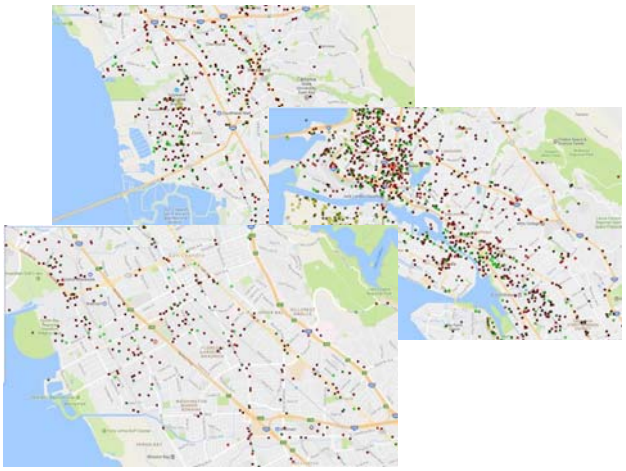
3 PROJECT UNDERSTANDING AND SCOPE OF WORK

The City of Pittsburg has been at the cutting edge of industrial development strategies for environmental, social, and economic sustainability in the SF Bay Area for at least the last 15 years. The objective of completing this work is to advance redevelopment and productive land use by completing these assessments in the waterfront area and other locations to promote sustainable commercial, industrial, and/or mixed-income housing that will enrich and benefit the community.

The City of Pittsburg has preliminarily targeted prioritizing and completing up to nine Phase I and Phase II ESAs at brownfield sites under this Community-Wide Assessment Grant. Potential sites are situated along the Pittsburg waterfront and are currently characterized by residual impacts from dredge/fill spoils, bulk asbestos, heavy metals, hydrocarbons, solvents, and other impacts from historic industrial uses. Although these locations represent potentially prime areas for waterfront development, in several cases, the sites have become subject to trespassing and blight.

Site Selection

We will collaborate with the City, as desired, to display the locations of the prioritized brownfield sites on a GIS map. We can utilize our dedicated GIS department to supplement the City's existing maps or we can create GIS maps upon request. We will prepare EPA's Site Eligibility Determination Forms for the highest priority sites and submit the information for approval. We are familiar with EPA's Assessment, Cleanup & Redevelopment Exchange System (ACRES) and anticipate preparing this technical documentation on behalf of the City. Once EPA approval is received, assessment activities will begin.



TRC has developed an innovative web-based system to inventory and assist with ranking priority sites. This approach to site evaluation and cleanup integrates standard site assessment procedures with an innovative information-based decision support tool that can enhance multi-stakeholder participation using an intuitive geographic information system. Our Brownfield Site Inventory and Prioritization Weighting and Ranking Model has been tested in citywide brownfield redevelopment programs, and may be beneficial to the City (e.g., in selecting additional or alternate brownfield sites). In addition to providing an ease of information viewing and management by City staff, the system allows information to be made available to the public, oversight agencies, interested developers, and other stakeholders, with permissions as desired by City staff.

Development of Cleanup Strategies

Following assessment activities at each Brownfield site, site-specific cleanup strategies will be developed as appropriate to each target property and according to the City's Trust Lands Use Plan (TLUP). In collaboration with, and per City direction, planning reports, market analyses, infrastructure assessments, cleanup plans and conceptual reuse strategies will be developed. TRC is adept at preparing these studies and can assist the City with presenting them to the public and other interested stakeholders. These presentations often present critical opportunities to clarify land use options which incorporate public interest and market conditions.

Planning and Timely Reporting Documents

TRC is intimately familiar with EPA's reporting and closeout requirements and will work with the Waterfront Division of the Economic Development Department to complete the required documents. The following will be completed during the oversight of City of Pittsburg's Cooperative Agreement:

- Quarterly reports summarizing the progress, anticipated events, potential problems, and possible solutions;
- Financial Status Report providing EPA updates on the financial aspects of the grant;
- Maintaining the ACRES database as assessments planning and community outreach are completed;
- Completing the Analysis of Brownfield Cleanup Alternatives (ABCA), if needed;
- Preparation of final reports, grant closeout materials, and maintenance of site project files.

TRC routinely provides these services to our brownfields clients.

Community Outreach and Local Workforce Development Involvement

Outreach to the community is a common component in Brownfield Grant projects and in TRC's project work, including site assessment and remediation projects following standard regulatory processes (e.g., remedial investigations, feasibility studies per CERCLA) and CEQA projects where public notifications and meetings are routinely required to inform and solicit public input. TRC has previously conducted public notifications and led public meetings on behalf of the City of Pittsburg. We anticipate assisting City staff with similar outreach and public meetings under this Grant, including:

- Public notifications (press releases, newspaper notices)
- Meetings, including community and City Council

Additionally, TRC will involve Future Build, a local workforce development resource based in Pittsburg, to observe and participate in the environmental assessment process as part of its training curriculum. This is consistent with TRC's ongoing local program of internships where we employ, on a year-round basis, students from local colleges, universities and high schools to develop on-the-job experience in the environmental disciplines that we specialize in.

Phase I Environmental Site Assessments

TRC's environmental professionals routinely complete Phase I ESAs for both our private- and public-sector clients. All of TRC's Phase I ESAs will be conducted in accordance with the ASTM E1527-13 standard and EPA's AAI Rule. Accordingly, no work plans or agency approvals will be required to complete Phase I ESAs. If necessary, TRC will also secure an access agreement prior to entering a property. TRC will look for cost savings by grouping site visits, interviews, file reviews etc., to the extent practical. The City's grant has indicated that up to nine Phase I ESAs will be completed. TRC will complete AAI checklist documentation as part of each Phase I ESA report.

The primary elements of the Phase I ESAs will include:

Redevelopment site (private) located along BART and railroad easements in San Leandro

- Review of historical sources of information, including but not limited to aerial photographs, topographic maps, Sanborn maps, and city directories;
- Review of federal, state, tribal, and local government records;
- Interview past and present owners, operators, and occupants knowledgeable with historical site operations;
- Searches for recorded environmental cleanup liens, Land Use Covenants (LUCs), and/ or activity use limitation (AULs);
- Visual reconnaissance of the property and surrounding properties; and
- Preparation of the site-specific Phase I report, including the Environmental Professional's opinion regarding the presence or absence of Recognized Environmental Conditions (RECs) as defined by ASTM guidance and recommendations, if any, for a Phase II ESA. RECs typically include but are not limited to known spills or releases; evidence of contamination (e.g., stained soils, leaking tanks, etc.); historical activities that might have released petroleum or hazardous materials to the environment; and potential off-site contaminant sources that could impact the target property.

  If requested, TRC has in-house staff that can complete Phase I ESAs that exceed the standard by including an evaluation of additional items, such as asbestos, lead-based paint, cultural and historic resources, and wetlands surveys.

Phase II Environmental Site Assessments

The primary technical document required prior to conducting Phase II ESAs include the Quality Assurance Project Plan (QAPP). TRC will prepare a programmatic QAPP, including an *Unanticipated Discovery Plan*, that will require EPA review and approval. To date, TRC has prepared and secured approval for over 115 QAPPs and/or QAPP Addenda under the US EPA Brownfields program. TRC is familiar with the analytical methods required by US EPA, Department of Toxic Substances Control (DTSC), and the Regional Water Quality Control Board (RWQCB), the proper sampling and QC methods, and the various tiers of data validation needed for different programs. This allows us to draw on off-the-shelf documents to comply with this requirement and ensure efficiency and cost savings, thus reserving grant monies for actual environmental site assessment services.

Prior to conducting any site investigations, TRC will work with City staff to identify the scope, schedule, and budgetary objectives of the Phase II ESA for a target property. Upon concurrence, TRC will prepare a Site-Specific Sampling and Analysis Plan (SAP) that will serve as the investigation work plan for each site. The objectives of the SAP will address the RECs identified in the Phase I ESA as well as typical chemicals of concern for the historical site and the urbanized and/or waterfront area. Each SAP will illustrate the proposed sampling locations and present the sampling rationale, sampling media (soil, groundwater, and/or soil-gas), analytical methods, data management, and other quality control measures required by EPA and/or local agencies.

We recognize the need to effectively manage the number of sites assessed, so TRC frequently tailors Phase II sampling plans to maximize the value of data obtained by incorporating the following additional factors:

- Future Development Plans. Future development plans, (residential, commercial, industrial, or recreational) are critical for evaluating potential site risk, and thus, affect the amount of site data needed during Phase II.
- Community and Regulatory Concern. Community and regulatory concerns can have a significant impact on type and number of sampling locations as well as the collection of samples from certain media (e.g., soil gas).
- Project Schedule. The project schedule is another key factor in deciding whether a more intensive Phase II sampling approach may be needed to minimize the need for follow-up testing.

Redevelopment Project near International Boulevard in

TRC's field-savvy geologists and sampling teams will execute the Phase II SAPs. After obtaining County drilling permits, TRC will sample and field screen, as needed, environmental media relevant to the Phase II site (e.g., groundwater, soil gas, indoor/outdoor air, sediment, surface water).

TRC is using mobile data acquisition devices to collect data via electronic field forms, which mimic paper field forms still currently used for most environmental fieldwork. These data collection methods increase efficiency and accuracy in the field. Our personnel access these forms through handheld devices and create electronic records at the site, eliminating the need for manual transcription. Because mobile devices come equipped with GPS and cameras, locational data and photographs can be incorporated into the electronic forms.

TRC will prepare a Phase II ESA report that summarizes the procedures and findings obtained during the investigation including figures and tables depicting sampling locations, analytical results, and general site conditions. Appendices containing boring logs, field logs, analytical data, and other pertinent information will be included.

The reports will contain an evaluation of potential environmental concerns at the site and recommendations, if necessary, for further action to facilitate the site redevelopment. Typically, results of analyses will be compared to applicable environmental screening levels established by the RWQCB and California EPA. Note that TRC routinely coordinates and negotiates with local and State regulatory agencies (DTSC and RWQCB regarding site investigations, cleanups, and closures.

TRC can also include human health and ecological receptor risk assessments to identify potential exposure pathways, evaluate exposure point concentrations, and prepare Conceptual Site Models to inform the regulatory agencies. This can lead to recommendations to mitigate potential exposure by removing the areas of highest contaminant concentrations, if necessary, and/or minimize active remediation by managing remaining unacceptable risks through the use of Land Use Covenants (LUCs; a.k.a. deed restrictions) or other engineering controls. To support this effort, TRC's local risk assessor will evaluate reuse options and cleanup strategies to enhance the City's redevelopment goals. TRC is also prepared to complete ABCA for applicable target properties.

4 METHODOLOGY AND SCHEDULE

At TRC, every project begins with understanding the client, their goals, their expectations, and their preferred methods of doing business. TRC strives to "think like the client" when planning the project. In this case, with EPA funding, TRC must perform on many levels. Funds must be spent in conformance with the terms of the grant to effectively assess properties for eventual redevelopment. TRC understands that this grant is for multiple locations.

TRC understands that the project work is to be completed during 2018, with an intention to complete draft and final Phase I ESAs (up to nine, with AAI), Draft QAPP and site-specific SAPs for Phase 2 investigations (up to nine total). TRC has the local resources with availability to complete the programmatic QAPP, including Unanticipated Discovery Plan, by June 2018. Follow-up Phase 2 investigations and reports (up to nine, per ASTM standards) and ABCA analyses throughout the duration of the Grant. TRC will provide input for quarterly progress reports required as part of the Grant in 2018 - by January 30, April 30, July 31, and October 31, 2018. Additionally, TRC will provide input for a Cleanup and Reuse Plan, if needed, and a Final Report, anticipated to be prepared in 3rd or 4th quarter 2020.

TRC has long-standing relationships with agencies throughout California which will be critically important for this project. In particular, we have worked extensively with Contra Costa County Environmental Health, the DTSC, the RWQCB, and the EPA on both large and small sites where redevelopment was planned. The thought process and hot-button issues that must be addressed for these agencies to be satisfied are familiar to us, including post-closure exposure pathways and long-term monitoring. TRC uses a redevelopment-based approach to assess and position brownfields projects for cleanup and reuse. TRC has been recognized as a leader in assisting communities to position properties for redevelopment. Our approach to brownfields assessment and redevelopment is flexible to accommodate the City' program goals, community concerns, and provide creative remedial solutions to conditions that may arise at sites assessed under your program.

TRC's approach to project management and completion of EPA brownfields projects follows a simple, proven methodology to define project scope, staffing, and budget to meet project objectives.

1. Scope of Work: This step defines the scope of services required by the client. Each project will have a specific set of services and goals that are required for successful completion. At the beginning of each new project, TRC will schedule a meeting with City staff to clearly identify the project scope of work, goals, budget, and schedule constraints.

   TRC has maintained local offices in the Bay Area for over 30 years and has performed numerous environmental and other engineering projects within the cities of Fremont, San Leandro, Hayward, and unincorporated areas of Alameda County for both private and municipal/public works clients. This familiarity with local conditions (workspace, permitting requirements) allows TRC to identify the critical path steps required to keep a project on budget and schedule. Quality Assurance/Quality Control is a key element for providing a quality document that adheres to Federal, State, and Local regulatory standards/codes and follows the best practices for the Environmental and Engineering disciplines. Each project deliverable is reviewed by a TRC's senior technical staff to ensure our work product is legible, concise, and meets the project objectives.

2. Staffing: TRC has ample depth and breadth of highly qualified professionals with appropriate knowledge and experience to complete the ESA and administrative tasks-at-hand. TRC has

environmental professionals with State of California licensure as professional engineers, professional geologists, certified engineering geologists, certified hydrogeologists, and industrial hygienists to guide and certify work product. Our project management and licensed professionals are supported by subject experts with PhDs, junior professional staff, technical support staff (GIS, CAD, and clerical) and field technicians to cover tasks ranging from Phase 1 ESAs to complex remedial design and construction projects.

3. Budget: TRC will develop a budget for each task under the Grant. In this case, prioritizing and selecting target properties for the ESAs will be important. Project Scoping is used to develop the WBS and identifies:
   a. the sequence of project tasks or activities
   b. labor resources including project engineers and scientists, CAD/GIS, administrative
   c. material testing requirements (and associated quality controls)
   d. project support plans (health and safety plans, sampling and analysis plans, QAPPs, engineering design plans)
   e. permit requirements (well installation, air quality, grading, building dept., among others)
   f. special requirements (public meetings, etc.)

TRC uses Vision software by Deltek, to track and invoice costs for our projects. TRC's Project Manager will use Vision to enter detailed project budgets and to review weekly and monthly project financial reports showing job-to-date (JTD) spending, personnel charges, and subcontractor/ODC invoices.

5 PROJECT TEAM

TRC has ample local, experienced, and qualified professionals to complete all phases of work under the Brownfield Grant. Each project task will be led by a State-certified professional who will supervise the TRC team of fellow professionals and junior staff to plan an efficient and expedient project schedule. Our team members are long-time residents of the Bay Area (including some with family in Pittsburg), and through their careers, have developed a wealth of local knowledge, including understanding the business and economic climate of this dynamic region and how this related to environmental and brownfields projects. Our team understands the EPA Brownfield Grant and local regulatory processes involved with brownfield redevelopment.

Full resumes for TRC's key professional are included in Appendix B. An organizational chart is provided at the end of this section. The following provides brief biographies of the key TRC staff.

Glenn S. Young, PG, LEED AP | Project Manager

TRC's project manager, Glenn Young, PG, LEED AP, is committed to this project and has the availability to provide the responsiveness that the City of Pittsburg expects. Mr. Young and the TRC team will work proactively with City staff to address issues as they arise during the preparation of the task order and deliverables.

Mr. Young has over 25 years of environmental consulting experience focusing on geologic and hydrogeologic characterization, risk management, and remediation for public, private, and governmental sector clients. He routinely manages on-call contracts with municipal/public works clients, including but not limited to the City of San Francisco, City of Oakland, City of Fort Bragg,

and City of Livermore. His work for the Cities of Oakland and Livermore included Phase I and II ESA under EPA Brownfield Grants. Mr. Young understands that environmental projects are typically just one piece of the array of Public Works considerations (brownfields redevelopment, infrastructure improvements, and quality of life), and therefore, it is crucial to complete the projects on time and within the identified budget to avoid impacts to the rest of the project.

He has a history of providing safe, timely, and fiscally-responsible consulting services for contaminated soil, soil vapor, and groundwater sites. He has managed hundreds of Phase I and II ESAs, due diligence assessments for property transfers, infrastructure improvement, groundwater investigations, soil-gas investigations, remedial actions, facility closures, and cleanups. Mr. Young has directed numerous environmental projects involving community participation and has routinely negotiated with State and local regulatory agencies (County Health, DTSC, RWQCB, and EPA) regarding all phases of the investigation, risk assessment, remediation, and case closure.

He recently completed an evaluation of dredge material at a Park site in Bay Point. The investigation was practical and designed to confirm that dredge material currently present at the Site presented no adverse risk to recreational and ecological receptors. This work was completed prior to proposed trail construction and tidal enhancements for wetland restoration. DTSC reviewed TRCs findings and concurred with TRC that risk to ecological receptors was negligible and that no additional investigation was required. Trail and wetland design and construction are underway.

The following references are provided for Glenn Young, our proposed Project Manager:

- Stanley DeSouza, Section Manager, Site Assessment and Remediation, City and County of San Francisco, 415.558.4538
- Linda Ruffing, City Manager, City of Fort Bragg – 707.961.2829
- Mark Arniola, City of Oakland, Supervisor, Environmental Services Division – 510.238.7371

Jonathan E. Scheiner, PhD | Principal-in-Charge

Dr. Scheiner has over 30 years of environmental consulting experience in the SF Bay Area and is responsible for technical review permitting, data analysis, regulatory interface and scientific oversight of key projects, including those located along Bay Area shorelines. His representative project experience includes railroad yards, power plants, bulk fuel storage and distribution terminals (land & marine), municipal and hazardous waste landfills, UST sites, gold mines, wood treating and sawmill operations, and other industrial sites. Dr. Scheiner is also a Program Manager for environmental impact assessments pursuant to CEQA. His activities often involve preparation of CEQA documents and associated completion of permitting requirements, including several conducted for the City of Pittsburg.

As Principal-in-Charge, Dr. Scheiner's role on this project is to ensure that TRC provides the responsive, quality consultation that meet the City's objectives and expectations. Dr. Scheiner is keenly aware of the need to balance scope and schedule with the City's budgetary limitations. Throughout his career, he has demonstrated creative problem solving while being a forward-thinking advocate for of his clients and is dedicated to achieving a "win-win" outcome for the City.

The following references are provided for Jonathan Scheiner, our proposed Principal-in-Charge:

- Kristin Pollot, Planning Manager, City of Pittsburg, 925.252.6941
- Art Diefenbach, Vice President, WesPac Energy – 949.478.3158
- Max Shahbazian, Regional Water Quality Control Board, SF Bay – 510.622.4824

Mike Sellwood, PG | Project Geologist

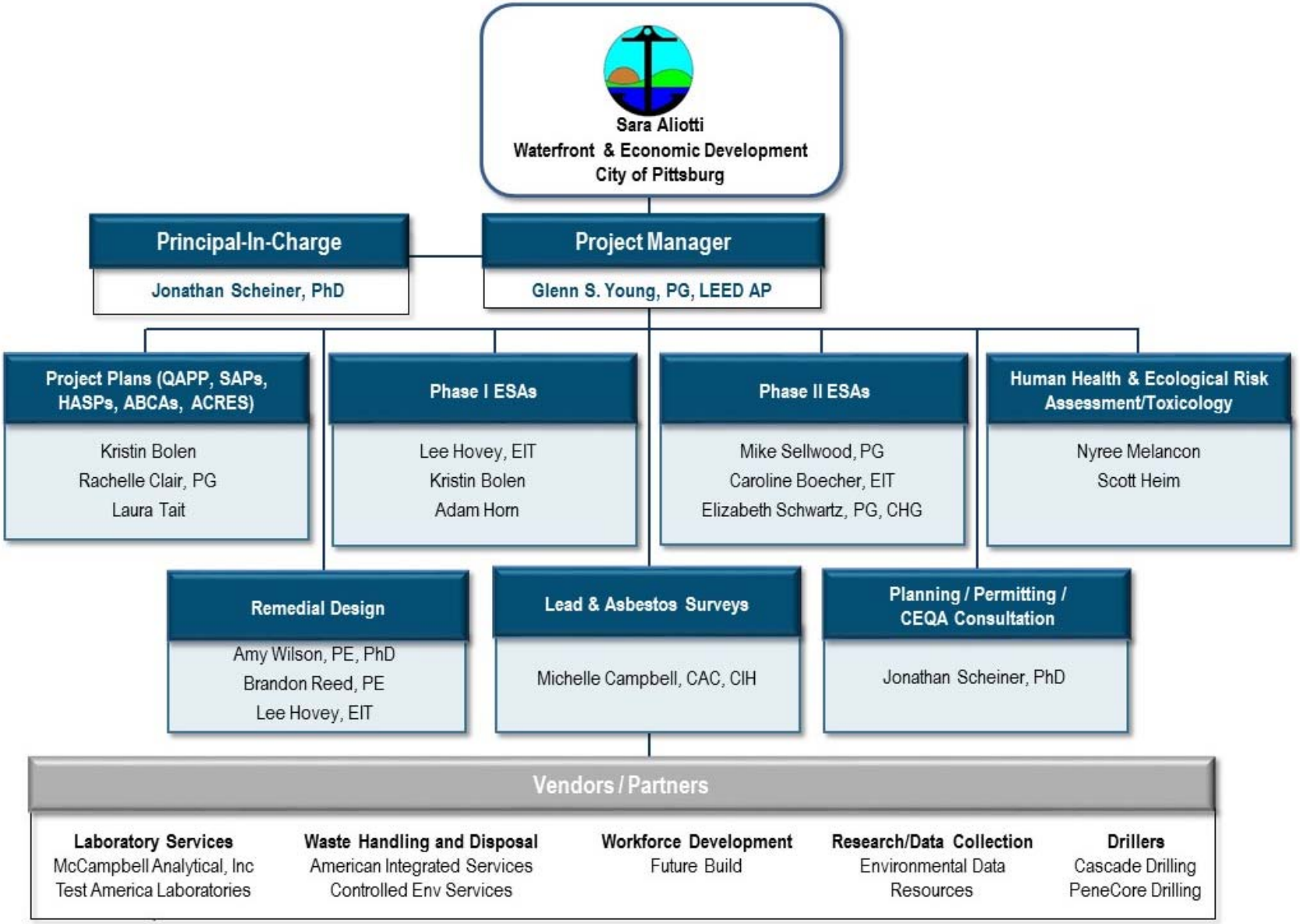
Mr. Sellwood has 10 years of experience with numerous environmental assessment and remediation projects. His field work includes monitoring and remediation well installations, soil gas sampling, landfill gas monitoring, well development and destruction, aquifer testing, offshore sediment sampling, stormwater sampling, and quarterly groundwater monitoring and sampling. Mr. Sellwood's technical experience also includes Remedial Investigation and Feasibility Study Workplan preparation, Sensitive Receptor Surveys, preparation of both construction and industrial Stormwater Pollution Prevention Plans (SWPPPs), and Quarterly Groundwater Monitoring Report preparation. Mr. Sellwood served as Project Geologist for the City of Mt. Shasta EPA grant-funded brownfield cleanup project, where his responsibilities have included preparation of the SAP for the Phase II ESAs, coordination and oversight of fieldwork, and preparation of the ABCAs and ACRES database updates. Mr. Sellwood will provide similar services to the City under this contract.

Amy Wilson, PhD, PE | Lead Remediation Engineering

Dr. Wilson recently served as practice leader for TRC's Northern California ECR Practice, with local offices in Concord, San Francisco, Sacramento, and Mountain View. She has 20 years of experience in environmental remediation and project impacts analysis, including geology, hydrology, and water quality analyses for CEQA documents; groundwater extraction and treatment; in-situ chemical oxidation; in-situ chemical reduction; remediation system design and permitting; and system operations engineering and management. Technical expertise includes hydrology, water quality, groundwater and soil vapor fate and transport analysis, conceptual hydrogeologic modeling, and numerical modeling. Her skill set combines geology, hydrology, and hydrogeology with process engineering and is ideally suited to conduct environmental remediation for any manner of industrial and urban brownfield projects.

Michelle Campbell, CIH | Lead and Asbestos Surveys

Ms. Campbell is a Certified Industrial Hygienist (CIH) with over 16 years of experience in environmentally-regulated materials (ERM), safety, and industrial hygiene consulting for public and private sector clients in California. Ms. Campbell's experience includes, coordination and execution of hazardous materials building surveys, including asbestos and lead-containing materials; abatement specification and work plan preparation; development, implementation, and management of health and safety programs; training; moisture investigations; microbial assessments and remediation oversight; occupational exposure assessments; laboratory decommissioning and verification testing and industrial hygiene program design. As required, Ms. Campbell will manage the building material surveys and provide her CIH expertise regarding asbestos, is needed.


Sara Aliotti
Waterfront & Economic Development
City of Pittsburg
Principal-In-Charge
Jonathan Scheiner, PhD
Project Manager
Glenn S. Young, PG, LEED AP
Project Plans (QAPP, SAPs, HASPs, ABCAs, ACRES)
Kristin Bolen
Rachelle Clair, PG
Laura Tait
Phase I ESAs
Lee Hovey, EIT
Kristin Bolen
Adam Horn
Phase II ESAs
Mike Sellwood, PG
Caroline Boecher, EIT
Elizabeth Schwartz, PG, CHG
Human Health & Ecological Risk Assessment/Toxicology
Nyree Melancon
Scott Heim
Remedial Design
Amy Wilson, PE, PhD
Brandon Reed, PE
Lee Hovey, EIT
Lead & Asbestos Surveys
Michelle Campbell, CAC, CIH
Planning / Permitting / CEQA Consultation
Jonathan Scheiner, PhD
Vendors / Partners
Laboratory Services
McCampbell Analytical, Inc
Test America Laboratories
Waste Handling and Disposal
American Integrated Services
Controlled Env Services
Workforce Development
Future Build
Research/Data Collection
Environmental Data Resources
Drillers
Cascade Drilling
PeneCore Drilling

6 REPRESENTATIVE PROJECT EXPERIENCE

TRC experience with EPA brownfield sites and municipal programs is extensive. For the purposes of this submittal, we present below three project descriptions that exemplify TRC's experience providing environmental assessment services under EPA brownfields assessment grants. Please note that TRC's experience with brownfield sites and/or public-sector clients is not limited the descriptions presented below.

The Landing – Mt. Shasta Commerce Park in Mt. Shasta, CA

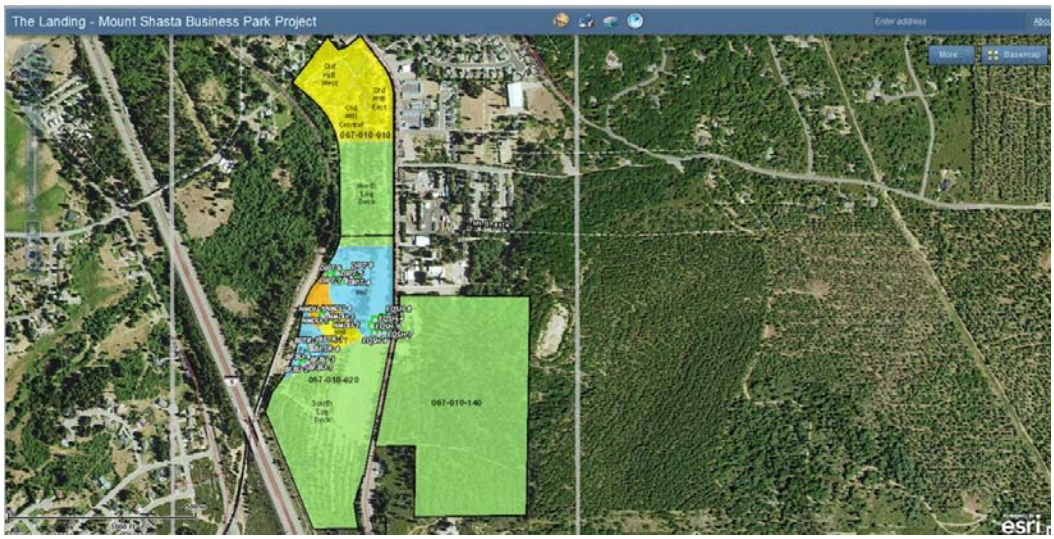
TRC was selected in 2013 by the City of Mt. Shasta and Siskiyou County Economic Development as the consultant to perform both assessment and cleanup activity under an ***EPA brownfield grant***. The subject property was a former lumber mill now owned by the city; planning and marketing have been conducted for the site, and approximately 80 of the 127 acres are ready for development.

Former Mill Site in Mt. Shasta

The New Mill portion of the property lies between areas that are cleared for redevelopment and is central for the access to the site. Portions of the New Mill area were previously assessed, from 1988 through 2009, and cleanup was completed in several areas.

TRC met with the EPA, DTSC, and clients to develop a targeted SAP aimed at obtaining the soil and groundwater data to supplement existing data that was used for the subsequent cleanup plan. The SAP was approved and assessment work was completed in 2014, with subsequent cleanup work in 2015.

As an integrating activity to the assessment work completed for the Old Mill portion of the site, TRC developed an interactive geographic information system (GIS)-based webmap that combined all site environmental data along with information of interest—such as utility and infrastructure locations, topography, and aerial photographs—to provide to future developers and the public.



Coliseum Gardens in Oakland, CA

TRC's work was completed within the Coliseum Redevelopment Project Area which was one of the most significant recent residential developments in this transitional neighborhood. This project served as an initial residential redevelopment project to spur similar revitalization in Coliseum Redevelopment area.

Completed Coliseum Gardens Redevelopment project

The Coliseum Gardens Hope VI Revitalization Development is a 22-acre master planned community located in the Coliseum redevelopment area in close proximity to a railroad right-of-way and BART property to the west. Site redevelopment involved three separate parcels located within the master planned community and the USEPA awarded three separate *brownfield redevelopment cleanup* grants.

As required by EPA's brownfield grant funding, TRC prepared a Sampling and Analysis Plan (SAP) for the Phase II investigation to assess the RECs identified in the Phase I ESA. Having completed work on dozens of brownfield assessment grant projects both locally and nationally, TRC is particularly well-suited to prepare all manner of EPA documents. TRC also prepared the Remedial Action Workplan (RAW) for removal of an underground storage tank, and soil cleanup verification completed for the parcels. The purpose of the RAW was to procure DTSC approval to proceed with the soil removal actions.

Following removal action, results of analysis confirmed that all shallow soils impacted with TPH and PCBs had been removed, resulting in No Further Action status from the DTSC, thus addressing the recognized environmental conditions (RECs) identified in the previous Phase I ESA.

Municipal Environmental Investigation and Remediation Project, Fremont, CA

The City of Fremont (COF) purchased the Centerville property for brownfield redevelopment in the early 2000s. The property was historically used for orchards in the 1950s and was then redeveloped in the 1960s for various commercial retail businesses, including dry cleaners and three auto repair facilities with multiple USTs.

Soil removal and backfill activities at the Centerville project in Fremont

The remedial action consisted of removing approximately 4,000 tons of lead-impacted soil for disposal from the site. In addition, TRC coordinated the removal and disposal of three 2,000-gallon USTs, and former hydraulic lifts located in the former auto repair facilities; oversaw the removal, recycling, and disposal of asbestos-containing underground utility lines on site; and tested and coordinated disposal and reuse options of stockpiled soil from the lift removal area and utility removal areas.

In support of this project, TRC completed the following services for COF:

- Evaluated the extent of VOC impacts to soil, soil vapor, and groundwater at the former dry cleaner facility;
- Completed additional soil vapor characterization, a sewer pipeline video at the former dry cleaners, and ground penetrating radar (GPR) investigation to determine the alignment of the sewer pipeline;
- Prepared the Corrective Action Plan (CAP);
- Completed the Soil Vapor Extraction (SVE) pilot study to address several data gaps and completed design for the full-scale SVE system
- Prepared the Soil Management Plan to address management of residual contamination during remediation and redevelopment activities; and
- Prepared bid documents and solicited bids from licensed, Class A hazardous waste contractors to remedial activities including removal of the sewer line at the former dry cleaners, and removal of a remaining hydraulic lift at the former auto repair facility. TRC acted as the city representative and performed construction management during these activities.

SVE system for the Centerville Project

Attachment A
Key Staff Resumes

Glenn S. Young, PG, LEED AP

EDUCATION

M.S., Environmental Management, University of San Francisco, 1993
B.S., Geology, University of Colorado, Boulder, 1987

PROFESSIONAL REGISTRATIONS

Professional Geologist, California #6406

AREAS OF EXPERTISE

Mr. Young has expertise in the following areas:

- Environmental Site Assessments, Phase I & Phase II
- Remedial Investigations and Site Characterization
- Vapor Intrusion and Soil Vapor Characterization
- Soil and Groundwater Remediation
- Brownfield Redevelopment, including Grant compliance
- Risk-Based Site Closures

REPRESENTATIVE EXPERIENCE

Mr. Young has over 25 years environmental consulting experience focusing on geologic and hydrogeologic characterization, risk management, and remediation for public, private, and governmental sector clients. He has a history of providing safe, timely, and fiscally responsible consulting services for contaminated soil, soil-vapor, and groundwater sites.

Mr. Young has managed a full range of environmental consulting projects for public- and private-sector clients. Project management experience includes Brownfield redevelopment, infrastructure support, facility improvement and/or closures, firing ranges, dry cleaners, UST sites, park lands, open space, and wetland restoration. Mr. Young has also served as Program Manager for several high profile As-Needed environmental consultation projects. Recent peer review services have required significant strategic and timely discussion with a variety of stakeholders, responsible parties, resource agencies (Coastal Commission, USDFW, NOAA, CDFG, USCOE), as well as State and local regulators (DTSC, RWQCB, and county CUPA Agencies).

The following are example projects for Mr. Young.

Oakland As-Needed Environmental Services, Oakland, California. Program Manager for several “as-needed” contracts with the City of Oakland. Mr. Young has managed numerous traffic improvement, school, library, infrastructure improvement, and redevelopment projects requiring Phase I and II site assessments, UST upgrade/removal, and risk assessment services. He also prepared a Quality Assurance Project Plan (QAPP) and Sampling and Analysis Plans (SAPs) as part of the City’s Brownfield Assessment Grant for the Coliseum Redevelopment Areas.

City of Livermore Downtown Redevelopment Area – Brownfields Grant, Livermore, California. Strategized with the City of Livermore to prioritize Sites for Phase I and II studies under their Grant for the Downtown Redevelopment Area. Based on results of the Phase Is, Mr. Young developed a scope of soil, groundwater, and soil-gas testing to evaluate the presence, extent, and potential human health risk associated with historical sites uses. Key to the process was negotiating with Alameda County Health Services, the RWQCB, and the USEPA to provide the City with efficient consulting services as well as to strategize about the various agency concerns in the Downtown Core area. Prepared the Quality Assurance Project Plan (QAPP), including Data Quality Objectives (DQOs) and Indicators (DQIs), and detailed Site-specific SAPs as required by the EPA.

San Francisco As-Needed Risk Management Services, SFDPW, California. As Program Manager for several "on-call" contract with the City of San Francisco Department of Public Works, Mr. Young has managed hazardous materials investigations for water distribution, transportation improvement, library, school, park, and redevelopment projects. He was instrumental in negotiating the cleanup approach with DTSC and successfully managed the Remedial Action at the former Sharp Park Rifle Range Project in Pacifica.

Georgia Pacific Mill Site, Fort Bragg, California. Peer review services to the City of Fort Bragg regarding the hazardous materials investigation, remedial, risk assessment, remediation, and (Brownfield) redevelopment activities at the former Mill Site. This property is approximately 25 percent of the total land currently incorporated within the City of Fort Bragg. Mr. Young is also participating in regular stakeholder meetings as well as community workshops designed to inform the general public of findings and answer questions regarding the chemicals detected at the site.

Taylor Yard Redevelopment Parcel, Los Angeles, California. Coordinated the Phase II soil and soil-vapor site characterization for this mixed-use redevelopment at the former Metropolitan Transportation Authority (MTA) property. Results of the investigation identified "hot spots" that warranted remediation. Remedial action to remove soil with elevated PAHs, hydrocarbons, arsenic, and lead resulted in No Further Action determination from the DTSC prior to redevelopment as a high-density residential land use.

Former Maskell Oil Facility, San Leandro, California. Project Manager responsible for the development and implementation of a Corrective Action Plan to remediate hydrocarbon-containing soil and groundwater at this bulk petroleum fuel and vehicle maintenance property. When remediation was completed, the Agency and USPS received the qualified immunity provisions of the Polanco Act resulting in a "Win-Win-Win" for the seller (Maskell Oil), City Redevelopment Agency, and buyer (USPS).

JONATHAN E. SCHEINER, Ph.D.

EDUCATION

Ph.D., Geophysics, University of California, Berkeley, 1987
M.A., Geophysics, University of California, Berkeley, 1981
B.A., Physics, San Francisco State University, 1979

AREAS OF EXPERTISE

- Site Remediation Design and Implementation
- Hazardous Waste Identification and Management
- Groundwater Remediation
- Toxicological Risk Assessments
- Wastewater Treatment
- Environmental Impact Assessment - CEQA/NEPA
- Environmental Assessments, Audits & Compliance Planning
- Environmental Permitting and Regulatory Development

REPRESENTATIVE EXPERIENCE

Dr. Scheiner has over 30 years of environmental consulting experience, and is responsible for technical review, permitting, data analysis, regulatory interface and scientific oversight of key projects, including those involved in sensitive litigation. His representative project experience includes railroad yards, power plants, bulk fuel storage and distribution terminals (land & marine), municipal and hazardous waste landfills, UST sites, gold mines, wood treating and sawmill operations, drum reconditioning facilities, agricultural sites affected by DDT and other pesticides, and multiple sites located along shoreline settings. Dr. Scheiner is also a Program Manager for environmental impact assessments pursuant to CEQA and serves as a lead technical director for characterization of contaminant impacts to soil and ground water, determination of associated environmental and public health significance of residual contaminants and site remediation. His activities often involve preparation of CEQA documents and associated completion of permitting requirements.

Projects associated with characterizing and remediating contaminant impacts typically involve preparation of toxicological risk assessments, and Dr. Scheiner has prepared and managed numerous such assessments. Often, these projects involve coastal settings in Northern California. Dr. Scheiner's extensive experience with various regulatory agencies in California and Oregon enable him to provide unique insight into project tasks. Dr. Scheiner's in depth understanding of principal federal and state regulatory programs provide the basis for his management of infrastructure development projects, waste treatment, plant maintenance, and remediation projects at marine terminals, power plants, landfills, railroads, chemical manufacturing, UST, Brownfields and Superfund sites in California, Oregon, and Oklahoma.

Various Clients (Power Plants, Railroad, Drum Reconditioning Facilities), Site Remediation – Moss Landing, Emeryville, Oakland, Richmond, California
Senior Project Manager for numerous investigations of subsurface contamination involving impacts across property boundaries and right-of-ways. These projects have included several railroad sites with a variety of chemical impacts attributed to tenant businesses and landfill sites with impacts across neighboring public and private properties.

Various Clients, Health Risk Assessments - California
Project Manager and Technical Director for the development and approval of Baseline Human Health and Ecological Risk Assessments for numerous sites including a mixed waste (hazardous and municipal) landfill in a populated area (federal Superfund site), wood treating facilities (including State Superfund sites), railroad yards (and lease sites), former gas stations, manufacturing facilities (Silicon Valley) and UST sites. These risk assessments involved quantification of potential health risks posed by reported impacts to soil, ground water, sediments and air involving chlorinated hydrocarbons, PCBs, dioxins, metals, VOCs and fuel hydrocarbons.

Major Oil Companies, Site Closures – Northern and Central California
Dr. Scheiner has directed the investigation, monitoring, remediation and closure of numerous UST sites throughout Northern and Central California on behalf of major oil companies. These efforts have typically involved the application of a diverse array of remedial technologies for existing and former gasoline service stations. These projects have also involved close interaction with regulatory staff at the local and state levels and direction of in design/construct projects incorporating SVE and pump-and-treat technologies.

Various Clients, Remedial Strategy Development and Compliance Planning - California
Project Manager for development and/or review of remedial action plans and strategies for multiple projects involving the management and/or treatment of contaminated ground and surface waters and soils. Projects also included successful negotiation of CAMU alternatives with applicable state and federal regulatory staff resulting in substantial cost savings at a rail siding in central California.

State of California and Municipal Agencies, CEQA Permitting – Northern CA
Project Director for development of EIRs for complex industrial projects, including controversial projects for a hazardous waste recycling facility, bulk fuel storage and distribution terminal and two marine oil terminals.

SPECIALIZED TRAINING

- OSHA 40-Hour HAZWOPER, 1988
- HAZWOPER 8-Hour Refresher Course, 2017
- First Aid/CPR Certified, 2017
- Cal-OSHA Trenching and Excavating Standard Competent Persons Training, 2005

MIKE J. SELLWOOD, PG

EDUCATION
B.S., Hydrogeology, University of Nevada, Reno, 2005

PROFESSIONAL REGISTRATIONS/CERTIFICATIONS
- Professional Geologist, California (#8902), 2011
- Licensed Geologist, Washington (#3013), 2013
- California Qualified SWPPP Practitioner (QSP) and SWPPP Developer (QSD) (#01090), 2011

AREAS OF EXPERTISE
Mr. Mike J. Sellwood has technical experience in the following general areas:
- Phase I and II Environmental Assessments (Soil and Groundwater)
- Environmental Remediation (Soil and Groundwater)
- Environmental Compliance and Permitting
- Construction and Excavation Oversight
- 3D Geologic Computer Modeling (C Tech EVS software)
- Geographic Information Systems (GIS)

REPRESENTATIVE EXPERIENCE
Mr. Sellwood has twelve years of experience with numerous environmental assessment and remediation projects. His field work includes monitoring and remediation well installations, soil gas sampling, landfill gas monitoring, well development and destruction, aquifer testing, offshore sediment sampling, stormwater sampling, and quarterly groundwater monitoring and sampling. Mr. Sellwood's technical experience also includes: Remedial Investigation and Feasibility Study Workplan preparation, Sensitive Receptor Surveys, preparation of both construction and industrial Stormwater Pollution Prevention Plans (SWPPPs), and Quarterly Groundwater Monitoring Report preparation.

Siskiyou County Economic Development Council, The Landing- Mt. Shasta Commerce Center Brownfields Assessment - Mt. Shasta, California (Senior Project Geologist: October 2013-January 2017)
Mr. Sellwood served as a Senior Project Geologist for the site assessment of a portion of the 95-acre former lumber mill facility. The assessment and cleanup work was conducted under a US EPA Brownfields Multi-Purpose Cooperative Agreement grant and was overseen by the US EPA and the Department of Toxic Substances Control. Mr. Sellwood's primary responsibilities included pre-construction environmental planning and permitting, development of a Sampling and Analysis Plan (SAP) for the site assessment, and coordination and oversight of site investigation field work. Additionally, he prepared the cleanup planning documents (RAWP and ABCA) and completion of cleanup field work, which involved the excavation of 1,000 tons of soil and backfill to grade.

Velcon Filters Remediation – San Jose, California (Senior Project Geologist: 2009-Present)
Mr. Sellwood serves as a Senior Project Geologist for the chlorinated solvent impacted site that historically manufactured filtration systems for aviation applications. Most recently he has prepared work plans and coordinated field work for several indoor air

and sub-slab vapor investigations in accordance with Regional Water Quality Control Board (RWQCB) requirements. Mr. Sellwood has also conducted field oversight for the installation of site groundwater remediation and monitoring wells. Additional responsibilities include the preparation of cost estimates and proposals, soil and groundwater investigation work plans, and semiannual groundwater monitoring reports. TRC has submitted a closure request to the RWQCB for the site and is working to satisfy the closure requirements outlined in the *Assessment Tool for Closure of Low-Threat Chlorinated Solvent Sites*.

GBF/Pittsburg Landfill – Antioch, CA (Senior Project Geologist: 2005-Present)
Mr. Sellwood serves as a Senior Project Geologist for the closed 84-acre unlined landfill that has been impacted by VOCs in soil and groundwater.

From 2011 to present Mr. Sellwood has worked to complete a comprehensive 3D geologic computer model for the site using CTech's Environmental Volumetric Studio (EVS) software that is used in conjunction with Modflow for groundwater modeling.

From 2009 to present, Mr. Sellwood has conducted several offsite soil gas surveys for VOC analysis downgradient of the site as required by the Department of Toxic Substances Control (DTSC). To date, Mr. Sellwood has provided field oversight for the installation of 70 temporary and permanent nested soil gas probes both onsite and throughout the residential neighborhood adjacent to the site using a GeoProbe® drill rig.

United States Postal Service, Multiple Sites in California (Senior Project Geologist: 2008 – Present)
Mr. Sellwood serves as a Project Geologist for a portfolio of USPS sites in California. He has conducted field oversight for the installation of site groundwater remediation and monitoring wells. Additional responsibilities include the preparation of cost estimates and proposals, investigation work plans, investigation reports, and semiannual groundwater monitoring reports.

Burlington Northern Santa Fe (BNSF) - Multiple Sites in California and Washington (Senior Project Geologist: 2013-Present)
Mr. Sellwood has served as a Senior Project Geologist for multiple Phase II site investigations at sites impacted with petroleum and chlorinated solvent contamination in soil and groundwater. His responsibilities include soil and groundwater investigation work plan preparation, environmental work permitting, drilling oversight, soil and groundwater sampling, and soil and groundwater investigation reports.

SPECIALIZED TRAINING

- OSHA 8-hour HAZWOPER Refresher, June 2017
- OSHA 10-hour Construction Outreach Training, September 2016
- OSHA 40-Hour HAZWOPER, July 2005
- First AID/CPR Certified, March 2016
- Princeton Groundwater, Inc. Remediation Course, April 2007
- HAZWOPER Supervisory Training, January 2006

MICHELLE CAMPBELL, CMC, CDPH, CAC, CIH

EDUCATION

B.S., Chemistry, University Of Manchester Institute of Science and Technology, 2001

PROFESSIONAL REGISTRATIONS/ CERTIFICATIONS

Certified Industrial Hygienist, American Board of Industrial Hygiene (#10776 CP)

Certified Asbestos Consultant, California Division of Occupational Safety & Health (#09-4519)

Lead Project Monitor, California Department of Public Health Lead Related Construction Certificate (#20952)

Certified Microbial Consultant, American Council for Accredited Certification (#0512053)

AREAS OF EXPERTISE

- Environmentally-Regulated Materials (Asbestos, Lead, PCBS, Universal Wastes) Surveys, Abatement Design, Abatement Project Surveillance and Monitoring
- Occupational exposure assessments
- Industrial Hygiene and Exposure Assessment Survey and Program Design
- Microbial Inspections, Remediation Design and Post-Remediation Verification
- Moisture Intrusion Response and Mitigation Plans
- Laboratory Decommissioning

REPRESENTATIVE EXPERIENCE

Ms. Campbell is the California Building Sciences and Industrial Hygiene Practice Leader for TRC with over 16 years of experience in environmentally-regulated materials (ERM), safety, and industrial hygiene consulting for public and private sector clients in California. Ms. Campbell's experience includes, coordination and execution of ERM surveys, including asbestos and lead-containing materials; abatement specification and work plan preparation; development, implementation, and management of health and safety programs; training; moisture investigations; microbial assessments and remediation oversight; occupational exposure assessments; laboratory decommissioning and verification testing and industrial hygiene program design.

Ms. Campbell began her career in industrial hygiene working under the supervision of a Certified Marine Chemist responsible for gas-free tank certifications and occupational exposure assessments onboard aircraft carriers in the San Diego area. Ms. Campbell has held project management responsibilities for a number of large commercial and institutional client's multi-year contracts, including: Veterans Administration; Northrop Grumman; Lockheed Martin; Arden Realty/GE Capital Real Estate; UCLA; ExxonMobil;L2 Communications, Target, and Macy's.

REPRESENTATIVE PROJECTS

Northrop Grumman Aerospace Corporation – Industrial Hygiene Surveys, Mechanical Hygiene Assessments, Occupational Exposure Assessments
(September 2007 – May 2016)

Consulting services included development of industrial hygiene survey strategies for various operations for the Research and Development, and Engineering departments at the Manhattan Beach, California facility. Contaminants of concern included metals (fume and dust), acids, asbestos, organic vapors, formaldehyde, and bioaerosols. Performed project oversight and decommissioning verification sampling of Laboratories and Laboratory Hoods, including surface wipe sampling for metals and pH.

Veterans Administration San Diego Healthcare System – AHERA Re-Inspections, Environmentally-Regulated Materials Abatement Oversight and Air Monitoring
(October 2011 – October 2016)

Lead Project Manager for multi-year contract providing four full-time asbestos- and lead-certified field representatives, and as needed industrial hygiene support staff, to oversee all construction projects at the VA Medical Center and Outpatient Clinics. Services included abatement oversight and perimeter air monitoring, baseline and clearance air sampling, moisture mapping following water intrusion events, microbial air sampling (spore trap methodology), and industrial hygiene occupational exposure assessments.

Los Angeles Department of Public Works, Martin Luther King Junior Medical Center Renovation – Asbestos and Lead Surveys, Moisture Mapping, Abatement Oversight and Air Monitoring, Project Close-Out Documentation
(2011 – 2015)

Lead Project Manager for multi-year contract to survey, provide abatement oversight and air monitoring, and prepare close-out documentation for multiple buildings undergoing renovation at the MLK Jr. Medical Center.

University of California Los Angeles - Asbestos and Lead Surveys, Moisture Mapping, Abatement Oversight and Air Monitoring, Project Close-Out Documentation
(July 2015 – October 2016)

Provided as needed consulting services to the facilities and environmental, health, and safety groups following moisture intrusion events. Collected asbestos, metal particulate, and microbial (bacteria and fungi) samples as needed to characterize potential occupational exposure hazards. Developed work plans for abatement within timeframe required by the client, 24-hours following completion of field work. Performed abatement oversight, air monitoring, and close-out documentation.

AMY WILSON, Ph.D., P.E.

EDUCATION
Ph.D., Civil/Environmental Engineering, University of California, Berkeley, 2000
M.S., Civil Engineering, Lehigh University, Bethlehem, PA, 1992
B.S., Civil Engineering, Lehigh University, Bethlehem, PA, 1990

PROFESSIONAL REGISTRATIONS/CERTIFICATIONS
Professional Engineer, California, (#60226), 2000

AREAS OF EXPERTISE
- Remedial investigations, feasibility studies, and alternatives analyses
- Remediation system design and operations management
- Groundwater flow and contaminant transport modeling
- Technical solutions and lifecycle cost modeling to support environmental risk management and liability transfer
- Bench and field-scale pilot studies
- Project management

REPRESENTATIVE EXPERIENCE
Civil engineer and hydrogeologist with over 20 years of engineering consulting experience. Technical expertise includes: groundwater and soil vapor fate and transport; conceptual site/hydrogeologic modeling; numerical modeling; water quality; and feasibility analyses, with an emphasis on developing technical solutions for complex sites. Experience includes: environmental site characterization; groundwater extraction and treatment of chlorinated solvent, hydrocarbon, and hexavalent chromium plumes; soil vapor extraction and treatment; in-situ bioremediation, chemical reduction, and chemical oxidation; monitored natural attenuation; chlorinated solvent fingerprinting; remediation system design and permitting; system operations engineering and management; and water resources analyses under the California Environmental Quality Act (CEQA).

The following are example projects for Dr. Wilson.

<u>Remediation / Project Management</u>

GBF/Pittsburg Landfill, Antioch, CA
Project manager and engineer-in-charge for this environmental liability transfer project. Project is a design/build remedial groundwater extraction and treatment system for a mixed chlorinated solvent and semi-volatile organic compound influent stream. Pre-design tasks included developing a hydrogeologic conceptual model for the landfill site, well field design/capture zone modeling with MODFLOW, environmental permitting, oversight of a bench-scale fluid bed bioreactor (FBR) treatment test, and preparation of the RDIP.

PG&E Hunters Point Power Plant, San Francisco, CA
Program manager and engineer-in-charge for the dismantlement of the subsurface features of the former Hunters Point Power Plant. Program management responsibilities included oversight of the dismantlement of several miles of subsurface plant piping and sumps, including asbestos abatement. Handled overall site management responsibilities, including stormwater management, perimeter air monitoring, security, community relations, site health and safety, and environmental waste management, transport, and disposal. Acted as primary client point of contact in charge of contract and change management. As engineer-in-charge, responsible for the RI, FS, RAP, and RDIP for soil, groundwater, and offshore sediment investigation, and uplands remediation of the plant.

SPX Marley Cooling Technologies, System Operations and Maintenance – Stockton, CA
Project manager and engineer responsible for operations support, agency communications, and NPDES compliance reporting for a 450 gpm groundwater treatment system at this former wood treatment facility. Tasks included the design of an effluent pH control system for extracted hexavalent chromium impacted groundwater treated by an ion exchange system and electrochemical precipitation system operating in parallel.

John Muir Medical Center, Construction Dewatering Project, Walnut Creek, CA
Project manager and engineer responsible for investigation, permitting and engineering activities associated with a permanent dewatering system for subterranean stories of a large hospital expansion project. Scope of work involved collection and analysis of water quality data, design of a groundwater treatment system for hydrogen sulfide removal prior to discharge to city storm drains, specifying compatible construction materials for building contractors, and working with San Francisco RWQCB and the City of Walnut Creek to determine discharge permitting requirements under NPDES.

ConocoPhillips, Retail and Bulk Plant Portfolio, Various Cities, Northern CA
Project manager for 34 active gasoline and diesel retail and bulk plant sites throughout Northern California. Responsibilities included management of budgetary, technical, and regulatory issues involved in site characterization (permitting, drilling, hydrocarbon plume delineation), feasibility testing (e.g., dual-phase extraction, ozone sparging), remedial design (e.g., air sparging, ozone sparging, groundwater extraction, dual-phase extraction systems), remedial construction bidding and oversight, remedial systems operations and maintenance, site closures, storage tank excavation and decommissioning oversight, and pipeline excavation oversight.

KRISTIN K. BOLEN

EDUCATION
B.A., Environmental Studies, University of California, Santa Cruz, 2006

AREAS OF EXPERTISE
Ms. Kristin Bolen has expertise in the following general areas:

- Environmental Compliance and Permitting
- Environmental Assessments, Phase I & II
- Environmental Impact Assessment - CEQA Document Development
- Environmental Compliance, Monitoring and Permitting
- Soil, Groundwater and Soil Vapor Remediation
- Construction/Excavation Oversight
- Data Review

REPRESENTATIVE EXPERIENCE
Ms. Bolen has had 10 years of project technical experience including permitting, data analysis, coordination and management of field activities, database management, data review and report preparation. She has been responsible for report preparation, data interpretation of Phase I Site Characterization Reports as well as site coordination, sample collection, and data interpretation for Phase II Site Investigation Reports. Her technical experience includes developing Site Specific Health and Safety Plans, developing soil and groundwater investigation work plans, preparing Site Conceptual Models, contaminant contour maps, potentiometric maps, and composing job safety analyses. Ms. Bolen has field experience in routine groundwater monitoring and sampling and currently serves as Qualtiy Coordinator for TRC's Concord office.

GBF/Pittsburg Landfill Exit Strategy® Project - Antioch, California (Project Scientist: 2007-present)
Ms. Bolen serves as Project Scientist for a closed landfill contaminated with mixed volatile and semi-volatile organic compounds (VOCs/SVOCs) under Department of Toxic Substances Control (DTSC) oversight. Her responsibilities involve: coordinating and managing semiannual groundwater and soil vapor monitoring events, QA/QC, database management, and completing semiannual reports.

SPX Marley Cooling Technologies- Stockton Facility
Environmental Support – Stockton, CA (Project Scientist: 2009-present)
Ms. Bolen serves as Project Scientist responsible for preparing NPDES monthly system and effluent monitoring reports, quarterly summary reports, federal biennial hazardous waste report, and stormwater permitting.

Pacific Gas and Electric, Drinking Water Compliance (Project Scientist: 2014-present)
Ms. Bolen serves as Project Scientist for Pacific Gas and Electric Company (PG&E)'s permitted drinking water systems program. Her responsibilities include

reporting, data management, quality assurance/quality control (QA/QC), and database administration for seven permitted public water systems. Ms. Bolen assisted in database development and currently manages PG&E's drinking water database.

California State Lands Commission - Pittsburg, California (Project Scientist: 2013-2015)
Ms. Bolen serves as Project Scientist for development of two EIRs for re-issuance of 30-year leases at Tesoro Marine Oil Terminals. Ms. Bolen conducted impact assessment and analysis on water quality related issues per CEQA guidelines and developed mitigation measures for potential significant impacts. Her analysis included: review of regulatory requirements; research into existing hydrologic conditions (climate, watersheds, surface water features, water and sediment quality, beneficial uses of waters of the State of California; assessment of flood flows and effects of sea level rise; and NPDES construction and industrial use stormwater requirements.

Wespac Energy Group –Pittsburg California (Project Scientist: 2011-2015)
Ms. Bolen served as Project Scientist for the proposed reactivation of a crude oil storage and transport facility. Ms. Bolen assisted in the preparation of the EIR, contributing extensively to Water Resources section. Her analysis included: review of regulatory requirements; research into existing hydrologic conditions (climate, watersheds, surface water features, water and sediment quality, and beneficial uses); assessment of flood flows and effects of sea level rise; NPDES construction and industrial use stormwater permitting requirements; site runoff analyses. Ms. Bolen assisted in the evaluation of potential impacts to water quality through the development of impact analysis methodology and evaluation of impact significance. She also was involved in the conditional use permitting process.

AIMCO - San Francisco, California (Staff Scientist: 2008)
Ms. Bolen assisted in completion of Phase I Environmental Site Assessment observations and reports for various locations in the City of San Francisco. Her tasks included touring each building and surrounding grounds, making observations of any potential environmental impacts, and interviewing building management. Her tasks also included reviewing environmental records, historical topographic maps, historical aerial photos and Sanborn insurance maps.

SPECIALIZED TRAINING

- Initial OSHA 40-Hour HAZWOPER, May 2007
- 8-hour HAZWOPER refresher, June 2017
- First Aid/CPR Certified (3yr), April 2017

LEE N. HOVEY, E.I.T.
Senior Staff Engineer

EDUCATION
B.S., Environmental Engineering Sciences, University of California, Berkeley, 2014

PROFESSIONAL REGISTRATIONS/CERTIFICATIONS
Certified Engineer-In-Training
40-Hour HAZWOPER Training, 29 CFR 1910.120
OSHA 10-Hour Construction Safety and Health
Certified Adult/Infant CPR – April, 2017

AREAS OF EXPERTISE
Mr. Lee Hovey has program management and technical experience in the following general areas:

- Phase I Environmental Site Assessments (ASTM E1527-13)
- Phase II - Soil and Groundwater Sampling
- Electronic Data Capture and Management
- In-Situ Groundwater Remediation and Monitoring (including Title 27 regulations)
- Stream Condition Surveying and Sampling

REPRESENTATIVE EXPERIENCE
Mr. Hovey graduated from U.C. Berkeley in December, 2014 with a bachelor's degree in Environmental Engineering Sciences with emphasis on water resource engineering, soil micro-ecology, and soil sciences. Working as an environmental engineer at TRC for over two years, he has as performed a variety of field tasks and technical work. He has experience designing groundwater investigations and groundwater treatment systems, and evaluating in-situ bioremediation performance. Mr. Hovey has also completed Phase I and Phase II Environmental Assessments and supports electronic data capture activities.

PROJECT EXPERIENCE
Environmental Assessments
Mr. Hovey has lead or assisted on Phase I Environmental Site Assessments for various properties, both commercial and residential. He has collected and reviewed property information from EDR® reports, local government agency records, site-walks, and historical photographs. He also has experience implementing Phase II investigations, including soil and groundwater sampling for environmental impacts.

City of Oakland, Environmental Stream Sampling – Oakland, CA (Project Role: July 2016 – Present)
Mr. Lee Hovey serves as a senior staff engineer for this project. He has taken the lead in coordinating and conducting environmental stream and sanitary storm drain sampling events, while expertly managing interactions with the general public.

Municipal Waste Landfill and Composting Facility, Nitrate Remediation – California (Project Role: June 2016 – Present)
Mr. Hovey serves as a task manager and senior staff engineer for a soil and groundwater remediation project at a site impacted with nitrates. He assisted in California Title 27 regulatory review as applicable to the project, the development of a corrective action program for nitrate in groundwater, the design of a recirculation pilot study to treat nitrate in groundwater, and the design and implementation of a groundwater extraction system, including aquifer testing, as an interim corrective action measure under Title 27.

Velcon Filters, In-Situ Groundwater Remediation – San Jose, CA (Project Role: June 2016 – Present)
Mr. Hovey serves a senior staff engineer for an engineered in-situ bioremediation (EISB) project at a former fuel filter manufacturing facility impacted with VOCs. He is responsible for overseeing groundwater monitoring activities at the site, including event scoping; scheduling and coordinating with field technicians, property owners, and the analytical laboratory; interpreting chemical, geochemical, and molecular biological data; and reporting.

Jiffy Cleaners, In-Situ Groundwater Remediation – Millbrae, CA (Project Role: February 2016 – September 2016)
Mr. Hovey served as a staff engineer for a dry cleaner's site impacted with VOCs. He led the preparation of the *Closure Summary Report* and *Risk Management Plan* for the site. The site was granted closure in September 2016, and Mr. Hovey coordinated the abandonment of the monitoring and injection wells.

United States Forest Service, Stream Assessment - Quincy, California (Project Role: 2010 and 2012)
Mr. Lee Hovey worked as a biological technician for the Fisheries Department with the Plumas National Forest in Quincy, California. Mr. Hovey gained experience conducting stream condition inventory and basin watershed condition inventory assessments in order to evaluate the impact of prescribed forest practices and non-prescribed incidents on aquatic resources. Inventory assessments included; habitat assessments, macro-invertebrate collections, water quality measurement, and aquatic organism assessments.

Nyree A. Melancon

EDUCATION
B.S., Geology, California State University, Sonoma, 1998

AREAS OF EXPERTISE
Ms. Melancon has technical expertise in the following areas:

- Human Health Risk Assessment
- Vapor Intrusion Investigation
- Development of Risk Based Cleanup Levels
- Remedial Investigation and Characterization
- Air, Groundwater, Water, and Soil Monitoring
- Import/Export Soil Quality Evaluation
- Community Outreach

REPRESENTATIVE EXPERIENCE

Ms. Melancon has been performing environmental consulting services since 1998. Her experience includes Human Health Risk Assessment (HHRA), conceptual site model development, Resources Conservation and Recovery Act (RCRA) Facility Investigations (RFIs), and feasibility studies. Ms. Melancon has assisted in HHRAs for sites nationwide under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), RCRA, underground storage tank (UST), Voluntary Closure, and other regulatory programs for hazardous waste sites and facilities. Her experience in risk assessment includes hazard identification (e.g., data evaluation and transport analysis), and risk characterization. She has worked on baseline, screening level, and risk-based corrective action assessments. Project sites have included military facilities; petroleum refineries and service stations; mines; chemical manufacturing and distribution facilities; and residential, recreational, agricultural, and commercial developments. Chemicals evaluated include metals, petroleum hydrocarbons, volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), polychlorinated biphenyls (PCBs), dioxins, pesticides and radionuclides.

PROJECT EXPERIENCE

<u>California Projects</u>

The Presidio Trust Site Closure Environmental Services, San Francisco, California (2004 – Present)
Environmental services associated with site closure, including site investigation, risk assessment, feasibility study, engineering design, data management, ecological risk assessment, remediation, and reporting at historic 1,416-acre former military base at the south end of the Golden Gate Bridge. Responsible for assisting in addressing comments from the National Park Service and the agency, and establishing cleanup levels for the individual sites with the Remedial Action Plan (2005-2007); established cleanup levels for the Corrective Action Plan for Building 1065 Area and 207/231 Area; developed preliminary remediation goals for dioxins and furans for Baker Beach; established cleanup/screening levels for the Remedial Action Plan 5 for Fill Site 1, Landfill 2, El Polin Springs, Lendrum Court, Paul Goode Field, and MacArthur Meadows; performed a screening risk evaluation for Merchant Road Fill Site. For the PRG Memo, responsible for redeveloping preliminary remediation goals for carcinogenic PAHs in soil based on current federal and state cancer slope factors for benzo(a)pyrene. Reviewed submittals for backfill soil environmental data for compliance with specifications for various project sites at the Presidio.

Fill Site 1 and Landfill Remedial Construction. Professional services associated with the collection of excavation confirmation samples, management of laboratory data, evaluation, presentation, reporting of confirmation sampling data, and task management for Presidio Fill Site 1 and Landfill 2. Ms. Melancon was responsible for the human health and ecological evaluation during site excavation and calculating the 2,3,7,8-TCDD toxic equivalency concentration from the dioxin/furan data.

Burlington Northern and Santa Fe Railway Right-of Way, Pittsburg, California (2013 – Present)
The project site is located in an industrial area in Pittsburg, CA adjacent to the New York Slough. The groundwater at the project site is impacted with carbon tetrachloride and chloroform and is flowing towards the New York Slough. Ms. Melancon helped negotiate groundwater cleanup levels for carbon tetrachloride and

chloroform that are greater than the maximum contaminant levels, but protective of the ecological receptors of the San Francisco Bay. As part of the negotiation, Ms. Melancon developed a human health and ecological risk evaluation for the project site, where she was able to model that the vapor intrusion pathway is not a significant pathway, provide reasonable documentation that groundwater is not a drinking water source, and that ecological receptors of the New York Slough are the only complete pathway.

GBF Holdings, LLC., GBF/Pittsburg Landfill, Antioch, California (2013 – Present)
The former GBF Landfill and the adjacent former Pittsburg Landfill were consolidated in 1987 into an 88-acre municipal solid waste landfill, which most recently was operated as the Contra Costa Sanitary Landfill (CCSL). The project is a design/build remedial groundwater extraction and treatment system for a mixed chlorinated solvent and semi-volatile organic compound influent stream, under DTSC and Central Valley Regional Water Quality Control Board (RWQCB) oversight. Ms. Melancon performed a HHRA on the soil vapor locations that were located adjacent to or within the residential communities. The soil vapor concentrations into indoor air concentrations by multiplying the soil vapor concentrations by a chemical-, depth-, and site-specific attenuation factor. The attenuation factors were calculated by the Johnson and Ettinger model using site-specific soil parameters. The calculated indoor air concentrations were then used to calculate potential health risks to the residential receptors. The health risks were calculated in accordance with Department of Toxic Substances Control (DTSC) and United States Environmental Protection Agency (EPA) guidances.

Universal Paragon Corporation (UPC) / BP PLT-1, LLC Former Schlage Lock and Southern Pacific Brisbane Rail Yard Operable Units (OUs) Brownfield Soil and Groundwater Remediation Services, San Francisco, California (2006 – 2014)
Soil, soil vapor, and groundwater remediation program services for Operable Units at northern portion of 600-acre urban industrial site formerly occupied by a national lock manufacturing facility; part of site occupied by railway operations. Site impacted with chlorinated VOCs and heavy metals generated from manufacturing process over several decades, and PAHs from railyard operations. Brownfield site is scheduled to be redeveloped into a $450 million mixed-use development, including 1,200 residential homes and public open space.

Metals and PAHs Risk Analysis. Ms. Melancon was responsible for reviewing previous data collected on the UPC's Southern Pacific OU-1 and preparing cleanup levels for the chemicals of concern, which included select metals and PAHs. Lead cleanup levels were developed by California Environmental Protection Agency (CalEPA) LeadSpread model, Version 7 for residential and recreational receptors. The remaining metals cleanup levels were based on local background concentrations. The background concentration for benzo(a)pyrene was selected as the cleanup level. The remaining PAHs were compared to benzo(a)pyrene using potency factors, which are values that relate the carcinogenic potential of each PAH relative to benzo(a)pyrene. The risk analysis was accepted with minor changes.

Chlorinated Volatile Organic Compounds Risk Analysis. Ms. Melancon was responsible for developing cleanup levels for chlorinated volatile organic compounds in soil gas, soil, and groundwater at UPC's Schlage OU-1. She worked with DTSC to develop the proper receptors and pathways for each redevelopment zone. The Johnson and Ettinger Model were used for evaluation of indoor air risks. Site is being redeveloped for use as a combination of commercial and residential development.

Hydrogeological Conceptual Model. Ms. Melancon was responsible for re-evaluating the hydrogeological conceptual model in order to successfully implement groundwater remediation. The re-evaluation consisted of evaluation of new and existing field data and detailed review of local geologic definitions of the San Francisco Bay. She also assisted in the preparation of the quarterly monitoring reports.

SPECIALIZED TRAINING

- HAZWOPER 40-Hour, September 1998; 8-Hour refresher, June 2017

Attachment B
Price List – Schedule of Charges

Price List – Schedule of Charges

TRC offers the following discounted Billing Rates for the duration of this contract. These rates are consistent with those negotiated for our other Public Works consulting contract. TRC offers to limit markup on expenses and outside services to 10 percent and waives our standard 6 percent communication fee, which will translate to significant value to the City of Pittsburg.

TRC Hourly Billing Rates

Labor	Hourly Rate
Principal	$205
Senior Project Manager	$199
Project Manager	$175
Senior Project Scientist / Engineer	$160
Risk Assessment Specialist	$145
Project Scientist / Engineer	$135
Senior Staff Scientist / Engineer	$115
Staff Scientist / Engineer	$95
Senior Supervisory Technician	$115
Senior Environmental Technician	$85
Environmental Technician	$95
GIS Specialist	$125
CAD Designer	$90
Administrative Assistant	$85
Expenses	Actual cost plus 10%
Sub-consultants and Subcontractors	Actual cost plus 10%

Notes:

1. Overtime rates will apply to support staff and technicians in conformance with applicable law.
2. Proposed rates will apply for the three year duration of the contract.
3. This rate table is not to be used for litigation or litigation support services.
4. TRC waives our standard 6% communication fee for this contract.
5. Equipment rates available upon request.

Community-wide ESA

SOQ's Received November 20, 2017

Reviewer Name: …….

CONSULTANT EVALUATION

Criteria	Weighted Points	Point Rating						
		Consultant No. 1 Name	Rating Scale (1-5 points)	Total Weighted Points (0 - 500)		Consultant No. 2 Name	Rating Scale (1-5 points)	Total Weighted Points (0 - 500)
Firm's resource capability	**10**							
Personnel's related experience	**20**							
Firm's related experience	**15**							
Firm's demonstrated ability to complete federal aid projects	**10**							
Firm's project management approach	**10**							
Project Schedule	**10**							
Firm's familiarity with public works projects	**25**							
Total	**100**							

Consultant No. 1 Comments:

Consultant No. 2 Comments:

Overall Community-wide Environmental Assessments Project Budget

		Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Total
Personnel + Fringe Benefits	HazSubs	$2,115	$1,440	$2,250				$900	$720	$7,425
	Petro	$2,115	$1,440	$2,250				$900	$720	$7,425
Supplies	HazSubs		$1,500							$1,500
	Petro		$1,500							$1,500
Contractual	HazSubs	$6,500	$750			$25,000	$81,075	$26,000		$139,325
	Petro	$6,500	$750			$25,000	$81,075	$26,000		$139,325
Travel	HazSubs	$1,750								$1,750
	Petro	$1,750								$1,750
Subtotal	HazSubs	$10,365	$3,690	$2,250		$25,000	$81,075	$26,900	$720	$150,000
	Petro	$10,365	$3,690	$2,250		$25,000	$81,075	$26,900	$720	$150,000
TOTAL BUDGET		**$20,730**	**$7,380**	**$4,500**	**See Tasks 5 & 6**	**$50,000**	**$162,150**	**$53,800**	**$1,440**	**$300,000**

TRC Budget

		Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Total
Contractual	HazSubs		$750			$25,000	$81,075	$8,175		$115,000
	Petro		$750			$25,000	$81,075	$8,175		$115,000
Total										
		$0	$1,500	$0	$0	$50,000	$162,150	$16,350	$0	$230,000

Tasks:

1. Grant Management
2. Community Outreach
3. Site Inventory, Selection, & Approval
4. Quality Assurance
5. Phase I Environmental Assessments
6. Phase II Environmental Assessments
7. Clean-up/End Use Planning
8. Reporting

REQUEST FOR QUALIFICATIONS

for

COMMUNITY-WIDE ENVIRONMENTAL ASSESSMENT SERVICES

by

CITY OF PITTSBURG

RESPONSES DUE:

4:00 p.m., Monday, November 20, 2017

City of Pittsburg
Economic Development Department
Waterfront Division
65 Civic Avenue
Pittsburg, CA 94565

CITY OF PITTSBURG

REQUEST FOR QUALIFICATIONS (RFQ) TO PROVIDE COMMUNITY-WIDE ENVIRONMENTAL ASSESSMENT SERVICES

Dated: October 25, 2017

INTRODUCTION

The City of Pittsburg has been awarded Community-wide Brownfield Assessment funding from the US EPA, and desires to retain the services of a firm or firms ("Consultant") to provide characterization, environmental assessment, and community engagement related to brownfield sites.

The City intends to enter into a Professional Services Agreement (PSA) for Professional Services. The City may select more than one firm or may not select any firm, dependent on the response received to this RFQ.

The "PSA will be valid until October 1, 2020 by the City Council and will have a negotiated rate schedule established at the time of PSA execution. The fee for each task as defined by the Scope of Work will be per the pricing schedule negotiated for the PSA, which will remain in effect for the duration of the agreement.

RESPONDING REQUIREMENTS

To be considered for pre-qualification and potential selection for services, interested firms must submit three (3) copies of their response to this Request for Qualifications (RFQ) including all items described herein.

All responses must be received no later than **4:00 PM, Monday, November 20, 2017,** in the City of Pittsburg Waterfront Division located at 65 Civic Avenue, Pittsburg, California 94565. Submittals received after this date and time will not be evaluated or considered, except in the event the City issues additional or subsequent RFQ's.

Submittals shall be addressed and mailed/hand delivered to:

City of Pittsburg
Waterfront Division
Attn: Sara Aliotti
65 Civic Avenue
Pittsburg, CA 94565

BACKGROUND

The City's Economic Development Department and Waterfront Division are responsible for fostering projects that promote public benefit and redevelopment

of underutilized properties. As a historically industrial City, there are several brownfields at which redevelopment would have the potential to alter the community in positive ways. Environmental assessment of these properties is a first step in their redevelopment.

Many brownfield properties in Pittsburg are located along the waterfront. California Legislature granted sovereign tidelands and submerged lands located within the City limits to the City of Pittsburg under Senate Bill 551, Chapter 422, Statutes of 2011. These granted lands (Trust Lands) are held in trust for the people of California. The City is required to operate its granted Trust Lands in conformance with the California Constitution, granting statutes and the Public Trust Doctrine. The City developed a Trust Lands Use Plan (Attachment 1) to guide redevelopment and responsible long-term use of the Trust Lands.

The City of Pittsburg has been awarded Community-wide Brownfield Assessment funding from the US EPA. Under the Cooperative Agreement between the City of Pittsburg and the US EPA, the City of Pittsburg must acquire the services of a qualified environmental professional to coordinate, direct, and oversee Phase I and II brownfields assessment actives at each site. The qualified environmental professional must also adhere to the provisions of the Cooperative Agreement (Attachment 2). This includes compliance with the National Historic Preservation Act, 2 CFR 1500.11 Quality Assurance practices, US EPA All Appropriate Inquiries Regulations, and more.

The City at its option may use consultants selected through this process to develop Area-wide, Unanticipated Discovery, Quality Assurance Project Plans, and an Analysis of Brownfields Cleanup Alternatives as needed, as well as support community outreach, conduct Phase I and II environmental site assessments in conformance with ASTM Standard 1527,13 or 40 CFR Part 312, reporting, and cleanup planning services. The City will not be under any obligation to award any contracts or to use any Agreement, and may issue additional requests for proposals at its discretion.

SCOPE OF SERVICES

PROJECT SCHEDULE

Complete by:	Tasks / Outputs / Deliverables
Dec. 2017	• Executed consultant contract(s)
March 2018	• Develop Area-wide Planning document, if needed
	• Provide info for Quarterly Progress Report – Due Jan 30, 2018
June 2018	• Up to 5 Unanticipated Discovery Plans (prior to any site-work) • Up to 9 Phase I Draft ESA's - (With AAI) • Up to 9 Phase I Final ESA's - (With AAI) • Up to 9 Draft QAP or SAPs – Prior to Phase II • Up to 9 Final QAP or SAPs – Prior to Phase II
	• Provide info for Quarterly Progress Report – Due every quarter beginning April 30, 2018
	• Provide info and potentially attend 1 community meeting to give project details pre-assessment & respond to comments/questions
Sept. 2018	• Unanticipated Discovery Plan (Pre-Phase II) • Up to 9 ASTM Phase II Reports • Analysis of Brownfield Cleanup Alternatives Plans (ABCA) - as needed
	• Provide info for Quarterly Progress Report – Due July 31, 2018
Dec. 2018	• Cleanup and Reuse Plan(s) as needed
	• Provide info for Quarterly Progress Report – Due October 31, 2018
	• Provide info for and potentially attend 1 community meeting – Present findings and cleanup plan
Sept. 30, 2020	• Cleanup and Reuse Plan(s) as needed • Provide info for Final Report – due 90 days after performance, or 90 days after Sept 30, 2020 – whichever comes first

ASSESSMENT SITES

The selected consultant will perform Hazardous Materials and Petroleum Products Assessments per the "All Appropriate Inquiry" guidelines. Some candidates for environmental assessment under this agreement include:

The Berm: This nearly two-acre site is within 100 feet of a high density residential subdivision and is bounded by the San Joaquin River and Pittsburg Municipal Marina, a facility that includes 29 live-aboard vessels. The site has a nonprofit Art Shack classroom building and marina restrooms in the southeastern corner, and is otherwise a vacant gravel parcel. People are often seen fishing off the shoreline or loitering in the large empty lot. The site was created using infill from marina dredging between 1980's-1990's. Since trust lands hug the natural historical coastline, half of the parcel is located within the trust land boundary. There is a lack of environmental information on the parcel, but due to its origin, the City would suspect a makeup similar to dredge material.

Renova Site: This 3.5 acre privately owned vacant site is impacted by a homeless encampment and loitering. There are environmental hazards on the vacant parcel from asbestos-cement slurry disposal and storage of bulk asbestos fiber from approximately the 1940's to 1960's. The site was capped in1986 after on-site facilities were retired. It is listed as a Spills, Leaks, Investigations, and Cleanups Region as defined by the CA Regional Water Quality Control Board and a HIST Underground Storage. According to EnviroStor, both groundwater and soil contaminations have been confirmed and may include diesel, TPH-gas, motor oil, trichloroethylene (TCE), and asbestos. There is a serious lack of further information due to the confirmed purging of Phase I and II ESA's per the DTSC's 19-year retention policy.

BNSF Railroad Right of Way: This site is an abandoned Burlington Northern Santa Fe Railroad right of way that runs through the Tesoro Site and along the southern edge of the Renova Site. It was previously utilized to transport petroleum coke as part of the operations on the Renova site, and has blight, community impact, and contamination issues similar to both Tesoro and Renova sites. The railroad spur was closed in 2009, and the tracks were removed. It is now an accessible vacant segment of land subject to trespassing.

NRG Site: This 3.5-acre privately owned waterfront parcel is within 650 feet of residents and is adjacent to a park. From the 1950's to the early 2000's, it housed a refinery and was used to store and supply fuel oil to the Pittsburg Electric Generating Station. The City seeks an environmental assessment of a stormwater retention basin at the northern end of the property, which is suspected to contain petroleum contamination like polynuclear aromatic hydrocarbons and metals like perchlorate. The refinery ceased operation in 2016. According to the State Water Resources Control Board, the site may have groundwater contamination.

Additional properties for assessment by the consultant will be located within Pittsburg city boundaries and determined on a per-parcel basis.

TASKS

The task list for each site is expected to include but not necessarily be limited to the following tasks:

> COMMUNITY OUTREACH: The City and consultant will involve and inform the community and stakeholders of the assessment plan and locations through no fewer than six press releases (one announcing community-wide assessment prior to assessments, and one for each site receiving assessment), no fewer than seven newspaper notices (one pre-project, one preceding each site assessment, one post project), one City Council Meeting, two community Meetings, and a variety of partnerships.

1. QUALITY ASSURANCE: Develop, submit, and receive US EPA approval of a Phase II Quality Assurance Project Plans and/or Sampling Analysis Plans for each assessment site

2. HAZARDOUS MATERIALS AND PETROLEUM SITES TESTING:
   - Perform up to five Phase I Hazardous Materials Assessments per the "All Appropriate Inquiry" guidelines, and produce an AAI report per site
   - Perform up to four Phase I Petroleum Products Assessments per the "All Appropriate Inquiry" guidelines, and produce an AAI report per site
   - Perform up to five Phase II Hazardous Substances Sites Assessments
   - Perform up to four Phase II Petroleum Site Assessments
   - Expenditures will not exceed $200,000 on any one particular site
   - Produce Unanticipated Discovery Plans as needed
   - Produce Analysis of Brownfield Cleanup Alternative Reports as needed
   - Provide photographs of work performed on site before testing begins, during testing and after the work is complete

3. CLEANUP STRATEGIES: Based on assessment results, the City and Consultant will investigate various cleanup strategies in order to customize the target area's existing land and reuse plans as adopted by the City's General and Trust Lands Use Plan (TLUP). As directed by the City, the Consultant may also develop reuse planning reports, such as limited market feasibility studies, infrastructure assessments and conceptual reuse schematics, to clarify how land use and site layouts affect property redevelopment.

4. TIMELY REPORTING: The City will be responsible for submitting quarterly, annual, and final project reports per the federal fiscal calendar. The consultant will be responsible for providing information to the City for these reports in a timely fashion so the City may meet the deadlines of the appropriate regulatory agencies.
   - Quarterly Reports due January 31, April 31, July 31, and October 31, and include documentation of expenditures, progress updates, findings, updates to plans
   - Final Report includes: overall project goals, identified successes, lessons learned/best practices, partnering/leveraging, workplan accomplishments, EPA acknowledgement, ACRES Spreadsheet, final budget.

5. COMPLIANCE WITH LOCAL, REGIONAL, FEDERAL, AND STATE LAWS:
   - As required by CERCLA §104 (K)
   - As outlined in the Cooperative Agreement

6. LOCAL WORKFORCE DEVELOPMENT INVOLVEMENT: Future Build, a

local workforce development resource funded in part by the US EPA, is based in Pittsburg. The consultant will be required to permit Future Build to observe environmental assessment activities as part of its training curriculum for program participants.

INTENT TO SUBMIT

Any firm that plans to submit a Statement of Qualification (SOQ) should send a statement of intent by electronic mail to saliotti@ci.pittsburg.ca.us by: **Wednesday, November 8, 2017 at 4:00 PM.** The statement shall include the firm name, contact person, email contact and telephone number. All statements of intent shall be by electronic mail. No statements of intent will be accepted by telephone call, mail or in person.

QUESTIONS AND CLARIFICATIONS

Questions pertaining to this RFQ should be sent by email to saliotti@ci.pittsburg.ca.us. Email responses to inquiries will be sent to all firms that submit a statement of intent. The last day to submit inquiries is: **Monday, November 13, 2017 at 4:00 PM.**

SUBMITTAL TIME AND PLACE

The SOQ submittal shall be delivered no later than 4:00 P.M. Pacific Standard Time on **Monday, November 20, 2017.** The envelope should be clearly marked as "EPA Grant – ESA Services Statement of Qualifications" and submitted to:

City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565
Attn: Sara Aliotti

The submittal should include three stapled, binder-clipped or comb bound copies and one thumb drive copy of the submittal. **Submittals received by fax or email will not be accepted**. It must not exceed a total of fifteen (15) single-sided, 8.5" x 11" pages (not including resumes and price list – both of which should not exceed 2 pages each) and a cover letter for the initial submission. As a minimum, the proposal should contain the following information:

1. Date of proposal.
2. Information on your firm.
3. Legal name, address, and telephone and fax numbers of the principal office (national headquarters) and local office. If services will be provided from additional locations, provide this information for these sites also.
4. Year established.
5. Type of organization (partnership, corporation, etc.).

6. Name, title, address, and telephone and fax numbers (and E-mail address if available) of the person to who correspondence should be directed
7. Names of principals, their professional qualifications and registration numbers.
8. Information on staff that will be responsible for the projects, their professional qualifications, and resumes of experience.
9. Information on sub-consultants or laboratories that will be used and in what capacity.
10. Information with relevant details on three past projects which you would like the City to consider in evaluating your qualifications.
11. List all relevant projects or assignments.
12. References for at least five of your most current projects, including phone numbers.
13. Describe your staffing availability or how you will staff up to meet the requirements of this contract.
14. Describe your firm's project management organization and approach.
15. Demonstrate ability to provide timely service on an "on-call" basis (response time).
16. A list of geotechnical or testing services provided by the Consultant that are not included in the Scope of Work section of this RFQ and may be available for use under the proposed agreement
17. The successful Consultant shall be compensated for the services it furnishes to the City on a time and expense basis. A copy of the consultant's schedule of hourly rates and reimbursable expenses shall be submitted with the proposal. The schedule of hourly rates should include at a minimum the required items to complete assignments as stated in the scope of work. This schedule shall also address costs associated with travel time to and from the project site or manufacturer's facilities whether included in the hourly rate or as a separate hourly rate.

Each applicant shall bear all costs associated with their proposal. All submitted proposals, will become, and remain the property of the City of Pittsburg. Proposals or additional information received after the submittal deadline will not be considered in the selection process unless requested by the review panel. If in the City's opinion participation was not adequate, additional RFQ's may be issued.

CONSULTANT QUALIFICATION AND SELECTION PROCEDURE

The Selection Panel will be composed of City Staff. The Selection Panel will review written submissions, screen the submissions for the top three firms (short list). All firms submitting will be notified of the short list in writing.

Short listed firms may be asked to be present for an interview by City Staff. Interviews are tentatively scheduled for the week of December 4, 2017. The City reserves the right at all times to issue additional RFQ's for specific projects

and/or the right to short list and/or select without an interview and issuing and/or requesting additional information from the qualified firms on the short list.

The City reserves the right to reject any and all proposals received in response to this RFQ. The City is under no obligation to award and/or enter into any contract. Financial or time limits may be extended at the City's discretion.

SUMMARY OF SCHEDULE

The schedule below is subject to change.

Issue Date	October 25, 2017
Intent to submit SOQ	November 8, 2017 at 4:00 pm
Last Day for Submitting Inquiries	November 13, 2017 at 4:00 pm
SOQ Submittal Deadline	November 20, 2017 at 4:00 pm
Interviews Scheduled	Week of November 27, 2017
Anticipated Selection Date	December 4, 2017

EVALUATION CRITERIA

Proposals will be evaluated according to each Evaluation Criteria, and scored on a zero to five point rating. The scores for all the Evaluation Criteria will then be multiplied according to their assigned weight to arrive at a weighted score for each proposal. A submittal with a high weighted total will be deemed of higher quality than a proposal with a lesser-weighted total. The final maximum score for any submittal is five hundred (500) points.

Rating Scale		
0	Not Acceptable	Non-responsive, fails to meet RFQ specifications. The approach has no probability of success. For mandatory requirement this score will result in disqualification of submittal.
1	Poor	Below average, falls short of expectations, is substandard to that which is the average or expected norm, has a low probability of success in achieving project objectives per RFQ.
2	Fair	Has a reasonable probability of success, however, some objectives may not be met.
3	Average	Acceptable, achieves all objectives in a reasonable fashion per RFQ specification. This will be the baseline score for each item with adjustments based on interpretation of submittal by Evaluation Committee members.
4	Above Average/Good	Very good probability of success, better than that which is average or expected as the norm. Achieves all objectives per RFQ requirements and expectations.

5	Excellent/ Exceptional	Exceeds expectations, very innovative, clearly superior to that which is average or expected as the norm. Excellent probability of success and in achieving all objectives and meeting RFQ specification.

The proposals will be evaluated and scored based upon the following:

- **Resource capability (10 points)**
  1. Firm's ability to include or get input from internal staff or other company offices as needed
  2. Firm's ability to include or get input from sub-consultants as needed if relevant expertise is not available from internal staff

- **Personnel with related experience (20 points)**
  1. Proposed team members, as demonstrated by enclosed resumes, have relevant experience for their role in the project.
  2. Key positions required to execute the project team's responsibilities are appropriately staffed.

- **Firm's related experience (15 points)**
  1. Relevant experience, specific qualifications, and technical expertise of the firm and sub-consultants for projects similar in nature, if not matching, the scope of work included in the project.
  2. Ability to demonstrate successful prior work on Federally Funded (preferably EPA) projects

- **Firm's ability to complete federal aid projects (10 points)**
  1. Demonstrated knowledge and experience by key staff of the documents, documentation, and steps required to prepare PS&E documents for federally funded projects as a design consultant.
  2. Demonstrated knowledge and experience by key staff with including necessary language and forms required by the US EPA

- **Project management approach (10 points)**
  1. Team is managed by an individual with appropriate experience in similar projects. This person's time is appropriately committed to the project.
  2. Team successfully addresses constraints for work.
  3. Project team and management approach responds to project issues.
  4. Team structure provides adequate capability to perform both volume and quality of needed work within project schedule milestones.
  5. Ability to creatively and safely incorporate workforce development groups into project execution

- **Project schedule (10 points)**
  1. Schedule shows completion of the work within the outlined project timeline.

2. The schedule serves as a project timeline, stating all major milestones and required submittals for project management and Federal-Aid compliance.
3. The schedule addresses all knowable phases of the project, in accordance with the general requirements of this RFQ.

- **Familiarity with Public Works and Federal Projects (25 points)**
  1. Team and its leaders have experience working in the public sector and knowledge of public sector procurement process.
  2. Team leadership understands the nature of public sector work and federal work and their decision-making process.
  3. Proposal responds to need to assist the City during the project to meet federal requirements.

OTHER REQUIREMENTS

The Consultant will be required to execute the City's Professional Services Agreement (PSA.) A sample copy of the PSA is attached as Attachment 3. Please review the PSA closely. With the exception of project name, description, contact information, and amount, this agreement will not be altered prior to execution by both parties. Failure to execute the PSA as shown may result in disqualification from the "on-call" services list. Special requirements of the agreement include submittal of worker's compensation and liability insurance certification, and obtaining a City business license.

CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF PITTSBURG AND
TRC
(Standard Agreement)

THIS Agreement ("Agreement") for consulting services is made by and between the City of Pittsburg ("City") and TRC ("Consultant") (together referred to as the "Parties") as of February 5, 2018 (the "Effective Date").

Section 1. **SERVICES**. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A, and incorporated herein, at the time and place and in the manner specified therein.

1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on December 31, 2020 or the date the Consultant completes the services specified in Exhibit A, whichever occurs first, unless the term of the Agreement is otherwise terminated or extended, as referenced herein.

1.2 **Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, requests in writing the reassignment of any such persons to ensure Consultant performs services in accordance with the Standard of Performance, Consultant shall, immediately upon receiving City's request, reassign such persons.

1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided herein above and to satisfy Consultant's obligations hereunder.

Section 2. **COMPENSATION.** City hereby agrees to pay Consultant a sum not to exceed two hundred thirty thousand dollars $(230,000), as set forth in Exhibit B, attached hereto and incorporated herein for services to be performed and reimbursable expenses incurred under this Agreement. This dollar amount is not a guarantee that the City will pay that full amount to the Consultant, but is merely a limit of potential City expenditures under this Agreement.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information, unless waived by the City Manager, or his or her designee:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall pay undisputed invoices that comply with the above requirements within 30 days from the receipt of the invoice.

2.3 **Final Payment.** Consultant shall submit its final invoice within 60 days of completing its services. Consultant's failure to submit its final invoice within this 60 day period shall constitute Consultant's waiver of any further billings to, or payments from, City.

2.4 **Reimbursable Expenses.** Reimbursable expenses, if any, are specified in Exhibit B and included in the total compensation referenced in Section

2. Expenses not listed in Exhibit B are not chargeable to, or reimbursable by, City.

2.5 **Payment of Taxes.** Consultant is solely responsible for the payment of all federal, state and local taxes, including employment taxes, incurred under this Agreement.

2.6 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of a written authorization from the City Manager, or his or her designee.

Section 3. **FACILITIES AND EQUIPMENT.** Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement

Section 4. **INSURANCE REQUIREMENTS.** Before beginning any services under this Agreement, Consultant, at its own cost and expense, shall procure the types and amounts of insurance specified herein and maintain that insurance throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall be fully responsible for the acts and omissions of its subcontractors or other agents.

4.1 **Workers' Compensation.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant in the amount required by applicable law. The requirement to maintain Statutory Workers' Compensation and Employer's Liability Insurance may be waived by the City upon written verification that Consultant is a sole proprietor and does not have any employees and will not have any employees during the term of this Agreement.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 **General requirements.** Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence and $4,000,000 aggregate, combined single limit coverage for risks associated with the work contemplated by this Agreement.

4.2.2 **Minimum scope of coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis.

Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition) covering any auto (Code 1), or if Consultant has no owned autos, hired (code 8) and non-owned autos (Code 9). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Commercial General and Automobile Liability Insurance shall cover on an occurrence basis.

b. City, its officers, officials, employees, agents, and volunteers shall be covered as additional insureds for liability arising out of work or operations on behalf of the Consultant, including materials, parts, or equipment furnished in connection with such work or operations; or automobiles owned, leased, hired, or borrowed by the Consultant. Coverage can be provided in the form of an endorsement to the Consultant's insurance at least as broad as CG 20 10 11 85, or both CG 20 10 10 01 and CG 20 37 10 01.

c. For any claims related to this Agreement or the work hereunder, the Consultant's insurance covered shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and non-contributing.

d. The policy shall cover inter-insured suits and include a "separation of Insureds" or "severability" clause which treats each insured separately.

e. Consultant agrees to give at least 30 days prior written notice to City before coverage is canceled or modified as to scope or amount.

4.3 **Professional Liability Insurance.**

4.3.1 **General requirements.** Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than

$1,000,000 per occurrence or claim covering the Consultant's errors and omissions.

4.3.2 **Claims-made limitations.** The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement or the work.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must purchase an extended period coverage for a minimum of five (5) years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.4 **All Policies Requirements.**

4.4.1 **Submittal Requirements.** Consultant shall submit the following to City prior to beginning services:

a. Certificate of Liability Insurance in the amounts specified in this Agreement; and

b. Additional Insured Endorsement as required for the General Commercial and Automobile Liability Polices.

4.4.2 **Acceptability of Insurers.** All insurance required by this Agreement is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.3 **Deductibles and Self-Insured Retentions.** Insurance obtained by the Consultant shall have a self-insured retention or deductible of no more than $100,000.

4.4.4 **Wasting Policies.** No policy required herein shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 **Waiver of Subrogation.** Consultant hereby agrees to waive subrogation which any insurer or contractor may require from Consultant by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Consultant, its employees, agents, and subcontractors.

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein, and Consultant shall ensure that City, its officers, officials, employees, agents, and volunteers are covered as additional insured on all coverages.

4.4.7 **Excess Insurance.** If Consultant maintains higher insurance limits than the minimums specified herein, City shall be entitled to coverage for the higher limits maintained by the Consultant.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option: 1) obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; 2) order Consultant to stop work under this Agreement and withhold any payment that becomes due to Consultant hereunder until Consultant demonstrates compliance with the requirements hereof; and/or 3) terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

5.1 **General Requirement.** To the fullest extent permitted by law, Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers (collectively, "Indemnitees") from and against any and all liability, loss, damage, claims, expenses, and costs, including without limitation, reasonable attorney's fees, costs and fees of litigation, (collectively, "Liability") of every nature arising out of or in connection with Consultant's negligent performance of the services under this Agreement, or its failure to comply with any of its obligations contained in this Agreement, or its

failure to comply with any applicable law or regulation, except such Liability caused by the sole negligence or willful misconduct of City.

Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damage or claims for damages whether or not such insurance policies shall be been determined to apply.

5.2 **PERS Indemnification.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONSULTANT.

6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder. Consultant shall also, to the extent required by the California Labor Code, pay not less than the latest prevailing wage rates as determined by the California Department of Industrial Relations.

7.3 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have, and

will maintain at their sole cost and expense, all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid business licenses from City.

7.4 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, genetic information, marital status, sex, sexual orientation, gender or gender identity, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** Upon ten days' prior written notice, City may cancel this Agreement at any time and without cause upon such written notification to Consultant. In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 **Amendments.** The parties may amend this Agreement only by a writing signed by the parties hereto.

8.3 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the City Manager, or his or her designee. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the

subcontractors noted in the proposal, without prior written approval of the City Manager, or his or her designee.

8.4 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant, including but not limited to the provisions of Section 5, shall survive the termination of this Agreement.

8.5 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.5.1 Immediately terminate the Agreement;

8.5.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.5.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.5.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

8.5.5 The remedies mentioned in this Agreement are not exclusive of any other right, power or remedy permitted by law. The City's failure or delay in exercising any remedy shall not constitute a waiver of such remedy or preclude the further exercise of City's rights.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All final versions of reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement, and the City may use, reuse or otherwise dispose of the documents without Consultant's permission; however, consultant will not be liable for any damages or claims arising from City's reuse or modification of said documents or materials. It is understood and agreed that the documents and other materials, including but not limited to

those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential drafts and will not be released to third parties by Consultant without prior written approval of City.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement. All such records shall be maintained in accordance with generally accepted accounting principles and shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Pursuant to Government Code Section 8546.7, the Agreement may be subject to the examination and audit of the State Auditor for a period of 3 years after final payment under the Agreement.

Section 10 MISCELLANEOUS PROVISIONS.

10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in Contra Costa County or in the United States District Court for the Northern District of California.

10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 **No Implied Waiver of Breach**. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

10.6 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

10.7 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.8 **Notices.** Any notice, demand, request, consent or approval that either party is required to give the other pursuant to this Agreement, shall be in writing and may be given by either (i) personal service, or (ii) certified United States mail, postage prepaid, return receipt requested,. Notice shall be effective upon personal delivery or delivery to the addresses specified below, as reflected on the receipt of delivery or return receipt, as applicable.

Consultant : TRC
2300 Clayton Rd., Suite 610
Concord, CA 94520
Attn: Jonathan Scheiner

City: City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565
ATTN: Sara Aliotti

10.9 **Professional Seal.** Where applicable in the determination of the City Manager, or his or her designee, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility."

10.10 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A and B represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. To the extent there are any inconsistences between this Agreement, the Exhibits, and Consultant's proposal, the Agreement shall control to the extent there are any inconsistences between the Exhibits and the Consultant's Proposal, the Exhibits shall control.

Exhibit A Scope of Services
Exhibit B Compensation Schedule

10.11 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.12 **Construction of Agreement.** Each party hereto has had an equivalent opportunity to participate in the drafting of the agreement and/or to consult with legal counsel. Therefore, the usual construction of an agreement against the drafting party shall not apply hereto.

10.13 **No Third Party Beneficiaries.** This Agreement is made solely for the benefit of the parties hereto, with no intent to benefit any third parties.

The Parties have executed this Agreement as of the Effective Date.

CITY OF PITTSBURG **CONSULTANT**

_____ _____
Joe Sbranti, City Manager

Attest:

_____
Alice E. Evenson, City Clerk

Approved as to Form:

_____

Ruthann G. Ziegler, City Attorney

EXHIBIT A

SCOPE OF SERVICES

PROJECT SCHEDULE

Complete by:	**Tasks / Outputs / Deliverables**
Feb. 2018	• Executed consultant contract(s)
March 2018	• Develop Area-wide Planning document, if needed
June 2018	• Up to 5 Unanticipated Discovery Plans (prior to any site-work) • Up to 9 Phase I Draft ESA's - (With AAI) • Up to 9 Phase I Final ESA's - (With AAI) • Up to 9 Draft QAP or SAPs – Prior to Phase II • Up to 9 Final QAP or SAPs – Prior to Phase II
	• Provide info for Quarterly Progress Report – Due every quarter beginning April 30, 2018
	• Provide info and potentially attend 1 community meeting to give project details pre-assessment & respond to comments/questions
Sept. 2018	• Unanticipated Discovery Plan (Pre-Phase II) • Up to 9 ASTM Phase II Reports • Analysis of Brownfield Cleanup Alternatives Plans (ABCA) - as needed
	• Provide info for Quarterly Progress Report – Due July 31, 2018
Dec. 2018	• Cleanup and Reuse Plan(s) as needed
	• Provide info for Quarterly Progress Report – Due October 31, 2018
	• Provide info for and potentially attend 1 community meeting – Present findings and cleanup plan
Sept. 30, 2020	• Cleanup and Reuse Plan(s) as needed • Provide info for Final Report – due 90 days after performance, or 90 days after Sept 30, 2020 – whichever comes first

ASSESSMENT SITES

The selected consultant will perform Hazardous Materials and Petroleum Products Assessments per the "All Appropriate Inquiry" guidelines. Some candidates for environmental assessment under this agreement include:

The Berm: This nearly two-acre site is within 100 feet of a high density residential subdivision and is bounded by the San Joaquin River and Pittsburg Municipal Marina, a facility that includes 29 live-aboard vessels. The site has a nonprofit Art Shack classroom building and marina restrooms in the southeastern corner, and is otherwise a vacant gravel parcel. People are often seen fishing off the shoreline or loitering in the large empty lot. The site was created using infill from marina dredging between 1980's-1990's. Since trust lands hug the natural historical

coastline, half of the parcel is located within the trust land boundary. There is a lack of environmental information on the parcel, but due to its origin, the City would suspect a makeup similar to dredge material.

Renova Site: This 3.5 acre privately owned vacant site is impacted by a homeless encampment and loitering. There are environmental hazards on the vacant parcel from asbestos-cement slurry disposal and storage of bulk asbestos fiber from approximately the 1940's to 1960's. The site was capped in1986 after on-site facilities were retired. It is listed as a Spills, Leaks, Investigations, and Cleanups Region as defined by the CA Regional Water Quality Control Board and a HIST Underground Storage. According to EnviroStor, both groundwater and soil contaminations have been confirmed and may include diesel, TPH-gas, motor oil, trichloroethylene (TCE), and asbestos. There is a serious lack of further information due to the confirmed purging of Phase I and II ESA's per the DTSC's 19-year retention policy.

BNSF Railroad Right of Way: This site is an abandoned Burlington Northern Santa Fe Railroad right of way that runs through the Tesoro Site and along the southern edge of the Renova Site. It was previously utilized to transport petroleum coke as part of the operations on the Renova site, and has blight, community impact, and contamination issues similar to both Tesoro and Renova sites. The railroad spur was closed in 2009, and the tracks were removed. It is now an accessible vacant segment of land subject to trespassing.

NRG Site: This 3.5-acre privately owned waterfront parcel is within 650 feet of residents and is adjacent to a park. From the 1950's to the early 2000's, it housed a refinery and was used to store and supply fuel oil to the Pittsburg Electric Generating Station. The City seeks an environmental assessment of a stormwater retention basin at the northern end of the property, which is suspected to contain petroleum contamination like polynuclear aromatic hydrocarbons and metals like perchlorate. The refinery ceased operation in 2016. According to the State Water Resources Control Board, the site may have groundwater contamination.

Additional properties for assessment by the consultant will be located within Pittsburg city boundaries and determined on a per-parcel basis.

TASKS

The task list for each site is expected to include but not necessarily be limited to the following tasks:

1. COMMUNITY OUTREACH: The City and consultant will involve and inform the community and stakeholders of the assessment plan and locations

through no fewer than six press releases (one announcing community-wide assessment prior to assessments, and one for each site receiving assessment), no fewer than seven newspaper notices (one pre-project, one preceding each site assessment, one post project), one City Council Meeting, two community Meetings, and a variety of partnerships.

2. QUALITY ASSURANCE: Develop, submit, and receive US EPA approval of a Phase II Quality Assurance Project Plans and/or Sampling Analysis Plans for each assessment site

3. HAZARDOUS MATERIALS AND PETROLEUM SITES TESTING:
   - Perform up to five Phase I Hazardous Materials Assessments per the "All Appropriate Inquiry" guidelines, and produce an AAI report per site
   - Perform up to four Phase I Petroleum Products Assessments per the "All Appropriate Inquiry" guidelines, and produce an AAI report per site
   - Perform up to five Phase II Hazardous Substances Sites Assessments
   - Perform up to four Phase II Petroleum Site Assessments
   - Expenditures will not exceed $200,000 on any one particular site
   - Produce Unanticipated Discovery Plans as needed
   - Produce Analysis of Brownfield Cleanup Alternative Reports as needed
   - Provide photographs of work performed on site before testing begins, during testing and after the work is complete

4. CLEANUP & REUSE STRATEGIES: Based on assessment results, the City and Consultant will investigate various cleanup strategies in order to customize the target area's existing land and reuse plans as adopted by the City's General and Trust Lands Use Plan (TLUP). As directed by the City, the Consultant may also develop reuse planning reports, such as limited market feasibility studies, infrastructure assessments and conceptual reuse schematics, to clarify how land use and site layouts affect property redevelopment.

5. TIMELY REPORTING: The City will be responsible for submitting quarterly, annual, and final project reports per the federal fiscal calendar. The consultant will be responsible for providing information to the City for these reports in a timely fashion so the City may meet the deadlines of the appropriate regulatory agencies.
   - Quarterly Reports due January 31, April 31, July 31, and October 31, and include documentation of expenditures, progress updates, findings, updates to plans
   - Final Report includes: overall project goals, identified successes, lessons learned/best practices, partnering/leveraging, workplan accomplishments, EPA acknowledgement, ACRES Spreadsheet, final budget.

6. COMPLIANCE WITH LOCAL, REGIONAL, FEDERAL, AND STATE LAWS:
   - As required by CERCLA §104 (K)
   - As outlined in the Cooperative Agreement

7. LOCAL WORKFORCE DEVELOPMENT INVOLVEMENT: Future Build, a local workforce development resource funded in part by the US EPA, is based in Pittsburg. The consultant will be required to permit Future Build to observe environmental assessment activities as part of its training curriculum for program participants.

EXHIBIT B

COMPENSATION SCHEDULE

CERTIFICATE OF COMPLIANCE WITH LABOR CODE § 3700

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONSULTANT

By: _____

Title: _____

2784980.1

BEFORE THE CITY COUNCILOF THE CITY OF PITTSBURG

In the Matter of:

A Resolution Authorizing the City Manager to)
Execute a Professional Services Agreement)
For Community-wide Environmental Assessment)RESOLUTION NO. 18-
Services)

The City Council of the City of Pittsburg DOES RESOLVE as follows:

WHEREAS, the City of Pittsburg desires to assess its brownfields to combat pollution, blight, stagnation and other externalities associated with its brownfields; and

WHEREAS, the City Council authorized the acceptance of a $300,000grant from the United States Environmental Protection Agency for a community-wide environmental assessment on June 19, 2017; and

WHEREAS, the City of Pittsburg conducted a formal competitive bid process through which TRC was unanimously selected as the most qualified firm for the project.

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1.
All the recitals above are true and correct and incorporated herein.

Section 2.
The City Council authorizes the City Manager to execute an agreement with TRC in the not to exceed amount of $230,000.

Section 3.
The City Clerk shall certify to the adoption of this Resolution.

Section 4.
This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the20th day ofFebruary2018 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Dwaine “Pete” Longmire, Mayor

ATTEST:

Alice E. Evenson, City Clerk

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/5/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Receive and File the Treasurer's Report for the Quarter Ending December 31, 2017

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

Attached is the Treasurer's Report for the fiscal quarter ending December 31, 2017, which includes detailed information on the City and Successor Agency's (Agency) investments.

FISCAL IMPACT

The City's expenditure requirements for the next six months are covered by anticipated revenues from City operations and liquidity from maturing investments. The difference between market value and cost as of December 31, 2017 will be reflected in the City's financial statements for Fiscal Year 2017-18 as an adjustment to interest income for each of the City's funds on a pro rata basis as required by Governmental Accounting Standards Board Statement Number 31.

RECOMMENDATION

City Council accepts the Treasurer's Report for the quarter ending December 31, 2017 for information purposes only.

BACKGROUND

Each fiscal quarter, an Investment Summary Report is required to be provided, by policy, to the City Council for review.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

The City and the Agency's investment portfolio increased by $7.1 million during the second quarter of Fiscal Year 2017-18, from $97.2 million on September 30, 2017 to $104.2 million on December 31, 2017 (Table I). The primary increases are due to 1) received $5 million in various taxes and fees: property, sales/use tax, and franchise fees. 2) $2.1 million to cover normal operating expenses.

Of the total cash and investments reported above, only the portions held in the City's General Fund, $31.5 million (30.2%) and Internal Service Funds, $3.5 million (3.4%) are unrestricted, although a portion of these amounts may be committed for existing obligations or designated for specific purposes. The remaining $69.3 million (66.4%) of the City's cash and investments are restricted for specific uses, in accordance with Federal, State or Local agency rules and regulations.

The investment report includes all cash and investments as summarized in the attached tables as of December 31, 2017. Investment income for the quarter was ($55,662). The decrease in investment income was due to a quarterly market value adjustment of ($351,679) The portfolio's total return for the quarter was (0.16%), which outperformed the (0.25%) return set by Bank of America Merrill Lynch 0-5 Year U.S. Treasury Index (City's performance benchmark).

The City's investments are managed by the City's registered investment advisor, PFM Asset Management (PFM). PFM is responsible for managing investments in accordance with the City's investment policy. All portfolio holdings were held with investment grade securities. A review of this quarter's investment performance prepared by PFM is attached.

As of December 31, 2017, investments in the State's Local Agency Investment Fund (LAIF) were $224,999,416. Earning from LAIF were 1.20% and LAIF investments portfolio composed of 64.43% U.S. Treasuries and Agency notes, 23.78% in Time Deposits and Bank Notes and 11.79% in other types of investments. A detailed investment performance of LAIF investments is listed on Table III of The Treasury Report.

Governmental Accounting Standards Board Statement 40 requires the City to recognize the fair market value of its investments at the end of each fiscal year. The market values of investments included in this report were obtained from the State Controller's office for LAIF and from the City's registered investment advisors and bond trustees for longer-term investments. These market valuations are subject to daily changes in market value. The change in market value is considered temporary in nature, as it is the City's general intention to hold its investments until maturity, when they would be redeemed at market value.

ATTACHMENTS: Letter from City Treasurer
Table I – Cash & Investment Portfolio
Table II – Investment by Type
Table III – LAIF Summary
Review of Investment Performance Report by PFM Asset Management

Report Prepared By: Laura Mendez, Finance Manager - Reporting

City of Pittsburg
Finance Division
65 Civic Avenue
Pittsburg, California 94565

February 5, 2018

Honorable Mayor and City Council:

I have reviewed the City of Pittsburg's Amended Treasury Report for the quarter ending December 31, 2017 and find that it complies with the Investment Policy established by my office.

Sincerely,

Nancy Parent
City Treasurer

CITY OF PITTSBURG **Table I**

Cash & Investment Portfolio

FY 2017-18 -2rd Quarter

DESCRIPTION	BALANCE[1] 09/30/17	BALANCE[1] 12/31/17	FAIR MKT VALUE (12/2017 Factor)
CASH & INVESTMENTS:			
LAIF City Operating	$ 20,800,000	$ 24,999,416	$ 24,951,755
Operating Cash & Investment Accounts	55,443,556	58,295,053	57,864,803
TOTAL CITY INVESTMENTS:	**$ 76,243,556**	**$ 83,294,469**	**$ 82,816,558**
FISCAL AGENT INVESTMENTS:			
Miscellaneous Debt Service Operating Accounts	$ 101,756	$ 101,963	$ 101,963
Pension Obligation Bond-Reserve Funds	3,594,862	3,599,118	3,599,118
Assessment District Bonds-Reserve Funds	2,757,356	2,761,007	2,673,645
Tax Allocation (TAB) Bonds Restricted Reserves Funds	14,503,486	14,533,311	14,639,978
Water Revenue Bonds	17	17	17
TOTAL FISCAL AGENT INVESTMENTS:	**$ 20,957,477**	**$ 20,995,416**	**$ 21,014,721**
TOTAL CASH & INVESTMENTS PER GL	**$ 97,201,034**	**$ 104,289,885**	**$ 103,831,278**

[1]Balance between City's cost and PFM's statements (attached) have a variance of $336. This difference is due to how PFM accouts for sales of securities vs. how Wells Fargo, our custodial bank, accounts for the sale of securities.

City of Pittsburg **Table II**

Investment by Type as of December 31, 2017

Description	Amount		Avg Yield	Average Duration or Maturity Date
Cash - Operational	$ 9,893,590	9.49%	N/A	N/A
LAIF	24,999,416	23.97%	1.07%	180 days
Corporate Notes	14,202,272	13.62%	2.07%	864 days
US Treasuries	10,906,587	10.46%	1.65%	1,413 days
Federal Bond Notes	2,923,858	2.80%	1.50%	791 days
Supra-National Agency Bond/Note	2,939,131	2.82%	1.48%	739 days
Commercial Paper	3,769,658	3.61%	1.42%	120 days
Certificate of Deposit	8,488,877	8.14%	1.83%	427 days
Asset-Backed Securities	5,054,106	4.85%	1.71%	1,441 days
Wells Fargo Market	7,660,094	7.35%	0.64%	47 days
U.S. Bank Money Market	17	0.00%	1.09%	N/A
CAMP	136,837	0.13%	0.00%	N/A
Fannie Mae	858,771	0.82%	0.00%	N/A
Dreyfus Treasury Securities	12,456,671	11.94%	1.09%	18 days
GRAND TOTAL:	**$ 104,289,885**	**100.00%**		

City of Pittsburg
Investments by type (December 31, 2017)

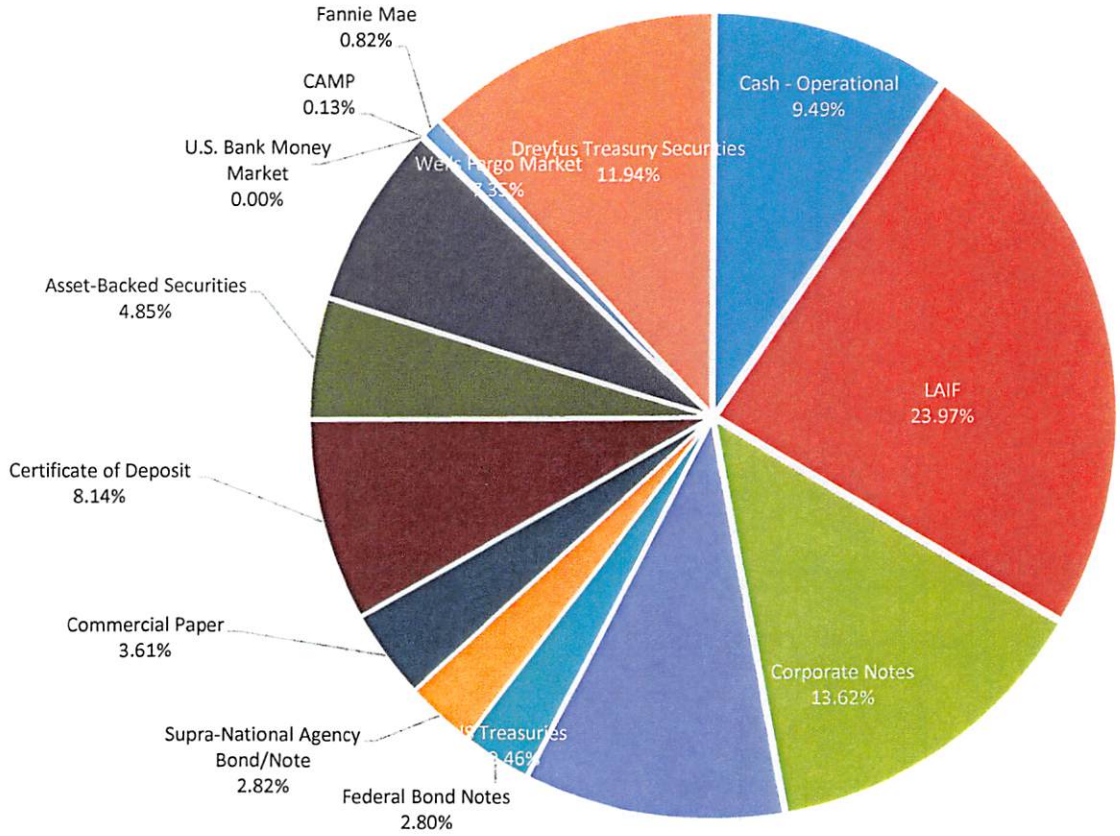


Table III

JOHN CHIANG
TREASURER
STATE OF CALIFORNIA

PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
12/18/17	1.23	1.17	184
12/19/17	1.24	1.17	182
12/20/17	1.25	1.17	184
12/21/17	1.26	1.17	185
12/22/17	1.26	1.17	191
12/23/17	1.26	1.17	191
12/24/17	1.26	1.18	191
12/25/17	1.26	1.18	191
12/26/17	1.28	1.18	186
12/27/17	1.28	1.18	183
12/28/17	1.30	1.18	186
12/29/17	1.30	1.18	177
12/30/17	1.30	1.18	177
12/31/17	1.30	1.18	186
01/01/18	1.30	1.30	186
01/02/18	1.32	1.31	194
01/03/18	1.33	1.32	193
01/04/18	1.34	1.32	192
01/05/18	1.34	1.33	192
01/06/18	1.34	1.33	192
01/07/18	1.34	1.33	192
01/08/18	1.34	1.33	187
01/09/18	1.34	1.33	187
01/10/18	1.34	1.33	187
01/11/18	1.35	1.33	186
01/12/18	1.35	1.34	186
01/13/18	1.35	1.34	186
01/14/18	1.35	1.34	186
01/15/18	1.35	1.34	186
01/16/18	1.35	1.34	186
01/17/18	1.35	1.34	186

*Daily yield does not reflect capital gains or losses

View Prior Month Daily Rates

LAIF Performance Report

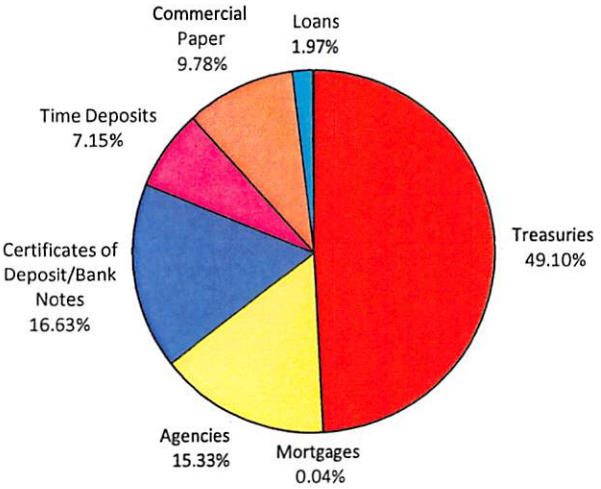
Quarter Ending 12/31/17

Apportionment Rate:	1.20%
Earnings Ratio:	.00003301121703481
Fair Value Factor:	0.998093529
Daily:	1.30%
Quarter to Date:	1.18%
Average Life:	186

PMIA Average Monthly Effective Yields

Dec 2017	**1.239**
Nov 2017	1.172
Oct 2017	1.143

Pooled Money Investment Account Portfolio Composition 12/31/17 $74.3 billion



Based on data available as of 1/17/2018

CITY OF PITTSBURG

Investment Performance Review
For the Quarter Ended December 31, 2017

Client Management Team

Monique Spyke, Managing Director

Izac Chyou, Senior Managing Consultant

PFM Asset Management LLC

50 California Street, Suite 2300
San Francisco, CA 94111
415-982-5544

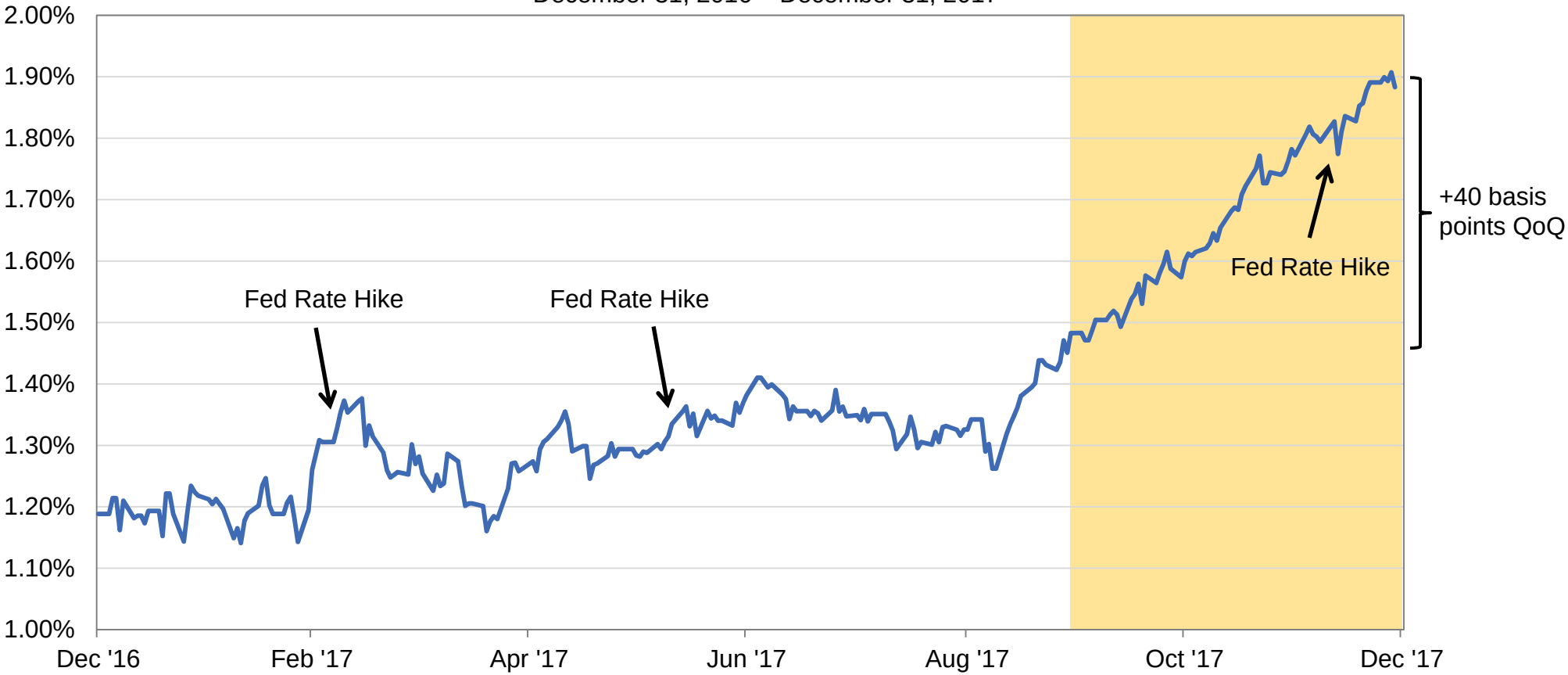
One Keystone Plaza, Suite 300
Harrisburg, PA 17101-2044
717-232-2723

Market Update

Interest Rate Update

- Two-year treasury yields moved notably higher for the year ended December 31, 2017; the increase was most pronounced during the fourth quarter as markets responded to another rate hike by the Federal Reserve and the passage of the largest overhaul of the U.S. tax system in more than thirty years.

2-Year Treasury Yields
December 31, 2016 – December 31, 2017



Source: Bloomberg, as of 12/31/17.

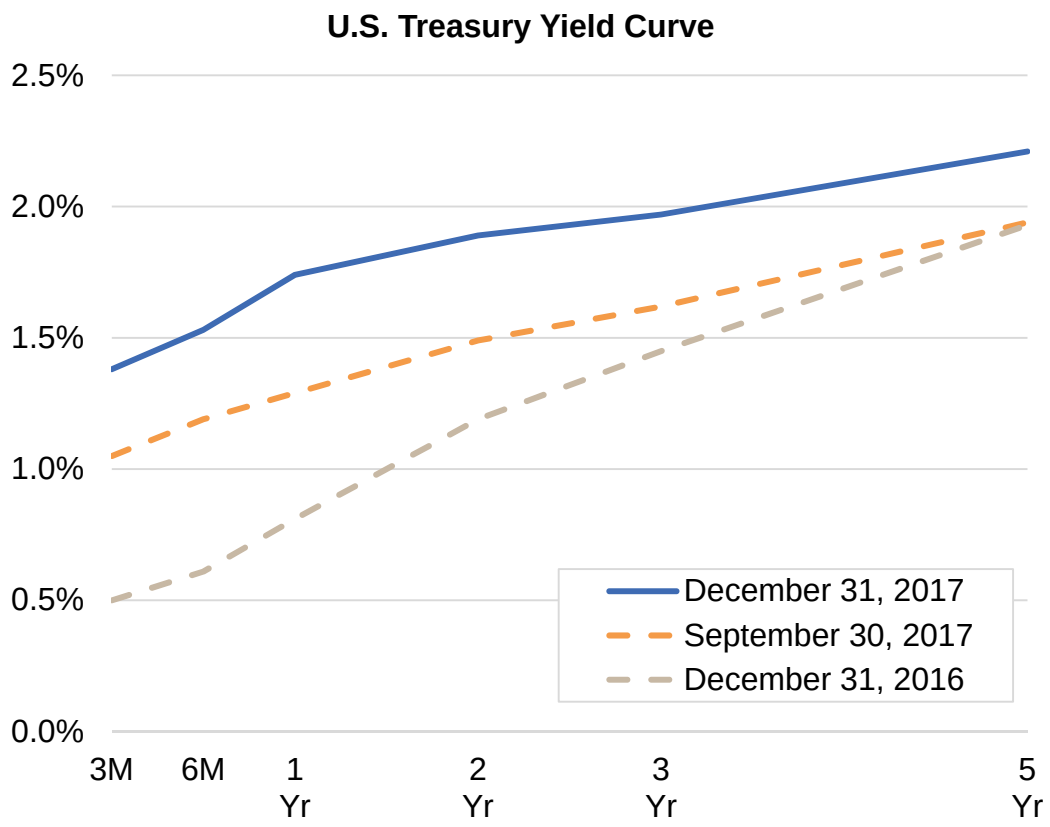
A Flattening Yield Curve

- The yield on the 2-year U.S. Treasury note has increased by 70 basis points (0.70%) this year, while the yield on the 10-year U.S. Treasury note has decreased by 3 basis points (0.03%) since the beginning of the year as expectations of future growth and inflation prospects have fallen.
- As a result, the spread between the 10-year U.S. Treasury and the 2-year U.S. Treasury is currently near a 10-year low.

10-Year/2-Year U.S. Treasury Spread
January 1, 2002 – December 31, 2017

Source: Bloomberg, as of 12/31/17.

U.S. Treasury Yield Curve



Yield Curve History

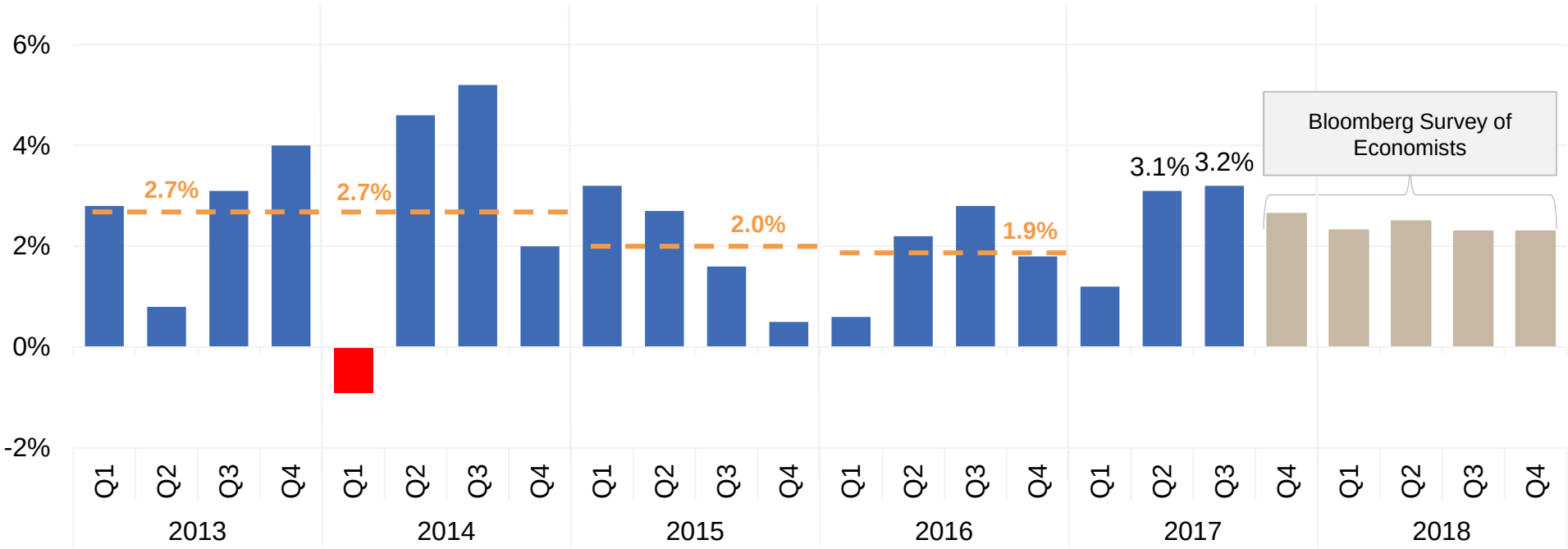
Maturity	12/31/16	12/31/17	Change
3-Mo.	0.50%	1.38%	+ 0.88%
6-Mo.	0.61%	1.53%	+ 0.92%
1-Yr.	0.81%	1.74%	+ 0.93%
2-Yr.	1.19%	1.89%	+ 0.70%
3-Yr.	1.45%	1.97%	+ 0.52%
5-Yr.	1.93%	2.21%	+ 0.28%
10-Yr.	2.44%	2.41%	- 0.03%
20-Yr.	2.76%	2.58%	- 0.18%
30-Yr.	3.07%	2.74%	- 0.33%

Source: Bloomberg, as of 12/31/17.

Economic Growth Remained Strong in Third Quarter

- Gross domestic product (GDP) increased at an annualized rate of 3.2% in the third quarter of 2017, the fastest pace of expansion over two consecutive quarters since 2014. Growth has averaged 2.3% over the last four quarters.
- The acceleration in third quarter GDP reflected positive contributions from personal consumption and business investment boosted primarily by a rise in private inventories and exports. This acceleration was offset by negative contributions from residential housing.

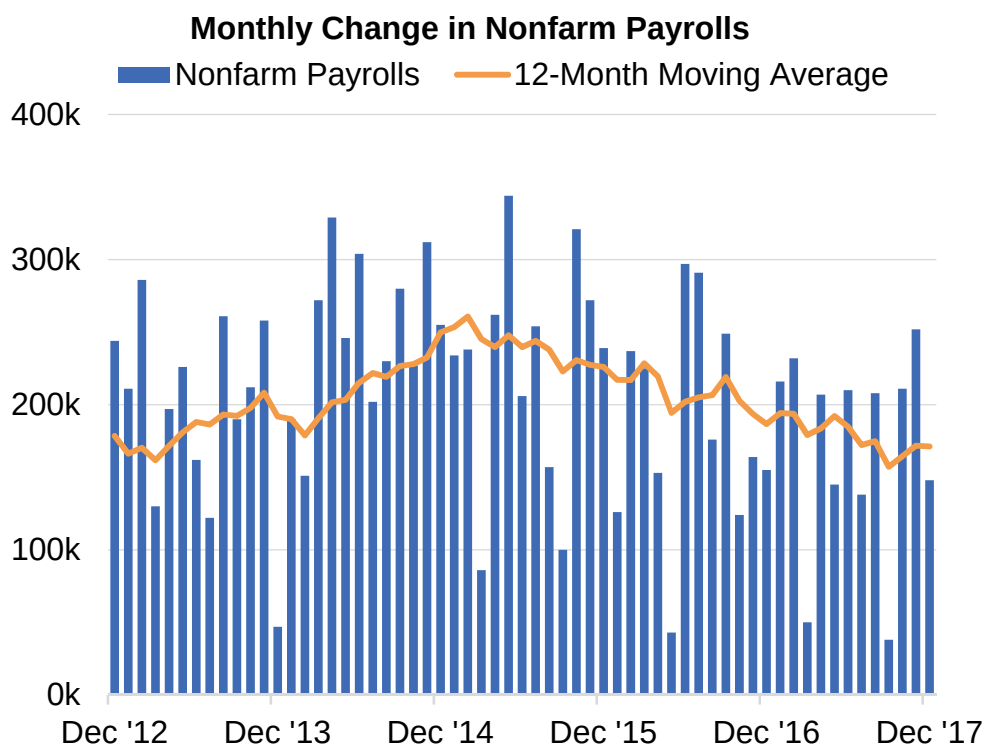
U.S. Real GDP
QoQ, SAAR

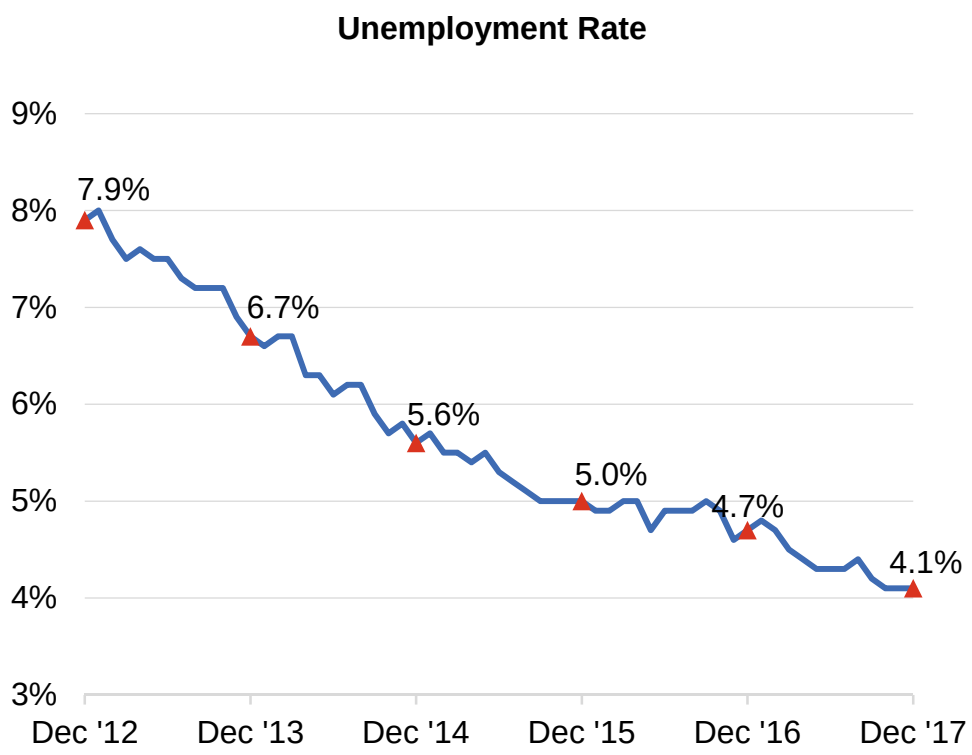


Source: Bloomberg, as of December 2017. SAAR is seasonally adjusted annualized rate. Orange dashes denote four-quarter averages.

Labor Market Activity During the Quarter

- The U.S. labor market added 611,000 jobs for the quarter ending December 31, 2017, and an average of 171,000 jobs per month over the past year.
- Headline unemployment rate for the fourth quarter remained at 4.1% for the third consecutive month. The U6 unemployment rate decreased from 8.3% in September to 8.1% in December, while the labor force participation rate fell from 63.0% in September to 62.7% in December.
- Average hourly earnings—an important gauge of wage growth—grew 2.5% over the past 12 months.

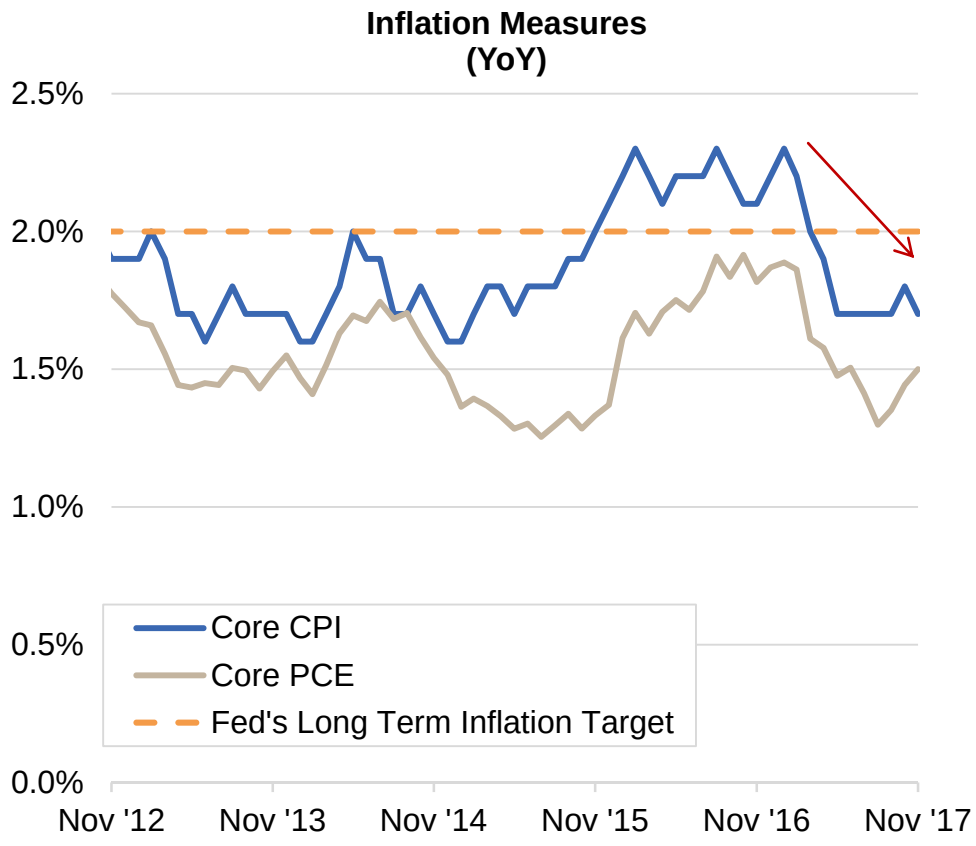


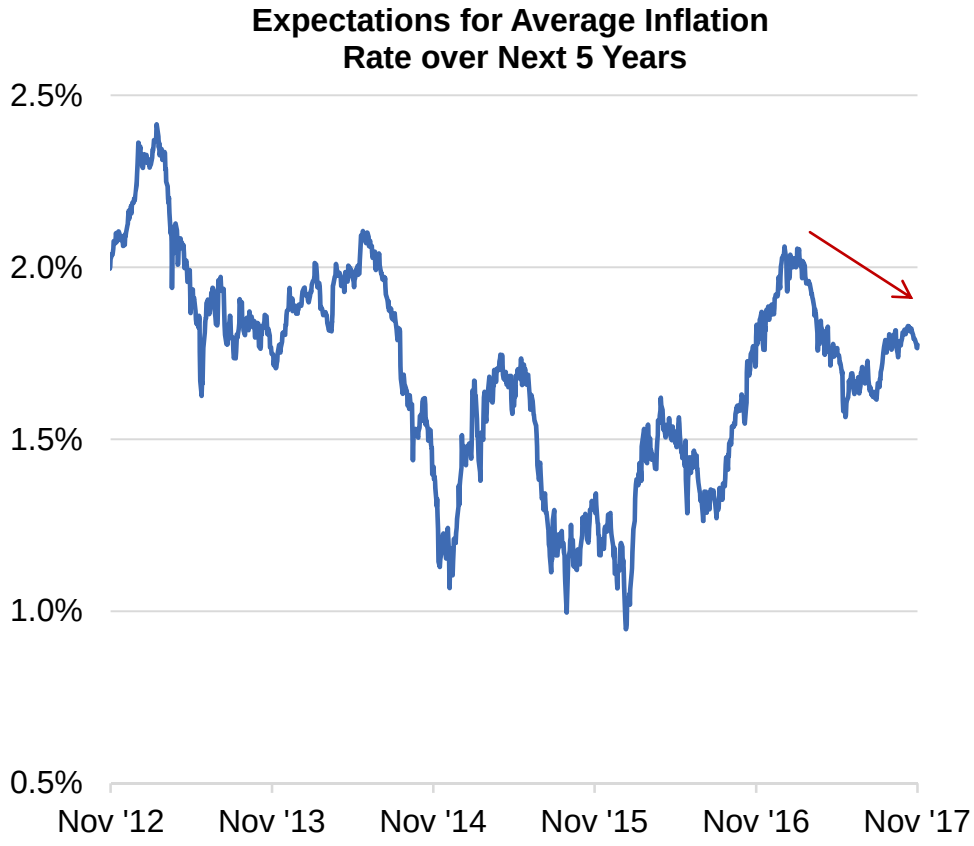


Source: Bloomberg, as of December 2017.

Inflation Remains Muted

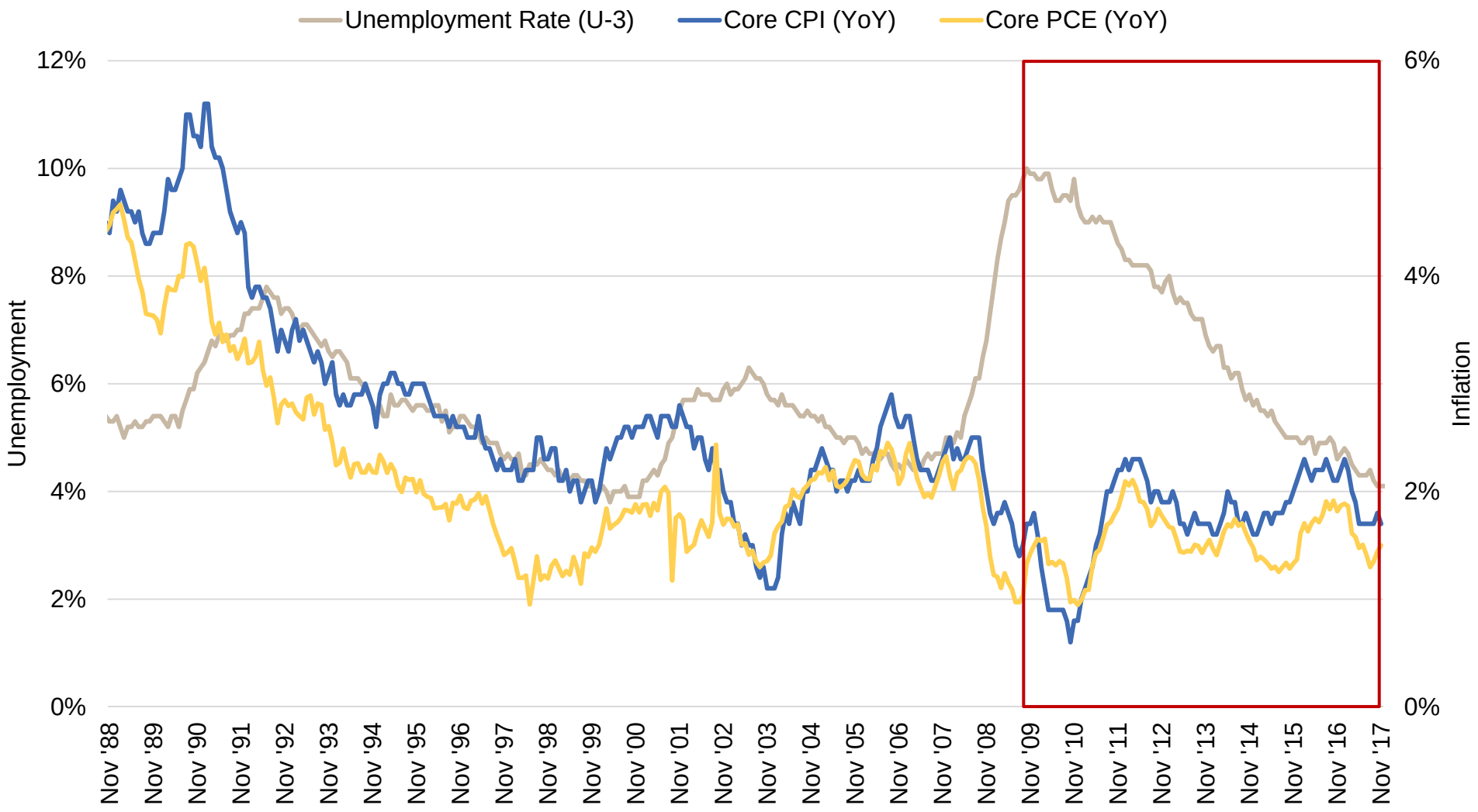
- Inflation pressures have declined since the beginning of 2017. The core personal consumption expenditures (PCE) price index, the Fed's preferred measure of inflation, moved slightly higher to 1.5% year-over-year in November.
- The Fed expects inflation to remain subdued in the near term but to reach their 2% target in the medium term.





Source: Bloomberg, as of November 2017. Inflation expectations based on yield difference between 5-year Treasury note and 5-year Treasury Inflation Protected Securities (TIPS).

Inflation Remains Lackluster Despite a Strong Labor Market



Source: Bloomberg, as of November 2017.

GOP Tax Cuts and Jobs Act

Personal Taxes

Income Tax Brackets

Tax Rate	Single	Married
10%	$9,525	$19,050
12%	$38,700	$77,400
22%	$82,500	$165,000
24%	$157,500	$315,000
32%	$200,000	$400,000
35%	$500,000	$600,000
37%	> $500,000	> $600,000

Deductions

- Can deduct up to $10,000 in a blend of state and local property, income, and sales tax. The state and local deduction was previously unlimited.
- Deductible interest on mortgage capped at $750,000.

Exemptions

- Child tax credit raised from $1,000 to $2,000 per child.
- The estate tax exemption will be doubled from $5.5 million to $11 million.

Other

- The deduction for interest on education loans, qualified tuition expenses, and expensive medical bills would be maintained.
- No changes will be made to 401(k) plans.

Business Taxes

Marginal Tax Rate

- Reduced from 35% to 21%.
- Marks the largest one-time decline in U.S. history and amounts to almost $1 trillion of tax cuts over the next decade.

Deductions

- Pass-through businesses like limited liability corporations allowed to deduct 20% of their earnings. However, this will expire after 2025.

Exemptions

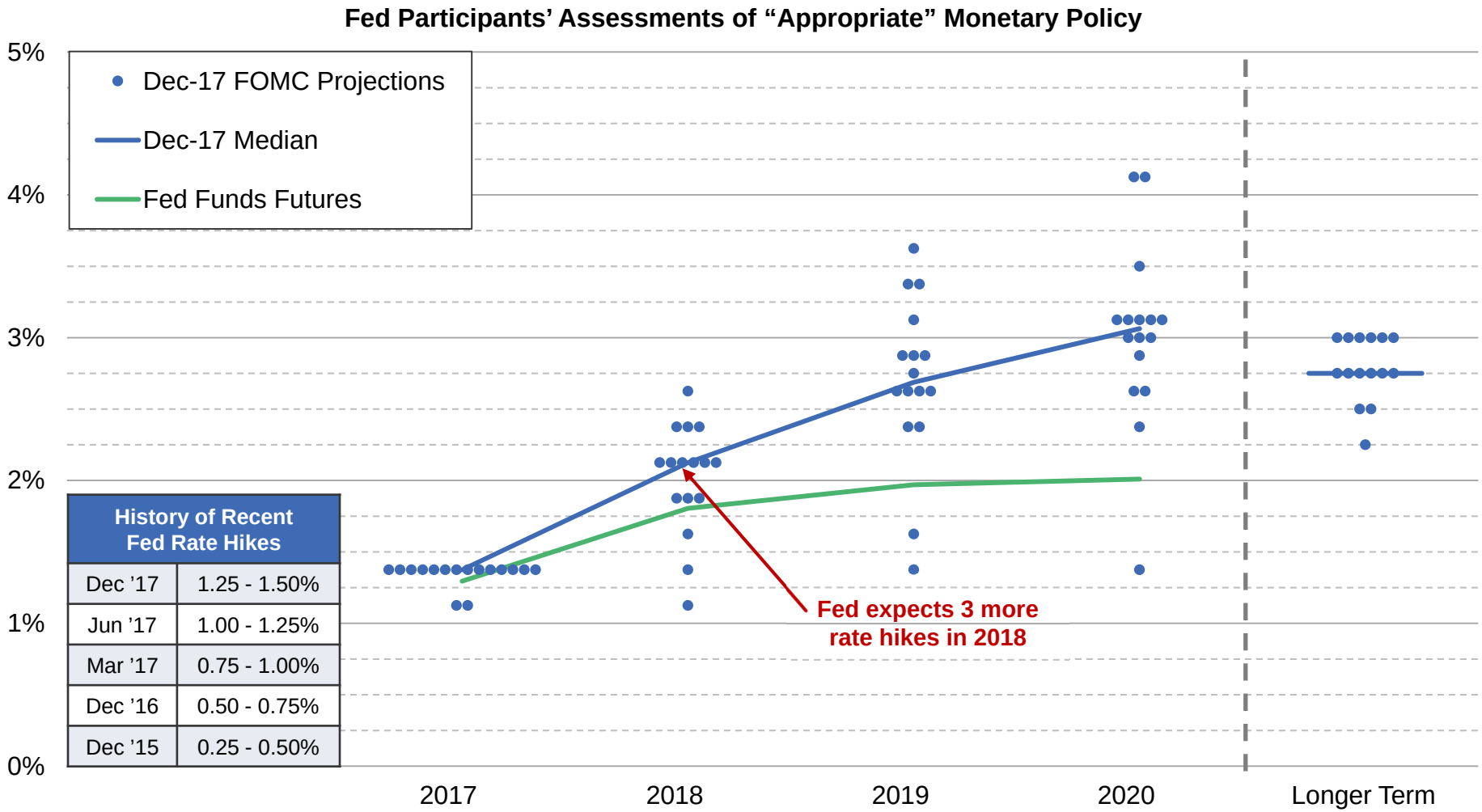
- Businesses will be exempt from paying the corporate alternative minimum tax.

Other

- One-time tax on repatriated cash and profits will be 15.5%, up slightly from the 14% to 14.5% that had been proposed in earlier versions.

Source: The Washington Post, Business Insider.

FOMC "Dot Plot" – December 2017



History of Recent Fed Rate Hikes	
Dec '17	1.25 - 1.50%
Jun '17	1.00 - 1.25%
Mar '17	0.75 - 1.00%
Dec '16	0.50 - 0.75%
Dec '15	0.25 - 0.50%

Source: Federal Reserve and Bloomberg. Individual dots represent each Fed member's judgement of the midpoint of the appropriate target range for the federal funds rate at each year-end. Fed funds futures as of 12/13/17.

California Economy

Year-over-Year Changes in California	
Gross State Product[1]	**$2.6 billion (↑4.5%)**
Unemployment[2]	**4.6% (↓0.7%)**
Nonfarm Payrolls[2]	**17.1 million (↑1.7%)**
Average Hourly Earnings[2]	**$30.28 (↑3.1%)**
Population[3]	**39.5 million (↑0.7%)**
Headline News	**Attorney General Jeff Sessions' announcement to rescind the Cole Memo may hurt the anticipated $5 billion marijuana industry in California**

Source: Bloomberg, The Hill, U.S. Census Bureau.
1. Gross state product is as of December 2016.
2. Unemployment, nonfarm payrolls, and average hourly earnings are as of November 2017.
3. Population data as of July 2017.

Portfolio Review

Security Type	Original Cost	Market Value	% of Portfolio	In Compliance	Average Maturity[1]	Average Yield[1]
Cash Equivalents	$9,893,590	$9,893,590	11.9%	✓	1	0.00%
Money Market Funds	$116,974	$116,974	0.1%	✓	1	0.84%
Investment Pools	$24,999,416	$24,951,755	30.1%	✓	1	1.20%
Total Liquidity	**$35,009,980**	**$34,962,319**	**42.2%**		**1**	**0.86%**
U.S. Treasury Notes[2]	$10,906,450	$10,760,187	13.0%	✓	1,259	1.67%
Federal Agency Securities[3]	$2,923,659	$2,893,714	3.5%	✓	765	1.50%
Supranational Securities	$2,939,131	$2,913,581	3.5%	✓	774	1.54%
Negotiable Certificates of Deposit	$8,488,877	$8,461,268	10.2%	✓	515	1.89%
Medium-Term Corporate Notes	$14,202,272	$14,008,032	16.9%	✓	921	2.13%
Asset-Backed Securities	$5,054,106	$5,026,158	6.1%	✓	1,295	1.74%
Commercial Paper	$3,769,658	$3,791,298	4.6%	✓	102	1.57%
Total Securities	**$48,284,153**	**$47,854,238**	**57.8%**		**883**	**1.83%**
Total Portfolio	**$83,294,133**	**$82,816,557**	**100.0%**		**512**	**1.42%**
Bonded Debt Portfolio	**$20,995,416**	**$21,014,721**				**0.88%**
Total	**$104,289,549**	**$103,831,278**				**1.31%**

1. *Averages shown are weighted averages calculated based on original cost. Average maturity is shown as days.*
2. *Due to different disposal values applied by Wells Fargo and PFM, original cost value of U.S. Treasury bond with CUSIP 912828Q78 differs by $137.02.*
3. *Due to different disposal values applied by Wells Fargo and PFM, original cost value of Federal Agency bond with CUSIP 3135G0N82 differs by $199.15.*

Issuer	Original Cost	Market Value	% of Portfolio	% Permitted by Policy	In Compliance	Average Maturity[1]	Average Yield[1]
Cash Equivalents	**9,893,590**	**9,893,590**	**11.9%**			**1**	**0.00%**
Bank	9,893,590	9,893,590	11.9%	100%	✓	1	0.00%
Money Market Funds	**116,974**	**116,974**	**0.1%**			**1**	**0.84%**
Wells Fargo	116,974	116,974	0.1%	10%	✓	1	0.84%
Investment Pools	**24,999,416**	**24,951,755**	**30.1%**			**1**	**1.20%**
Local Agency Investment Fund	24,999,416	24,951,755	30.1%	$65 million	✓	1	1.20%
U.S. Treasury Notes	**10,906,450**	**10,760,187**	**13.0%**			**1259**	**1.67%**
U.S. Treasury[2]	10,906,450	10,760,187	13.0%	100%	✓	1259	1.67%
Federal Agency Securities	**2,923,659**	**2,893,714**	**3.5%**			**765**	**1.50%**
FHLMC	1,082,597	1,072,996	1.3%	100%	✓	703	1.46%
FNMA[3]	1,841,062	1,820,718	2.2%	100%	✓	801	1.52%
Commercial Paper	**3,769,658**	**3,791,298**	**4.6%**			**102**	**1.57%**
Bank of Tokyo Mitsubishi CP	1,087,506	1,098,636	1.3%	5%	✓	26	1.54%
BNP Paribas	939,604	946,449	1.1%	5%	✓	82	1.49%
Credit Agricole SA	991,918	994,051	1.2%	5%	✓	122	1.60%
Toyota	750,630	752,162	0.9%	5%	✓	211	1.67%
Negotiable Certificates of Deposit	**8,488,877**	**8,461,268**	**10.2%**			**515**	**1.89%**
Bank of Nova Scotia (Houston)	1,150,000	1,145,837	1.4%	5%	✓	460	1.91%
Bank of Montreal Chicago	945,000	946,169	1.1%	5%	✓	403	1.90%
Canadian Imperial Bank	939,267	938,016	1.1%	5%	✓	334	1.78%
Credit Suisse NY	950,000	948,369	1.1%	5%	✓	166	1.61%
Nordea Bank	940,000	940,583	1.1%	5%	✓	334	1.74%
Westpac Banking Corp NY	870,000	868,556	1.0%	5%	✓	946	2.05%
Skandinaviska Enskilda NY	999,610	987,160	1.2%	5%	✓	579	1.85%
Svenska Handelsbanken	750,000	746,684	0.9%	5%	✓	375	1.91%
Swedbank NY	945,000	939,895	1.1%	5%	✓	1051	2.30%

1. *Averages shown are weighted averages calculated based on original cost. Average maturity is shown as days.*
2. *Due to different disposal values applied by Wells Fargo and PFM, original cost value of U.S. Treasury bond with CUSIP 912828Q78 differs by $137.02.*
3. *Due to different disposal values applied by Wells Fargo and PFM, original cost value of Federal Agency bond with CUSIP 3135G0N82 differs by $199.15.*

Issuer	Original Cost	Market Value	% of Portfolio	% Permitted by Policy	In Compliance	Average Maturity[1]	Average Yield[1]
Medium-Term Corporate Notes	**14,202,272**	**14,008,032**	**16.9%**			**921**	**2.13%**
American Express Company	429,553	428,698	0.5%	5%	✓	793	2.24%
American Honda Finance	299,574	298,463	0.4%	5%	✓	775	2.05%
Apple Inc.	667,687	666,527	0.8%	5%	✓	491	2.01%
Bank of New York	1,000,460	1,002,286	1.2%	5%	✓	1499	2.59%
BB&T Bank	715,361	715,039	0.9%	5%	✓	1552	2.59%
Berkshire Hathaway	144,859	143,169	0.2%	5%	✓	592	1.33%
Caterpillar Financial	354,702	350,856	0.4%	5%	✓	978	1.88%
Citigroup	464,103	463,027	0.6%	5%	✓	1438	2.67%
Goldman Sachs	471,908	469,673	0.6%	5%	✓	1211	2.50%
Home Depot	234,864	233,131	0.3%	5%	✓	887	1.82%
Honeywell International	129,899	129,313	0.2%	5%	✓	668	1.84%
IBM	1,366,021	1,224,746	1.5%	5%	✓	575	1.88%
John Deere	979,224	979,709	1.2%	5%	✓	253	1.82%
JP Morgan Chase	1,986,282	1,993,665	2.4%	5%	✓	753	2.36%
Paccar Financial	134,988	133,972	0.2%	5%	✓	1048	2.05%
Pepsi Co.	354,734	353,044	0.4%	5%	✓	487	1.59%
State Street	463,499	458,018	0.6%	5%	✓	961	1.94%
Toyota	1,059,656	1,052,446	1.3%	5%	✓	1078	2.14%
UPS	379,400	377,990	0.5%	5%	✓	1187	2.10%
Wal-Mart	943,630	938,913	1.1%	5%	✓	1080	1.95%
Walt Disney Corporation	149,961	149,513	0.2%	5%	✓	794	1.96%
Wells Fargo	1,471,910	1,445,833	1.7%	5%	✓	1072	2.04%
Asset-Backed Securities	**5,054,106**	**5,026,158**	**6.1%**			**1295**	**1.74%**
Ally Auto	1,029,918	1,024,628	1.2%	5%	✓	1356	1.76%
American Express Company Credit	539,913	537,207	0.6%	5%	✓	1445	1.65%
Citibank Credit Card Issuance Trust	474,965	472,570	0.6%	5%	✓	1359	1.80%
CNH Equipment Trust	579,558	578,738	0.7%	5%	✓	927	1.80%
Ford Motor Credit	314,999	313,029	0.4%	5%	✓	1262	1.67%
Honda Auto Receivables	469,959	466,080	0.6%	5%	✓	1323	1.68%
Hyundai Auto Receivables	1,079,848	1,072,310	1.3%	5%	✓	1310	1.64%
John Deere Owner Trust	274,973	273,308	0.3%	5%	✓	1170	1.64%
Toyota Auto Receivables Owner Trust	289,973	288,289	0.3%	5%	✓	1476	2.26%
Supranational Securities	**2,939,131**	**2,913,581**	**3.5%**			**774**	**1.54%**
Inter-American Development Bank	1,122,406	1,112,164	1.3%	100%	✓	729	1.40%
International Bank of Reconstruction and Development	1,816,724	1,801,417	2.2%	100%	✓	801	1.62%
Total	**83,294,133**	**82,816,557**				**512**	**1.42%**

1. Averages shown are weighted averages calculated based on original cost. Average maturity is shown as days. Per issuer limit.

Portfolio Recap

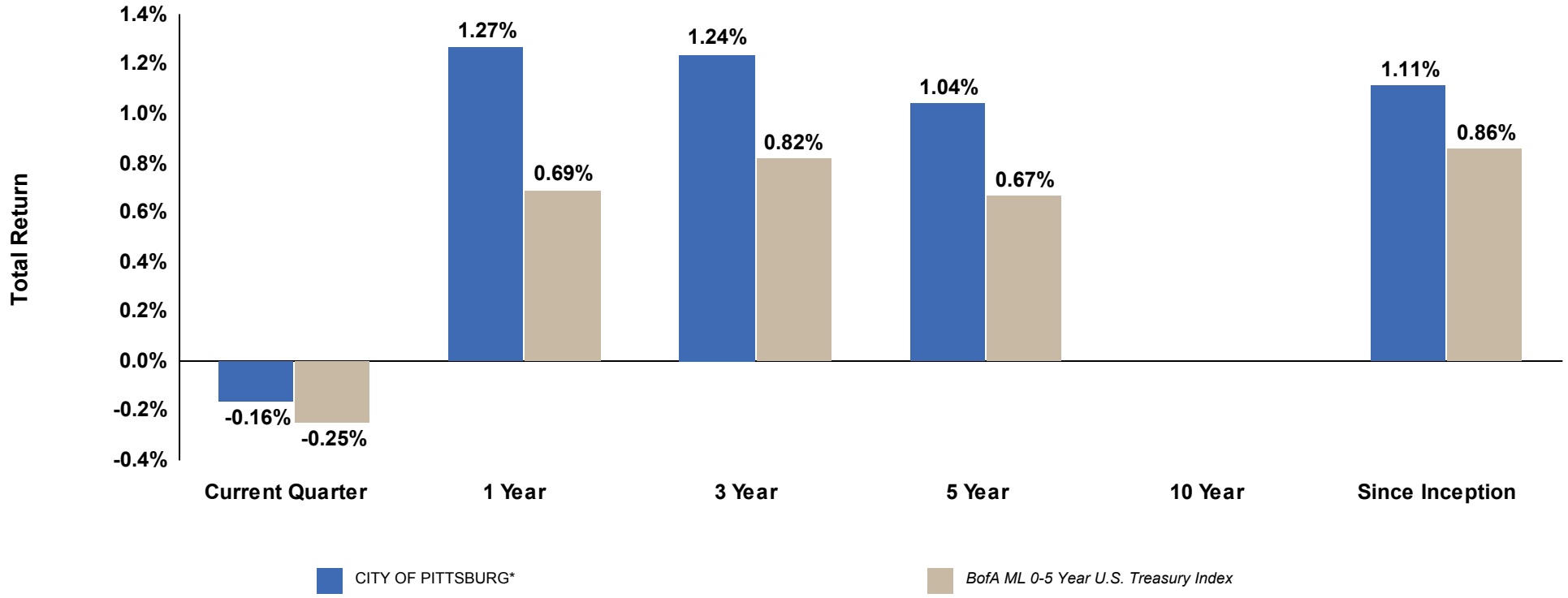
- In the fourth quarter, economic data was generally favorable, the unemployment rate hovered near a 15-year low, inflation remained in check, and the Fed raised rates for a third time in 2017. At the same time, both consumer and business confidence remained high, and Congress passed large corporate and individual tax cuts.
- Market reaction to the final tax bill reflected expectations for at least a near-term positive economic impact, causing both interest rates and U.S. equity markets to rise.
- The post-tax-bill market moves amplified existing trends. During the quarter
  - 2-year Treasury yields rose 40 basis points (0.40%), reflecting the FOMC's December rate hike and expectations for more policy changes going forward,
  - 10-year Treasury yields rose 9 basis points, muted by low inflation prospects and strong demand for yield by global investors,
  - the yield curve flattened to its narrowest levels since 2007, and
  - equity markets capped the first calendar year ever with twelve consecutive months of positive returns.
- The strength of the U.S. economy, coupled with the December Fed rate hike, drove yields on all but the longest Treasury maturities higher in the fourth quarter. As a result, fixed-income returns were mixed for the quarter, with shorter indexes generating negative returns; however, on a positive note, reinvestment opportunities became more attractive.
- Higher yields, narrow credit spreads, and a flat yield curve created a challenging investment landscape. As such, we generally employed a duration-neutral portfolio stance relative to the benchmark.

Portfolio Recap

- Credit instruments and other “spread product” generated outperformance for the quarter relative to government securities. The primary drivers of portfolio performance were asset allocation and diversification.
  - Federal agency yield spreads remained very narrow relative to similar-maturity Treasuries throughout the quarter. We generally favored U.S. Treasuries for government security allocations, except in a few maturity ranges where agency spreads were marginally wider. Minimal incremental income and similar relative price changes resulted in little excess return from the agency sector during the quarter. (Excess return is the return on a sector over and above the return on similar-duration Treasuries.)
  - Supranational spreads continued to narrow through the fourth quarter on limited supply dynamics. The portfolio benefited from incremental performance, in addition to broader diversification within the government sector.
  - Investment-grade corporate yield spreads continued to grind tighter. Due to a combination of incremental yield and spread compression, the corporate sector was one of the best performing fixed income sectors during the quarter.
  - Incremental returns on asset-backed securities (ABS) were also strong, although they were dependent on industry, issuer, and deal tranches.
  - Negotiable CDs continued to provide attractive incremental yield benefits relative to comparable Treasuries while providing an alternative to corporate debt that performed equally well.

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return 3 Year	5 Year	10 Year	Since Inception (09/30/10)
CITY OF PITTSBURG*	2.12	-0.16%	1.27%	1.24%	1.04%	-	1.11%
BofA ML 0-5 Year U.S. Treasury Index	*2.12*	*-0.25%*	*0.69%*	*0.82%*	*0.67%*	-	*0.86%*
Difference		0.09%	0.58%	0.42%	0.37%	-	0.25%



*Portfolio performance is gross of fees unless otherwise indicated.

Portfolio Earnings

Quarter-Ended December 31, 2017

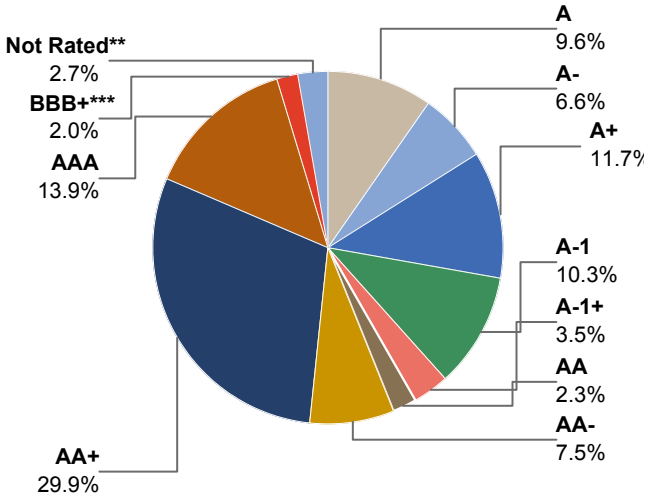
	Market Value Basis	Accrual (Amortized Cost) Basis
Beginning Value (09/30/2017)	$48,047,608.69	$48,058,537.52
Net Purchases/Sales	$101,297.39	$101,297.39
Change in Value	($294,668.23)	($6,840.14)
Ending Value (12/31/2017)	$47,854,237.85	$48,152,994.77
Interest Earned	$216,274.24	$216,274.24
Portfolio Earnings	($78,393.99)	$209,434.10

Portfolio Statistics

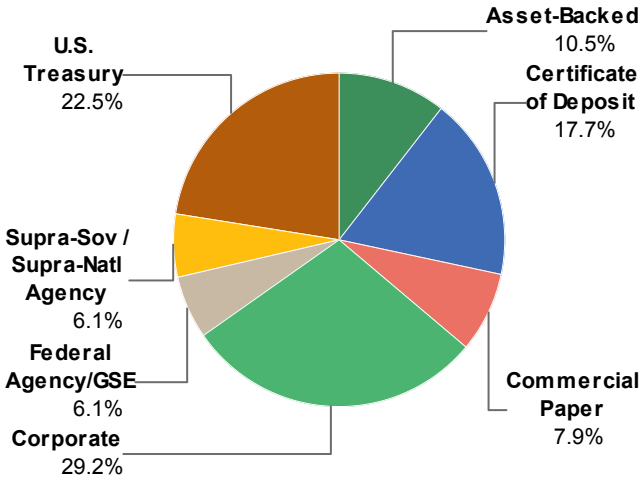
As of December 31, 2017

Par Value:	$48,099,581
Total Market Value:	$48,199,385
Security Market Value:	$47,854,238
Accrued Interest:	$218,143
Cash:	$127,004
Amortized Cost:	$48,152,995
Yield at Market:	2.04%
Yield at Cost:	1.83%
Effective Duration:	2.12 Years
Duration to Worst:	2.20 Years
Average Maturity:	2.42 Years
Average Credit: *	AA

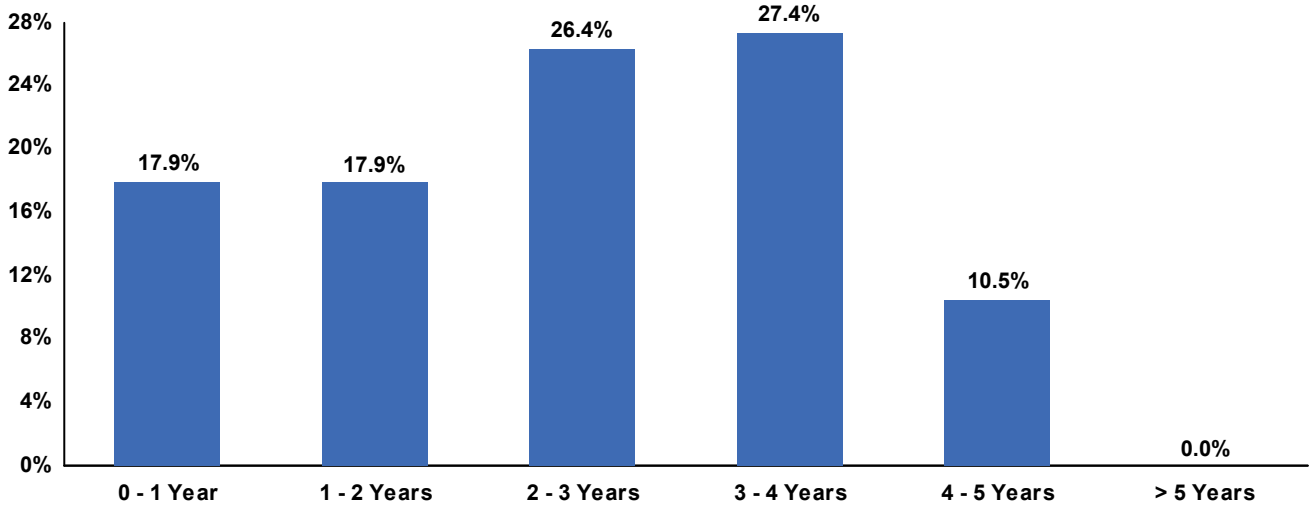
Credit Quality (S&P Ratings)



Sector Allocation



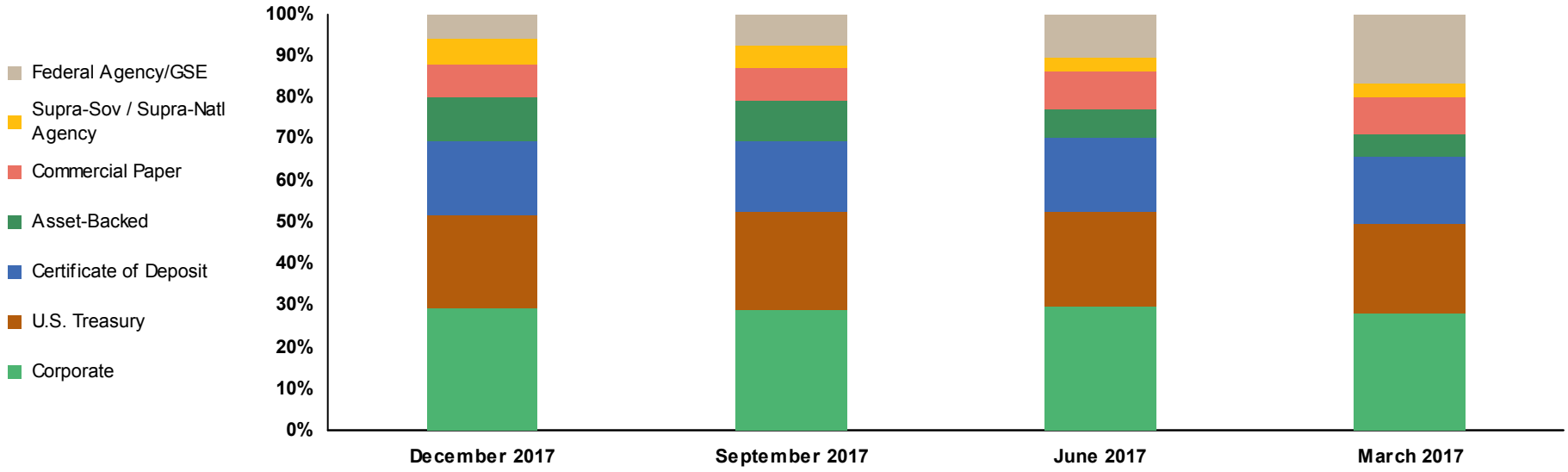
Maturity Distribution



*An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio.
**The "Not Rated" category comprises asset-backed securities rated Aaa by Moody's.
***The "BBB+" category comprises securities rated A or better by Moody's and/or Fitch.

Sector Allocation

Sector	December 31, 2017 MV ($MM)	December 31, 2017 % of Total	September 30, 2017 MV ($MM)	September 30, 2017 % of Total	June 30, 2017 MV ($MM)	June 30, 2017 % of Total	March 31, 2017 MV ($MM)	March 31, 2017 % of Total
Corporate	14.0	29.2%	13.9	28.9%	14.1	29.5%	13.5	28.3%
U.S. Treasury	10.8	22.5%	11.2	23.3%	10.9	22.8%	10.1	21.1%
Certificate of Deposit	8.5	17.7%	8.2	17.2%	8.4	17.7%	7.7	16.3%
Asset-Backed	5.0	10.5%	4.8	10.0%	3.5	7.3%	2.5	5.2%
Commercial Paper	3.8	7.9%	3.8	7.9%	4.2	8.8%	4.3	9.1%
Supra-Sov / Supra-Natl Agency	2.9	6.1%	2.5	5.1%	1.7	3.5%	1.7	3.5%
Federal Agency/GSE	2.9	6.1%	3.7	7.6%	5.0	10.4%	7.9	16.5%
Total	**$47.9**	**100.0%**	**$48.0**	**100.0%**	**$47.8**	**100.0%**	**$47.6**	**100.0%**

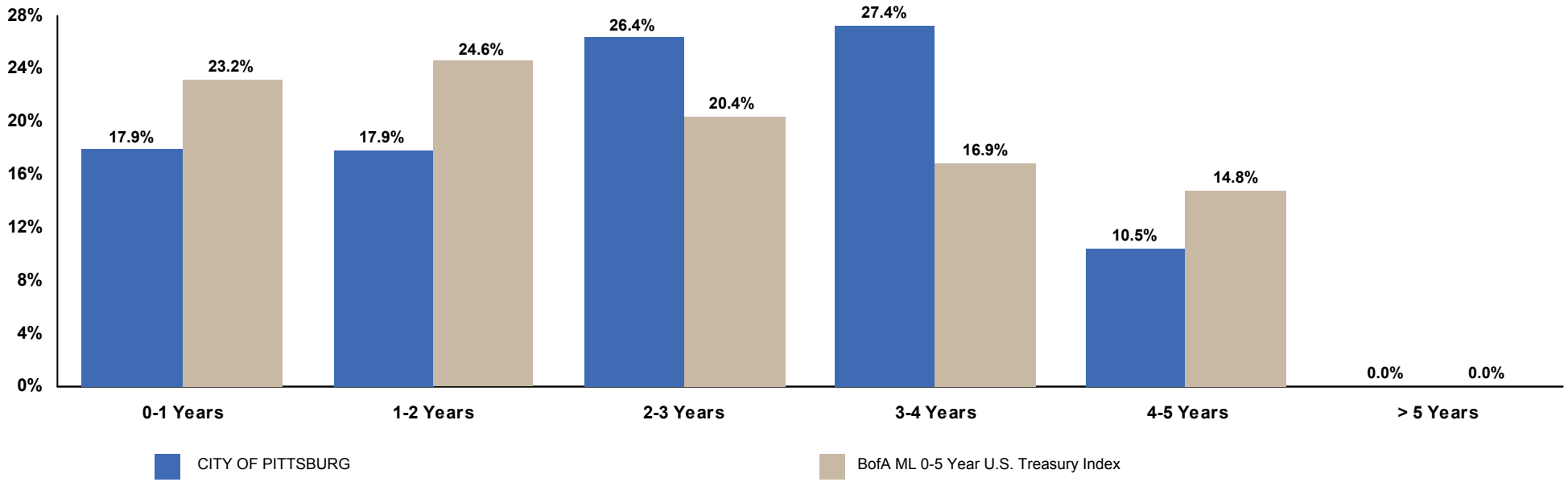


Detail may not add to total due to rounding.

Maturity Distribution

As of December 31, 2017

Portfolio/Benchmark	Yield at Market	Average Maturity	0-1 Years	1-2 Years	2-3 Years	3-4 Years	4-5 Years	>5 Years
CITY OF PITTSBURG	2.04%	2.42 yrs	17.9%	17.9%	26.4%	27.4%	10.5%	0.0%
BofA ML 0-5 Year U.S. Treasury Index	*1.89%*	*2.28 yrs*	*23.2%*	*24.6%*	*20.4%*	*16.9%*	*14.8%*	*0.0%*



Sector/Issuer Distribution

As of December 31, 2017

Sector / Issuer	Market Value ($)	% of Sector	% of Total Portfolio
Asset-Backed			
ALLY AUTO RECEIVABLES TRUST	1,024,628	20.4%	2.1%
AMERICAN EXPRESS CO	537,207	10.7%	1.1%
CITIGROUP INC	472,570	9.4%	1.0%
CNH EQUIPMENT TRUST	578,738	11.5%	1.2%
FORD CREDIT AUTO OWNER TRUST	313,029	6.2%	0.7%
HONDA AUTO RECEIVABLES	466,080	9.3%	1.0%
HYUNDAI AUTO RECEIVABLES	1,072,310	21.3%	2.2%
JOHN DEERE OWNER TRUST	273,308	5.4%	0.6%
TOYOTA MOTOR CORP	288,289	5.7%	0.6%
Sector Total	**5,026,158**	**100.0%**	**10.5%**
Certificate of Deposit			
BANK OF MONTREAL	946,169	11.2%	2.0%
BANK OF NOVA SCOTIA	1,145,837	13.5%	2.4%
CANADIAN IMPERIAL BANK OF COMMERCE	938,016	11.1%	2.0%
CREDIT SUISSE GROUP	948,369	11.2%	2.0%
NORDEA BANK AB	940,583	11.1%	2.0%
SKANDINAVISKA ENSKILDA BANKEN AB	987,160	11.7%	2.1%
SVENSKA HANDELSBANKEN AB	746,684	8.8%	1.6%
SWEDBANK AB	939,895	11.1%	2.0%

Sector / Issuer	Market Value ($)	% of Sector	% of Total Portfolio
WESTPAC BANKING CORP	868,556	10.3%	1.8%
Sector Total	**8,461,268**	**100.0%**	**17.7%**
Commercial Paper			
BNP PARIBAS	946,449	25.0%	2.0%
CREDIT AGRICOLE SA	994,051	26.2%	2.1%
MITSUBISHI UFJ FINANCIAL GROUP INC	1,098,636	29.0%	2.3%
TOYOTA MOTOR CORP	752,162	19.8%	1.6%
Sector Total	**3,791,298**	**100.0%**	**7.9%**
Corporate			
AMERICAN EXPRESS CO	428,698	3.1%	0.9%
AMERICAN HONDA FINANCE	298,463	2.1%	0.6%
APPLE INC	666,527	4.8%	1.4%
BB&T CORPORATION	715,039	5.1%	1.5%
BERKSHIRE HATHAWAY INC	143,169	1.0%	0.3%
CATERPILLAR INC	350,856	2.5%	0.7%
CITIGROUP INC	463,027	3.3%	1.0%
DEERE & COMPANY	979,709	7.0%	2.0%
GOLDMAN SACHS GROUP INC	469,673	3.4%	1.0%
HOME DEPOT INC	233,131	1.7%	0.5%
HONEYWELL INTERNATIONAL	129,313	0.9%	0.3%
IBM CORP	757,138	5.4%	1.6%
INTERNATIONAL BUSINESS MACHINES	467,608	3.3%	1.0%
JP MORGAN CHASE & CO	1,993,665	14.2%	4.2%

Sector / Issuer	Market Value ($)	% of Sector	% of Total Portfolio
PACCAR FINANCIAL CORP	133,972	1.0%	0.3%
PEPSICO INC	353,044	2.5%	0.7%
STATE STREET CORPORATION	458,018	3.3%	1.0%
THE BANK OF NEW YORK MELLON CORPORATION	1,002,286	7.2%	2.1%
THE WALT DISNEY CORPORATION	149,513	1.1%	0.3%
TOYOTA MOTOR CORP	1,052,446	7.5%	2.2%
UNITED PARCEL SERVICE INC	377,990	2.7%	0.8%
WAL-MART STORES INC	938,913	6.7%	2.0%
WELLS FARGO & COMPANY	1,445,833	10.3%	3.0%
Sector Total	**14,008,032**	**100.0%**	**29.3%**
Federal Agency/GSE			
FANNIE MAE	1,820,718	62.9%	3.8%
FREDDIE MAC	1,072,996	37.1%	2.2%
Sector Total	**2,893,714**	**100.0%**	**6.0%**
Supra-Sov / Supra-Natl Agency			
INTER-AMERICAN DEVELOPMENT BANK	1,112,164	38.2%	2.3%
INTL BANK OF RECONSTRUCTION AND DEV	1,801,417	61.8%	3.8%
Sector Total	**2,913,581**	**100.0%**	**6.1%**
U.S. Treasury			
UNITED STATES TREASURY	10,760,187	100.0%	22.5%

Sector / Issuer	Market Value ($)	% of Sector	% of Total Portfolio
Sector Total	**10,760,187**	**100.0%**	**22.5%**
Portfolio Total	**47,854,238**	**100.0%**	**100.0%**

Outlook and Strategy

- Generally, the economic themes that brought 2017 to a close will carry forward into 2018, including improving growth, stable job production, healthy personal consumption, and strong corporate fundamentals.
- Following three hikes in 2017, the Fed's "dot plot," released after the December FOMC meeting, indicated an expectation for three more hikes in 2018. As of year-end, the market-implied probability of a rate hike at the March FOMC meeting was around 70%.
- The FOMC begins 2018 balancing several factors: persistently low inflation, uncertainty around the pace of economic growth, and the continuation of balance sheet normalization. Additionally, a change in leadership at the Fed—Jerome Powell will replace Janet Yellen as Fed Chair—has the potential to create some uncertainty. As a current Fed governor, Powell is expected to follow closely in Yellen's footsteps.
- Our outlook for each of the major investment-grade fixed income sectors are as follows:
  - Federal agency spreads remain tight; however, the best value relative to U.S. Treasuries is in the 2- to 3-year area of the curve. While callable agency value waned towards the end of 2017, wider spreads in the new year may provide an opportunity to capture incremental yield.
  - Supranational issuance came to a halt at the close of the year, and with it some of their incremental value. However, with the prospect of high seasonal supply in the first quarter, the expectation exists for attractive spreads and purchase opportunities.
  - Corporate yield spreads are expected to remain stable, with incremental income being supportive of continued expected outperformance. As always, careful issuer due diligence will drive selection.
  - Given the steepness of the short-term yield curve (under one year), short-term credit instruments like commercial paper and negotiable CDs look particularly attractive. We believe their current yields fully compensate for at least three Fed rate hikes in 2018.

Transactions & Account Holdings

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par ($)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt ($)	Yield at Market	Realized G/L (BV)
BUY									
9/25/17	10/2/17	475,000	17305EGH2	CCCIT 2017-A9 A9	1.80%	9/20/21	474,964.61	1.80%	
10/2/17	10/10/17	470,000	4581X0CD8	INTER-AMERICAN DEVELOPMENT BANK	2.12%	11/9/20	478,545.68	1.81%	
10/11/17	10/20/17	945,000	931142EA7	WAL-MART STORES INC CORP NOTE	1.90%	12/15/20	943,629.75	1.95%	
10/23/17	10/30/17	130,000	438516BQ8	HONEYWELL INTERNATIONAL CORP NOTES	1.80%	10/30/19	129,898.60	1.84%	
10/27/17	10/31/17	470,000	38141GVU5	GOLDMAN SACHS GRP INC CORP NT (CALLABLE)	2.62%	4/25/21	472,113.83	2.50%	
10/30/17	10/31/17	1,000,000	22533UE25	CREDIT AGRICOLE CIB NY COMM PAPER	0.00%	5/2/18	991,917.50	1.60%	
11/2/17	11/3/17	760,000	89233HGW8	TOYOTA MOTOR CREDIT CORP COMM PAPER	0.00%	7/30/18	750,629.83	1.67%	
11/6/17	11/13/17	135,000	69371RN85	PACCAR FINANCIAL CORP NOTES	2.05%	11/13/20	134,987.85	2.05%	
11/7/17	11/15/17	290,000	89238KAD4	TAOT 2017-D A3	1.93%	1/15/22	289,973.26	2.26%	
11/9/17	11/14/17	380,000	911312BP0	UNITED PARCEL SERVICE CORPORATE BOND	2.05%	4/1/21	379,399.60	2.10%	
11/15/17	11/17/17	460,000	172967LC3	CITIGROUP INC CORP (CALLABLE) NOTE	2.90%	12/8/21	469,995.03	2.67%	
11/16/17	11/17/17	945,000	87019U6D6	SWEDBANK (NEW YORK) CERT DEPOS	2.27%	11/16/20	945,000.00	2.30%	
Total BUY		**6,460,000**					**6,461,055.54**		
INTEREST									
10/1/17	10/1/17	710,000	05531FAX1	BB&T CORP (CALLABLE) NOTES	2.75%	4/1/22	10,304.86		
10/2/17	10/2/17	920,000	36962G6W9	GENERAL ELEC CAP CORP GLOBAL NOTES	1.62%	4/2/18	7,475.00		
10/2/17	10/2/17	0	MONEY0002	MONEY MARKET FUND			25.43		
10/5/17	10/5/17	1,150,000	06417GUE6	BANK OF NOVA SCOTIA HOUSTON LT CD	1.91%	4/5/19	11,104.53		
10/15/17	10/15/17	305,000	44931PAD8	HYUNDAI ABS 2017-A A3	1.76%	8/15/21	447.33		
10/15/17	10/15/17	395,000	44932GAD7	HYUNDAI ABS 2017-B A3	1.77%	1/15/22	582.63		
10/15/17	10/15/17	470,000	43811BAC8	HONDA ABS 2017-2 A3	1.68%	8/15/21	658.00		
10/15/17	10/15/17	95,000	47788BAD6	JOHN DEERE ABS 2017-B A3	1.82%	10/15/21	144.08		
10/15/17	10/15/17	315,000	34531EAD8	FORD ABS 2017-A A3	1.67%	6/15/21	438.38		

Trade Date	Settle Date	Par ($)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt ($)	Yield at Market	Realized G/L (BV)
10/15/17	10/15/17	245,000	44891EAC3	HYUNDAI ABS 2016-B A3	1.29%	4/15/21	263.38		
10/15/17	10/15/17	95,000	47787XAC1	JOHN DEERE ABS 2017-A A3	1.78%	4/15/21	140.92		
10/15/17	10/15/17	85,000	47788NAC2	JOHN DEERE ABS 2016-B A3	1.25%	6/15/20	88.54		
10/15/17	10/15/17	340,000	02007FAC9	ALLY ABS 2017-4 A3	1.75%	12/15/21	495.83		
10/15/17	10/15/17	120,000	02007PAC7	ALLY ABS 2017-1 A3	1.70%	6/15/21	170.00		
10/15/17	10/15/17	135,000	44930UAD8	HYUNDAI ABS 2016-A A3	1.56%	9/15/20	175.50		
10/15/17	10/15/17	725,000	459200GM7	IBM CORP CALLABLE BONDS	7.62%	10/15/18	27,640.63		
10/15/17	10/15/17	605,000	12636WAB2	CNH 2017-A A2	1.64%	7/15/20	826.83		
10/15/17	10/15/17	570,000	02007HAC5	ALLY ABS 2017-2 A3	1.78%	8/15/21	845.50		
10/15/17	10/15/17	540,000	02582JHG8	AMERICAN EXPRESS ABS 2017-4 A	1.64%	12/15/21	738.00		
10/20/17	10/20/17	485,000	3137EAEF2	FHLMC AGENCY NOTES	1.37%	4/20/20	3,334.38		
10/21/17	10/21/17	395,000	459058FZ1	INTL BK RECON & DEVELOP NOTES	1.87%	4/21/20	4,321.30		
10/31/17	10/31/17	1,110,000	912828Q78	US TREASURY NOTES	1.37%	4/30/21	7,631.25		
10/31/17	10/31/17	850,000	912828Q78	US TREASURY NOTES	1.37%	4/30/21	5,843.75		
10/31/17	10/31/17	835,000	912828Q78	US TREASURY NOTES	1.37%	4/30/21	5,740.63		
10/31/17	10/31/17	575,000	912828T67	US TREASURY NOTES	1.25%	10/31/21	3,593.75		
10/31/17	10/31/17	500,000	912828T67	US TREASURY NOTES	1.25%	10/31/21	3,125.00		
11/1/17	11/1/17	0	MONEY0002	MONEY MARKET FUND			70.47		
11/2/17	11/2/17	355,000	713448DR6	PEPSICO INC CORP NOTE	1.55%	5/2/19	2,751.25		
11/6/17	11/6/17	1,430,000	037833AQ3	APPLE INC GLOBAL NOTES	2.10%	5/6/19	15,015.00		
11/9/17	11/9/17	470,000	4581X0CD8	INTER-AMERICAN DEVELOPMENT BANK	2.12%	11/9/20	4,993.75		
11/13/17	11/13/17	650,000	458182DX7	INTER-AMERICAN DEVELOPMENT BANK	1.00%	5/13/19	3,250.00		
11/15/17	11/15/17	540,000	02582JHG8	AMERICAN EXPRESS ABS 2017-4 A	1.64%	12/15/21	738.00		
11/15/17	11/15/17	395,000	44932GAD7	HYUNDAI ABS 2017-B A3	1.77%	1/15/22	582.63		
11/15/17	11/15/17	340,000	02007FAC9	ALLY ABS 2017-4 A3	1.75%	12/15/21	495.83		
11/15/17	11/15/17	120,000	02007PAC7	ALLY ABS 2017-1 A3	1.70%	6/15/21	170.00		
11/15/17	11/15/17	305,000	44931PAD8	HYUNDAI ABS 2017-A A3	1.76%	8/15/21	447.33		
11/15/17	11/15/17	95,000	47787XAC1	JOHN DEERE ABS 2017-A A3	1.78%	4/15/21	140.92		
11/15/17	11/15/17	245,000	44891EAC3	HYUNDAI ABS 2016-B A3	1.29%	4/15/21	263.38		
11/15/17	11/15/17	470,000	43811BAC8	HONDA ABS 2017-2 A3	1.68%	8/15/21	658.00		

Trade Date	Settle Date	Par ($)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt ($)	Yield at Market	Realized G/L (BV)
11/15/17	11/15/17	85,000	47788NAC2	JOHN DEERE ABS 2016-B A3	1.25%	6/15/20	88.54		
11/15/17	11/15/17	605,000	12636WAB2	CNH 2017-A A2	1.64%	7/15/20	826.83		
11/15/17	11/15/17	315,000	34531EAD8	FORD ABS 2017-A A3	1.67%	6/15/21	438.38		
11/15/17	11/15/17	570,000	02007HAC5	ALLY ABS 2017-2 A3	1.78%	8/15/21	845.50		
11/15/17	11/15/17	135,000	44930UAD8	HYUNDAI ABS 2016-A A3	1.56%	9/15/20	175.50		
11/15/17	11/15/17	95,000	47788BAD6	JOHN DEERE ABS 2017-B A3	1.82%	10/15/21	144.08		
11/27/17	11/27/17	955,000	459058FS7	INTL BANK OF RECON AND DEV GLOBAL NOTES	1.12%	11/27/19	5,376.65		
11/30/17	11/30/17	360,000	912828VF4	US TREASURY NOTES	1.37%	5/31/20	2,475.00		
11/30/17	11/30/17	940,000	65558LWA6	NORDEA BANK FINLAND NY CD	1.76%	11/30/18	8,455.82		
11/30/17	11/30/17	940,000	13606A5Z7	CANADIAN IMPERIAL BANK NY CD	1.76%	11/30/18	8,272.00		
12/1/17	12/1/17	0	MONEY0002	MONEY MARKET FUND			20.66		
12/5/17	12/5/17	235,000	437076BQ4	HOME DEPOT INC CORP NOTES	1.80%	6/5/20	2,115.00		
12/7/17	12/7/17	1,440,000	94974BGR5	WELLS FARGO & COMPANY NOTES	2.55%	12/7/20	18,360.00		
12/8/17	12/8/17	460,000	172967LC3	CITIGROUP INC CORP (CALLABLE) NOTE	2.90%	12/8/21	6,670.00		
12/15/17	12/15/17	395,000	44932GAD7	HYUNDAI ABS 2017-B A3	1.77%	1/15/22	582.63		
12/15/17	12/15/17	245,000	44891EAC3	HYUNDAI ABS 2016-B A3	1.29%	4/15/21	263.38		
12/15/17	12/15/17	305,000	44931PAD8	HYUNDAI ABS 2017-A A3	1.76%	8/15/21	447.33		
12/15/17	12/15/17	340,000	02007FAC9	ALLY ABS 2017-4 A3	1.75%	12/15/21	495.83		
12/15/17	12/15/17	120,000	02007PAC7	ALLY ABS 2017-1 A3	1.70%	6/15/21	170.00		
12/15/17	12/15/17	85,000	47788NAC2	JOHN DEERE ABS 2016-B A3	1.25%	6/15/20	88.54		
12/15/17	12/15/17	290,000	89238KAD4	TAOT 2017-D A3	1.93%	1/15/22	466.42		
12/15/17	12/15/17	605,000	12636WAB2	CNH 2017-A A2	1.64%	7/15/20	826.83		
12/15/17	12/15/17	470,000	43811BAC8	HONDA ABS 2017-2 A3	1.68%	8/15/21	658.00		
12/15/17	12/15/17	95,000	47787XAC1	JOHN DEERE ABS 2017-A A3	1.78%	4/15/21	140.92		
12/15/17	12/15/17	95,000	47788BAD6	JOHN DEERE ABS 2017-B A3	1.82%	10/15/21	144.08		
12/15/17	12/15/17	570,000	02007HAC5	ALLY ABS 2017-2 A3	1.78%	8/15/21	845.50		
12/15/17	12/15/17	135,000	44930UAD8	HYUNDAI ABS 2016-A A3	1.56%	9/15/20	175.50		
12/15/17	12/15/17	540,000	02582JHG8	AMERICAN EXPRESS ABS 2017-4 A	1.64%	12/15/21	738.00		
12/15/17	12/15/17	315,000	34531EAD8	FORD ABS 2017-A A3	1.67%	6/15/21	438.38		
12/31/17	12/31/17	415,000	912828VK3	US TREASURY NOTES	1.37%	6/30/18	2,853.13		

Trade Date	Settle Date	Par ($)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt ($)	Yield at Market	Realized G/L (BV)
12/31/17	12/31/17	195,000	912828VJ6	US TREASURY NOTES	1.87%	6/30/20	1,828.13		
12/31/17	12/31/17	535,000	912828U81	US TREASURY NOTES	2.00%	12/31/21	5,350.00		
Total INTEREST		**30,870,000**					**196,508.55**		
PAYDOWNS									
12/15/17	12/15/17	25,419	12636WAB2	CNH 2017-A A2	1.64%	7/15/20	25,419.27		0.00
Total PAYDOWNS		**25,419**					**25,419.27**		**0.00**
SELL									
9/25/17	10/2/17	325,000	3135G0ZA4	FANNIE MAE BENCHMARK NOTE	1.87%	2/19/19	327,697.36	1.43%	1,040.69
9/25/17	10/2/17	150,000	084664CG4	BERKSHIRE HATHAWAY INC NOTES	1.70%	3/15/19	150,396.42	1.57%	331.93
10/2/17	10/10/17	470,000	3137EAEF2	FHLMC AGENCY NOTES	1.37%	4/20/20	470,039.04	1.63%	(1,653.64)
10/11/17	10/18/17	920,000	36962G6W9	GENERAL ELEC CAP CORP GLOBAL NOTES	1.62%	4/2/18	921,262.44	1.48%	145.06
10/23/17	10/25/17	130,000	037833AQ3	APPLE INC GLOBAL NOTES	2.10%	5/6/19	132,122.68	1.67%	665.84
10/27/17	10/31/17	350,000	912828Q78	US TREASURY NOTES	1.37%	4/30/21	344,640.63	1.83%	(10,060.29)
10/30/17	10/31/17	1,000,000	22533TYF7	CREDIT AGRICOLE CIB NY COMM PAPER	0.00%	11/15/17	999,491.67	1.22%	54.17
10/31/17	10/31/17	30,000	3135G0J53	FNMA BENCHMARK NOTE	1.00%	2/26/19	29,844.47	1.54%	(178.37)
11/2/17	11/3/17	760,000	89233HA38	TOYOTA MOTOR CREDIT CORP COMM PAPER	0.00%	1/3/18	758,377.40	1.26%	0.00
11/6/17	11/13/17	135,000	037833AQ3	APPLE INC GLOBAL NOTES	2.10%	5/6/19	135,789.53	1.73%	558.25
11/7/17	11/14/17	260,000	3135G0T29	FNMA NOTES	1.50%	2/28/20	259,538.93	1.72%	(1,156.79)
11/13/17	11/14/17	380,000	037833AQ3	APPLE INC GLOBAL NOTES	2.10%	5/6/19	381,777.13	1.81%	1,104.90
11/15/17	11/17/17	475,000	89236TBP9	TOYOTA MOTOR CREDIT CORP NOTES	2.12%	7/18/19	479,376.80	1.99%	978.11
11/16/17	11/17/17	250,000	037833AQ3	APPLE INC GLOBAL NOTES	2.10%	5/6/19	251,097.92	1.84%	613.72
11/16/17	11/17/17	695,000	78009NZZ2	ROYAL BANK OF CANADA NY CD	1.70%	3/9/18	697,565.38	1.53%	333.66

Trade Date	Settle Date	Par ($)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt ($)	Yield at Market	Realized G/L (BV)
Total SELL		**6,330,000**					**6,339,017.80**		**-7,222.76**

Managed Account Detail of Securities Held

For the Month Ending **December 31, 2017**

CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 07/01/2013 1.375% 06/30/2018	912828VK3	415,000.00	AA+	Aaa	09/08/17	09/12/17	415,518.75	1.22	15.76	415,324.75	414,740.63
US TREASURY NOTES DTD 05/31/2013 1.375% 05/31/2020	912828VF4	360,000.00	AA+	Aaa	12/02/15	12/04/15	357,117.19	1.56	435.16	358,426.31	355,387.68
US TREASURY NOTES DTD 07/01/2013 1.875% 06/30/2020	912828VJ6	195,000.00	AA+	Aaa	09/01/15	09/03/15	198,389.65	1.50	10.10	196,786.24	194,748.65
US TREASURY NOTES DTD 02/28/2014 2.000% 02/28/2021	912828B90	1,000,000.00	AA+	Aaa	10/03/16	10/05/16	1,036,406.25	1.15	6,795.58	1,026,314.61	999,414.00
US TREASURY NOTES DTD 05/02/2016 1.375% 04/30/2021	912828Q78	760,000.00	AA+	Aaa	06/27/16	06/29/16	774,012.50	0.98	1,789.78	769,715.52	743,552.84
US TREASURY NOTES DTD 05/02/2016 1.375% 04/30/2021	912828Q78	835,000.00	AA+	Aaa	02/01/17	02/03/17	818,495.70	1.86	1,966.40	821,934.29	816,929.77
US TREASURY NOTES DTD 05/02/2016 1.375% 04/30/2021	912828Q78	850,000.00	AA+	Aaa	01/03/17	01/05/17	833,066.41	1.86	2,001.73	836,833.40	831,605.15
US TREASURY N/B DTD 07/31/2014 2.250% 07/31/2021	912828WY2	1,135,000.00	AA+	Aaa	11/22/16	11/23/16	1,159,118.75	1.78	10,686.89	1,153,615.59	1,141,605.70
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	860,000.00	AA+	Aaa	06/26/17	06/28/17	871,220.31	1.67	5,844.20	869,887.17	857,178.34
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,225,000.00	AA+	Aaa	12/01/16	12/05/16	1,229,306.64	1.92	8,324.59	1,228,374.08	1,220,980.78
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	500,000.00	AA+	Aaa	03/14/17	03/16/17	481,406.25	2.10	1,070.44	484,483.57	484,375.00
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	575,000.00	AA+	Aaa	08/30/17	08/31/17	565,970.70	1.64	1,231.01	566,682.55	557,031.25
US TREASURY NOTES DTD 01/03/2017 2.000% 12/31/2021	912828U81	535,000.00	AA+	Aaa	06/26/17	06/28/17	541,499.41	1.72	29.56	540,791.23	532,283.27
US TREASURY NOTES DTD 02/02/2015 1.500% 01/31/2022	912828H86	540,000.00	AA+	Aaa	07/05/17	07/07/17	531,119.53	1.88	3,389.67	532,029.32	526,732.20

Managed Account Detail of Securities Held

For the Month Ending **December 31, 2017**

CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 01/31/2017 1.875% 01/31/2022	912828V72	1,095,000.00	AA+	Aaa	05/08/17	05/10/17	1,093,802.34	1.90	8,591.88	1,093,970.06	1,083,621.86
Security Type Sub-Total		**10,880,000.00**					**10,906,450.38**	**1.67**	**52,182.75**	**10,895,168.69**	**10,760,187.12**
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	650,000.00	AAA	Aaa	04/05/16	04/12/16	648,050.00	1.10	866.67	649,127.91	641,767.10
INTL BANK OF RECON AND DEV GLOBAL NOTES DTD 10/27/2016 1.125% 11/27/2019	459058FS7	955,000.00	AAA	Aaa	08/18/17	08/23/17	947,167.73	1.50	1,014.69	948,387.12	939,062.01
INTL BK RECON & DEVELOP NOTES DTD 03/21/2017 1.875% 04/21/2020	459058FZ1	395,000.00	AAA	Aaa	03/14/17	03/21/17	394,656.35	1.90	1,440.10	394,739.38	393,324.81
INTL BANK OF RECON AND DEV GLOBAL NOTES DTD 08/29/2017 1.625% 09/04/2020	459058GA5	475,000.00	AAA	Aaa	08/22/17	08/29/17	474,900.25	1.63	2,615.80	474,911.48	469,029.73
INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020	4581X0CD8	470,000.00	AAA	Aaa	10/02/17	10/10/17	474,356.48	1.81	1,442.64	474,048.62	470,397.15
Security Type Sub-Total		**2,945,000.00**					**2,939,130.81**	**1.54**	**7,379.90**	**2,941,214.51**	**2,913,580.80**
Federal Agency Bond / Note											
FANNIE MAE BENCHMARK NOTE DTD 01/13/2014 1.875% 02/19/2019	3135G0ZA4	365,000.00	AA+	Aaa	08/01/14	08/04/14	368,343.40	1.66	2,509.38	365,858.01	365,094.54
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	110,000.00	AA+	Aaa	02/19/16	02/23/16	109,740.40	1.08	381.94	109,899.54	108,960.17
FREDDIE MAC NOTES DTD 07/19/2017 1.375% 08/15/2019	3137EAEH8	150,000.00	AA+	Aaa	08/03/17	08/04/17	149,847.00	1.43	928.13	149,877.94	148,712.85
FREDDIE MAC NOTES DTD 07/19/2017 1.375% 08/15/2019	3137EAEH8	450,000.00	AA+	Aaa	07/19/17	07/20/17	449,408.93	1.44	2,784.38	449,536.37	446,138.55

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CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Bond / Note											
FNMA NOTES DTD 02/28/2017 1.500% 02/28/2020	3135G0T29	345,000.00	AA+	Aaa	02/24/17	02/28/17	344,779.20	1.52	1,768.13	344,840.16	341,419.94
FHLMC AGENCY NOTES DTD 04/20/2017 1.375% 04/20/2020	3137EAEF2	485,000.00	AA+	Aaa	04/19/17	04/20/17	483,341.30	1.49	1,315.23	483,720.46	478,144.53
FNMA NOTES DTD 08/01/2017 1.500% 07/30/2020	3135G0T60	330,000.00	AA+	Aaa	07/28/17	08/01/17	329,000.10	1.60	2,062.50	329,136.30	325,917.90
FNMA NOTES DTD 08/01/2017 1.500% 07/30/2020	3135G0T60	575,000.00	AA+	Aaa	08/30/17	08/31/17	574,902.25	1.51	3,593.75	574,914.74	567,887.25
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	115,000.00	AA+	Aaa	09/01/16	09/02/16	114,296.20	1.38	535.07	114,480.53	111,437.99
Security Type Sub-Total		**2,925,000.00**					**2,923,658.78**	**1.50**	**15,878.51**	**2,922,264.05**	**2,893,713.72**
Corporate Note											
JOHN DEERE CAPITAL CORP NOTE DTD 09/11/2015 1.750% 08/10/2018	24422ETA7	780,000.00	A	A2	09/08/15	09/11/15	779,235.60	1.78	5,346.25	779,836.32	779,878.32
IBM CORP CALLABLE BONDS DTD 10/15/2008 7.625% 10/15/2018	459200GM7	725,000.00	A+	A1	08/01/14	08/06/14	892,003.75	1.88	11,670.49	757,423.73	757,137.80
JOHN DEERE CAPITAL CORP NOTE DTD 01/08/2016 1.950% 01/08/2019	24422ETE9	200,000.00	A	A2	01/05/16	01/08/16	199,988.00	1.95	1,874.17	199,995.84	199,830.60
PEPSICO INC CORP NOTE DTD 05/02/2017 1.550% 05/02/2019	713448DR6	355,000.00	A+	A1	04/27/17	05/02/17	354,733.75	1.59	901.80	354,821.25	353,043.95
APPLE INC GLOBAL NOTES DTD 05/06/2014 2.100% 05/06/2019	037833AO3	665,000.00	AA+	Aa1	08/01/14	08/06/14	667,686.60	2.01	2,133.54	665,790.35	666,526.84
TOYOTA MOTOR CREDIT CORP NOTES DTD 07/18/2014 2.125% 07/18/2019	89236TBP9	585,000.00	AA-	Aa3	08/01/14	08/06/14	585,216.45	2.12	5,628.59	585,071.04	585,017.55
BERKSHIRE HATHAWAY INC CORPORATE NOTES DTD 08/15/2016 1.300% 08/15/2019	084664CK5	145,000.00	AA	Aa2	08/08/16	08/15/16	144,859.35	1.33	712.11	144,923.26	143,168.65

Managed Account Detail of Securities Held

For the Month Ending **December 31, 2017**

CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
HONEYWELL INTERNATIONAL CORP NOTES DTD 10/30/2017 1.800% 10/30/2019	438516BQ8	130,000.00	A	A2	10/23/17	10/30/17	129,898.60	1.84	396.50	129,907.07	129,312.82
JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	1,995,000.00	A-	A3	10/15/15	10/20/15	1,986,281.85	2.36	19,700.63	1,990,688.49	1,993,665.35
AMERICAN HONDA FINANCE DTD 02/16/2017 2.000% 02/14/2020	02665WBM2	300,000.00	A+	A2	02/13/17	02/16/17	299,574.00	2.05	2,283.33	299,695.75	298,463.10
AMERICAN EXPRESS CREDIT (CALLABLE) CORP DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	430,000.00	A-	A2	02/28/17	03/03/17	429,552.80	2.24	3,100.78	429,673.32	428,698.39
WALT DISNEY COMPANY CORP NOTES DTD 03/06/2017 1.950% 03/04/2020	25468PDP8	150,000.00	A+	A2	03/01/17	03/06/17	149,961.00	1.96	950.63	149,971.40	149,512.50
HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076BQ4	235,000.00	A	A2	05/24/17	06/05/17	234,863.70	1.82	305.50	234,889.14	233,131.28
STATE STREET CORP NOTES DTD 08/18/2015 2.550% 08/18/2020	857477AS2	455,000.00	A	A1	06/08/17	06/13/17	463,499.40	1.94	4,286.48	462,070.88	458,018.02
CATERPILLAR FINL SERVICE NOTE DTD 09/07/2017 1.850% 09/04/2020	14913Q2A6	355,000.00	A	A3	09/05/17	09/07/17	354,701.80	1.88	2,079.71	354,732.50	350,855.73
PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020	69371RN85	135,000.00	A+	A1	11/06/17	11/13/17	134,987.85	2.05	369.00	134,988.38	133,972.11
WELLS FARGO & COMPANY NOTES DTD 12/07/2015 2.550% 12/07/2020	94974BGR5	1,440,000.00	A	A2	05/06/16	05/10/16	1,471,910.40	2.04	2,448.00	1,460,804.90	1,445,833.44
WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.900% 12/15/2020	931142EA7	945,000.00	AA	Aa2	10/11/17	10/20/17	943,629.75	1.95	3,541.13	943,717.54	938,913.26
IBM CREDIT CORP NOTE DTD 09/08/2017 1.800% 01/20/2021	44932HAB9	475,000.00	A+	A1	09/05/17	09/08/17	474,016.75	1.86	2,683.75	474,102.94	467,608.05
UNITED PARCEL SERVICE CORPORATE BOND DTD 11/14/2017 2.050% 04/01/2021	911312BP0	380,000.00	A+	A1	11/09/17	11/14/17	379,399.60	2.10	1,017.03	379,420.94	377,990.18

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CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.625% 04/25/2021	38141GVU5	470,000.00	BBB+	A3	10/27/17	10/31/17	471,908.20	2.50	2,261.88	471,817.66	469,673.35
CITIGROUP INC CORP (CALLABLE) NOTE DTD 12/08/2016 2.900% 12/08/2021	172967LC3	460,000.00	BBB+	Baa1	11/15/17	11/17/17	464,103.20	2.67	852.28	463,987.59	463,027.26
BANK OF NY MELLON CORP (CALLABLE) NOTES DTD 02/07/2017 2.600% 02/07/2022	06406RAA5	1,000,000.00	A	A1	02/07/17	02/10/17	1,000,460.00	2.59	10,400.00	1,000,383.79	1,002,286.00
BB&T CORP (CALLABLE) NOTES DTD 03/21/2017 2.750% 04/01/2022	05531FAX1	710,000.00	A-	A2	04/03/17	04/06/17	715,360.50	2.59	4,881.25	714,599.95	715,038.87
TOYOTA MOTOR CREDIT CORP DTD 09/08/2017 2.150% 09/08/2022	89236TEC5	475,000.00	AA-	Aa3	09/08/17	09/12/17	474,439.50	2.18	3,205.59	474,472.22	467,428.50
Security Type Sub-Total		**13,995,000.00**					**14,202,272.40**	**2.13**	**93,030.42**	**14,057,786.25**	**14,008,031.92**
Commercial Paper											
BANK OF TOKYO MITSUBISHI UFJ COMM PAPER DTD 05/01/2017 0.000% 01/26/2018	06538CAS0	1,100,000.00	A-1	P-1	05/01/17	05/02/17	1,087,506.44	1.54	0.00	1,098,838.88	1,098,636.00
BNP PARIBAS NY BRANCH COMM PAPER DTD 06/26/2017 0.000% 03/23/2018	09659CCP1	950,000.00	A-1	P-1	06/26/17	06/28/17	939,603.83	1.49	0.00	946,857.88	946,448.90
CREDIT AGRICOLE CIB NY COMM PAPER DTD 10/30/2017 0.000% 05/02/2018	22533UE25	1,000,000.00	A-1	P-1	10/30/17	10/31/17	991,917.50	1.60	0.00	994,655.83	994,051.00
TOYOTA MOTOR CREDIT CORP COMM PAPER DTD 11/02/2017 0.000% 07/30/2018	89233HGW8	760,000.00	A-1+	P-1	11/02/17	11/03/17	750,629.83	1.67	0.00	752,685.00	752,162.12
Security Type Sub-Total		**3,810,000.00**					**3,769,657.60**	**1.57**	**0.00**	**3,793,037.59**	**3,791,298.02**
Certificate of Deposit											

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CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Certificate of Deposit											
CREDIT SUISSE NEW YORK CERT DEPOS DTD 09/20/2017 1.610% 06/15/2018	22549LFP5	950,000.00	A-1	P-1	09/19/17	09/20/17	950,000.00	1.61	4,376.07	950,000.00	948,368.74
CANADIAN IMPERIAL BANK NY CD DTD 12/05/2016 1.760% 11/30/2018	13606A5Z7	940,000.00	A-1	P-1	12/01/16	12/05/16	939,266.80	1.78	1,424.62	939,663.24	938,015.66
NORDEA BANK FINLAND NY CD DTD 12/05/2016 1.760% 11/30/2018	65558LWA6	940,000.00	A-1+	P-1	12/01/16	12/05/16	940,000.00	1.74	1,470.58	940,000.00	940,582.80
SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	750,000.00	AA-	Aa2	01/10/17	01/12/17	750,000.00	1.91	6,890.63	750,000.00	746,684.25
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019	06427KRC3	945,000.00	A+	A1	02/08/17	02/09/17	945,000.00	1.90	7,106.40	945,000.00	946,168.97
BANK OF NOVA SCOTIA HOUSTON LT CD DTD 04/06/2017 1.910% 04/05/2019	06417GUE6	1,150,000.00	A+	A1	04/05/17	04/06/17	1,150,000.00	1.91	5,369.22	1,150,000.00	1,145,837.00
SKANDINAV ENSKILDA BANKEN NY CD DTD 08/04/2017 1.840% 08/02/2019	83050FXT3	1,000,000.00	A+	Aa3	08/03/17	08/04/17	999,610.00	1.85	7,666.67	999,690.36	987,159.56
WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020	96121T4A3	870,000.00	AA-	Aa3	08/03/17	08/07/17	870,000.00	2.05	7,134.00	870,000.00	868,555.80
SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020	87019U6D6	945,000.00	AA-	Aa3	11/16/17	11/17/17	945,000.00	2.30	2,681.44	945,000.00	939,895.11
Security Type Sub-Total		**8,490,000.00**					**8,488,876.80**	**1.89**	**44,119.63**	**8,489,353.60**	**8,461,267.89**
Asset-Backed Security / Collateralized Mortgage Obligation											
JOHN DEERE ABS 2016-B A3 DTD 07/27/2016 1.250% 06/15/2020	47788NAC2	85,000.00	NR	Aaa	07/19/16	07/27/16	84,993.23	1.25	47.22	84,996.09	84,472.51
CNH 2017-A A2 DTD 03/22/2017 1.640% 07/15/2020	12636WAB2	579,580.73	AAA	NR	03/15/17	03/22/17	579,558.48	1.80	422.45	579,562.72	578,737.73
HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	135,000.00	AAA	Aaa	03/22/16	03/30/16	134,973.81	1.57	93.60	134,985.10	134,606.70
JOHN DEERE ABS 2017-A A3 DTD 03/02/2017 1.780% 04/15/2021	47787XAC1	95,000.00	NR	Aaa	02/22/17	03/02/17	94,986.47	1.79	75.16	94,986.47	94,543.98

Managed Account Detail of Securities Held

For the Month Ending **December 31, 2017**

CITY OF PITTSBURG GENERAL FUNDS

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security / Collateralized Mortgage Obligation											
HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	245,000.00	AAA	Aaa	09/14/16	09/21/16	244,967.02	1.30	140.47	244,977.21	242,397.12
ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	120,000.00	NR	Aaa	01/24/17	01/31/17	119,989.51	1.70	90.67	119,991.83	119,440.70
FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	315,000.00	NR	Aaa	01/18/17	01/25/17	314,998.83	1.67	233.80	314,999.17	313,029.11
HYUNDAI ABS 2017-A A3 DTD 03/29/2017 1.760% 08/15/2021	44931PAD8	305,000.00	AAA	NR	03/22/17	03/29/17	304,975.33	1.76	238.58	304,975.33	303,395.30
HONDA ABS 2017-2 A3 DTD 06/27/2017 1.680% 08/15/2021	43811BAC8	470,000.00	AAA	Aaa	06/20/17	06/27/17	469,959.35	1.68	350.93	469,959.35	466,079.50
ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	570,000.00	NR	Aaa	03/21/17	03/29/17	569,932.80	1.79	450.93	569,944.98	567,908.33
CCCIT 2017-A9 A9 DTD 10/02/2017 1.800% 09/20/2021	17305EGH2	475,000.00	AAA	NR	09/25/17	10/02/17	474,964.61	1.80	2,113.75	474,967.00	472,570.19
JOHN DEERE ABS 2017-B A3 DTD 07/15/2017 1.820% 10/15/2021	47788BAD6	95,000.00	NR	Aaa	07/11/17	07/18/17	94,993.05	1.82	76.84	94,993.82	94,291.10
ALLY ABS 2017-4 A3 DTD 08/23/2017 1.750% 12/15/2021	02007FAC9	340,000.00	AAA	NR	08/15/17	08/23/17	339,995.61	1.75	264.44	339,996.01	337,279.15
AMERICAN EXPRESS ABS 2017-4 A DTD 05/30/2017 1.640% 12/15/2021	02582JHG8	540,000.00	AAA	NR	05/22/17	05/30/17	539,913.49	1.65	393.60	539,923.78	537,207.07
TAOT 2017-D A3 DTD 11/15/2017 1.930% 01/15/2022	89238KAD4	290,000.00	AAA	Aaa	11/07/17	11/15/17	289,973.26	2.26	248.76	289,974.06	288,289.26
HYUNDAI ABS 2017-B A3 DTD 08/16/2017 1.770% 01/15/2022	44932GAD7	395,000.00	AAA	Aaa	08/09/17	08/16/17	394,931.55	1.78	310.73	394,937.16	391,910.63
Security Type Sub-Total		**5,054,580.73**					**5,054,106.40**	**1.74**	**5,551.93**	**5,054,170.08**	**5,026,158.38**
Managed Account Sub-Total		**48,099,580.73**					**48,284,153.17**	**1.83**	**218,143.14**	**48,152,994.77**	**47,854,237.85**

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CITY OF PITTSBURG GENERAL FUNDS

Securities Sub-Total	**$48,099,580.73**	**$48,284,153.17**	**1.83%**	**$218,143.14**	**$48,152,994.77**	**$47,854,237.85**
Accrued Interest						**$218,143.14**
Total Investments						**$48,072,380.99**

IMPORTANT DISCLOSURES

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- Market values that include accrued interest are derived from closing bid prices as of the last business day of the month as supplied by Interactive Data, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield based matrix system to arrive at an estimated market value.
- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.
- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. Past performance is not indicative of future returns.
- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.

GLOSSARY

- **ACCRUED INTEREST:** Interest that is due on a bond or other fixed income security since the last interest payment was made.
- **AGENCIES:** Federal agency securities and/or Government-sponsored enterprises.
- **AMORTIZED COST:** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- **BANKERS' ACCEPTANCE:** A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- **COMMERCIAL PAPER:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- **CONTRIBUTION TO DURATION:** Represents each sector or maturity range's relative contribution to the overall duration of the portfolio measured as a percentage weighting. Since duration is a key measure of interest rate sensitivity, the contribution to duration measures the relative amount or contribution of that sector or maturity range to the total rate sensitivity of the portfolio.
- **DURATION TO WORST:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years, computed from cash flows to the maturity date or to the put date, whichever results in the highest yield to the investor.
- **EFFECTIVE DURATION:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- **EFFECTIVE YIELD:** The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while ominal yield does not.
- **FDIC:** Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- **INTEREST RATE:** Interest per year divided by principal amount and expressed as a percentage.
- **MARKET VALUE:** The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- **MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.
- **NEGOTIABLE CERTIFICATES OF DEPOSIT:** A CD with a very large denomination, usually $1 million or more, that can be traded in secondary markets.
- **PAR VALUE:** The nominal dollar face amount of a security.

GLOSSARY

- **PASS THROUGH SECURITY:** A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.
- **REPURCHASE AGREEMENTS:** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- **SETTLE DATE:** The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- **TRADE DATE:** The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- **UNSETTLED TRADE:** A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- **U.S. TREASURY:** The department of the U.S. government that issues Treasury securities.
- **YIELD:** The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- **YTM AT COST:** The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- **YTM AT MARKET:** The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/7/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Establish a Salary Ranges for New Classifications

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The City Manager, upon recommendation from Human Resources and the Chief of Police, has added three new classifications. In accordance with the City's Personnel Rules, staff recommends the City Council to establish the salary ranges.

FISCAL IMPACT

There is no fiscal impact to establish salary ranges.

RECOMMENDATION

The City Council adopt a resolution to establish the salary range Lead Community Services Specialist, Police Evidence Technician and Police Services Administrator.

BACKGROUND

Due to impending retirements of sworn personnel, the Police Department plans to restructure the department and shift some of the duties to non-sworn personnel. One is the Police Services Administrator who will oversee Police Records and Property and Evidence Division. The second is a Police Evidence Technician who will be assigned to the Police Investigations Division and support with collection, preservation and documentation of evidence found at crime scenes and traffic accidents. Also, a Lead Community Services Specialist as a need exists within the Code Enforcement Division for assistance with training and providing lead direction.

Staff conducted salary surveys and found comparable classifications. The top average salary for the Police Services Administrator from the cities surveyed was $9,437 per month. The recommended salary range is the same provided to the City's Harbormaster of $7,868 - $9,563 per month. The top average salary of comparable Police Evidence Technicians was $6,055 per month. Staff recommended the salary range for the Police Evidence Technician be tied to the Planning Technician salary range of $5,003 - $6,082 per month. The proposed salary range for the Lead Community Services Specialist is $5,715 - $6,947 per month. The current salary steps of Community Services Specialist D and E would be equal to proposed Lead Community Services Specialists A and B steps with three additional new steps. This is same method used for salary ranges within classification series.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

In accordance with the City's Personnel Rule 13.1, the City Council is asked to establish the salary range. Salary ranges are set for each class by the City Council.

Representatives of AFSCME-Management, Professional, Confidential Unit reviewed the class specifications and salary ranges and found them to be acceptable. Confirmation of the union's agreement is shown through their signature on the enclosed amendment to the existing collective bargaining agreement.

The City will be conducting internal promotional recruitments to fill the Lead Community Services Specialist and Police Services Administrator positions next fiscal year. The Police Evidence Technician will be an open-competitive recruitment.

ATTACHMENTS: Resolution, ASFCME MPC - Side letter of agreement

Report Prepared By: Griselda Clift, Senior Human Resources Analyst

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Establish the Salary Ranges and)
Amend the AFSCME MPC Agreement) RESOLUTION NO. 18-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the City Manager has established the class specifications of Lead Community Services Specialist, Police Evidence Technician and Police Services Administrator and

WHEREAS, the City's Personnel Rules calls for the City Council to establish the salary ranges of classifications; and

WHEREAS, the City Manager recommends the classifications be placed in the AFSCME Management, Professional, Confidential Bargaining Agreement.

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the staff report.

Section 2. The City Council adopt this Resolution approving the amendment to the AFSCME Management, Professional, Confidential Bargaining Agreement, and salary schedule by adding Lead Community Services Specialist with salary range of $5,715- $6,947 per month; Police Services Administrator at $7,868 - $9,563 per month and Police Evidence Technician with a salary range of $5,003 - $6,082 per month.

Section 3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of February 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST: _____
Dwaine "Pete" Longmire, Mayor

_____
Alice E. Evenson, City Clerk

Amendment #3
To the Memorandum of Understanding
Between the City of Pittsburg and AFSCME Miscellaneous A Unit
July 1, 2015 through June 30, 2018

This will confirm an understanding reached between the City of Pittsburg and the American Federation of State, County and Municipal Employees (AFSCME), Miscellaneous A Unit.

Appendix A, Classifications

The following classifications are added:

Lead Community Services Specialist
Police Evidence Technician

Appendix B, Salary Ranges

The following salary range is added:

The monthly salary range for employees in the following classification is:

Classification	Step A	Step B	Step C	Step D	Step E
Lead Community Services Specialist	5,715	6,001	6,301	6,616	6,947
Police Evidence Technician	5,003	5,253	5,516	5,792	6,082

FOR AFSCME

By_____
Larry Hendel
Business Agent

FOR CITY OF PITTSBURG

By_____
Joe Sbranti
City Manager

By_____
Stacy Shell
Director of Human Resources

Amendment #3
To the Memorandum of Understanding
Between the City of Pittsburg and AFSCME MPC Unit
July 1, 2015 through June 30, 2018

This will confirm an understanding reached between the City of Pittsburg and the American Federation of State, County and Municipal Employees (AFSCME), MPC Unit.

Exhibit A. Classification

Add the classification of Compliance Principal (previously omitted from MOU) and
General Manager – Island Energy
Police Services Administrator

Exhibit B. Current Salary Range

1. The monthly salary range for employees in the classification below:

Classifications	Step A	Step B	Step C	Step D	Step E
Compliance Principal	7,868	8,261	8,674	9,108	9,563
General Manager – Island Energy	8,702	9,137	9,594	10,074	10,578
Police Services Administrator	7,868	8,261	8,674	9,108	9,563

Date: 1/19/2018

FOR AFSCME (MPC)

By_____
Larry Hendel
Business Agent

FOR CITY OF PITTSBURG

By_____
Joe Sbranti
City Manager

By_____
Stacy Shell
Director of Human Resources

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/7/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Allocate $10,000 from the Los Medanos Community Healthcare District to the Bike Share Pilot Program

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The Los Medanos Community Healthcare District (LMCHD) has awarded the City a grant for approximately one bike share station needed to implement the first phase of the bike share pilot program, approved by the City Council on December 18, 2017. Staff recommends acceptance of the $10,000 grant and requests allocation to the Grants fund 299 for the current fiscal year.

FISCAL IMPACT

The grant for $10,000 is to be applied towards the bike share program, which is expected to have an overall cost of approximately $50,000 per year; however, in accordance with the Conditional Bike Share Agreement, Zagster will be working with City staff to secure sponsorships to fund the entire program, so there would be no funding needed by the City for the program, aside from City staff time to assist in overall implementation.

Staff is requesting the LMCHD grant funds be allocated to the Grants fund 299, for expenses directly related to the bike share program.

RECOMMENDATION

City Council approve the attached resolution accepting the grant, allocating the funds to the Grants fund 299, and authorizing the City Manager or his/her designee, to execute the necessary documents for administration of the grant.

BACKGROUND

On November 22, 2017, City staff submitted a grant proposal to LMCHD, requesting funds of up to $20,000 to assist in implementation of a proposed bike share program in the City of Pittsburg.

On December 18, 2017, the City Council authorized the City Manager to negotiate and execute an agreement with Zagster, Inc., to implement a 2-year bike share pilot program within the City.

On December 20, 2017, a Conditional Bike Share Agreement was executed between Zagster, Inc., and the City of Pittsburg, to formalize a partnership to establish a bikeshare program in Pittsburg.

On January 8, 2018, the LMCHD Board voted to approve funding in the amount of $10,000 to assist in implementation of the bike share program.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

Staff applied to the Los Medanos Community Healthcare District for funds to support implementation of a bike share program in the City of Pittsburg. The initial request was to fund up to two bike share station locations at a cost of approximately $10,000 each. The District Board voted to support one station, by approving funding for a total of $10,000 to be applied towards the first year of the overall program.

The bike share program is being established primarily as an alternate mode of transportation to move people to and from the new Pittsburg Center BART Station; however, the program will also further District goals for promoting physical fitness/wellness within the community as a health prevention measure, and it will provide a very inexpensive way for citizens to move around the city as the program would be free for users during the first hour, with a nominal fee applied to each hour after that.

If approved, the resolution will authorize the City Manager, or his/her designee, to execute an agreement with LMCHD as required under the guidelines of the district's funding program and will appropriate the grant funds to Grants fund 299, to pay expenses related to the bike share program.

ATTACHMENTS: Resolution

Report Prepared By: Kristin Pollot, AICP, Planning Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approval of Appropriation of $10,000)	
For Implementation the City of Pittsburg's)	RESOLUTION NO. 18-_____
Bike Share Program.)	

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, on November 22, 2017, City staff submitted a grant proposal to the Los Medanos Community Healthcare District (LMCHD), requesting funds of up to $20,000 to assist in implementation of a proposed bike share program in the City of Pittsburg.; and,

WHEREAS, on December 18, 2017, the City Council authorized the City Manager to negotiate and execute an agreement with Zagster, Inc., to implement a 2-year bike share pilot program within the City; and,

WHERAS, on December 20, 2017, a Conditional Bike Share Agreement was executed between Zagster, Inc., and the City of Pittsburg, to formalize a partnership to establish a bikeshare program in Pittsburg; and,

WHEREAS, on January 8, 2018, the LMCHD Board voted to approve funding in the amount of $10,000 to assist in implementation of the bike share program; and,

WHEREAS, the City desires to use these funds to supplement the anticipated expenses related to implementation of the bike share program.

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1. The recitals set forth above are true and correct statements and are hereby incorporated.

Section 2. Appropriation of $10,000 from the Los Medanos Community Healthcare District to the Grants Fund 299 for the City of Pittsburg Bike Share Program is authorized.

Section 3. The City Manager, or his/her designee, is authorized to execute all necessary agreements and to take other actions as necessary for administration of the grant program.

Section 4. This Resolution shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of February, 2018, by the following vote:

AYES:
NOES:
ABSTAINED:
ABSENT:

_____
Dwaine "Pete" Longmire, Mayor

ATTEST:

_____
Alice E. Evenson, City Clerk

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/7/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of an Ordinance Amending the Avila Road Overlay District in Order to Allow Limited Warehousing and Storage Uses, , AP-17-1235 (RZ).

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

On February 5, 2018, the City Council held a duly noticed public hearing to consider amendment to the land use regulations of the existing Avila Road Overlay District (Ordinance Nos. 07-1284 and 91-1016) in order to allow “Warehousing and Storage, Limited” subject to use permit and design review approval.

FISCAL IMPACT

There is no negative fiscal impact on the City from the proposed amendment. Standard business license fees would be collected on an annual basis for any new businesses proposed in the future under the terms of this amendment.

RECOMMENDATION

City Council move to adopt Ordinance No. 18-1440 amending the land use regulations of the existing Avila Road Overlay District in order to allow “Warehousing and Storage, Limited” subject to limitations.

BACKGROUND

The public hearing for this item was held before the City Council on February 5, 2018. After the close of the public hearing, the Council moved to introduce and waive further reading of Ordinance No. 18-1440, amending the land use regulations of the existing Avila Road Overlay District in order to allow “Warehousing and Storage, Limited” subject to limitations.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

After introducing an ordinance, the City Council must approve the action by adopting the ordinance by a majority vote at a subsequent meeting. The ordinance becomes effective 30 days after the date of its adoption.

ATTACHMENTS: 1. Proposed Ordinance No.18-1440
2. Exhibit A to Proposed Ordinance No.18-1440

Report Prepared By: Christine Gregory, Contract Planner

Office of the City Manager
65 Civic Avenue
Pittsburg, CA 94565

MEMO: February 20, 2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

RE: **Adoption of an Ordinance Amending the Avila Road Overlay District in Order to Allow Limited Warehousing and Storage Uses, , AP-17-1235 (RZ).**

EXECUTIVE SUMMARY

On February 5, 2018, the City Council held a duly noticed public hearing to consider amendment to the land use regulations of the existing Avila Road Overlay District (Ordinance Nos. 07-1284 and 91-1016) in order to allow "Warehousing and Storage, Limited"subject to use permit and design reviewapproval.

FISCAL IMPACT

There is no negative fiscal impact on the City from the proposed amendment.Standard business license fees would be collected on an annual basis for any new businesses proposed in the future under the terms of this amendment.

RECOMMENDATION

City Council move to adopt Ordinance No. 18-1440 amending the land use regulations of the existing Avila Road Overlay District in order to allow "Warehousing and Storage, Limited" subject to limitations.

BACKGROUND

The public hearing for this item was held before the City Council on February 5, 2018. After the close of the public hearing, the Council moved to introduce and waive further reading of Ordinance No. 18-1440, amending the land use regulations of the existing Avila Road Overlay District in order to allow "Warehousing and Storage, Limited" subject to limitations.

STAFF ANALYSIS

After introducing an ordinance, the City Council must approve the action by adopting the ordinance by a majority vote at a subsequent meeting.The ordinance becomes effective 30 days after the date of its adoption.

ATTACHMENTS:

1. Proposed Ordinance No.18-1440
2. Exhibit A to Proposed Ordinance No.18-1440

Report prepared by: Christine Gregory, Contract Planner

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Ordinance Amending the Land Use Regulations of the Existing Avila Road OS-O (Open Space Overlay, Ordinance Nos. 07-1284 and 91-1016) District in Order to Allow "Warehousing and Storage, Limited" Subject to Limitations AP-17-1253 (RZ)	)	ORDINANCE NO. 18-1440

The City Council of the City of Pittsburg DOES ORDAIN as follows:

SECTION 1. Recitals

A. On June 27, 2017 the applicant filed Application No.17-1253, to add the "Warehousing and Storage Limited" land use classification, as defined in the Pittsburg Municipal Code (PMC) section 18.08.080.30, to the existing OS-O (Open Space Overlay, Ordinance No. 91-1016) District, as amended by Ordinance No. 07-1284. While the applicant currently has no specific plan to add this business to his property, the use classification would enable storage uses at his site, and other sites within in the OS-O District boundaries, in the future subject to a use permit and design review.

B. On September 12, 2017, the Planning Commission held a public hearing to consider the draft amendments related to "Warehousing and Storage, Limited" in the Open Space Overlays 07-1284 and 91-1016 in the OS-O District, subject to limitations. Following close of the public hearing, the Planning Commission voted four to one, with two abstentions, to recommend City Council approval of the amendment as presented by staff.

C. On December 12, 2017, the Planning Commission held another public hearing to modify their recommendation on the Overlay District amendment, as requested by staff. The modified recommendation included additional limitations in order to maintain better conformance with the General Plan Open Space designation for the area. Following the close of the public hearing, the Planning Commission voted unanimous approval to rescind Resolution No. 10075 and adopt a new Resolution No. 10080 recommending City Council approval of the amendment as re-presented by staff.

D. Before adoption of an ordinance, the City Council shall make findings that the proposed amendment is consistent with the policies of the General Plan and the notice and hearing provisions of PMC Title 18, in accordance with PMC section 18.74.070, Chapter 18.48.

E. On or prior toJanuary 26,2018, notice of theFebruary 5, 2018, public hearing to consider this application was posted at City Hall and on the 'public notices' page of

the City's website; was delivered to the Pittsburg Library; was published in the local newspaper (East Contra Costa County Times); and was mailed via first class mail or electronic mail to interested parties and individuals and organizations that requested such notice, in accordance with PMC sections 18.14.010, and Government Code section 65091.

F. OnFebruary 5, 2018, the City Council held a public hearing on the proposed overlay district amendment, at which time oral and/or written testimony was considered.

SECTION 2. Findings

A. Based on the City Council Staff Report entitled, "Introduction and Waive First Reading of an Ordinance to Amend the Avila Road Overlay District in Order to Allow Limited Warehousing andStorage Uses, AP-17-1253 (RZ)," and based on all the information contained in the Planning Division files, incorporated herein by reference and available for review in the Planning Division located at 65 Civic Avenue in Pittsburg, and based on all written and oral testimony presented at the meeting, the City Council finds that:

1. All recitals above are true and correct and are incorporated herein by reference.

2. The proposed amendment conforms to the General Plan and the Open Space land use designation, in that allowing warehousing and storage uses to only occupy structures of a temporary nature, such as storage containers and/or pods, would allow for easier removal of facilities in the future (if needed) thereby allowing space to function as an urban buffer, which is appropriate in open spaces areas, as discusses on page 2-21 of the General Plan. This limitation would also allow for future facilities to be easily reverted to unoccupied open space, if ever needed/desired.

3. The warehousing and storage limited overlay amendment proposal generally complies with and is compatible with uses and regulations of the base district within which it is proposed, in that it would provide the community with storage options while still providing site development and operational controls through the use permit and design review process to ensure that new businesses do not become a nuisance for the surrounding neighbors, nor the City as a whole. In addition, the existing OS-O District currently allows other similar uses, including Vehicle/Equipment Sales and Service, Vehicle Storage, and Industrial Contractor Yards, so the proposed addition of "Warehousing and Storage, Limited" would not be out of character or inconsistent with existing land use regulations.

4. There is a community need for the change proposed as the proposed project fulfills the community's need for public warehousing and storage in the overlay area, and in the immediate vicinity. The lack of such facilities in the area paired with the high number of existing and planned residential units in the same area, indicates that there is a community need for this use in the area proposed.

SECTION 3. CEQA

This project is exempt from the requirements of the California Environmental Quality Act under the general rule of State CEQA Guidelines, section 15061, in that there is no possibility that the activity in question may have a significant negative physical impact on the environment. The proposed addition of “Warehousing and Storage, Limited” uses, as defined in PMC section 18.08.080.30 Commercial use classifications, would include storage of non-sensitive items that occur entirely within a structure or container. This type of use would present no greater impacts than the existing allowable uses in the OS-O District, such as Vehicle/Equipment Sales and Service, Vehicle Storage, and/or Industrial Contractor Yards. Further, individual site-specific proposals that may be initiated in the future would require a discretionary use permit and design review application that would undergo a separate CEQA-specific review, under a separate application process.

SECTION 4. Decision.

Based on the findings and the authority set forth above, the City Council hereby amends the land use regulations of the OS-O (Open Space Overlay,Ordinance No. 91-1016, as amended by Ordinance No. 07-1284) District by adding the “Warehousing and Storage, Limited” classification to the land use table, subject to limitations, as described in the attached “Exhibit A.” The land use table from Ordinance No. 91-1016, as amended by Ordinance No. 07-1284, shall be replaced in its entirety by the new table depicted in the attached “Exhibit A.”

SECTION 5. Severability

If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. Effective Date

This Ordinance shall be in full force and effective thirty (30) days after its adoption.

SECTION 8.Publication

The City Clerk shall either (a) have this ordinance published once within 15 days after adoption in a newspaper of general circulation or (b) have a summary of the ordinance published twice in a newspaper of general circulation, once 5 days before its adoption and again 20 days after its adoption.

The foregoing ordinance was introduced at a meeting of the City Council of the City of Pittsburg held on February 5, 2018, and was adopted and ordered published at a meeting of the City Council held on February 20, 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

_____
Dwaine "Pete" Longmire, Mayor

ATTEST:

_____
Alice E. Evenson, City Clerk

In the following schedule, the letter "P" designates use classifications permitted in commercial districts. The letter "L" designates use classifications subject to certain limitations prescribed by the "Additional Use and Development Regulations" that follow after the schedule. The letter "U" designates use classifications permitted on approval of a use permit (Chapter 18.28 PMC). The letter "T" designates temporary use classifications permitted on approval of a temporary activity permit. The letter "Z" designates accessory use classifications permitted on approval of the zoning administrator. Any use classifications not specifically listed on this table are considered not allowed in the district.

OS-O District: Land Use Regulations Schedule

P = Permitted
U = Use Permit, Planning Commission
Z = Use Permit, Zoning Administrator
T = Temporary Activity Permit
L = Limited (See Additional Use Regulations)

	OS-O District
Residential	
Single-family residential	L-168
Governmental and Quasipublic	
Cemetery	L-36
Government office	L-23
Park and recreation facility	U
Public safety facility	U
Telecommunication facility	P
Utility, minor	P
Commercial	
Animal Services	
Animal Boarding	P
Animal Grooming	P

Animal Hospital	P
Animal Retail Sales	P
Commercial Recreation and Entertainment	
Within a Building	L-37
Outdoor Facilities	L-38
Eating and Drinking Establishment	
Restaurant, Full-Service	P
Horticulture, Limited	P
School, Commercial	L-39
Vehicle/Equipment Sales and Service	
Vehicle Storage	U
Visitor Accommodations	L-40
Warehousing and Storage, Limited	L-167
Industrial	
Industrial Services	
Contractor Yard	U
Agricultural and Extractive	
Animal husbandry	P
Crop production	P
Mining and processing	U
Accessory Uses	
Accessory uses	L-30
Accessory structures	
Nonresidential accessory structure	P
Accessory dwelling unit	Z
Accessory living quarters	P
Caretaker's quarters	U

Temporary Uses	
Animal show	T
Christmas tree sales	T
Circus and carnival	T
Commercial filming, limited	T
Holiday boutique	P
Personal property sales	P
Real property sales	P
Religious assembly	T

OS-O DISTRICT – ADDITIONAL USE AND DEVELOPMENT REGULATIONS

L-23	Permitted as part of a park or recreational, public service, or utility facility.
L-36	Limited to burial of pets, including taxidermy, crematory, columbarium, mausoleum and mortuary.
L-37	Limited to scale model course, shooting gallery, and exposition hall for animal shows, and trade fairs. All subject to a use permit
L-38	Limited to animal shows and exhibits.
L-39	Limited to training of animal handlers
L-40	Limited to recreational vehicle hookups for participants and attendees.
L-167	A Use Permit Required, provided that: 1) such uses shall be of a temporary nature; 2) use is screened from Avila Road, and not visible from Highway 4; and 3) temporary and/or portable structure height does not exceed 12' max.
L-168	Minimum lot area is 20 acres per dwelling unit.

Development Regulations

Development regulations are as specified by a use permit or design review where required. A permitted use or ancillary activity not specifically regulated by a use permit or design review approval is regulated by the property development regulations specified in the Rural Residential District, except as otherwise prescribed by this Chapter.

Review of Plans:
All projects require design review (chapter 18.36)

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 2/9/2018

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution Approving Speed Humps on Crestview Drive, Between West Leland Road and Frontage Road

MEETING DATE: 2/20/2018

EXECUTIVE SUMMARY

The City's Traffic Calming Policy includes specific criteria to be used when considering the use of speed humps to calm traffic on City streets. If City Council approves the installation of speed humps on Crestview Drive, from West Leland Road to Frontage Road, all criteria for speed hump installation will be met and installation of speed humps on Crestview Drive will be scheduled this Spring.

FISCAL IMPACT

The City's Capital Improvement Program (CIP) includes Item ST-85, Traffic Calming Projects. If approved, funds for construction of the speed humps on Crestview Drive, estimated at approximately $15,000, will be drawn from Project 2210, Traffic Calming Projects. There are sufficient funds in the project to cover the construction cost. No additional funds are requested.

RECOMMENDATION

City Council approve the installation of speed humps on Crestview Drive, from West Leland Road to Frontage Road.

BACKGROUND

On May 17, 2004, City Council adopted Resolution No. 04-10078 , approving the current Traffic Calming Policy, which includes the use of speed humps meeting certain criteria.

On January 4, 2017, an application for speed humps on Crestview Drive, from West Leland Road to Frontage Road, was received by staff.

On April 6, 2017, staff informed the applicant that preliminary warrants for speed humps on Crestview Drive were met and that a petition in favor of speed humps on Crestview Drive was needed to be signed by at least 2/3 of the households on, or within 100 feet of Brookside Drive.

On November 7, 2017, staff completed its verification of signatures on a required petition for speed humps on Crestview Drive.

On February 7, 2018, the Community Advisory Commission recommended City Council approve the installation of speed humps on Crestview Drive, from West Leland Road to Frontage Road.

SUBCOMMITTEE FINDINGS

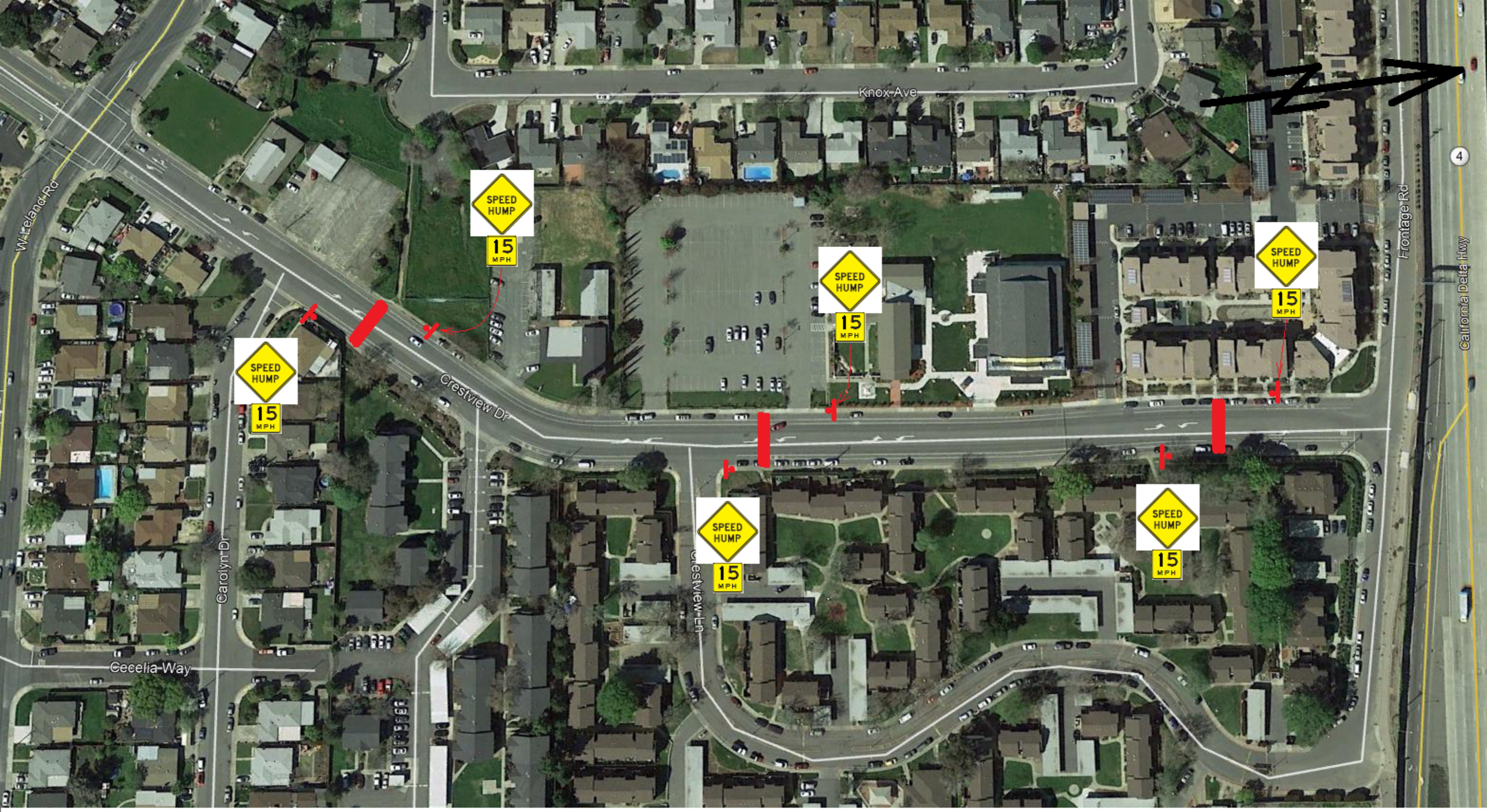
na

STAFF ANALYSIS

Staff has verified all criteria and warrants have been met for the installation of speed humps on Brookside Drive with the exception of City Council approval. The criteria used is summarized on the attached Investigation Form for Crestview Drive, from West Leland Road to Frontage Road.

ATTACHMENTS: Resolution
Crestview Drive Speed Hump Map
Crestview Drive Speed Hump Investigation Form

Report Prepared By: Paul Reinders, Senior Civil Engineer



= Proposed Speed Hump Locations

City of Pittsburg

Engineering Department
Civic Center, P.O. Box 1518, PittsburgCA94565
Phone: (925) 439-4930

Speed Hump Request Investigation

Street Name: **Crestview Drive** Posted Speed: **30 mph**

Limits: **West Leland Road to Frontage Road**

- Initial Petition Submitted and Verified — Yes No — No. Of Signatures: 13
- Residential local or collector street — Yes No — Local X Collector
- No Bus Route — Yes No
- Improved streets with curb and gutter — Yes No
- Posted speed limit of 25 or 30 MPH — Yes No — Posted: 30
- 15% of traffic must be at least 6 MPH greater than the existing speed limit — Yes No — Critical Speed: 38.5 mph
- The average daily traffic (ADT) is between 500 and 3000 vehicles per day (vpd) — Yes No — A.D.T.: 2240vpd
- Street with a grade equal or less than 5 percent — Yes No — Grade: 3.1%
- Street segment 750' or longer — Yes No — Length: 1635'
- Two Other Traffic Calming Strategies Deemed Ineffective — Yes No — 1.)Targeted Enforcement 2.) Radar Trailer
- All Preliminary Warrants Met — YES NO
- The installation of speed humps shall not unduly affect response times of emergency services as determined by the City Traffic Engineer.
- "Request for Speed Humps" petition on file and addresses verified with 67% approval. — Yes No — >67 %

NOTES:

Investigation Completed By: Paul Reinders Date: 11/7/2017

Priority Score (PS)= V+AR

V: 8.5
AR: 0

PS: 8.5

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approving Speed Humps on Crestview Drive Between West Leland Road and Frontage Road	)))	RESOLUTION NO. 18-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, on May 17, 2004, the City Council adopted Resolution 04-10078, approving the City's current Traffic Calming Policy; and

WHEREAS, the City has received an application for the installation of speed humps on Crestview Drive, between West Leland Road and Frontage Road; and

WHEREAS, on February 7, 2018, the City's Community Advisory Commission recommended that City Council approve the installation of speed humps on Crestview Drive, between West Leland Road and Frontage Road; and

WHEREAS, staff has evaluated Traffic Calming Policy criteria for installing speed humps on Crestview Drive and has determined that all criteria and warrants have been met with the exception of City Council approval.

NOW, THEREFORE, the City Council finds and determines as follows:

Section 1. The recitals set forth above are true and correct and are hereby incorporated.

Section 2. The City Council hereby approves the installation of speed humps on Crestview Drive, between West Leland Road and Frontage Road.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of February, 2018, by the following vote:

AYES:
NOES:
ABSTAINED:
ABSENT:

_____
Dwaine "Pete" Longmire, Mayor

ATTEST:

_____
Alice E. Evenson, City Clerk