



CITY OF PITTSBURG AGENDA

March 06, 2017

**CITY HALL COUNCIL CHAMBERS
65 CIVIC AVENUE, PITTSBURG, CA**

**CITY COUNCIL GOALS WORKSHOP
4:00 P.M.**

**CLOSED SESSION
5:30 P.M.**

**REGULAR MEETINGS
7:00 P.M.**

**CITY COUNCIL
SUCCESSOR AGENCY**

PRESIDING

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

FOR HOUSING AUTHORITY:

**Michelle King, 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)

4:00 P.M.

CITY COUNCIL GOALS WORKSHOP

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

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.
--

5:30 P.M.

CONVENE IN CLOSED SESSION

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

Property: 6 Bayside Drive, 085-041-031, Parcel B ; Negotiators: Joe Sbranti and Maria Aliotti; Negotiating Parties: Frank Macaluso; Under negotiation: both price and terms of payment

3. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION FOR THE SUCCESSOR AGENCY; Significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

Three (3) cases

4. CONFERENCE WITH LABOR NEGOTIATORS (Section 54957.6):

Agency designated representatives: Joe Sbranti, Garrett Evans; Employee organizations: Police Managers' Group (PMG) and Police Officers' Association (POA)

7:00 P.M.

CONVENE IN OPEN SESSION FOR REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

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)

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 AND SUCCESSOR AGENCY CONSENT CALENDAR

5. Minutes

Minutes of February 21, 2017

6. Adoption of a City Council Resolution Approving the Third Amendment to the Contract with Raney Planning & Management, Inc. for the Preparation of the Southwest Hills/Faria Annexation Environmental Impact Report

On November 1, 2013, the City contracted with Raney Planning & Management, Inc. (consultant) to prepare an Environmental Impact Report (EIR) for the Southwest Hills/Faria Annexation Project. The consultant has prepared an Administrative Draft EIR, but it needs to be further revised to reflect changes that were recently made to the project by the applicant. The consultant has requested an additional \$40,060 to complete this work and the applicant has agreed to deposit the additional funds with the City upon execution of a third contract amendment.

7. Adoption of a City Council Resolution Approving City of Pittsburg Debt Management Policy

The attached resolution approves the updated Pittsburg Debt Management Policy to comply with the new requirements of Senate Bill number 1029 as approved by the Governor as of September 12, 2016.

8. Adoption of an Ordinance Amending Title 18 of the Pittsburg Municipal Code Related to Permitting for Large Family Daycare Homes, AP-17-1214 (RZ)

On February 21, 2017, the City Council held a duly noticed public hearing to consider an amendment to Title 18 of the Pittsburg Municipal Code (PMC) in order to permit large family daycare homes of up to 14 children, with limitations related to noise, parking, and spacing/concentration, consistent with state law. The changes proposed would apply to all residential districts within the city, including the M (Mixed Use) and GQ (Governmental and Quasi-Public) Districts, where residential uses are permitted.

9. Adoption of a City Council Resolution to Authorize Necessary Budget Adjustments Based on Year-End Projections

Staff has completed a Mid-Year Review of the Fiscal Year 2016/17 budget and has determined that operating budget adjustments are necessary based on year-end projections.

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)
--

ADJOURNMENT to March 20, 2017

NOTICE TO PUBLIC

GENERAL INFORMATION

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 City holidays). The full packets are also located on the City's website at www.ci.pittsburg.ca.us. If any reports or documents, which are public records, are distributed to the City Council less than 72 hours before the meeting, those reports or documents will 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.

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 taken 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 - 2017

Updated February 7, 2017

<u>OUTSIDE AGENCY BOARDS</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
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	2 nd Monday	J. Sbranti
Delta Diablo**	Pete Longmire / Juan Banales Alternate	Standing	2 nd Wednesday	F. McKinley
East Co.Co.County Habitat Conservancy	Sal Evola / Pete Longmire Alternate	Standing	Monthly	F. McKinley
East County Water Management	Merl Craft / Pete Longmire Alternate	Standing	Annual	F. McKinley
TRANSPLAN / ECCRFFA	Sal Evola / Juan Banales Alternate	Standing	2 nd Thursday	F. McKinley
Tri-Delta Transit (2 reps)***	Pete Longmire&Merl Craft / Jelani Killings Alt.	Standing	Last Wednesday	F. McKinley
<u>LIAISON TO</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
East Bay League of Calif. Cities	Sal Evola / Merl Craft Alternate	Standing	3 rd Thursday	*Rotational
Mayor's Conference	Merl Craft / Pete Longmire Alternate	Standing	1 st Thursday	J. Sbranti/G. Evans
School Districts Committee (2 reps)	Merl Craft &Jelani Killings / Juan Banales Alt.	Standing	4 th Thursday even months	J. Sbranti
<u>SUBCOMMITTEES (2 reps)</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
CAC/CDBG	Juan Banales & Jelani Killings / Pete Longmire Alt.	Standing	As needed	M. Aliotti
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	F. McKinley
Local Contracting & Preference Policy	Merl Craft & Sal Evola	Ad Hoc	As needed	F. McKinley/B.Farmer
Pittsburg Arts & Community Foundation	Merl Craft& Jelani Killings / Pete Longmire Alt.	Standing	As needed	J. Sbranti
Pittsburg Police Activities League (PAL)	Banales / 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	G. Evans

*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	2 nd and 4 th Tuesdays
Community Advisory Commission	1 st 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 month in 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
CITY COUNCIL/AGENCY CONCURRENT MEETING MINUTES**

DATE: February 21, 2017

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

CITY COUNCIL/AGENCY MEMBERS

Marilyn Craft, Mayor/Chair
Dwayne "Pete" Longmire, Vice-Mayor/Chair Member
Sal Evola, Council/Agency Member
Juan Antonio Banales, Council/Agency Member
Jelani Killings, Council/Agency Member
Michelle King, 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)

PLANNING COMMISSION APPEAL

1. Consideration of an Appeal of a Planning Commission Decision to Deny a One-Year Extension of Approval of a Use Permit and Design Review of Plans for Site Improvements for Marine Express, AP-12-864 (UP, DR)

Mayor Craft opened the Public Hearing.

James Brezack, representing the appellant, presented the request for the extension of the current use permit.

Randy Esch, appellant, noted the probable timeline for obtaining permits required by other agencies which has impacted the project.

There being no one to speak further to the issue, Mayor Craft closed the Public Hearing.

On motion by Vice-Mayor Longmire, seconded by Member Killings to approve the appeal and approved by the following vote:

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

ROLL CALL

Member Evola was absent and excused.

PLEDGE OF ALLEGIANCE

Chief Brian Addington led the Pledge of Allegiance.

CITY MANAGER REPORTS/REMARKS

City Engineer Fritz McKinley gave an update on recent flooding and mitigation throughout the City.

Assistant City Manager Garrett Evans announced upcoming events.

CITIZENS REMARKS

Judy Dawson, Bay Point, announced the Pittsburg Relay for Life kickoff meeting and invited everyone to join them for the Relay at City Hall on July 15 and 16.

Arturo Fernandez, Berkeley, stated he is a former resident of Pittsburg. He asked the Council to consider adopting legislation to designate Pittsburg a sanctuary city.

Wolfgang Croskey, Pittsburg, gave an update on real estate activities on vacant properties in Old Town.

PUBLIC HEARING

5. Introduction and Waive First Reading of an Ordinance Amending Title 18 of the Pittsburg Municipal Code Related to Permitting for Large Family Daycare Homes, AP-17-1214 (RZ)

Mayor Craft opened the public hearing. There being no one to speak to the item, Mayor Craft closed the public hearing.

Carmeleta Hill, Concord, spoke regarding the 300 ft. regulation which would hinder the available services.

Toni Robertson, Oakley, representing the Contra Costa Child Care Council, spoke regarding the shortage of childcare facilities in the area.

Benu Chhabra, President of the Contra Costa Child Care Council, spoke regarding the importance of the availability of quality child care.

Passion Polanco, Passion's Daycare, Concord, spoke in support of eliminating permit fees which can be a burden on these businesses.

Jeanette Cooper, Concord, spoke in support of allowing a larger amount of daycare facilities.

Gayle Chambers, Pittsburg, spoke against any distance restrictions, citing three active daycares in her neighborhood that work very well together.

Laurie Furstenfeld, Staff Attorney for the Child Care Law Center, stated they were in support of the ordinance with the exception of the 500 ft. radius as well as allowing an alternative application process.

John Jones, Antioch, former resident of Pittsburg, stated he is the Executive Director of Contra Costa Child Care Council. He spoke in favor of allowing more daycares and changing the 500 ft. to 100 ft. or none.

Wolfgang Croskey, Pittsburg, spoke in favor of the 500 ft. radius.

On motion by Vice Mayor Longmire, seconded by Member Banales, to introduce and waive first reading, with the modification of a 300 ft radius, and carried by the following vote:

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

CONFLICT OF INTEREST STATEMENT

There were no conflict of interest statements.

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

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

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

6. Minutes of February 6, 2017
7. Denied Claims #2270 Garcia, Martha, #17-0003 Vega, Cristian, #17-0007 Nguyen, Anh
8. Adoption of a City Council Resolution to Authorize Allocation of the Keller Canyon Mitigation Funds
9. Receive and File the Treasurer's Report for the Quarter Ending December 31, 2016
10. Adoption of a City Council Resolution of Intention to Establish Community Facilities District 2017-1 Fire Protection and Emergency Medical Services

COUNCIL MEMBER REPORTS/REMARKS

Mayor Craft stated she attended the *Port Chicago 50* event which brought to light the situation at Port Chicago during World War II as well as some of the early residents of the City.

ADJOURNMENT

The City Council meeting was adjourned at 8:25 P.M. to March 6, 2017 in memory of RoseAnn Harris.

Respectfully submitted,

Alice E. Evenson, City Clerk



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

DATE: 2/24/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution Approving the Third Amendment to the Contract with Raney Planning & Management, Inc. for the Preparation of the Southwest Hills/Faria Annexation Environmental Impact Report

MEETING DATE: 3/6/2017

EXECUTIVE SUMMARY

On November 1, 2013, the City contracted with Raney Planning & Management, Inc. (consultant) to prepare an Environmental Impact Report (EIR) for the Southwest Hills/Faria Annexation Project. The consultant has prepared an Administrative Draft EIR, but it needs to be further revised to reflect changes that were recently made to the project by the applicant. The consultant has requested an additional \$40,060 to complete this work and the applicant has agreed to deposit the additional funds with the City upon execution of a third contract amendment.

FISCAL IMPACT

If authorized by City Council, the City Manager will execute a third contract amendment to increase the consultant's budget for completion of the Southwest Hills/Faria Annexation EIR by \$40,060, which would bring the total contract amount to \$260,455. The additional funds will be paid by the applicant and will be deposited into Refundable Deposit Account No. 6016. Any unspent funds would be returned to the applicant after the City Council makes a decision on the project.

RECOMMENDATION

City Council adopt the attached resolution authorizing execution of the Third Amendment to the Contract with Raney Planning & Management, Inc. for preparation of the Southwest Hills/Faria Annexation EIR.

BACKGROUND

On September 24, 2010, Louis Parsons, on behalf of Faria Land Investors, LLC., submitted Planning Application No. 10-717, requesting annexation of approximately 607 acres into the City of Pittsburg for a future subdivision which could include up to 1,500 residential units. The project site is located within the Pittsburg General Plan's Southwest Hills planning subarea and is generally bounded by vacant rolling hills with Bailey Road to the east, the former Concord Naval Weapons Station to the south and west, and the San Marco and Vista Del Mar Residential Subdivisions to the north and northeast.

On November 1, 2013, the City entered into a \$210,581 contract with Raney Planning & Management, Inc. to prepare an EIR for the proposed project. In March 2014 and February 2015, respectively, the City and the consultant executed a first and second contract amendment in order to expand the scope of the traffic study to be included in the EIR. Together, the contract amendments raised the consultant's budget for the Southwest Hills/Faria Annexation EIR to \$220,395.

During preparation of the Administrative Draft EIR, the applicant requested that the City add consideration of a General Plan Amendment and Master Plan Overlay District to the project. The requested General Plan Amendment would increase the amount of land currently designated for open space and the Master Plan Overlay District would, among other things, identify the maximum extent of future development, establish a setback from the Pittsburg-Concord Ridgeline, and define permitted uses, densities, development regulations, and design guidelines for future development.

On February 7, 2017, the consultant requested a \$40,060 contract increase to further revise the Administrative Draft EIR and include an analysis of the requested General Plan Amendment and Master Plan Overlay District. The applicant reviewed the requested increase and has agreed to deposit the additional funds with the City upon execution of a third contract amendment.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

The consultant has requested an additional \$40,060 to further revise the Administrative Draft EIR for the Southwest Hills/Faria Annexation Project and include an analysis of the requested General Plan Amendment and Master Plan Overlay District. The applicant has agreed to deposit the additional funds, and as such, it is recommended that the Council authorize execution of the Third Amendment to the Contract with Raney Planning & Management, Inc. as included in Attachment 2. At this time, staff expects to release a Draft EIR for public review and comment by the end of June.

ATTACHMENTS: 1. Resolution
2. Proposed Third Amendment to the Agreement
3. Original Contract for CEQA Services, dated March 17, 2014

Report Prepared By: Hector J. Rojas, AICP, Senior Planner

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Allocating Funds and Authorizing Execution)
Of the Third Amendment to the Contract)
With Raney Planning & Management, Inc.)
For the Preparation of the Southwest Hills/)
Faria Annexation EIR)

RESOLUTION NO. 17-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, in September 24, 2010, Louis Parsons, on behalf of Faria Land Investors, LLC., submitted Planning Application No. 10-717, requesting annexation of approximately 607 acres into the City of Pittsburg for a future subdivision which could include up to 1,500 residential units. The project site is located within the Pittsburg General Plan's Southwest Hills planning subarea and is generally bounded by vacant rolling hills with Bailey Road to the east, the former Concord Naval Weapons Station to the south and west, and the San Marco and Vista Del Mar Residential Subdivisions to the north and northeast. Assessor's Parcel Nos. 097-180-006, 097-200-002, 097-230-006, 097-240-002, and 097-190-002; and

WHEREAS, before the City can consider such a proposal, the project must be reviewed in accordance with the California Environmental Quality Act (CEQA, Public Resources Code 21000 et seq.), which requires agencies to assess whether a proposed project might have significant impacts on the environment; and,

WHEREAS, on November 1, 2013, the City entered into a \$210,581 contract ("Agreement") with Raney Planning & Management, Inc. to prepare an EIR for the proposed project; and,

WHEREAS, in March 2014 and February 2015, respectively, the City and the consultant executed a first and second contract amendment in order to expand the scope of the traffic study to be included in the EIR, raising the consultant's budget for the EIR to \$220,395; and,

WHEREAS, during preparation of the Administrative Draft EIR, the applicant requested that the City add consideration of a General Plan Amendment and Master Plan Overlay District to the project; and,

WHEREAS, the requested General Plan Amendment would increase the amount of land currently designated for open space and the Master Plan Overlay District would, among other things, identify the maximum extent of future development, establish a setback from the Pittsburg-Concord Ridgeline, and define permitted uses, densities, development regulations, and design guidelines for future development; and,

WHEREAS, on February 7, 2017, the consultant requested a \$40,060 contract increase to further revise the Administrative Draft EIR and include an analysis of the requested General Plan Amendment and Master Plan Overlay District; and,

WHEREAS, the applicant reviewed the requested increase and has agreed to deposit the additional funds with the City upon execution of a third contract amendment.

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

Section 1.

The Third Amendment to the Agreement with Raney Planning & Management, Inc. for environmental consulting services is approved in an amount not to exceed \$40,060, for additional environmental analysis related to the Southwest Hills/Faria Annexation Project.

Section 2.

The allocation of up to \$40,060 above the previous contract amount (including the past two amendments) of \$260,455, to be deposited by the applicant, is approved for the purpose of reimbursing the City's costs related to the environmental assessment required for the Southwest Hills/Faria Annexation Project.

Section 3.

The City Manager is hereby authorized to execute the Third Amendment to the Agreement with Raney Planning & Management, Inc., for environmental consulting services on behalf of the City of Pittsburg, up to the limits specified in Section 2 above.

Section 4.

The Finance Director is hereby authorized to issue a revised purchase order to Raney Planning & Management, Inc. for the above described services to implement the approved Agreement.

Section 5.

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 6th day of March, 2017, by the following vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk

**THIRD AMENDMENT TO
CONTRACT FOR ENVIRONMENTAL SERVICES FOR
THE SOUTHWEST HILLS/FARIA ANNEXATION PROJECT**

This Third Amendment to AGREEMENT ("Third Amendment") is made on this 6th day of March, 2017, ("Third Amendment Effective Date") by and between the City of Pittsburg ("City") and Raney Planning & Management, Inc. ("Consultant"), with respect to the matters hereinafter stated.

RECITALS

WHEREAS, in September 24, 2010, Louis Parsons, on behalf of Faria Land Investors, LLC., submitted Planning Application No. 10-717, requesting annexation of approximately 607 acres into the City of Pittsburg for a future subdivision which could include up to 1,500 residential units. The project site is located within the Pittsburg General Plan's Southwest Hills planning subarea and is generally bounded by vacant rolling hills with Bailey Road to the east, the former Concord Naval Weapons Station to the south and west, and the San Marco and Vista Del Mar Residential Subdivisions to the north and northeast. Assessor's Parcel Nos. 097-180-006, 097-200-002, 097-230-006, 097-240-002, and 097-190-002; and

WHEREAS, before the City can consider such a proposal, the project must be reviewed in accordance with the California Environmental Quality Act (CEQA, Public Resources Code 21000 et seq.), which requires agencies to assess whether a proposed project might have significant impacts on the environment; and,

WHEREAS, on November 1, 2013, the City entered into a \$210,581 contract ("Agreement") with Raney Planning & Management, Inc. to prepare an EIR for the proposed project; and,

WHEREAS, in March 2014 and February 2015, respectively, the City and the consultant executed a first and second contract amendment in order to expand the scope of the traffic study to be included in the EIR, raising the consultant's budget for the EIR to \$220,395; and,

WHEREAS, during preparation of the Administrative Draft EIR, the applicant requested that the City add consideration of a General Plan Amendment and Master Plan Overlay District to the project; and,

WHEREAS, the requested General Plan Amendment would increase the amount of land currently designated for open space and the Master Plan Overlay District would, among other things, identify the maximum extent of future development, establish a setback from the Pittsburg-Concord Ridgeline, and define permitted uses, densities, development regulations, and design guidelines for future development; and,

WHEREAS, on February 7, 2017, the consultant requested a \$40,060 contract increase to further revise the Administrative Draft EIR and include an analysis of the requested General Plan Amendment and Master Plan Overlay District; and,

WHEREAS, the applicant reviewed the requested increase and has agreed to deposit the additional funds with the City upon execution of a third contract amendment.

NOW THEREFORE, the City and the Consultant, for the considerations hereinafter named, agree as follows:

1. The recitals to this Third Amendment are by this reference incorporated herein as though set out in full.
2. Section 3A of the Agreement shall be deleted in its entirety, and the following new Section 3A shall be substituted in its place:

“3. The Consultant shall be paid for the actual fees, costs and expenses for all time and materials required and expended, pursuant to the Cost Proposal contained in Section IV of “Exhibit A,” and pursuant to the Contract Amendment Requests, incorporated herein as “Attachment A” of the First Amendment to the Agreement, “Attachment A” of the Second Amendment to the Agreement, and “Attachment A” of the Third Amendment to the Agreement, but in no event shall total compensation exceed the sum of all three proposals, which is two hundred, sixty thousand, four hundred fifty five dollars (\$260,455), without City’s prior written approval.”

3. Except as otherwise expressly amended or modified herein, the terms and conditions of the Agreement shall remain in full force and effect. Should the validity of this Third Amendment be called in question in litigation or otherwise and determined to be invalid for any reason, such determination shall in no way affect the validity of the Agreement which shall remain in full force and effect in accordance with its original terms.

IN WITNESS WHEREOF, the parties hereto have executed the First Amendment to the Agreement effective on the day and year first identified above.

CITY OF PITTSBURG:

By: _____

Joe Sbranti, City Manager

CONSULTANT:

By: _____

Cindy Gnos, Vice President
Raney Planning & Management, Inc.

APPROVED AS TO FORM:

By: _____

Ruthann Ziegler, City Attorney

ATTEST:

By: _____

Alice E. Evenson, City Clerk



WWW.RANEYMANAGEMENT.COM

NORTHERN CALIFORNIA

1501 SPORTS DRIVE, SUITE A

SACRAMENTO, CA 95834

TEL: 916.372.6100 • FAX: 916.419.6108

February 7, 2017

Kristin Vahl Pollot, AICP
Planning Manager
City of Pittsburg, Development Services
65 Civic Avenue
Pittsburg, CA 94565

Re: Faria Annexation Project Contract Amendment #3

Dear Ms. Pollot:

Raney, a division of Raney Planning & Management, Inc., proposes to amend the Contract for CEQA Services between the City of Pittsburg and Raney Planning & Management, Inc. for the Faria Annexation Project. The following contract amendment is based on City staff direction given at the meeting held on February 1, 2017 and a conference call on July 1, 2016 to prepare an updated NOP and a second Administrative Draft Environmental Impact Report (EIR) for the Faria Annexation Project. Raney will accommodate the comments received regarding Raney's approach in analyzing the project development plans, as well as the changes to the project maps and entitlements. The proposed contract amendment will allow Raney to prepare a second NOP, assist with facilitation of a second NOP scoping meeting, to prepare a second Administrative Draft EIR, with a program-level analysis (as directed by the City), and to increase the allotted hours for Project Management, as well as additional printing and travel expenses.

Prepare NOP\$2,130

Upon receipt of the revised development area map and Master Plan, Raney will prepare a Second Administrative Draft NOP for the Faria Annexation project for review by City staff. The NOP will be finalized based upon City comments. Consistent with the requirements of CEQA, the NOP will include a background discussion, a revised description of the proposed project, location map, and general environmental effects anticipated to be caused by the proposed project. In addition, Raney will include a copy of the original Initial Study as an Appendix to the NOP. It is important to note that a second NOP will trigger a need for compliance with AB 52 and SB 18 tribal consultation requirements. For the purposes of this scope of work, Raney assumes the City will handle all required tribal consultation, however, Raney is available to provide assistance. Should this be the case, Raney would propose to amend the scope of work, schedule, and budget, accordingly.

Raney will submit one digital copy of the finalized NOP to City staff. Raney assumes that the City will publish, post, and distribute the NOP; however, Raney will print and deliver fifteen (15) copies of the NOP with a completed Notice of Completion to the State Clearinghouse.

During the 30-day NOP public review period, Raney will attend a public scoping meeting to solicit the public's input on the content of the EIR. Raney will work with the City staff to determine the anticipated format, schedule the meeting, and to confirm project objectives for the public scoping meeting. Raney will be available to assist the City in any way necessary, including facilitating the meeting. Raney has made the following assumptions regarding the format of the meeting; however, Raney will coordinate with City staff to identify the preferred approach. Raney assumes the public scoping meeting will be set up as a brief project overview presentation, in order for the community to gain an understanding of the project and make comments based upon accurate knowledge of the project. The scoping meeting will emphasize the review process as well as the intent and requirements of CEQA. Following the presentation, the meeting will be devoted to public participation and comments. Written comment forms will be provided for this purpose, and these comments, along with verbal comments, will become part of the administrative record.

At the conclusion of the NOP comment period, Raney will review the comments received. Raney will consult with the City to determine if the scope of services for the EIR needs to be amended based upon the comments received.

Second Administrative Draft EIR\$28,875

Raney will work with the City to determine the revised project description and approach for completion of each chapter. Raney will then prepare the Second Administrative Draft EIR according to the following tasks that correspond with the tasks from the Scope of Work, dated October 23, 2013:

Task 2.1 Prepare Second Administrative Draft EIR

Raney will edit the First Administrative Draft EIR with the updated project description and prepare the Second Administrative Draft EIR to reflect the project changes to the approach, the project maps, and entitlements, which now include a General Plan Amendment, Rezone, Development Agreement, Annexation, and an applicant-prepared Master Plan. Similar to the First Administrative Draft EIR, the Second Administrative Draft EIR will be in accordance with CEQA and will include all statutory sections required by CEQA Section 15120-15132, including an executive summary, introduction and project description (including project objectives), setting, assessment of environmental impacts, identification of required mitigation measures for each of the environmental issues, and a complete list of the authors responsible for the environmental analysis. The EIR will also conform to the City of Pittsburgh's preferred format as well as for use by LAFCo as a responsible agency. The Second Administrative Draft EIR will be reviewed with City staff for adequacy and accuracy.

Task 2.1.1 Summary, Introduction, Project Description

Raney will prepare a revised draft project description in consultation with City staff. Raney will rely on the updated information, to be provided by the applicant, to accurately prepare an updated summary of the characteristics of the proposed project and identify the additionally required entitlements. It is important to note that the updated project plans will require a General Plan Amendment to both the General Plan map and text, to allow for mass grading of the hillsides and to allow for more open space than what is designated in the General Plan.

In addition to including the new project plans, the updated project description will detail the project location, background and history of the project, goals and objectives, and intended uses,

for the proposed project based on available information. Raney also understands that the draft Master Plan will be revised. Similar to the current project description, this section will include a summary of the local environmental setting for the project and a regional and project location map.

Task 2.1.2 Environmental Setting, Impacts, and Mitigation Measures

Given that the First Draft EIR has already been prepared, Raney will utilize any environmental analysis that remains consistent with the revised project description. Raney anticipates that a number of the chapters will need to be fully revised; however, a few chapters will require a smaller scale of revisions to address the City's applicable edits from the First Draft EIR, to reflect the updated project description, and to revise the impact discussion section within the chapter. Raney anticipates that the following chapters will only need a smaller scale of revisions, as mentioned: Agricultural Resources; Biological Resources; Hazards and Hazardous Materials; Hydrology / Water Quality; Noise; and Transportation, Traffic, and Circulation.

For the remaining chapters that Raney anticipates to require more extensive revisions, Raney will rely on information in the updated project description, as well as any new technical information provided by the City or the applicant team and any other information pertinent to the project area, including the City's new Geological Hazard Abatement District (GHAD). In addition to these documents, Raney will rely on the technical studies previously prepared by j.c. brennan & associates, Inc. and Kimley-Horn and Associates, Inc. under contract with Raney, for noise and traffic, respectively.

Consistent with CEQA and the requirements of the City of Pittsburg, each environmental chapter will include an introduction, technical approach, environmental setting, regulatory setting, standards of significance, identification of environmental impacts, the development of mitigation measures and monitoring strategies, cumulative impacts and mitigation measures, level of significance after mitigation measures, significant impacts, and effects found not to be significant. Raney proposes to amend the following chapters in the Faria Annexation EIR, as addressed below:

a) Aesthetics

Given the consistency of the previous project plans with the City of Pittsburg General Plan, Raney assumed minimal impacts related to aesthetics. However, Raney will need to update the analysis to account for the grading of the hills and the updated project description, including the Master Plan. Raney will additionally revise the impacts discussion section of the chapter and incorporate the City's edits received on the previous draft that are applicable to the updated discussion.

b) Agricultural Resources

The Agricultural Resources Chapter will be updated to reflect the new project description and the City's applicable edits received on the previous draft.

c) Air Quality and GHG Emissions

The Air Quality and GHG Emissions Chapter will need to be updated to account for the increase in construction emissions per the new project plans. Raney will coordinate with the applicant to determine the appropriate amount of hauling required in order to update the air quality and GHG modeling.

d) *Biological Resources*

The Biological Resources Chapter will need to be updated to reflect the new site map and the updated project description, including discussion of the East Bay Regional Parks District (EBRPD) and mitigation corridors. Raney will additionally incorporate the City's applicable edits received on the previous draft and revise the impacts discussion section, assuming that the Biological Resources Assessment prepared by Moore Biological Consultants will be revised as required based on the updated Project Description.

e) *Geology, Soils & Seismicity*

Raney is aware that a landslide has occurred on the adjacent property, prompting geological hazards studies in the area. Thus, Raney assumes a portion of the project site will be identified as a landslide area in the City's new GHAD. Raney will need to incorporate the findings of the GHAD into the analysis for the EIR, where appropriate. Raney will additionally address the City's applicable edits on the previous draft.

f) *Hazards and Hazardous Materials*

Raney will revise the Hazards and Hazardous Materials Chapter to address the updated project description, as well as the City's applicable edits received on the previous draft.

g) *Hydrology / Water Quality*

Raney will revise the Hydrology and Water Quality Chapter to address the updated project description and the revised site map, as well as the City's applicable edits received on the previous draft.

h) *Land Use and Planning*

The Land Use and Planning Chapter will reflect the new required entitlements, such as the General Plan Amendment and Rezone for the updated project, and will be revised to reflect both the updated Master Plan and the City's applicable edits received on the previous draft.

i) *Noise*

Raney will update the Noise Chapter to reflect the City's applicable edits received on the previous draft and will revise the impacts discussion section. Raney assumes additional technical analysis is not required.

j) *Public Services and Utilities*

The Public Services and Utilities Chapter will also be revised to account for the City's applicable edits on the previous draft. Given the time that has passed since the prior Administrative Draft EIR, Raney will provide updated public service and demand numbers associated with the proposed project for incorporation into the updated analysis, including the impacts discussion section.

k) *Transportation, Traffic, and Circulation*

Raney will revise the Transportation, Traffic, and Circulation Chapter to update the impacts discussion section and to reflect both the revised project description and the City's edits received on the previous draft. Raney assumes additional technical analysis will not be required.

Project Management.....\$8,010

Given that Raney has already completed approximately 95 percent of the project management budget from the original contract due to the extensive amount of conference calls and in-person meetings, Raney will need additional funds to complete the CEQA process. This amount will allow Raney additional time and funds to properly manage the preparation of the Second Administrative Draft EIR, as well as participate in future conference calls and attend additional in-person meetings and hearings to finish the EIR process.

Miscellaneous Expenses.....\$1,045

For the purposes of this Contract Amendment, Raney has included a task to cover all miscellaneous expenses, including printing / copying fees, travel expenses, and Raney's ten percent administrative fee.

Budget

The following table gives a comparison by task of the original contract amounts, the amounts remaining in the contract, and the amount Raney is requesting for this contract amendment.

PROPOSED COST ESTIMATE				
FARIA ANNEXATION EIR				
		Contracted Amount	Remaining Amount	Requested Amount
Task 1.1	Project Initiation	\$ 1,450.00	\$ -	\$ -
Task 1.2	Project Description	\$ 1,420.00	\$ -	\$ 1,220.00
Task 1.3	Prepare Initial Study	\$ 3,020.00	\$ -	\$ -
Task 1.4	Prepare NOP	\$ 1,150.00	\$ -	\$ 2,130.00
Task 2.1	Prepare Administrative Draft EIR	\$ 5,600.00	\$ -	\$ 2,890.00
	Technical Sections			
Task 2.1.1	Summary, Introduction, Project Description	\$ 1,350.00	\$ -	\$ 1,070.00
Task 2.1.2	Environmental Setting, Impacts, Mitigation Measures			
	a Aesthetics	\$ 2,930.00	\$ -	\$ 2,140.00
	b Agricultural Resources	\$ 2,750.00	\$ -	\$ 890.00
	c Air Quality & Greenhouse Gases	\$ 4,820.00	\$ -	\$ 1,530.00
	<i>Air Quality Modeling & Technical Report</i>	\$ -	\$ -	\$ 2,700.00
	d Biological Resources	\$ 3,020.00	\$ -	\$ 1,205.00
	e Geology, Soils, and Seismicity	\$ 3,110.00	\$ -	\$ 2,970.00
	f Hazards & Hazardous Materials	\$ 3,750.00	\$ -	\$ 890.00
	g Hydrology/Water Quality	\$ 4,240.00	\$ -	\$ 1,070.00
	h Land Use & Planning	\$ 4,700.00	\$ -	\$ 2,700.00
	i Noise	\$ 3,470.00	\$ -	\$ 755.00
	j Public Services & Utilities	\$ 4,600.00	\$ -	\$ 2,950.00
	k Transportation, Traffic, & Circulation	\$ 4,330.00	\$ -	\$ 890.00
	Other Sections			
Task 2.1.3	Statutorily Required Sections	\$ 1,800.00	\$ -	\$ 595.00
Task 2.1.4	Alternatives Analysis	\$ 3,880.00	\$ -	\$ 2,410.00
Task 2.2	Prepare Screencheck & Draft EIR	\$ 4,740.00	\$ 4,740.00	\$ -
Task 3.1	Prepare Administrative Final EIR	\$ 11,280.00	\$ 11,280.00	\$ -
Task 3.2	Prepare MMP	\$ 1,690.00	\$ 1,690.00	\$ -
Task 3.3	Prepare Screencheck & Final EIR	\$ 4,110.00	\$ 4,110.00	\$ -
Task 3.4	Prepare FOF/SOC & NOD	\$ 2,390.00	\$ 2,390.00	\$ -
Task 4.1	Project Management, Meetings & Hearings	\$ 14,500.00	\$ 843.25	\$ 8,010.00
TOTAL LABOR COST		\$ 100,100.00	\$ 25,053.25	\$ 39,015.00
Sub-Consultant/Expenses				
	Copying/Printing (estimate only; will be billed at cost)	\$ 9,000.00	\$ 8,300.40	\$ 700.00
	Misc (Travel/fax/phone)	\$ 800.00	\$ 512.09	\$ 250.00
	Sub-Consultant - Noise Analysis	\$ 6,023.00	\$ 6.50	\$ -
	Sub-Consultant - Traffic Peer Review	\$ 84,615.00	\$ 10,264.00	\$ -
	10% administrative fee	\$ 10,044.00	\$ 1,210.01	\$ 95.00
Total Budget		\$ 210,582.00	\$ 45,346.25	\$ 40,060.00

The following assumptions have been utilized in the calculations:

- Raney will attend meetings with the City staff, as well as public hearings as described in the scope of work. Raney assumes that the number of meetings required will be achieved within the hours allocated in the attached spreadsheet. Additional meetings and hearings are easily accommodated and will be billed on a time-and-materials basis, as directed.
- Raney costs are based on the assumption that the existing data and information for the City of Pittsburgh and the proposed project area is accurate and current and will be available for the preparation of the proposed environmental documents.
- Raney will provide to the City of Pittsburgh the number of copies of the documents as indicated in the technical scope of services of the original contract. The cost estimate for copying is an estimate only and will be billed at actual cost.
- Raney assumes that once a Notice to Proceed is issued, the preparation of the environmental documents would be a continuous process without excessive delays. Raney would propose to renegotiate the contract with respect to schedule and cost should substantial delays occur in the processing of the proposed project.
- Factors that would increase the scope of work and estimated costs outlined for the second administrative draft EIR include: attendance at additional public meetings; printing of additional copies of reports; analysis of additional issues above those discussed in this proposal or a more detailed level of analysis than described in this proposal; changes in the project requiring reanalysis or rewriting of report sections; collection of data required for the environmental documents beyond that described in this proposal; attendance at additional in-house meetings beyond those budgeted; and excessive comments on the environmental documents. Raney would propose to renegotiate these items, if required, or charge on a time-and-materials basis.

Contract Summary

The originally approved contract amount was \$210,581. In February 2014, a contract amendment was approved for additional traffic analysis in the amount of \$4,840 for a revised contract total of \$215,420. In February 2015, a second contract amendment was approved for additional traffic analysis associated with project changes in the amount of \$4,975 for a revised contract total of \$220,395. The above contract amendment would add an additional \$40,060 to the contract for a revised total of \$260,455.

BOTH THE CITY OF PITTSBURG AND RANEY PLANNING & MANAGEMENT, INC. HEREBY RECOGNIZE AND CONSENT TO THE AMENDMENT OF THE CONTRACT TO INCLUDE THE ADDITIONAL SERVICES AND ACCOMPANYING COSTS OUTLINED IN THIS SCOPE OF WORK DATED FEBRUARY 7, 2016.

Kristin Pollot
City of Pittsburgh

Date

Cindy Gnos
Raney Planning & Management, Inc.

Date

**CONTRACT FOR CEQA SERVICES
FOR THE SOUTHWEST HILLS/FARIA ANNEXATION**

THIS CONTRACT is made on NOV. 1, 2013, between the City of Pittsburg ("the City"), and Raney Planning & Management, Inc. ("Consultant").

WITNESSETH:

WHEREAS, the City proposes preparation of an Environmental Impact Report (EIR) for the proposed Southwest Hills/Faria Annexation; and

WHEREAS, the Consultant has presented a proposal for such services to the City, dated July 18, 2013, and is duly licensed, qualified and experienced to perform those services;

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPE OF SERVICES:

A. Consultant shall do all work, attend all meetings, produce all reports and carry out all activities necessary to completion of the services described in the Work Program, attached hereto and incorporated herein by this reference as Exhibit "A". This Contract and its exhibits shall be known as the "Contract Documents." Terms set forth in any Contract Document shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control. If any portion of the Contract Documents shall be in conflict with any other portion, provisions contained in the Contract shall govern over conflicting provisions contained in the exhibits to the Contract.

B. Consultant enters into this Contract as an independent contractor and not as an employee of the City. The Consultant shall have no power or authority by this Contract to bind the City in any respect. Nothing in this Contract shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Consultant are employees, agents, contractors or subcontractors of the Consultant and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Consultant by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Contract.

C. The Consultant agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. TIME OF PERFORMANCE:

The following time schedule shall be followed:

A. The services of Consultant are to commence upon execution of this Contract by, and receipt of written notice to proceed from, City, and shall be undertaken and completed in a prompt and timely manner, in accordance with the 'Proposal to Prepare an Environmental Impact Report' attached hereto and incorporated herein by this reference as Exhibit "A".

The following time schedule shall be followed:

B. The City Manager or his or her designee may, by written instrument signed by the Parties, extend the duration of this Contract for an additional period not to exceed the lesser of one year or the original term of this Contract, provided that the extension does not require the payment of compensation in excess of the maximum compensation set forth in Section III, Compensation.

3. COMPENSATION:

A. The Consultant shall be paid for the actual fees, costs and expenses for all time and materials required and expended, pursuant to the Cost Proposal contained in Section IV of Exhibit "A" but in no event shall total compensation exceed two hundred ten thousand, five hundred eighty one dollars (\$210,581.00), without City's prior written approval.

B. Said amount shall be paid upon submittal of a billing in accordance with the proposal contained within Exhibit "A", showing completion of the tasks on a monthly basis.

C. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract.

4. TERMINATION:

This Contract may be terminated, without cause, at any time by the City upon thirty (30) days' written notice. Upon receipt of such notice, Consultant shall cease all work under this Contract. In the event of any such termination, the Consultant shall be compensated as provided for in this Contract. Upon such termination, the City shall be entitled to all work, including but not limited to, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date in accordance with Section VII hereof. The obligations of paragraph/section XV of this Contract relating to Consultant's obligations to defend and indemnify the City shall survive any termination of this Contract.

Notwithstanding any provisions of this Contract, Consultant shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Consultant, and the City may withhold any payments due to Consultant until such time as the exact amount of damages, if any, due the City from Consultant is determined.

5. CHANGES:

The City may, from time to time, request changes in the scope of the services of Consultant to be performed hereunder. Such changes, including any increase or decrease in the amount of Consultant's compensation and/or changes in the schedule must be authorized in advance by the City in writing. Mutually agreed changes shall be incorporated in written amendments to this Contract, or the attached work program (Exhibit A).

6. EXTENSIONS OF TIME:

Consultant may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Contract or the attached work program (Exhibit A).

7. PROPERTY OF CITY:

It is mutually agreed that all materials prepared by the Consultant under this Contract shall become the property of the City, and the Consultant shall have no property right therein whatsoever. Immediately upon termination, the City shall be entitled to, and the Consultant shall deliver to the City, all data, drawings, specifications, reports, estimates, summaries and other such materials and commission

as may have been prepared or accumulated to date by the Consultant in performing this Contract which is not Consultant's privileged information, as defined by law, or Consultant's personnel information.

8. COMPLIANCE WITH LOCAL LAW:

Consultant shall comply with all applicable laws, ordinances, and codes of federal, state and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Contract. [It shall be City's responsibility to obtain all rights of way and easements to enable Consultant to perform its services hereunder. Consultant shall assist City in providing the same.]

9. WARRANTY:

Consultant agrees and represents that it is qualified to properly provide the services set forth in Exhibit "A" in a manner which is consistent with the generally accepted standards of Consultant's profession. Consultant further represents and agrees that it will perform said services in a legally adequate manner in conformance with applicable federal, state and local laws and guidelines.

10. SUBCONTRACTING:

Except as set forth in Exhibit "A" for work to be performed, no other services covered by this Contract shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld. Consultant shall be as fully responsible to the City for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly employed by them, as it is for the negligent acts and omissions of persons directly employed by Consultant.

11. ASSIGNABILITY:

Consultant shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. However, claims for money due or to become due Consultant from the City under this Contract may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Consultant shall promptly furnish notice of any assignment or transfer, whether voluntary or involuntary, in writing to the City.

12. INTEREST IN CONTRACT:

Consultant covenants that neither it, nor any of its employees, agents, contractors, subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder.

Consultant shall make all disclosures required by the City's conflict of interest code in accordance with the category designated by the City, unless the City Manager determines in writing that Consultant's duties are more limited in scope than is warranted by the category designated by the City code and that a narrower disclosure category should apply. Consultant also agrees to make disclosure in compliance with the City conflict of interest code if, at any time after the execution of this agreement, City determines and notifies Consultant in writing that Consultant's duties under this agreement warrant greater disclosure by Consultant than was originally contemplated. Consultant shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the City.

13. CONFIDENTIAL MATERIALS:

All of the materials prepared or assembled by Consultant pursuant to performance of this Contract are confidential and Consultant agrees that they shall not be made available to any individual or organization without the prior written approval of the City, except by court order.

14. LIABILITY OF CONSULTANT-NEGLIGENCE:

Consultant shall be responsible for performing the work under this Contract in a manner which is consistent with the generally accepted standards of the Consultant's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors and subcontractors. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Consultant or its employees, agents, contractors or subcontractors.

15. INDEMNITY AND LITIGATION COSTS:

Consultant shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys' fees arising out of or in connection with Consultant's negligent performance of work hereunder or its negligent failure to comply with any of its obligations contained in the Contract Documents, except such loss or damage which was caused by the [active negligence, (only if contract involves design services in connection with a public works project - see Civil Code §2782(b), §2783)] sole negligence, or willful misconduct of the City.

16. CONSULTANT TO PROVIDE INSURANCE:

A. Consultant shall not commence any work before obtaining, and shall maintain in force at all times during the duration and performance of this Contract the policies of insurance specified in this Section. Such insurance must have the approval of the City as to limit, form, and amount, and shall be placed with insurers with a current A.M. Best's rating of no less than A:VII.

B. Prior to execution of this agreement and prior to commencement of any work, the Consultant shall furnish the City with original endorsements effecting coverage for all policies required by the Contract. The endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. The endorsements are to be on forms acceptable to the City. At the City's discretion, the City may require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by this Section. If the City requests, the Consultant will furnish one copy of each required policy to the City, and additional copies if requested in writing, certified by an authorized representative of the insurer. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant.

C. In the case of the professional liability insurance required by this Section, the Consultant's insurer will provide a complete, certified copy of the policy if so requested by the City.

D. In addition to any other remedy the City may have, if Consultant fails to maintain the insurance coverage as required in this Section, the City may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is required herein, and the City may deduct the cost of such insurance from any amounts due or which may become due Consultant under this Contract.

E. Each insurance policy required by this Contract shall be endorsed to state that coverage shall not be suspended, voided, canceled, terminated by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

F. Any deductibles must be declared to, and approved by, the City.

G. The requirement as to types, limits, and the City's approval of insurance coverage to be maintained by Consultant are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Consultant under the Contract.

H. The Consultant and its contractors and subcontractors shall, at their expense, maintain in effect at all times during the performance or work under the Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers and under forms of policy satisfactory to the City. The maintenance by Consultant and its contractors and subcontractors of the following coverage and limits of insurance is a material element of this Contract. The failure of Consultant or of any of its contractors or subcontractors to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of this Contract.

1. Workers' Compensation and Employer's Liability Insurance.

a. Workers' Compensation - Insurance to protect the Consultant, its contractors and subcontractors from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremen's and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in strict compliance with all applicable state and federal statutes and regulations. The Consultant shall execute a certificate in compliance with Labor Code Section 1861, on the form provided in the Contract Documents.

b. Claims Against City - If an injury occurs to any employee of the Consultant for which the employee or his/her dependents, in the event of his/her death, may be entitled to compensation from the City under the provisions of said Acts, for which compensation is claimed from the City, there will be retained out of the sums due the Consultant under this Contract, an amount sufficient to cover such compensation as fixed by said Acts, until such compensation is paid or it is determined that no compensation is due. If the City is required to pay such compensation, the amount so paid will be deducted and retained from such sums due, or to become due to the Consultant.

2. Comprehensive General and Automobile Liability Insurance.

The insurance shall include, but shall not be limited to, protection against claims arising from death, bodily or personal injury, or damage to property resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than \$1,000,000.00 or more per occurrence.

The comprehensive general and automobile liability insurance coverage shall also include, or be endorsed to include, the following:

a. Provision or endorsement naming the City and each of its officers, officials, employees, agents, and volunteers, as additional insureds in regards to: liability arising out of the performance of any work under the Contract; liability arising out of activities performed by or on behalf of the Consultant; premises owned, occupied or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees, agents, or volunteers.

b. Provision or endorsement stating that for any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers to the extent the City is an additional insured. Any insurance or self insurance maintained by the City, its officers, officials, employees, agents, or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.

c. Provision or endorsement stating that any failure to comply with reporting or other provisions of the policies including breaches of representations shall not affect coverage provided to the City, its officers, officials, employees, agents, or volunteers.

d. Provision or endorsement stating that the Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

e. Provision or endorsement stating that such insurance, subject to all of its other terms and conditions, applies to the liability assumed by the Consultant under the Contract, including, without limitation, that set forth in Section XV, Indemnity and Litigation Costs.

3. Professional Liability.

The Consultant and its contractors and subcontractors shall secure and maintain in full force, during the term of this Contract professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than \$1,000,000 or more per claim.

17. MISCELLANEOUS PROVISIONS:

A. The Consultant shall designate a project manager who at all times shall represent the Consultant before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed at the request of the City, is no longer employed by Consultant, or replaced with the written approval of the City, which approval shall not be unreasonably withheld.

B. The Consultant shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Contract or the materials used or which in any way affect the conduct of the work.

C. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship or sexual orientation.

D. The Consultant shall maintain and make available for inspection by the City and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Contract are made to the Consultant.

E. This Contract constitutes the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no understandings, agreements, conditions, representations, warranties or promises, with respect to this Contract, except those contained in or referred to in the writing.

F. All notices that are required to be given by one party to the other under this Contract shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses:

City: City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565-3814
ATTN: Kristi Pollot

Consultant: Raney Planning & Management, Inc.
1501 Sports Drive
Sacramento, CA 95834
ATTN: Cindy Enos

G. This Contract shall be interpreted and governed by the laws of the State of California.

H. Any action arising out of this Contract shall be brought in Contra Costa County, California, regardless of where else venue may lie.

I. In any action brought by either party to enforce the terms of this Contract, the prevailing party shall be entitled to recover its reasonable attorney's fees.

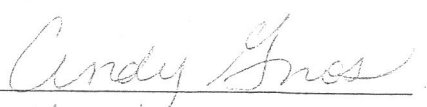
Executed the day and year first above written, by the parties as follows.

CITY OF PITTSBURG

By: 

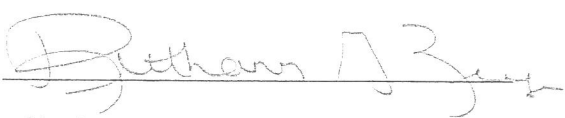
Title: City Manager

CONSULTANT

By: 

Title: Vice President

APPROVED AS TO FORM:

By: 

Title: City Attorney

ATTEST:

By: 

Title: City Clerk

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: Cindy Inos

Title: Vice President

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: _____

EXHIBIT A
Proposal to Prepare an Environmental Impact Report

PROPOSAL TO PREPARE AN ENVIRONMENTAL IMPACT REPORT

Faria Annexation

July 18, 2013

(Revised October 4, 2013)

Submitted to:

Dana Hoggatt
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

Submitted by:

Raney Planning & Management, Inc.
1501 Sports Drive
Sacramento, CA 95834
Office: (916) 372-6100
Fax: (916) 419-6108
cindygnos@raneymanagement.com

Contacts:

Cindy Gnos, AICP
Vice President

Rod Stinson
Division Manager



TABLE OF CONTENTS

I.	Project Understanding	1
II.	Technical Scope of Services	4
III.	Schedule	21
IV.	Cost Proposal	22
	Appendix A: Raney Resumes	
	Appendix B: Noise Scope	
	Appendix C: Traffic Scope	

I. Project Understanding

Raney Planning & Management, Inc. (Raney) has prepared this proposal and scope of services to complete an Environmental Impact Report (EIR) for the Faria Annexation project in the City of Pittsburg. As part of our proposal, we have assembled a team of well-qualified technical experts to supplement our firm's experience, skills, and expertise in preparing environmental documents. We believe that we have the ability to deliver a unique, unmatched, and ultimately successful product and process to the City. We are pleased to have this opportunity to submit our proposal to you for your consideration.

PROJECT OVERVIEW

Project Location

The proposed Faria Annexation project is located just southwest of the municipal boundary of the City of Pittsburg, within the Southwest Hills planning subarea of the Pittsburg General Plan (APNs 097-180-006, 097-200-002-03, 097-230-006, 097-240-002, and a portion of 097-190-002). The annexation area consists of approximately 607 acres of grazing land and is currently zoned for agricultural uses under the Contra Costa County Zoning Code. The site has been pre-zoned for residential and open space under the City of Pittsburg General Plan. The project site is bordered by residential development to the north, vacant rolling hills to the east and west, and the Concord Naval Weapons Station to the south.

Project Description

The proposed project consists of annexation and change in pre-zone of approximately 607 acres into the City of Pittsburg. The Faria Annexation area was one of multiple areas identified in the City of Pittsburg 2005 voter-approved Urban Limit Line and Pre-zoning Act. The site was pre-zoned for residential and open space and subsequently incorporated into the City's Sphere of Influence. The requested change in pre-zone will be from Hillside Planned Development (HPD) and Open Space (OS) to HPD-S and OS-S Interim Study Overlay Districts. The maximum build-out for the proposed project is approximately 1,500 units.

The City of Pittsburg prepared an Initial Study and Mitigated Negative Declaration (IS/MND) for annexation of the site in 2010. However, significant comments were received on the IS/MND and the City determined an EIR needs to be prepared.

APPROACH

Raney proposes to prepare a combined program and project-level EIR that will provide a detailed analysis of the anticipated environmental effects associated with build-out of the proposed project. Raney will coordinate with the City to identify the impact areas to be analyzed at a project-level. The Draft EIR, Final EIR, and related work products will be prepared in accordance with the criteria, standards, and provisions of the California Environmental Quality Act of 1970 (CEQA), Section 21000 et seq. of the Public Resources Code and the State CEQA Guidelines (California Code of Regulations Section 15000 et seq.), and the regulations, requirements, and procedures of the City of Pittsburg. In addition, the EIR will be prepared in order to allow LAFCo's use as a responsible agency for the proposed Annexation.

Raney proposes to prepare an Initial Study to identify the potentially significant impacts associated with the proposed Faria Annexation project and to focus the content of the EIR. Given that the City of Pittsburg prepared an Initial Study for the proposed project in 2010, Raney anticipates that preparation of an updated Initial Study will be a fairly succinct process. Raney will rely on information contained in the existing Initial Study, updating and expanding the analyses as appropriate.

Potentially significant impacts to be analyzed in the EIR may include, but not be limited to, Aesthetics; Agricultural Resources; Air Quality and Greenhouse Gas Emissions; Biological Resources; Geology, Soils, and Seismicity; Hazards and Hazardous Materials; Hydrology/Water Quality; Land Use and Planning; Noise; Public Services and Utilities; and Transportation and Circulation. Raney assumes that the remaining issue areas will be analyzed and dismissed in the Initial Study, which will be included as an Appendix to the EIR. Impacts identified as less-than-significant will be summarized in the Intro to Analysis section of the EIR. Raney will consult with City staff to confirm which issue areas will be evaluated in the EIR during the Project Initiation. Raney will assist the City of Pittsburg in preparing and releasing the Notice of Preparation (NOP) for the Faria Annexation EIR for public review as well as conducting an NOP Public Scoping meeting. Raney will coordinate with City staff and the applicant to discuss any necessary refinements to the scope of work as a result of comments received during the NOP process.

Raney will rely on the City of Pittsburg General Plan, Draft Study Plan for Faria/Southwest Hills Reclassification, the Initial Study for the Proposed Sphere of Influence Expansions for the City of Pittsburg, Delta Diablo Sanitation District (DDSD), and Contra Costa Water District (CCWD), and existing information for the project site and the surrounding vicinity to the greatest extent feasible for analysis in the EIR. To date, the following technical information has been provided by the City of Pittsburg and/or the applicant team:

- Southwest Hills/Faria Annexation Area Technical Greenhouse Gas Emissions and Global Climate Change Effects Technical Analysis, prepared by InSite Environmental, Inc. (April 2011);
- Initial Study for Proposed Sphere of Influence (SOI) Expansions for the City of Pittsburg, Delta Diablo Sanitation District (DDSD), and Contra Costa Water District (CCWD), prepared by PMC (July 2009);
- Southwest Hills/Faria Annexation & Rezoning Amendment Environmental Initial Study and Mitigated Negative Declaration (including comment letters), prepared by the City of Pittsburg (December 2010);
- San Marco Meadows Environmental Initial Study and Mitigated Negative Declaration, prepared by the City of Pittsburg (July 2002).
- Special Status Plant Survey of San Marco Meadows, prepared by Wetlands Research Associates, Inc. (August 2001);
- Phase I Archaeological Resources Inventory of San Marco Meadows, prepared by Ric Windmiller (March 2002); and
- Bay Pointe Sanitary Landfill Biotic Study and Archaeologic Report, prepared by James A. Wyse, Inc. (October 1988).

In order to fully address all the environmental issues of concern as they relate to the Faria Annexation project, Raney has assembled a team of technical experts. Rather than conduct all of the necessary technical studies in-house, Raney believes it is more efficient and effective to hire the known technical experts who specialize in a particular field. In this way, Raney can organize a unique team of consultants for each project, who can bring their expertise “to the table” and provide the client with the most defensible documentation and reporting in the timeliest manner. Raney will utilize our extensive experience to professionally manage the team of technical experts to ensure that all of the pertinent environmental issues are addressed and that the technical reports are produced in an on-budget and on-schedule fashion. Raney proposes to subcontract with the following firms for the preparation of technical studies to be used in the Faria Annexation project EIR:

- j.c. brennan & associates, inc. – Noise Analysis; and
- Kimley-Horn and Associates, Inc. – Traffic Study.

Raney firmly believes that the level of coordination between the City and the local citizens is directly proportional to the success of the project. Raney intends to work closely with the City of Pittsburg throughout the development and processing of the EIR. The expectation of Raney is that we will serve as environmental consultants to the City, and will make ourselves available to assist the City in any way necessary to facilitate the process.

Raney recognizes that individuals and groups may provide a high level of scrutiny during the CEQA process for the proposed project. Raney has extensive experience handling such controversies. Raney operates under a belief that some dissent and unrest regarding a new project may potentially be eliminated by the early involvement of project stakeholders and concerned citizens. This early involvement also provides Raney with an idea of which issues will be of greatest concern to the public. By identifying these issues, Raney can scrutinize the environmental documents to be sure that those issues were adequately addressed.

II. Technical Scope of Services

Raney has prepared the following scope of services for preparation of an Environmental Impact Report (EIR) for the Faria Annexation project. This scope of services identifies each task in the preparation of the necessary documents and includes an objective, approach, and work product associated with each task.

TASKS 1.1-1.4: PROJECT INITIATION THROUGH NOTICE OF PREPARATION

Task 1.1 Project Initiation

Objective

The objective of this task is to conduct a start-up meeting with representatives from the City of Pittsburg to coordinate and confirm assumptions regarding the proposed project and scope of the EIR.

Approach

Raney will obtain and review available data for the project area, as well as policy documentation from the City of Pittsburg and other agencies that may be affected by the proposed project. Vice President Cindy Gnos, AICP and Division Manager Rod Stinson will meet with City staff for purposes of reviewing the refined scope of work for the environmental document, providing Raney with complete copies of all pertinent City documents and mapping, as well as application materials and technical studies developed to date. The Raney team will review the project schedule and milestones, and will identify the role that each will play during the effort as well as a summary of meetings and products. During this meeting, Raney will also work with City staff to identify the cumulative projects to be considered in the EIR, and the prospective description of project alternatives.

TASK 1.1 PRODUCTS

- Project Initiation Meeting.
- Refined Scope of Work, Schedule, and Budget, as necessary.

Task 1.2 Project Description

Objective

The objective of this task is to prepare a draft project description in consultation with City staff.

Approach

Based on our extensive CEQA experience, we have found that completing a draft of the project description during the project initiation phase greatly reduces the potential for project-related issues throughout the preparation of the environmental documents.

Raney will rely on the information provided by the City and the applicant to prepare a summary of the characteristics of the proposed project. Given that Raney is proposing to prepare a

program-level EIR, the analysis will be based on a maximum build-out potential of 1,500 residential units. Raney will work with City staff to build upon the project description details for use in the EIR. The Project Description will detail the project location, background, and history of the project (including past ownership and land uses); intended uses; discretionary actions; characteristics; important project features; goals and objectives; phasing; agreements; and permits and approvals that are required for the project based on available information. This section will include a summary of the regional and local environmental setting for the Faria Annexation project as well as a description of on and off-site infrastructure necessary to serve the project. The project description will also include a regional and project location map as well as project application maps.

The draft project description will be submitted to the City for review and comment. Raney will incorporate the necessary modifications into the project description prior to incorporation into the Faria Annexation project EIR.

TASK 1.2 PRODUCTS

- One (1) electronic copy in Word of the draft project description for the environmental document to the City for review.

Task 1.3' Prepare Initial Study

Objective

The objective of this task is to prepare an Initial Study based on the checklist contained in Appendix G of the CEQA Guidelines and the standard City of Pittsburgh format.

Approach

Raney will prepare an Initial Study to address the environmental effects of the proposed Faria Annexation project. The Initial Study will provide a discussion of the impacts related to development of the proposed project and will be used to focus the content of the Draft EIR onto those technical issues that may have significant impacts. As noted in the Approach section, Raney anticipates that the preparation of the Initial Study will be a fairly succinct process given that the City of Pittsburgh prepared an Initial Study for the proposed project in 2010. Raney will rely on information contained in the existing Initial Study, updating and expanding the analyses as appropriate.

Raney anticipates that the environmental issues to be dismissed in the Initial Study may include but not be limited to, Forestry Resources, Cultural Resources, Mineral Resources, Population and Housing, and Recreation. A Draft Initial Study will be submitted to the City for review. Once comments on the draft Initial Study have been received and incorporated, a screencheck Initial Study will be submitted to the City for final review before printing the Final Initial Study, which will be provided to the public as an Appendix to the Notice of Preparation.

TASK 1.3 PRODUCTS

- One (1) electronic copy in Word of the Administrative Draft Initial Study.
- One (1) electronic copy in Word of the screencheck Initial Study.
- One (1) electronic file in PDF of the finalized Initial Study.

Task 1.4 Prepare Notice of Preparation

Objective

The objective of this task is to prepare and distribute the Notice of Preparation (NOP) for public review.

Approach

Raney will prepare an Administrative Draft NOP for the Faria Annexation project for review by City staff. The NOP will be finalized based upon City comments. Consistent with the requirements of CEQA, the NOP will include a description of the proposed project, location map, and general environmental effects anticipated to be caused by the proposed project. In addition, Raney will include a copy of the Initial Study as an Appendix to the NOP.

Raney will submit one digital copy of the finalized NOP to City staff. Raney assumes that the City will publish, post, and distribute the NOP; however, Raney will be available to assist the City as necessary upon request, including delivery of 15 copies of the NOP with a completed Notice of Completion to the State Clearinghouse.

During the 30-day NOP public review period, Raney will attend a public scoping workshop to solicit the public's input on the content of the EIR. Raney will work with the City of Pittsburg staff to determine the anticipated format, schedule the meeting, and to confirm project objectives for the public scoping meeting. Raney will be available to assist the City in any way necessary, including conducting the workshop. Raney has made the following assumptions regarding the format of the workshop; however, Raney will coordinate with City staff to identify the preferred approach. Raney assumes the public scoping meeting will be set up as a brief project overview presentation, in order for the community to gain an understanding of the project and make comments based upon accurate knowledge of the project. The scoping meeting will emphasize the review process as well as the intent and requirements of CEQA. Following the presentation, the meeting will be devoted to public participation and comments. Written comment forms will be provided for this purpose, and these comments, along with verbal comments, will become part of the administrative record. This scoping can be an effective way to bring together and resolve the concerns of affected federal, state, and local agencies, as well as the local community.

At the conclusion of the NOP comment period, Raney will review the comments received. Raney will consult with the City to determine if the scope of services for the EIR needs to be amended based upon the comments received.

TASK 1.4 PRODUCTS

- One (1) electronic copy in Word of the Administrative Draft NOP for City staff review.
- One (1) electronic copy of the Final NOP in PDF format to the City for distribution.
- Delivery of fifteen (15) copies of the NOP, including the Initial Study as an appendix, along with a NOC to the State Clearinghouse.
- Facilitation and attendance at a public scoping meeting.
- Revised scope of services for the EIR, if needed, based upon NOP comments received.

TASKS 2.1-2.2: PREPARE ADMINISTRATIVE DRAFT EIR & DRAFT EIR

Task 2.1 Prepare Administrative Draft EIR

Objective

The objective of this task is to prepare an accurate, thorough, and complete Administrative Draft EIR for the Faria Annexation project.

Approach

Raney will prepare the Administrative Draft EIR in accordance with CEQA. The Administrative Draft EIR will include all statutory sections required by CEQA Section 15120-15132, including an executive summary, introduction and project description (including project objectives), setting, assessment of environmental impacts, identification of required mitigation measures for each of the environmental issues, and a complete list of the authors responsible for the environmental analysis. The EIR will also conform to the City of Pittsburgh's preferred format as well as for use by LAFCo as a responsible agency.

Raney proposes to prepare an EIR that will provide a program-level analysis to evaluate the potential environmental effects associated with build-out of the Faria Annexation project. The main purpose of the EIR will be to provide the public and decision-makers with a thorough, legally defensible environmental analysis of the proposed project. The report will be accurate and free of jargon so that the information it contains is readable and easy to use by the decision-makers as well as the public. Comments on the Notice of Preparation will be reviewed and incorporated, as appropriate. The Administrative Draft EIR will be reviewed with City staff for adequacy and accuracy.

The Faria Annexation EIR will include the following sections:

Task 2.1.1 Executive Summary, Introduction, and Project Description

The introduction will cite the provisions of CEQA and the City of Pittsburgh's CEQA implementation procedures to which the proposed project is subject. This section will identify the intended uses of the EIR, agencies that may rely upon the EIR, purpose of the EIR and

statutory authority, summary of the scoping procedures, and a list of the NOP comment letters and concerns raised in the letters.

The EIR will also include a summary section to briefly describe in text the impacts and mitigation measures. In addition, this section will summarize the environmental factors found not to have no impact in the existing Initial Study. A summary table will be included, consisting of a matrix of impacts and mitigation measures, with levels of significance of impacts before and after mitigation. The summary table will include all mitigation measures applicable to the proposed project.

The environmental setting will be built into the project description chapter and each technical chapter of the EIR. The project description chapter will be consistent with the one developed in Task 1.2 above.

Task 2.1.2 Environmental Setting, Impacts, and Mitigation Measures

The environmental analysis for the proposed project will focus on the following areas: Aesthetics; Agricultural Resources; Air Quality and Greenhouse Gas Emissions; Biological Resources; Geology, Soils, and Seismicity; Hazards and Hazardous Materials; Hydrology/Water Quality; Land Use and Planning; Noise; Transportation and Circulation; and Public Services and Utilities; Growth Inducing Impacts; Cumulative Impacts; and Significant Unavoidable Impacts. Project alternatives and statutorily required sections will also be included. Some refinement to these issues may be required based on the comments that will be received during the NOP scoping process.

Information will be drawn from the City of Pittsburg General Plan and the General Plan EIR, the Initial Study prepared in Task 1.3 above, technical information provided by the City and the applicant team, and any other information pertinent to the project area. In addition to these documents, Raney will also review the technical studies prepared by j.c. brennan & associates, inc. and Kimley-Horn and Associates, Inc. for noise and traffic, respectively. Raney, after consultation with City staff, may substitute the technical sub-consultants if the agreed-upon schedule and budget cannot be met. Consistent with CEQA and the requirements of the City of Pittsburg, each environmental chapter will include an introduction, technical approach, environmental setting, regulatory setting, standards of significance, identification of environmental impacts, the development of mitigation measures and monitoring strategies, level of significance after mitigation, cumulative impacts and mitigation measures, level of significance after mitigation measures, significant impacts, and effects found not to be significant. Raney proposes to include the following chapters in the Faria Annexation EIR:

a) Aesthetics

The Aesthetics chapter of the EIR will summarize existing regional and project area aesthetics and visual setting. The chapter will describe project-specific aesthetics issues regarding buildout of the project area such as scenic vistas, trees, historic buildings, scenic highways, existing visual character or quality of the Study Area, as well as light and glare. Raney will rely on information from the City of Pittsburg General Plan, including the Urban Design Element and policies related to hillside

development, as well as on information from the General Plan EIR for analysis. In addition, Raney will review applicable City of Concord plans and policies related to hillside development within the project area, such as the Concord Naval Weapons Station Reuse Plan. This chapter of the EIR will include an analysis of the existing setting, identification of the thresholds of significance, identification of impacts, and the development of mitigation measures and monitoring strategies.

b) Agricultural Resources

The Agricultural Resources chapter of the EIR will summarize the status of the existing agricultural resources within the project boundaries, using the current State model and data, including identification of any prime/unique farmland or farmland of statewide importance within the project boundaries. Any conflicts with existing zoning for agricultural use or right-to-farm ordinances applicable to the proposed project will also be identified. Following the setting discussion, the chapter will identify thresholds of significance applicable to the proposed. The impacts will be measured against the thresholds of significance and appropriate mitigation measures and monitoring strategies will be identified which are consistent with the policies of the City of Pittsburg. In addition, the chapter will address the project's consistency with LAFCo policies and standards.

c) Air Quality and Greenhouse Gas Emissions

The Air Quality chapter of the EIR will summarize the regional air quality setting, including climate and topography, existing ambient air quality, regulatory setting, and presence of any sensitive receptors near the project site. The air quality impact analysis will include a quantitative assessment of short-term (i.e., construction) and long-term (i.e., operational) increases of criteria air pollutant emissions of primary concern (i.e., ROG, NO_x, and PM₁₀). The air quality chapter will be based upon the Greenhouse Gas Emissions and Global Climate Change Effects Technical Analysis, prepared by InSite Environmental, Inc., under contract with the City. Raney will review the report to ensure that all CEQA issues have been adequately and accurately addressed and that the methodologies used are consistent with the Bay Area Air Quality Management District's (BAAQMD) guidelines and recommendations. Upon preliminary review of the report, Raney recognizes that InSite Environmental, Inc. made a comparison of the project's impacts to plan-level thresholds of significance rather than project-level. Raney will coordinate with BAAQMD in review of the report to determine the appropriate level for thresholds of significance and the need for any subsequent mitigation measures. Should it be determined by the Air District that the methodologies contained in the existing report are inadequate; Raney would consult with the City and amend this scope of work accordingly for additional analysis.

It should be noted that the Alameda County Superior Court issued a judgment that the BAAQMD failed to comply with CEQA when it adopted the CEQA Guidelines, including thresholds of significance. The BAAQMD has been ordered to set aside the thresholds and is no longer recommending that they be used as a general measure of project impacts. Raney will consult with the City of Pittsburg to determine the

appropriate thresholds of significance and will utilize the agreed-upon thresholds in the CEQA document.

The project's cumulative contribution to regional air quality will be discussed, based in part on the modeling conducted at the project level. The significance of air quality impacts will be determined in comparison to BAAQMD-recommended significance thresholds, if appropriate, based on discussions with the City as outlined above. Mitigation measures will be incorporated to reduce any significant air quality impacts, and anticipated reductions in emissions associated with proposed mitigation measures will be quantified.

Greenhouse Gas Emissions

The GHG analysis will include a discussion of the existing regulatory context related to GHG Emissions, including AB32 and SB375, and an impacts and mitigation section with quantitative data showing the project's contribution to the generation of GHG during the operational phase of the project. Raney will rely on the Greenhouse Gas Emissions and Global Climate Change Effects report, prepared by InSite Environmental, Inc., as outlined above. In addition, Raney will coordinate with the City to ensure that the GHG analysis, including any proposed mitigation, is compatible with the General Plan.

Raney will incorporate the greenhouse gas emissions analysis into the air quality chapter in the EIR. In addition, Raney understands that the City of Pittsburg is currently in the process of preparing a Climate Action Plan. Raney will coordinate with the City to ensure that the Air Quality and GHG analysis is consistent with the Climate Action Plan, to the extent applicable.

d) Biological Resources

The Biological Resources chapter will include a description of the potential effects to plant communities, wildlife, and wetlands including adverse effects on rare, endangered, candidate, sensitive, and special-status species from build-out of the Faria Annexation project. The analysis will include potential impacts to common plant and animal species as well as special-status plants and animal species designated by the Department of U.S. Fish and Wildlife (USFWS), California Department of Fish and Wildlife (CDFW), and other resource agencies including the California Native Plant Society. In addition, this chapter will evaluate biological resources as identified by "waters of the United States" and regulated by the U.S. Army Corps of Engineers as well as "waters of the State" regulated by the California Regional Water Quality Control Board and CDFW. The chapter will be based upon a biological resources report to be provided by the applicant. Raney will review the report to ensure that all CEQA issues have been adequately and accurately addressed. In addition, Raney will rely on information contained in the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) as well as the Special Status Plant Survey for the nearby San Marco Meadows project. Raney understands that the proposed Interim Study Overlay District requires approval of an In-Lieu Fee Agreement by CDFW and USFWS.

Raney will review the Draft Study Plan and associated policies to ensure that all HCP/NCCP related requirements are met. The chapter will include identification of the thresholds of significance, identification of impacts, and the development of mitigation measures and monitoring strategies.

e) Geology, Soils & Seismicity

The Geology, Soils & Seismicity chapter of the EIR will summarize the setting and describe the potential effects from earthquakes, liquefaction, and expansive soils, as well as identify any unique geological features within the project area. Raney will rely on the Geology and Soils report to be provided by the applicant. Raney will review the Geology and Soils report to ensure that all CEQA issues have been adequately and accurately addressed. In addition, Raney will rely on information drawn from the City of Pittsburg General Plan, including the Health and Safety Element, and the General Plan EIR for analysis.

f) Hazards & Hazardous Materials

The Hazards & Hazardous Materials chapter of the EIR will summarize the setting and describe any potential existing hazards or hazardous materials within the project area due to pesticides or the nearby Naval Weapons Station, as well as any potential hazards or hazardous materials as a result of the proposed project. Raney will rely on information from any existing Phase I Environmental Site Assessments provided by the applicant, as well as information from the Pittsburg General Plan, and General Plan EIR. This chapter will include an analysis of the existing setting, identification of the thresholds of significance, identification of impacts, and the development of mitigation measures and monitoring strategies.

g) Hydrology / Water Quality

This chapter will summarize setting information and identify potential impacts on irrigation drainage, storm water drainage, flooding, groundwater, seepage, and water quality. The chapter will be based upon a Hydrology and Water Quality report to be provided by the applicant. In addition, Raney will rely on information from the City of Pittsburg General Plan, including the Resource Conservation Element, the General Plan EIR, the NPDES Clean Water Program, and any ordinances related to water quality. This chapter will include an analysis of the existing setting, identification of the thresholds of significance, identification of impacts, and the development of mitigation measures and monitoring strategies.

h) Land Use and Planning

The Land Use and Planning chapter will evaluate the consistency of the proposed project with the City of Pittsburg's adopted plans and policies, as well as any applicable City of Antioch and Contra Costa County policies. Raney will review the Pittsburg General Plan and Zoning Ordinance, including any existing ordinances or policies related to ridgeline/hillside development (e.g. General Plan policy 2-P-94), as well as the Draft Study Plan for Faria/Southwest Hills Reclassification, Proposed SOI Expansions IS/MND, LAFCo policies and standards, Urban Limit Line as approved by City of Pittsburg voters and voter approved initiative, and any other relevant

planning documents to address consistency issues. The chapter will further assess the compatibility of the proposed project with the surrounding land uses, both existing and proposed.

i) Noise

The Noise chapter of the EIR will be based on a technical report prepared by j.c. brennan & associates, inc., under contract with Raney (please see Appendix B for a complete scope). j.c. brennan & associates' analysis will include evaluation of the existing noise level environment, traffic noise impacts due to and upon the proposed project site, and short-term construction noise and vibration levels. The existing ambient noise environment will be established by conducting background noise level measurements on the project site and the surrounding vicinity, including 24-hour noise level measurements along Bailey Road. Peak-hour traffic levels will be determined based upon the 24-hour noise level measurements. The analysis of traffic noise impacts on the project site will be evaluated at a program-level, utilizing the Federal Highway Administration (FHWA RD77-108) traffic noise prediction model, to provide generalized noise contours associated with traffic and typical noise setbacks. In addition, potential construction noise and vibration levels will be assessed for the project site and adjacent uses. J.c. brennan & associates will further compare the project's exterior noise levels for compliance with the exterior and interior noise level criteria contained within the City of Pittsburg General Plan Noise Element and Noise Ordinance, as well as to existing levels. Feasible mitigation measures and monitoring strategies will be developed, as appropriate.

j) Public Services and Utilities

This chapter will summarize setting information and identify potential new demand for public services, including water, sewer, energy, fire, police, and schools. Raney will rely on the Hydrology and Water Quality Report to be provided by the applicant as well as on information contained in the Public Facilities and Resource Conservation Elements of the Pittsburg General Plan, the General Plan EIR, Municipal Service Review (MSR), and the Proposed SOI Amendments IS/MND for analysis. Raney will review the technical report provided by the applicant to ensure that all CEQA issues have been adequately and accurately addressed. In addition, Raney will consult with the appropriate City and other agencies, including but not limited to the Contra Costa Water District (CCWD), the Delta Diablo Sanitation District (DDSD), and the Fire Protection District, in order to address public services and obtain the most recent information. This chapter will include an analysis of the existing setting, identification of the thresholds of significance, identification of impacts, and the development of mitigation measures and monitoring strategies in sufficient detail to provide adequate information for LAFCo.

k) Transportation, Traffic, and Circulation

The Transportation, Traffic, and Circulation chapter of the EIR will be based on a technical report, prepared by Kimley-Horn and Associates, Inc. (KHA), under contract with the Raney (please see Appendix C for a complete scope). The traffic chapter will consider the impacts of the project on intersections and roadway system

elements within the project vicinity; including existing conditions, existing plus project traffic conditions, cumulative conditions without the project, and cumulative conditions plus project traffic scenarios. KHA will analyze existing traffic conditions utilizing current AM and PM peak hour traffic counts and freeway and ramp volumes to establish baseline conditions. Project trip generation, distribution, and assignment will be developed utilizing trip generation rates contained in the current ITE Trip Generation manual and the CCTA 2030 forecast model. KHA will then evaluate existing plus project traffic volumes to determine levels of service at study intersections, freeway segments, and ramp merge/diverge areas. Cumulative (without project) AM and PM peak hour traffic conditions will be generated from CCTA data using a Furness process according to standard industry practice and analyzed. Cumulative Plus Project conditions will also be analyzed to determine the increase in traffic volumes within the study area due to the proposed project. KHA proposes to include the following study intersections, freeway segments, and ramp merge/diverge areas in the analysis:

Study Intersections

1. Avila Road/Willow Pass Road
2. EB SR-4 Ramps/Willow Pass Road
3. WB SR-4 Ramps/Willow Pass Road
4. Rio Verde Circle/San Marcos Boulevard
5. Santa Teresa Drive/San Marcos Boulevard
6. Leland Road/San Marcos Boulevard
7. EB SR-4 Ramps/San Marcos Boulevard
8. WB SR-4 Ramp/San Marcos Boulevard
9. Willow Pass Road/Port Chicago Highway
10. Willow Pass Road/Baily Road
11. Willow Pass Road/Loftus Road
12. EB Willow Pass Road/Range Road
13. WB Willow Pass Road/Range Road
14. Willow Pass Road/Railroad Avenue
15. Leland Road/Alves Ranch Road
16. Leland Road/Southwood Drive
17. Leland Road/Bailey Road
18. Maylard Street/Bailey Road
19. EB SR-4 Ramps/Bailey Road
20. WB SR-4 Ramp/Bailey Road
21. Canal Road/Bailey Road
22. Leland Road/Chestnut Drive
23. Leland Road/Jacqueline Drive
24. Leland Road/San Remo Way
25. Leland Road/Range Road
26. Leland Road/Dover Way
27. Leland Road/Burton Avenue
28. Leland Road/Crestview Drive
29. Leland Road/Railroad Avenue

30. EB SR-4 Ramps/Railroad Avenue
31. WB SR-4 Ramp/Railroad Avenue
32. Willow Pass Road/Olivera Road
33. Concord Boulevard/Farm Bureau Road
34. Concord Boulevard/Bailey Road
35. Clayton Road/Babel/Lane
36. Clayton Road/Farm Bureau Road
37. Clayton Road/Treat Boulevard
38. Clayton Road/Bailey Road
39. Cowell Road/Treat Boulevard

Highway Segments

40. NB and SB SR-242 between I-680 and Clayton Road
41. NB and SB SR-242 between Clayton Road and Concord Avenue
42. NB and SB SR-242 between Concord Avenue and Grant Street
43. NB and SB SR-242 between Grant Street and Olivera Road
44. NB and SB SR-242 between Olivera Road and SR-4
45. EB and WB SR-4 between SR-242 and Solano Way
46. EB and WB SR-4 between Solano Way and SR-242
47. EB and WB SR-4 between SR-242 and Port Chicago Highway
48. EB and WB SR-4 between Port Chicago Highway and Willow Pass Road
49. Road
50. 10.EB and WB SR-4 between Willow Pass Road and San Marco Boulevard
51. Boulevard
52. EB and WB SR-4 between San Marco Boulevard and Bailey Road
53. EB and WB SR-4 between Bailey Road and Railroad Avenue

Freeway Ramp Merge/Diverge Areas

54. EB SR-4/Willow Pass Off-Ramp
55. EB SR-4/Willow Pass On-Ramp
56. WB SR-4/Willow Pass Off-Ramp
57. WB SR-4/Willow Pass On-Ramp
58. EB SR-4/San Marco Boulevard Off-Ramp
59. EB SR-4/SB San Marco Boulevard On-Ramp
60. EB SR-4/NB San Marco Boulevard On-Ramp
61. WB SR-4/San Marco Boulevard Off-Ramp
62. WB SR-4/NB San Marco Boulevard On-Ramp
63. WB SR-4/SB San Marco Boulevard On-Ramp
64. EB SR-4/SB Bailey Road Off-Ramp
65. EB SR-4/NB Bailey Road Off-Ramp
66. EB SR-4/Bailey Road On-Ramp
67. WB SR-4/NB Bailey Road Off-Ramp
68. WB SR-4/SB Bailey Road Off-Ramp
69. WB SR-4/Bailey Road On-Ramp

MTSO and Multi-Modal evaluations will also be included in the traffic analysis. Raney will review the traffic study to ensure that all CEQA issues have been adequately addressed. The chapter will also include standards of significance and methods of analysis, and will describe the impacts associated with the traffic and will propose mitigation to reduce the level of impacts, if feasible. Emergency access, transit, pedestrian, and bicycle facilities will also be discussed.

Each of the technical chapters will include an introduction, environmental setting, regulatory setting, method of analysis, and standards of significance. The method and criteria used for determining the adverse impacts for each of these technical issues will be clearly and explicitly described in the respective chapters of the EIR, including any assumptions, models, or modeling techniques used in the analyses. The determination of impacts will be based on (a) thresholds of significance drawn from the standards used in similar EIRs in the region and (b) from the technical studies prepared for the proposed project, and will be refined in consultation with City staff. For each significant impact, feasible mitigation measures, if available, will be identified and the level of significance after mitigation will be stated. Mitigation measures will identify the timing of the mitigation and the entities responsible for implementation. Cumulative impacts and mitigation measures will also be addressed within each technical chapter and include the impact, mitigation, and level of significance after mitigation. Each impact in the EIR will be numbered, as will the corresponding mitigation measures. Cross-references will be provided where necessary. The effectiveness and feasibility of mitigation measures will be discussed.

Task 2.1.3 Statutorily Required Sections

The Statutorily Required Sections chapter of the EIR will summarize potentially significant, unavoidable, significant irreversible, growth-inducing, and cumulative impacts. The chapter will summarize the cumulative impacts that will be contained in each technical section and will be qualitative in nature.

Task 2.1.4 Alternatives to the Proposed Project

The EIR will include an Alternatives analysis. The alternatives chapter will evaluate, at a minimum, three alternatives, including the No Project Alternative. Alternatives will be selected when more information related to project impacts is available so the alternatives can be designed to reduce significant project impacts. Any additional alternatives shall be developed in consultation with the City of Pittsburg staff during preparation of the Administrative Draft EIR to respond to identified significant impacts. The Alternatives chapter will describe the alternatives and identify the environmentally superior alternative. The alternatives will be analyzed at a level of detail less than that of the proposed project; however, the analyses will include sufficient detail to allow a meaningful comparison of the impacts. The Alternatives chapter will also include a section of alternatives considered but dismissed. A matrix comparing the impacts of the proposed project to the three alternatives will also be included.

TASK 2.1 PRODUCTS

- One (1) electronic copy in Word of the Administrative Draft EIR in individual chapters to the City for review.
- One (1) electronic copy in PDF format of the complete Administrative Draft EIR.

Task 2.2 Prepare Screencheck Draft and Draft EIR

Objective

The objective of this task is to edit the Administrative Draft EIR based on the comments received, to prepare a Screencheck Draft EIR, and to distribute and process the Draft EIR for public review.

Approach

After City staff has reviewed the Administrative Draft EIR, Raney will attend one (1) working meeting with the City staff as necessary to discuss City comments on the Administrative Draft EIR. Raney will also be available for conference calls, as needed, to discuss City edits.

Raney will respond to one consolidated set of City comments on the Administrative Draft EIR and incorporate City comments in the form of a Screencheck Draft EIR. If desired, Raney will provide the comments in a “strike-through – underline” format to assist with the final check of the document.

Raney will respond to additional comments from the City on the Screencheck Draft EIR (anticipated to only require editorial or other “non-substantive” changes) and will prepare the document for the required 45-day public review period. Raney will provide the City with one (1) bound copy of the complete Draft EIR with appendices, and one (1) unbound copy. In addition, Raney will provide one (1) electronic copy in PDF form of the consolidated Draft EIR and one (1) PDF copy of the Draft EIR in individual chapters. Raney assumes the City will distribute the Draft EIR in accordance with CEQA requirements. Raney will prepare the Notice of Availability (NOA) of the Draft EIR for the City to publish and post in accordance with CEQA. Raney will prepare the Notice of Completion and deliver, along with 15 copies of the Draft EIR, to the State Clearinghouse.

Raney will attend one (1) public hearing during the 45-day public review period to receive comments on the Draft EIR. Raney will assist the City as necessary with preparation of the appropriate noticing and staff reports.

TASK 2.2 PRODUCTS

- One (1) meeting with City staff as necessary to discuss comments on the ADEIR and conference calls, as needed.
- One (1) electronic copy in Word of the Screencheck Draft EIR for City review.
- One (1) bound hard copy and one (1) unbound hard copy of the Draft EIR, including appendices.
- One (1) electronic copy of the consolidated Draft EIR in PDF format, including appendices.
- One (1) electronic copy of the Draft EIR in PDF format in individual chapters, including appendices.
- Notice of Availability preparation.
- Notice of Completion and fifteen (15) copies of the Executive Summary, together with fifteen (15) CD copies of DEIR delivered to State Clearinghouse.
- Attendance at one (1) public hearing to record comments on the DEIR, if requested by the City.

TASKS 3.1-3.4: PREPARE ADMINISTRATIVE FINAL & FINAL EIR

Task 3.1 Prepare Administrative Final EIR

Objective

The objective of this task is to prepare an Administrative Final EIR containing written responses to all comments received during the 45-day public review period.

Approach

After the public comment period for the Draft EIR has closed, Raney will meet with City staff to review all comments received and determine the appropriate written responses to the comments on the Draft EIR received during the public review period. These comments and responses will be compiled into an Administrative Final EIR for review by the City of Pittsburgh. The EIR will include a list of persons, organizations, and agencies commenting on the EIR. Raney does not anticipate that these comments will raise new issues, or that new surveys or technical studies will be required to complete adequate responses. Further, Raney assumes that the amount and nature of comments can be addressed within the hours shown in the budget spreadsheet. Given the controversial nature of the project and the number of comments that were received on the 2010 IS/MND, Raney has budgeted for a total of up to 250 individual bracketed comments. Should more time be needed to respond to additional comment letters, Raney will initiate discussions immediately with City staff to conduct this extra work. The Administrative Final EIR will consist of comments on the Draft EIR and responses to all comments on the Draft EIR. Changes in the Draft EIR text necessitated by the comments will also be provided and summarized on an errata sheet.

TASK 3.1 PRODUCTS

- Meeting with City staff to review comments received and discuss approach.
- One (1) electronic copy in Word of the Administrative Final EIR for City review.

Task 3.2 Prepare Mitigation and Monitoring Plan (MMP)*Objective*

The objective of this task is to prepare a Mitigation and Monitoring Plan (MMP) based on the standard City of Pittsburgh format.

Approach

To comply with Public Resources Code Section 21081.6, Raney will prepare a Mitigation and Monitoring Program (MMP) for adoption by the City of Pittsburgh. The MMP will incorporate standard monitoring mechanisms in order to assist the City of Pittsburgh and the project team in meeting the intent of CEQA. The MMP will be in table format, and will specify mitigation measures, standards of success, parties responsible for implementing and monitoring, funding source(s), and timing. The MMP will be provided to the applicant and the City with the Administrative Final EIR, thereby allowing the applicant and the City to provide comments, which would subsequently be incorporated into the MMP in the Final EIR.

TASK 3.2 PRODUCTS

- One (1) electronic copy in Word of the MMP as a component of the Administrative Final EIR to City staff for review.

Task 3.3 Prepare Screencheck and Final EIR*Objective*

The objective of this task is to revise the Administrative Final EIR and prepare a Screencheck Final EIR in order to provide a thorough, responsive Final EIR.

Approach

Raney will meet with the City of Pittsburgh staff to discuss revisions to the Administrative Final EIR. Upon receiving comments on the Administrative Final EIR, Raney will revise the Administrative Final EIR document and submit a Screencheck Final EIR to the City prior to printing. The Final EIR will be provided to the City by Raney at least ten days prior to the EIR Certification Hearings. Raney will work with the City and prepare all required noticing. In addition, should the project be approved, Raney will prepare a Notice of Determination (NOD) for City filing.

TASK 3.3 PRODUCTS

- One (1) electronic copy in Word of the Screencheck Final EIR for City review.
- One (1) bound hard copy and one (1) unbound hard copy of the Final EIR, including appendices.
- One (1) electronic copies of the consolidated Final EIR in PDF format, including appendices.
- One (1) electronic copy of the Final EIR in PDF format in individual chapters, including appendices.
- One (1) copy of the NOD to City staff.

Task 3.4 Prepare Findings of Fact, Statement of Overriding Considerations, and Notice of Determination*Objective*

The objective of this task is to prepare the required Findings of Fact, Statement of Overriding Considerations (FOF/SOC) and Notice of Determination (NOD) for approval by the City of Pittsburgh, as necessary.

Approach

Raney will prepare the FOF/SOC pursuant to CEQA, and will incorporate information regarding the project's environmental impacts disclosed in the EIR. In addition, the FOF/SOC will provide the appropriate language to dismiss the project alternatives not selected. Raney will also provide proposed language on the overriding considerations, if necessary, which describes the benefits of the project that would outweigh any adverse environmental effects, if any. Raney anticipates submitting the FOF/SOC in conjunction with the Administrative Final EIR. Raney further anticipates that the City Attorney would review and provide feedback on the adequacy of the FOF/SOC.

TASK 3.4 PRODUCTS

- One (1) electronic copy in Word of the administrative draft FOF/SOC to City staff with Administrative Final EIR.

Task 4.1 Project Management, Meetings, and Hearings*Objective*

The objective of this task is to ensure close, extensive coordination and interaction with City staff throughout the preparation of the environmental document, and to participate in the public hearings on the EIR.

Approach

Ms. Cindy Gnos, AICP and Vice President of Raney, will serve as the EIR Project Director and will be responsible for overseeing preparation of the environmental document. Division Manager Rod Stinson will serve as the EIR Project Manager. The EIR Project Manager is responsible for

handling the day-to-day activities of the EIR preparation, coordinating with the City and the technical consultants, and responding to staff inquiries about the EIR and the process. In addition, the Project Manager is responsible for coordinating with the project team to ensure that deliverables are completed on time and within budget. Ms. Gnos and Mr. Stinson will be assisted throughout the environmental review process by President Tim Raney, AICP and Associate staff. Raney anticipates regular phone and e-mail communications with City staff, project stakeholders, and pertinent County, State, and local agencies throughout the processing and preparation of the EIR.

Raney will be available to assist the City, including attending and/or facilitating project meetings, as necessary. In addition, Raney will attend public hearings on the EIR, including Planning Commission Hearing(s) and City Council Hearing(s), as directed by the City. Raney will prepare all necessary materials for public meetings and hearings.

Raney anticipates attending up to four (4) progress meetings (conference calls) with City staff on the project and up to four (4) public hearings, including City Council and Planning Commission, as directed by the City. Raney will prepare any necessary noticing and materials prior to the meetings, attend the meetings, make presentations, and answer questions and respond to comments as needed. Attendance at additional meeting and hearings could easily be accommodated and would be billed at time-and-materials. In addition, Raney assumes extensive e-mail and phone conversations throughout preparation of the EIR.

TASK 4.1 PRODUCTS

- Coordination, assistance, and project management throughout the process, including assistance with public facilitation of the project.
- Attendance at up to four (4) meetings with City staff.
- Attendance at up to four (4) public meetings/hearings, including Planning Commission and City Council.
- Regular in person, phone, and e-mail communication with City staff throughout the preparation of the EIR.

III. Schedule

The attached tentative schedule is based on experience preparing similar documents. This schedule could be lengthened or shortened, depending on the needs of the City of Pittsburg and will be finalized at the Project Initiation meeting. Factors that could lengthen or shorten the schedule include dates of receipt of project information (including information from the applicant), length of document reviews and unanticipated issues arising from City staff, the project team, or public review of the environmental documents.

Tentative Schedule PITTSBURG FARIA ANNEXATION EIR	
MILESTONES & CRITICAL PATH	DATE
Notice To Proceed	To Be Determined
Project Initiation Meeting	Week of Notice to Proceed
Submit Project Description to City for Review	Two (2) weeks
Receive edits on Project Description	One (1) week
Submit Initial Study for Review	Two (2) weeks
Receive edits on Initial Study	One (1) week
Submit NOP to City for Review	One (1) week
Receive edits on NOP	One (1) week
NOP Public Review Period (30 days)	Thirty (30) days
NOP Public Scoping Meeting	During Public Review Period
Receipt of All Technical Studies	Eight (8) Weeks from NTP
Submit Administrative Draft EIR to City for Review	Thirty (30) Days from Close of NOP Public Review Period
Receipt of City Comments on Administrative Draft EIR	Two (2) weeks
Submit Screencheck Draft EIR to City for Review	One (1) week
Receipt of City Comments on Screencheck Draft EIR	One (1) week
Public Review Period of Draft EIR (45 Days)	Forty-Five (45) Days
Submit Administrative Final EIR and FOF/SOC to City for Review	Four (4) weeks
Receipt of City comments on Administrative Final EIR	Two (2) weeks
Submit Screencheck Final EIR to City for Review	One & Half (1.5) weeks
Receipt of City comments on Screencheck Final EIR	One (1) week
Public Review Period of Final EIR (10 Days)	Ten (10) Days
Planning Commission Hearing(s)	To Be Determined
City Council Hearing(s)	To Be Determined

IV. Cost Proposal

The cost for completion of the Pittsburgh Faria Annexation EIR is not to exceed \$210,581. The tasks are summarized in the Technical Scope of Services of this proposal and costs by task are shown in the attached spreadsheet. These costs are based on the estimates of time for each task provided in the chart on the following page. Costs for the EIR preparation will be billed on a not-to-exceed basis, following Raney standard billing rates included in the attached spreadsheet. It should be noted; however, as indicated below, that the cost for the preparation of the Final EIR is based upon the receipt of a reasonable number of comments on the Draft EIR. Should the comments be excessive or require additional technical analysis, Raney would negotiate with the City immediately to determine a reasonable cost for completion of the Final EIR. The following assumptions were used in the calculations:

- Raney will attend meetings with the City staff, as well as public hearings as described in the scope of work. Raney assumes that the number of meetings required will be achieved within the hours allocated in the attached spreadsheet. Additional meetings and hearings are easily accommodated and will be billed on a time-and-materials basis, as directed.
- Raney costs are based on the assumption that the existing data and information for the City of Pittsburgh and the proposed project area is accurate and current and will be available for the preparation of the proposed environmental documents.
- Specific amounts of time for revisions to the Screencheck Draft EIR, Screencheck Final EIR, and Mitigation and Monitoring Program have been assumed. Raney expects that responding to comments will not exceed the budgeted time. If unanticipated comments result in additional time beyond that which has been budgeted, those items will need to be renegotiated.
- Raney will provide to the City of Pittsburgh the number of copies of the documents as indicated in the technical scope of services. The cost estimate for copying is an estimate only and will be billed at actual cost.
- Raney assumes that once a Notice to Proceed is issued, the preparation of the environmental documents would be a continuous process without excessive delays. Raney would propose to renegotiate the contract with respect to schedule and cost should substantial delays occur in the processing of the proposed project.
- Factors that would increase the scope of work and estimated costs outlined in the proposal include: attendance at additional public meetings; printing of additional copies of reports; analysis of additional issues above those discussed in this proposal or a more detailed level of analysis than described in this proposal; changes in the project requiring reanalysis or rewriting of report sections; collection of data required for the environmental documents beyond that described in this proposal; attendance at additional in-house meetings beyond those budgeted; and excessive comments on the environmental documents. Raney would propose to renegotiate these items, if required, or charge on a time-and-materials basis.

PROPOSED COST ESTIMATE					
FARIA ANNEXATION EIR					
		Cindy Gnos, AICP Vice President	Rod Stinson Division Manager	Associate	Cost Per Task
Task 1.1	Project Initiation	4	6		\$ 1,450
Task 1.2	Project Description	1	4	8	\$ 1,420
Task 1.3	Prepare Initial Study	2	4	24	\$ 3,020
Task 1.4	Prepare NOP	1	2	8	\$ 1,150
Task 2.1	Prepare Administrative Draft EIR	8	12	30	\$ 5,600
	Technical Sections				
Task 2.1.1	Summary, Introduction, Project Description		2	12	\$ 1,350
Task 2.1.2	Environmental Setting, Impacts, Mitigation Measures				\$ -
	a Aesthetics	2	6	20	\$ 2,930
	b Agricultural Resources	2	6	18	\$ 2,750
	c Air Quality & Greenhouse Gases	2	12	32	\$ 4,820
	d Biological Resources	2	8	18	\$ 3,020
	e Geology, Soils, and Seismicity	2	6	22	\$ 3,110
	f Hazards & Hazardous Materials	6	6	22	\$ 3,750
	g Hydrology/Water Quality	4	8	28	\$ 4,240
	h Land Use & Planning	8	4	32	\$ 4,700
	i Noise	2	10	20	\$ 3,470
	j Public Services & Utilities	4	8	32	\$ 4,600
	k Transportation, Traffic, & Circulation	4	10	26	\$ 4,330
	Other Sections				
Task 2.1.3	Statutorily Required Sections		8	8	\$ 1,800
Task 2.1.4	Alternatives Analysis	4	8	24	\$ 3,880
Task 2.2	Prepare Screencheck & Draft EIR	6	12	24	\$ 4,740
Task 3.1	Prepare Administrative Final EIR	12	16	80	\$ 11,280
Task 3.2	Prepare MMP	1	6	8	\$ 1,690
Task 3.3	Prepare Screencheck & Final EIR	6	10	20	\$ 4,110
Task 3.4	Prepare FOF/SOC & NOD	2	6	14	\$ 2,390
Task 4.1	Project Management, Meetings & Hearings	40	60		\$ 14,500
	Total Hours	125	240	530	
	Hourly Rate	\$ 160	\$ 135	\$ 90	
	Total EIR Labor	\$ 20,000	\$ 32,400	\$ 47,700	\$ 100,100
	Sub-Consultant/Expenses				\$ 110,481
	Copying/Printing (estimate only; will be billed at cost)			\$ 9,000	
	Misc (Travel/fax/phone)			\$ 800	
	Sub-Consultant - Noise Analysis			\$ 6,023	
	Sub-Consultant - Traffic Peer Review			\$ 84,615	
	10% administrative fee			\$ 10,044	
Total Budget					\$ 210,581

Appendix A

Raney Resumes

TIM RANEY, AICP

President

Mr. Raney has more than 20 years of local government, planning, and CEQA/NEPA experience, during which he has actively managed many of the regions most controversial projects.

EDUCATION

Graduate Studies,
Agricultural Economics
University of California,
Davis

B.S., Agricultural and
Managerial Economics
University of California,
Davis

AFFILIATIONS

American Institute of
Certified Planners
(AICP)
American Planning
Association (APA)
Sacramento Metro
Chamber

PRESIDENT

Raney Planning & Management, Inc. (April 1999 – Present)

As President of Raney, Mr. Raney provides a wide range of planning, management, and economic development services to public and private sector clients. Mr. Raney specializes in project coordination and management, CEQA processing and documentation, land use analysis, business district information, and public facilitation. With years of planning experience, he has developed a diverse and expanding network of clients, including developers, agency representatives, and state and local decision-makers. His diverse background enables him to advise his clients on effective strategies regarding government permitting processing, public involvement, and agency coordination. Mr. Raney provides quality client services, ensuring legally and procedurally accurate documentation while strictly adhering to all schedules and budgets.

COMMUNITY DEVELOPMENT DIRECTOR

City of Wheatland (2004 – Present)

As the Community Development Director for the City of Wheatland, Mr. Raney provides professional guidance and technical assistance to the City Manager, City Council, Planning Commission, and the public regarding immediate and long-range planning while working extensively with the development community, local business owners, and community residents. Mr. Raney monitors City growth and oversees implementation of the City's General Plan, processing of development applications, and makes recommendation to City Council regarding applications and development projects. Over the past 4 years, Mr. Raney has been instrumental in developing the City's Infrastructure Work Program, Community Vision, and Capital Improvement Program as well as developing and implementing the City's General Plan.

COUNCILMEMBER/MAYOR

City of Citrus Heights, CA (1997 – 2002)

Elected to serve on the first City Council, Mr. Raney was instrumental in creating the initial government structure of the City of Citrus Heights. While on City Council, Mr. Raney participated in the preparation and adoption of the City's first General Plan as well as developing a city staff to be responsible for its implementation. Mr. Raney served as Mayor of Citrus Heights in 2000 winning numerous awards for his exceptional leadership skills. This experience behind the dais has given Mr. Raney the ability to understand projects from a variety of perspectives, thereby allowing him to provide a unique skill set to Raney's clients.

PROJECT MANAGER/LAND USE PLANNER

EIP Associates (April 1993 – May 1995, November 1996 – March 1999)

INDEPENDENT CONTRACTOR/OWNER

Raney Consulting (June 1995 – November 1996)

PROJECT MANAGER/LAND USE PLANNER

City of Sacramento, CA (September 1990 – April 1993)

PROJECT MANAGER

Buzz Oates Enterprises/Massie & Co. (April 1988 – September 1990)

CINDY GNOS, AICP
Vice President

EDUCATION

Graduate Studies,
Public Policy
Administration
California State
University, Sacramento

B.S., City and Regional
Planning
California Polytechnic
State University, San
Luis Obispo

AFFILIATIONS

American Institute of
Certified Planners
(AICP)
American Planning
Association (APA)

Ms. Gnos brings to Raney Planning & Management a wide range of public sector planning, management, and economic development services. Ms. Gnos specializes in land use analysis, project coordination and management, public facilitation, and CEQA processing and documentation. With nearly twelve years of public sector planning experience, she has developed an understanding of the diverse aspects of planning and community development within local governments. Her background enables her to advise clients on effective strategies regarding government permit processing, public involvement, and agency coordination.

VICE PRESIDENT/DIVISION MANAGER

Raney Planning & Management, Inc. (April 2000 – Present)

As the principal contact for most of Raney's projects, Ms. Gnos provides high-quality, uniquely personal services to Raney's clients. Serving as Project Manager for many of Raney's projects, Ms. Gnos is exceptionally organized and skilled at providing project management services to Raney's clients. In addition to project management, Ms. Gnos is responsible for the quality and content of Raney's documents, thoroughly reviewing every document before sending it out for client review. Ms. Gnos provides the energy that keeps the Raney team running in top condition, thereby ensuring that its clients receive the very best of what Raney has to offer.

SENIOR PLANNER

City of Dixon, CA (November 1994– March 2000)

Ms. Gnos served as a planner for the City of Dixon, overseeing the planning, environmental review, and development of numerous residential, commercial, and industrial projects. Ms. Gnos coordinated the City of Dixon's downtown revitalization efforts through the management of the creation of the Dixon Downtown Revitalization Plan, and through personal participation in special downtown events. She implemented the Downtown Facade Improvement Program using Redevelopment funds. Ms. Gnos also oversaw the Community Development Block Grant (CDBG) Program for the City of Dixon which included Planning/Technical Assistance Grants and a Business Revolving Loan Fund. Ms. Gnos served as the housing coordinator for implementation of the City's Housing Element, including the use of Redevelopment Funds and HOME funds in a first-time homebuyer program.

ASSOCIATE PLANNER

City of Sacramento, CA (October 1988 – November 1994)

As a land use planner for the City of Sacramento, Ms. Gnos was responsible for processing development applications. This included pre-application meetings, environmental review, coordination with the City, developer, and neighborhoods, as well as reports and presentations to the Planning Commission and City Council. During her tenure at the City of Sacramento, she also chaired the Subdivision Review Committee.

ROD STINSON

Division Manager / Air Quality Specialist

EDUCATION

B.S., Forestry and
Natural Resources
California Polytechnic
State University, San
Luis Obispo

CERTIFICATIONS

Certified in River
Restoration and Natural
Channel Design.

AFFILIATIONS

Sacramento Metro
EDGE

Mr. Stinson brings to Raney Planning & Management, Inc. his technical writing and project management skills to every project. As Division Manager / Air Quality Specialist with Raney, Mr. Stinson assists Vice President Cindy Gnos and company President Tim Raney in the day-to-day management of the office, which includes overseeing the processing of various environmental and planning projects, management of office staff, and coordination with agency personnel and project applicants. In addition, Mr. Stinson serves as Raney's in-house Air Quality Specialist.

DIVISION MANAGER/AIR QUALITY SPECIALIST/ASSISTANT DIVISION MANAGER/SENIOR ASSOCIATE/ASSOCIATE

Raney Planning & Management, Inc. (May 2005 – Present)

Since June 2010, Mr. Stinson has worked under the title Division Manager / Air Quality Specialist and is responsible for assisting Vice President Cindy Gnos and company President Tim Raney in the day-to-day coordination of the Raney team and its efforts. Since arriving at Raney, Mr. Stinson has been involved in the writing of numerous EIRs and has served as the project manager for EIRs such as the Gilbert Property EIR in Oakley, CA; the Woodland Gateway Retail Center EIR in Woodland, CA; the Cathedral Square EIR in Sacramento, CA; and the Vernalis Mine West and East EIR in San Joaquin County, CA. Mr. Stinson has also managed and written numerous Initial Studies for cities including but not limited to, Wheatland, Woodland, Sacramento, Oakley, Brentwood, Gridley, and Clayton. In addition to CEQA documentation experience, Mr. Stinson has also provided environmental and land use planning services for various jurisdictions during his time at Raney, including extensive use of GIS in the analysis and presentation of data.

Mr. Stinson also serves as Raney's in-house Air Quality Specialist, preparing air quality and greenhouse gas analyses for Initial Studies and Environmental Impact Reports as well as air quality and greenhouse gas studies and health risk assessments for various private-sector clients. Mr. Stinson trained under Donald Ballanti, Certified Consulting Meteorologist for several years and has prepared over fifty air quality analyses for various public and private sector projects. Through his work with various air districts in the region, Mr. Stinson has become a leading expert in preparing air quality and greenhouse gas analyses.

Mr. Stinson is also actively involved in the Sacramento Metro Chamber as a recent graduate of the Leadership Class of 2012. As a part of the 2012 class project, Mr. Stinson participated in fundraising and outreach activities for the design and construction of the new Soil Born Farms outdoor classroom.

ESTIMATOR/ENVIRONMENTAL SPECIALIST

Thunder Mountain Enterprises, Inc. (October 2003 to May 2005)

Mr. Stinson began at Thunder Mountain Enterprises, Inc. preparing Stormwater Pollution Prevention Plans utilizing erosion and sediment control Best Management Practices. In this position Mr. Stinson was trained in AutoCAD and expanded his knowledge of hydrology and fluvial processes. After four months with the company Mr. Stinson was promoted to department head of the Estimating Department where he developed and managed procedures for the department. Mr. Stinson was tasked to develop new markets for the company while maintaining their existing workflow market. In addition, Mr. Stinson set the budgets for the 2004 and 2005 fiscal years as well as secured over \$600,000 of revenue in the first year of existence. As Estimator, Mr. Stinson performed sales, estimating, project management, and contract administration.

NICK PAPPANI
Senior Project Manager

EDUCATION

B.S., Wildlife Biology,
cum laude
California State
University, Humboldt

Mr. Pappani brings to Raney Planning & Management his technical writing and strong analytical skills to every project. Nick Pappani served as the Division Manager of Raney Planning & Management, Inc. for the past several years. Recently, Mr. Pappani has relocated to southern California to pursue a Ph.D. in a different vocational arena. As part of this transition Mr. Pappani has become Special Projects Manager with Raney, serving in various management capacities, with a continued presence in the Sacramento area. Mr. Pappani assists the core management team of Raney in the day-to-day management of special projects.

DIVISION MANAGER/SENIOR ASSOCIATE

Raney Planning & Management, Inc. (September 2002 – August 2010)

From January 2006 to August 2010, Mr. Pappani worked under the title Division Manager, being responsible for assisting Vice President, Cindy Gnos, and company President, Tim Raney, in the day-to-day coordination of the Raney team and its efforts. Since his arrival at Raney, Mr. Pappani has been involved in the writing of numerous EIRs and has served as the project manager for EIRs such as the Covell Village EIR and Target EIR in Davis, CA, the Woodland Gateway and Auto Center EIR in Woodland, CA, the Marseilles EIR in Brentwood, CA, as well as the Timberline at Auburn, Bohemia Retail, and Rancho Del Oro Estates EIRs in Placer County, CA. Mr. Pappani has also written several Initial Studies for Cities including but not limited to, Folsom, Woodland, Sacramento, Oakley, Brentwood, Stockton, and Clayton. In addition to CEQA documentation experience, Mr. Pappani has also provided planning services for various jurisdictions during his time at Raney, including but not limited to serving as a contract planner for the City of Wheatland, and Clayton, CA.

WILDLIFE TECHNICIAN

Grand Canyon National Park, AZ (May to August 1999 and 2000)

Mr. Pappani utilized his field research skills obtained at Humboldt State University to collect pertinent wildlife data for the Park Service. In addition to conducting numerous field studies for special-status species and keeping detailed records of all collected data, Mr. Pappani was appointed as crew leader in the absence of the acting crew leader, which involved appointing tasks to other staff and managing their workload.

FIELD TECHNICIAN

LBJ Enterprises, Eureka, CA (May to August 1998)

Mr. Pappani conducted research for an environmental consulting firm located in Eureka, CA. Mr. Pappani's primary duties included conducting detailed plant and animal surveys throughout Six Rivers National Forest. The animal surveys focused on detecting the presence/absence of the Federally Threatened Marbled Murrelet within Six Rivers National Forest.

Appendix B

Noise Scope



P.O. Box 6748 • Auburn, California 95604
263 Nevada Street • Auburn, California 95603
p.530.823.0960 • f.530.823.0961 • www.jcbrennanassoc.com

March 6, 2013

Jenny Taylor
Raney Planning & Management, Inc.
1501 Sports Drive
Sacramento, CA 95834

Subject: Faria Annexation Program Level EIR Noise Analysis

Dear Ms. Taylor:

Based upon our correspondence and the information you have provided, j.c. brennan & associates, Inc. is pleased to submit a proposal to prepare an acoustical analysis for the Faria Annexation Program Level EIR project in the City of Pittsburg, California. Based upon the tentative The following outlines our proposed tasks:

1. **Evaluation of the Existing Noise Environment:** j.c. brennan & associates, Inc. will conduct background noise level measurements on the project site and vicinity of the project site. The noise measurements will be conducted to establish the ambient noise environment and for comparison to the project noise levels. This will include conducting 24-hour noise measurements along Bailey Road, to establish the peak hour traffic noise levels as well as the 24-hour traffic noise levels.
2. **Evaluation of Traffic Noise Impacts Due to, and Upon the Project Site:** j.c. brennan & associates, Inc. will conduct an analysis of existing, existing + project, future, and future + project traffic noise levels. The analysis of traffic noise levels will include the impacts upon the project site, as well as impacts upon off-site land uses. The analysis of traffic noise impacts on the project site will be at a program level, and will provide generalized noise contours associated with traffic and typical noise setbacks. j.c. brennan & associates, Inc. will utilize the Federal Highway Administration (FHWA RD77-108) traffic noise prediction model.
3. **Analysis of Construction Noise and Vibration Levels:** j.c. brennan & associates, Inc. will assess the potential construction noise and vibration levels at the site and adjacent uses.
4. **Assessment of Compliance with the City's Noise Element Criteria:** j.c. brennan & associates will compare the exterior noise levels to the exterior and interior noise level criteria contained within the City of Pittsburg General Plan

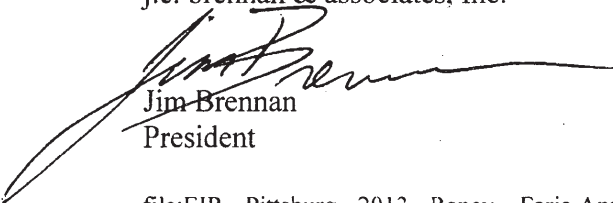
Noise Element, Noise Ordinance and to existing noise levels. If it is determined that the City's noise level criteria will be exceeded, generalized noise mitigation measures will be proposed for the project site.

5. **Preparation of a Written Report:** A revised written report for the project will be prepared, which details the assumptions and conclusion used for the analysis. The report will meet the requirements of the City of Pittsburg and CEQA. Appendices to the report will include all input and output files to the FHWA model, as well as measured noise level data collected for the project site.

We propose to provide the above-described services for a total fee of \$6,022.50, including expenses, based upon the attached cost analysis. Attendance at meetings outside our office, if required, will be charged based upon a rate of \$130 per hour, and expenses.

j.c. brennan & associates, Inc. maintains automobile, general, and professional liability insurance policies with one million dollars coverage each, and two million dollars aggregate. If you have any questions, please contact me in our Auburn office at (530) 823-0960.

Respectfully submitted,
j.c. brennan & associates, Inc.



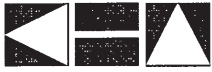
Jim Brennan
President

file:EIR - Pittsburg - 2013 - Raney - Faria Annexation

Faria Annexation Cost Estimate			
Task	Units	Cost/Unit	Total
1	16 hours	\$130/hour	\$2,080
	250 miles	\$0.55/mile	\$137.50
	1 Per Diem	\$200/day	\$200
2	8 hours	\$130/hour	\$1,040
3	2 hours	\$130/hour	\$260
4	4 hours	\$130/hour	\$520
5	8 hours	\$150/hour	\$1,200
	4 hours	\$130/hour	\$520
Administration	1 hour	\$65/hour	\$65
Total			\$6,022.50

Appendix C

Traffic Scope



Kimley-Horn
and Associates, Inc.

4 March 2013

Mr. Rod Stinson
Raney Planning & Management, Inc.
1501 Sports Drive
Sacramento, CA 95834

Suite 370
6130 Stoneridge Mall Road
Pleasanton, CA 94588-3279

Office: 925-398-4840
Fax: 925-398-4849

Re: Pittsburg Faria Annexation Traffic Impact Study

Dear Mr. Stinson:

Thank you for inviting Kimley-Horn and Associates, Inc. to perform transportation and traffic engineering services in conjunction with the proposed Faria Annexation near Pittsburg. Since our founding more than 45 years ago, traffic and transportation have been mainstays of our practice. Over the years we have completed thousands of traffic studies including numerous studies in Pittsburg and surrounding cities.

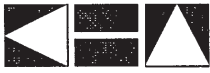
This letter is in accordance with your request, and constitutes a proposal setting forth our proposed Scope of Services, Schedule and Fee.

PROJECT UNDERSTANDING

It is proposed that approximately 600 acres be annexed into the City of Pittsburg. The land abuts the Concord Naval Weapons Station property and is pre-zoned for residential uses at a maximum of 1,500 units and open space. The project site was included in the 2005 voter-approved Urban Limit Line adjustment and subsequently incorporated into the City's Sphere of Influence.

The City of Pittsburg prepared an IS/MND for annexation of the project site in 2010. However, significant comments were received on the IS/MND and it was determined that an EIR needed to be prepared.

Because there is no tentative map or preliminary site plan available, it is assumed that the project will include up to 1500 single family residential



units and the area will have road connections to Bailey Road, San Marcos Boulevard, and Avila Road.

This proposal is to prepare a traffic impact study (for a program level EIR) to evaluate the current and anticipated traffic conditions at or near the project site and identify key intersections, roadways, and other transportation facilities where traffic operations may be impacted as a result of the annexation project.

SCOPE OF SERVICES

Kimley-Horn and Associates will prepare a traffic impact study for the proposed annexation expansion.

The traffic impact study will be based on the following development conditions:

- **Existing conditions** – Based on current traffic counts (i.e. 2013) and existing roadway geometry and traffic control.
- **Existing plus project traffic conditions** – Based on current traffic counts and existing roadway geometry and traffic control plus the traffic generated by the annexation.
- **Cumulative conditions without the project** – Based on future year traffic forecasts from the Contra Costa Transportation Authority (CCTA) 2030 model. Future year will correspond with the approximate buildout of the city's General Plan and include roadway projects anticipated to be complete at the cumulative horizon year.
- **Cumulative conditions plus project** – Based on CCTA traffic forecasts and traffic generated by the project.

Task 1 – Data Collection and Review

Several elements of information will be needed to complete the traffic analysis. Kimley-Horn will work with you and the city to receive the following:

- Inventory of existing street network and traffic signal operations.
- Traffic signal timing sheets
- Inventory of nearby transit, bicycle, and pedestrian facilities



- Existing Caltrans mainline and ramp volumes
- List of anticipated street improvements to be in place in the cumulative horizon year.
- Future year cumulative travel forecast information from the CCTA east County forecast model.

Because of the size of the proposed project, several intersections may be affected and will therefore be studied. It is assumed that the following intersections will be evaluated in this traffic study:

1. Avila Road/Willow Pass Road
2. EB SR-4 Ramps/Willow Pass Road
3. WB SR-4 Ramps/Willow Pass Road
4. Rio Verde Circle/San Marcos Boulevard
5. Santa Teresa Drive/San Marcos Boulevard
6. Leland Road/San Marcos Boulevard
7. EB SR-4 Ramps/San Marcos Boulevard
8. WB SR-4 Ramp/San Marcos Boulevard
9. Willow Pass Road/Port Chicago Highway
10. Willow Pass Road/Baily Road
11. Willow Pass Road/Loftus Road
12. EB Willow Pass Road/Range Road
13. WB Willow Pass Road/Range Road
14. Willow Pass Road/Railroad Avenue
15. Leland Road/Alves Ranch Road
16. Leland Road/Southwood Drive
17. Leland Road/Bailey Road
18. Maylard Street/Bailey Road
19. EB SR-4 Ramps/Bailey Road
20. WB SR-4 Ramp/Bailey Road
21. Canal Road/Bailey Road
22. Leland Road/Chestnut Drive
23. Leland Road/Jacqueline Drive
24. Leland Road/San Remo Way
25. Leland Road/Range Road
26. Leland Road/Dover Way
27. Leland Road/Burton Avenue
28. Leland Road/Crestview Drive
29. Leland Road/Railroad Avenue



30. EB SR-4 Ramps/Railroad Avenue
31. WB SR-4 Ramp/Railroad Avenue
32. Willow Pass Road/Olivera Road
33. Concord Boulevard/Farm Bureau Road
34. Concord Boulevard/Bailey Road
35. Clayton Road/Babel/Lane
36. Clayton Road/Farm Bureau Road
37. Clayton Road/Treat Boulevard
38. Clayton Road/Bailey Road
39. Cowell Road/Treat Boulevard

Level of service at signalized study intersections will be evaluated using CCTALOS methodology within TRAFFIX software. Stop controlled intersections will be evaluated using *Highway Capacity Manual 2000* unsignalized methodology from TRAFFIX software.

In addition, the following highway segments will also be studied.

1. NB and SB SR-242 between I-680 and Clayton Road
2. NB and SB SR-242 between Clayton Road and Concord Avenue
3. NB and SB SR-242 between Concord Avenue and Grant Street
4. NB and SB SR-242 between Grant Street and Olivera Road
5. NB and SB SR-242 between Olivera Road and SR-4
6. EB and WB SR-4 between SR-242 and Solano Way
7. EB and WB SR-4 between Solano Way and SR-242
8. EB and WB SR-4 between SR-242 and Port Chicago Highway
9. EB and WB SR-4 between Port Chicago Highway and Willow Pass Road
10. EB and WB SR-4 between Willow Pass Road and San Marco Boulevard
11. EB and WB SR-4 between San Marco Boulevard and Bailey Road
12. EB and WB SR-4 between Bailey Road and Railroad Avenue

Level of service on freeway segments will be evaluated using *Highway Capacity Manual 2000* methodology per the *Caltrans Guide to the Preparation of Traffic Impact Studies*.



In addition, the following freeway ramp merge and diverge areas will be studied:

1. EB SR-4/Willow Pass Off-Ramp
2. EB SR-4/Willow Pass On-Ramp
3. WB SR-4/Willow Pass Off-Ramp
4. WB SR-4/Willow Pass On-Ramp
5. EB SR-4/San Marco Boulevard Off-Ramp
6. EB SR-4/SB San Marco Boulevard On-Ramp
7. EB SR-4/NB San Marco Boulevard On-Ramp
8. WB SR-4/San Marco Boulevard Off-Ramp
9. WB SR-4/NB San Marco Boulevard On-Ramp
10. WB SR-4/SB San Marco Boulevard On-Ramp
11. EB SR-4/SB Bailey Road Off-Ramp
12. EB SR-4/NB Bailey Road Off-Ramp
13. EB SR-4/Bailey Road On-Ramp
14. WB SR-4/NB Bailey Road Off-Ramp
15. WB SR-4/SB Bailey Road Off-Ramp
16. WB SR-4/Bailey Road On-Ramp

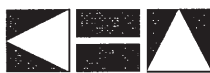
Level of service for freeway ramp merge and diverge areas will be evaluated using *Highway Capacity Manual 2000* methodology per the *Caltrans Guide to the Preparation of Traffic Impact Studies*.

Locations of study Intersections, ramp merge and diverge areas, and freeway segments are shown on the attached map.

Kimley-Horn will collect weekday AM and PM peak period intersection turning movement counts on Tuesday, Wednesday, or Thursday when local schools are in session. (Additional locations can be added as an additional service if needed.)

Kimley-Horn will observe HOV lane occupancies during peak hours of freeway segments in the study area for use in calculating future occupancies.

Kimley-Horn will inventory the intersection configuration and roadways in the vicinity of the study intersection and driveways. Other factors such as nearby transit service and bicycle and pedestrian facilities will be collected.



This information will be used during the analysis and in recommendations contained in the traffic report.

We will also receive from CCTA their most recent 2030 travel forecast model projection for use in the cumulative analysis.

Task 2 – Existing Traffic Conditions Analysis

Kimley-Horn will conduct an analysis of existing AM and PM peak hour traffic conditions based on current traffic counts and freeway and ramp volumes. This step in the analysis establishes the baseline of traffic operations at the study intersections, freeway segments, and ramp merge/diverge areas.

Task 3 – Project Trip Generation, Distribution, and Assignment

Kimley-Horn will prepare trip generation, distribution and assignment for the proposed project. Trip generation rates will be obtained from the current edition of ITE *Trip Generation*.

Land use information will be input into the CCTA 2030 forecast model to prepare a select zone distribution for the project. Select zone results will be used to determine project traffic assignment at individual intersections and roadways.

Task 4 – Existing Plus Project Traffic Conditions Analysis

Existing plus project traffic volumes will be evaluated to determine levels of service at the study intersections, freeway segments, and ramp merge/diverge areas.

Task 5 – Cumulative Analysis Without Project

Roadway link traffic forecasts data from CCTA will be post-processed using a Furness process to generate cumulative turning movement counts per standard industry practice. Based on the forecast we will conduct an analysis of cumulative AM and PM peak hour traffic conditions at study intersections, freeway segments, and ramp merge/diverge areas. This step in the analysis makes it possible to identify what long-term cumulative traffic conditions are expected, regardless of the proposed annexation project.



Task 6 – Cumulative Analysis With Project

Kimley-Horn will add project traffic to the cumulative forecast data to determine the increase in traffic volumes within the study area based on the proposed project. Based on the forecast we will conduct an analysis of future AM and PM peak hour traffic conditions with the project at study intersections, freeway segments, and ramp merge/diverge areas.

Task 7 – MTSO Evaluation

Kimley-Horn will complete an evaluation of the delay index (DI) for routes of regional significance. The Delay Index will be determined by calculating the time it takes to travel a segment of road during peak-period congested conditions, and comparing it to the time it takes to travel the same segment during uncongested, free-flow conditions.

Future average freeway HOV lane occupancy will be estimated based on information from the CCTA forecast model coupled with observed occupancy.

Task 8 –Multi-Modal Evaluation

Kimley-Horn will evaluate the project in connection with nearby transit, bicycle, and pedestrian facilities. Changes in transit ridership will be determined using the CCTA travel forecast model. We will recommend improvements or modifications as deemed necessary.

Task 9– Mitigation Analysis and Recommendations

Kimley-Horn will identify locations and facilities that are impacted by the proposed project and make recommendations for improvements to mitigate project impacts. Mitigation improvements could include, but are not limited to, street widening, lane additions, intersection configuration changes, safety improvements, new traffic signals, etc. These improvements, including turning lanes, channelization and traffic control devices will be considered, evaluated and recommended when determined necessary by accepted standards and practices.

Task 10–Draft Traffic Report

Kimley-Horn will prepare a stand-alone traffic report for preliminary review. The draft report will include text, charts, and figures describing our process, assumptions, and results. The report will specifically detail impacts directly connected with project traffic and recommended



mitigation, if needed. Based on comments received on the draft report from Raney, the report will be revised and included in the Administrative Draft EIR for review by City staff. Based on comments received from staff, the report will be revised as appropriate for inclusion into the Draft EIR.

Task 11 – Response to DEIR Comments and Final EIR

Kimley-Horn will assist Raney and City staff in preparing responses to public agency and public comments on the transportation and circulation report and the corresponding section of the DEIR. No revisions to the traffic report are envisioned, and any report modifications will be made through an errata section to be included in the Final EIR. Response to DEIR comments is assumed to include up to 15 hours of professional staff time.

Task 12 – Meetings

Kimley-Horn staff will participate in up to two meetings with City, County or Caltrans staff in the preparation of the traffic study. If additional meetings or hearings are required, they will be completed as an additional service.

Additional Services

We will, if authorized by you, perform other services which may be required. Additional services will be completed on a lump sum or time and materials basis and may include attendance at meetings or hearings not included in the scope, traffic forecasts, additional traffic counts, Saturday analyses, traffic signal coordination and timing plans, accident analyses, design of mitigation measures, or revision of our analyses or report based on site or project plan changes, and shall be performed on a time and materials basis. Any additional efforts, not included in this scope and fee estimate, will be undertaken only upon express prior authorization by you.

SCHEDULE

We recognize that you are eager to have the traffic study completed. As a result, Kimley-Horn is prepared to begin work immediately upon receipt of a signed Agreement and your notice to proceed, and we will endeavor to meet your scheduling needs. We anticipate completion of the draft traffic



study within 5 weeks from receipt of all data and information. Completion of each subsequent task deliverable will depend on the nature and extent of the comments received, but all efforts will be made to expedite any revisions and assistance with response to comments.

The project Scope, Fee and Schedule outlined in this proposal are based on the data listed in Task 1 to be provided to Kimley-Horn and upon which we will rely.

FEE PROPOSAL

We propose to perform the Scope of Services outlined in Task 1 through Task 12 for a lump sum fee of \$84,615. This fee includes direct expenses for the project such as in-house duplicating, facsimile, mileage, telephone, postage, in-house blueprinting, and \$14,000 in traffic counts. The services will be invoiced and payable monthly on a percent (%) complete basis.

A breakdown of our estimated hours is included in the table below.

Tasks	Proj. Mgr. West	Senior Prof Schmitt	Junior Prof Huie	Analyst Chau	Clerical	Sub Counts	Sub	KHA Total
1 Data Collection and Review	2		18	18		\$ 14,000		\$4,710
2 Existing Traffic Conditions Analysis	1		22	44				\$7,610
3 Trip Generation, Distribution and Assignment	1	28	2	4				\$5,950
4 Existing Plus Project Conditions Analysis	1		13	26				\$4,595
5 Cumulative Analysis Without Project	1		22	44				\$7,610
6 Cumulative Analysis With Project	1		13	26				\$4,595
7 MTSO Evaluation	1	6	4	4				\$2,260
8 Multi-Modal Evaluation	2	6	2	4				\$2,230
9 Mitigation Analysis and Recommendations	9		18	28				\$7,390
10 Draft Traffic Report	12		28	30	22			\$11,640
11 Response to DBR Comments and FBR	6		9					\$2,655
12 Meetings	8							\$1,920
								\$0
Labor Total	53	40	151	228	22			\$65,085
Subconsultants						\$ 14,000	\$ -	\$ 14,000
In-Office Direct Expenses								\$ 5,530
Total Labor and Expenses								\$ 84,615

Note: Actual hours per task may vary



CLOSURE

We appreciate the opportunity to submit this proposal and we look forward to working with you on this project. If you concur in all the foregoing and wish to direct us to proceed with the services, please let us know. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

Very truly yours,

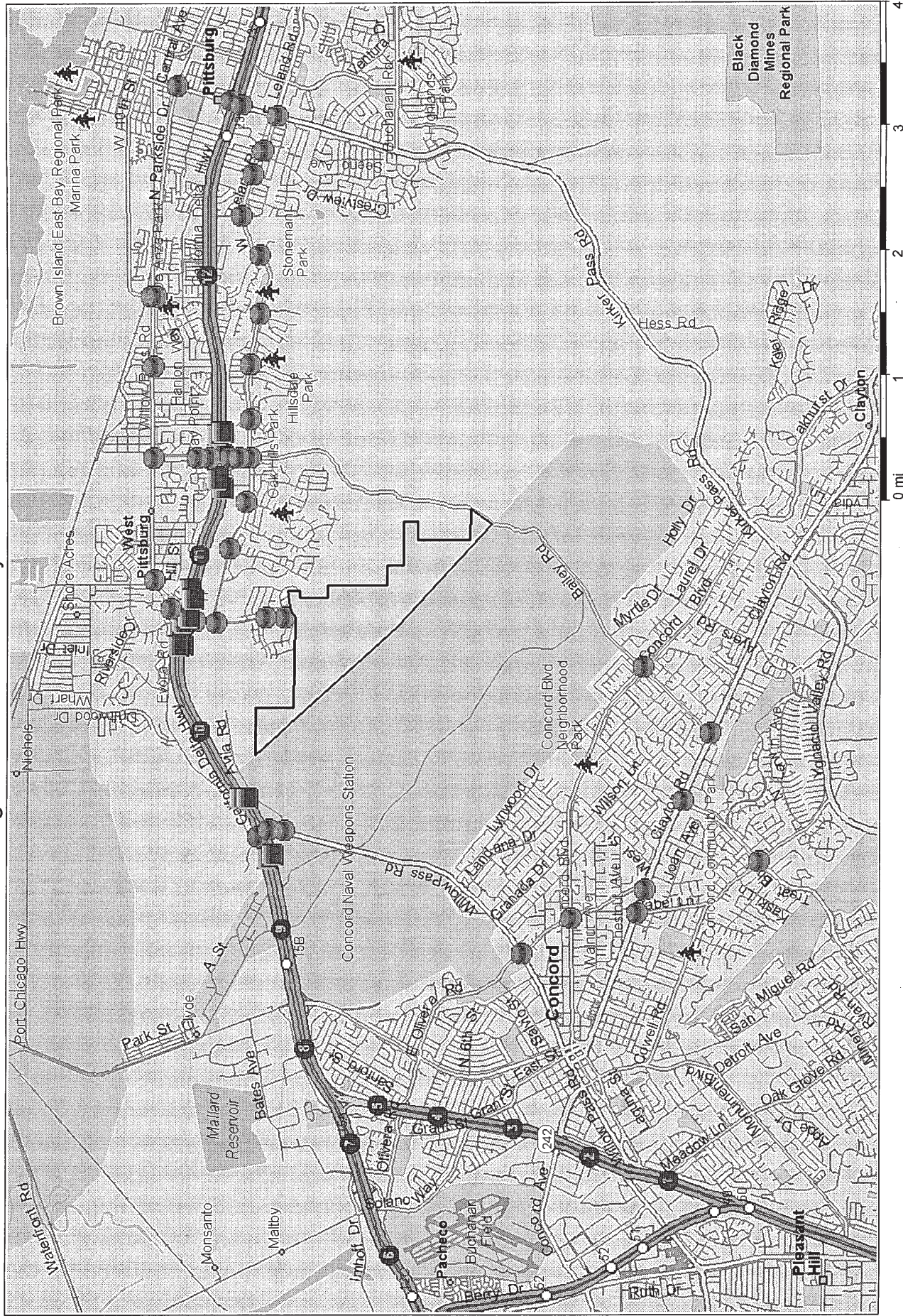
KIMLEY-HORN AND ASSOCIATES, INC.,

Jim West, P.E.

#C65854

Attachment: Study intersections, ramps, and freeway segments

PittsburgFariaAnnexationStudyIntersections





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

DATE: 2/24/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution Approving City of Pittsburg Debt Management Policy ("Debt Policy")

MEETING DATE: 3/6/2017

EXECUTIVE SUMMARY

Currently the City has a Debt Management Policy, but the attached policy has been updated to comply with the new requirements of Senate Bill number 1029 as approved by the Governor as of September 12, 2016.

FISCAL IMPACT

There is no direct fiscal impact to approving the City's Debt Policy.

RECOMMENDATION

Staff recommend that the Pittsburg City Council adopt the attached resolution that approves the City's Debt Policy.

BACKGROUND

The proposed updated Debt Management Policy will help ensure that City debt is issued and managed prudently in order to maintain a sound fiscal position and protect the credit quality of the City of Pittsburg.

As recommended by the Government Finance Officers Association (GFOA), "a government should adopt a policy on the maximum amount of debt and debt service that should be outstanding at any one time. Debt policies should be integrated with other financial policies, particularly operating and capital budget policies." If the proposed Debt Policy is adopted by the City Council, it will be included in the City of Pittsburg's annually adopted budget under the Financial Policies section.

In addition, the State of California requires local municipalities to have in place a debt policy prior to the issuance of any debt subsequent to the passing of Senate Bill number 1029 which became official on September 12, 2016. The City last adopted a Debt Management Policy on June 18, 2012 and the attached update policy incorporates the minor changes imposed with the passage of Senate Bill number 1029. The City is not issuing any debt at this time, we are proposing to update the existing Debt Policy to comply with GFOA and CSMFO's Best Financial Management Practices guidelines and to address specific requirements of Senate Bill number 1029.

SUBCOMMITTEE FINDINGS

The Finance Committee reviewed the proposed Debt Policy at its February 6, 2017 meeting. The Finance Committee recommended that the City accept the updated Debt Management Policy as presented.

STAFF ANALYSIS

The proposed Debt Policy will provide clear and comprehensive guidelines for the issuance and financial management of new long term debt issued by the City of Pittsburg.

The Finance Department staff along with the assistance of the Law Offices of Jones Hall updated the existing policy to ensure continued compliance with best practices and newly enacted law as recommended by the California Debt and Investment Advisory Commission.

ATTACHMENTS: Resolution
Draft Copy of the City of Pittsburg Debt Management Policy

Report Prepared By: Brad Farmer
Director of Finance

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approving the City of Pittsburg)
Debt Management Policy Effective)
March 6, 2017)

RESOLUTION NO. 17-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, Article XVI, Section 18 of the California Constitution (the “debt limit”) prohibits cities from entering into indebtedness or liability that in any year exceeds the income and revenue provided for such year unless the City first obtains two-thirds voter approval for the obligation. The Director of Finance has established a Debt Management Policy regarding the issuance and management of debt, which will help ensure that debt is issued and managed prudently in order to maintain sound fiscal policy; and

WHEREAS, on February 6, 2017 the Pittsburg Finance Committee reviewed the proposed Debt Management Policy; and

WHEREAS, the purpose of the Debt Management Policy is to establish prudent debt issuance guidelines to provide financial support for the City’s strategic and capital plan goals through the most safe and cost effective means of debt issuance and administration; and

WHEREAS, the Finance Director is recommending the adoption of the proposed Debt Management Policy, a copy of which is attached.

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

Section 1. Findings

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. That the proposed Debt Management Policy attached hereto, is hereby adopted as the City of Pittsburg Debt Management Policy to be effective March 6, 2017.
- C. That the issuance of new debt functions is delegated to the Finance Director and the approved Debt Financing Team as set forth in the Debt Management Policy with final authorization of such new debt by the City Council.

Section 2. Authorization

The Finance Director is hereby authorized to manage debt issuance functions for the City of Pittsburg in accordance with the Debt Management Policy effective March 6, 2017.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting held on March 6, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Merl Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



OFFICE OF THE CITY MANAGER

65 Civic Avenue
Pittsburg, California 94565

MEMO: March 6, 2017

TO: Honorable Mayor and Council Members

FROM: Joe Sbranti, City Manager

RE: Adoption of a City Council Resolution Approving City of Pittsburg Debt Management Policy ("Debt Policy")

EXECUTIVE SUMMARY

Article XVI, Section 18 of the California Constitution (the "debt limit") prohibits cities from entering into indebtedness or liability that in any year exceeds the income and revenue provided for such year unless the City first obtains two-thirds voter approval for the obligation. The proposed updated Debt Management Policy will help ensure that City debt is issued and managed prudently in order to maintain a sound fiscal position and protect the credit quality of the City of Pittsburg.

Currently the City has a Debt Management Policy, but the attached policy has been updated to comply with the new requirements of Senate Bill number 1029 as approved by the Governor as of September 12, 2016. As recommended by the Government Finance Officers Association (GFOA), "a government should adopt a policy on the maximum amount of debt and debt service that should be outstanding at any one time. Debt policies should be integrated with other financial policies, particularly operating and capital budget policies." If the proposed Debt Policy is adopted by the City Council, it will be included in the City of Pittsburg's annually adopted budget under the Financial Policies section.

FISCAL IMPACT

There is no direct fiscal impact to approving the City's Debt Policy.

RECOMMENDATION

Staff recommend that the Pittsburg City Council adopt the attached resolution that approves the City's Debt Policy.

BACKGROUND

GFOA and the California Municipal Finance Officers Association (CSMFO) Best Financial Management Practices guidelines recommend governing boards adopt debt policies. In addition, the State of California requires local municipalities to have in place a debt policy prior to the issuance of any debt subsequent to the passing of Senate Bill number 1029 which became official on September 12, 2016. The City last adopted a Debt Management Policy on June 18, 2012 and the attached update policy incorporates the minor changes imposed with the passage of Senate Bill number 1029. The City is not issuing any debt at this time, we are proposing to update the existing Debt Policy to comply with GFOA and CSMFO's Best Financial Management Practices guidelines and to address specific requirements of Senate Bill number 1029. If adopted, the proposed Debt Policy will be incorporated into the City's FY 2017-18 budget book.

Policies guiding the amount and type of debt that may be issued by the City helps ensure that outstanding and planned debt levels do not exceed an amount that can be supported by the existing and projected tax and revenue base.

The overall objective of the City's Debt Policy is to establish prudent debt issuance guidelines to provide financial support for the City's strategic and capital plan objectives through the most safe and cost effective means of debt issuance and administration.

SUBCOMMITTEE FINDINGS

The Finance Committee reviewed the proposed Debt Policy at its February 6, 2017 meeting. The Finance Committee recommended that the City accept the updated Debt Management Policy as presented.

STAFF ANALYSIS

The proposed Debt Policy will provide clear and comprehensive guidelines for the issuance and financial management of new long term debt issued by the City of Pittsburg.

The Finance Department staff along with the assistance of the Law Offices of Jones Hall updated the existing policy to ensure continued compliance with best practices and newly enacted law as recommended by the California Debt and Investment Advisory Commission.

Report Prepared By: Brad Farmer
Director of Finance

ATTACHMENTS: Resolution
Draft Copy of the City of Pittsburgh Debt Management Policy



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

DATE: 2/23/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of an Ordinance Amending Title 18 of the Pittsburg Municipal Code Related to Permitting for Large Family Daycare Homes, AP-17-1214 (RZ)

MEETING DATE: 3/6/2017

EXECUTIVE SUMMARY

On February 21, 2017, the City Council held a duly noticed public hearing to consider an amendment to Title 18 of the Pittsburg Municipal Code (PMC) in order to permit large family daycare homes of up to 14 children, with limitations related to noise, parking, and spacing/concentration, consistent with state law. The changes proposed would apply to all residential districts within the city, including the M (Mixed Use) and GQ (Governmental and Quasi-Public) Districts, where residential uses are permitted.

FISCAL IMPACT

There is no fiscal impact on the City from the proposed ordinance. The ordinance would eliminate an existing application process for large family daycares which would reduce applications fees, but would also reduce staff time spent processing said applications. Standard business license fees would continue to be collected on an annual basis for large family daycare homes.

RECOMMENDATION

City Council move to adopt Ordinance No. 17-1424 amending PMC Title 18 related to the permitting process for large family daycare homes.

BACKGROUND

On February 21, 2017, the City Council held a public hearing to consider the proposed amendments. After closing the public hearing, the City Council moved to introduce, waive further reading, and pass to second reading an ordinance amending PMC Title 18 related to the permitting process for large family daycare homes, with modifications to: 1) include a

300-foot radius buffer between uses, in place of the 500-foot buffer proposed, and 2) include the previously proposed language for an alternative permitting process for facilities that cannot meet all of the required limitations.

These modifications have been incorporated into the final version of Ordinance No. 17-1424 (attached), within Exhibit A.

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. Ordinance No.17-1424
2. Exhibit A to Proposed Ordinance

Report Prepared By: Kristin Pollot, AICP, Planning Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Ordinance of the City of Pittsburgh)
Amending Title 18 of the Pittsburgh)
Municipal Code as it Relates to Permitting)
for Large Family Daycare Homes,)
AP-17-1214 (RZ))

ORDINANCE NO. 17-1424

SECTION 1. Recitals

- A. This is a City-initiated proposal to consider an amendment to Title 18, Zoning, of the Pittsburgh Municipal Code (PMC) in order to permit large family daycare homes of up to 14 children, with limitations related to noise, parking, and spacing/concentration, consistent with state law. The changes proposed would apply to all residential districts within the City, including the M (Mixed Use) and GQ (Governmental and Quasi-Public) Districts, where residential uses are permitted.
- B. In October 2016, the City's finance department discovered that there were a number of large family daycare homes (8-14 children) operating in the City with no business license on record. Upon this discovery, a total of 27 letters were sent out to various providers in Pittsburgh, informing them that they needed to obtain the proper business license and zoning approval in order to continue doing business in the City. The daycare providers who were provided notice have generally been operating in Pittsburgh anywhere from 1 to 10 years without the proper city approvals.
- C. On October 17, 2016, the City received a letter from the Child Care Law Center, on behalf of (at least) one child care provider in Pittsburgh, asserting that the City's existing municipal code requirements for large family daycare homes are non-compliant with state law. According to state law, cities may treat large family daycare homes in one of three ways: 1) classify them as a permitted use; 2) require a nondiscretionary permit that is subject to certain specific reasonable conditions; or 3) require a nondiscretionary permit that is subject to certain specific reasonable conditions, with written notice to property owners within a 100 foot-radius at least 10 days before the zoning administrator reaches a decision regarding the permit; the hearing associated with the third option would only be held if the occupant or another affected person requests a hearing. (Health & Safety Code § 1597.46(a))
- D. Upon review in conjunction with the City attorney, staff has concurred with the assertion of the Child Care Law Center that the existing PMC regulations do currently indicate that a *discretionary* (zoning administrator level) use permit is required, whereas state law only allows for *nondiscretionary* permits.
- E. On November 28, 2016, staff presented the issue to the Land Use Subcommittee for consideration, along with two proposed options for zoning text amendments that would fix the inconsistency with state law. During this meeting, there was testimony

from various members of the public and lengthy discussion about the issue. At the conclusion of the discussion, there was unanimous support by the four subcommittee members to move forward with a proposed change that would make large family daycare homes permitted uses in all residential districts, subject to reasonable limitations consistent with the acceptable standards for review outlined by the applicable state law.

- F. PMC section 18.48.020, states that an amendment to the zoning regulations shall be initiated by a motion of either the City Council or the Planning Commission. During the November 28, 2016, Land Use Subcommittee meeting, there was unanimous support for moving forward with amendments to the PMC in order to correct the inconsistency with state law. Staff has deemed this action sufficient to initiate the zoning change under the provisions of PMC 18.48.020.
- G. On January 24, 2017, the Planning Commission held a public hearing to consider the draft amendments related to large family daycare homes. Following close of the public hearing, the Planning Commission voted four to zero, with one abstention, to recommend City Council approval of the amendments as presented by staff, with a modification to increase the radius buffer between uses to 500-feet and eliminate the possibility of an alternative permitting process for facilities that cannot meet all required limitations.
- H. Before adoption of an ordinance, the City Council shall make findings that the proposed regulation is consistent with the policies of the general plan and the notice and hearing provisions of PMC Title 18, in accordance with PMC section 18.48.030.
- I. On or prior to February 11, 2017, notice of the February 21, 2017, 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) as a 1/8th page advertisement; 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.
- J. On February 21, 2017, the City Council held a public hearing on the proposed zoning amendments, at which time oral and/or written testimony was considered. At the close of this hearing, the City Council requested that the proposed amendments be modified in order to: 1) include a 300-foot radius buffer between uses, in place of the 500-foot buffer proposed, and 2) include the previously proposed language for an alternative permitting process for facilities that cannot meet all of the required limitations.

SECTION 2. Findings

- A. Based on the City Council Staff Report entitled, "Introduction and Waive First Reading of an Ordinance Amending Title 18 of the Pittsburg Municipal Code Related to Permitting for Large Family Daycare Homes, AP-17-1214 (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 amendments are consistent with the objectives, policies, general land uses and programs in the General Plan, in that the revised permitting process would be consistent with state law. Further, although there are no specific General Plan policies related to permitting, accessibility and availability of in-home child care facilities within the City, the amendments would not be inconsistent with any existing General Plan policy direction.
3. The proposed amendments are compatible with uses and regulations of the land use district for which they are proposed, in that in-home child day care facilities are defined in the PMC as residential uses (PMC 18.08.040); thereby, revising the land use regulations to permit such uses, subject to limitations, in residential districts would be appropriate.
4. There is a community need for the change proposed in that child care costs in Contra Costa County have increased by over 17% in the last seven years and the County currently only has enough licensed child care facilities to accommodate 30% of the children in the county with working parents. These facts indicate a need for more quality, licensed, accessible, and affordable child care options for residents in Contra Costa County.
5. The proposed change would be in conformity with the public convenience, general welfare, and good zoning practice, in that permitting large family day care homes, subject to limitations, would streamline the permitting process and minimize processing fees for child care providers, thereby encouraging more facilities to locate in Pittsburg and helping to remove barriers for families in need of quality child care.

SECTION 3. CEQA

This amendment of the municipal code is exempt from the requirements of the California Environmental Quality Act (CEQA) under the general rule of the state CEQA Guidelines, section 15061, in that there is no possibility that the activity in question would have a significant negative physical impact on the environment. The amendments proposed are procedural in nature and are intended to ensure that the City's zoning requirements for large family daycare homes are consistent with state law.

SECTION 4. Decision.

Based on the findings and the authority set forth above, the City Council hereby amends the 'Large Family Day Care' regulations outlined in the schedules contained in PMC sections 18.50.010, 18.53.020, and 18.60.030, as identified 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 21, 2017, and was adopted and ordered published at a meeting of the City Council held on March 6, 2017, by the following vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk

Amend the schedule in PMC section 18.50.010, as follows (new text shown in underline font, and text proposed for deletion is shown in strikethrough font):

RR, RS-40, RS-10, RS-6, RS-5, RS-4, RM, RMD, RH, AND RHD – LAND USE REGULATIONS

	RR	RS-40	RS-10	RS-6	RS-5	RS-4	RM	RMD	RH	RHD
Residential										
Day care home										
Large	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>	<u>L-163 Z</u>

RR, RS-40, RS-10, RS-6, RS-5, RS-4, RM, RMD, RH, AND RHD – ADDITIONAL USE REGULATIONS

<u>L-163</u>	Permitted, provided that (1) outdoor activities shall not occur before 8:00 a.m. on weekdays and 9:00 a.m. on weekends, and shall not occur after 9:00 p.m. any day of the week; (2) a minimum of one paved off-street drop-off/pick-up parking space is provided on site (note, this is in addition to any required parking for the residential unit); (3) the off-street parking space is reserved exclusively for child loading and drop-off during all hours of operation, and parents shall be provided notice about the availability of the designated drop-off/pick-up location; and (4) the use is separated from other large family day care homes by a minimum of 300 feet in all directions, as measured from property line to property line. Zoning administrator approval required for any use that does not meet all of these requirements. Zoning administrator approval process (when required) shall adhere to the requirements of State law, including the California Child Day Care Facilities Act (CA Health & Safety Code Section 1597.46(a)(3)), as amended from time to time.
--------------	---

Amend the schedule in PMC section 18.53.020, as follows (new text shown in underline font, and text proposed for deletion is shown in strikethrough font):

M DISTRICT – LAND USE REGULATIONS

	M
Residential	
Day care home	
Large	<u>L-163 Z</u>

M DISTRICT – ADDITIONAL USE REGULATIONS

<u>L-163</u>	<u>Permitted, provided that (1) outdoor activities shall not occur before 8:00 a.m. on weekdays and 9:00 a.m. on weekends, and shall not occur after 9:00 p.m. any day of the week; (2) a minimum of one paved off-street drop-off/pick-up parking space is provided on site (note, this is in addition to any required parking for the residential unit); (3) the off-street parking space is reserved exclusively for child loading and drop-off during all hours of operation, and parents shall be provided notice about the availability of the designated drop-off/pick-up location; and (4) the use is separated from other large family day care homes by a minimum of 300 feet in all directions, as measured from property line to property line. Zoning administrator approval required for any use that does not meet all of these requirements. Zoning administrator approval process (when required) shall adhere to the requirements of State law, including the California Child Day Care Facilities Act (CA Health & Safety Code Section 1597.46(a)(3)), as amended from time to time.</u>
--------------	---

Amend the schedule in PMC section 18.60.030, as follows (new text shown in underline font, and text proposed for deletion is shown in strikethrough font):

GQ DISTRICT – LAND USE REGULATIONS

	GQ
Residential	
Day care home	
Large	<u>L-163 Z</u>

GQ DISTRICT – ADDITIONAL USE REGULATIONS

<u>L-163</u>	<u>Permitted, provided that (1) outdoor activities shall not occur before 8:00 a.m. on weekdays and 9:00 a.m. on weekends, and shall not occur after 9:00 p.m. any day of the week; (2) a minimum of one paved off-street drop-off/pick-up parking space is provided on site (note, this is in addition to any required parking for the residential unit); (3) the off-street parking space is reserved exclusively for child loading and drop-off during all hours of operation, and parents shall be provided notice about the availability of the designated drop-off/pick-up location; and (4) the use is separated from other large family day care homes by a minimum of 300 feet in all directions, as measured from property line to property line. Zoning administrator approval required for any use that does not meet all of these requirements. Zoning administrator approval process (when required) shall adhere to the requirements of State law, including the California Child Day Care Facilities Act (CA Health & Safety Code Section 1597.46(a)(3)), as amended from time to time.</u>
--------------	---



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

DATE: 2/24/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Authorize Necessary Budget Adjustments based on Year-End Projections

MEETING DATE: 3/6/2017

EXECUTIVE SUMMARY

Staff has completed a Mid-Year Review of the Fiscal Year 2016/17 budget and has determined that operating budget adjustments are necessary based on year-end projections.

FISCAL IMPACT

There will be a \$350,000 projected increase in General Fund revenues and a \$350,000 projected increase in General Fund operating expenditures, resulting in zero impact to the General Fund balance for FY2016-17. California Theatre projects the use of \$4,730 fund balance to cover expenditures over revenues. Citywide Lighting and Landscape fund is projected to use an additional \$66,134 in fund balance to cover additional projected expenditures. NPDES will draw \$62,623 from fund balance to cover additional expenses. Waterfront Operations is projecting additional revenues over expenditures which will result in an increase in fund balance. Info Communications Systems fund will draw from fund balance and the Fringe Benefit fund will increase fund balance in the amount of \$245,000 to meet the thirty percent fund balance requirement in Internal Service funds as per the City's Fiscal Sustainability Ordinance.

RECOMMENDATION

City Council approve the resolution to authorize various budget adjustments necessary to cover expenditures for the current fiscal year.

BACKGROUND

During the FY2016/17 Mid-Year Budget Review, staff identified the following budget adjustments necessary to cover expenses:

Overall, the City's General Fund projected budget increase in operating expenses in the amount of \$350,000 is mainly due to an increase in the workers' compensation premium which impacts the General Fund by approximately \$140,000; an increase in the liability insurance premium which impacts the General Fund by \$114,000 and increased legal expenses in the amount of \$200,000 with a City Manager staffing contingency reduction by that amount. The offset to increased expenses is the projected increase in General Fund revenues in the amount of \$350,000 which is mainly due to Successor Agency past due pass through payments made to the City in the current fiscal year.

The City's California Theatre fund is expecting increased contract and project management expenses which are mostly offset with increased ticket income, donations and concessions. It is expected that there will be a draw from fund balance in the amount of \$4,730 to cover increased expenditures over revenues.

The Citywide Lighting and Landscape fund is expecting increased expenditures mainly due to salary and fringe benefit expenses due to an increase in landscape salary needs and increases in workers' compensation and liability insurance.

The NPDES Storm Water Utility budget is expecting to draw \$62,623 from fund balance to cover salary expenses addressing illicit discharges that occur during off hours. Workers' compensation and liability insurance premium increases, as well as increased outreach needed for trash reduction and green infrastructure, and increased expenses for equipment rental to cover equipment needs for creek maintenance have also increased the need to draw from fund balance.

The Housing Authority Section 8 fund is expecting additional expenses related to Housing Assistance Payments and Veterans Affairs Supportive Housing (VASH) payments. Increased revenues from HUD will offset these increased expenses with no impact to fund balance.

The Waterfront Operations fund will see an increase in revenues in over \$61,000 mainly due to increased waterfront lease income as well as other reimbursements and donations. Expenses are expected to increase by \$13,000 mainly due to workers' compensation and liability insurance increases and increased lease payments. The impact of estimated increased revenues over expenditures will add approximately \$48,000 to the fund balance.

The Fringe Benefit fund will see a reduction in expenses in the amount of \$245,000 transferred to the General fund and an increase in workers' compensation expenses in the amount of \$207,236, with increased allocations to City departments to cover the workers' compensation premium expense. Overall, this will add \$245,000 to the fund balance to maintain the thirty percent fund balance requirement in Internal Service funds as per the City's Fiscal Sustainability Ordinance. Subsequently, the Information Communication System fund will increase its transfer to the General Fund by \$245,000 which will draw \$245,000 from fund balance, while maintaining the thirty percent fund balance requirement.

The Liability Insurance fund will see an increase in expenditures in the amount of \$180,795 to cover a liability insurance premium increase of \$180,975 which will be offset with insurance allocations from City departments to cover the expenses with a \$0 impact to fund balance.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

Staff recommends increasing budgeted expenditures and increasing budgeted revenues as necessary to reflect FY2016/17 year-end estimates.

ATTACHMENTS: Resolution
Mid-Year Budget Adjustment Listing

Report Prepared By: Diane Agar, Finance Division Manager
Reviewed By: Brad Farmer, Director of Finance

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution Authorizing Necessary Budget)
Adjustments Based on Year-End Projections)

RESOLUTION NO.17-

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, staff has completed the mid-year review of the Fiscal Year 2016/17 budget; and

WHEREAS, it has been determined that budget adjustments are necessary to fund certain operating expenditures; and

WHEREAS, staff recommends a revenue budget increase in the General Fund in the amount of \$350,000 and an operating expenditure budget increase in the amount of \$350,000 with no impact to fund balance; and

WHEREAS, staff recommends a revenue budget increase in the amount of \$71,156 in the California Theatre fund and an operating expenditure budget increase in the amount of \$71,156. The use of \$4,730 from fund balance will cover the increased expenditures over revenues; and

WHEREAS, staff recommends a revenue budget increase in the amount of \$32,018 in the Citywide Lighting & Landscape fund and an operating expenditure budget increase in the amount of \$98,152. The use of \$66,134 from fund balance will cover the increased expenditures over revenues; and

WHEREAS, staff recommends an operating expenditure budget increase in the amount of \$62,623 in the NPDES Storm Water fund. The use of \$62,623 from fund balance will cover the increased expenditures; and

WHEREAS, staff recommends an operating revenue budget increase in the amount of \$590,635 in the Housing Authority Section 8 fund and an operating expenditure budget increase in the amount of \$590,635 with no impact to fund balance; and

WHEREAS, staff recommends an operating revenue budget increase in the amount of \$61,572 in the Waterfront Operations fund and an operating expenditure budget increase in the amount of \$13,337 with the revenue over expenditures increasing the fund balance by \$48,235; and

WHEREAS, staff recommends an expenditure budget increase in the amount of \$245,000 in the Information/Communications fund which will draw from excess fund balance; and

WHEREAS, staff recommends an operating revenue budget increase in the amount of \$207,236 in the Fringe Benefit fund and an operating expenditure budget decrease in the amount of \$37,764 with the revenue over expenditures increasing the fund balance by \$245,000; and

WHEREAS, staff recommends a revenue and expenditure budget increase in the Liability Insurance Fund in the amount of \$180,795 with no impact to fund balance.

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

Section 1. Findings

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. The Finance Director or his/her designee is hereby authorized to approve payment of goods and services received by the City of Pittsburg in accordance with the City's approved budget, programs and policies.

Section 2. Authorization

- A. The City Council authorizes the following budget adjustments:
 - \$350,000 revenue and \$350,000 expenditure budget increase in the General Fund.
 - \$71,156 revenue and \$75,886 expenditure budget increase in the California Theatre fund.
 - \$32,018 revenue and \$98,152 expenditure budget increase in the Citywide Lighting & Landscape fund.
 - \$62,623 expenditure budget increase in the NPDES fund.
 - \$590,635 revenue and \$590,635 expenditure budget increase in the Housing Authority Section 8 fund.
 - \$61,572 revenue and \$13,337 expenditure budget increase in the Waterfront Operations fund.
 - \$245,000 expenditure budget increase in the Information Communication Systems fund.
 - \$207,236 revenue increase and \$37,764 expenditure decrease in the Fringe Benefits fund.
 - \$180,795 revenue and \$180,795 expenditure increase in the Liability Insurance fund.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 6th Day of March, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk

Mid Year Budget Adjustments

Account	Description	Amended Budget	Budget Increase	Proposed Revised Budget	Comments/Justification
General Fund					
	Various Expenditure Budgets	41,703,548	350,000	42,053,548	Increased expenses mainly due to an increase in workers' compensation allocations, an increase in liability insurance allocations and increased legal expenses
	Total Expense:	41,703,548	350,000	42,053,548	
	Various Revenue Budgets	41,301,717	350,000	41,651,717	Increased revenues mainly due to the increase in Successor Agency past-due pass through payments
	Total Revenue:	41,301,717	350,000	41,651,717	
Addition To/(Reduction in) General Fund Balance:		\$ -			
California Theatre Fund					
(E) 120-48201-2199	Contractual Services	5,750	62,236	67,986	Increase cost associated with increase in revenues
(E) 120-48215-2282	Project Management	234,350	13,650	248,000	Increase cost associated with increase in revenues
	Total Expense:	240,100	75,886	315,986	
(R) 120-48201-5504	City Ticket Income	-	44,000	44,000	Gross ticket sales from In House Programming
(R) 120-48201-5831	Donations	350	20,650	21,000	Expected additional Grants and sponsorship.
(R) 120-48201-5505	Theatre Facility Enhancement	6,000	1,000	7,000	Increase revenue associated with increase in Ticket Income
(R) 120-48201-5713	Concessions & Merchandise	2,500	2,500	5,000	Increase revenue associated with increase in Ticket Income
	Misc Revenues		3,006		Increase revenue associated with increase in Ticket Income
	Total Revenue:	8,850	71,156	77,000	
Addition To/(Reduction in) Ca Theatre Fund Balance:		\$ (4,730)			
Citywide Lighting & Landscape Fund					
(E) 205-43015-1131	Salaries - Part Time	444,321	42,011	486,332	increase due to park maintenance needs
(E) 205-43015-1141	Salaries - Overtime	-	37,838	37,838	overtime needs were inadvertently omitted from adopted budget
(E) 205-43015-2025	Insurance - Alloc Charges	46,866	7,714	54,580	unanticipated increase in liability insurance
(E) 205-43015-1251	Workers' Compensation	47,330	10,589	57,919	Unanticipated increase in workers' compensation premium
	Total Expense:	538,517	98,152	636,669	
(E) 205-49991-5901	Transfer-In from GF (Subsidy)		12,093		funds needed
	Misc Revenues	-	19,925	-	
	Total Revenue:	-	32,018	-	
Addition To/(Reduction in) Citywide L&L Fund Balance:		\$ (66,134)			
NPDES Fund					
(E) 207-41512-1101	Salaries and Wages	97,863	14,081	111,944	additional position approved, but not included in adopted budget
(E) 207-41512-1141	Salaries - Overtime	-	2,037	2,037	overtime required to cover staff time spent on addressing illicit discharges that occur during off hours
(E) 207-41512-1251	Workers' Compensation	5,941	1,261	7,202	Unanticipated increase in workers' compensation premium

Account	Description	Amended Budget	Budget Increase	Proposed Revised Budget	Comments/Justification
(E) 207-41512-2025	Insurance - Alloc Charges	4,349	886	5,235	unanticipated increase in liability insurance
(E) 207-41512-2203	Advertising & Promotion	20,000	20,000	40,000	Increase required for outreach - C.10 trash reduction and C.3 green infrastructure
(E) 207-43023-1131	Salaries - Part-time	44,106	12,285	56,391	additional position approved, but not included in adopted budget
(E) 207-43023-1141	Salaries - Overtime	-	8,000	8,000	overtime required to cover staff time spent on addressing illicit discharges that occur during off hours
(E) 207-43023-1251	Workers' Compensation	6,274	3,073	9,347	Unanticipated increase in workers' compensation premium
(E) 207-49991-2199	Contractual Services	14,000	(14,000)	-	contractual services no longer needed
(E) 207-43023-2231	Equipment Rental	15,553	15,000	30,553	increase is required to cover expenses for equipment rental for creek maintenance
Total Expense:		208,086	62,623	270,709	
Addition To/(Reduction in) NPDES Fund Balance:		\$ (62,623)			

Housing Authority Section 8 Fund

(E) 241-41421-2380	Housing Assistance Payments	11,718,000	527,122	12,245,122	Increase is offset by increased in HAP revenue
(E) 241-41425-2380	VASH Assistance Payments	1,296,000	63,513	1,359,513	Increase is offset by increased in HAP revenue
Total Expense:		13,014,000	590,635	13,604,635	
(R) 241-41421-5152	HUD Housing Authority		590,635		Increased revenue from HUD to cover assistance payments
Total Revenue:		-	590,635	-	
Addition To/(Reduction in) Hsg Authority Fund Balance:		\$ -			

Waterfront Operations Fund

(E) 540-41140-1251	Workers' Compensation	13,332	2,758	16,090	Unanticipated increase in workers' compensation premium
(E) 540-41140-2025	Insurance - Alloc Chgs	10,222	2,083	12,305	unanticipated increase in liability insurance
(E) 540-41140-2234	Lease Payments	278,504	8,496	287,000	Increased lease payments offset by increased rental revenue
Total Expense:		302,058	13,337	315,395	
(R) 540-41140-5711	Rental Income	1,392,520	40,806	1,433,326	increased waterfront lease income
(R) 540-41140-5818	Developer Reimbursements	-	10,766	10,766	reimbursement for City services
(R) 540-41140-5831	Donations	-	10,000	10,000	PACF Donation
Total Revenue:		1,392,520	61,572	1,444,092	
Addition To/(Reduction in) Waterfront Fund Balance:		\$ 48,235			

Info/Communication Systems Fund

(E) 601-49999-4001	Transfers-Out to G/F	250,000	245,000	495,000	Adjust transfer to draw from excess fund balance
Addition To/(Reduction in) IT Fund Balance:		\$ (245,000)			

Fringe Benefits Fund

(E) 631-49999-4001	Transfers-Out to G/F	284,905	(245,000)	39,905	Adjust transfer to increase required fund balance
(E) 631-40151-1251	Workers' Compensation	1,111,747	207,236	1,318,983	Unanticipated increase in workers' compensation premium
Total Expense:		1,396,652	(37,764)	1,358,888	

Account	Description	Amended Budget	Budget Increase	Proposed Revised Budget	Comments/Justification
(R) 631-40151-5591	Workers' Comp Allocations		207,236		Increased allocations expensed to all City Depts.
	Total Revenue:		207,236		
Addition To/(Reduction in) Fringe Benefit Fund Balance:			\$ 245,000		
Liability Insurance Fund					
(E) 641-40141-2011	Liability Premium	861,515	180,795	1,042,310	Liability Insurance Premium increase of 28.9% from Prior Year
	Total Expense:	861,515	180,795	1,042,310	
(R) 641-40141-5573	Insurance Allocated Charges		180,795		Increased allocations expensed to all City Depts.
	Total Revenue:		180,795		
Addition To/(Reduction in) Insurance Fund Balance:			\$ -		