



**CITY OF PITTSBURG  
AGENDA**

**April 02, 2018**

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

**CLOSED SESSION  
6:00 P.M.**

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

**CITY COUNCIL  
PITTSBURG ARTS AND COMMUNITY FOUNDATION  
PITTSBURG POWER COMPANY  
SUCCESSOR AGENCY**

**PRESIDING**

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

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

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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](http://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)**

**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. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|

**6:00 P.M.**

**CONVENE IN CLOSED SESSION**

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

Property: Harbor (APN 088-171-037 and APN 086-214-025; Negotiators: Joe Sbranti, Maria Aliotti; Negotiating Parties: Contra Costa County; Under negotiation: Both price and terms of payment

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

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

3. CONFERENCE WITH LEGAL COUNCIL - ANTICIPATED LITIGATION FOR THE CITY OF PITTSBURG; Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:

One (1) case

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

One (1) case

**7:00 P.M.**

**CONVENE IN OPEN SESSION FOR REGULAR MEETING**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**

MCE Presentation

## **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)

## **CITY COUNCIL MEETING**

### **PUBLIC HEARING**

#### 5. Introduction and Waive First Reading of an Ordinance adding Polystyrene Products Regulation to the Pittsburg Municipal Code

Polystyrene is harmful to the environment because its foam structure allows it to break down easily into smaller pieces, making it more difficult and expensive to remove from the environment and it is not biodegradable, taking several decades to hundreds of years to deteriorate in the environment or landfill. The City Council will consider the adoption of an Ordinance to regulate the use and sale of polystyrene products.

#### 6. Introduction and Waive First Reading of an Ordinance Amending Chapter 8.07 Plastic Bag Regulation

Currently, single-use plastic bags are not allowed in retail establishments but allowed in public eating establishments. The City Council will consider the adoption of an Ordinance amending to Chapter 8.07 Plastic Bag Regulation to include public eating establishments.

## **CONFLICT OF INTEREST STATEMENT**

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

## **CONSENT CALENDAR**

### **COMBINED CITY COUNCIL, PITTSBURG ARTS AND COMMUNITY FOUNDATION, PITTSBURG POWER COMPANY AND SUCCESSOR AGENCY CONSENT CALENDAR**

#### 7. Minutes

Minutes of March 19, 2018

#### 8. Adoption of a City Council Resolution Authorizing California Beverage Container Recycling and Litter Reduction Act Funding Request

The State of California Department of Resources Recycling and Recovery (CalRecycle) maintains a funding program eligible to cities and counties for projects that promote beverage container recycling and litter clean up. The funding applications require a City Council Resolution for the City to be eligible to receive this non-competitive funding.

9. Adoption of a City Council Resolution Accepting the Public Improvements within Subdivision 9380, San Marco Unit 12 for Continuous Maintenance

All the public improvements within Subdivision 9380 have been completed and are ready to be accepted for continuous maintenance.

10. Adoption of a City Council Resolution Accepting Grant Funds from Caltrans and Authorizing a Consultant Service Agreement with Fehr & Peers for Preparation of the Pittsburg Active Transportation and Safe Routes Plan

The City has been awarded \$312,000 in grant funding from Caltrans to prepare the Pittsburg Active Transportation and Safe Routes Plan. Staff is requesting adoption of a resolution to accept these funds and authorize a consultant service agreement with Fehr & Peers to begin preparing the Plan.

11. Adoption of a City Council Resolution Authorizing the Acquisition of the Property Located at the Northwest Corner of Railroad Avenue and Civic Avenue (APN 086-100-015) and Approving an Interfund Loan Between the City's General Fund and Sewer Fund

Southport Land and Commercial Company, a California corporation (the "Seller"), owns certain real property located at the northwest corner of Railroad Avenue and Civic Avenue, also known as Contra Costa County Assessor's Parcel Number 086 100-015 (the "Property"). The City of Pittsburg (the "City") proposes to acquire the Property for the purpose of constructing public improvements.

12. Adoption of a City Council Ordinance Adding Chapter 9.27, "Camping," to the Pittsburg Municipal Code

On March 19, 2018, the City Council held a duly noticed public hearing to consider amending Title 9 of the Pittsburg Municipal Code (PMC), to add a chapter regulating camping on public and private properties within City Limits.

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

To comply with CalPERS' interpretation of the requirements of Code of Regulations section 570.5 by affirming the single master pay schedule already on the City's website representing all previously approved actions on the individual classifications of the pay schedule. The single master salary schedule will be submitted to Council for approval each time any single MOU or compensation plan is brought to the City Council for approval.

14. By Minute Order, Adopt City Goals and Priorities for FY 2018-19

The City Council held a public workshop on February 20, 2018 to discuss goals for

the coming fiscal year. Staff responded to questions and received comments from workshop participants and Council members, and developed the attached list of goals and priorities for FY 2018-19.

### **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 April 9, 2018**

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

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

**Updated December 18, 2017**

### OUTSIDE AGENCY BOARDS

ABAG  
SF Bay Regional Water Quality Board  
Contra Costa County Fire Dist.  
Delta Diablo\*\*  
East Co.Co.County Habitat Conservancy  
East County Water Management  
MCE Clean Energy Board  
TRANSPLAN / ECCRFFA  
Tri-Delta Transit (2 reps)\*\*\*

### COUNCIL MEMBER(S)

Merl Craft / Pete Longmire Alternate  
Merl Craft / Pete Longmire Alternate  
Pete Longmire / Jelani Killings Alternate  
Pete Longmire / Juan Banales Alternate  
Sal Evola / Juan Banales Alternate  
Merl Craft / Pete Longmire Alternate  
Juan Banales / Pete Longmire Alternate  
Sal Evola / Juan Banales Alternate  
Pete Longmire& Merl Craft / Jelani Killings Alt.

### TYPE

Standing  
Standing  
Standing  
Standing  
Standing  
Standing  
Standing  
Standing  
Standing

### MEETS

Annual  
As needed  
2<sup>nd</sup> Monday  
2<sup>nd</sup> Wednesday  
Monthly  
Annual  
4 Per Year  
2<sup>nd</sup> Thursday  
Last Wednesday

### STAFF

J. Sbranti  
J. Sbranti  
J. Sbranti  
F. McKinley  
K. Pollot  
F. McKinley  
G. Evans  
J. Hecht  
J. Hecht

### LIAISON TO

East Bay League of Calif. Cities  
Mayor's Conference  
School Districts Committee

### COUNCIL MEMBER(S)

Sal Evola / Merl Craft Alternate  
Pete Longmire / Sal Evola Alternate  
Merl Craft &Jelani Killings / Juan Banales Alt.

### TYPE

Standing  
Standing  
Standing

### MEETS

3<sup>rd</sup> Thursday  
1<sup>st</sup> Thursday  
4<sup>th</sup> Thursday even  
months

### STAFF

\*Rotational  
J. Sbranti/G. Evans  
J. Sbranti

### SUBCOMMITTEES

CAC/CDBG  
Concord Hills Working Group  
Pittsburg Recognition Committee  
Economic Develop/Waterfront Subcommittee  
Finance Subcommittee  
Land Use Subcommittee  
Local Contracting & Preference Policy  
Pittsburg Arts & Community Foundation  
Pittsburg Police Activities League (PAL)  
Power Company Advisory  
Sister City Committee  
Successor Agency Subcommittee

### COUNCIL MEMBER(S)

Juan Banales & Jelani Killings / Pete Longmire Alt.  
Sal Evola & Juan Banales / Merl Craft Alt.  
Merl Craft / Pete Longmire Alt.  
Pete Longmire &Juan Banales / Sal Evola Alt.  
Sal Evola & Pete Longmire / Merl Craft Alt.  
Sal Evola &Juan Banales / Merl Craft Alt.  
Merl Craft & Sal Evola  
Merl Craft& Jelani Killings / Pete Longmire Alt.  
Juan Banales & Pete Longmire / Killings Alt.  
Pete Longmire & Juan Banales / Merl Craft Alt.  
Sal Evola&Merl Craft/ Pete Longmire Alt.  
Merl Craft &Jelani Killings / Pete Longmire Alt.

### TYPE

Standing  
Ad Hoc  
Ad Hoc  
Standing  
Standing  
Ad Hoc  
Ad Hoc  
Standing  
Standing  
Ad Hoc  
Standing

### MEETS

As needed  
As needed  
As needed  
Quarterly  
As needed  
As needed  
As needed  
As needed  
Monthly  
As needed  
As needed  
As needed

### STAFF

M. Aliotti  
J. Sbranti  
J. Hecht  
G. Evans  
B. Farmer  
K. Pollot  
J. Sbranti  
J. Sbranti  
B. Addington  
G. Evans  
G. Evans  
M. Aliotti

\*Rotational Staff as assigned by City Manager

\*\*Stipend of \$209 per month

\*\*\*Stipend of \$100 per month

## COMMISSION/SUBCOMMITTEE MEETING SCHEDULE

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

| Commission                    | Tentative Meeting Dates                      |
|-------------------------------|----------------------------------------------|
| Planning Commission           | 2 <sup>nd</sup> and 4 <sup>th</sup> Tuesdays |
| Community Advisory Commission | 1 <sup>st</sup> 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](http://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.



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

**DATE:** 3/21/2018  
**TO:** Mayor and Council Members  
**FROM:** Joe Sbranti, City Manager  
**SUBJECT:** Introduction and Waive First Reading of an Ordinance adding Polystyrene Products Regulation to the Pittsburg Municipal Code  
**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

Polystyrene is harmful to the environment because its foam structure allows it to break down easily into smaller pieces, making it more difficult and expensive to remove from the environment and it is not biodegradable, taking several decades to hundreds of years to deteriorate in the environment or landfill. The City Council will consider the adoption of an Ordinance to regulate the use and sale of polystyrene products.

**FISCAL IMPACT**

This Ordinance will potentially avoid future fines by providing compliance with the trash reduction requirements in the City's National Pollutant Discharge Elimination System (NPDES) permit, overseen by the California Regional Water Quality Control Board. Staff time for public outreach and verification of Ordinance's compliance will not impact the General Fund should the Ordinance be adopted. Associated costs with enforcing the Ordinance will be covered by the assessed violation fines. Staff time removing polystyrene litter and blight from creeks, trees, and waterways will decrease with the approval of this Ordinance.

**RECOMMENDATION**

City Council open the public hearing, take public comment, close the public hearing and introduce, waive further reading, and pass to second reading, approving the attached Ordinance adding Chapter 8.08 "Sustainable Food Packaging; Polystyrene Products Regulation" and delete in its entirety Chapter 8.06 Article IV, "Food Packaging Recycling," of the Pittsburg Municipal Code.

**BACKGROUND**

Over 113 cities and counties in California and ten other states including 31 cities have enacted regulations focused on restricting the use of food and drink containers made from polystyrene foam or expanded polystyrene, sometimes incorrectly called Styrofoam™, a Dow Chemical Co. trademarked form of expanded polystyrene foam insulation. Some of those agencies have also prohibited the retail sale of most polystyrene products within their respective jurisdictions. In Contra Costa County, El Cerrito, Richmond, Walnut Creek, Martinez and San Pablo have passed Ordinances and the City of Concord and Pinole are also in the process of adopting polystyrene ordinances.

Polystyrene contains the toxic substances styrene and benzene, which are suspected carcinogens and neurotoxins that are hazardous to humans. Polystyrene food containers leach the toxin styrene when coming in contact with warm food or drink, alcohol, oils and acidic foods causing human contamination and posing a health risk to people.

Due to the lightweight nature, floatability and prevalence of the material to be blown around even when properly disposed of, it travels easily through gutters and storm drains, eventually reaching the delta, bays, and ocean. The material absorbs pollutants like sponges, picking up and concentrating contaminants in the environment. As polystyrene litter moves through the environment, fish and wildlife mistake it as food and ingest the material. Up to 80% of ocean pollution is litter from urban runoff, and non-recyclable single-use food packaging is a primary component of urban litter. Takeout food packaging comprises a disproportionately large portion of non-recyclable waste and is the second greatest component of litter (behind tobacco products), comprising 20-30% of all litter.

The indiscriminate littering of polystyrene foodware products (i.e. cups, plates, takeout containers, etc.) and polystyrene products (i.e. popcorn peanuts, coolers, etc.) are an increasing blight and water quality problem in the City and generally. These litter and water quality issues are particularly acute in Pittsburg, which is located along the Delta, contains a marina, has a regional highway passing through the City, and borders an active landfill along a portion of its city boundary.

The City is part of a countywide regional stormwater permit. This federally mandated permit, identified under the federal National Pollutant Discharge Elimination System (NPDES), is overseen by the California Regional Water Quality Control Board, San Francisco Bay Region. The Municipal Regional Stormwater NPDES Permit requires the City to develop 'control measures and best management practices' such as 'trash reduction ordinances' as identified in the permit, in order to demonstrate a 70 percent trash load reduction by 2017 and 100 percent compliance by 2022. The passage of this Ordinance will assist the City's efforts to comply with this permit.

## **SUBCOMMITTEE FINDINGS**

At the March 5, 2015 Land Use Sub-committee, Staff presented for discussion the City's present food packaging ordinance, other local city ordinances, and requested direction whether to keep the current Ordinance or provide an updated Ordinance more reflective of what other cities in the region and state are adopting. The Subcommittee recommended that staff bring the Polystyrene Ordinance forward to the City Council.

## **STAFF ANALYSIS**

The City's present Ordinance, Chapter 8.06 "Collection of Recyclable Waste Materials", Article IV Food Packaging Recycling, states that "no retail food establishment shall

purchase, obtain, keep, sell, distribute or otherwise use in its business any polystyrene CFC-processed take-out food packaging.” At the time this Ordinance was passed in 1991, the City was concerned that much of the nonrecyclable take-out food packaging made of polystyrene foam contained chlorofluorocarbons (“CFCs”). CFCs were used as a blowing agent in the manufacturing process and scientific evidence indicated a strong probability that CFCs degraded the earth’s ozone layer. CFCs have been banned from production in the United States since December 31, 1995, and therefore, the Ordinance is outdated and confusing.

After direction from the City Council and the Land Use Sub-committee, staff has had multiple meetings with the Chamber of Commerce to review and discuss the proposed polystyrene Ordinance. In addition, staff acquired product samples of various acceptable foodware products to compare against the polystyrene foam foodware products with pricing comparisons. These were presented to the Chamber Regulatory Committee due to concerns this Ordinance would have impacts on local restaurants. The products were comparable in price. Staff had an Open House on March 14, 2016 inviting all restaurants to meet with vendors about alternative products to polystyrene along with pricing options and 10 people attended the event.

After the Open House, staff met with the Chamber Regulatory Committee again to discuss the Open House and address final concerns. The draft Polystyrene Ordinance before the City Council has taken into consideration these concerns.

Overall, the Polystyrene Ordinance would include the following:

- No person shall distribute or sell prepared food in any polystyrene food service ware at City facilities that have been rented, leased or are otherwise being used with permission of the City.
- No person shall use or distribute polystyrene food service ware at City-sponsored events, City-managed concessions and City meetings open to the public.
- The City shall not purchase or acquire polystyrene food service ware, or distribute it for public use.
- No food provider shall distribute or sell any polystyrene food service ware in the City. - - Food ware must be recyclable, reusable or compostable.
- No person shall sell any polystyrene food service ware or polystyrene cooler at any location within the City.
- A food provider may charge a "take out fee" to customers to cover the cost difference.

Exemptions in the Polystyrene Ordinance are as follows:

- Food prepared or packaged outside of the City, provided such food is not altered, packaged or repackaged within the City limits
- Coolers and ice chests, other than polystyrene coolers
- Disposal food service ware composed entirely of aluminum
- Food brought by individuals for personal consumption to City facilities
- An emergency event
- A food provider in a contract for polystyrene food ware
- An exemption granted by the City Manager for a suitable compostable, reusable or recyclable alternative does not exist for a specific application or undue hardship

The provisions of these Ordinances are voluntary until April 2, 2019, whereby the City will begin enforcement after this date without further notice. Compliance, reporting, and enforcement in the Polystyrene Ordinance will be the same as the Plastic Bag Ordinance allowing for self-certification and standard enforcement language.

In an effort to notify the public of the Council's consideration, staff published notice in the East County Times and mailed copies to businesses that might be affected by the Ordinances no fewer than 15 days before tonight's meeting. Staff believes approximately 175 businesses would be affected by the Ordinance. Replacement products are readily available from numerous sources and vendors and some establishments throughout the City are already providing these alternatives.

ATTACHMENTS: Exhibit A – Ordinance Adding Chapter 8.08 “Sustainable Food Packaging; Polystyrene Products Regulation”  
Exhibit B – Letter of Support – Pittsburg Chamber of Commerce

Report Prepared By: Laura L. Wright, Environmental Affairs Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

|                                          |   |                   |
|------------------------------------------|---|-------------------|
| An Ordinance of the City of Pittsburgh   | ) |                   |
| Adding Chapter 8.08 "Sustainable Food    | ) | ORDINANCE NO. 18- |
| Packaging; Polystyrene Products          | ) |                   |
| <u>Regulation" to the Municipal Code</u> | ) |                   |

The City Council of the City of Pittsburgh DOES ORDAIN as follows:

SECTION 1.

A. The U.S. Environmental Protection Agency (EPA) has stated that the physical properties of polystyrene foam are such that "the material can have serious impacts on human health, wildlife, the aquatic environment and the economy." According to the U.S. Food and Drug Administration, there is medical evidence to suggest that styrene, a primary component of polystyrene foam, leaches from polystyrene foam containers into food and drink. The general public is not typically warned of any potential hazard from styrene. A 1986 EPA study detected styrene in the fat tissue of every man, woman and child tested.

B. Styrene is a suspected carcinogen and neurotoxin, which potentially threatens human health.

C. The North Pacific Gyre is an area located roughly 1,000 miles from the California coast line, where several ocean circular currents meet, creating an accumulation of marine debris, especially plastics. Since plastics and polystyrenes do not biodegrade, they are often accumulated in the Gyre from multiple northern Pacific Rim countries. Plastic and polystyrene bits have displaced plankton in the Pacific Gyre. The Delta is connected to the world's oceans through its stormwater system and wind streams, and plastic and polystyrene litter from the City contributes to this problem, causing harm to marine and domestic animal life as well as to recreational activities within these bodies of water.

D. Due to these concerns, nearly 100 cities have banned polystyrene foam food service ware, including several California cities, and many local businesses and several national corporations have successfully replaced polystyrene foam and other non-biodegradable food service ware with affordable, safe, biodegradable products.

E. The City's federally mandated National Pollutant Discharge Elimination System (NPDES) permit, is overseen by the California Regional Water Quality Control Board, San Francisco Bay Region, and identifies a zero total maximum daily allowance for trash. The "Long-term Trash Load Reduction" permit condition requires cities to develop a plan with items such as "trash reduction ordinances" in order to demonstrate a 70 percent trash load reduction by 2017 and 100 percent compliance by 2022.

F. Biodegradable/compostable and recyclable take-out food packaging such as cups, plates, hinge containers, cutlery and straws are made from organic materials such as paper,

sugarcane stalk, corn waste and potato starch. Recyclable and compostable polystyrene food service ware is readily available from numerous sources and vendors. Many locations throughout the City of Pittsburg already provide recyclable and compostable polystyrene food service ware.

G. Although the City will provide a temporary grace period as specified in this Ordinance, the City encourages food providers in the City to immediately, voluntarily phase-out take-out food packaging sold or offered that is neither returnable, made of materials all of which are readily recyclable, nor made with a significant amount of post-consumer recycled material.

## SECTION 2. The City Council finds and determines that:

1. The recitals set forth are true and correct statements.
2. The use of polystyrene by customers of food providers is detrimental to the environment, public health and welfare.
3. The manufacture and distribution of polystyrene food service ware requires utilization of natural resources and results in the generation of greenhouse gas emissions.
4. Polystyrene food service ware contributes to environmental problems, including litter in parks, storm drains, creeks, the San Francisco Bay Delta, the Bay and the ocean.
5. Polystyrene food service ware and polystyrene cooler litter affects the City's parks, marina and waterfront's beauty and recreation activities.
6. The City of Pittsburg has an obligation to protect the environment, the economy, and public health.
7. Food providers are strongly encouraged to use reusable food ware in place of disposable food ware where practicable.

## SECTION 3. Deletion of Article IV, "Food Packaging Recycling," of Chapter 8.06 of the Pittsburg Municipal Code.

Article IV, "Food Packaging Recycling," of Chapter 8.06 of the Pittsburg Municipal Code is hereby repealed in its entirety.

## SECTION 4. Adding Chapter 8.08 "Sustainable Food Packaging; Polystyrene Products Regulation" to Title 8 "Health and Sanitation" of the Pittsburg Municipal Code

Title 8 "Health and Sanitation" of the Pittsburg Municipal Code is hereby amended to include Chapter 8.08 "Sustainable Food Packaging; Polystyrene Products Regulation" which shall hereby read as follows:

### Sections:

- 8.08.010 Purpose.
- 8.08.020 Definitions.
- 8.08.030 - Permitted and prohibited food service ware.
- 8.08.040 - Prohibition of sale of polystyrene food service ware and polystyrene coolers.
- 8.08.050 - Exemptions.
- 8.08.060 - Certification of compliance.
- 8.08.070 - Enforcement and violation-penalty.

#### **8.08.010 Purpose.**

The purposes of this chapter are to eliminate and regulate the use of polystyrene products in order to protect the health of Pittsburg citizens and promote environmentally sustainable practices in the City.

#### **8.08.020 Definitions.**

As used in this chapter, unless the context otherwise clearly indicates, the words and phrases are defined as follows:

"ASTM Standard" means meeting the standards of the American Society for Testing and Materials (ASTM) International standards D6400 or D6868 for compostable materials, as those standards may be amended.

"City facility" means any building, structure, property, park, open space, or vehicle, owned or leased by the City, its agents, agencies, departments or franchisees.

"City contractor" means any person that enters into an agreement with the City to furnish products or services to or for the City.

"City-sponsored event" means any event, activity or meeting organized or sponsored, in whole or in part, by the City or any department of the City.

"Compostable" means the product is capable of composting and is labeled in accordance with California law, or is consistent with the timeline and specifications of ASTM D6400 and D6868, without regard to material type.

"Disposable food service ware" or "disposables" means single-use, disposable products used for serving or transporting prepared food, including but not limited to plates, bowls, trays, wrappers or wrapping, platters, cartons, condiment containers, cups or drink ware, lids, or any other container in or on which prepared foods are placed or packaged for consumption, and other items that are designed for one-time use for prepared foods including service ware for take-out foods and/or leftovers from partially consumed meals prepared by Food Providers.

"Establishment" means a place of business of a food provider or other person subject to the requirements of this chapter.

"Food provider" means any person or place that provides or sells prepared food within the City to the general public to be consumed on the premises or for take-away consumption. Food provider includes but is not limited to: (1) a grocery store, supermarket, restaurant, drive-thru, café, coffee shop, snack shop, sandwich shop, hotel, motel, movie house, theatre, bar, public food market, farmers' market, convenience store, or similar fixed place where prepared food is available for sale on the premises or for take-away consumption, and (2) any mobile store, food vendor, caterer, food truck, vending machine or similar mobile outlet where prepared food is available for sale on the premises or for take-away consumption. Food provider also includes any organization, group or other

person that regularly provides prepared food to its members or the general public as a part of its activities or services.

"Person" means any person, business, corporation, or event organizer or promoter; public, nonprofit or private entity, agency or institution; or partnership, association or other organization or group, however organized.

"Polystyrene" means a thermoplastic petrochemical material utilizing the styrene monomer, including but not limited to polystyrene foam or expanded polystyrene, (sometimes incorrectly called Styrofoam™, a Dow Chemical Co. trademarked form of expanded polystyrene foam insulation) processed by any number of techniques, including but not limited to fusion of polymer spheres (expandable bead polystyrene), injection molding, foam molding, or extrusion-blow molding (extruded foam polystyrene), and clear or solid polystyrene (oriented polystyrene). The recycle code for polystyrene is "6" or "PS," either alone or in combination with other letters. This definition applies to all polystyrene food service ware and other products, regardless of whether it exhibits a recycle code. Expanded polystyrene (EPS) is generally used to make such items as cups, bowls, plates, trays, clamshell containers, meat trays and egg cartons.

"Polystyrene cooler" means any cooler or ice chest made of polystyrene foam, where such foam is not fully encased in another material by its original manufacturer.

"Polystyrene food service ware" means disposable food service ware that contains or utilizes polystyrene.

"Prepared food" means any food or beverage that is: (1) ready to consume without any further food preparation, alteration or repackaging; and (2) prepared, provided, sold or served by a food provider using any cooking, packaging or food preparation technique. Prepared food may be eaten either on or off the food provider's premises. Prepared food does not include: (1) any raw uncooked meat, poultry, fish or eggs, unless provided for consumption without further food preparation, and (2) fresh produce provided for consumption without food preparation or repackaging, including fruits, vegetables, and herbs, sold by grocery stores, supermarkets, food markets, farmers' markets and other food vendors.

"Recycle code" means a resin identification code placed on certain goods to identify the material composition for separation of different types of goods for recycling.

#### **8.08.030 Permitted and prohibited food service ware.**

A. No food provider shall distribute or sell any polystyrene food service ware in conjunction with the sale or distribution of prepared food at any location within the City.

B. Food providers that distribute prepared food in disposable food service ware shall: (1) distribute only disposables that exhibit a recycle code other than No. 6 or PS or which are reusable or compostable, and (2) maintain documentation about the composition of the disposable food service ware. Documentation may include information from the supplier, manufacturer, or bulk packaging of the disposables, and any other relevant information demonstrating that the disposable material is not polystyrene.

C. No person shall distribute or sell prepared food in any polystyrene food service ware at City facilities that have been rented, leased or are otherwise being used with permission of the City. This subsection is limited to use of City facilities for which a person has entered into an agreement with the City to rent, lease or otherwise occupy a City facility. All facility rental agreements for any City facility shall include a provision requiring contracting parties to assume responsibility for preventing the utilization and/or distribution of polystyrene food service ware while using City facilities. The facility rental agreement shall indicate that a violating contractor's security deposit will be forfeited if the City Manager or his designee determines that polystyrene food service ware was used in violation of the rental agreement.

D. No person shall use or distribute polystyrene food service ware at City-sponsored events, City-managed concessions, or City meetings open to the public. This subsection shall apply to the function organizers, agents of the organizers, City contractors, food providers and any other person that enters into an agreement with one (1) or more of the function organizers to sell or distribute prepared food or otherwise provide a service related to the function. For the purpose of this section, a "function organizer" means the person(s) principally responsible for making decisions about a function's date, time, location, program, choice of vendors, or similar decisions.

E. The City, its departments, and its city contractors, agents, and employees acting in their official capacity, shall not purchase or acquire polystyrene food service ware, or distribute it for public use.

F. All food providers using any disposable food ware for providing prepared food to customers will use compostable or recyclable disposable food ware which is accepted by the local franchise hauler.

G. A food provider may charge a "take out fee" to customers to cover the cost difference.

#### **8.08.040 Prohibition of sale of polystyrene food service ware and polystyrene coolers.**

No person shall sell any polystyrene food service ware or polystyrene cooler at any location within the City.

#### **8.08.050 Exemptions.**

A. The following are exempt from the provisions of this chapter:

1. Food prepared or packaged outside of the City, provided such food is not altered, packaged or repackaged within the City limits.
2. Coolers and ice chests, other than those defined as polystyrene coolers in this chapter.
3. Disposable food service ware composed entirely of aluminum.

4. Food brought by individuals for personal consumption to City facilities, including but not limited to City parks and facilities, provided the City facility is being used for individual recreation or similar purposes.
5. The City Manager or his/her designee may temporarily suspend the provisions of this Chapter for the immediate preservation of the public health, safety, or welfare in the event of an emergency or disaster as determined in his or her sole discretion.

B. Food providers that are obligated to purchase or have purchased polystyrene food service ware under a contract entered into within the year prior to the effective date of the Ordinance codified in this chapter are exempt from the provisions of this chapter for six (6) months following its effective date.

C. The City Manager or his/her designee may temporarily exempt any person from Section 8.08.030 following the operative date of the Ordinance codified in this chapter, as follows:

1. A request for an exemption shall be filed in writing with the City Manager or his/her designee and shall include documentation of the reason for the claimed exemption and any other information necessary for the City to make its decision. The City may require the applicant to provide additional information as necessary to make the required determinations.
2. The City Manager or his/her designee may approve the exemption for a maximum of one (1) year, with or without conditions, upon finding that compliance would create an undue hardship. If the applicant requests to use or sell specific items or types of disposable food service ware, the City Manager or his/her designee shall find that a suitable compostable, reusable or recyclable alternative does not exist for a specific application and/or that imposing the requirements of this chapter on that item or type of disposable food service ware would cause undue hardship.
3. An applicant granted an exemption shall re-apply prior to the end of the one year exemption period and demonstrate continued undue hardship if the applicant wishes to have the exemption extended. The City Manager's or his or her designee's decision to grant or deny an exemption or to grant or deny an extension of a previously issued exemption shall be in writing and shall be final.

#### **8.08.060 Certification of compliance.**

A. All food providers subject to Section 8.08.030 shall certify compliance with this chapter on an annual basis. Such reporting must be done on a form prescribed by the City Manager, and must be signed by a responsible agent or officer of the food provider confirming that the information provided on the form is accurate and complete. All reporting must be submitted no later than 45 days after the end of each calendar year.

B. If the reporting form covering the food provider's first year is submitted on time and is compliant with this chapter, then the food provider shall participate in self-recertification reporting each subsequent year by completing and keeping the annual report on site and

available to the City Manager and/or his designee. Each food provider shall also keep records that verify data in each year's on-site report. A food provider that participates in self-recertification may destroy the completed reports and related records after five (5) years have elapsed since the date of the report.

C. If the reports required by this section are not timely submitted by a food provider, or not maintained in compliance with subsection (B), such food provider shall be subject to the fines set forth in Section 8.08.080 and or be required to submit annual reporting to the City as provided in subsection (A), in addition to on-site inspections.

#### **8.08.070 Enforcement and violation-penalty.**

A. Violation of this Ordinance is hereby declared a public nuisance; this Ordinance shall be enforced in accordance with Section 1.20.030 PMC, except as modified below or by any other applicable law.

B. No person owning, leasing, occupying or having charge or possession of any property in the city shall maintain a public nuisance under Section 1.20.020 PMC, which includes, but is not limited to, leaving or storing any polystyrene packaging materials, polystyrene coolers, or polystyrene food service ware outside an enclosed building or structure.

C. The City Manager and Code Enforcement Officer have primary responsibility for enforcement of this Ordinance. The City Manager's Office is authorized to promulgate regulations and to take any and all other actions reasonable and necessary to enforce this Ordinance, including, but not limited to, investigating violations, issuing citations, assessing fines and entering the premises of any establishment subject to this chapter during business hours. Other City staff may assist with this enforcement responsibility by entering the premises of an establishment as part of their regular inspection functions and reporting any alleged violations to the City Manager.

D. If the City Manager or Code Enforcement Officer determines that a violation of this Ordinance has occurred, he/she shall issue a written citation to the operator of a subject establishment that a violation has occurred and the potential penalties that will apply for future violations.

E. Any person that violates or fails to comply with any of the requirements of this Ordinance after a written citation has been issued for that violation shall be guilty of an infraction.

F. If a person has subsequent violations of the Ordinance that are similar in kind to the violation addressed in a written citation, the following penalties shall be imposed and shall be payable by the operator of the establishment to the City of Pittsburgh:

1. A fine not exceeding one hundred dollars (\$100.00) for the first violation after the written citation is given;
2. A fine not exceeding two hundred dollars (\$200.00) for a second violation of the same Ordinance section within 12 months; or

3. A fine not exceeding five hundred dollars (\$500.00) for a third and any subsequent violations of the same Ordinance section within 12 months.
  - a. A fine shall be imposed for each day a violation occurs or is allowed to continue.
  - b. All fines collected pursuant to the Ordinance shall be deposited in the Police Support Services – Administrative Citations Account to assist Code Enforcement with its costs of implementing and enforcing the requirements of the Ordinance.
  - c. Any operator of an establishment that receives a written citation or is assessed a fine may request an administrative review of the accuracy of the determination or the propriety of any fine assessed, by filing a citation of appeal with the City Manager no later than 30 days after receipt of a written citation or fine, as applicable. The notice of appeal must include all facts supporting the appeal and any statements and evidence, including copies of all written documentation and a list of any witnesses that the appellant wishes to be considered in connection with the appeal, and an appeal fee in the amount set by resolution of the City Council. Failure to timely request a hearing or to pay the appeals processing fee constitutes a waiver of the right to appeal and a failure to exhaust administrative remedies. The appeal will be heard by a Hearing Officer designated by the City Manager.
  - d. The Hearing Officer shall conduct a hearing concerning the appeal within 45 days from the date that the notice of appeal is filed, or on a later date if agreed upon by the appellant and the City of Pittsburg, and shall give the appellant 10 business days prior citation of the date of the hearing. The Hearing Officer may sustain, rescind, or modify the written citation or fine, as applicable, by written decision. The written decision shall be served on the appellant. The Hearing Officer shall have the power to waive any portion of the fine in a manner consistent with the decision. The decision of the Hearing Officer is final and effective on the date of service of the written decision, is not subject to further administrative review, and constitutes the final administrative decision.

**SECTION 5. Amending Pittsburg Municipal Code Section 1.20.020, “Nuisance Designated.”**

Pittsburg Municipal Code Section 1.20.020, “Nuisance Designated,” is hereby amended to add Subsection (R) to read as follows:

R. Any polystyrene packaging materials, polystyrene coolers, or polystyrene food service ware left or stored outside an enclosed building or structure.

**SECTION 6. Severability.**

In the event any section or portion of this Ordinance shall be determined invalid or unconstitutional, such section or portions shall be deemed severable and all other sections or portions hereof shall remain in full force and effect.

SECTION 7. No Conflict with Federal or State Law.

Nothing in this Ordinance is intended to create any requirement, power or duty that is in conflict with any federal or state law.

SECTION 8. Effective Date.

This Ordinance shall be in full force and effect thirty (30) days after its adoption.

SECTION 9. Grace Period.

The provisions of this Ordinance are voluntary until April 2, 2019. The City will begin enforcement after such date without further notice.

SECTION 10. 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 April 2, 2018 and was adopted and ordered published at a meeting of the City Council held on April 16, 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

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Dwaine "Pete" Longmire, Mayor

ATTEST:

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Alice E. Evenson, City Clerk



PITTSBURG  
Chamber OF  
Commerce

YOUR BUSINESS IS OUR BUSINESS

January 16, 2018  
Mayor Pete Longmire and City Council  
City of Pittsburg  
65 Civic Ave.  
Pittsburg, CA 94565

Re: Proposed Sustainable Food Packaging; Polystyrene Products Regulation Ordinance

Dear Mayor Longmire and Council Members,

On behalf of the Pittsburg Chamber of Commerce Board of Directors we are writing to express our support for Pittsburg's proposed Sustainable Food Packaging; Polystyrene Products Regulation Ordinance with a few suggested considerations.

The Pittsburg Chamber of Commerce supports the efforts of the City to reduce litter and potentially harmful pollution in our community. We believe that the continued reduction of minimally recyclable and potentially harmful substances will improve the overall quality of our business and residential community. Accordingly, we write in support of the City of Pittsburg's proposed ordinance to ban disposable polystyrene food packaging.

We believe this is an important step forward in reducing landfill waste and litter. We understand that similar ordinances in Contra Costa County, and throughout California, have worked well, without disruption of the affected businesses.

The Pittsburg Chamber believes that the impacts on small businesses should be considered when drafting, approving and implementing the ordinance. Specifically, we encourage you to consider those businesses with current inventories of Polystyrene products. The Chamber recommends extending the grace period from approval to implementation from six months to one year. This extra time will allow current businesses to completely use their existing inventories and properly adjust their businesses to the new ordinance. Additionally, this six-month period of additional time could be used by the City for business education and would allow time for possible overriding state legislation.

The Pittsburg Chamber of Commerce believes that a healthy business community is invaluable to the community. We appreciate your consideration of our recommendations regarding the Proposed Sustainable Food Packaging; Polystyrene Products Regulation Ordinance.

Sincerely,

*Monica Couture*

Monica Couture, CEO  
Pittsburg Chamber of Commerce  
cc: Chamber Board of Directors



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

**DATE:** 3/21/2018  
**TO:** Mayor and Council Members  
**FROM:** Joe Sbranti, City Manager  
**SUBJECT:** Introduction and Waive First Reading of an Ordinance Amending Chapter 8.07 Plastic Bag Regulation  
**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

Currently, single-use plastic bags are not allowed in retail establishments but allowed in public eating establishments. The City Council will consider the adoption of an Ordinance amending to Chapter 8.07 Plastic Bag Regulation to include public eating establishments.

**FISCAL IMPACT**

This amended Ordinance regulating all single-use plastic bags will provide compliance with the City's National Pollutant Discharge Elimination System (NPDES) permit, overseen by the California Regional Water Quality Control Board, potentially avoiding future fines. Staff time for public outreach and verification of Ordinance's compliance would not impact the General Fund should the amended Ordinance be adopted. Associated costs with enforcing the Ordinance will be covered by the assessed violation fines. Staff time removing plastic bag litter and blight from creeks, trees, and waterways will continue to decrease with the approval of this amended Ordinance.

**RECOMMENDATION**

City Council open the public hearing, take public comment, close the public hearing and introduce, waive further reading, and pass to second reading, the attached Ordinance approving amendments to Chapter 8.07 "Plastic Bag Regulation" of the Municipal Code.

**BACKGROUND**

At the September 16, 2013 City Council meeting, staff presented to the City Council the environmental issues associated with plastic bags, the California Environmental Quality Act (CEQA) process undertaken and completed for City Council approval and outlined the Ordinance's key provisions. After opening and closing the Public Hearing, the Negative

Declaration and Ordinance was passed and adopted at the regular City Council meeting on October 21, 2013. The City Council requested staff to do a follow-up presentation at the end of the first year.

The Ordinance went into effect on January 15, 2014. The State Legislature passed and adopted SB 270, Solid Waste: single-use carryout bags, the statewide plastic bag ban in September 2014. SB 270 accepts local ordinances regulating the use of plastic bags that are adopted prior to January 1, 2015. SB 270 only pertains to retail stores and will not affect the proposed amendments regulation public eating establishments.

On September 15, 2014, at a regular City Council meeting, staff provided an update to the City Council regarding the Plastic Bag Regulation as directed. At that meeting, City Council directed staff to include restaurants in Chapter 8.07, "Plastic Bag Regulation." The amendment to this Ordinance is before the City Council for consideration. Since the passage of the Plastic Bag Ordinance, the amount of plastic bags within the creeks and trees as well as floating throughout the community has decreased dramatically.

### **SUBCOMMITTEE FINDINGS**

Not applicable.

### **STAFF ANALYSIS**

The inclusion of public eating establishments will require that standard single-use carryout bag be prohibited and that they provide only recycled paper carryout bags or reusable bags. The recycled paper bag fee of \$0.10 per bag would not apply, however, the annual reporting will be required for public eating establishments by completing the annual reporting form the first year after its effective date. As per the retail establishment reporting, if the report is completed on time and reflects compliance with the Ordinance, then in subsequent years, the public eating establishment can perform self-certification reporting and keep the required records on site.

Since adoption of Chapter 8.07, "Plastic Bag Regulation" on October 21, 2013, staff has noticed a decrease of plastic bags in the environment. Adoption of this amendment will continue to reduce the litter impacts within the community. The provisions of this Ordinance are voluntary until April 2, 2019, whereby the City will begin enforcement after this date without further notice.

In an effort to notify the public of the Council's consideration, staff published notice in the East County Times, and noted the amendment in letters mailed to businesses that might be affected by the Ordinances no fewer than 15 days before tonight's meeting. Staff believes approximately 120 businesses would be affected by the amendment to this Ordinance.

ATTACHMENTS: Exhibit A – Ordinance Amending Chapter 8.07 "Plastic Bag Regulation"

Report Prepared By: Laura L. Wright, Environmental Affairs Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

|                                          |   |                   |
|------------------------------------------|---|-------------------|
| An Ordinance of the City of Pittsburg    | ) |                   |
| Amending Chapter 8.07 "Plastic Bag       | ) | ORDINANCE NO. 18- |
| <u>Regulation" of the Municipal Code</u> | ) |                   |

The City Council of the City of Pittsburg DOES ORDAIN as follows:

SECTION 1. Recitals

Globally, an estimated 500 billion to one trillion petroleum-based plastic bags are used each year resulting in the use of over 12 million barrels of oil. California's Department of Resources Recycling and Recovery (CalRecycle) estimates that Californians use nearly 20 billion single-use plastic bags per year and discard over 100 hundred plastic bags per second.

Recent studies indicate that single-use plastic bags contain plastics that have been found to concentrate certain toxic chemicals at levels of up to one million times the levels found in seawater.

Most single-use plastic bags do not biodegrade, but instead persist in the environment for hundreds of years and contain many different additives such as polychlorinated biphenyls (PCBs), dichlorodiphenyl/dichloroethylene (DDE) and other toxic substances and that can enter the food web.

The City of Pittsburg is located along the Delta, which is connected to the world's oceans through its stormwater system and wind streams, and contains creeks and other waterways as well as a marina. Plastic bag litter from the City contributes to the growing ecological problem by polluting these bodies of water which makes plastic bag litter a particular concern for the City.

SECTION 2. Amending Pittsburg Municipal Code Chapter 8.07, "Plastic Bag Regulation."

Section 8.07.020, "Definitions" of Chapter 8.07 "Plastic Bag Regulation" of Title 8 "Health and Sanitation" is hereby amended to read as follows:

"Public eating establishment" means a restaurant, take-out food establishment, or any other business that receives 90 percent or more of its revenue from the sale of prepared food to be eaten on or off its premises and is located within or doing business within the geographical limits of the city of Pittsburg.

"Retail establishment" means any commercial establishment that sells perishable and nonperishable goods including, but not limited to, clothing, food and personal items directly to the customer, and is located within or doing business within the geographical limits of the city of Pittsburg. Except as otherwise specified in this chapter, "retail establishment" does not include a public eating establishment or nonprofit charitable organization.

Section 8.07.030, "Plastic carryout bags prohibited." of Chapter 8.07 "Plastic Bag Regulation" of Title 8 "Health and Sanitation" is hereby amended to read as follows:

8.07.030 Plastic carryout bags prohibited.

No retail establishment shall provide a single-use carryout bag to a customer at the check stand, cash register, point of sale or other point of departure for the purpose of transporting food or merchandise out of the establishment except as provided in this chapter.

This prohibition applies to bags provided for the purpose of carrying away goods from the point of sale and does not apply to produce bags or product bags.

Public eating establishments shall qualify as retail establishments for purposes of this section and its enforcement.

Section 8.07.040, "Permitted bags." of Chapter 8.07 "Plastic Bag Regulation" of Title 8 "Health and Sanitation" is hereby amended to read as follows:

8.07.040 Permitted bags.

All retail establishments shall provide or make available to a customer only recycled paper carryout bags or reusable bags for the purpose of carrying away goods or other materials from the point of sale, subject to the terms of this chapter. Nothing in this chapter prohibits customers from using bags of any type that they bring to the retail establishment themselves or from carrying away goods that are not placed in a bag, in lieu of using bags provided by the store.

Public eating establishments shall qualify as retail establishments for purposes of this section and its enforcement.

Section 8.07.050, "Regulation of recycled paper carryout bags." of Chapter 8.07 "Plastic Bag Regulation" of Title 8 "Health and Sanitation" is hereby amended to read as follows:

8.07.050 Regulation of recycled paper carryout bags—retail establishments.

Section 8.07.055, "Regulation of recycled paper carryout bags – public eating establishments." of Chapter 8.07 "Plastic Bag Regulation" of Title 8 "Health and Sanitation" is hereby added as follows:

8.07.055 Regulation of recycled paper carryout bags—public eating establishments.

A. All public eating establishments must report, on an annual basis, that they provide or make available to customers only recycled paper carryout bags or reusable bags consistent with this chapter, and may report a summary of any efforts the public eating establishment has undertaken to promote the use of reusable bags by customers in the prior year. Such reporting must be done on a form prescribed by the city manager, and must be signed by a responsible agent or officer of the public eating establishment confirming that the information provided on the form is accurate and complete. All reporting must be submitted no later than 45 days after the end of each calendar year.

B. If the reporting form covering the public eating establishment's first year is submitted on time and is compliant with this chapter, then the public eating establishment shall participate in self-recertification reporting each subsequent year by completing and keeping the annual report on site and available to the city manager and/or his or her designee. A retail establishment that participates in self-recertification may destroy the completed reports and related records after five years have elapsed since the date of the report.

C. If the reports required by this section are not timely submitted by a public eating establishment, or not maintained in compliance with subsection (B) of this section, such public eating establishment shall be subject to the fines set forth in PMC 8.07.080 and/or be required to submit annual reporting to the city as provided in subsection (A) of this section, in addition to on-site inspections.

### SECTION 3. Effective Date

This Ordinance shall be in full force and effective thirty (30) days after its adoption.

### SECTION 4. Grace Period.

The provisions of this Ordinance are voluntary until April 2, 2019. The City will begin enforcement after such date without further notice.

### SECTION 5. 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 adoption.

The foregoing Ordinance was introduced at a meeting of the City Council of the City of Pittsburgh held on April 2, 2018 and was adopted and ordered published at a meeting of the City Council held on April 16, 2018 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

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Dwaine "Pete" Longmire, Mayor

ATTEST:

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Alice E. Evenson, City Clerk

**CITY OF PITTSBURG  
CITY COUNCIL/AGENCY CONCURRENT MEETING MINUTES**

**DATE:** March 19, 2018

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

**CITY COUNCIL/AGENCY MEMBERS**

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

**APPOINTED OFFICIALS**

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

Mayor Longmire called the meeting of the City Council to order at 7:03 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, CA after convening at 5:15 P.M. for a CalPERS Workshop and at 6:00 P.M. for Closed Session for the following items:

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

Property: Harbor (APN 088-171-037 and APN 086-214-025; Negotiators: Joe Sbranti, Maria Aliotti; Negotiating Parties: Contra Costa County; Under negotiation: Both price and terms of payment

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

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

3. CONFERENCE WITH LEGAL COUNCIL - ANTICIPATED LITIGATION FOR THE CITY OF PITTSBURG; Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:

One (1) case

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

## **ROLL CALL**

Vice Mayor Evola was absent and excused.

## **PLEDGE OF ALLEGIANCE**

Captain Albanese led the Pledge of Allegiance.

## **PROCLAMATIONS**

American Red Cross Month

Oscar Menendez, a member of the Leadership Council representing the American Red Cross accepted the proclamation.

Mr. John Newman and Moe

John Newman and his Golden Retriever Moe were presented with awards from the Police Department for lifesaving achievements when Moe alerted Newman that an elderly man had fallen into the water at the marina.

## **CITIZENS REMARKS**

Sonia Johnsen, representing Convoy of Hope, invited everyone to their event in Concord on April 28.

Chris Lanzafame, Pittsburg, asked the Council for assistance with a dispute regarding the lease in his building.

Larry Reasoner, Pittsburg, asked for copies of the abatement filed in court on January 5.

## **CITY MANAGER'S REMARKS**

City Manager Sbranti stated he had nothing to report.

## **CITY COUNCIL MEETING**

### **PUBLIC HEARING**

11. Introduction and Waive First Reading of a City Council Ordinance Adding Chapter 9.27, "Camping," to the Pittsburg Municipal Code

Mayor Longmire opened the Public Hearing.

The following spoke in favor of adoption of the ordinance:

Greg Logaburn, Pittsburg  
Wolfgang Croskey, Pittsburg

Bruce Ohlson, Pittsburg  
Mike Hurtado, Pittsburg

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

On motion by Member Killings, seconded by Member Craft to introduce and waive first reading of the ordinance and carried by the following vote:

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

12. Adoption of a City Council Resolution Approving Design Review, Fence Height Exception, and Sign Review for the Edgewater Apartments, and Adoption of a City Council Ordinance Approving a Development Agreement, AP-17-1228 (DA, DR, FE, SR)

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

On motion by Member Killings, seconded by Member Craft to adopt both the resolution and ordinance and carried by the following vote:

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

## **CONSIDERATION**

13. Adoption of a City Council Resolution Providing Staff with Direction Related to the Delta View Golf Course

The following spoke in favor of retaining the golf course and continuing its maintenance:

Wolfgang Croskey, Pittsburg  
Ben Johnson, Pittsburg  
Brandon Johnson, Antioch  
Susan Stas, Bethel Island  
Anthony Siino, Pittsburg  
Joe Kermode, Antioch  
Doug Conant, Pleasant Hill  
Colleen Wallace, Walnut Creek  
Irene Palomino, Pittsburg

Marshall Collins, Green Sports Academy, Pittsburg stated the City is in need of a community center and recreational activities for all.

No motion was taken. Council directed Staff to provide minimum maintenance to the golf course, contact potential management companies, and survey the community for thoughts as to what should be done with the acreage.

## **CONFLICT OF INTEREST STATEMENT**

There were no conflict of interest statements.

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

Member Banales asked that Item 26 be removed for discussion.

Member Killings stated he wanted to register an abstention from the vote on Item 23.

On motion by Member Craft, seconded by Member Killings, to adopt without Item 26 and carried by the following vote:

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

14. Minutes of March 5, 2018

15. Adoption of Pittsburg Power Company Resolution to Retroactively Approve the 2016 Annual Power Source Disclosure Report to the California Energy Commission

16. Adoption of a Successor Agency Resolution Transferring Property Located at 1425 Railroad Avenue, APN 086 180-031 to the City of Pittsburg

17. Adoption of an Ordinance Amending Pittsburg Municipal Code Section 7.04.010 Relating to the Adoption of Contra Costa County Animal Control Regulations

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

19. Adoption of a City Council Resolution to Amend the Community Development Block Grant 2017-2018 Budget for the City of Pittsburg Engineering Department - ADA Sidewalk Replacement Project

20. Adoption of a City Resolution to Accept Donation Funds from USS-POSCO Industries for Repair to Boat at Small World Park

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

22. Adoption of a City Council Resolution to Establish Salary Ranges and Amend AFSCME-MPC Bargaining Agreement

23. Adoption of an Ordinance Amending Title 5 of the Pittsburg Municipal Code Related to Cannabis Regulations

24. Adoption of a City Council Resolution to Support Proposition 69 on the June 2018 Ballot to Protect Transportation Funding
25. Adoption of a City Council Resolution to Approve the Purchase of a Backhoe Loader

The following item was considered separately:

26. Adoption of a City Council Resolution to Establish Salary Range for City Engineer and Assistant City Engineer

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

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

ITEM FROM HOUSING AUTHORITY JOINT CONSENT CALENDAR VOTED ON IN EARLIER HOUSING AUTHORITY SESSION:

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

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

10. Adoption of City Council and Agency Resolutions to Authorize Necessary Budget Adjustments Based on Year-End Projections

### **COUNCIL MEMBER REPORTS/REMARKS**

Member Killings thanked everyone that attended tonight's Council Meeting. He also reminded everyone to weigh in on the bike share locations being considered.

Member Craft asked that this meeting be adjourned in memory of David Castro, President of the 50 Plus Club.

Mayor Longmire asked that the meeting also be adjourned in memory of Eloise Quintana, long-time resident.

### **ADJOURNMENT**

The City Council meeting was adjourned at 9:04 P.M. to April 2, 2018 ***in memory of David Castro and Eloise Quintana.***

Respectfully submitted,

Alice E. Evenson, City Clerk



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

**DATE:** 3/14/2018  
**TO:** Mayor and Council Members  
**FROM:** Joe Sbranti, City Manager  
**SUBJECT:** Adoption of a City Council Resolution Authorizing California Beverage Container Recycling and Litter Reduction Act Funding Request  
**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

The State of California Department of Resources Recycling and Recovery (CalRecycle) maintains a funding program eligible to cities and counties for projects that promote beverage container recycling and litter clean up. The funding applications require a City Council Resolution for the City to be eligible to receive this non-competitive funding.

**FISCAL IMPACT**

Approval of this Resolution will provide the City of Pittsburg with an opportunity to receive approximately \$17,000 to \$18,000 annually in funding to implement activities related to beverage container recycling and litter reduction. Without these funds, the desired recycling programs in the schools and community would not be funded, or would require the expenditure of other City funds such as the general fund.

**RECOMMENDATION**

Staff recommends City Council adoption of the attached Resolution authorizing the submittal of the Funding Request Form, authorize the City Manager to execute the application and necessary documents on behalf of the City and the Director of Finance to receive and account for the funds provided.

**BACKGROUND**

The California Beverage Container Recycling and Litter Reduction Act, Section 14581 (a)(5)(A), requires CalRecycle to distribute a total of \$10,500,000 to all eligible cities and counties for beverage container recycling and litter cleanup activities. The goal of CalRecycle's beverage container recycling program is to reach and maintain an 80 percent recycling rate for all California Refund Value (CRV) beverage containers - aluminum, glass,

plastic and bi-metal. Projects implemented by cities and counties will assist in reaching and maintaining this goal.

Each city is eligible to receive a minimum of \$5,000 or an amount calculated by CalRecycle, on a per capita basis, whichever is greater. The per capita amount is calculated, based upon the population at the beginning of each calendar year, as stated in the annual City and County Population and Housing Estimates Report submitted to the governor by the California Department of Finance.

Past funding from this program has benefited the community by providing collection containers for the high school, junior high school and community college as well as purchasing products made of recycled plastic and other recycled products. Education and media campaigns have also been funded.

### **SUBCOMMITTEE FINDINGS**

Not Applicable.

### **STAFF ANALYSIS**

Based on population, the City of Pittsburg is eligible to receive \$17,500 in funding. To qualify to receive these funds the City must develop and implement pre-approved activities that meet specified criteria and adopt a resolution of authorization. The criteria are as follows:

- Collection and recycling of beverage containers at large venues; schools, public areas, community areas;
- Public education or advertising promoting beverage container recycling and/or litter prevention;
- Beverage container/litter abatement in public places including community clean-up projects or other related activities involving the recycling of beverage containers.
- Supporting AB341 Mandatory Commercial Recycling requirements

Projects being considered by staff and pending approval by CalRecycle include purchasing recycling units at schools for the collection of bottles and cans as well as for public/community areas as well as benches, signs, or other products made from recycled bottles and education. These projects support the City's effort to reach the state goal of 75 percent recycling rate. The attached Resolution would authorize the funding request application and secure funds from Department of Resources Recycling and Recovery (CalRecycle) to implement approved activities outlined in the Beverage Container Recycling and Litter Reduction Act.

ATTACHMENTS: Resolution

Report Prepared By: Laura Wright, Environmental Affairs Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter Of:

|                                         |   |                     |
|-----------------------------------------|---|---------------------|
| Resolution Authorizing California       | ) |                     |
| Beverage Container Recycling and Litter | ) | RESOLUTION NO. 18 - |
| <u>Reduction Act Funding Request</u>    | ) |                     |

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the people of the State of California have enacted the California Beverage Container Recycling and Litter Reduction Act that provides funds to cities and counties for beverage container recycling and litter cleanup activities; and

WHEREAS, the California Department of Resources Recycling and Recovery (CalRecycle) has been delegated the responsibility for administering the funding program within the State and establishing the necessary procedures for cities and counties to obtain funds under the program; and

WHEREAS, per Section 14581 (a)(5)(D) of the California Beverage Container Recycling and Litter Reduction Act, the eligible participant must submit the Funding Request Form by the specified due date and time in order to request funds from the CalRecycle; and

WHEREAS, it is the City Council's desire and direction that staff apply for these funds on a routine annual basis for the 2019/2020 to 2023/2024 period provided this program funding remains available.

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

SECTION 1. Findings

- A. The recitals set forth are true and correct statements.
- B. The City Council authorizes the submittal of the Funding Request Form to the Department of Resources Recycling and Recovery (CalRecycle).
- C. The City Manager, Assistant City Manager or his/her designee, is hereby authorized to execute in the name of the City of Pittsburg all necessary forms for the purposes of securing payments and to implement and carry out the purposes specified in the Section 14581 (a)(5)(B) of the California Beverage Container Recycling and Litter Reduction Act for the period commencing with

the Fiscal Year 2019/2020 to and including the Fiscal Year 2023/2024 and provide information regarding this program to CalRecycle upon request.

- D. The Director of Finance is hereby authorized to receive these funds in the name of the City of Pittsburg and to be established in separate accounts for the purpose of administering this program.

SECTION 2. Effective Date.

This Resolution is effective upon adoption.

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

AYES:

NOES:

ABSTAINED:

ABSENT:

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Dwaine "Pete" Longmire, Mayor

ATTEST:

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Alice E. Evenson, City Clerk



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

**DATE:** 3/21/2018  
**TO:** Mayor and Council Members  
**FROM:** Joe Sbranti, City Manager  
**SUBJECT:** Adoption of a City Council Resolution Accepting the Public Improvements within Subdivision 9380, San Marco Unit 12 for Continuous Maintenance

**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

All the public improvements within Subdivision 9380 have been completed and are ready to be accepted for continuous maintenance.

**FISCAL IMPACT**

When the public improvements are accepted, there will be increased maintenance service costs that will be partially offset by the typical revenues collected from private residences.

**RECOMMENDATION**

City Council to adopt the attached resolution accepting the public improvements as complete and assume responsibility for maintenance of these facilities.

**BACKGROUND**

On December 22, 1992, the Planning Commission approved the Vesting Tentative Map for the San Marco Subdivision, by adoption of Resolution No. 8658. San Marco Unit 12 is a tract of the approved Vesting Tentative Map, and consists of 13.99 acres, which has been subdivided for 108 single-family homes. This tract is located west of Santa Teresa Drive, South of San Marco Unit 11.

On July 17, 2017 the City Council approved the Final Map, Improvement and Grading Plans, and Subdivision Improvement Agreement for Subdivision 9380 San Marco Unit 12.

## **SUBCOMMITTEE FINDINGS**

Not applicable

## **STAFF ANALYSIS**

The subdivision improvements have been constructed in accordance with the approved plans. Upon acceptance, the City will release the payment and performance bond. The developer will provide the City with a warranty bond in the amount of One Hundred Twenty-Five Thousand, One Hundred Forty- Eight Dollars (\$125,148). Said warranty bond shall be held for a period of one year from the date of this acceptance.

ATTACHMENTS:      Resolution  
Site Plan

Report Prepared By: Jolan Longway  
Clean Water Program Coordinator

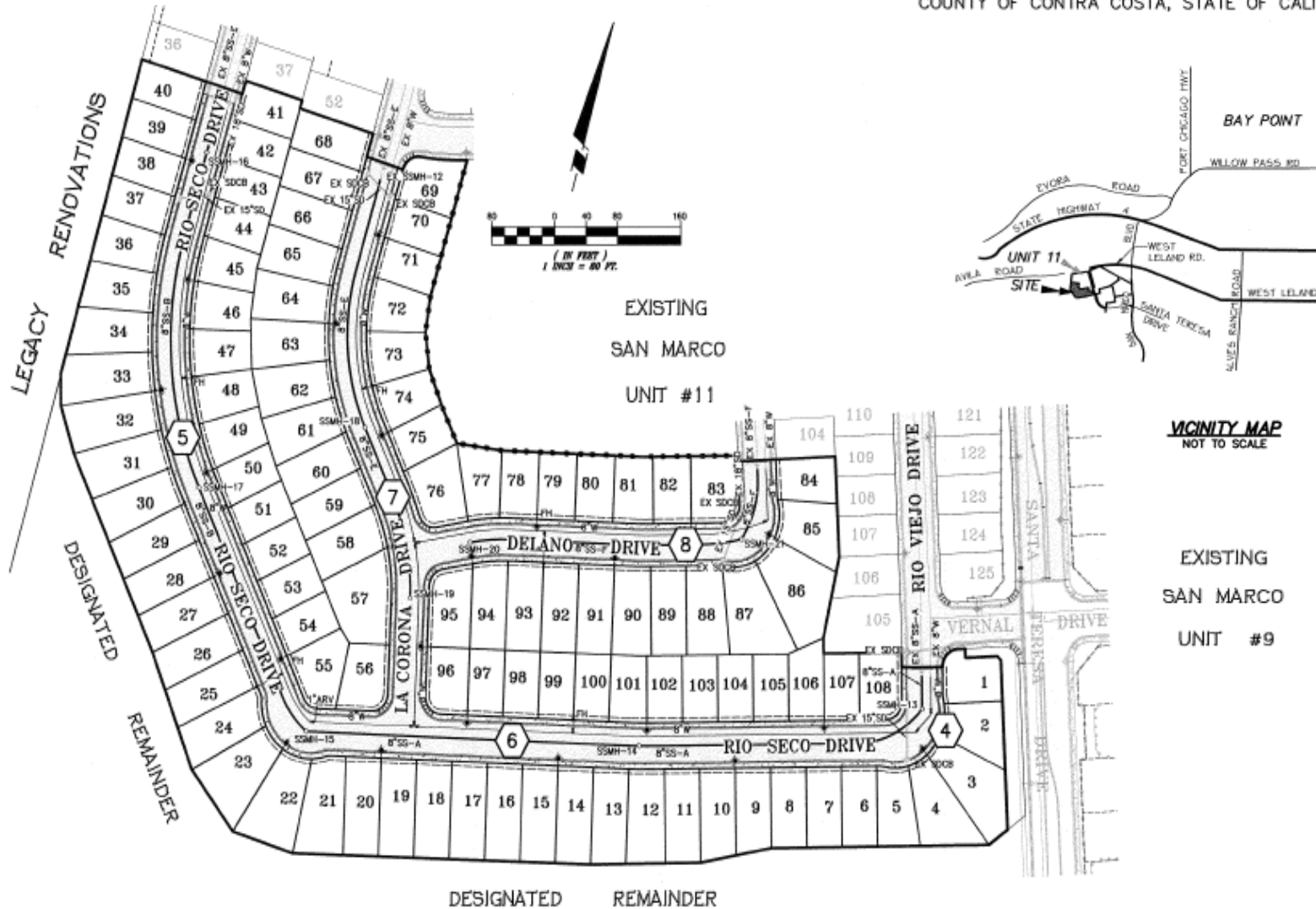
# SITE PLAN

## "SAN MARCO UNIT 12"

SUBDIVISION 9380

CITY OF PITTSBURG

COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA





Section 6. Upon acceptance, the City will release the payment and performance bond, and the Developer shall provide the City with a warranty bond in the amount of Two Hundred Eighty-One Thousand, Two Dollars (\$281,002). Said warranty bond shall be held for a period of one year from the date of this acceptance.

Section 7. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 2<sup>nd</sup> day of April 2018 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

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Dwaine "Pete" Longmire, Mayor

ATTEST:

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Alice E. Evenson, City Clerk



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

**DATE:** 3/16/2018

**TO:** Mayor and Council Members

**FROM:** Joe Sbranti, City Manager

**SUBJECT:** Adoption of a City Council Resolution Accepting Grant Funds from Caltrans and Authorizing a Consultant Service Agreement with Fehr & Peers for Preparation of the Pittsburg Active Transportation and Safe Routes Plan

**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

The City has been awarded \$312,000 in grant funding from Caltrans to prepare the Pittsburg Active Transportation and Safe Routes Plan. Staff is requesting adoption of a resolution to accept these funds and authorize a consultant service agreement with Fehr & Peers to begin preparing the Plan.

**FISCAL IMPACT**

The proposed resolution would authorize allocation of \$312,000 in grant funds from Caltrans and authorize the City Manager to execute a consultant service agreement with Fehr & Peers in an amount not to exceed \$312,000. No matching funds are required.

**RECOMMENDATION**

City Council adopt the attached resolution accepting grant funds from Caltrans and authorizing a consultant service agreement with Fehr & Peers for preparation of the Pittsburg Active Transportation and Safe Routes Plan.

**BACKGROUND**

In September 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) under the State Department of Transportation (Caltrans). The purpose of the program is to provide competitive funding for projects that increase walking and bicycling as transportation.

In April 2016, the California Transportation Commission (CTC) released a call for projects for the ATP's third cycle of funding (ATP Cycle 3). Staff submitted a request for \$312,000 to prepare the Pittsburg Active Transportation and Safe Routes Plan (the Plan), but it was not selected for ATP Cycle 3 funding. In June 2017, CTC issued another call for projects, and staff resubmitted the City's request for funds. In October 2017, CTC approved the City's application and allocated the requested funding on March 21, 2018. The funds must be expended by September 30, 2021.

In October 2017, the City released a request for proposals from consultants interested in helping the City prepare the Plan. The City received proposals from Alta Planning + Design, Eisen | Letunic, Fehr & Peers, Michael Baker International, and TJKM Transportation Consultants. Staff ranked the proposals and conducted consultant interviews in January 2018. Based on the interview panel's scoring, staff recommends approval of a \$312,000 consultant service agreement with Fehr & Peers to prepare the Plan. The scope of services for the Plan is attached to this report. If approved, the project will kick off at the end of this month, with a target completion of May 2019.

### **SUBCOMMITTEE FINDINGS**

Not applicable.

### **STAFF ANALYSIS**

The Pittsburg Active Transportation and Safe Routes Plan will be a long-range, community-based plan for bicycle and pedestrian improvements and programs to help increase safety, accessibility, and connectivity between housing, schools, transit, parks, community centers, and commercial areas. It will also advance Plan Bay Area's transportation goals, which include reducing the number of injuries and fatalities from collisions; increasing average daily walking or biking per person; decreasing the share of household income spent on transportation; increasing non-auto mode share; and decreasing vehicle miles traveled.

Pittsburg has an opportunity to leverage its land use patterns and projected growth to increase active modes of transportation. A considerable share of residents already live within walking distance (1/4 mile) of a school (58%), bus stop (93.3%), BART station (2.5%), or park (58%). Even more residents live within biking distance of these destinations. Pittsburg's two BART station area plans envision adding over 3,000 new residential units and over one million square feet of commercial space within half-a-mile of the Pittsburg/Bay Point and Pittsburg Center BART stations. The Pittsburg Active Transportation and Safe Routes Plan will be an opportunity for the City to engage students, parents, and residents to identify and prioritize grant-ready projects and programs that will make walking and biking safe, convenient, and accessible, especially in disadvantaged neighborhoods.

ATTACHMENTS:     1. Proposed Resolution  
2. Consultant Service Agreement (includes Exhibits A and B)  
3. ATSRP Schedule

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

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

|                                         |   |                    |
|-----------------------------------------|---|--------------------|
| Resolution Accepting Grant Funds from   | ) |                    |
| Caltrans and Authorizing a Consultant   | ) |                    |
| Service Agreement with Fehr & Peers for | ) | RESOLUTION NO. 18- |
| Preparation of the Pittsburgh Active    | ) |                    |
| Transportation and Safe Routes Plan     | ) |                    |

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The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, in September 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) under the State Department of Transportation (Caltrans);

WHEREAS, the purpose of the program is to provide competitive funding for projects that increase walking and bicycling as a means of transportation;

WHEREAS, in April 2016, the California Transportation Commission (CTC) released a call for projects for the ATP's third cycle of funding (ATP Cycle 3);

WHEREAS, the City of Pittsburgh submitted a request for \$312,000 to prepare the Pittsburgh Active Transportation and Safe Routes Plan (ATSRP) – a long-range, community-based plan for bicycle and pedestrian improvements and programs to help increase safety, accessibility, and connectivity between housing, schools, transit, parks, community centers, and commercial areas;

WHEREAS the ATSRP was not selected for ATP Cycle 3 funding;

WHEREAS, in June 2017, CTC issued a call for projects seeking funding under the ATP Cycle 3 Augmentation and the City resubmitted its request for the ATSRP in July 2017;

WHEREAS, in August 2017, CTC staff recommended the ATSRP for augmentation funding, CTC approved their staff's recommendation in October 2017, and allocated the requested funding in March 2018;

WHEREAS, in October 2017, the City released a request for proposals from consultants interested in helping the City prepare the ATSRP and the City received five proposals;

WHEREAS, City staff ranked the proposals and conducted consultant interviews in January 2018;

WHEREAS, based on the interview panel's scoring, City staff recommends the City Council approve a \$312,000 consultant service agreement with Fehr & Peers to prepare the ATSRP.

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

Section 1.

The allocation of \$312,000 in ATP funds from Caltrans is hereby approved.

Section 2.

The Consultant Service Agreement with Fehr & Peers for preparation of the Pittsburgh ATSRP is hereby approved and the City Manager is hereby authorized to execute the Agreement on behalf of the City of Pittsburgh.

Section 3.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 2nd day of April 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST:

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Dwaine "Pete" Longmire, Mayor

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Alice E. Evenson, City Clerk

**CONSULTING SERVICES AGREEMENT BETWEEN  
THE CITY OF PITTSBURG AND  
FEHR & PEERS FOR PREPARATION OF THE PITTSBURG ACTIVE  
TRANSPORTATION AND SAFE ROUTES PLAN  
(design professionals)**

THIS Agreement ("Agreement") for consulting services is made by and between the City of Pittsburgh ("City") and Fehr & Peers ("Consultant") (together referred to as the "Parties") as of April 2, 2018 (the "Effective Date").

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

- 1.1 Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on December 31, 2019 or the date the Consultant completes the services specified in Exhibit A, whichever occurs first, unless the term of the Agreement is otherwise terminated or extended, as referenced herein.
- 1.2 Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.
- 1.3 Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, requests in writing the reassignment of any such persons to ensure Consultant performs services in accordance with the Standard of Performance, Consultant shall, immediately upon receiving City's request, reassign such persons.
- 1.4 Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided herein above and to satisfy Consultant's obligations hereunder.

**Section 2. COMPENSATION.** City hereby agrees to pay Consultant a sum not to exceed three-hundred and twelve thousand dollars (\$312,000), as set forth in Exhibit B, attached hereto and incorporated herein for services to be performed and reimbursable expenses incurred under this Agreement. This dollar amount is not a guarantee that the City will pay that full amount to the Consultant, but is merely a limit of potential City expenditures under this Agreement.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- a. The Commercial General and Automobile Liability Insurance shall cover on an occurrence basis.
- b. City, its officers, officials, employees, agents, and volunteers shall be covered as additional insureds for liability arising out of work or operations on behalf of the Consultant, including materials, parts, or equipment furnished in connection with such work or operations; or automobiles owned, leased, hired, or borrowed by the Consultant. Coverage can be provided in the form of an endorsement to the Consultant's insurance at least as broad as CG 20 10 11 85, or both CG 20 10 10 01 and CG 20 37 10 01.
- c. For any claims related to this Agreement or the work hereunder, the Consultant's insurance covered shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and non-contributing.
- d. The policy shall cover inter-insured suits and include a "separation of Insureds" or "severability" clause which treats each insured separately.
- e. Consultant agrees to give at least 30 days prior written notice to City before coverage is canceled or modified as to scope or amount.

#### **4.3 Professional Liability Insurance.**

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

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

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

- a. The retroactive date of the policy must be shown and must be before the date of the Agreement.
- b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement or the work.
- c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must purchase an extended period coverage for a minimum of five (5) years after completion of work under this Agreement.
- d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

#### **4.4 All Policies Requirements.**

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

- a. Certificate of Liability Insurance in the amounts specified in this Agreement; and
- b. Additional Insured Endorsement as required for the General Commercial and Automobile Liability Policies.

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

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

**4.4.4 Wasting Policies.** With the exception of professional liability insurance, no policy required herein shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

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

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

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

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

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

## **Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.**

**5.1 General Requirement.** To the fullest extent permitted by law, Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers (collectively, "Indemnitees") from and against any and all liability, loss, damage, claims, expenses, and costs, including without limitation, attorney's fees, costs and fees of litigation, (collectively, "Liability") of every nature to the extent arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Consultant in

performance of the services under this Agreement, except such Liability caused by the negligence or willful misconduct of City. In no event shall the cost to defend charged to consultant exceed Consultant's proportionate percentage of fault.

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

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

## **Section 6. STATUS OF CONSULTANT.**

- 6.1 Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City.
- 6.2 Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

## **Section 7. LEGAL REQUIREMENTS.**

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

- 7.3 Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have, and will maintain at their sole cost and expense, all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid business licenses from City.
- 7.4 Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, genetic information, marital status, sex, sexual orientation, gender or gender identity, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

## **Section 8. TERMINATION AND MODIFICATION.**

- 8.1 Termination.** Upon ten days' prior written notice, City may cancel this Agreement at any time and without cause upon such written notification to Consultant. In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.
- 8.2 Amendments.** The parties may amend this Agreement only by a writing signed by the parties hereto.
- 8.3 Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the City Manager, or his or her

designee. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the City Manager, or his or her designee.

**8.4 Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant, including but not limited to the provisions of Section 5, shall survive the termination of this Agreement.

**8.5 Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

**8.5.1** Immediately terminate the Agreement;

**8.5.2** Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

**8.5.3** Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

**8.5.4** Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

**8.5.5** The remedies mentioned in this Agreement are not exclusive of any other right, power or remedy permitted by law. The City's failure or delay in exercising any remedy shall not constitute a waiver of such remedy or preclude the further exercise of City's rights.

## **Section 9. KEEPING AND STATUS OF RECORDS.**

**9.1 Records Created as Part of Consultant's Performance.** All final versions of reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement, and the City may use, reuse or otherwise dispose of the documents without Consultant's permission. It is understood and agreed that the documents and other materials, including

but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential drafts and will not be released to third parties by Consultant without prior written approval of City.

- 9.2 Consultant's Books and Records.** Consultant shall maintain any and all records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement. All such records shall be maintained in accordance with generally accepted accounting principles and shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Pursuant to Government Code Section 8546.7, the Agreement may be subject to the examination and audit of the State Auditor for a period of 3 years after final payment under the Agreement.

## **Section 10 MISCELLANEOUS PROVISIONS.**

- 10.1 Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
- 10.2 Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in Contra Costa County or in the United States District Court for the Northern District of California.
- 10.3 Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.4 No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

**10.5 Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

**10.6 Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a “conflict of interest,” as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

**10.7 Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

**10.8 Notices.** Any notice, demand, request, consent or approval that either party is required to give the other pursuant to this Agreement, shall be in writing and may be given by either (i) personal service, or (ii) certified United States mail, postage prepaid, return receipt requested. Notice shall be effective upon personal delivery or delivery to the addresses specified below, as reflected on the receipt of delivery or return receipt, as applicable.

Consultant : Fehr & Peers  
100 Pringle Avenue  
Walnut Creek, CA 94596  
ATTN: Julie Morgan, Principal

City: City of Pittsburg  
65 Civic Avenue  
Pittsburg, CA 94565  
ATTN: City Manager

**10.9 Professional Seal.** Where applicable in the determination of the City Manager, or his or her designee, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled “Seal and Signature of Registered Professional with report/design responsibility.”

**10.10 Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A and B represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. To the extent there are any inconsistencies between this Agreement, the Exhibits, and Consultant's proposal, the Agreement shall control. To the extent there are any inconsistencies between the Exhibits and the Consultant's Proposal, the Exhibits shall control.

|                  |                       |
|------------------|-----------------------|
| <u>Exhibit A</u> | Scope of Services     |
| <u>Exhibit B</u> | Compensation Schedule |

**10.11 Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

**10.12 Construction of Agreement.** Each party hereto has had an equivalent opportunity to participate in the drafting of the agreement and/or to consult with legal counsel. Therefore, the usual construction of an agreement against the drafting party shall not apply hereto.

**10.13 No Third Party Beneficiaries.** This Agreement is made solely for the benefit of the parties hereto, with no intent to benefit any third parties.

The Parties have executed this Agreement as of the Effective Date.

**CITY OF PITTSBURG**

**CONSULTANT**

\_\_\_\_\_  
Joe Sbranti, City Manager

\_\_\_\_\_  
Julie Morgan, Principal

Attest:

\_\_\_\_\_  
Alice E. Evenson, City Clerk

Approved as to Form:

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Ruthann G. Ziegler, City Attorney

**EXHIBIT A**  
**SCOPE OF WORK AND SERVICES**



# Scope of Work & Services

The below scope of work and services outlines the work of Fehr & Peers, Local Government Commission (LGC), Bike East Bay (BEB), and Rincon.

## 0. Project Management

### 0.1 Kick-Off Meeting

Fehr & Peers will lead a formal kick-off meeting for the project. This will include the full team, with the City, CCHS, LGC, BEB, and, if appropriate, First 5. The focus of this meeting will be on confirming priorities, refining strategies, and detailing approaches for outreach, visioning, and existing conditions tasks.

**Deliverable:** Meeting agenda and meeting summary.

### 0.2 Project Administration

With the many exciting events and analyses scoped within this project, it will be critical for Fehr & Peers and the City to communicate on a regular basis. The budget assumes phone calls between City and Fehr & Peers project managers every two weeks, with up to four in-person meetings scoped through this task to review key milestones and refine approaches to tasks.

**Deliverable:** Administrative coordination, monthly invoicing, bi weekly phone calls, and up to four in-person meetings.

### 0.3 Project Branding

At the beginning of the project our Visual Communications team will collaborate with the City to brand the project, following the City's graphic standards and direction, which will carry through to all materials.

**Deliverable:** Draft and final logo, font, and color scheme based on one round of consolidated comments.



# 1.0 Stakeholder Outreach

## 1.1 BPAG

The team will work with the City to assemble a Bicycle and Pedestrian Advisory Group (BPAG) to guide community outreach and development of the Plan. The BPAG would be composed of members nominated by the City Council and Pittsburg Unified School District. The highest proportion of BPAG membership would be reserved for disadvantaged community residents and representatives from community-based organizations working in the city's disadvantaged communities. The BPAG would meet at least four times. BEB will assist in identifying community members who may be good fit for the BPAG. We also anticipate that CCHS will assist in identifying BPAG members.

We anticipate the meeting topics as follows:

- BPAG #1: establishing the group and confirming the outreach strategy.
- BPAG #2: reviewing existing conditions and establishing the community vision.
- BPAG #3: confirming initial plan conclusions.
- BPAG #4: reviewing the draft plan.

**Deliverable:** Meeting agenda, Powerpoint/materials, facilitation, and meeting summaries for four meetings.

## 1.2 BPTAC

In this task, we will assist the City in recruiting and forming a Bicycle and Pedestrian Technical Advisory Committee (BPTAC) to provide on-going technical assistance and guidance during development of the Plan. The BPTAC may include representatives from the Pittsburg City Manager's Office, Engineering Division, Planning Division, Public Works Department, Police Department, Pittsburg Unified School District, Contra Costa County Fire Protection District, CCHS, BART, East Bay Regional Parks District, and others. The BPTAC would meet at least four times. We anticipate that meeting topics will parallel the BPAG.

**Deliverable:** Meeting agenda, Powerpoint/materials, facilitation, and meeting summaries for four meetings.



## 2.0 Community-Wide Input

### 2.1 Outreach Strategy

We will work with the BPAG, BPTAC, the City's Community Advisory Committee, and other stakeholders to develop a written strategy for community outreach to guide the Plan development process. We will develop specific strategies to engage and empower disadvantaged community residents, especially minorities, limited English-proficiency households, zero-vehicle households, seniors, residents with disabilities, single-parent families, and rent-burdened households.

#### 2.1A Outreach Plan

In our experience, a good Outreach Plan has two major functions: (1) to define the purpose, format, expectations, and success strategy for each outreach event and (2) to organize the outreach and keep the outreach events on track. LGC will take the lead on preparing the outreach plan with heavy input from F&P, City, CCHS, LGC, BEB and, if appropriate, First 5.

**Deliverables:** Draft and final version of the Outreach Plan based on one round of consolidated comments.

#### 2.1B Fliers/Announcements

As part of this task, LGC will develop a press release and electronic fliers in Spanish and English for the City's use of in publicizing the project's initiation and various outreach tasks. The fliers will be graphically appealing and create a consistent visual brand for the project. Under this task, LGC will develop a flier template that can be used and easily updated for each of the outreach events.

**Deliverables:** Draft and final versions of the press release and flier template based on one round of consolidated comments.

### 2.2 Project Website and Online Webmap/Survey

For this task, we will develop an interactive, bilingual project website. We anticipate the following type of information will be included as part of the website: a) general information and Plan draft documents; b) collision and health indicator data (health data to be provided by CCHS), Plan goals and 'Vision Zero 2040' collision targets; c) list of stakeholder groups; d) aerial map with existing active transportation network, collision data, and a built-in tool allowing residents to map issues,



constraints, and opportunities; e) existing bicycle and pedestrian counts; f) public opinion and other surveys with real-time statistics; g) calendar of capacity building events, community meetings, focus group meetings, mobile workshops, bicycle/walking audits, Planning Commission and City Council meetings; h) email news notifications and volunteer sign-up (via the City's existing eNews signup); i) aerial map with future active transportation network and a built-in tool allowing residents to comment on proposed improvements; and j) list of proposed improvement projects with 'before' and 'after' visual simulations. We understand the City will be looking for ways to seamlessly integrate the project's website into the City's own existing website.

The online webmap and survey will be critical resources to supplement in-person workshop and pop-ups with a way to engage participants from home. The public workshops and online tools will seek similar information, and we will work with the City, school districts, and advocacy groups to use social media platforms to draw people to the website. We will provide tablets for the pop-up events for broader distribution of the survey and webmap. The webmap will be used twice: during the existing conditions phase and the project list development. The link will be made available to Pittsburg Unified School District school newsletters to make sure that the needs of school communities and students are well-represented. We anticipate using Maptionnaire as a vendor for this task and that the map will include a built-in survey with several questions. This will allow the City to understand who is providing input and gather more feedback on walking and biking in Pittsburg. The content will be displayed in English and Spanish. The cost assumes that the map tool will be available for through the draft Plan process.

**Deliverable:** Draft and final project website and online survey/webmap. Draft and final summary of webmap and survey findings to be incorporated into existing conditions documentation and network development deliverables.

## **2.3 Community Capacity Building Event Nos. 1 and 2**

For this task, we will host community capacity building events to raise awareness of the Plan's long-term public health benefits and educate residents, especially those from disadvantaged communities, about bicycle and pedestrian issues so they can participate in the Plan development process in a meaningful way. The events would focus separately on bicycle and pedestrian issues, especially around schools and transit.

BEB will lead both the community capacity building events. BEB has a team of trained instructors who put on educational events in communities across Contra Costa County. They envision a menu



of two potential activities under this task, and we will work with the City and BPAG to confirm what the best format for Pittsburg will be:

**Option 1: Indoor Capacity Building Events** - BEB, in an anticipated collaboration with CCHS, the City of Pittsburg, and First 5, will host two workshops to initiate active engagement in the Active Transportation Plan process while promoting biking and walking in the community. The workshops will each include an overview of the bicycle and pedestrian master plan process, types of bike facilities and pedestrian safety issues, and discussion of possible bike and pedestrian improvements. BEB will draw from its experience hosting civic engagement trainings with members, volunteers, bicycle and pedestrian advisory committees, and large local employers. For example, in recent Bike Civics Workshops, residents learned about bikeway designs and their application to different streets, in easy to understand language. Pedestrian safety improvements will be added to this curriculum based on our experience with walk audits, both school- and transit-based.

**Option 2: Walk and Bike Ride with Plan Outreach and Capacity Building:** BEB will organize one community bike ride and one community walk geared toward youth and families. Pending involve from CCHS, we anticipate the ride and walk will build on existing collaboration with CCHS and other community-based organizations to foster energy and excitement around biking and walking in Pittsburg. Ride leaders will announce the Active Transportation Plan and emphasize the opportunity to engage in the plan process. Through this work, BEB will help identify and recruit volunteers for the Pittsburg Bicycle & Pedestrian Advisory Group. At the beginning and end point of the ride and walk, there will be an outreach area set up with handouts on bikeway types and possible pedestrian improvements, along with a timeline and information about how to get involved with the process. Ride staff will facilitate conversations to engage community members on their questions, concerns, and ideas for biking and walking in Pittsburg, with the goal of working together with them to refine their input and prepare for the plan process.

**Deliverables:** Draft and final materials and fliers for capacity buildings events. Staff time to lead capacity building events. Draft and final summary of each event.

## 2.4 Bike and Walk to School Counts

For this task we will develop a student travel tally sheet that can be used by teachers, City staff, student volunteers, or others to gather baseline bike and walk to school data. Perform counts at



each school on any two, non-rainy days between Tuesday and Thursday. This scope of work assumes that volunteers at each school site can be found to help administer the tally. The consultant team hours are for coordination, student-training, and assistance with summarizing the results. We will rely on the City, high school student leaders, school staff, and parent champions to assist in administering the counts.

**Deliverable:** Up to 26 coordination hours to assist in the planning and summary of the counts.

## 2.5 Parent Survey

We will develop a survey to collect information from parents about how their children travel to and from school, what barriers they face to walking or biking to and from school, and their attitudes about walking and biking to school. Surveys could be sent home as homework in student backpacks, with an option to complete the survey online or return to their child's teacher.

We anticipate using the National Safe Routes to School Center resources for completing parent tallies through their online survey program, which summaries the results automatically. We will lean heavily on student leadership, parent champions, school staff, and the City to encourage parent participation through the National Center's online platform. While sending the online version of the survey will reach some, we recognize that not all may have internet access at home or on their phones. As a result, we have set aside some budget for processing paper versions of the survey. We will work with the BPAG and City to identify student and/or partner volunteers who can assist in administering the survey with during pick-up or drop-off or other convenient times. We can also try to do this through the use of tablets on-site.

**Deliverable:** Up to 26 coordination hours to assist in the planning, administering, and summarizing of the counts.

## 2.6 Community Meeting #1

We will host a bilingual meeting (English and Spanish) to kick-off the Plan development process. Meeting invitation flyers would be sent to residents together with their City-issued water utility bills.

LGC, with support from F&P, CCHS, and BEB, will lead the first Community Meeting in both English and Spanish. Paul Zykofsky, AICP is an expert facilitator and trainer on walking and biking issues, building capacity on specific issues related to walking and biking, and working with participants to envision how they want to be able to move through their community.



We will work with the City to determine the preferred format of the first workshop, which may include use of an oversized aerial floor map and/or a walk and design workshop. LGC will kick-off the meeting by leading a visioning exercise with participants writing a 1-2 sentence vision for walking and biking in Pittsburgh that is then shared with the rest of the group.

**Deliverables:** Draft and final meeting flier, agenda, Powerpoint presentation, aerial floor map, workshop boards, and meeting summary.

## 2.7 School Area Workshops –

- A. No. 1 – We will host a bilingual community workshop to identify issues, constraints, and opportunities near the following schools: Marina Vista Elementary, Willow Cove Elementary, Parkside Elementary, Pittsburgh High School, and Martin Luther King, Jr. High School. Workshop invitation flyers could be sent home with students.
- B. No. 2 – We will host a bilingual community workshop to identify issues, constraints, and opportunities near the following schools: Hillview Elementary, Black Diamond High School, Stoneman Elementary, Los Medanos College, Highlands Elementary, and Foothill Elementary. Workshop invitation flyers could be sent home with students.
- C. No. 3 – We will host a bilingual community workshop to identify issues, constraints, and opportunities near the following schools: Delta View Elementary, Rancho Medanos Junior High School, and Heights Elementary. Workshop invitation flyers could be sent home with students.

We envision these tasks both as additional capacity building events as well as localized community workshops. To assist us with this, BEB and LGC will co-lead this task. Each event will combine a student-oriented educational component with a mini-workshop focused on the safe routes to school issues in that part of Pittsburgh. At each mini-workshop, will have the full range of city geographies and issues available for discussion but assume that most participants will want to focus in on the local neighborhoods and school issues. We will reuse the aerial floor map and materials from Community Meeting #1 to assist us with efficiently completing this task and focusing on the capacity building and safe walking and biking training for children. Each school workshop could be noticed together so that parents and children can choose which workshop to attend based on which hands-on type of walking and biking activity is relevant for their child. BEB will host a different educational activity at each workshop including:



1. **Bike Mobile:** BEB will coordinate with Bay Area Bike Mobile to provide free bicycle repair and education alongside one of the School Area Workshops.
2. **Kids Learn To Ride:** This 3-hour class is for kids who have not yet learned how to ride a bike, covering the basics of balancing, pedaling and steering. Our trained instructors are friendly, patient, and will help youth get off to a great start in a secure, non-judgmental environment. Youth bikes and helmets would be provided, or participants can bring their own. All minors would need to be accompanied by an adult to participate. Participants would be able to drop in and out any time. Instruction would be provided in multiple languages with in-language instructors available based on participant needs.
3. **Family Cycling Rodeo:** This 3-hour rodeo is for kids who are able to ride a bike and ready to take to the paths and roadways with their parents (suggested grade range K-6th). The event includes instruction on:
  - fitting a helmet
  - performing a bike safety check
  - communicating with other road users
  - riding in a straight line and avoiding obstacles
  - navigating safely through intersections, all while playing fun games!

Youth bikes and helmets would be provided, or participants can bring their own. All minors would need to be accompanied by an adult to participate. Course takes about 1/2 an hour to complete, participants would be able to drop in and out any time.

4. **Making Walking Fun and Safe:** In addition to the bicycle activities described above, BEB will develop a curriculum focused on safe walking and traffic safety for children. Instruction would be provided in multiple languages with in-language instructors available based on participant needs.

**Deliverables:** Draft and final materials for workshops. Staff time to lead events. Draft and final summary of each event.



## 2.8 Bike and Walk Audits

We will conduct separate bike and walk audits co-led by the City of Pittsburg, CCHS, BEB, and, if appropriate, First 5 to identify issues, constraints, and opportunities along key, existing and future bicycle and pedestrian routes. After each audit, we will have participants complete a 'bikeability' or 'walkability checklist' to evaluate the safety and convenience of biking or walking along each route.

We anticipate the audits supplementing the third phase of outreach to further develop the priority projects and grant-ready fact sheets, as part of ATP Chapter 5. The hours assume consolidation of the audits into one day of activity for efficiency and to maximize participation. The day might consist of four different audit locations, each about one mile in length. At least one of the audits will have a bike option for participants, which will be led by BEB. The City will assist in coordinating stakeholders. The team will provide interpretation and facilitation in both Spanish and English.

**Deliverables:** Draft stakeholder packet one week before walk audits, including agenda and route map, to be finalized based on one round of consolidated comments from City staff. Up to 8 hours of walk audits completed in a single day. Budget assumes interpretation and materials in English and Spanish.

## 2.9 Community Meeting Nos. 2 and 3

For this task, we will host bilingual meetings (English and Spanish) to present and accept community input on the Initial Draft Plan. Two meetings would be held to help focus on bicycle and pedestrian topics separately. Meeting invitation flyers could be sent to residents together with their City-issued water utility bills.

These meetings will be supplemented with review of proposed walking and biking projects on the online mapping tool through the pop-up workshops.

**Deliverable:** Draft and final workshop boards and Powerpoint and meeting facilitation.

## 2.10 Pop-Up Workshops

For this task, we will support ongoing pop-up workshops at City-organized events including, but not limited to the following: Neighborhood Improvement Team Meetings; First Fridays at the Pittsburg Marina; Pittsburg Diamonds Baseball, Farmers Market; Green Footprint Festival!; Classic Car Show; Culinary Crawl; Deltaboard Kiteboarding Event; Off-the-Grid; Movies in the Park; and Fun



Run 5K Race. During the existing conditions phase, the pop-up workshops could be equipped with a map of the existing active transportation network for residents to identify issues, constraints, and opportunities using a dot exercise. After the Initial Draft Plan is available, workshops could be equipped with a map of the future active transportation network and improvement project fact sheets to solicit resident feedback. Residents would be able to take the public opinion survey and sign-up for news and upcoming event notifications at each workshop. These pop-up workshops would be operated by City staff.

Alternative formats to public engagement lower the barrier to participation and reach a broader cross-section of Pittsburgh's diverse community. These are particularly important to reach communities that are typically under represented at workshops and open houses.

We will work with the City to focus the pop-up events and/or meetings on neighborhoods not well represented at the workshops.

**Deliverable:** Modifications to workshop materials for pop-up format.

## 2.11 Living Previews

We will install a temporary or 'living' preview of a proposed improvement project within a disadvantaged community. As an optional task, we can include additional living preview(s) if road 'right-sizing' or roundabout projects are included as recommended improvement projects in the Plan. These living previews will allow residents to observe, interact, and comment on the proposed improvement projects.

Fehr & Peers, LGC, and BEB have put on numerous living preview projects, including in collaboration with each other. Living previews are an exciting opportunity to explain proposed improvements to community members in full-scale design. To date, two of these living preview projects have resulted in implementation of permanent street changes people are enjoying every day, and two others have funding for PS&E and construction already secured. Living previews have a great deal of benefit for technical stakeholders, including City engineering staff, as on-the-fly design modifications can be made to ensure the proposal operates as well as possible. They can allow for coordination and testing of actual design vehicles with emergency service providers. Project evaluation can also be done during the Living Preview event to collect data on how the facility is used, including speed data, volumes, and community preference and perception.



An important aspect of the event will be explaining the various improvements and the purpose of the installation. Our budget assumes that the City of Pittsburg will take the lead on appropriate permits, temporary traffic control (if needed), event publicity, and borrowing supplies available to the City (e.g. cones, sandwich board signs, etc).

**Deliverable:** Draft and final concept plan for installation; publicity materials design; meeting to confirm design; staff and materials budget to install project for up to two days; and summary of event.

## 3.0 Subcommittee and City Council Meetings

### 3.1 Active Transportation Plan Subcommittee Meeting No. 1

For this task, we will work with the City to form a temporary subcommittee of the Community Advisory Commission, Planning Commission, City Council, and School Board to facilitate review, comment, and direction from these bodies. We will present Pittsburg's collision and health indicator data and solicit comments on the scope and outreach strategy for the Plan.

Fehr & Peers will lead the presentations to the Active Transportation Plan Subcommittee (ATPS). To maximize efficiency, we will use materials developed for the BPAG and BPTAC meetings. We will rely on City of Pittsburg staff for assistance in assembling the subcommittee and coordination of meetings.

**Deliverable:** Draft and final Powerpoint presentation materials based on the BPAG and BPATC materials; summary of the meeting.

### 3.2 Active Transportation Plan Subcommittee Meeting Nos. 2 and 3

We will present the Initial Draft Plan to the Active Transportation Subcommittee and solicit comments on the proposed goals, policies, objectives, and improvement projects. Two meetings would be held to help focus on bicycle and pedestrian topics separately.



**Deliverable:** Draft and final Powerpoint presentation materials based on the BPAG and BPATC materials; summary of the meetings.

### **3.3 Pittsburg Unified School District (PUSD) Board Meeting**

For this task, we will present the Initial Draft Plan to the PUSD Board and solicit comments on the proposed safe routes to schools improvement projects. We will incorporate a consolidated set of comments from the Active Transportation Subcommittee and the PUSD Board into a Revised Final Draft Plan for City Council adoption.

**Deliverable:** Meeting attendance and written summary.

### **3.4 City Council Meeting Nos. 1 and 2**

We will present the Revised Final Draft Plan and accompanying environmental document to City Council for adoption. Two meetings would be held to help focus on bicycle and pedestrian topics separately, to be decided at the discretion of City staff.

**Deliverable:** Preparation for and attendance at two City Council meetings.

## **4.0 Environmental Review**

For this task, Rincon Consultants will prepare the environmental documentation necessary to comply with CEQA requirements. We expect the Plan would require a CEQA Initial Study/Mitigated Negative Declaration, which would be prepared concurrently with the Plan. This scope assumes payment of the notice of intent fee only, with the City paying any applicable other environmental fee, such as Fish and Game,

Due to the programmatic nature of the Plan, the IS-MND will be tailored specifically to analyze the potential environmental impacts of the Plan at a broad level. The environmental analysis will identify and focus on the subset of prioritized pedestrian and bicycle improvement projects listed in the Plan that would involve physical ground disturbance, such as Class I shared-use paths in natural open space, riparian corridors, and outside of existing paved rights-of-way, as well as on-street bicycle facilities like Class IV separated bikeways that could substantially affect traffic flow. Because these projects may need additional environmental analysis once their final design, location, and



specific features are determined, the IS-MND will be written with the goal of streamlining future CEQA review. Where warranted, the IS-MND will establish prescriptive performance-based mitigation measures that future projects can utilize to ensure impacts are minimized to the extent feasible.

Each of the issues included in the Initial Study form (Appendix G of the State CEQA Guidelines) will be addressed and analyzed at a level of detail that leads to a definitive conclusion relative to significance. The following paragraphs provide a summary of our approach to key environmental issue areas.

- **Aesthetics** – The Plan may result in visual changes to the City’s character through the future implementation of various listed projects. Rincon will identify projects that may result in visual impacts and analyze as appropriate. The visual impact analysis will develop mitigation measures if needed, which may include general requirements for lighting, signage, landscaping, or feature placement.
- **Air Quality** – Because the Plan is a programmatic document and intended to encourage non-motorized transportation, operational air quality impacts will be addressed qualitatively. Construction of certain projects under the Plan may result in temporary construction-related emissions. These emissions will be analyzed qualitatively and mitigation measures will be applied as warranted, consistent with recommendations of the Bay Area Air Quality Management District.
- **Biological Resources** – The Plan may include projects that could affect biological resources such as wetlands, riparian corridors, and mature trees. Impacts to biological resources will be identified and clear, performance-based mitigation measure will be prescribed as appropriate, which may include agency consultation, biological surveys, and mitigation replacement ratios for impacts to trees or biological/wetland resources.
- **Cultural Resources** – Ground disturbance and development of staging areas during the future construction of projects listed in the Plan could result in impacts to cultural or historic resources. Relying on existing information and general principles of resource sensitivity, impacts to cultural resources will be analyzed and mitigation measures will be prescribed as appropriate.
- **Greenhouse Gas Emissions** – Because it is intended to encourage non-motorized transportation, the plan would be expected to reduce greenhouse gas emissions.



Operational and construction emissions will be analyzed qualitatively and mitigation measures will be prescribed as appropriate and/or cross-referenced with mitigation measures in the air quality analysis.

- **Transportation and Circulation** – Because the Plan is intended to improve multi-modal circulation, no adverse transportation system impacts are anticipated. In general, the Plan would be expected to decrease traffic congestion, encourage active modes of movement, and improve mobility conditions. Projects that could significantly impact traffic conditions are expected to be scoped for further study in this Plan, and to be environmentally cleared in future efforts.

Under this task Rincon will lead:

- 4.1 Kick-Off/Project Mobilization
- 4.2 Administrative Draft IS-MND
- 4.3 Public Draft IS-MND
- 4.4 Response to Comments/Final IS-MND
- 4.5 Mitigation Monitoring and Reporting Plan

## 5.0 Prepare the Pittsburgh Active Transportation and Safe Routes Plan

Fehr & Peers will lead the production of the ATP with targeted support from our teaming partners.

### 5.1 Chapter 1 – Introduction:

We will provide a description of the following: a) the Plan's purpose and horizon year; b) the community outreach and meaningful engagement of disadvantaged community residents that informed the Plan's development; c) the coordination that occurred between the City, neighboring jurisdictions, school districts, and transit providers in the Plan Area; and d) the Plan's relationship to other plans, and policies at the local, state and federal levels.

**Deliverable:** Draft and final introductory chapter.



## **5.2 Chapter 2 – Existing Conditions and Opportunities**

We will provide existing condition descriptions and maps for the following: a) land uses; b) key origins and destinations (residential neighborhoods, schools, shopping centers, public buildings, major employment centers, etc.); c) bicycle network, with focus around schools, transit, and parks; d) bicycle parking facilities at end-of-trip and intermodal connections; e) bicycle-involved collisions, serious injuries, and fatalities (using SWITRS and the City's Crossroads Database); f) pedestrian network, with focus around schools, transit, and parks; and g) pedestrian-involved collisions, serious injuries, and fatalities.

We will provide estimates of existing bicycle and pedestrian trips and projected increases in bicycling and walking as a result of the Plan's implementation.

Finally, we will prepare bicycle level of traffic stress analysis for the citywide roadway and path network. These task elements will be accomplished with the following subtasks.

### **5.2A Mapping System Development**

Using existing GIS-based information the Contra Costa County Transportation Authority (CCTA) Bicycle and Pedestrian Master Plan (BPMP) update (2017) and Pittsburg General Plan, the Fehr & Peers team will create bicycle and pedestrian existing conditions base maps. Our work on the CCTA BPMP update will allow us to complete this task quickly and efficiently for bicycles.

For pedestrians, we plan to use the latest technology to assist us in efficiently inventorying sidewalks, crosswalks, and signals in Pittsburg. As a firm, Fehr & Peers is committed to using the cutting edge technology that provides accurate and reliable results to our clients. As a result, we are excited about our partnership with Mapillary to provide GIS inventory information on projects. Mapillary is a street mapping company that creates digital inventories of infrastructure based on Google StreetView type imagery. We have worked with Mapillary to calibrate and validate their GIS inventories with detailed field review.

The following items will be mapped in GIS by Mapillary:

- Sidewalks
- Marked crosswalks and existing flashing beacons and related countermeasures
- Signals



- Bicycle parking at transit facilities

**Interim Deliverable:** Draft and final memorandum presenting existing conditions mappings for walking and biking and issues and opportunities for walking and biking.

## **5.2B Land-Use & Key Destinations Assessment**

Fehr & Peers will develop land use maps along with key destinations citywide to understand how to plan biking and walking facilities for land uses and destinations today and in the future. We will incorporate feedback and local knowledge from our staff who live in Pittsburgh to “ground truth” the maps. We understand that Pittsburgh will update its Pittsburgh 2020 General Plan in 2018 to create Pittsburgh 2040. Anticipating future land uses will be important, particularly when it comes to identifying the long-term vision network of walking and biking improvements through the ATP. As a result, we will provide both an existing land use map as well as vision land use map based (land use data in GIS provided by the City), to show change in biking and walking facilities over time based on anticipated changes in land use. We will prepare the future mapping in coordination with the walking and biking network development.

**Interim Deliverable:** Draft and final land use maps and key destinations

## **5.2C Collision Analysis: Prepping for Vision Zero 2040**

Fehr & Peers will provide a systemic safety analysis for Pittsburgh to assist the City in getting to zero fatal or severe injury collisions for people walking and biking. This systemic safety analysis will allow the City to strategically prioritize safety improvements where fatal and severe injury collisions have occurred and where, based on similar roadway and land use proximity factors, they may occur in the future. This approach is consistent with state and national guidance and funding criteria, which increasingly focuses on the systemic safety approach. A systemic approach to safety planning is particularly important for a City anticipating land use and demographic changes, as may occur in Pittsburgh with the new BART station and a new General Plan. Lessons of the past can inform design guidelines, new development review, and proactive safety countermeasure implementation, as well as hot spot treatments. The output of this task will consist of a map and an infographic (one each for bicyclists and pedestrians):

- **High Injury Network Map:** The High Injury Network (HIN) focuses on the top collision locations for fatalities and severe injuries citywide. The first step is to identify where injury collisions occur today using SWITRS data from the latest five years of available data,



as historical patterns are an important indicator of where safety investment is needed. Fatalities and severe injuries are then weighted more heavily to account for their life-altering impact. In addition to injury severity weightings, we would add an equity weighting to prioritize HIN segments located in disadvantaged communities. This will be done through overlaying the HIN with MTC Community of Concern mappings.

- **Collision Profiles:** Collision profiles provide the descriptive statistics to explain trends and collision factors that tell the story of why collisions involving pedestrians and bicyclists are occurring in Pittsburg. For example, collisions on multi-lane, high-speed arterials could be one collision profile focused on engineering considerations, and collisions involving children within ¼ mile of schools would be another collision profile that focuses on who is impacted by collisions. In the project development phase, this will allow us to match specific collision characteristics with safety projects.
- **Systemic Investments:** We will develop a matrix of crash types by roadway type to identify key opportunities to extrapolate current collision trends to other areas of the City, as well as potential programmatic countermeasure efforts.
- **Vision Zero Action List:** We will develop a series of action items for key stakeholders to support the infrastructure projects with education, enforcement, monitoring, and funding targeted at the collision trends identified through this task.

**Interim Deliverable:** Draft and final technical memorandum presenting the HIN network and development, collision profiles, systemic matrix, and Vision Zero action list and systemic investment.

## 5.2D Level of Traffic Stress Analysis

Fehr & Peers will complete a level of traffic stress (LTS) analysis of Pittsburg's existing roadway network using our LTS+ tool, which examines number of travel lanes, posted speed limit, and bikeway type using GIS and Python scripts for efficiency. The LTS metric will show the extents of the All Ages and Abilities (AAA) bicycle network today and identify the key links for improvements in order to extend the coverage and connectivity of the All Ages and Abilities network. Completing an LTS assessment for the full roadway network will allow the City to prioritize low-stress bikeways throughout the City and understand where cyclists currently feel most comfortable. In a suburban environment such as Pittsburg, the existing LTS map typically shows that residential streets are good for biking, but that the major streets that actually connect the city are high stress for



biking. As a result, the most impactful use of this tool will be modeling the benefits of the proposed network. At the existing conditions phase, we will use the network analysis to identify the key links that limit the connectivity of the low-stress network. These will become focus areas for project development. We will revisit the LTS analysis as the proposed bicycle network is develop metrics on how the proposed network will increase the connectivity and coverage of the All Ages and Abilities network. This task assumes the City will provide data on posted speed limits and number of travel lanes.

**Interim Deliverable:** Draft and final mapping of citywide bicycle level of traffic stress analysis, key barriers to the AAA network, and corresponding technical memorandum

### **5.2E Crosswalk Assessment**

Using the extensive databases created in 5.2E LTS Analysis and 5.2A Systems Mapping, we will use our Crosswalk+ GIS tool to identify potential enhancement to existing uncontrolled marked crosswalks. Enhancements will reflect the latest safety efficacy research. The focus will be on safety enhancements on high-volume and high-speed roadways without additional enhancements. This will lead to identification of countermeasures, such as median refuges, high visibility crosswalks, and flashing beacons consistent with the new citywide crosswalk policy. No new data collection on volumes or speeds is expected for this task.

**Interim Deliverable:** Draft and final mapping of existing marked crosswalks and potential crosswalk enhancements with existing crosswalk inventory and proposed project list.

**Final Deliverable:** Admin draft, public draft, and final Chapter 2 based on one round of consolidated comments.

## **5.3 Chapter 3 – Vision, Goals, Policies, and Objectives**

We will provide a community-driven vision statement expressing what bicycling and walking will be like in Pittsburg in the future when the City successfully implements the Plan.

We will provide a set of broad-based goals designed to support implementation of the City's long-term vision for bicycling and walking in Pittsburg. Goal areas would include safety, accessibility, connectivity, public health, equity, and maintenance.

As a starting point, we will conduct pedestrian and bicycle programs, policies, and practices benchmarking assessments. These provide a benchmark of existing city programs, policies, and



practices relative to statewide best practices. Fehr & Peers developed the statewide benchmarking assessment for the Pedestrian Safety Assessment and Bicycle Safety Assessment programs for UC Berkeley Tech Transfer and the California Office of Traffic Safety. The assessment will consider the General Plan update and a potential future Vision Zero Policy/Action Plan.

We will workshop the vision statement, goals, and policies with the BPAG and BPTAC to provide technical and community input on their development. This will occur at either the first or second meeting of each group. As this task provides the high-level direction for a 2040 vision, it is critical that Pittsburgh's future leaders steer its development.

**Interim Deliverable:** Technical memorandum on the bicycle benchmarking assessment and pedestrian benchmarking assessment with suggested areas of focus for goals and policies.

**Final Deliverable:** Admin draft, public draft, and final Chapter 3 based on one round of consolidated comments.

## 5.4 Chapter 4 – Future Active Transportation Network

Based on the Plan's vision statement, goals, policies, and objectives, we will provide future condition descriptions and maps for the following: a) bicycle network, with focus around each school, transit hub, and park; b) bicycle parking facilities at end-of-trip and intermodal locations; and c) pedestrian network, with focus around schools, transit hubs, and parks.

We will provide a description and example of each bicycle and pedestrian facility type.

Finally, we will provide a description of proposed wayfinding signage along the future bicycle and pedestrian network. The following subtasks detail our approach.



## 5.4A Active Transportation Plan Network Development and Project List

Fehr & Peers will use the issues, opportunities, and existing conditions analysis documented in Task 5.3, the BPAG and BPTAC Meetings #1 and 2, and the first phase of Community-Wide Outreach to create a draft, comprehensive citywide network for walking and biking. The focus will be on maximizing safety, comfort, and accessibility for people of all ages and abilities and particularly those in disadvantaged communities. The pedestrian “network” will consist of a map of projects, including sidewalk gap closures, crosswalk enhancements, and signature projects. As a companion to the draft priority network, we will create a proposed project list through the lenses of:

**Performance Measures:** Task 5.6 will set up a baseline and expectations for the overall performance of the ATP. Projects must be robust in order to meet the goals of the plan, and utilizing a performance-based approach will assist the City in “QAQC-ing” the effectiveness of the ATP. For example, this will check if projects provide enough safety enhancements, mode shift, and bicycle comfort-related projects to meet the ATP goals. It will also include consideration of what percentage of collision profiles are addressed through sidewalk gap closures and crosswalk enhancements.

**HIN for Walking and Biking:** The HIN and collision profile analysis will be used to identify countermeasure projects along the HIN networks for walking and biking. Examples may include daylighting crosswalks, installation of flashing beacons, and intersection improvements for bicyclists.

**AAA Connectivity:** We will utilize the LTS analysis developed in Task 5.3 to identify low traffic stress gap closure projects that allow for a complete and connected All Ages and Abilities bicycle network. This might include projects at SR 4 overcrossings where there are no alternative routes, addressing a difficult intersection between two low-stress bikeways, and looking at major gaps in the network, such as an east-west multi-use trail along the Pittsburgh waterfront.

**Crosswalk Assessment:** Based on the existing conditions analysis, we will identify safety countermeasure upgrades at all uncontrolled marked crosswalks in the City. We will also identify areas for potential signalized crosswalk enhancements.

**Interim Deliverables:** Draft and final bicycle and pedestrian networks with network development technical memorandum.



## **5.4B Pittsburg Wayfinding Program**

We will assist in developing a standard wayfinding sign with a Pittsburg branding. These graphics support a recommended citywide wayfinding project and an initial concept for a branded wayfinding sign for Pittsburg. The sign could be modified for use on bicycle boulevards, trails, or streetscape/sidewalk projects. As an optional task, we can develop a full suite of wayfinding signs to serve the needs of different bicycle and pedestrian facilities.

**Interim Deliverable:** Draft and final wayfinding sign in Adobe Illustrator.

**Final 5.4 Deliverable:** Admin draft, public draft, and final Chapter 4 based on one round of consolidated comments.

## **5.5 Chapter 5 – Improvement Projects**

For this task, we will provide a description of bicycle and pedestrian improvement expenditures over the last five years.

We will provide a detailed list of prioritized improvement projects necessary to implement the Plan and include an implementation timeline for each project.

For each major improvement project, we will provide a 'grant-ready' fact sheet with a project description and background, cost range, issues and opportunities, improvement details, illustrative diagrams, and before/after visual simulations.

Finally, we will provide a description of the criteria used to prioritize each improvement project, such as a project's ability to: a) shift mode share; b) address an immediate safety need; c) close a critical gap; d) support economic development; and e) increase accessibility to schools, transit, or parks. The following subtasks detail our approach.

### **5.5A Project Prioritization**

Prioritization criteria must reflect community needs and interests and the implementation scheme should reflect a reasonable work plan for City staff based on anticipated funding sources. Because most capital projects will require external grant funding, prioritization processes often mirror grant criteria to maximize funding potential. A first step will be identifying past expenditures for the last five years and forecasting the anticipated funding sources into the future. In the second phase of outreach the Pop-Ups and Community Meeting #2 and #3, we will vet the prioritization criteria



used to sort the network. Location within disadvantaged communities and safety enhancements would be two of the highest weighted prioritization factors. Proximity to schools or transit, ability to close gaps in the AAA network, potential for mode shift, and an assessment of funding opportunities may be additional prioritization criteria. We will review the prioritization criteria with the BPAG and BPTAC at meeting #3, and review the prioritized project list and proposed high priority projects at meeting #4.

**Interim Deliverable:** Draft and final prioritization criteria memorandum and prioritized project list.

### **5.5B Priority Project Grant-Ready Fact Sheets**

Once the high priority locations are confirmed by the City and community input, we will develop up to 15 high-quality, grant-ready fact sheets that will include concept drawings, existing conditions information, project description, and a corresponding order of magnitude cost estimate. Ryan McClain, PE, our engineering and design expert will provide direction, ensure feasibility of proposed projects, and assist in identifying “quick build” or interim solution for each of long-term projects. This will allow the City to look for opportunities for project implementation through roadway repaving and restriping in the very near-term as additional grant funding is secured. These will be critical as the City moves forward with the Short-Range Implementation Plan and applies for competitive grant funding.

**Interim deliverable:** Draft and final grant-ready fact sheets for up to 15 high-priority projects

### **5.5C Long-Range Corridor Planning and Assessment.**

Under this task, Fehr & Peers will continue to develop up to five of the high priority projects to do long-range planning for active transportation planning on the corridor. One option for this task is to use StreetLight Data (Big Data) to understand origin and destination information for people traveling on each of the five priority corridors. This would allow the City and community to make better informed decisions about future improvements, with a better understanding of how the corridor functions today and who it serves.

**Interim Deliverable:** Draft and final technical memorandum on long range planning for the five high priority corridors.

**Final 5.5 Deliverable:** Admin draft, public draft, and final Chapter 5 based on one round of consolidated comments.



## 5.6 Chapter 6 – Performance Measures

For this task, we will provide a set of performance measures to monitor successful implementation of the Plan. For each measure, we will identify alignment with Plan goals and provide a specific target, and a list of actions that would help achieve the target. This will include targets for: a) network build-out; b) collision, serious injury, and fatality reductions; and c) increased biking and walking to schools, transit, and parks.

The focus of this task will be developing performance measures to evaluate the planning process itself and the success of Plan implementation over time. Plan process performance measures examine through an equity lens the “reach” of community engagement in terms of who participates and how much participation was involved. Implementation performance measures may focus on the number of projects delivered or reduced fatal and severe injury collisions after one year and five years to achieve the Plan’s goals. A key reference for this effort will be Fehr & Peers’ Active Transportation Performance Measure Guide. Developed through our work on many active transportation plans, the guide provides information on why active transportation performance measures are important, when to apply them, how to identify what measures to use and how to evaluate them, as well as various case study applications.

**Interim Deliverable:** Draft and final memorandum of performance measures, including a monitoring plan for establishing a baseline and tracking metrics over time.

**Final Deliverable:** Admin draft, public draft, and final Chapter 6 based on one round of consolidated comments.

## 5.7 Chapter 7 – Funding and Implementation

For this task, we will provide a summary of the applicability of various funding sources to projects and programs in the Plan and a discussion of next steps for funding construction and maintenance of the proposed bicycle and pedestrian networks. We will also provide a description of the reporting process that will be used to keep the community and BPAG informed of the progress being made in implementing the plan.

### 5.7.A Short-Range and Long-Range Implementation Plans

Defining concrete steps for Pittsburg to take in implementing the 2040 ATP will be the hallmark of this chapter. To that end, Short-Range (2025) and Long-Range (2040) Implementation Plans will



provide information regarding the applicability of relevant funding sources and guidance on key next steps for the implementation of the Plan. We anticipate securing competitive grant funding, integrating projects into pavement maintenance schedules, and providing operations and maintenance costs for projects will be important issues. It will also include provisions for facility cost monitoring, facility maintenance, and facility security. The goal of the Short-Range Implementation Plan will be to provide discrete steps for targeting City staff efforts and funding over the next five years. The Long-Range Action Plan will focus on monitoring of longer-term performance measures and goals and how the City can work toward those over the next five-year Plan update cycles. Potential funding sources will also be addressed in the action plans.

As an optional task, we can work with the City to identify potential funding strategies and dynamically prioritized project lists based on the grant funding sources that the City would be looking to achieve. This can be done through a hands-on charrette process in which the City identifies multiple funding scenarios and identifies resulting implementation scenarios. We assisted San Francisco MTA in a similar exercise during the WalkFirst Vision Zero work, which allowed MTA to consider the types of improvements, construction materials, and collisions to be addressed with through implementation. This strategy could work well in Pittsburg to effectively identify a flexible short-term implementation strategy.

**Interim Deliverable:** Draft and final short-range and long-range action plan memorandum

**Final 5.7 Deliverable:** Admin draft, public draft, and final Chapter 7 based on one round of consolidated comments.

## **5.8 Appendix A – Glossary**

We will provide a list of terms and acronyms used in the Plan to describe existing and proposed biking and walking facilities and programs. We can prepare this task efficiently utilizing glossaries prepared for other ATPs.

**Deliverable:** Draft and final glossary

## **5.9 Appendix B – Bicycle Policy and Program Assessment and Appendix D – Pedestrian Policy and Program Assessment**

We will describe and assess the City's existing bicycle policies and regulations, especially as they relate to bicycle parking in public or private locations and development projects. Based on the



assessment, we will provide a list of recommended policy and regulatory changes that would help facilitate the Plan's implementation. This effort will use a benchmarking process.

We will describe and assess the City's existing bicycle safety, education, and encouragement programs. Based on the assessment, we will provide a list of recommended program modifications and suggest additional programs that could increase bike safety and incentivize bicycling. We will use a benchmarking process to complete this effort.

We have shown these two tasks operating together for the purpose of the scope, as the foundation of the assessment is an interview with City planning and engineering staff, Police, and others who work on walking and biking issues. We will prepare two separate assessments to give equal weight to both biking and walking issues and deal with their unique modal issues discretely. The policy and practice assessment portion of this chapter will be prepared as part of Task 3 Vision and Goals.

Both the biking and walking programs benchmarking assessment will identify existing programs in Pittsburgh, potential enhancements to those, and new programs that the City may want to implement. Recommendations will be tailored to meet the needs and interests of Pittsburgh as a smaller suburban city with more limited staff and funding resources. This will likely mean more targeted recommendations on the most impactful programs, rather than a laundry list of potential programs.

**Interim Deliverable:** Draft pedestrian policies, practices, and programs benchmarking assessment (to be prepared as part of Chapter 2).

**5.9 Deliverable:** Appendix B Bicycle Policy and Program Assessment and Appendix D Pedestrian Policy and Program Assessment. Program related recommendations can also be included as an additional standalone chapter in the Plan or integrated into Chapter 4 recommendations.

## **5.10 Appendix C – Bicycle Facility Design Guidelines**

Provide a set of guidelines to ensure that new and improved bicycle facilities reflect the goals, policies, and objectives of the Plan, and consequently maximize safety, accessibility, and comfort for bicyclists.

- A. For Class I Shared-Use Paths, include guidelines for shared-use path structures, crossing treatments, and path amenities.



- B. For Class II Bike Lanes, include guidelines for lanes next to parallel parking, lanes next to angled parking, lanes without parking, lanes on hills, lanes at intersections, lane markings, treatments at interchanges, bridges, and tunnels, and bicycle loops and detectors.
- C. For Class III Bike Routes, include guidelines for bike boulevards and share the road markings. For bicycle signage, include guidelines for wayfinding/destination signage and signs for shared roadways. Also include maintenance standards for utility covers and construction plates.
- D. Include Class IV separated bikeways and Class III bicycle boulevard design considerations per development of active transportation network.
- E. For bicycle parking facilities, include guidance for the location and design of in-street/sidewalk parking (inverted u-racks, in-street bike corrals, covered bike parking, surface parking lot conversions), key and electronic lockers, bike cages, bike rooms, and bike stations.

This scope assumes that the City will adopt the NACTO Urban Bikeway Guide as the City's typical design guidelines and other available national best practice design guidelines. We will work with the City to determine the preferred design guidelines for Pittsburgh. As such, this task will focus on the development of a Quick Build Design Policy and Toolkit. The document will outline a citywide implementation and design strategy for getting bicycle safety improvements on the ground quickly, cheaply, and effectively. This will be coordinated with Task 5.11.

**Deliverable:** Reference to using the many available national best practice design guidelines document and an admin draft, public draft, and final Quick Build Design Policy and Toolkit.

## **5.11 Appendix E – Pedestrian Facility Design Guidelines**

We will take a similar approach to the Pedestrian Facility Design Guidelines as the Bicycle Facility Design, and work with the City to select references to national best practice documents. The focus would then be on the Quick Build Policy and Toolkit and identifying specific strategies for pedestrian improvements.

This will also include information on parklets. As with the many national best practices on biking and walking facility guidelines, there are great best practice examples and how-to manuals that likely already provide the information that Pittsburgh needs for a successful parklet program. As a



result, our scope includes hours to identify those preferred resource, identify the ways in which those would work well or need to be adapted in Pittsburg, and identify potential pilot project locations in Old Town.

**Deliverable:** Work will be incorporated to deliverable under Task 5.11 - admin draft, public draft, and final pedestrian and parklet elements of Quick Build and Design Toolkit based on one round of consolidated comments

## **5.12 Appendix F – Crosswalk Placement, Enhancement, and Removal Policy**

Provide a policy and flowcharts that will assist the City in making decisions about where basic crosswalks (two stripes) should be marked; where crosswalks with special treatments, such as high visibility crosswalks, flashing beacons, and other special features, should be employed; and where crosswalks will not be marked due to safety concerns resulting from volume, speed, or sight distance issues. Include a toolbox of elements to improve mobility, visibility, and safety at uncontrolled locations. Include devices such as High intensity Activated crossWalk/Pedestrian Hybrid Beacons and flashing beacons (or similar devices with documented safety efficacy) in addition to standard tools.

The hallmark of the Crosswalk Policy will be a methodology for when to enhance controlled and uncontrolled crosswalks using easy-to-use flowcharts and available data. This policy will provide consistency in the installation, enhancement, and potential removal of marked crosswalks citywide. This will allow the City to not have to react every time a crosswalk request is placed; instead, the City can follow the practice to create consistent, predictable outcomes when it comes to crosswalk safety. Controlled crosswalk enhancements are also important to ensure that pedestrians are safe at major intersections. This will be consistent with the newly released Federal Highway Administration's *Guide for Improving Pedestrian Safety at Uncontrolled Locations*.

**Deliverable:** Admin draft, public draft, and final crosswalk policy based on one round of consolidated comments

## **5.13 Appendix G – Adopted Resolution**

The City will provide a copy of the resolution showing adoption of the plan by the City.



## **5.14 Optional Task: Alternative Plan Format**

Our baseline scope of work assumes an administrative draft, public draft, and final draft of the ATP. Under this task, we would prepare a non-traditional format for the plan, such as a project website or a “story map”, which combines visualization of data and recommendations with corresponding written narrative in an online format. We have the in-house capability for each of these tasks as a final deliverable. We find these to be an excellent method for creating interactive, visually appealing materials that combine mapping with narrative information to explain recommendations and findings. They allow stakeholders and community members to view the process of the plan, as well as prioritized projects in the context of the project’s geographical area.

**EXHIBIT B**  
**COMPENSATION SCHEDULE**

Compensation Schedule

Pittsburg Active Transportation and Safe Routes Plan

2-Apr-18

2-Apr-18

| Fehr & Peers (Prime)                                                    |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     | Labor Hours | Direct Costs | Total    |           |
|-------------------------------------------------------------------------|-------------------------------|----------------------|---------------------------------------|-------------------------|-----------------|------------------------|----------------------|--------|----------------------|-------|-----|-------------|--------------|----------|-----------|
| Carrie Modi, Project Manager                                            | Meghan Mitrman, Principal-In- | Ryan McClain, Design | Cullen McCormick, Wayfinding & Design | Kevin Johnson, Big Data | Project Planner | Graphics & Photography | David Wasserman, GIS | Intern | Judy Schaefer, Admin |       |     |             |              |          |           |
| Tasks                                                                   | \$180                         | \$255                | \$240                                 | \$160                   | \$190           | \$130                  | \$140                | \$125  | \$100                | \$125 |     |             |              |          |           |
| Task 0 - Project Management                                             |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     |             |              |          |           |
| 0.1. Kick-Off Meeting                                                   | 4                             |                      | 4                                     |                         |                 | 4                      |                      |        |                      | 2     | 14  | \$130       | \$2,640      |          |           |
| 0.2. Project Administration                                             | 36                            |                      |                                       |                         |                 |                        |                      |        |                      | 5     | 41  | \$360       | \$7,465      |          |           |
| 0.3. Project Branding                                                   | 2                             |                      |                                       |                         |                 |                        | 9                    |        |                      | 1     | 12  | \$90        | \$1,835      |          |           |
| Task 1 - Stakeholder Input                                              |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     |             |              |          |           |
| 1.1. BPAG                                                               | 32                            |                      | 9                                     |                         |                 | 12                     |                      |        |                      | 7     | 60  | \$520       | \$11,010     |          |           |
| 1.2. BP7AC                                                              | 24                            |                      |                                       |                         |                 | 12                     |                      |        |                      | 5     | 41  | \$330       | \$6,835      |          |           |
| Task 2 - Community-Wide Input                                           |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     |             |              |          |           |
| 2.1. Outreach Strategy                                                  | 4                             |                      | 2                                     |                         |                 |                        |                      |        |                      | 1     | 7   | \$70        | \$1,425      |          |           |
| 2.2. Project Website, Online Webmap, Survey                             | 12                            |                      |                                       |                         |                 | 24                     | 48                   |        | 16                   | 13    | 113 | \$4,760     | \$19,985     |          |           |
| 2.3. Capacity Building                                                  | 4                             |                      |                                       |                         |                 |                        |                      |        |                      | 1     | 5   | \$40        | \$885        |          |           |
| 2.4. Bike & Walk to School Counts                                       | 6                             |                      |                                       |                         |                 |                        |                      |        |                      | 4     | 34  | \$200       | \$4,180      |          |           |
| 2.5. Parent Survey                                                      | 2                             |                      |                                       |                         |                 |                        |                      |        |                      | 3     | 29  | \$160       | \$3,295      |          |           |
| 2.6. Community Meeting #1                                               | 8                             |                      | 6                                     |                         |                 | 8                      | 16                   |        |                      | 5     | 43  | \$340       | \$7,215      |          |           |
| 2.7A. School Area Workshop #1                                           | 4                             |                      |                                       |                         |                 | 4                      | 4                    |        |                      | 2     | 14  | \$100       | \$2,150      |          |           |
| 2.7B. School Area Workshop #2                                           | 4                             |                      |                                       |                         |                 | 4                      | 4                    |        |                      | 2     | 14  | \$100       | \$2,150      |          |           |
| 2.7C. School Area Workshop #3                                           | 4                             |                      |                                       |                         |                 | 4                      | 4                    |        |                      | 2     | 14  | \$100       | \$2,150      |          |           |
| 2.8. Bike and Walk Audits                                               | 10                            |                      | 8                                     |                         |                 |                        |                      |        |                      | 2     | 20  | \$200       | \$4,290      |          |           |
| 2.9. Community Meetings #2 & 3                                          | 16                            |                      | 12                                    |                         |                 | 16                     | 32                   |        |                      | 10    | 86  | \$690       | \$14,440     |          |           |
| 2.10. Pop-Up Workshops                                                  |                               |                      |                                       |                         |                 | 2                      | 4                    |        |                      | 1     | 7   | \$50        | \$995        |          |           |
| 2.11. Living Previews                                                   | 24                            |                      | 8                                     |                         | 10              | 8                      | 16                   |        | 16                   | 10    | 92  | \$1,740     | \$16,630     |          |           |
| Task 3 - Subcommittee & Council Meetings                                |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     |             |              |          |           |
| 3.1. ATP Subcommittee Mtg #1                                            | 6                             |                      | 2                                     |                         |                 | 1                      |                      |        |                      | 1     | 10  | \$90        | \$1,935      |          |           |
| 3.2. ATP Subcommittee Mtg #2 & 3                                        | 12                            |                      | 4                                     |                         |                 | 2                      |                      |        |                      | 2     | 20  | \$180       | \$3,870      |          |           |
| 3.3. PUSD Board Meeting                                                 | 6                             |                      |                                       |                         |                 | 1                      |                      |        |                      | 1     | 8   | \$70        | \$1,405      |          |           |
| 3.4. City Council Meetings #1 & 2                                       | 12                            |                      | 4                                     |                         |                 |                        |                      |        |                      | 2     | 18  | \$170       | \$3,600      |          |           |
| Task 4 - Environmental Review                                           |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     |             |              |          |           |
| 4.1. Kickoff/Project Mobilization                                       |                               |                      |                                       |                         |                 |                        |                      |        |                      | 0     | 0   | \$0         | \$0          |          |           |
| 4.2. Administrative Draft IS-MND                                        | 2                             |                      |                                       |                         |                 |                        |                      |        |                      | 0     | 2   | \$20        | \$380        |          |           |
| 4.3. Public Draft IS-MND                                                | 1                             |                      |                                       |                         |                 |                        |                      |        |                      | 0     | 1   | \$10        | \$190        |          |           |
| 4.4. Response to Comments/Final IS-MND                                  | 2                             |                      |                                       |                         |                 |                        |                      |        |                      | 0     | 2   | \$20        | \$380        |          |           |
| 4.5. Mitigation Monitoring and Reporting Program                        | 1                             |                      |                                       |                         |                 |                        |                      |        |                      | 0     | 1   | \$10        | \$190        |          |           |
| Task 5 - Pittsburg Active Transportation & Safe Routes Plan Preparation |                               |                      |                                       |                         |                 |                        |                      |        |                      |       |     |             |              |          |           |
| 5.1. Introduction                                                       | 4                             |                      | 1                                     |                         |                 | 8                      |                      |        |                      | 2     | 15  | \$110       | \$2,375      |          |           |
| 5.2. Existing Conditions & Opportunities                                | 20                            |                      | 14                                    |                         | 4               | 24                     | 24                   | 40     | 16                   | 18    | 160 | \$1,960     | \$25,220     |          |           |
| 5.3. Vision, Goals, Policies & Objectives                               | 8                             |                      | 3                                     |                         |                 | 8                      |                      |        |                      | 2     | 21  | \$170       | \$3,665      |          |           |
| 5.4. Future ATP Network                                                 | 16                            |                      | 12                                    |                         | 4               | 24                     | 30                   | 30     | 16                   | 17    | 149 | \$1,070     | \$22,445     |          |           |
| 5.5. Improvement Projects                                               | 20                            |                      | 8                                     |                         |                 | 32                     | 51                   | 25     |                      | 20    | 180 | \$5,335     | \$32,860     |          |           |
| 5.6. Performance Measures                                               | 6                             |                      | 2                                     |                         |                 | 8                      |                      |        |                      | 2     | 18  | \$140       | \$3,020      |          |           |
| 5.7. Funding & Implementation                                           | 6                             |                      | 2                                     |                         |                 | 10                     |                      |        |                      | 2     | 20  | \$160       | \$3,300      |          |           |
| 5.8. Glossary                                                           | 1                             |                      | 0                                     |                         |                 | 2                      |                      |        |                      | 0     | 3   | \$20        | \$460        |          |           |
| 5.9. Bicycle Policy & Program Assessment                                | 6                             |                      | 1                                     |                         |                 | 8                      |                      |        |                      | 2     | 17  | \$130       | \$2,755      |          |           |
| 5.10. Bicycle Facility Design Guidelines                                | 4                             |                      | 1                                     |                         | 1               | 8                      | 8                    |        |                      | 3     | 25  | \$190       | \$3,940      |          |           |
| 5.11. Pedestrian Policy & Program Assessment                            | 6                             |                      | 1                                     |                         |                 | 8                      |                      |        |                      | 2     | 17  | \$130       | \$2,755      |          |           |
| 5.12. Pedestrian Facility Design Guidelines                             | 4                             |                      | 1                                     |                         | 1               | 8                      | 8                    |        |                      | 3     | 25  | \$190       | \$3,940      |          |           |
| 5.13. Crosswalk Placement, Enhancement & Removal Policy                 | 4                             |                      |                                       |                         |                 | 4                      |                      |        |                      | 1     | 10  | \$80        | \$1,700      |          |           |
| 5.14. Adopted Resolution                                                | 1                             |                      |                                       |                         |                 |                        |                      |        |                      | 0     | 1   | \$10        | \$190        |          |           |
| Total for all Tasks                                                     | 344                           |                      | 106                                   |                         | 20              | 4                      | 20                   | 254    | 258                  | 95    | 112 | 156         | 1,369        | \$20,245 | \$230,150 |

Notes:

This fee proposal is valid for a period of 90 days from the proposal submittal date.

Actual billing rate at the time of service may vary depending on the final staffing plan at the time the project starts; the overall fee will not be exceeded.

Mileage is billed at the IRS rate plus 10% handling fee

All other direct and subconsultant expenses are billed with 10% handling fee

Other direct costs include computer, communications, and reproduction charges are billed as a percentage of labor

Rates and staff are subject to change at any time, without notice, and within the total budget shown

Compensation Schedule

Pittsburg Active Transportation and Safe Routes Pla  
2-Apr-18

| Bike East Bay                                               |  |  |  |  |  |  |  |  |  |                 |     |  |     |     | Local Government Commission |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------------------------------------------|--|--|--|--|--|--|--|--|--|-----------------|-----|--|-----|-----|-----------------------------|----------|----------|---------|-----|-------------|----|----|----|-------|---------|---------|----------|---------|-------|-----|-----|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Susie Huffstader, Community Advocacy                        |  |  |  |  |  |  |  |  |  | Project Manager |     |  |     |     | Principal                   |          |          |         |     | Coordinator |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Dave Campbell, Advocacy Director                            |  |  |  |  |  |  |  |  |  | Labor Hours     |     |  |     |     | Direct Costs                |          |          |         |     | Total       |    |    |    |       | Markup  |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| \$36                                                        |  |  |  |  |  |  |  |  |  | \$46            |     |  |     |     | \$41                        |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 0 - Project Management                                 |  |  |  |  |  |  |  |  |  |                 |     |  |     |     |                             |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 0.1. Kick-Off Meeting                                       |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     |     |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 0.2. Project Administration                                 |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 0.3. Project Branding                                       |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 1 - Stakeholder Input                                  |  |  |  |  |  |  |  |  |  |                 |     |  |     |     |                             |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1. BPAG                                                   |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2. BPTAC                                                  |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    | 8  |    | 24    |         | 8       | \$0      | \$4,280 | \$428 | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 2 - Community-Wide Input                               |  |  |  |  |  |  |  |  |  |                 |     |  |     |     |                             |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1. Outreach Strategy                                      |  |  |  |  |  |  |  |  |  |                 | 10  |  |     | 10  | \$0                         | \$360    | \$360    | \$36    | \$0 | 0           |    | 12 |    | 12    |         | 24      | \$100    | \$2,200 | \$220 | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2. Project Website, Online Webmap, Survey                 |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 | 0           | 0  |    | 0  |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3. Capacity Building                                      |  |  |  |  |  |  |  |  |  |                 | 50  |  | 20  | 70  | \$500                       | \$3,220  | \$3,720  | \$322   | \$0 | 0           |    | 0  |    | 0     | \$0     | \$0     | \$0      | \$0     | \$0   | \$0 | \$0 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.4. Bike & Walk to School Counts                           |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 | 0           | 0  |    | 0  |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.5. Parent Survey                                          |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 | 0           | 0  |    | 0  |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.6. Community Meeting #1                                   |  |  |  |  |  |  |  |  |  |                 | 10  |  |     | 10  | \$0                         | \$360    | \$360    | \$36    | \$0 | 15          |    | 18 |    | 8     | \$100   | \$4,700 | \$470    | \$0     |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.7A. School Area Workshop #1                               |  |  |  |  |  |  |  |  |  |                 | 10  |  |     | 50  | \$1,690                     | \$3,690  | \$5,380  | \$369   | 8   |             |    |    | 8  | \$200 | \$1,320 | \$132   | \$0      |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.7B. School Area Workshop #2                               |  |  |  |  |  |  |  |  |  |                 | 10  |  |     | 50  | \$1,690                     | \$3,690  | \$5,380  | \$369   | 8   |             |    |    | 8  | \$200 | \$1,320 | \$132   | \$0      |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.7C. School Area Workshop #3                               |  |  |  |  |  |  |  |  |  |                 | 10  |  |     | 0   | \$0                         | \$3,690  | \$3,690  | \$369   | 8   |             |    |    | 8  | \$200 | \$1,320 | \$132   | \$0      |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.8. Bike and Walk Audits                                   |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    | 0  | \$100 | \$100   | \$100   | \$100    | \$100   |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.9. Community Meetings #2 & 3                              |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    | 0  | \$100 | \$100   | \$100   | \$100    | \$100   |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.10. Pop-Up Workshops                                      |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    | 0  | \$100 | \$100   | \$100   | \$100    | \$100   |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.11. Living Previews                                       |  |  |  |  |  |  |  |  |  |                 | 20  |  | 120 | 140 | \$10,000                    | \$16,240 | \$26,240 | \$1,624 | 10  |             | 10 |    | 10 |       | 30      | \$100   | \$3,250  | \$325   | \$0   |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 3 - Subcommittee & Council Meetings                    |  |  |  |  |  |  |  |  |  |                 |     |  |     |     |                             |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1. ATP Subcommittee Mtg #1                                |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2. ATP Subcommittee Mtg #2 & 3                            |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3. PUSD Board Meeting                                     |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4. City Council Meetings #1 & 2                           |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 4 - Environmental Review                               |  |  |  |  |  |  |  |  |  |                 |     |  |     |     |                             |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1. Kickoff/Project Mobilization                           |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2. Administrative Draft IS-MND                            |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3. Public Draft IS-MND                                    |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.4. Response to Comments/Final IS-MND                      |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.5. Mitigation Monitoring and Reporting Program            |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 5 - Pittsburg Active Transportation & Safe Routes Plan |  |  |  |  |  |  |  |  |  |                 |     |  |     |     |                             |          |          |         |     |             |    |    |    |       |         |         |          |         |       |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.1. Introduction                                           |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2. Existing Conditions & Opportunities                    |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.3. Vision, Goals, Policies & Objectives                   |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.4. Future ATP Network                                     |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.5. Improvement Projects                                   |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.6. Performance Measures                                   |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.7. Funding & Implementation                               |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.8. Glossary                                               |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.9. Bicycle Policy & Program Assessment                    |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.10. Bicycle Facility Design Guidelines                    |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.11. Pedestrian Policy & Program Assessment                |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.12. Pedestrian Facility Design Guidelines                 |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.13. Crosswalk Placement, Enhancement & Removal Policy     |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.14. Adopted Resolution                                    |  |  |  |  |  |  |  |  |  |                 |     |  |     | 0   | \$0                         | \$0      | \$0      | \$0     | \$0 |             |    |    |    |       | 0       | \$0     | \$0      | \$0     | \$0   | \$0 |     |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total for all Tasks                                         |  |  |  |  |  |  |  |  |  |                 | 110 |  | 140 | 330 | \$13,880                    | \$27,560 | \$2,756  | \$0     | 57  |             | 64 |    | 38 |       | 159     | \$1,200 | \$18,690 | \$1,869 | \$0   |     |     |  |  |  |  |  |  |  |  |  |  |  |  |  |

Notes:

This fee proposal is valid for a period of 90 days from the date of proposal. Actual billing rate at the time of service may vary due to changes in labor rates. Mileage is billed at the IRS rate plus 10% handling fee. All other direct and subconsultant expenses are billed at actual cost. Other direct costs include computer, communication, travel, and other staff are subject to change at any time without notice.

Compensation Schedule

Pittsburg Active Transportation and Safe Routes Pla  
2-Apr-18

|                                                             |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
|-------------------------------------------------------------|---------------------------------|----------------|-----------|------------------------|-------|-------|-------|-------|----------|----------|-------------|----------|---------|-----------|---------|----------|
| 2-Apr-18                                                    | Rincon Environmental Consulting |                |           |                        |       |       |       |       |          |          | Total       |          |         |           |         |          |
|                                                             | Principal                       | Senior Staff I | Prof. III | GIS/CADD Specialist II | Admin |       |       |       |          | Hours    | Total Costs |          |         |           |         |          |
| Tasks                                                       |                                 |                |           |                        |       | \$215 | \$135 | \$110 | \$100    | \$75     |             |          |         |           |         |          |
| Task 0 - Project Management                                 |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
| 0.1. Kick-Off Meeting                                       |                                 |                |           |                        |       |       |       |       |          | 0        | \$0         | \$0      | \$0     | 14        | \$2,640 |          |
| 0.2. Project Administration                                 |                                 |                | 6         | 15                     |       |       |       |       |          | 3        | 24          | \$0      | \$3,540 | \$354     | 65      | \$11,359 |
| 0.3. Project Branding                                       |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 12      | \$1,835  |
| Task 1 - Stakeholder Input                                  |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
| 1.1. BPAG                                                   |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 60      | \$11,010 |
| 1.2. BP7AC                                                  |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 81      | \$11,543 |
| Task 2 - Community-Wide Input                               |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
| 2.1. Outreach Strategy                                      |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 41      | \$4,241  |
| 2.2. Project Website, Online Webmap, Survey                 |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 113     | \$15,985 |
| 2.3. Capacity Building                                      |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 75      | \$4,427  |
| 2.4. Bike & Walk to School Counts                           |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 34      | \$4,180  |
| 2.5. Parent Survey                                          |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 29      | \$3,295  |
| 2.6. Community Meeting #1                                   |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 84      | \$12,385 |
| 2.7A. School Area Workshop #1                               |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 32      | \$3,998  |
| 2.7B. School Area Workshop #2                               |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 72      | \$7,661  |
| 2.7C. School Area Workshop #3                               |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 72      | \$7,661  |
| 2.8. Bike and Walk Audits                                   |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 20      | \$4,400  |
| 2.9. Community Meetings #2 & 3                              |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 86      | \$14,550 |
| 2.10. Pop-Up Workshops                                      |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 7       | \$1,105  |
| 2.11. Living Previews                                       |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 262     | \$38,069 |
| Task 3 - Subcommittee & Council Meetings                    |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
| 3.1. ATP Subcommittee Mtg #1                                |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 10      | \$1,935  |
| 3.2. ATP Subcommittee Mtg #2 & 3                            |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 20      | \$3,870  |
| 3.3. PUSD Board Meeting                                     |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$1      | \$0     | \$0       | 8       | \$1,405  |
| 3.4. City Council Meetings #1 & 2                           |                                 |                |           |                        |       |       |       |       |          |          | 0           | \$0      | \$0     | \$0       | 18      | \$3,600  |
| Task 4 - Environmental Review                               |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
| 4.1. Kickoff/Project Mobilization                           |                                 |                | 2         | 4                      | 4     | 1     | 11    | \$0   | \$1,485  | \$149    | 11          | \$1,634  |         |           |         |          |
| 4.2. Administrative Draft IS-MND                            |                                 |                | 4         | 24                     | 90    | 6     | 125   | \$221 | \$14,896 | \$1,490  | 127         | \$16,766 |         |           |         |          |
| 4.3. Public Draft IS-MND                                    |                                 |                | 4         | 5                      | 18    | 6     | 35    | \$221 | \$4,486  | \$449    | 36          | \$5,125  |         |           |         |          |
| 4.4. Response to Comments/Final IS-MND                      |                                 |                | 2         | 5                      | 14    | 2     | 23    | \$221 | \$3,066  | \$307    | 25          | \$3,753  |         |           |         |          |
| 4.5. Mitigation Monitoring and Reporting Program            |                                 |                |           | 1                      | 3     |       | 4     | \$221 | \$686    | \$69     | 5           | \$945    |         |           |         |          |
| Task 5 - Pittsburg Active Transportation & Safe Routes Plan |                                 |                |           |                        |       |       |       |       |          |          |             |          |         |           |         |          |
| 5.1. Introduction                                           |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 15          | \$2,375  |         |           |         |          |
| 5.2. Existing Conditions & Opportunities                    |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 160         | \$25,220 |         |           |         |          |
| 5.3. Vision, Goals, Policies & Objectives                   |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 21          | \$3,665  |         |           |         |          |
| 5.4. Future ATP Network                                     |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 149         | \$22,445 |         |           |         |          |
| 5.5. Improvement Projects                                   |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 180         | \$32,860 |         |           |         |          |
| 5.6. Performance Measures                                   |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 18          | \$3,020  |         |           |         |          |
| 5.7. Funding & Implementation                               |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 20          | \$3,300  |         |           |         |          |
| 5.8. Glossary                                               |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 3           | \$460    |         |           |         |          |
| 5.9. Bicycle Policy & Program Assessment                    |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 17          | \$2,755  |         |           |         |          |
| 5.10. Bicycle Facility Design Guidelines                    |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 25          | \$3,940  |         |           |         |          |
| 5.11. Pedestrian Policy & Program Assessment                |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 17          | \$2,755  |         |           |         |          |
| 5.12. Pedestrian Facility Design Guidelines                 |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 25          | \$3,940  |         |           |         |          |
| 5.13. Crosswalk Placement, Enhancement & Removal Policy     |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 10          | \$1,700  |         |           |         |          |
| 5.14. Adopted Resolution                                    |                                 |                |           |                        |       |       | 0     | \$0   | \$0      | \$0      | 1           | \$190    |         |           |         |          |
| Total for all Tasks                                         |                                 |                | 18        | 54                     | 129   | 14    | 7     | 222   | \$885    | \$28,159 | \$2,816     | 2,086    |         | \$812,000 |         |          |

Notes:

This fee proposal is valid for a period of 90 days from the date of proposal. Actual billing rate at the time of service may vary due to changes in labor rates. Mileage is billed at the IRS rate plus 10% handling fee. All other direct and consultant expenses are billed at actual cost. Other direct costs include computer, communication, and travel. Rates and staff are subject to change at any time. We warrant that the work will be completed in accordance with the schedule and budget.

## **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: \_\_\_\_\_

2784982.1

Attachment 3  
ATSRP Schedule

| April 2018                                        | May                                                 | June             | July                | August                                         | September |
|---------------------------------------------------|-----------------------------------------------------|------------------|---------------------|------------------------------------------------|-----------|
| Kick-Off Meeting                                  | BPAG                                                | Workshop #1      | BPAG                |                                                |           |
| Outreach Plan                                     | BPTAC                                               | City-led Pop-Ups | BPTAC               |                                                |           |
|                                                   | School Workshops #1, 2, 3                           |                  | ATP Subcommittee #1 |                                                |           |
|                                                   | Capacity Building                                   |                  |                     |                                                |           |
|                                                   | Online Webmap/Survey                                |                  |                     |                                                |           |
|                                                   | Project Website                                     |                  |                     |                                                |           |
| Chapter 1 Introduction                            |                                                     |                  |                     |                                                |           |
| Chapter 2 Existing Conditions and Opportunities   |                                                     |                  |                     |                                                |           |
| Chapter 3 Vision, Goals, Policies, and Objectives |                                                     |                  |                     |                                                |           |
|                                                   |                                                     |                  |                     | Chapter 4 Future Active Transportation Network |           |
| Chapter 6 Performance Measures                    |                                                     |                  |                     |                                                |           |
| Appendix A Glossary                               |                                                     |                  |                     |                                                |           |
|                                                   | Appendix B Bicycle Policy and Program Assessment    |                  |                     |                                                |           |
|                                                   | Appendix D Pedestrian Policy and Program Assessment |                  |                     |                                                |           |

Attachment 3  
ATSRP Schedule

| October              | November           | December            | January 2019 | February         | March                   |
|----------------------|--------------------|---------------------|--------------|------------------|-------------------------|
| BPAG                 | Workshop #2        | BPAG                |              | Workshop #3      | City Council Meeting #1 |
| BPTAC                | Parent and Student | BPTAC               |              |                  | ATP Subcommittee #3     |
| Living Preview       | City-led Pop-Ups   |                     |              | City-led Pop-Ups |                         |
| Audits               |                    | ATP Subcommittee #2 |              |                  |                         |
|                      |                    |                     |              |                  |                         |
|                      |                    |                     |              |                  |                         |
| Environmental Review |                    |                     |              |                  |                         |

|                                                                 |                 |                  |
|-----------------------------------------------------------------|-----------------|------------------|
|                                                                 | Plan Production | Plan Refinements |
| Chapter 5 Improvement Projects                                  |                 |                  |
| Chapter 6 Performance Measures                                  |                 |                  |
| Chapter 7 Funding and Implementation                            |                 |                  |
|                                                                 |                 |                  |
| Appendix C Bicycle Facility Design Gudielines                   |                 |                  |
|                                                                 |                 |                  |
| Appendix E Pedestrian Facility Design Gudielines                |                 |                  |
| Appendix F Crosswalk Placement, Enhancement, and Removal Policy |                 |                  |

Attachment 3  
**ATSRP Schedule**

| April | May 2019 |
|-------|----------|
|-------|----------|

PUSD Meeting    City Council Meeting #2



Appendix G Adopted Resolution



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

**DATE:** 3/20/2018

**TO:** Mayor and Council Members

**FROM:** Joe Sbranti, City Manager

**SUBJECT:** Adoption of a City Council Resolution Authorizing the Acquisition of the Property Located at the Northwest Corner of Railroad Avenue and Civic Avenue (APN 086-100-015) and Approving an Interfund Loan Between the City's General Fund and Sewer Fund

**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

Southport Land and Commercial Company, a California corporation (the "Seller"), owns certain real property located at the northwest corner of Railroad Avenue and Civic Avenue, also known as Contra Costa County Assessor's Parcel Number 086 100-015 (the "Property"). The City of Pittsburg (the "City") proposes to acquire the Property for the purpose of constructing public improvements.

**FISCAL IMPACT**

The City proposes to execute a interfund loan (the "Loan"); the general fund borrowing up to \$650,000 from the sewer fund to pay for the acquisition of the Property and associated expenses. The loan will accrue LAIF interest and will continue to exist until repaid in full.

**RECOMMENDATION**

City Council adopt the Resolution authorizing the acquisition of the Property and approving the Loan.

**BACKGROUND**

On November 2, 2009, City Ordinance No. 09-1319 assigned zoning of planned development district to properties within the Railroad Avenue Specific Plan Area and adopted the Railroad Avenue Specific Plan and Related Zoning Text Amendments.

On January 25, 2018, the Oversight Board to the Successor Agency for the Redevelopment Agency of the City of Pittsburg (the "Oversight Board") adopted Resolution 18-064OSB,

transferring the properties located at and adjacent to 1595 Railroad Avenue, also known as Contra Costa County Assessor's Parcel Numbers 086 180 026 and 086 180 027 from the Successor Agency for the Redevelopment Agency of the City of Pittsburg (the "Successor Agency") to the City for the purpose of constructing public improvements.

On March 22, 2018 the Oversight Board will be considering the transfer of the property located at 1425 Railroad Avenue, also known as Contra Costa County Assessor's Parcel Number 086 180 031 from the Successor Agency to the City for the purpose of constructing public improvements.

### **SUBCOMMITTEE FINDINGS**

Not Applicable.

### **STAFF ANALYSIS**

The transfers of Successor Agency properties to the City, as well as the City's acquisition of the Property, will enable the City to consider various types of public improvements that will address the traffic conditions that are becoming worse, the concerns related to pedestrian safety, and the anticipated demand for public parking as a result of the opening of a BART station on Railroad Avenue. The City has determined that Property and the Successor Agency properties are of benefit to the community and will work towards improving the congestion on Railroad Avenue

ATTACHMENTS: Resolution

Report Prepared By: Maria M. Aliotti, Director of Community Services

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution Authorizing )  
The Acquisition of the Property Located at the )  
Northwest Corner of Railroad Avenue and Civic ) RESOLUTION NO. 18-  
Avenue (APN 086-100-015) and Approving an )  
Interfund Loan Between the City's General Fund and )  
Sewer Fund )

The City Council of the City of Pittsburg DOES RESOLVE as follows:

WHEREAS, on November 2, 2009, the City of Pittsburg (the "City") adopted City Ordinance No. 09-1319, assigning the zoning of planned development district to properties within the Railroad Avenue Specific Plan Area and adopted the Railroad Avenue Specific Plan and Related Zoning Text Amendments; and

WHEREAS, on January 25, 2018, the Oversight Board to the Successor Agency for the Redevelopment Agency of the City of Pittsburg (the "Oversight Board") adopted Resolution 18-064OSB, transferring the properties located at and adjacent to 1595 Railroad Avenue, also known as Contra Costa County Assessor's Parcel Numbers 086-180-026 and 086-180-027 from the Successor Agency for the Redevelopment Agency of the City of Pittsburg (the "Successor Agency") to the City for the purpose of constructing public improvements; and

WHEREAS, on March 22, 2018 the Oversight Board will be considering the transfer of the property located at 1425 Railroad Avenue, also known as Contra Costa County Assessor's Parcel Number 086-180-031 from the Successor Agency to the City for the purpose of constructing public improvements; and

WHEREAS, Southport Land and Commercial Company, a California corporation (the "Seller"), owns certain real property located at the northwest corner of Railroad Avenue and Civic Avenue, also known as Contra Costa County Assessor's Parcel Number 086-100-015 (the "Property"). The City proposes to acquire the Property for the purpose of constructing public improvements; and

WHEREAS, the transfers of Successor Agency properties to the City, as well as the City's acquisition of the Property, will enable the City to consider various types of public improvements that will address the traffic conditions, concerns related to pedestrian safety, and the anticipated demand for public parking as a result of the opening of a BART station on Railroad Avenue.

WHEREAS, the City has determined that Property and the Successor Agency properties are of benefit to the community and will work towards improving the congestion on Railroad Avenue.

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

Section 1.

All the recitals above are true and correct and incorporated herein.

Section 2.

The City Council hereby adopts this Resolution authorizing the acquisition of the Property and approving an interfund loan whereby the general fund will borrow up to \$650,000 from the sewer fund to pay for the acquisition of the Property and associated expenses. The loan will accrue LAIF interest and will continue to exist until repaid in full.

Section 3.

The City Manager is hereby authorized to execute any and all documents and take such further actions as may be necessary or appropriate to carry out the City Council's direction pursuant to this Resolution.

Section 4.

The City Clerk shall certify to the adoption of this Resolution.

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 2<sup>nd</sup> day of April, 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

\_\_\_\_\_  
Dwaine "Pete" Longmire, Mayor

ATTEST:

\_\_\_\_\_  
Alice E. Evenson, City Clerk



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

**DATE:** 3/20/2018  
**TO:** Mayor and Council Members  
**FROM:** Joe Sbranti, City Manager  
**SUBJECT:** Adoption of a City Council Ordinance Adding Chapter 9.27, "Camping," to the Pittsburg Municipal Code  
**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

On March 19, 2018, the City Council held a duly noticed public hearing to consider amending Title 9 of the Pittsburg Municipal Code (PMC), to add a chapter regulating camping on public and private properties within City Limits.

**FISCAL IMPACT**

There is no fiscal impact associated with adoption of the proposed ordinance.

**RECOMMENDATION**

City Council move to adopt Ordinance No. 18-1444, amending PMC Title 9, Public Peace, Safety and Morals, to add Chapter 9.26, "Camping."

**BACKGROUND**

On March 19, 2018, the City Council held a public hearing to consider the amendments proposed. During the meeting, City Council members expressed concern with the provisions of the ordinance that only allow for recreational vehicle camping on private property to occur for a maximum of 48 hours in any 7 day period. In response, the City Council requested that as part of the administrative procedures to be developed at a later date (per PMC 9.27.090), enforcement officers should be permitted a certain degree of discretion with regards to enforcement times dictated in the ordinance.

After the close of the public hearing the City Council moved to introduce, waiver further reading, and pass to second reading the proposed ordinance adding PMC Chapter 9.26, to regulate camping on public and private properties.

## **SUBCOMMITTEE FINDINGS**

Not applicable.

## **STAFF ANALYSIS**

After introducing an ordinance, the City Council must approve the action by adopting the ordinance by a majority vote at a subsequent meeting. The ordinance becomes effective 30 days after the date of its adoption.

ATTACHMENTS:      1.                      Proposed Ordinance No. 18-1444

Report Prepared By: Kristin Pollot, AICP, Planning Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Ordinance Adding Chapter 9.27, "Camping" )  
To the Pittsburg Municipal Code )

ORDINANCE NO. 18-1444

The City Council of the City of Pittsburg DOES ORDAIN as follows:

SECTION 1.

- A. Encampments on public and private property in the City have been an ongoing issue for many years. These encampments present many public health and safety issues, both for the encampment occupants and the general public, as well as environmental hazards.
- B. City enforcement and/or abatement of encampments in the past has been difficult and time consuming for City staff because the Pittsburg Municipal Code does not currently include any camping regulations that sufficiently address this issue.
- C. On or prior to March 9, 2018, notice of the March 19, 2018, public hearing to consider this proposal was posted at City Hall and on the 'public notices' page of the City's website; was delivered to the Pittsburg Library; was published in the local newspaper (East Contra Costa County Times); and was mailed via first class mail or electronic mail to interested parties and individuals and organizations that requested such notice
- D. On March 19, 2018, the City Council held a public hearing on the proposed camping ordinance, at which time oral and/or written testimony was considered.

SECTION 2. Findings.

- A. The California Constitution grants cities the broad power to enact local, police, sanitary, and other ordinances and regulations not in conflict with the general laws, as long as they are reasonably related to promoting public health, safety, comfort and welfare of City residents.
- B. Unlawful camping on public property and public places in the City results in unsanitary conditions, including trash accumulation, public urination and defecation, and prevents the residents of and visitors to the City from enjoying and utilizing public spaces.
- C. Unlawful camping and extended storage of personal property in public places impedes the rights of others to use those spaces for the purpose for which they were intended.
- D. Unlawful camping on private property without the consent of the owner, the taking of proper sanitary measures, or for a time period other than a minimal duration adversely affects private property rights, as well as public health, safety and welfare.

- E. The prohibition against unlawful camping in the City will restrict unlawful camping in places throughout the City and will improve the public health, welfare and quality of life of city residents and businesses and visitors.
- F. Unlawful camping in a vehicle, such as by sleeping in a parked vehicle for extended periods of time, results in unsanitary conditions, including trash accumulation, public urination and defecation, and prevents the residents of, businesses in, and visitors to the City from enjoying and utilizing public spaces and parking areas.

### SECTION 3. Additions.

Title 9 of the Pittsburg Municipal Code, is amended to add Chapter 9.27, entitled "Camping," which shall read as set forth below:

#### **9.27.010 Purpose**

The streets and public areas within the city should be readily accessible and available to residents, businesses and the public at large. The use of these areas for camping purposes or extended storage of personal property interferes with the rights of others to use the areas for which they were intended. Such activity can constitute a public health and safety hazard that adversely impacts the neighborhoods, commercial property, and general welfare of the city. Camping on private property without the consent of the property owner, the taking of proper sanitary measures, and for a time period other than a minimal duration adversely affects private property rights as well as public health, safety, and welfare. The purpose of this chapter is to maintain streets, parks, creeks and other public and private areas, whether paved or unpaved, within the city in a clean, sanitary and accessible condition and to adequately protect the health, safety and public welfare of the community.

#### **9.27.020 Definitions.**

As used in this chapter, the following terms or phrases shall have the indicated meanings:

- A. "Camp" or "camping" means to pitch or occupy camp facilities; to live temporarily outdoors; or to use camp paraphernalia.
- B. "Camp facilities" include, but are not limited to, tents, huts, vehicles, vehicle camping outfits, or temporary shelters.
- C. "Camp paraphernalia" includes, but is not limited to, bed rolls, tarpaulins, cots, beds, sleeping bags, mattresses, hammocks, operational cooking facilities, and similar equipment.
- D. "Campsite" means a place used for camping.
- E. "Private property" means all private property including, but not limited to, streets, sidewalks, alleys, and improved or unimproved land.
- F. "Public property" means all public property including, but not limited to, streets, sidewalks, alleys, improved or unimproved land and parks.

- G. "Store" means to put aside or accumulate for use when needed or to place or leave in a location, for no more than 24 hours.

**9.27.030 Unlawful Camping.**

It shall be unlawful for any person to camp, occupy camp facilities, or use camp paraphernalia in the city, whether on public or private property, except as expressly permitted by this chapter.

- A. It is not intended by this section to prohibit activities of a property owner or other lawful user that are expressly authorized by the Pittsburgh Municipal Code or other applicable laws, ordinances and regulations.
- B. Nothing in this chapter is intended to prohibit or make unlawful activities of an owner of private property or other lawful user of private property that are normally associated with and incidental to the lawful and authorized use of private property for residential or other purposes.

**9.27.040 Permitted Camping.**

Camping is permitted in the city under the following circumstances:

- A. On public property specifically set aside and clearly marked for public camping purposes.
- B. In the rear or side yard of a residential structure with the consent of the property owner or occupant, as long as the campsite is separated from the street by a fence, hedge or other permanent obstruction, and is not visible from the public right-of-way. Such camping will not be permitted for more than forty-eight (48) hours in any seven (7) day period.
- C. In conjunction with events authorized and expressly provided for in a special event or temporary activity permit issued by the city.

**9.27.050 Unlawful Storage of Personal Property in Public Places.**

It shall be unlawful for any person to store or leave unattended personal property, including camp facilities and camp paraphernalia, on public property, unless such storage is expressly authorized and in conjunction with a permitted camping activity under this chapter.

**9.27.060 Public Nuisance Declared; Removal of Property Authorized.**

Any campsite established in violation of this chapter is declared to be a public nuisance. The City is authorized to abate the nuisance and remove camp facilities, camp paraphernalia, and other personal property located at a campsite, consistent with administrative regulations adopted under this Chapter.

**9.27.070 Sleeping in a Vehicle, Camper, Recreational Vehicle, or Trailer.**

It is unlawful for any person to sleep in any vehicle parked on any public street, alley, or parking lot, whether privately or publicly owned, for a period of more than four (4) hours. For the purpose of this section, "vehicle" shall have the same meaning as in California

Vehicle Code Section 670, as may be amended from time to time. A violation of this ordinance shall be considered punishable in accordance with section 9.27.080.

**9.27.080 Penalty.**

Any person who violates this chapter is guilty of a misdemeanor, punishable by a fine of not more than five hundred dollars and/or imprisonment not to exceed six months. This chapter may also be enforced via administrative or civil actions as authorized by the Pittsburgh Municipal Code.

**9.27.090 City Manager Administrative Authority.**

The City Manager or his/her designee shall develop and adopt administrative regulations that are consistent with the terms and prohibitions of this chapter. This shall include all policies and procedures for the abatement of unlawful camping, including policies and procedures for ensuring safe and prompt removal of the nuisance while meeting procedural safeguards required by city, state or federal law.

**SECTION 3. 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 4. Effective Date.**

This ordinance shall be in full force and effective thirty (30) days after its adoption.

**SECTION 5. Publication.**

The City Clerk shall either (a) have this ordinance published once within fifteen (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 five (5) days before its adoption and again twenty (20) days after its adoption.

The forgoing ordinance was introduced at a meeting of the City Council of the City of Pittsburgh held on March 19, 2018, and was adopted and ordered published at a meeting of the City Council held on April 2, 2018, by the following vote:

|            |                                    |
|------------|------------------------------------|
| AYES:      | Banales, Craft, Killings, Longmire |
| NOES:      | None                               |
| ABSTAINED: | None                               |
| ABSENT:    | Evola                              |

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Dwaine "Pete" Longmire, Mayor

ATTEST:

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Alice E. Evenson, City Clerk



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

**DATE:** 3/20/2018

**TO:** Mayor and Council Members

**FROM:** Joe Sbranti, City Manager

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

**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

To comply with CalPERS' interpretation of the requirements of Code of Regulations section 570.5 by affirming the single master pay schedule already on the City's website representing all previously approved actions on the individual classifications of the pay schedule. The single master salary schedule will be submitted to Council for approval each time any single MOU or compensation plan is brought to the City Council for approval.

**FISCAL IMPACT**

The affirmation of previously approved separate pay schedules as a single master pay schedule has no fiscal impact to the City for preparation or distribution, as the actions already occur.

**RECOMMENDATION**

The City Council adopt a resolution creating and affirming the City of Pittsburg's master pay schedule for all employee classifications, so the City is in compliance with the requirements of the California Code of Regulations section 570.5 and the California Public Employees' Retirement System (CalPERS) relating to publically available pay schedules for purposes of determining the amount of "compensation earnable" pursuant to Government Code Sections 20630, 20636, and 20636.1.

**BACKGROUND**

CalPERS, pursuant to their interpretation of California Code of Regulations section

570.5, recommends all CalPERS employers to maintain their compensation levels in one publicly available document, approved and adopted by the governing body, which must meet all of the following requirements:

- Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- Identifies the position title for every employee position;
- Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- Indicates an effective date and date of any revisions;
- Is retained by the employer and available for public inspection for not less than five years; and
- Does not reference another document in lieu of disclosing the pay rate.

Currently, the City attaches salary schedule information by represented bargaining group to the memorandum of understanding (MOU) governing each bargaining group, and for unrepresented employees includes such salary information in compensation plans approved by City Council. Following City Council approval of these various salary schedules, the approved schedules are incorporated into one master salary schedule. However, this master salary schedule has customarily not been approved by Council as a single document, even though it contains the collective salary information derived from individual MOUs which have been approved by Council. As such, the recommendation to list compensation levels for all positions on one document duly approved and adopted by the Council has not been satisfied consistent with CalPERS' interpretation of California Government Code of Regulations section 570.5.

### **SUBCOMMITTEE FINDINGS**

Not applicable.

### **STAFF ANALYSIS**

The adoption of the resolution will comply with CalPERS' interpretation of the requirements of Code of Regulations section 570.5 by affirming the single master pay schedule already on the City's website representing all previously approved actions on the individual classifications of the pay schedule.

ATTACHMENTS: Resolution, Salary Schedule

Report Prepared By: Griselda Clift, Senior Human Resources Analyst

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Affirming Previously Adopted Employee Pay     )  
And Listing all Employee Compensation Levels)  
On a Publicly Available Master Pay Schedule     )

Resolution No. 18-

WHEREAS, the California Public Employees' Retirement System (CalPERS), has requested all CalPERS employers list their compensation levels on one document, approved and adopted by the governing body, in accordance with California Code of Regulations section 570.5, and meeting all of the following requirements thereof:

- Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- Identifies the position title for every employee position;
- Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- Indicates an effective date and date of any revisions;
- Is retained by the employer and available for public inspection for not less than five years; and
- Does not reference another document in lieu of disclosing the pay rate; and

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the City now desires to affirm previously approved compensation levels for all bargaining groups and all compensation plans of the City of Pittsburg in one publicly available master pay schedule;

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

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

Section 2. The City Council adopt this Resolution affirming previously approved compensation levels for all bargaining groups and all compensation plans of the City of Pittsburg in one publicly available master pay schedule.

Section 3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg on the 2<sup>nd</sup> day of April 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST:

\_\_\_\_\_  
Dwaine "Pete" Longmire, Mayor

\_\_\_\_\_  
Alice E. Evenson, City Clerk

| CLASSIFICATION                                            | RANGE | START    | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F | STEP G | UNIT             |
|-----------------------------------------------------------|-------|----------|--------|--------|--------|--------|--------|--------|--------|------------------|
| Account Clerk (Part 1 of 2)                               | 109   | 07/02/17 | 3,542  | 3,719  | 3,905  | 4,100  | 4,305  |        |        | AFSCME           |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 4,355  |                  |
| Account Clerk (Part 2 of 2)                               | 170   | 07/02/17 | 4,100  | 4,305  | 4,520  | 4,746  | 4,983  |        |        | AFSCME           |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 5,033  |                  |
| Accountant I                                              | 350   | 07/02/17 | 5,370  | 5,639  | 5,921  | 6,217  | 6,528  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 6,578  |                  |
| Accountant II                                             | 500   | 07/02/17 | 6,011  | 6,312  | 6,628  | 6,959  | 7,307  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 7,357  |                  |
| Accounting Technician                                     | 220   | 07/02/17 | 4,744  | 4,981  | 5,230  | 5,492  | 5,767  |        |        | AFSCME/MPC       |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 5,817  |                  |
| Administrative Analyst I                                  | 390   | 07/02/17 | 5,549  | 5,826  | 6,117  | 6,423  | 6,744  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 6,794  |                  |
| Administrative Analyst II                                 | 700   | 07/02/17 | 6,425  | 6,746  | 7,083  | 7,437  | 7,809  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 7,859  |                  |
| Administrative Assistant (Part 1 of 2)                    | 100   | 07/02/17 | 3,534  | 3,711  | 3,897  | 4,092  | 4,297  |        |        | AFSCME           |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 4,347  |                  |
| Administrative Assistant (Part 2 of 2)                    | 160   | 07/02/17 | 4,092  | 4,297  | 4,512  | 4,738  | 4,975  |        |        | AFSCME/MPC       |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 5,025  |                  |
| Administrative Specialist                                 | 290   | 07/02/17 | 5,070  | 5,324  | 5,590  | 5,870  | 6,164  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 6,214  |                  |
| Administrative Officer                                    | 860   | 07/02/17 | 8,702  | 9,137  | 9,594  | 10,074 | 10,578 |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 10,628 |                  |
| Assistant City Engineer                                   | 920   | 03/19/18 | 9,783  | 10,272 | 10,786 | 11,325 | 11,891 |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 11,941 |                  |
| Assistant City Manager                                    | 950   | 07/02/17 | 14,033 |        |        |        | 17,908 |        |        | Sr. Exec Team    |
| Assistant Director of Economic Development and Recreation | 887   | 07/02/17 | 10,184 |        |        |        | 12,378 |        |        | Mgmt Group       |
| Assistant Director of Finance                             | 887   | 07/02/17 | 10,184 |        |        |        | 12,378 |        |        | Mgmt Group       |
| Assistant Director of Public Works                        | 895   | 07/02/17 | 10,662 | 11,195 | 11,755 | 12,343 | 12,960 |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 13,010 |                  |
| Assistant Planner                                         | 450   | 07/02/17 | 5,916  | 6,212  | 6,523  | 6,849  | 7,191  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 7,601  |                  |
| Assistant to the City Manager                             | 835   | 07/02/17 | 9,782  |        |        |        | 11,890 |        |        | Mgmt Group       |
| Associate Planner                                         | 740   | 07/02/17 | 6,849  | 7,191  | 7,551  | 7,929  | 8,325  |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 8,791  |                  |
| Building Inspection Supervisor                            | 810   | 03/19/18 | 8,338  | 8,755  | 9,193  | 9,653  | 10,136 |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 10,693 |                  |
| Business Development Manager                              | 860   | 07/02/17 | 8,702  | 9,137  | 9,594  | 10,074 | 10,578 |        |        | MPC              |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 10,628 |                  |
| Business License Coordinator                              | 315   | 07/02/17 | 5,238  | 5,500  | 5,775  | 6,064  | 6,367  |        |        | AFSCME           |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 6,417  |                  |
| Chief Building Official                                   | 895   | 07/02/17 | 10,662 | 11,195 | 11,755 | 12,343 | 12,960 |        |        | MPC              |
| Chief of Police                                           | 955   | 07/02/17 | 14,299 |        |        |        | 18,076 |        |        | Sr. Exec Team    |
| *Maximum with incentives                                  |       |          |        |        |        |        |        |        | 21,962 |                  |
| City Clerk                                                |       |          |        |        |        |        | 470    |        |        | Elected Official |
| City Council                                              |       |          |        |        |        |        | 500    |        |        | Elected Official |
| City Council -- member of a different governing board     |       |          |        |        |        |        |        |        |        |                  |

| CLASSIFICATION                                  | RANGE      | START             | STEP A        | STEP B                        | STEP C | STEP D | STEP E        | STEP F | STEP G | UNIT              |
|-------------------------------------------------|------------|-------------------|---------------|-------------------------------|--------|--------|---------------|--------|--------|-------------------|
| if serving on Tri Delta Transit                 |            | \$100 per meeting |               | visit www.TriDeltaTransit.com |        |        |               |        |        |                   |
| if serving on Delta Diablo Sanitation District  |            | \$209 per meeting |               | visit ddsd.org                |        |        |               |        |        |                   |
| <b>City Engineer</b>                            | <b>935</b> | <b>3/19/2018</b>  | <b>10,903</b> |                               |        |        | <b>13,252</b> |        |        | <b>Mgmt Group</b> |
| City Manager                                    | 960        | 7/2/2017          |               |                               |        |        | 21,480        |        |        | Contract          |
| City Treasurer                                  |            |                   |               |                               |        |        | 470           |        |        | Elected Official  |
| Civil Engineer I                                | 510        | 07/02/17          | 6,185         | 6,494                         | 6,819  | 7,160  | 7,518         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 7,944  |                   |
| Civil Engineer II                               | 780        | 07/02/17          | 7,161         | 7,519                         | 7,895  | 8,290  | 8,705         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 9,190  |                   |
| Combination Building Inspector                  | 520        | 07/02/17          | 6,211         | 6,522                         | 6,848  | 7,190  | 7,549         |        |        | AFSCME            |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 7,599  |                   |
| Community Relations Manager                     | 700        | 07/02/17          | 6,425         | 6,746                         | 7,083  | 7,437  | 7,809         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 7,859  |                   |
| Community Outreach Coordinator                  | 315        | 09/18/17          | 5,238         | 5,500                         | 5,775  | 6,064  | 6,367         |        |        | AFSCME            |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 6,417  |                   |
| Community Services Specialist                   | 258        | 07/02/17          | 4,937         | 5,184                         | 5,443  | 5,715  | 6,001         |        |        | AFSCME            |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 6,051  |                   |
| Compliance Principal                            | 830        | 07/02/17          | 7,868         | 8,261                         | 8,674  | 9,108  | 9,563         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 10,091 |                   |
| Contract Analyst                                | 390        | 07/02/17          | 5,549         | 5,826                         | 6,117  | 6,423  | 6,744         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 6,794  |                   |
| Crime Analyst                                   | 700        | 07/02/17          | 6,425         | 6,746                         | 7,083  | 7,437  | 7,809         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 7,859  |                   |
| Customer Service Representative                 | 95         | 07/02/17          | 3,211         | 3,372                         | 3,541  | 3,718  | 3,904         |        |        | AFSCME            |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 3,954  |                   |
| Deputy City Clerk                               | 330        | 07/02/17          | 5,324         | 5,590                         | 5,870  | 6,164  | 6,472         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 6,522  |                   |
| Development Manager                             | 890        | 07/02/17          | 9,783         | 10,272                        | 10,786 | 11,325 | 11,891        |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 11,941 |                   |
| Director of Community Development               | 940        | 07/02/17          | 12,000        |                               |        |        | 15,168        |        |        | Sr. Exec Team     |
| Director of Community Services                  | 940        | 07/02/17          | 12,000        |                               |        |        | 15,168        |        |        | Sr. Exec Team     |
| Director of Finance                             | 940        | 07/02/17          | 12,000        |                               |        |        | 15,168        |        |        | Sr. Exec Team     |
| Director of Human Resources                     | 940        | 07/02/17          | 12,000        |                               |        |        | 15,168        |        |        | Sr. Exec Team     |
| Director of Public Works                        | 945        | 07/02/17          | 12,968        |                               |        |        | 15,764        |        |        | Sr. Exec Team     |
| Director of Records and Council Services        | 835        | 07/02/17          | 9,782         |                               |        |        | 11,890        |        |        | Sr. Exec Team     |
| Director of Recreation and Maintenance Services | 920        | 07/02/17          | 10,903        |                               |        |        | 13,252        |        |        | Mgmt Group        |
| Director of Water Utilities                     | 935        | 07/02/17          | 12,480        |                               |        |        | 15,168        |        |        | Mgmt Group        |
| Electrician                                     | 420        | 07/02/17          | 5,725         | 6,011                         | 6,312  | 6,628  | 6,959         |        |        | Teamsters         |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 7,516  |                   |
| Electrician Apprentice                          | 200        | 07/02/17          | 4,572         | 4,801                         | 5,041  | 5,293  | 5,558         |        |        | Teamsters         |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 5,836  |                   |
| Engineering Analyst                             | 820        | 07/02/17          | 7,437         | 7,809                         | 8,199  | 8,609  | 9,039         |        |        | MPC               |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 9,089  |                   |
| Engineering Technician I                        | 310        | 07/02/17          | 5,185         | 5,444                         | 5,716  | 6,002  | 6,302         |        |        | AFSCME            |
| *Maximum with incentives                        |            |                   |               |                               |        |        |               |        | 6,352  |                   |
| Engineering Technician II                       | 460        | 07/02/17          | 6,004         | 6,304                         | 6,619  | 6,950  | 7,297         |        |        | AFSCME            |

\*Please see Benefit Matrix for education incentives, holiday pay and shift differential.

Updated 3/15/18

| CLASSIFICATION                                     | RANGE | START    | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F | STEP G | UNIT       |
|----------------------------------------------------|-------|----------|--------|--------|--------|--------|--------|--------|--------|------------|
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 7,347  |            |
| Environmental Affairs Manager                      | 890   | 07/02/17 | 9,783  | 10,272 | 10,786 | 11,325 | 11,891 |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 11,941 |            |
| Environmental Health Specialist                    | 470   | 07/02/17 | 5,946  | 6,243  | 6,555  | 6,883  | 7,227  |        |        | AFSCME     |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 7,277  |            |
| Equipment Mechanic                                 | 270   | 07/02/17 | 5,057  | 5,310  | 5,576  | 5,855  | 6,148  |        |        | Teamsters  |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,640  |            |
| Equipment Shop Supervisor                          | 530   | 07/02/17 | 6,287  | 6,601  | 6,931  | 7,278  | 7,642  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 8,042  |            |
| Executive Assistant                                | 400   | 07/02/17 | 5,728  |        |        |        | 6,962  |        |        | Mgmt Group |
| Executive Secretary to the Chief of Police         | 330   | 07/02/17 | 5,324  | 5,590  | 5,870  | 6,164  | 6,472  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,522  |            |
| Finance Division Manager                           | 855   | 07/02/17 | 8,557  | 8,985  | 9,434  | 9,906  | 10,401 |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 10,451 |            |
| Financial Analyst                                  | 580   | 07/02/17 | 6,746  | 7,083  | 7,437  | 7,809  | 8,199  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 8,249  |            |
| GIS Coordinator                                    | 760   | 07/02/17 | 6,979  | 7,328  | 7,694  | 8,079  | 8,483  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 8,533  |            |
| Harbormaster                                       | 830   | 07/02/17 | 7,868  | 8,261  | 8,674  | 9,108  | 9,563  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 9,613  |            |
| Housing Inspector                                  | 315   | 07/02/17 | 5,238  | 5,500  | 5,775  | 6,064  | 6,367  |        |        | AFSCME     |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,417  |            |
| Housing Manager                                    | 855   | 07/02/17 | 8,557  | 8,985  | 9,434  | 9,906  | 10,401 |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 10,451 |            |
| Housing Specialist                                 | 210   | 07/02/17 | 4,665  | 4,898  | 5,143  | 5,400  | 5,670  |        |        | AFSCME     |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 5,720  |            |
| Human Resources Analyst                            | 700   | 07/02/17 | 6,425  | 6,746  | 7,083  | 7,437  | 7,809  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 7,859  |            |
| Human Resources Manager                            | 890   | 07/02/17 | 9,782  |        |        |        | 11,890 |        |        | Mgmt Group |
| Human Resources Specialist                         | 330   | 07/02/17 | 5,324  | 5,590  | 5,870  | 6,164  | 6,472  |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,522  |            |
| Lead Community Services Specialist                 | 415   | 02/20/18 | 5,715  | 6,001  | 6,301  | 6,616  | 6,947  |        |        | AFSCME     |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,997  |            |
| Lead Marina Services Worker                        | 320   | 07/02/17 | 5,293  | 5,558  | 5,836  | 6,128  | 6,434  |        |        | Teamsters  |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,756  |            |
| Lead Police Records Clerk                          | 255   | 07/02/17 | 4,976  | 5,225  | 5,486  | 5,760  | 6,048  |        |        | AFSCME     |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 6,098  |            |
| Lead Public Works Superintendent                   | 885   | 03/19/18 | 10,176 | 10,685 | 11,219 | 11,780 | 12,369 |        |        | MPC        |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 12,419 |            |
| Maintenance Assistant                              | 95    | 07/02/17 | 3,211  | 3,372  | 3,541  | 3,718  | 3,904  |        |        | Teamsters  |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 4,099  |            |
| Maintenance Lead Worker - Env. Services/Fac. Util. | 320   | 07/02/17 | 5,293  | 5,558  | 5,836  | 6,128  | 6,434  |        |        | Teamsters  |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 7,249  |            |
| Maintenance Worker I - Env. Services/Fac. Util.    | 140   | 07/02/17 | 3,950  | 4,148  | 4,355  | 4,573  | 4,802  |        |        | Teamsters  |
| *Maximum with incentives                           |       |          |        |        |        |        |        |        | 5,342  |            |
| Maintenance Worker II - Env. Services/Fac. Util.   | 200   | 07/02/17 | 4,572  | 4,801  | 5,041  | 5,293  | 5,558  |        |        | Teamsters  |

\*Please see Benefit Matrix for education incentives, holiday pay and shift differential.

Updated 3/15/18

| CLASSIFICATION                                                     | RANGE | START    | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F   | STEP G   | UNIT       |
|--------------------------------------------------------------------|-------|----------|--------|--------|--------|--------|--------|----------|----------|------------|
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 6,303    |            |
| Marina Maintenance Worker                                          | 140   | 07/02/17 | 3,950  | 4,148  | 4,355  | 4,573  | 4,802  |          |          | Teamsters  |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 5,042    |            |
| Office Assistant                                                   | 95    | 07/02/17 | 3,211  | 3,372  | 3,541  | 3,718  | 3,904  |          |          | AFSCME     |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 3,954    |            |
| Payroll Specialist                                                 | 330   | 07/02/17 | 5,324  | 5,590  | 5,870  | 6,164  | 6,472  |          |          | MPC        |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 6,522    |            |
| Permit Technician                                                  | 260   | 07/02/17 | 5,003  | 5,253  | 5,516  | 5,792  | 6,082  |          |          | AFSCME     |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 6,132    |            |
| Pest Control Specialist                                            | 470   | 07/02/17 | 5,946  | 6,243  | 6,555  | 6,883  | 7,227  |          |          | Teamsters  |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 7,588    |            |
| Planning Manager                                                   | 890   | 07/02/17 | 9,783  | 10,272 | 10,786 | 11,325 | 11,891 |          |          | MPC        |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 11,941   |            |
| Planning Technician                                                | 260   | 07/02/17 | 5,003  | 5,253  | 5,516  | 5,792  | 6,082  |          |          | AFSCME     |
| Police Captain                                                     | 650   | 07/02/17 | 12,117 | 12,723 | 13,359 | 14,027 | 14,728 | 15,464   |          | PMG        |
| *Maximum with incentives and holiday pay                           |       |          |        |        |        |        |        |          | 19,562   |            |
| Police Evidence Technician                                         | 260   | 02/20/18 | 5,003  | 5,253  | 5,516  | 5,792  | 6,082  |          |          | AFSCME     |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 6,132    |            |
| Police Lieutenant                                                  | 640   | 07/02/17 | 10,563 | 11,091 | 11,646 | 12,228 | 12,839 | 13,481   |          | PMG        |
| *Maximum with incentives and holiday pay                           |       |          |        |        |        |        |        |          | 17,053   |            |
| Police Officer                                                     | 600   | 07/02/17 | 5,762  | 6,050  | 6,352  | 6,670  | 7,003  | 7,354    | 7,721    | POA        |
| Police Officer (Continuation of Steps)                             | 600   | 07/02/17 |        |        |        |        |        | 8107 (H) | 8513 (I) | POA        |
| *Maximum with incentives, holiday pay and grave shift differential |       |          |        |        |        |        |        |          | 12,472   |            |
| Police Records Clerk (Part 1 of 2)                                 | 110   | 07/02/17 | 3,712  | 3,898  | 4,093  | 4,298  | 4,513  |          |          | AFSCME     |
| Police Records Clerk (Part 2 of 2)                                 | 180   | 07/02/17 | 4,297  | 4,512  | 4,738  | 4,975  | 5,224  |          |          | AFSCME     |
| Police Records Supervisor                                          | 540   | 07/02/17 | 6,276  | 6,590  | 6,920  | 7,266  | 7,629  |          |          | MPC        |
| Police Sergeant                                                    | 625   | 07/02/17 | 8,185  | 8,594  | 9,023  | 9,475  | 9,948  | 10,446   |          | POA        |
| *Maximum with incentives, holiday pay and grave shift differential |       |          |        |        |        |        |        |          | 15,303   |            |
| Police Services Administrator                                      | 830   | 02/20/18 | 7,868  | 8,261  | 8,674  | 9,108  | 9,563  |          |          | MPC        |
| *Maximum with incentives                                           |       |          |        |        |        |        |        |          | 9,613    |            |
| Power Company Manager                                              | 920   | 07/02/17 | 10,903 |        |        |        | 13,252 |          |          | Mgmt Group |
| Property and Evidence Coordinator                                  | 410   | 07/02/17 | 5,713  | 5,999  | 6,299  | 6,614  | 6,945  |          |          | AFSCME     |
| Public Works Manager                                               | 890   | 07/02/17 | 9,783  | 10,272 | 10,786 | 11,325 | 11,891 |          |          | MPC        |
| Public Works Superintendent                                        | 880   | 07/02/17 | 8,790  | 9,230  | 9,691  | 10,176 | 10,685 |          |          | MPC        |
| Public Works Supervisor                                            | 530   | 07/02/17 | 6,287  | 6,601  | 6,931  | 7,278  | 7,642  |          |          | MPC        |
| Purchasing Analyst                                                 | 720   | 07/02/17 | 6,702  | 7,037  | 7,389  | 7,758  | 8,146  |          |          | MPC        |
| Records Specialist                                                 | 330   | 07/02/17 | 5,324  | 5,590  | 5,870  | 6,164  | 6,472  |          |          | AFSCME     |
| Recreation Coordinator                                             | 230   | 07/02/17 | 4,814  | 5,055  | 5,308  | 5,573  | 5,852  |          |          | AFSCME     |
| Recreation Supervisor                                              | 550   | 07/02/17 | 6,289  | 6,603  | 6,933  | 7,280  | 7,644  |          |          | MPC        |
| Redevelopment Project Manager                                      | 820   | 07/02/17 | 7,437  | 7,809  | 8,199  | 8,609  | 9,039  |          |          | MPC        |
| Senior Administrative Analyst                                      | 820   | 07/02/17 | 7,437  | 7,809  | 8,199  | 8,609  | 9,039  |          |          | MPC        |
| Senior Civil Engineer                                              | 860   | 07/02/17 | 8,702  | 9,137  | 9,594  | 10,074 | 10,578 |          |          | MPC        |
| Senior Combination Building Inspector                              | 760   | 07/02/17 | 6,979  | 7,328  | 7,694  | 8,079  | 8,483  |          |          | MPC        |
| Senior Financial Analyst                                           | 790   | 07/02/17 | 7,810  | 8,200  | 8,610  | 9,040  | 9,492  |          |          | MPC        |
| Senior Human Resources Analyst                                     | 820   | 07/02/17 | 7,437  | 7,809  | 8,199  | 8,609  | 9,039  |          |          | MPC        |
| Senior Planner                                                     | 840   | 07/02/17 | 7,930  | 8,326  | 8,742  | 9,179  | 9,638  |          |          | MPC        |

\*Please see Benefit Matrix for education incentives, holiday pay and shift differential.

Updated 3/15/18

| CLASSIFICATION                             | RANGE | START    | STEP A | STEP B                                                   | STEP C | STEP D | STEP E | STEP F | STEP G | UNIT                  |
|--------------------------------------------|-------|----------|--------|----------------------------------------------------------|--------|--------|--------|--------|--------|-----------------------|
| Senior Redevelopment Project Manager       | 860   | 07/02/17 | 8,702  | 9,137                                                    | 9,594  | 10,074 | 10,578 |        |        | MPC                   |
| Sweeper Operator                           | 140   | 07/02/17 | 3,950  | 4,148                                                    | 4,355  | 4,573  | 4,802  |        |        | Teamsters             |
| Utility Billing Supervisor                 | 540   | 07/02/17 | 6,276  | 6,590                                                    | 6,920  | 7,266  | 7,629  |        |        | MPC                   |
| Utility Lineworker                         | 200   | 07/02/17 | 4,572  | 4,801                                                    | 5,041  | 5,293  | 5,558  |        |        | Teamsters             |
| Utility Supervisor                         | 810   | 07/02/17 | 8,338  | 8,755                                                    | 9,193  | 9,653  | 10,136 |        |        | MPC                   |
| Utility Technician I                       | 705   | 07/02/17 | 6,470  | 6,794                                                    | 7,134  | 7,491  | 7,866  |        |        | Teamsters             |
| Utility Technician II                      | 805   | 07/02/17 | 7,344  | 7,711                                                    | 8,097  | 8,502  | 8,927  |        |        | Teamsters             |
| Water Instrument/Maintenance Technician I  | 480   | 07/02/17 | 6,705  | 7,040                                                    | 7,392  | 7,762  | 8,150  |        |        | Teamsters             |
| Water Instrument/Maintenance Technician II | 750   | 07/02/17 | 7,762  | 8,150                                                    | 8,557  | 8,985  | 9,434  |        |        | Teamsters             |
| Water Maintenance Mechanic I               | 480   | 07/02/17 | 6,705  | 7,040                                                    | 7,392  | 7,762  | 8,150  |        |        | Teamsters             |
| Water Maintenance Mechanic II              | 750   | 07/02/17 | 7,762  | 8,150                                                    | 8,557  | 8,985  | 9,434  |        |        | Teamsters             |
| Water Plant Apprentice Operator            | 200   | 07/02/17 | 4,572  | 4,801                                                    | 5,041  | 5,293  | 5,558  |        |        | Teamsters             |
| Water Plant Operator                       | 560   | 07/02/17 | 6,734  | 7,071                                                    | 7,425  | 7,796  | 8,186  |        |        | Teamsters             |
| Water Plant Superintendent                 | 883   | 07/02/17 | 9,230  | 9,692                                                    | 10,177 | 10,686 | 11,220 |        |        | MPC                   |
| Water Plant Supervisor                     | 810   | 07/02/17 | 8,338  | 8,755                                                    | 9,193  | 9,653  | 10,136 |        |        | MPC                   |
| Water Quality Analyst I                    | 380   | 07/02/17 | 5,903  | 6,198                                                    | 6,508  | 6,833  | 7,175  |        |        | Teamsters             |
| Water Quality Analyst II                   | 710   | 07/02/17 | 7,107  | 7,462                                                    | 7,835  | 8,227  | 8,638  |        |        | Teamsters             |
| <b>SEASONAL CLASSIFICATIONS</b>            |       |          |        |                                                          |        |        |        |        |        |                       |
| Expert Consultant                          | 0910  | 03/16/15 | 30.00  |                                                          |        |        | 100.00 |        |        | n/a                   |
| High School Intern                         | 0550  | 01/01/18 |        |                                                          |        |        | 11.00  |        |        | n/a                   |
| Intern (college-level)                     | 0510  | 01/01/18 | 12.50  |                                                          | 14.00  |        | 15.50  |        | 17.00  | n/a                   |
| Maintenance Aide                           | 0530  | 01/01/18 | 11.21  | 11.78                                                    | 12.37  | 13.03  | 13.74  | 14.48  | 15.25  | 16.06 (H)   16.92 (I) |
| Maintenance Helper                         | 0520  | 01/01/18 |        |                                                          |        |        | 11.00  |        |        | n/a                   |
| Police Officer Trainee                     | 6009  | 07/02/17 | 26.59  | 20% less than Police Officer Step A (step A*12/2080/1.2) |        |        |        |        |        |                       |
| Recreation Leader I                        | 0550  | 01/01/18 |        |                                                          |        |        | 11.00  |        |        | n/a                   |
| Recreation Leader II                       | 0560  | 01/01/18 | 11.50  |                                                          | 12.00  |        | 12.50  |        |        | n/a                   |
| Recreation Leader III                      | 0570  | 06/17/13 | 13.00  | 14.00                                                    | 15.00  | 16.00  | 17.00  | 18.00  | 19.00  | 20.00 (H)             |



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

**DATE:** 3/21/2018  
**TO:** Mayor and Council Members  
**FROM:** Joe Sbranti, City Manager  
**SUBJECT:** By Minute Order, Adopt City Goals and Priorities for FY 2018-19  
**MEETING DATE:** 4/2/2018

**EXECUTIVE SUMMARY**

The City Council held a public workshop on February 20, 2018 to discuss goals for the coming fiscal year. Staff responded to questions and received comments from workshop participants and Council members, and developed the attached list of goals and priorities for FY 2018-19.

**FISCAL IMPACT**

None from this action.

**RECOMMENDATION**

By Minute Order, adopt the attached City Goals and Project List for FY 2018-19.

**BACKGROUND**

Each year, the City Council works with staff to develop a list of goals and priorities for the coming year. On February 20, 2018, the City Council held a public workshop to review goals developed by staff and receive comments from workshop participants.

**SUBCOMMITTEE FINDINGS**

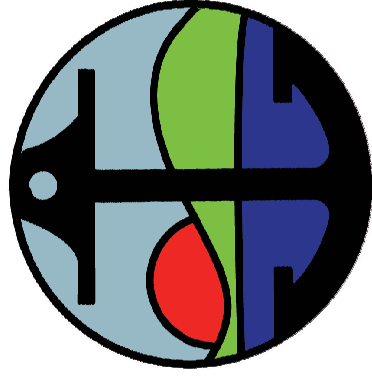
Not applicable.

**STAFF ANALYSIS**

Staff developed draft City Goals for 2018-19 that were presented and discussed at the workshop. The attached City Goals and Priorities FY 2018-19 and Project List incorporates comments from the workshop and are proposed for adoption by the City Council.

ATTACHMENTS: City Goals FY 2018-18

Report Prepared By: Haidi Muro, Administrative Assistant I



**City of Pittsburgh**  
FY 2018-2019 City-wide Goals Packet  
February 20, 2018

## Goal Categories

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

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

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

| II. Finance                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | <ol style="list-style-type: none"> <li>1. Recommend budgets consistent with the City's Fiscal Sustainability Ordinance</li> <li>2. Prepare budgets using only sustainable revenues to pay operational expenses</li> <li>3. Update the City's 7-Year General Fund Balancing Plan and 20-Year Forecast based on those plans</li> <li>4. Maintain or improve the City's credit rating (overall rating increased during FY 2016-17)</li> <li>5. Continue to pre-fund Other Post-Employment Benefits (OPEB) as is fiscally feasible</li> <li>6. Develop and issue RFP for investment advisory services</li> </ol> | <ol style="list-style-type: none"> <li>1. Worked with Council and City departments to submit a budget consistent with the City's Ordinance using sustainable revenues to cover operational expenses</li> <li>2. Continued to update the balancing plan throughout the Fiscal Year</li> <li>3. Maintained Bond ratings while increasing S&amp;P payment indicators in FY 2017-18</li> <li>4. Funded OPEB side fund as authorized</li> <li>5. Issued an RFP for investment advisor services in early February 2018</li> </ol> | <ol style="list-style-type: none"> <li>1. Recommend budgets consistent with the City's Fiscal Sustainability Ordinance using sustainable revenues to cover operational expenses</li> <li>2. Continue to update General Fund's 20-Year Forecast based upon current trends</li> <li>3. Strive to continually improve the City's credit rating</li> <li>4. Continue to pre-fund Other Post-Employment Benefits (OPEB)</li> <li>5. Establish a 115 Trust to start pre-funding CalPERS pension obligations</li> <li>6. Review the Senior and Disabled Citizens water rate discount</li> <li>7. Review and determine if a balanced payment plan is feasible for the Water Utility Department</li> <li>8. Draft and adopt a local Hiring Policy</li> <li>9. Increase the Local Purchasing Policy preference for local businesses from 1%</li> </ol> |

|                                        |                                                                                                          |                                                                                                                                                      |                                                                                                                                                           |                                       |
|----------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
|                                        |                                                                                                          |                                                                                                                                                      |                                                                                                                                                           | to 3%                                 |
| <b>Goal 5</b>                          | 1. Review and update the City's purchasing policy to ensure compliance with existing and new regulations | 1. In process to be completed in FY 2018-19<br>2. Reduced walk in Utility Billing customers by 38% or 22,473 visits, while increasing usage of other | 1. Complete the review and update to the City's purchasing policies<br>2. Consolidate the Business License and Utility Billing/Cashiering Center together |                                       |
| II. Finance Continued                  |                                                                                                          |                                                                                                                                                      |                                                                                                                                                           |                                       |
| <b>City Goal</b>                       | <b>2017-2018 Goals</b>                                                                                   | <b>2017-2018 Highlights/Results</b>                                                                                                                  |                                                                                                                                                           | <b>2018-2019 Goals &amp; Measures</b> |
| <b>Goal 5</b>                          | 2. Provide additional payment options for residents and businesses when paying for City services or fees | payment options by 19% or 25,226.                                                                                                                    |                                                                                                                                                           |                                       |
| <b>Increase Efficiency of Services</b> |                                                                                                          |                                                                                                                                                      |                                                                                                                                                           |                                       |

| III. Community Development - Engineering                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | <ol style="list-style-type: none"> <li>1. Seek grant funds for Complete Streets accommodating all forms of transportation (bicycle, pedestrian, transit, motor vehicles), other infrastructure improvements</li> <li>2. Current projects supported by \$3.4 million in grants for traffic safety, water and bicycle/pedestrian trails</li> </ol>                                                                                                                                                             | <ol style="list-style-type: none"> <li>1. Total new grants awarded in 2017-18 - \$4.5 million for pedestrian trails</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                  | <ol style="list-style-type: none"> <li>1. Apply and compete for at least \$1 million in grants to support capital projects and receive notification of award of \$500,000 in grants by June 30, 2019.</li> </ol>                                                                                                                                                                                                                                                                                                      |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | <ol style="list-style-type: none"> <li>1. Complete construction of capital projects as scheduled during FY 2017-18 (see Project List)</li> <li>2. Continue liaison with BART for completion of Pittsburgh Center Station</li> <li>3. Develop annual update to City's Five-Year Capital Improvement Program (CIP)</li> <li>4. Work with Caltrans, MTC, Contra Costa Transportation Authority to improve traffic operations on State Route 4 within city limits</li> <li>5. Continue development of</li> </ol> | <ol style="list-style-type: none"> <li>1. 9 capital projects have been completed, or are scheduled to be completed, by June 30, 2018</li> <li>2. Pittsburgh Center BART to begin service May 2018, includes completion of cooperative projects and agreements for security cameras, and pedestrian and intersection improvements</li> <li>3. City's Five-Year Capital Improvement Program (CIP) approved by Council October 16, 2017</li> <li>4. Traffic division met 12 times and is active participant of Caltrans</li> </ol> | <ol style="list-style-type: none"> <li>1. Complete five capital projects by June 30, 2019 (see project schedule) within approved project budgets</li> <li>2. City's Five-Year Capital Improvement Program (CIP) to City Council for consideration by August 6, 2018</li> <li>3. By September 1, 2018, receive proposals and identify project management team for James Donlon Boulevard Extension. (This simultaneous with initiation of utility relocation and right-of-way acquisition for the project.)</li> </ol> |

| III. Community Development – Engineering Continued                             |                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                       |
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| City Goal                                                                      | 2017-2018 Goals                                                                                                                                                                                                                                                                                     | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                           | 2018-2019 Goals & Measures                                                                                                                                                                                                                            |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>                          | <p>James Donlon Boulevard Extension</p> <p>6. Partner with Pittsburgh Unified School District, police, other City departments to maximize traffic safety and circulation at schools</p> <p>7. Communication with Delta Diablo and other utility districts to coordinate infrastructure projects</p> | <p>5. ramp metering project, advocating for more efficient entry onto State Route 4 during commute hours.</p> <p>6. Traffic division active with Safe Streets project with Pittsburgh Unified School District.</p> <p>7. Traffic division met individually with principals at every public school (Pittsburgh Unified and Mt. Diablo Unified's Delta View Elementary) to improve traffic flow and pedestrian safety at each campus</p> |                                                                                                                                                                                                                                                       |
| <b>Goal 4</b><br><b>Continue Economic Development, &amp; Facilitate Growth</b> | <p>1. Evaluate effectiveness of local contracting policy</p>                                                                                                                                                                                                                                        | <p>1. Formed City Council Ad-hoc Subcommittee to evaluate effectiveness.</p>                                                                                                                                                                                                                                                                                                                                                           | <p>1. Establish Project Labor Agreement policy – Summer 2018</p>                                                                                                                                                                                      |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>                        | <p>1. Reduce traffic delays on city streets</p> <p>2. Increase cost-efficiency and staff utilization, including the use of in-house staff for infrastructure project design when appropriate</p>                                                                                                    | <p>1. Synchronized traffic signals at 17 intersections along Railroad Avenue/Kirker Pass Road corridor to reduce traffic congestion</p> <p>2. GIS work group added 50 informational map layers to</p>                                                                                                                                                                                                                                  | <p>1. By June 30, 2019, complete synchronization of traffic signals at 14 intersections along West Leland Road corridor to reduce traffic congestion and reduce average travel time along the West Leland Road corridor by 10% during peak hours.</p> |

|                                                    |                                                                                                |                                                                                                                                                                                              |                                                                                                                        |                                                                           |
|----------------------------------------------------|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
|                                                    |                                                                                                |                                                                                                                                                                                              |                                                                                                                        | 2. By June 30, 2019, GIS work group will add 50 informational map layers, |
| III. Community Development – Engineering Continued |                                                                                                |                                                                                                                                                                                              |                                                                                                                        |                                                                           |
| <b>City Goal</b>                                   | <b>2017-2018 Goals</b>                                                                         | <b>2017-2018 Highlights/Results</b>                                                                                                                                                          | <b>2018-2019 Goals &amp; Measures</b>                                                                                  |                                                                           |
|                                                    | 3. Expand the City's GIS as a resource across departments and for the public where appropriate | improve access to accurate information by field inspectors, police, infrastructure maintenance, code enforcement, others. Includes 5 layers accessible to the public through City's website. | including Old Town Historic Walking Tour accessible to the public (in partnership with Pittsburgh Historical Society.) |                                                                           |

### Engineering - CIP Update

| 2017/18 Capital Projects Completed,<br>2018/19 Capital Projects Scheduled                                                                                            |  | Work Begins    | Scheduled Completion |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------|----------------------|
| Multi Modal Transfer Facility (Kiss-and-Ride)                                                                                                                        |  | Spring 2017    | Spring 2018          |
| Frontage Road Class I Trail                                                                                                                                          |  | Early 2017     | COMPLETE             |
| Accessible Walking Path from BART Parking lot to Railroad Avenue (north side Bliss Avenue)                                                                           |  | Spring 2017    | COMPLETE             |
| Power Avenue Class I Trail                                                                                                                                           |  | Spring 2017    | Spring 2018          |
| Class 1 Trail along west side of Railroad Avenue, from Alvarado Avenue (Delta DeAnza Trail) to SR4 eastbound off-ramp                                                |  | DESIGN 2019-20 | Fall 2021            |
| Class 1 Trail along SR4 eastbound on-ramp (behind north side Bliss Avenue parcels), from BART parking lot to Railroad Avenue                                         |  | DESIGN 2018-20 | Fall 2021            |
| Class 1 Trail along south side of California Avenue, from Harbor Street to Railroad Avenue (includes parking spaces)                                                 |  | DESIGN 2019-20 | Fall 2021            |
| Class IV Separated Bikeway (a.k.a. Buffered Bike Lanes) along both sides of Railroad Avenue, from 17 <sup>th</sup> Street to SR4 westbound on-ramp/California Avenue |  | DESIGN 2019-20 | Fall 2021            |
| Water Treatment Plant Granulated Activated Carbon Filter Replacement                                                                                                 |  | January 2018   | Spring 2018          |
| WTP Sludge Handling Facility Phase 1B                                                                                                                                |  | Winter 2016    | Spring 2018          |
| Rossmoor Water Well Replacement                                                                                                                                      |  | Winter 2016    | COMPLETE             |
| Ray Giacomelli Community Park @ San Marco/West Leland Road                                                                                                           |  | Fall 2016      | Spring 2018          |

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

| IV. Community Development - Building                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| City Goal                                                                      | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Goal 4</b><br><b>Continue Economic Development, &amp; Facilitate Growth</b> | <ol style="list-style-type: none"> <li>1. Complete plan reviews and inspections for major development projects, including Waterstone, Stoneman Apartments and commercial development</li> <li>2. Continue to inspect residential development for compliance with applicable codes (average 250 to 300 new housing starts per year)</li> <li>3. Issue solar energy system permits (average 300 to 400 per year)</li> <li>4. Continue to provide Housing Quality Inspections in support of Pittsburgh Housing Authority</li> </ol> | <ol style="list-style-type: none"> <li>1. Dow Chemical expansion project. Plans under review, Phase I review complete and underway</li> <li>2. Pace of new residential development slightly below historic average at 150 housing starts included Greystone, Toscana, Mariner Walk, first phase Belle Harbor</li> <li>3. 440 solar permits issued</li> <li>4. Electric Vehicle Charging (EV) station ordinance adopted to streamline plan review. To date, 8 approved for residential, 23 stations within 10-mile radius of center of the City. 10 EV stations approved for future use</li> <li>5. Approximately 1,600 inspections conducted for Pittsburgh Housing Authority</li> </ol> | <ol style="list-style-type: none"> <li>1. Dow Chemical project (four phases) reviewed/inspections completed</li> <li>2. Inspect residential development (anticipate return to historic average of 250-300 per year) including major projects Belle Harbor remaining phase, Stoneman Villages, Phase II Positano, others)</li> <li>3. Depending on strength of solar industry and market factors, expect to issue 300 permits</li> <li>4. Complete 1,800 inspections for Pittsburgh Housing Authority</li> </ol> |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>                        | <ol style="list-style-type: none"> <li>1. Increase efficiency for issuance of photovoltaic (solar) by adding a portal for online plan submittal and plan check, improving service delivery to homeowners</li> </ol>                                                                                                                                                                                                                                                                                                              | <ol style="list-style-type: none"> <li>1. Portal for solar plan submittal operational.</li> <li>2. Rental Inspection program received fees from 3,128 units</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <ol style="list-style-type: none"> <li>1. Add to City website EV Charging Station expedited plan review, issue permits for 25 new charge stations</li> <li>2. Enroll 60 additional residential rental</li> </ol>                                                                                                                                                                                                                                                                                                |

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

| V. Community Development - Planning                              |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                    |
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| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                                                                                           | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                         |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | <ol style="list-style-type: none"> <li>1. Continue and improve cost recovery on large-scale development projects</li> <li>2. Develop a building permit surcharge, fee or similar program to help fund future General Plan updates</li> </ol>                                                              | <ol style="list-style-type: none"> <li>1. According to the mid-year budget review, planning is on pace to exceed cost recovery revenues for 2017/18, compared to 2016/17.</li> <li>2. A General Plan permit surcharge program will be implemented by the end of the General Plan update process (2020/21) in order to collect revenues for the next comprehensive update in 2040</li> </ol> | <ol style="list-style-type: none"> <li>1. Continue to increase cost recovery efforts and strive for a 5% revenue increase over the previous fiscal year.</li> <li>2. Before June 30, 2019, secure and utilize grant funding for at least one new city initiated project.</li> </ol>                                                                |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | <ol style="list-style-type: none"> <li>1. Continue work with Engineering Division to provide environmental and design review of capital projects</li> <li>2. Work with developers to incorporate public spaces as appropriate in new developments in Railroad Avenue Specific Plan (RASP) area</li> </ol> | <ol style="list-style-type: none"> <li>1. No capital projects have required design review this past year.</li> <li>2. No new applications have been entitled within the core of the RASP this past year. Staff is currently working with developers to incorporate public spaces into the Civic Center Office complex and a phase 2 retail building at 2108 Railroad.</li> </ol>            | <ol style="list-style-type: none"> <li>1. Require public spaces as appropriate in all new private developments within the Railroad Avenue Specific Plan (RASP) area</li> <li>2. Complete implementation of city bike share program (phase 1) by Fall 2018.</li> <li>3. Complete grant funded Active Transportation Plan by Summer 2019.</li> </ol> |
| <b>Goal 4</b><br><b>Continue Economic Development</b>            | <ol style="list-style-type: none"> <li>1. Work with Chamber of Commerce, Economic Development staff to identify zoning changes that promote small business growth and</li> </ol>                                                                                                                          | <ol style="list-style-type: none"> <li>1. Seven rezoning applications were initiated in 2017, which included two separate processes related to promoting economic development downtown through</li> </ol>                                                                                                                                                                                   | <ol style="list-style-type: none"> <li>1. Incorporate analysis related to existing housing income/type mix into all staff reports for new housing projects</li> <li>2. Update the Inclusionary Housing</li> </ol>                                                                                                                                  |

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

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

## **VI. Planning CommissionFY2018-2019 Goals**

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

**Goal 2:** Before the end of the fiscal year, host a minimum of three presentations during regular meetings to further educate the Planning Commission and the public on planning related topics.

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

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

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

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

| VII. Public Works                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                         |
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| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                   | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                              |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | <ol style="list-style-type: none"> <li>1. Continue to improve reliability and reduce energy, maintenance costs by converting lights to LED in parks, on decorative poles and at City facilities</li> <li>2. Evaluate cost saving opportunities in all divisions of Public Works</li> </ol>                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                         |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | <ol style="list-style-type: none"> <li>1. Convert existing traffic loops at traffic signal intersections to video detection system to increase reliability</li> </ol>                                                                                                                                                                                                                                                                                   | <ol style="list-style-type: none"> <li>1. Temporary cameras were installed at various locations for CIP projects</li> </ol>                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                         |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>          | <ol style="list-style-type: none"> <li>1. Complete a full audit of the City's water treatment and delivery system</li> <li>2. Evaluate conversion of PW lead position to Supervisor to meet demand of increased technology and regulatory demand in Water Division</li> <li>3. Purchase additional lighting truck to split electrician crews to be able to respond to different locations at once and provide better access in tighter areas</li> </ol> | <ol style="list-style-type: none"> <li>1. The Water Loss Team successfully completed a validated audit identifying potential loss sources and operational deficiencies. The audit will help identify and prioritize projects to increase efficiency of our water system.</li> <li>2. Lead worker promoted to Supervisor of Meters providing a more efficient operation to adhere to increasing State and Federal regulations in the water division.</li> </ol> | <ol style="list-style-type: none"> <li>1. Continue with annual water loss full audit of the City's water treatment and delivery system to help reduce potential loss sources.</li> <li>2. Convert Water Treatment System entirely from Chlorine Gas to Sodium Hypochlorite to increase safety of staff and surrounding residential community</li> </ol> |

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

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

| IX. Pittsburgh Power Company                                                 |                                                                                                                                                                               |                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                         |
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| City Goal                                                                    | 2017-2018 Goals                                                                                                                                                               | 2017-2018 Highlights/Results                                                                                                                                                                                                                     | 2018-2019 Goals & Measures                                                                                                                                                                                                                                              |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b>             |                                                                                                                                                                               | <ol style="list-style-type: none"> <li>1. CPN and TBC concessions remain in place providing significant financial contributions to PPC</li> <li>2. IE continues to expand operations, becoming increasingly more efficient and viable</li> </ol> | <ol style="list-style-type: none"> <li>1. Effectively manage existing revenue sources from energy-related projects (CPN, TBC).</li> <li>2. Effectively Manage IE Operations: Capital Improvements Reserve Fund contribution of \$500,000.</li> </ol>                    |
| <b>Goal 4</b><br><b>Continue Economic Development, and Facilitate Growth</b> | <ol style="list-style-type: none"> <li>1. Identify revenue opportunities for energy-related projects (sales and use tax, property tax, community benefit programs)</li> </ol> | <ol style="list-style-type: none"> <li>1. Actively pursued / advanced EDS, Battery Storage (other) energy projects</li> </ol>                                                                                                                    | <ol style="list-style-type: none"> <li>1. Advance various Developments (2) to Option Agreements, Permits.</li> </ol>                                                                                                                                                    |
| <b>Goal 5</b><br><b>Improve the Quality of Life</b>                          |                                                                                                                                                                               | <ol style="list-style-type: none"> <li>1. "Future Build" program continues with successful operations and a graduation rate above 80%.</li> </ol>                                                                                                | <ol style="list-style-type: none"> <li>1. Funding support to Pittsburgh Police Department and General Fund by \$1,000,000.</li> <li>2. PPC Sponsorship and funding of "Future Build" .</li> <li>3. Implement and communicate MCE Renewables Program Benefit.</li> </ol> |

| X. Island Energy                                                 |                                                                                             |                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City Goal                                                        | 2017-2018 Goals                                                                             | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                  | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                       |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | 1. Support new customer growth at Island Energy to continue revenue growth                  | <ol style="list-style-type: none"> <li>1. Brewery, Distillery, Film Production interconnects related support.</li> <li>2. New modular home manufacturer, Lennar residential development interconnections.</li> </ol>                                                                                          | <ol style="list-style-type: none"> <li>1. Support new Residential customer growth at Island Energy to continue revenue growth: 50 new customer connections per Lennar build-plan</li> <li>2. Complete four (4) new Commercial interconnects per Lennar lease targets.</li> </ol> |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | 1. Complete Phase 2 Island Energy Cable Replacement Project and related system improvements | <ol style="list-style-type: none"> <li>1. Phase 2 IE Cable Replacement Project</li> <li>2. 12,948 linear feet = 4,316 duct feet cable replacement</li> </ol>                                                                                                                                                  | <ol style="list-style-type: none"> <li>1. Complete Cable Replacement Project Phases 3 &amp;4</li> <li>2. Complete new Residential “Backbone” .</li> <li>3. Complete Natural Gas Distribution System Upgrades (per IE Capital Improvement Plan).</li> </ol>                       |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>          | 1. Evaluate new billing and metering systems and implement if cost-effective                | <ol style="list-style-type: none"> <li>1. New Billing system is operational w/staff training underway.</li> <li>2. New Metering Systems Project in progress, to be completed and fully operational 2Q2018</li> <li>3. 570 new electric meters installed</li> <li>4. 431 gas meters to be installed</li> </ol> | <ol style="list-style-type: none"> <li>1. Identification and remediation of system / financial (billing) losses. Zero “bad” meters, WAPA Billing / Revenue Collection +/- 2%.</li> </ol>                                                                                         |

| XI. Economic Development                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| City Goal                                                                          | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Goal 4</b><br><br><b>Continue Economic Development, &amp; Facilitate Growth</b> | <ol style="list-style-type: none"> <li>1. Retain, improve large sales tax providers with targeted outreach</li> <li>2. Retain large employers with targeted efforts</li> <li>3. Conduct shopping center meetings and one-on-one business meetings to emphasize business retention</li> <li>4. Work with property owners to find solutions for blighted properties</li> <li>5. Create a citywide promotional campaign centered on business, recreation and lifestyle</li> <li>6. Seek out companies that provide non-traditional business financing</li> <li>7. Become a resource for small businesses by providing free seminars in collaboration with Chamber of Commerce, Small Business Development Center,</li> </ol> | <ol style="list-style-type: none"> <li>1. Worked with USS-POSCO throughout International Trade Case, established regional support for the local jobs and sustainability of the plant (500+ jobs)</li> <li>2. Assisted in securing a space for MCE/Calpine Call Center (up to 16 jobs)</li> <li>3. Began marketing ThinkPittsburg on social media, Hwy 4 billboard, Small Business Saturday</li> <li>4. Submitted 8 responses to official State Request for Information for businesses looking for space including Amazon HQ2</li> <li>5. Joined the Bay Area Urban Manufacturing Initiative</li> <li>6. Launch of EastCounty4u.com collaborative website promoting East Contra Costa County; joint effort with Antioch, Oakley, and Brentwood</li> </ol> | <ol style="list-style-type: none"> <li>1. Conduct 2 one-on-one meetings per year with each of the top 10 large employers and sales tax providers to emphasize retention</li> <li>2. Conduct one-on-one business meetings with small to mid-sized businesses to emphasize business retention with a goal of meeting with a minimum of 30 businesses per year</li> <li>3. Market the City as a business and tourist location through regional and national advertising campaigns</li> <li>4. Seek out companies that provide non-traditional business financing for small businesses</li> <li>5. Become a resource for small businesses by providing 3 free seminars in collaboration ICA Fund Good Jobs, Los Medanos Community College, Chamber of Commerce, Small Business Development Center, Workforce Development Board</li> <li>6. Collaborate within the region on marketing efforts to increase visibility</li> <li>7. Identify potential internal processes</li> </ol> |

|                                                         |                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                |
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|                                                         |                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                         | that could be proved to assist in the growth of new small businesses including but not limited to fee waivers. |
| <b>XI. Economic Development Continued</b>               |                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                |
| <b>City Goal</b>                                        | <b>2017-2018 Goals</b>                                                                                                                                                   | <b>2017-2018 Highlights/Results</b>                                                                                                                                                                                                                                                                                                                                                  | <b>2018-2019 Goals &amp; Measures</b>                                                                                                                                                                                                                                                                                                                                   |                                                                                                                |
|                                                         | Workforce Development Board                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b> | 1. Work with other City departments to create an ombudsman approach to new businesses, and identify processes that can improve to promote business growth and attraction | 1. Provide a “red carpet” approach for new businesses to assist in meeting construction and opening timelines                                                                                                                                                                                                                                                                        | 1. Continue to provide “red carpet” approach for new businesses, and identify internal processes that can be improved to promote business growth and attraction                                                                                                                                                                                                         |                                                                                                                |
| <b>Goal 6</b><br><b>Improve the Quality of Life</b>     | 1. Work with Planning staff to increase retail in the southwest hills area of the City                                                                                   | 1. Market potential retail center space to grocery store developers such as Aldi, Safeway, Albertsons, Raleys and others<br>2. Successful attraction of The Alarm Guys to Pittsburg<br>3. Executed leases with City owned/managed space with Tred Shed, Men’s Suit Outlet, and Big Chop Accessories<br>4. Administered the student trip to Japan<br>5. Overseer of the International | 1. Work with Planning staff to increase retail in the southwest hills area of the City<br>2. Provide ongoing property management, administer leases, protect City assets, and mitigate the risk of future property damage, while maintaining a minimum 80% occupancy rate<br>3. Continue to administer the Sister City Program with improved visibility on City website |                                                                                                                |

|  |  |                     |  |  |
|--|--|---------------------|--|--|
|  |  | Sister City Program |  |  |
|--|--|---------------------|--|--|

| XII. Recreation                                                  |                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                               | 2017-2018 Highlights/Results                                                                                                                                                                                       | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                        |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | <ol style="list-style-type: none"> <li>1. Continue park improvement projects with assistance of volunteer organizations and non-profits such as FutureBuild and Boy Scouts of America</li> <li>2. Increase revenues through facility rentals and programming</li> <li>3. Continue to seek federal, state, county and private foundations for grants to support recreation programs</li> </ol> | <ol style="list-style-type: none"> <li>1. Successfully received grants from First 5, Keller Canyon, Los Medanos Community Healthcare District, US Tennis Association, Community Development Block Grant</li> </ol> | <ol style="list-style-type: none"> <li>1. Increase marketing of building rental facilities resulting in increased usage and revenue by 15%.</li> <li>2. Continue to seek grants to fund recreational programs with a goal of applying for a minimum of 2 new grants for each division.</li> </ol> |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | <ol style="list-style-type: none"> <li>1. Use Park Dedication Funds and grants, continue to upgrade park infrastructure, particularly playgrounds in neighborhood parks</li> <li>2. Seek capital funding for a multi-year effort to prune old growth park and street trees</li> </ol>                                                                                                         | <ol style="list-style-type: none"> <li>1. Through a collaboration with First 5, receive grant KaBoom and Kaiser to improve play structure at City Park</li> </ol>                                                  | <ol style="list-style-type: none"> <li>1. Provide for safety and security improvements for facilities by reviewing policies and procedures at recreational facilities like Buchanan Pool, Small World Park, and Senior Center.</li> </ol>                                                         |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>          | <ol style="list-style-type: none"> <li>1. Explore feasibility of contract maintenance of medians and City right-of-way areas</li> </ol>                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                    | <ol style="list-style-type: none"> <li>1. Provide online registration for recreational activities</li> <li>2. Streamline the reservation process for facilities with online availability calendar</li> </ol>                                                                                      |

| XII. Recreation Continued         |                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| City Goal                         | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                | 2017-2018 Highlights/Results                                                                                                                                                                                                                                        | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Goal 6<br>Improve Quality of Life | <ol style="list-style-type: none"> <li>1. Continue to invest in youth programming and support services</li> <li>2. Expand partnership with local non-profits that focus on recreational and personal development</li> <li>3. Sponsor or support a variety of community public events</li> <li>4. Collaborate with other city departments to offer additional recreation programming</li> </ol> | <ol style="list-style-type: none"> <li>1. Conducted the first meeting of the Youth Empowerment Project</li> <li>2. Collaborate with Economic Development, Waterfront, Pittsburgh Arts and Community Foundation, Police Department, Environmental Affairs</li> </ol> | <ol style="list-style-type: none"> <li>1. Continue to invest in youth programming and support services through the expansion of the Youth Empowerment Project by identifying, implementing, and completing 2 community projects</li> <li>2. Expand partnership with local non-profits that focus on recreational and personal development</li> <li>3. Provide a variety of community events throughout the city</li> <li>4. Collaborate with other city departments to offer additional recreation programming and activities</li> <li>5. Increase attendance by 15% at Small World Park and Buchanan Pool</li> <li>6. Collaborate to provide additional services for our Senior Community</li> </ol> |

Recreation - 2018 Community Events

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

\*New for 2017

\*\* Support the efforts of STS and PUSD for the existing World Music & Art Fair at Small World Park

## Recreation - Community Events in Partnership

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

### Recreation - Service Partners

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

### **XIII. Community Advisory Commission FY18-19 Goals**

**Goal 1.** Increase the visibility of the Community Advisory Commission and its mission, through active participation and attendance by commissioners at a minimum of 21 local public events, meetings, and activities per quarter. Convey concerns, feedback, participation, and commissioner actions to the appropriate City Department.

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

**Goal 3.** Maintain a strong relationship with the City Manager and provide a quarterly report to the City Council.

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

| XIV. Waterfront                                                  |                                                                                       |                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City Goal                                                        | 2017-2018 Goals                                                                       | 2017-2018 Highlights/Results                                                                                                                                                                                                                                         | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                       |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | 1. Pursue grant funding opportunities<br>2. Execute new tidelands recreational leases | 1. Awarded three grants in FY 17-18 totaling \$430,000<br>2. USEPA Community-wide Brownfield Assessment Grant - \$300,000<br>3. National Fitness Campaign - \$10,000<br>4. CDBG - \$120,000<br>5. Recreational Tidelands Lease Documents in attorney-revisions phase | 1. Seek out 3-5 grants for brownfield cleanup and/or redevelopment, and outdoor waterfront recreational opportunities.<br>2. Execute new recreational Trust Lands leases to bring all tidelands users under compliance with SB 551.<br>3. Contribute at least \$50,000 to the Marina Dredge CIP. |
| <b>Goal 2</b><br><b>Prioritize Public Safety</b>                 |                                                                                       |                                                                                                                                                                                                                                                                      | 1. Foster tideland infrastructure updates that align with the spirit and regulations of the Trust Lands Use Plan and General Plan.                                                                                                                                                               |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | 1. Improve public use facilities at the marina                                        | 1. Consultant for 10-year dredge permits obtained.                                                                                                                                                                                                                   | 1. Install an ADA accessible non-motorized launch ramp at the Marina.<br>2. Work with waterfront property owners to create, enhance, and maintain public access to the waterfront.<br>3. Obtain 10-year marina dredge permits.                                                                   |

| XIV. Waterfront Continued                                                      |                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                        |
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| City Goal                                                                      | 2017-2018 Goals                                                                                                                                                                                                 | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                             |
| <b>Goal 4</b><br><b>Continue Economic Development, &amp; Facilitate Growth</b> | <ol style="list-style-type: none"> <li>1. Collaborate with waterfront property owners and tenants to activate underutilized land</li> <li>2. Evaluate existing brownfields for potential development</li> </ol> | <ol style="list-style-type: none"> <li>1. Made funding for environmental assessments available to four waterfront property owners.</li> <li>2. USEPA Brownfield Assessment Project underway and on-schedule.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ol style="list-style-type: none"> <li>1. Environmentally assess 3-5 underutilized waterfront sites and complete the draft phase of a master plan for their redevelopment.</li> </ol>                                                                                                                                                                                                  |
| <b>Goal 6</b><br><b>Improve the Quality of Life</b>                            | <ol style="list-style-type: none"> <li>1. Provide more recreational activities and events along the waterfront</li> <li>2. Continuing to seek out new recreational waterfront opportunities</li> </ol>          | <ol style="list-style-type: none"> <li>1. In collaboration with the Recreation Department, PACF, and outside organizations, the Waterfront Division hosted 3 waterfront events and 2 event series at the Marina:               <ol style="list-style-type: none"> <li>a. Third Annual Delta Board Meeting – 32 competitors</li> <li>b. 4<sup>th</sup> of July fireworks</li> <li>c. First Fridays series</li> <li>d. Jazz, Blues &amp; Funk Festival</li> <li>e. Musical Holiday Light Shows</li> <li>f. In collaboration with waterfront businesses, the City kicked off the City of Pittsburgh's first Summer Waterfront Activities Program with                   <ol style="list-style-type: none"> <li>g. Kayak lessons, tours, &amp; rentals</li> <li>h. Stand-up Paddle Boards lessons, tours, &amp; rentals</li> </ol> </li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>1. Host three waterfront events, two event series, and one new event in collaboration with various City departments and outside organizations.</li> <li>2. Increase number of competitors in the Fourth Annual Delta Board Meeting by 15%.</li> <li>3. Increase public participation in Summer Waterfront Activities Program by 20%.</li> </ol> |

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

| XV. Marina                                                       |                                                                                                                                                                                                                                   |                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                   | 2017-2018 Highlights/Results                                                                                                                                                                                             | 2018-2019 Goals & Measures                                                                                                                                                                                                                                |
| <b>Goal 1</b><br><b>Achieve &amp; maintain a Balanced Budget</b> |                                                                                                                                                                                                                                   | 1. Contributed \$41,000 to the Marina Dredging CIP Project                                                                                                                                                               | <ol style="list-style-type: none"> <li>1. Update all Marina fees</li> <li>2. Implement new fees without disrupting the Marina's great customer-friendly reputation</li> <li>3. Provide non-motorized watercraft rentals from Marina</li> </ol>            |
| <b>Goal 2</b><br><b>Prioritize Public Safety</b>                 |                                                                                                                                                                                                                                   |                                                                                                                                                                                                                          | <ol style="list-style-type: none"> <li>1. Reduce theft at Riverview Park by 30%.</li> <li>2. Reduce illegal activity on the berm (west of Marina Basin 2) by 50%.</li> </ol>                                                                              |
| <b>Goal 3</b><br><b>Improve Public Infrastructure</b>            | <ol style="list-style-type: none"> <li>1. Dredge the marina in 2021</li> <li>2. Improve aging infrastructure at marina</li> <li>3. Explore increased revenue through watercraft rentals and increased public amenities</li> </ol> | <ol style="list-style-type: none"> <li>1. Rack for waterfront rental equipment built and full of kayaks</li> <li>2. Worked with Waterfront and manufacturer to design an ADA kayak launch ramp for the Marina</li> </ol> | <ol style="list-style-type: none"> <li>1. Obtain 10-year dredge permits by Dec. 2018</li> <li>2. Begin dredging of Episode 1 (Lowy &amp; Launch Ramps) in Army Corps of Engineers 2019 work window</li> </ol>                                             |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>          |                                                                                                                                                                                                                                   |                                                                                                                                                                                                                          | <ol style="list-style-type: none"> <li>1. Install and train relevant staff on new administrative software for management of the marina</li> <li>2. Update the Rules &amp; Regulations of the Marina</li> <li>3. Allow for online bill payments</li> </ol> |

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

| XVI. Environmental Affairs                                       |                                                                                                                                                           |                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| City Goal                                                        | 2017-2018 Goals                                                                                                                                           | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | 1. Complete LED lighting conversion and upgrades to reduce costs at 26 City Parks, Marina                                                                 | 1. City Energy Efficiency Projects:<br>a. City Hall HVAC installation completed by PW; completing PG&E report and rebate for next phase<br>b. LED Lighting Conversion Projects:<br>c. City Parks – completed conversions at 24 parks<br>d. Library outside lighting/soffits | 1. City Hall HVAC Optimization – Refine and optimize new HVAC system for additional 10 percent energy use savings<br>2. Water Treatment Plant (raw water pump optimization / VDF on raw pumps / pump optimization - feasibility and energy savings; fuel cell - feasibility and energy savings assessments<br>3. Marina lighting upgrades to LED – Approx 153 - 4 ft fluorescent tubes in sheds and buildings and 30 promenade light poles -25 percent energy use savings potential per rebates and resources<br>4. Facility Lighting upgrades – 10-25 percent energy use savings depending on location, rebates, and resources |
| <b>Goal 2</b><br><b>Prioritize Public Safety</b>                 | 1. Launch a Street Safety campaign in coordination with local schools and other city departments to improve safety for pedestrians, cyclists and vehicles | 1. Street Safety committee formed; PW, PD, and PUSD staff completed assessment of school sites and improvements completed by PW and PUSD; safety letter from Chief, CM                                                                                                      | 1. Create on-site safety message/assembly for Jr. high schools                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|                                                                                |                                                                                                                                                                                                                                                                                                                                                        |                                                      |                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                         |
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|                                                                                |                                                                                                                                                                                                                                                                                                                                                        |                                                      | and Superintendent to all parents about street safety; PHS meeting resulted in letter to parents regarding traffic, drop off locations and alternative transportation which has                                                                                                   |                                                                                                                                                                                                                                                                                                                                                         |
| XVI. Environmental Affairs Continued                                           |                                                                                                                                                                                                                                                                                                                                                        |                                                      |                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                         |
| <b>City Goal</b>                                                               | <b>2017-2018 Goals</b>                                                                                                                                                                                                                                                                                                                                 | <b>2017-2018 Highlights/Results</b>                  |                                                                                                                                                                                                                                                                                   | <b>2018-2019 Goals &amp; Measures</b>                                                                                                                                                                                                                                                                                                                   |
| <b>Goal 2</b><br><b>Prioritize Public Safety</b>                               |                                                                                                                                                                                                                                                                                                                                                        | decreased congestion at school and surrounding area. |                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                         |
| <b>Goal 4</b><br><b>Continue Economic Development, &amp; Facilitate Growth</b> | 1. Develop a build-out plan of fiber optic in commercial and industrial areas of the City                                                                                                                                                                                                                                                              | 1.                                                   | Plan developed with Comcast                                                                                                                                                                                                                                                       | 1. Complete one installation with Comcast next year                                                                                                                                                                                                                                                                                                     |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>                        | 1. Expand Emergency Operations Center (EOC) preparedness, update Emergency Operation, Hazard Mitigation Plans and others as required<br><br>2. Using Public, Education and Gov't (PEG) funds, meet ADA Closed Caption requirements for broadcasts and initiate broadcasting from City Park Field, City events and start a Pittsburgh H.S. Broadcasting | 1.                                                   | EOC Preparedness:<br><br>a. File Hazard Mitigation Plan w/ FEMA – complete<br>b. PEG Broadcasting Delta TV: Video Broadcasting at City Park Field 1 -complete<br><br>2. Safety Policies for Maintenance:<br><br>a. Low Voltage Electrical - complete<br>b. Confined Space – draft | 1. EOC Preparedness:<br><br>a. Training – Send 7 staff members to California Specialized Training Institute (CSTI) four-day earthquake training and introduction to EOC and 4 staff members to various other related classes sponsored by CSTI; complete one scenario/tabletop<br><br>b. Update Emergency Operation Plan<br><br>c. Prepare draft Debris |

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|                                                         | job training<br>3. Storm Water Pollution Prevention Plan (SWPPP) - update plans for Corp Yard,                                                                                                                          | complete<br>c. Lock Out Tag Out – draft distributed                                                                                                                                                                                                                       | Management Plan for California Emergency Operations Center<br>d. Add one shelter facility location and MOU to City locations<br><br>2. PEG Broadcasting Delta TV:                                                                                                                                    |
| <b>XVI. Environmental Affairs Continued</b>             |                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                      |
| <b>City Goal</b>                                        | <b>2017-2018 Goals</b>                                                                                                                                                                                                  | <b>2017-2018 Highlights/Results</b>                                                                                                                                                                                                                                       | <b>2018-2019 Goals &amp; Measures</b>                                                                                                                                                                                                                                                                |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b> | Environmental Center, Water Treatment Plant, and Marina; conduct training requirements for storm water permit compliance                                                                                                |                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>a. ADA Close Caption requirements for broadcasting</li> <li>b. Pittsburg High School Broadcasting ROP</li> <li>c. Safety Policies for Maintenance:</li> <li>d. Confined Space finalize and train</li> <li>e. Lock Out Tag Out – finalize and train</li> </ul> |
| <b>Goal 6</b><br><b>Improve Quality of Life</b>         | <ul style="list-style-type: none"> <li>1. Develop draft Polystyrene Ordinance for City Council consideration</li> <li>2. In partnership with local schools, launch citywide litter project – Civic Pride Day</li> </ul> | <ul style="list-style-type: none"> <li>1. Polystyrene Ordinance Draft completed and discussion with Chamber conducted</li> <li>2. Civic Pride – Litter Project (Community &amp; Schools) – complete first program cleanup at 5 locations with 120 participants</li> </ul> | <ul style="list-style-type: none"> <li>1. Polystyrene Ordinance present to Council; implement if adopted</li> <li>2. Civic Pride – Litter Project (Community &amp; Schools) Increase participation to 250 participants</li> </ul>                                                                    |

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

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

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

| XVIII. Community Development Block Grant Continued                    |                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                      |
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| City Goal                                                             | 2017-2018 Goals                                                                                                                                                                                                                                                         | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                           |
| <b>Goal 4</b><br><br>Continue Economic Development, Facilitate Growth |                                                                                                                                                                                                                                                                         | has been completed; 3 other applications are in the review process                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                      |
| <b>Goal 6</b><br><br>Improve the Quality of Life                      | <ol style="list-style-type: none"> <li>1. Fund programs and services that help create a more livable, better functioning, and attractive community.</li> <li>2. Improve declining neighborhoods by addressing property conditions that contribute to blight.</li> </ol> | <ol style="list-style-type: none"> <li>1. Awarded approximately \$100,000 towards supportive services for the low to moderate income Pittsburgh residents</li> <li>2. To date: <ol style="list-style-type: none"> <li>a. Homeless services have been provided to 133 residents</li> <li>b. Youth services have been provided to 123 residents through after school programs and mentorships</li> <li>c. 372 properties with code violations have been corrected by the homeowner</li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>1. Allocate funds to a variety of supportive services which included assistance for the homeless, victims of abuse, legal counseling for the seniors and programs for at risk youth.</li> <li>2. Allocate funds towards code enforcement efforts to address the decline in targeted neighborhoods.</li> </ol> |

| XIX. Housing Authority                                           |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| City Goal                                                        | 2017-2018 Goals                                                                                                                                                                                                                                | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                   | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget</b> | <ol style="list-style-type: none"> <li>1. Maximize utilization of vouchers based on annual budget authority</li> <li>2. Conduct annual Landlord Workshops to solicit participation in the program</li> </ol>                                   | <ol style="list-style-type: none"> <li>1. Funding received assisted an average of 1,007 tenants per month.</li> <li>2. Landlord summit</li> <li>3. Anticipate 2 new owners to participate in the program.</li> </ol>                                                                                                                                                                                                           | <ol style="list-style-type: none"> <li>1. Continue to maximize utilization of all available funding while maintaining the maximum units supported by the budget authority).</li> <li>2. Conduct 2 landlord summits (Fall &amp; Spring)</li> <li>3. Anticipate another 10 new owners to participate in the program.</li> </ol>                                                                                                        |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>          | <ol style="list-style-type: none"> <li>1. Maintain status with HUD as top housing agency</li> <li>2. Cross train in key positions</li> <li>3. Enter into annual maintenance agreements for maintaining Housing Authority properties</li> </ol> | <ol style="list-style-type: none"> <li>1. Received "High Performing Agency" designation from HUD</li> <li>2. Cross training is on ongoing.</li> <li>3. Completed a thorough analysis to institute maintenance agreements for Housing Authority owned properties.</li> <li>4. A home was added to the Housing Authority owned rental units, increasing to 4; increased rental income by \$12,000 in the current year</li> </ol> | <ol style="list-style-type: none"> <li>1. Continue to perform and score as a "High Performing Agency"</li> <li>2. Staff will purge and prepare to convert paper files to electronic files; thereby improving efficiency, reducing cost, and enhancing customer service</li> <li>3. Initiate new rental agreements and institute a maintenance charge schedule for all Housing Authority-owned properties to reduce costs.</li> </ol> |
| <b>Goal 6</b><br><b>Improve Quality of Life</b>                  | <ol style="list-style-type: none"> <li>1. Continue to offer homeownership opportunities to families under first time homeownership programs</li> </ol>                                                                                         | <ol style="list-style-type: none"> <li>1. Assisted and maintained an average of 1,007 existing families</li> <li>2. Supports 14 homeownership</li> </ol>                                                                                                                                                                                                                                                                       | <ol style="list-style-type: none"> <li>1. Continue to offer homeownership opportunities to families under the housing choice voucher program as well as attempt to expand the first-time</li> </ol>                                                                                                                                                                                                                                  |

| XIX. Housing Authority Continued                                    |                                                                                             |                                                                                    |                                                                                                                                                                                           |
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| City Goal                                                           | 2017-2018 Goals                                                                             | 2017-2018 Highlights/Results                                                       | 2018-2019 Goals & Measures                                                                                                                                                                |
| <b>Goal 6</b><br><b>Improve</b><br><b>Quality of</b><br><b>Life</b> | 2. Continue to foster close relationships with local non-profits to assist families in need | 3. Submitted a request to HUD for additional VASH Vouchers to assist more veterans | homeownership programs if funding is available.                                                                                                                                           |
|                                                                     |                                                                                             |                                                                                    | 2. The Housing Authority will continue to foster close relationships with local non-profits to assist families in need                                                                    |
|                                                                     |                                                                                             |                                                                                    | 3. Additional VASH Voucher funding received, will be used to house veterans.                                                                                                              |
|                                                                     |                                                                                             |                                                                                    | 4. The Housing Authority will explore the feasibility of becoming an MTW Agency to allow more flexibility in developing local affordable-housing options for the residents of Pittsburgh. |

| XX. Human Resources                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| City Goal                                               | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b> | <ol style="list-style-type: none"> <li>1. Implement changes to the CalPERS contract pursuant to the memoranda of understanding.</li> <li>2. Work to encourage and improve health care choice</li> <li>3. Nurture positive and productive relations with employee labor groups</li> <li>4. Review and revise outdated personnel rules and practices</li> <li>5. Recruit and retain quality staff to meet the operational needs of the City</li> <li>6. Institute a training program for new supervisors that supports cross-training and succession building</li> </ol> | <ol style="list-style-type: none"> <li>1. Efficiently facilitated the City's CalPERS agency contract amendment process to provide members of the Teamsters and AFSCME bargaining units with the</li> <li>2. distribution of pension cost sharing credits</li> <li>3. Effectively lead the Joint Labor Management Committee to comprehensively evaluate health</li> <li>4. benefit program options.</li> <li>5. Successfully implemented new health plans that provided equivalent employee and retiree benefits with an approximate annual savings of \$400,000 to the</li> <li>5. City's health care costs. Ensured transparency and an effective communication outreach plan to advise employees and retirees regarding health plan changes and provided a high degree of customer service responsiveness for existing retirees to permit a smooth transition process</li> </ol> | <ol style="list-style-type: none"> <li>1. Implementation of a robust two-year strategic plan to provide relevant training and development opportunities for City employees, with an emphasis on skill building for front-line supervisors and managers.</li> <li>2. Development of an effective benefits education program designed to ensure all full-time City employees are aware of the City's comprehensive benefits programs, as well as communicating the full value of City employment through the establishment of an annual Total Compensation Statement for full-time employees.</li> <li>3. Perform a comprehensive review and updating of key City personnel rules and policies to ensure compliance with MOU provisions, state and federal legislation.</li> <li>4. Successfully conduct negotiations and complete successor MOUs for three of the five bargaining units by December 31, 2018.</li> <li>5. Effectively promote the City as an attractive employer to secure highly</li> </ol> |

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

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

| XXI. City Attorney                                                         |                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                       |
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| City Goal                                                                  | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                          | 2017-2018 Highlights/Results                                                                                                                                                                                                                                  | 2018-2019 Goals & Measures                                                                                                                                                                                                                                            |
| <b>Goal 1</b><br><b>Achieve &amp; Maintain a Balanced Budget Ordinance</b> | <ol style="list-style-type: none"> <li>Through changes in the retainer agreement, and continuing evaluation thereof, increase staffing and efficiency in providing City Attorney services</li> <li>Continue to implement cost recovery agreements for proposed development projects (residential, commercial, etc.) so each project pays its fair share and is not subsidized by General Fund</li> </ol> | <ol style="list-style-type: none"> <li>Continue providing skilled legal staff to respond to City needs, including attorneys experienced in CEQA, real property acquisition and disposal, labor law, LAFCo, energy, eminent domain</li> <li>Ongoing</li> </ol> | <ol style="list-style-type: none"> <li>Continue with both; measure will be through evaluation of costs and responsiveness</li> </ol>                                                                                                                                  |
| <b>Goal 2</b><br><b>Prioritize Public Safety First in the City Budget</b>  | <ol style="list-style-type: none"> <li>Finalize financing mechanism to assist Fire District</li> </ol>                                                                                                                                                                                                                                                                                                   | <ol style="list-style-type: none"> <li>Completed</li> </ol>                                                                                                                                                                                                   | <ol style="list-style-type: none"> <li>Verify that all projects subject to CFD are included</li> </ol>                                                                                                                                                                |
| <b>Goal 5</b><br><b>Increase Efficiency of Services</b>                    | <ol style="list-style-type: none"> <li>Continue working with staff to update regulations regarding demolition or repair of damaged or blighted structures</li> <li>Conduct training for City's elected and appointed officials, including AB 1234 and AB 1661 training, if requested</li> </ol>                                                                                                          | <ol style="list-style-type: none"> <li>Completed</li> <li>Waiting for dates</li> <li>Language provided to City staff</li> </ol>                                                                                                                               | <ol style="list-style-type: none"> <li>Ongoing coordination with City staff on code enforcement issues (e.g. shopping carts, ordinance updates on massage businesses, camping, and hourly rental in motels</li> <li>AB 1234- waiting for feedback on dates</li> </ol> |

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

| XXII. Police                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| City Goal                                                                     | 2017-2018 Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2017-2018 Highlights/Results                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 2018-2019 Goals & Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Goal 2</b><br><br><b>Prioritize Public Safety First in the City Budget</b> | <ol style="list-style-type: none"> <li>1. Continue efforts to reduce crime</li> <li>2. Continue specialized enforcement to prevent acts of violence and reduce gang activity and human trafficking</li> <li>3. Enhance Sex offender registration program to enhance compliance with offender registration and notification</li> <li>4. Focused effort on reducing auto vs. pedestrian traffic collisions</li> <li>5. Continue interdepartmental code enforcement effort to reduce blight throughout the City</li> <li>6. Continue efforts to expand a Crime Free Housing program for local apartment complexes</li> <li>7. Focused effort on reducing mail theft</li> <li>8. Increase homeless outreach efforts</li> </ol> | <ol style="list-style-type: none"> <li>1. Overall crime is down 7.5%.</li> <li>2. Participated in Regional Multiagency and FBI Safe Streets</li> <li>3. Task force resulting in investigations of violent gangs which resulted in multiple arrests.</li> <li>4. Added new technology to assist Officers and Detectives in identifying and registering sex offenders in the field.</li> <li>5. Increased traffic enforcement with the addition of one full time Sergeant and one Police Officer to the Traffic Unit.</li> <li>6. Implemented new Code Enforcement Software to restructure workflow creating the ability to track code enforcement cases and capture statistical data for analysis.</li> <li>7. Created Community Outreach Coordinator position to bridge communication with the PoliceDepartment and citizens as</li> </ol> | <ol style="list-style-type: none"> <li>1. Create Lead CSS position in Code Enforcement.</li> <li>2. Increase awareness and involvement in the Crime Free Housing program throughout the City.</li> <li>3. Complete certifications and expand participating apartment complexes.</li> <li>4. Addition of wireless camera systems throughout the City at cluster mail boxes.</li> <li>5. Working with Postal Inspector who will replace current boxes with heavier duty boxes with the 94565-zip code area.</li> <li>6. Distribute flyers to the homeless community to outline and assist with available resources.</li> <li>7. Continue support and dedication to the Countywide Mental Health Evaluation Team (MHET) and youth and community services.</li> <li>8. Continue participation in the Ceasefire program and the reduction of gun violence.</li> </ol> |

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

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