



**CITY OF PITTSBURG
AGENDA**

APRIL 02, 2019

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

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

**GENERAL PLAN KICKOFF/JOINT WORKSHOP
(WITH PLANNING COMMISSION)
6:00 P.M.**

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

**CITY COUNCIL
SUCCESSOR AGENCY**

PRESIDING

**Juan Antonio Banales, Mayor/Chair
Jelani Killings, Vice-Mayor/Chair
Marilyn “Merl” Craft, Council Member/Board Member
Holland Barrett White, Council Member/Board Member
Shanelle Scales-Preston, Council Member/Board Member**

PLANNING COMMISSION MEMBERS

**Elissa Robinson, Chair
Sarah Foster, Vice-Chair
J. Faye Fields, Commissioner
James Coniglio, Commissioner
Chris Moreno, Commissioner
Dr. Trinh Nguyen, Commissioner
Michael Caliguire, Commissioner**

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

AUDIENCE REMARKS

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

5:30 P.M. - CONVENE IN CLOSED SESSION

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

Property: 1000 Center Drive (086-100-037): Negotiators for Successor Agency: Garrett Evans, Maria Aliotti; Negotiating Parties: Meadow Creek Group LLC; Under Negotiation: both price and terms of payment

Property: Civic Avenue (086-100-035): Negotiators for City: Garrett Evans, Maria Aliotti; Negotiating Parties: Meadow Creek Group LLC; Under Negotiation: both price and terms of payment

6:00 P.M. - GENERAL PLAN KICKOFF/JOINT WORKSHOP WITH PLANNING COMMISSION

7:00 P.M. - CONVENE IN OPEN SESSION FOR REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

2. American Red Cross Month
3. Honoring Souljas Cesar Chavez/Dolores Huerta Multicultural Celebration
4. Honoring Pitt Unify World Down Syndrome Day

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 Amending Title 2 of the Pittsburgh Municipal Code and Adoption of a City Council Resolution To Approve

Revised Bylaws for City Commissions

The City Council approved a Handbook for City Advisory Bodies to guide and assist them in the performance of their duties. Staff recommends the City Council take comments and waive first reading of an Ordinance to update the Pittsburg Municipal Code and approve a Resolution to revise bylaws for City commissions to be consistent with the Handbook.

CONSIDERATION

6. By Minute Order Select a Commission Appointment for an Unexpected Vacancy on the Community Advisory Commission

A newly appointed Commissioner for the Community Advisory Commission tendered his resignation on March 20, 2019. Applications for this Commission were considered on February 4, 2019 and appointments were made on February 19, 2019. The Community Advisory Commission has only held one meeting since the appointments were made, that being March 6, 2019. There is a current eligibility list.

7. Adoption of a City Council Resolution Approving a Consultant Agreement for Employee Benefits Broker of Record Services

The City has contracted with Keenan & Associates since July 1, 2008 to serve as its Benefit Broker of Record. The City solicited competitive proposals from employee benefits brokers for a new contract and staff recommended the selection of Alliant Employee Benefits.

CONFLICT OF INTEREST STATEMENT

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

COMBINED CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

8. Minutes of March 18, 2019
9. Adoption Of A City Council Resolution To Authorize the Renewal Of A Reciprocal Tax Information Sharing Agreement Between The City Of Pittsburg And The California State Franchise Tax Board

The proposed resolution, if adopted, would authorize the renewal of an agreement between The City and The California State Franchise Tax Board to share tax information and monitor compliance with the Business License Tax Ordinance.

10. Adoption of a City Council Resolution Accepting the General Plan Annual Progress Report for Calendar Year 2018

Under California Government Code Section 65400, the City is required to prepare a General Plan Annual Progress Report (APR) for submittal to the City Council, Governor's Office of Planning and Research (OPR), State Housing and Community Development Department (HCD), and the Contra Costa Transportation Authority (CCTA). The purpose of the APR is to provide the City Council, OPR, HCD, and CCTA with a progress report on the General Plan's implementation status. It is also meant to provide the City Council with an

opportunity to identify any General Plan modifications that may be necessary to improve its implementation and effectiveness.

11. Adoption of a City Council Resolution Recognizing the Importance of the 2020 U.S. Census and Supporting a Complete, Fair, and Accurate Count of all Californians

The United States Census Bureau is required by the U.S. Constitution to conduct an accurate count of the population every ten years. Given the size and the diversity of the State of California, hard-to-count population groups are at risk of being missed in the 2020 Census. The League of California Cities has requested the City's support of the "Be Counted California," effort to ensure all Californians are accounted for.

12. Adoption of a City Council Resolution Authorizing the Acceptance of California Department of Parks and Recreation Division of Boating and Waterways Grant Funds and the Execution of a Grant Agreement for New Boat Launch Ramp Restrooms

The City has been selected for a grant to replace the public boat launch ramp restrooms and surrounding ADA path of travel, and must execute a Grant Agreement to receive funds.

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

To comply with CalPERS' interpretation of the requirements of California Code of Regulations, Title 2, Section 570.5 by amending 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 pay 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. Adoption of a City Council Ordinance Amending Chapter 8 of the Pittsburg Municipal Code to Add Construction Demolition Debris Recycling and Polychlorinated Biphenyls Assessment

The State of California has passed various bills mandating cities to reduce waste to landfills. Senate Bill (SB) 1374, requires cities to adopt an ordinance requiring diversion of construction and demolition material from landfills. In addition, the City's Municipal Regional Stormwater Permit (MRP) requires construction demolition debris from structures be assessed for polychlorinated biphenyls (PCBs). If approved, the ordinance amends the Pittsburg Municipal Code to meet these requirements.

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)
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ADJOURNMENT to April 15, 2019

NOTICE TO PUBLIC

GENERAL INFORMATION

Copies of the open session agenda packets, which are distributed to the City Council, are on file in the office of the City Clerk, 65 Civic Avenue, Pittsburg, California, and are available for public inspection, beginning 72 hours in advance, during normal business hours (8:00 a.m. – 5:00 p.m., Monday through Friday, except City holidays). The full packets are also located on the City's website at www.ci.pittsburg.ca.us. If any reports or documents, which are public records, are distributed to the City Council less than 72 hours before the meeting, those reports or documents will be available for public inspection in the City Clerk's Office and on the day of the meeting in the Council Chamber at the public counter area below the dais.

SPEAKER'S CARD

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

PUBLIC HEARINGS

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

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

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

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

DISRUPTIVE CONDUCT

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

LIVE MEDIA BROADCASTING ADVISEMENT

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

City Council Outside Agency / Liaison / Sub-Committees Assignments - 2019

Updated February 4, 2019

<u>OUTSIDE AGENCY BOARDS</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
ABAG	Jelani Killings / Merl Craft Alternate	Standing	Annual	G. Evans
Delta Diablo**	Juan Banales / Shanelle Scales-Preston Alt.	Standing	2 nd Wednesday	F. McKinley
East Co. Co. County Habitat Conservancy	Juan Banales / Holland White Alternate	Standing	Monthly	K. Pollot
East County Water Management	Merl Craft / Holland White Alternate	Standing	Annual	F. McKinley
MCE Clean Energy Board	Shanelle Scales-Preston / Juan Banales Alt.	Standing	4 Per Year	D. Buchanan
TRANSPLAN / ECCRFFA	Juan Banales / Holland White Alternate	Standing	2 nd Thursday	J. Hecht
Tri-Delta Transit (2 reps)***	S. Scales-Preston & Merl Craft / Jelani Killings Alt.	Standing	Last Wednesday	J. Hecht
<u>LIAISON TO</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
East Bay League of Calif. Cities	Jelani Killings / Juan Banales Alt.	Standing	3 rd Thursday	*Rotational
Mayor's Conference	Juan Banales / Jelani Killings Alt.	Standing	1 st Thursday	G. Evans
School Districts Committee (2x2)	Holland White & Jelani Killings / Merl Craft Alt.	Standing	4 th Thursday even months	G. Evans
<u>SUBCOMMITTEES</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
CAC CDBG Subcommittee	S. Scales-Preston & Jelani Killings / Holland White Alt.	Standing	As needed	M. Aliotti
Camp Stoneman Anniversary Celebration	Merl Craft & Shanelle Scales-Preston	Ad Hoc	As needed	Evans/Simonton
CIP	Juan Banales & Jelani Killings	Ad Hoc	As needed	G. Evans
Community Services Subcommittee	Juan Banales & Holland White	Ad Hoc	As needed	G. Evans/M. Aliotti
Hills Committee	Juan Banales & Holland White / Merl Craft Alt.	Ad Hoc	As needed	G. Evans
Pittsburg Recognition Committee	Merl Craft / Juan Banales Alt.	Ad Hoc	As needed	J. Hecht
Economic Develop/Waterfront Subcommittee	Jelani Killings & Holland White / Juan Banales Alt.	Standing	Quarterly	K. Simonton
Finance Subcommittee	Jelani Killings & Juan Banales / Merl Craft Alt.	Standing	As needed	B. Farmer
Land Use Subcommittee	Juan Banales & Holland White / Merl Craft Alt.	Ad Hoc	As needed	K. Pollot
Pittsburg Arts & Community Foundation	Merl Craft & S. Scales-Preston / Jelani Killings Alt.	Standing	As needed	G. Evans
Pittsburg Police Activities League (PAL)	S. Scales-Preston & Holland White / Juan Banales Alt.	Standing	Monthly	B. Addington
Power Company Advisory	S. Scales-Preston & Holland White / Merl Craft Alt.	Standing	As needed	D. Buchanan
Sister City Committee	Holland White & Merl Craft / Jelani Killings Alt.	Ad Hoc	As needed	K. Simonton
Successor Agency Subcommittee	Merl Craft & Jelani Killings / S. Scales-Preston Alt.	Standing	As needed	M. Aliotti

*Rotational Staff as assigned by City Manager

**Stipend of \$209 per month

***Stipend of \$100 per month

COMMISSION/SUBCOMMITTEE MEETING SCHEDULE

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

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

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

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

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

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

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



City of Pittsburg

65 Civic Avenue • Pittsburg, California 94565

PROCLAMATION

AMERICAN RED CROSS MONTH MARCH 2019

WHEREAS, during the past year the American Red Cross responded to mudslides in California, a volcano in Hawaii, wildfires in Colorado, California and Oregon, destructive hurricanes in Florida and the Carolinas, severe flooding in the Midwest and a devastating typhoon in U.S. territories; thousands of American Red Cross volunteers provided around-the-clock shelter for disaster victims, served millions of meals and snacks with partners and distributed millions of relief items; and

WHEREAS, in Contra Costa County, the Red Cross has a long history of helping our neighbors in need. The Red Cross in Contra Costa assisted with local disasters, emergency military calls, and collected 16,025 units of blood from our generous blood donors. The Red Cross taught first aid, CPR and AED as well as aquatic and water safety classes and through its Home Fire Campaign that began in October 2014, the American Red Cross has worked with fire departments and community partners across the country to install at no-cost to the residents more than 1.5 million smoke alarms, made more than 648,000 households safer and saved 511 lives. During the past year, the American Red Cross Bay Area responded to 838 home fires, installed 10,605 free smoke alarms, made 3,403 households safer and helped save lives; and

WHEREAS, March is American Red Cross Month, a special time to recognize and thank the Red Cross volunteers and donors who give of their time and resources to help members of the community. The Red Cross depends on these local heroes to deliver help and hope during a disaster. We applaud our heroes here in the City of Pittsburg who give of themselves to assist their neighbors when they need a helping hand; and

WHEREAS, across the country and around the world, the American Red Cross responds to disasters big and small. It collects about 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict or migration; and

NOW, THEREFORE, I, Juan Antonio Banales, Mayor of the City of Pittsburg, on behalf of the entire City Council, hereby proclaim March 2019 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.



Juan Antonio Banales, Mayor

ATTEST:

Alice Evenson, City Clerk

April 2, 2019



City of Pittsburg

65 Civic Avenue • Pittsburg, California 94565

PROCLAMATION

HONORING SOULJAS CESAR CHAVEZ AND DOLORES HUERTA MULTICULTURAL CELEBRATION

WHEREAS, in 1962 Cesar Chavez and Dolores Huerta were co-founders of the National Farm Workers Association which later became the United Farm Workers of America (UFW), AFL-CIO, the first successful farmworkers' union in United States history; and

WHEREAS, their activism and influence has made a lasting impact on farm labor issues and inspired millions of Latinos to achieve educational and political success; and

WHEREAS, in 2001, a bill was passed in California recognizing March 31 as Cesar Chavez Day, a State holiday; and

WHEREAS, in 2018, a bill was passed proclaiming April 10 as Dolores Huerta Day in the State of California; and

NOW, THEREFORE, BE IT RESOLVED, I, Juan Antonio Banales, Mayor of the City of Pittsburg, California, on behalf of the entire City Council, hereby commend the Cesar Chavez and Dolores Huerta Multicultural Celebration in the City of Pittsburg.



Juan Antonio Banales, Mayor

Alice E. Evenson, City Clerk

April 2, 2019



City of Pittsburg

65 Civic Avenue • Pittsburg, California 94565

PROCLAMATION

HONORING PITT UNIFY RECOGNIZING WORLD DOWN SYNDROME DAY MARCH 21, 2019

WHEREAS, there are an estimated 6 million people with Down Syndrome in the world today; and

WHEREAS, people with Down Syndrome deserve fundamental human and civil rights and yet in many countries people with Down Syndrome are still not afforded those rights; and

WHEREAS, despite dramatic increases in lifespan and intellectual ability, in the U.S. there is still much work to be done regarding the rights to equality, inclusion, education, medical care, research, and support for people with Down Syndrome in the U.S. and abroad; and

WHEREAS, starting with Singapore in 2006, the date 3-21 has come to represent 3 copies of chromosome 21 (hence 3-21) and has developed into a movement to celebrate and value people with Down Syndrome around the world; and

WHEREAS, through public awareness, we celebrate the hard work and progress made by parents, self-advocates, medical professionals, researchers, educators and many non-profit organizations all over the world in their efforts to educate the public.

NOW, THEREFORE, I, Juan Antonio Banales, Mayor of the City of Pittsburg, on behalf of the entire City Council, do hereby proclaim March 21, 2019 as World Down Syndrome Day in the City of Pittsburg and urge all members of the community to participate in learning activities to raise public awareness of Down Syndrome.



Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

April 2, 2019



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Introduction and Waive First Reading of an Ordinance Amending Title 2 of the Pittsburg Municipal Code and Adoption of a City Council Resolution To Approve Revised Bylaws for City Commissions

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

The City Council approved a Handbook for City Advisory Bodies to guide and assist them in the performance of their duties. Staff recommends the City Council take comments and waive first reading of an Ordinance to update the Pittsburg Municipal Code and approve a Resolution to revise bylaws for City commissions to be consistent with the Handbook.

FISCAL IMPACT

This item has no fiscal impact.

RECOMMENDATION

City Council open a public hearing and waive first reading of an ordinance to update Title 2 of the Pittsburg Municipal Code, and adopt a resolution to approve revised Bylaws for the Pittsburg Planning Commission, Historic Resources Commission, and Community Advisory Commission, to be consistent with new Handbook for City Advisory Bodies.

BACKGROUND

On November 18, 2018, the City Council approved Resolution 18-13565 to adopt a Handbook for City Advisory Bodies as a training and guidance document for the City's advisory bodies.

These bodies provide information and assistance in addressing specific issues, facilitate community decision-making and serve as a conduit between citizens, City staff and the Council. Currently, these bodies include the Community Advisory Commission, Historic Resources Commission, Housing Authority, Pittsburg Planning Commission, Measure M Citizen Oversight Committee and Sister Cities Committee.

The roles and responsibilities of each advisory body are set forth in the Pittsburgh Municipal Code or by City Council resolution. From time to time, the City Council has adopted and revised bylaws governing the mission, purpose and procedures under which commissions perform their function.

SUBCOMMITTEE FINDINGS

This item was not presented before a subcommittee.

STAFF ANALYSIS

To aid the City's various advisory bodies in their role assisting the City Council in addressing specific issues and providing a conduit for information from the public, the City Council recently adopted a Handbook for City Advisory Bodies.

Apart from the Handbook, roles and responsibilities of each advisory body are set forth in the Pittsburgh Municipal Code, by City Council resolution and through various regulations and state laws. The Planning Commission, Historic Resources Commission, and Community Advisory Commission also use bylaws adopted by the City Council to govern their meetings and activities.

The Handbook and bylaws are designed as reference documents for basic protocols and procedures to be followed by each commission. The documents also set forth requirements for meeting times, attendance and eligibility for appointment to the advisory bodies.

The City Clerk and staff assigned to work most closely with the advisory bodies recommend approval of the attached revised bylaws for the Planning Commission, Historic Resources Commission, and Community Advisory Commission, as well as adoption of the attached Ordinance to update appropriate sections of Title 2 of the Pittsburgh Municipal Code.

The most significant changes to the bylaws and municipal code reflect the following:

- Revised maximum consecutive commission terms from three terms to four terms; and,
- Revised election of chairperson and vice chairperson from the first meeting of the fiscal year to the first regularly scheduled meeting following the commissioner appointments; and,
- Revised annual reporting requirement to no longer include goals.

ATTACHMENTS: Resolution
 Revised Bylaws Planning Commission
 Revised Bylaws Historical Resources Commission
 Revised Bylaws Community Advisory Commission
 Ordinance Updating Pittsburgh Municipal Code Title 2, with Exhibits

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

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Ordinance Amending Title 2 of the Pittsburgh)
Municipal Code to Revise Requirements and)
Terms for Appointments to City Commissions)
and Make Consistent with the Handbook for)
Advisory Bodies)

ORDINANCE NO. 19-1463

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

SECTION 1. Recitals.

A. Advisory bodies play an important role in City governance by assisting the City Council in addressing specific issues in detail, and providing a conduit for information between the public and the City Council.

B. Currently, these bodies include the Community Advisory Commission, Historic Resources Commission, Housing Authority, Pittsburgh Planning Commission, Measure P Citizen Oversight Committee and Sister Cities Committee.

C. The roles and responsibilities of each advisory body are set forth in the Pittsburgh Municipal Code, by City Council resolution and through various regulations and state laws.

D. On November 28, 2018, the City Council approved Resolution 18-13565 to adopt a Handbook for City Advisory Bodies as a training and guidance document for the City's advisory bodies.

E. The Planning Commission and Community Advisory Commission also use bylaws adopted by the City Council to govern their meetings and activities.

SECTION 2. Findings.

Based on the City Council Staff Report entitled, "Introduction and Waive First Reading of a City Council Ordinance Amending Title 2 of the Pittsburgh Municipal Code for City Commissions," dated April 2, 2019, and based on written and oral testimony presented at the meeting, the City Council finds that:

A. All recitals above are true and correct and are incorporated herein by reference.

B. The proposed text amendments are consistent with the notice and hearing provisions as the City Council considered the proposed amendments at a duly noticed public hearing.

C. The proposed municipal code text amendments are consistent with the objectives,

and policies of the City Council and the City of Pittsburg, including the recently adopted Handbook for City Advisory Bodies.

SECTION 3. Amendment to the Pittsburg Municipal Code Title 2.

(new text shown in ***bold italic*** font and text proposed for deletion is shown in ~~strikethrough~~ font):

A. Based on the findings and the authority set forth above, the City Council hereby amends the municipal code as follows:

I. Section 2.40.030 of Chapter 2.40 Planning Commission is amended as follows:

2.40.30 Meetings.

The planning commission shall hold at least one regular meeting in each month and shall adopt bylaws and policies for the transaction of business consistent with the standards and requirements adopted by the city council by resolution. ***There shall be a chairperson and vice chairperson, which positions shall be filled pursuant to the bylaws.*** ~~The commission shall elect, at its second meeting in March of each year, a chairperson and vice chairperson from among the voting members.~~ The chairperson and vice-chairperson shall serve for a term of one year. A quorum for the transaction of business shall consist of four voting members.

II. Section 2.50.020 (D) of Chapter 2.50 Community Advisory Commission is amended as follows:

D. If a commissioner is appointed to a vacant seat and serves less than two years of the unexpired seat, the appointed commissioner shall be eligible to serve ~~two~~ ***four*** additional two-year terms in addition to completing the term of the vacant seat the appointed commissioner fills.

III. Section 2.50.030 of Chapter 2.50 Community Advisory Commission is amended as follows:

2.50.030 Chairperson.

There shall be a chairperson and vice chairperson, which positions shall be filled pursuant to bylaws. ~~The commission shall elect, at its first meeting of the new fiscal year, a chairperson and vice chairperson from among the voting members.~~ The chairperson and vice chairperson shall serve for a term of one year. A quorum for the transaction of business shall consist of four voting members.

IV. Section 2.50.070 of the Chapter 2.50 Community Advisory Commission is amended as follows:

F. ~~Through the Chairperson on~~ ***On*** an annual basis, provide a report of the public's issues and concerns to the city council. Public issues that are urgent should be expeditiously

reported to the city council;

V. Section 2.50.090 of the Chapter 2.50 Community Advisory Commission is amended as follows:

2.50.090 Annual report and work plan.

No less than once each year, the commission shall submit to the city council a ~~written~~ report of its activities, accomplishments, **and** attendance records of members. ~~Concerns and recommended goals.~~

SECTION 4. 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 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 its adoption.

The foregoing ordinance was introduced at a meeting of the City Council of the City of Pittsburg held on April 2, 2019, and was adopted and ordered published at a meeting of the City Council held on _____, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approval of Bylaws for City Planning)
Commission, Historic Resources)
Commission, and Community Advisory)
Commission)

RESOLUTION NO. 19-

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, the City of Pittsburgh maintains various advisory bodies that provide information and assistance in addressing specific issues, facilitate community decision-making and serve as a conduit between citizens, City staff and the Council; and,

WHEREAS, the advisory bodies are governed by the Pittsburgh Municipal Code, City Council Resolutions, bylaws, as well as requirements and protocols for public meetings and public officials set by state law and regulations; and,

WHEREAS, the public is best served by advisory bodies that are knowledgeable about their roles and responsibilities of their position; and,

WHEREAS, on November 19, 2018, the City Council approved Resolution 18-13565 approving a Handbook for City Advisory Bodies to assist the City's commissions in the performance of their duties; and,

WHEREAS, on November 19, 2018, the City Council also directed staff to prepare updates to bylaws, procedures, ordinances Pittsburgh Municipal Code and other guidance documents, as appropriate, to reflect the policies and procedures in the handbook, and submit them for City Council consideration and adoption.

WHEREAS, staff recommends adoption of revised bylaws for the Planning Commission, Historic Resources Commission, and Community Advisory Commission to comply with the adopted Handbook for City Advisory Bodies.

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. Revised Bylaws for the Planning Commission, Historic Resources Commission, and Community Advisory Commission are approved.

Section 3. This Resolution shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 2nd day of April 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

CITY OF PITTSBURG
COMMUNITY ADVISORY COMMISSION (CAC) BYLAWS
Adopted by City Council May 2, 2005
Amended December, 2008
Amended January 18, 2011
Amended September 21, 2015
Amended April 2, 2019

Article A. Purpose/Mission Statement

Section 1. Purpose. The Community Advisory Commission (CAC) is an advisory body appointed by the City Council to provide information to the Council concerning quality of life issues for Pittsburgh residents. The CAC also reviews and provides input to the City Council, including recommendations and suggested policies on issues of public interest, traffic and recreation issues. The CAC addresses community needs and provides input to the City Council regarding traffic issues that are of concern to residents. The CAC also provides input to the City Council regarding the general direction and emphasis of the park, recreation and arts needs of the city, including recommendations for reasonable standards and policies for park and recreation facilities development, programs and facility use. The CAC also assigns three members ~~of to~~ the City's Measure ~~PM~~ Citizen Oversight Committee, and participates in the Community Development Block Grant (CDBG) program and selection of recipients. The Community Advisory Commission shall consist of not more than (7) seven members appointed at large.

Section 2. Mission Statement. The mission of the Community Advisory Commission (CAC) is to serve as a liaison between residents and the City concerning public issues that affect the quality of life in Pittsburgh. The CAC provides information, makes recommendations and suggest policies to the City Council on issues of public interest, recreation and traffic matters.

Article B. Meetings

Section 1. Regular Meetings. The CAC shall hold ten (10) regular meetings each year. All meetings shall be held in accordance with state law, the Brown Act, Government Code 54950 et seq. The regular meeting shall be held at 65 Civic Avenue, Pittsburgh, or at another location designated by the Chair, on the first Wednesday of the month at 7:00 p.m. In the event a regular meeting date falls on a legal holiday, a new meeting date will be established at the regular meeting preceding the holiday. Commission members shall attend all meetings or notify staff if they are going to be absent.

Section 2. Special Meetings. A special meeting may be called by the Chair, or by a majority of the membership. Members shall be given written notification of such a meeting twenty-four (24) hours prior to the time of the meeting. A notice of the meeting shall be posted at 65 Civic Avenue, Pittsburgh and on the City's website.

Article C. Order of Business for Regular Meetings

The agenda shall be prepared by the Chair with the order of business at regular scheduled

meetings to generally be conducted in the following order:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes
5. Correspondence
6. Committee Reports
7. Audience Remarks/Public Comments
8. Presentations
9. Old Business
10. New Business
11. Commissioner/Staff Comments
12. Adjournment

Article D. Procedures for the Conduct of Business

Section 1. Quorum. ~~A quorum for the transaction of all Commission business shall consist of not less than four CAC Commissioners present. Except as otherwise provided, all official actions of the Commission shall be approved at a regular meeting of that Commission wherein a quorum of four (4) members of that Commission is present. In the event that there are less than a quorum of members present at a regular meeting of a Commission and such meeting has been properly noticed, the Commission may hold its meetings, however, no official actions or votes may be taken. The presence of a quorum is determined by counting the members present or by calling the roll. The absence of a quorum shall be noticed in the minutes.~~

Section 2. Majority Vote. Decisions of the Community Advisory Commission shall be made by voting on a motion, which has been seconded and received a majority vote of the sitting quorum.

Section 3. Tie Vote. When a vote results in a tie vote, the decision shall be declared a denial of the question before the Commission and the Commission shall entertain a new motion.

Section 4. Motion to Reconsider. Any Commissioner on the prevailing side may make a motion to reconsider a motion previously adopted. The motion to reconsider shall be brought up prior to end of the meeting. Should a motion to reconsider be adopted, the effect of said motion is to stay the prior motion until another motion, which reaffirms, amends or denies the original motion is adopted.

Section 5. Motion to Amend. A motion, which has been seconded, may be amended in accordance with the following procedures:

1. A motion may be amended by a Commissioner stating; "I move to amend the motion to read as follows..." The motion to amend the original motion must then be seconded by another Commissioner.
2. If another Commissioner seconds the amendment, the presiding officer shall then

state; “It has been moved and seconded to amend the motion to read as follows...” A vote shall then be taken on the motion to amend. If the motion carries, the Commission shall then take action on the amended motion.

3. Alternately, if the maker of the original motion and the Commissioner who seconded the original motion accept the proposed amendment, they can simply state, “I accept the amendment”, in which case the motion as amended can be restated and then voted on directly.
4. The maker of the motion to amend has the right to modify or withdraw the motion at any time before the question is called and the presiding officer has restated the motion to the Commission.

Section 6. Other Rules of Order. Except as may be noted above to the contrary, the Commission will strive to follow Roberts Rules of Order in the conduct of all Commission business. Any lapse in adhering to Roberts Rules of Order shall not be cause to void an action taken by the Commission.

Section 7. Role of Chairperson and Vice Chairperson. The Chairperson shall have the duty to preside at all meetings and make Commission committee assignments. The Vice Chairperson shall have the duty, in the absence of the Chairperson, or his/her inability to act, preside at all meetings.

Section 8. Minutes and Records of Actions Taken. Minutes of Commission meetings shall be prepared and submitted as “Action Minutes” (following City Council protocol) -for review and approval of the Commission prior to becoming finalized.

Article E. Term of Office

The term of office for members of the Community Advisory Commission is two years. According to City Council policy, members of permanent advisory bodies shall not serve more than ~~three-four~~ consecutive two-year terms. Members who have served ~~six-years-or lessless than eight (8) years~~ at the time their terms expire are eligible for reappointment. After a member’s ~~third-fourth~~ consecutive term expires, there must be at least a one-year break before that member may be appointed to the same advisory body.

The City Council may reappoint members of the commission to serve another term if there are no other ~~applications-applicants~~ or if the Council has already considered the current applicants and determined to reappoint an existing member whose term has exceeded the term limits. A member of the commission may not serve simultaneously on more than one City board, commission or committee.

Article F. Officers and How Selected

Section 1. Officers. The officers of this Commission shall be 1) a Chairperson whose duties shall be to preside at all meetings and make Commission committee assignments; and 2) a Vice Chairperson who shall, in the absence of the Chairperson, or his/her inability to act, preside at all meetings.

The City Manager or his/her designated representative shall serve as the secretary to the Commission with the duty to staff all Commission meetings and prepare all minutes for approval by the Commission, but shall not be a member of the Commission.

Section 2. Selection Process. ~~The Commission shall select a Chairperson and Vice Chairperson at its first meeting of the new fiscal year.~~ The positions of Chairperson and Vice Chairpersons shall be for one-year terms and shall be rotated among all Commission members before a Commissioner ~~is reselected to~~ assumes the previously held position of Chairperson or Vice Chairperson.

The sitting Vice Chairperson shall automatically ~~become selected as the~~ Chairperson at the first meeting ~~of the new fiscal year after Commission appointments are made by the City Council (as described above) excluding special appointments.~~ The selection of the Vice Chairperson shall follow a standardized rotation order as follows:

The position of Vice Chairperson shall be rotated among all Commissioners based on seniority. Seniority for new Commissioners shall be determined by the order in which a Commissioner was appointed ~~in the most recent series of Commission appointments affecting same.~~ The Commissioner appointed first in the rotation for that group of Commissioners shall serve first, the Commissioner appointed second for that group of Commissioners shall serve second and so forth. In case of appointment to the Commission to fill a vacancy, however, that person will occupy the last position in that rotation. Each new series of appointments will determine the rotation only for newly appointed that group of Commissioners. Should any Commissioner not be available willing to take his/her regular place in the established rotation, the next person in the rotation will be elevated to the position of Vice Chairperson, and the rotation will continue as previously set.

Section 3. Acting Chairperson. In the event that the Chairperson and Vice Chairperson are both absent from a meeting, the next Commissioner in line for those duties who is present shall serve as acting Chairperson in their absence, and so on.

Article G. Committees

1. Standing Committees Consistent with Section 2.50.080 of the Municipal Code, all committees shall be comprised of less than a quorum of the commission.

a. **CDBG Block Grant Committee:** A committee shall be appointed by the Chair to make recommendations to the City Council regarding funding and the use of Community Development Block Grant funding.

~~b. **By Laws Committee:** A committee appointed by the Chair to make recommendations for revisions to the bylaws, as needed.~~

c. **Traffic/Eyes on the Street Committee:** A committee appointed by the Chair shall review and provide input to the City Council regarding traffic issues that are of concern to the citizens.

- d. **Parks, Recreation, & Arts Committee**: A committee appointed by the Chair shall review and provide input to the City Council regarding the general direction and emphasis of the park, recreation and arts needs of the city,
- i. Recommend to the City Council and the Planning Commission reasonable standards and policies for:
 - a) Park and recreation facilities development,
 - b) Program criteria,
 - c) Facility usage,
 - d) Other related matters
 - ii. To review and make recommendations to the City Council and the Planning Commission on the design and plans of parks and recreation facilities;
 - iii. To make recommendations to the City Council and the Planning Commission on the application of the city's park land dedication ordinance;
 - iv. To review the public facilities available for creative activities, and to recommend additions, alterations, replacements or new facilities, where and when they are considered desirable;
 - v. To advise and, where requested, assist other city departments, commissions, committees, and other boards, in matters which have a cultural or aesthetic effect upon the community;

2. AD HOC Committees

The Chair may establish, on a discretionary basis or at the request of the membership, ad hoc committees as may be necessary to carry out CAC responsibilities. Ad Hoc committees shall cease to exist when their responsibilities have been discharged. Consistent with Section 2.50.080 of the Municipal Code, all committees shall be comprised of less than a quorum of the commission.

All **Commission** committees are responsible to and under the direction and control of the CAC.

All recommendations of **Commission** committees must be reviewed and approved by a majority vote of the CAC members present and voting at the meeting at which such recommendations are considered.

All **Commission** committees will meet as is necessary to discharge their responsibilities. All official committee meetings of the CAC shall be held in a public building. All committee meetings with the purpose of developing reports or recommendations to the CAC or City Council should have staff in attendance.

Each Commission committee shall elect one member to serve as chairperson for the duration of the committee. The chairperson is responsible for scheduling meetings and appointing a committee member to record proceedings of the committee.

Article H. Attendance Requirements of Commission Members

Section 1. For advisory bodies to function effectively and accomplish their goals, all ~~members~~ Commissioners must be active participants. This means all ~~members~~ Commissioners must be present at all regularly scheduled meetings and assigned committees.

Section 2. Any ~~member~~ Commissioners who is absent more than three consecutive regular meetings, without approval by way of formal action of the City Council, shall be deemed to have resigned his/her position on the Commission. Additionally, any Commissioner who misses twenty-five percent (25%) or more of the regular meetings in any twelve-month period, without approval of the City Council by way of formal action, shall be deemed to have resigned his/her position on the Commission.

~~Excessive absences may be excused but such absences adversely impact the Commission's ability to conduct business, for example, the inability of the Commission to have a quorum at its meetings.~~

Section 3. Attending a meeting by video or teleconferencing shall be avoided unless there would otherwise be a lack of a quorum for matters that require a supermajority vote of the Commission. It is preferable that Commissioners not schedule vacations, out of town trips or business matters that would require the need for the additional noticing and electronic requirements of video or teleconferenced meetings.

Section 4. ~~The CAC Chair will submit quarterly attendance records to the City Council.~~

Article I. Communication with the Public, City Staff and with the City Council

Section 1. Staff shall keep a record of all formal actions taken by the ~~CAC~~ Community Advisory Commission during regular and special meetings. Minutes of meeting shall be submitted for review and approval of the CAC ~~Commission~~ prior to becoming finalized.

Section 2. All formal communication from the CAC ~~Commission~~ to the City Council, or City Staff, shall be in writing and approved by the Commission. Such communication shall include the signature of the seated Chair, or Vice-Chair acting on his or her behalf.

Section 3. All minutes and agendas shall be available by public notice as prescribed by law.

Section 4. Members of the Commission may want to speak to the City Council/Council members and the general public on pending CAC related matters outside the provisions in

Section 2 above. In such instances, the Commissioner shall clearly indicate that they are not speaking as a Commissioner or for the Commission, but for themselves, as a resident of the City of Pittsburgh.

~~**Section 4.** On a quarterly basis, the Chairperson shall provide a report of the public's issues and concerns to the City Council or City Manager.~~

Article J. Amendment of ~~By Laws~~Bylaws

Section 1. The City Council has the sole authority to modify these ~~by laws~~bylaws. Any amendments recommended to the bylaws by the Community Advisory Commission shall be presented to the Council no more often than once each year.

Section 2. These bylaws, and any amendments thereto, shall be consistent with State law, applicable Municipal Code provisions, and with the City Council Policy and Procedures manual and Handbook for City Advisory Bodies. To the extent that they are not consistent, State Law, and applicable Municipal Code provisions, the City Council Policy and Procedure manual, and the Handbook for City Advisory Bodies, as they may be amended from time to time, shall prevail.

Article K. Other Matters

Section 1. Annual Training Required. Commission members shall ~~be offered, and their attendance recommended~~ on an annual basis participate in at training concerning 1) the Open Meeting Laws under Ralph M. Brown Act, California Government Code Section 54950 et seq. and 2) Conflict of Interest Laws under the California Political Reform Act, Government Code Section 81000 et. Seq. Commission members shall also participate in AB 1234 and Ethics Training every two years.

Section 2. Special Reporting.

~~1. No less than twice~~once each year, the Commission shall provide the City Council with a report of activities, accomplishments, attendance records of members, ~~and areas of concern.~~

- ~~2. No less than once each year, the Commission shall provide the City Council an annual report of its accomplishments and goals.~~
- ~~3. No less than once each year, the Commission shall provide the City Council a plan concerning goals, objectives, issues and concerns for the next year.~~

Section 3. Inconsistencies. ~~If any provision of these by laws is found to be inconsistent with applicable municipal code provisions and/or the City Council Policy and Procedure Manual, and/or the Handbook for City Advisory Bodies, the applicable municipal code provisions and the provisions in the adopted City Council Policy Procedure Manual and Handbook for City Advisory Bodies shall prevail.~~

~~**Section 4. Development of Policies and Guidelines.** The Commission may develop additional policies and guidelines as tools to conduct its business, provided they are not inconsistent with these by laws, Council Resolution 04-10044 or applicable provisions of the municipal code.~~

Section 35. Minutes/Official Records. CAC staff shall keep a record of all formal actions taken by the Commission during regular and special meetings. A copy of the minutes shall be posted on the City's website after they have been adopted.

09/15

CITY OF PITTSBURG
HISTORIC RESOURCES COMMISSION BYLAWS
Adopted by City Council May 2, 2005
Amended September 21, 2015

Amended by City Council: April 2, 2019 ~~September 21, 2015~~

Article A. Purpose/Mission Statement

Section 1. Purpose. The Historic Resources Commission is the body appointed by the City Council to advise the Planning Commission and City Council on design review applications, the CIP program, and other activities, both public and private, upon referral, which may impact historic resources within the Community.

Section 2. Mission Statement. The mission of the Historic Resources Commission is to 1) provide guidance to the City Council, ~~Planning Commission~~ and City staff on development activities which have the potential to impact historic resources within the community, 2) promote the preservation of designated historic resources, when feasible and appropriate, and 3) promote modifications to the exterior of designated historic buildings, only when such modifications maintain the integrity of the historic structure.

Article B. Meetings

Section 1. Regular Meetings. The Commission shall meet no less than twice each year. All meetings shall be held in accordance with State law, the Brown Act, Government Code 54950 et. Seq,. Regular meetings of the Commission shall be scheduled on a Tuesday, except as may conflict with City Council or other Commission meetings, and shall be held in the Council Chambers, City Hall, 65 Civic Avenue.

Section 2. Special Meetings. Special Meetings must be coordinated between the Chair and the Secretary by providing written notice twenty four (24) hours in advance of the proposed meeting time to each Commissioner, the local newspaper and posting of said notice at 65 Civic Avenue, Pittsburgh.

Article C. Order of Business for Regular Meetings

The agenda shall be prepared by the Secretary with the order of business at regularly scheduled meetings to generally be conducted in the following order:

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Presentations
6. Consent Calendar
7. Consideration Items
8. Study Sessions
9. Staff Comments

- 10. Committee Reports
- 11. Adjournment

Article D. Procedures for the Conduct of Business

Section 1. Quorum. A quorum for the transaction of all Commission business shall consist of not less than ~~five~~four Commissioners present.

Section 2. Majority Vote. Decisions of the Commission shall be carried by a majority vote of the Commission members voting on a motion which has been seconded and received no less than three votes in the majority. Formal decisions of the Commission may be memorialized in prepared resolutions and/or as minute orders.

Section 3. Tie Vote. When a vote results in a tie vote, the decision shall be declared a denial of the question before the Commission and the Commission shall entertain a new motion.

Section 4. Making Motions. When a member of the Commission wishes to make a motion, they must go through the following steps:

1. The Commissioner must ask to be recognized by the Chair
2. After being recognized, the Commissioner must state the entire motion: *"I move that we ..."*
3. Another Commissioner must second the motion: *"I second the motion."*
4. The Chair must then restate the motion and ask for any discussion on the motion.
5. When the Chair determines that there has been enough discussion, the debate may be closed with: *"I call the question,"* or *"Is there any further discussion?"*
6. If no one asks for permission to speak, the Chair then puts the question to a vote. The Chair should restate the motion prior to the vote to ensure the motion is clearly understood by all. Any Commissioner may request a roll call vote on a motion.
7. After the vote, the Chair announces the decision: *"The motion carries unanimously,"* *"The motion carries four to three (list individually if requested),"* or *"The motion has failed."*

Section 5. Motion to Reconsider. Any Commissioner on the prevailing side may make a motion to reconsider a motion previously adopted. The motion to reconsider shall be brought up prior to the end of the meeting. Should a motion to reconsider be adopted, the effect of said motion is to stay the prior motion until another motion which reaffirms, amends or denies the original motion is adopted.

Section 6. Motion to Amend. A motion which has been seconded may be amended before the vote, in accordance with the following procedures:

1. A motion may be amended by a Commissioner stating; *"I move to amend the motion to read as follows: ..."*. The motion to amend the original motion must then

be seconded by another Commissioner.

2. If another Commissioner seconds the amendment, the presiding officer shall then state; *"It has been moved and seconded to amend the motion to read as follows:"*. A vote shall then be taken on the motion to amend. If the motion carries, the Commission shall then take action on the amended motion.
3. Alternately, if the maker of the original motion and the Commissioner who seconded the original motion accept the proposed amendment, they can simply state *"I accept the amendment"*, in which case the motion as amended can be restated and then voted on directly.
4. The maker of the motion to amend has the right to modify or withdraw the motion at any time before the question is called and the presiding officer has stated the motion to the Commission.

Section 7. Other Rules of Order. Except as may be noted above to the contrary, the Commission will strive to follow Roberts Rules of Order in the conduct of all Commission business. Any lapse in adhering to Roberts Rules of Order shall not be cause to void an action taken by the Commission.

Section 8. Role of Chairperson and Vice Chairperson. The Chairperson shall have the duty to preside at all meetings and make Commission committee assignments. The Vice Chairperson shall have the duty, in the absence of the Chairperson, or his/her inability to act, preside at all meetings. Refer to the [current](#) Handbook for City Advisory Bodies ~~(City Council Resolution No. 15-13052A)~~, for more details on the responsibilities of the Chair.

Section 8. Minutes and Records of Actions Taken. Minutes of Commission meetings shall be prepared and submitted as "Action Minutes" (following City Council protocol) for review and approval of the Commission prior to becoming finalized.

Article E. Officers and How Selected

Section 1. Officers. The officers of this Commission shall be 1) a Chairperson whose duties shall be to preside at all meetings and make Commission committee assignments; and 2) a Vice Chairperson who shall, in the absence of the Chairperson, or his/her inability to act, preside at all meetings.

The City Planner (as defined in section 18.10.060 of the Pittsburgh Municipal Code) or his/her designated representative shall serve as the secretary to the Commission with the duty to staff all Commission meetings and sign all resolutions and minutes approved by the Commission, but shall not be a voting member of the Commission.

Section 2. Selection Process. The Chairperson [and the Vice Chairperson for the Historic Resources Commission](#) shall be the [same](#) Chairperson [and Vice Chairperson](#) of the Planning Commission. ~~and the Vice Chairperson shall be elected by a majority~~

~~vote of the Historic Resources Commission the first scheduled meeting after Commission appointments are made by the City Council (excluding special appointments made to fill vacancies). July 1st of each year:~~

Section 3. Acting Chairperson. In the event that the Chairperson and Vice Chairperson are both absent from a meeting, the next Commissioner in line for those duties who is present shall serve as acting Chairperson in their absence, and so on.

Article F. Committees

Section 1. Selection. ~~Each July, t~~The Chairperson, in consultation with the Secretary, ~~may request to form a committee as needed. shall determine what committees are warranted that year. The Secretary may request and the Chairperson may assign members to additional committees during the year, as needed. The Chairperson shall assign Commissioners to the various committees warranting Commission representation. The Chairperson may assign more than one Commissioner to a committee as well as an alternate. An attempt shall be made to evenly distribute committee assignments to all Commissioners, when feasible.~~

Section 2. Reports to the Commission. Commissioners assigned committee duties are expected to represent the Commission at the related committee meetings and provide follow-up verbal reports of committee actions to the full Commission at the next regularly scheduled Commission meeting.

Article G. Attendance Requirements of Commission Members

Section 1. Commissioners are expected to attend all scheduled meetings, barring unforeseen emergencies or other unavoidable reasons. Maintaining a quorum at scheduled meetings is imperative to conducting the business of the Commission and providing quality customer service to the community and residents alike.

~~**Section 2.** Any Commissioner who is absent more than three consecutive regular meetings, without approval by way of formal action of the City Council, shall be deemed to have resigned his/her position on the Planning Commission. Additionally, any member who misses twenty five percent (25%) or more of the regular meetings in any twelve month period, without approval of the City Council, shall be deemed to have resigned his/her position on the Planning Commission.~~

Section 23. Attending a meeting by video or teleconferencing shall be avoided unless there would otherwise be a lack of a quorum. It is preferable that Commissioners not schedule vacations, out of town trips or business meetings that would require the need for the additional noticing and electronic requirements of video or teleconferenced meetings.

Article H. Communication with the Public, City Staff, and City Council.

Section 1. All meetings with applicants or members of the public regarding pending applications shall be held at City Hall with a City planning staff member present during

the meeting, and at a time convenient to both the Commission and city staff member. Commissioners shall not indicate whether they will vote to support or not support an application, prior to the item being discussed by the Commission at a scheduled Commission meeting.

Section 2. All communication with City planning staff related to pending applications shall be through the City Planner, except as otherwise directed by the City Planner.

Section 3. ~~Formal~~ Communication from the Commission to the Planning Commission and City Council on matters affecting historic resources may be either in writing or made as an oral report at the next regularly scheduled Council/Planning Commission meeting by the Chairperson/Acting Chairperson or their designee. Resolutions and minutes shall bear the signature of the Secretary to the Commission. All other written correspondence shall bear the signature of the Chairperson, except as otherwise directed by the Commission, through a minute order.

Section 4. Members of the Commission may want to speak to the City Council/Council members and the general public on pending planning related matters outside the provisions in Section 3 above. In such instances, the Commissioner shall clearly indicate that they are not speaking as a Commissioner or for the Commission, but for themselves, as a resident of the City of Pittsburg.

Article I. Amendment of Bylaws.

Section 1. The City Council has the sole authority to modify these bylaws. Any amendments recommended to the bylaws by the Commission shall be presented to the Council for consideration. Any such recommendation shall be in the form of a resolution adopted in the affirmative and carried by the majority of the members who constitute the Commission. The bylaws shall not be amended more than once per year.

Section 2. These bylaws, and any amendments thereto, shall be consistent with State law, applicable Municipal Code provisions, and with the City Council Policy and Procedures manual and the Handbook for City Advisory Bodies. To the extent that they are not consistent, State law and, applicable Municipal Code provisions, ~~the City Council Policy and Procedures manual and the Handbook for City Advisory Bodies~~, as they may be amended from time to time, shall prevail.

Article J. Other Matters

Section 1. Annual Training Required. Commission members shall on an annual basis participate in training concerning: 1) the Open Meeting Laws under Ralph M. Brown Act, California Government Code Section 54950 et seq. and 2) Conflict of Interest Laws under the California Political Reform Act, Government Code Section 81000 et. Seq. Commission members shall also participate in AB 1234 and Ethics Training every two years.

Section 2. Special Reporting.

No less than once per year, the Commission shall provide the City Council with ~~reports of activities (if applicable), annual accomplishments, goals, and~~ attendance records of members.

~~**Section 3. Inconsistencies.** If any provision of these by laws is found to be inconsistent with applicable municipal code provisions, the Handbook for City Advisory Bodies and/or City Council Policy and Procedure Manual, the applicable municipal code provisions and the provisions in the adopted Handbook for City Advisory Bodies and the City Council Policy Procedure Manual shall prevail.~~

~~**Section 4. Development of Policies and Guidelines.** The Commission may develop additional policies and guidelines as tools to conduct its business, provided they are not inconsistent with these by laws, Handbook for City Advisory Bodies (Council Resolution No. 15-13052A) or applicable provisions of the municipal code.~~

Section 35. Minutes/Official Records. The Secretary shall keep a record of all formal actions taken by the Commission during regular and special meetings. A copy of the minutes shall be posted to the City website after they have been adopted. Resolutions executed by the Commission shall include a resolution number, the name of the maker of the motion, the name of the Commissioner who seconded the motion, a record of the vote and the signature of the Secretary confirming the approval of the resolution. The Secretary is further empowered to sign certifications referring to actions of the Commission or agenda items in accordance with State law.

CITY OF PITTSBURG
PLANNING COMMISSION BYLAWS
Adopted by City Council May 2, 2005
Amended September 21, 2015

Amended by City Council: April 2, 2019 September 21, 2015

Article A. Purpose/Mission Statement

Section 1. Purpose. The Planning Commission is the land use decision-making body appointed by the City Council and vested with the duty to guide the physical development of the community and enhance the built environment by exercising the powers and duties prescribed to it by statute, City Council resolution and by ordinance.

Section 2. Mission Statement. The mission of the Planning Commission is to make land use and design review decisions which will enable Pittsburgh to become the best possible place in which to live, work, learn, play, and conduct business.

Article B. Meetings

Section 1. Regular Meetings. The Planning Commission shall schedule at least one regular meeting in each month, subject to the availability of business items. All meetings shall be held in accordance with State law, the Brown Act, Government Code 54950 et. Seq. Regular meetings of the Commission shall be scheduled on the second and fourth Tuesday of each month, except as may conflict with City Council meetings, and shall be held in the Council Chambers, City Hall, 65 Civic Avenue starting at 7:00 p.m.

Section 2. Special Meetings. Special Meetings must be coordinated between the Chair and the Planning Secretary by providing written notice twenty-four (24) hours in advance of the proposed meeting time to each Commissioner, the local newspaper and posting of said notice at 65 Civic Avenue, Pittsburgh.

Article C. Order of Business for Regular Meetings

The agenda shall be prepared by the Planning Secretary with the order of business at regularly scheduled meetings to generally be conducted in the following order:

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Presentations
6. Consent Calendar
7. Public Hearings
8. Consideration Items
9. Study Sessions

- 10. Staff Comments
- 11. Committee Reports
- 12. Adjournment

Article D. Procedures for the Conduct of Business

Section 1. Quorum. A quorum for the transaction of all Commission business shall consist of not less than four Planning Commissioners present.

Section 2. Majority Vote. Decisions of the Planning Commission shall be carried by a majority vote of the Commission members voting on a motion which has been seconded and received no less than three votes in the majority. Notwithstanding the foregoing requirement, Commission recommendations for approval of a general plan or specific plan action shall be carried by the affirmative vote of not less than a majority of the total membership of the Commission, in accordance with state law. Formal decisions of the Commission may be memorialized in prepared resolutions and/or as minute orders.

Section 3. Tie Vote. When a vote results in a tie vote, the decision shall be declared a denial of the question before the Commission and the Commission shall entertain a new motion.

Section 4. Making Motions. When a member of the Commission wishes to make a motion, they must go through the following steps:

1. The Commissioner must ask to be recognized by the Chair
2. After being recognized, the Commissioner must state the entire motion: *"I move that we ..."*
3. Another Commissioner must second the motion: *"I second the motion."*
4. The Chair must then restate the motion and ask for any discussion on the motion.
5. When the Chair determines that there has been enough discussion, the debate may be closed with: *"I call the question,"* or *"Is there any further discussion?"*
6. If no one asks for permission to speak, the Chair then puts the question to a vote. The Chair should restate the motion prior to the vote to ensure the motion is clearly understood by all. Any Commissioner may request a roll call vote on a motion.
7. After the vote, the Chair announces the decision: *"The motion carries unanimously," "The motion carries four to three (list individually if requested),"* or *"The motion has failed."*

Section 5. Motion to Reconsider. Any Commissioner on the prevailing side may make a motion to reconsider a motion previously adopted. The motion to reconsider shall be brought up prior to the end of the meeting. Should a motion to reconsider be adopted, the effect of said motion is to stay the prior motion until another motion which reaffirms, amends or denies the original motion is adopted.

Section 6. Motion to Amend. A motion which has been seconded may be amended before the vote, in accordance with the following procedures:

1. A motion may be amended by a Commissioner stating; *“I move to amend the motion to read as follows: ...”*. The motion to amend the original motion must then be seconded by another Commissioner.
2. If another Commissioner seconds the amendment, the presiding officer shall then state; *“It has been moved and seconded to amend the motion to read as follows:”*. A vote shall then be taken on the motion to amend. If the motion carries, the Commission shall then take action on the amended motion.
3. Alternately, if the maker of the original motion and the Commissioner who seconded the original motion accept the proposed amendment, they can simply state *“I accept the amendment”*, in which case the motion as amended can be restated and then voted on directly.
4. The maker of the motion to amend has the right to modify or withdraw the motion at any time before the question is called and the presiding officer has restated the motion to the Commission.

Section 7. Other Rules of Order. Except as may be noted above to the contrary, the Commission will strive to follow Roberts Rules of Order in the conduct of all Commission business. Any lapse in adhering to Roberts Rules of Order shall not be cause to void an action taken by the Commission.

Section 8. Role of Chairperson and Vice Chairperson. The Chairperson shall have the duty to preside at all meetings and make Commission committee assignments. The Vice Chairperson shall have the duty, in the absence of the Chairperson, or his/her inability to act, preside at all meetings. Refer to the current Handbook for City Advisory Bodies (~~City Council Resolution 15-13052A~~), for more details on the responsibilities of the Chair.

Section 9. Minutes and Records of Actions Taken. Minutes of Commission meetings shall be prepared and submitted as “Action Minutes” (following City Council protocol) for review and approval of the Commission prior to becoming finalized.

Article E. Officers and How Selected

Section 1. Officers. The officers of this Commission shall be: 1) a Chairperson whose duties shall be to preside at all meetings and make Commission committee assignments; and 2) a Vice Chairperson who shall, in the absence of the Chairperson, or his/her inability to act, preside at all meetings.

The City Planner (as defined in section 18.10.060 of the Pittsburgh Municipal Code) or his/her designated representative shall serve as the secretary to the Planning

Commission with the duty to staff all Planning Commission meetings and sign all resolutions and minutes approved by the Planning Commission, but shall not be a voting member of the Commission.

Section 2. Selection Process. ~~The Planning Commission shall select a Chairperson and Vice Chairperson at its first meeting in July of each year.~~ The positions of Chairperson and Vice Chairpersons shall be for one-year terms and shall be rotated among all Commission members before a Commissioner ~~is reselected to the~~ assumes the previously held position of Chairperson or Vice Chairperson. The sitting Vice Chairperson shall automatically ~~become selected as the~~ Chairperson at the first meeting after annual Commission appointments are made by the City Council in July of the following year excluding special appointments. The selection of the Vice Chairperson shall follow a standardized rotation order as follows:

The position of Vice Chairperson shall be rotated among all Commissioners based on seniority. Seniority for new Commissioners shall be determined by the order in which a Commissioner was appointed ~~in the most recent series of Commission appointments affecting same.~~ The Commissioner appointed first in the rotation for that group of Commissioners shall serve first, the Commissioner appointed second for that group of Commissioners shall serve second and so forth. In case of appointment to the Commission to fill a vacancy, however, that person will occupy the last position in that rotation. Each new series of appointments will determine the rotation only for newly appointed that group of Commissioners. Should any Commissioner not be ~~available willing~~ to take his/her regular place in the established rotation, the next person in the rotation will be elevated to the position of Vice Chairperson, and the rotation will continue as previously set.

Section 3. Acting Chairperson. In the event that the Chairperson and Vice Chairperson are both absent from a meeting, the next Commissioner in line for those duties who is present shall serve as acting Chairperson in their absence, and so on.

Article F. Committees

Section 1. Selection. Each July Upon annual rotation of the Chairperson and Vice Chairperson, the Chairperson, in consultation with the Planning Secretary, shall determine what committees warrant Planning Commission member representation that year. Current standing committees include the Land Use Subcommittee, which includes two members from the Commission plus one alternate, and Transplan, which includes one member from the Commission plus one alternate. The Planning Secretary may request and the Chairperson may assign members to additional committees during the year, as needed. The Chairperson shall assign Commissioners to the various committees warranting Commission representation. The Chairperson ~~may shall~~ assign both a committee representative and alternate. An attempt shall be made to evenly distribute committee assignments to all Commissioners, when feasible.

Section 2. Reports to the Commission. Commissioners assigned committee duties are expected to represent the Commission at the related committee meetings and provide follow-up verbal reports of committee actions to the full Commission at the next regularly scheduled Planning Commission meeting.

Article G. Attendance Requirements of Commission Members

Section 1. Commissioners are expected to attend all regularly scheduled meetings and assigned committees, barring unforeseen emergencies or other unavoidable reasons. Maintaining a quorum at regularly scheduled meetings is imperative to conducting the business of the Planning Commission and providing quality customer service to the City's business community and residents alike.

Section 2. Any Commissioner who is absent more than three consecutive regular meetings, without approval by way of formal action of the City Council, shall be deemed to have resigned his/her position on the Planning Commission. Additionally, any member who misses twenty five percent (25%) or more of the regular meetings in any twelve month period, without approval of the City Council, shall be deemed to have resigned his/her position on the Planning Commission.

Section 3. Attending a meeting by video or teleconferencing shall be avoided unless there would otherwise be a lack of a quorum. It is preferable that Commissioners not schedule vacations, out of town trips or business meetings that would require the need for the additional noticing and electronic requirements of video or teleconferenced meetings.

Article H. Communication with the Public, City Staff, and City Council.

Section 1. All meetings with applicants or members of the public regarding pending planning related applications shall be held at City Hall with a City planning staff member present during the meeting, and at a time convenient to both the Commissioner and City staff member. Commissioners shall not indicate whether they will vote to support or not support an application, prior to the close of the public hearing on the pending action before the Commission.

Section 2. All communication with City planning staff related to pending planning related applications shall be through the City Planner, except as otherwise directed by the City Planner.

Section 3. All formal communication from the Planning Commission to the City Council on pending planning related applications shall be in writing and approved by the Commission. Resolutions and minutes shall bear the signature of the Secretary to the Planning Commission. All other written correspondence shall bear the signature of the Chairperson, except as otherwise directed by the Commission, through a minute order.

Section 4. Members of the Commission may want to speak to the City Council/Council members and the general public on pending planning related matters outside the provisions in Section 3 above. In such instances, the Commissioner shall clearly indicate that they are not speaking as a Commissioner or for the Commission, but for themselves, as a resident of the City of Pittsburgh.

Article I. Amendment of Bylaws.

Section 1. The City Council has the sole authority to modify these bylaws. Any amendments recommended to the bylaws by the Commission shall be presented to the Council for consideration. Any such recommendation shall be in the form of a resolution adopted in the affirmative and carried by the majority of the members who constitute the Commission. The bylaws shall not be amended more than once per year.

Section 2. These bylaws, and any amendments thereto, shall be consistent with State law, applicable Municipal Code provisions, and with the City Council Policy and Procedures manual and the Handbook for City Advisory Bodies. To the extent that they are not consistent, State law, and applicable Municipal Code provisions, the City Council Policy and Procedures manual and the Handbook for City Advisory Bodies, as they may be amended from time to time, shall prevail.

Article J. Other Matters

Section 1. Annual Training Required. Commission members shall on an annual basis participate in training concerning: 1) the Open Meeting Laws under Ralph M. Brown Act, California Government Code Section 54950 et Seq. and 2) Conflict of Interest Laws under the California Political Reform Act, Government Code Section 81000 et. Seq. Commission members shall also participate in AB 1234 and Ethics Training every two years.

Section 2. Special Reporting.

No less than once per year, the Commission shall provide the City Council with reports of annual accomplishments, goals, and attendance records of members.

~~**Section 3. Inconsistencies.** If any provision of these by laws is found to be inconsistent with state law, applicable municipal code provisions, the Handbook for City Advisory Bodies and/or with the City Council Policy and Procedure Manual, the applicable state law and/or municipal code provisions and the provisions in the adopted Handbook for City Advisory Bodies and the City Council Policy Procedure Manual shall prevail.~~

~~**Section 4. Development of Policies and Guidelines.** The Commission may develop additional policies and guidelines as tools to conduct its business, provided they are not inconsistent with these by laws, the Handbook for City Advisory Bodies (Council Resolution No. 15-13052A) or applicable provisions of the municipal code.~~

Section 345. Minutes/Official Records. The Planning Secretary shall keep a record of all formal actions taken by the Planning Commission during regular and special meetings. A copy of the minutes shall be posted to the City website after they have been adopted. Resolutions executed by the Planning Commission shall include a resolution number, the name of the maker of the motion, the name of the Commissioner who seconded the motion, a record of the vote and the signature of the Planning Secretary confirming the approval of the resolution. The Planning Secretary is further empowered to sign certifications referring to actions of the Commission or agenda items in accordance with State law.



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: By Minute Order Select a Commission Appointment for an Unexpected Vacancy on the Community Advisory Commission

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

A newly appointed Commissioner for the Community Advisory Commission tendered his resignation on March 20, 2019. Applications for this Commission were considered on February 4, 2019 and appointments were made on February 19, 2019. The Community Advisory Commission has only held one meeting since the appointments were made, that being March 6, 2019. There is a current eligibility list.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

Staff recommends review of the previously interviewed applicants to make an appointment to the Community Advisory Commission based on the eligible list of applicants. The City Council may alternately choose to disband the current eligibility list and direct staff to begin recruitment for the vacancy.

BACKGROUND

In January, staff advertised for Commission vacancies. Seven applications were received for the Community Advisory Commission. The terms will expire on February 28, 2021.

On February 4, 2019 the City Council reviewed applications for appointment to the Community Advisory Commission. On that date candidate interviews were held. Six candidates were in attendance and were interviewed. There were four vacancies. The candidates were:

Arlene Kobata (aka Siu Ling) - Appointed
Dennisha Marsh (incumbent) – Not re-appointed

Ricky Mena – Appointed/Resigned 3/20/19
Christopher Moreno (incumbent) – Appointed to the Planning Commission
Veronica Pope (incumbent) – Re-appointed
Annette Ramirez - Appointed

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The City's policy is to retain applications for Commissions on file for a period of one year. The recent recruitment has left one application on file for consideration. If the lone applicant is chosen, they would take their seat at the April 3 Community Advisory Commission meeting, thereby avoiding any vacancy. The term will expire on February 28, 2021.

It is recommended that the City Council consider the application on file and if not appointed, direct staff to advertise for the vacancy.

ATTACHMENTS: Application

Report Prepared By: Alice E. Evenson, City Clerk



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: CAC

Name: Dennisha A Marsh

Address: Pittsburg CA 94565

Email: _____

Telephone: _____ Residential: _____ Business: _____

Professional or Technical Experience: CAC, Racial Justice Taskforce,

DAC, SDC Council, PAAACT, Cisco Systems, MD Office of Attorney General

Why are you interested in serving on this commission: I was born & raised
here, and I believe giving back and helping my
community grow

Other Community Activities or Organizations in which you participate: CDBG, Measure P,
DAC, PAAACT, Pittsburg Unified School District Bond Oversight

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes X No ____
Daytime Meetings Yes 2 No ____


SIGNATURE

Dennisha A Marsh
PLEASE PRINT NAME

DATE 12/12/18



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Approving a Consultant Agreement for Employee Benefits Broker of Record Services

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

The City has contracted with Keenan & Associates since July 1, 2008 to serve as its Benefits Broker of Record. The City solicited competitive proposals from employee benefits brokers for a new contract and staff recommended the selection of Alliant Employee Benefits.

FISCAL IMPACT

The fiscal impact is an annual savings of \$5,000 per year based on the current contract for benefits broker services with Keenan & Associates with a fee of \$30,000 per year.

RECOMMENDATION

Authorize the City Manager to sign a three-year consulting services agreement with Alliant Employee Benefits for employee benefits broker of record services effective July 2019.

BACKGROUND

The City's Employee Benefits Broker of Record negotiates employee benefits renewal premium rates on the City's behalf, assesses the reasonableness and appropriateness of any rate adjustment and/or change in contract or service provisions. The Broker conducts an annual underwriting analysis of the City's self-insured dental insurance program, including recommending appropriate premium rates and liability accounting data to meet GASB reporting requirements. Insurance renewals and negotiations are made on behalf of the City's medical, dental, and vision insurance programs, life insurance and accidental death and dismemberment policy, and long-term disability insurance.

The City has been with Keenan & Associates since July 1, 2008. City staff solicited requests for proposals (RFP) for benefits broker services, with responses due on January 18, 2019.

Four proposers responded to the RFP and Human Resources staff reviewed the four proposals on January 24, 2019.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The Human Resources Department reviewed all submittals for the employee benefits broker of record. Emphasis in the review process was placed on the consultant's overall experience in providing health and welfare benefits program broker and consulting services, the technical response to the Request for Proposal, and cost of services.

ATTACHMENTS: Resolution
 Professional Services Agreement

Report Prepared By: Griselda Clift, Senior Human Resources Analyst

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution)
Approving a Consultant Agreement for)
Benefits Broker of Records Services)
with Alliant Employee Benefits)

RESOLUTION NO. 19-

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, the City of Pittsburgh has contracted with Keenan and Associates for benefits broker of record since July 2008;

WHEREAS, in November 2018 the Human Resources Department requested proposals from benefits brokers and concentrated its review on the consultant's overall experience in providing professional health and welfare benefits program broker and consulting services, the proposer's technical response to the Request for Proposal, and cost and;

WHEREAS, the City of Pittsburgh Human Resources Department recommends the selection of Alliant Employee Benefits as benefits broker of record.

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 authorizing the City Manager to enter into a three-year consulting services agreement for benefits broker of record services with Alliant Employee Benefits effective July 2019.

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

PASSED AND ADOPTED by the City Council of the City of Pittsburgh on the 2nd day of April 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF PITTSBURG AND
ALLIANT INSURANCE SERVICES, INC.
(general services)**

THIS Agreement ("Agreement") for consulting services is made by and between the City of Pittsburgh ("City") and Alliant Insurance Services, Inc. ("Consultant") (together referred to as the "Parties") as of July 1, 2019 (the "Effective Date").

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

- 1.1 Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on July 1, 2022 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.
- 1.5 Disclaimer.** The City agrees that Consultant is now a fiduciary for purposes of the Employee Retirement Security Act of 1974, as amended, and the City shall not represent that Consultant is a fiduciary. Consultant is not liable for any delay or partial performance to the extent such delay or partial performance arises from Client's delay in or failure to provide information or review documents as required under Section 1.6.
- 1.6 City's Obligations.** The City shall, at Consultant's request, promptly provide all information necessary for Consultant to perform its services under this Agreement. The City shall promptly report to Consultant any

significant changes in its operations, exposures, coverages or limits, or any other change that would change the scope or nature of the City's insurance coverages placed under this Agreement. The City shall promptly review coverage documents, templates, and other documents for the Plan(s) provided by Alliant, the insurer, or the third party administrator (TPA), to ensure that the documents are consistent with Client's specifications. Client shall promptly inform Alliant of any discrepancies or required changes.

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed an annual flat consulting fee of twenty-five thousand dollars (\$25,000) plus any current commissions built into insurance coverages now (if applicable), 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 \$10,000,000 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, except Professional Liability deductible is \$1,000,000.

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

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

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

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

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

4.5 Remedies. In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole

option: 1) obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; 2) order Consultant to stop work under this Agreement and withhold any payment that becomes due to Consultant hereunder until Consultant demonstrates compliance with the requirements hereof; and/or 3) terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

- 5.1 General Requirement.** To the fullest extent permitted by law, Consultant shall indemnify, defend with reasonably 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 limited extent arising out Consultant's performance of the services under this Agreement, or its failure to comply with any of its obligations contained in this Agreement, or its failure to comply with any applicable law or regulation, except to the extent such Liability caused by the negligence, errors, omissions, or misconduct of City.

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

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

Section 6. STATUS OF CONSULTANT.

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

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

Section 7. LEGAL REQUIREMENTS.

- 7.1 Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder. Consultant shall also, to the extent required by the California Labor Code, pay not less than the latest prevailing wage rates as determined by the California Department of Industrial Relations.
- 7.3 Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have, and will maintain at their sole cost and expense, all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions.
- 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.
- 7.5 Registration and Monitoring.** If legally required, Consultant shall be currently registered with the Department of Industrial Relations and qualified to perform public work consistent with Labor Code section 1725.5, except in limited circumstances as referenced in Labor Code section 1771.1(a).
- 7.6 Prevailing Wage Rates.** In accordance with the applicable provisions of California Labor Code Section 1771, not less than the general prevailing

rate of per diem wages for work of a similar character in the locality in which the services described in Exhibit A are to be performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work as provided in the applicable provisions of California Labor Code must be paid to all workers engaged in performing the services described in Exhibit A. In accordance with the applicable provisions of California Labor Code Section 1773.2, the City has obtained the general prevailing wages in the locality in which the services described in Exhibit A are to be performed for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which is on file in the City's General Services Department and shall be made available on request. Contractor must comply with all applicable laws and regulations that apply to wages earned in performance of the services described in Exhibit A. Contractor assumes all responsibility for such payments and shall defend, indemnify and hold the City harmless from any and all claims made by any worker, governmental agency or other third party with regard thereto.

The Consultant and any subcontractors engaged in performance of the services described in Exhibit A shall comply with the applicable provisions of Labor Code Section 1775, which establishes a penalty per day for each worker engaged in the performance of the services described in Exhibit A that the Consultant or any subcontractor pays less than the specified prevailing wage.

In accordance with the applicable provisions of Labor Code Section 1776, the Consultant and each subcontractor engaged in performance of the services described in Exhibit A shall keep accurate payroll records showing the name, address, social security number, work, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed in performance of the services described in Exhibit A. Such records shall be in kept, maintained and made available in accordance with the applicable requirements of Labor Code Section 1776.

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. Consultant may terminate this Agreement upon written notice if the City materially breaches this Agreement and fails to cure such breach within 30 days of Consultant notifying City of such breach. In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination. Upon termination,

and requested by the City, Consultant shall deliver to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant by 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, provided that prior written approval will not be required in the event of a merger, consolidation, or sale of substantially all of Consultant's assets. 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. Additionally, the confidentiality obligations in Section 9.3 survive the termination of this Agreement for two years, or longer if required by law. Nothing in this section limits or otherwise diminishes the protections afforded to trade secret information or by applicable law.

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; CONFIDENTIALITY.

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 or reuse for City's internal business purposes, 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. Notwithstanding anything to the contrary, the City acknowledges that Consultant, in performing work under this Agreement, may use patented and copyrighted materials, trade secrets, proprietary data, know-how, concepts, methodologies, practices, processes, procedures, techniques, and written materials, including documents, data, plans, specifications, and reports, that existed prior to the effective date of this Agreement, and the City agrees that Consultant shall retain all right title, and interest in and to such items; provided, however, that Consultant hereby grants the City a non-exclusive, non-assignable, perpetual, royalty-free license to use such items that are embedded in the work product and that are required for the City's own internal use of the work product.

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 and audit at any mutually agreed-upon 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. Any audit must observe all laws governing privilege and confidentiality.

- 9.3 Confidentiality.** The parties may each exchange confidential, proprietary, and/or trade secret information (“Confidential Information”) under this Agreement, including, without limitation, pricing and marketing information and intellectual property. Confidential Information does not include information that is: (1) in or later enters the public domain other than as a result of a breach of this Section 9.3, (2) lawfully known by the receiving party, without obligation of confidentiality prior to the disclosure of the information, (3) independently developed by the receiving party as demonstrated by its records, or (4) disclosed by a third party whom the receiving party has no reason to believe has any confidentiality or fiduciary obligation to the owner of the information. The parties may use Confidential Information exclusively to carry out the terms, conditions, and purposes set forth in this Agreement and may not disclose or distribute Confidential Information to any third party, except to employees, officers, directors, agents, subcontractors, representatives, and advisors (including, without limitation, attorneys, accountants, and financial advisors) (collectively, its “Representatives”) who have legitimate “need to know” the information in order to perform under this Agreement and who are bound by obligations of confidentiality no less restrictive than this Section 9.3. Each party will be liable for any breach of this Section 9.3. by any of its Representatives. Each party may disclose Confidential Information only to the extent necessary to comply with a valid order of a court or governmental agency with proper jurisdiction or as required by law or regulation; provided that, this party shall, to the extent allowed by law, promptly advise the other party of the required disclosure so that the other party may employ lawful means to avoid or limit disclosure. A breach of this Section 9.3 may cause irreparable injury. For this reason, in the event of a breach, a disclosing party is entitled to seek injunctive relief or other equitable relief, without prejudice to any other remedies that may be available.

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 occurring as part of Consultant’s performance under 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 : Alliant Insurance Services, Inc.
Erin M. Thomas, GBDS
Vice President
100 Pine Street, 11th Floor
San Francisco, CA 94111

With a copy to:
Alliant Insurance Services, Inc.
Attn: General Counsel
701 B Street, 6th Floor
San Diego CA 92101

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

Garrett Evans, City Manager

Erin M. Thomas, GBDS
Vice President

Attest:

Alice E. Evenson, City Clerk

Approved as to Form:

Donna Mooney, City Attorney

EXHIBIT A

SCOPE OF SERVICES

Services	Proposed Fee
Strategic Planning/Annual Objective setting/Annual Work Plan	Included
Pre-renewing meeting (strategy, market update, compliance, etc.)	Included
Renewal Negotiation, Analysis and Recommendations	Included
Procurement of Alternative Cost Saving Initiatives and Options	Included
Utilization Review and Trend analysis	Included
Financial Reporting	Included
Access to Alliant Proprietary Programs and Exclusive Purchasing Programs	Included
Legislative Compliance Support and Contract Review	Included
Health Care Reform Compliance & Consulting	Included
Contract and Plan Documents Review	Included
Attendance, support and presentations at committee meetings	Included
Public Agency Benchmarking	Included
Vendor Management	Included
Employer & Employee Advocacy and Problem Resolution	Included
Open Enrollment Coordination and Support	Included
Communications & Employee Engagement - Posters, Flyers, Guide, Videos, etc...	Included
Ben-IQ™ Mobile Application	Included
Wellness Program Consulting	Included
ThinkHR Membership	Included

EXHIBIT B

COMPENSATION SCHEDULE

The City shall pay the Consultant an annual flat consulting fee of \$25,000, plus any current commissions built into insurance coverages.

To illustrate commitment of quality service to the City, the Consultant shall place 10% of the annual consulting fee at risk. Listed below are the categories of the service guarantee:

1. Execution of Scope of Work (50% of the total 10% at risk) – The City's satisfaction with deliverables in the Scope of Services (Exhibit A).
2. Service and Support (50% of the total 10% at risk) – Service and support of the City with decision making tools, attendance at meetings, and assistance for any implementation of new benefits/products and transition of carriers.

At any time, the City may invoke the terms of the above-mentioned guarantee. All categories are based solely on client satisfaction level. The categories may be modified by mutual agreement between the Consultant and the City. No portion of the annual consulting fee shall be returned to City if such remittance would violate applicable insurance regulations.

Transparency and Disclosure

All compensation Alliant receives is fully disclosed and transparent. We will provide the City with an Annual Disclosure letter at the plan renewal.

As an independent consultant, Alliant provides our clients with the choice of joint purchasing solutions as well as options available in the marketplace. Alliant has a separate division within the firm, Alliant Underwriting Services (AUS) that provides Consulting, Underwriting and Program Management Services to a number of Joint Powers Authorities (JPA) and Joint Purchasing Pools throughout the country; this division is separate from Alliant's Brokerage and Consulting division. AUS receives compensation from carriers for services provided to support the operations and administration of a JPA and/or purchasing pool and is a cost included in the premium.

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: _____

2784987.1

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

DATE: March 18, 2019

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

CITY COUNCIL/AGENCY MEMBERS

Juan Antonio Banales, Mayor/Chair
Jelani Killings, Vice-Mayor/Chair Council/Agency Member
Marilyn Craft, Council/Agency Member
Holland Barrett White, Council/Agency Member
Shanelle Scales-Preston, Council/Agency Member
S.L. Floyd, Agency Member
Annie Hill Herring, Agency Member

APPOINTED OFFICIALS

Garrett Evans, City Manager/Executive Director
Donna Mooney, City Attorney/Legal Counsel
Alice E. Evenson, City Clerk/Agency Secretary (elected)
Nancy Parent, City Treasurer (elected)

Mayor Banales 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 6:30 P.M. for the following Closed Session:

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

One (1) case

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

Property: 2101 Railroad Avenue (APN 088-171-035); Negotiators for City: Garrett Evans, Maria Aliotti; Negotiating Parties: Rose Winter; Under Negotiation: both price and terms of payment

ROLL CALL

All Members were present.

PLEDGE OF ALLEGIANCE

Captain Wentz led the Pledge of Allegiance.

CITY MANAGER'S REMARKS

City Manager Evans advised that the Mayor would be honoring local women leaders this evening.

The Mayor read a proclamation declaring March as Women's History Month. Individual proclamations were presented to the following local women for their service and contributions to the City of Pittsburg:

Nancy Parent
Mary Erbez
Curlie Jackson
Rose Winter
Sandra Valle

CITIZENS REMARKS

David Watson, Contra Costa County Fire, gave an update of recent activities.

Jan Brisco, Tahoe City, spoke regarding recent neighborhood issues. Her family home borders Buchanan Park where there has been a spike in crime, residents being accosted by homeless, and bonfires in the culvert. She also noted the close proximity to two school and students that are being subjected to unwanted behaviors. She thanked staff and with the Police Department for their recent involvement to address these issues.

Susan Daynes, Pittsburg, spoke regarding the renovation of Oakland's Church of Jesus Christ of Latter-Day Saints Temple. She stated the temple has not been open to the public in 50 years and invited anyone interested to attend the upcoming open house.

Secy M. Benites-Borjas, Pittsburg, voiced concerns regarding issues she was having with the Water Department.

PUBLIC HEARING

7. Introduction and Waive First Reading of an Ordinance Adding Construction Demolition Debris Recycling and Polychlorinated Biphenyls Assessment to the Pittsburg Municipal Code

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

On Motion by Vice Mayor Killings, seconded by Member Craft to introduce and waive first reading of the ordinance and carried unanimously.

CONSIDERATION

8. Adoption of a City Council Resolution to Grant Property Owner at 218 Pelican Loop a Docking Easement

On Motion by Member Craft, seconded by Member Scales-Preston to adopt and carried unanimously.

CONFLICT OF INTEREST STATEMENT

There were no conflict of interest statements.

COMBINED CITY COUNCIL, PITTSBURG ARTS AND COMMUNITY FOUNDATION, PITTSBURG POWER COMPANY AND SOUTHWEST PITTSBURG GHAD II CONSENT CALENDAR

On motion by Member Craft, seconded by Member White to adopt the Consent Calendar without Item 10 and carried unanimously.

9. Minutes of February 19, 2019 and March 4, 2019
11. Adoption of City Council Resolution Awarding the Police Vehicle Equipment Contract
12. Adoption of a City Council Resolution to Approve a Reclassification
13. Adoption of a City Council Resolution to Amend Staffing Allocation in the City Manager's Office
14. Adoption of a City Council Resolution to Approve an Amendment of the Teamsters Local 856 Memorandum of Understanding

The following item was considered separately:

10. Adoption of City Council Resolution Amending the Contract for Janitorial Services with Impec Group

On Motion by Member White, seconded by Mayor Banales to adopt and carried unanimously.

COUNCIL MEMBER REPORTS/REMARKS

Member Craft interviewed participants for the PSYC (Pittsburg Summer Youth Corp), and attended the PACF and PAL Casino Night Fundraiser.

Member Scales-Preston attended the St. Baldrick's fundraiser to help children with cancer.

Member White noted that today is Transit Driver Appreciation Day. He and the Mayor attended the initial Community Services ad hoc committee meeting. He also congratulated the women honored tonight.

Mayor Banales attended the Delta Diablo meeting where their CIP was discussed. They spoke about engagement and partnership with local municipalities. He also attended the crab feed fundraiser at LMC and attended the Rotary Club event honoring local

heroes.

ADJOURNMENT

The City Council meeting was adjourned at 8:10 P.M. to April 2, 2019 *in memory of **Joseph Philip Lombardo***.

Respectfully submitted,

Alice E. Evenson, City Clerk



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption Of A City Council Resolution To Authorize the Renewal Of A Reciprocal Tax Information Sharing Agreement Between The City Of Pittsburg And The California State Franchise Tax Board

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

The proposed resolution, if adopted, would authorize the renewal of an agreement between the City and the California State Franchise Tax Board to share tax information and monitor compliance with the Business License Tax Ordinance.

FISCAL IMPACT

There are no financial costs associated with the adoption of the City's reciprocal tax information sharing agreement with the Franchise Tax Board; business license revenue has increased from audits arising from the reciprocal agreement.

RECOMMENDATION

City staff recommends that the City Council adopt a resolution to approve the renewal of the reciprocal tax information sharing agreement allowing the City to exchange information with the Franchise Tax Board for the agreement period of June 1, 2019 to December 31, 2021, and authorizing the Finance Director to execute the agreement.

BACKGROUND

Effective January 2009, and as the result of the enactment of Senate Bill 1146 (Cedillo) (Chapter 345, Statutes of 2008), the Franchise Tax Board and participating cities began exchanging data through a reciprocal agreement to increase tax revenue opportunities for both cities and the Franchise Tax Board. The City of Pittsburg participated in a similar agreement in 2009, then in 2016. The Franchise Tax Board requires renewal of the reciprocal agreement every two years.

SUBCOMMITTEE FINDINGS

This item not presented to a subcommittee.

STAFF ANALYSIS

By sharing information with the Franchise Tax Board, the City has been able to identify businesses operating within the City limits that have filed a Schedule C (Business Tax Return for a Sole Proprietorship), partnership or corporate tax return. The largest area of non-compliance has been with independent contractors and home-based businesses, who may not realize that they need to obtain a business license.

Audits undertaken by the City from the data obtained from the Franchise Tax Board have resulted in annual increase in Business License revenue of approximately \$24,174 in FY2018-2019.

The Reciprocal Tax Information Sharing Agreement with the Franchise Tax Board continues to be a good source of data for detecting non-compliance with our business license ordinance. The City is required to sign an agreement with the Franchise Tax Board to facilitate this ongoing exchange of information every two (2) years.

ATTACHMENTS: Resolution
 State of California Standard Agreement 036352

Report Prepared By: Margaret Padua
 Finance Division Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Authorizing the Renewal of a Reciprocal Tax)
Information Sharing Agreement Between the City)
of Pittsburg and the California Franchise)
Tax Board)

RESOLUTION NO. 19-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, on March 21, 2016, the City Council approved resolution 16-13169 authorizing the renewal of an agreement between the City and the California State Franchise Tax Board to share business license information; and

WHEREAS, an exchange of data between the City's business license files and the California Franchise Tax Board is expected to result in the discovery of businesses that do not have the required business license or are incorrectly reporting gross receipts; and

WHEREAS, according to Agreement Number 036352, the Franchise Tax Board requires renewal of this reciprocal tax information sharing agreement every two years and a resolution is required to establish said agreement.

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

Section 1. Findings

The City Council hereby finds and determines that the above recitals are true and correct and are hereby incorporated by reference.

Section 2. Authorization

The Finance Director is hereby authorized to execute an agreement with the Franchise Tax Board for the exchange of data between the two entities in order to assist in the City's audit of business licenses for the period of June 1, 2019 to December 31, 2021.

Section 2. Effective Date

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 2nd day of April, 2019 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

STANDARD AGREEMENT

STD 213 (Rev. 10/2018)

AGREEMENT NUMBER 000000000000000000000000036352	PURCHASING AUTHORITY NUMBER (if applicable)
--	---

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Franchise Tax Board

CONTRACTOR NAME

City of Pittsburg

2. The term of this Agreement is:

START DATE

June 1, 2019 or date of approval, whichever is later

THROUGH END DATE

December 31, 2021

3. The maximum amount of this Agreement is:

\$0.00 (NON-FINANCIAL AGREEMENT)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

EXHIBITS	TITLE	PAGES
Exhibit A	Scope of Work	3
Exhibit C *	General Terms and Conditions	GTC417
Exhibit D	Special Terms and Conditions	3
Exhibit E	City and County Record Format Specifications	2
Exhibit F	FTB Record Layout Specifications	1
Exhibit G	Confidentiality Statement	1

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.
 These documents can be viewed at www.dgs.ca.gov/ols/resources/standardcontractlanguage.aspx

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Pittsburg

CONTRACTOR BUSINESS ADDRESS

65 Civic Ave.

CITY

Pittsburg

STATE

CA

ZIP

94565

PRINTED NAME OF PERSON SIGNING

TITLE

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Franchise Tax Board

CONTRACTING AGENCY ADDRESS

P.O. Box 2086

CITY

Rancho Cordova

STATE

CA

ZIP

95741

PRINTED NAME OF PERSON SIGNING

Michael A. Banuelos

TITLE

Procurement and Contracting Officer or Designee

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

0000000000000000000000036352

PURCHASING AUTHORITY NUMBER (if applicable)

SCM 1 - 4.04.A.2.

EXHIBIT A
SCOPE OF WORK

This agreement is entered into by and between the Franchise Tax Board, herein after referred to as (FTB), and the City of Pittsburgh, herein after referred to as the City.

Purpose:

This agreement provides for the reciprocal exchange between FTB and the City tax data specific to city business license information for tax administration purposes. By entering into a reciprocal agreement, each party agrees to bear its own costs of providing the data, and the City is precluded from obtaining reimbursement.

Both parties will abide by the legal and confidential provisions of this agreement. Exhibits A, C, D, E, F, and G, attached hereto and incorporated by reference herein, set forth additional terms to which the parties agree to be bound.

No Federal Tax Information will be exchanged.

Legal Authority:

California Revenue and Taxation Code (R&TC) Section 19551.1 authorizes a reciprocal agreement for the exchange of specified tax information between a city/county and FTB. R&TC Section 19551.5 mandates cities/counties to provide city/county business licensing and tax information to FTB upon request.

City Responsibilities:

1. The City agrees that the information provided by FTB will be used exclusively to administer the City/County Business Tax program.
2. The City agrees that information obtained under this agreement will not be reproduced, published, sold, or released in original or in any other form for any purpose; and will only be accessed or used by city employees whose duties are to administer the City/County Business Tax program.
3. The City agrees to provide FTB with tax information pursuant to Format Specifications, Exhibit E, which shall include, but not be limited to, the following:
 - Business or owner's name
 - Business or residence address
 - Federal Employer Identification Number (FEIN) or Social Security Number (SSN)
 - Ownership type
 - North American Industry Classification Code or Standard Industry Classification Code
 - Business start and cessation dates
 - City Business Tax Number, to be assigned to the City by FTB
4. The City agrees to extract and provide city data to FTB annually in June for each tax year that the agreement is in place: June 2019, 2020, and 2021. If the agreement is executed after June 30, 2019, the City will have 30 days after execution to provide FTB with the first year's data.

EXHIBIT A
SCOPE OF WORK

5. The City agrees to submit the records to FTB electronically using FTB's Secure Web Internet File Transfer (SWIFT) system.
6. The City agrees to submit the records to FTB in ASCII fixed-length format, .txt, per Exhibit E, Format Specifications.
7. The City agrees to resubmit data in the event data is initially submitted with errors. The resubmission of data must be within 30 days of notification. If data is not submitted accurately and timely, the City will forfeit its rights to FTB data for that year.
8. The City agrees that each city employee having access to FTB data shall sign City/County Business Tax Program Confidentiality Statement, Exhibit G, and FTB 712. The signed statement is to be retained by the City and produced to FTB upon request.
9. The City agrees to submit to FTB a completed Safeguard Review Questionnaire prior to receiving any FTB data. The Safeguard Review Questionnaire is valid for the duration of the agreement.
10. The City agrees to provide a copy of the resolution, order, minutes reflecting passage of a motion, or ordinance of the local governing body authorizing the execution of the agreement.

FTB Responsibilities:

1. FTB agrees that information provided by the City will be used for tax administration and non-tax programs that FTB administers and may be shared with other state or federal agencies as authorized by law.
2. FTB agrees that information obtained under this agreement will not be reproduced, published, sold, or released in original or in any other form for any purpose, except as provided in paragraph 1 or otherwise authorized by law.
3. FTB agrees to provide the City with data extracted from the Taxpayer Information (TI) system and Business Entities Tax System (BETS). FTB will provide the City with records for taxpayers within the City's jurisdiction who indicate a business on their personal or business entity income tax return. The Record Layout, Exhibit F, FTB 909A shall include:
 - Taxpayer name
 - Taxpayer address
 - Taxpayer SSN or FEIN
 - Principal Business Activity code
4. FTB agrees to match the data provided by the City using the SSN or FEIN against FTB's data with a "Yes" or "No" indicator on the Record Layout, Exhibit F, FTB 909A. The first year's data match is at the discretion of FTB based on when the data is received from the City and processed.

EXHIBIT A
SCOPE OF WORK

5. FTB agrees to provide the City with an annual data extract in December 2019 for tax year 2018, in December 2020 for tax year 2019, and in December 2021 for tax year 2020 via SWIFT.
6. FTB agrees to register the City for a SWIFT account allowing for the secure electronic transmission of data.
7. FTB agrees to provide the City with a unique city/county business tax number to be used for reporting purposes only.
8. FTB agrees to allow the City to resubmit data within 30 days of notification, in the event data is initially submitted with errors.

Project Coordinators:

The project coordinators during the term of this agreement will be:

Franchise Tax Board

Whitney Lake
City/County Business Tax Program Lead
Data Resources and Services Unit
P.O. Box 1468, Mailstop A181
Sacramento, CA 95812-1468
Phone: (916) 845-6304
Email: FTBCCBT@ftb.ca.gov

City of Pittsburg

Brad Farmer
65 Civic Ave.
Pittsburg, CA 94565
Phone: (925) 252-4848
Email: bfarmer@ci.pittsburg.ca.us

Return executed agreement to:

Franchise Tax Board

Zarsanga Safi
Business Acquisitions Analyst
P.O. Box 2086, Mailstop A-374
Rancho Cordova, CA 95741-2086
Phone: (916) 845-3552
Fax: (916) 843-2398

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1. DATA OWNERSHIP: The confidential tax information or sensitive information being provided under this agreement remains the exclusive property of the FTB. Confidential tax and sensitive data/information are not open to the public and require special precautions to protect from loss and unauthorized use, disclosure, modification, or destruction. The City (or County) shall have the right to use and process the disclosed information for the purposes stated in the Scope of Work of Exhibit A of this agreement, which right shall be revoked and terminated immediately upon termination of this agreement.
2. STATEMENT OF CONFIDENTIALITY: The FTB has tax returns and other confidential data in its custody. Unauthorized inspection or disclosure of federal returns and other confidential data is a misdemeanor or a felony (R&TC Sections 19542, 19542.1, 19542.3 and 19552 and Government Code Section 90005).

Upon the approval of this agreement and prior to any access to the confidential or sensitive data of the FTB, each City (or County) employee who may have access to the confidential data of FTB will be required to sign a City/County Business Tax Program Confidentiality Statement, Exhibit G, FTB 712, attesting to the fact that he/she is aware of the confidentiality of the data and the penalties for unauthorized disclosure thereof under applicable state and federal law. The signed statement(s) shall be retained by the City (or County) and furnished to FTB upon request.

3. USE OF INFORMATION: The City (or County) agrees that the information furnished or secured pursuant to this agreement shall be used solely for the purposes described in the Scope of Work of Exhibit A. The City (or County) further agrees that information obtained under this agreement will not be reproduced, published, sold or released in original or in any other form for any purpose other than as identified in this section.
4. EMPLOYEE ACCESS TO INFORMATION: Both FTB and the City (or County) receiving data agree that the information obtained will be kept in the strictest confidence and shall make information available to its own employees only on a "need to know" basis. The "need to know" standard is met by authorized employees who need information to perform their official duties in connection with the uses of the information authorized by this agreement. Each party receiving data recognize(s) their responsibility to protect the confidentiality of the information in its custody as provided by law and ensure that such information is disclosed only to those individuals and for such purposes as authorized by law and this agreement.
5. PROTECTING CONFIDENTIAL INFORMATION/ INCIDENT REPORTING: Both agencies, receiving data, in recognizing the confidentiality of the information to be exchanged, agree to take all appropriate precautions to protect the confidential information obtained pursuant to this agreement from unauthorized disclosure. Both agencies receiving data will conduct oversight of its users with access to the confidential information provided under this agreement and will immediately notify the FTB's Information Security Audit Unit (SecurityAuditMail@ftb.ca.gov) of any unauthorized or suspected unauthorized accesses, uses and/or disclosures (incidents). For purposes of this section, immediately is defined as within 24 hours of the discovery of the breach. The notification must describe the incident in detail and identify responsible personnel (name, title, and contact information). The City (or County) with an incident will comply with the incident reporting requirements in accordance with R&TC Section 19542.1, Civil Code Section 1798.29, SAM Chapter 5300, and SAM

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

Section 20080 to facilitate or fulfill the required reporting to the taxpayers or state oversight agencies.

6. INFORMATION SECURITY: Information security is defined as the preservation of the confidentiality, integrity, and availability of information. A secure environment is required to protect the confidential information obtained from FTB pursuant to this agreement. The City (or County) receiving data will store information so that it is physically secure from unauthorized access. The records received by the City (or County) will be securely maintained and accessible only by employees of the City (or County) business license or tax programs who are committed to protect the data from unauthorized access, use, or disclosure. All FTB electronic data must be encrypted when in transit using FIPS 140-2 approved encryption technology and be password protected and secure at all times when in storage. Confidential information obtained from the FTB must be secured in accordance with the State Administrative Manual, Chapters 5100 (EDP Standards) and 5300 (Information Security); National Institute of Standards and Technology (NIST) Special Publication 800-53 (moderate); and additional security requirements provided by FTB.
7. CLOUD COMPUTING ENVIRONMENT: A Cloud Computing Environment cannot be used to receive, transmit, store or process FTB's confidential data without prior written approval from FTB's Chief Security Officer.
8. DESTRUCTION OF RECORDS: All records received by the City (or County) y from FTB, and any database(s) created, copies made, or files attributed to the records received, will be returned or destroyed within three years of receipt or upon termination of the agreement due to a breach of its terms, whichever occurs earlier. The records shall be destroyed in a manner to be deemed unusable or unreadable, and to the extent that an individual record can no longer be reasonably ascertained. The City (or County) will notify FTB City/County Business Tax program manager annually in writing at FTBCCBT@FTB.CA.GOV that proper destruction methods have been applied. FTB will destroy city/county data in accordance with the department's data retention policies.
9. DISPUTE RESOLUTION: In the event of a dispute, the City (or County) shall file a "Notice of Dispute" with the Chief Financial Officer of the FTB within ten (10) days of discovery of the problem. Within ten (10) days, the Chief Financial Officer or his/her designee shall meet with the City (or County) for purposes of resolving the dispute. The decision of the Chief Financial Officer shall be final.
10. SAFEGUARD REVIEW QUESTIONNAIRE AND REVIEW: Prior to sending data to the City (or County), FTB requires the City (or County) to submit a Safeguard Review Questionnaire certifying the protection and confidentiality of FTB data. The City (or County) will be provided a minimum of seven (7) days' notice prior to an on-site safeguard review being conducted by FTB. FTB retains the right to conduct on-site safeguard reviews of the City (or County) use of FTB information and security controls established. The safeguard reviews may include, but are not limited to an examination of the adequacy of information security controls, "need to know," and use justifications established by the City (or County) to ensure compliance with the terms and conditions of this agreement. The City (or County) will take appropriate disciplinary actions against any user determined to have violated security or confidentiality requirements.

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

11. LIMITED WARRANTY: Neither party represents or warrants the accuracy or content of the material available through this agreement, nor each expressly disclaims any express or implied warranty, including any implied warranty of fitness for a specific purpose.
12. CANCELLATION: Either party may terminate this agreement, in writing for any reason, upon thirty (30) days' prior written notice. This agreement may be terminated immediately by either party in the event of any breach of the terms of this agreement.
13. NO THIRD PARTY LIABILITY: Nothing contained in or related to this agreement shall create any contractual relationship between either of the Parties and any other party, except between FTB and the City (or County); and no other party shall relieve the City (or County) or FTB of its responsibilities and obligations hereunder. Each of the parties agrees to be fully responsible for the acts and omissions of its third party contractors and agents, and of persons either directly or indirectly employed by the party. Neither of the parties shall have any obligation to pay, or to see to the payment of, any monies to any party or persons either directly or indirectly employed by the other.

EXHIBIT E
CITY AND COUNTY RECORD FORMAT SPECIFICATIONS (FTB 909)

Data Element Name	Start Pos.	End Pos.	Field Size	Usage	Description
SOCIAL SECURITY NUMBER (SSN)	1	9	9	AN	Must be present unless FEIN is provided. Fill unused field with zeros.
FEDERAL EMPLOYER ID NUMBER (FEIN)	10	18	9	AN	Must be present unless SSN is provided. Fill unused field with zeros.
OWNERSHIP TYPE	19	19	1	AN	Must be present: S = Sole Proprietorship P = Partnership C = Corporation T = Trust L = Limited Liability Company
OWNER'S LAST NAME	20	34	15	AN	Must be present if Ownership Type in position 19 = S.
OWNER'S FIRST NAME	35	45	11	AN	Must be present if Ownership Type in position 19 = S.
OWNER'S MIDDLE INITIAL	46	46	1	AN	May be left blank.
BUSINESS NAME	47	86	40	AN	Enter if business is operating under a fictitious name (Doing Business As (DBA)).
BUSINESS ADDRESS NUMBER AND STREET	87	126	40	AN	Address of the business location or the residence of the owner if sole proprietorship.
CITY	127	166	40	A	Must be present.
STATE	167	168	2	A	Enter standard state abbreviation.
ZIP CODE	169	177	9	AN	Enter the five- or nine-digit ZIP Code assigned by the U.S. Postal Service. If only the first five-digits are known, left-justify information and fill the unused fields with zeros.
BUSINESS START DATE	178	185	8	N	Enter the eight-digit date (MMDDYYYY). Zero fill if not known.
BUSINESS CEASE DATE	186	193	8	N	Enter the eight-digit date (MMDDYYYY) if out of business. Zero fill if unknown or still in business.

EXHIBIT E
CITY AND COUNTY RECORD FORMAT SPECIFICATIONS (FTB 909)

Data Element Name	Start Pos.	End Pos.	Field Size	Usage	Description
CITY BUSINESS TAX NUMBER	194	196	3	N	Enter three-digit number assigned by FTB.
NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS)	197	202	6	N	Enter the two- to six-digit NAICS code. Left justify. (example 99 will be 9900). Fill unused fields with zeros.
STANDARD INDUSTRIAL CLASSIFICATION (SIC)	203	206	4	N	Enter the 2-4 digit SIC code. Left justify (example 99 will be 9900). Fill unused fields with zeros.
TOTAL RECORD LENGTH		206			

EXHIBIT F
FRANCHISE TAX BOARD RECORD LAYOUT SPECIFICATIONS (FTB 909A)

Field Name	Length	Start Pos.	Description
ENTITY TYPE	1	1	"P" – personal income tax record; "B" – business entity tax record.
SSN or FEIN	9	2	For "P" records, primary taxpayer's social security number; For "B" records, federal employer identification number.
LAST NAME	40	11	For "P" records, the primary taxpayer's last name; For "B" records, business name.
FIRST NAME	11	51	For "P" records ONLY.
MIDDLE INITIAL	1	62	For "P" records ONLY.
SPOUSE SSN	9	63	For "P" records filed with a joint return.
SPOUSE LAST NAME	17	72	For "P" records filed with a joint return.
SPOUSE FIRST NAME	11	89	For "P" records filed with a joint return.
SPOUSE MIDDLE INITIAL	1	100	For "P" records filed with a joint return.
PBA CODE	6	101	Principal Business Activity code.
ADDRESS NUMBER	10	107	
PRE-DIRECTIONAL DIRECTOR	2	117	Postal Service term (i.e., N, S, E, W, NE, NW, SE, SW).
STREET NAME	28	119	
STREET SUFFIX	4	147	e.g., ST, WAY, HWY, BLVD, etc.
POST-DIRECTIONAL INDICATOR	2	151	Postal Service term (i.e., N, S, E, W, NE, NW, SE, SW).
STREET SUFFIX 2	4	153	
APARTMENT/SUITE NUMBER	10	157	e.g., APT, UNIT, FL, etc.
CITY	13	167	
STATE	2	180	Standard state abbreviation.
ZIP CODE	5	182	The five-digit ZIP Code assigned by the U.S. Postal Service.
ZIP CODE SUFFIX	4	187	Provided if known.
CBT MATCH	1	191	"N" – No match per CBT data. "Y" – Yes: CBT matched to state tax return filed.

EXHIBIT G
CONFIDENTIALITY STATEMENT (FTB 712)

State of California

Franchise Tax Board

City/County Business Tax Program Confidentiality Statement

Confidential tax data is protected from disclosure by law, regulation, and policy. Information security is strictly enforced; violators may be subject to disciplinary, civil, and/or criminal action. Protecting confidential tax data is in the best interest of the city, county, and state.

As a city/county employee, you are required to protect all information received from the Franchise Tax Board (FTB). To protect confidential tax data, you must:

- **Access or modify tax data solely to perform official duties.**
- **Never access or inspect tax data for curiosity or personal reasons.**
- **Never show or discuss confidential tax data with anyone who does not have a need to know.**
- **Never remove confidential tax data from your worksite without authorization.**
- **Place confidential tax data in approved locations only.**

Unauthorized inspection, access, use, or disclosure of confidential tax data is a crime under state laws including, but not limited to, California Revenue and Taxation Code Sections 19542 and 19552 and Penal Code Section 502. Unauthorized access, inspection, use, or disclosure may result in either or both of the following:

- **State criminal action.**
- **Taxpayer civil action.**

I certify that I have read the confidentiality statement printed above. I further certify and understand that unauthorized access, inspection, use, or disclosure of confidential information may be punishable as a crime and may result in disciplinary and/or civil action against me.

Name (print)

Signature

Date

Each city/county employee accessing FTB data must retain a signed copy of this form and provide it to FTB upon request.

FTB 712 (REV 06-2016)



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Accepting the General Plan Annual Progress Report for Calendar Year 2018

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

Under California Government Code Section 65400, the City is required to prepare a General Plan Annual Progress Report (APR) for submittal to the City Council, Governor's Office of Planning and Research (OPR), State Housing and Community Development Department (HCD), and the Contra Costa Transportation Authority (CCTA). The purpose of the APR is to provide the City Council, OPR, HCD, and CCTA with a progress report on the General Plan's implementation status. It is also meant to provide the City Council with an opportunity to identify any General Plan modifications that may be necessary to improve its implementation and effectiveness.

FISCAL IMPACT

Preparation and acceptance of this report does not require expenditure of General Fund monies beyond the staff time needed to draft the document; however, preparation of the report is identified as a submittal component of some applications for grant funding.

RECOMMENDATION

City Council adopt the attached resolution accepting the APR for calendar year 2018.

BACKGROUND

The Pittsburg General Plan 2020 is a state-mandated and comprehensive planning document intended to guide Pittsburg's long-term physical growth and development. It articulates a shared community vision of the City's future and sets forth broad goals and policies relative to important topics including, but not limited to, land use, economic development, housing, transportation, public safety, and open space. The last comprehensive update of Pittsburg's General Plan was completed in 2001. Most recently, the City Council adopted Resolution No. 15-13033 approving the General Plan Housing Element Update for the 2015-2023 planning period. In January 2019, a consultant service

agreement was executed with De Novo Planning Group for preparation of a comprehensive General Plan Update and Environmental Impact Report, a process which is expected to take approximately two years to complete.

The APR for Calendar Year 2018 (Attachment 2) consists of a detailed table listing each of the adopted General Plan action policies or programs and their implementation status as of December 31, 2018. The Regional Fair Share Housing Allocation (RHNA) status update (shown in the table below) is also provided as part of the APR to document the City's progress in reaching its housing unit goals. For 2018, the area median income (AMI) for a 4-person household in Contra Costa County was \$104,400. Based on the AMI for 2018, a 4-person household was considered 'very low-income' if their total annual household income was under \$52,200. A four-person household with an income between \$52,200 and \$83,520 was considered 'low-income'. To be considered moderate income, a 4-person household had to earn between \$83,521 and \$125,280.

Income Level		RHNA Allocation	2015	2016	2017	2018	Total Units to Date	Total Remaining
VL	Deed Restricted	392	0	0	0	23	23	369
	Unrestricted		0	0	0	0		
L	Deed Restricted	254	2	0	6	205	216	38
	Unrestricted		0	0	0	3		
M	Deed Restricted	316	0	0	0	0	199	117
	Unrestricted		150	0	0	49		
AM		1063	252	171	147	69	639	424
Total RHNA		2025						
Total Units			404	171	153	349	1077	948
Notes: VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI)								

On March 12, 2019, the Planning Commission reviewed the annual report and adopted Resolution No. 10118, accepting the report and authorizing its submittal to the City Council, OPR, HCD, and CCTA.

SUBCOMMITTEE FINDINGS

This item was not presented before a subcommittee.

STAFF ANALYSIS

The City continues to make progress in the implementation of its General Plan. In 2018, the City Council adopted several ordinances that will expand the City's revenue stream, help protect the environment, and address illegal businesses, consistent with the General Plan. The ordinances adopted included Ordinance 18-1442 allowing for the use of cannabis within medical and nonmedical product manufacturing; Ordinance 18-1445 restricting the use of food and beverage containers made from polystyrene; Ordinance 18-1446 requiring restaurants to provide paper carryout or reusable bags; and Ordinance 18-1451 modifying the land use definitions, application process, permit requirements, and enforcement provisions for massage establishments.

During 2018, the City made additional progress toward meeting its RHNA targets for the 2015-2023 housing cycle. As of the end of last year, the City has achieved six percent of its very low (23 of 392); 85% of its low (216 of 254); 63% of its moderate (199 of 316); and 60% (639 of 1,063) of its above-moderate income RHNA targets through issuance of building permits. The City approved two large residential projects in 2018: Edgewater Apartments, a 62-unit multi-family development currently under construction at the northern end of Carion Court, and Liberty Subdivision, a 57-unit single-family development on Central Avenue, between Railroad Lane and Solari Street. Building permits were issued for 349 new residential units in 2018. Of those total permits, 23 were for very low-income, 208 were for low-income, 49 were for moderate income, and 69 were for above-moderate income units.

The City also approved two large non-residential projects in 2018 that were consistent with the General Plan – the Diablo Energy Storage Project at 701 Willow Pass Road, which will receive, store, and discharge electric energy including renewable energy produced by solar and wind resources in the region; and the Mt. Diablo Resource Recovery Park Enhancement Project at 1300 Loveridge Road, which will, among other things, provide a state-of-the-art high-diversion mixed waste/wet organics processing system to help meet the State's mandates for diversion of landfill material.

The City also completed several Capital Improvement Projects (CIP) in 2018 that were supported by various General Plan policies. These included Phase 1 of Ray Giacomelli Park (CIP Project PK-15); Pittsburg Center BART Station Multimodal Transfer Facility (CIP Project ST-16); Class 1 Bikeway along Power Avenue (CIP Project ST-8); 2017/18 Traffic Calming Project (CIP Project ST-3); 2018/2019 Traffic Signal Modification Project (CIP Project S-7); and the City Park Turf Replacement Project (CIP Project PK-6).

ATTACHMENTS:

1. Proposed Resolution
2. General Plan Annual Progress Report for Calendar Year 2018
3. Adopted Planning Commission Resolution No. 10118

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

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution Accepting the General Plan)
Annual Progress Report for Calendar)
Year 2018)

RESOLUTION NO. 19-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the Pittsburg General Plan 2020 is a state-mandated and comprehensive planning document intended to guide Pittsburg's long-term physical growth and development. It articulates a shared community vision of the City's future and sets forth broad goals and policies relative to important topics including, but not limited to, land use, economic development, housing, transportation, public safety, and open space. The last comprehensive update of Pittsburg's General Plan was completed in 2001. Most recently, the City Council adopted Resolution No. 15-13033 approving the General Plan Housing Element Update for the 2015-2023 planning period; and

WHEREAS, under California Government Code Section 65400, the City is required to prepare a General Plan Annual Progress Report (APR) for submittal to the City Council, Governor's Office of Planning and Research (OPR), and State Housing and Community Development Department (HCD) by April 1st of each year. The purpose of the APR is to provide the City Council, OPR, and HCD with a progress report on the General Plan's implementation status. The APR is also meant to provide the City Council with an opportunity to identify any General Plan modifications that may be necessary to improve its implementation and effectiveness; and

WHEREAS, the General Plan APR is exempt from the requirements of the California Environmental Quality Act (CEQA) under the general rule of the State CEQA Guidelines, section 15061, in that there is no possibility that the APR may have a significant negative physical impact on the environment; and

WHEREAS, on March 13, 2019, the Planning Commission reviewed the General Plan APR for calendar year 2018 and subsequently adopted Resolution No. 10118, accepting the APR and authorizing submittal of the report to the City Council, OPR, HCD, and Contra Costa Transportation Authority (CCTA).

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

Section 1. Findings.

Based on the City Council Staff Report entitled, "Adoption of a Resolution Accepting the General Plan Annual Progress Report for Calendar Year 2018," dated April 2, 2019, and based on all the information contained in the Planning Division files on the report, adopted and incorporated herein by reference and available for review in the Planning Division located at 65 Civic Avenue in Pittsburg, and based on all written and oral testimony presented at the April 2, 2019, meeting, the City Council finds that:

- A. All recitals above are true and correct and incorporated herein by reference.
- B. The General Plan APR for calendar year 2018 appropriately and accurately summarizes the City's progress to date in implementing the action policies in its General Plan.

Section 2. Acceptance of Report.

Based on the findings set forth above, the City Council hereby accepts the General Plan Annual Progress Report for Calendar Year 2018 included as Exhibit A of this resolution.

Section 3. Effective Date.

This Resolution shall become effective 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 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

“Exhibit A” to City Council Resolution No. 19-____

CITY OF PITTSBURG



GENERAL PLAN ANNUAL PROGRESS REPORT (Calendar Year 2018)

Prepared pursuant to Government Code Section 65400(b)
Accepted by the Planning Commission on March 13, 2019
Submitted to the City Council on April 2, 2019

GENERAL PLAN POLICY MATRIX

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-1	Review the City’s Sphere of Influence every 5 years. Ensure necessary annexation and SOI changes through coordination with the county and LAFCo, in accordance with Figure 2-3.	Implementation Ongoing. Sky Ranch, Ambrose Park and Mirant annexations were completed in 2008. Annexation of Northeast Industrial properties to DDSD boundary completed in 2010. Voter Measure I amending the ULL to include the property commonly known as Chevron East approved in November 2011. Environmental Impact Report for the proposed James Donlon Boulevard Extension corridor annexation project was certified in September 2014; however, initiation of annexation is still pending. Property owner-initiated annexations of Montreux and Tuscany Meadows properties completed in 2016 and 2017. Property owner-initiated annexation of the SW Hills/Faria property still underway.
2-P-2	Update the City’s Zoning Ordinance and Subdivision Regulations for consistency with the General Plan, including the General Plan Diagram.	Phase 1 & 2 Zoning Code Updates are completed. First phase of Title 17 (Subdivision Ordinance) update completed in April 2009 and incorporated various updates in accordance with the state Subdivision Map Act. Title 17 further updated to streamline review of tentative maps in 2015. A tree preservation ordinance and wireless telecommunications ordinance, along with a variety of other miscellaneous amendments, adopted in 2015. Ordinances to define and regulate placement of smoke shops and smoking lounges, further update the wireless telecommunications regulations, as well as the retail sale and distribution of marijuana, adopted in 2016. Adopted ordinances in 2017, streamlining the permitting process for accessory dwelling units and expanding the types of businesses allowed in Old Town. In 2018, adopted an ordinance modifying the land use definitions, application process, permit requirements, and enforcement provisions for massage establishments.
2-P-13	Ensure that buffers – including landscaping, berms, parking areas, and storage facilities – are used to separate potentially incompatible activities.	Regulations incorporated into the Phase 2 Zoning Code Update adopted May 2007. Implementation ongoing through project review.
2-P-15	Ensure minimum residential densities, in accordance with the ranges stipulated in this plan.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-16	Develop criteria and standards for small-lot single-family residential development that: ○ Promotes design and development flexibility; ○ Includes design and bulk standards to ensure that development is appropriate and related to underlying lot size; and ○ Ensures that residential development promotes a neighborhood orientation, with limitation on frontage that can be occupied by garages.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
2-P-18	Limit all new multi-family housing to 16 units or more. Update the Zoning Ordinance to ensure that new multi-family projects are developed as large scale, professionally maintained, high-density housing.	Implemented with the Phase 2 Zoning Code Update adopted May 2007. Staff would like to revisit this policy as part of the General Plan update.
2-P-19	Revise the City’s Subdivision Ordinance to encourage solar access and other energy-saving devices.	Partially implemented. Updates to Title 17 adopted in 2009 state the city may require subdividers dedicate easements for the purpose of assuring that each parcel or unit in the subdivision has the right to receive sunlight across adjacent parcels or units in the subdivision for any solar energy system. Development Review and Design Guidelines were updated in November 2010 (Resolution No. 9864) to include a green building design section, which includes policies encouraging solar access. Senate Bill 1 (2006) requires developers to provide homebuyers an option for solar pre-wiring; this is implemented through design review conditions of approval. Ongoing opportunities to incorporate sustainable building elements sought on a case-by-case basis during zoning review.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-20	Revise the City’s Zoning Ordinance to require undergrounding of utility service/transformer boxes, and any other type of utility boxes, in new residential subdivisions.	Undergrounding of utilities is required by Standard Conditions of Development (Planning Commission Resolution No. 8931). Underground utilities are required for new development pursuant to Pittsburg Municipal Code sections 12.36.120, 12.36.130 and 17.28.020.
2-P-21	Revise the City’s Hillside Preservation Ordinance to reflect General Plan policy direction.	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
2-P-22	Ensure that all General Plan policies apply to hillside land irrespective of zoning – whether Planned Development or any other base District.	Implemented as part of development review.
2-P-24	Prohibit new development on designated ridgelines. Ensure that residential developers cluster housing units to reduce both environmental and visual impact of hillside development.	Implemented as part of development review.
2-P-26	Ensure that new hillside development utilizes fire-resistant building materials, per the Uniform Building Code. Require that all residential units adjacent to open slopes maintain a 30-foot setback with fire-resistant landscaping.	Implemented as part of development review.
Downtown		

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-32	Concentrate all Downtown Commercial activity — which includes specialty retail, professional offices, and personal services, entertainment and other compatible uses — along the Railroad Avenue corridor. (Downtown: 5-P-4)	Implemented with the adoption of the CP (Pedestrian Commercial) District in October 2006. Ordinance to consolidate the CP-1 and CP-2 sub-districts to provide more flexibility related to the allowable uses within the CP District adopted in 2018.
2-P-33	Limit commercial uses along the southern side of East Tenth Street to service commercial businesses—including repair and maintenance, retail sales, special trade contracting and other compatible uses. (Downtown: 5-P-8)	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
2-P-34	Undertake active efforts, including land acquisition and assembly, to develop a waterfront activity center at the terminus of Harbor Street, featuring a cluster of Marine Commercial uses – such as specialty retail services, restaurants, marine repair and docking facilities, hotels and other uses listed in Table 5-1 (Downtown Element).	Ongoing. The area has been rezoned to CW (Waterfront Commercial) District as a first step to allowing redevelopment of the property by private developers. However, the City expects to receive an application for a sports facility located at the northern end of Harbor Street. The facility would support Making Waves Academy – a new elementary, middle, and high school campus to begin construction in 2019.
2-P-36	Improve the pedestrian path along Marina Blvd. connecting the Downtown core to the waterfront/marina area. Provide a wide path right-of-way, way-finding signage, landscaping, interpretive plaques, and street lighting.	Partially implemented with construction of the Marina Promenade completed in 2008. Implementation ongoing as development along Marina Boulevard is proposed. Additional improvements will be recommended through the draft Pittsburg Moves Plan.
Northeast River		
2-P-37	Ensure that development in Northeast River is limited to industrial activities and supporting business and service uses.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-42	Amend the City's Zoning ordinance to ensure that land uses progress from heavier industrial uses inland to lighter industrial uses directly facing the New York Slough waterfront, as feasible during redevelopment of industrial activities not dependent on docking access.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
Loveridge		
2-P-50	Work with Los Medanos Community College to provide pedestrian and bicycle access from the campus to commercial and employment centers within Loveridge.	Implementation ongoing. As part of the draft Pittsburg Moves Plan, a bike/ped connection is proposed between LMC and the Delta De Anza Regional Trail.
East Central		
2-P-53	Ensure that a linear park is developed along the northern and eastern boundaries of the Columbia Manor neighborhood to buffer residents from adjacent heavy industrial uses.	Implemented. Linear park built.
Railroad Avenue		

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-55	Pursue the extension of the Railroad Ave. linear park along the north side of State Route 4, providing a pedestrian/bicycle connection from the City’s major shopping corridor to the Civic Center and City Park.	Partially implemented. Supporting policies incorporated into the “Railroad Avenue Specific Plan,” adopted by the City Council in November 2009 (Ord. No. 09-1319). The described linear park was excluded from the newly-built County Courthouse building approved by the State. However, a developer has proposed a four-story hotel at the northwest corner of Railroad Avenue and California Avenue. As part of that development, the City has requested a Class 1 trail be incorporated on the west side of Railroad Avenue between SR 4 and Center Drive. It should be noted that CIP Project ST-2 (Railroad Avenue Class 1 Trail) would construct a Class 1 trail along the west side of Railroad Avenue between The Delta De Anza Trail to SR 4. This project is fully funded and the preliminary design and cost estimate has been completed.
2-P-56	Work with BART to develop a specific plan for the Railroad Ave. BART station area, featuring mixed-use business commercial activities with extensive pedestrian amenities. Provide pedestrian linkages from this mixed-use village to the Civic Center, City Park, high school and other institutional uses on the north side of Hwy 4.	“Railroad Avenue Specific Plan” adopted by the City Council in November 2009. Implementation of policies and programs in Specific Plan ongoing.
2-P-57	Allow development at an intensity of up to 2.0 FAR along Railroad Avenue from State Route 4 to East Leland Road.	Implemented with Phase 2 Zoning Code Update adopted May 2007; also incorporated as development standards in the “Railroad Avenue Specific Plan,” adopted November 2009.
2-P-58	Allow mixed-use development at an intensity of up to 1.0 FAR for non-residential uses, and additional residential development at a maximum density of 25 units per acre, on designated community commercial sites along Railroad Avenue, south of Bliss Avenue.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-59	Extend Garcia Avenue to Railroad Avenue if suitable opportunity arises during redevelopment of adjacent sites, and explore the feasibility of other linkages to improve accessibility.	Partially implemented. Roadway extension identified in the “Railroad Avenue Specific Plan,” adopted by the City Council in November 2009. Improvements are to be built as redevelopment occurs in the specific plan area.
2-P-60	Ensure that the small business commercial center at the southern end of Railroad Avenue (at Buchanan Road) is compatible with the scale of surrounding uses.	Implemented with the Phase 2 Zoning Code Update adopted May 2007. In 2015, this area was rezoned from Office Commercial (CO) District to Medium Density Residential (RM) District, and plans to convert the vacant office structure to a multifamily complex were approved by the City Council. The site is located between low- and high-density residential developments, and the medium-density area is compatible in scale and creates an appropriate transition between densities.
East Leland		
2-P-61	As part of the Zoning Ordinance, incorporate incentives to promote improvement of sites along Garcia Avenue with high-amenity business commercial uses. Undertake redevelopment, as needed, with an aim to promote parcel consolidation and coordinated development.	Implemented. Incorporated into the “Railroad Avenue Specific Plan,” adopted November 2009.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-62	Ensure that new business commercial centers provide pedestrian, bicycle, and transit amenities (such as walking paths, benches, bus shelters, bicycle racks, and lockers) enabling convenient use of alternative transportation modes including the proposed Railroad Avenue BART station.	Implementation ongoing. Bicycle racks required with Phase I Zoning Code Update adopted December 2005. Pittsburg Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by the applicable transit agency. Development Review and Design Guidelines updated in November 2010 include policies that encourage bicycle/pedestrian connectivity and alternative transportation programs. The BART Multimodal Transfer Facility, at the corner of Railroad Avenue and California Avenue, provides parking for over 40 bicycles, wide pedestrian pathways with active streetscapes, a new bus turnout and multiple covered waiting shelters to encourage alternative modes of transportation, including BART transit. Project proposals reviewed on a case-by-case basis for opportunities for additional transit amenities.
2-P-63	Participate in the development of a specific plan for the proposed Railroad Avenue BART station. Ensure that all uses with ½-mile radius of the proposed Station feature mixed-use, pedestrian-oriented design. (Transit Oriented Development)	Implemented. “Railroad Avenue Specific Plan,” adopted by the City Council in November 2009.
2-P-64	Pursue the development of a trail/path linking the Delta De Anza Trail to the proposed Railroad Avenue BART Station area.	Ongoing. Identified as CIP Project ST-2 (Railroad Avenue Class 1 Trail). Design for the \$4.5 M trail/path to be completed by Fall 2020 with construction by Fall 2021.
2-P-65	Work with Los Medanos Community College to facilitate pedestrian and bicycle connections from the campus to nearby commercial and residential areas (See 5-P-50).	Implementation ongoing. Projects reviewed on a case-by-case basis for opportunities for such connections. As part of the draft Pittsburg Moves Plan, a bike/ped connection is proposed between LMC and the Delta De Anza Regional Trail.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-66	Work with Los Medanos College and the City of Antioch to undertake a study exploring the viability of a street connection between Leland and Buchanan Roads, along the eastern edge of the College at the border of the two cities.	Partially implemented. Proposed “Standard Oil Avenue” is identified as a planned future route of regional significance in the East County Action Plan adopted by TRANSPLAN in August 2009 and the Countywide Transportation Plan adopted by the Contra Costa Transportation Authority in June 2009.
Buchanan		
2-P-71	New residential development south of Buchanan Road should: ○ Ensure that adequate acreage is dedicated for an elementary school and community park directly adjacent to Buchanan Rd.; ○ Not result in any net increase of peak-hour stormwater flow; ○ Preserve and enhance existing north-south creeks; and ○ Respect natural topography in the design and construction of new units.	Ongoing as part of development review. Highlands Ranch Park (10.42 acres) was constructed sometime between 1999 and 2002 as part of the Highlands Ranch Subdivision.
2-P-72	Pursue construction of the Buchanan bypass, as designated in the General Plan Diagram, providing an alternative route for commuters traveling from Kirker Pass Rd. to destinations east of Pittsburg.	Ongoing. Final environmental impact report certified in 2014. Identified as CIP Project ST-36 (James Donlon Extension Design and Construction). The project is still in the design stage with 35% construction drawings complete. 65% drawings expected end of 2019. Construction is expected to begin by Summer 2020.
Woodlands		

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-76	Ensure that new residential development along Kirker Creek preserves natural riparian habitat. New development shall be setback at least 50 feet from the top of the stream bank, with continuous multi-use trail access along the west side for the creek.	Ongoing. Implemented on a case-by-case basis.
West Central		
2-P-78	Explore the feasibility of a pedestrian and bicycle bridge across State Route 4, near the Parkside and Los Medanos elementary schools.	Not implemented.
West Leland		

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-81	Undertake a streetscape enhancement program for West Leland Road focusing on improving the walkability and visual character of the corridor. Emphasize increased street trees and landscaping, medians, crosswalks, widened sidewalks and benches.	Implementation ongoing. CIP Project ST-28 (West Leland Street Lighting Project) will provide lighting levels that are up to current standards along W. Leland Road from Railroad Avenue to Burton Avenue. This project is currently in the design stage. CIP Project ST-34 (West Leland Road Safety Improvements) would prevent errant eastbound vehicles from entering the Contra Costa Canal, construct a concrete barrier along the south side of West Leland Road in front of golf course prior to and along curve to the left, relocate existing sidewalk behind concrete barrier, install large curve warning signage with flashing beacons facing eastbound traffic prior to curve, and restripe center median markings. This project is currently awaiting funding. CIP Project ST-38 (West Leland Road Pavement Markers/Markings and Speed Signage Improvements) would install highly reflective thermoplastic double yellow 4-inch centerline stripes with rumble stripes between Pamela Way and Montevideo Drive. Thermoplastic centerline stripes to be enhanced by placing reflective markers on top of the thermoplastic striping. Project would also install six driver speed feedback signage at locations prior to horizontal curves. This project is currently in the design stage. CIP Project ST-43 (West Leland Road Pavement Delineation, Warning Signage, High Visibility Crosswalk Improvements and Traffic Signal Modification at Range Road) would occur between Railroad Avenue and Bailey Road. It would install raised pavement markers and reflectors through intersections to ensure proper lane usage; install warning signage and reflectors at horizontal curves; replace existing marked crosswalks with high visibility crosswalks, including advance STOP bars (limit lines); and modify existing traffic signal system at West Leland Road/Range Road/Golf Club Road intersection by adding a left-turn phase for the Range Road approach. This project is currently in the design stage.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-82	Pursue accessibility to Stoneman Park and expansion of the Park’s bicycle and pedestrian trail network.	Partially implemented. Class II bicycle facilities and sidewalks along West Leland Road currently link the Delta De Anza trail to Stoneman Park (since renamed John Henry Johnson Park).
2-P-83	Explore the feasibility of provision of pedestrian and bicycle linkages from the Delta De Anza Trail to Stoneman Park.	Partially Implemented. Class II bicycle facilities and sidewalks along West Leland Road currently link the trail to Stoneman Park/John Henry Johnson Park. Continue to explore feasibility, opportunities and alternatives for pedestrian/bike crossings of the Contra Costa Canal.
Southwest Hills		
2-P-84	Ensure extension of West Leland Road and San Marco Boulevard through the area, as shown on the General Plan Diagram, as a condition of any new approval in the area.	Partially implemented. West Leland Rd. has been extended to and just beyond San Marco Blvd. Implementation ongoing as development occurs on properties adjoining the proposed roadway alignment.
2-P-91	Consider the development of a specific plan for the High Density Residential, Business Commercial, and Community Commercial areas adjacent to State Route 4, West Leland Road and San Marco Boulevard. Integrate all uses in this area into a mixed-use, transit-oriented village, featuring executive offices, research and development, entertainment, and hotel uses.	Partially implemented. The City Council adopted the “Pittsburg/Bay Point BART Station Master Plan,” October 17, 2011 (Ordinance No. 11-1350) establishing multi-modal and mixed-use development standards for development of properties closest to the Pittsburg/Bay Point BART station. Master plan approved for the Alves Ranch site (north of West Leland Road and west of Bailey Road) in January 2009 (Ordinance No. 08-1312), includes residential and commercial uses, a wide and meandering sidewalk next to West Leland Rd., and an internal east/west street with wide sidewalks. Implementation ongoing as development occurs in the specific plan area.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-93	Pursue construction of a landscaped multi-use path along West Leland Road, from Pittsburg/Bay Point BART Station to the proposed San Marco Village. Ensure that design of the linear parkway accommodates bicyclists.	Implementation ongoing. Partially constructed with San Marco Villas Apartments and Toscana frontage improvements. January 2009 master plan approved for Alves Ranch includes a multi-use trail along the site’s West Leland Road frontage and an eight-foot wide sidewalk that is sufficiently wide for combined use by pedestrians and bicyclists, extending through the center of the site from the edge of the Pittsburg/Bay Point Master Plan to then starting point of the Toscana frontage improvements.
Northwest River		
2-P-96	Preserve the wetlands and salt marsh habitats along the Suisun Bay waterfront. Allow only development of the multi-use trails and recreation facilities.	Ongoing. Regional plan for a ‘delta trail’ is in progress.
2-P-97	Maintain the Mirant power plant site in the Industrial designation. Pursue annexation of the power plant and adjacent PG&E properties to ensure land use control of these areas.	Implemented. Mirant Annexation completed June 2008.
2-P-99	Pursue opportunities for a linear park/trail along the waterfront, connecting to Downtown.	Mirant Annexation completed. Regional plan for a ‘delta trail’ is in progress and was included in the 2009 Contra Costa Countywide Bicycle and Pedestrian Plan, and was recognized through conditions of approval of the Columbia Solar Energy project in 2013. A waterfront trail with a lookout point will be incorporated into the design of the Making Waves Academy sports facility site located at the northern terminus of Harbor Street. A use permit and design review application for this facility is anticipated by 2020.

GENERAL PLAN POLICY MATRIX

GROWTH MANAGEMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
3-P-3	Work with Contra Costa Transportation Authority (CCTA) and TRANSPLAN to develop and implement Action Plans for Routes of Regional Significance, as designated in Figure 3-1.	Ongoing. Staff worked with TRANSPLAN in preparation of the most recent 2017 update to East County Action Plan for Routes of Regional Significance.
3-P-4	Participate in cooperative regional land use and transportation planning efforts by sharing information about future development in the City with interested agencies and jurisdictions.	Ongoing. Applications for development and notices for development proposals are sent to interested agencies, as appropriate. Staff has created a project pipeline list and map detailing the location and vital information regarding pending and recently approved planning projects throughout the City, which is accessible online to the general public. See: http://bit.ly/CORpipeline
3-P-11	Prepare, adopt and implement a Transportation Systems Management ordinance or resolution, with the purpose of ensuring attainment of adopted traffic levels of service standards.	Implemented (PMC chapter 10.60).
3-P-12	Adopt and update development mitigation programs that collect fees to mitigate transportation impacts to both local and regional transportation facilities.	Implemented (PMC chapters 15.102 and 15.103).
3-P-13	Review and update the City’s transportation impact fee schedule, requiring developers to pay the costs necessary to mitigate impacts of their development projects on the local and regional transportation system.	Implemented (PMC chapters 15.102 and 15.103).

GROWTH MANAGEMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
3-P-15	Prepare, adopt and periodically update a five-year Capital Improvement Program (CIP) that describes City-sponsored capital projects necessary to maintain and improve operations for traffic, transit, pedestrians and bicyclists within the city. Proposed funding sources, agency responsibility, and project phasing should be identified in the CIP.	Ongoing.
3-P-16	Preserve options for future transit use when designing improvements for roadways. Ensure that developers provide bus turnouts and/or shelters, where appropriate, as part of projects.	Pittsburg Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by applicable transit agency. Development Review and Design Guidelines updated in November 2010 include policies that encourage bicycle/pedestrian connectivity and alternative transportation programs. Also, a ‘Complete Streets’ policy was adopted by the City Council in 2013. Project proposals reviewed on a case-by-case basis for opportunities for additional transit amenities.
3-P-17	As part of development approval, ensure that safe and contiguous routes for pedestrians and bicyclists are provided within new development projects and on any roadways that are impacted as a result of new development.	Development Review and Design Guidelines updated in November 2010 includes policies that encourage bicycle/pedestrian connectivity and alternative transportation programs. A ‘Complete Streets’ policy was adopted by the City Council in 2013. Project proposals reviewed on a case-by-case basis for opportunities for additional transit amenities. The City is preparing the Pittsburg Moves plan which will include recommendations for future bike and pedestrian improvements citywide. Adoption of the plan is expected by Fall 2019.

GROWTH MANAGEMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
3-P-19	Comply with California Government Code Sec. 65400(b) requiring preparation of an annual report summarizing the City's progress in implementing the General Plan, and submit copies of the report to the Contra Costa Transportation Authority biennially as part of the Authority's Growth Management Plan Compliance Checklist.	Ongoing.

GENERAL PLAN POLICY MATRIX

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Views, Ridges, and Edges		
4-P-1	Require ridge setbacks for all new hillside development. Building pads should be located at least 150 feet away from the crest of a major ridgeline (measured horizontally from the centerline), as designated in Figure 4-3.	Implemented as part of development review.
4-P-4	Develop and implement use of a “Design Review Checklist” for all new hillside development, to ensure that conservation and site layout policies within the General Plan are considered.	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
4-P-5	Design and install entry features at the entrances to the city, implemented through the City’s Capital Improvement Program. Use landscaping, signs, lighting, and other visual features to announce the gateway along regional roadways.	Ongoing. A monument sign with an LED readerboard was installed at the corner of Railroad Ave. and California Ave. as part of the multimodal transfer facility completed in 2018.
Hillside Development		
4-P-8	Update the Hillside Planned Development District within the City’s Zoning Ordinance to reflect the hillside development standards and policies set forth within the General Plan.	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
4-P-10	Amend the City’s Zoning Ordinance to allow density bonuses of 10 percent (maximum) for new hillside	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
	development that preserves 40 percent of natural hill contours.	
4-P-11	Limit grading of hillside areas over 30 percent slope (on Figure 10-1) to elevations less than 900', foothills, knolls, and ridges not classified as major or minor ridgelines (on Figure 4-2). During review of development plans, ensure that necessary grading respects significant natural features and visually blends with adjacent properties.	Implemented as part of development review.
4-P-13	Revise the City's development permitting requirements to include erosion control and re-vegetation programs as part of grading plans for new hillside development.	Implemented as part of development review.
4-P-16	Allow flag lots with common driveways within hillside neighborhoods, in order to encourage terracing of buildings while minimizing roadway cut-and-fill (see Figure 4-4).	Implemented as part of development review.
4-P-30	Ensure that all residential developers provide multi-use trails or trailheads connecting to local schools and parks, commercial centers, and regional open spaces.	Implemented as part of development review. Additionally, the City completed the following trails in 2017: Frontage Rd. (from Railroad Ave. to Crestview Ave.; and Power Ave. (from Railroad Ave. to Davi Ave.)
Key Corridors		

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-33	Pursue the extension of the Railroad Avenue linear park north along the west side of the arterial to City Park.	Partially implemented. Supporting policies incorporated into the “Railroad Avenue Specific Plan,” adopted by the City Council in November 2009 (Ord. No. 09-1319). The described linear park was excluded from the newly-built County Courthouse building approved by the State. However, a developer has proposed a four-story hotel at the northwest corner of Railroad Avenue and California Avenue. As part of that development, the City has requested a Class 1 trail be incorporated on the west side of Railroad Avenue between SR 4 and Center Drive. It should be noted that CIP Project ST-2 (Railroad Avenue Class 1 Trail) would construct a Class 1 trail along the west side of Railroad Avenue between The Delta De Anza Trail to SR 4. This project is fully funded and the preliminary design and cost estimate has been completed.
4-P-34	Provide incentives (available through Enterprise Zone programs and Local programs) for demolition and/or reuse of blighted commercial properties near the Civic Center.	Ongoing. The Enterprise Zone program was eliminated by State in 2014. However, Contra Costa County has designated 17 ‘Opportunity Zones’ (OZs) under a new federal program that offers capital gains tax relief to qualified investments within them. Contra Costa’s Zones are in the cities of Richmond, San Pablo, El Cerrito, Concord, Antioch, and Pittsburg, and the communities of Bay Point and North Richmond.
4-P-35	Create a sense of identity along Railroad Avenue by installing street amenities fabricated from similar materials and styles as existing median trellises.	Partially implemented and ongoing. Bus shelters and median trellises on Railroad Ave. south of Highway 4 are made from common material (metal) with different finishes. “Railroad Avenue Specific Plan,” incorporates policies addressing streetscape improvements. Streetscape improvements built in downtown share a common theme and color scheme. The BART Multimodal Transfer Facility completed in 2018 is consistent with the applicable portions of the RASP Architectural and Design Criteria, utilizes varied materials and colors to provide visual interest, and incorporates outdoor stairs, railings, fences, and other outdoor elements that are decorative and composed of materials that are architecturally compatible with surrounding developments.
4-P-36	Consider developing architectural guidelines for new development or redevelopment along Railroad Avenue.	Implemented with adoption of the “Railroad Avenue Specific Plan,” approved November 2009 and the “Old Town Pittsburg Design Guidelines,” approved September 2005.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-38	Develop an entry feature at the intersection of Railroad Avenue/Kirker Pass Road and Nortonville Road to welcome residents and visitors to the City of Pittsburg.	Not implemented.
4-P-41	Provide incentives to redevelop blighted commercial properties along Railroad Avenue. Encourage developers to provide pedestrian amenities and focus on connections between the street and surrounding properties.	Incentives incorporated into the “Railroad Avenue Specific Plan.” Implementation ongoing as redevelopment and buildout occurs in the Specific Plan area.
4-P-42	Work with Contra Costa Water District to clean up Contra Costa Canal, including the removal of litter and reduction and beautification of fencing.	Canal clean ups not implemented. The City does not currently have access to CCWD canal property. However, the City has held several Civic Pride Days in past years to clean up several areas in the community. In May 2019, the residents will participate in clean ups for Buchanan Park, Riverview Park, MLK Jr. Spillway, Rancho Medanos, and Civic Park. More frequent clean ups are also done by community groups like Clean Pittsburg (see: https://www.facebook.com/cleanpittsburgca/).
4-P-43	Pursue private investment in the redevelopment of the Railroad Square shopping center. Consider development of a community or recreational facility on this property.	Partially implemented. Prior to its dissolution, the Redevelopment Agency provided funding for improvements for a restaurant in the shopping center. In 2015, staff worked with the various property owners to repaint the entire shopping center in a cohesive color scheme. The Planning Division also worked with the multiple property owners to remedy further code violations dealing with signage and site maintenance. Other incentives (streamlined permitting, design assistance) could be made available to property owners pursuing other improvements to other tenant spaces.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-44	Work with BART to develop a pedestrian-oriented mixed-use district in the proposed Railroad Avenue BART Station Area.	Implemented with adoption of the “Railroad Avenue Specific Plan,” approved by the City Council in November 2009.
Willow Pass Road		
4-P-45	Narrow the section of Willow Pass between Beacon Street and Range Road to one travel lane in each direction, and construct a landscaped center median with left-turn pockets.	Partially implemented. Road is one lane in each direction, but landscaped medians have not been installed for length of street.
4-P-46	Widen sidewalks along the eastern section of the Willow Pass Road corridor, for use by local residents moving between Downtown, adjacent neighborhoods, and industrial employers.	Partially implemented with new private developments along this portion of corridor (e.g., Transbay Cable and First Baptist Church).
4-P-48	Pursue the design and construction of an interchange/overpass at State Route 4 and Range Road. Work with Caltrans to design an interchange facility that will accommodate future traffic demands.	CIP Project ST-1 (Range Road Overcrossing) would include planning, design, and construction of an overcrossing on State Route 4 at Range Road. The project would significantly improve the level of service of the overcrossings at Railroad Avenue and Bailey Road. It would accommodate bicycle facilities where appropriate. This project is currently awaiting funding.
4-P-49	Initiate a tree-planting program along Willow Pass Road. Use a variety of native and locally-recognized trees with low maintenance needs.	Ongoing. Trees along property frontages are planted with new private developments (e.g., Transbay Cable) as they are built.
4-P-51	Actively pursue redevelopment of vacant and underutilized parcels along Willow Pass Road with business and service commercial uses.	Ongoing.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-52	Rebuild the interchange/underpass between Willow Pass Road, Range Road, North Parkside Drive, and the BNSF Railroad tracks for safe and efficient movement of auto and bicycle traffic.	CIP Project ST-25 (Rebuild Range Road/Willow Pass Road Interchange) would construct a four-lane arterial roadway facility with associated turning lanes to replace the Willow Pass Road/Range Road/North Parkside Drive interchange structure and provide for safer turning movements for vehicles moving between streets. Project would accommodate bicycle facilities where appropriate. This project is currently awaiting funding.
4-P-53	Reconstruct the interchange/underpass between Willow Pass Road, Range Road, North Parkside Drive, and the BNSF Railroad tracks to improve accessibility, by installing City signage and safety features (for example, stop or yield signs).	
Leland Road		
4-P-56	Construct a center median along West Leland Road, with trees and landscaping, from Railroad Avenue to the Pittsburg/Bay Point BART station area, as street right-of-way allows. Provide left-turn pockets for access to residential neighborhoods.	Not implemented.
4-P-57	Provide marked, on-street bike lanes along Leland Road, west of Stoneman Park.	Implemented.
4-P-58	For pedestrian safety and comfort, construct and maintain covered bus shelters at transit stops along Leland Road.	Implemented as part of development review. Pittsburg Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by applicable transit agency.
State Route 4		

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-64	Work with CALTRANS to implement a uniform landscape theme along the State Route 4 corridor throughout the Planning Area.	Ongoing. In 2018, Caltrans completed landscape right-of-way improvements in the area of Loveridge Road and SR 4.
4-P-65	Work with CALTRANS to incorporate landscaping and signage and to improve views and access to the Pittsburg Civic Center and other destination points from State Route 4.	Ongoing.
4-P-66	Revise the City’s sign regulations to allow larger freestanding signs along State Route 4 to identify regional commercial uses. Ensure that such signs are coordinated in design and limited in number.	Implemented. Ordinance allowing billboards subject to certain standards adopted in 2015. Due to limitations on the number of available parcels and subsequent billboard location study, this ordinance was further revised in January 2016.
Mixed Use Areas		
4-P-67	Develop land uses in the BART Station Area according to the Pittsburg/Bay Point BART Station Area Specific Plan.	Properties rezoned M-P (Mixed Use with a Master Plan Overlay) District, and the “Pittsburg/Bay Point BART Master Plan,” adopted with City Council adoption of Ordinance No. 11-1350 in October 2011.
4-P-68	Pursue the development of a Transit Plaza, in cooperation with Contra Costa County, BART, Tri-Delta, and County Connection, adjacent to the BART Station. Such a Transit Plaza would link rapid transit, bus service, and park and ride lots within a walkable, mixed use village.	Implementation ongoing. Guidance policies for the transit plaza development were incorporated into the “Pittsburg/Bay Point BART Master Plan” adopted by City Council in October 2011. Additionally, the BART Multimodal Transfer Facility, at the corner of Railroad Avenue and California Avenue, will help link BART to bus service, bicycle facilities, and automobiles. CIP Project ST-39 (State Route 4 ADA Pathway Improvements) would construct a minimum six-foot-wide, approximately 970-foot long, paved pathway that is accessible for the disabled. It would complement pedestrian travel between the BART Park-n-Ride Lot and the Pittsburg Center BART Station. This project is currently being studied and has an estimated cost of \$400,000.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-70	Upon finalization of plans to extend BART to Railroad Avenue, develop a mixed-use, transit-oriented center surrounding the proposed station. Focus redevelopment on higher-end business/office uses, with support retail, restaurant, and residential activities.	Implemented with the adoption of the “Railroad Avenue Specific Plan,” in November 2009 (Ordinance No. 09-1319).
4-P-71	Upon finalization of plans to extend BART to Railroad Avenue, work with BART to develop a Railroad Avenue BART Station Area Specific Plan that addresses: ○ Mixed-use structures; ○ Building design that focuses on street-orientation; ○ Extensive landscaping and street trees; ○ Pedestrian furniture (for example, benches and trash cans); ○ Street lighting; and ○ Signage.	“Railroad Avenue Specific Plan” adopted by City Council in November 2009.
4-P-72	Encourage reuse and redevelopment of the aging industrial/warehouse structures currently located within the proposed Railroad Avenue BART Station Area, between Garcia Avenue and State Route 4.	Implemented with the adoption of the “Railroad Avenue Specific Plan,” in November 2009 (Ordinance No. 09-1319).

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
	Amend the City’s Zoning Ordinance to allow commercial intensities of up to 2.5 FAR.	
4-P-74	Develop a mixed-use village at the intersection of West Leland Road and the proposed San Marco Blvd.	Not implemented. Current entitlements for the property pursuant to a development agreement identify exclusively residential development for the general area with a gas station on the northwest corner and a park on the southeast corner of the intersection. There is currently a request to approve plans for the San Marco Commercial Center Project. The project consists of a 29,822-square-foot anchor tenant, a 3,500-square-foot restaurant, and 1,826-square-foot pad building 35,148-square-foot on a 3.69-acre site located at 2011 W. Leland Road.
4-P-76	Pursue the development of a linear parkway along West Leland Road, connecting the Pittsburg/Bay Point BART Station Area to San Marco Village.	Partially implemented with sidewalk improvements adjacent to San Marco Villas and Toscana. Master plan for Alves Ranch includes multi-use pathway at West Leland Road frontage of property and an eight-foot wide sidewalk that is sufficiently wide for combined use by pedestrians and bicyclists, extending through the center of the site from the edge of the Pittsburg/Bay Point Master Plan to then starting point of the Toscana frontage improvements.
Neighborhood Design		
4-P-80	Prepare a design standards checklist and/or residential design guidelines for use during review of development projects.	Residential Design Guidelines exist and were updated in November 2010 to include green building and sustainable design policies.
4-P-82	Develop and implement development standards in the City’s Zoning Ordinance and Subdivision Regulations that minimize the visual dominance of garages in residential units.	Development standards not implemented. However, design guidelines to minimize the visual impacts of garage doors are included as part of City Design Review and Development Guidelines adopted November 2010.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-83	As part of the City subdivision regulations, establish street connectivity requirements.	Partially implemented. Policies encouraging enhanced pedestrian and vehicular connectivity in new residential developments were incorporated into the updated Development Review and Design Guidelines adopted November 2010 and the City Complete Streets Policy, adopted 2013.
4-P-84	Use traffic calming measures to reduce speeds in residential areas, rather than limit through-street connections.	Ongoing. City continues to pursue grant funding for traffic calming measures such as bulb-outs and lighted crosswalks. Bulb-outs, raised intersections and a roundabout have been built in various intersections in downtown for traffic calming purposes. Speed humps program incorporated into the Capital Improvement Program. In 2018, the City began preparation of the draft Pittsburg Moves Plan, which will include additional policies related to pedestrian safety. The plan will be recommended for adoption in Fall 2019.
4-P-85	Provide safe and comfortable pedestrian routes through local neighborhoods by requiring sidewalks on both sides of residential streets, except in hillside areas, by planting street trees adjacent to the curb, and by minimizing curb cuts.	Implementation ongoing as development proposals are reviewed. Updated Development Review and Design Guidelines for new construction (adopted November 2010) include policies encouraging safe and unobstructed pedestrian access through neighborhoods. In 2018, the City began preparation of the draft Pittsburg Moves Plan, which will include additional policies related to pedestrian safety. The plan will be recommended for adoption in Fall 2019.

GENERAL PLAN POLICY MATRIX

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Development Strategies		
5-P-1	Develop and adopt downtown Zoning Districts to address specific land use and development standards for the Downtown area.	Implemented with the establishment of the CP (Pedestrian Commercial) District in October 2006 and the Phase 2 Zoning Code Update adopted May 2007.
5-P-3	Ensure coordination between the Pittsburg Redevelopment Agency, Community Development Department, and Economic Development Department in order to achieve the goals and policies envisioned for Downtown.	Implementation ongoing.
5-P-4	Concentrate Downtown Commercial activity - which includes specialty retail, professional offices, personal services, entertainment and other similar uses - along the Railroad Avenue corridor.	Implemented with the adoption of the CP (Pedestrian Commercial) District in October 2006. Ordinance to consolidate the CP-1 and CP-2 sub-districts to provide more flexibility related to the allowable uses within the CP District adopted in 2018.
5-P-6	Pursue the development and promotion of cultural activities and facilities, such as museums, meeting halls, community theaters, public art galleries and shows, located within the Commercial Core.	Planning Commission previously approved a façade update and restoration of the California Theater, to support re-establishment of the use as an entertainment facility. Rehabilitation of the California Theater commenced in 2010 and was completed in 2012. Further restoration and updates to the California Theater were completed in 2016. Proceeds from the sale of city-owned parcels at the northern terminus of Harbor Street will be spent on the renovation of the balcony at the California Theater.
5-P-7	Encourage property-owners in the Commercial Core to utilize ground-level storefronts for retail and pedestrian-oriented commercial activities (for example, restaurants, boutiques, and personal services).	Implemented with the adoption of the CP (Pedestrian Commercial) District in October 2006.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-8	Limit commercial uses along the southern side of East 10 th Street to Service Commercial businesses—including repair and maintenance, retail sales, special trade contracting and other similar uses.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
5-P-9	Permit mixed-use projects with service commercial uses on street frontage along the northern side of East 10 th Street, to provide a transition to Downtown residential areas.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
5-P-10	Pursue the development of a community/public use in the large vacant lot facing East Tenth, adjacent to the brick Adventist Church.	Not implemented. Property owner not pursuing development of the site at this time.
5-P-12	Improve streetscaping along East Tenth Street with a landscaped median, wide sidewalks, pedestrian amenities (for example, benches and trash/recycling receptacles), and street trees.	Partially implemented with the construction of the Entrata mixed-use building, Marina Vista Elementary School, and La Hacienda building improvements. Additional improvements on East 10 th Street, between Railroad Avenue and Black Diamond Street, completed in 2010 as part of a CIP project.
5-P-13	Undertake active efforts, including land acquisition and assembly, to develop a waterfront activity center at the terminus of Harbor Street, featuring a cluster of Marine commercial uses, including specialty retail, services, restaurants, marine repair and docking facilities, hotels and other uses.	Ongoing. Properties were been rezoned CW (Waterfront Commercial) District in anticipation of private redevelopment of the site. However, the City expects to receive an application for a sports facility located at the northern end of Harbor Street. The facility would support Making Waves Academy – a new elementary, middle, and high school campus to begin construction in 2019.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-14	Develop a detailed design plan for the City's new Marine Commercial center, featuring: mixed-use village atmosphere; walkable layout, with pedestrian amenities; public access to the shoreline and views of Browns Island; and focus on visitor attractions, as well as traditional marine services.	Not implemented.
5-P-15	Acquire land at the terminus of Harbor Street for the development of a public park and promenade, providing access to the waterfront and open space at the center of the new Marine Commercial center.	Partially implemented. Multiple parcels were acquired by the former Redevelopment Agency. The parcels have been sold to the Making Waves Foundation for future construction of a sports facility to support the Making Waves Academy which will be constructed on the former Johns Manville site starting in 2019. Proceeds from the sale will be used to construct a waterfront trail and lookout adjacent to the sports field site.
5-P-16	Encourage redevelopment of the [former] Johns Manville property. Allow existing Industrial uses to operate until redevelopment occurs (including rebuild, if damaged or destroyed).	In 2018, the property was purchased by the Making Waves Foundation for construction of the Making Waves Academy – a charter elementary, middle, and high school. The Planning Commission approved the project in February 2019. As part of the project, the engineered containment berm will be voluntarily removed and remediated.
5-P-18	Pursue the dedication of public open space during the redevelopment of infill sites within the downtown, particularly adjacent to the waterfront area.	Implemented on a case-by-case basis as development proposals are reviewed. Waterstone, an 82-unit single family infill development on approximately seven acres approved in 2016 includes approximately 12,000 square feet of community open space, including a tot lot and play structure. Liberty, a 57-unit single family infill development on approximately five acres approved in 2018 will include an approximately 11,897-square-foot park with a play structure, tables, and benches.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-21	Provide flexible small-lot single-family (SLSF) development standards in the City’s Zoning Ordinance.	Implemented with Phase 2 Zoning Code Update adopted May 2007.
5-P-22	Pursue acquisition and development of a new park site, as designated in Figure 5-1. Provide a variety of recreational facilities to serve residents of surrounding neighborhoods.	Ongoing. Park designation on three West 10 th Street Neighborhood blocks has been removed in favor of promoting restoration of the existing homes and established single-family neighborhood. Construction of a new plaza at West 6 th Street and Railroad Avenue in Old Town was completed in 2010, in accordance with the CIP. Construction of John Buckley Square, a larger park immediately behind and adjacent to the plaza, was completed in mid-2015. Evaluation of additional sites for urban parks and plazas ongoing as part of development review.
5-P-25	Improve streetscaping along West 10 th Street with a landscaped median, wide sidewalks, pedestrian amenities (for example, benches and trash/recycling receptacles), and street trees.	Implemented. Construction completed in 2010 on City capital improvement project that included new street surfacing, a landscaped center median, and new widened sidewalks.
Design and Development		
5-P-26	Continue streetscape beautification efforts within the Downtown, focusing on improving the visual connection between the Commercial Core and the waterfront.	Construction of streetscape improvements along Railroad Avenue completed in 2010; improvements included new trees, on-street diagonal parking stalls and raised intersections.
5-P-27	Encourage the repetition of key historical architectural features—such as windows and displays, cornice details, and roofline/pitch elements—in the redevelopment of commercial structures in Downtown.	Design standards and policies adopted with the “Old Town Design Guidelines” in September 2005. Implementation and application of standards and policies ongoing as part of project review.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-29	Ensure that new construction and remodeling throughout Downtown (including the New York Landing Historical District) are reviewed for design compatibility by the Planning Commission.	Design standards and policies adopted with the “Old Town Design Guidelines,” in September 2005. Implementation and application of standards and policies ongoing as part of project review.
5-P-31	Design and implement a gateway project at the Railroad Avenue overpass between Central Avenue and Tenth Street, providing an identifiable gateway into the downtown.	Old Town entry sign and public announcement reader-board constructed at Railroad Avenue and East 10 th Street in 2009.
5-P-32	Develop a “way-finding” system for Downtown Pittsburg. Install uniform signage and banners informing visitors of major attractions, including directions to Downtown from the Highway and to the waterfront from Downtown.	In progress. Informational signage placed in Old Town Plaza near Railroad Avenue at East 5 th Street. Additional signage identifying public parking lots has been proposed but not installed.
5-P-35	During redevelopment of commercial properties along Railroad Avenue, pursue widening of sidewalks north of Eighth Street, as site configuration allows. Allow and encourage outdoor seating and services adjacent to restaurants and other food/beverage sales.	Implemented with the approval/construction of the Railroad Avenue streetscape improvements, the Vidrio and Siena Court projects, and various façade remodels (Mechanics Bank/Steeltown Coffee and Lumpy’s Diner). CIP Project ST-13 (Railroad Avenue 3 rd to 5 th Street Sidewalk Improvement) will replace the aging and deteriorating paver system in the downtown sidewalks with concrete and pavers at the corners of 3 rd , 4 th , and 5 th streets. This project is currently under construction.
5-P-39	Extend the historical flavor of architectural features within the New York Land Historical District to the intersection of Railroad Avenue and Tenth Street.	Design standards and policies adopted with the “Old Town Design Guidelines,” in September 2005. Implementation and application of standards and policies ongoing as part of project review.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-40	Pursue acquisition of the Railroad Avenue terminus by transferring existing private recreation facilities due west of the adjacent Medium Density Residential neighborhood. Redesign the public plaza to ensure that both visual and physical access from Downtown is achieved.	Not implemented.
5-P-41	Encourage design of the Harbor Street terminus to provide an unobstructed view of New York Slough and a 30-foot wide promenade to the waterfront. This linear park/promenade should function as a public square, with buildings oriented toward it and pedestrian amenities leading from East Third.	Multiple parcels at the terminus of Harbor Street were acquired by the former Redevelopment Agency. The parcels have been sold to the Making Waves Foundation for future construction of a sports facility to support the Making Waves Academy which will be constructed on the former Johns Manville site starting in 2019. Proceeds from the sale will be used to construct a public trail from E. 3 rd Street to a new waterfront lookout point.
5-P-42	Improve the pedestrian path along Marina Boulevard, connecting the Downtown core to the waterfront/marina area. Provide a wide path right-of-way, way-finding signage, landscaping, interpretive plaques, and street lighting.	Partially implemented with completion of the Marina Master Plan and the Marina Promenade project.
Access and Parking		
5-P-44	Provide public parking lots within downtown, and limit private, single-user parking areas. However, ensure the provision of off-street parking facilities in periphery Downtown areas to encourage pedestrian movement.	Implemented. Phase 2 Zoning Update eliminated requirement for off-street parking for non-residential uses in CP (Pedestrian Commercial) District along Railroad Avenue. Public parking facilities provided at E. 5 th Street, E. 6 th Street, along 8 th Street corridor, and off of Marina Boulevard.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-45	Reduce off-street parking requirements within High Density Residential neighborhoods of the downtown to one space per housing unit. Allow further reductions in parking requirements for new residential projects that provide transit-friendly design features.	Partially implemented with Phase 1 Zoning Code Update adopted November 2005, which lowered the residential parking requirement to 1.5 spaces per unit within the Downtown Subarea. Further reductions in parking requirements are considered on a case-by-case basis and have been approved for affordable housing/density bonus projects (e.g., Siena Court and Almenara apartments).
5-P-46	Consider making all one-way streets two-way by eliminating on-street parking, if necessary.	Not implemented.
5-P-47	Investigate use of diagonal on-street parking spaces on Downtown commercial streets.	Implemented. Diagonal parking installed on Railroad Avenue and on 8 th Street.
5-P-48	Continue to install and maintain crosswalks and landscaped curb extensions at heavily-used intersections within the Downtown.	Implemented. Railroad Avenue streetscape improvements completed in 2010 include bulb-outs and raised intersections on Railroad Avenue. Additional opportunities for such improvements evaluated as part of development review for downtown projects.
5-P-49	Design sidewalks in the Downtown Commercial Core that allow for the free flow of pedestrians, and include conveniently located rest areas with shade and seating.	Implemented. Railroad Avenue streetscape improvements completed in 2010 include benches, trash receptacles, bollards at key intersections, new light standards and sidewalk tree grates.
5-P-50	Develop a bikeway along the Downtown waterfront from Central Harbor Park to the proposed Marine Commercial Center, adjacent to the proposed Marina Boulevard pedestrian path.	Partially Implemented. In 2018, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School Project at the southwest corner of Harbor Street and E. 3 rd Street. Phase 1 will provide Class II bikeways along Harbor Street between E. 8 th Street and E. 3 rd Street. A parallel, off-street multipurpose pathway will also be built along the western half of Harbor Street. Construction will begin in 2019. The draft Pittsburg Moves plan recommends a new Class IV bikeway along the PA Highway between Central Park and Harbor Street.
5-P-51	Develop a bikeway connecting the Downtown and waterfront areas to the Civic Center area along Railroad Avenue.	Partially implemented. The draft Pittsburg Moves plan recommends a new Class IV bikeway along Railroad Avenue between the Civic Center and Downtown.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-52	Create pedestrian and bike path linkages between existing Downtown parks.	Partially implemented with construction of the 8 th Street linear park and Marina Promenade. Additionally, several pedestrian and bicycle improvements are recommended as part of the draft Pittsburg Moves plan.

GENERAL PLAN POLICY MATRIX

ECONOMIC DEVELOPMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
	Establish an implementation program that specifically outlines tasks to be undertaken, timeframes for completion, resources to be allocated, monitoring, and annual evaluation to ensure the overall success of the initiatives proposed in the Economic Development Strategy.	Implemented.
6-P-5	Undertake a detailed study to assess the true costs of development and establish an appropriate impact fee schedule to ensure that new development “pays its own way” with respect to infrastructure and servicing.	Ongoing. User fee study currently underway with expected completion in June 2019.
6-P-9	Establish Economic Opportunity Areas in Pittsburg, as indicated in Table 6-3 and Figure 6-2. Development in these areas must reflect both current and future trends, maximize revenue-generating opportunities for the City, and provide for economic diversity.	The California Enterprise Zone program ended in 2014. However, Contra Costa County has designated 17 ‘Opportunity Zones’ (OZs) under a new federal program that offers capital gains tax relief to qualified investments within them. Contra Costa’s Zones are in the cities of Richmond, San Pablo, El Cerrito, Concord, Antioch, and Pittsburg, and the communities of Bay Point and North Richmond. Other programs in place to help new and existing businesses include the Workforce Development program (funded by the County), the California Competes program (funded by the State) and the Pittsburg Chamber of Commerce, which has a small business program that is currently free of charge for businesses in town.
6-P-11	Develop a retail and consumer services strategy to attract regional- and local-serving non-basic industries, ensure appropriate location, and maximize growth opportunities. Incorporate initiatives to retain and expand existing retail and consumer services businesses.	Implementation ongoing with ongoing business recruitment, retention and outreach efforts, and business relationship-building under the Sister City program.

ECONOMIC DEVELOPMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
6-P-12	Develop a research and development (R&D) and office attraction strategy to promote economic diversification, ensure appropriate locations and maximize growth opportunities. Incorporate initiatives to retain and expand existing R&D and office businesses.	Implementation ongoing with ongoing business recruitment, retention and outreach efforts, and business relationship-building under the Sister City program.
6-P-13	Create a Research and Development (R&D) Industry Advisory Council comprised of business leaders from within Pittsburg to assist the implementation of the R&D and office attraction strategy (Policy 6-P-11).	Not implemented.
6-P-14	Establish an inventory of ready-to-go non-residential sites, complete with zoning, infrastructure, and environmental clearances. If necessary, acquire or assemble sites to ensure availability of sites of adequate size to attract industry clusters that meet the City’s development objectives.	Partially implemented. The City has developed a web-based GIS that includes zoning and General Plan land use designations for commercial properties, as well as utilities and other infrastructure information. GIS zoning and General Plan land use information is available to the public, and the public can contact city staff for more information. In 2016, the City launched ThinkPittsburg.com to provide prospective businesses with an inventory of commercial and industrial sites, as well as demographic information and comparisons to nearby jurisdictions.
6-P-16	Consider the feasibility of establishing a convention or performing arts center, amphitheater, or other public cultural amenity in or linked to the Downtown or waterfront, or in another appropriate location.	Implemented. Construction of a new plaza with small amphitheater at West 6 th Street and Railroad Avenue in Old Town (at John Buckley Square) was completed in 2010, in accordance with the CIP. Restoration of the California Theatre was completed in late 2012 and has since been available for use as an event venue.

ECONOMIC DEVELOPMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
6-P-17	Facilitate additional attractions and events that bring both residents and visitors to the City, the Downtown, and the waterfront.	Implementation ongoing. Annual and seasonal events include Fourth of July fireworks, weekly Farmer’s Market (summer and fall months), Seafood Festival, and Car Shows during summer months. Events have been held periodically in the California Theatre since its reopening in January 2013. In 2016, the City hosted a weekly “Off The Grid,” event, a food truck pop-up series popular throughout the Bay Area, at John Buckley Square in Downtown Pittsburg. The City continued to host weekly Off The Grid events throughout 2017.
6-P-18	Ensure that new waterfront development includes enhanced shoreline access, some form of public amenity, and an appropriate mix of waterfront uses.	Implementation ongoing with the Marina Master Plan, Phase 2 Zoning Update, and Phase 2 of the Making Waves Academy Charter School Project. Phase 2 will incorporate a public trail between E. 3 rd Street and the waterfront.

GENERAL PLAN POLICY MATRIX

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Street System and Traffic Standards		
7-P-1	Require mitigation for development proposals that are not part of the Traffic Mitigation Fee program which contribute more than one percent of the volume to an existing roadway or intersections with inadequate capacity to meet cumulative demand.	Ongoing. Implemented on a case-by-case basis through conditions of approval.
7-P-2	Use the adopted Regional and Local Transportation Impact Mitigation Fee ordinances to ensure that all new development pays an equitable pro-rata share of the cost of transportation improvements. Review the Traffic Impact Mitigation Fee schedule annually and update every five years at a minimum.	Implementation ongoing. Fees updated annually.
7-P-3	Review and update the City’s Engineering Design Standards for each functional roadway classification, according to Table 7-1.	Implemented.
7-P-4	Require that all traffic studies be conducted by professional transportation consultants selected by the Planning and Building and Engineering Departments, with the City acting as the lead agency. Ensure that all costs associated with the traffic study are paid by the applicant.	Implemented as part of development review.
7-P-5	Apply for Federal Congestion Mitigation Air Quality (CMAQ) grant funding, designed to improve air quality through roadway improvement projects.	Implementation ongoing. In 2018, the City received \$203,000 in CMAQ funding for school area safety improvements and \$1.3 M for the multimodal transfer facility.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-6	Design roadway improvements and evaluate development proposals based on Level of Service standards set forth in Goal 7-G-1.	Implemented as part of development review.
7-P-10	Require mitigation for development proposals which result in projected parking demand that would exceed the proposed parking supply on a regular and frequent basis.	Implemented as part of development review.
7-P-12	Continue to collect fees, plan and design for the future construction of Buchanan Bypass. Ensure preparation of a feasibility and environmental impact study to determine the precise alignment, costs, mitigation measures, and impacts on adjacent uses.	Final environmental impact report certified in 2014. Identified as CIP Project ST-36 (James Donlon Extension Design and Construction). The project is still in the design stage with 35% construction drawings complete. 65% drawings expected end of 2019. Construction is expected to begin by Summer 2020.
7-P-16	Continue to collect fees for the extension of West Leland Road to Willow Pass Road, subject to the Traffic Mitigation Fee program. As established by nexus, require new development adjacent to the extension to dedicate right-of-way and construct or fund new intersections and frontage improvements.	Implementation ongoing. CIP Project ST-54 (Avila Road Widening) and ST-55 (W. Leland Road Extension Phase 2) would: 1) widen Avila Road to four lanes; and 2) extend W. Leland Road from San Marco Boulevard to Avila Road. The new extension would be four lanes with a raised median and sidewalks. The project would accommodate bicycle facilities where appropriate. ST-54 is currently awaiting funding and staff is currently plan checking the proposed design for ST-55.
7-P-17	Pursue the design and construction of an interchange/overpass at State Route 4 and Range Road. Work with Caltrans to design an interchange facility that will accommodate future traffic demands.	Implementation ongoing. CIP Project ST-1 (Range Road Overcrossing) would include planning, design, and construction of an overcrossing on SR 4 at Range Road. This project would significantly improve the level of service of the overcrossings at Railroad Avenue and Bailey Road. It will accommodate bicycle facilities where appropriate. This project is currently awaiting funding.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-18	Approve construction of the proposed San Marco Boulevard (Bailey Bypass). Ensure preparation of a feasibility and environmental impact study to determine the precise alignment, costs, mitigation measures, and impacts on adjacent uses. Evaluate topographic and geologic constraints, and protected traffic generation rates. Consider a road alignment within the restricted Federal Easement Area, if abandoned, for access to potential residential neighborhoods.	Not implemented. As part of the SW Hills Faria Annexation Project, San Marco Boulevard would be extended from its southern terminus to Bailey Road. The Draft EIR for the project has been released for public review and the comment period has closed. The City is currently preparing responses to comments received on the adequacy of the Draft EIR.
7-P-19	Rebuild the interchange/overpass between Willow Pass Road, Range Road, North Parkside Drive, and the BNSF Railroad tracks for safe and efficient movement of auto and bicycle traffic.	Ongoing. CIP Project ST-25 (Rebuild Range Road/Willow Pass Road Interchange) would construct a four-lane arterial roadway facility with associated turning lanes to replace the Willow Pass Road/Range Road/ North Parkside Drive interchange structure and provide for safer turning movements for vehicles moving between streets. Project would accommodate bicycle facilities where appropriate. This project is currently awaiting funding.
7-P-23	Develop procedures and guidelines to mitigate neighborhood traffic impacts in areas where traffic speeds or volumes exceed posted speed limits or standards established above.	Implemented. City has an established process for evaluating speed hump requests from residents and pursues grant funding for other traffic calming measures such as roundabouts and bulb-outs.
Transit and Public Transportation		
7-P-26	Require mitigation for development proposals which increase transit demand above the service levels provided by public transit operators and agencies.	Implemented as part of development review.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-29	Preserve options for future transit use when designing improvements for roadways. Ensure that developers provide bus turnouts and/or shelters, where appropriate, as part of projects.	Implemented as part of development review. Pittsburg Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by applicable transit agency. Development Review and Design Guidelines updated in November 2010 include policies that encourage bicycle/pedestrian connectivity and alternative transportation programs.
7-P-32	Support efforts by public agencies and/or private interests to promote regional heavy and light passenger rail transit as an alternative or adjunct to BART, with connections to BART and other multi-modal transit.	Implemented. The Pittsburg Center BART Station was completed in 2018 along with the Multimodal Transfer Station.
Bikeways and Pedestrian Movement		
7-P-35	Work with school districts, school administrators and parents of elementary school students to develop a “suggested routes to school” program for students who bicycle and walk.	Implementation ongoing. School area safety improvements completed in 2015 at eight locations: Harbor St/Army St; Hanlon Way/Cove Way; Railroad Ave/8th St; Black Diamond/10th St; Range Rd/Ackerman Ave; Rio Verde Dr./Pillar Ridge Dr.; Railroad Ave/E 17th; and Yosemite Dr./Hillview Jr. High School. CIP Project ST-30 (Signal at Railroad Avenue/School Street) would design and construct a fully actuated traffic signal at the intersection of Railroad Avenue and School Street. This project is currently awaiting funding. CIP Project ST-67 (School Area Pedestrian Countdown Signals) would install pedestrian countdown signal heads at 18 signalized intersections with a high pedestrian volume located near target schools. This project also includes an educational outreach program for student pedestrians and parents to suggest routes to and from eight elementary schools and two junior high schools. Additional improvements will be recommended through the draft Pittsburg Moves Plan.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-36	Ensure continued compliance with Title 24 of the Uniform Building Code, requiring removal of all barriers to disabled persons on arterial and collector streets.	Implemented as part of development review.
7-P-37	Designate a Bicycle and Pedestrian Program Coordinator for the City of Pittsburgh.	Implemented. The Traffic Division of the Development Services Department serves this function.
7-P-38	Develop a series of continuous pedestrian systems within Downtown and residential neighborhoods, connecting major activity centers and trails with city and county open space areas.	Implementation ongoing. Downtown improvements completed with the Railroad Avenue streetscape project; additional planned improvements identified with the adopted 'Railroad Avenue Specific Plan.' Development Review and Design Guidelines updated in November 2010 include policies and suggestions to encourage bicycle/pedestrian connectivity. Additional improvements will be recommended through the draft Pittsburgh Moves Plan.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-42	Improve pedestrian crossing safety at heavily used intersections by installing crossing controls that provide adequate time for pedestrians to cross the street.	Implementation ongoing. In 2016, the Planning Commission, as part of its approval of the BART Multimodal Transfer Facility, adopted a condition of approval requiring the installation of high-visibility markings and countdown signals at the intersections of: 1) Railroad Avenue and California Avenue; 2) Railroad Avenue and Center Drive; 3) the westbound on-ramp at Railroad Avenue north of State Route 4; 4) the eastbound on-ramp at Railroad Avenue south of State Route 4; and 5) the Railroad Avenue off-ramp south of State Route 4. CIP Project ST-30 (Signal at Railroad Avenue/School Street) would design and construct a fully actuated traffic signal at the intersection of Railroad Avenue and School Street. This project is currently awaiting funding. CIP Project ST-67 (School Area Pedestrian Countdown Signals) would install pedestrian countdown signal heads at 18 signalized intersections with a high pedestrian volume located near target schools. This project also includes an educational outreach program for student pedestrians and parents to suggest routes to and from eight elementary schools and two junior high schools. Additional improvements will be recommended through the draft Pittsburg Moves Plan. Additional improvements will be recommended through the draft Pittsburg Moves Plan.
7-P-43	Provide adequate roadway width dedications for bicycle lanes, paths, and routes as designated in Figure 7-4.	Implementation ongoing. CIP Project ST-15 (E. 3rd Street Streetscape Improvements) would design and construct streetscape improvements along E. 3rd Street. Portions of the roadway would need to be widened, while a “road diet” would be performed on other sections with a reduction from four through lanes, parking lanes and median to two through lanes, turning lanes, parking lanes and Class 2 bicycle lanes. Sidewalk would be widened and installed. Bus pull-outs and curb “bulb-outs” would also be included to enhance the area’s walkability and promote alternative modes of transportation. This project is currently awaiting funding.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-44	Coordinate with Contra Costa County to develop a city-wide Bicycle Master Plan by year 2005. Cooperate with the Contra Costa County RTPC in implementing construction of bicycle facilities within the Bicycle Action Plan.	In 2018, the City began preparation of the Pittsburg Moves plan (city-wide pedestrian and bicycle master plan). City continues to pursue opportunities to install bicycle facilities, through grants, local funding mechanisms (e.g., development mitigation fees) and project-specific conditions of approval. Additionally, the City has previously worked with the County to help develop the 2009 Contra Costa Countywide Bicycle and Pedestrian Plan.
7-P-47	Develop a multi-use bicycle path (approx. 2.5 miles) along the abandoned railroad tracks north of Willow Pass Road, providing linkage between Downtown and the Stake Point/Marina area.	Ongoing. A potential alignment has been mapped as part of the draft Pittsburg Moves plan.
7-P-49	Pursue construction of a bicycle path connecting Railroad Avenue to North Parkside Drive through City Park. Include appropriate signage and storage facilities.	Ongoing. A potential alignment has been mapped as part of the draft Pittsburg Moves plan.
7-P-50	Improve signage, notifying vehicles of bicyclists at dangerous intersections and underpasses, such as the Railroad Avenue/Highway 4 interchange and the Willow Pass Road/Range Road/North Parkside Drive interchange.	Ongoing. Signage policies are being incorporated into the draft Pittsburg Moves Plan. CIP Project ST-25 (Rebuild Range Road/Willow Pass Road Interchange) would construct a four-lane arterial roadway facility with associated turning lanes to replace the Willow Pass Road/Range Road/ North Parkside Drive interchange structure and provide for safer turning movements for vehicles moving between streets. Project will accommodate bicycle facilities where appropriate. This project is currently awaiting funding.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-51	Consider redesigning the Railroad Avenue linear park to accommodate bicycles. Ensure that future greenways throughout the City contain multi-use paths.	Ongoing. Improvements identified in the Railroad Avenue Specific Plan adopted November 2009. In 2018, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School Project at the southwest corner of Harbor Street and E. 3 rd Street. Phase 1 will provide Class II bikeways along Harbor Street between E. 8 th Street and E. 3 rd Street. A parallel, off-street multipurpose pathway will also be built along the western half of Harbor Street. Construction will begin in 2019.
7-P-52	Require that new arterial and collector streets accommodate bicyclists.	Ongoing. New bikeway alignments have been mapped as part of the draft Pittsburgh Moves plan. Once the plan is adopted, the City will seek grant funding to build the new bikeways. Developers will also be required to build bikeways as part of their frontage improvements.
7-P-53	Require that any grind and overlay of existing arterial or collector streets consider the needs of bicyclists.	Ongoing.
7-P-54	Amend Engineering standards to require the use of bicycle grates on all new catch basins and storm drain inlet replacements on streets.	Implemented with adoption of new Engineering Standard Details in May 2007. The standard details may need to be updated upon adoption of the Pittsburgh Moves plan.
Transportation Demand Management		
7-P-58	Allow the reduction of transportation impact fees on new non-residential development commensurate with provision of TDM measures.	Implemented. PMC section 15.90.080 allows the City to consider credits to off-set local traffic mitigation fees for projects that include construction of transit facilities.

GENERAL PLAN POLICY MATRIX

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Parks		
8-P-5	Maintain park and recreation facility standards for new development to serve both residents and employees, attainable through dedication of parkland or payment of in-lieu fees.	Partially implemented. City collects fees or accepts parkland for all residential development but does not collect parkland fees for non-residential development. The Phase 2 Zoning Code update, adopted May 2007, incorporated incentives for private recreational amenities for non-residential projects.
8-P-6	Revise the City’s Park Dedication Ordinance to define useable area for parkland dedication requirements. Proposed park sites should be: ○ Designed such that 80 percent of the site has slopes of less than 3 percent that are suitable for active recreational play; ○ Sized according the City’s park standard of 5 acres per 1,000 residents (for example, a 200-unit subdivision would yield about 600 residents, and a dedication requirement of 3 acres); ○ Available for year-round use, so that detention basins are not designated as parkland or shared park facilities; and ○ A minimum of 2 contiguous acres in new residential neighborhoods.	Not yet implemented as an amendment to the Subdivision Ordinance. However, parkland dedication proposals are individually reviewed for consistency with this and other General Plan policies.

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-10	Comprehensively update the City’s Parks Recreation and Open Space Master Plan to implement General Plan policies and facilitate detailed planning for parks, trail systems and special recreational facilities. Ensure that this update includes planning for the development of active recreational uses at Stoneman Park.	Not implemented.
8-P-14	Develop a maintenance-funding plan for all City parks. Consider participation in parkland maintenance districts as a condition of development approval for new residential subdivisions.	Implementation ongoing. Voters approved increase in Lighting and Landscaping Assessment District (LLAD) assessment for residential property in 2007. City established LLAD requirement for new subdivisions.
8-P-15	Work with PG&E to obtain ownership of lands within the transmission corridor, south of State Route 4 (as designated on figure 2-2), for development of a community park.	Not implemented.
Trails and Open Space		
8-P-17	Work with East Bay Regional Parks District to explore the possibility of developing passive recreation uses and educational programs on Browns Island, such as boating excursions to view waterfowl nesting areas.	Not implemented. However, in 2018 the City worked with EBRPD and the Delta Protection Commission on a grant to provide an educational program with kayak excursions. The City was not awarded the grant, but the application process resulted in more collaboration with both entities.
8-P-18	Cooperate with regional agencies to develop a “Bay to Black Diamond” trail through the City, providing a diversity of passive recreational opportunities and unique vistas.	Ongoing. New bikeway “Bay to Black Diamond” alignments have been mapped as part of the draft Pittsburg Moves plan. Once the plan is adopted, the City will seek grant funding to build the new bikeways. Developers will also be required to build bikeways as part of their frontage improvements.

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-20	Pursue the development extension of local and regional trails throughout the Planning Area by utilizing available public utility rights-of-way including: = ○ Kirker Creek. The Kirker Creek easement could be developed as a creekside trail, connecting other trails and open spaces throughout the City with the hiking trails in the Black Diamond Mines Regional Preserve. ○ Contra Costa Canal. The Contra Costa Canal provides a meandering right-of-way throughout the southern portion of Pittsburg. A trail along this right-of-way could link several neighborhoods with the Railroad Avenue commercial corridor. ○ PG&E Utility ROW. PG&E holds a right-of-way for the power/utility lines that run north-south from the southern hills to the power plant on the waterfront, an ideal corridor for public access.	Ongoing. New Class 1 trail alignments along Contra Costa Canal and parts of the PG&E utility right-of-way have been mapped as part of the draft Pittsburg Moves plan.
Waterfront Access		
8-P-23	Develop standards for all new waterfront development that ensure adequate setbacks from the mean high tide line. Encourage, where possible, provision of public access to the shorelines.	Standards implemented with Phase 2 Zoning Update and Marina Master Plan.

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-26	Explore all potential improvements to fully integrate the City’s shoreline into the urban fabric, including: ○ Waterfront parks. Pursue and develop small pockets of open space which provide physical and visual access to the waterfront. ○ Waterfront Trail/Bikeway. A linear park along the shoreline, featuring a path for both walking and biking, would encourage more vibrant activity along the waterfront. ○ Landscaping. Plant low-growing and flowering greenery near waterfront access points to extend streetscaping to the shoreline. ○ Linear Trail Connections. The City’s current linear trail network within Downtown and adjacent residential neighborhoods could be extended to provide convenient access to waterfront parks and activities.	Ongoing. Marina Promenade constructed in 2008. Additionally, multiple parcels at the terminus of Harbor Street were acquired by the former Redevelopment Agency. The parcels have been sold to the Making Waves Foundation for future construction of a sports facility to support the Making Waves Academy which will be constructed on the former Johns Manville site starting in 2019. Proceeds from the sale will be used to construct a public trail from E. 3rd Street to a new waterfront lookout point.
Recreational and Cultural Programs		

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-28	Pursue the development of recreational facilities and programs specifically geared toward youth and teens, including: ○ Teen Center. A teen center would provide a safe environment for local youth to meet and interact, or to participate in after-school athletic, or cultural activities. ○ Gymnasium. A large gymnasium would provide the City with more opportunity to get youth involved in local sports leagues and after school drop-in games, such as basketball. ○ Skateboard Park. Construction of a skateboard park would provide challenging topography in a controlled environment for local skateboarders.	Ongoing. Ambrose Park Aquatic Center was reopened in 2017. City currently leases buildings at City Park to STS Academy, who operates a variety of child care and teen programs out of the facility. In 2019, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School – a new elementary, middle, and high school campus at the former Johns Manville property. Phase 2 of the project would provide the following amenities on the former Tesoro property located across the street: a regulation-sized turf soccer field; a 400-meter track with nine lanes; a swim center; regulation-sized softball and baseball fields with dugouts; tennis courts; and basketball courts. Making Waves and the City are working on a joint-use agreement which could allow limited public use of the sports facility. This could include use of the running track and the fields by residents near the project area and use of the fields and track by local soccer, track & field, and softball teams. The specifics are yet to be determined but would be reviewed by Planning Commission and City Council as part of future approvals required for the sports facility. CIP Project PK-14 (Skateboard Park at Stoneman North) would provide for an approximately 10,000-square-foot skateboard park. The park may include prefabricated jump ramps, bleachers, fencing, lighting, and drinking fountain. This project would be close to parking, restrooms and a bus stop. This project is currently awaiting funding. CIP Project PK-41 (Small World Park New Features) would construct new park features identified in the Small World Park Master Plan to enhance revenue and recreation opportunities at the park. This project is partially funded (\$300 K of \$1.3 M).

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-31	Improve public cultural facilities, including community centers, theaters, and libraries. Cooperate with Los Medanos Community College to provide City residents with access to local cultural facilities.	Ongoing. Rehabilitation of the California Theatre was completed in 2012. Proceeds from the sale of city-owned parcels at the northern terminus of Harbor Street will be spent on the renovation of the theatre’s balcony. An expansion of the Pittsburg Library was completed in 2013. Los Medanos Community College is being renovated and expanded. In 2016, the college renovated its gymnasium and resurfaced its tennis courts. New physical education and student union buildings are currently under construction.
8-P-33	Provide incentives to encourage investments in public art on historic properties.	Ongoing. Policies adopted in the Railroad Avenue Specific Plan support and incentivize public art. Mural projects for individual sites around the city (Mi Pueblo Grocery Store, Ramar Foods International, and Making Waves Academy Charter School) supported through conditions of approval, where building architecture necessitates such installations.
8-P-34	Explore and develop new funding options for maintenance of public art, in partnership with private developers.	
Educational Facilities		
8-P-42	Cooperate with local school districts to develop joint school/park facilities, which provide an increased variety of recreational opportunities close to many residential areas. Additionally, work with school districts to develop public parks adjacent to school facilities.	Implementation ongoing. Developer-built public park now operational adjacent to Delta View Elementary in the San Marco Development, with the City and Mt. Diablo Unified School District sharing ongoing maintenance costs under a joint-use agreement. A joint City/school district project to improve an existing playfield at Hillview Junior High commenced in 2010 and was completed in 2011. The City Council has established subcommittees to meet regularly with PUSD and MDUSD board members to discuss ongoing opportunities for city/district cooperation. A condition of approval for the BART Multimodal Transfer Facility requires the City partner with PUSD and have students design murals that will be placed on ten bike lockers at the Multimodal site.

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-44	Pursue joint-planning of recreational and cultural facilities on Los Medanos Community College campus. Work with the community college board to allow public access to recreational facilities and programs.	Implementation ongoing.

GENERAL PLAN POLICY MATRIX

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Biological Resources and Habitat		
9-P-2	Establish an on-going program to remove and prevent the re-establishment of invasive species and restore native species as part of development approvals on sites that include ecologically sensitive habitat.	Not implemented. Plant selections are reviewed during the zoning approval process to ensure exclusion of invasive species from landscaping plan, although no formal program has been established.
9-P-3	Participate in the development of a regional Habitat Conservation Plan (HCP) and consider its adoption for preservation of native species throughout eastern Contra Costa County.	Implemented. City adopted HCP in November 2007 (Ordinance No. 07-1293 establishing Pittsburg Municipal Code chapter 15.108).
9-P-4	Revise and readopt the City’s Hillside Planned Development District to regulate urban growth in the southern hills. Include development standards as part of the zoning district, and refer to it during project review.	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
9-P-5	Work with Contra Costa County, the EBRPD and the City of Antioch, to expand the regional open-space system in the southern hills to preserve California annual grassland habitat.	Implementation ongoing. Pittsburg adopted the East Contra Costa Habitat Conservation Plan in November 2007. The City entered into Exclusive Negotiating Rights Agreement with Discovery Builders in December 2008 (Resolution Nos. 08-11133 and 11-749) to evaluate the potential for a land exchange between Stoneman Park and the Faria Costa property for purposes of ensuring open space on the Faria site.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-9	Establish creek setbacks along riparian corridors, extending a minimum of 50 to 150 feet laterally on each side of the creekbed. Setback buffers for habitat areas of identified special status species and wetlands may be expanded as needed to preserve ecological resources	Implemented on a case-by-case basis during project review and preparation of required CEQA documentation.
9-P-13	Ensure that special-status species and sensitive habitat areas are preserved, as required by state and federal agencies, during redevelopment and intensification of industrial properties along the Suisun Bay waterfront. Limit dredging and filling of wetlands and marshlands, particularly adjacent to Browns Island Preserve.	Not implemented, as no new development has occurred on sensitive habitats in these locations. Implementation will occur through application of CEQA and conditions of approval to specific projects.
9-P-15	As part of development plans, require evaluation and implementation of appropriate measures for creek bank stabilization, as well as necessary Best Management Practices (BMPs) to reduce erosion and sedimentation. Encourage preservation of natural creeks and riparian habitat as best possible.	Implementation ongoing. Implemented on a case-by-case basis through CEQA, design review, and grading permit processes.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-16	Establish development standards for new construction adjacent to riparian zones to reduce sedimentation and flooding. Standards should include: ○ Requirements that low berms or other temporary structures such as protection fences be built between a construction site and riparian corridor to preclude sheet-flooding stormwater from entering the corridors during the construction period. ○ Requirements for installation of storm sewers before construction occurs to collect stormwater runoff during construction.	Partially implemented. Standards considered for inclusion in the Hillside Regulations (on-hold). Standards identified in the policy are added as conditions of approvals on a case-by-case basis (where applicable) for projects.
9-P-18	Require an encroachment permit from Contra Costa Water District (CCWD) for any storm drain facility crossing or encroaching onto Contra Costa Canal rights-of-way. Require all crossings to be constructed in accordance with CCWD standards and requirements.	Implementation ongoing.
9-P-19	As part of the City’s Zoning Ordinance, establish regulations for the preservation of mature trees. Include measures for the replacement of all mature trees removed.	Implemented. Tree preservation ordinance (Ordinance No. 15-1390) adopted in 2015.
9-P-20	As part of project review and approval, establish maintenance districts to ensure uniform maintenance for selected channels and creeks.	Not implemented in the form of a maintenance district, though City currently collects a Kirker Creek drainage fee for new construction in the Kirker Creek watershed.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-21	As part of project review and CEQA documentation, require an assessment of downstream drainage (creeks and channels) and city stormwater facilities impacted by potential project runoff.	Implementation ongoing.
Water Quality		
9-P-22	Continue working with the Regional Water Quality Control Board in the implementation of the National Pollutant Discharge Elimination System (NPDES), with specific requirements established in each NPDES permit.	Implementation ongoing and as part of development proposal review.
9-P-23	Require new urban development to use Best Management Practices (BMPs) to minimize creek bank instability, runoff of construction sediment, and flooding.	Implementation ongoing through application of Standard Conditions of Approval.
9-P-26	Monitor water quality in the local creek and reservoir system to ensure clean supplies for human consumption and ecosystem health.	Implementation ongoing.
9-P-27	Protect water quality by reducing non-point sources of pollution and the dumping of debris in and near creeks, storm drains, and Contra Costa Canal. Continue use and implementation of the City’s storm drain marking program in newly developed or redeveloped areas.	Implementation ongoing through application of Standard Conditions of Approval. City Public Works staff picks up and removes dumped debris alongside public roads. City sponsors annual volunteering event for clean-up of segments of Kirker Creek. In 2012, a trash capture device was installed in a drainage area near Dover Way, in accordance with requirements of the Regional Water Quality Control Board.
9-P-28	Prepare and disseminate information about the harmful effects of toxic chemical substances and safe alternative measures.	Implementation ongoing as a component of the NPDES education and outreach program.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Historical and Cultural Resources		
9-P-35	Expand the role of the City’s Historical Resources Commission, currently responsible for only the New York Landing Historical District, to include all historical resources. The Commission should be responsible for designating historical resources, and acting as the community’s liaison on these issues. However, the role of reviewing development proposals and re-modelings in the Historical District should be transferred to the Planning Commission.	Implemented with adoption of amendments to Pittsburg Municipal Code chapter 15.84 (Ordinance No. 07-1290).
9-P-37	Redefine the New York Landing Historical District to designate and preserve historical structures not currently located within the district boundaries.	Implemented with adoption of amendments to Pittsburg Municipal Code chapter 15.84 (Ordinance No. 07-1290).
9-P-40	In accordance with State law, ensure the preparation of a resource mitigation plan and monitoring program by a qualified archaeologist in the event that archeological resources are uncovered.	Implementation ongoing through application of project-specific conditions of approval.
9-P-41	If archeological resources are found during ground-breaking for new urban development, halt construction immediately and conduct an archeological investigation to collect all valuable remnants.	Implementation ongoing through application of project-specific conditions of approval.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-42	Develop an identification and preservation system for cultural resources -- those places or structures that qualify as “important” or “unique” to local community, ethnic, or social groups.	Partially implemented with the adoption of the “Old Town Design Guidelines.”

GENERAL PLAN POLICY MATRIX

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Geology and Seismicity		
10-P-2	Restrict future development from occurring on slopes greater than 30 percent (as designated in Figure 10-1) over the 900 foot elevation contour, and on major and minor ridgelines (as delineated in Figure 4-2).	Implementation ongoing. Standards considered for inclusion in the Hillside Regulations (on-hold). Currently implemented on a case-by-case basis.
10-P-3	Regulate the grading and development of hillside areas for new urban land uses. Ensure that such new uses are constructed to reduce erosion and landsliding hazards: ○ Limit cut slopes to 3:1 except where an engineering geologist can establish that a steeper slope would perform satisfactorily over the long term. ○ Encourage use of retaining walls or rock-filled crib walls as an alternative to high cut slopes. ○ Ensure revegetation of cut-and-fill slopes to control erosion. ○ Ensure blending of cut-and-fill slopes within existing contours, and provision of horizontal variation, in order to mitigate the artificial appearance of engineered slopes.	Implementation ongoing. Standards considered for inclusion in the Hillside Regulations (on-hold). Currently implemented on a case-by-case basis.
10-P-6	Encourage the use of water-sprinkling trucks at large construction sites to keep the exposed soil moist during construction.	Implementation ongoing through application of standard construction conditions of approval.

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
10-P-7	As part of the development approval process, restrict grading to only those areas going into immediate construction as opposed to grading the entire site, unless necessary for slope repair or creek bed restoration. On large tracts of land avoid having large areas bare and unprotected; units of workable size shall be graded one at a time.	Implementation ongoing. Standards considered for inclusion in the Hillside Regulations (on-hold). Currently implemented on a case-by-case basis.
10-P-11	Form geological hazard abatement districts (GHADs) prior to development approval in unstable hillside areas (as designated in Figure 10-1) to ensure that geotechnical mitigation measures are maintained over the long-term, and that financial risks are equitably shared among owners and not borne by the City.	Implemented as a condition of project approval before final maps are approved.
10-P-12	Evaluate the feasibility of implementing a hazard reduction program for existing residential development in unstable hillside areas (as designated in Figure 10-1). This would include inspection of structures for conformance with the Building Code.	Not implemented.
10-P-14	Review and amend City ordinances, including the Building Code, that regulate development in potentially hazardous locations to ensure adequate protection from geologic hazards.	Not implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
10-P-15	Develop standards for adequate setbacks from potentially active fault traces (as designated in Figure 10-2) for structures intended for human occupancy. Allow roads to be built over potentially active faults only where alternatives are impractical.	Implementation ongoing. Pittsburg Municipal Code title 17 (Subdivision Ordinance) requires submittal of geotechnical reports for new development in the city. The theorized ‘Pittsburg Fault’ has been removed from City maps after extensive trenching did not result in any evidence that it exists.
10-P-17	Ensure detailed analysis and mitigation of seismic hazard risk for new development in unstable slope or potential liquefaction areas (as designated in Figure 10-1). Limit the location of critical facilities, such as hospitals, schools, and police stations, in such areas.	Implementation ongoing. Pittsburg Municipal Code title 17 (Subdivision Ordinance) requires submittal of geotechnical reports for new development in the city.
Flood Control		
10-P-18	Evaluate storm drainage needs for each development project in the context of demand and capacity when the drainage area is fully developed. Ensure drainage improvements or other mitigation of the project’s impacts on the storm drainage system are appropriate to the project’s share of the cumulative effect.	Implementation ongoing. Projects are reviewed under the City Storm Drainage Master Plan.
10-P-20	Develop and implement a Storm Flooding Mitigation Fee Program to fund required drainage improvements during construction of new development.	Implemented for Kirker Creek (Pittsburg Municipal Code chapter 15.104).
10-P-22	Ensure that pad elevations on newly constructed habitable buildings are one foot above the 100-year floodplain, as determined by FEMA.	Implementation ongoing. Reviewed during plan check review.

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Hazardous Materials		
10-P-32	Designate and map brownfield sites to educate future landowners about contamination from previous uses. Work directly with landowners in the clean-up of brownfield sites, particularly in areas with redevelopment potential.	Partially Implemented. In 2017 the City was awarded a \$300,000 Community-wide Environmental Assessment Grant from the US Environmental Protection Agency. As part of the grant, preliminary cleanup assessments will be completed for five underutilized sites in Pittsburg to facilitate their future development. In 2019, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School Project. Phase 1 will include removal and remediation of the engineered containment berm along the eastern boundary of the former Johns Manville site.
10-P-34	Identify appropriate regional and local routes for transport of hazardous materials and wastes. Ensure that fire, police and other emergency personnel are easily accessible for response to spill incidences on such routes.	Implemented. Pittsburg Municipal Code chapter 10.36 identifies truck routes through the City. Contra Costa County responds to hazardous materials spills.
Emergency Management		
10-P-37	Prepare and disseminate information to local residents, businesses, and schools about emergency preparedness and evacuation routes, including hazardous materials spills.	Ongoing. The CARE program distributes information to schools about shelter-in-place procedures. Local residents in cooperation with the Police Department have implemented the Community Emergency Response Team (CERT) Program, which trains first responders in the event of major emergencies.

GENERAL PLAN POLICY MATRIX

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Water Supply and Distribution		
11-P-2	Implement, as needed, replacements and/or expansions to the existing system of water mains through the City’s Capital Improvement Program.	CIP Project W-7 (Water Main Buchanan Road – Phase 2) would provide a new water transmission line to meet domestic and fire flow requirements for existing and new development in the southeast hills and infill development in Water Zone 2. This project will be implemented as development demand increases for the area. CIP Project W-8 (2020/21 Water Main Replacement/Installation Program) would identify and replace water mains, services, and valves that have reached the end of their useful life and have become maintenance problems, and/or install mains to improve fire flow in localized areas. Funding has been identified for this project in FY 19/20 and 20/21. CIP Project W-15 (12-inch Water Main Stoneman Avenue – Harbor Street to Loveridge Road) would provide for installation of approximately 3,300 feet of 12-inch transmission main along Stoneman Avenue, from Harbor Street to Loveridge Road. This project would also provide additional system looping to enhance pressures and fire protection capabilities in Water Zone 2. This project is awaiting funding. CIP Project W-24 (Pittsburg-Antioch Highway Waterline Improvements – Eastern Loop) would provide 4,000 of 18-inch water line to initiate water service to businesses along PA Highway, east of Loveridge Road. It would run from the east end of California Avenue going east on PA Highway to approximately 500 ft. west of the City’s eastern limits and tie into Century Boulevard to provide a looped system. This project is currently awaiting funding. CIP Project W-40 (Water Main Installation Replacement Program) would identify and replace water mains, services, and valves that have reached the end of their useful life. Funding has been identified for this project in FY 21/22 and 22/23.

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
11-P-7	Ensure that new residential, commercial, and industrial development equitably shares costs associated with providing water services to areas to urban expansion within the Planning Area.	Implementation ongoing. Water System Master Plan, Amendment #3 approved and revised facility reserve charges. Updated 2015 Water System Master Plan adopted in 2016.
11-P-8	Develop and implement a Recycled Water Ordinance, requiring the installation and use of recycled water supplies from the new Delta Diablo Sanitation District (DDSD) Reclamation Plant.	Not implemented. No ordinance has been adopted, although facilities for reclaimed water irrigation systems have been installed for the Delta View Golf Course, several public parks and street medians. New development projects are required to connect to Delta Diablo's recycled water infrastructure as a condition of approval when feasible.
Wastewater Collection and Treatment		
11-P-11	Work with DDSD in planning the expansion of the wastewater treatment plant.	Ongoing. DDSD consults with City staff in understanding land use and wastewater projections for sites located within the City.
11-P-12	Pursue replacement and/or expansion of the city's trunk sewer system, as demand increases, particularly in newer portions of the system south of State Route 4.	Sewers are inspected through CIP Project SS-1 (Citywide Sewer Inspection Project) to determine replacement and rehabilitation needs.
11-P-13	Address deficiencies in the capacity, safety and reliability of the collection system as identified in the 1990 and subsequent Collection System Master Plans.	CIP Project SS-2 (FY 2022/23 Sewer Replacement Program) would replace sewer lines that are maintenance problems. Funding has been identified for this project in FY 21/22 and 22/23. CIP Project SS-4 (Sewer Master Plan Update) would provide \$175,000 funding to fully update the City's sewer master plan. This project is fully funded.
11-P-17	Require that all wastewater dischargers within the City conform to the ordinances of the DDSD.	Ongoing.

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
11-P-18	Ensure that new residential, commercial, and industrial development equitably share costs associated with providing wastewater services to areas of urban expansion within the Planning Area.	Ongoing. Developers are charged facility reserve charges for development projects built in the city.
Solid Waste		
11-P-22	Prepare and distribute informational handouts to the public regarding opportunities to reduce waste at homes and businesses, as well as methods of safe disposal of hazardous materials.	Ongoing. Information distributed by the Public Works Division and Neighborhood Improvement Team and as part of the NPDES public outreach and education program.
11-P-23	Encourage builders to incorporate interior and exterior storage areas for recyclables in new or remodeled residential, commercial, and industrial structures.	Implementation ongoing through the development review process and supported by the development review and design guidelines last amended in November 2010.
Fire Protection		
11-P-24	Amend the subdivision regulations to include a requirement for detailed fire prevention and control, including community firebreaks, for projects in high and extreme hazard areas.	Not implemented. Fire prevention measures implemented for new development projects on a case by case basis.
11-P-26	Cooperate with Contra Costa County Fire Protection District (CCCYPD) to ensure that new or relocated fire stations are constructed on appropriate sites within the 1.5-mile response radii from new or existing development.	Ongoing. The CCCYPD received design review approval to relocate two fire stations within the City limits. Construction on the new Station 85 on Loveridge Road and the new Station 84 on Railroad Avenue were completed in 2010. In 2016, Fire Station 87 in Pittsburg was reopened.

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
11-P-28	Cooperate with CCCFPD in obtaining a site for a new fire station (or relocation of Station 86) south of State Route 4 and west of Bailey Road.	Ongoing.
11-P-29	Ensure adequate road widths in new development for fire response trucks, per the subdivision regulations.	Implementation ongoing through subdivision review process and project-specific conditions of approval.
Public Utilities		
11-P-31	Work with Mirant Power Plant to acquire and/or develop transmission line corridors for attractive, community-serving, compatible uses, such as: ○ Open space habitat. More intensive planting would provide a wildlife habitat corridor within the City. ○ Passive recreational uses. A tremendous opportunity for parks, playing fields, and trails linked to the regional network.	Not implemented.
11-P-32	Ensure the designation of service corridor easements or routes when required for tentative map or specific plan approval.	Implementation ongoing through subdivision review process and application of project-specific conditions of approval.
11-P-33	As a condition of approval, ensure that all new and redevelopment projects underground utility lines on and adjacent to the site.	Ongoing. Required by Standard Conditions of Development (Planning Commission Resolution No. 8931). Underground utilities are required for new development pursuant to Pittsburg Municipal Code sections 12.36.120, 12.36.130 and 17.28.020. Downtown infrastructure capital improvement project completed in 2010 includes undergrounding of utilities in existing neighborhoods near West 10 th Street.

GENERAL PLAN POLICY MATRIX

NOISE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/17)
12-P-4	Require noise attenuation programs for new development exposed to noise above normally acceptable levels. Encourage noise attenuation programs that avoid visible sound walls.	Implementation ongoing through application of CEQA and project-specific conditions of approval. Phase 2 Zoning Code Update adopted May 2007 requires nonresidential uses adjacent to residential districts install an eight-foot-high solid masonry or concrete wall or a wall designed to attenuate the CNEL to the maximum level allowed in the general plan. Travel time restrictions not established; Municipal Code chapter 10.36 establishes truck routes through the city.
12-P-8	Develop noise attenuation programs for mitigation of noise adjacent to existing residential areas, including such measures as wider setbacks, intense landscaping, double-pane windows, and building orientation muffling the noise source.	
12-P-9	Limit generation of loud noises on construction sites adjacent to existing development to normal business hours between 8:00 a.m. and 5:00 p.m.	
12-P-10	Reduce the impact of truck traffic noise on residential areas by limiting such traffic to appropriate truck routes. Consider methods to restrict truck travel times in sensitive areas.	

CITY OF PITTSBURG



HOUSING ELEMENT IMPLEMENTATION STATUS

Reporting Period:
January 1, 2018 – December 31, 2018

Table 1: Housing Development Applications Submitted in 2018

Address	Project Name	Tracking ID	Categ.	Total Units	VL (R)	VL (U)	L (R)	L (U)	M (R)	M (U)	AM
901 Los Medanos Street	Veterans Square Housing Project	AP-18-1394	5+	30	-	-	29	-	-	1	-
2186 Crestview Drive	Ortiz Infill	AP-18-1358	SFD	1	-	-	-	-	-	1	-
Alves Ranch Road	Alves Ranch 2018	AP-18-1348	SFD	346	-	-	10	-	-	-	356
158, 118, 110 Alturas Avenue	Alturas Subdivision	AP-18-1328	SFD	9	-	-	-	-	-	-	9
Totals:				40	0	0	39	0	0	2	365
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI) (R) = Deed Restricted (U) = Unrestricted											

Table 2: Annual Building Activity Report Summary – Completed Entitlements in 2018

Address	Project Name	Tracking ID	Categ.	Total Entitled	VL (R)	VLI (U)	LI (R)	LI (U)	MI (R)	MI (U)	AMI
2186 Crestview Drive	Ortiz Infill	AP-18-1358	SFD	1	-	-	-	-	-	1	-
158, 118, 110 Alturas Avenue	Alturas Subdivision	AP-18-1328	SFD	9	-	-	-	-	-	-	9
345, 172, 463 W. 10 th Steet	Galloway Triplexes	AP-17-1294- AP-17-1296	2 to 4	9	-	--	-	9	-	-	-
Carion Court	Edgewater Apartments	AP-17-1228	5+	62	-	-	-	-	-	62	-
505 W. 10 th Street	Beacon Villas	AP-17-1260	5+	57	-	-	-	57	-	-	-
6, 14, 45, 70, 78 Alturas Avenue	Alturas Triplexes	AP-17-1276	2 to 4	15	-	-	-	15	-	-	-
300 Central Avenue	Liberty Subdivision	AP-17-1229	SFD	63	-	-	6	-	-	-	57
Totals:				216	0	0	6	81	0	63	66
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI) (R) = Deed Restricted (U) = Unrestricted											

Table 3: Annual Building Activity Report Summary – Issued Building Permits in 2018

Address	Project Name	Tracking ID	Categ.	Total Permits Issued	VLI (R)	VLI (U)	LI (R)	LI (U)	MI (R)	MI (U)	AMI
158, 118, 110 Alturas Avenue	Alturas Subdivision	AP-18-1328	SFD	9	-	-	-	-	-	-	9
Carion Court	Edgewater Apartments	AP-17-1228	5+	46	-	-	-	-	-	46	-
Argon Drive	Positano at San Marco	AP-16-1174	SFD	38	-	-	-	-	-	-	38
Belle Harbor Circle	Waterstone	AP-15-1092	SFD	18	-	-	-	-	-	-	18
2106 Marsh Avenue	Discovery Infill	BP-18-0068	SFD	1	-	-	-	-	-	-	1
415 E. 9 th Street	Discovery Infill	BP-18-0069	SFD	1	-	-	-	-	-	1	-
430 E. 9 th Street	Discovery Infill	BP-18-0070	SFD	1	-	-	-	-	-	1	-
4153 Railroad Avenue	Fortune Properties Infill	BP-18-1144	SFD	2	-	-	-	-	-	1	1
465 E. Santa Fe Avenue	East Santa Fe Triplex	AP-17-1225	2 to 4	3	-	-	-	3	-	-	-
1201 Stoneman Avenue	Stoneman Apartments	AP-14-1000	5+	230	23	-	205	-	-	-	2
Totals:				349	23	0	205	3	0	49	69

Notes:

AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400); VL = Very low-income (households earning 0-50% of AMI); L = Low-income (households earning 50-80% of AMI); M = Moderate income (households earning 80-120% of AMI); AM = Above-moderate income (households earning above 120% of AMI); (R) = Deed Restricted; (U) = Unrestricted

Table 4: Annual Building Activity Report Summary – Final Inspections Completed in 2018

Address	Project Name	Tracking ID	Categ.	Total Finals	VLI (R)	VLI (U)	LI (R)	LI (U)	MI (R)	MI (U)	AMI
Argon Drive	Positano at San Marco	AP-16-1174	SFD	15	-	-	-	-	-	-	15
Belle Harbor Circle	Waterstone	AP-15-1092	SFD	10	-	-	-	-	-	-	10
2106 Marsh Avenue	Discovery Infill	BP-18-0068	SFD	1	-	-	-	-	-	-	1
415 E. 9 th Street	Discovery Infill	BP-18-0069	SFD	1	-	-	-	-	-	1	-
430 E. 9 th Street	Discovery Infill	BP-18-0070	SFD	1	-	-	-	-	-	1	-
Totals:				28	0	0	0	0	0	2	26
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI) (R) = Deed Restricted (U) = Unrestricted											

Table 5: Regional Housing Needs Allocation Progress – Permitted Units Issued

Income Level		RHNA Allocation	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date	Total Remaining
LI	Deed Restricted	392	-	-	-	23						23	369
	Unrestricted		-	-	-	-							
L	Deed Restricted	254	2	-	6	205						216	38
	Unrestricted		-	-	-	3							
M	Deed Restricted	316	-	-	-	-						199	117
	Unrestricted		150	-	-	49							
AM		1063	252	171	147	69						639	424
Total RHNA		2025											
Total Units			404	171	153	349						1077	948
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI)													

Program Implementation Status

Program	Objective	Timeframe	Status of Program Implementation
Housing Supply			
Goal 1. Foster development of a variety of housing types, densities and prices to balance the City’s housing stock and meet the City’s regional fair share housing needs for people of all incomes.			
13-P-1.1	Ensure there is an adequate supply of mixed use and residentially zoned land of appropriate densities to accommodate existing and anticipated housing needs through 2022.		
13-P-1.1.A	Conduct periodic inventories of vacant and underutilized land to determine their suitability for more intense residential use. Maintain a list for distribution to interested homebuilders.	Quarterly	The Successor Agency to the City of Pittsburg Redevelopment Agency (Successor Agency) staff maintains a list of City and Successor Agency-owned parcels that is available to the public upon request and posted on the City’s website. In addition, all City employees have access to an online Geographic Information System (GIS) web page that contains up-to-date property information, which staff can provide to the public upon request. In 2017, the City expanded its GIS program to provide additional information regarding the City’s land inventory and current zoning, and made zoning information and aerial imagery publicly accessible online.
13-P-1.1.B	Rezone vacant/underutilized land as deemed appropriate for mixed use or residential/higher residential use.	Upon request by developers or as needed	In 2007, the City Council adopted Ordinance No. 07-1284, amending the Zoning Ordinance to include the M (Mixed Use) District, and rezoning approximately 75-acres throughout the City to the M District. Development standards for the M District are determined through the Design Review process unless otherwise specified in the Railroad Avenue Specific Plan or the Pittsburg/Bay Point BART Master Plan. In 2009, the City Council adopted Ordinance No. 09-1319, rezoning approximately 1,075 acres around the future BART station to PD (Planned Development) District and adopted the Railroad Avenue Specific Plan. The Specific Plan contains development standards allowing residential development up to 65 units per acre (not including density bonuses) in the area adjacent to the future BART station. On September 19, 2011, the City Council adopted Ordinance No. 11-1350, rezoning approximately 50 acres around the existing Pittsburg/Bay Point BART station to M-P (Mixed Use with a Master Plan Overlay) District. The M-P District allows high-density residential development up to 70 units per acre (not including density bonuses), and establishes development standards such as minimum densities, maximum parking standards, and architectural and streetscape standards

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Program	Objective	Timeframe	Status of Program Implementation
			intended to foster development of a high-density, mixed-use transit village around the BART station. In 2015, the City Council approved the rezoning of a 1.51 acre commercial parcel to Medium Density Residential (RM) to allow for the adaptive reuse of a long standing vacant structure as a multifamily residential complex. In 2016, the City approved the Waterstone (formerly Belle Harbor) Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District to allow the development of a medium density project with 82 units, plus 8 accessory dwelling units. In 2018, the City approved the Liberty Subdivision, which included a request to rezone a 4.98-acre site from a combination of Service Commercial (CS) District and Single-Family Residential (RS-5) District to Planned Development (PD) District in order to allow a single-family residential project with 57 units, plus six accessory dwelling units.
13-P-1.1.C	Continue to facilitate the development of multifamily uses on identified Public/Institutional lands to streamline future permitting process, in the event the properties are deemed surplus.	As requested by developers or as needed	In 2007, the City Council adopted Ordinance No. 07-1284, amending the Zoning Ordinance to allow residential uses on Public/Institutional-designated land provided that the City Council deems the land surplus and not needed for a future public use. In 2009, a portion of Los Medanos Village Apartments, a 71-unit affordable multi-family development, was constructed on surplus public land after the City Council found that the site was surplus. In 2009, the Railroad Avenue Specific Plan was adopted by the City Council. The planning area contained eight publicly owned parcels that were identified for future mixed-use development at densities between 20 and 65 units per acre. In 2011, the City Council adopted the Pittsburg/Bay Point BART Master Plan which rezoned approximately 27 acres of publicly owned land that is currently being used as public parking for BART patrons to allow mixed-use development at densities between 20 and 70 units per acre. In 2015, the Planning Commission approved the development of Stoneman Apartments, a 230-unit multifamily apartment complex on the site of the former Central Junior High School, within the GQ District.

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Program	Objective	Timeframe	Status of Program Implementation
			In 2016, the City approved the Belle Harbor Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District, to allow the development of 82 units, plus 8 accessory dwelling units.
13-P-1.1.D	Encourage residential and mixed-use development within the Urban Limit Line to meet regional fair share housing goals by focusing residential and mixed-use development on sites that have been designated within Priority Development Areas (PDAs) under the MTC/ABAG FOCUS Program. Assist nonprofit and for-profit developers to obtain grants and other capital improvement funds offered to PDAs to develop and improve those infill sites, and offer incentives for mixed-income projects, including but not limited to streamlined review, fee deferrals, priority application processing, and other incentives identified by affordable housing developers.	Apply for grant and other capital improvements funds annually as funding sources become available.	There are three PDAs in the City of Pittsburg, including Downtown Pittsburg (309 acres), the Railroad Avenue Specific Plan (1,075 acres) and a shared PDA between the City of Pittsburg and Contra Costa County around the existing Pittsburg/Bay Point BART station, 125 acres of which are located within the City of Pittsburg. During the previous Housing Element cycle, several mixed-use and high-density residential projects were approved and constructed within the City PDAs, including Vidrio (75 multi-family residential condominiums above 11,558 square feet of commercial development); Entrata (28 affordable multi-family apartments above 8,000 square feet of commercial and quasi-public uses); Siena Court (111 affordable senior apartments above 10,300 square feet of commercial development); and La Almenara, a 20-unit affordable multi-family infill residential development in downtown Pittsburg. In 2015, the Planning Commission approved the construction of 38 units within the Railroad Avenue Specific Plan (RASP) PDA (Greystone Place, completed in 2016) and the renovation of the Burlessas Building, which would include ground floor retail and eight multi-family residential units on the second floor. In 2016, the City approved the Waterstone (formerly Belle Harbor) Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District, to allow the development of 82 units, plus 8 accessory dwelling units, within the RASP PDA.
13-P-1.1.E	Support the use of Planned Development zoning for projects, when utilized to accommodate innovative site plans aimed at preserving open space, offering new recreational opportunities,	Upon request by developers or as deemed appropriate	The City has utilized the PD District zoning to allow for higher density mixed-use development as well as high-density, luxury apartments in the hills. In 2016 and 2018, the City approved the Waterstone and Liberty subdivisions, which included requests for Planned Development (PD) zoning to allow the development of 139 units, plus 14 accessory dwelling units which are affordable by design. Both subdivisions utilize innovative site plans with shared driveways to help maximize the number of units on these infill sites.

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Program	Objective	Timeframe	Status of Program Implementation
	and/or increasing the supply of affordable housing.		
13-P-1.1.G	Continue to permit projects up to a density of 40 d.u./ac within the RH District that meet a community objective (affordable housing).	Ongoing; implement as development projects are proposed	In 2007, the City Council adopted Ordinance No. 07-1284, to allow an incremental increase in density proportionate to the increase in affordable units within the High Density Residential (RH) District. Specifically, for each 2 percent increase in deed-restricted lower-income unit offered above that required by the Inclusionary Housing Ordinance (Chapter 18.86), lot area per unit may be reduced 100 square feet per unit and minimum lot area may be reduced 2,000 square feet for a maximum density of 40 units per acre. No projects requesting to utilize the above-referenced section of the Zoning Ordinance have been proposed during the current Housing Element Cycle (2015-2023).
13-P-1.2	Encourage the construction of both high end and moderate-income housing in the southern foothills, downtown, along the waterfront, and throughout Pittsburg to provide above moderate-income housing opportunities in the community and to increase economic activity within the city.		
13-P-1.2.A	Establish minimum lot sizes when rezoning the foothills to accommodate large homes. Provide flexible lot sizes on up to 50% of the lots, when requested, in conjunction with a density bonus and long-term affordable housing agreement.	Ongoing; implement upon request	Developable areas within the southern foothills have been pre-zoned as Hillside Planned Development (HPD) District, and upon annexation into the City, HPD District regulations would apply. The HPD District does not establish minimum lot sizes; however, the allowable density for new single-family residential development is identified as a range from 0.2 to 4.5 d.u./ac depending upon the average natural slope of a property. This type of density range would be conducive to large lot and large home development.
13-P-1.2.B	Ensure subdivisions in the foothills include an adequate supply of estate-sized lots for estate size homes.	Ongoing; implement as development projects are proposed	Development in hillside areas is subject to the base density calculations set forth in the HPD District development regulations, which allows for flexible lot sizes in accordance with the surrounding topography and development. The base density calculations allow a range from 0.2 to 4.5 d.u./ac. Such a density range would be conducive to a subdivision development of estate homes..
13-P-1.2.C	Ensure that at least half the homes approved and constructed on estate size lots	Ongoing; implement as development	All development projects and tentative subdivision maps are subject to review by the Planning Commission; therefore, this policy be implemented on a case-by-case basis.

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Program	Objective	Timeframe	Status of Program Implementation
	in the foothills are over 3,000 square feet (net garage) in size.	projects are proposed	
13-P-1.2.D	Support the development of moderate- and above moderate-income housing within the existing City limits, such as high-end condominiums, townhouses, and single-family units with premium views and amenities throughout the city to increase economic activity within these areas.	Ongoing; implement as development projects are considered and proposed	The southwest portion of the City, which extends from State Route 4 to the north to the southwest hills to the south, is located in the 693-acre San Marco PD, which was established in 1993 and is composed of approximately 14 distinct “villages” with varying densities and housing types specified for each. In 2012, the Planning Commission approved a Vesting Tentative Map in the San Marco PD for up to 252 small lot single-family lots (ranging from 2,992 square feet to 5,480 square feet) on approximately 30.2 acres. In 2008, the San Marco Villas were constructed within the large-scale San Marco PD District. The development resulted in development of 330 market-rate multi-family apartments at the western foothills of the City and dramatically increased the number of rental units available to moderate- and above moderate-income families. In 2015, the Planning Commission approved the Villas II Extension, which added an additional 132 units immediately west. In 2015, the Planning Commission approved the construction of Greystone Place (38 units) within the Railroad Avenue Specific Plan (RASP) PDA and the renovation of the Burlessas Building, which would include ground floor retail and eight multi-family residential units on the second floor. Construction of the Greystone Place Subdivision was completed in 2016. In 2016 and 2018, the City approved the Waterstone and Liberty subdivisions, which included requests for Planned Development (PD) zoning to allow the development of 139 units, plus 14 accessory dwelling units. The Waterstone Subdivision is currently under construction. The developer of the Liberty Subdivision has submitted applications for construction permits. The City also approved the 62-unit Edgewater Apartment Project and the 54-unit Beacon Villas Project in 2018. Edgewater is under construction and should be completed in 2019. Beacon Villas has been put on hold. In 2017, the City approved the Esperanza Apartments, a 318-unit multi-family development which will significantly increase the number of moderate- and above moderate-income multi-family units in the City. The developer of Esperanza has put the project on hold.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-1.4	Support the construction of multi-family housing in close proximity to transit, arterials, shopping, and public services.		
13-P-1.4.A	Encourage the development of high-density, transit-oriented mixed-use development for all income levels, within identified Priority Development Areas (PDAs) near existing and planned transit through the implementation of the Pittsburg/Bay Point BART Master Plan and the Railroad Avenue Specific Plan. Where feasible and appropriate, provide incentives such as fee waivers or deferrals, reduced parking requirements (in accordance with the adopted plans) and fast-track permit processing.	Communicate with interested developers at least once per year and implement as development projects are proposed	The City Council adopted Ordinance No. 09-11303 approving the Railroad Avenue Specific Plan on November 2, 2009. The plan regulates development within the Railroad Avenue PDA and allows densities up to 65 units per acre in areas closest to Pittsburg Center BART Station. In 2011, the City Council adopted Ordinance No. 11-1350 rezoning approximately 50 acres around the existing Pittsburg/Bay Point BART Station to M-P (Mixed Use with a Master Plan Overlay) District. The Master Plan allows high-density residential development up to 70 units per acre (not including density bonuses), and contains development standards such as minimum densities, maximum parking standards, and architectural and streetscape standards intended to foster development of a high-density, mixed-use transit village around the BART station. In 2016, the City approved the Waterstone Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District to allow the development of 82 units, plus 8 accessory dwelling units which are affordable by design. The development under construction is designed at a density of 11.5 d.u./ac, and is located within a ½ mile radius of the BART station at the intersection of Railroad Avenue and SR 4. In 2017, the City approved the Esperanza Apartments, a 318-unit multi-family development approximately one mile west of the Pittsburg/Bay Point BART Station.
13-P-1.4.B	If deemed necessary by the City Engineer, research and implement Transportation Demand Management (TDM) strategies, such as parking pricing, unbundling housing and parking, and employer sponsored transit passes, for	Ongoing; review annually or as development projects are proposed	The Railroad Avenue Specific Plan contains Policy No. 6-P-13, to implement TDM strategies including those listed within Program 13-P-1.4.C, when traffic and parking demand increases within the Specific Plan area. Further, the Specific Plan contains reduced parking requirements for residential developments within the plan area. In 2016, the City hired a consultant to prepare a TDM strategy, and held multiple community meetings within neighborhoods affected by the Pittsburg Center BART Station to discuss TDM strategies and gather feedback.

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Program	Objective	Timeframe	Status of Program Implementation
	in-fill and mixed-use developments located within one-half mile distance of BART and other transit facilities in order to reduce parking requirements.		The Pittsburg/Bay Point BART Master Plan contains subsection, 6.7, Station Area Development Strategies-Parking Management Strategies that sets forth recommendations to reduce parking demand on BART-owned properties. Further, the Master Plan contains parking maximums and no parking minimum standard for properties within the plan area.
13-P-1.4.C	Encourage owners of very large parcels (in excess of 20 acres) within one-half mile of an established or planned PDA to partner with nonprofit housing developers to develop a portion of the site with housing affordable to low- and moderate-income households.	Ongoing; implement as development projects are proposed	Implementation ongoing as development projects are proposed within these areas.
13-P-1.5	Encourage the construction of accessory dwelling units or “second units” that allow extended families to live near each other, increase the affordable and rental housing stock, and provide income assistance to homeowners.		
13-P-1.5.A	Support the development of second units through reductions and waivers of city transportation and planning fees for accessory residential units.	Ongoing; implement as second units are proposed	In August 2017, the City Council adopted an ordinance amending Title 18 of the PMC to bring the City’s Accessory Dwelling Unit (ADU) ordinance into conformance with recently adopted state legislation. In response to SB 1069 and AB 2299, the amendments included the following changes: increasing the maximum allowable attached ADU size; and eliminating parking requirements for certain ADUs. Key additional changes made beyond those required to meet state law included: allowing detached ADUs a maximum 1,200 square feet; establishing a minimum ADU size of 200 square feet; requiring a minimum private storage area of 200 cubic feet; outlining requirements for conversion of lawfully established nonconforming structures; specifically requiring all ADUs provide kitchen and sanitation facilities separate from the main dwelling unit; and requiring all new ADUs be registered to the City’s Residential Rental Inspection Program (RRIP).
13-P-1.5.B	Work with Delta Diablo Sanitation District and Contra	2015-2017	This program has not been implemented.

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Program	Objective	Timeframe	Status of Program Implementation
	Costa Water District to reduce or waive fees for utility installations for accessory dwelling units.		
13-P-1.5.C	Develop a second unit brochure and make it available for distribution at permit center and web site.	2015	Implemented.
13-P-1.6	Meet Pittsburg's fair share regional housing needs.		
13-P-1.6.A	Endeavor to facilitate the production of a minimum of 2,025 housing units between January 1, 2014, and June 30, 2022, including at least 392 units serving extremely low- and very low-income households, 254 units serving low-income households, and 316 units serving moderate-income households through implementation of the policies and actions identified in this element.	2014-2022	During 2018, the City made additional progress toward meeting its RHNA targets for the 2015-2023 housing cycle. As of the end of last year, the City has achieved six percent of its very low (23 of 392); 85% of its low (216 of 254); 63% of its moderate (199 of 316); and 60% (639 of 1,063) of its above-moderate income RHNA targets through issuance of building permits (see Tables 1-5 above). The City approved two large residential projects in 2018: Edgewater Apartments, a 62-unit multi-family development currently under construction at the northern end of Carion Court, and Liberty Subdivision, a 57-unit single-family development on Central Avenue, between Railroad Lane and Solari Street. Building permits were issued for 331 new residential units in 2018. Of those total permits, 23 were for very low-income, 208 were for low-income, 49 were for moderate income, and 51 were for above-moderate income units.
13-P-1.6.B	Monitor the City's inventory of sites appropriate to meet housing at all income levels and ensure that adequate sites remain available throughout the planning period, in compliance with	2014-2022	Ongoing. The Successor Agency to the City of Pittsburg Redevelopment Agency (Successor Agency) staff maintains a list of City and Successor Agency-owned parcels that is available to the public upon request. In addition, all City employees have access to an online Geographic Information System (GIS) web page that contains up-to-date property information, which staff can provide to the public upon request.

Program	Objective	Timeframe	Status of Program Implementation
	Government Code Section 65863(b).		
Affordable Housing/Special Needs Housing			
Goal 2. Promote the expansion of the City’s affordable housing stock, including that which accommodates special needs households.			
13-P-2.1	Provide incentives to developers who assist the City in meeting affordable housing needs, including units to accommodate special needs households: female-headed households, seniors, disabled, developmentally disabled, large families, emancipated youth, seasonal and temporary workers, and the homeless.		
13-P-2.1.A	Utilize public funds to increase the supply of housing affordable to extremely low-, very low-, and low-income households, and moderate-income large family households. Endeavor to set aside a minimum 20% of the City’s annual Community Development Block Grant (CDBG) funds for affordable housing projects and programs targeting special needs populations described in Policy 2.1.	Review CDBG funding annually to provide funds for affordable housing projects and targeted special needs populations.	The Housing Authority of the City of Pittsburgh (HACP) administers rental assistance through the Section 8/Housing Choice Vouchers program to extremely low-, very low-, and low-income households by subsidizing their monthly housing expense. The Housing Authority provides rental subsidy to the maximum extent allowable. Funding is awarded by the Federal government to subsidize low-income families with their rent. The number of families the Housing Authority can assist is determined by the annual contract contribution awarded. Factors in determining the number of units available to assist eligible families are based on average housing assistance payments, fair market rents established by HUD, and administrative costs. For calendar year 2017-2018, the Housing Authority received \$16,179,064. These funds were used to subsidize 948 Section 8 recipients and 170 Veteran Affairs Supportive Housing (VASH) vouchers. Additionally, \$120,214 of CDBG and \$100,000 of Housing Successor funds were used for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents. This program will continue to be implemented on an annual basis. Finally, in Fiscal year 2017-2018, the Successor Agency allocated \$58,000 of Housing Successor funds and \$85,000 of Cal-Home funds to re-establish the First Time Home Buyer Program; a down payment assistance program available to qualified buyers.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-2.1.B	Prioritize public funds for the development of housing affordable to extremely low-income households for identified special needs groups described in Policy 2.1.	Funding will be prioritized annually.	During the 2007–2014 Housing Element planning period, the Redevelopment Agency invested approximately \$6.4 million in the Los Medanos Village Apartments, which consists of 71 units that were set aside for qualified low-income residents and small families. During 2017-2018 fiscal year, \$101,541 of CDBG funds were awarded to the Veterans Square Project. This development may be restricted to veteran housing depending on the funding secured for the project. This program will continue to be implemented on a case-by-case basis.
13-P-2.1.C	Provide fee waivers and allow fee deferrals until issuance of a Certificate of Occupancy for developers constructing affordable housing developments and/or developers providing housing and programming serving identified special needs populations described in Policy 2.1. Investigate the possibility of extending fee deferrals beyond issuance of a Certificate of Occupancy to allow developers of affordable housing to amortize the fees over a longer period of time.	Ongoing; implement as affordable housing projects are proposed	Implemented on a case-by-case basis as affordable housing projects are proposed. In 2015, the Planning Commission approved development of Greystone Place, a 38-unit infill development. As part of the project’s Development Agreement, four deed-restricted affordable units were constructed to meet the City’s inclusionary housing requirement. As part of the development agreement, impact fees associated with the construction for the four affordable units were waived. In 2016, the Planning Commission approved the Waterstone Subdivision, an 82-unit infill development which includes eight deed-restricted affordable units to be constructed to meet the City’s inclusionary housing requirement. As part of the development agreement, impact fees associated with the construction for the four affordable units were also waived.
13-P-2.1.D	Assist nonprofit developers in seeking utility fee credits when redeveloping sites for affordable housing and/or housing developments serving an identified special needs population as described in Policy 2.1.	Ongoing; provide assistance as development projects are proposed	Implemented on a case-by-case basis as affordable housing projects are proposed. Previously, the City’s Engineering Division has worked with nonprofit developers to identify utility, traffic mitigation, and parkland dedication fee credits for multiple affordable housing developments including Siena Court, Los Medanos Village Apartments, and La Almenara.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-2.1.E	Give priority in processing to project applications with an affordable housing component and/or serving an identified special needs population described in Policy 2.1.	Ongoing; Review annually and implement as development project applications are received	Implemented on a case-by-case basis as affordable housing projects are proposed. In 2015, Greystone Place, which included the construction of four affordable second dwelling units, obtained subdivision, design review, and development agreement approvals and began construction in less than 20 months (February 2014 to November 2015). In 2016, the Planning Commission approved development of an 82-unit infill development with eight affordable second dwelling units. The developer obtained subdivision, design review, and development agreement approvals and began construction in less than one year (September 2015 to August 2016). Historically, Los Medanos Village Apartments (71 unit affordable multi-family development) obtained planning entitlements as well as engineering and building permits, completed construction and received Certificates of Occupancy in approximately 19 months (April 2007 to November 2008). Siena Court (111-unit affordable development including a mixed-use component, a structured garage and a rooftop garden) obtained planning entitlements and engineering and building permits and broke ground on construction within approximately 18 months (June 2008 to December 2010). La Almenara (20-unit multi-family affordable development) obtained planning entitlements and engineering and building permits and broke ground on construction within seven months (February 2010 to September 2010).
13-P-2.1.F	Support density bonuses and other incentives above those required in the State mandated Density Bonus Law for mixed-income housing projects which address the housing needs of an identified population described in Policy 2.1.	Review annually and implement as development projects are proposed	Implemented on a case-by-case basis as affordable housing projects are proposed. Since 2010, the Planning Commission approved Siena Court, an affordable housing development for seniors, and Los Medanos Apartments, which is slated for occupancy by veterans, both with approximately 50 percent density bonuses. The density bonuses granted by the City for these projects are significantly higher than the maximum density bonus called for under state law (35 percent).
13-P-2.1.G	Continue to work with non-profit developers to identify and apply for County and state grants (www.hcd.ca.gov/fa) to construct affordable housing	Annually communicate with nonprofit developers and annually,	In 2015, the City applied for several County and State grant funding programs to support affordable housing. The City received a \$20,000 grant from the San Francisco Foundation.

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Program	Objective	Timeframe	Status of Program Implementation
	projects and/or residential developments that serve an identified special housing needs population described in Policy 2.1.	depending on state funding cycles, submit applications for funding.	The Pittsburgh Housing Authority has agreed to provide a loan agreement for up to \$947,000 for the financing of Veteran's Square through Resolution No. 15-288 dated June 15, 2015. In April 2016, the developer was notified that the Veteran's Square project will be receiving an award of over \$3 Million in state Veterans Housing and Homeless Prevention Program funds and the project was invited to submit a full application for the state Affordable Housing and Sustainable Communities Program. The City will continue to apply for County and State funding in the coming years.
13-P-2.1.H	Facilitate the development of onsite child care space by offering priority permitting, reduced parking and flexible development standards for housing developments that include on-site child care.	Review annually and implement as development projects are proposed.	PMC section 18.50.010, “Land Use Regulations for All Residential Districts,” allows General Day Care uses as a permitted use in medium and high-density residential districts provided that they are designed as an ancillary part of the multi-family residential project, and serve only the residents of the complex; otherwise, they are permitted with an approved use permit. No development has proposed to have a child care center within this reporting period. The City's Municipal Code currently allows small family day cares as a permitted use in all residential zones. In March 2017, the City Council adopted an ordinance amending Title 18 of the PMC to permit large family daycare homes of up to 14 children, with limitations related to noise, parking, and spacing/concentration, consistent with state law. The ordinance also streamlined the permitting process and minimized processing fees for large daycare homes.
13-P-2.2	Accommodate the development of housing that is accessible to disabled persons and facilitates aging in place.		
13-P-2.2.A	Continue to implement a Home Rehabilitation Loan Program, providing grants to extremely low-, very low-, and low-income senior and disabled households to increase the handicap accessibility of their homes. Advertise the loan program	Ongoing; distribute flyers and update outreach materials annually or as needed	During the 2017-2018 fiscal year \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents.

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Program	Objective	Timeframe	Status of Program Implementation
	through flyers, online materials, and outreach at the Senior Center and the Housing Authority.		
13-P-2.2.B	To facilitate aging in place, encourage that a percentage of new homes within new subdivisions be limited to one-story in height, and incorporate universal design principles as part of a comprehensive update of the development review design guidelines.	2015-2017	The Development Review Design Guidelines have not been updated to include this program. However, all projects are reviewed by the City's Building Division in accordance with Chapter 11 of the California Building Code which requires that a certain number of residential units within new construction projects or significant rehabilitation projects be accessible and adaptable. Until the Design Guidelines are updated to include this program, it will be implemented on a case-by-case basis as development proposals are reviewed.
13-P-2.3	Support efforts to provide temporary, transitional and permanent housing in the City and surrounding area for homeless people.		
13-P-2.3.A	Coordinate with the County and local non-profits to identify and address the housing and social service needs of the local homeless.	Annually	During the 2017-2018 fiscal year, the City provided over \$49,699 in CDBG Funds to local non-profit programs that provide services to the local homeless population, including: Coordinated Outreach, Referral, and Engagement Program (CORE) teams serve as an entry point into the coordinated entry system for unsheltered persons and work to identify, engage, stabilize and house chronically homeless individuals and families. The outreach teams provide basic needs supplies, counseling, benefits assistance, linkages to healthcare, shelter placement, and referrals and transportation to C.A.R.E. Centers; the Winter Nights Rotating Family Shelter is a project of the Interfaith Council of Contra Costa County that provides emergency shelter, food, tutoring, transportation, case management, housing placement assistance and more to homeless families living primarily in East and Central County; Loaves and Fishes, which provides hot meals Monday through Friday; and the St. Vincent de Paul RotaCare, a free medical clinic for low income and underserved uninsured Pittsburg residents. The City is actively engaged in the Contra Costa County of Continuum of Care (CoC) which is governed by the Contra Costa Council on Homelessness (Council). The Council provides a forum for communication and coordination about the implementation of the County's strategic plan to prevent and end homelessness, and for orchestrating a vision

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Program	Objective	Timeframe	Status of Program Implementation
			on ending homelessness in the County, educating the community on homeless issues, and advocating on federal, state, and local policy issues affecting people who are homeless or at risk of homelessness. The Council provides advice and input on the operations of homeless services, program operations, and program development efforts in the county. Pittsburg has been closely participating in the Council meetings as well as the Health, Housing, and Homeless Services (H3) Community meetings. The purpose of H3 community meetings is to exchange information regarding housing resources to County and non-profit staff, housing advocates, consumers of the homeless CoC, and the general public. Input and feedback from H3 community meetings are brought to the Mental Health Commission's Consolidated Planning and Advisory Workgroup and the Council.
13-P-2.3.B	Continue to fund operations of the permanent homeless shelters in Central Contra Costa County using CDBG and other funds targeted to serve lower income households.	Ongoing; allocate funds annually	The City continues to participate in the countywide efforts to assist the homeless population by funding services that take proactive steps to implement the CoC strategy for the homeless. During the 2017-2018 fiscal year, the City provided \$13,137 in CDBG funds to the St. Vincent De Paul RotaCare clinic that is operated at the St. Vincent De Paul facility in Pittsburg. This program not only offers free medical care for the uninsured but also serves as a day time shelter for homeless families. A feeding program is also within walking distance from the facility and offers hot meals for these families. Additionally, the City provided \$27,699 in CDBG funds to CORE and the Winter Nights Rotating Shelter. The Housing Authority of the City of Pittsburg applied for additional funding for Housing Choice Vouchers (Veterans' Affairs Supportive Housing Vouchers aka VASH Vouchers) for homeless veterans in Contra Costa County. Ten (10) additional vouchers were awarded in Summer 2018 and another five (5) for March 2019 .
13-P-2.3.C	Amend the Zoning Ordinance to redefine supportive and transitional housing to be consistent with Health and Safety Code Sections 50675.2 and 50675.14. In accordance with more recent	2015-2016	Not yet implemented.

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Program	Objective	Timeframe	Status of Program Implementation
	interpretations of Senate Bill 2, amend the Zoning Ordinance to allow supportive and transitional housing as residential uses subject only to restrictions applicable to other residential uses of the same type in the same zone.		
13-P-2.3.D	Continue to support expansion of programs providing housing information, counseling, referrals, dispute resolution, and/or emergency shelter.	Ongoing; allocate funding annually or as available	The Successor Agency has partnered in the past and continues to allocate funding to Pacific Community Services, Inc. (PCSI), to provide confidential counseling to families who are in danger of losing their homes to foreclosure; facilitate tenant/landlord dispute resolution; conduct pre- and post- purchase counseling to homebuyers within the City; provide free of charge information and referral services regarding home ownership to households within the City; refer homeowners within the City that require credit maintenance and money management services to a credit counseling agency. In fiscal year 2017-2018, the Successor Agency has allocated \$10,000 for PCSI’s efforts. During the 2017-2018 fiscal year, the City provided \$10,000 in CDBG funds to Contra Costa Senior Legal Services, to support legal counseling, advice, representation, and litigation services to seniors in connection with housing issues.
13-P-2.3.E	Work with public agencies in the area to develop a coordinated and cooperative approach to identifying the housing needs of day laborers, and implement programs to address their identified needs.	Annually	This program has not been implemented.
13-P-2.3.F	Continue to support community based job training programs to help individuals learn necessary skills to attain higher paying jobs and transition out of the Section 8 program.	Ongoing	Ongoing. Future Build provides pre-apprenticeship training for low-income residents in East Contra Costa County. Training is offered in the building trades, solar theory and installation, construction, and hazardous waste. The program also provides post-graduate services including job coaching, referrals, and assistance from workforce investment job placement specialists. Successful graduates have been hired at Plumbers Local 159, Iron Workers Local 378, Laborer’s Local 324, Solar City, Aerotec, and Tesla. Opportunity

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Program	Objective	Timeframe	Status of Program Implementation
			Junction (headquartered in Antioch) also provides job training and placement in addition to career counseling and placement assistance.
13-P-2.4	Increase homeownership opportunities for extremely low-, very low-, low- and moderate income households.		
13-P-2.4.A	Provide support for the development of homes for extremely low-, very low-, and low-income households under sweat equity programs, through technical assistance, funding application assistance, and financial assistance if and when available.	Ongoing; implement as development projects are proposed	The City has not implemented a sweat equity program during the current Housing Element cycle. City staff provides technical assistance and funding application assistance as requested by developers of affordable housing. During the 2017-2018 fiscal year, \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents.
13-P-2.4.B	Support continuation of the County Mortgage Credit Certificate program benefiting new low- and moderate-income homeowners, and make information about it available at permit counter and on the City’s website.	Ongoing; review and update information annually or as needed	This program has not been implemented during the current Housing Element cycle.
13-P-2.4.C	Continue to provide a first-time homebuyer program in the city for the benefit of low- and moderate-income households utilizing appropriate CDBG and Housing Authority resources. Explore options for partnership with ABAG or other regional agencies on additional funding for a region-	Ongoing; allocate resources annually or as available	This program has not been implemented during the current Housing Element cycle.

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Program	Objective	Timeframe	Status of Program Implementation
	wide first time homebuyer program.		
13-P-2.4.D	Continue to provide information to local for-profit and not-for-profit developers about the types of state and federal low-interest land acquisition/construction funds available for development of homes affordable to low- and moderate-income households by distributing the list of available grant funds listed on www.hcd.ca.gov/fa/ , and continuing to offer support in the application of these funds.	Ongoing; distribute the list annually and upon request	This task is undertaken on a case-by-case basis when individual developers approach the City’s Economic Development Department and Planning Division, and request information or assistance in obtaining state and federal funds. In the past, the City has worked closely with nonprofit housing developers to participate in mortgage and construction loan and grant programs including but not limited to the Housing and Community Development Multi-family Housing Program (HCD MHP), Contra Costa HOME, Affordable Housing Partnership (AHP) funds, California Tax Credit Allocation Committee (CTCAC) tax credits, and the California Debt Limit Allocation Committee (CDLAC) Qualified Residential Rental Project Program.
13-P-2.4.E	Continue to participate in the Contra Costa County Consortium to ensure access to and input on the distribution of HOME and HOPWA funds benefiting Pittsburg residents with special needs.	2015-2018	The City of Pittsburg continues to partner with the Contra Costa County Consortium to offer staff assistance and to ensure the receipt and distribution of Contra Costa HOME and Housing Opportunities for Persons with AIDS (HOPWA) funds that benefit Pittsburg residents.
13-P-2.4.F	Continue to co-sponsor homeownership/credit preparation classes within the community.	Ongoing; co-sponsor classes on quarterly basis or as appropriate	Currently, Pittsburg Housing Authority staff provides individual counseling on eligibility requirements, credit issues, and pre- and post-homeownership counseling. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
13-P-2.4.G	Amend the City’s inclusionary housing ordinance to allow	2017	Not yet been implemented.

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Program	Objective	Timeframe	Status of Program Implementation
	inclusionary units to count towards density bonuses.		
13-P-2.4.H	Review the appropriateness and feasibility of the City’s inclusionary housing regulations as they relate to new and existing for-sale and rental housing development. Evaluate fluctuations in market-rate home sale and rental prices, income trends, and other relevant data, as well as recent case and state law as it relates to the City’s adopted policy. If appropriate, consider adopting a revised inclusionary policy for new development in which fee payment (such as an affordable housing linkage fee) is the primary form of compliance for various types of development. Identify appropriate strategies for working with owners and occupants of existing inclusionary units depending on the results of the analysis.	2017	This program has not been implemented during the current Housing Element cycle.
13-P-2.4.I	Support the development of homes affordable to low- and moderate-income households and developed by nonprofit organizations citywide.	Ongoing; implement as development projects are proposed by	Implemented on a case-by-case basis as applications are submitted. City staff provides technical assistance and finding application assistance as requested by developers of affordable housing.

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Program	Objective	Timeframe	Status of Program Implementation
	Support should include, but not be limited to, technical/staff assistance for grant and tax credit applications as well as incentives, credits and fee deferrals, and flexible development standards in accordance with the State-mandated Density Bonus Law. Prioritize partnerships with nonprofit developers that have a proven track record in developing successfully in the city.	nonprofit organizations	
13-P-2.4.J	Create a list of publicly owned land, update the list on a quarterly basis, and make the list available to developers upon request. Prioritize partnerships for the disposition of publicly owned land with nonprofit developers that have a proven track record in developing successfully in the city.	Ongoing; establish list by 2016, update quarterly	Ongoing. The Successor Agency to the City of Pittsburgh Redevelopment Agency (Successor Agency) staff maintains a list of City and Successor Agency-owned parcels that is available to the public upon request. In addition, all City employees have access to an online Geographic Information System (GIS) web page that contains up-to-date property information, which staff can provide to the public upon request.
13-P-2.4.K	Pursue federal resources to acquire foreclosed properties for the rehabilitation and re-tenanting of very-low, low- and moderate-income first-time homebuyers, and to assist homeowners facing foreclosure to stay in their homes. Institute a local	Ongoing; pursue federal resources and institute a local preference policy by 2017	No federal resources to acquire foreclosed properties were obtained during the reporting period. The Successor Agency for the Redevelopment Agency of the City of Pittsburgh partnered up with Pacific Community Services Inc. (PCSI), a non-profit organization that assists troubled homeowners at no charge. PCSI services include confidential counseling to families who are in danger of losing their homes through foreclosure. The counseling consists of a personal interview and the development of a case management plan. A working relationship is established between the homeowner and lender and so as to determine the best relief measures. Every possible alternative to foreclosure is explored.

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Program	Objective	Timeframe	Status of Program Implementation
	preference policy for residents and those who work and/or attend school in Pittsburg when administering the program.		
13-P-2.5	Increase the supply of rental housing available and affordable to extremely low-, very low-, low-, and moderate-income households, and in particular large families.		
13-P-2.5.A	Continue to advocate for and operate the Section 8 Housing Choice Voucher Program. Increase the number of vouchers available, when possible.	Ongoing	The Housing Authority of the City of Pittsburg continues to provide rental housing assistance to approximately 948 Section 8 voucher holders, which includes 160 Housing Choice Vouchers for homeless veterans in Contra Costa County. In 2017, the Housing Authority of the City of Pittsburg opened the Housing Choice Voucher Wait List and conducted a lottery; 5,000 applicants were selected for consideration when funding is available. In October, the HACP Staff applied for additional funding for Housing Choice Vouchers (Veterans' Affairs Supportive Housing Vouchers aka VASH Vouchers) for homeless veterans in Contra Costa County. Additional vouchers were awarded in Summer 2018 & Spring 2019.
13-P-2.5.B	Continue to publicize the Housing Choice Voucher Program/benefits, and encourage the participation of single and multi-family property owners.	Ongoing	The Housing Authority continues to market the Section 8 Housing Choice Voucher Program by directly contacting and informing landlords and property managers about the program and by keeping program information current on the City website.
13-P-2.5.C	Provide support for the development of rental units for extremely low-, very low-, low-, and moderate-income households that are developed by nonprofit organizations by offering technical assistance, funding application assistance,	Ongoing	Implemented on a case-by-case basis as affordable housing projects are proposed.

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Program	Objective	Timeframe	Status of Program Implementation
	fee waivers and deferrals, and financial assistance if and when available.		
13-P-2.6	Encourage the incorporation of energy conservation design features in existing and future residential developments to conserve resources and reduce housing costs.		
13-P-2.6.A	Continue to offer rehabilitation loans and possibly grants to low- and moderate-income homeowners to improve the energy efficiency of their residence and/or replace existing energy inefficient appliances.	Ongoing	During the 2017-2018 fiscal year, \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents. During the same period, \$24,450 was expended under the Housing Rehabilitation program and assisted 1 Pittsburg resident with the renovation of their home.
13-P-2.6.B	Create incentives such as a density bonus or priority permitting for developments that exceed state energy efficiency standards by 20 percent as part of a comprehensive update of the development review process of the Climate Action Plan (whichever comes first). Support the use of solar heating and cooling homes, consistent with adopted building, mechanical, and plumbing codes.	2015-2020	This program has not been implemented.
13-P-2.6.C	Work with public and private financing entities to develop a grant or long-term loan	2015-2020	This program has not been implemented.

Program	Objective	Timeframe	Status of Program Implementation
	program fund to fund the installation of solar panels on single-family and multifamily residential developments to reduce energy consumption and provide savings to property owners. Examples of such partnerships include but are not limited to Pittsburgh Power Company, California FIRST Energy Savings Financing, Figtree PACE Program and expansion of the City's involvement into the HERO Program to include residential uses.		
13-P-2.6.D	Utilize efficient design principles in the site planning of new subdivisions to enhance the quality of life of Pittsburgh residents. Closely follow the guidelines set forth in the adopted Green Building Development Review Design Guidelines and ensure that the City's Climate Action Plan includes neighborhood, site, and building design to maximize energy efficiency and smart growth principles and an incentive process to comply with the adopted Green Building Development	2015-2020	Implemented on a case-by-case basis as development projects are proposed.

Program	Objective	Timeframe	Status of Program Implementation
	Review Design Guidelines (see also Program 2.6.B).		
Eliminating Discrimination			
Goal 3. Eliminate housing discrimination.			
13-P-3.1	Promote fair housing opportunities for all people.		
13-P-3.1.A	Prohibit housing discrimination on the basis of age, race, ethnic or national origin, physical or psychological special need, religion, sex, sexual orientation, familial status, or source of income in all projects which receive local public funds.	Ongoing.	The City is subject to and enforces state and federal fair housing laws. In addition, all agreements signed by the City contain a non-discrimination clause stating that there shall be no discrimination with regard to the rental or sale of units and no preference shall be given to any particular class or group of people except to the extent that the affordable units are provided to households that meet the minimum income requirements.
13-P-3.1.B	Amend the Zoning Ordinance to include a definition of employee housing as defined in Health and Safety Code Section 17021.5 and 17008 and to allow such housing for six or fewer residents in residential districts subject only to restrictions applicable to other residential uses of the same type in the same zone.	2015-2017	This program is not yet completed.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-3.1.C	Continue to address impediments to fair housing choice identified in the Contra Costa Consortium’s Analysis of impediments to Fair Housing Choice.	Adhere to the time frame established in the Analysis of Impediments to Fair Housing Choice	Currently, Pittsburg Housing Authority staff provides individual counseling on eligibility requirements, credit issues, and pre- and post-homeownership counseling. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
13-P-3.1.D	Continue to fund tenant-landlord counseling services to help resolve problems and conflicts that occur in tenant/landlord relationships. Publicize the availability of these public resources through the City’s website, and through the display and dissemination of written materials (in both English and Spanish) at City Hall and the Pittsburg Library.	Annually	Currently, Pittsburg Housing Authority staff provides individual counseling on eligibility requirements, credit issues, and pre- and post-homeownership counseling. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
13-P-3.1.E	Give preference to persons who live and/or work within the City of Pittsburg in the purchase or rental of local price restricted housing units constructed and/or acquired with local affordable housing funds.	Ongoing	A local resident and employee preference policy was implemented for all participants in the First Time Homebuyer Program prior to its dissolution; however, there is no local preference policy for potential occupants of inclusionary housing units.
13-P-3.1.F	Continue to refer families to Pacific Community Services	Ongoing	Currently, Pittsburg Housing Authority staff refers fair housing issues to PCS. Fair housing information, including complaint forms and City contact information is available online. The

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Program	Objective	Timeframe	Status of Program Implementation
	(PCS) for fair housing issues or complaints. Provide posters with fair housing referral information in the lobby area of the Housing Authority office and add information to the Housing Authority’s website.		Housing Authority Website will continue to be updated throughout the coming year. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
Housing Stock Preservation			
Goal 4. Improve and preserve the existing housing stock including affordable housing units, where feasible and appropriate.			
13-P-4.1	Support the conservation and rehabilitation of existing for-sale housing stock (including mobile homes) through a balanced program of code enforcement and property improvements.		
13-P-4.1.A	Continue to investigate complaints and take appropriate action involving Building and Housing Code violations in single-family and multi-family rental housing.	Ongoing	The Building Division administers the City’s Residential Rental Inspection Program which was established in 2006, with the adoption of Ordinance No. 06-1259. The Rental Inspection Program involves the identification and registration of rental properties in the City, the physical inspection of properties, and the issuance of correction notices and citations in order to gain compliance. As of March 5, 2019, there were approximately 3,460 parcels registered in the program. In addition, the Building Division actively investigates citizen complaints regarding Municipal Code violations. This is accomplished through inspection, notification, communication, and the issuance of citations. The Building Division is also a key member of the City’s Code Enforcement Team. The team includes staff from the Police Department, Engineering and Planning Divisions, the City Manager’s office, and the City Attorney’s office. This group systematically addresses the more egregious Municipal Code violations in addition to establishing a proactive response to citizens’ concerns. During the 2017-2018 fiscal year, \$150,000 in CDBG funds were allocated to Code Enforcement activities to investigate complaints and take appropriate action involving residential code violations.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-4.1.B	Continue to offer housing rehabilitation loans to owners of single-family and multi-family residences.	Ongoing	During the 2017-2018 fiscal year, \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents. During the 2017-2018 fiscal year, \$24,450 was expended under the Housing Rehabilitation program and assisted 1 Pittsburg resident with the renovation of their home.
13-P-4.1.C	Provide assistance to households undertaking the foreclosure process through education, legal assistance, and/or counseling services. Utilize funds and/or other resources made available through CDBG and other sources. Institute a local preference policy for residents and those who work and/or study in Pittsburg when administering the program.	Ongoing; utilize funds annually or as funds become available; institute a local preference policy by 2017	Currently, Pittsburg Housing Authority staff provides counseling on eligibility requirements, credit issues, and pre- and post-homeownership on an individual basis. Though no activities were funded by CDBG during the Program Year, the Successor Agency for the Redevelopment Agency of the City of Pittsburg, partnered up with Pacific Community Services Inc. (PCSI), a non-profit organization that assists troubled homeowners at no charge. PCSI services include confidential counseling to families who are in danger of losing their homes through foreclosure. The counseling consists of a personal interview and the development of a case management plan. Local preference policy has not yet been implemented.
13-P-4.2	Utilize public funds to preserve rent restricted units at risk of conversion to market rate and conserve and rehabilitate the existing supply of housing affordable and made available to extremely low, very low, low and/or moderate-income households, when and where appropriate.		
13-P-4.2.A	Set aside 20 to 40% of the City's annual Community Development Block Grant (CDBG) funds for housing programs, including but not limited to rehabilitation programs that remediate lead paint, eliminate building code violations, and result in more energy efficient homes.	Annually	During the 2017-2018 fiscal year, \$24,450 was expended under the Housing Rehabilitation program and assisted 1 Pittsburg resident with the renovation of their home. During the 2017-2018 fiscal year \$120,214 of CDBG funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-4.2.B	Monitor rent-restricted units at-risk of conversion to market rate and meet with property owners to explore possible options/incentives to retain the units in the affordable housing stock. Facilitate preservation of at-risk units through cooperative partnerships with non-profit housing provider(s), when feasible and appropriate. This includes monitoring the planned renewal of Section 8 Certificates for Lido Square and East Santa Fe Apartments, facilitating the renewal process when needed, and utilizing public funds, if available, to purchase covenants in and/or substantially rehabilitate the units for continued restriction of their affordability. Support developer and nonprofit applications for other state and federal funds available to them for the preservation of units at risk of conversion and for the rehabilitation of the existing housing stock. Notice tenants of at-risk units about available resources.	Start two years before expiration date for each development	The Successor Agency to the City of Pittsburg (former Redevelopment Agency) is responsible for the ongoing monitoring of units that are at risk of conversion to market rate. Redevelopment staff maintains lists of all deed-restricted housing units and monitors the status of the units. Units at risk of conversion would be eligible for rehabilitation grants and loans in exchange for maintaining deed restrictions on the units. Affordable units at risk of converting for the 2015-2023 Housing Element reporting period include: Lido Square Townhomes, East Santa Fe Avenue Apartments, and the Woods Grove Apartments (formerly Woods Manor). The deed restriction for the Woods Grove Apartments was set to expire on January 1, 2019. However, the apartments were purchased by a third party and are undergoing substantial rehabilitation. The affordability covenants for this property has also been extended for an additional 55 years. The Woods Grove Apartments contain a total 80 affordable units. Sixty-nine units were to be set aside for low income and 11 units were to be set aside for very low income households.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-4.2.C	Evaluate and monitor resale restrictions for new inclusionary units to determine if the market rate price is higher than the inclusionary unit price. Should the market price be lower or at the inclusionary home price, consider foregoing resale restrictions on a case-by-case basis.	Ongoing on case-by-case basis	Implemented on a case-by-case basis as restricted units become available for sale.
Neighborhood Design Quality			
Goal 5. Enhance the visual quality of Pittsburgh’s residential neighborhoods.			
13-P-5.1	Enhance the quality and variety of new home designs and home additions to ensure an attractive living environment.		
13-P-5.1.A	Conduct a comprehensive update of the Development Review Design Guidelines to require a high quality of design for new and existing residential development. Ensure that the guidelines require that a certain percentage of new homes within new subdivisions be limited to one story in height and/or regulate second-story elements to provide increased variety in building planes on all building elevations.	2017-2020	This program to further update the DRDG has not yet been implemented. In November 2010, the Planning Commission adopted Resolution No. 9864, amending the Development Review Design Guidelines to include “Green Building Design Guidelines.” Existing residential development and subdivision guidelines were amended to eliminate policies deemed inconsistent with environmental and pedestrian-friendly principles.

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Program	Objective	Timeframe	Status of Program Implementation
13-P-5-2	Enhance the built environment through citywide landscaping efforts including the installation of street trees that will grow to create a street tree canopy along roadways and sidewalks.		
13-P-5.2.A	Publicize the existing street tree program in neighborhoods where street trees are scarce. Expand the program as funds become available.	Ongoing	This program has not been implemented.
13-P-5.2.B	Adopt a Tree Preservation Ordinance is to promote the health, safety, welfare, and quality of life of the residents of the City through the protection of specified trees located on private property within the City, and the establishment of standards for removal, maintenance, and planting of trees.	2015-2016	Implemented. In 2015, the City Council adopted Ordinance No. 15-1390, establishing a citywide tree preservation ordinance. The City has begun mapping developer-installed protected trees as part of its GIS.

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BEFORE THE PLANNING COMMISSION OF THE CITY OF PITTSBURG

In the Matter of:

Resolution Accepting the General Plan	)	
Annual Progress Report for Calendar Year	)	
2018 and Authorizing Submittal of the	)	Resolution No. 10118
Report to the City Council, State Office of	)	
Planning and Research, State Department	)	
of Housing and Community Development,	)	
and Contra Costa Transportation Authority	)	

The Planning Commission of the City of Pittsburg DOES RESOLVE as follows:

Section 1. Background

- A. The Pittsburg General Plan 2020 is a state-mandated and comprehensive planning document intended to guide Pittsburg's long-term physical growth and development. It articulates a shared community vision of the City's future and sets forth broad goals and policies relative to important topics including, but not limited to, land use, economic development, housing, transportation, public safety, and open space. The last comprehensive update of Pittsburg's General Plan was completed in 2001. Most recently, the City Council adopted Resolution No. 15-13033 approving the General Plan Housing Element Update for the 2015-2023 planning period.
- B. Under California Government Code Section 65400, the City is required to prepare a General Plan Annual Progress Report (APR) for submittal to the City Council, Governor's Office of Planning and Research (OPR), and State Housing and Community Development Department (HCD) by April 1st of each year. The purpose of the APR is to provide the City Council, OPR, and HCD with a progress report on the General Plan's implementation status. The APR is also meant to provide the City Council with an opportunity to identify any General Plan modifications that may be necessary to improve its implementation and effectiveness.
- C. The General Plan APR is exempt from the requirements of the California Environmental Quality Act (CEQA) under the general rule of the State CEQA Guidelines, section 15061, in that there is no possibility that the APR may have a significant negative physical impact on the environment.
- D. On March 12, 2019, the Planning Commission held a meeting during which the General Plan APR for Calendar Year 2018 and oral and/or written testimony was considered.

Section 2. Findings

Based on the Planning Commission Staff Report entitled, "General Plan Annual Progress Report for Calendar Year 2018," dated March 12, 2019, and based on all the information contained in the Planning Division files on the project, adopted and incorporated herein by reference and available for review in the Planning Division located at 65 Civic Avenue in Pittsburg, and based on all written and oral testimony presented at the meeting, the Planning Commission finds that:

- A. All recitals above are true and correct and incorporated herein by reference.
- B. The General Plan Annual Progress Report for Calendar Year 2018 appropriately and accurately summarizes the City's progress to date in implementing the action policies in its General Plan.

Section 3. Decision

Based on the findings set forth above, the Planning Commission hereby accepts the General Plan APR for Calendar Year 2018, attached to this resolution as Exhibit A, and authorizes staff to submit the report to the City Council, OPR, HCD, and the Contra Costa Transportation Authority.

Section 4. Effective Date

This resolution shall take effect immediately upon its adoption.

On motion by Commissioner D. Foster, seconded by Commissioner Robinson, the foregoing resolution was passed and adopted the 12th day of March 2019, by the Planning Commission of the City of Pittsburg, California by the following vote:

AYES: Coniglio, Fields, D. Foster, S. Foster, Linde, Robinson, Ward

NAYES: None

ABSTAIN: None

ABSENT: None

I hereby certify that the above Resolution No. 10118 was adopted by the Planning Commission of the City of Pittsburg on March 12, 2019.


KRISTIN POLLOT, AICP, SECRETARY
PITTSBURG PLANNING COMMISSION

CITY OF PITTSBURG



GENERAL PLAN ANNUAL PROGRESS REPORT (Calendar Year 2018)

Prepared pursuant to Government Code Section 65400(b)
Accepted by the Planning Commission on March 13, 2019
Submitted to the City Council on April 4, 2018

GENERAL PLAN POLICY MATRIX

LAND USE ELEMENT		STATUS (AS OF 12/31/18)	
ACTION POLICIES			
2-P-1	Review the City's Sphere of Influence every 5 years. Ensure necessary annexation and SOI changes through coordination with the county and LAFCo, in accordance with Figure 2-3.	Implementation Ongoing. Sky Ranch, Ambrose Park and Mirant annexations were completed in 2008. Annexation of Northeast Industrial properties to DDSD boundary completed in 2010. Voter Measure I amending the ULL to include the property commonly known as Chevron East approved in November 2011. Environmental Impact Report for the proposed James Donlon Boulevard Extension corridor annexation project was certified in September 2014; however, initiation of annexation is still pending. Property owner-initiated annexations of Montreux and Tuscany Meadows properties completed in 2016 and 2017. Property owner-initiated annexation of the SW Hills/Faria property still underway.	
2-P-2	Update the City's Zoning Ordinance and Subdivision Regulations for consistency with the General Plan, including the General Plan Diagram.	Phase 1 & 2 Zoning Code Updates are completed. First phase of Title 17 (Subdivision Ordinance) update completed in April 2009 and incorporated various updates in accordance with the state Subdivision Map Act. Title 17 further updated to streamline review of tentative maps in 2015. A tree preservation ordinance and wireless telecommunications ordinance, along with a variety of other miscellaneous amendments, adopted in 2015. Ordinances to define and regulate placement of smoke shops and smoking lounges, further update the wireless telecommunications regulations, as well as the retail sale and distribution of marijuana, adopted in 2016. Adopted ordinances in 2017, streamlining the permitting process for accessory dwelling units and expanding the types of businesses allowed in Old Town. In 2018, adopted an ordinance modifying the land use definitions, application process, permit requirements, and enforcement provisions for massage establishments.	
2-P-13	Ensure that buffers – including landscaping, berms, parking areas, and storage facilities – are used to separate potentially incompatible activities.	Regulations incorporated into the Phase 2 Zoning Code Update adopted May 2007. Implementation ongoing through project review.	
2-P-15	Ensure minimum residential densities, in accordance with the ranges stipulated in this plan.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.	

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-16	Develop criteria and standards for small-lot single-family residential development that: ○ Promotes design and development flexibility; ○ Includes design and bulk standards to ensure that development is appropriate and related to underlying lot size; and ○ Ensures that residential development promotes a neighborhood orientation, with limitation on frontage that can be occupied by garages.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
2-P-18	Limit all new multi-family housing to 16 units or more. Update the Zoning Ordinance to ensure that new multi-family projects are developed as large scale, professionally maintained, high-density housing.	Implemented with the Phase 2 Zoning Code Update adopted May 2007. Staff would like to revisit this policy as part of the General Plan update.
2-P-19	Revise the City's Subdivision Ordinance to encourage solar access and other energy-saving devices.	Partially implemented. Updates to Title 17 adopted in 2009 state the city may require subdividers dedicate easements for the purpose of assuring that each parcel or unit in the subdivision has the right to receive sunlight across adjacent parcels or units in the subdivision for any solar energy system. Development Review and Design Guidelines were updated in November 2010 (Resolution No. 9864) to include a green building design section, which includes policies encouraging solar access. Senate Bill 1 (2006) requires developers to provide homeowners an option for solar pre-wiring; this is implemented through design review conditions of approval. Ongoing opportunities to incorporate sustainable building elements sought on a case-by-case basis during zoning review.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-20	Revise the City's Zoning Ordinance to require undergrounding of utility service/transformer boxes, and any other type of utility boxes, in new residential subdivisions.	Undergrounding of utilities is required by Standard Conditions of Development (Planning Commission Resolution No. 8931). Underground utilities are required for new development pursuant to Pittsburgh Municipal Code sections 12.36.120, 12.36.130 and 17.28.020.
2-P-21	Revise the City's Hillside Preservation Ordinance to reflect General Plan policy direction.	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
2-P-22	Ensure that all General Plan policies apply to hillside land irrespective of zoning – whether Planned Development or any other base District.	Implemented as part of development review.
2-P-24	Prohibit new development on designated ridgelines. Ensure that residential developers cluster housing units to reduce both environmental and visual impact of hillside development.	Implemented as part of development review.
2-P-26	Ensure that new hillside development utilizes fire-resistant building materials, per the Uniform Building Code. Require that all residential units adjacent to open slopes maintain a 30-foot setback with fire-resistant landscaping.	Implemented as part of development review.
Downtown		

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-32	Concentrate all Downtown Commercial activity — which includes specialty retail, professional offices, and personal services, entertainment and other compatible uses — along the Railroad Avenue corridor. (Downtown: 5-P-4)	Implemented with the adoption of the CP (Pedestrian Commercial) District in October 2006. Ordinance to consolidate the CP-1 and CP-2 sub-districts to provide more flexibility related to the allowable uses within the CP District adopted in 2018.
2-P-33	Limit commercial uses along the southern side of East Tenth Street to service commercial businesses—including repair and maintenance, retail sales, special trade contracting and other compatible uses. (Downtown: 5-P-8)	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
2-P-34	Undertake active efforts, including land acquisition and assembly, to develop a waterfront activity center at the terminus of Harbor Street, featuring a cluster of Marine Commercial uses — such as specialty retail services, restaurants, marine repair and docking facilities, hotels and other uses listed in Table 5-1 (Downtown Element).	Ongoing. The area has been rezoned to CW (Waterfront Commercial) District as a first step to allowing redevelopment of the property by private developers. However, the City expects to receive an application for a sports facility located at the northern end of Harbor Street. The facility would support Making Waves Academy — a new elementary, middle, and high school campus to begin construction in 2019.
2-P-36	Improve the pedestrian path along Marina Blvd. connecting the Downtown core to the waterfront/marina area. Provide a wide path right-of-way, way-finding signage, landscaping, interpretive plaques, and street lighting.	Partially implemented with construction of the Marina Promenade completed in 2008. Implementation ongoing as development along Marina Boulevard is proposed. Additional improvements will be recommended through the draft Pittsburg Moves Plan.
Northeast River		
2-P-37	Ensure that development in Northeast River is limited to industrial activities and supporting business and service uses.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-42	Amend the City's Zoning ordinance to ensure that land uses progress from heavier industrial uses inland to lighter industrial uses directly facing the New York Slough waterfront, as feasible during redevelopment of industrial activities not dependent on docking access.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
Loveridge		
2-P-50	Work with Los Medanos Community College to provide pedestrian and bicycle access from the campus to commercial and employment centers within Loveridge.	Implementation ongoing. As part of the draft Pittsburg Moves Plan, a bike/ped connection is proposed between LMC and the Delta De Anza Regional Trail.
East Central		
2-P-53	Ensure that a linear park is developed along the northern and eastern boundaries of the Columbia Manor neighborhood to buffer residents from adjacent heavy industrial uses.	Implemented. Linear park built.
Railroad Avenue		

LAND USE ELEMENT		STATUS (AS OF 12/31/18)	
ACTION POLICIES			
2-P-55	Pursue the extension of the Railroad Ave. linear park along the north side of State Route 4, providing a pedestrian/bicycle connection from the City's major shopping corridor to the Civic Center and City Park.	Partially implemented. Supporting policies incorporated into the "Railroad Avenue Specific Plan," adopted by the City Council in November 2009 (Ord. No. 09-1319). The described linear park was excluded from the newly-built County Courthouse building approved by the State. However, a developer has proposed a four-story hotel at the northwest corner of Railroad Avenue and California Avenue. As part of that development, the City has requested a Class 1 trail be incorporated on the west side of Railroad Avenue between SR 4 and Center Drive. It should be noted that CIP Project ST-2 (Railroad Avenue Class 1 Trail) would construct a Class 1 trail along the west side of Railroad Avenue between The Delta De Anza Trail to SR 4. This project is fully funded and the preliminary design and cost estimate has been completed.	
2-P-56	Work with BART to develop a specific plan for the Railroad Ave. BART station area, featuring mixed-use business commercial activities with extensive pedestrian amenities. Provide pedestrian linkages from this mixed-use village to the Civic Center, City Park, high school and other institutional uses on the north side of Hwy 4.	"Railroad Avenue Specific Plan" adopted by the City Council in November 2009. Implementation of policies and programs in Specific Plan ongoing.	
2-P-57	Allow development at an intensity of up to 2.0 FAR along Railroad Avenue from State Route 4 to East Leland Road.	Implemented with Phase 2 Zoning Code Update adopted May 2007; also incorporated as development standards in the "Railroad Avenue Specific Plan," adopted November 2009.	
2-P-58	Allow mixed-use development at an intensity of up to 1.0 FAR for non-residential uses, and additional residential development at a maximum density of 25 units per acre, on designated community commercial sites along Railroad Avenue, south of Bliss Avenue.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.	

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-59	Extend Garcia Avenue to Railroad Avenue if suitable opportunity arises during redevelopment of adjacent sites, and explore the feasibility of other linkages to improve accessibility.	Partially implemented. Roadway extension identified in the "Railroad Avenue Specific Plan," adopted by the City Council in November 2009. Improvements are to be built as redevelopment occurs in the specific plan area.
2-P-60	Ensure that the small business commercial center at the southern end of Railroad Avenue (at Buchanan Road) is compatible with the scale of surrounding uses.	Implemented with the Phase 2 Zoning Code Update adopted May 2007. In 2015, this area was rezoned from Office Commercial (CO) District to Medium Density Residential (RM) District, and plans to convert the vacant office structure to a multifamily complex were approved by the City Council. The site is located between low- and high-density residential developments, and the medium-density area is compatible in scale and creates an appropriate transition between densities.
East Leland		
2-P-61	As part of the Zoning Ordinance, incorporate incentives to promote improvement of sites along Garcia Avenue with high-amenity business commercial uses. Undertake redevelopment, as needed, with an aim to promote parcel consolidation and coordinated development.	Implemented. Incorporated into the "Railroad Avenue Specific Plan," adopted November 2009.

LAND USE ELEMENT		STATUS (AS OF 12/31/18)	
ACTION POLICIES			
2-P-62	Ensure that new business commercial centers provide pedestrian, bicycle, and transit amenities (such as walking paths, benches, bus shelters, bicycle racks, and lockers) enabling convenient use of alternative transportation modes including the proposed Railroad Avenue BART station.	Implementation ongoing. Bicycle racks required with Phase I Zoning Code Update adopted December 2005. Pittsburgh Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by the applicable transit agency. Development Review and Design Guidelines updated in November 2010 include policies that encourage bicycle/pedestrian connectivity and alternative transportation programs. The BART Multimodal Transfer Facility, at the corner of Railroad Avenue and California Avenue, provides parking for over 40 bicycles, wide pedestrian pathways with active streetscapes, a new bus turnout and multiple covered waiting shelters to encourage alternative modes of transportation, including BART transit. Project proposals reviewed on a case-by-case basis for opportunities for additional transit amenities.	
2-P-63	Participate in the development of a specific plan for the proposed Railroad Avenue BART station. Ensure that all uses with 1/2-mile radius of the proposed Station feature mixed-use, pedestrian-oriented design. (Transit Oriented Development)	Implemented. "Railroad Avenue Specific Plan," adopted by the City Council in November 2009.	
2-P-64	Pursue the development of a trail/path linking the Delta De Anza Trail to the proposed Railroad Avenue BART Station area.	Ongoing. Identified as CIP Project ST-2 (Railroad Avenue Class 1 Trail). Design for the \$4.5 M trail/path to be completed by Fall 2020 with construction by Fall 2021.	
2-P-65	Work with Los Medanos Community College to facilitate pedestrian and bicycle connections from the campus to nearby commercial and residential areas (See 5-P-50).	Implementation ongoing. Projects reviewed on a case-by-case basis for opportunities for such connections. As part of the draft Pittsburgh Moves Plan, a bike/ped connection is proposed between LMC and the Delta De Anza Regional Trail.	

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-66	Work with Los Medanos College and the City of Antioch to undertake a study exploring the viability of a street connection between Leland and Buchanan Roads, along the eastern edge of the College at the border of the two cities.	Partially implemented. Proposed "Standard Oil Avenue" is identified as a planned future route of regional significance in the East County Action Plan adopted by TRANSPLAN in August 2009 and the Countywide Transportation Plan adopted by the Contra Costa Transportation Authority in June 2009.
Buchanan		
2-P-71	New residential development south of Buchanan Road should: - o Ensure that adequate acreage is dedicated for an elementary school and community park directly adjacent to Buchanan Rd.; - o Not result in any net increase of peak-hour stormwater flow; - o Preserve and enhance existing north-south creeks; and - o Respect natural topography in the design and construction of new units.	Ongoing as part of development review. Highlands Ranch Park (10.42 acres) was constructed sometime between 1999 and 2002 as part of the Highlands Ranch Subdivision.
2-P-72	Pursue construction of the Buchanan bypass, as designated in the General Plan Diagram, providing an alternative route for commuters traveling from Kirker Pass Rd. to destinations east of Pittsburg.	Ongoing. Final environmental impact report certified in 2014. Identified as CIP Project ST-36 (James Donlon Extension Design and Construction). The project is still in the design stage with 35% construction drawings complete. 65% drawings expected end of 2019. Construction is expected to begin by Summer 2020.
Woodlands		

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-76	Ensure that new residential development along Kirker Creek preserves natural riparian habitat. New development shall be setback at least 50 feet from the top of the stream bank, with continuous multi-use trail access along the west side for the creek.	Ongoing. Implemented on a case-by-case basis.
West Central		
2-P-78	Explore the feasibility of a pedestrian and bicycle bridge across State Route 4, near the Parkside and Los Medanos elementary schools.	Not implemented.
West Leland		

LAND USE ELEMENT	
ACTION POLICIES	
2-P-81	Undertake a streetscape enhancement program for West Leland Road focusing on improving the walkability and visual character of the corridor. Emphasize increased street trees and landscaping, medians, crosswalks, widened sidewalks and benches. Implementation ongoing. CIP Project ST-28 (West Leland Street Lighting Project) will provide lighting levels that are up to current standards along W. Leland Road from Railroad Avenue to Burton Avenue. This project is currently in the design stage. CIP Project ST-34 (West Leland Road Safety Improvements) would prevent errant eastbound vehicles from entering the Contra Costa Canal, construct a concrete barrier along the south side of West Leland Road in front of golf course prior to and along curve to the left, relocate existing sidewalk behind concrete barrier, install large curve warning signage with flashing beacons facing eastbound traffic prior to curve, and restripe center median markings. This project is currently awaiting funding. CIP Project ST-38 (West Leland Road Pavement Markers/Markings and Speed Signage Improvements) would install highly reflective thermoplastic double yellow 4-inch centerline stripes with rumble stripes between Pamela Way and Montevideo Drive. Thermoplastic centerline stripes to be enhanced by placing reflective markers on top of the thermoplastic striping. Project would also install six driver speed feedback signage at locations prior to horizontal curves. This project is currently in the design stage. CIP Project ST-43 (West Leland Road Pavement Delineation, Warning Signage, High Visibility Crosswalk Improvements and Traffic Signal Modification at Range Road) would occur between Railroad Avenue and Bailey Road. It would install raised pavement markers and reflectors through intersections to ensure proper lane usage; install warning signage and reflectors at horizontal curves; replace existing marked crosswalks with high visibility crosswalks, including advance STOP bars (limit lines); and modify existing traffic signal system at West Leland Road/Range Road/Golf Club Road intersection by adding a left-turn phase for the Range Road approach. This project is currently in the design stage.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-82	Pursue accessibility to Stoneman Park and expansion of the Park's bicycle and pedestrian trail network.	Partially implemented. Class II bicycle facilities and sidewalks along West Leland Road currently link the Delta De Anza trail to Stoneman Park (since renamed John Henry Johnson Park).
2-P-83	Explore the feasibility of provision of pedestrian and bicycle linkages from the Delta De Anza Trail to Stoneman Park.	Partially Implemented. Class II bicycle facilities and sidewalks along West Leland Road currently link the trail to Stoneman Park/John Henry Johnson Park. Continue to explore feasibility, opportunities and alternatives for pedestrian/bike crossings of the Contra Costa Canal.
Southwest Hills		
2-P-84	Ensure extension of West Leland Road and San Marco Boulevard through the area, as shown on the General Plan Diagram, as a condition of any new approval in the area.	Partially implemented. West Leland Rd. has been extended to and just beyond San Marco Blvd. Implementation ongoing as development occurs on properties adjoining the proposed roadway alignment.
2-P-91	Consider the development of a specific plan for the High Density Residential, Business Commercial, and Community Commercial areas adjacent to State Route 4, West Leland Road and San Marco Boulevard. Integrate all uses in this area into a mixed-use, transit-oriented village, featuring executive offices, research and development, entertainment, and hotel uses.	Partially implemented. The City Council adopted the "Pittsburg/Bay Point BART Station Master Plan," October 17, 2011 (Ordinance No. 11-1350) establishing multi-modal and mixed-use development standards for development of properties closest to the Pittsburg/Bay Point BART station. Master plan approved for the Alves Ranch site (north of West Leland Road and west of Bailey Road) in January 2009 (Ordinance No. 08-1312), includes residential and commercial uses, a wide and meandering sidewalk next to West Leland Rd., and an internal east/west street with wide sidewalks. Implementation ongoing as development occurs in the specific plan area.

LAND USE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
2-P-93	Pursue construction of a landscaped multi-use path along West Leland Road, from Pittsburg/Bay Point BART Station to the proposed San Marco Village. Ensure that design of the linear parkway accommodates bicyclists.	Implementation ongoing. Partially constructed with San Marco Villas Apartments and Toscana frontage improvements. January 2009 master plan approved for Alives Ranch includes a multi-use trail along the site's West Leland Road frontage and an eight-foot wide sidewalk that is sufficiently wide for combined use by pedestrians and bicyclists, extending through the center of the site from the edge of the Pittsburg/Bay Point Master Plan to then starting point of the Toscana frontage improvements.
Northwest River		
2-P-96	Preserve the wetlands and salt marsh habitats along the Suisun Bay waterfront. Allow only development of the multi-use trails and recreation facilities.	Ongoing. Regional plan for a 'delta trail' is in progress.
2-P-97	Maintain the Mirant power plant site in the Industrial designation. Pursue annexation of the power plant and adjacent PG&E properties to ensure land use control of these areas.	Implemented. Mirant Annexation completed June 2008.
2-P-99	Pursue opportunities for a linear park/trail along the waterfront, connecting to Downtown.	Mirant Annexation completed. Regional plan for a 'delta trail' is in progress and was included in the 2009 Contra Costa Countywide Bicycle and Pedestrian Plan, and was recognized through conditions of approval of the Columbia Solar Energy project in 2013. A waterfront trail with a lookout point will be incorporated into the design of the Making Waves Academy sports facility site located at the northern terminus of Harbor Street. A use permit and design review application for this facility is anticipated by 2020.

GENERAL PLAN POLICY MATRIX

GROWTH MANAGEMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
3-P-3	Work with Contra Costa Transportation Authority (CCTA) and TRANSPLAN to develop and implement Action Plans for Routes of Regional Significance, as designated in Figure 3-1.	Ongoing. Staff worked with TRANSPLAN in preparation of the most recent 2017 update to East County Action Plan for Routes of Regional Significance.
3-P-4	Participate in cooperative regional land use and transportation planning efforts by sharing information about future development in the City with interested agencies and jurisdictions.	Ongoing. Applications for development and notices for development proposals are sent to interested agencies, as appropriate. Staff has created a project pipeline list and map detailing the location and vital information regarding pending and recently approved planning projects throughout the City, which is accessible online to the general public. See: http://bit.ly/CORpipeline
3-P-11	Prepare, adopt and implement a Transportation Systems Management ordinance or resolution, with the purpose of ensuring attainment of adopted traffic levels of service standards.	Implemented (PMC chapter 10.60).
3-P-12	Adopt and update development mitigation programs that collect fees to mitigate transportation impacts to both local and regional transportation facilities.	Implemented (PMC chapters 15.102 and 15.103).
3-P-13	Review and update the City's transportation impact fee schedule, requiring developers to pay the costs necessary to mitigate impacts of their development projects on the local and regional transportation system.	Implemented (PMC chapters 15.102 and 15.103).

GROWTH MANAGEMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
3-P-15	Prepare, adopt and periodically update a five-year Capital Improvement Program (CIP) that describes City-sponsored capital projects necessary to maintain and improve operations for traffic, transit, pedestrians and bicyclists within the city. Proposed funding sources, agency responsibility, and project phasing should be identified in the CIP.	Ongoing.
3-P-16	Preserve options for future transit use when designing improvements for roadways. Ensure that developers provide bus turnouts and/or shelters, where appropriate, as part of projects.	Pittsburg Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by applicable transit agency. Development Review and Design Guidelines updated in November 2010 include policies that encourage bicycle/pedestrian connectivity and alternative transportation programs. Also, a 'Complete Streets' policy was adopted by the City Council in 2013. Project proposals reviewed on a case-by-case basis for opportunities for additional transit amenities.
3-P-17	As part of development approval, ensure that safe and contiguous routes for pedestrians and bicyclists are provided within new development projects and on any roadways that are impacted as a result of new development.	Development Review and Design Guidelines updated in November 2010 includes policies that encourage bicycle/pedestrian connectivity and alternative transportation programs. A 'Complete Streets' policy was adopted by the City Council in 2013. Project proposals reviewed on a case-by-case basis for opportunities for additional transit amenities. The City is preparing the Pittsburg Moves plan which will include recommendations for future bike and pedestrian improvements citywide. Adoption of the plan is expected by Fall 2019.

GROWTH MANAGEMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
3-P-19	Comply with California Government Code Sec. 65400(b) requiring preparation of an annual report summarizing the City's progress in implementing the General Plan, and submit copies of the report to the Contra Costa Transportation Authority biennially as part of the Authority's Growth Management Plan Compliance Checklist.	Ongoing.

GENERAL PLAN POLICY MATRIX

URBAN DESIGN ELEMENT			STATUS (AS OF 12/31/18)
ACTION POLICIES			
Views, Ridges, and Edges			
4-P-1	Require ridge setbacks for all new hillside development. Building pads should be located at least 150 feet away from the crest of a major ridgeline (measured horizontally from the centerline), as designated in Figure 4-3.		Implemented as part of development review.
4-P-4	Develop and implement use of a "Design Review Checklist" for all new hillside development, to ensure that conservation and site layout policies within the General Plan are considered.		Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
4-P-5	Design and install entry features at the entrances to the city, implemented through the City's Capital Improvement Program. Use landscaping, signs, lighting, and other visual features to announce the gateway along regional roadways.		Ongoing. A monument sign with an LED readerboard was installed at the corner of Railroad Ave. and California Ave. as part of the multimodal transfer facility completed in 2018.
Hillside Development			
4-P-8	Update the Hillside Planned Development District within the City's Zoning Ordinance to reflect the hillside development standards and policies set forth within the General Plan.		Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
4-P-10	Amend the City's Zoning Ordinance to allow density bonuses of 10 percent (maximum) for new hillside		Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
	development that preserves 40 percent of natural hill contours.	
4-P-11	Limit grading of hillside areas over 30 percent slope (on Figure 10-1) to elevations less than 900', foothills, knolls, and ridges not classified as major or minor ridgelines (on Figure 4-2). During review of development plans, ensure that necessary grading respects significant natural features and visually blends with adjacent properties.	Implemented as part of development review.
4-P-13	Revise the City's development permitting requirements to include erosion control and re-vegetation programs as part of grading plans for new hillside development.	Implemented as part of development review.
4-P-16	Allow flag lots with common driveways within hillside neighborhoods, in order to encourage terracing of buildings while minimizing roadway cut-and-fill (see Figure 4-4).	Implemented as part of development review.
4-P-30	Ensure that all residential developers provide multi-use trails or trailheads connecting to local schools and parks, commercial centers, and regional open spaces.	Implemented as part of development review. Additionally, the City completed the following trails in 2017: Frontage Rd. (from Railroad Ave. to Crestview Ave.); and Power Ave. (from Railroad Ave. to Davi Ave.)
Key Corridors		

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-33	Pursue the extension of the Railroad Avenue linear park north along the west side of the arterial to City Park.	Partially implemented. Supporting policies incorporated into the "Railroad Avenue Specific Plan," adopted by the City Council in November 2009 (Ord. No. 09-1319). The described linear park was excluded from the newly-built County Courthouse building approved by the State. However, a developer has proposed a four-story hotel at the northwest corner of Railroad Avenue and California Avenue. As part of that development, the City has requested a Class 1 trail be incorporated on the west side of Railroad Avenue between SR 4 and Center Drive. It should be noted that CIP Project ST-2 (Railroad Avenue Class 1 Trail) would construct a Class 1 trail along the west side of Railroad Avenue between The Delta De Anza Trail to SR 4. This project is fully funded and the preliminary design and cost estimate has been completed.
4-P-34	Provide incentives (available through Enterprise Zone programs and Local programs) for demolition and/or reuse of blighted commercial properties near the Civic Center.	Ongoing. The Enterprise Zone program was eliminated by State in 2014. However, Contra Costa County has designated 17 'Opportunity Zones' (OZs) under a new federal program that offers capital gains tax relief to qualified investments within them. Contra Costa's Zones are in the cities of Richmond, San Pablo, El Cerrito, Concord, Antioch, and Pittsburg, and the communities of Bay Point and North Richmond.
4-P-35	Create a sense of identity along Railroad Avenue by installing street amenities fabricated from similar materials and styles as existing median trellises.	Partially implemented and ongoing. Bus shelters and median trellises on Railroad Ave. south of Highway 4 are made from common material (metal) with different finishes. "Railroad Avenue Specific Plan," incorporates policies addressing streetscape improvements. Streetscape improvements built in downtown share a common theme and color scheme. The BART Multimodal Transfer Facility completed in 2018 is consistent with the applicable portions of the RASP Architectural and Design Criteria, utilizes varied materials and colors to provide visual interest, and incorporates outdoor stairs, railings, fences, and other outdoor elements that are decorative and composed of materials that are architecturally compatible with surrounding developments.
4-P-36	Consider developing architectural guidelines for new development or redevelopment along Railroad Avenue.	Implemented with adoption of the "Railroad Avenue Specific Plan," approved November 2009 and the "Old Town Pittsburg Design Guidelines," approved September 2005.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-38	Develop an entry feature at the intersection of Railroad Avenue/Kirker Pass Road and Nortonville Road to welcome residents and visitors to the City of Pittsburgh.	Not implemented.
4-P-41	Provide incentives to redevelop blighted commercial properties along Railroad Avenue. Encourage developers to provide pedestrian amenities and focus on connections between the street and surrounding properties.	Incentives incorporated into the "Railroad Avenue Specific Plan." Implementation ongoing as redevelopment and buildout occurs in the Specific Plan area.
4-P-42	Work with Contra Costa Water District to clean up Contra Costa Canal, including the removal of litter and reduction and beautification of fencing.	Canal clean ups not implemented. The City does not currently have access to CCWD canal property. However, the City has held several Civic Pride Days in past years to clean up several areas in the community. In May 2019, the residents will participate in clean ups for Buchanan Park, Riverview Park, MLK Jr. Spillway, Rancho Medanos, and Civic Park. More frequent clean ups are also done by community groups like Clean Pittsburg (see: https://www.facebook.com/cleanpittsburgca/).
4-P-43	Pursue private investment in the redevelopment of the Railroad Square shopping center. Consider development of a community or recreational facility on this property.	Partially implemented. Prior to its dissolution, the Redevelopment Agency provided funding for improvements for a restaurant in the shopping center. In 2015, staff worked with the various property owners to repaint the entire shopping center in a cohesive color scheme. The Planning Division also worked with the multiple property owners to remedy further code violations dealing with signage and site maintenance. Other incentives (streamlined permitting, design assistance) could be made available to property owners pursuing other improvements to other tenant spaces.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-44	Work with BART to develop a pedestrian-oriented mixed-use district in the proposed Railroad Avenue BART Station Area.	Implemented with adoption of the "Railroad Avenue Specific Plan," approved by the City Council in November 2009.
Willow Pass Road		
4-P-45	Narrow the section of Willow Pass between Beacon Street and Range Road to one travel lane in each direction, and construct a landscaped center median with left-turn pockets.	Partially implemented. Road is one lane in each direction, but landscaped medians have not been installed for length of street.
4-P-46	Widen sidewalks along the eastern section of the Willow Pass Road corridor, for use by local residents moving between Downtown, adjacent neighborhoods, and industrial employers.	Partially implemented with new private developments along this portion of corridor (e.g., Transbay Cable and First Baptist Church).
4-P-48	Pursue the design and construction of an interchange/overpass at State Route 4 and Range Road. Work with Caltrans to design an interchange facility that will accommodate future traffic demands.	CIP Project ST-1 (Range Road Overcrossing) would include planning, design, and construction of an overcrossing on State Route 4 at Range Road. The project would significantly improve the level of service of the overcrossings at Railroad Avenue and Bailey Road. It would accommodate bicycle facilities where appropriate. This project is currently awaiting funding.
4-P-49	Initiate a tree-planting program along Willow Pass Road. Use a variety of native and locally-recognized trees with low maintenance needs.	Ongoing. Trees along property frontages are planted with new private developments (e.g., Transbay Cable) as they are built.
4-P-51	Actively pursue redevelopment of vacant and underutilized parcels along Willow Pass Road with business and service commercial uses.	Ongoing.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-52	Rebuild the interchange/underpass between Willow Pass Road, Range Road, North Parkside Drive, and the BNSF Railroad tracks for safe and efficient movement of auto and bicycle traffic.	CIP Project ST-25 (Rebuild Range Road/Willow Pass Road Interchange) would construct a four-lane arterial roadway facility with associated turning lanes to replace the Willow Pass Road/Range Road/North Parkside Drive interchange structure and provide for safer turning movements for vehicles moving between streets. Project would accommodate bicycle facilities where appropriate. This project is currently awaiting funding.
4-P-53	Reconstruct the interchange/underpass between Willow Pass Road, Range Road, North Parkside Drive, and the BNSF Railroad tracks to improve accessibility, by installing City signage and safety features (for example, stop or yield signs).	
Leland Road		
4-P-56	Construct a center median along West Leland Road, with trees and landscaping, from Railroad Avenue to the Pittsburg/Bay Point BART station area, as street right-of-way allows. Provide left-turn pockets for access to residential neighborhoods.	Not implemented.
4-P-57	Provide marked, on-street bike lanes along Leland Road, west of Stoneman Park.	Implemented.
4-P-58	For pedestrian safety and comfort, construct and maintain covered bus shelters at transit stops along Leland Road.	Implemented as part of development review. Pittsburg Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by applicable transit agency.
State Route 4		

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-64	Work with CALTRANS to implement a uniform landscape theme along the State Route 4 corridor throughout the Planning Area.	Ongoing. In 2018, Caltrans completed landscape right-of-way improvements in the area of Loveridge Road and SR 4.
4-P-65	Work with CALTRANS to incorporate landscaping and signage and to improve views and access to the Pittsburg Civic Center and other destination points from State Route 4.	Ongoing.
4-P-66	Revise the City's sign regulations to allow larger freestanding signs along State Route 4 to identify regional commercial uses. Ensure that such signs are coordinated in design and limited in number.	Implemented. Ordinance allowing billboards subject to certain standards adopted in 2015. Due to limitations on the number of available parcels and subsequent billboard location study, this ordinance was further revised in January 2016.
Mixed Use Areas		
4-P-67	Develop land uses in the BART Station Area according to the Pittsburg/Bay Point BART Station Area Specific Plan.	Properties rezoned M-P (Mixed Use with a Master Plan Overlay) District, and the "Pittsburg/Bay Point BART Master Plan," adopted with City Council adoption of Ordinance No. 11-1350 in October 2011.
4-P-68	Pursue the development of a Transit Plaza, in cooperation with Contra Costa County, BART, Tri-Delta, and County Connection, adjacent to the BART Station. Such a Transit Plaza would link rapid transit, bus service, and park and ride lots within a walkable, mixed use village.	Implementation ongoing. Guidance policies for the transit plaza development were incorporated into the "Pittsburg/Bay Point BART Master Plan" adopted by City Council in October 2011. Additionally, the BART Multimodal Transfer Facility, at the corner of Railroad Avenue and California Avenue, will help link BART to bus service, bicycle facilities, and automobiles. CIP Project ST-39 (State Route 4 ADA Pathway Improvements) would construct a minimum six-foot-wide, approximately 970-foot long, paved pathway that is accessible for the disabled. It would complement pedestrian travel between the BART Park-n-Ride Lot and the Pittsburg Center BART Station. This project is currently being studied and has an estimated cost of \$400,000.

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
4-P-70	Upon finalization of plans to extend BART to Railroad Avenue, develop a mixed-use, transit-oriented center surrounding the proposed station. Focus redevelopment on higher-end business/office uses, with support retail, restaurant, and residential activities.	Implemented with the adoption of the "Railroad Avenue Specific Plan," in November 2009 (Ordinance No. 09-1319).
4-P-71	Upon finalization of plans to extend BART to Railroad Avenue, work with BART to develop a Railroad Avenue BART Station Area Specific Plan that addresses: - o Mixed-use structures; - o Building design that focuses on street-orientation; - o Extensive landscaping and street trees; - o Pedestrian furniture (for example, benches and trash cans); - o Street lighting; and - o Signage.	"Railroad Avenue Specific Plan" adopted by City Council in November 2009.
4-P-72	Encourage reuse and redevelopment of the aging industrial/warehouse structures currently located within the proposed Railroad Avenue BART Station Area, between Garcia Avenue and State Route 4.	Implemented with the adoption of the "Railroad Avenue Specific Plan," in November 2009 (Ordinance No. 09-1319).

URBAN DESIGN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
	Amend the City's Zoning Ordinance to allow commercial intensities of up to 2.5 FAR.	
4-P-74	Develop a mixed-use village at the intersection of West Leland Road and the proposed San Marco Blvd.	Not implemented. Current entitlements for the property pursuant to a development agreement identify exclusively residential development for the general area with a gas station on the northwest corner and a park on the southeast corner of the intersection. There is currently a request to approve plans for the San Marco Commercial Center Project. The project consists of a 29,822-square-foot anchor tenant, a 3,500-square-foot restaurant, and 1,826-square-foot pad building 35,148-square-foot on a 3.69-acre site located at 2011 W. Leland Road.
4-P-76	Pursue the development of a linear parkway along West Leland Road, connecting the Pittsburg/Bay Point BART Station Area to San Marco Village.	Partially implemented with sidewalk improvements adjacent to San Marco Villas and Toscana. Master plan for Alves Ranch includes multi-use pathway at West Leland Road frontage of property and an eight-foot wide sidewalk that is sufficiently wide for combined use by pedestrians and bicyclists, extending through the center of the site from the edge of the Pittsburg/Bay Point Master Plan to then starting point of the Toscana frontage improvements.
Neighborhood Design		
4-P-80	Prepare a design standards checklist and/or residential design guidelines for use during review of development projects.	Residential Design Guidelines exist and were updated in November 2010 to include green building and sustainable design policies.
4-P-82	Develop and implement development standards in the City's Zoning Ordinance and Subdivision Regulations that minimize the visual dominance of garages in residential units.	Development standards not implemented. However, design guidelines to minimize the visual impacts of garage doors are included as part of City Design Review and Development Guidelines adopted November 2010.

URBAN DESIGN ELEMENT

ACTION POLICIES

STATUS (AS OF 12/31/18)

4-P-83	As part of the City subdivision regulations, establish street connectivity requirements.	Partially implemented. Policies encouraging enhanced pedestrian and vehicular connectivity in new residential developments were incorporated into the updated Development Review and Design Guidelines adopted November 2010 and the City Complete Streets Policy, adopted 2013.
4-P-84	Use traffic calming measures to reduce speeds in residential areas, rather than limit through-street connections.	Ongoing. City continues to pursue grant funding for traffic calming measures such as bulb-outs and lighted crosswalks. Bulb-outs, raised intersections and a roundabout have been built in various intersections in downtown for traffic calming purposes. Speed humps program incorporated into the Capital Improvement Program. In 2018, the City began preparation of the draft Pittsburgh Moves Plan, which will include additional policies related to pedestrian safety. The plan will be recommended for adoption in Fall 2019.
4-P-85	Provide safe and comfortable pedestrian routes through local neighborhoods by requiring sidewalks on both sides of residential streets, except in hillside areas, by planting street trees adjacent to the curb, and by minimizing curb cuts.	Implementation ongoing as development proposals are reviewed. Updated Development Review and Design Guidelines for new construction (adopted November 2010) include policies encouraging safe and unobstructed pedestrian access through neighborhoods. In 2018, the City began preparation of the draft Pittsburgh Moves Plan, which will include additional policies related to pedestrian safety. The plan will be recommended for adoption in Fall 2019.

GENERAL PLAN POLICY MATRIX

DOWNTOWN ELEMENT		
ACTION POLICIES		
Development Strategies		
5-P-1	Develop and adopt downtown Zoning Districts to address specific land use and development standards for the Downtown area.	Implemented with the establishment of the CP (Pedestrian Commercial) District in October 2006 and the Phase 2 Zoning Code Update adopted May 2007.
5-P-3	Ensure coordination between the Pittsburg Redevelopment Agency, Community Development Department, and Economic Development Department in order to achieve the goals and policies envisioned for Downtown.	Implementation ongoing.
5-P-4	Concentrate Downtown Commercial activity - which includes specialty retail, professional offices, personal services, entertainment and other similar uses - along the Railroad Avenue corridor.	Implemented with the adoption of the CP (Pedestrian Commercial) District in October 2006. Ordinance to consolidate the CP-1 and CP-2 sub-districts to provide more flexibility related to the allowable uses within the CP District adopted in 2018.
5-P-6	Pursue the development and promotion of cultural activities and facilities, such as museums, meeting halls, community theaters, public art galleries and shows, located within the Commercial Core.	Planning Commission previously approved a façade update and restoration of the California Theater, to support re-establishment of the use as an entertainment facility. Rehabilitation of the California Theater commenced in 2010 and was completed in 2012. Further restoration and updates to the California Theater were completed in 2016. Proceeds from the sale of city-owned parcels at the northern terminus of Harbor Street will be spent on the renovation of the balcony at the California Theater.
5-P-7	Encourage property-owners in the Commercial Core to utilize ground-level storefronts for retail and pedestrian-oriented commercial activities (for example, restaurants, boutiques, and personal services).	Implemented with the adoption of the CP (Pedestrian Commercial) District in October 2006.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-8	Limit commercial uses along the southern side of East 10 th Street to Service Commercial businesses—including repair and maintenance, retail sales, special trade contracting and other similar uses.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
5-P-9	Permit mixed-use projects with service commercial uses on street frontage along the northern side of East 10 th Street, to provide a transition to Downtown residential areas.	Implemented with the Phase 2 Zoning Code Update adopted May 2007.
5-P-10	Pursue the development of a community/public use in the large vacant lot facing East Tenth, adjacent to the brick Adventist Church.	Not implemented. Property owner not pursuing development of the site at this time.
5-P-12	Improve streetscaping along East Tenth Street with a landscaped median, wide sidewalks, pedestrian amenities (for example, benches and trash/recycling receptacles), and street trees.	Partially implemented with the construction of the Entrata mixed-use building, Marina Vista Elementary School, and La Hacienda building improvements. Additional improvements on East 10 th Street, between Railroad Avenue and Black Diamond Street, completed in 2010 as part of a CIP project.
5-P-13	Undertake active efforts, including land acquisition and assembly, to develop a waterfront activity center at the terminus of Harbor Street, featuring a cluster of Marine commercial uses, including specialty retail, services, restaurants, marine repair and docking facilities, hotels and other uses.	Ongoing. Properties were been rezoned CW (Waterfront Commercial) District in anticipation of private redevelopment of the site. However, the City expects to receive an application for a sports facility located at the northern end of Harbor Street. The facility would support Making Waves Academy – a new elementary, middle, and high school campus to begin construction in 2019.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-14	Develop a detailed design plan for the City's new Marine Commercial center, featuring: mixed-use village atmosphere; walkable layout, with pedestrian amenities; public access to the shoreline and views of Browns Island; and focus on visitor attractions, as well as traditional marine services.	Not implemented.
5-P-15	Acquire land at the terminus of Harbor Street for the development of a public park and promenade, providing access to the waterfront and open space at the center of the new Marine Commercial center.	Partially implemented. Multiple parcels were acquired by the former Redevelopment Agency. The parcels have been sold to the Making Waves Foundation for future construction of a sports facility to support the Making Waves Academy which will be constructed on the former Johns Manville site starting in 2019. Proceeds from the sale will be used to construct a waterfront trail and lookout adjacent to the sports field site.
5-P-16	Encourage redevelopment of the [former] Johns Manville property. Allow existing Industrial uses to operate until redevelopment occurs (including rebuild, if damaged or destroyed).	In 2018, the property was purchased by the Making Waves Foundation for construction of the Making Waves Academy – a charter elementary, middle, and high school. The Planning Commission approved the project in February 2019. As part of the project, the engineered containment berm will be voluntarily removed and remediated.
5-P-18	Pursue the dedication of public open space during the redevelopment of infill sites within the downtown, particularly adjacent to the waterfront area.	Implemented on a case-by-case basis as development proposals are reviewed. Waterstone, an 82-unit single family infill development on approximately seven acres approved in 2016 includes approximately 12,000 square feet of community open space, including a tot lot and play structure. Liberty, a 57-unit single family infill development on approximately five acres approved in 2018 will include an approximately 11,897-square-foot park with a play structure, tables, and benches.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-21	Provide flexible small-lot single-family (SLSF) development standards in the City's Zoning Ordinance.	Implemented with Phase 2 Zoning Code Update adopted May 2007.
5-P-22	Pursue acquisition and development of a new park site, as designated in Figure 5-1. Provide a variety of recreational facilities to serve residents of surrounding neighborhoods.	Ongoing. Park designation on three West 10 th Street Neighborhood blocks has been removed in favor of promoting restoration of the existing homes and established single-family neighborhood. Construction of a new plaza at West 6 th Street and Railroad Avenue in Old Town was completed in 2010, in accordance with the CIP. Construction of John Buckley Square, a larger park immediately behind and adjacent to the plaza, was completed in mid-2015. Evaluation of additional sites for urban parks and plazas ongoing as part of development review.
5-P-25	Improve streetscaping along West 10 th Street with a landscaped median, wide sidewalks, pedestrian amenities (for example, benches and trash/recycling receptacles), and street trees.	Implemented. Construction completed in 2010 on City capital improvement project that included new street surfacing, a landscaped center median, and new widened sidewalks.
Design and Development		
5-P-26	Continue streetscape beautification efforts within the Downtown, focusing on improving the visual connection between the Commercial Core and the waterfront.	Construction of streetscape improvements along Railroad Avenue completed in 2010; improvements included new trees, on-street diagonal parking stalls and raised intersections.
5-P-27	Encourage the repetition of key historical architectural features—such as windows and displays, cornice details, and roofline/pitch elements—in the redevelopment of commercial structures in Downtown.	Design standards and policies adopted with the "Old Town Design Guidelines" in September 2005. Implementation and application of standards and policies ongoing as part of project review.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-29	Ensure that new construction and remodeling throughout Downtown (including the New York Landing Historical District) are reviewed for design compatibility by the Planning Commission.	Design standards and policies adopted with the "Old Town Design Guidelines," in September 2005. Implementation and application of standards and policies ongoing as part of project review.
5-P-31	Design and implement a gateway project at the Railroad Avenue overpass between Central Avenue and Tenth Street, providing an identifiable gateway into the downtown.	Old Town entry sign and public announcement reader-board constructed at Railroad Avenue and East 10 th Street in 2009.
5-P-32	Develop a "way-finding" system for Downtown Pittsburg. Install uniform signage and banners informing visitors of major attractions, including directions to Downtown from the Highway and to the waterfront from Downtown.	In progress. Informational signage placed in Old Town Plaza near Railroad Avenue at East 5 th Street. Additional signage identifying public parking lots has been proposed but not installed.
5-P-35	During redevelopment of commercial properties along Railroad Avenue, pursue widening of sidewalks north of Eighth Street, as site configuration allows. Allow and encourage outdoor seating and services adjacent to restaurants and other food/beverage sales.	Implemented with the approval/construction of the Railroad Avenue streetscape improvements, the Vidrio and Siena Court projects, and various façade remodels (Mechanics Bank/Steeltown Coffee and Lumpy's Diner). CIP Project ST-13 (Railroad Avenue 3 rd to 5 th Street Sidewalk Improvement) will replace the aging and deteriorating paver system in the downtown sidewalks with concrete and pavers at the corners of 3 rd , 4 th , and 5 th streets. This project is currently under construction.
5-P-39	Extend the historical flavor of architectural features within the New York Land Historical District to the intersection of Railroad Avenue and Tenth Street.	Design standards and policies adopted with the "Old Town Design Guidelines," in September 2005. Implementation and application of standards and policies ongoing as part of project review.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-40	Pursue acquisition of the Railroad Avenue terminus by transferring existing private recreation facilities due west of the adjacent Medium Density Residential neighborhood. Redesign the public plaza to ensure that both visual and physical access from Downtown is achieved.	Not implemented.
5-P-41	Encourage design of the Harbor Street terminus to provide an unobstructed view of New York Slough and a 30-foot wide promenade to the waterfront. This linear park/promenade should function as a public square, with buildings oriented toward it and pedestrian amenities leading from East Third.	Multiple parcels at the terminus of Harbor Street were acquired by the former Redevelopment Agency. The parcels have been sold to the Making Waves Foundation for future construction of a sports facility to support the Making Waves Academy which will be constructed on the former Johns Manville site starting in 2019. Proceeds from the sale will be used to construct a public trail from E. 3 rd Street to a new waterfront lookout point.
5-P-42	Improve the pedestrian path along Marina Boulevard, connecting the Downtown core to the waterfront/marina area. Provide a wide path right-of-way, way-finding signage, landscaping, interpretive plaques, and street lighting.	Partially implemented with completion of the Marina Master Plan and the Marina Promenade project.
Access and Parking		
5-P-44	Provide public parking lots within downtown, and limit private, single-user parking areas. However, ensure the provision of off-street parking facilities in periphery Downtown areas to encourage pedestrian movement.	Implemented. Phase 2 Zoning Update eliminated requirement for off-street parking for non-residential uses in CP (Pedestrian Commercial) District along Railroad Avenue. Public parking facilities provided at E. 5 th Street, E. 6 th Street, along 8 th Street corridor, and off of Marina Boulevard.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-45	Reduce off-street parking requirements within High Density Residential neighborhoods of the downtown to one space per housing unit. Allow further reductions in parking requirements for new residential projects that provide transit-friendly design features.	Partially implemented with Phase 1 Zoning Code Update adopted November 2005, which lowered the residential parking requirement to 1.5 spaces per unit within the Downtown Subarea. Further reductions in parking requirements are considered on a case-by-case basis and have been approved for affordable housing/density bonus projects (e.g., Siena Court and Almenara apartments).
5-P-46	Consider making all one-way streets two-way by eliminating on-street parking, if necessary.	Not implemented.
5-P-47	Investigate use of diagonal on-street parking spaces on Downtown commercial streets.	Implemented. Diagonal parking installed on Railroad Avenue and on 8 th Street.
5-P-48	Continue to install and maintain crosswalks and landscaped curb extensions at heavily-used intersections within the Downtown.	Implemented. Railroad Avenue streetscape improvements completed in 2010 include bulb-outs and raised intersections on Railroad Avenue. Additional opportunities for such improvements evaluated as part of development review for downtown projects.
5-P-49	Design sidewalks in the Downtown Commercial Core that allow for the free flow of pedestrians, and include conveniently located rest areas with shade and seating.	Implemented. Railroad Avenue streetscape improvements completed in 2010 include benches, trash receptacles, bollards at key intersections, new light standards and sidewalk tree grates.
5-P-50	Develop a bikeway along the Downtown waterfront from Central Harbor Park to the proposed Marine Commercial Center, adjacent to the proposed Marina Boulevard pedestrian path.	Partially Implemented. In 2018, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School Project at the southwest corner of Harbor Street and E. 3 rd Street. Phase 1 will provide Class II bikeways along Harbor Street between E. 8 th Street and E. 3 rd Street. A parallel, off-street multipurpose pathway will also be built along the western half of Harbor Street. Construction will begin in 2019. The draft Pittsburg Moves plan recommends a new Class IV bikeway along the PA Highway between Central Park and Harbor Street.
5-P-51	Develop a bikeway connecting the Downtown and waterfront areas to the Civic Center area along Railroad Avenue.	Partially implemented. The draft Pittsburg Moves plan recommends a new Class IV bikeway along Railroad Avenue between the Civic Center and Downtown.

DOWNTOWN ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
5-P-52	Create pedestrian and bike path linkages between existing Downtown parks.	Partially implemented with construction of the 8 th Street linear park and Marina Promenade. Additionally, several pedestrian and bicycle improvements are recommended as part of the draft Pittsburgh Moves plan.

GENERAL PLAN POLICY MATRIX

ECONOMIC DEVELOPMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
	Establish an implementation program that specifically outlines tasks to be undertaken, timeframes for completion, resources to be allocated, monitoring, and annual evaluation to ensure the overall success of the initiatives proposed in the Economic Development Strategy.	Implemented.
6-P-5	Undertake a detailed study to assess the true costs of development and establish an appropriate impact fee schedule to ensure that new development "pays its own way" with respect to infrastructure and servicing.	Ongoing. User fee study currently underway with expected completion in June 2019.
6-P-9	Establish Economic Opportunity Areas in Pittsburg, as indicated in Table 6-3 and Figure 6-2. Development in these areas must reflect both current and future trends, maximize revenue-generating opportunities for the City, and provide for economic diversity.	The California Enterprise Zone program ended in 2014. However, Contra Costa County has designated 17 'Opportunity Zones' (OZs) under a new federal program that offers capital gains tax relief to qualified investments within them. Contra Costa's Zones are in the cities of Richmond, San Pablo, El Cerrito, Concord, Antioch, and Pittsburg, and the communities of Bay Point and North Richmond. Other programs in place to help new and existing businesses include the Workforce Development program (funded by the County), the California Competes program (funded by the State) and the Pittsburg Chamber of Commerce, which has a small business program that is currently free of charge for businesses in town.
6-P-11	Develop a retail and consumer services strategy to attract regional- and local-serving non-basic industries, ensure appropriate location, and maximize growth opportunities. Incorporate initiatives to retain and expand existing retail and consumer services businesses.	Implementation ongoing with ongoing business recruitment, retention and outreach efforts, and business relationship-building under the Sister City program.

ECONOMIC DEVELOPMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
6-P-12	Develop a research and development (R&D) and office attraction strategy to promote economic diversification, ensure appropriate locations and maximize growth opportunities. Incorporate initiatives to retain and expand existing R&D and office businesses.	Implementation ongoing with ongoing business recruitment, retention and outreach efforts, and business relationship-building under the Sister City program.
6-P-13	Create a Research and Development (R&D) Industry Advisory Council comprised of business leaders from within Pittsburgh to assist the implementation of the R&D and office attraction strategy (Policy 6-P-11).	Not implemented.
6-P-14	Establish an inventory of ready-to-go non-residential sites, complete with zoning, infrastructure, and environmental clearances. If necessary, acquire or assemble sites to ensure availability of sites of adequate size to attract industry clusters that meet the City's development objectives.	Partially implemented. The City has developed a web-based GIS that includes zoning and General Plan land use designations for commercial properties, as well as utilities and other infrastructure information. GIS zoning and General Plan land use information is available to the public, and the public can contact city staff for more information. In 2016, the City launched ThinkPittsburg.com to provide prospective businesses with an inventory of commercial and industrial sites, as well as demographic information and comparisons to nearby jurisdictions.
6-P-16	Consider the feasibility of establishing a convention or performing arts center, amphitheater, or other public cultural amenity in or linked to the Downtown or waterfront, or in another appropriate location.	Implemented. Construction of a new plaza with small amphitheater at West 6th Street and Railroad Avenue in Old Town (at John Buckley Square) was completed in 2010, in accordance with the CIP. Restoration of the California Theatre was completed in late 2012 and has since been available for use as an event venue.

ECONOMIC DEVELOPMENT ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
6-P-17	Facilitate additional attractions and events that bring both residents and visitors to the City, the Downtown, and the waterfront.	Implementation ongoing. Annual and seasonal events include Fourth of July fireworks, weekly Farmer's Market (summer and fall months), Seafood Festival, and Car Shows during summer months. Events have been held periodically in the California Theatre since its reopening in January 2013. In 2016, the City hosted a weekly "Off The Grid," event, a food truck pop-up series popular throughout the Bay Area, at John Buckley Square in Downtown Pittsburgh. The City continued to host weekly Off The Grid events throughout 2017.
6-P-18	Ensure that new waterfront development includes enhanced shoreline access, some form of public amenity, and an appropriate mix of waterfront uses.	Implementation ongoing with the Marina Master Plan, Phase 2 Zoning Update, and Phase 2 of the Making Waves Academy Charter School Project. Phase 2 will incorporate a public trail between E. 3 rd Street and the waterfront.

GENERAL PLAN POLICY MATRIX

TRANSPORTATION ELEMENT			
ACTION POLICIES		STATUS (AS OF 12/31/18)	
Street System and Traffic Standards			
7-P-1	Require mitigation for development proposals that are not part of the Traffic Mitigation Fee program which contribute more than one percent of the volume to an existing roadway or intersections with inadequate capacity to meet cumulative demand.	Ongoing. Implemented on a case-by-case basis through conditions of approval.	
7-P-2	Use the adopted Regional and Local Transportation Impact Mitigation Fee ordinances to ensure that all new development pays an equitable pro-rata share of the cost of transportation improvements. Review the Traffic Impact Mitigation Fee schedule annually and update every five years at a minimum.	Implementation ongoing. Fees updated annually.	
7-P-3	Review and update the City's Engineering Design Standards for each functional roadway classification, according to Table 7-1.	Implemented.	
7-P-4	Require that all traffic studies be conducted by professional transportation consultants selected by the Planning and Building and Engineering Departments, with the City acting as the lead agency. Ensure that all costs associated with the traffic study are paid by the applicant.	Implemented as part of development review.	
7-P-5	Apply for Federal Congestion Mitigation Air Quality (CMAQ) grant funding, designed to improve air quality through roadway improvement projects.	Implementation ongoing. In 2018, the City received \$203,000 in CMAQ funding for school area safety improvements and \$1.3 M for the multimodal transfer facility.	

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-6	Design roadway improvements and evaluate development proposals based on Level of Service standards set forth in Goal 7-G-1.	Implemented as part of development review.
7-P-10	Require mitigation for development proposals which result in projected parking demand that would exceed the proposed parking supply on a regular and frequent basis.	Implemented as part of development review.
7-P-12	Continue to collect fees, plan and design for the future construction of Buchanan Bypass. Ensure preparation of a feasibility and environmental impact study to determine the precise alignment, costs, mitigation measures, and impacts on adjacent uses.	Final environmental impact report certified in 2014. Identified as CIP Project ST-36 (James Donlon Extension Design and Construction). The project is still in the design stage with 35% construction drawings complete. 65% drawings expected end of 2019. Construction is expected to begin by Summer 2020.
7-P-16	Continue to collect fees for the extension of West Leland Road to Willow Pass Road, subject to the Traffic Mitigation Fee program. As established by nexus, require new development adjacent to the extension to dedicate right-of-way and construct or fund new intersections and frontage improvements.	Implementation ongoing. CIP Project ST-54 (Avila Road Widening) and ST-55 (W. Leland Road Extension Phase 2) would: 1) widen Avila Road to four lanes; and 2) extend W. Leland Road from San Marco Boulevard to Avila Road. The new extension would be four lanes with a raised median and sidewalks. The project would accommodate bicycle facilities where appropriate. ST-54 is currently awaiting funding and staff is currently plan checking the proposed design for ST-55.
7-P-17	Pursue the design and construction of an interchange/overpass at State Route 4 and Range Road. Work with Caltrans to design an interchange facility that will accommodate future traffic demands.	Implementation ongoing. CIP Project ST-1 (Range Road Overcrossing) would include planning, design, and construction of an overcrossing on SR 4 at Range Road. This project would significantly improve the level of service of the overcrossings at Railroad Avenue and Bailey Road. It will accommodate bicycle facilities where appropriate. This project is currently awaiting funding.

TRANSPORTATION ELEMENT

ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-18	Approve construction of the proposed San Marco Boulevard (Bailey Bypass). Ensure preparation of a feasibility and environmental impact study to determine the precise alignment, costs, mitigation measures, and impacts on adjacent uses. Evaluate topographic and geologic constraints, and protected traffic generation rates. Consider a road alignment within the restricted Federal Easement Area, if abandoned, for access to potential residential neighborhoods.	Not implemented. As part of the SW Hills Faria Annexation Project, San Marco Boulevard would be extended from its southern terminus to Bailey Road. The Draft EIR for the project has been released for public review and the comment period has closed. The City is currently preparing responses to comments received on the adequacy of the Draft EIR.
7-P-19	Rebuild the interchange/overpass between Willow Pass Road, Range Road, North Parkside Drive, and the BNSF Railroad tracks for safe and efficient movement of auto and bicycle traffic.	Ongoing. CIP Project ST-25 (Rebuild Range Road/Willow Pass Road Interchange) would construct a four-lane arterial roadway facility with associated turning lanes to replace the Willow Pass Road/Range Road/ North Parkside Drive interchange structure and provide for safer turning movements for vehicles moving between streets. Project would accommodate bicycle facilities where appropriate. This project is currently awaiting funding.
7-P-23	Develop procedures and guidelines to mitigate neighborhood traffic impacts in areas where traffic speeds or volumes exceed posted speed limits or standards established above.	Implemented. City has an established process for evaluating speed hump requests from residents and pursues grant funding for other traffic calming measures such as roundabouts and bulb-outs.
Transit and Public Transportation		
7-P-26	Require mitigation for development proposals which increase transit demand above the service levels provided by public transit operators and agencies.	Implemented as part of development review.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-29	Preserve options for future transit use when designing improvements for roadways. Ensure that developers provide bus turnouts and/or shelters, where appropriate, as part of projects.	Implemented as part of development review. Pittsburgh Municipal Code chapter 15.96 requires installation of bus turnouts and shelters for new commercial/industrial development along arterial streets, upon request by applicable transit agency. Development Review and Design Guidelines updated in November 2010 include policies that encourage bicycle/pedestrian connectivity and alternative transportation programs.
7-P-32	Support efforts by public agencies and/or private interests to promote regional heavy and light passenger rail transit as an alternative or adjunct to BART, with connections to BART and other multi-modal transit.	Implemented. The Pittsburgh Center BART Station was completed in 2018 along with the Multimodal Transfer Station.
Bikeways and Pedestrian Movement		
7-P-35	Work with school districts, school administrators and parents of elementary school students to develop a "suggested routes to school" program for students who bicycle and walk.	Implementation ongoing. School area safety improvements completed in 2015 at eight locations: Harbor St/Army St; Hanlon Way/Cove Way; Railroad Ave/8th St; Black Diamond/10th St; Range Rd/Ackerman Ave; Rio Verde Dr./Pillar Ridge Dr.; Railroad Ave/E 17th; and Yosemite Dr./Hillview Jr. High School. CIP Project ST-30 (Signal at Railroad Avenue/School Street) would design and construct a fully actuated traffic signal at the intersection of Railroad Avenue and School Street. This project is currently awaiting funding. CIP Project ST-67 (School Area Pedestrian Countdown Signals) would install pedestrian countdown signal heads at 18 signalized intersections with a high pedestrian volume located near target schools. This project also includes an educational outreach program for student pedestrians and parents to suggest routes to and from eight elementary schools and two junior high schools. Additional improvements will be recommended through the draft Pittsburgh Moves Plan.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-36	Ensure continued compliance with Title 24 of the Uniform Building Code, requiring removal of all barriers to disabled persons on arterial and collector streets.	Implemented as part of development review.
7-P-37	Designate a Bicycle and Pedestrian Program Coordinator for the City of Pittsburgh.	Implemented. The Traffic Division of the Development Services Department serves this function.
7-P-38	Develop a series of continuous pedestrian systems within Downtown and residential neighborhoods, connecting major activity centers and trails with city and county open space areas.	Implementation ongoing. Downtown improvements completed with the Railroad Avenue streetscape project; additional planned improvements identified with the adopted 'Railroad Avenue Specific Plan.' Development Review and Design Guidelines updated in November 2010 include policies and suggestions to encourage bicycle/pedestrian connectivity. Additional improvements will be recommended through the draft Pittsburgh Moves Plan.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-42	Improve pedestrian crossing safety at heavily used intersections by installing crossing controls that provide adequate time for pedestrians to cross the street.	Implementation ongoing. In 2016, the Planning Commission, as part of its approval of the BART Multimodal Transfer Facility, adopted a condition of approval requiring the installation of high-visibility markings and countdown signals at the intersections of: 1) Railroad Avenue and California Avenue; 2) Railroad Avenue and Center Drive; 3) the westbound on-ramp at Railroad Avenue north of State Route 4; 4) the eastbound on-ramp at Railroad Avenue south of State Route 4; and 5) the Railroad Avenue off-ramp south of State Route 4. CIP Project ST-30 (Signal at Railroad Avenue/School Street) would design and construct a fully actuated traffic signal at the intersection of Railroad Avenue and School Street. This project is currently awaiting funding. CIP Project ST-67 (School Area Pedestrian Countdown Signals) would install pedestrian countdown signal heads at 18 signalized intersections with a high pedestrian volume located near target schools. This project also includes an educational outreach program for student pedestrians and parents to suggest routes to and from eight elementary schools and two junior high schools. Additional improvements will be recommended through the draft Pittsburgh Moves Plan. Additional improvements will be recommended through the draft Pittsburgh Moves Plan.
7-P-43	Provide adequate roadway width dedications for bicycle lanes, paths, and routes as designated in Figure 7-4.	Implementation ongoing. CIP Project ST-15 (E. 3 rd Street Streetscape Improvements) would design and construct streetscape improvements along E. 3 rd Street. Portions of the roadway would need to be widened, while a "road diet" would be performed on other sections with a reduction from four through lanes, parking lanes and median to two through lanes, turning lanes, parking lanes and Class 2 bicycle lanes. Sidewalk would be widened and installed. Bus pull-outs and curb "bulb-outs" would also be included to enhance the area's walkability and promote alternative modes of transportation. This project is currently awaiting funding.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-44	Coordinate with Contra Costa County to develop a city-wide Bicycle Master Plan by year 2005. Cooperate with the Contra Costa County RTPC in implementing construction of bicycle facilities within the Bicycle Action Plan.	In 2018, the City began preparation of the Pittsburg Moves plan (city-wide pedestrian and bicycle master plan). City continues to pursue opportunities to install bicycle facilities, through grants, local funding mechanisms (e.g., development mitigation fees) and project-specific conditions of approval. Additionally, the City has previously worked with the County to help develop the 2009 Contra Costa Countywide Bicycle and Pedestrian Plan.
7-P-47	Develop a multi-use bicycle path (approx. 2.5 miles) along the abandoned railroad tracks north of Willow Pass Road, providing linkage between Downtown and the Stake Point/Marina area.	Ongoing. A potential alignment has been mapped as part of the draft Pittsburg Moves plan.
7-P-49	Pursue construction of a bicycle path connecting Railroad Avenue to North Parkside Drive through City Park. Include appropriate signage and storage facilities.	Ongoing. A potential alignment has been mapped as part of the draft Pittsburg Moves plan.
7-P-50	Improve signage, notifying vehicles of bicyclists at dangerous intersections and underpasses, such as the Railroad Avenue/Highway 4 interchange and the Willow Pass Road/Range Road/North Parkside Drive interchange.	Ongoing. Signage policies are being incorporated into the draft Pittsburg Moves Plan. CIP Project ST-25 (Rebuild Range Road/Willow Pass Road Interchange) would construct a four-lane arterial roadway facility with associated turning lanes to replace the Willow Pass Road/Range Road/ North Parkside Drive interchange structure and provide for safer turning movements for vehicles moving between streets. Project will accommodate bicycle facilities where appropriate. This project is currently awaiting funding.

TRANSPORTATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
7-P-51	Consider redesigning the Railroad Avenue linear park to accommodate bicycles. Ensure that future greenways throughout the City contain multi-use paths.	Ongoing. Improvements identified in the Railroad Avenue Specific Plan adopted November 2009. In 2018, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School Project at the southwest corner of Harbor Street and E. 3 rd Street. Phase 1 will provide Class II bikeways along Harbor Street between E. 8 th Street and E. 3 rd Street. A parallel, off-street multipurpose pathway will also be built along the western half of Harbor Street. Construction will begin in 2019.
7-P-52	Require that new arterial and collector streets accommodate bicyclists.	Ongoing. New bikeway alignments have been mapped as part of the draft Pittsburgh Moves plan. Once the plan is adopted, the City will seek grant funding to build the new bikeways. Developers will also be required to build bikeways as part of their frontage improvements.
7-P-53	Require that any grind and overlay of existing arterial or collector streets consider the needs of bicyclists.	Ongoing.
7-P-54	Amend Engineering standards to require the use of bicycle grates on all new catch basins and storm drain inlet replacements on streets.	Implemented with adoption of new Engineering Standard Details in May 2007. The standard details may need to be updated upon adoption of the Pittsburgh Moves plan.
Transportation Demand Management		
7-P-58	Allow the reduction of transportation impact fees on new non-residential development commensurate with provision of TDM measures.	Implemented. PMC section 15.90.080 allows the City to consider credits to off-set local traffic mitigation fees for projects that include construction of transit facilities.

GENERAL PLAN POLICY MATRIX

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Parks		
8-P-5	Maintain park and recreation facility standards for new development to serve both residents and employees, attainable through dedication of parkland or payment of in-lieu fees.	Partially implemented. City collects fees or accepts parkland for all residential development but does not collect parkland fees for non-residential development. The Phase 2 Zoning Code update, adopted May 2007, incorporated incentives for private recreational amenities for non-residential projects.
8-P-6	Revise the City's Park Dedication Ordinance to define useable area for parkland dedication requirements. Proposed park sites should be: - Designed such that 80 percent of the site has slopes of less than 3 percent that are suitable for active recreational play; - Sized according to the City's park standard of 5 acres per 1,000 residents (for example, a 200-unit subdivision would yield about 600 residents, and a dedication requirement of 3 acres); - Available for year-round use, so that detention basins are not designated as parkland or shared park facilities; and - A minimum of 2 contiguous acres in new residential neighborhoods.	Not yet implemented as an amendment to the Subdivision Ordinance. However, parkland dedication proposals are individually reviewed for consistency with this and other General Plan policies.

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-10	Comprehensively update the City's Parks Recreation and Open Space Master Plan to implement General Plan policies and facilitate detailed planning for parks, trail systems and special recreational facilities. Ensure that this update includes planning for the development of active recreational uses at Stoneman Park.	Not implemented.
8-P-14	Develop a maintenance-funding plan for all City parks. Consider participation in parkland maintenance districts as a condition of development approval for new residential subdivisions.	Implementation ongoing. Voters approved increase in Lighting and Landscaping Assessment District (LLAD) assessment for residential property in 2007. City established LLAD requirement for new subdivisions.
8-P-15	Work with PG&E to obtain ownership of lands within the transmission corridor, south of State Route 4 (as designated on figure 2-2), for development of a community park.	Not implemented.
Trails and Open Space		
8-P-17	Work with East Bay Regional Parks District to explore the possibility of developing passive recreation uses and educational programs on Browns Island, such as boating excursions to view waterfowl nesting areas.	Not implemented. However, in 2018 the City worked with EBRPD and the Delta Protection Commission on a grant to provide an educational program with kayak excursions. The City was not awarded the grant, but the application process resulted in more collaboration with both entities.
8-P-18	Cooperate with regional agencies to develop a "Bay to Black Diamond" trail through the City, providing a diversity of passive recreational opportunities and unique vistas.	Ongoing. New bikeway "Bay to Black Diamond" alignments have been mapped as part of the draft Pittsburg Moves plan. Once the plan is adopted, the City will seek grant funding to build the new bikeways. Developers will also be required to build bikeways as part of their frontage improvements.

OPEN SPACE YOUTH AND RECREATION ELEMENT

ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-20	Pursue the development extension of local and regional trails throughout the Planning Area by utilizing available public utility rights-of-way including: - o Kirker Creek. The Kirker Creek easement could be developed as a creekside trail, connecting other trails and open spaces throughout the City with the hiking trails in the Black Diamond Mines Regional Preserve. - o Contra Costa Canal. The Contra Costa Canal provides a meandering right-of-way throughout the southern portion of Pittsburg. A trail along this right-of-way could link several neighborhoods with the Railroad Avenue commercial corridor. - o PG&E Utility ROW. PG&E holds a right-of-way for the power/utility lines that run north-south from the southern hills to the power plant on the waterfront, an ideal corridor for public access.	Ongoing. New Class 1 trail alignments along Contra Costa Canal and parts of the PG&E utility right-of-way have been mapped as part of the draft Pittsburg Moves plan.
Waterfront Access		
8-P-23	Develop standards for all new waterfront development that ensure adequate setbacks from the mean high tide line. Encourage, where possible, provision of public access to the shorelines.	Standards implemented with Phase 2 Zoning Update and Marina Master Plan.

OPEN SPACE YOUTH AND RECREATION ELEMENT

ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-26	Explore all potential improvements to fully integrate the City's shoreline into the urban fabric, including: - Waterfront parks. Pursue and develop small pockets of open space which provide physical and visual access to the waterfront. - Waterfront Trail/Bikeway. A linear park along the shoreline, featuring a path for both walking and biking, would encourage more vibrant activity along the waterfront. - Landscaping. Plant low-growing and flowering greenery near waterfront access points to extend streetscaping to the shoreline. - Linear Trail Connections. The City's current linear trail network within Downtown and adjacent residential neighborhoods could be extended to provide convenient access to waterfront parks and activities.	Ongoing. Marina Promenade constructed in 2008. Additionally, multiple parcels at the terminus of Harbor Street were acquired by the former Redevelopment Agency. The parcels have been sold to the Making Waves Foundation for future construction of a sports facility to support the Making Waves Academy which will be constructed on the former Johns Manville site starting in 2019. Proceeds from the sale will be used to construct a public trail from E. 3rd Street to a new waterfront lookout point.
Recreational and Cultural Programs		

OPEN SPACE YOUTH AND RECREATION ELEMENT

ACTION POLICIES

STATUS (AS OF 12/31/18)

8-P-28 Pursue the development of recreational facilities and programs specifically geared toward youth and teens, including: - o Teen Center. A teen center would provide a safe environment for local youth to meet and interact, or to participate in after-school athletic, or cultural activities. - o Gymnasium. A large gymnasium would provide the City with more opportunity to get youth involved in local sports leagues and after school drop-in games, such as basketball. - o Skateboard Park. Construction of a skateboard park would provide challenging topography in a controlled environment for local skateboarders.	Ongoing. Ambrose Park Aquatic Center was reopened in 2017. City currently leases buildings at City Park to STS Academy, who operates a variety of child care and teen programs out of the facility. In 2019, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School – a new elementary, middle, and high school campus at the former Johns Manville property. Phase 2 of the project would provide the following amenities on the former Tesoro property located across the street: a regulation-sized turf soccer field; a 400-meter track with nine lanes; a swim center; regulation-sized softball and baseball fields with dugouts; tennis courts; and basketball courts. Making Waves and the City are working on a joint-use agreement which could allow limited public use of the sports facility. This could include use of the running track and the fields by residents near the project area and use of the fields and track by local soccer, track & field, and softball teams. The specifics are yet to be determined but would be reviewed by Planning Commission and City Council as part of future approvals required for the sports facility. CIP Project PK-14 (Skateboard Park at Stoneman North) would provide for an approximately 10,000-square-foot skateboard park. The park may include prefabricated jump ramps, bleachers, fencing, lighting, and drinking fountain. This project would be close to parking, restrooms and a bus stop. This project is currently awaiting funding. CIP Project PK-41 (Small World Park New Features) would construct new park features identified in the Small World Park Master Plan to enhance revenue and recreation opportunities at the park. This project is partially funded (\$300 K of \$1.3 M).
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OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-31	Improve public cultural facilities, including community centers, theaters, and libraries. Cooperate with Los Medanos Community College to provide City residents with access to local cultural facilities.	Ongoing. Rehabilitation of the California Theatre was completed in 2012. Proceeds from the sale of city-owned parcels at the northern terminus of Harbor Street will be spent on the renovation of the theatre's balcony. An expansion of the Pittsburg Library was completed in 2013. Los Medanos Community College is being renovated and expanded. In 2016, the college renovated its gymnasium and resurfaced its tennis courts. New physical education and student union buildings are currently under construction.
8-P-33	Provide incentives to encourage investments in public art on historic properties.	Ongoing. Policies adopted in the Railroad Avenue Specific Plan support and incentivize public art. Mural projects for individual sites around the city (Mi Pueblo Grocery Store, Ramar Foods International, and Making Waves Academy Charter School) supported through conditions of approval, where building architecture necessitates such installations.
8-P-34	Explore and develop new funding options for maintenance of public art, in partnership with private developers.	
Educational Facilities		
8-P-42	Cooperate with local school districts to develop joint school/park facilities, which provide an increased variety of recreational opportunities close to many residential areas. Additionally, work with school districts to develop public parks adjacent to school facilities.	Implementation ongoing. Developer-built public park now operational adjacent to Delta View Elementary in the San Marco Development, with the City and Mt. Diablo Unified School District sharing ongoing maintenance costs under a joint-use agreement. A joint City/school district project to improve an existing playground at Hillview Junior High commenced in 2010 and was completed in 2011. The City Council has established subcommittees to meet regularly with PUSD and MDUSD board members to discuss ongoing opportunities for city/district cooperation. A condition of approval for the BART Multimodal Transfer Facility requires the City partner with PUSD and have students design murals that will be placed on ten bike lockers at the Multimodal site.

OPEN SPACE YOUTH AND RECREATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
8-P-44	Pursue joint-planning of recreational and cultural facilities on Los Medanos Community College campus. Work with the community college board to allow public access to recreational facilities and programs.	Implementation ongoing.

GENERAL PLAN POLICY MATRIX

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Biological Resources and Habitat		
9-P-2	Establish an on-going program to remove and prevent the re-establishment of invasive species and restore native species as part of development approvals on sites that include ecologically sensitive habitat.	Not implemented. Plant selections are reviewed during the zoning approval process to ensure exclusion of invasive species from landscaping plan, although no formal program has been established.
9-P-3	Participate in the development of a regional Habitat Conservation Plan (HCP) and consider its adoption for preservation of native species throughout eastern Contra Costa County.	Implemented. City adopted HCP in November 2007 (Ordinance No. 07-1293 establishing Pittsburg Municipal Code chapter 15.108).
9-P-4	Revise and readopt the City's Hillside Planned Development District to regulate urban growth in the southern hills. Include development standards as part of the zoning district, and refer to it during project review.	Not yet implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.
9-P-5	Work with Contra Costa County, the EBRPD and the City of Antioch, to expand the regional open-space system in the southern hills to preserve California annual grassland habitat.	Implementation ongoing. Pittsburg adopted the East Contra Costa Habitat Conservation Plan in November 2007. The City entered into Exclusive Negotiating Rights Agreement with Discovery Builders in December 2008 (Resolution Nos. 08-11133 and 11-749) to evaluate the potential for a land exchange between Stoneman Park and the Faria Costa property for purposes of ensuring open space on the Faria site.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-9	Establish creek setbacks along riparian corridors, extending a minimum of 50 to 150 feet laterally on each side of the creekbed. Setback buffers for habitat areas of identified special status species and wetlands may be expanded as needed to preserve ecological resources	Implemented on a case-by-case basis during project review and preparation of required CEQA documentation.
9-P-13	Ensure that special-status species and sensitive habitat areas are preserved, as required by state and federal agencies, during redevelopment and intensification of industrial properties along the Suisun Bay waterfront. Limit dredging and filling of wetlands and marshlands, particularly adjacent to Browns Island Preserve.	Not implemented, as no new development has occurred on sensitive habitats in these locations. Implementation will occur through application of CEQA and conditions of approval to specific projects.
9-P-15	As part of development plans, require evaluation and implementation of appropriate measures for creek bank stabilization, as well as necessary Best Management Practices (BMPs) to reduce erosion and sedimentation. Encourage preservation of natural creeks and riparian habitat as best possible.	Implementation ongoing. Implemented on a case-by-case basis through CEQA, design review, and grading permit processes.

RESOURCE CONSERVATION ELEMENT

ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-16	Establish development standards for new construction adjacent to riparian zones to reduce sedimentation and flooding. Standards should include: - Requirements that low berms or other temporary structures such as protection fences be built between a construction site and riparian corridor to preclude sheet-flooding stormwater from entering the corridors during the construction period. - Requirements for installation of storm sewers before construction occurs to collect stormwater runoff during construction.	Partially implemented. Standards considered for inclusion in the Hillside Regulations (on-hold). Standards identified in the policy are added as conditions of approvals on a case-by-case basis (where applicable) for projects.
9-P-18	Require an encroachment permit from Contra Costa Water District (CCWD) for any storm drain facility crossing or encroaching onto Contra Costa Canal rights-of-way. Require all crossings to be constructed in accordance with CCWD standards and requirements.	Implementation ongoing.
9-P-19	As part of the City's Zoning Ordinance, establish regulations for the preservation of mature trees. Include measures for the replacement of all mature trees removed.	Implemented. Tree preservation ordinance (Ordinance No. 15-1390) adopted in 2015.
9-P-20	As part of project review and approval, establish maintenance districts to ensure uniform maintenance for selected channels and creeks.	Not implemented in the form of a maintenance district, though City currently collects a Kirker Creek drainage fee for new construction in the Kirker Creek watershed.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-21	As part of project review and CEQA documentation, require an assessment of downstream drainage (creeks and channels) and city stormwater facilities impacted by potential project runoff.	Implementation ongoing.
Water Quality		
9-P-22	Continue working with the Regional Water Quality Control Board in the implementation of the National Pollutant Discharge Elimination System (NPDES), with specific requirements established in each NPDES permit.	Implementation ongoing and as part of development proposal review.
9-P-23	Require new urban development to use Best Management Practices (BMPs) to minimize creek bank instability, runoff of construction sediment, and flooding.	Implementation ongoing through application of Standard Conditions of Approval.
9-P-26	Monitor water quality in the local creek and reservoir system to ensure clean supplies for human consumption and ecosystem health.	Implementation ongoing.
9-P-27	Protect water quality by reducing non-point sources of pollution and the dumping of debris in and near creeks, storm drains, and Contra Costa Canal. Continue use and implementation of the City's storm drain marking program in newly developed or redeveloped areas.	Implementation ongoing through application of Standard Conditions of Approval. City Public Works staff picks up and removes dumped debris alongside public roads. City sponsors annual volunteering event for clean-up of segments of Kirker Creek. In 2012, a trash capture device was installed in a drainage area near Dover Way, in accordance with requirements of the Regional Water Quality Control Board.
9-P-28	Prepare and disseminate information about the harmful effects of toxic chemical substances and safe alternative measures.	Implementation ongoing as a component of the NPDES education and outreach program.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Historical and Cultural Resources		
9-P-35	Expand the role of the City's Historical Resources Commission, currently responsible for only the New York Landing Historical District, to include all historical resources. The Commission should be responsible for designating historical resources, and acting as the community's liaison on these issues. However, the role of reviewing development proposals and re-modelings in the Historical District should be transferred to the Planning Commission.	Implemented with adoption of amendments to Pittsburg Municipal Code chapter 15.84 (Ordinance No. 07-1290).
9-P-37	Redefine the New York Landing Historical District to designate and preserve historical structures not currently located within the district boundaries.	Implemented with adoption of amendments to Pittsburg Municipal Code chapter 15.84 (Ordinance No. 07-1290).
9-P-40	In accordance with State law, ensure the preparation of a resource mitigation plan and monitoring program by a qualified archaeologist in the event that archeological resources are uncovered.	Implementation ongoing through application of project-specific conditions of approval.
9-P-41	If archeological resources are found during ground-breaking for new urban development, halt construction immediately and conduct an archeological investigation to collect all valuable remnants.	Implementation ongoing through application of project-specific conditions of approval.

RESOURCE CONSERVATION ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
9-P-42	Develop an identification and preservation system for cultural resources -- those places or structures that qualify as "important" or "unique" to local community, ethnic, or social groups.	Partially implemented with the adoption of the "Old Town Design Guidelines."

GENERAL PLAN POLICY MATRIX

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Geology and Seismicity		
10-P-2	Restrict future development from occurring on slopes greater than 30 percent (as designated in Figure 10-1) over the 900 foot elevation contour, and on major and minor ridgelines (as delineated in Figure 4-2).	Implementation ongoing. Standards considered for inclusion in the Hillside Regulations (on-hold). Currently implemented on a case-by-case basis.
10-P-3	Regulate the grading and development of hillside areas for new urban land uses. Ensure that such new uses are constructed to reduce erosion and landsliding hazards: - Limit cut slopes to 3:1 except where an engineering geologist can establish that a steeper slope would perform satisfactorily over the long term. - Encourage use of retaining walls or rock-filled crib walls as an alternative to high cut slopes. - Ensure revegetation of cut-and-fill slopes to control erosion. - Ensure blending of cut-and-fill slopes within existing contours, and provision of horizontal variation, in order to mitigate the artificial appearance of engineered slopes.	Implementation ongoing. Standards considered for inclusion in the Hillside Regulations (on-hold). Currently implemented on a case-by-case basis.
10-P-6	Encourage the use of water-sprinkling trucks at large construction sites to keep the exposed soil moist during construction.	Implementation ongoing through application of standard construction conditions of approval.

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
10-P-7	As part of the development approval process, restrict grading to only those areas going into immediate construction as opposed to grading the entire site, unless necessary for slope repair or creek bed restoration. On large tracts of land avoid having large areas bare and unprotected; units of workable size shall be graded one at a time.	Implementation ongoing. Standards considered for inclusion in the Hillside Regulations (on-hold). Currently implemented on a case-by-case basis.
10-P-11	Form geological hazard abatement districts (GHADs) prior to development approval in unstable hillside areas (as designated in Figure 10-1) to ensure that geotechnical mitigation measures are maintained over the long-term, and that financial risks are equitably shared among owners and not borne by the City.	Implemented as a condition of project approval before final maps are approved.
10-P-12	Evaluate the feasibility of implementing a hazard reduction program for existing residential development in unstable hillside areas (as designated in Figure 10-1). This would include inspection of structures for conformance with the Building Code.	Not implemented.
10-P-14	Review and amend City ordinances, including the Building Code, that regulate development in potentially hazardous locations to ensure adequate protection from geologic hazards.	Not implemented. Adoption of Hillside Regulations put on hold by City Council due to budgetary constraints.

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
10-P-15	Develop standards for adequate setbacks from potentially active fault traces (as designated in Figure 10-2) for structures intended for human occupancy. Allow roads to be built over potentially active faults only where alternatives are impractical.	Implementation ongoing. Pittsburgh Municipal Code title 17 (Subdivision Ordinance) requires submittal of geotechnical reports for new development in the city. The theorized 'Pittsburg Fault' has been removed from City maps after extensive trenching did not result in any evidence that it exists.
10-P-17	Ensure detailed analysis and mitigation of seismic hazard risk for new development in unstable slope or potential liquefaction areas (as designated in Figure 10-1). Limit the location of critical facilities, such as hospitals, schools, and police stations, in such areas.	Implementation ongoing. Pittsburgh Municipal Code title 17 (Subdivision Ordinance) requires submittal of geotechnical reports for new development in the city.
Flood Control		
10-P-18	Evaluate storm drainage needs for each development project in the context of demand and capacity when the drainage area is fully developed. Ensure drainage improvements or other mitigation of the project's impacts on the storm drainage system are appropriate to the project's share of the cumulative effect.	Implementation ongoing. Projects are reviewed under the City Storm Drainage Master Plan.
10-P-20	Develop and implement a Storm Flooding Mitigation Fee Program to fund required drainage improvements during construction of new development.	Implemented for Kirker Creek (Pittsburg Municipal Code chapter 15.104).
10-P-22	Ensure that pad elevations on newly constructed habitable buildings are one foot above the 100-year floodplain, as determined by FEMA.	Implementation ongoing. Reviewed during plan check review.

HEALTH AND SAFETY ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Hazardous Materials		
10-P-32	Designate and map brownfield sites to educate future landowners about contamination from previous uses. Work directly with landowners in the clean-up of brownfield sites, particularly in areas with redevelopment potential.	Partially Implemented. In 2017 the City was awarded a \$300,000 Community-wide Environmental Assessment Grant from the US Environmental Protection Agency. As part of the grant, preliminary cleanup assessments will be completed for five underutilized sites in Pittsburg to facilitate their future development. In 2019, the Planning Commission approved Phase 1 of the Making Waves Academy Charter School Project. Phase 1 will include removal and remediation of the engineered containment berm along the eastern boundary of the former Johns Manville site.
10-P-34	Identify appropriate regional and local routes for transport of hazardous materials and wastes. Ensure that fire, police and other emergency personnel are easily accessible for response to spill incidences on such routes.	Implemented. Pittsburg Municipal Code chapter 10.36 identifies truck routes through the City. Contra Costa County responds to hazardous materials spills.
Emergency Management		
10-P-37	Prepare and disseminate information to local residents, businesses, and schools about emergency preparedness and evacuation routes, including hazardous materials spills.	Ongoing. The CARE program distributes information to schools about shelter-in-place procedures. Local residents in cooperation with the Police Department have implemented the Community Emergency Response Team (CERT) Program, which trains first responders in the event of major emergencies.

GENERAL PLAN POLICY MATRIX

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
Water Supply and Distribution		
11-P-2	Implement, as needed, replacements and/or expansions to the existing system of water mains through the City's Capital Improvement Program.	CIP Project W-7 (Water Main Buchanan Road – Phase 2) would provide a new water transmission line to meet domestic and fire flow requirements for existing and new development in the southeast hills and infill development in Water Zone 2. This project will be implemented as development demand increases for the area. CIP Project W-8 (2020/21 Water Main Replacement/Installation Program) would identify and replace water mains, services, and valves that have reached the end of their useful life and have become maintenance problems, and/or install mains to improve fire flow in localized areas. Funding has been identified for this project in FY 19/20 and 20/21. CIP Project W-15 (12-inch Water Main Stoneman Avenue – Harbor Street to Loveridge Road) would provide for installation of approximately 3,300 feet of 12-inch transmission main along Stoneman Avenue, from Harbor Street to Loveridge Road. This project would also provide additional system looping to enhance pressures and fire protection capabilities in Water Zone 2. This project is awaiting funding. CIP Project W-24 (Pittsburg-Antioch Highway Waterline Improvements – Eastern Loop) would provide 4,000 of 18-inch water line to initiate water service to businesses along PA Highway, east of Loveridge Road. It would run from the east end of California Avenue going east on PA Highway to approximately 500 ft. west of the City's eastern limits and tie into Century Boulevard to provide a looped system. This project is currently awaiting funding. CIP Project W-40 (Water Main Installation Replacement Program) would identify and replace water mains, services, and valves that have reached the end of their useful life. Funding has been identified for this project in FY 21/22 and 22/23.

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
11-P-7	Ensure that new residential, commercial, and industrial development equitably shares costs associated with providing water services to areas to urban expansion within the Planning Area.	Implementation ongoing. Water System Master Plan, Amendment #3 approved and revised facility reserve charges. Updated 2015 Water System Master Plan adopted in 2016.
11-P-8	Develop and implement a Recycled Water Ordinance, requiring the installation and use of recycled water supplies from the new Delta Diablo Sanitation District (DDSD) Reclamation Plant.	Not implemented. No ordinance has been adopted, although facilities for reclaimed water irrigation systems have been installed for the Delta View Golf Course, several public parks and street medians. New development projects are required to connect to Delta Diablo's recycled water infrastructure as a condition of approval when feasible.
Wastewater Collection and Treatment		
11-P-11	Work with DDSD in planning the expansion of the wastewater treatment plant.	Ongoing. DDSD consults with City staff in understanding land use and wastewater projections for sites located within the City.
11-P-12	Pursue replacement and/or expansion of the city's trunk sewer system, as demand increases, particularly in newer portions of the system south of State Route 4.	Sewers are inspected through CIP Project SS-1 (Citywide Sewer Inspection Project) to determine replacement and rehabilitation needs.
11-P-13	Address deficiencies in the capacity, safety and reliability of the collection system as identified in the 1990 and subsequent Collection System Master Plans.	CIP Project SS-2 (FY 2022/23 Sewer Replacement Program) would replace sewer lines that are maintenance problems. Funding has been identified for this project in FY 21/22 and 22/23. CIP Project SS-4 (Sewer Master Plan Update) would provide \$175,000 funding to fully update the City's sewer master plan. This project is fully funded.
11-P-17	Require that all wastewater dischargers within the City conform to the ordinances of the DDSD.	Ongoing.

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
11-P-18	Ensure that new residential, commercial, and industrial development equitably share costs associated with providing wastewater services to areas of urban expansion within the Planning Area.	Ongoing. Developers are charged facility reserve charges for development projects built in the city.
Solid Waste		
11-P-22	Prepare and distribute informational handouts to the public regarding opportunities to reduce waste at homes and businesses, as well as methods of safe disposal of hazardous materials.	Ongoing. Information distributed by the Public Works Division and Neighborhood Improvement Team and as part of the NPDES public outreach and education program.
11-P-23	Encourage builders to incorporate interior and exterior storage areas for recyclables in new or remodeled residential, commercial, and industrial structures.	Implementation ongoing through the development review process and supported by the development review and design guidelines last amended in November 2010.
Fire Protection		
11-P-24	Amend the subdivision regulations to include a requirement for detailed fire prevention and control, including community firebreaks, for projects in high and extreme hazard areas.	Not implemented. Fire prevention measures implemented for new development projects on a case by case basis.
11-P-26	Cooperate with Contra Costa County Fire Protection District (CCCFPD) to ensure that new or relocated fire stations are constructed on appropriate sites within the 1.5-mile response radii from new or existing development.	Ongoing. The CCCFPD received design review approval to relocate two fire stations within the City limits. Construction on the new Station 85 on Loveridge Road and the new Station 84 on Railroad Avenue were completed in 2010. In 2016, Fire Station 87 in Pittsburg was reopened.

PUBLIC FACILITIES ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/18)
11-P-28	Cooperate with CCCFPD in obtaining a site for a new fire station (or relocation of Station 86) south of State Route 4 and west of Bailey Road.	Ongoing.
11-P-29	Ensure adequate road widths in new development for fire response trucks, per the subdivision regulations.	Implementation ongoing through subdivision review process and project-specific conditions of approval.
Public Utilities		
11-P-31	Work with Mirant Power Plant to acquire and/or develop transmission line corridors for attractive, community-serving, compatible uses, such as: - Open space habitat. More intensive planting would provide a wildlife habitat corridor within the City. - Passive recreational uses. A tremendous opportunity for parks, playing fields, and trails linked to the regional network.	Not implemented.
11-P-32	Ensure the designation of service corridor easements or routes when required for tentative map or specific plan approval.	Implementation ongoing through subdivision review process and application of project-specific conditions of approval.
11-P-33	As a condition of approval, ensure that all new and redevelopment projects underground utility lines on and adjacent to the site.	Ongoing. Required by Standard Conditions of Development (Planning Commission Resolution No. 8931). Underground utilities are required for new development pursuant to Pittsburg Municipal Code sections 12.36.120, 12.36.130 and 17.28.020. Downtown infrastructure capital improvement project completed in 2010 includes undergrounding of utilities in existing neighborhoods near West 10 th Street.

GENERAL PLAN POLICY MATRIX

NOISE ELEMENT		
ACTION POLICIES		STATUS (AS OF 12/31/17)
12-P-4	Require noise attenuation programs for new development exposed to noise above normally acceptable levels. Encourage noise attenuation programs that avoid visible sound walls.	Implementation ongoing through application of CEQA and project-specific conditions of approval. Phase 2 Zoning Code Update adopted May 2007 requires nonresidential uses adjacent to residential districts install an eight-foot-high solid masonry or concrete wall or a wall designed to attenuate the CNEL to the maximum level allowed in the general plan. Travel time restrictions not established; Municipal Code chapter 10.36 establishes truck routes through the city.
12-P-8	Develop noise attenuation programs for mitigation of noise adjacent to existing residential areas, including such measures as wider setbacks, intense landscaping, double-pane windows, and building orientation muffling the noise source.	
12-P-9	Limit generation of loud noises on construction sites adjacent to existing development to normal business hours between 8:00 a.m. and 5:00 p.m.	
12-P-10	Reduce the impact of truck traffic noise on residential areas by limiting such traffic to appropriate truck routes. Consider methods to restrict truck travel times in sensitive areas.	

CITY OF PITTSBURG



HOUSING ELEMENT IMPLEMENTATION STATUS

Reporting Period:
January 1, 2018 – December 31, 2018

Table 1: Housing Development Applications Submitted in 2018

Address	Project Name	Tracking ID	Categ.	Total Units	VL (R)	VL (U)	L (R)	L (U)	M (R)	M (U)	AM
901 Los Medanos Street	Veterans Square Housing Project	AP-18-1394	5+	30	-	-	29	-	-	1	-
2186 Crestview Drive	Ortiz Infill	AP-18-1358	SFD	1	-	-	-	-	-	1	-
Alves Ranch Road	Alves Ranch 2018	AP-18-1348	SFD	346	-	-	10	-	-	-	356
158, 118, 110 Alturas Avenue	Alturas Subdivision	AP-18-1328	SFD	9	-	-	-	-	-	-	9
Totals:				40	0	0	39	0	0	2	365
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI) (R) = Deed Restricted (U) = Unrestricted											

Table 2: Annual Building Activity Report Summary – Completed Entitlements in 2018

Address	Project Name	Tracking ID	Categ.	Total Entitled	VL (R)	VLI (U)	LI (R)	LI (U)	MI (R)	MI (U)	AMI
2186 Crestview Drive	Ortiz Infill	AP-18-1358	SFD	1	-	-	-	-	-	1	-
158, 118, 110 Alturas Avenue	Alturas Subdivision	AP-18-1328	SFD	9	-	-	-	-	-	-	9
345, 172, 463 W. 10 th Street	Galloway Triplexes	AP-17-1294- AP-17-1296	2 to 4	9	-	--	-	9	-	-	-
Carion Court	Edgewater Apartments	AP-17-1228	5+	62	-	-	-	-	-	62	-
505 W. 10 th Street	Beacon Villas	AP-17-1260	5+	57	-	-	-	57	-	-	-
6, 14, 45, 70, 78 Alturas Avenue	Alturas Triplexes	AP-17-1276	2 to 4	15	-	-	-	15	-	-	-
300 Central Avenue	Liberty Subdivision	AP-17-1229	SFD	63	-	-	6	-	-	-	57
Totals:				216	0	0	6	81	0	63	66

Notes:

AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400)

VL = Very low-income (households earning 0-50% of AMI)

L = Low-income (households earning 50-80% of AMI)

M = Moderate income (households earning 80-120% of AMI)

AM = Above-moderate income (households earning above 120% of AMI)

(R) = Deed Restricted

(U) = Unrestricted

Table 3: Annual Building Activity Report Summary – Issued Building Permits in 2018

Address	Project Name	Tracking ID	Categ.	Total Permits Issued	VLI (R)	VLI (U)	LI (R)	LI (U)	MI (R)	MI (U)	AMI
158, 118, 110 Alturas Avenue	Alturas Subdivision	AP-18-1328	SFD	9	-	-	-	-	-	-	9
Carion Court	Edgewater Apartments	AP-17-1228	5+	46	-	-	-	-	-	46	-
Argon Drive	Positano at San Marco	AP-16-1174	SFD	38	-	-	-	-	-	-	38
Belle Harbor Circle	Waterstone	AP-15-1092	SFD	18	-	-	-	-	-	-	18
2106 Marsh Avenue	Discovery Infill	BP-18-0068	SFD	1	-	-	-	-	-	-	1
415 E. 9 th Street	Discovery Infill	BP-18-0069	SFD	1	-	-	-	-	-	1	-
430 E. 9 th Street	Discovery Infill	BP-18-0070	SFD	1	-	-	-	-	-	1	-
4153 Railroad Avenue	Fortune Properties Infill	BP-18-1144	SFD	2	-	-	-	-	-	1	1
465 E. Santa Fe Avenue	East Santa Fe Triplex	AP-17-1225	2 to 4	3	-	-	-	3	-	-	-
1201 Stoneman Avenue	Stoneman Apartments	AP-14-1000	5+	230	23	-	205	-	-	-	2
Totals:				349	23	0	205	3	0	49	69

Notes:

AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400); VL = Very low-income (households earning 0-50% of AMI); L = Low-income (households earning 50-80% of AMI); M = Moderate income (households earning 80-120% of AMI); AM = Above-moderate income (households earning above 120% of AMI); (R) = Deed Restricted; (U) = Unrestricted

Table 4: Annual Building Activity Report Summary – Final Inspections Completed in 2018

Address	Project Name	Tracking ID	Categ.	Total Finals	VLI (R)	VLI (U)	LI (R)	LI (U)	MI (R)	MI (U)	AMI
Argon Drive	Positano at San Marco	AP-16-1174	SFD	15	-	-	-	-	-	-	15
Belle Harbor Circle	Waterstone	AP-15-1092	SFD	10	-	-	-	-	-	-	10
2106 Marsh Avenue	Discovery Infill	BP-18-0068	SFD	1	-	-	-	-	-	-	1
415 E. 9th Street	Discovery Infill	BP-18-0069	SFD	1	-	-	-	-	-	1	-
430 E. 9th Street	Discovery Infill	BP-18-0070	SFD	1	-	-	-	-	-	1	-
Totals:				28	0	0	0	0	0	2	26
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI) (R) = Deed Restricted (U) = Unrestricted											

Table 5: Regional Housing Needs Allocation Progress – Permitted Units Issued

Income Level		RHNA Allocation	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date	Total Remaining
LI	Deed Restricted	392	-	-	-	23						23	369
	Unrestricted		-	-	-	-							
L	Deed Restricted	254	2	-	6	205						216	38
	Unrestricted		-	-	-	3							
M	Deed Restricted	316	-	-	-	-						199	117
	Unrestricted		150	-	-	49							
AM		1063	252	171	147	69						639	424
Total RHNA		2025											
		Total Units	404	171	153	349						1077	948
Notes: AMI = Area Median Income (for 2018, the AMI for a 4-person household in Contra Costa County was \$104,400) VL = Very low-income (households earning 0-50% of AMI) L = Low-income (households earning 50-80% of AMI) M = Moderate income (households earning 80-120% of AMI) AM = Above-moderate income (households earning above 120% of AMI)													

Program Implementation Status

Program	Objective	Timeframe	Status of Program Implementation
Housing Supply			
Goal 1. Foster development of a variety of housing types, densities and prices to balance the City's housing stock and meet the City's regional fair share housing needs for people of all incomes.			
13-P-1.1	Ensure there is an adequate supply of mixed use and residentially zoned land of appropriate densities to accommodate existing and anticipated housing needs through 2022.		
13-P-1.1.A	Conduct periodic inventories of vacant and underutilized land to determine their suitability for more intense residential use. Maintain a list for distribution to interested homebuilders.	Quarterly	The Successor Agency to the City of Pittsburgh Redevelopment Agency (Successor Agency) staff maintains a list of City and Successor Agency-owned parcels that is available to the public upon request and posted on the City's website. In addition, all City employees have access to an online Geographic Information System (GIS) web page that contains up-to-date property information, which staff can provide to the public upon request. In 2017, the City expanded its GIS program to provide additional information regarding the City's land inventory and current zoning, and made zoning information and aerial imagery publicly accessible online.

Program	Objective	Timeframe	Status of Program Implementation
13-P-1.1.B	Rezone vacant/underutilized land as deemed appropriate for mixed use or residential/higher residential use.	Upon request by developers or as needed	In 2007, the City Council adopted Ordinance No. 07-1284, amending the Zoning Ordinance to include the M (Mixed Use) District, and rezoning approximately 75-acres throughout the City to the M District. Development standards for the M District are determined through the Design Review process unless otherwise specified in the Railroad Avenue Specific Plan or the Pittsburg/Bay Point BART Master Plan. In 2009, the City Council adopted Ordinance No. 09-1319, rezoning approximately 1,075 acres around the future BART station to PD (Planned Development) District and adopted the Railroad Avenue Specific Plan. The Specific Plan contains development standards allowing residential development up to 65 units per acre (not including density bonuses) in the area adjacent to the future BART station. On September 19, 2011, the City Council adopted Ordinance No. 11-1350, rezoning approximately 50 acres around the existing Pittsburg/Bay Point BART station to M-P (Mixed Use with a Master Plan Overlay) District. The M-P District allows high-density residential development up to 70 units per acre (not including density bonuses), and establishes development standards such as minimum densities, maximum parking standards, and architectural and streetscape standards intended to foster development of a high-density, mixed-use transit village around the BART station. In 2015, the City Council approved the rezoning of a 1.51 acre commercial parcel to Medium Density Residential (RM) to allow for the adaptive reuse of a long standing vacant structure as a multifamily residential complex. In 2016, the City approved the Waterstone (formerly Belle Harbor) Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District to allow the development of a medium density project with 82 units, plus 8 accessory dwelling units. In 2018, the City approved the Liberty Subdivision, which included a request to rezone a 4.98-acre site from a combination of Service Commercial (CS) District and Single-Family Residential (RS-5) District to Planned Development (PD) District in order to allow a single-family residential project with 57 units, plus six accessory dwelling units.
13-P-1.1.C	Continue to facilitate the development of multifamily uses on identified	As requested by developers or as needed	In 2007, the City Council adopted Ordinance No. 07-1284, amending the Zoning Ordinance to allow residential uses on Public/Institutional-designated land provided that the City Council deems the land surplus and not needed for a future public use. In 2009, a

Program	Objective	Timeframe	Status of Program Implementation
	Public/Institutional lands to streamline future permitting process, in the event the properties are deemed surplus.		portion of Los Medanos Village Apartments, a 71-unit affordable multi-family development, was constructed on surplus public land after the City Council found that the site was surplus. In 2009, the Railroad Avenue Specific Plan was adopted by the City Council. The planning area contained eight publicly owned parcels that were identified for future mixed-use development at densities between 20 and 65 units per acre. In 2011, the City Council adopted the Pittsburgh/Bay Point BART Master Plan which rezoned approximately 27 acres of publicly owned land that is currently being used as public parking for BART patrons to allow mixed-use development at densities between 20 and 70 units per acre. In 2015, the Planning Commission approved the development of Stoneman Apartments, a 230-unit multifamily apartment complex on the site of the former Central Junior High School, within the GQ District. In 2016, the City approved the Belle Harbor Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District, to allow the development of 82 units, plus 8 accessory dwelling units.
13-P-1.1.D	Encourage residential and mixed-use development within the Urban Limit Line to meet regional fair share housing goals by focusing residential and mixed-use development on sites that have been designated within Priority Development Areas (PDAs) under the MTC/ABAG FOCUS Program. Assist nonprofit and for-profit developers to obtain grants and other capital improvement funds offered to PDAs to develop and improve those infill sites, and offer incentives for mixed-income projects, including but not	Apply for grant and other capital improvements funds annually as funding sources become available.	There are three PDAs in the City of Pittsburgh, including Downtown Pittsburgh (309 acres), the Railroad Avenue Specific Plan (1,075 acres) and a shared PDA between the City of Pittsburgh and Contra Costa County around the existing Pittsburgh/Bay Point BART station, 125 acres of which are located within the City of Pittsburgh. During the previous Housing Element cycle, several mixed-use and high-density residential projects were approved and constructed within the City PDAs, including Vidrio (75 multi-family residential condominiums above 11,558 square feet of commercial development); Entrada (28 affordable multi-family apartments above 8,000 square feet of commercial and quasi-public uses); Siena Court (111 affordable senior apartments above 10,300 square feet of commercial development); and La Almenara, a 20-unit affordable multi-family infill residential development in downtown Pittsburgh. In 2015, the Planning Commission approved the construction of 38 units within the Railroad Avenue Specific Plan (RASP) PDA (Greystone Place, completed in 2016) and the renovation of the Burlesas Building, which would include ground floor retail and eight multi-family residential units on the second floor.

Program	Objective	Timeframe	Status of Program Implementation
	limited to streamlined review, fee deferrals, priority application processing, and other incentives identified by affordable housing developers.		In 2016, the City approved the Waterstone (formerly Belle Harbor) Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District, to allow the development of 82 units, plus 8 accessory dwelling units, within the RASP PDA.
13-P-1.1.E	Support the use of Planned Development zoning for projects, when utilized to accommodate innovative site plans aimed at preserving open space, offering new recreational opportunities, and/or increasing the supply of affordable housing.	Upon request by developers or as deemed appropriate	The City has utilized the PD District zoning to allow for higher density mixed-use development as well as high-density, luxury apartments in the hills. In 2016 and 2018, the City approved the Waterstone and Liberty subdivisions, which included requests for Planned Development (PD) zoning to allow the development of 139 units, plus 14 accessory dwelling units which are affordable by design. Both subdivisions utilize innovative site plans with shared driveways to help maximize the number of units on these infill sites.
13-P-1.1.G	Continue to permit projects up to a density of 40 d.u./ac within the RH District that meet a community objective (affordable housing).	Ongoing; implement as development projects are proposed	In 2007, the City Council adopted Ordinance No. 07-1284, to allow an incremental increase in density proportionate to the increase in affordable units within the High Density Residential (RH) District. Specifically, for each 2 percent increase in deed-restricted lower-income unit offered above that required by the Inclusionary Housing Ordinance (Chapter 18.86), lot area per unit may be reduced 100 square feet per unit and minimum lot area may be reduced 2,000 square feet for a maximum density of 40 units per acre. No projects requesting to utilize the above-referenced section of the Zoning Ordinance have been proposed during the current Housing Element Cycle (2015-2023).
13-P-1.2	Encourage the construction of both high end and moderate-income housing in the southern foothills, downtown, along the waterfront, and throughout Pittsburg to provide above moderate-income housing opportunities in the community and to increase economic activity within the city.		
13-P-1.2.A	Establish minimum lot sizes when rezoning the foothills to accommodate large homes. Provide flexible lot sizes on up to 50% of the lots, when requested, in conjunction with	Ongoing; implement upon request	Developable areas within the southern foothills have been pre-zoned as Hillside Planned Development (HPD) District, and upon annexation into the City, HPD District regulations would apply. The HPD District does not establish minimum lot sizes; however, the allowable density for new single-family residential development is identified as a range from 0.2 to 4.5 d.u./ac depending upon the average natural slope of a property. This type of density range would be conducive to large lot and large home development.

Program	Objective	Timeframe	Status of Program Implementation
	a density bonus and long-term affordable housing agreement.		
13-P-1.2.B	Ensure subdivisions in the foothills include an adequate supply of estate-sized lots for estate size homes.	Ongoing; implement as development projects are proposed	Development in hillside areas is subject to the base density calculations set forth in the HPD District development regulations, which allows for flexible lot sizes in accordance with the surrounding topography and development. The base density calculations allow a range from 0.2 to 4.5 d.u./ac. Such a density range would be conducive to a subdivision development of estate homes..
13-P-1.2.C	Ensure that at least half the homes approved and constructed on estate size lots in the foothills are over 3,000 square feet (net garage) in size.	Ongoing; implement as development projects are proposed	All development projects and tentative subdivision maps are subject to review by the Planning Commission; therefore, this policy be implemented on a case-by-case basis.
13-P-1.2.D	Support the development of moderate- and above moderate-income housing within the existing City limits, such as high-end condominiums, townhouses, and single-family units with premium views and amenities throughout the city to increase economic activity within these areas.	Ongoing; implement as development projects are considered and proposed	The southwest portion of the City, which extends from State Route 4 to the north to the southwest hills to the south, is located in the 693-acre San Marco PD, which was established in 1993 and is composed of approximately 14 distinct "villages" with varying densities and housing types specified for each. In 2012, the Planning Commission approved a Vesting Tentative Map in the San Marco PD for up to 252 small lot single-family lots (ranging from 2,992 square feet to 5,480 square feet) on approximately 30.2 acres. In 2008, the San Marco Villas were constructed within the large-scale San Marco PD District. The development resulted in development of 330 market-rate multi-family apartments at the western foothills of the City and dramatically increased the number of rental units available to moderate- and above moderate-income families. In 2015, the Planning Commission approved the Villas II Extension, which added an additional 132 units immediately west. In 2015, the Planning Commission approved the construction of Greystone Place (38 units) within the Railroad Avenue Specific Plan (RASP) PDA and the renovation of the Burlesas Building, which would include ground floor retail and eight multi-family residential units on the second floor. Construction of the Greystone Place Subdivision was completed in 2016.

Program	Objective	Timeframe	Status of Program Implementation
			In 2016 and 2018, the City approved the Waterstone and Liberty subdivisions, which included requests for Planned Development (PD) zoning to allow the development of 139 units, plus 14 accessory dwelling units. The Waterstone Subdivision is currently under construction. The developer of the Liberty Subdivision has submitted applications for construction permits. The City also approved the 62-unit Edgewater Apartment Project and the 54-unit Beacon Villas Project in 2018. Edgewater is under construction and should be completed in 2019. Beacon Villas has been put on hold. In 2017, the City approved the Esperanza Apartments, a 318-unit multi-family development which will significantly increase the number of moderate- and above moderate-income multi-family units in the City. The developer of Esperanza has put the project on hold.
13-P-1.4	Support the construction of multi-family housing in close proximity to transit, arterials, shopping, and public services.		
13-P-1.4.A	Encourage the development of high-density, transit-oriented mixed-use development for all income levels, within identified Priority Development Areas (PDAs) near existing and planned transit through the implementation of the Pittsburgh/Bay Point BART Master Plan and the Railroad Avenue Specific Plan. Where feasible and appropriate, provide incentives such as fee waivers or deferrals, reduced parking requirements (in accordance with the adopted plans) and fast-track permit processing.	Communicate with interested developers at least once per year and implement as development projects are proposed	The City Council adopted Ordinance No. 09-11303 approving the Railroad Avenue Specific Plan on November 2, 2009. The plan regulates development within the Railroad Avenue PDA and allows densities up to 65 units per acre in areas closest to Pittsburgh Center BART Station. In 2011, the City Council adopted Ordinance No. 11-1350 rezoning approximately 50 acres around the existing Pittsburgh/Bay Point BART Station to M-P (Mixed Use with a Master Plan Overlay) District. The Master Plan allows high-density residential development up to 70 units per acre (not including density bonuses), and contains development standards such as minimum densities, maximum parking standards, and architectural and streetscape standards intended to foster development of a high-density, mixed-use transit village around the BART station. In 2016, the City approved the Waterstone Subdivision, which included a request to rezone 7.25 acres from Government/Quasipublic (GQ) District to a Planned Development (PD) District to allow the development of 82 units, plus 8 accessory dwelling units which are affordable by design. The development under construction is designed at a density of 11.5 d.u./ac, and is located within a ½ mile radius of the BART station at the intersection of Railroad Avenue and SR 4.

Program	Objective	Timeframe	Status of Program Implementation
			In 2017, the City approved the Esperanza Apartments, a 318-unit multi-family development approximately one mile west of the Pittsburgh/Bay Point BART Station.
13-P-1.4.B	If deemed necessary by the City Engineer, research and implement Transportation Demand Management (TDM) strategies, such as parking pricing, unbundling housing and parking, and employer sponsored transit passes, for in-fill and mixed-use developments located within one-half mile distance of BART and other transit facilities in order to reduce parking requirements.	Ongoing; review annually or as development projects are proposed	The Railroad Avenue Specific Plan contains Policy No. 6-P-13, to implement TDM strategies including those listed within Program 13-P-1.4.C, when traffic and parking demand increases within the Specific Plan area. Further, the Specific Plan contains reduced parking requirements for residential developments within the plan area. In 2016, the City hired a consultant to prepare a TDM strategy, and held multiple community meetings within neighborhoods affected by the Pittsburgh Center BART Station to discuss TDM strategies and gather feedback. The Pittsburgh/Bay Point BART Master Plan contains subsection, 6.7, Station Area Development Strategies-Parking Management Strategies that sets forth recommendations to reduce parking demand on BART-owned properties. Further, the Master Plan contains parking maximums and no parking minimum standard for properties within the plan area.
13-P-1.4.C	Encourage owners of very large parcels (in excess of 20 acres) within one-half mile of an established or planned PDA to partner with nonprofit housing developers to develop a portion of the site with housing affordable to low- and moderate-income households.	Ongoing; implement as development projects are proposed	Implementation ongoing as development projects are proposed within these areas.
13-P-1.5	Encourage the construction of accessory dwelling units or “second units” that allow extended families to live near each other, increase the affordable and rental housing stock, and provide income assistance to homeowners.		
13-P-1.5.A	Support the development of second units through reductions and waivers of city transportation and planning	Ongoing; implement as second units are proposed	In August 2017, the City Council adopted an ordinance amending Title 18 of the PMC to bring the City’s Accessory Dwelling Unit (ADU) ordinance into conformance with recently adopted state legislation. In response to SB 1069 and AB 2299, the amendments included the following changes: increasing the maximum allowable attached ADU size; and eliminating parking requirements for certain ADUs.

Program	Objective	Timeframe	Status of Program Implementation
	fees for accessory residential units.		Key additional changes made beyond those required to meet state law included: allowing detached ADUs a maximum 1,200 square feet; establishing a minimum ADU size of 200 square feet; requiring a minimum private storage area of 200 cubic feet; outlining requirements for conversion of lawfully established nonconforming structures; specifically requiring all ADUs provide kitchen and sanitation facilities separate from the main dwelling unit; and requiring all new ADUs be registered to the City's Residential Rental Inspection Program (RRIP).
13-P-1.5.B	Work with Delta Diablo Sanitation District and Contra Costa Water District to reduce or waive fees for utility installations for accessory dwelling units.	2015-2017	This program has not been implemented.
13-P-1.5.C	Develop a second unit brochure and make it available for distribution at permit center and web site.	2015	Implemented.
13-P-1.6	Meet Pittsburg's fair share regional housing needs.		
13-P-1.6.A	Endeavor to facilitate the production of a minimum of 2,025 housing units between January 1, 2014, and June 30, 2022, including at least 392 units serving extremely low- and very low-income households, 254 units serving low-income households, and 316 units serving moderate-income households through	2014-2022	During 2018, the City made additional progress toward meeting its RHNA targets for the 2015-2023 housing cycle. As of the end of last year, the City has achieved six percent of its very low (23 of 392); 85% of its low (216 of 254); 63% of its moderate (199 of 316); and 60% (639 of 1,063) of its above-moderate income RHNA targets through issuance of building permits (see Tables 1-5 above). The City approved two large residential projects in 2018: Edgewater Apartments, a 62-unit multi-family development currently under construction at the northern end of Carion Court, and Liberty Subdivision, a 57-unit single-family development on Central Avenue, between Railroad Lane and Solari Street. Building permits were issued for 331 new residential units in 2018. Of those total permits, 23 were for very low-income, 208 were for low-income, 49 were for moderate income, and 51 were for above-moderate income units.

Program	Objective	Timeframe	Status of Program Implementation
	implementation of the policies and actions identified in this element.		
13-P-1.6.B	Monitor the City's inventory of sites appropriate to meet housing at all income levels and ensure that adequate sites remain available throughout the planning period, in compliance with Government Code Section 65863(b).	2014-2022	Ongoing. The Successor Agency to the City of Pittsburgh Redevelopment Agency (Successor Agency) staff maintains a list of City and Successor Agency-owned parcels that is available to the public upon request. In addition, all City employees have access to an online Geographic Information System (GIS) web page that contains up-to-date property information, which staff can provide to the public upon request.
Affordable Housing/Special Needs Housing			
Goal 2. Promote the expansion of the City's affordable housing stock, including that which accommodates special needs households.			
13-P-2.1	Provide incentives to developers who assist the City in meeting affordable housing needs, including units to accommodate special needs households: female-headed households, seniors, disabled, developmentally disabled, large families, emancipated youth, seasonal and temporary workers, and the homeless.		
13-P-2.1.A	Utilize public funds to increase the supply of housing affordable to extremely low-, very low-, and low-income households, and moderate-income large family households. Endeavor to set aside a minimum 20% of the City's annual Community Development Block Grant (CDBG) funds for affordable housing projects and programs targeting special	Review CDBG funding annually to provide funds for affordable housing projects and targeted special needs populations.	The Housing Authority of the City of Pittsburgh (HACP) administers rental assistance through the Section 8/Housing Choice Vouchers program to extremely low-, very low-, and low-income households by subsidizing their monthly housing expense. The Housing Authority provides rental subsidy to the maximum extent allowable. Funding is awarded by the Federal government to subsidize low-income families with their rent. The number of families the Housing Authority can assist is determined by the annual contract contribution awarded. Factors in determining the number of units available to assist eligible families are based on average housing assistance payments, fair market rents established by HUD, and administrative costs. For calendar year 2017-2018, the Housing Authority received \$16,179,064. These funds were used to subsidize 948 Section 8 recipients and 170 Veteran Affairs Supportive Housing (VASH) vouchers.

Program	Objective	Timeframe	Status of Program Implementation
	needs populations described in Policy 2.1.		Additionally, \$120,214 of CDBG and \$100,000 of Housing Successor funds were used for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents. This program will continue to be implemented on an annual basis. Finally, in Fiscal year 2017-2018, the Successor Agency allocated \$58,000 of Housing Successor funds and \$85,000 of Cal-Home funds to re-establish the First Time Home Buyer Program; a down payment assistance program available to qualified buyers.
13-P-2.1.B	Prioritize public funds for the development of housing affordable to extremely low-income households for identified special needs groups described in Policy 2.1.	Funding will be prioritized annually.	During the 2007–2014 Housing Element planning period, the Redevelopment Agency invested approximately \$6.4 million in the Los Medanos Village Apartments, which consists of 71 units that were set aside for qualified low-income residents and small families. During 2017-2018 fiscal year, \$101,541 of CDBG funds were awarded to the Veterans Square Project. This development may be restricted to veteran housing depending on the funding secured for the project. This program will continue to be implemented on a case-by-case basis.
13-P-2.1.C	Provide fee waivers and allow fee deferrals until issuance of a Certificate of Occupancy for developers constructing affordable housing developments and/or developers providing housing and programming serving identified special needs populations described in Policy 2.1. Investigate the possibility of extending fee deferrals beyond issuance of a Certificate of Occupancy to allow developers of affordable housing to amortize the fees over a longer period of time.	Ongoing; implement as affordable housing projects are proposed	Implemented on a case-by-case basis as affordable housing projects are proposed. In 2015, the Planning Commission approved development of Greystone Place, a 38-unit infill development. As part of the project's Development Agreement, four deed-restricted affordable units were constructed to meet the City's inclusionary housing requirement. As part of the development agreement, impact fees associated with the construction for the four affordable units were waived. In 2016, the Planning Commission approved the Waterstone Subdivision, an 82-unit infill development which includes eight deed-restricted affordable units to be constructed to meet the City's inclusionary housing requirement. As part of the development agreement, impact fees associated with the construction for the four affordable units were also waived.

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.1.D	Assist nonprofit developers in seeking utility fee credits when redeveloping sites for affordable housing and/or housing developments serving an identified special needs population as described in Policy 2.1.	Ongoing; provide assistance as development projects are proposed	Implemented on a case-by-case basis as affordable housing projects are proposed. Previously, the City's Engineering Division has worked with nonprofit developers to identify utility, traffic mitigation, and parkland dedication fee credits for multiple affordable housing developments including Siena Court, Los Medanos Village Apartments, and La Almenara.
13-P-2.1.E	Give priority in processing to project applications with an affordable housing component and/or serving an identified special needs population described in Policy 2.1.	Ongoing; Review annually and implement as development project applications are received	Implemented on a case-by-case basis as affordable housing projects are proposed. In 2015, Greystone Place, which included the construction of four affordable second dwelling units, obtained subdivision, design review, and development agreement approvals and began construction in less than 20 months (February 2014 to November 2015). In 2016, the Planning Commission approved development of an 82-unit infill development with eight affordable second dwelling units. The developer obtained subdivision, design review, and development agreement approvals and began construction in less than one year (September 2015 to August 2016). Historically, Los Medanos Village Apartments (71 unit affordable multi-family development) obtained planning entitlements as well as engineering and building permits, completed construction and received Certificates of Occupancy in approximately 19 months (April 2007 to November 2008). Siena Court (111-unit affordable development including a mixed-use component, a structured garage and a rooftop garden) obtained planning entitlements and engineering and building permits and broke ground on construction within approximately 18 months (June 2008 to December 2010). La Almenara (20-unit multi-family affordable development) obtained planning entitlements and engineering and building permits and broke ground on construction within seven months (February 2010 to September 2010).
13-P-2.1.F	Support density bonuses and other incentives above those required in the State mandated Density Bonus Law for mixed-income housing projects which address the	Review annually and implement as development	Implemented on a case-by-case basis as affordable housing projects are proposed. Since 2010, the Planning Commission approved Siena Court, an affordable housing development for seniors, and Los Medanos Apartments, which is slated for occupancy by veterans, both with approximately 50 percent density bonuses. The density bonuses granted by the City for these projects are significantly higher than the maximum density bonus called for under state law (35 percent).

Program	Objective	Timeframe	Status of Program Implementation
	housing needs of an identified population described in Policy 2.1.	projects are proposed	
13-P-2.1.G	Continue to work with non-profit developers to identify and apply for County and state grants (www.hcd.ca.gov/fa) to construct affordable housing projects and/or residential developments that serve an identified special housing needs population described in Policy 2.1.	Annually communicate with nonprofit developers and annually, depending on state funding cycles, submit applications for funding.	In 2015, the City applied for several County and State grant funding programs to support affordable housing. The City received a \$20,000 grant from the San Francisco Foundation. The Pittsburg Housing Authority has agreed to provide a loan agreement for up to \$947,000 for the financing of Veteran's Square through Resolution No. 15-288 dated June 15, 2015. In April 2016, the developer was notified that the Veteran's Square project will be receiving an award of over \$3 Million in state Veterans Housing and Homeless Prevention Program funds and the project was invited to submit a full application for the state Affordable Housing and Sustainable Communities Program. The City will continue to apply for County and State funding in the coming years.
13-P-2.1.H	Facilitate the development of onsite child care space by offering priority permitting, reduced parking and flexible development standards for housing developments that include on-site child care.	Review annually and implement as development projects are proposed.	PMC section 18.50.010, "Land Use Regulations for All Residential Districts," allows General Day Care uses as a permitted use in medium and high-density residential districts provided that they are designed as an ancillary part of the multi-family residential project, and serve only the residents of the complex; otherwise, they are permitted with an approved use permit. No development has proposed to have a child care center within this reporting period. The City's Municipal Code currently allows small family day cares as a permitted use in all residential zones. In March 2017, the City Council adopted an ordinance amending Title 18 of the PMC to permit large family daycare homes of up to 14 children, with limitations related to noise, parking, and spacing/concentration, consistent with state law. The ordinance also streamlined the permitting process and minimized processing fees for large daycare homes.
13-P-2.2	Accommodate the development of housing that is accessible to disabled persons and facilitates aging in place.		

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.2.A	Continue to implement a Home Rehabilitation Loan Program, providing grants to extremely low-, very low-, and low-income senior and disabled households to increase the handicap accessibility of their homes. Advertise the loan program through flyers, online materials, and outreach at the Senior Center and the Housing Authority.	Ongoing; distribute flyers and update outreach materials annually or as needed	During the 2017-2018 fiscal year \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents.
13-P-2.2.B	To facilitate aging in place, encourage that a percentage of new homes within new subdivisions be limited to one-story in height, and incorporate universal design principles as part of a comprehensive update of the development review design guidelines.	2015-2017	The Development Review Design Guidelines have not been updated to include this program. However, all projects are reviewed by the City's Building Division in accordance with Chapter 11 of the California Building Code which requires that a certain number of residential units within new construction projects or significant rehabilitation projects be accessible and adaptable. Until the Design Guidelines are updated to include this program, it will be implemented on a case-by-case basis as development proposals are reviewed.
13-P-2.3	Support efforts to provide temporary, transitional and permanent housing in the City and surrounding area for homeless people.		
13-P-2.3.A	Coordinate with the County and local non-profits to identify and address the housing and social service needs of the local homeless.	Annually	During the 2017-2018 fiscal year, the City provided over \$49,699 in CDBG Funds to local non-profit programs that provide services to the local homeless population, including: Coordinated Outreach, Referral, and Engagement Program (CORE) teams serve as an entry point into the coordinated entry system for unsheltered persons and work to identify, engage, stabilize and house chronically homeless individuals and families. The outreach teams provide basic needs supplies, counseling, benefits assistance, linkages to healthcare, shelter placement, and referrals and transportation to C.A.R.E. Centers; the Winter Nights Rotating Family Shelter is a project of the Interfaith Council of Contra Costa County that provides emergency shelter, food, tutoring, transportation, case management,

Program	Objective	Timeframe	Status of Program Implementation
			housing placement assistance and more to homeless families living primarily in East and Central County; Loaves and Fishes, which provides hot meals Monday through Friday; and the St. Vincent de Paul RotaCare, a free medical clinic for low income and underserved uninsured Pittsburg residents. The City is actively engaged in the Contra Costa County of Continuum of Care (CoC) which is governed by the Contra Costa Council on Homelessness (Council). The Council provides a forum for communication and coordination about the implementation of the County's strategic plan to prevent and end homelessness, and for orchestrating a vision on ending homelessness in the County, educating the community on homeless issues, and advocating on federal, state, and local policy issues affecting people who are homeless or at risk of homelessness. The Council provides advice and input on the operations of homeless services, program operations, and program development efforts in the county. Pittsburg has been closely participating in the Council meetings as well as the Health, Housing, and Homeless Services (H3) Community meetings. The purpose of H3 community meetings is to exchange information regarding housing resources to County and non-profit staff, housing advocates, consumers of the homeless CoC, and the general public. Input and feedback from H3 community meetings are brought to the Mental Health Commission's Consolidated Planning and Advisory Workgroup and the Council.
13-P-2.3.B	Continue to fund operations of the permanent homeless shelters in Central Contra Costa County using CDBG and other funds targeted to serve lower income households.	Ongoing; allocate funds annually	The City continues to participate in the countywide efforts to assist the homeless population by funding services that take proactive steps to implement the CoC strategy for the homeless. During the 2017-2018 fiscal year, the City provided \$13,137 in CDBG funds to the St. Vincent De Paul RotaCare clinic that is operated at the St. Vincent De Paul facility in Pittsburg. This program not only offers free medical care for the uninsured but also serves as a day time shelter for homeless families. A feeding program is also within walking distance from the facility and offers hot meals for these families. Additionally, the City provided \$27,699 in CDBG funds to CORE and the Winter Nights Rotating Shelter. The Housing Authority of the City of Pittsburg applied for additional funding for Housing Choice Vouchers (Veterans' Affairs Supportive Housing Vouchers aka VASH Vouchers) for homeless veterans in Contra Costa County. Ten (10) additional vouchers were awarded in Summer 2018 and another five (5) for March 2019 .

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.3.C	Amend the Zoning Ordinance to redefine supportive and transitional housing to be consistent with Health and Safety Code Sections 50675.2 and 50675.14. In accordance with more recent interpretations of Senate Bill 2, amend the Zoning Ordinance to allow supportive and transitional housing as residential uses subject only to restrictions applicable to other residential uses of the same type in the same zone.	2015-2016	Not yet implemented.
13-P-2.3.D	Continue to support expansion of programs providing housing information, counseling, referrals, dispute resolution, and/or emergency shelter.	Ongoing; allocate funding annually or as available	The Successor Agency has partnered in the past and continues to allocate funding to Pacific Community Services, Inc. (PCSI), to provide confidential counseling to families who are in danger of losing their homes to foreclosure; facilitate tenant/landlord dispute resolution; conduct pre- and post-purchase counseling to homebuyers within the City; provide free of charge information and referral services regarding home ownership to households within the City; refer homeowners within the City that require credit maintenance and money management services to a credit counseling agency. In fiscal year 2017-2018, the Successor Agency has allocated \$10,000 for PCSI's efforts. During the 2017-2018 fiscal year, the City provided \$10,000 in CDBG funds to Contra Costa Senior Legal Services, to support legal counseling, advice, representation, and litigation services to seniors in connection with housing issues.
13-P-2.3.E	Work with public agencies in the area to develop a coordinated and cooperative approach to identifying the housing needs of day laborers, and implement programs to address their identified needs.	Annually	This program has not been implemented.

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.3.F	Continue to support community based job training programs to help individuals learn necessary skills to attain higher paying jobs and transition out of the Section 8 program.	Ongoing	Ongoing. Future Build provides pre-apprenticeship training for low-income residents in East Contra Costa County. Training is offered in the building trades, solar theory and installation, construction, and hazardous waste. The program also provides post-graduate services including job coaching, referrals, and assistance from workforce investment job placement specialists. Successful graduates have been hired at Plumbers Local 159, Iron Workers Local 378, Laborer's Local 324, Solar City, Aerotec, and Tesla. Opportunity Junction (headquartered in Antioch) also provides job training and placement in addition to career counseling and placement assistance.
13-P-2.4	Increase homeownership opportunities for extremely low-, very low-, low- and moderate income households.		
13-P-2.4.A	Provide support for the development of homes for extremely low-, very low-, and low-income households under sweat equity programs, through technical assistance, funding application assistance, and financial assistance if and when available.	Ongoing; implement as development projects are proposed	The City has not implemented a sweat equity program during the current Housing Element cycle. City staff provides technical assistance and funding application assistance as requested by developers of affordable housing. During the 2017-2018 fiscal year, \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents.
13-P-2.4.B	Support continuation of the County Mortgage Credit Certificate program benefiting new low- and moderate-income homeowners, and make information about it available at permit counter and on the City's website.	Ongoing; review and update information annually or as needed	This program has not been implemented during the current Housing Element cycle.
13-P-2.4.C	Continue to provide a first-time homebuyer program in the city for the benefit of low- and moderate-income households utilizing appropriate CDBG	Ongoing; allocate resources annually or as available	This program has not been implemented during the current Housing Element cycle.

Program	Objective	Timeframe	Status of Program Implementation
	and Housing Authority resources. Explore options for partnership with ABAG or other regional agencies on additional funding for a region-wide first time homebuyer program.		
13-P-2.4.D	Continue to provide information to local for-profit and not-for-profit developers about the types of state and federal low-interest land acquisition/construction funds available for development of homes affordable to low- and moderate-income households by distributing the list of available grant funds listed on www.hcd.ca.gov/fa/ , and continuing to offer support in the application of these funds.	Ongoing; distribute the list annually and upon request	This task is undertaken on a case-by-case basis when individual developers approach the City's Economic Development Department and Planning Division, and request information or assistance in obtaining state and federal funds. In the past, the City has worked closely with nonprofit housing developers to participate in mortgage and construction loan and grant programs including but not limited to the Housing and Community Development Multi-family Housing Program (HCD MHP), Contra Costa HOME, Affordable Housing Partnership (AHP) funds, California Tax Credit Allocation Committee (CTCAC) tax credits, and the California Debt Limit Allocation Committee (CDLAC) Qualified Residential Rental Project Program.
13-P-2.4.E	Continue to participate in the Contra Costa County Consortium to ensure access to and input on the distribution of HOME and HOPWA funds benefiting Pittsburg residents with special needs.	2015-2018	The City of Pittsburg continues to partner with the Contra Costa County Consortium to offer staff assistance and to ensure the receipt and distribution of Contra Costa HOME and Housing Opportunities for Persons with AIDS (HOPWA) funds that benefit Pittsburg residents.
13-P-2.4.F	Continue to co-sponsor homeownership/credit preparation classes within the community.	Ongoing; co-sponsor classes on quarterly basis or as appropriate	Currently, Pittsburg Housing Authority staff provides individual counseling on eligibility requirements, credit issues, and pre- and post-homeownership counseling. This program will continue to be implemented on an ongoing basis depending on the availability of funding.

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.4.G	Amend the City's inclusionary housing ordinance to allow inclusionary units to count towards density bonuses.	2017	Not yet been implemented.
13-P-2.4.H	Review the appropriateness and feasibility of the City's inclusionary housing regulations as they relate to new and existing for-sale and rental housing developments. Evaluate fluctuations in market-rate home sale and rental prices, income trends, and other relevant data, as well as recent case and state law as it relates to the City's adopted policy. If appropriate, consider adopting a revised inclusionary policy for new development in which fee payment (such as an affordable housing linkage fee) is the primary form of compliance for various types of development. Identify appropriate strategies for working with owners and occupants of existing inclusionary units depending on the results of the analysis.	2017	This program has not been implemented during the current Housing Element cycle.

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.4.I	Support the development of homes affordable to low- and moderate-income households and developed by nonprofit organizations citywide. Support should include, but not be limited to, technical/staff assistance for grant and tax credit applications as well as incentives, credits and fee deferrals, and flexible development standards in accordance with the State-mandated Density Bonus Law. Prioritize partnerships with nonprofit developers that have a proven track record in developing successfully in the city.	Ongoing; implement as development projects are proposed by nonprofit organizations	Implemented on a case-by-case basis as applications are submitted. City staff provides technical assistance and finding application assistance as requested by developers of affordable housing.
13-P-2.4.J	Create a list of publicly owned land, update the list on a quarterly basis, and make the list available to developers upon request. Prioritize partnerships for the disposition of publicly owned land with nonprofit developers that have a proven track record in developing successfully in the city.	Ongoing; establish list by 2016, update quarterly	Ongoing. The Successor Agency to the City of Pittsburgh Redevelopment Agency (Successor Agency) staff maintains a list of City and Successor Agency-owned parcels that is available to the public upon request. In addition, all City employees have access to an online Geographic Information System (GIS) web page that contains up-to-date property information, which staff can provide to the public upon request.
13-P-2.4.K	Pursue federal resources to acquire foreclosed properties for the rehabilitation and re-tenanting of very-low, low- and	Ongoing; pursue federal resources and institute a	No federal resources to acquire foreclosed properties were obtained during the reporting period. The Successor Agency for the Redevelopment Agency of the City of Pittsburgh partnered up with Pacific Community Services Inc. (PCSI), a non-profit organization that assists troubled homeowners at no charge. PCSI services include confidential counseling

Program	Objective	Timeframe	Status of Program Implementation
	moderate-income first-time homebuyers, and to assist homeowners facing foreclosure to stay in their homes. Institute a local preference policy for residents and those who work and/or attend school in Pittsburg when administering the program.	local preference policy by 2017	to families who are in danger of losing their homes through foreclosure. The counseling consists of a personal interview and the development of a case management plan. A working relationship is established between the homeowner and lender and so as to determine the best relief measures. Every possible alternative to foreclosure is explored.
13-P-2.5	Increase the supply of rental housing available and affordable to extremely low-, very low-, low-, and moderate-income households, and in particular large families.		
13-P-2.5.A	Continue to advocate for and operate the Section 8 Housing Choice Voucher Program. Increase the number of vouchers available, when possible.	Ongoing	The Housing Authority of the City of Pittsburg continues to provide rental housing assistance to approximately 948 Section 8 voucher holders, which includes 160 Housing Choice Vouchers for homeless veterans in Contra Costa County. In 2017, the Housing Authority of the City of Pittsburg opened the Housing Choice Voucher Wait List and conducted a lottery; 5,000 applicants were selected for consideration when funding is available. In October, the HACP Staff applied for additional funding for Housing Choice Vouchers (Veterans' Affairs Supportive Housing Vouchers aka VASH Vouchers) for homeless veterans in Contra Costa County. Additional vouchers were awarded in Summer 2018 & Spring 2019.
13-P-2.5.B	Continue to publicize the Housing Choice Voucher Program/benefits, and encourage the participation of single and multi-family property owners.	Ongoing	The Housing Authority continues to market the Section 8 Housing Choice Voucher Program by directly contacting and informing landlords and property managers about the program and by keeping program information current on the City website.
13-P-2.5.C	Provide support for the development of rental units for extremely low-, very low-, low-,	Ongoing	Implemented on a case-by-case basis as affordable housing projects are proposed.

Program	Objective	Timeframe	Status of Program Implementation
	and moderate-income households that are developed by nonprofit organizations by offering technical assistance, funding application assistance, fee waivers and deferrals, and financial assistance if and when available.		
13-P-2.6	Encourage the incorporation of energy conservation design features in existing and future residential developments to conserve resources and reduce housing costs.		
13-P-2.6.A	Continue to offer rehabilitation loans and possibly grants to low- and moderate-income homeowners to improve the energy efficiency of their residence and/or replace existing energy inefficient appliances.	Ongoing	During the 2017-2018 fiscal year, \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents. During the same period, \$24,450 was expended under the Housing Rehabilitation program and assisted 1 Pittsburgh resident with the renovation of their home.
13-P-2.6.B	Create incentives such as a density bonus or priority permitting for developments that exceed state energy efficiency standards by 20 percent as part of a comprehensive update of the development review process of the Climate Action Plan (whichever comes first). Support the use of solar heating and cooling homes, consistent with adopted building, mechanical, and plumbing codes.	2015-2020	This program has not been implemented.

Program	Objective	Timeframe	Status of Program Implementation
13-P-2.6.C	Work with public and private financing entities to develop a grant or long-term loan program fund to fund the installation of solar panels on single-family and multifamily residential developments to reduce energy consumption and provide savings to property owners. Examples of such partnerships include but are not limited to Pittsburgh Power Company, California FIRST Energy Savings Financing, Figtree PACE Program and expansion of the City's involvement into the HERO Program to include residential uses.	2015-2020	This program has not been implemented.
13-P-2.6.D	Utilize efficient design principles in the site planning of new subdivisions to enhance the quality of life of Pittsburgh residents. Closely follow the guidelines set forth in the adopted Green Building Development Review Design Guidelines and ensure that the City's Climate Action Plan includes neighborhood, site, and building design to maximize energy efficiency and smart growth principles	2015-2020	Implemented on a case-by-case basis as development projects are proposed.

Program	Objective	Timeframe	Status of Program Implementation
	and an incentive process to comply with the adopted Green Building Development Review Design Guidelines (see also Program 2.6.B).		
Eliminating Discrimination			
Goal 3. Eliminate housing discrimination.			
13-P-3.1	Promote fair housing opportunities for all people.		
13-P-3.1.A	Prohibit housing discrimination on the basis of age, race, ethnic or national origin, physical or psychological special need, religion, sex, sexual orientation, familial status, or source of income in all projects which receive local public funds.	Ongoing.	The City is subject to and enforces state and federal fair housing laws. In addition, all agreements signed by the City contain a non-discrimination clause stating that there shall be no discrimination with regard to the rental or sale of units and no preference shall be given to any particular class or group of people except to the extent that the affordable units are provided to households that meet the minimum income requirements.
13-P-3.1.B	Amend the Zoning Ordinance to include a definition of employee housing as defined in Health and Safety Code Section 17021.5 and 17008 and to allow such housing for six or fewer residents in residential districts subject only to restrictions applicable to other residential uses of the same type in the same zone.	2015-2017	This program is not yet completed.

Program	Objective	Timeframe	Status of Program Implementation
13-P-3.1.C	Continue to address impediments to fair housing choice identified in the Contra Costa Consortium's Analysis of Impediments to Fair Housing Choice.	Adhere to the time frame established in the Analysis of Impediments to Fair Housing Choice	Currently, Pittsburg Housing Authority staff provides individual counseling on eligibility requirements, credit issues, and pre- and post-homeownership counseling. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
13-P-3.1.D	Continue to fund tenant-landlord counseling services to help resolve problems and conflicts that occur in tenant/landlord relationships. Publicize the availability of these public resources through the City's website, and through the display and dissemination of written materials (in both English and Spanish) at City Hall and the Pittsburg Library.	Annually	Currently, Pittsburg Housing Authority staff provides individual counseling on eligibility requirements, credit issues, and pre- and post-homeownership counseling. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
13-P-3.1.E	Give preference to persons who live and/or work within the City of Pittsburg in the purchase or rental of local price restricted housing units constructed and/or acquired with local affordable housing funds.	Ongoing	A local resident and employee preference policy was implemented for all participants in the First Time Homebuyer Program prior to its dissolution; however, there is no local preference policy for potential occupants of inclusionary housing units.
13-P-3.1.F	Continue to refer families to Pacific Community Services	Ongoing	Currently, Pittsburg Housing Authority staff refers fair housing issues to PCS. Fair housing information, including complaint forms and City contact information is available online. The

Program	Objective	Timeframe	Status of Program Implementation
	(PCS) for fair housing issues or complaints. Provide posters with fair housing referral information in the lobby area of the Housing Authority office and add information to the Housing Authority's website.		Housing Authority Website will continue to be updated throughout the coming year. This program will continue to be implemented on an ongoing basis depending on the availability of funding.
Housing Stock Preservation			
Goal 4. Improve and preserve the existing housing stock including affordable housing units, where feasible and appropriate.			
13-P-4.1	Support the conservation and rehabilitation of existing for-sale housing stock (including mobile homes) through a balanced program of code enforcement and property improvements.		
13-P-4.1.A	Continue to investigate complaints and take appropriate action involving Building and Housing Code violations in single-family and multi-family rental housing.	Ongoing	The Building Division administers the City's Residential Rental Inspection Program which was established in 2006, with the adoption of Ordinance No. 06-1259. The Rental Inspection Program involves the identification and registration of rental properties in the City, the physical inspection of properties, and the issuance of correction notices and citations in order to gain compliance. As of March 5, 2019, there were approximately 3,460 parcels registered in the program. In addition, the Building Division actively investigates citizen complaints regarding Municipal Code violations. This is accomplished through inspection, notification, communication, and the issuance of citations. The Building Division is also a key member of the City's Code Enforcement Team. The team includes staff from the Police Department, Engineering and Planning Divisions, the City Manager's office, and the City Attorney's office. This group systematically addresses the more egregious Municipal Code violations in addition to establishing a proactive response to citizens' concerns. During the 2017-2018 fiscal year, \$150,000 in CDBG funds were allocated to Code Enforcement activities to investigate complaints and take appropriate action involving residential code violations.

Program	Objective	Timeframe	Status of Program Implementation
13-P-4.1.B	Continue to offer housing rehabilitation loans to owners of single-family and multi-family residences.	Ongoing	During the 2017-2018 fiscal year, \$120,214 of CDBG and \$100,000 of Housing Successor funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents. During the 2017-2018 fiscal year, \$24,450 was expended under the Housing Rehabilitation program and assisted 1 Pittsburgh resident with the renovation of their home.
13-P-4.1.C	Provide assistance to households undertaking the foreclosure process through education, legal assistance, and/or counseling services. Utilize funds and/or other resources made available through CDBG and other sources. Institute a local preference policy for residents and those who work and/or study in Pittsburgh when administering the program.	Ongoing; utilize funds annually or as funds become available; institute a local preference policy by 2017	Currently, Pittsburgh Housing Authority staff provides counseling on eligibility requirements, credit issues, and pre- and post-homeownership on an individual basis. Though no activities were funded by CDBG during the Program Year, the Successor Agency for the Redevelopment Agency of the City of Pittsburgh, partnered up with Pacific Community Services Inc. (PCSI), a non-profit organization that assists troubled homeowners at no charge. PCSI services include confidential counseling to families who are in danger of losing their homes through foreclosure. The counseling consists of a personal interview and the development of a case management plan. Local preference policy has not yet been implemented.
13-P-4.2	Utilize public funds to preserve rent restricted units at risk of conversion to market rate and conserve and rehabilitate the existing supply of housing affordable and made available to extremely low, very low, low and/or moderate-income households, when and where appropriate.		
13-P-4.2.A	Set aside 20 to 40% of the City's annual Community Development Block Grant (CDBG) funds for housing programs, including but not limited to rehabilitation programs that remediate lead paint, eliminate building code violations, and result in more energy efficient homes.	Annually	During the 2017-2018 fiscal year, \$24,450 was expended under the Housing Rehabilitation program and assisted 1 Pittsburgh resident with the renovation of their home. During the 2017-2018 fiscal year \$120,214 of CDBG funds were allocated for the housing rehabilitation program to sustain the existing housing stock, much of which is occupied by low-income residents.

Program	Objective	Timeframe	Status of Program Implementation
13-P-4.2.B	Monitor rent-restricted units at-risk of conversion to market rate and meet with property owners to explore possible options/incentives to retain the units in the affordable housing stock. Facilitate preservation of at-risk units through cooperative partnerships with non-profit housing provider(s), when feasible and appropriate. This includes monitoring the planned renewal of Section 8 Certificates for Lido Square and East Santa Fe Apartments, facilitating the renewal process when needed, and utilizing public funds, if available, to purchase covenants in and/or substantially rehabilitate the units for continued restriction of their affordability. Support developer and nonprofit applications for other state and federal funds available to them for the preservation of units at risk of conversion and for the rehabilitation of the existing housing stock. Notice tenants of at-risk units about available resources.	Start two years before expiration date for each development	The Successor Agency to the City of Pittsburg (former Redevelopment Agency) is responsible for the ongoing monitoring of units that are at risk of conversion to market rate. Redevelopment staff maintains lists of all deed-restricted housing units and monitors the status of the units. Units at risk of conversion would be eligible for rehabilitation grants and loans in exchange for maintaining deed restrictions on the units. Affordable units at risk of converting for the 2015-2023 Housing Element reporting period include: Lido Square Townhomes, East Santa Fe Avenue Apartments, and the Woods Grove Apartments (formerly Woods Manor). The deed restriction for the Woods Grove Apartments was set to expire on January 1, 2019. However, the apartments were purchased by a third party and are undergoing substantial rehabilitation. The affordability covenants for this property has also been extended for an additional 55 years. The Woods Grove Apartments contain a total 80 affordable units. Sixty-nine units were to be set aside for low income and 11 units were to be set aside for very low income households.

Program	Objective	Timeframe	Status of Program Implementation
13-P-4.2.C	Evaluate and monitor resale restrictions for new inclusionary units to determine if the market rate price is higher than the inclusionary unit price. Should the market price be lower or at the inclusionary home price, consider foregoing resale restrictions on a case-by-case basis.	Ongoing on case-by-case basis	Implemented on a case-by-case basis as restricted units become available for sale.
Neighborhood Design Quality			
Goal 5. Enhance the visual quality of Pittsburgh's residential neighborhoods.			
13-P-5.1	Enhance the quality and variety of new home designs and home additions to ensure an attractive living environment.		
13-P-5.1.A	Conduct a comprehensive update of the Development Review Design Guidelines to require a high quality of design for new and existing residential development. Ensure that the guidelines require that a certain percentage of new homes within new subdivisions be limited to one story in height and/or regulate second-story elements to provide increased variety in building planes on all building elevations.	2017-2020	This program to further update the DRDG has not yet been implemented. In November 2010, the Planning Commission adopted Resolution No. 9864, amending the Development Review Design Guidelines to include "Green Building Design Guidelines." Existing residential development and subdivision guidelines were amended to eliminate policies deemed inconsistent with environmental and pedestrian-friendly principles.

Program	Objective	Timeframe	Status of Program Implementation
13-P-5-2	Enhance the built environment through citywide landscaping efforts including the installation of street trees that will grow to create a street tree canopy along roadways and sidewalks.		
13-P-5.2.A	Publicize the existing street tree program in neighborhoods where street trees are scarce. Expand the program as funds become available.	Ongoing	This program has not been implemented.
13-P-5.2.B	Adopt a Tree Preservation Ordinance is to promote the health, safety, welfare, and quality of life of the residents of the City through the protection of specified trees located on private property within the City, and the establishment of standards for removal, maintenance, and planting of trees.	2015-2016	Implemented. In 2015, the City Council adopted Ordinance No. 15-1390, establishing a citywide tree preservation ordinance. The City has begun mapping developer-installed protected trees as part of its GIS.



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Recognizing the Importance of the 2020 U.S. Census and Supporting a Complete, Fair, and Accurate Count of all Californians

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

The United States Census Bureau is required by the U.S. Constitution to conduct an accurate count of the population every ten years. Given the size and the diversity of the State of California, hard-to-count population groups are at risk of being missed in the 2020 Census. The League of California Cities has requested the City's support of the "Be Counted California," effort to ensure all Californians are accounted for in the 2020 Census.

FISCAL IMPACT

There is no fiscal impact related to the adoption of the proposed Resolution. However, future federal funding will likely rely, in part, on census data, and ensuring accurate accounting, particularly of traditionally hard-to-count populations, would help to ensure Pittsburg receives fair representation and funding.

RECOMMENDATION

City Council adopt the attached resolution recognizing the importance of the 2020 U.S. Census and supporting a complete, fair, and accurate count of all Californians.

BACKGROUND

The U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population every ten years, with the next enumeration beginning April 1, 2020. As the most populous state in the country, California receives nearly \$77 billion in federal funding that relies, in part, on census data. The data is also used in the redistricting of state legislatures, county boards of supervisors and city councils.

Due to the diverse communities and demographic populations in California, the state has a large percentage of individuals that are considered traditionally hard to count and are at risk

of being missed in the 2020 Census. The California Complete Count Committee has been established to help ensure a complete and accurate count of the state's population and is kicking off its efforts in April 2019.

The 2010 census undercounted 95,000 (or 0.26 percent) of California residents. Though the overall count was an improvement from the previous undercounts (2.74 percent in 1990 and 1.52 percent in 2000), the rate of undercounted populations remains consistently high.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

A complete and accurate count of California's – and Pittsburg's – population is essential, in that the data collected by the decennial Census determines the number of seats each state has in the U.S. House of Representatives; to distribute billions of dollars in federal funds; in the redistricting of state legislatures, county boards of supervisors, and city councils; by businesses to identify areas to locate; and by local governments to ensure public safety and plan new schools and hospitals.

A major challenge facing the U.S. Census Bureau is the undercount of certain population groups; that challenge is amplified in California, given the size of the state, the diversity of communities, and the housing crisis, which has forced more families to live in less traditional housing situations, such as multiple families in one home or accessory dwelling units. Additional challenges include constrained finances, rapidly changing use of technology, an increasingly diverse and mobile population, and declining response rates (Pittsburg's overall response rate dropped from 73 percent in 2000 to 72 percent in 2010, with some census tracts in the City dropping by as much as seven percent). The Public Policy Institute of California (PPIC) estimates that in certain census tracts in Pittsburg, nearly 30 percent of households are unlikely to respond, and may need follow-up. As such, the 2020 Census will be the first to rely heavily on online responses.

As the decennial census is a massive undertaking that requires cross-sector collaboration and partnership in order to achieve a complete and accurate count, the State has proposed to invest \$154.3 million toward a statewide campaign to reach the least likely to respond areas and hard-to-count communities.

As mentioned above, the League of California Cities has requested the City's support of the "Be Counted California," effort to ensure all Californians are accounted for in the 2020 Census. It should be noted that by law the U.S. Census Bureau cannot share specific data of individuals with immigration or law enforcement agencies, or allow it to be used to determine eligibility for government benefits.

ATTACHMENTS:

1. Proposed Resolution
2. 2010 Census Participation Map
3. Hard-to-Count Community Index Map

Report Prepared By: Jordan Davis, Interim Assistant to the City Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution Recognizing the Importance of)
the 2020 U.S. Census and Supporting a)
Complete, Fair, and Accurate Count of all)
Californians)

RESOLUTION NO. 19-_____

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the U.S. Census Bureau is required by Article I, Section 2 of the U.S. Constitution to conduct an accurate count of the population every ten years; and

WHEREAS, the next enumeration will be April 1, 2020 and will be the first to rely heavily on online responses; and

WHEREAS, the primary and perpetual challenge facing the U.S. Census Bureau is the undercount of certain population groups; and

WHEREAS, that challenge is amplified in California, given the size of the state and the diversity of communities; and

WHEREAS, California has a large percentage of individuals that are considered traditionally hard to count; and

WHEREAS, these diverse communities and demographic populations are at risk of being missed in the 2020 Census; and

WHEREAS, California receives nearly \$77 billion in federal funding that relies, in part, on census data; and

WHEREAS, a complete and accurate count of California's population is essential; and

WHEREAS, the data collected by the decennial Census determines the number of seats each state has in the U.S. House of Representatives and is used to distribute billions of dollars in federal funds to state and local governments; and

WHEREAS, the data is also used in the redistricting of state legislatures, county boards of supervisors and city councils; and

WHEREAS, the decennial census is a massive undertaking that requires cross-sector collaboration and partnership in order to achieve a complete and accurate count; and

WHEREAS, California's leaders have dedicated funding and resources to ensure every Californian is counted once, only once and in the right place; and

WHEREAS, this includes coordination between tribal, city, county, and state governments, as well as community-based organizations, educational institutions, and many more; and

WHEREAS, the U.S. Census Bureau is facing several challenges with Census 2020, including constrained fiscal environment, rapidly changing use of technology, declining response rates, increasingly diverse and mobile population, thus support from partners and stakeholders is critical; and

WHEREAS, California is kicking-off its outreach and engagement efforts in April 2019 for the 2020 Census; and

WHEREAS, the City of Pittsburg, in partnership with other local governments, the State, businesses, schools, and community organizations, is committed to robust outreach and communication strategies, focusing on reaching the hardest-to-count individuals.

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

Section 1. Findings

The City Council hereby finds and determines that the above recitals are true and correct and have served as the basis, in part, for the findings and actions of the City Council set forth below.

Section 2. Decision

The City of Pittsburg recognizes the importance of the 2020 U.S. Census and supports helping to ensure a complete, fair, and accurate count of all Californians.

Section 3. Effective Date

This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 2nd day of April 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

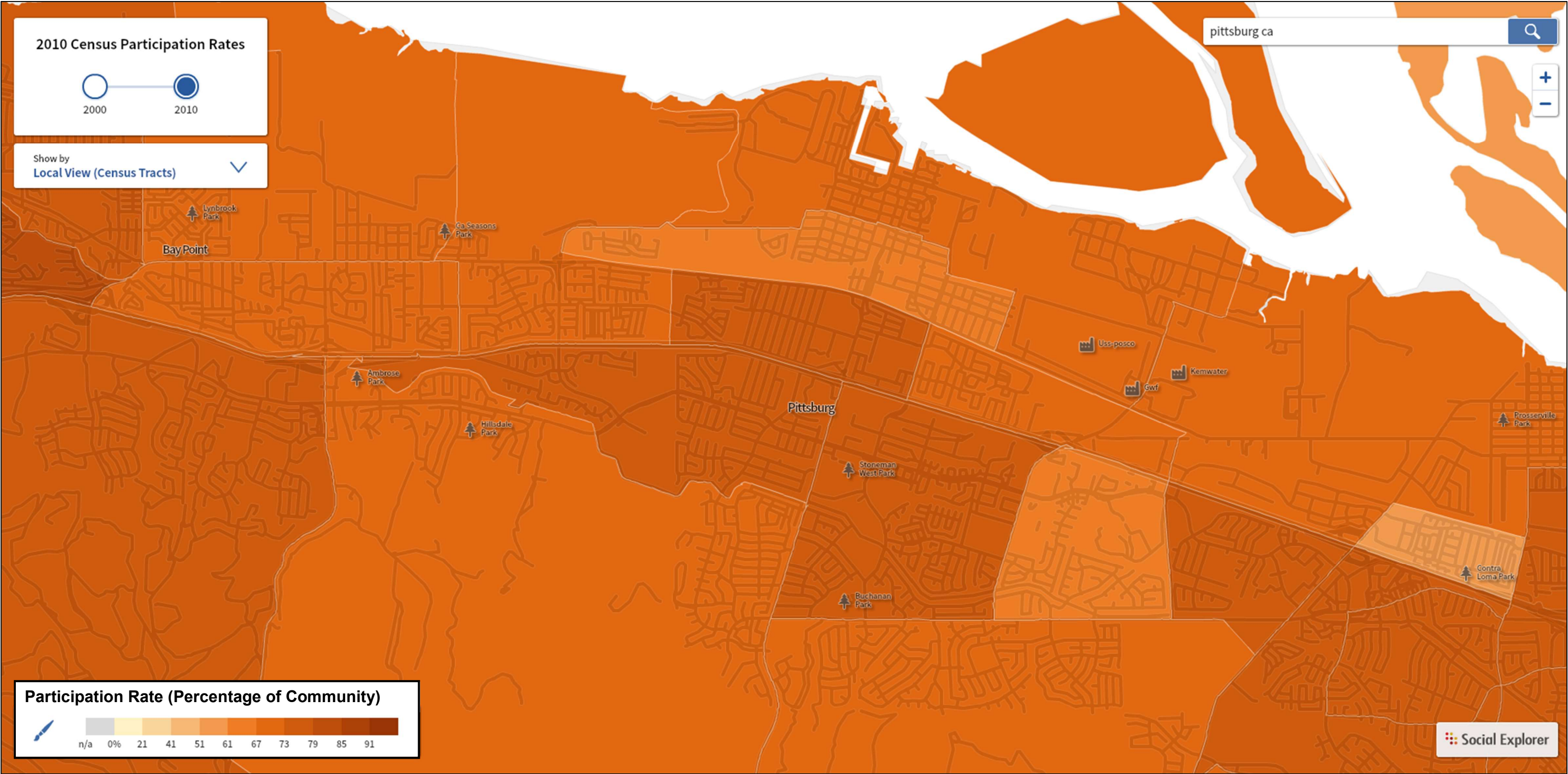
ABSENT:

Juan Antonio Banales, Mayor

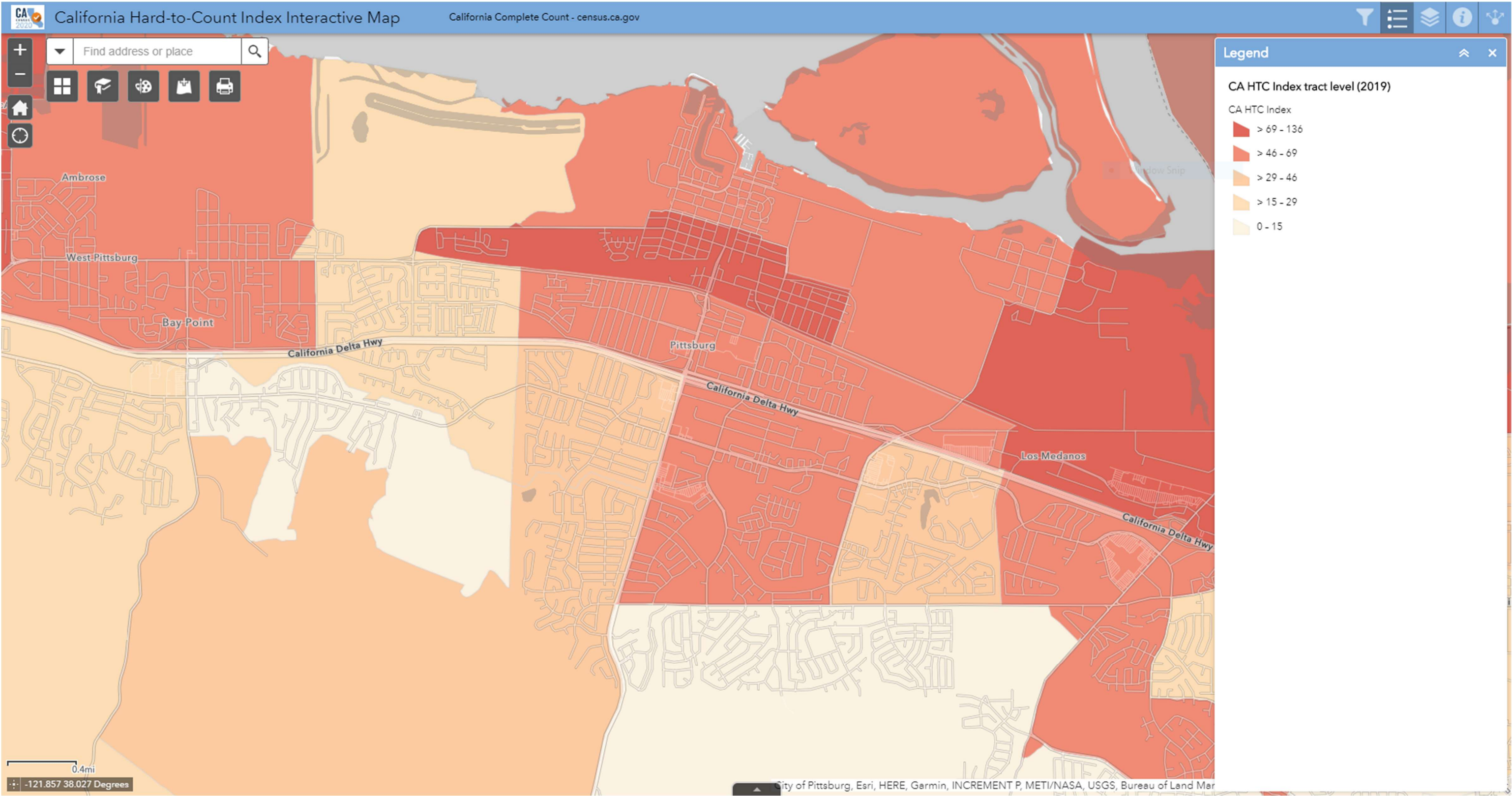
ATTEST:

Alice E. Evenson, City Clerk

2010 Census Participation Rates by Census Tract – City of Pittsburg and Surrounding Areas



California Hard-to-Count Index – City of Pittsburg and Surrounding Areas





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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Authorizing the Acceptance of California Department of Parks and Recreation Division of Boating and Waterways Grant Funds and the Execution of a Grant Agreement for New Boat Launch Ramp Restrooms

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

The City has been selected for a grant to replace the public boat launch ramp restrooms and surrounding ADA path of travel, and must execute a Grant Agreement to receive funds.

FISCAL IMPACT

The estimated cost of the proposed project is \$564,000. The grant amount \$564,000. If the Grant Agreement is approved, funding for the entire project will be provided as reimbursements starting in fiscal year 2019.

RECOMMENDATION

City Council adopt the Resolution authorizing the acceptance of grant funds and the City Manager to sign the Grant Agreement between the City of Pittsburg and the State of California Department of Parks and Recreation Division of Boating and Waterways.

BACKGROUND

In 1981, the City built public restrooms at the Public Boat Launch Ramps. The boat launch is in a severely underserved and economically challenged area. The existing restrooms, a public amenity in the launch area, do not feature single-occupancy stalls and are a potential safety concern. Staff has also received public complaints about the condition of the restrooms, which are showing signs of heavy wear and have reached the end of their useful life.

SUBCOMMITTEE FINDINGS

The Economic Development/Waterfront Subcommittee expressed support for this opportunity at the January 23, 2017 meeting and the February 25, 2019 meeting.

STAFF ANALYSIS

The City is undertaking revitalization efforts that would benefit from this renovation. The proposed improvements will expand the character of the City's downtown core, a priority outlined in the City's General Plan. Staff further anticipates increased interest from boaters and non-Pittsburg visitors to the waterfront and downtown areas. This is projected to lead to more traffic for local businesses and more sales tax for the City including but not limited to development of the adjacent vacant lot.

ATTACHMENTS: Resolution
 Grant Agreement

Report Prepared By: Sara Bellafronte, Administrative Analyst II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Authorizing the Acceptance of California)
Department of Parks and Recreation Division of)
Boating and Waterways Grant Funds and the) RESOLUTION NO. 19-
Execution of a Grant Agreement for New Boat)
Launch Ramp Restrooms)

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

WHEREAS, the City of Pittsburg desires to enhance, rebuild and protect the public boat launch ramp restrooms to meet the needs of watercraft users and those utilizing the facility, and

WHEREAS, the City of Pittsburg has been selected to receive a \$564,000 grant from the California Department of Parks and Recreation Division of Boating and Waterways (DBW).

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 and authorizes the acceptance of grant funds and execution of a Grant Agreement.

Section 3.

Staff is hereby directed to cause the necessary data to be prepared and application to be signed and filed with the DBW.

Section 4.

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 5.

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

Section 6.

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 2nd day of April, 2019 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk



DEPARTMENT OF PARKS AND RECREATION

Division of Boating and Waterways
One Capitol Mall, Suite 500
Sacramento, California 95814

Lisa Ann L. Mangat, Director

MAR 13 2019

Ms. Sara Bellafronte
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

Subject: Pittsburg Public Boat Launching Facility Grant
(Grant Agreement No. C4130052) (Project #1154)

Dear Ms. Bellafronte:

Enclosed is the Agreement between the City of Pittsburg and the Department of Parks and Recreation, Division of Boating and Waterways for the above listed project.

Please complete the following item(s) and return to my attention at the address stated above. This Agreement cannot be considered binding on either party until approved by appropriate authorized state agencies. No services should be provided prior to approval, as the State is not obligated to make any payments on any Agreement prior to final approval.

 X Grant Agreement with exhibits, have the proper individual sign **one** (1) original and return for further processing.

 X Grant Agreement face sheet, have the proper individual sign **three** (3) original single pages and return for further processing.

 X Contractor Certification Clauses (CCC 04/2017), have the proper individual complete, sign, and date **one** (1) original and return for further processing. The CCC 04/2017 package contains clauses and conditions that may apply to your Agreement. The CCC 04/2017 will be kept on file in a central location and must be renewed every three (3) years and updated as changes occur. The "Contractor" as referred to in the CCC 04/2017 form is the "**Grantee**" to this Agreement.

 X Retain for your files the "Pending Copy" of Agreement.

For inquiries regarding the implementation of this agreement, please contact Casey Caldwell at (916) 327-1787 or by email at casey.caldwell@parks.ca.gov.

For inquiries regarding the processing of this agreement, please contact me at (916) 327-1818 or by email at margaret.fowler@parks.ca.gov.

Sincerely,

Margaret Fowler
Boating Facilities Development and Financing Unit

Enclosures

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DIVISION OF BOATING AND WATERWAYS

GRANT AGREEMENT

GRANTEE: City of Pittsburg

GRANT PERFORMANCE PERIOD is from: Effective date and continues to February 1, 2022.

GRANT AGREEMENT PERFORMANCE PERIOD is from: Effective date and continues 20 years from Date of Acceptance of Project.

PROJECT TITLE: Pittsburg Public Boat Launching Facility (#1154) **GRANT NUMBER:** C4130052

The Grantee agrees to the terms and conditions of this grant, hereinafter referred to as Agreement, and the State of California, acting through its Director of Parks and Recreation, pursuant to the State of California agrees to fund the total State grant amount indicated below for the project identified in the Feasibility Report which is a part of the agreement consisting of: Exhibit A "Small Craft Launching Facility Construction Grant and Operation Agreement", page 1-17. Exhibit A, Attachment 1 "Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines", page 1-4. Exhibit B "Pittsburg Public Boat Launching Facility Feasibility Report", page 1-8. Exhibit C "General Terms and Conditions", page 1-4.

**SIGN
& DATE**



Grantee: City of Pittsburg
Address: 65 Civic Avenue
Pittsburg, CA 94565

Agency: Department of Parks and Recreation
Division of Boating and Waterways
Address: One Capitol Mall, Suite 500
Sacramento, CA 95814

BY: _____
(Authorized Signature)

BY: _____
(Authorized Signature)

GARRETT EVANS, CITY MANAGER
(Printed Name and Title of Authorized Representative)

KEREN DILL, STAFF SERVICES MANAGER II
(Printed Name and Title of Authorized Representative)

Date _____

Date _____

**CERTIFICATE OF FUNDING
(FOR STATE USE ONLY)**

GRANT C4130052	AMENDMENT NO	FISCAL SUPPLIER NO 0000038875		PROGRAM 2855019
AMOUNT ENCUMBERED BY THIS DOCUMENT \$564,000.00	FUND TITLE HARBORS AND WATERCRAFT REVOLVING FUND			AGENCY BILLING CODE NO 053709
PRIOR AMOUNT ENCUMBERED BY THIS DOCUMENT \$0.00	GL / APPROP REF / FUND 3790-101-051600001	CHAPTER 29	STATUTE (ENY) 2018	FISCAL YEAR 2018/19
TOTAL AMOUNT ENCUMBERED TO DATE \$564,000.00	RPTG STRUCTURE 37900709	ACCOUNT / ALT ACCOUNT 5432000 / 0000000000	ACTIVITY 61038	PROJECT 3790OTHER
T.B.A. NO	<i>I hereby certify upon my own personal knowledge that the budgeted funds are available for this encumbrance.</i>			
B.R.NO	ACCOUNTING OFFICER'S SIGNATURE			DATE

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DIVISION OF BOATING AND WATERWAYS

GRANT AGREEMENT

GRANTEE: City of Pittsburg

GRANT PERFORMANCE PERIOD is from: Effective date and continues to February 1, 2022.

GRANT AGREEMENT PERFORMANCE PERIOD is from: Effective date and continues 20 years from Date of Acceptance of Project.

PROJECT TITLE: Pittsburg Public Boat Launching Facility (#1154) GRANT NUMBER: C4130052

The Grantee agrees to the terms and conditions of this grant, hereinafter referred to as Agreement, and the State of California, acting through its Director of Parks and Recreation, pursuant to the State of California agrees to fund the total State grant amount indicated below for the project identified in the Feasibility Report which is a part of the agreement consisting of: Exhibit A "Small Craft Launching Facility Construction Grant and Operation Agreement", page 1-17. Exhibit A, Attachment 1 "Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines", page 1-4. Exhibit B "Pittsburg Public Boat Launching Facility Feasibility Report", page 1-8. Exhibit C "General Terms and Conditions", page 1-4.

Grantee: City of Pittsburg
Address: 65 Civic Avenue
Pittsburg, CA 94565

Agency: Department of Parks and Recreation
Division of Boating and Waterways
Address: One Capitol Mall, Suite 500
Sacramento, CA 95814

BY: _____
(Authorized Signature)

GARRETT EVANS, CITY MANAGER
(Printed Name and Title of Authorized Representative)

Date _____

BY: _____
(Authorized Signature)

KEREN DILL, STAFF SERVICES MANAGER II
(Printed Name and Title of Authorized Representative)

Date _____

**CERTIFICATE OF FUNDING
(FOR STATE USE ONLY)**

GRANT C4130052	AMENDMENT NO	FISCAL SUPPLIER NO 0000038875		PROGRAM 2855019
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T.B.A. NO	<i>I hereby certify upon my own personal knowledge that the budgeted funds are available for this encumbrance.</i>			
B.R.NO	ACCOUNTING OFFICER'S SIGNATURE			DATE

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DIVISION OF BOATING AND WATERWAYS

GRANT AGREEMENT

GRANTEE: City of Pittsburg

GRANT PERFORMANCE PERIOD is from: Effective date and continues to February 1, 2022.

GRANT AGREEMENT PERFORMANCE PERIOD is from: Effective date and continues 20 years from Date of Acceptance of Project.

PROJECT TITLE: Pittsburg Public Boat Launching Facility (#1154) **GRANT NUMBER:** C4130052

The Grantee agrees to the terms and conditions of this grant, hereinafter referred to as Agreement, and the State of California, acting through its Director of Parks and Recreation, pursuant to the State of California agrees to fund the total State grant amount indicated below for the project identified in the Feasibility Report which is a part of the agreement consisting of: Exhibit A "Small Craft Launching Facility Construction Grant and Operation Agreement", page 1-17. Exhibit A, Attachment 1 "Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines", page 1-4. Exhibit B "Pittsburg Public Boat Launching Facility Feasibility Report", page 1-8. Exhibit C "General Terms and Conditions", page 1-4.

**SIGN
& DATE**

Grantee: City of Pittsburg
Address: 65 Civic Avenue
Pittsburg, CA 94565

Agency: Department of Parks and Recreation
Division of Boating and Waterways
Address: One Capitol Mall, Suite 500
Sacramento, CA 95814

BY: _____
(Authorized Signature)

BY: _____
(Authorized Signature)

GARRETT EVANS, CITY MANAGER
(Printed Name and Title of Authorized Representative)

KEREN DILL, STAFF SERVICES MANAGER II
(Printed Name and Title of Authorized Representative)

Date _____

Date _____

**CERTIFICATE OF FUNDING
(FOR STATE USE ONLY)**

GRANT C4130052	AMENDMENT NO	FISCAL SUPPLIER NO 0000038875		PROGRAM 2855019
AMOUNT ENCUMBERED BY THIS DOCUMENT \$564,000.00	FUND TITLE HARBORS AND WATERCRAFT REVOLVING FUND			AGENCY BILLING CODE NO 053709
PRIOR AMOUNT ENCUMBERED BY THIS DOCUMENT \$0.00	GL / APPROP REF / FUND 3790-101-051600001	CHAPTER 29	STATUTE (ENY) 2018	FISCAL YEAR 2018/19
TOTAL AMOUNT ENCUMBERED TO DATE \$564,000.00	RPTG STRUCTURE 37900709	ACCOUNT / ALT ACCOUNT 5432000 / 0000000000	ACTIVITY 61038	PROJECT 37900OTHER
T.B.A. NO	I hereby certify upon my own personal knowledge that the budgeted funds are available for this encumbrance.			
B.R.NO	ACCOUNTING OFFICER'S SIGNATURE			DATE

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DIVISION OF BOATING AND WATERWAYS

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**SMALL CRAFT LAUNCHING FACILITY
CONSTRUCTION GRANT AND OPERATION AGREEMENT**

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**SMALL CRAFT LAUNCHING FACILITY
CONSTRUCTION GRANT AND OPERATION AGREEMENT**

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ARTICLE 1 - DEFINITIONS

- A. "Account": An interest bearing account to be established by the Grantee for the deposit of Grant funds when grant funds are disbursed in advance (see Article 5); such account is to be designated the "Boating Grant – Pittsburg Public Boat Launching Facility Development Fund" which shall reflect all receipts and expenditures of grant funds.
- B. "Budget Act": The Legislature enactment of a budget in support of on-going programs (appropriations) in accordance with the provisions of Section 12 of Article IV of the Constitution of the State of California.
- C. "CEQA": The California Environmental Quality Act.
- D. "Commission": The Boating and Waterways Commission.
- E. "Date of Acceptance": The date specified on the Project Completion Certification and which denotes the beginning of the twenty (20) year portion of the Grant term in accordance with Article 3, Subpart A of this Exhibit.
- F. "Department": The Department of Parks and Recreation, Division of Boating and Waterways.
- G. "Effective Date": The effective date of this Agreement is either the mutually agreed upon Project start date or the approval date by the Department of General Services (DGS), whichever is later. In cases when DGS approval is not required, this Agreement is of no force or effect until the date of the last signature. No work shall commence until the Effective Date.
- H. "Exhibit B": The feasibility report exhibit presents the proposed Project in "concept" form only. The actual Project layout shall be determined by the Grantee and the engineer of record (to be determined) during the design process taking actual site conditions and public safety into account. The Project must meet the scope, cost and intent of this report and shall conform to Department guidelines.
- I. "Grant": Funds provided pursuant to Harbors and Navigation Code section 72.5 to finance all or part of the Project Costs.
- J. "Grantee": The Entity identified as Grantee on the face page of the Grant Agreement.
- K. "Project": The construction, improvement or development of a recreational small craft boat launching facility as described in Exhibit B.
- L. "Project Area": The real property, and improvements thereto, identified in Exhibit B, within which the Project will be undertaken.
- M. "Project Completion Certification": A fully executed Notice of Completion, or equivalent,

which states the Grantee has accepted the Project as complete on a specific date (Date of Acceptance).

- N. "Project Costs": Engineering, permitting, material and construction costs that are incurred by the Grantee for the purpose of completing the Project. However, Project costs incurred:
1. Shall not include any indirect or overhead charges,
 2. For engineering, permitting and inspection shall be no greater than the combined maximum budget allocation for *Engineering, Inspection* and *Permit Costs* as identified in Exhibit B (Feasibility Report – Cost Estimate Table),
 3. For engineering, inspection, and construction management services provided by Grantee or Grantee's personnel may only be reimbursed with prior written approval of Department, and
 4. Shall not include any expenses incurred prior to the Effective Date of this Agreement.

ARTICLE 2 - GRANTEE'S WARRANTIES

- A. Grantee warrants that the obligation created by this Agreement will not create an indebtedness or liability contrary to the provisions of Section 18 of Article XVI of the Constitution of the State of California.
- B. Grantee warrants that it has title to, or adequate interests in, the Project Area. Adequate interests include, but are not limited to, the following:
 1. Access to the Project Area by a maintained public way,
 2. A right of passage over a waterway, open to the public, between the Project Area and navigable waters, and
 3. Easements or other rights of way outside the Project Area sufficient to provide utilities and services to the Project.
- C. Grantee warrants that there is no encumbrance, lien, easement, license, title, cloud or other interest that may interfere with the Project Area or use thereof by the public.

ARTICLE 3 - TERM OF AGREEMENT

- A. This Agreement, subject to any provision for prior termination, shall begin on the Effective Date and shall continue for twenty (20) years from the Date of Acceptance by the Grantee.
- B. This Agreement may be extended, amended or cancelled upon the written agreement of the parties.

ARTICLE 4 - BUDGET CONTINGENCY

- A. Only funds that have been appropriated by the Legislature and approved for expenditure on the Project by the Department, on or before the Effective Date of this Agreement, are authorized for disbursement through this Agreement.
- B. In the event that the Legislature or Department, for any reason, does not approve sufficient funding for this Project, or should the Grantee be unable to complete the Project within the established budget or otherwise be unable to fund any costs over the established budget, and provided that Grantee has not accepted any grant funds, Department shall have no liability to pay any funds whatsoever to Grantee or to furnish any other consideration under this Agreement and Grantee shall not be obligated to perform any provision of this Agreement; this Agreement shall be of no further force and effect.
- C. In the event that the Legislature or Department does not approve sufficient funds to complete the Project, or should the Grantee be unable to complete the Project within the established budget or otherwise be unable to fund any costs over the established budget, and Grantee has drawn grant funds:
 - 1. Grantee shall repay all drawn grant funds within ninety (90) days of the end of the fiscal year that such approval is denied, or
 - 2. Grantee shall complete the Project within the scheduled timeline using Grantee's own funds, or
 - 3. Department and Grantee may agree upon a reduced scope version of the Project to be completed within the scheduled timeline and all funds in excess of those previously appropriated necessary to complete the Project shall come from Grantee, or
 - 4. Department and Grantee may, within ninety (90) days of knowledge of such denial, agree that the expenditure of such funds toward the Project constitutes construction completion. The date of such agreement shall become the Date of Acceptance of the Project and Grantee shall be obligated to perform all non-construction provisions of this Agreement for twenty (20) years beyond the Date of Acceptance.

ARTICLE 5 - DISBURSEMENT OF GRANT

The Department shall provide a Grant to the Grantee in the maximum amount stated on the face page of the Grant Agreement, however:

- A. No funds shall be disbursed for work performed prior to the Effective Date of this Agreement.
- B. The Department shall have no obligation to disburse any of the Grant unless and until the Grantee demonstrates that it has acquired all permits necessary to construct and operate the Project.
- C. The Department shall have no obligation to disburse any of the Grant unless and until the Grantee provides the Department with copies of fully executed contracts for which it seeks reimbursement.
- D. The Department shall have no obligation to disburse any of the Grant unless and until the Grantee demonstrates that it has satisfactorily complied with the California Environmental Quality Act (CEQA) for the Project.
- E. Grant disbursements to cover Project Costs shall be made in arrears as follows:
 - 1. Grantee shall request a Grant disbursement in arrears at least quarterly, but not more frequently than monthly, for any and all reimbursable expenses incurred during that period, using the form provided by the Department unless Grantee has a form otherwise approved by the Department in writing. Paid invoices or other evidence of Grantee's payment of Project Costs must accompany Grant disbursement requests.
 - 2. Grant disbursement requests shall be submitted in duplicate hardcopy to the Department in a form satisfactory to the Department.
 - 3. In the event no reimbursable expenses were incurred during a quarter, the Grantee shall report to the Department of any progress made on the Project, or explanation of no progress made on the Project, at least quarterly, but not more frequently than monthly.
 - 4. The Department shall withhold from each Grant disbursement an amount equal to ten percent (10%) of each disbursement until the Department has accepted the Project as complete and has approved all Project Costs and all stop notices or other liens have been released.
 - 5. Grantee shall request final Grant disbursement no later than thirty (30) days following the Date of Acceptance of the Project by the Grantee.
- F. The Department may withhold any Grant disbursement if the Grantee fails to comply with any of the provisions of this Agreement.

ARTICLE 6 - DESIGN AND CONSTRUCTION OF PROJECT

- A. The Grantee shall obtain from the Department advance written approval of the following:
 - 1. All bid documents prior to advertisement including plans and specifications,
 - 2. All contracts prior to award,
 - 3. All change orders of \$5,000 or more, for any work performed under this Agreement, and
 - 4. All changes to Project schedule discussed in Subpart D of this Article, of thirty (30) days or more.
- B. All architectural and engineering contracts for plans and specifications shall require that the plans and specifications:
 - 1. Be prepared by persons licensed by the State of California to undertake the type of design work required by the Project (engineer's/architect's certificate number to appear on construction contract design documents),
 - 2. Be prepared in conformance with the most recent version of the Department of Boating and Waterways' *Layout, Design and Construction Handbook for Small Craft Boat Launching Facilities*,
 - 3. Be submitted to the Department and Grantee in 11" X 17" hardcopy and on CD or DVD in full sized and 11" X 17" PDF format. Specifications shall also be submitted in hardcopy and in PDF format,
 - 4. Become the property of the Grantee,
 - 5. Provide for all Project facilities set forth in Exhibit B, and
 - 6. Provide for shore side facilities for removing waste from vessel holding tanks in accordance with the Harbors and Navigation Code section 654.1.
- C. All construction contracts for the Project shall:
 - 1. Be awarded in accordance with all applicable laws and regulations,
 - 2. Contain the following clause: "The Department of Parks and Recreation, Division of Boating and Waterways and its agents may, at any and all reasonable times during the term of this Agreement, enter the Project Area for purposes of inspecting the Project Area."
 - 3. Contain a clause stating that the Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee who is employed in the work covered by such contracts or against any applicant for such

employment because of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age, marital status, and denial of family care leave, and that such provisions shall include, but not be limited to: employment, upgrading, promotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship,

4. Contain a clause that the construction contractor shall comply with all air pollution and environmental control rules, regulations, ordinances and statutes which apply to the Project and any work performed pursuant to this Agreement,
 5. Require that the Project be constructed according to the plans and specifications prepared for the Project, and that quality control shall be performed, and compliance with specifications shall be verified, by qualified professionals selected by the Grantee or Grantee's representative, and
 6. Require the preparation of a concrete test panel as specified in Subpart F of this Article.
 7. Shall contain the requirements of Article 10 Liability and Fire Insurance and Article 20 Liability of this Agreement.
- D. The Grantee shall, within sixty (60) days of approval of this Agreement, provide the Department with a Project schedule showing the proposed dates of the following Project phases or milestones:
1. Beginning and ending dates of Project design consultant selection by Grantee,
 2. Submission of the consultant services agreement to the Department for approval,
 3. Beginning and ending of Project design,
 4. Submission of plans and specifications to the Department for approval at 30%, 60%, 90% and 100% completion,
 5. Beginning and ending dates of Grantee advertising of Project for bids,
 6. Project bid opening date,
 7. Submission of the construction Agreement to the Department for approval,
 8. Beginning and ending dates of Project construction,
 9. Acceptance of Project by the Grantee, and
 10. Submission of a Project Completion Certification to the Department.

- E. The Grantee shall provide the Department with a Construction Schedule showing all construction milestones, including the date the v-grooving test panel will be prepared and ready for Department inspection as required by Subpart F below.
- F. No placement or v-grooving of concrete for boat launching ramps on the Project shall be allowed until the construction contractor demonstrates proficiency in creating a satisfactory v-grooved surface by preparing a concrete test panel measuring no less than 6 feet by 4 feet. A Department representative must accept the test panel before the construction contractor shall be allowed to place or v-groove concrete for boat launching ramps. Precast boat launching ramp panels are exempt from the test panel requirement but must also be approved by a Department representative prior to placement or installation. Test panels must be adjacent to, but not part of, any ramp work to be completed and must remain accessible until all ramp work is completed and accepted by Department. Contractor may incorporate test panel into other concrete work (i.e. trash enclosure, etc.).
- G. Prior to the commencement of the construction of the Project, the Grantee shall cause the contractor and a corporate surety acceptable to the Department to furnish in favor of the Grantee and the Department, as their interests may appear, bonds or other security interests as allowed pursuant to Public Contract Code sections 10263 and 22300 in the minimum amounts indicated below:
 - 1. Faithful performance – one-hundred percent (100%) of the total contract bid price.
 - 2. Labor and materials – one-hundred percent (100%) of the total contract bid price.
- H. The Grantee shall provide at least quarterly written reporting to the Department as to the progress and status of the Project using the form provided by the Department unless Grantee has a form otherwise approved by the Department in writing.

ARTICLE 7 - COMPLETION OF PROJECT

- A. The Grantee shall complete the Project no later than February 1, 2022.
- B. The Grantee shall provide the following to the Department within sixty (60) days of the Date of Acceptance:
 - 1. A Project Completion Certification (or equivalent)
 - 2. An accounting of all Grant funds
 - 3. As-built plans and specifications on CD or DVD

ARTICLE 8 - OPERATION AND MAINTENANCE OF PROJECT

- A. The Grantee shall not transfer its interest in the Project Area without the written approval of the Department.
- B. The Project and all other improvements constructed or placed in the Project Area shall be operated solely as a recreational small craft boat launching facility. Other uses of the facility such as for craft fairs, festivals, SNO-PARKS, special events, storage, transient parking, camping, etc., are not allowed without the prior written permission of the Department.
- C. The Project Area shall be open to all recreational vessels, including vessels powered by 2-stroke and 4-stroke gasoline engines, at all times during the term of this Agreement except as approved by the Department. Notwithstanding Harbors and Navigation Code section 660, any non-emergency restrictions related to time-of-day use, speed zones, special-use areas, or pollution control measures in the Project Area which result in closure or partial closure of waterways in the Project Area to any recreational vessel shall be subject to prior approval by the Department. Failure to obtain prior approval of the Department for such restrictions shall constitute a breach of this Agreement and may result in penalties set forth in Article 9 of this Exhibit.
- D. The Grantee (or any lessee or concessionaire operating under the authority of the Grantee) shall not charge any fee or combination of fees totaling more than: \$13.00 to include but not limited to fees for: vessel launch and retrieval, parking, entry, day-use, and water-use. Such funds may be collected and used only to make repairs, renewals, and replacements necessary for the efficient operation of the recreational small craft boat launching facility and to keep the facility in good repair at all times. The total fee charged may be adjusted annually in accordance with percentage changes in the *United States Bureau of Labor Statistics Consumer Price Index (CPI)* using the *U.S. City Average, All Items, 1982-84 = 100*, as of the Effective Date of this Agreement. Any adjustment exceeding the annual percentage change in the CPI shall be made only after the Grantee obtains the written approval of the Department. Such rates and fees shall be maintained at a level comparable to those charged at State owned Boat Launching Facilities in the region.
- E. The Grantee shall maintain the Project Area and all improvements funded by this Agreement in accordance with the Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines (Guidelines), a copy of which is attached to and made a part of this Agreement. The Department and its agents may, at any and all reasonable times

during the term of this Agreement, enter the Project Area for purposes of inspecting the Project Area to determine if the facility is being maintained according to the Guidelines.

1. The Grantee shall provide to the Department, within sixty (60) days of the Effective Date of this Agreement, a maintenance schedule for approval detailing how each objective of the attached Guidelines will be addressed within the Project Area over the term of this Agreement. Each objective of the Guidelines must be considered; any objectives that are not applicable to a Grantee shall be included in the schedule with notation that such objective does not apply to this Project Area. The Department shall not unreasonably withhold its approval; however, it is the Grantee's responsibility to ensure that such maintenance schedule adequately addresses Grantee's responsibilities and each objective. The Department's written approval of the maintenance schedule shall be required before any funds are disbursed.
 2. The Grantee shall comply with the approved maintenance schedule throughout the term of this Agreement. Failure to maintain the facility according to the maintenance schedule is a breach of this Agreement and shall preclude the Grantee from receiving any future grants.
 3. Any changes to the maintenance schedule must be approved in writing by the Department.
- F. The Department shall not be liable for any costs of maintenance, management, control or operation of the Project Area.
- G. The Project Area shall be open and accessible for the use and enjoyment by the general public on equal and reasonable terms.
- H. All Project Area facilities shall be maintained and operated with due regard to public safety and in accordance with all applicable laws, ordinances, and regulations. All contracts relating to the operation of the Project shall include a nondiscrimination and compliance clause as referenced in Article 6, Subpart C of this Exhibit.
- I. All concession agreements for the operation and maintenance of the Project Area must have the written approval of the Department prior to award. The Department will approve such concession agreements only when the Grantee can demonstrate that private sector operation is the best available alternative. Concession agreements of a short-term duration (five years or less) are preferred, with renewal based upon performance reviews by both the local governmental agency and the Department. Any concession agreement for operation and maintenance of greater than five (5) years shall require the concessionaire to make a capital investment, acceptable to the Department, in the Project Area.

- J. All concession agreements for operation of the Project shall provide the following:
1. Fees paid to the Grantee by the concessionaire for the operation and maintenance of the Project (usually a percentage of gross receipts) may only be for "reasonable administrative charges" so as not to motivate the Grantee to turn over the operation and maintenance of the Project for purely profit considerations.
 2. Fees paid to the concessionaire for use of the facility shall be no greater than those allowed in this Agreement.
 3. The concessionaire shall operate the Project and all other improvements placed in the Project Area solely as a recreational small craft boat launching facility unless receiving written permission from the Grantee and the Department for other permanent or special event uses.
 4. The Project Area shall be open and accessible for the use and enjoyment by the general public on equal and reasonable terms.
 5. All Department signs shall be kept permanently in place.

ARTICLE 9 - BREACH OF AGREEMENT

The Department through written notice may require the Grantee to remedy (to Department's satisfaction) any breach of this Agreement within ninety (90) days of the date of such notice. The Department may extend the time permitting remedy of the breach if the Grantee begins such remedy within the said period; however, if the Grantee fails to proceed with or complete any remedial action within the time allowed, then the Department may take one or more of the following steps:

- A. The Department may take any action to correct the breach. The Grantee shall be liable for all costs, including administrative costs, incurred in the course of correcting the breach.
- B. The Department may require the Grantee to repay the Department for all Project Costs funded by the Grant. Grantee shall make such repayment within one-hundred and eighty (180) days of the close of the fiscal year within which Department demands repayment. Repayment shall be determined by the Department on a prorated unexpired term basis (the remainder of the twenty (20) year term as determined in Article 3, Subpart A).
- C. In the event the Grantee adopts time-of-day, speed zones, special-use area, pollution control measures, or any other restrictions which restrict any or all of the Project Area, or result in its closure or partial closure to any form of recreational vessel, the Department may determine the percentage of boaters affected and may require the Grantee to repay the Grant on a prorated unexpired term basis for that percentage of all Project Costs funded by the Grant.

The Grantee shall make such repayment within one-hundred and eighty (180) days of the close of the fiscal year within which a Department demands repayment. Repayment shall be made according to a schedule determined by the Department after consultation with Grantee.

ARTICLE 10 - LIABILITY AND FIRE INSURANCE

- A. The Grantee shall, at a minimum, maintain in full force and effect during the term of this Agreement the following insurance:

Bodily Injury or Death:	\$1,000,000 each person
	\$1,000,000 each occurrence
Property and Product Damage	\$1,000,000 each occurrence
	\$1,000,000 aggregate
Fire Insurance	90% of the full insurable value of all insurable components of the Project.

- B. All policy or policies shall contain the following endorsement:
The State of California, its officers, agents, employees and servants are hereby declared to be additional insured under the terms of this policy, as to activities of both the Grantee and the Department in respect to the Project, and this policy shall not be cancelled without thirty (30) days prior written notice to the Department.
- C. The Grantee agrees that all contracts between it and the contractor (or contractors) responsible for construction of the Project shall contain a clause which requires the contractor(s) to obtain insurance in the minimum amounts and kinds specified above in Article 10, Subpart A.
- D. The insurance requirements specified above in Article 10, Subpart A, may be satisfied to the extent that the Grantee can provide comparable protection for the Grantee and the Department by virtue of the Grantee's participation in any "risk management" plan, self insurance program, insurance pooling arrangement, or any combination of these, provided that the protection plan has been approved by the Department.
- E. The Grantee agrees that all contracts between it and the designer (or designers) responsible for design and preparation of plans and specifications of the Project shall contain a clause requiring said designer(s) to obtain Architect's Professional Liability (errors and omissions) Insurance in the amount of \$1,000,000.

- F. Copies of any policy or policies, including any new or renewal policy, shall be in a form satisfactory to the Department. Copies of such policy or policies shall be submitted to the Department at least twenty (20) days prior to the effective date or dates thereof.
- G. Loss under any fire insurance policy shall be payable to the Department for deposit in an appropriate trust fund with the State of California. The proceeds may be paid to the Grantee upon the Grantee's application for the reconstruction of the destroyed facilities.
- H. The Department shall not be responsible for the payment of any premiums or assessments on Grantee's insurance policies.
- I. Grantee shall provide proof of insurance to the Department annually and upon written request by the Department.

ARTICLE 11 - INSTALLATION OF OTHER FACILITIES

- A. The Grantee may at its own expense place or cause to be placed within the Project Area any structure, alteration, and/or improvement in addition to those set forth and described in Exhibit B, provided that such facilities:
 - 1. Are constructed, maintained and operated for the use, enjoyment, protection and service of the public,
 - 2. Are in compliance with Article 8 of this Exhibit,
 - 3. Do not directly or indirectly reduce the service capabilities for the boating public called for in Exhibit B including the sanitary and parking facilities, and
 - 4. Have the prior written approval of the Department. Approvals shall not be unreasonably withheld.
- B. The Department shall not be obligated to make or cause to be made any alteration, improvement, or repair to any facilities within the Project Area in addition to the original construction to the Project as provided for herein.

ARTICLE 12 - SIGN REFERRING TO DEPARTMENT FINANCING

The Grantee shall cause a permanent sign to be installed within the Project Area, which shall include the Department's logo (to be provided by Department) and a statement that the Department financed the Project. The sign may contain additional statements, which recognize the participation of other government agencies in the Project. The sign shall be installed before the Project is made

available to the public. The standard Department precast concrete sign shall be used unless the Grantee is required to use a different sign style or motif. An electronic drawing of the standard Department Project credit sign shall be furnished by the Department to the Grantee for inclusion in the plans and specifications. The location of the Project credit sign and make-up of a non-standard sign, including the dimensions, materials and lettering, requires the prior approval of the Department.

ARTICLE 13 - DIRECTIONAL SIGNS

The Grantee shall at the direction of the Department cause permanent directional signs to be installed, which shall provide adequate directions for reaching the Project Area. The signs shall be installed on major roads in the area and in as close proximity as possible to freeway exits in conformance with the provisions of the Local Agency's Development Code and the State Department of Transportation (Cal Trans) policy. The locations and make-up of the signs, including the dimensions, materials, and lettering, require the prior approval of the Department.

ARTICLE 14 - WAIVER OF RIGHTS

Any waiver by either party hereto of its rights with respect to a default or any other matter arising in connection with this Agreement shall not be deemed to be a waiver with respect to any other default or matter.

ARTICLE 15 - PROJECT REPRESENTATIVES

The Grantee and the Department shall each designate specific staff representatives for the purposes of communication between parties. Grantee's representative shall be by delegation of authority, signed by the person designated by Resolution to sign the contract or any amendments, and to make decisions concerning the contract.

ARTICLE 16 - REMEDIES NOT EXCLUSIVE

The use by either the Department or the Grantee of any remedy specified in this Agreement for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

ARTICLE 17 - OPINIONS AND DETERMINATIONS

Where the terms of this Agreement provide for action to be based upon the opinion, judgment, approval, review, or determination of either the Department or Grantee, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious or unreasonable.

ARTICLE 18 - ASSIGNMENT

No assignment or transfer of this Agreement or any part hereof, rights hereunder, or interest herein by the Grantee shall be valid unless and until it is approved by the Department in writing. The Department's approval shall be granted at its sole discretion and may be made subject to such reasonable terms and conditions as the Department may impose.

ARTICLE 19 - SUCCESSORS AND ASSIGNS OBLIGATED

This Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties hereto.

ARTICLE 20 - LIABILITY

- A. The Grantee waives all claims and recourse against the Department, including the right to contribution for any losses or damages arising from, growing out of, or in any way connected with or incident to this Agreement.
- B. The Grantee agrees to indemnify, defend and hold harmless, the Department, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm, entity or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and/or from any and all claims and losses accruing or resulting to any person, firm, entity or corporation who may be injured or damaged by Grantee in the performance of this Agreement.
- C. The Grantee shall indemnify, hold harmless, and defend the Department, its officers, agents and employees against any and all claims, demands, damages, costs, expenses

or liability connected with or arising out of the acquisition, design, construction, operation, maintenance, existence or failure of the Project.

- D. If the Department is named as a co-defendant, the Grantee shall notify the Department and represent it unless the Department elects to represent itself. If the Department undertakes its own defense, it shall bear its own litigation costs, expenses and attorney's fees.

ARTICLE 21 - TERMINATION

- A. Prior Termination. This Agreement shall terminate on the date specified in Article 7, Subpart A of this Exhibit if by such date (1) the Grantee has not met all conditions precedent to disbursement under this Agreement, or (2) the Department has disbursed no part of the Grant funds.
- B. Termination. In addition to the Department's right to terminate pursuant to Exhibit C, and as otherwise provided in this Agreement, the Department may terminate this Agreement without cause upon a thirty (30) calendar days advance written notice to the Grantee.
- C. The Grantee shall promptly return all advanced funds to the Department.

ARTICLE 22 - SUPERSEDING GENERAL TERMS AND CONDITIONS (GTC)

- A. The reference to the Contractor in Exhibit C is the Grantee in this Agreement.
- B. Notwithstanding Paragraph 13 in Exhibit C, payment to Grantee for expenses shall be limited as provided for in Article 5 of this Exhibit.
- C. Paragraph 5 in Exhibit C is replaced by Article 20 of this Exhibit.

Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines

Introduction

This document presents guidelines for meeting the minimum maintenance standards for the operation and maintenance of publicly owned boat launching facilities that are funded by the California Department of Parks and Recreation, Division of Boating and Waterways (DBW).

Because DBW funds these publicly owned facilities, the State has a financial stake in their success. The attached guidelines, developed by DBW, are intended to ensure that DBW funded boat launch facilities are managed and maintained in a manner compatible with DBW's mission – *to provide safe and convenient boating access* – and that the public entity owning the facility (the "Agency") is fulfilling its responsibilities. The Agency's primary responsibility in this context is maintaining the value of the property, including both tangible site improvements and the intangible value of the boat launch facility's reputation with the boating public.

Scope

The scope of these guidelines is limited to those items that reflect the quality of the boat launch facility (BLF) and its operations. The seven categories that are addressed are: (1) regular maintenance, (2) major maintenance, (3) boat launch facility staff, (4) boat launch facility operations and administration, (5) boat launch facility regulations, (6) security, and (7) amenities.

The scope does not include financial measures and other items that would be covered separately when a Memorandum of Understanding (MOU), Operating Agreement, Concession Agreement or Lease Agreement occurred between an Agency and an operator. In addition, these guidelines are separate from, and complementary to, the conditions and expectations set forth in any contractual agreement that might exist between the Agency and an operator. These guidelines were developed under the assumption that any contractual obligations, such as financial performance, reporting, and lease payments from an operator to an Agency, would be monitored separately. However, in the event that an Agency contracts out the operation of a BLF to an operator, any agreement between the Agency and the operator must specify that the operator must apply these guidelines and operate and maintain the BLF to at least the minimum condition that would be achieved by following these guidelines.

These guidelines should be applied within the context of the existing maintenance conditions of the boat launch facility. Likewise, they should reflect long-term goals for the boat launch facility.

The three key long-term goals that apply to most publicly owned boat launch facilities are as follows:

- Maintain the boat launch facility to a standard that attracts boaters to the boat launch facility.
- Meet current and long-range needs of the community and of boaters in the region.
- Produce, or set aside, boat launch or parking revenues sufficient to maintain the boat launch facility infrastructure, such as regular slurry sealing and striping of the parking lot, replacement of boarding float flotations as needed, or restroom roof repairs.

The following guidelines represent the minimum that shall be required of an Agency to operate and maintain a DBW funded BLF.

Guidelines

The following table documents, in categories, the minimum outcomes that must be met in a properly maintained DBW funded BLF. The Agency is responsible for preparing, and updating, a maintenance schedule describing, in detail, how each of the objective/outcomes will be addressed by the Agency during the term of the BLF contract. During the grant term, the maintenance schedule shall be updated every five years, and whenever there are changes to the property, expected or unexpected, that might normally require changes in maintenance levels (examples include, but are not limited to, new construction or other major physical and non-physical changes including storm damage, faster than anticipated erosion, or higher than expected usage). In the event that such a change will not require a change in maintenance levels an updated maintenance schedule is still required; and, the Agency must clearly document why no change in service is required.

In order to verify that Agencies are maintaining facilities as required, DBW will make periodic and random inspections of funded BLFs. After an inspection, Agencies will be provided with DBW's inspection results. In the event that facilities are not being maintained to DBW's guidelines, the Agency will be required to respond and take corrective action immediately. Agencies that do not maintain their facilities to at least these guidelines will not be considered for future DBW funding.

Category	Objectives/Outcomes
A. Regular Maintenance	Maintenance of existing and new structures and facilities is conducted on a regular basis to maintain viability of the boat launch facility. Taking into account the initial condition of the boat launch facility, the facilities, including ramps, boarding floats, restrooms, lighting, and landscaping are maintained in a safe, neat, sanitary, and orderly condition.
B. Major Maintenance	Inspections for possible major maintenance problems are conducted to prevent the need for premature replacement of facilities. The boat launch facility structures are maintained in an acceptable manner, enhancing the long-term viability of the boat launch facility and reducing risk to users, the Agency, and DBW. The facility is maintained in an insurable condition and is free of defects caused by neglect. Major maintenance of necessary items is scheduled and completed in a timely manner and minimizes degradation of the boat launch facility.
C. Staff	Boat launch facility staff, where provided, are qualified, competent, and experienced. Staff are (1) knowledgeable about boats and boating, (2) available every day including peak season holidays, (3) friendly, (4) professional in appearance, and (5) proactive in meeting the needs of customers.

Category	Objectives/Outcomes
C. Staff (<i>cont.</i>)	Boat launch facility staff, where provided, are responsive to customers and maintain a service orientation. A mechanism to reach staff or other personnel in off-hours or emergencies is in place.
D. Operations and Administration	The Operator has a long-range plan to maintain viability of the boat launch facility that is realistic and reflective of DBW's mission. The staff management plan specifies staffing levels and availability of staff, and procedures for responses to complaints. All facilities and services are operated in accordance with hours authorized in the contract/operating agreement.
E. Regulations	The boat launch facility is in compliance with applicable federal, state, and local laws, rules, regulations, contracts, and restrictions.
F. Security	Boat launch facility security is maintained to appropriate guidelines for the region. The Boat launch facility security system is in place and operational and law enforcement incidents at the boat launch facility are at levels similar to other boat launch facilities in the region.
G. Amenities	Amenities provided are in good condition, and help draw customers to the facility.

PITTSBURG PUBLIC BOAT LAUNCHING FACILITY FEASIBILITY REPORT



Existing restroom



End of existing ADA-compliant path of travel

City of Pittsburgh

\$564,000 Grant

SUMMARY

The Boating and Waterways Commission (Commission) is being asked to provide Advice and Comment on the City of Pittsburgh's (City) request for a \$564,000 construction grant from the Harbors and Watercraft Revolving Fund (HWRF) for improvements to the Pittsburgh Public Boat Launching Facility (BLF).

The proposed grant will fund the engineering and construction costs to renovate the existing facility. Project improvements include replacing the existing dilapidated restroom with a new prefabricated two-stall restroom, and adding an accessible path of travel between the new restroom and other BLF amenities.

There are no expected problematic financial, engineering, permitting, stakeholder or public access issues associated with this project. If approved, the proposed construction improvements are expected to be completed by January 2020.

The Department of Parks and Recreation, Division of Boating and Waterways seeks Commission Advice and Comment on this proposed \$564,000 HWRF planning and construction grant to the City of Pittsburgh for the proposed improvements to Pittsburgh Public BLF described in this February 7, 2019 Feasibility Report.

GRANT APPLICANT AND PREVIOUS COMMISSION ACTION

Grant Applicant

The grant applicant for the proposed project is the City of Pittsburgh. The City owns the land and maintains all BLF amenities.

Commission Site Visit

Boating and Waterways Commission members are scheduled to complete an official visit to the boat launching facility site on February 6, 2019, as part of the Commission tour.

Previous Commission Action

In FY1978/79, the Commission approved a grant of \$150,000 to extend the existing ramp, relocate the floats and docks to accommodate the longer ramp, and build restroom facilities.

In FY1990/91, the Commission approved a grant of \$518,000 to replace the launch ramp, boarding floats, and bulkhead wall on the west side of the launch basin; add riprap to the east side of the launch ramp; and add landscaping and irrigation.

GENERAL LOCATION AND AREA

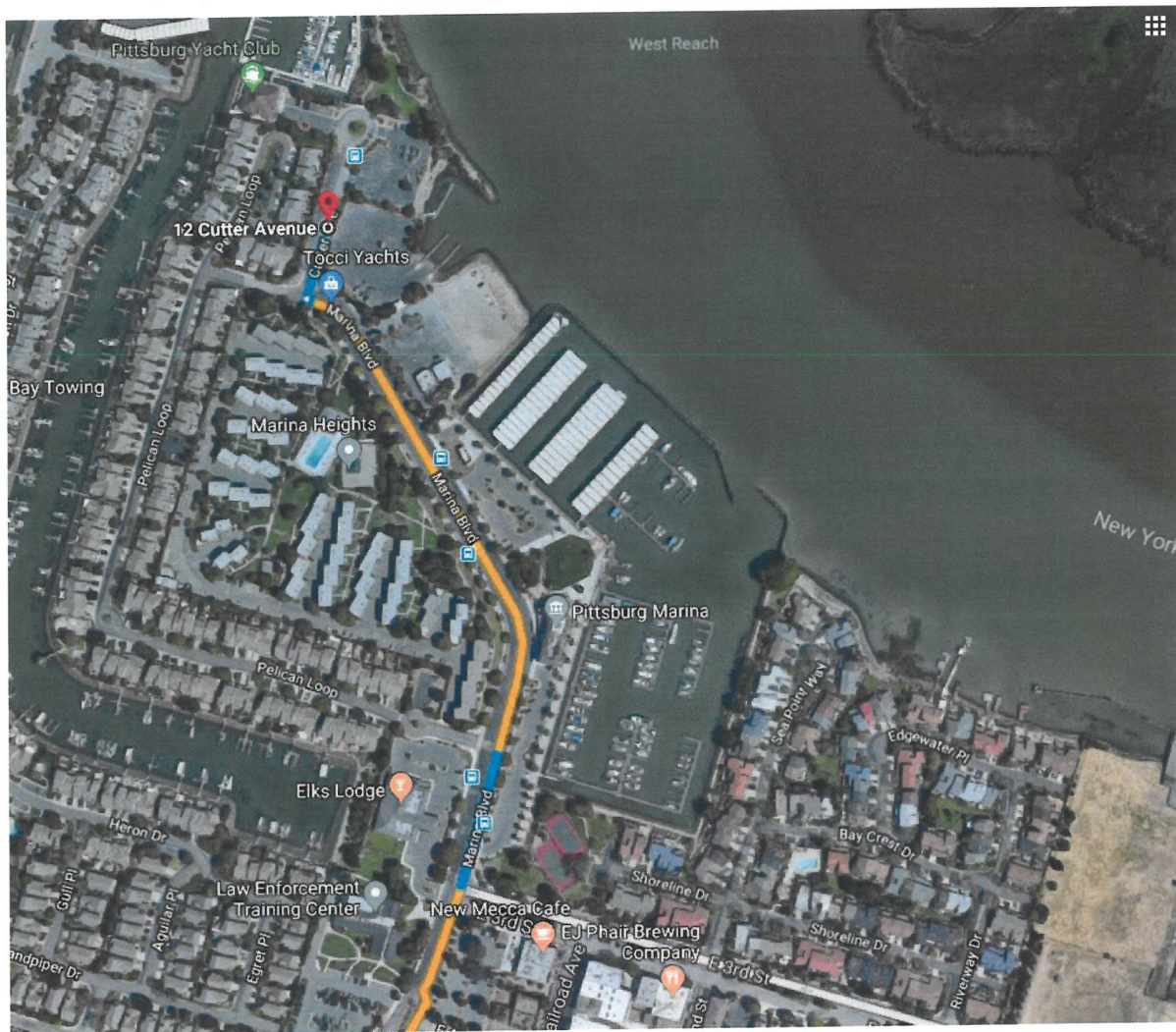
Location

The Pittsburg Public BLF is located on the southern shore of the Suisun Bay, on the northern boundary of the City of Pittsburg, immediately west of Pittsburg Marina, and 42 miles northeast of Oakland International Airport. It is situated on the western end of New York Slough, with Suisun Bay to the west and the San Joaquin River to the east.

Directions

If you are using GPS to navigate to the facility, enter "Pittsburg Public Boat Ramp" or 12 Cutter Avenue, Pittsburg CA 94565 as your destination.

From Sacramento International Airport, take Interstate 5 South 28 miles to Exit 498 for Twin Cities Road. Turn right onto Twin Cities Road. In 4.2 miles, turn left onto River Road. In 2.2 miles, turn right onto Walnut Grove Bridge, then in 500 feet turn left onto CA 160-S. In eight miles, turn left to stay on CA-160 S. Then, in 19 miles, take the exit onto CA-4 W toward Martinez/Oakland. Merge onto CA-4 W, and in six miles take exit 23 toward Harbor Street / Railroad Avenue. In a quarter mile, turn left onto California Avenue, then in 400 feet turn right at the first cross street onto Harbor Street. Go straight down Harbor for just over a mile, then turn left onto East 3rd Street. In a half mile turn right onto Marina Boulevard. In a quarter mile turn right onto Cutter Avenue. The destination will be on your right.



Source: Google

Area

The City of Pittsburg is a community in Contra Costa County with a population of 66,000. The County's population is about 1,100,000, and the City is near the northeast extremity of the San Francisco Bay Area, with a population of 7,000,000.

The Pittsburg Public BLF, located near the Pittsburg Marina, is the City's only public motorized boat launch facility. The BLF consists of two v-grooved cement boat ramps with two wooden boarding floats that extend approximately 100 feet. This launch ramp is designed primarily for trailered boats, but is used by many different boat types. There is also a non-motorized boat launch ramp within the launching basin, to the northwest of the motorized launch ramps, with pedestrian access. The closest alternative launching ramp, the Antioch Public Launch Ramp, is about six miles to the east.

The nearby Pittsburg Marina can accommodate up to 575 boats. In addition to its boat launches, the marina features fuel docks pumping clean diesel, guest and liveaboard areas, covered premium slips, Delta views, a promenade and grass picnic area, and staffing seven days a week.

History

Since 1967 the ramp has always been operated and maintained by the City for use by the public at no charge. The restrooms were constructed in 1981 at a cost of \$32,000. They have not been renovated since they were built.

Usage

The Pittsburg Public BLF is open from approximately 8am to 10pm daily. Access to the facility is not controlled. Motorized and non-motorized vessels are launched from this facility. The facility is used mostly by motorized boaters.

The BLF is in a severely underserved and economically challenged area. Safety concerns near the BLF are especially significant; in a recent survey 41 percent of City residents considered crime City-wide to be a very or extremely serious issue. At the Pittsburg Public BLF there is a sheriff's station directly adjacent to the boat ramp parking lot, but the existing restrooms do not feature single-occupancy stalls and are a potential safety concern.

Despite these challenges, the City is currently undertaking revitalization that would benefit from this BLF renovation. The proposed improvements will expand the character of the City's downtown core, a priority outlined in the City's General Plan and Trust Lands Use Plan. The City further anticipates increased interest from boaters and non-Pittsburg visitors to the waterfront and downtown areas. This is projected to lead to more traffic for local businesses and more sales tax for the City. In fact, the City is discussing development options with potential developers of the lot adjacent to the BLF's southeastern boundary.



Source: Google

Existing Conditions

The Pittsburg Public BLF was originally constructed in 1967 utilizing Wildlife Conservation Board funds. The facility's restrooms were constructed in 1981 and have received no major renovations. Due to the extremely poor condition of the restroom, it would not be more cost-effective to renovate the facility than to simply replace it. In addition, the BLF does not have ADA compliant pathways between the parking lot, restroom, and boat launch locations (both motorized and non-motorized).

The existing boarding floats, boat ramp, and parking area have been well maintained, and have several more years of useful life.

PROJECT DESCRIPTION

The proposed grant would provide funding for the construction to rehabilitate the Pittsburg Public Boat Launching Facility in Pittsburg.

Proposed DBW Scope

If approved, this grant would contribute up to \$564,000 to construct the following scope items:

Restroom – Demolish the existing dilapidated restrooms and install a new prefabricated two-unit flush restroom facility.

Accessible Path of Travel – Provide an accessible path of travel between BLF components.

Parking Improvements – Partially restripe and slurry seal a portion of the parking lot, to the extent made necessary by the other project construction activities.

Engineering – Funds are allotted for engineering and permitting agency requirements of design updates.

Cost Estimate

The estimated project cost to complete construction is \$564,000. See Table 1: Pittsburg Public BLF Project Cost Estimate below for expected costs. Construction would be funded entirely through this proposed DBW grant.

Table 1: Pittsburg Public BLF Project Cost Estimate	
CONSTRUCTION SCOPE	COST ESTIMATE
Demolition of existing restroom	\$ 75,000
Restroom fabrication and installation	310,000
ADA path of travel construction	15,000
Slurry seal and parking striping	14,706
Construction Subtotal	\$ 414,706
NON-CONSTRUCTION COSTS	
Escalation (3% x 2 years)	24,882
Construction contingency (10%)	41,471
Design / Engineering (12%)	49,765
Inspection (5%)	20,735
Permits (3%)	12,441
Non-Construction Subtotal	\$ 149,294
TOTAL ESTIMATED PROJECT COST	\$ 564,000
<i>Source: City cost estimate and DBW estimates</i>	
<i>Percentages are of the construction subtotal</i>	
<i>3% per year for 2 years = 6% escalation</i>	

Project Status

The proposed project has been planned at the concept level. (See Exhibit A on page 8.) However, because the restroom will be prefabricated and will be installed at the same location as the current restrooms, and the path of travel will be straightforward to plan and construct, design and engineering work should be relatively minimal.

Timeline

The City estimates that project construction would be completed approximately one year from execution of the proposed grant agreement.

Engineering Feasibility

There are no particularly difficult or unusual problems associated with the proposed project.

Environmental Impact and Permits

The City has completed a Categorical Exemption pursuant to the provisions of CEQA. Other permitting has not yet begun, but there will be no in-water work or construction beyond like-kind replacement of existing amenities, so City permits should be all that are required.

PROJECT METRICS

Annual Launches

Current. According to the City of Pittsburg's grant application, the annual number of motorized boat launches at the existing facility is 11,000. The number of non-motorized boat launches is 2,000.

Future. The City estimates that the annual number of motorized boat launches at the improved facility will increase by 5%, to 11,550 launches per year, and the number of non-motorized launches will also increase by 5% to 2,100 launches per year.

Annual User Days

Current. Based on the California Boating Needs Assessment study published in 2002, the area average for numbers of users per boat (motorized) at the San Francisco Bay is 2.95. Therefore, the current estimated annual number of user days is 32,450 motorized and 2,000 non-motorized for a combined 34,450 (annual launches * users per boat).

Future. DBW estimates that the annual user days for this facility will increase by 5 percent for motorized to 34,073 and increase by 5 percent for non-motorized to 2,100 for a combined 36,173 annual user days.

User Day Value

Current. The 2002 Boating Needs Assessment Study estimated a base user day value. This value, adjusted for CPI is \$25.55 per user. The total current annual user day value for this facility is \$800,198 (user day value * current annual user days).

Future. DBW estimates that the total annual user day value for the proposed facility will increase after the facility is improved to \$924,207 (user day value * projected annual user days).

Benefit-Cost Ratio

A common method in the analysis of investments is to establish net present value of the benefits and costs associated with a project. If the Benefit-Cost ratio exceeds "1" then the investment, weighed against available investment alternatives, is worthy of consideration from a financial perspective. The results of this analysis are as follows:

Benefit. The total net benefits over the 20-year life of the project are estimated to be \$618,910.

Cost. Net costs over the 20 year grant period are estimated to be \$564,000.

Ratio. Assuming a total project cost of \$564,000 to complete designs, acquire permits, and complete construction, the Benefit-Cost Ratio is 1.10.

User Fees

The City does not currently charge fees for usage of the site and does not intend to charge in the future.

CONCLUSION

The Department's analysis indicates that this project, as proposed, makes needed improvements, is feasible from an engineering perspective, is cost effective, and improves public access.

COMMISSION ADVICE AND COMMENT

The Department of Parks and Recreation, Division of Boating and Waterways seeks Commission Advice and Comment on the proposed \$564,000 Harbors and Watercraft Revolving Fund construction grant to the City of Pittsburg for the proposed improvements to Pittsburg Public BLF described in this February 7, 2019 Feasibility Report.

Exhibit A – Concept Design

Attachment 16 –Concept Level Site-map



GTC 04/2017

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.)

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 04/2017 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

CCC 04/2017

C4130052
City of Pittsburg
FY 18/19

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)
2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) any available counseling, rehabilitation and employee assistance programs; and,
 - 4) penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee who works on the proposed Agreement will:
 - 1) receive a copy of the company's drug-free workplace policy statement; and,
 - 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

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

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

To comply with CalPERS' interpretation of the requirements of California Code of Regulations, Title 2, Section 570.5 by amending 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 pay 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 amendment 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 occurred.

RECOMMENDATION

The City Council adopt a resolution to amend 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, Title 2, Section 570.5 and the California Public Employees' Retirement System (CalPERS) relating to publicly 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, Title 2, 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

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The adoption of the resolution will comply with CalPERS' interpretation of the requirements of Code of Regulations section 570.5 by amending 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
Pay Schedule

Report Prepared By: Griselda Clift, Senior Human Resources Analyst

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution)
Amending Previously Adopted Employee)
Pay and Listing All Employee Compensation) RESOLUTION No. 19-
on a Publicly Available Master Pay Schedule)

The Pittsburgh City Council DOES RESOLVE as follows:

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

WHEREAS, the City now desires to amend previously approved compensation levels for all bargaining groups and all compensation plans of the City of Pittsburgh 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 amending previously approved compensation levels for all bargaining groups and all compensation plans of the City of Pittsburgh 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 2nd day of April 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk

CLASSIFICATION	RANGE	START	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	Max/w incentives	UNIT
Account Clerk (Part 1 of 2)	109	07/01/18	3,719	3,905	4,100	4,305	4,520			4,570	AFSCME
Account Clerk (Part 2 of 2)	170	07/01/18	4,266	4,479	4,703	4,938	5,185			5,235	AFSCME
Accountant I	350	07/01/18	5,639	5,921	6,217	6,528	6,854			6,904	MPC
Accountant II	500	07/01/18	6,312	6,628	6,959	7,307	7,672			7,722	MPC
Accounting Technician	220	07/01/18	4,981	5,230	5,492	5,767	6,055			6,105	AFSCME/MPC
Administrative Analyst I	390	07/01/18	5,826	6,117	6,423	6,744	7,081			7,131	MPC
Administrative Analyst II	700	07/01/18	6,746	7,083	7,437	7,809	8,199			8,249	MPC
Administrative Assistant (Part 1 of 2)	100	07/01/18	3,711	3,897	4,092	4,297	4,512			4,562	AFSCME
Administrative Assistant (Part 2 of 2)	160	07/01/18	4,297	4,512	4,738	4,975	5,224			5,274	AFSCME/MPC
Administrative Officer	860	07/01/18	9,137	9,594	10,074	10,578	11,107			11,157	MPC
Administrative Coordinator	350	12/17/18	5,639	5,921	6,217	6,528	6,854			6,904	MPC
Administrative Specialist	290	07/01/18	5,324	5,590	5,870	6,164	6,472			6,522	MPC
Assistant City Engineer	920	07/01/18	10,272	10,786	11,325	11,891	12,486			12,536	MPC
Assistant City Manager	950	07/01/18	14,384				18,356			18,356	Sr. Exec Team
Assistant Director of Economic Development and Recreation	887	07/01/18	10,439				12,687			12,687	Mgmt Group
Assistant Director of Finance	887	07/01/18	10,439				12,687			12,687	Mgmt Group
Assistant Director of Public Works	895	07/01/18	11,195	11,755	12,343	12,960	13,608			13,658	MPC
Assistant Planner	450	07/01/18	6,212	6,523	6,849	7,191	7,551			7,979	MPC
Assistant to the City Manager	835	07/01/18	10,027				12,187			12,187	Mgmt Group
Associate Planner	740	07/01/18	7,191	7,551	7,929	8,325	8,741			9,228	MPC
Building Inspection Supervisor	810	07/01/18	8,755	9,193	9,653	10,136	10,643			10,693	MPC
Business Development Manager	860	07/01/18	9,137	9,594	10,074	10,578	11,107			11,157	MPC
Business License Coordinator	315	07/01/18	5,500	5,775	6,064	6,367	6,685			6,735	AFSCME
Chief Building Official	895	07/01/18	11,195	11,755	12,343	12,960	13,608			13,658	MPC
Chief of Police	955	07/01/18	14,656				18,528			22,512	Sr. Exec Team
City Attorney	943	07/01/18					15,417			15,417	Contract
City Clerk							470			470	Elected Official
City Council							500			500	Elected Official
City Council -- member of a different governing board											
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						
City Engineer	935	07/01/18	11,176				13,583			13,583	Mgmt Group
City Manager	960	02/04/19					20,551			20,551	Contract
City Treasurer							470			470	Elected Official
Civil Engineer I	510	07/01/18	6,494	6,819	7,160	7,518	7,894			8,339	MPC
Civil Engineer II	780	07/01/18	7,519	7,895	8,290	8,705	9,140			9,647	MPC
Combination Building Inspector	520	07/01/18	6,522	6,848	7,190	7,549	7,926			7,976	AFSCME
Community Outreach Coordinator	315	07/01/18	5,500	5,775	6,064	6,367	6,685			6,735	AFSCME
Community Relations Manager	700	07/01/18	6,746	7,083	7,437	7,809	8,199			8,249	MPC
Community Services Specialist	258	07/01/18	5,184	5,443	5,715	6,001	6,301			6,351	AFSCME
Compliance Principal	830	07/01/18	8,261	8,674	9,108	9,563	10,041			10,593	MPC
Contract Analyst	390	07/01/18	5,826	6,117	6,423	6,744	7,081			7,131	MPC
Crime Analyst	700	07/01/18	6,746	7,083	7,437	7,809	8,199			8,249	MPC
Customer Service Representative	95a	07/01/18	3,372	3,541	3,718	3,904	4,099			4,149	AFSCME

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

CLASSIFICATION	RANGE	START	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	Max/w incentives	UNIT
Deputy City Clerk	330	07/01/18	5,590	5,870	6,164	6,472	6,796			6,846	MPC
Development Manager	890	07/01/18	10,272	10,786	11,325	11,891	12,486			12,536	MPC
Director of Community Development	940	07/01/18	12,300				15,547			15,547	Sr. Exec Team
Director of Community Services	940	07/01/18	12,300				15,547			15,547	Sr. Exec Team
Director of Finance	940	07/01/18	12,300				15,547			15,547	Sr. Exec Team
Director of Human Resources	940	07/01/18	12,300				15,547			15,547	Sr. Exec Team
Director of Public Works	945	07/01/18	13,292				16,158			16,158	Sr. Exec Team
Director of Records and Council Services	8351	07/01/18	10,027				12,187			12,187	Sr. Exec Team
Director of Recreation and Maintenance Serv	920	07/01/18	11,176				13,583			13,583	Mgmt Group
Director of Water Utilities	935	07/01/18	12,792				15,547			15,547	Mgmt Group
Electrician	420	07/01/18	6,011	6,312	6,628	6,959	7,307			7,892	Teamsters
Electrician Apprentice	200	07/01/18	4,801	5,041	5,293	5,558	5,836			6,303	Teamsters
Engineering Analyst	820	07/01/18	7,809	8,199	8,609	9,039	9,491			9,541	MPC
Engineering Technician I	310	07/01/18	5,444	5,716	6,002	6,302	6,617			6,667	AFSCME
Engineering Technician II	460	07/01/18	6,304	6,619	6,950	7,297	7,662			7,712	AFSCME
Environmental Affairs Manager	890	07/01/18	10,272	10,786	11,325	11,891	12,486			12,536	MPC
Environmental Health Specialist	470a	07/01/18	6,243	6,555	6,883	7,227	7,588			7,638	AFSCME
Equipment Mechanic	270	07/01/18	5,310	5,576	5,855	6,148	6,455			6,971	Teamsters
Equipment Shop Supervisor	530	07/01/18	6,601	6,931	7,278	7,642	8,024			8,074	MPC
Executive Assistant	400	07/01/18	5,871				7,136			7,136	Mgmt Group
Executive Secretary to the Chief of Police	330	07/01/18	5,590	5,870	6,164	6,472	6,796			6,846	MPC
Finance Division Manager	855	07/01/18	8,985	9,434	9,906	10,401	10,921			10,971	MPC
Financial Analyst	580	07/01/18	7,083	7,437	7,809	8,199	8,609			8,659	MPC
GIS Coordinator	760	07/01/18	7,328	7,694	8,079	8,483	8,907			8,957	MPC
Harbormaster	830	07/01/18	8,261	8,674	9,108	9,563	10,041			10,091	MPC
Housing Inspector	315	07/01/18	5,500	5,775	6,064	6,367	6,685			6,735	AFSCME
Housing Manager	855	07/01/18	8,985	9,434	9,906	10,401	10,921			10,971	MPC
Housing Specialist	210	07/01/18	4,898	5,143	5,400	5,670	5,954			6,004	AFSCME
Human Resources Analyst	700	07/01/18	6,746	7,083	7,437	7,809	8,199			8,249	MPC
Human Resources Manager	890a	07/01/18	10,027				12,187			12,187	Mgmt Group
Human Resources Specialist	330	07/01/18	5,590	5,870	6,164	6,472	6,796			6,846	MPC
Information Technology Manager	855	10/01/18	8,985	9,434	9,906	10,401	10,921			10,971	MPC
Finance Division Manager	855	07/01/18	8,985	9,434	9,906	10,401	10,921			10,971	MPC
Lead Community Services Specialist	415	07/01/18	6,001	6,301	6,616	6,947	7,294			7,344	AFSCME
Lead Marina Services Worker	320	07/01/18	5,558	5,836	6,128	6,434	6,756			7,094	Teamsters
Lead Police Records Clerk	255	07/01/18	5,225	5,486	5,760	6,048	6,350			6,400	AFSCME
Lead Public Works Superintendent	885	07/01/18	10,685	11,219	11,780	12,369	12,987			13,037	MPC
Maintenance Assistant	95	07/01/18	3,372	3,541	3,718	3,904	4,099			4,304	Teamsters
Maintenance Lead Worker - Env. Services/Fa	320	07/01/18	5,558	5,836	6,128	6,434	6,756			7,296	Teamsters
Maintenance Worker I - Env. Services/Fac. U	140	07/01/18	4,148	4,355	4,573	4,802	5,042			5,445	Teamsters
Maintenance Worker II - Env. Services/Fac. U	200	07/01/18	4,801	5,041	5,293	5,558	5,836			6,303	Teamsters
Office Assistant	95a	07/01/18	3,372	3,541	3,718	3,904	4,099			4,149	AFSCME
Payroll Specialist	330	07/01/18	5,590	5,870	6,164	6,472	6,796			6,846	MPC

CLASSIFICATION	RANGE	START	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	Max/w incentives	UNIT
Permit Technician	260	07/01/18	5,253	5,516	5,792	6,082	6,386			6,436	AFSCME
Pest Control Specialist	470	07/01/18	6,243	6,555	6,883	7,227	7,588			7,967	Teamsters
Planning Manager	890	07/01/18	10,272	10,786	11,325	11,891	12,486			12,536	MPC
Planning Technician	260	07/01/18	5,253	5,516	5,792	6,082	6,386			6,436	AFSCME
Police Captain	650	07/01/18	12,419	13,040	13,692	14,377	15,096	15,850		20,050	PMG
Police Evidence Technician	260	07/01/18	5,253	5,516	5,792	6,082	6,386			6,436	AFSCME
Police Lieutenant	640	07/01/18	10,827	11,368	11,937	12,533	13,160	13,818		17,480	PMG
Police Officer	600	07/01/18	5,906	6,201	6,511	6,837	7,178	7,537	7,914		POA
Police Officer (Continuation of Steps)	600	07/01/18						8,310 (H)	8,725 (I)	12,782	POA
Police Records Clerk (Part 1 of 2)	110	07/01/18	3,898	4,093	4,298	4,513	4,739			4,789	AFSCME
Police Records Clerk (Part 2 of 2)	180	07/01/18	4,512	4,738	4,975	5,224	5,485			5,535	AFSCME
Police Records Supervisor	540	07/01/18	6,590	6,920	7,266	7,629	8,010			8,060	MPC
Police Sergeant	625	07/01/18	8,389	8,809	9,249	9,711	10,197	10,707		15,686	POA
Police Services Administrator	830	07/01/18	8,261	8,674	9,108	9,563	10,041			10,091	MPC
Power Company Manager	920a	07/01/18	11,176				13,583			13,583	Mgmt Group
Property and Evidence Coordinator	410	07/01/18	5,999	6,299	6,614	6,945	7,292			7,342	AFSCME
Public Works Superintendent	880	07/01/18	9,230	9,691	10,176	10,685	11,219			11,269	MPC
Public Works Supervisor	530	07/01/18	6,601	6,931	7,278	7,642	8,024			8,074	MPC
Purchasing Analyst	720	07/01/18	7,037	7,389	7,758	8,146	8,553			8,603	MPC
Records Specialist	330	07/01/18	5,590	5,870	6,164	6,472	6,796			6,846	AFSCME
Recreation Coordinator	230	07/01/18	5,055	5,308	5,573	5,852	6,145			6,195	AFSCME
Recreation Supervisor	550	07/01/18	6,603	6,933	7,280	7,644	8,026			8,076	MPC
Redevelopment Project Manager	820	07/01/18	7,809	8,199	8,609	9,039	9,491			9,541	MPC
Revenue Operations Supervisor	745	10/15/18	7,238	7,600	7,980	8,379	8,798			8,848	
Senior Administrative Analyst	820	07/01/18	7,809	8,199	8,609	9,039	9,491			9,541	MPC
Senior Civil Engineer	860	07/01/18	9,137	9,594	10,074	10,578	11,107			11,157	MPC
Senior Combination Building Inspector	760	07/01/18	7,328	7,694	8,079	8,483	8,907			8,957	MPC
Senior Financial Analyst	790	07/01/18	8,200	8,610	9,040	9,492	9,967			10,017	MPC
Senior Human Resources Analyst	820	07/01/18	7,809	8,199	8,609	9,039	9,491			9,541	MPC
Senior Planner	840	07/01/18	8,326	8,742	9,179	9,638	10,120			10,676	MPC
Senior Redevelopment Project Manager	860	07/01/18	9,137	9,594	10,074	10,578	11,107			11,157	MPC
Sweeper Operator	140	07/01/18	4,148	4,355	4,573	4,802	5,042			5,294	Teamsters
Utility Lineworker	420	02/19/19	6,011	6,312	6,628	6,959	7,307			7,453	Teamsters
Utility Supervisor	810	07/01/18	8,755	9,193	9,653	10,136	10,643			10,693	MPC
Utility Technician - (Electric/Gas)	805	07/01/18	7,711	8,097	8,502	8,927	9,373			9,842	Teamsters
Water Instrument/Maintenance Technician	480	07/01/18	7,040	7,392	7,762	8,150	8,558			8,986	Teamsters
Water Instrument/Maintenance Technician	750	07/01/18	8,150	8,557	8,985	9,434	9,906			10,401	Teamsters
Water Maintenance Mechanic I	480	07/01/18	7,040	7,392	7,762	8,150	8,558			8,986	Teamsters
Water Maintenance Mechanic II	750	07/01/18	8,150	8,557	8,985	9,434	9,906			10,401	Teamsters
Water Plant Apprentice Operator	200	07/01/18	4,801	5,041	5,293	5,558	5,836			6,128	Teamsters
Water Plant Operator	560	07/01/18	7,071	7,425	7,796	8,186	8,595			9,755	Teamsters
Water Plant Superintendent	883	07/01/18	9,692	10,177	10,686	11,220	11,781			12,231	MPC
Water Plant Supervisor	810	07/01/18	8,755	9,193	9,653	10,136	10,643			11,935	MPC
Water Quality Analyst I	380	07/01/18	6,198	6,508	6,833	7,175	7,534			7,911	Teamsters
Water Quality Analyst II	710	07/01/18	7,462	7,835	8,227	8,638	9,070			9,524	Teamsters

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

CLASSIFICATION	RANGE	START	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	Max/w incentives	UNIT
SEASONAL CLASSIFICATIONS ARE NOT ELIGIBLE FOR INCENTIVES											
Expert Consultant	0910	03/16/15	30.00				100.00				n/a
High School Intern	0550	01/01/19					12.00				n/a
Intern (college-level)	0510	01/01/19	13.50		15.00		16.50		18.00		n/a
Maintenance Aide	0530	01/01/19	12.37	13.03	13.74	14.48	15.25	16.06	16.92	17.82(H) 18.76(I)	19.76(J) 20.81(K)
Maintenance Helper	0520	01/01/19					12.00				n/a
Police Officer Trainee	6009	07/01/18	28.39	20% less than Police Officer Step A							n/a
Recreation Leader I	0550	01/01/19					12.00				n/a
Recreation Leader II	0560	01/01/19	12.50		13.00		13.50				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**

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Ordinance Amending Chapter 8 of the Pittsburg Municipal Code to Add Construction Demolition Debris Recycling and Polychlorinated Biphenyls Assessment

MEETING DATE: April 2, 2019

EXECUTIVE SUMMARY

Senate Bill (SB) 1374, requires cities to adopt an ordinance requiring diversion of construction and demolition material from landfills. In addition, the City's Municipal Regional Stormwater Permit (MRP) requires construction demolition debris from structures be assessed for polychlorinated biphenyls (PCBs). If approved, the ordinance amends the Pittsburg Municipal Code to meet these requirements.

FISCAL IMPACT

The Master Fee Schedule has a demolition fee to recover the cost of staff time needed to review and issue permits. Staff anticipates the additional forms will not substantially increase staff time once trained so staff does not recommend any new fees at this time.

RECOMMENDATION

City Council move to adopt the attached Ordinance adding Chapter 8.10, "Construction Debris Recycling and Polychlorinated Biphenyls Assessment" to the Pittsburg Municipal Code.

BACKGROUND

Debris is generated every time a building, road, or bridge is constructed, remodeled, or demolished. This type of debris is commonly referred to as construction and demolition debris (C&D) and consists of the material generated during construction, renovation, and demolition projects.

These projects often contain bulky, heavy materials, including concrete, wood, asphalt (from roads and roofing shingles), gypsum (the main component of drywall), metals, bricks, and

plastics. This debris also includes salvaged building components such as doors, windows, and plumbing fixtures.

In 1989, the State of California passed Assembly Bill (AB) 939, mandating that cities and counties reduce the amount of waste being landfilled by 50 percent by the year 2000 or face fines of up to \$10,000 per day. In 2002, Senate Bill (SB) 1374, requires establishment of an ordinance requiring diversion construction and demolition waste from landfills.

In 2008, SB 1016 established new disposal reporting measurements and baselines based on a per capita disposal rate. According to the 2014 Disposal Facility-Based Characterization of Solid Waste in California, construction and demolition (C&D) materials account for between 21.7 to 25.5 percent of the disposed waste stream. The reduction in C&D disposal to landfills will help meet the City's diversion goals.

On November 19, 2015 the San Francisco Regional Water Quality Control Board adopted a Municipal Regional Permit (MRP) which requires permittees to reduce the discharge of PCBs from urban runoff. The proposed ordinance establishes a protocol for managing demolition debris from non-residential structures constructed or remodeled between 1950 and 1980 with building materials such as caulking and thermal insulation with PCBs concentrations of 50 mg/kg or greater.

On March 18, 2019 the City Council opened the public hearing for comment, closed the public hearing, introduced and waived further reading and passed to second reading the attached Ordinance adding Chapter 8.10 "Construction Demolition Debris Recycling and Polychlorinated Biphenyls Assessment".

SUBCOMMITTEE FINDINGS

At its meeting on January 29, 2019, the Land Use Subcommittee recommended the ordinance be brought before the City Council for consideration.

STAFF ANALYSIS

CalRecycle is requiring in all jurisdictions, including those without a C&D ordinance, that owners/builders of construction projects be required to divert 65 percent of the construction waste materials generated during the project away from landfills, to meet the California Green Building Standards Code (CalGreen).

The adoption of this Ordinance will be included in the City's Annual Report to demonstrate the City's efforts in meeting the mandated diversion requirements.

In addition, the formalization of this Ordinance will complement meeting another mandated and related requirement by the state which is the assessment of PCBs of certain types of C&D materials. The City's MRP requires applicants to report whether the project meets the parameters of the PCB assessment criteria and when appropriate, requires the applicant to complete an assessment screening which could require analytical testing. An assessment screening. Although it is a self-certification process, the MRP through the state has established this procedural requirement with which all permittees must comply.

City sponsored projects involving construction demolition are subject to the conditions as outlined in the Ordinance. The inclusion of both these requirements for the issuance of

permits for demolition is necessary for the City to comply with current State legislation for recycling debris and current Stormwater MRP.

ATTACHMENTS: Ordinance 19-1461

Report Prepared By: Jolan Longway, Clean water Program Coordinator
Laura Wright, Environmental Affairs Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adding Chapter 8.10 Entitled "Construction)
and Demolition Debris Recycling And)
Polychlorinated Biphenyls Assessment")
to the Pittsburg Municipal Code)

ORDINANCE NO. 19-1461

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

SECTION 1. Recitals

In 1989, the State of California passed Assembly Bill (AB) 939, mandating that cities and counties reduce the amount of waste being landfilled by 50% by the year 2000 or face fines of up to \$10,000 per day. In order to achieve this goal, the City has implemented various programs to help meet this goal. These programs, outlined in the City's Source Reduction and Recycling Element (SRRE), include curbside recycling, composting programs, hazardous waste collection, etc. However, the California Integrated Waste Management Board (now CalRecycle) identified in a 1999 statewide disposal characterization study that construction and demolition (C&D) waste accounted for nearly 12% of the State's overall waste stream. In jurisdictions with high growth, the percentage is much higher.

C&D debris is generated every time a building, road, or bridge is constructed, remodeled, renovated, or demolished. These projects often contain bulky, heavy materials, including concrete, wood, asphalt (from roads and roofing shingles), gypsum (the main component of drywall), metals, bricks, and plastics. C&D debris also includes salvaged building components such as doors, windows, and plumbing fixtures. Reducing C&D debris conserves landfill space, reduces the environmental impact of producing new materials, and can reduce overall building project expenses through avoided purchase/disposal costs.

Senate Bill (SB) 1374, which deals with the establishment of an ordinance requiring the diversion of this C&D waste material, was signed into law in 2002. As directed in the bill, the City is mandated to either create its own ordinance or be required to follow CalRecycle's 'model' ordinance by March 1, 2004. In addition, the passage of SB 1016 in 2008, established new disposal reporting measurements and baselines based on a per capita disposal rate. The reduction in C&D disposal to landfills will be necessary to help with compliance under the new requirements of SB 1016 and to meet diversion goals.

CalRecycle is requiring in all jurisdictions, including those without a C&D ordinance requiring the diversion of 65 percent of construction waste, that owners/builders of construction projects within the covered occupancies be required to divert 65 percent of the construction waste materials generated during the project, effective January 1, 2017 as per the CalGreen standards. The City has adopted the 2016 California Green Building Standards Code (CalGreen) Building Standard Code.

On November 19, 2015 the San Francisco Regional Water Quality Control Board adopted a Municipal Regional Permit (MRP) that requires permittees to reduce the

discharge of PCBS to San Francisco Bay from urban runoff. One of the control measures to mitigate for the discharge of PCBs requires the development and implementation of an effective protocol for managing the demolition debris from applicable structures found to contain PCBs with concentrations of 50 milligrams per kilogram (mg/kg) or greater. The protocol is required to prevent the deposition of PCBs containing material debris from entering stormwater runoff with vehicle track out, airborne releases, soil erosion, or stormwater runoff during or after demolition.

Applicable structures include, at a minimum, non-residential structures constructed or remodeled between the years 1950 and 1980 with building materials such as caulking and thermal insulation with PCBs concentrations of 50 mg/kg or greater. The protocol consists of an evaluation methodology and data collection program to quantify PCBs reduced through the implementation of the protocol for controlling PCBs during demolition of applicable structures.

Applicants conducting building demolition for applicable structures are required to complete the self-certification assessment and if PCBs containing materials are found with their project, abate the PCBs containing materials in accordance with current acceptable EPA practices. The assessment must be conducted prior to issuance of a Building Permit for demolition and renovation.

SECTION 2. Adding Pittsburg Municipal Code Chapter 8.10, "Construction and Demolition Debris Recycling and Polychlorinated Biphenyls Assessment."

Chapter 8.10 entitled "Construction and Demolition Debris Recycling and Polychlorinated Biphenyls" is hereby added to Title 8 of the Pittsburg Municipal Code to read as follows:

"Chapter 8.10 Construction and Demolition Debris Recycling and Polychlorinated Biphenyls Assessment"

Sections:

Article I. General Provisions

- 8.10.010 Purpose
- 8.10.020 Application Fee
- 8.10.030 Enforcement
- 8.10.040 Definitions

Article II. Construction and Demolition Debris Recycling

- 8.10.050 CalGreen Requirements
- 8.10.060 Threshold for Covered Projects
- 8.10.070 Submission of Waste Management Plan
- 8.10.080 Franchise Hauler Agreement
- 8.10.090 Review of Waste Management Plan
- 8.10.100 On-site Management of Debris
- 8.10.110 Infeasibility Exemption
- 8.10.120 Appeal

8.10.130 Submittal of Completed Waste Management Plan

Article II. Polychlorinated Biphenyls (PCBs) Screening Assessment

8.10.140 Applicability

8.10.150 PCBs in Priority Building Materials Screening Assessment

8.10.160 Agency Notification, Abatement, and Disposal for Identified PCBs

8.10.170 Compliance with California and Federal PCBs Laws and Regulations

8.10.180 Information Submission and Application Certification

8.10.190 Recordkeeping

8.10.200 Obligation to Notify the City of Changes

8.10.210 Liability

8.10.220 Projects Sponsored by the City

Article I. General Provisions

8.10.010 Purpose

The purpose of this chapter is to recycle or reuse debris commonly referred to as construction and demolition (C&D) debris which consists of materials generated during construction, renovation, and demolition projects in order to meet CalRecycle requirements for recycling utilizing the California Green Building Standards Code. In addition, U.S. Environmental Protection Agency (EPA), the San Francisco Bay Regional Water Quality Control Board (Regional Water Board), and the California Department of Toxic Substances Control (DTSC) requires these materials be screened and assessed for polychlorinated biphenyls (PCBs) prior to demolition, renovation or construction to prevent contamination in local waterways.

8.10.020 Application Fee

All applicants subject to this Chapter shall pay the Building Demolition Permit Fee and/or fees applicable to the project set forth in the Master Fee Schedule established by the City Council. The intent of this Application Fee is to defray the costs to the City for the program established by this ordinance. Applicants for all City-owned or City-sponsored projects shall be exempt from paying an Application Fee.

8.10.030 Enforcement

A. Criminal Penalties. Any person who violates any provision of this Chapter, including but not limited to noncompliance with a Waste Management Plan (WMP) or Screening Assessment, shall be guilty of a misdemeanor. The penalty upon conviction of such person shall be a fine as set forth in Section 1.12.030 of this Code.

B. Civil Penalties. Any person who violates any provision of this Chapter, including but not limited to noncompliance with a WMP or Screening Assessment, shall be liable to the City for a civil penalty of \$1,000 or 1% of the total cost of the project, whichever is greater.

C. Cumulative Remedies. The foregoing remedies shall be deemed non-exclusive, cumulative and in addition to any other remedy the City may have at law or in equity, including but not limited to injunctive relief to prevent violations of this Chapter.

D. Withholding of Permit. Failure to submit the information required in Article II or submittal of false information will result in enforcement under Chapter 15.72 Withholding of Permit – Code Violations, as may be amended from time to time.

8.10.040 Definitions

In addition to the general definitions applicable to this Code, whenever used in this Article, the following terms have the meanings set forth below:

“Applicable Structure” means buildings constructed or remodeled from January 1, 1950 to December 31, 1980. Remodeling, partial building, wood framed structure, and single-family residence demolition projects are exempt.

“Applicant” means any individual, firm, limited liability company, association, partnership, political subdivision, government agency, municipality, industry, public or private corporation, or any other entity whatsoever who applies to the City for the applicable permits to undertake construction, demolition, or renovation project within the City.

“Building” means a structure with a roof and walls standing more or less permanently in one place. Buildings are intended for human habitation or occupancy.

“Community Development Director” means the Director of the Community Development Department.

“Construction” means the building of any facility or structure or any portion thereof including tenant improvements to an existing facility or structure.

“Construction and Demolition Debris” or “C&D Debris” means used or discarded materials removed from premises during construction or renovation of a structure resulting from construction, remodeling, repair, or demolition operations on any pavement, house, commercial building, or other structure.

“Conversion Rate” means the rate set forth in the standardized Conversion Rate Table approved by the City pursuant to this Chapter for use in estimating the volume or weight of materials identified in a Waste Management Plan.

“Covered Project” shall have the meaning set forth in Section 8.10.060 (A) of this Chapter.

“Deconstruction” means the process of carefully dismantling a building or structure in order to salvage components for reuse or recycling.

“Demolition” means the decimating, razing, ruining, tearing down or wrecking of any facility, structure, pavement (concrete, asphalt, base, etc) or building, whether in whole or in part, whether interior or exterior.

“Divert” means to use material for any purpose other than disposal in a landfill or transformation facility.

“Diversion Requirement” means the redirection from the waste stream of at least 50 percent of the total Construction and Demolition Debris generated by a Project via reuse or recycling, unless the Applicant has been granted an Infeasibility Exemption pursuant to

Section 8.10.120, in which case the Diversion Requirement shall be the maximum feasible diversion rate established by the WMP Compliance Official for the Project.

“DTSC” means the State of California Department of Toxic Substance Control.

“EPA” means the United States Environmental Protection Agency.

“Exempt Project” shall have the meaning set forth in Section 8.10.060 (B) of this Chapter.

“PCBs” means polychlorinated biphenyls.

“PCBs” in Priority Building Materials Screening Assessment means the two-step process used to 1) determine whether the building proposed for demolition is high priority for PCBs-containing building materials based on the structure age, use, and construction; and if so 2) determine the concentrations (if any) of PCBs in Priority Building Materials revealed through existing information or representative sampling and chemical analysis of the Priority Building Materials in the building. Directions for this process are provided in the Priority Building Materials Screening Assessment Applicant Package.

“Priority Building Materials” means the following:

- a. Caulking: e.g., around windows and doors, at structure/walkway interfaces, and in expansion joints;
- b. Thermal/Fiberglass Insulation: e.g., around HVAC systems, around heaters, around boilers, around heated transfer piping, and inside walls or crawls spaces;
- c. Adhesive/Mastic: e.g., below carpet and floor tiles, under roofing materials, and under flashing; and
- d. Rubber Window Gaskets: e.g., used in lieu of caulking to seal around windows in steel-framed buildings.

“Priority Building Materials Screening Assessment Applicant Package” (Applicant Package) means a document package that includes an overview of the screening process, Applicant instructions, a process flow chart, a screening assessment form, and the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (BASMAA 2018, prepared for the Bay Area Stormwater Management Agencies Association, August 2018).

“Project” means any activity, which requires an application for a building or demolition permit, or any similar permit from the City.

“Recycling” means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of raw material for new, reused, or reconstituted products which meet the quality standards necessary to be used in the marketplace.

“Regional Water Board” means the California Regional Water Quality Control Board, San Francisco Bay Region.

“Remodel” means to make significant finish and/or structural changes that increase utility and appeal through complete replacement and/or expansion. A removed area reflects

fundamental changes that include multiple alterations. These alterations may include some or all of the following: replacement of a major component (cabinet(s), bathtub, or bathroom tile), relocation of plumbing/gas fixtures/appliances, significant structural alterations (relocating walls, and/or the addition of square footage).

“Renovation” means any change, addition, or modification in an existing structure.

“Reuse” means further or repeated use of materials in their original form.

“Salvage” means the controlled removal of Construction and Demolition Debris from a permitted building or demolition site for the purpose of recycling, reuse, or storage for later recycling or reuse.

“Tenant improvements” means a Project involving structural or other modifications of an existing property resulting in the generation of C&D Debris.

“Total costs” means the total construction value of the project using standard commercial and residential valuation formulas.

“Waste Management Plan” means a completed WMP form, approved by the City for the purpose of compliance with this Chapter, submitted by the Applicant for any Covered Project. Prior to project start, the WMP shall identify the types of C&D Debris materials that will be generated for disposal and recycling. A completed WMP contains actual weight or volume of the material disposed recycled receipts.

“WMP Compliance Official” means the City Manager, Assistant City Manager or his or her designee, Chief Building Official or his or her designee or Environmental Affairs Manager or his or her designee.

Article II. Construction and Demolition Debris Recycling

8.10.050 CalGreen Requirements

The City will apply California Green Building Standards Code (CalGreen) standards that requires a percentage by weight of job site debris generated by most types of building project types be recycled, reused, or otherwise diverted from landfill disposal. This requirement applies to demolition projects and most new construction, as well as the majority of building additions or alterations. The recycled, reused, or otherwise diverted materials and requirements will comply with adopted CalGreen standards. CalGreen requires submission of plans and reports with verifiable post-project documentation to demonstrate that at least 65% of the nonhazardous construction and demolition (C&D) debris generated on the job site are salvaged for reuse, recycled or otherwise diverted.

8.10.060 Threshold for Covered Projects

A. Covered Projects. All construction and renovation, residential and non-residential, projects within the City, the total costs of which are, or are projected to be, greater than or equal to \$100,000, or which involve the construction of projects 2,500 sf. or larger (“Covered Projects”) shall comply with this Section 8.10.060 (A). All demolition projects regardless of value shall comply with this section. All roofing or re-roofing projects valued at \$10,000 or greater or a project where 50% or more of the roof areas is re-roofed, or where a project requires five (5) squares or more of roofing material

regardless of permit value shall comply with this section. For the purposes of determining whether a project meets the foregoing thresholds, all phases of a project and all related projects taking place on a single and any adjoining parcel, as determined by the WMP Compliance Official, shall be deemed a single project.

- B. Exempt Projects.** Applicants for construction and renovation projects within the City which are not Covered Projects (“Exempt Projects”) shall divert as much project-related construction and demolition debris as possible as set forth in Chapter 8.06.040, Mandatory duty to recycle – Penalties. Immediate or emergency demolition required to protect the public health, safety or welfare, as determined by a public safety official or code compliance officer shall also be considered an Exempt Project.
- C. Building and Demolition Permits.** No building, site development or demolition permit shall be issued for a Covered Project unless and until the WMP Compliance Official has approved a WMP for the project. Compliance with the provisions of this Chapter shall be listed as a condition of approval on any building, site development or demolition permit issued for a Covered Project.
- D. Projects sponsored by the City or Successor Agency.** All Construction, Demolition and Renovation projects sponsored by the City or Successor Agency shall be considered Covered Projects for the purposes of this chapter. The Project sponsor shall submit a WPM to the WPM Compliance Official prior to beginning any or activities and shall be subject to all applicable provisions of this chapter.

8.10.070 Submission of Waste Management Plan

- A. WMP Forms.** Applicants for building, demolition, or site development permits involving any Covered Project shall complete and submit a Waste Management Plan (“WMP”), on a WMP form approved by the City for this purpose as part of the application packet for the building, demolition, or site development permit. The completed WMP shall indicate all of the following:
 - 1. The estimated volume or weight of project debris, by materials type, to be generated;
 - 2. The maximum volume or weight of such materials that can feasibly be diverted via reuse or recycling;
 - 3. The vendor or facility that the Applicant proposes to use to collect or receive the materials; and
 - 4. The estimated volume or weight of materials that will be landfilled.
- B. Calculating Volume and Weight of Debris:** In estimating the volume or weight of materials identified in the WMP, the Applicant shall use the standardized Conversion Rates provided by the City for this purpose.
- C. Acknowledgement of Responsibility.** The WMP shall be signed by both the contractor and owner acknowledging 1) the consequences of not meeting the 65% diversion requirement including being subject to fines and 2) they are responsible for

the actions and inactions of their subcontractors with regard to this diversion requirement.

- D. Deconstruction.** In preparing the WMP, Applicants for building, demolition, or site development permits involving the removal of all or part of an existing structure shall consider deconstruction, to the maximum extent feasible, and shall make the materials generated thereby available for salvage prior to landfilling. Materials generated in this process shall be considered divertable C&D debris and included in the amount of waste generated.

8.10.080 Franchise Hauler Agreement

The City grants the right and privilege for refuse and recycling services. The City has an exclusive Franchise Agreement for the collection of Residential and Multi-family Dwelling Solid Waste Collection Service and Commercial and Industrial Solid Waste Collection Service. All Applicants and entities shall use this service unless the project size requires alternative management of moving debris materials, consistent with the Franchise Agreement.

8.10.090 Review of Waste Management Plan

- A. Approval.** Notwithstanding any other provision of this Code, no building, demolition, or site development permits shall be issued for any Covered Project, nor shall any demolition, construction or renovation take place on any Covered Project, unless and until the WMP Compliance Official has approved the WMP. The WMP Compliance Official shall only approve a WMP if he or she first determines that all of the following conditions have been met:

1. The WMP provides all of the information set forth in Section 8.10.070 of this Chapter;
2. The WMP indicates that at least 65 percent of all C&D debris generated by the Project shall be diverted.
3. Contractor and owner have signed the WMP.

If the WMP Compliance Official determines that these two conditions have been met, he or she shall mark the WMP "Approved" and return a copy of the WMP to the Applicant.

- B. Non-approval.** If the WMP Compliance Official determines that the WMP fails to 1) provides all of the info set forth in Section 8.10.070 of this Chapter, 2) indicate that at least 65 percent of all C&D debris generated by the Project will be reused or recycled, or 3) to have both the contractor's and owner's signatures, he or she shall either:

1. Return the WMP to the Applicant marked "Denied," including a statement of reasons, or
2. Return the WMP to the Applicant marked "Further Explanation Required"

8.10.100 On-site Management of Debris

All Applicants shall maintain all Construction and Demolition Debris and other solid waste in a visually pleasing manner. These materials shall be contained in debris boxes or other type devices. These materials shall not be piled anywhere or discarded throughout the jobsite.

8.10.110 Infeasibility Exemption

- A. Application.** If an Applicant for a Covered Project experiences unique circumstances that the Applicant believes make it infeasible to comply with the Diversion Requirement, the Applicant may apply for an exemption at the time that he or she submits the WMP required under Section 8.10.070 above. Increased costs to the Applicant will not be a sufficient basis for an exemption unless such costs are extraordinary. The Applicant shall indicate on the WMP the maximum amount of diversion he or she concludes is feasible for each material and the specific circumstances that he or she concludes make it infeasible to comply with the Diversion Requirement.
- B. Meeting with WMP Compliance Official.** The WMP Compliance Official shall review the information supplied by the Applicant and may meet with the Applicant to discuss possible ways of meeting the Diversion Requirement. Upon request of the City, the WMP Compliance Official may request staff attend this meeting or may require the Applicant to request a separate meeting with staff. Based on the information supplied by the Applicant and, if applicable, staff and the WMP Compliance Official shall determine whether it is feasible for the Applicant to meet the Diversion Requirement.
- C. Granting of Exemption.** If the WMP Compliance Official determines that it is infeasible for the Applicant to meet the Diversion Requirement due to unique circumstances, he or she shall establish a minimum feasible diversion rate for each material and shall indicate this rate on the WMP submitted by the Applicant. The WMP Compliance Official shall return a copy of the WMP to the Applicant marked "Approved for Infeasible Exemption."
- D. Denial of Exemption.** If the WMP Compliance Official determines that it is feasible for the Applicant to meet the Diversion Requirement, he or she shall so inform the Applicant in writing. The Applicant shall have 30 days to resubmit a WMP form in full compliance with Section 8.10.070 above. If the Applicant fails to resubmit the WMP, or if the resubmitted WMP does not comply with Section 8.10.070, the WMP Compliance Official shall deny the WMP.

8.10.120 Appeal

The applicant may appeal the denial of application for infeasibility exemption or denial of WMP decision to the City pursuant to this Chapter in accordance with Section 1.08 et seq. of the Pittsburgh Municipal Code. The matter shall be heard by a Hearing Officer and shall be limited to 1) the granting or denial of an infeasibility exemption or 2) a noncompliance determination. Notice of any appeal from the Applicant from the ruling of the WMP Compliance Official must be filed with the Community Development Director within ten (10) days of the date that such ruling is made. The decision of the Hearing Officer upon such appeal shall be final and shall not be appealable to the City Council or to any other City body or official.

8.10.130 Submittal of Completed Waste Management Plan

- A. Documentation.** No permit or approvals related to the project site shall be issued by the City until the Applicant complies with the provisions of this section. The completed WMP must be approved prior to final occupancy.

The Applicant shall submit documentation to the WMP Compliance Official along with a completed WMP that documents the Diversion requirement for the Project has been met in order to receive final occupancy approval or final of demolition permits. This documentation shall include the following:

1. The completed WMP submitted for approval shall list for each construction and demolition material type generated, the actual material by weight the Project generated, and receipts from both the disposal and recycling facilities and/or licensed haulers that received each material showing clearly whether the material was disposed or recycled;
2. Any additional information the Applicant deems is relevant to determining its efforts to comply in good faith with this Chapter.

B. Weighing of Wastes.

Applicants shall make reasonable efforts to ensure that all Construction and Demolition Debris diverted or landfilled are measured and recorded using the most accurate method of measurement available. To the extent practical, all Construction and Demolition Debris shall be weighed by measurement on scales. Such scales shall follow all regulatory requirements for accuracy and maintenance. For Construction and Demolition Debris for which weighing is not practical due to small size or other considerations, a volumetric measurement shall be used. For conversion of volumetric measurements to weight, the Applicant shall use the standardized Conversion Rates approved by the City for this purpose.

C. Determination of Compliance and Release of Permit.

The WMP Compliance Official shall review the information submitted under subsection (A) of this Section and determine whether the Applicant has complied with the Diversion Requirement, as follows:

1. **Full Compliance**. If the WMP Compliance Officer determines that the Applicant has fully complied with the Diversion Requirement applicable to the Project, he or she shall indicate such compliance on the WMP.
2. **Good Faith Effort to Comply**. If the WMP Compliance Official determines that the Diversion Requirement has not been achieved, he or she shall determine on a case-by-case basis whether the Applicant has made a good faith effort to comply with this Chapter. In making this determination, the WMP Compliance Official shall consider the availability of markets for the C&D debris landfilled, the size of the Project, and the documented efforts of the Applicant to divert C&D debris. If the WMP Compliance Official determines that the Applicant has made a good faith effort to comply with this Chapter, he or she shall so indicate on the WMP.
3. **Noncompliance**. If the WMP Compliance Official determines that the Applicant has not made a good faith effort to comply with this Chapter, or if the Applicant fails to submit the documentation required by subsection (A) of this Section within the

required time period, then the Applicant shall be in violation of this Chapter and be liable for a civil penalty, and may be subject to any other remedy provided by this Chapter. No certificates of occupancy or other permits or approvals relating to the Project site shall be issued by the City until the civil penalty has been paid in full.

Article III. PCBs Screening Assessment

8.10.140. Applicability

This Article applies to Applicants seeking to demolish or significantly renovate buildings constructed or remodeled between January 1, 1950 to December 31, 1980. Applications for projects remodeling a portion of building, wood framed structure, or single-family residence are exempt.

8.10.150. PCBs in Priority Building Materials Screening Assessment

A. Every building permit applicant for demolition work shall conduct a PCBs in Priority Building Materials Screening Assessment, a two-step process used to:

1. determine whether the building proposed for demolition is high priority for PCBs-containing building materials based on the structure age, use, and construction (i.e., whether the building is an Applicable Structure); and if so
2. demonstrate the presence or absence and concentration of PCBs in Priority Building Materials through existing information or representative sampling and chemical analysis of the Priority Building Materials in the building.

Applicants shall follow the directions provided in the PCBs in Priority Building Materials Screening Assessment Applicant Package (Applicant Package), which includes an overview of the process, Applicant instructions, a process flow chart, a screening assessment form, and the Protocol for Assessing Priority PCBs-Containing Materials before Building Demolition. Pursuant to the Applicant Package, for certain types of buildings built within a specified date range, the Applicant must conduct further assessment to determine whether or not PCBs are present at concentrations ≥ 50 ppm. This determination is made via existing data on specific product formulations (if available), or more likely, via conducting representative sampling of the priority building materials and analyzing the samples for PCBs at a certified analytical laboratory. Any representative sampling and analysis must be conducted in accordance with the Protocol for Assessing Priority PCBs-Containing Materials before Building Demolition. The Applicant Package provides additional details.

8.10.160 Agency Notification, Abatement, and Disposal for Identified PCBs

When the PCBs in Priority Building Materials Screening Assessment identifies one or more Priority Building Materials with PCBs, the Applicant must comply with all related applicable federal and state laws, including potential notification of the appropriate regulatory agencies, including EPA, the Regional Water Board, and/or the DTSC. Agency contacts are provided in the Applicant Package. Additional sampling for and abatement of PCBs may be required.

Depending on the protocol for sampling and removing building materials containing PCBs, the Applicant may need to notify or seek advance approval from EPA before building demolition. Even in circumstances where advance notification to or approval from EPA is not required before the demolition activity, the disposal of PCBs waste shall comply with

the Toxic Substances Control Act (TSCA). Additionally, the disposal of PCBs waste shall comply with Title 22 California Code of Regulations Section 66262. Additional information is provided in the Applicant Package.

8.10.170 Compliance with California and Federal PCBs Laws and Regulations

Applicants must comply with all Federal and California laws and regulations, including but not limited to health, safety, and environmental laws and regulations, that relate to management and cleanup of any and all PCBs, including but not limited to PCBs in Priority Building Materials, other PCBs-contaminated materials, PCBs-contaminated liquids, and PCBs waste.

8.10.180 Information Submission and Applicant Certification

- A.** The Applicant shall conduct a PCBs in Priority Building Materials Screening Assessment as set forth in the Applicant Package and submit the associated information and results as part of the building permit application for demolition, including the following (see Applicant Package for more details):
1. Owner and project information, including location, year building was built, description of building construction type, and anticipated demolition date.
 2. Determination of whether the building proposed for demolition is high priority for PCBs-containing building materials based on the structure age, use, and construction.
 3. If high priority for PCBs-containing building materials based on the structure age, use, and construction, the concentration of PCBs in each Priority Building Material present. If PCBs concentrations are determined via representative sampling and analysis, include a contractor's report documenting the assessment which includes the completed QA/QC checklist from the *Protocol for Assessing Priority PCBs- Containing Materials before Building Demolition* and the analytical laboratory reports.
 4. For each Priority Building Material present with a PCBs concentration equal to or greater than 50 ppm, the approximate amount (linear feet or square feet) of that material in the building (see Applicant Package for more details).
 5. Applicant's certification of the accuracy of the information submitted.
- B.** The Community Development Director may specify a format or guidance for the submission of the information.

8.10.190 Recordkeeping

Those Applicants conducting a building demolition Project must maintain documentation of the results of the PCBs in Priority Building Materials Screening Assessment for a minimum of five years after submittal.

8.10.200 Obligation to Notify the City of Changes

When a change to Project conditions affects the information submitted by the Applicant, the Applicant shall promptly notify the Community Development Director in writing.

8.10.210 Liability

The Applicant is responsible for safely complying with the requirements of this Article. Neither the issuance of a permit under the requirements of Title 15 nor the compliance with the requirements of this Article or with any condition imposed by the City, shall relieve the

Applicant from responsibility for damage to persons or property resulting there from, or as otherwise imposed by law, nor impose any liability upon the City of Pittsburg.

8.10.220 Projects Sponsored by the City

All Demolition and Renovation projects sponsored by the City shall comply with this Article except the City shall not be required to obtain permits and approvals under this Article for work performed within City-owned properties and areas, such as rights-of-way.

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 July 1, 2019. The City is authorized to begin enforcement on and 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 Pittsburg held on March 18, 2019, and was adopted and ordered published at a meeting of the City Council held on April 2, 2019 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

Alice E. Evenson, City Clerk