



**CITY OF PITTSBURG
AGENDA**

MAY 20, 2019

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

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

**CITY COUNCIL
HOUSING AUTHORITY
PITTSBURG POWER COMPANY**

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**

**FOR HOUSING AUTHORITY:
S.L. Floyd, Housing Authority Member
Annie Hill Herring, Housing Authority Member**

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

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. Civic Pride Day Update

CITY MANAGER REPORTS/REMARKS

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

CITIZENS REMARKS

Members of the audience who wish to address the City Council or Agency Boards on issues that are not scheduled for the agenda and on any items listed as part of the Consent Calendar should complete a Speaker's Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given three minutes to address the Council unless additional time is allowed as provided for spokespersons. Prior to speaking, each member of the public shall state their name and business and City of residence in a clear and audible tone of voice. (No Action Required)

HOUSING AUTHORITY

CONSENT CALENDAR

2. Minutes of April 15, 2019
3. Disbursement List of April 30, 2019

HOUSING AUTHORITY MEMBER REMARKS

ADJOURNMENT OF THE HOUSING AUTHORITY to June 17, 2019

CITY COUNCIL MEETING

CONSIDERATION

4. Introduction and Waive First Reading of Two Ordinances Amending Chapter 2.85 and 2.86 of the Municipal Code to Delegate Emergency Purchasing Authority to the City Manager and amend the City's Purchasing Policy to Increase the Informal Competitive Bid Threshold

The City's current Purchasing Policy requires updates to the informal bid thresholds in conformance with procedures established in Public Contract Code Section 22032. If approved, the first ordinance would increase the City's informal

bid threshold from \$175,000 to \$200,000 and increase the limit for public projects that may be performed by employees from \$45,000 to \$60,000. A second ordinance to authorize the City Manager to make purchases related to certain emergencies requires approval by 4 of 5 Council members.

5. Introduction and Waive First Reading of an Ordinance Amending Title 5 of the Pittsburg Municipal Code Related to Cannabis Regulations

This is a request to approve a text amendment to Pittsburg Municipal Code (PMC) Title 5, Chapter 5.70, sections 5.70.051 and 5.70.160 in order to reduce the required distance between commercial medical and/or nonmedical cannabis businesses and potentially sensitive uses.

6. Measure M Citizens Oversight Committee Report – Proposed Use of Measures M Funds for FY 2019-20

On June 5, 2012 the voters of Pittsburg passed, the Pittsburg Preservation of Citywide Services Temporary Funding Transactions and Use Tax Ordinance. The ordinance established a one-half of one percent (0.5%) use and transaction tax. On June 7, 2016, the voters of Pittsburg passed Measure M, extending the use and transaction tax to June 30, 2035. The measures require the establishment of a Citizens Oversight Committee (“Committee”) charged with making recommendations to the City Council (“Council”) for the use of the Measures revenue. This item is the Committee’s report on the use of the Measures revenues and proposed use for FY 2019-20.

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 PITTSBURG POWER COMPANY CONSENT CALENDAR

7. Minutes of May 6, 2019
8. Receive and File the Treasurer’s Report for the Quarter Ending March 31, 2019

Attached is the Treasurer’s Report for the fiscal quarter ending March 31, 2019, which includes the combined detailed information of the City and the Successor Agency’s (Agency) investments, which are compliant with the City’s and Agency’s Investment Policies.

9. Adoption of a City Council Resolution to Accept Contract 2018-02, 2018/2019 CDBG ADA Curb Ramp Installation Project as Complete and Authorize the City Engineer to File a Notice of Completion

Contract 2018-02, 2018/2019 CDBG ADA Curb Ramp Installation Project (“the Project”) was for construction of 29 curb ramps in the vicinity of Foothill Elementary School. This Resolution will accept the construction contract as complete and authorize the City Engineer to file a notice of completion.

10. Adoption of a Resolution Authorizing an Application to the USA Environmental Protection Agency for Job Training Funds for Future Build.

The Pittsburgh Power Company's (PPC) pre-apprenticeship training program, Future Build, has helped Pittsburgh locals with considerable barriers to employment gain meaningful employment for nearly five years. Future Build is partially funded by the USA Environmental Protection Agency's (EPA) Environmental Workforce Development Job Training (EWDJT) Grant Program. The 2019-2020 funding application for USA EPA EWDJT funds requires a City Council Resolution for eligibility in receiving this competitive funding.

11. Adoption of a City Council Resolution Increasing the Contingency Allowed for Construction of Contract 2019-09, Water Treatment Plant Raw Water Intake Line Replacement Project

Contract 2019-09, Water Treatment Plant Raw Water Intake Line Replacement Project ("the Project") is for removal and replacement of 100 linear feet of 24-inch raw water intake line at the Water Treatment Plant. During construction the Contractor encountered several unforeseen conditions. Adoption of this resolution will authorize additional construction contingency for the Project to allow for the additional costs.

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 June 3, 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 taken by the City Council in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised in the public hearing, or in written correspondence delivered to the City Council prior to or at the public hearing. The City Council may be requested to reconsider a decision if the request is made prior to the next City Council meeting, regardless of whether it is a regular or special meeting.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

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

DISRUPTIVE CONDUCT

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

LIVE MEDIA BROADCASTING ADVISEMENT

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

City Council Outside Agency / Liaison / Sub-Committees Assignments - 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
HOUSING AUTHORITY MEETING MINUTES**

DATE: April 15, 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, Acting City Manager/Executive Director
Donna Mooney, City Attorney/Legal Counsel
Alice E. Evenson, City Clerk/Agency Secretary (elected)
Nancy Parent, City Treasurer (elected)

CALL TO ORDER

Chair Banales called the meeting of the Housing Authority to order at 7:32 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL

All Members were present.

PUBLIC HEARING

9. Adoption of a Housing Authority Resolution Approving the Public Housing Agency Annual Plan for 2019 and Authorizing the Executive Director to Submit the Public Housing Agency Annual Plan for 2019 to the U.S. Department of Housing and Urban Development

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

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

COMBINED HOUSING AUTHORITY AND CITY COUNCIL CONSENT CALENDAR

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

10. Minutes of March 18, 2019

11. Disbursement List of March 31, 2019

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

HOUSING AUTHORITY MEMBER REMARKS

There were no Housing Authority Member remarks.

ADJOURNMENT

The Housing Authority was adjourned at 7:37 P.M. to May 20, 2019.

Respectfully submitted,

Alice E. Evenson, Secretary

PITTSBURG HOUSING AUTHORITY
Disbursement List Summary
For the month of April 2019

VOUCHERS	Ck#	Amount	HAP ¹	VASH ²	UR ³	Portability	Admin. Fee	TOTAL
	148785-148904	1,539,589.76	1,198,740.75	144,151.71	9,533.41	182,216.00	4,947.89	1,539,589.76
	40119001-40119489							-
	148905-148912	35,403.94	22,514.10	2,083.00	665.00	9,997.00	144.84	35,403.94
	41519001-41519015							-
	TOTAL	1,574,993.70	1,221,254.85	146,234.71	10,198.41	192,213.00	5,092.73	\$ 1,574,993.70

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

ADMINISTRATIVE EXPENSES	Amount	Description	TOTAL
Paid to	\$ 38,912.90	Full Time salaries	\$ 38,912.90
City of Pittsburgh	\$ -	Stipend	-
(4/19 Operating	-	Part Time salaries	-
		Overtime salaries	-
	2,677.78	Retirement	2,677.78
	7,220.58	Retirement-Pension bonds	7,220.58
	9,979.74	Health Insurance	9,979.74
	-	CalPERS Unfunded Liability - Non Sworn	-
	378.02	Additional CalPERS Pension Contribution	378.02
	117.24	Life Insurance	117.24
	976.74	Dental Insurance	976.74
	2,533.32	Workers Comp	2,533.32
	262.34	Unemployment Insurance	262.34
	152.73	Disability Ins.	152.73
	3,014.04	FICA	3,014.04
	831.26	Deferred Compensation	831.26
	974.25	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	974.25
	600.00	Pension 115 Trust	600.00
	2,590.91	Retiree OPEB Costs	2,590.91
	1,428.63	Office Supplies	1,428.63
	-	Computer Software	-
	-	Textbooks	-
	1,089.79	Postage	1,089.79
	250.11	Misc Equip & Furniture < \$5,000	250.11
	-	Other Special Departmental Supplies	-
	856.65	Utilities (Gas, Electric & Water)	856.65
	560.58	Telephone - Regular	560.58
	-	Telephone - Other	-
	474.00	Membership Dues & Subscriptions	474.00
	365.00	Travel, Training, & Conference	365.00
	2,153.16	Insurance - Alloc Chgs	2,153.16
	-	Legal Fees	-
	(3,000.00)	Auditing Expense	(3,000.00)
	-	Settlement Hearing	-
	970.00	Other Contractual & Professional Service	970.00
	-	Advertising & Promotion	-
	4,407.01	Maintenance Agreements	4,407.01
	-	Maintenance & Repairs	-
	155.90	Equipment Rental	155.90
	2,375.00	Building Rental	2,375.00
	561.16	Fleet Maintenance Alloc Chgs	561.16
	1,429.16	Building Maintenance Alloc Chgs	1,429.16
	1,963.66	Information Systems Alloc Chgs	1,963.66
	-	Bad Debt Expense	-
	-	Other Fees	-
	4,642.75	Admin overhead paid to city	4,642.75
	-	Legal - Non Retainer/Non Reimbursable	-
	-	Capital Equipment & Furniture	-
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies - Rental	-
	-	Utilities (Gas, Electric, & Water) - Rental	-
	-	Advertising & Promotion - Rental	-
	-	Other Contractual & Professional Service - Rental	-
	3,372.31	Maintenance & Repairs - Rental	3,372.31
	-	Property Tax payment - Rental	-
	205.66	Other fees - Rental	205.66
	-	Lighting & Landscape Assessment - Rental	-
	-	CCCERA Interfund Loan Payback	-
	1,548.83	Transfer-Out to OPEB (Unfunded Liabilities)	1,548.83
TOTAL	97,031.21		97,031.21

VOIDED CHECKS & ADJUSTMENTS	Ck#	Amount	Reason	TOTAL
	148715	(57.00)	Lost check - reissued on 5/1/19	(57.00)
	148902	(1,505.00)	Lost check - reissued on 5/1/19	(1,505.00)
	40119071	(1,055.00)	ACH returned	(1,055.00)
				-
				-
				-
TOTAL		(2,617.00)		\$ (2,617.00)

NET of Issued and Voided \$ 1,669,407.91

Lam Metz 5/4/19 *5-6-19*

Check Summary

April 1, 2019

Check Number	Check Date	Payee Tax ID	Payee	Amount
Housing Choice Voucher				
* 148785	4/1/19	*****6316	Alina D Arana	23.00
148786	4/1/19	*****2494	Amana K Cornish	27.00
148787	4/1/19	*****1508	Angela N Taylor	125.00
148789	4/1/19	*****2188	Antoine D Jackson	191.00
148790	4/1/19	*****8406	Ashley C Jackson	140.00
148791	4/1/19	*****2017	Ashley Davis	189.00
148792	4/1/19	*****0898	Burhan Nawabi	65.00
148793	4/1/19	*****5232	Danielle M Thomas	91.00
148794	4/1/19	*****2319	Delfonse A Lewis	149.00
148795	4/1/19	*****0037	Eboni R Booth	62.00
148796	4/1/19	*****2521	Erica W Kelley	34.00
148797	4/1/19	*****4959	Hamayoon Kakar	215.00
148798	4/1/19	*****4091	Joshua C Perez	52.00
148800	4/1/19	*****6519	Krystal M Williams	22.00
148801	4/1/19	*****7253	Laneava S Blanks	217.00
148802	4/1/19	*****5201	Laquita Dillon	122.00
148803	4/1/19	*****6488	Luz S Edington	32.00
148804	4/1/19	*****3960	Lyniece N Eddins	148.00
148805	4/1/19	*****6385	Marcia Price	144.00
148806	4/1/19	*****7280	Mareece M Harrison	19.00
148807	4/1/19	*****5133	Mary P Grigsby	5.00
148809	4/1/19	*****8275	Mildred G Botello	99.00
148810	4/1/19	*****2674	Monika Smith	8.00
148811	4/1/19	*****3829	Nicole N Hodge	89.00
148812	4/1/19	*****8665	Nieza M Burrus	133.00
148813	4/1/19	*****7200	Nikol E Wynne	168.00
148814	4/1/19	*****4119	Pashenia D Sanders	168.00
148815	4/1/19	*****8278	Patrice Johnson	82.00
148817	4/1/19	*****7218	Rayna Madison	64.00
148818	4/1/19	*****6935	Samaiyah A Warren	140.00
148819	4/1/19	*****3403	Shanae V Washington	103.00
148820	4/1/19	*****1512	Shawn A Prince	37.00
148822	4/1/19	*****3542	Starr C Bronson	13.00
148825	4/1/19	*****8651	Zaoxin Rong	2,266.00

148827	4/1/19	*****2890	Raquel E Miller	35.00
148828	4/1/19	*****0864	Rochelle Scurlock	22.00
148829	4/1/19	*****8623	Kimberly A Limas	164.00
148830	4/1/19	*****0164	Bobbie J Royston	109.00
148831	4/1/19	*****4208	Ono c Rothschild	266.00
148832	4/1/19	*****2184	Evelyn Smith	14.00
148833	4/1/19	*****5175	Mary C Johnson	41.00
148834	4/1/19	*****8612	Regina D Tucker	68.00
148835	4/1/19	*****0261	Verline Mason	18.00
148836	4/1/19	*****5753	Kevin j Hernandez	231.00
148837	4/1/19	*****6015	Sherron A Camp	194.00
148838	4/1/19	*****2941	Sadrina Sims	120.00
148839	4/1/19	*****5492	Michelle m Williams	2.00
148840	4/1/19	*****0046	Letta D Christian	95.00
148841	4/1/19	*****1955	Marilyn M Walker	181.00
148842	4/1/19	*****7135	Michele N Nichols	57.00
148843	4/1/19	*****9585	Angel L Jefferson	278.00
148844	4/1/19	*****2879	Tieshia S Jones	168.00
148845	4/1/19	*****5626	Lashawn P Fields	66.00
148846	4/1/19	*****1903	Ebony D Loud	31.00
148847	4/1/19	*****3113	Mannah S Parrott	215.00
148848	4/1/19	*****4702	Tracey S Russell	19.00
148849	4/1/19	*****0248	Abdul A Wardak	51.00
148850	4/1/19	*****1015	Jessica D Parker	126.00
148851	4/1/19	*****5844	Daarina a Bey	38.00
148852	4/1/19	*****5298	Gloria F Nelson	19.00
148853	4/1/19	*****0903	Virgie r Gray	78.00
148854	4/1/19	*****6507	Melissa R Griffin	19.00
148855	4/1/19	*****3869	Charlene M Best	95.00
148856	4/1/19	*****1062	Lateefah S Camacho	203.00
148857	4/1/19	*****4721	Ebony N Manning	116.00
148858	4/1/19	*****2217	Camille A Lascano	203.00
148859	4/1/19	*****9229	Sonia M Guevara	124.00
148860	4/1/19	*****8078	Lisa E Gordon	17.00
148861	4/1/19	*****2808	Ramona P Jimenez	148.00
148862	4/1/19	*****5288	Nicole m Magnus	19.00
148863	4/1/19	*****8511	Tantasha Y Dutye	178.00
148864	4/1/19	*****5083	Crystal j Houston	185.00
148865	4/1/19	*****4625	Ruth L Rankin	55.00
148866	4/1/19	*****3183	Sonja I Campos	66.00
148867	4/1/19	*****8818	Lisa n Macpheators	136.00

148868	4/1/19	*****3277	Stacie J Hogan		199.00
148869	4/1/19	*****3349	Iris S Randall		29.00
148870	4/1/19	*****9996	Crystal A Wyrick		74.00
148871	4/1/19	*****0840	Dalisha L Bernstine		103.00
148872	4/1/19	*****6953	Nathan Banks JR		25.00
148873	4/1/19	*****1238	Ramonda A Carlos		36.00
148874	4/1/19	*****2730	Jolene L Carlos		205.00
148875	4/1/19	*****6995	Graciela Arroyo		23.00
148876	4/1/19	*****0195	Shanoria s Sasser		130.00
148877	4/1/19	*****7390	Masuda Nawabi		35.00
148878	4/1/19	*****6483	Alicia C Guevara		29.00
148879	4/1/19	*****7822	Daudi K Edmond		48.00
148880	4/1/19	*****5758	Monique c Chaves		119.00
148881	4/1/19	*****7134	Gwendolyn T Banks		52.00
148882	4/1/19	*****1164	Michelle M Balestrieri		155.00
148884	4/1/19	*****9524	Ahmed H Abushgarah		18.00
148885	4/1/19	*****9326	Western Addition Apartments, LLC		1,821.00
148886	4/1/19	*****9810	Housing Authority of the County of Alameda		1,819.22
148887	4/1/19	*****5951	Stoneman Apartments		31,281.00
148888	4/1/19	*****5951	Stoneman Apartments		6,109.00
148889	4/1/19	*****0339	Shanda Arnold		1,798.00
148891	4/1/19	*****0849	Praveen Gupta		2,834.00
148892	4/1/19	*****0348	Hartz Property Management		1,471.00
148893	4/1/19	*****1057	Diamond Hillside Apartments		1,279.00
148894	4/1/19	*****0051	Dan Ho		2,110.00
148895	4/1/19	*****0978	King County Housing Authority		1,168.27
148896	4/1/19	*****3848	Leticia Carasi Malasig		679.00
148897	4/1/19	*****3124	Dante McDonald		1,222.00
148898	4/1/19	*****2593	Ba Nguyen Thu Thi Ngo		3,339.00
148899	4/1/19	*****9182	Lorene Paysinger		1,791.00
148900	4/1/19	*****7243	Linda Phon		961.00
148901	4/1/19	*****4614	Vincenzo Signorino		1,466.00
148902	4/1/19	*****0700	Crystal Situ		1,505.00
148903	4/1/19	*****8191	Albert S Tam		1,376.00
148904	4/1/19	*****3190	Sha Sha Teng		3,882.00
* 40119001	4/1/19	*****3853	Lakesha Michelle Smith Lionel R Smith	DD - ES	1,975.00
40119002	4/1/19	*****2626	9th Street Associates, LP	DD - ES	2,842.00
40119003	4/1/19	*****0229	Meerwais Abdiani	DD - ES	867.00
40119004	4/1/19	*****8167	ABJ Enterprises, Inc. dba Blue Line Property Management	DD - ES	8,786.00

40119005	4/1/19	*****6825	A Classey Corp. DBA: ACL Property Management	DD - ES	2,071.00
40119006	4/1/19	*****6232	Rosario Aguilar	DD - ES	783.00
40119007	4/1/19	*****5759	Rosa Aguirre	DD - ES	2,300.00
40119008	4/1/19	*****9530	Demetrius Alexander	DD - ES	1,761.00
40119009	4/1/19	*****9681	Dale Alvarez	DD - ES	1,180.00
40119011	4/1/19	*****0104	Cecilia Anderson	DD - ES	2,643.00
40119012	4/1/19	*****5255	Linda S Anderson	DD - ES	2,741.00
40119013	4/1/19	*****9111	Shawn Anderson	DD - ES	1,731.00
40119014	4/1/19	*****8701	Mariteresa Arenson c/o Select 1 Realty	DD - ES	1,735.00
40119015	4/1/19	*****0707	Sergeant or Sima Austin	DD - ES	1,371.00
40119016	4/1/19	*****4941	Shruti Motilal Ba-Harani	DD - ES	2,320.00
40119017	4/1/19	*****2764	Mel L. Banagan	DD - ES	1,719.00
40119018	4/1/19	*****4138	Carlos G. Barraza	DD - ES	808.00
40119019	4/1/19	*****3909	Ken Bartlett	DD - ES	3,171.00
40119020	4/1/19	*****5979	John Bedford	DD - ES	520.00
40119021	4/1/19	*****9093	Holly Beech	DD - ES	3,482.00
40119023	4/1/19	*****8614	Charles Bell and Camino Johnson-Bell	DD - ES	1,662.00
40119024	4/1/19	*****2521	Belmont Apartments	DD - ES	29,918.00
40119025	4/1/19	*****2521	Belmont Apartments	DD - ES	30,471.00
40119026	4/1/19	*****2521	Belmont Apartments	DD - ES	29,908.00
40119027	4/1/19	*****2521	Belmont Apartments	DD - ES	17,174.00
40119028	4/1/19	*****5996	Alex Benjamin	DD - ES	1,454.00
40119029	4/1/19	*****6465	Tennyson Berry	DD - ES	2,187.00
40119030	4/1/19	*****8634	Bethel Global Development LLC	DD - ES	1,742.00
40119031	4/1/19	*****2209	Gina Bhatia	DD - ES	2,891.00
40119032	4/1/19	*****7075	Som N Bhatia	DD - ES	3,624.00
40119033	4/1/19	*****0602	Pinakin Bhatt	DD - ES	2,386.00
40119034	4/1/19	*****8470	Joseph B. Bachir	DD - ES	1,301.00
40119035	4/1/19	*****5924	Steven Booras	DD - ES	2,265.00
40119036	4/1/19	*****3037	Kelly Ann Bradford	DD - ES	1,451.00
40119037	4/1/19	*****5829	Brian Carter	DD - ES	1,310.00
40119038	4/1/19	*****7855	Mariya Briggs	DD - ES	2,822.00
40119039	4/1/19	*****6215	Janet Brown	DD - ES	1,389.00
40119040	4/1/19	*****7469	Jessica G. Platt	DD - ES	1,737.00
40119041	4/1/19	*****9783	Lauren H Brown	DD - ES	1,224.00
40119042	4/1/19	*****9954	Blue Sapphire Homes, Inc.	DD - ES	2,641.00
40119043	4/1/19	*****2142	Huong T. Bui	DD - ES	3,566.00
40119044	4/1/19	*****3187	Burga Family California Trust	DD - ES	1,946.00

40119047	4/1/19	*****3026	Jerome Busby	DD - ES	1,806.00
40119048	4/1/19	*****7349	Xuelong Cao	DD - ES	658.00
40119050	4/1/19	*****4042	Donnell I. Carson	DD - ES	1,875.00
40119051	4/1/19	*****5079	Castle Creek Company, Inc.	DD - ES	1,457.00
			Trust Account		
40119052	4/1/19	*****6869	Cora Ann Chambers	DD - ES	1,527.00
40119053	4/1/19	*****6228	Gayle Chamberlain	DD - ES	862.00
40119054	4/1/19	*****0398	Kan Chuen Chan	DD - ES	2,062.00
40119055	4/1/19	*****5571	P. M. Chaobal	DD - ES	2,600.00
40119056	4/1/19	*****9661	Chao Chen	DD - ES	1,702.00
40119057	4/1/19	*****1853	Hong Chen	DD - ES	4,525.00
40119058	4/1/19	*****8946	Jienlin Chen	DD - ES	2,987.00
40119059	4/1/19	*****0128	Ping Chen	DD - ES	2,059.00
40119060	4/1/19	*****2680	Sherry Chen	DD - ES	1,501.00
40119061	4/1/19	*****4714	Wenhua Chen	DD - ES	2,413.00
40119062	4/1/19	*****3211	Ada Choi	DD - ES	2,176.00
40119063	4/1/19	*****2454	Chun Ok Choi	DD - ES	3,430.00
40119064	4/1/19	*****0310	City of Pittsburg Housing Authority	DD - ES	3,926.00
40119065	4/1/19	*****3591	Juan F. Clara	DD - ES	1,046.00
40119066	4/1/19	*****7054	Ping Cao	DD - ES	1,394.00
40119067	4/1/19	*****1362	College Park Housing Authority	DD - ES	805.80
40119068	4/1/19	*****9873	Angel Contreras	DD - ES	2,834.00
40119069	4/1/19	*****8060	Betty Conner	DD - ES	1,136.00
40119070	4/1/19	*****1814	Tonette Sharice Cooper	DD - ES	2,670.00
40119071	4/1/19	*****3394	Kim Cortesi	DD - ES	1,055.00
40119073	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	1,424.42
40119077	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	2,634.00
40119078	4/1/19	*****7194	Maria G. Costa	DD - ES	845.00
40119079	4/1/19	*****1944	Melonie C. Miles - Trustee	DD - ES	1,998.00
			Phillip Cotton and Freddie Cotton 2005 Trust		
40119080	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	23,167.00
40119081	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	23,684.00
40119082	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	24,187.00
40119083	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	3,150.00
40119084	4/1/19	*****6569	Jeannette D. Crespo	DD - ES	2,301.00
40119085	4/1/19	*****7900	Patricia Crosby	DD - ES	1,400.00
40119086	4/1/19	*****3327	Jorge Robert Dagys Delevan Catty Leticia Pajoluk	DD - ES	1,899.00

40119087	4/1/19	*****6248	Justin Dailey	DD - ES	1,529.00
40119088	4/1/19	*****1622	Dam Quang To	DD - ES	19.00
40119089	4/1/19	*****8853	Antoinette Davis	DD - ES	1,700.00
40119090	4/1/19	*****2963	Audrey Davis	DD - ES	953.00
40119091	4/1/19	*****0396	Kesha E. Davis	DD - ES	1,107.00
40119092	4/1/19	*****8929	Kevin Davidson	DD - ES	1,200.00
40119093	4/1/19	*****4961	Paulette Davis	DD - ES	1,724.00
40119094	4/1/19	*****6115	Roshan M. Davis	DD - ES	1,448.00
40119095	4/1/19	*****9068	Jagdeep or Shashi Dayal	DD - ES	1,592.00
40119096	4/1/19	*****8370	Charles Dellamore	DD - ES	1,328.00
40119097	4/1/19	*****3537	Estate of Junie Crosby Evelyn Delaney	DD - ES	1,904.00
40119098	4/1/19	*****5882	David De La Torre	DD - ES	1,353.00
40119100	4/1/19	*****1004	Brigitte P. Doan	DD - ES	5,207.00
40119101	4/1/19	*****3531	Anna Phuongnam Thi Do	DD - ES	2,066.00
40119102	4/1/19	*****9716	JoAnn or Larry Domina	DD - ES	1,134.00
40119103	4/1/19	*****5043	Alex Dongallo	DD - ES	2,115.00
40119104	4/1/19	*****6538	Linda Duong	DD - ES	937.00
40119105	4/1/19	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	3,207.66
40119106	4/1/19	*****0372	Doris Engle Family Ltd Partnership c/o Select 1 Realty	DD - ES	1,318.00
40119107	4/1/19	*****3757	Alma B Espiritu	DD - ES	1,705.00
40119108	4/1/19	*****6095	Rosario Espejo	DD - ES	1,380.00
40119109	4/1/19	*****8122	Gerardo M. Esquivel	DD - ES	1,142.00
40119110	4/1/19	*****6027	Jianxin Fang Jia Liu	DD - ES	4,209.00
40119111	4/1/19	*****3835	Michael Mao C/O Jing Feng	DD - ES	2,307.00
40119112	4/1/19	*****8236	Anthony Ferrell	DD - ES	1,709.00
40119113	4/1/19	*****2790	Barbara J. Fierner	DD - ES	1,675.00
40119114	4/1/19	*****9447	Joseph Field	DD - ES	1,140.00
40119115	4/1/19	*****7691	Hernan Roberto Figueroa	DD - ES	1,314.00
40119117	4/1/19	*****0962	Tochia D. Brewster Fleeton	DD - ES	1,437.00
40119118	4/1/19	*****5773	Alexander Flowers	DD - ES	1,342.00
40119119	4/1/19	*****1547	HomeForward (Housing Authority of Portland)	DD - ES	3,470.78
40119120	4/1/19	*****4032	Fox Creek Apartments	DD - ES	22,306.00
40119121	4/1/19	*****4032	Fox Creek Apartments	DD - ES	10,915.00
40119122	4/1/19	*****0284	Monica Fraga	DD - ES	846.00
40119123	4/1/19	*****6894	Rejois O. Frazier or Leroy Myers	DD - ES	1,722.00
40119124	4/1/19	*****6265	Mr. Darren Fuller	DD - ES	1,381.00
40119125	4/1/19	*****8997	Fan Fuller	DD - ES	450.00
40119126	4/1/19	*****9634	Gialene Gaines	DD - ES	1,750.00

40119127	4/1/19	*****8306	Bao Wen Gao	DD - ES	2,426.00
40119128	4/1/19	*****6981	Adraine Gardner	DD - ES	2,140.00
40119129	4/1/19	*****4278	Antoinette L Garcia	DD - ES	1,345.00
40119130	4/1/19	*****7036	David Gardner	DD - ES	2,081.00
40119131	4/1/19	*****0785	Rupesh Garg Samantha Garg	DD - ES	2,091.00
40119132	4/1/19	*****2931	William H. Gardiner	DD - ES	2,051.00
40119133	4/1/19	*****5111	Gateway Apartments	DD - ES	3,778.00
40119134	4/1/19	*****5298	Parvindokht Ghaboulidashti	DD - ES	1,086.00
40119135	4/1/19	*****2770	Eva Gholson	DD - ES	2,773.00
40119136	4/1/19	*****1145	Vernon or Eva Gholson	DD - ES	2,516.00
40119137	4/1/19	*****5958	Jacqueline Gill	DD - ES	1,695.00
40119138	4/1/19	*****8187	Sukpran Gill	DD - ES	1,493.00
40119139	4/1/19	*****6084	Gold A and S LLC	DD - ES	2,507.00
40119140	4/1/19	*****3032	Jesse Gonzaga	DD - ES	2,184.00
40119141	4/1/19	*****2367	Ting Gong	DD - ES	2,251.00
40119142	4/1/19	*****6940	Frances Greene	DD - ES	2,800.00
40119143	4/1/19	*****4872	Rodney Green	DD - ES	1,176.00
40119144	4/1/19	*****3361	Rupinder Grewal	DD - ES	1,382.00
40119145	4/1/19	*****7325	Patricia Gridley	DD - ES	825.00
40119146	4/1/19	*****6305	Italo Grossi	DD - ES	1,570.00
40119147	4/1/19	*****6721	Amparo Guardado Cesar Q. Guardado	DD - ES	930.00
40119148	4/1/19	*****0940	Krystle Guan	DD - ES	4,229.00
40119149	4/1/19	*****5987	Bob Gunson Real Estate C/O Julie Hang	DD - ES	1,307.00
40119150	4/1/19	*****5267	Abhilash Gupta	DD - ES	4,623.00
40119151	4/1/19	*****7930	Donald R. Watson, Sr.	DD - ES	633.00
40119152	4/1/19	*****2314	Nicole Hackett	DD - ES	1,305.00
40119153	4/1/19	*****6176	Asharfun Nisha Hafiz	DD - ES	1,059.00
40119154	4/1/19	*****0457	Jeffrey Paul Hagler	DD - ES	3,612.00
40119155	4/1/19	*****9827	Delores Jane Hall	DD - ES	1,519.00
40119156	4/1/19	*****6228	David L Hart	DD - ES	1,803.00
40119157	4/1/19	*****1769	Lawrence Harrold	DD - ES	8,866.00
40119158	4/1/19	*****7423	Delta Hawaii Garden Apartments LLC	DD - ES	4,087.00
40119159	4/1/19	*****5859	Chuanhu He	DD - ES	1,810.00
40119160	4/1/19	*****6728	David T. Hennigan	DD - ES	14,094.00
40119161	4/1/19	*****3097	Silvester C. Henderson	DD - ES	3,819.00
40119162	4/1/19	*****5221	Anna Hernandez	DD - ES	1,635.00
40119163	4/1/19	*****2157	Elias Herrera	DD - ES	1,779.00
40119164	4/1/19	*****3423	Sally Lea Hickman	DD - ES	1,493.00
40119165	4/1/19	*****1603	Marva Hill	DD - ES	507.00

40119166	4/1/19	*****6255	Carl E. Hoard II	DD - ES	1,777.00
40119167	4/1/19	*****5654	Havy S Hoag	DD - ES	2,585.00
40119168	4/1/19	*****4106	Albert Ho	DD - ES	1,784.00
40119169	4/1/19	*****2084	Annie Ho	DD - ES	1,161.00
			The Annie Ho Living Trust		
40119170	4/1/19	*****8576	Joyce Ann Hoffman	DD - ES	1,460.00
40119171	4/1/19	*****7451	Gloria H. Holbrook	DD - ES	1,521.00
40119172	4/1/19	*****4543	Ronald G. Holmes	DD - ES	1,134.00
40119173	4/1/19	*****2768	Invitation Homes	DD - ES	2,099.00
40119174	4/1/19	*****5700	Tony Ho	DD - ES	1,004.00
40119175	4/1/19	*****9956	Cheng Huang	DD - ES	2,922.00
40119176	4/1/19	*****1535	Fanny Kao Huang	DD - ES	2,223.00
40119177	4/1/19	*****8816	Ming Zin Huang	DD - ES	2,205.00
40119178	4/1/19	*****7984	Tao Huang	DD - ES	4,648.00
40119179	4/1/19	*****9084	Nancy Xiu Zhen Hu	DD - ES	2,353.00
40119180	4/1/19	*****6229	Thinh Trieu Huynh	DD - ES	2,000.00
40119181	4/1/19	*****0778	IGreen House Inc.	DD - ES	1,360.00
40119182	4/1/19	*****8007	2015-1 IH2 Borrower LP	DD - ES	2,085.00
40119183	4/1/19	*****4320	IH2 Property West, L.P.	DD - ES	1,420.00
40119184	4/1/19	*****7951	IH5 Property West LP	DD - ES	2,640.00
40119185	4/1/19	*****7013	Eugene G. Imperato	DD - ES	1,468.00
40119186	4/1/19	*****8323	Keyee Investment LLC	DD - ES	531.00
40119187	4/1/19	*****1017	LaShon D Irving	DD - ES	1,951.00
40119188	4/1/19	*****0911	Mario Isidro	DD - ES	1,879.00
40119189	4/1/19	*****6821	Michael or Kay Isola	DD - ES	1,059.00
40119190	4/1/19	*****4913	Jabbarr Love	DD - ES	1,321.00
40119191	4/1/19	*****2036	Brandi Jackson	DD - ES	2,120.00
			C/O Perry Realty Team		
40119192	4/1/19	*****5120	Deepika Sameer Jain	DD - ES	1,603.00
40119193	4/1/19	*****4910	Sameer Jain	DD - ES	4,384.00
40119194	4/1/19	*****3307	Vishal S. Jain	DD - ES	1,682.00
40119195	4/1/19	*****1349	Jason Le	DD - ES	2,429.00
40119196	4/1/19	*****6917	Jian Xing Zhang	DD - ES	1,499.00
40119197	4/1/19	*****5506	Jason K. Johnson	DD - ES	2,951.00
40119198	4/1/19	*****8569	Ronita Johnson	DD - ES	1,431.00
40119199	4/1/19	*****8867	James Jones	DD - ES	1,974.00
40119200	4/1/19	*****2434	Sharon Jones	DD - ES	1,787.00
40119201	4/1/19	*****9670	Cheryl D Joseph	DD - ES	2,131.00
40119202	4/1/19	*****4905	Mostaeen B Jouya	DD - ES	2,148.00
40119203	4/1/19	*****3526	JPH Investment Trust	DD - ES	2,493.00
40119204	4/1/19	*****5704	Jayne Walton Separate Property Trust	DD - ES	1,196.00

40119205	4/1/19	*****5647	Om Parkash Kalra	DD - ES	3,183.00
40119206	4/1/19	*****8425	Wei Kang	DD - ES	4,121.00
40119207	4/1/19	*****1731	Deepinder Kaur	DD - ES	2,351.00
40119208	4/1/19	*****7429	Navkirandeep Kaur	DD - ES	2,428.00
40119209	4/1/19	*****6180	K. E. M. Group LLC	DD - ES	1,899.00
40119210	4/1/19	*****9411	Anthony Keslinke	DD - ES	1,493.00
40119211	4/1/19	*****2578	Faraz Ali Khan	DD - ES	1,812.00
40119212	4/1/19	*****0839	Alan T. Kilpatrick	DD - ES	1,410.00
40119213	4/1/19	*****0888	KW Kirker Creek, LLC	DD - ES	2,910.00
40119214	4/1/19	*****7475	Qi Yun Kuang	DD - ES	6,825.00
40119215	4/1/19	*****8506	Simon Kailiang Kuang	DD - ES	1,707.00
40119216	4/1/19	*****9316	Zdzislaw Kujawa	DD - ES	1,337.00
40119217	4/1/19	*****2585	Daniel Kwan	DD - ES	3,325.00
40119218	4/1/19	*****6229	Simon Chuen-Sang Kwong	DD - ES	980.00
40119219	4/1/19	*****8326	Thomas LaFleur	DD - ES	1,487.00
40119220	4/1/19	*****7845	Chow Kang Lam	DD - ES	1,607.00
40119221	4/1/19	*****6520	Shirley Manly-Lampkin	DD - ES	1,032.00
40119222	4/1/19	*****6102	Maria Lara	DD - ES	1,608.00
40119223	4/1/19	*****7975	Peter C. Larsen	DD - ES	1,449.00
40119224	4/1/19	*****2401	Kevin Lassair Terrilyn Lassair	DD - ES	1,954.00
40119225	4/1/19	*****4732	Latif, LLC	DD - ES	2,169.00
40119226	4/1/19	*****0938	Ingrid Lau	DD - ES	1,853.00
40119227	4/1/19	*****9373	Delphia M. or Clarence Lawson	DD - ES	1,093.00
40119228	4/1/19	*****2293	LCSTAR, LLC	DD - ES	6,580.00
40119229	4/1/19	*****0984	Dao Tran Le	DD - ES	550.00
40119230	4/1/19	*****8548	Jack Wai Lee	DD - ES	2,036.00
40119231	4/1/19	*****1755	Siu Wan Windytiti Lee	DD - ES	1,745.00
40119232	4/1/19	*****2527	Steven Lee	DD - ES	1,120.00
40119233	4/1/19	*****5289	Yuhjen Juang Lee	DD - ES	1,750.00
40119234	4/1/19	*****1860	Lena Le	DD - ES	989.00
40119235	4/1/19	*****3782	Joseph C. Lerma	DD - ES	811.00
40119236	4/1/19	*****3555	Yiping I. and Frederic Leroudier	DD - ES	1,785.00
40119237	4/1/19	*****3410	John M. Leung	DD - ES	5,684.00
40119238	4/1/19	*****3743	May Leung or Rodney Chen	DD - ES	3,594.00
40119239	4/1/19	*****2110	Peter Leung	DD - ES	2,551.00
40119240	4/1/19	*****5185	Fortunee Lichaa	DD - ES	935.00
40119241	4/1/19	*****3386	James J. Busby and Irvin Deutcher a Partnership DBA Crestview Apartments	DD - ES	631.00
40119242	4/1/19	*****0416	Faqliang Li	DD - ES	1,069.00
40119243	4/1/19	*****8871	Jie Li	DD - ES	2,066.00

40119244	4/1/19	*****7827	Jinhuan Li	DD - ES	1,478.00
40119245	4/1/19	*****9346	Joshua Li	DD - ES	1,486.00
40119246	4/1/19	*****5495	Jian S Lin	DD - ES	1,665.00
40119247	4/1/19	*****2649	Tim Lindstrom c/o AAA Property Management	DD - ES	1,154.00
40119248	4/1/19	*****3881	Vivian Y Li	DD - ES	1,635.00
40119250	4/1/19	*****0050	Wei Min Li	DD - ES	1,712.00
40119251	4/1/19	*****9003	Ying Hong Li	DD - ES	2,350.00
40119252	4/1/19	*****0198	Belkis Zhong Li	DD - ES	2,894.00
40119253	4/1/19	*****1646	Paul Long	DD - ES	2,580.00
40119254	4/1/19	*****1474	Los Medanos Village Apartments	DD - ES	23,181.00
40119255	4/1/19	*****7531	Tony or Yvonne Louie	DD - ES	1,393.00
40119256	4/1/19	*****1790	Valerie Love	DD - ES	1,330.00
40119257	4/1/19	*****5602	Marshall & Sonya Lowe	DD - ES	1,105.00
40119258	4/1/19	*****0153	Ariston Laurito Loyola	DD - ES	1,074.00
40119259	4/1/19	*****7720	Jose Loza	DD - ES	709.00
40119260	4/1/19	*****2354	Andrew Kin Lui	DD - ES	5,001.00
40119261	4/1/19	*****4658	Wei Liu Guangxin Frank Liu	DD - ES	1,937.00
40119262	4/1/19	*****7843	The Entrust Group, Inc. FBO Theodore Lum IRA (acct #34892)	DD - ES	1,951.00
40119263	4/1/19	*****1821	Curtis H. Lundberg	DD - ES	546.00
40119264	4/1/19	*****1596	Kenneth Luong	DD - ES	1,583.00
40119265	4/1/19	*****1494	Xiangwen Lu	DD - ES	2,730.00
40119266	4/1/19	*****5430	Kiet A. Ly	DD - ES	1,805.00
40119267	4/1/19	*****4009	Yolanda McDonald	DD - ES	712.00
40119268	4/1/19	*****6525	Madelyn Ann Massey Trustee of the 2017 Massey Family Trust	DD - ES	1,640.00
40119269	4/1/19	*****5865	Rakesh Madra	DD - ES	4,343.00
40119270	4/1/19	*****5605	Robert Madson Lisa Swafford	DD - ES	1,855.00
40119271	4/1/19	*****2191	Radha Mahesram	DD - ES	1,939.00
40119272	4/1/19	*****7358	Mahnoor Tariq	DD - ES	2,276.00
40119273	4/1/19	*****4372	Jennifer Leung Ma	DD - ES	3,650.00
40119274	4/1/19	*****1989	Jeff Mann	DD - ES	6,435.00
40119275	4/1/19	*****5378	Glenn Marshall	DD - ES	2,500.00
40119276	4/1/19	*****2875	Marla Y Harrison	DD - ES	302.00
40119277	4/1/19	*****3389	Steadfast Marina Heights, L.P.	DD - ES	18,712.00
40119278	4/1/19	*****3389	Steadfast Marina Heights, L.P.	DD - ES	16,941.00
40119279	4/1/19	*****3389	Steadfast Marina Heights, L.P.	DD - ES	17,330.00
40119280	4/1/19	*****9206	Demetria d Mason	DD - ES	2,411.00
40119281	4/1/19	*****6768	Matrixone Realty	DD - ES	1,032.00

40119282	4/1/19	*****5255	Helen McCarthy	DD - ES	1,946.00
40119283	4/1/19	*****3048	Rita J. McCrystle	DD - ES	1,284.00
40119284	4/1/19	*****7174	Samuel McCree	DD - ES	1,975.00
40119285	4/1/19	*****6494	Dorothy McDonald	DD - ES	2,055.00
40119287	4/1/19	*****1152	Janice K McLean	DD - ES	1,214.00
40119288	4/1/19	*****4675	Meadow Glen Apartments	DD - ES	1,805.00
40119289	4/1/19	*****9866	Tatung Mei	DD - ES	3,314.00
40119290	4/1/19	*****4316	Joel Mejia	DD - ES	603.00
40119291	4/1/19	*****5245	Jinyu Meng	DD - ES	2,239.00
40119292	4/1/19	*****4885	Sabine Menzel	DD - ES	4,399.00
40119293	4/1/19	*****0133	Mercedes P. Johnson	DD - ES	614.00
40119294	4/1/19	*****7793	Dennis Meyer Kinetic Real Estate/ Marelise Navaroo	DD - ES	1,946.00
40119295	4/1/19	*****8272	Hector Meza	DD - ES	1,376.00
40119296	4/1/19	*****9885	Andrew S Miloslavich	DD - ES	1,681.00
40119297	4/1/19	*****7437	Perchak Properties for Carol Miller	DD - ES	1,946.00
40119298	4/1/19	*****9782	Maryann Miller	DD - ES	1,194.00
40119299	4/1/19	*****2618	Carlos J Miranda	DD - ES	764.00
40119300	4/1/19	*****0772	Hassan Mirabedi	DD - ES	7,623.00
40119301	4/1/19	*****6741	Gwendolyn Mitchell	DD - ES	1,840.00
40119302	4/1/19	*****7083	Ronnie Eric Moffett Estate	DD - ES	2,066.00
40119303	4/1/19	*****6340	Moe Mojaddidi	DD - ES	3,000.00
40119304	4/1/19	*****0985	Rodney Montgomery or Sharon Montgomery	DD - ES	1,631.00
40119305	4/1/19	*****4676	Erik L Morris	DD - ES	2,131.00
40119306	4/1/19	*****3624	Diane Morin	DD - ES	1,790.00
40119307	4/1/19	*****3642	Eva Munn	DD - ES	1,173.00
40119308	4/1/19	*****8820	Brien Brothers, LLC C/O Mynd Management, IC.	DD - ES	1,609.00
40119309	4/1/19	*****0105	Ehsan Nabkel	DD - ES	3,094.00
40119310	4/1/19	*****9276	Fariba Naji	DD - ES	1,900.00
40119311	4/1/19	*****6234	Shinder Paul Narabut	DD - ES	6,818.00
40119312	4/1/19	*****0054	NC Associates, Inc.	DD - ES	11,115.00
40119313	4/1/19	*****6959	Joy Neal	DD - ES	1,840.00
40119314	4/1/19	*****9180	Michael Nelson	DD - ES	2,600.00
40119315	4/1/19	*****5257	Guy Nesbeth	DD - ES	2,994.00
40119316	4/1/19	*****1072	Dominic Y Ng	DD - ES	2,727.00
40119317	4/1/19	*****3604	Knowland Ging Ng	DD - ES	4,726.00
40119318	4/1/19	*****8594	Patrick Ng Mike Perry, Property Manager	DD - ES	1,716.00
40119319	4/1/19	*****0738	Hieu Nguyen	DD - ES	2,169.00
40119320	4/1/19	*****7154	Huy Quang Nguyen	DD - ES	2,418.00

40119321	4/1/19	*****4366	Quyen Nguyen	DD - ES	1,900.00
40119322	4/1/19	*****8241	Tieu Nguyen	DD - ES	1,629.00
40119323	4/1/19	*****7265	Ernest Nichols III	DD - ES	3,027.00
40119324	4/1/19	*****6497	Peter Niloufari	DD - ES	5,105.00
40119325	4/1/19	*****9886	Northstar Financial Group, LLC	DD - ES	749.00
40119326	4/1/19	*****8129	Kevin Nord Nord Investment Real Estate	DD - ES	1,350.00
40119327	4/1/19	*****0056	Richard A Norte	DD - ES	2,603.00
40119328	4/1/19	*****2286	North State Financial, Inc.	DD - ES	1,382.00
40119329	4/1/19	*****7171	New Way Management Services, Inc.	DD - ES	17,102.00
40119330	4/1/19	*****1194	Jennifer Odei	DD - ES	1,448.00
40119331	4/1/19	*****5572	Dwight J Owens	DD - ES	433.00
40119332	4/1/19	*****7606	Juanita Olayo	DD - ES	1,556.00
40119333	4/1/19	*****4543	Esosa A. Omokaro	DD - ES	1,846.00
40119334	4/1/19	*****0588	Orange County Housing Authority	DD - ES	2,307.42
40119335	4/1/19	*****3741	Sandra L Ortiz	DD - ES	1,840.00
40119336	4/1/19	*****1081	Chinenye Osuagwu	DD - ES	2,328.00
40119337	4/1/19	*****9139	Olubukola Amoke Oyebade	DD - ES	2,450.00
40119338	4/1/19	*****3324	Mutlu Ozer	DD - ES	1,807.00
40119339	4/1/19	*****4083	Pacific Living, LLC	DD - ES	1,877.00
40119340	4/1/19	*****7811	Hemangini & Vijendra Patel	DD - ES	2,400.00
40119341	4/1/19	*****0885	Kokila Patel	DD - ES	852.00
40119342	4/1/19	*****8684	Virendra M. Patel	DD - ES	2,001.00
40119343	4/1/19	*****8047	Jason Pauline	DD - ES	1,357.00
40119344	4/1/19	*****1939	Paula D. Williams	DD - ES	2,224.00
40119345	4/1/19	*****3189	Loycell Peacock	DD - ES	1,034.00
40119346	4/1/19	*****5165	Scott Pease	DD - ES	1,334.00
40119347	4/1/19	*****3278	Maria Del Carmen Perez	DD - ES	263.00
40119348	4/1/19	*****6784	Lowde Y. Perkins	DD - ES	901.00
40119349	4/1/19	*****0130	Rosie Perkins	DD - ES	1,955.00
40119350	4/1/19	*****4893	Cong Thi Pham	DD - ES	2,861.00
40119351	4/1/19	*****0958	Pittsburg Park Apartments	DD - ES	1,639.00
40119352	4/1/19	*****1097	Bay Point Orphans Fund, LLC	DD - ES	1,803.00
40119353	4/1/19	*****7605	Portofino Apartments	DD - ES	8,821.00
40119354	4/1/19	*****8826	Prime Metropolis Properties, Inc.	DD - ES	3,614.00
40119355	4/1/19	*****2849	IH5 Property West, LP	DD - ES	0.00
40119356	4/1/19	*****3398	Marples Property Management	DD - ES	3,191.00
40119357	4/1/19	*****4650	A. Meadows Property Management	DD - ES	1,209.00
40119358	4/1/19	*****6551	Parks Properties	DD - ES	1,765.00
40119359	4/1/19	*****7789	Stokley Properties LLC Harbor	DD - ES	2,268.00
40119360	4/1/19	*****8055	Property Upsurge, Inc.	DD - ES	10,732.00

40119361	4/1/19	*****0782	Amjad Qaqish	DD - ES	1,230.00
40119362	4/1/19	*****9542	Sam or Sonia Quinones	DD - ES	1,798.00
40119363	4/1/19	*****4029	Amos Radford	DD - ES	1,451.00
40119364	4/1/19	*****1034	Kuljit P Raju	DD - ES	1,277.00
40119365	4/1/19	*****2261	Paramjit K. Raju	DD - ES	3,030.00
40119366	4/1/19	*****3452	Christopher Ramirez	DD - ES	1,846.00
40119367	4/1/19	*****8489	Enrique or Stacy Ramirez	DD - ES	612.00
40119368	4/1/19	*****2162	Erika Ramirez	DD - ES	1,918.00
40119370	4/1/19	*****2283	Rohini Ram	DD - ES	2,146.00
40119371	4/1/19	*****6068	David Raughton	DD - ES	1,712.00
40119373	4/1/19	*****8337	RayCaro Inc.	DD - ES	3,019.00
40119374	4/1/19	*****8227	Croskey Real Estate, Inc.	DD - ES	5,459.00
40119375	4/1/19	*****6703	Amerasia Real Estate Fund LLC	DD - ES	3,587.00
40119376	4/1/19	*****7083	Reliant - Woods Grove, LP	DD - ES	12,240.00
40119377	4/1/19	*****7349	Eric Franklin Remson	DD - ES	1,090.00
40119379	4/1/19	*****9321	Roger Riley	DD - ES	1,901.00
40119380	4/1/19	*****4809	Robert W. Daniels	DD - ES	2,404.00
40119381	4/1/19	*****6917	Ronald D. Shelly or Julie Crowder	DD - ES	1,080.00
40119382	4/1/19	*****0694	Jason Ruffin	DD - ES	2,374.00
40119383	4/1/19	*****4579	Elvira Ruiz	DD - ES	1,378.00
40119384	4/1/19	*****5248	Constance Russell	DD - ES	1,079.00
40119385	4/1/19	*****3871	Maridel P Santos	DD - ES	1,290.00
40119386	4/1/19	*****3011	Alicia Saucedo	DD - ES	1,205.00
40119387	4/1/19	*****7615	Gregory Paul Schulz	DD - ES	1,091.00
40119388	4/1/19	*****9954	Richard M. Sciortino	DD - ES	926.00
40119389	4/1/19	*****7031	Jacqueline Selinger	DD - ES	687.00
40119390	4/1/19	*****5346	Young Sook Seroy	DD - ES	1,596.00
40119391	4/1/19	*****1446	Mohinder Sharma	DD - ES	999.00
40119392	4/1/19	*****7239	Shailesh & Bela Patel	DD - ES	2,832.00
40119393	4/1/19	*****4900	Paul Shatswell	DD - ES	1,493.00
40119394	4/1/19	*****1370	James Shipe, c/o Richard Grijalva, East Cty Brokers	DD - ES	2,599.00
40119395	4/1/19	*****5981	Yihui Shi	DD - ES	1,721.00
40119396	4/1/19	*****7789	Siena Court Apartments	DD - ES	10,462.00
40119397	4/1/19	*****7396	Sierra Pacific Properties Peppertree Apartments	DD - ES	4,319.00
40119398	4/1/19	*****7396	Sierra Pacific Properties Woodland Hills Apartments	DD - ES	11,240.00
40119399	4/1/19	*****6650	Frank M. Siino	DD - ES	468.00
40119400	4/1/19	*****8035	Joseph Michael Siino	DD - ES	1,425.00
40119401	4/1/19	*****5399	Gloria Silva	DD - ES	734.00

40119402	4/1/19	*****8407	Marc J. Simpson	DD - ES	973.00
40119403	4/1/19	*****3639	Raman Singh	DD - ES	2,121.00
40119404	4/1/19	*****6058	Son Singh	DD - ES	1,525.00
40119405	4/1/19	*****4970	Molly Smith	DD - ES	1,977.00
40119406	4/1/19	*****9092	Sherritta M Smith	DD - ES	1,096.00
40119407	4/1/19	*****2032	Cinthia Sosa	DD - ES	1,649.00
40119408	4/1/19	*****2985	Gloria Spahn	DD - ES	1,472.00
40119409	4/1/19	*****6977	Angela E. Robinson-Spencer	DD - ES	2,000.00
40119411	4/1/19	*****5343	Deborah Steppe	DD - ES	1,390.00
40119412	4/1/19	*****1601	George W. Stephens	DD - ES	1,674.00
40119413	4/1/19	*****5308	R R Rentals	DD - ES	1,639.00
40119415	4/1/19	*****1808	Jezzy Sukaemi	DD - ES	2,518.00
40119416	4/1/19	*****7479	Ms. Li Su	DD - ES	2,599.00
40119417	4/1/19	*****8534	Suma Aryaei	DD - ES	2,265.00
40119418	4/1/19	*****1235	Summit Venture Group, LLC	DD - ES	2,418.00
40119419	4/1/19	*****6168	Kamaljeet Surila	DD - ES	1,470.00
40119420	4/1/19	*****0399	Joyce Hui Sy	DD - ES	5,986.00
40119421	4/1/19	*****1242	Hamed Tafaghodi Alexis Tafaghodi	DD - ES	1,367.00
40119422	4/1/19	*****6765	TAH 2018-1 Borrower, LLC	DD - ES	3,055.00
40119423	4/1/19	*****9558	Edward C Tan	DD - ES	460.00
40119424	4/1/19	*****9166	Ms. Natasha Terry	DD - ES	2,282.00
40119425	4/1/19	*****2164	Quyen Minh Thai	DD - ES	1,800.00
40119426	4/1/19	*****9314	Silvia Thein and Ada Choi	DD - ES	1,175.00
40119427	4/1/19	*****4049	ChingJen Tong	DD - ES	2,869.50
40119428	4/1/19	*****1405	Lourdes or Raymond Tovar	DD - ES	1,787.00
40119429	4/1/19	*****2094	Raphael Minhtuyen Tran	DD - ES	2,825.00
40119430	4/1/19	*****6035	Tam Van Tran	DD - ES	1,918.00
40119431	4/1/19	*****1327	Thuy Tran	DD - ES	1,245.00
40119432	4/1/19	*****6165	Thanh Van Trinh	DD - ES	1,506.00
40119433	4/1/19	*****1650	Ms. Wendie Hue Trinh	DD - ES	2,493.00
40119434	4/1/19	*****3572	Nhan Chi Truong	DD - ES	949.00
40119435	4/1/19	*****5313	Sean Thuyet Truong	DD - ES	1,290.00
40119436	4/1/19	*****9321	Van Truong	DD - ES	1,493.00
40119437	4/1/19	*****8392	Xavier Van Truong	DD - ES	5,910.00
40119438	4/1/19	*****5553	David Tseng	DD - ES	4,291.00
40119439	4/1/19	*****4582	Lidia Valladares	DD - ES	2,165.00
40119440	4/1/19	*****0250	Victor D Valenzuela	DD - ES	1,585.00
40119441	4/1/19	*****3371	Gary D. Vasconcellos	DD - ES	1,056.00
40119442	4/1/19	*****8457	Sareena Lata Velu	DD - ES	2,834.00

40119443	4/1/19	*****9682	Nuno G Vieira	DD - ES	4,156.00
40119444	4/1/19	*****2720	Stephen Cordell Wafer	DD - ES	1,071.00
40119445	4/1/19	*****2768	Huan Rong Wang	DD - ES	1,366.00
40119446	4/1/19	*****6924	Lining Wan	DD - ES	1,827.00
40119447	4/1/19	*****6945	Wei Wang	DD - ES	1,231.00
40119448	4/1/19	*****1634	Yu Ruo Wang	DD - ES	1,849.00
40119449	4/1/19	*****7593	Ms. Brigitte Warren C/O Perry Realty Team	DD - ES	2,450.00
40119450	4/1/19	*****5502	Mildred Lucille Washington	DD - ES	1,996.00
40119452	4/1/19	*****4384	Wenyang Chang	DD - ES	2,162.00
40119453	4/1/19	*****5295	Holly Wen	DD - ES	1,569.00
40119454	4/1/19	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	4,651.00
40119456	4/1/19	*****2737	Jessica R Wiebe	DD - ES	2,231.00
40119457	4/1/19	*****7867	Ms Adrienne Wilson C/O Gabe Essoe	DD - ES	1,765.00
40119458	4/1/19	*****5057	Kathleen and John Wilson	DD - ES	1,275.00
40119459	4/1/19	*****8702	Kathy D. Williams	DD - ES	2,796.00
40119460	4/1/19	*****5480	Tasia La Vonda Williams	DD - ES	2,378.00
40119461	4/1/19	*****5026	Windeler Development Group, Inc.	DD - ES	1,245.00
40119462	4/1/19	*****1769	Alan York Lun Wong Alan York Lun Wong	DD - ES	1,233.00
40119463	4/1/19	*****1862	Danny Ching-Yam Wong	DD - ES	1,979.00
40119464	4/1/19	*****1157	Har Pan Wong	DD - ES	9,709.00
40119465	4/1/19	*****6356	Joanne Wong	DD - ES	1,825.00
40119466	4/1/19	*****1060	Kinney Ming Wong	DD - ES	1,300.00
40119467	4/1/19	*****5451	Mei-Yuk Yu Wong Vincent Wong	DD - ES	2,221.00
40119468	4/1/19	*****1853	WR Properties, Inc.	DD - ES	5,415.00
40119469	4/1/19	*****3962	Hong Wu	DD - ES	3,963.00
40119470	4/1/19	*****3698	Zhang Jin Wu	DD - ES	3,240.00
40119472	4/1/19	*****2651	Sheree Wynn	DD - ES	2,094.00
40119473	4/1/19	*****5388	Jian Ai Xuan	DD - ES	1,940.00
40119474	4/1/19	*****3880	Ping Ping Xu Keming Wang	DD - ES	3,585.00
40119475	4/1/19	*****2366	Karl Yick C/O Teresita D. Pereira	DD - ES	597.00
40119476	4/1/19	*****6779	Sally Yip	DD - ES	1,813.00
40119477	4/1/19	*****6210	Yong Qiang Lu	DD - ES	1,777.00
40119478	4/1/19	*****6178	Chris Kui You	DD - ES	2,394.00
40119479	4/1/19	*****7622	Yee Yue Cheung	DD - ES	1,230.00
40119480	4/1/19	*****7029	Ming Yu	DD - ES	1,772.00

40119481	4/1/19	*****8664	Mohammad Zalmayyar	DD - ES	2,664.00
40119482	4/1/19	*****7638	Jielu Zhao	DD - ES	2,200.00
40119483	4/1/19	*****2940	Wei Bin Zhang or Gao Wei	DD - ES	1,731.00
40119484	4/1/19	*****3259	Xirong Zhao	DD - ES	1,804.00
40119485	4/1/19	*****4367	Xiang Yang Zheng	DD - ES	2,400.00
40119486	4/1/19	*****3830	Joy Yi Zhou	DD - ES	2,456.00
40119487	4/1/19	*****7805	Shengguo Zhu	DD - ES	4,943.00
40119488	4/1/19	*****6132	Ying Zhu	DD - ES	4,996.00
40119489	4/1/19	*****4651	Weijie Zhang	DD - ES	1,155.00

Housing Choice Voucher	HAP	1,380,956.75
	UR	9,112.41
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	549.91
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$1,390,619.07

Check Summary

April 1, 2019

Check Number	Check Date	Payee Tax ID	Payee	Amount
VASH				
148788	4/1/19	*****6041	Anthony L Johnson	20.00
148799	4/1/19	*****0297	Kelly Barr	37.00
148808	4/1/19	*****5735	Michael Wimmer	147.00
148816	4/1/19	*****7726	Quamie Golliday	83.00
148821	4/1/19	*****2665	Stacy Smith	14.00
148823	4/1/19	*****2982	Timothy P Harrington	1.00
148824	4/1/19	*****7845	Troy Mills	31.00
148826	4/1/19	*****3447	David S Loesch	88.00
148883	4/1/19	*****9325	JOW & AAW, LLC	1,116.00
148886	4/1/19	*****9810	Housing Authority of the County of Alameda	3,237.69
148890	4/1/19	*****0331	Fairfield Housing Authority	126.80
40119010	4/1/19	*****4636	Felipe Amarante	DD - ES 1,487.00
40119019	4/1/19	*****3909	Ken Bartlett	DD - ES 383.00
40119022	4/1/19	*****7492	Adrienne Kelly Belton	DD - ES 906.00
40119045	4/1/19	*****8860	Joe Burns	DD - ES 1,200.00

40119046	4/1/19	*****8764	William Joseph Burgoyne	DD - ES	1,652.00
40119049	4/1/19	*****2513	Clara Beatriz Cardenas	DD - ES	1,550.00
40119072	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	13,928.93
40119073	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	11,517.96
40119074	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	11,295.34
40119075	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	10,141.04
40119076	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	11,933.58
40119077	4/1/19	*****0746	Contra Costa County Housing Authority	DD - ES	4,630.68
40119080	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	4,645.00
40119081	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	5,832.00
40119082	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	5,737.00
40119083	4/1/19	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	2,729.00
40119099	4/1/19	*****9507	Olga M. Disney	DD - ES	1,135.00
40119105	4/1/19	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	603.00
40119116	4/1/19	*****8096	Robert Fitzstephens Rob Fitzstephens	DD - ES	3,034.00
40119121	4/1/19	*****4032	Fox Creek Apartments	DD - ES	445.00
40119133	4/1/19	*****5111	Gateway Apartments	DD - ES	3,314.00
40119150	4/1/19	*****5267	Abhilash Gupta	DD - ES	1,730.00
40119160	4/1/19	*****6728	David T. Hennigan	DD - ES	1,895.00
40119249	4/1/19	*****1547	Paul Livson	DD - ES	1,700.00
40119277	4/1/19	*****3389	Steadfast Marina Heights, L.P.	DD - ES	803.00
40119278	4/1/19	*****3389	Steadfast Marina Heights, L.P.	DD - ES	2,139.00
40119279	4/1/19	*****3389	Steadfast Marina Heights, L.P.	DD - ES	1,821.00
40119286	4/1/19	*****6342	James & Diana Gail McDonald c/o Yolanda McDonald	DD - ES	1,500.00
40119325	4/1/19	*****9886	Northstar Financial Group, LLC	DD - ES	5,054.00
40119357	4/1/19	*****4650	A. Meadows Property Management	DD - ES	446.00
40119369	4/1/19	*****7228	Ramsey Horton	DD - ES	1,542.00
40119372	4/1/19	*****2414	Tanya Nicole Ray	DD - ES	1,938.00
40119374	4/1/19	*****8227	Croskey Real Estate, Inc.	DD - ES	527.71
40119375	4/1/19	*****6703	Amerasia Real Estate Fund LLC	DD - ES	4,946.00
40119376	4/1/19	*****7083	Reliant - Woods Grove, LP	DD - ES	2,646.00
40119378	4/1/19	*****2935	RICHMOND HOUSING AUTHORITY	DD - ES	4,548.54
40119396	4/1/19	*****7789	Siena Court Apartments	DD - ES	824.00
40119410	4/1/19	*****3465	Ramzi D Srouji	DD - ES	1,891.00
40119414	4/1/19	*****0437	Suisun City Housing Authority	DD - ES	867.42
40119451	4/1/19	*****4563	Isidoro Weitzman	DD - ES	2,045.00

40119454	4/1/19	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	2,169.00
40119455	4/1/19	*****9380	Tracy J. Whitehead	DD - ES	1,990.00
40119468	4/1/19	*****1853	WR Properties, Inc.	DD - ES	1,700.00
40119471	4/1/19	*****2556	Drewcillia Wyatt	DD - ES	1,247.00

VASH	HAP	144,151.71
	UR	421.00
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	4,397.98
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$148,970.69

Grand Total

HAP	1,525,108.46
UR	9,533.41
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	4,947.89
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	\$1,539,589.76

HAP (Regular)	\$ 1,198,740.75
HAP (VASH)	144,151.71
HAP (Port-In)	169,862.00
HAP (Port-Out)	12,354.00
Utility Reimbursement	9,533.41
Admin Fee	4,947.89
Total	\$ 1,539,589.76

DD → 1,455,784.78 ✓
eks → 83,804.98 ✓
1,539,589.76 ✓

Yam
3/22/19

PWO 3/26/19

Check Summary

April 15, 2019

Check Number	Check Date	Payee Tax ID	Payee	Amount
Housing Choice Voucher				
* 148905	4/15/19	*****3840	Eva Mangum	98.00
148906	4/15/19	*****4760	Totiona B Richardson	9.00
148907	4/15/19	*****5715	Latisha M Williams	168.00
148908	4/15/19	*****7435	Mary L Parker	155.00
148909	4/15/19	*****9122	Nancy M Parrish	78.00
148910	4/15/19	*****1696	Angela M Varela	89.00
148911	4/15/19	*****0195	Shanoria s Sasser	68.00
148912	4/15/19	*****5951	Stoneman Apartments	4,559.00
* 41519001	4/15/19	*****9681	Dale Alvarez	DD - ES 495.00
41519002	4/15/19	*****5979	John Bedford	DD - ES 563.00
41519003	4/15/19	*****2521	Belmont Apartments	DD - ES 410.10
41519004	4/15/19	*****8470	Joseph B. Bachir	DD - ES 325.00
41519005	4/15/19	*****5473	Hwa-Yoong Chiu	DD - ES 2,632.00
41519006	4/15/19	*****2454	Chun Ok Choi	DD - ES 3,976.00
41519008	4/15/19	*****7386	Hanh Huu Hoang	DD - ES 2,510.00
41519009	4/15/19	*****7984	Tao Huang	DD - ES 2,091.00
41519010	4/15/19	*****5120	Deepika Sameer Jain	DD - ES 2,567.00
41519011	4/15/19	*****2147	Chi Vien Ly	DD - ES 1,918.00
41519012	4/15/19	*****4885	Sabine Menzel	DD - ES 851.00
41519013	4/15/19	*****7171	New Way Management Services, Inc.	DD - ES 2,873.00
41519014	4/15/19	*****8225	Shiv Pertab	DD - ES 2,525.00
41519015	4/15/19	*****0958	Pittsburg Park Apartments	DD - ES 4,216.00
Housing Choice Voucher				
				HAP 32,511.10
				UR 665.00
				Damage Claim 0.00
				Vacancy Claim 0.00
				Administrative Fee 0.00
				FSS Escrow Account 0.00
				Shelter Plus Security Deposit 0.00
				Other 0.00
All Payments				\$33,176.10

Check Summary

April 15, 2019

Check Number	Check Date	Payee Tax ID	Payee	Amount
VASH				
41519007	4/15/19	*****0746	Contra Costa County Housing Authority	DD - ES 2,227.84

VASH	HAP	2,083.00
	UR	0.00
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	144.84
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
All Payments		\$2,227.84

Grand Total

HAP	34,594.10
UR	665.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	144.84
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	\$35,403.94

HAP (Regular)	\$ 22,514.10✓
HAP (VASH)	2,083.00✓
HAP (Port-In)	9,997.00✓
HAP (Port-Out)	-
Utility Reimbursement	665.00✓
Admin Fee	144.84✓
Total	\$ 35,403.94

DD → 30,179.94 +
 CKS → 5,224.00 +
 35,403.94 * +

0 * *

jm 4/11/19

pwb 4/10/19

Payment History List

April 25, 2019

		Payee		Tenant	Agcy	Prgm	Type	VMS Date	Amount	Voided	Cleared
Check Date	Check #	Account #	Payee								
03/01/2019	148715	***-**-7135	Michele N	Nichols,	1	3	UR	03/01/2019	\$57.00	☐	☐
03/01/2019	148715	***-**-7135	Michele N	Nichols,	1	3	UR	03/01/2019	-\$57.00	☐	☐

\$0.00

Lost UR ck - reissued
@ 5/1/19 ck run

Payment History List

April 25, 2019

		Payee									
Check Date	Check #	Account #	Payee	Tenant	Agcy	Prgm	Type	VMS Date	Amount	Voided	Cleared
04/01/2019	148902	***-**-0700	Crystal Situ	Hill, Betty	1	3	HAP	04/01/2019	\$1505.00	☐	☐
04/01/2019	148902	***-**-0700	Crystal Situ	Hill, Betty	1	3	HAP	04/01/2019	-\$1505.00	☐	☐

\$0.00

Lost ck - reissued @ 5/1/19
ck run

Payment History List

April 4, 2019

		Payee		Tenant	Type	VMS Date	Amount	Voided	Cleared
Check Date	Check #	Account #	Payee						
04/01/2019	40119071	***-**-3394	Kim Cortesi	Fuentes, Brenda	HAP	04/01/2019	\$1055.00	☐	☐
04/04/2019	40119071	***-**-3394	Kim Cortesi	Fuentes, Brenda	HAP	04/01/2019	-\$1055.00	☐	☐

\$0.00

4/1/19 HAP - ACH Returned



**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 Two Ordinances Amending Chapter 2.85 and 2.86 of the Municipal Code to Delegate Emergency Purchasing Authority to the City Manager and amend the City's Purchasing Policy to Increase the Informal Competitive Bid Threshold

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

The first ordinance would authorize the City Manager to make purchases related to certain emergencies, as allowed by State law. Passage of the ordinance requires approval by four-fifths vote. The second ordinance would increase the City's informal bid threshold from \$175,000 to \$200,000 and increase the limit for public projects that may be performed by employees from \$45,000 to \$60,000, as recently authorized by State law.

FISCAL IMPACT

Minor impact. Adoption of the proposed Ordinances will increase the informal bid amount, thus reducing the number of projects that would be subject to formal bid procedures, and also provide a procedure whereby the City Manager may authorize purchases in the event of an emergency.

RECOMMENDATION

City Council introduce, waive further reading, and pass to second reading the two attached Ordinances which update the Pittsburg Municipal Code Chapter 2.85 Delegate Emergency Purchasing Authority to the City Manager and Chapter 2.86 Informal Bidding Procedures for Public Works Projects.

BACKGROUND

Since 1992, the City has elected to be subject to the Uniform Construction Accounting Act, which provides procedures for smaller public works projects that are less formal, and can reduce the time and expense for bidding public contracts. The Act subjects the City to scrutiny and review by the State for work the City undertakes and requires the City to follow certain standardized cost accounting procedures.

On June 17, 2013, the City Council adopted Ordinance 13-1372 amending Municipal Code Section 2.86.30 relating to the City's purchasing policy to increase the informal competitive bid threshold.

On August 20, 2018 the Governor signed Assembly Bill 2249, increasing the informal bidding limit that was prescribed in Section 22032 of the Public Contract Code, effective January 1, 2019.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The first ordinance would amend the Pittsburgh Municipal Code to authorize the City Manager to make purchases up to \$150,000 that are necessary in an emergency, such as a broken water line, subject to City Council review within seven days or at its next regularly scheduled meeting if the meeting will occur within 14 days. This Ordinance requires approval of four-fifths of the City Council to be adopted.

The second ordinance would amend the Pittsburgh Municipal Code consistent with the most current Public Contract Code Section 22032: increases the limit from \$175,000 to \$200,000 for public projects that may be contracted by informal bidding procedures, and increases the limit of public projects that may be performed by employees of the City by force account, from \$45,000 to \$60,000 by negotiated contract. This Ordinance may be adopted by a vote of a simple majority of the City Council.

ATTACHMENTS: Ordinance Emergency Purchases (4/5 vote for approval)
 Ordinance Informal Bid Threshold

Report Prepared By: Shelby Rose
 Administrative Coordinator

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Ordinance Amending Chapter 2.85 of the)
Pittsburg Municipal Code to Delegate Emergency) ORDINANCE NO. 19-
Purchasing Authority to the City Manager)

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

SECTION 1. Recitals.

- A. State law, at California Public Contract Code Section 22050, authorizes the governing body of a city, by four-fifths vote, to delegate to the city manager the authority to make purchases without competitive solicitation for bids when there is a sudden, unexpected occurrence that poses a clear and imminent danger requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.
- B. State law requires that when a person with delegated authority exercises the authority, the governing body must review the action within seven days or at its next regularly scheduled meeting if the meeting will occur within 14 days.
- C. The City desires to provide the City Manager with the authority and flexibility to take prompt action to address a sudden, unexpected occurrence, such as a water main break, that threatens the public health and welfare, and property.

SECTION 2. Amendment to the Pittsburg Municipal Code Title 2.85
(new text shown in ***bold italic***):

The City Council hereby amends Chapter 2.85 by adding Section 2.85.025 to read as follows:

2.85.025 Emergency purchases.

In the case of a sudden, unexpected occurrence that poses a clear and imminent danger requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services, the city manager is authorized to purchase repairs or replacement of any public facility, procure necessary equipment, services and supplies, without giving notice for bids to let contracts, as set forth in Public Contract Code Section 22050. A purchase made pursuant to this section shall not exceed \$150,000.

SECTION 3. Severability.

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

SECTION 4. Effective Date.

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

SECTION 5. Publication.

The City Clerk shall either (a) have this Ordinance published once within 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 held on May 20, 2019 and was adopted and ordered published at a meeting of the City Council held on _____, 2019 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:

Ordinance Amending Chapter 2.86 of the)
Pittsburg Municipal Code to Increase the)
Informal Competitive Bidding Threshold)

ORDINANCE NO. 19-

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

SECTION 1. Recitals.

A. State law, at California Public Contract Code Section 22034, authorizes a city to elect to become subject to the uniform construction cost accounting procedures of Sections 22000 to 22044, and any city doing so must enact an ordinance governing informal bidding procedures for the selection of contractors to perform public works projects.

B. The City elected to become subject to the uniform construction cost accounting procedures and adopted an ordinance for informal bidding, as set forth in Pittsburg Municipal Code Chapter 2.86.

C. State law provides a maximum dollar threshold for informal bidding, which threshold is amended from time to time by the State legislature, as recently as 2018. The amendment increased the informal bidding threshold to \$200,000 and increased to \$60,000 the threshold for public projects that may be performed by negotiated contract.

D. The City desires to amend the municipal code to increase the threshold allowing for informal bidding as authorized by state law.

SECTION 2. Amendment to the Pittsburg Municipal Code Title 2.86

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

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

I. Section 2.86.050 of Chapter 2.86, Informal Bidding Procedures, is amended to state as follows:

2.86.050 Size of project – Methods for bidding.

A Where a public project of \$45,000***60,000*** or less is to be performed, the city may perform the project by city employees, by force account, by negotiated contract or by purchase order, or the city may elect to follow the informal bidding procedure prescribed in subsection (B) of this section and as amended in Public Contract Code Sections 22032 and 22034.

B. Where a public project of ~~\$175,000~~**200,000** or less is to be performed, not less than 10 days before the bids are due, the city manager or his/her designee shall mail a written notice inviting informal bids to (1) all contractors for the category of work to be bid as shown on the contractors list developed in accordance with PMC 2.86.040 and/or (2) all construction trade journals designated by the Commission under Public Contract Code Section 22036. Additional contractors and construction trade journals may be notified at the discretion of the city manager or designee.

C. If there is no list of qualified contractors for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the commission. ***No notice inviting informal bids is required to be sent to a contractor that does not provide the necessary product or service, such as a proprietary product.***

II. Section 2.86.060 of Chapter 2.86, Informal Bidding Procedures, is amended to state as follows:

2.86.060 Award of contracts.

A. The City Manager or his/her designee(s) is authorized to award informal contracts under this chapter in accordance with city council policy.

B. If all bids received on a public project under this procedure set forth in this section are in excess of ~~\$200,000~~~~175,000~~, the city council may award the contract at ~~\$212,500~~~~187,500~~ or less to the lowest responsible bidder if the council determines by adopting a resolution by at least four-fifths vote that the city's original cost estimate was reasonable.

SECTION 3. Severability.

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

SECTION 4. Effective Date.

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

SECTION 5. Publication.

The City Clerk shall either (a) have this Ordinance published once within 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 held on May 6, 2019 and was adopted and ordered published at a meeting of the City Council held on _____, 2019 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

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: Introduction and Waive First Reading of an Ordinance Amending Title 5 of the Pittsburg Municipal Code Related to Cannabis Regulations

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

This is a request to approve a text amendment to Pittsburg Municipal Code (PMC) Title 5, Chapter 5.70, sections 5.70.051 and 5.70.160 in order to reduce the required distance between commercial medical and/or nonmedical cannabis businesses and potentially sensitive uses.

FISCAL IMPACT

Adoption of the proposed ordinance would not have any direct fiscal impact. However, adoption of the proposed ordinance would facilitate the potential operation of multiple commercial cannabis businesses within zoning districts in which these uses are allowed subject to City Council approval and could potentially result in general fund revenues in excess of \$100,000 a year per business.

RECOMMENDATION

City Council move to introduce, waive further reading, and pass to second reading the attached ordinance amending PMC Title 5, Chapter 5.70, in order to reduce the required distance between commercial medical and/or nonmedical cannabis businesses and potentially sensitive uses.

BACKGROUND

In 2015, the State legislature enacted the Medical Marijuana Regulation and Safety Act (MMRSA) to regulate the medical cannabis industry. In 2016, the voters of the State of California passed Proposition 64, the Control, Regulate and Tax Adult Use of Marijuana Act ("Prop 64"). In 2017, the State Legislature adopted the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), which combined and harmonized MMRSA and Prop. 64 for the regulation of medicinal and recreational cannabis industries. Later that same year, the State's licensing authorities adopted emergency regulations to implement

MAUCRSA. In 2018, the State licensing authorities readopted the emergency regulations, and promulgated final regulations effective 2019.

On March 19, 2018, the City Council adopted Ordinance No. 18-1442, amending PMC Title 5 to allow for use of cannabis within medical and nonmedical product manufacturing, and establishing procedures for issuing medical and nonmedical commercial cannabis permits. These amendments limited the types of commercial cannabis businesses to those designated as Type 6 (Manufacturers), Type 7 (Manufacturers), Type 8 (Testing Laboratories), and Type 11 (Distributors). Commercial entities seeking to manufacture cannabis-related products are required to obtain a commercial cannabis permit, which is subject to City Council approval. The permit is conditioned on the applicant submitting: 1) a Business Operating Agreement, which would set forth the terms and conditions under which the commercial medical cannabis business would operate; 2) a Business Operating Plan; and 3) a Business Security Plan approved by the Chief of Police. Cultivation and retail of cannabis in the City of Pittsburgh remain prohibited.

Similar to State law at the time, in 2018, the City chose to require a 600-foot radius between cannabis businesses and schools, parks, youth centers, day cares, and libraries. However, MAUCRSA provides, at California Business and Professions Code Section 26054, that a local jurisdiction may specify a radius different than 600 feet.

Environmental: This project is exempt from the requirements of the California Environmental Quality Act under the general rule of applicability of the State CEQA Guidelines, section 15061, in that there is no possibility that the activity in question would have a significant negative physical impact on the environment. The amendments proposed are procedural in nature and would not result in any new impacts beyond those that could exist without the change, specifically as they may relate to air quality, transportation, noise, hazards and hazardous materials, utilities, and/or public services. The future establishment of commercial cannabis businesses within the City would be subject to the City Council approval of a commercial cannabis permit, at which time impacts resulting from the establishment of any potential use would be further reviewed once more details are made available.

SUBCOMMITTEE FINDINGS

This item was not presented to a Subcommittee.

STAFF ANALYSIS

The proposed changes to PMC Title 5 entail the following changes in regard to medical and nonmedical cannabis businesses:

1. A reduction in the required distance between a commercial cannabis business and a potentially sensitive use from 600 feet to 250 feet;
2. Clarification of a “school” as a “School, Public or Private,” as defined under PMC section 18.08.060(V);
3. Clarification of a “youth center” as a “Club or lodge,” (as defined by PMC section 18.08.060[B]) used exclusively as a youth center;
4. Clarification of “park” as a City-owned park space which is open to the public; and
5. Specifying that all distances shall be measured from the building or tenant space within which the commercial medical cannabis business is operated, to the property line of the other use

Staff concludes the proposed amendments are warranted, as they would facilitate the operation of at least three potential commercial cannabis businesses for which the City has received applications, would also make available additional sites for future cannabis businesses, and would provide staff and potential business operators with clearer guidelines when assessing potential sites. It should be noted that the proposed amendments would not allow cannabis businesses within any zone district in which they are not currently allowed.

Additionally, staff believes the 600-foot radius requirement, which is the State law default distance required between cannabis businesses and sensitive uses, is a one-size-fits-all approach not well-suited to address all types of commercial cannabis businesses, including retail and cultivation. The City of Pittsburgh, which does not allow cultivation nor retail, allows commercial medical and nonmedical cannabis businesses only within zone districts that otherwise allow for “food and drug processing,” uses (as defined by PMC section 18.08.100[A]). These districts are industrial, heavier-type commercial, or overlay districts where the environmental impacts of the variety of uses generally allowed in these areas has been accounted for and analyzed when establishing the base zone district or surrounding uses.

ATTACHMENTS: Proposed Ordinance

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

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Ordinance Amending Title 5 of the)
Pittsburg Municipal Code Related to)
Cannabis Regulations, AP-19-1414)

ORDINANCE NO. 19-_____

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

SECTION 1. Recitals

- A. Several prospective businesses have indicated an interest in locating within the City of Pittsburg but have encountered difficulty identifying sites compliant with the City's existing regulations requiring commercial cannabis uses be located a minimum of 600 feet away from potentially sensitive uses.
- B. On February 26, 2019, Theresa Johnson, on behalf of McCampbell Analytical, Inc., filed application no. 19-1414, requesting approval of a text amendment to Pittsburg Municipal Code (PMC) Title 5, Chapter 5.70, in order to reduce the required distance between commercial medical and/or nonmedical cannabis businesses and potentially sensitive uses.
- C. On October 3, 2016, the City Council amended Titles 5 and 18 of the PMC to further regulate and ban cannabis activities. The changes regulated the delivery of cannabis for medical purposes, and banned the utilization, delivery, and other cannabis activities including testing, manufacturing, and cultivation.
- D. In 2015, the State legislature enacted the Medical Marijuana Regulation and Safety Act (MMRSA) to regulate the medical cannabis industry.
- E. In 2016, the voters of the State of California passed Proposition 64, the Control, Regulate and Tax Adult Use of Marijuana Act ("Prop 64").
- F. In 2016, the voters of the City of Pittsburg approved Measure J, allowing for implementation of a Marijuana Business Tax on all commercial marijuana businesses that may operate within the City, should future land use regulations and applicable provisions of the PMC be amended to allow for such businesses and/or if local control over such businesses is removed by the courts, the Legislature, or statewide initiative in the future. Measure J passed with 13,693 (68.3%) "yes" votes and 6,364 (31.7%) "no" votes. As approved by the voters, the maximum marijuana business tax rate is 10% on all marijuana related transactions.
- G. In 2017, the State Legislature adopted the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), which combined and harmonized MMRSA and Prop. 64 for the regulation of medicinal and recreational cannabis industries. Later that same year, the State's licensing authorities adopted emergency regulations to implement MAUCRSA. The State licensing authorities

readopted the emergency regulations in 2018, and final regulations went into effect in 2019.

- H. On March 19, 2018, the City Council adopted Ordinance No. 18-1442, amending PMC Title 5 to allow for use of cannabis within medical and nonmedical product manufacturing, and establishing procedures for issuing medical and nonmedical commercial cannabis permits. These amendments limited the types of commercial cannabis businesses to those designated as Type 6 (Manufacturers), Type 7 (Manufacturers), Type 8 (Testing Laboratories), and Type 11 (Distributors). Commercial entities seeking to manufacture cannabis-related products are required to obtain a commercial cannabis permit, which is subject to City Council approval. The permit is conditioned on the applicant submitting: 1) a Business Operating Agreement, which would set forth the terms and conditions under which the commercial medical cannabis business would operate; 2) a Business Operating Plan; and 3) a Business Security Plan approved by the Chief of Police. Cultivation and retail of cannabis in the City of Pittsburg remain prohibited.
- I. State law authorizes a local jurisdiction to establish a radius different than 600 feet from specific sensitive uses.
- J. On May 20, 2019, the City Council considered the proposed PMC amendments, at which time oral and/or written testimony was considered.

SECTION 2. Findings

- A. Based on the City Council Staff Report entitled, "Introduction and Waive First Reading of an Ordinance Amending Title 5 of the Pittsburg Municipal Code Related to Cannabis Regulations," dated May 20, 2019, and based on all the information contained in the Planning Division files, incorporated herein by reference and available for review in the Planning Division located at 65 Civic Avenue in Pittsburg, and based on all written and oral testimony presented at the meeting, the City Council finds that:
 - 1. All recitals above are true and correct and are incorporated herein by reference.
 - 2. This project is exempt from the requirements of the California Environmental Quality Act under the general rule of applicability of the State CEQA Guidelines, section 15061, in that there is no possibility that the activity in question would have a significant negative physical impact on the environment. The amendments proposed are procedural in nature and would not result in any new impacts beyond those that could exist without the change, specifically as they may relate to air quality, transportation, noise, hazards and hazardous materials, utilities, and/or public services. The future establishment of commercial cannabis businesses within the City would be subject to the City Council approval of a commercial cannabis permit, at which time impacts resulting from the establishment of any potential use would be further reviewed once more details are made available.

3. The California Constitution grants cities the broad power to enact local, police, sanitary, and other ordinances and regulations not in conflict with the general laws, as long as they are reasonably related to promoting public health, safety, comfort and welfare of the City's residents.
4. In enacting this article, it is the intent of the City Council of the City of Pittsburg to protect the safety and welfare of the general public. The Federal Controlled Substances Act, 21 U.S.C. Section 841, prohibits the possession, sale and distribution of cannabis, and the City Council finds that sanctioning the opening or establishment of medical cannabis collectives, cooperatives and dispensaries, or allowing the delivery of medical cannabis within the city, would be inconsistent with federal law. However, the City acknowledges that state law allows commercial cannabis businesses, and that certain commercial cannabis businesses that operate in accordance with state law and are properly vetted, regulated, and monitored, can have positive economic impacts in the communities in which they operate.
5. In order to protect the integrity of the City and the goals upon which this City was founded, the City Council finds that it is in the best interest of the residents of the City to only allow certain commercial medical cannabis businesses to operate, subject to specific permitting requirements and execution of an operating agreement, and continue to prohibit medical cannabis collectives, cooperatives and dispensaries, and medical cannabis deliveries.

SECTION 3. Amendment to Pittsburg Municipal Code Title 5

Based on the findings and the authority set forth above, the City Council hereby amends PMC Title 5, Chapter 5.70, as follows (new text shown in ***bold italic*** font, and text proposed for deletion is shown in ~~strike through~~ font):

5.70.051 Commercial medical cannabis permit.

D. No commercial medical cannabis business shall be located within 600 feet of an existing school, daycare, youth center, park or library. ***250 feet of an existing school (as defined by PMC section 18.08.060[V]), general day care (as defined by PMC section 18.08.060[F]), club or lodge (as defined by PMC section 18.08.060[B]) used exclusively as a youth center, City-owned park space which is open to the public, or library. All distances shall be measured from the building or tenant space within which the commercial medical cannabis business is operated, to the property line of the other use.*** The city council, by ordinance, may amend this restriction or adopt additional restrictions.

5.70.160 Commercial nonmedical cannabis permit.

D. No commercial nonmedical cannabis business shall be located within 600 feet of an existing school, daycare, youth center, park or library. ***250 feet of an existing school (as defined by PMC section 18.08.060[V]), general day care (as defined by PMC section 18.08.060[F]), club or lodge (as defined by PMC section 18.08.060[B])***

used exclusively as a youth center, City-owned park space which is open to the public, or library. All distances shall be measured from the building or tenant space within which the commercial nonmedical cannabis business is operated, to the property line of the other use. The city council, by ordinance, may amend this restriction or adopt additional restrictions.

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. Effective Date

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

SECTION 6. 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 May 20, 2019, and was adopted and ordered published at a meeting of the City Council held on _____, 2019, by the following vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

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: Measure M Citizens Oversight Committee Report – Proposed Use of Measures M Funds for FY 2019-20

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

On June 5, 2012 the voters of Pittsburg passed, the Pittsburg Preservation of Citywide Services Temporary Funding Transactions and Use Tax Ordinance. The ordinance established a one-half of one percent (0.5%) use and transaction tax. On June 7, 2016, the voters of Pittsburg passed Measure M, extending the use and transaction tax to June 30, 2035. The measures require the establishment of a Citizens Oversight Committee (Committee) charged with making recommendations to the City Council for the use of the Measures revenue. This item is the Committee's report on the use of the Measures revenues and proposed use for Fiscal Year 2019-20.

FISCAL IMPACT

There is no fiscal impact in accepting the Committee's report on the proposed uses of Fiscal Year 2019-20 Measure M funds.

RECOMMENDATION

Accept the Committee's report.

BACKGROUND

On June 5, 2012 the voters of Pittsburg passed Measure P, establishing a one-half of one percent (0.5%) use and transaction tax. On June 7, 2016, the voters passed Measure M extending the use and transaction tax to June 30, 2035.

Both ballot measures required a Citizens Oversight Committee that is charged with reviewing the use of and making recommendations to the City Council for future uses of the tax revenues.

SUBCOMMITTEE FINDINGS

This item was not presented to the Finance Subcommittee.

STAFF ANALYSIS

The Committee is to (1) receive information from City staff on the receipt of revenue and the expenditure of funds from the Measures, (2) provide recommendations to the City Council on the use of the Measures revenue, (3) shall produce a report that records the results of its recommendations for expenditure of the revenue generated from the tax, and (4) present the report to the City Council at a public meeting and be made a public record. Committee meetings will open to the public and subject to the Brown Act.

The Measure M Oversight Committee met on May 7, 2018 to review staff's recommended allocation of the projected Measure M Sales Tax revenues for FY 2019-20. The attached report describes the background of the Measures, and City staff's proposed uses of the funds as well as the Committee's recommendation.

ATTACHMENTS: Citizens Oversight Committee Opinion
 Citizens Oversight Committee Report

Report Prepared By: Brad Farmer, Director of Finance

City of Pittsburg, CA Measures M Oversight Committee Report Proposed Use of 2019-20 Measure P – M Funds

Background of City of Pittsburg's Financial Condition

In 2012, the City faced decreasing revenues, including a 26 percent decrease in sales and property taxes since 2008, amounting to a loss of approximately \$2.6 million annually. In addition, the costs to provide essential city services to residents continued to increase. The City had already reduced staff and consolidated City Departments to cut costs. The City had 275 full-time employees in 2008, and through early retirements and not filling vacant positions, the City reduced this number to 239 employees in 2011. To further reduce costs, the fiscal year ("FY") 2011-12 budget called for leaving four (4) police department positions vacant, eliminating the budget for police and maintenance employees at public events, closing the Buchanan Swim center, and eliminating 14 positions, including eight layoffs.

The City predicted that without an increase in revenues, the City would have a General Fund deficit in FY 2012-13 of approximately \$2.7 million, which would have required the City to make additional cuts to City services including a reduction in Police Department services and closing the Senior Center. Faced with severe reductions in income to the General Fund, it would have been very difficult for the City Council to balance the City's budget without cutting the Police Department's budget.

To avoid reductions in vital City services, the City Council placed Measure P on the June 2012 ballot to temporarily increase the City's sales tax. Pittsburg's voters approved Measure P and the City began collecting the new sales tax beginning in October 2012.

City of Pittsburg's 2012 Sales Tax - Measure P Language

"To provide funding that stays in Pittsburg and cannot be seized by the State, to be used for Public Safety, gang prevention, job creation programs for local residents, to keep the Senior Center open, to maintain other City services, shall the City of Pittsburg enact a temporary, half-cent sales tax for five years, reduced to one-quarter cent for five years, then the increase be terminated, altogether, with citizen's oversight committee, mandatory audits and consistent community reporting?"

To which 73.69% of Pittsburg's voters voted "yes".

Again, in FY 2015-16, the City projected that without an extension of Measure P, vital City services currently funded by Measure P would face reductions as Measure P would reduce by 50% in FY 2017-18 and end in FY 2022-23. An election to extend Measure P was placed upon the June 2016 ballot, referred to as Measure M.

City of Pittsburg's 2016 Sales Tax - Measure M Language

"To provide funding that stays in Pittsburg and cannot be seized by the State, to be used for Public Safety, gang preventions, job creation programs for local residents, Senior Center operations, repair roads, operate youth programs, and maintain other City Services, shall the City of Pittsburg extent its current half-cent sales tax through fiscal year 2034-35, providing \$3.6-\$3.8 million annually, then the increase be terminated, altogether, with citizens' oversight, mandatory audits and consistent community reporting?"

To which 81.31% of Pittsburg voters voted "yes".

Since the passage of Measure M in June 2016, both Measure P and Measure M are referred to as Measure M starting with FY 2017-18.

Measure M Citizen's Oversight Committee

Measure M required the establishment of a Citizens Oversight Committee ("Committee") charged with making recommendations to the City Council for the use of the Measure P and M tax revenue. The Committee is charged with:

1. Receiving information from City staff on the receipt of revenues and the expenditures of funds from Measure M,
2. Providing recommendations to the City Council on the future use of Measure M revenues,
3. Producing an annual report that records the results of its recommendations for expenditure of the revenue generated from the tax, and
4. Presenting this report to the City Council at a public meeting making it part of the public record.

The Committee is represented by two representatives from the Chamber of Commerce and three current members of the City's Community Advisory Commission ("CAC"). Committee Members must be a Pittsburg resident and registered voter. Members serve two-year terms.

The Committee consists of the following:

Chamber of Commerce Representatives - Nancy Hairsine and Wolfgang Croskey

CAC Representatives – Greg Logaburn, Patt Young and Veronica Pope

The Committee met to review the current uses of the Measure funds in FY 2018-19 and to recommend future uses to the revenues generated for FY 2019-20.

Oversight Committee Findings

The Committee reviewed the current year to date (FY 2018-19 through 5/1/2019) receipts and uses and found their uses to be in compliance with the requirements of the ballot.

The Committee plans on meeting in the fall of 2019 to review the final revenues and expenditures for FY 2018-19 and again in the spring of 2020 to make budget recommendations for the FY 2020-21.

Recommended Uses for FY 2019-20

As described in the ballot, the specific services noted are Public Safety, Senior Center operations, Economic Development and Youth/City services. To adhere to the intent of Measure M, as part of the upcoming budget the subcommittee proposed the following percentages be allocated for FY 2019-20. Below is a table, which shows prior and proposed uses for Measures funds:

	Public Safety -		Senior		Economic								Total
	Police	%	Center	%	Dev	%	Youth	%	Streets	%			
FY 2012/13 Actuals	2,143,082	86.00%	299,035	12.00%	49,839	2.00%							2,491,956
FY 2013/14 Actuals	3,099,204	86.00%	432,447	12.00%	72,074	2.00%							3,603,725
FY 2014/15 Actuals	3,647,341	89.00%	327,851	8.00%	122,944	3.00%							4,098,136
FY 2015/16 Actuals	3,687,655	89.00%	331,475	8.00%	124,303	3.00%							4,143,433
FY 2016/17 Actuals	3,823,357	89.00%	343,673	8.00%	128,877	3.00%							4,295,907
FY 2017/18 Actuals	3,593,325	86.47%	332,434	8.00%	124,662	3.00%	80,000	2%	25,000	1%			4,155,421
FY 2018/19 Budget	4,067,380	85.75%	379,464	8.00%	130,441	2.75%	83,008	1.75%	83,008	1.75%			4,743,301
FY 2019/20 Recommended Budget	4,165,306	85.750%	388,600	8.00%	133,581	2.75%	85,006	1.75%	85,006	1.75%			4,857,499

At the May 7, 2019 Committee meeting, the committee submitted the following rationales for the proposed allocation:

Public Safety – The Subcommittee recommends maintaining the 85.75% allocation of the Measure M revenue to provide public safety throughout the City. This level of funding provides reassurance to the residents and businesses of Pittsburg and reflects the City Council’s priority to fund Public Safety while keeping Pittsburg’s crime rates low. These levels of funding provide the Police Department the ability to:

- (1) Maintain current staffing levels,

5/20/2019

- (2) Continue the work of the Narcotics Division,
- (3) Commit resources to identification and investigation of human trafficking,
- (4) Continue to use Community Service Specialists to provide support to Police Officers including handling bookings of arrestees,
- (5) Track illegal gun ownership, and
- (6) Continue the Violent Crime and Gang Suppression enforcement activities.

Senior Center – The proposed allocation of eight percent (8.00%) of Measure M revenues will provide funding to be used toward the operating budget for the Senior Center. Activity fees, rental income and donations cover the balance of the annual costs. Maintaining and operating the Senior Center was specifically identified in the Measure M ballot language. This funding will maintain existing staffing levels providing similar activities and programing as previously provided at the Senior Center.

Economic Development – The proposed allocation of 2.75% of Measure M revenues to Economic Development provides the ability to fund the Future Build job training program, provide permit fee waivers to reduce blighted properties, and to fund the staffing of business attraction and retention activities throughout the City.

Youth Programs – The proposed allocation of 1.75% of Measure M will be used for youth programs.

Streets Program – The proposed allocation of 1.75% will be used for minor road repairs.



May 20, 2019

To: City Council

From: Measure M Oversight Committee

Re: Measure M Fund usage for FY 2018-19 year to date and recommendations for FY 19-20

We the members of the Measure M Oversight Committee have reviewed both the revenues generated and the expenditures of Measure M funds by the City of Pittsburgh for the current revenues and expenses for the current fiscal year through May 1, 2019 (FY 2018-19). We find the City has met the requirements and is following the allowed expenditures as established by the ballot presented to the voters for the original Measures.

We have reviewed and recommend making the allocation of initially budgeted Measure M Sales and Use Taxes per the attached report.

The Committee will meet again to review the results of the fiscal year 2018-19 Measures revenues and expenditures in the fall of 2019. After this review, the Committee will once again report our findings and any recommendations we may have at that point, if warranted.

Respectfully,

A handwritten signature in black ink, which appears to read "Nancy Hairsine". The signature is fluid and cursive.

Nancy Hairsine, Chairperson

Greg Logaburn, Member

Nancy Hairsine, Member

Patt Young, Member

Veronica Pope, Member

Wolfgang Croskey, Member

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

DATE: May 6, 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)

A Workshop reviewing *Emerging Housing Legislation and Policy* was held at 6:00 P.M.

Mayor Banales called the meeting of the City Council to order at 7:01 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, CA after convening at 5:32 P.M. for the following Closed Session:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Section 54956.8:

Property: 1000 Center Drive (086-100-037); Successor/City Negotiators: Garrett Evans, Maria Aliotti; Negotiating Parties: Meadow Creek Group LLC; Under negotiation: Price and terms of payment

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

2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Section 54956.9):

Larry R. Reasoner v. City of Pittsburg et al., United States District Court Northern District of California case no. 3:18-cv-07674TSH

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

ROLL CALL

All Members were present.

PLEDGE OF ALLEGIANCE

Chief Addington led the Pledge of Allegiance.

PROCLAMATIONS

3. Bike to Work Day

Bruce Ohlson received the proclamation on behalf of the Bay Area bicycling community.

CITY MANAGER'S REMARKS

Assistant City Manager McKinley announced upcoming events.

CITIZENS REMARKS

Wolfgang Croskey, Pittsburg announced ceremonies for the opening of the Bank Building on Railroad Avenue. The first will involve a mock bank robbery scenario and the second will be a lunch hour ribbon-cutting ceremony.

Robert Bussey, Pittsburg, spoke about safety in the Harbor Lights subdivision and asked how the City could help the situation.

Yolanda Collier, Pittsburg, also noted reckless driving, donuts, trash dumping, inadequate lighting and lack of sidewalks in the Harbor Lights neighborhood.

Mark Linde, Pittsburg, requested the Council consider updating the smoking ordinance, particularly surrounding flavored vaping catering to children.

PUBLIC HEARING

4. Adoption of a City Council Resolution Adopting a Mitigated Negative Declaration and Authorizing Execution of a Mutual Release Agreement Upon Satisfactory Completion of the Pittsburg Marine Terminal Deconstruction Project

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 adopt and carried unanimously.

5. Adoption of an Urgency Ordinance Making Findings and Establishing a Temporary Moratorium on the Commercial Use, Cultivation, Manufacturing, and Sale of Raw Hemp

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

On Motion by Member Craft, seconded by Vice-Mayor Killings to adopt and carried unanimously.

CONSIDERATION

6. Adoption of a Minute Order Approving City Goals and Priorities for Fiscal Year 2019-20

Wolfgang Croskey, Pittsburg, recommended a “dashboard” to ensure measurement of goals.

On Motion by Vice-Mayor Killings, seconded by Member White to adopt with the addition of a goal to create a dashboard to measure goals and carried unanimously.

7. Adoption of a City Council Resolution to Allocate Funds and Accept an OBAG-2 Grant, PBTF Grant, and TDA Grant for Design and Construction of Contract 2018-03, BART Pedestrian and Bicycle Connectivity Project

Bruce Ohlson, Pittsburg, was pleased that staff was able to secure the largest grant received in any category and it was for the bicycle community.

Robert Bussey, Pittsburg, inquired whether Railroad Avenue would be widened or only a new bike lane redesign.

Mohammed Osman, Pittsburg, noted safety concerns for the bike lane under the bridge coming out of Harbor Lights subdivision.

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

8. Adoption of a City Council Resolution Allocating Funding for Design and Bidding of Contract 2019-06, Montezuma Slough Pump Station Reconstruction Project

On Motion by Vice-Mayor Killings, seconded by Member White to adopt and carried unanimously.

CONFLICT OF INTEREST STATEMENT

There were no conflict of interest statements.

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

City Manager Evans noted Item 11 has a corrected Resolution which was presented at the dais.

On motion by Member Craft, seconded by Vice-Chair/Mayor Killings to adopt the

Consent Calendar without Item #17, and carried unanimously.

9. Minutes of April 2, 2019 and April 15, 2019

10. Adoption of a Pittsburg Power Company Resolution to Amend the “On-Call” General Engineering Support Services Contract with ConneXsys, Inc. to Increase the Contract Amount

11. Adoption of a Pittsburg Power Company Resolution Approving Utilization of Unspent Project Funds for the “Dockside Power Expansion Project”

12. Adoption of a City Council Resolution Approving a Request to the Metropolitan Transportation Commission (MTC) for the Allocation of FY 2019/20 Transportation Development Act (TDA) Article 3 Pedestrian/Bicycle Project Funding

13. Adoption of a City Council Resolution Approving Speed Humps on Hanlon Way

14. Adoption of a City Council Resolution Directing the Engineer of Work to Prepare and File an Annual Report for the Citywide Landscaping and Lighting Assessment District 88-01 for Fiscal Year 2019-2020

15. Adoption of a City Council Resolution Directing the Engineer of Work to Prepare and File an Annual Report for the Oakhills Landscaping and Lighting Assessment District 88-02 for Fiscal Year 2019-2020

16. Adoption of a City Council Resolution Approving the Final Map, Subdivision Improvement Agreement, and Improvement Plans for Subdivision 9453 Liberty Subdivision

18. Adoption of a City Council Resolution Supporting a Joint Contra Costa County Housing Policy Framework for Emerging Housing Legislation

The following item was considered separately:

17. Adoption of a City Council Resolution to Authorize and Execute an Agreement with The 100 Companies LLC for the East Bay 100

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

COUNCIL MEMBER REPORTS AND REMARKS

Member White attended the Civic Pride Day event and the Tacos, Tequila and Cerveza festival.

Member Scales-Preston attended Civic Pride Day, the Tacos, Tequila and Cerveza festival, and the Tip-A-Cop fundraiser for Special Olympics at Chili's.

Mayor Banales attended the Future Build Graduation, the Tacos, Tequila and Cerveza festival, and the Tip-A-Cop fundraiser for Special Olympics at Chili's.

ADJOURNMENT

The City Council meeting was adjourned at 8:34 P.M. to May 20, 2019.

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: Receive and File the Treasurer's Report for the Quarter Ending March 31, 2019

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

Attached is the Treasurer's Report for the fiscal quarter ending March 31, 2019, which includes the combined detailed information of the City and the Successor Agency's (Agency) investments, which are compliant with the City's and Agency's Investment Policies.

FISCAL IMPACT

Net investment income for the quarter was \$760,220, which includes regular earnings and market value adjustments as required by Governmental Accounting Standards Board Statement Number 31.

The City's and Agency's expenditure requirements for the next six months are covered by anticipated revenues from operations and maturing investments.

RECOMMENDATION

City Council accepts the Treasurer's Report for the quarter ending March 31, 2019 for information purposes only.

BACKGROUND

Each fiscal quarter, an Investment Summary Report is required to be provided, by policy, to the City Council for review.

SUBCOMMITTEE FINDINGS

This item not presented to a subcommittee.

STAFF ANALYSIS

The City's objectives in order of priority, are to provide safety, ensure the preservation of capital, provide sufficient liquidity for cash needs and earn a competitive rate of return (yield) within the confines of the California Government Code and the investment policy. Chandler Asset Management is responsible for managing investments in accordance with the City's investment policy. All portfolio holdings were held with investment grade securities.

The City and the Agency's investment portfolio market value increased by \$12.7 million during the third quarter of FY 2018-19. This change was due to: 1.) receiving \$14.7 million Successor Agency debt service prefunding; and 2.) net normal operating expenses of \$2.0 million.

Total City and Successor Agency Investments

Description	Market Value	Market Value	Variance
	12/31/2018	3/31/2019	
<u>Cash & Investments:</u>			
City Managed	31,838,481	44,392,287	12,553,806
Advisor Managed	81,048,522	81,173,942	125,420
Total	112,887,003	125,566,229	12,679,226

The advisor-managed funds comprise operating funds managed in two separate accounts (Liquidity Portfolio and Core Portfolio), as well as a number of bond-related funds. The City's advisor works to achieve the City's objectives by investing in high quality fixed income securities consistent with the City's investment policy and California Government Code.

The Liquidity Portfolio is designed to provide funds for the City to meet day-to-day cash needs. Its return objective is to enhance interest income as measured by yield to maturity. Yield to maturity reflects the interest income the portfolio is expected to receive for the next twelve months assuming the portfolio experiences no changes in its current asset holdings. As of quarter-end, the average yield to maturity of the Liquidity Portfolio was 2.49%.

The Core Portfolio represents the City's cash reserves. Its return objective is to enhance both interest income and principal value as measured by total return. Total return reflects the value added to the portfolio for a period of time from interest income, realized gains and losses, as well as unrealized gains and losses. As of quarter-end, the three-month total return of the Core Portfolio was 1.24%. This compares favorably against the City's performance benchmark, the Intercontinental Exchange Bank of America/Merrill Lynch (ICE BAML) 1-3 Year U.S. Treasury/Agency Index, which returned 0.98% for the same period. Since inception (7/31/2018), the portfolio's total return through quarter end is 2.71% versus the benchmark return of 2.49% for the same period.

Governmental Accounting Standards Board Statement 31 requires the City to recognize the fair market value of its investments at the end of each fiscal year. The market values of investments included in this report were obtained from the State Controller's office for Local Agency Investment Fund (LAIF), and from the City's registered investment advisor and bond trustees for longer-term investments. Market values change on a daily basis. The change in market value is considered temporary in nature, as the City mostly holds its investments until maturity, when they can be redeemed at par value.

Attached is the Chandler Asset Management (CAM) Investment Report detailing an economic update, account profile and investment activity for the quarter ending March 31, 2019.

ATTACHMENTS:

Letter from City Treasurer

Investment Report by Chandler Asset Management

Report Prepared By: Priscilla Wong-O'Rourke – Accountant

Report Reviewed By: Laura Mendez, Finance Manager - Reporting

Brad Farmer, Director of Finance

City of Pittsburg

Period Ending March 31, 2019

CHANDLER ASSET MANAGEMENT, INC. | 800.317.4747 | www.chandlerasset.com

SECTION 1	Account Profile
SECTION 2	Consolidated Information
SECTION 3	Portfolio Holdings
SECTION 4	Transactions

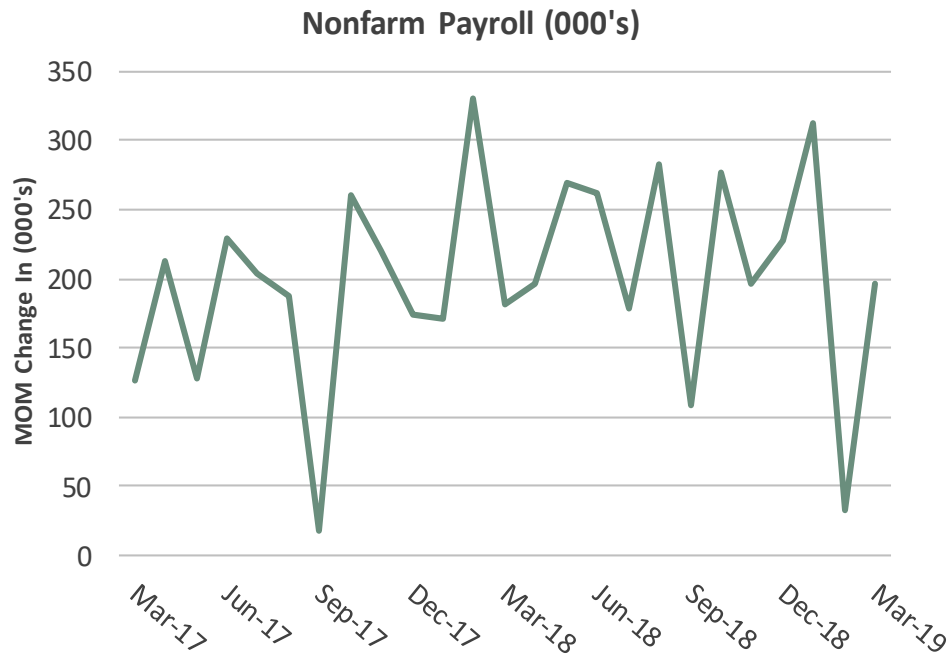


Section 1 | Economic Update

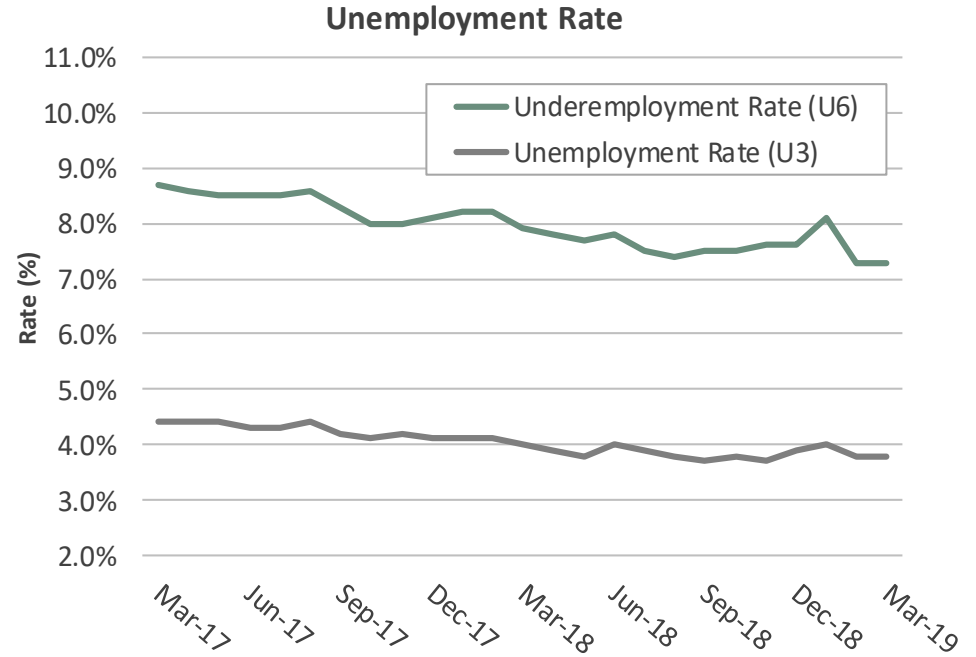
Economic Update

- The Federal Open Market Committee kept the target fed funds rate unchanged in March at a range of 2.25%-2.50%. However, the Fed's economic projections, along with the tone of the policy statement and the Fed Chair's press conference, were more dovish than expected. The Fed's median forecast now calls for a target fed funds rate of 2.4% at year-end, which implies that there will be no further rate hikes this year. The Fed is projecting one rate hike in 2020 (to an effective rate of 2.6%) and then expects to keep policy on hold in 2021. The Fed's longer-run fed funds rate target is still 2.8%. This implies that the Fed intends to keep the target fed funds rate below the neutral rate for the foreseeable future. Furthermore, the Fed announced that they will begin slowing down the reduction of their balance sheet and conclude their balance sheet reduction program at the end of September 2019. This will leave the Fed with a larger balance sheet (slightly higher than \$3.5 trillion) than they originally expected.
- Domestic and global economic growth has slowed and inflation pressures remain muted. However, the labor market remains a bright spot in the US economy. We believe some of the factors hindering current economic growth (trade disputes, recent government shutdown, Brexit uncertainty) may be somewhat transitory. While economic growth is likely to remain under pressure over the near-term, we believe a strong labor market coupled with an increasingly dovish Fed may lead to better than expected economic growth later this year. Overall, the economy is expected to grow 2.0%-2.5% this year versus 2.9% in 2018.
- The yield curve inverted in March with the 10-year Treasury yield temporarily falling below the 3-month T-bill yield. At month-end, the 3-month T-bill yield was down 5 basis points to 2.38%, the 2-year Treasury yield was down about 25 basis points to 2.26%, and the 10-year Treasury yield was down 31 basis points to 2.41%. The spread between 2- and 10-year Treasury yields was less than 15 basis points at March month-end. An inversion of the yield curve in which the 10-year Treasury yield is lower than the 3-month T-bill is generally viewed as a powerful predictive signal of an upcoming recession. However, our 6-month economic forecast does not call for a recession.

Employment



Source: US Department of Labor

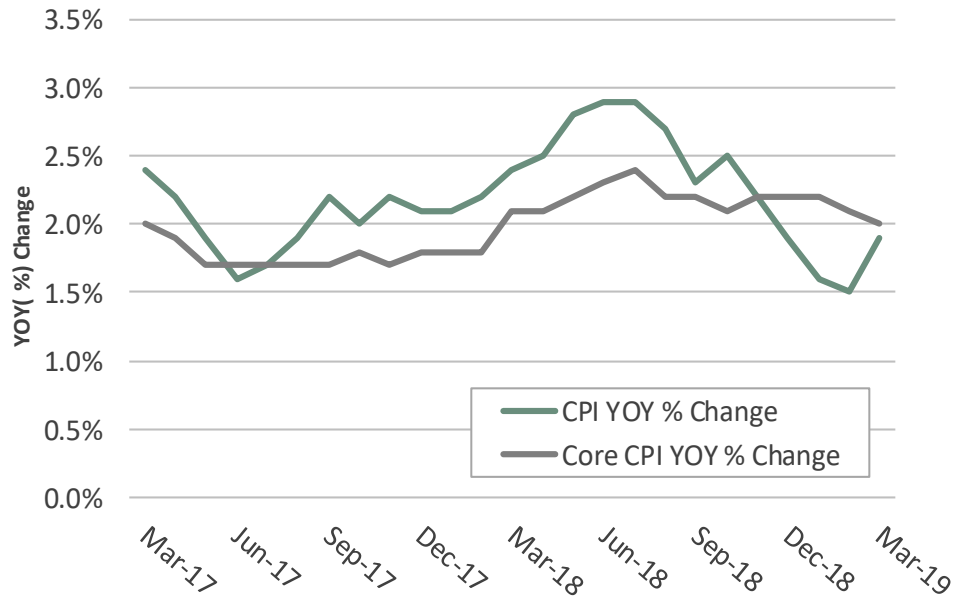


Source: US Department of Labor

U.S. payrolls rose by 196,000 in March, exceeding the consensus forecast of 177,000. February payrolls were revised up modestly to 33,000 from 20,000. On a trailing 3-month and 6-month basis payrolls increased an average of 180,000 and 207,000 per month, respectively. The unemployment rate was unchanged at 3.8% in March, as expected. A broader measure of unemployment called the U-6, which includes those who are marginally attached to the labor force and employed part time for economic reasons, was also unchanged at 7.3%. The labor participation rate edged down to 63.0% from 63.2%. The weakest aspect of the employment report was wages which rose just 0.1% in March (slightly below expectations of 0.2%), following a 0.4% increase in February. On a year-over-year basis, wages were up 3.2% in March, versus up 3.4% in February.

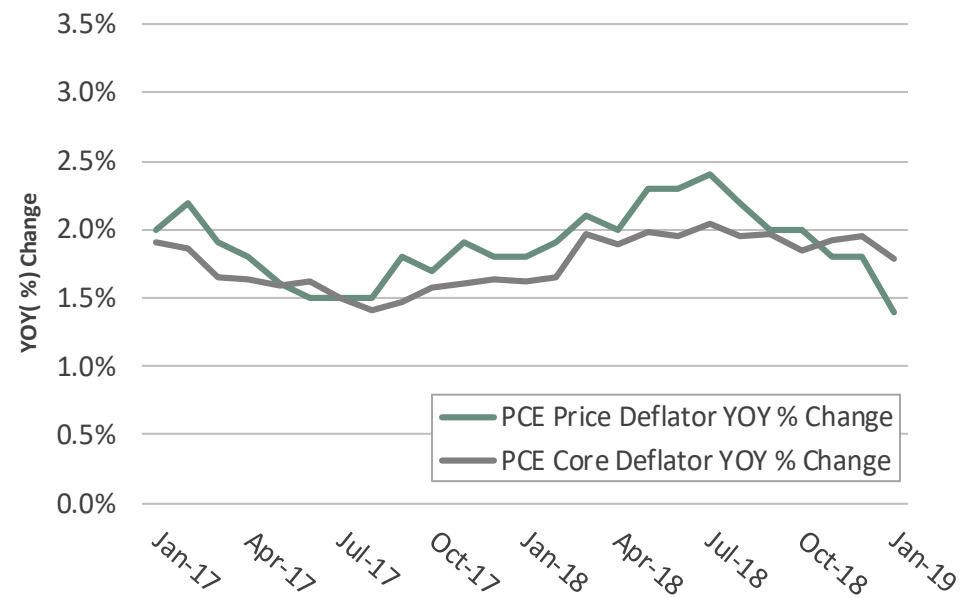
Inflation

Consumer Price Index (CPI)



Source: US Department of Labor

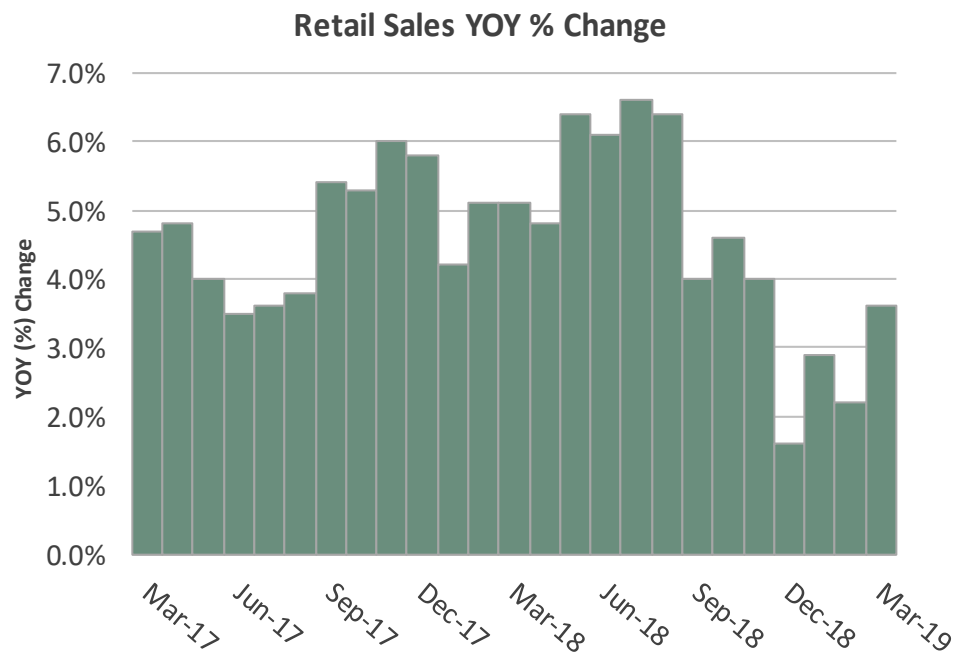
Personal Consumption Expenditures (PCE)



Source: US Department of Commerce

Headline inflation picked up in March fueled by higher energy prices, but core data remains at or slightly below the Fed's target. The Consumer Price Index (CPI) was up 1.9% year-over-year in March, versus up 1.5% year-over-year in February. Core CPI (CPI less food and energy) was up 2.0% year-over-year in March, versus up 2.1% year-over-year in February. The Personal Consumption Expenditures (PCE) index was up just 1.4% year-over-year in January, versus up 1.8% year-over-year in December. Core PCE eased to 1.8% year-over-year in January from 2.0% in December, falling below the Fed's 2.0% inflation target.

Consumer



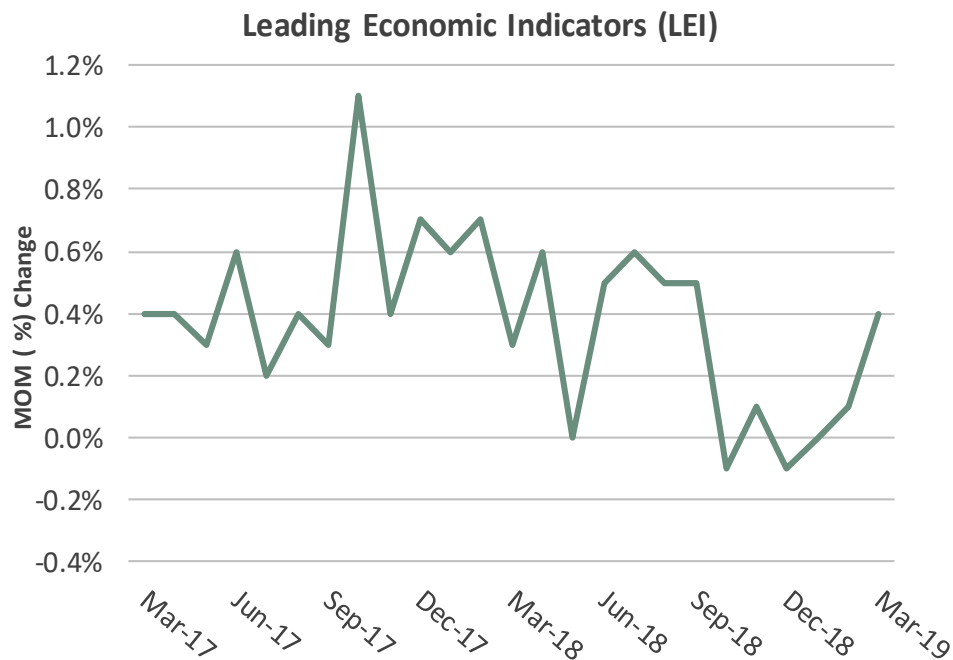
Source: US Department of Commerce



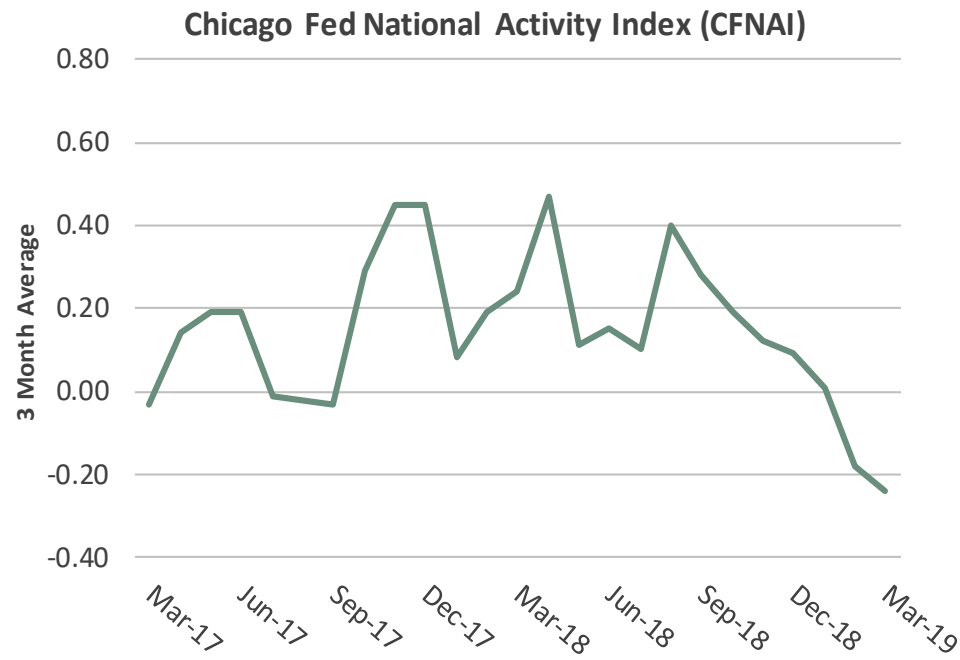
Source: The Conference Board

Consumer spending accelerated in March. On a year-over-year basis, retail sales were up 3.6% in March, versus up 2.2% year-over-year in February. On a month-over-month basis, retail sales jumped 1.6% in March, exceeding expectations for 0.8% growth, following a 0.2% decline in February. Excluding autos and gas, retail sales grew 0.9% in March, month-over-month, above the 0.4% growth expectation. The Consumer Confidence Index eased to 124.1 in March from a very strong level of 131.4 in February, missing expectations. Consumers were less upbeat about the labor market in the latest survey, potentially because of the weak headline non-farm payrolls report in February.

Economic Activity



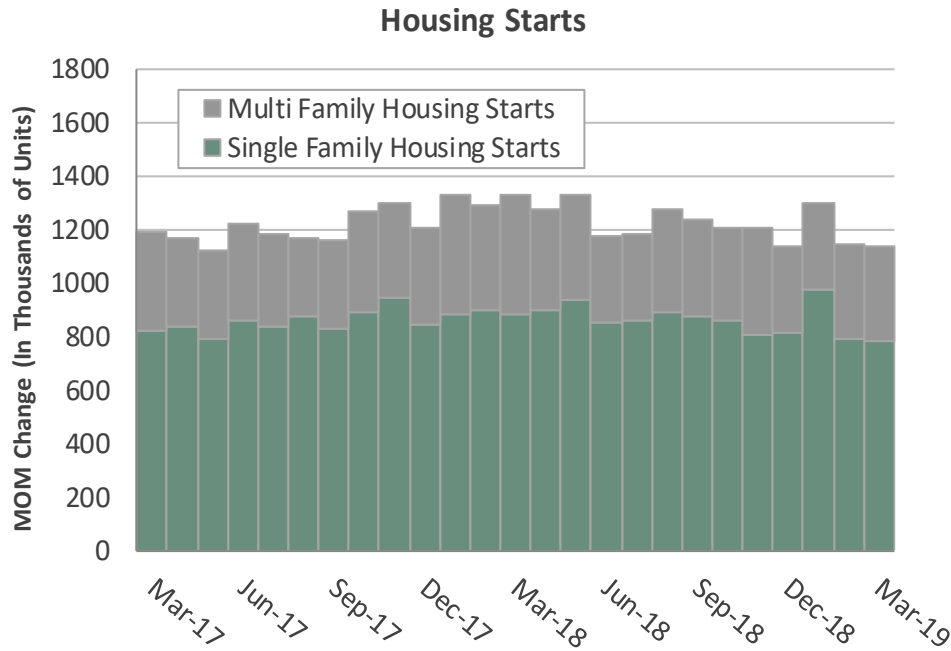
Source: The Conference Board



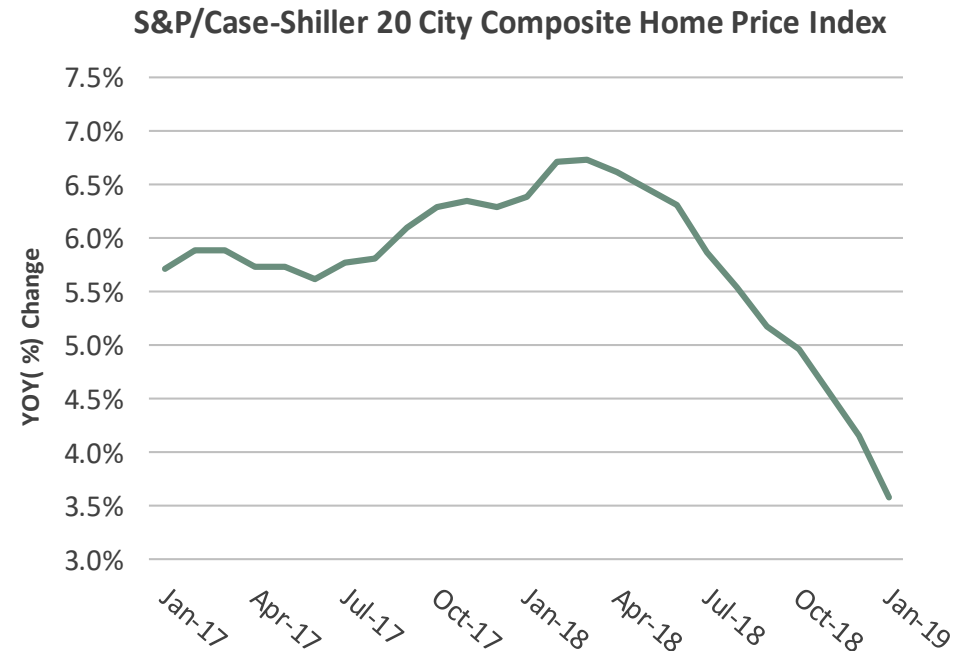
Source: Federal Reserve Bank of Chicago

The Leading Economic Index (LEI) rose 0.4% in March, on a month-over-month basis, following a 0.1% increase in February. The Conference Board believes that the economy will continue to grow but the pace of growth is likely to decelerate toward 2% by year-end. The Chicago Fed National Activity Index (CFNAI) remained negative at -0.15 in March versus -0.31 in February. On a 3-month moving average basis, the index declined to -0.24 from -0.18. The CFNAI suggests that the economy is slowing but is not indicative of a recession. Periods of economic contraction have historically been associated with values below -0.70 on a 3-month moving average basis.

Housing



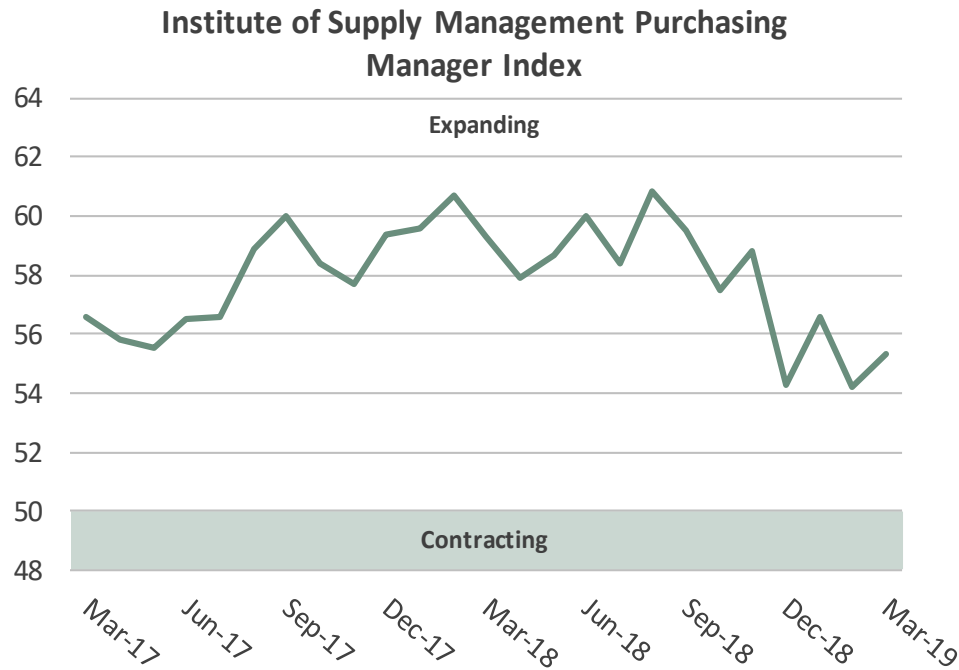
Source: US Department of Commerce



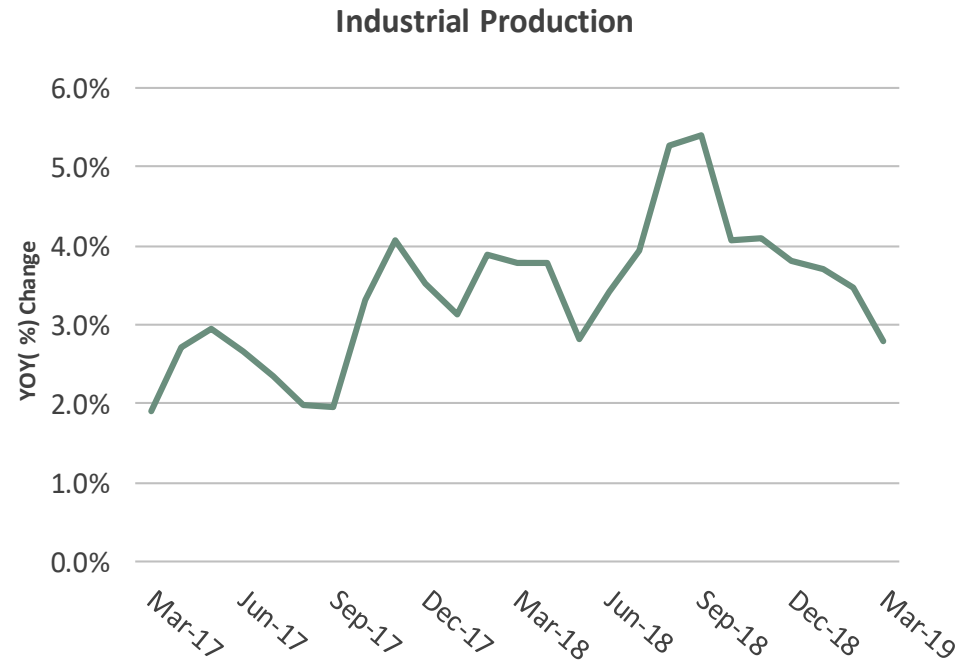
Source: S&P

In March, total housing starts were much weaker than expected, roughly flat with the prior month at a 1.139 million annualized rate. Multi-family starts came in at an annualized rate of 354,000, and single-family starts came in at an annualized rate of 785,000. Year-over-year, total housing starts were down 14.2% in March. According to the Case-Shiller 20-City home price index, home prices were up just 3.6% year-over-year in January, versus up 4.1% in December. Home price appreciation has slowed over the past year.

Manufacturing



Source: Institute for Supply Management



Source: Federal Reserve

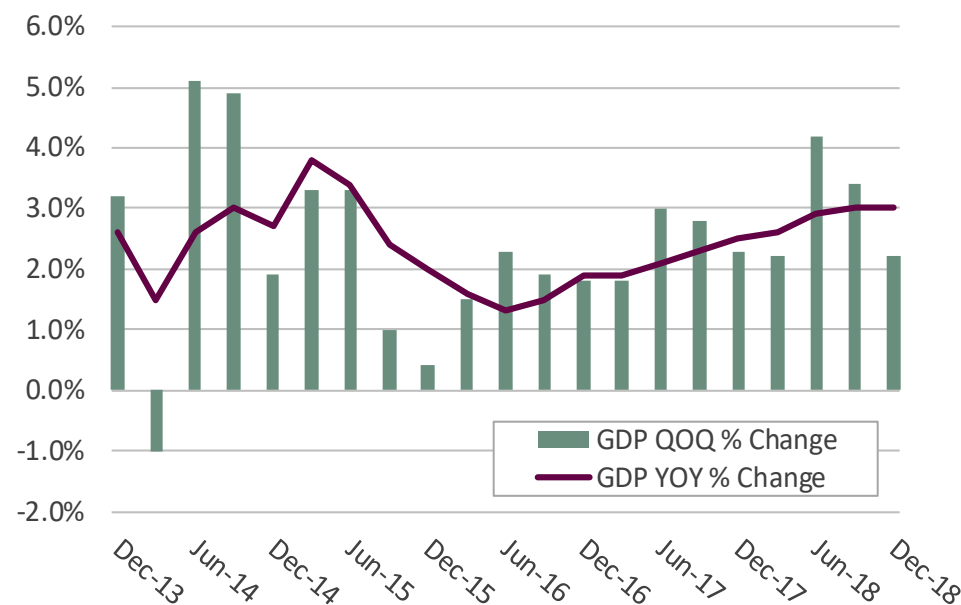
The Institute for Supply Management (ISM) manufacturing index increased to 55.3 in March from 54.2 in February. A reading above 50.0 suggests the manufacturing sector is expanding. The Industrial Production index was up 2.8% year-over-year in March versus up 3.5% year-over-year in February. On a month-over-month basis, the manufacturing component of the index was flat in March versus expectations for a 0.3% gain, following a 0.3% decrease in February. Capacity Utilization declined to 78.8% in March from 79.0% in February, and remains below the long-run average of 79.8% indicating there is still excess capacity for growth.

Gross Domestic Product (GDP)

Components of GDP	3/18	6/18	9/18	12/18
Personal Consumption Expenditures	0.4%	2.6%	2.4%	1.7%
Gross Private Domestic Investment	1.6%	-0.1%	2.5%	0.7%
Net Exports and Imports	0.0%	1.2%	-2.0%	-0.1%
Federal Government Expenditures	0.2%	0.2%	0.2%	0.1%
State and Local (Consumption and Gross Investment)	0.1%	0.2%	0.2%	-0.1%
Total	2.2%	4.2%	3.4%	2.2%

Source: US Department of Commerce

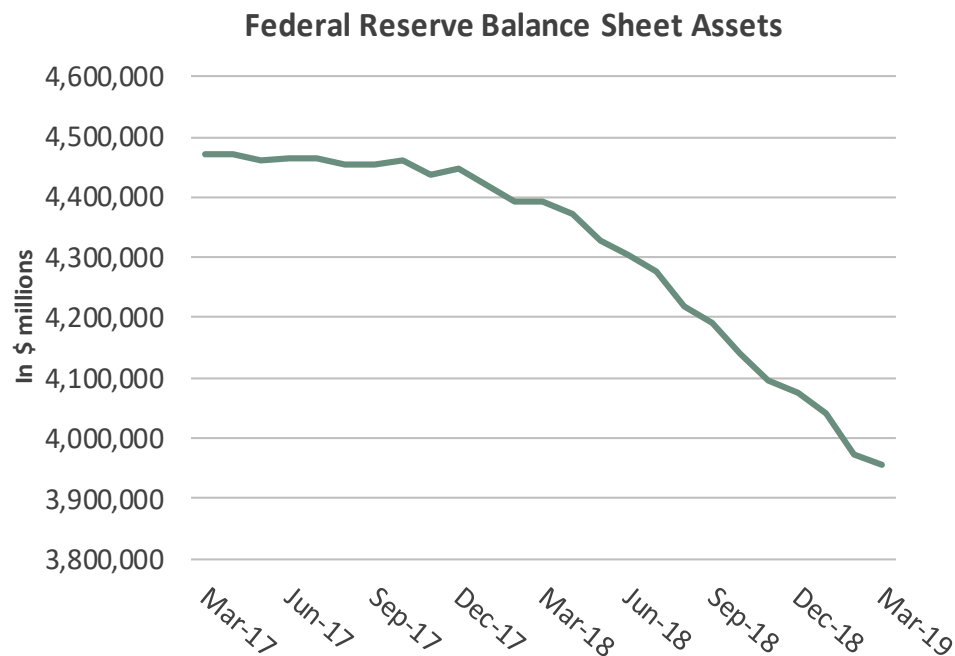
Gross Domestic Product (GDP)



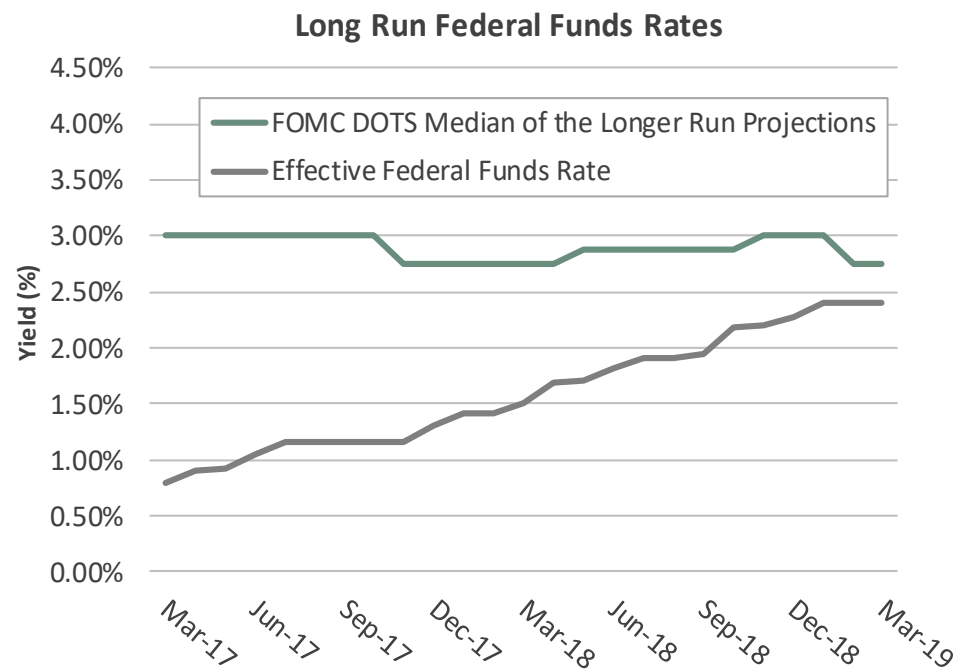
Source: US Department of Commerce

Fourth quarter GDP growth was revised down as expected to an annualized rate of 2.2%, from the advance estimate of 2.6%. This follows GDP growth of 3.4% in the third quarter and 4.2% in the second quarter. Although consumer spending was less robust than the previous two quarters, it continued to fuel overall economic growth in the fourth quarter. The consensus estimate for first quarter 2019 GDP growth is just 1.8%. The consensus forecast for growth in the current quarter is 2.5%. Overall, GDP growth is expected to slow this year to 2.0%-2.5% from 2.9% last year.

Federal Reserve



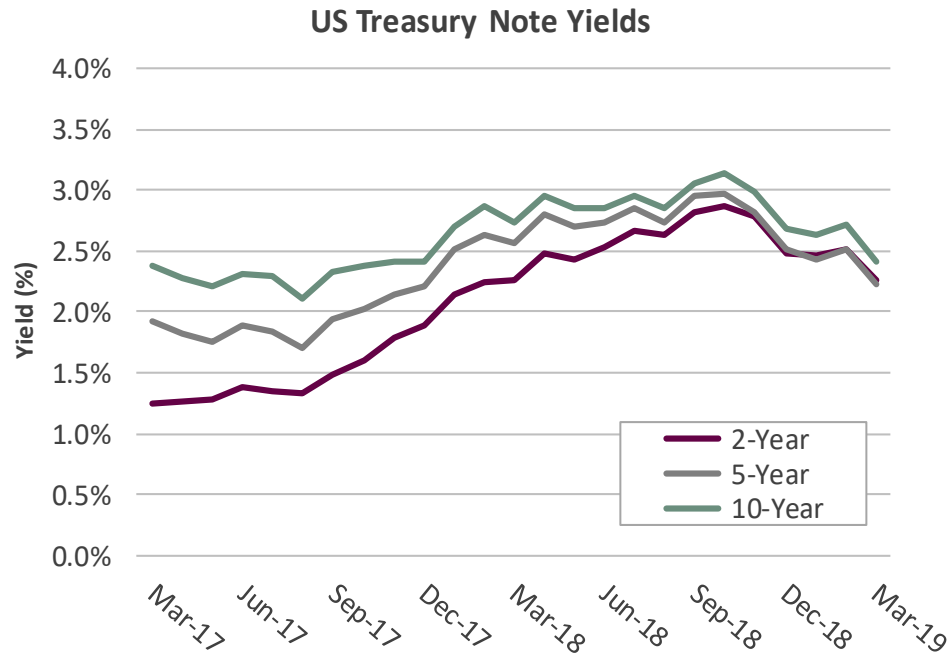
Source: Federal Reserve



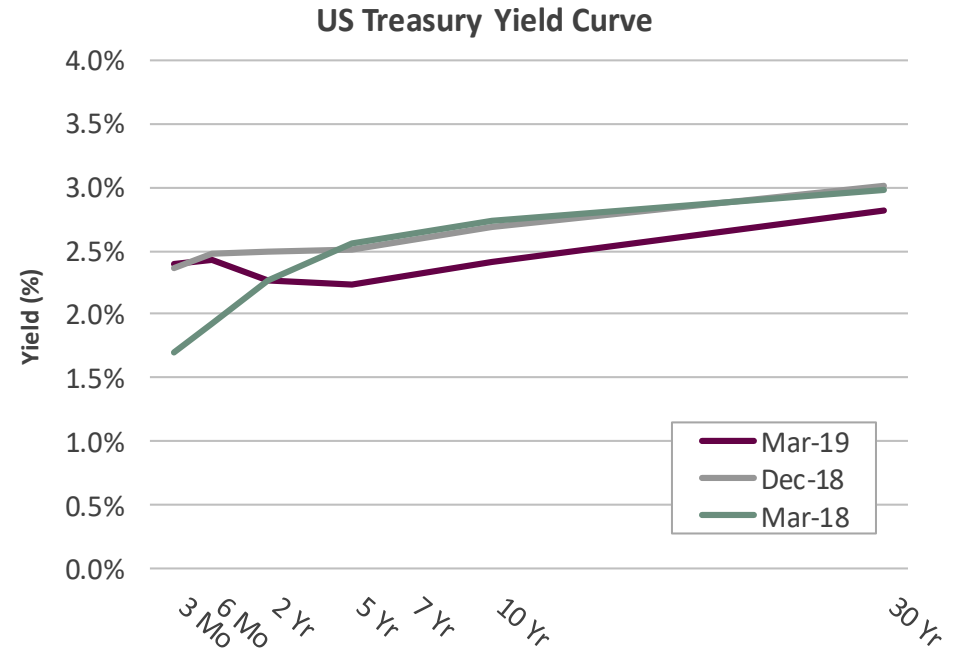
Source: Bloomberg

The Fed signaled that it plans to keep the federal funds target rate unchanged at a range of 2.25%-2.50% for the near-term. The Fed's long-run median federal funds rate target is 2.8%. The Fed has been normalizing the size of its balance sheet since October 2017, by allowing a specified amount of Treasury, mortgage-backed, and agency securities to roll off each month. In March 2019, the Fed announced plans to begin slowing down the reduction of their balance sheet and conclude their balance sheet reduction program at the end of September 2019. This will leave the Fed with a larger balance sheet (slightly higher than \$3.5 trillion) than they originally expected.

Bond Yields



Source: Bloomberg



Source: Bloomberg

On a year-over-year basis at the end of March, the Treasury yield curve flattened with short-term rates higher and long-term rates lower on a year-over-year basis. The yield on 3-month T-bills rose nearly 70 basis points year-over-year, 2-Year Treasury yields were essentially flat, and the yield on 10-Year Treasuries declined more than 33 basis points. The spread between 2-Year and 10-year Treasury yields narrowed from 47 basis points to less than 15 basis points, year-over-year. Rate hikes by the Federal Reserve have put upward pressure on shorter-term rates, while slower global economic growth, subdued inflation expectations, and a flight to quality have put downward pressure on longer-term rates.

Section 2 | Account Profile

Investment Objectives

The investment objectives for the City of Pittsburgh, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs and a market rate of return consistent with the investment program.

Chandler Asset Management Performance Objective

The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark index.

Strategy

In order to achieve these objectives, the portfolio invests in high quality fixed income securities consistent with the City's investment policy and California Government Code.

City of Pittsburgh Managed Consolidated

This portfolio is a consolidation of assets managed by Chandler Asset Management. Assets managed by Chandler Asset Management are in full compliance with state law and Client's investment policy. Chandler relies on City to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
Treasury Issues	No limit	Complies
Agency Issues	No limit	Complies
Supranationals	"AA" rated or one of the two highest rating categories by a NRSRO; 30% maximum; 5% max per issuer; USD denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by IBRD, IFC, IADB	Complies
Municipal Obligations	"A" rated or one of the top three rating categories by a NRSRO; 30% maximum; 5% max per issuer	Complies
Banker's Acceptances	"A-1" rated or highest short-term rating category by a NRSRO; 40% maximum; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" rated or higher by a NRSRO; "A" long-term rated issuer or higher by a NRSRO, if any; 25% maximum; 5% max per issuer; 270 days max maturity; Issuer is a corporation organized and operating in the U.S. with assets >\$500 million; 10% max of the outstanding commercial paper of any single issuer.	Complies
Negotiable Certificates of Deposit (NCD)	AA- rated or one of the two highest rating categories by a NRSRO; 30% maximum; 5% max per issuer; Issued by nationally or state-chartered bank, a savings association or federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank.	Complies
Time Deposits/Certificates of Deposit (CD)	"A" rated or one of the three highest rating categories by a NRSRO; 30% maximum; 5% max per issuer; 1 year max maturity; FDIC insured or fully collateralized in financial institutions located in California, including US branches of foreign banks licensed to do business in California	Complies
Corporate Medium Term Notes	"A" rated or one of the three highest categories by a NRSRO; 30% maximum; 5% max per issuer; Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Asset-Backed (ABS), Mortgage-Backed Securities; Pass-Throughs, CMOs	"AA" rated or one of the two highest rating categories by a NRSRO; "A" rated issuer or one of two highest rating categories by a NRSRO; 20% maximum; 5% max per issuer	Complies
Money Market Mutual Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered adviser with AUM >\$500 million and experience greater than 5 years; 20% maximum; 10% max per fund	Complies
Local Agency Investment Fund (LAIF)	\$50 million maximum; Not used by IA	Complies
California Asset Management Program (CAMP)	pursuant to CGC 53601; Not used by IA	Complies
Repurchase Agreements	"A" rated or one of the three highest categories by two NRSROs; 15% maximum; 5% max per issuer; 90 days max maturity; 102% collateralized; Not used by IA	Complies
Prohibited	Common stocks, Futures contracts, Options, Inverse floaters, Range notes, Mortgage derived Interest-only strips, Zero interest accrual securities, Any purchase of any security not listed in Section 8-Eligible Investments of the Investment Policy, unless approved by the City Council	Complies
Max Per Fund	10% per fund, with the exception of US Treasuries, Federal Agencies, and authorized pools	Complies
Max Per Issuer	5% of portfolio per issuer, with the exception of US Treasuries, Federal Agencies, and authorized pools	Complies
Diversification	With the exception of US Treasury securities, Federal Agency securities, and authorized pools, no more than 30% of the total portfolio, and less where stated, will be invested in a single security type with no more than 5% invested with a single issuer.	Complies
Maximum maturity	5 years	Complies

City of Pittsburgh Account Structure

As of March 31, 2019

	Original Cost	Market Value	% of Portfolio
Funds Managed Internally			
Cash Equivalents	8,051,813.33	8,051,813.33	6.4%
Investment Pools	21,799,901.71	21,803,105.29	17.4%
Additional Bonded Debt Funds	14,537,368.16	14,537,368.16	11.6%
Total	44,389,083.20	44,392,286.78	35.4%
Funds Managed by City's Investment Advisor			
Operating Funds	61,410,993.16	61,446,661.21	48.9%
Bond Managed Reserve	19,663,284.04	19,727,281.01	15.7%
Total	81,074,277.20	81,173,942.22	64.6%
Total City Funds	125,463,360.40	125,566,229.00	100.0%

City of Pittsburgh Sector Allocation

As of March 31, 2019

Security Type	Original Cost	Market Value	% of Portfolio	Average Maturity	Average Yield
Operating Funds					
Cash Equivalents ¹	8,051,813.33	8,051,813.33	8.8%	1	N/A
Money Market Funds	2,425,552.83	2,425,552.83	2.7%	1	2.02%
Investment Pools ²	21,799,901.71	21,803,105.29	23.9%	1	N/A
Total Liquidity	32,277,267.87	32,280,471.45	35.4%	1	2.26%
U.S. Treasury Notes	11,407,542.76	11,415,064.15	12.5%	876	2.20%
Federal Agency Securities	7,939,143.70	8,005,673.61	8.8%	752	2.66%
Negotiable Certificates of Deposit	9,489,829.40	9,479,827.67	10.4%	215	2.43%
Medium-Term Corporate Notes	13,450,281.45	13,368,932.09	14.6%	617	2.29%
Asset-Backed Securities	8,704,772.56	8,711,822.33	9.5%	942	2.18%
Commercial Paper	2,953,804.17	2,987,065.00	3.3%	62	2.68%
Supranationals	3,878,615.26	3,886,142.18	4.3%	635	2.07%
Collateralized Mortgage Obligations	636,430.03	636,840.60	0.7%	1,110	2.64%
Municipal Bonds	525,021.00	529,740.75	0.6%	734	2.80%
Total Securities	58,985,440.33	59,021,108.38	64.6%	648	2.34%
Total Operating Funds	91,262,708.20	91,301,579.83	100.0%	419	2.31%
Bonded Debt Funds					
Pittsburg Pension Bond	2,993,614.57	3,000,014.50	8.8%	47	2.29%
Pittsburg AD Auto Mall	319,324.00	320,004.82	0.9%	58	2.28%
Pittsburg AD Vista DM	736,071.75	737,671.14	2.2%	58	2.28%
Pittsburg 2011A PIFA AD Ser	1,511,080.09	1,514,365.32	4.4%	58	2.28%
Pittsburg 2011B PIFA AD Ser	227,655.59	228,141.89	0.7%	58	2.28%
Pitts Succ Ag RDA '99 TAB	470,087.92	471,780.63	1.4%	29	2.24%
Pitts Succ Ag RDA 14 TAR	12,457,411.42	12,502,754.31	36.5%	29	2.24%
Pitts Succ Ag RDA 06 HB	948,038.70	952,548.40	2.8%	29	4.55%
Additional Bonded Debt Funds ³	14,537,368.16	14,537,368.16	42.4%	N/A	N/A
Total Bonded Debt Funds	34,200,652.20	34,264,649.17	100.0%	36	2.36%
Total City Funds	125,463,360.40	125,566,229.00			

^{1, 2} Funds not managed by City's investment adviser. ³ Bonded Debt Funds not managed, nor tracked by City's investment adviser.

Portfolio Characteristics

As of March 31, 2019

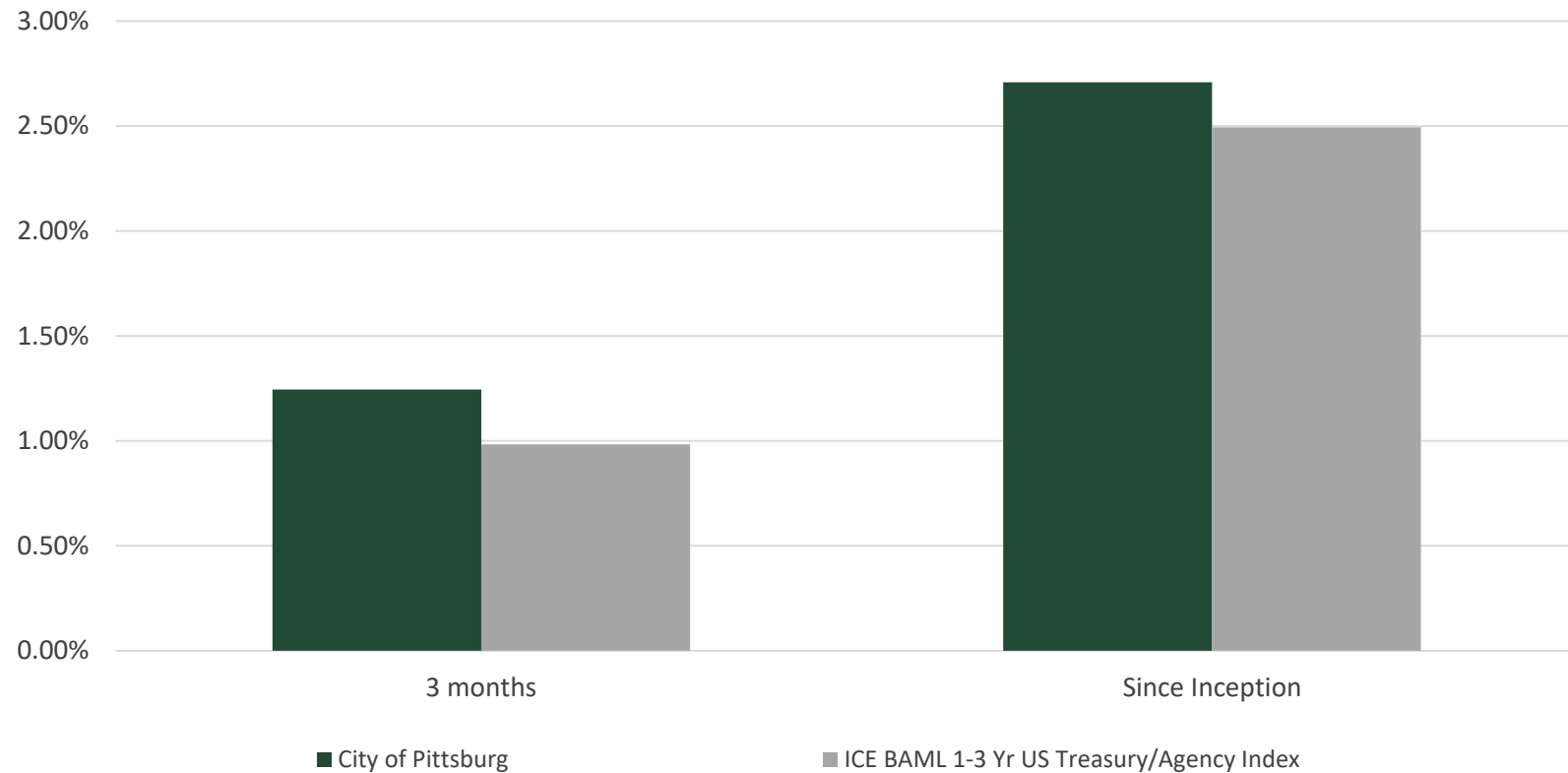
City of Pittsburgh Managed Consolidated

	3/31/2019 Portfolio	12/31/2018 Portfolio
Average Maturity (yrs)	1.71	1.80
Modified Duration	1.37	1.44
Average Purchase Yield	2.33%	2.30%
Average Market Yield	2.52%	2.76%
Average Quality*	AA/Aa1	AA/Aa2
Market Value**	61,446,661	60,735,790

*Portfolio is S&P and Moody's, respectively.

** Excludes accrued interest.

City of Pittsburgh Total Rate of Return Since Inception 07/31/2018



TOTAL RATE OF RETURN	Latest 3 months	Since Inception
City of Pittsburgh	1.24%	2.71%
ICE BAML 1-3 Yr US Treasury/Agency Index	0.98%	2.49%

Total rate of return: A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.

Portfolio Characteristics

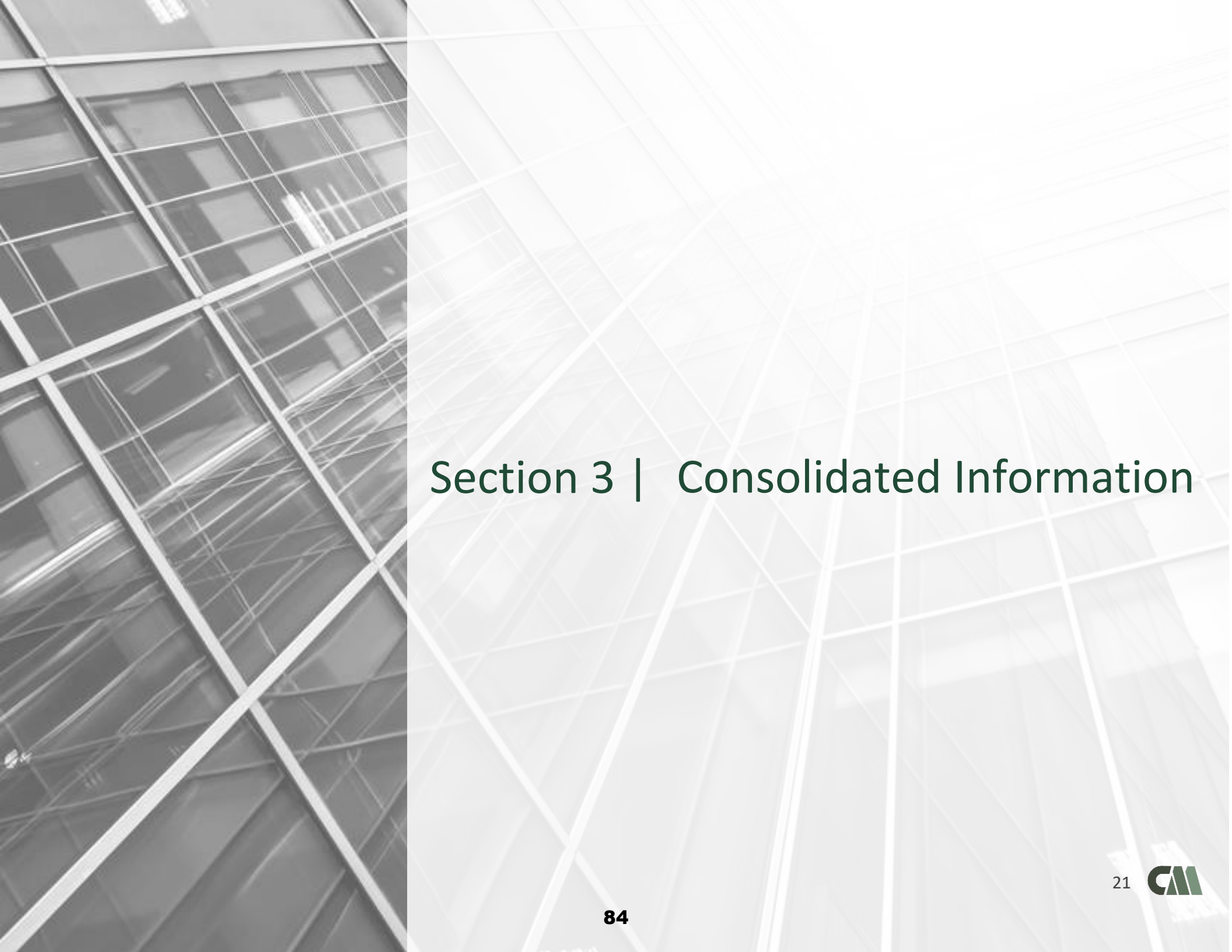
As of March 31, 2019

City of Pittsburgh Bond Reserve Consolidated

	3/31/2019 Portfolio	12/31/2018 Portfolio
Average Maturity (yrs)	0.31	0.10
Modified Duration	0.31	0.10
Average Purchase Yield	2.59%	2.36%
Average Market Yield	2.59%	2.36%
Average Quality*	AAA/Aaa	AAA/Aaa
Market Value**	19,727,281	20,312,732

*Portfolio is S&P and Moody's, respectively.

** Excludes accrued interest.



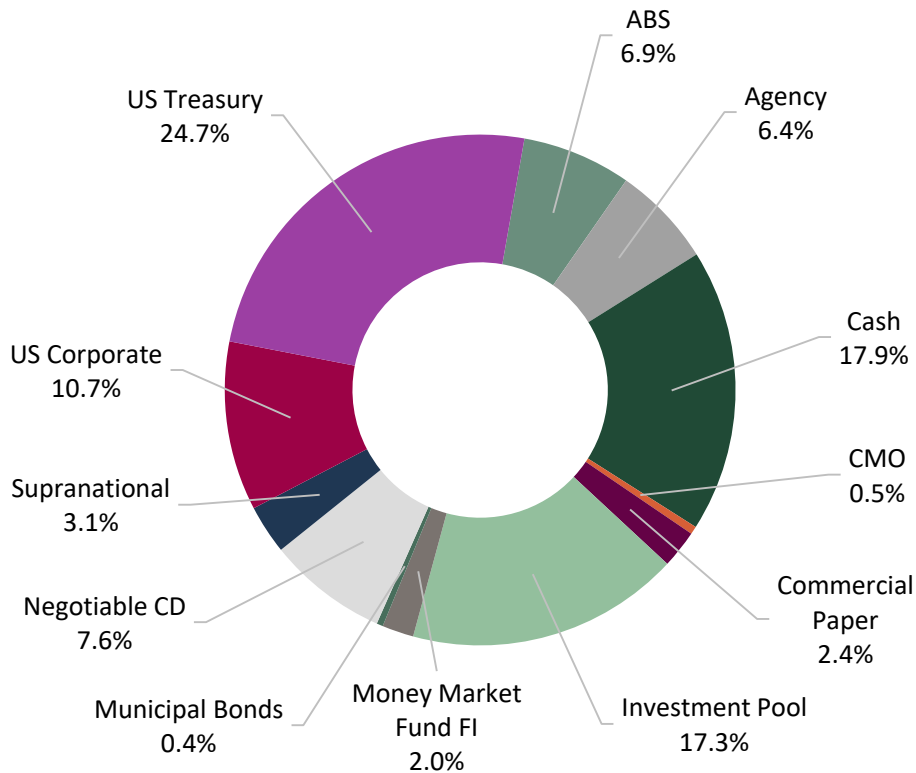
Section 3 | Consolidated Information

Sector Distribution

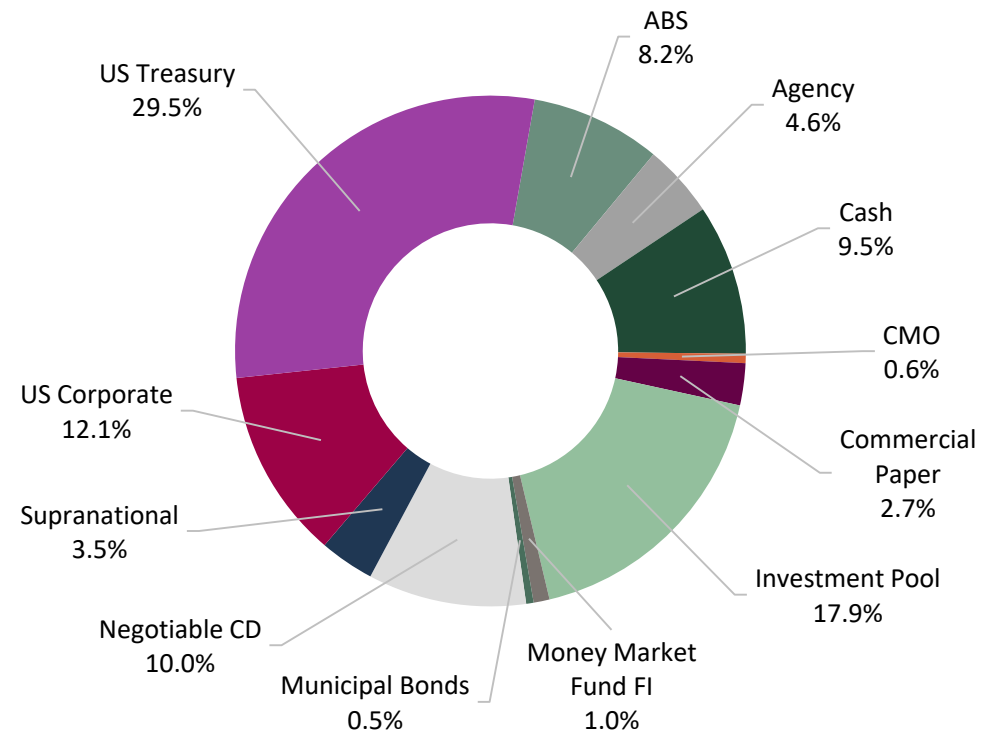
As of March 31, 2019

City of Pittsburgh Total Consolidated

March 31, 2019



December 31, 2018



City of Pittsburgh Total Consolidated – Account #10638

Issue Name	Investment Type	S&P Rating	Moody Rating	% Portfolio
City of Pittsburgh	Cash	NR	NR	17.95%
City of Pittsburgh	Investment Pool	NR	NR	17.32%
Government of United States	US Treasury	A-1+	P-1	15.57%
Government of United States	US Treasury	AA+	Aaa	9.09%
Federal Home Loan Bank	Agency	AA+	Aaa	4.16%
Wells Fargo Advantage Govt Money Market Fund	Money Market Fund FI	AAA	Aaa	1.93%
JP Morgan Chase & Co	US Corporate	A-	A2	1.59%
Intl Bank Recon and Development	Supranational	AAA	Aaa	1.44%
Toronto Dominion Holdings	Negotiable CD	A-1+	P-1	1.21%
Federal National Mortgage Association	Agency	AA+	Aaa	1.21%
Royal Bank of Canada	Negotiable CD	A-1+	P-1	1.21%
Rabobank Nederland NV NY	Commercial Paper	A-1	P-1	1.19%
Citibank ABS	ABS	AAA	NR	1.17%
Wells Fargo Corp	US Corporate	A-	A2	1.15%
JP Morgan ABS	ABS	AAA	NR	1.07%
Federal Home Loan Mortgage Corp	Agency	AA+	Aaa	1.03%
Inter-American Dev Bank	Supranational	AAA	Aaa	0.98%
Toyota ABS	ABS	AAA	Aaa	0.94%
Bank of Nova Scotia	Negotiable CD	A+	Aa2	0.92%
Toyota Motor Corp	US Corporate	AA-	Aa3	0.84%
Bank of New York	US Corporate	A	A1	0.80%
Skandinaviskaens Bank	Negotiable CD	A+	Aa3	0.79%
MUFG Bank Ltd/NY	Commercial Paper	A-1	P-1	0.79%
Swedbank Inc	Negotiable CD	AA-	Aa3	0.75%
Nordea Bank AB New York	Negotiable CD	AA-	Aa3	0.75%
Wal-Mart Stores	US Corporate	AA	Aa2	0.75%
WestPac Banking Corp	Negotiable CD	AA-	Aa3	0.69%
UBS Corp	Negotiable CD	A+	Aa3	0.68%
Honda ABS	ABS	AAA	Aaa	0.67%
Bank of Montreal Chicago	Negotiable CD	A-1	P-1	0.60%
BB&T Corp	US Corporate	A-	A2	0.57%
John Deere ABS	ABS	NR	Aaa	0.52%
American Express ABS	ABS	NR	Aaa	0.46%
Hyundai Autot Receivables	ABS	AAA	Aaa	0.45%
American Express ABS	ABS	AAA	NR	0.43%
State of California	Municipal Bonds	AA-	Aa3	0.43%
Toyota Motor Corp	Commercial Paper	A-1+	P-1	0.40%
Deere & Company	US Corporate	A	A2	0.39%

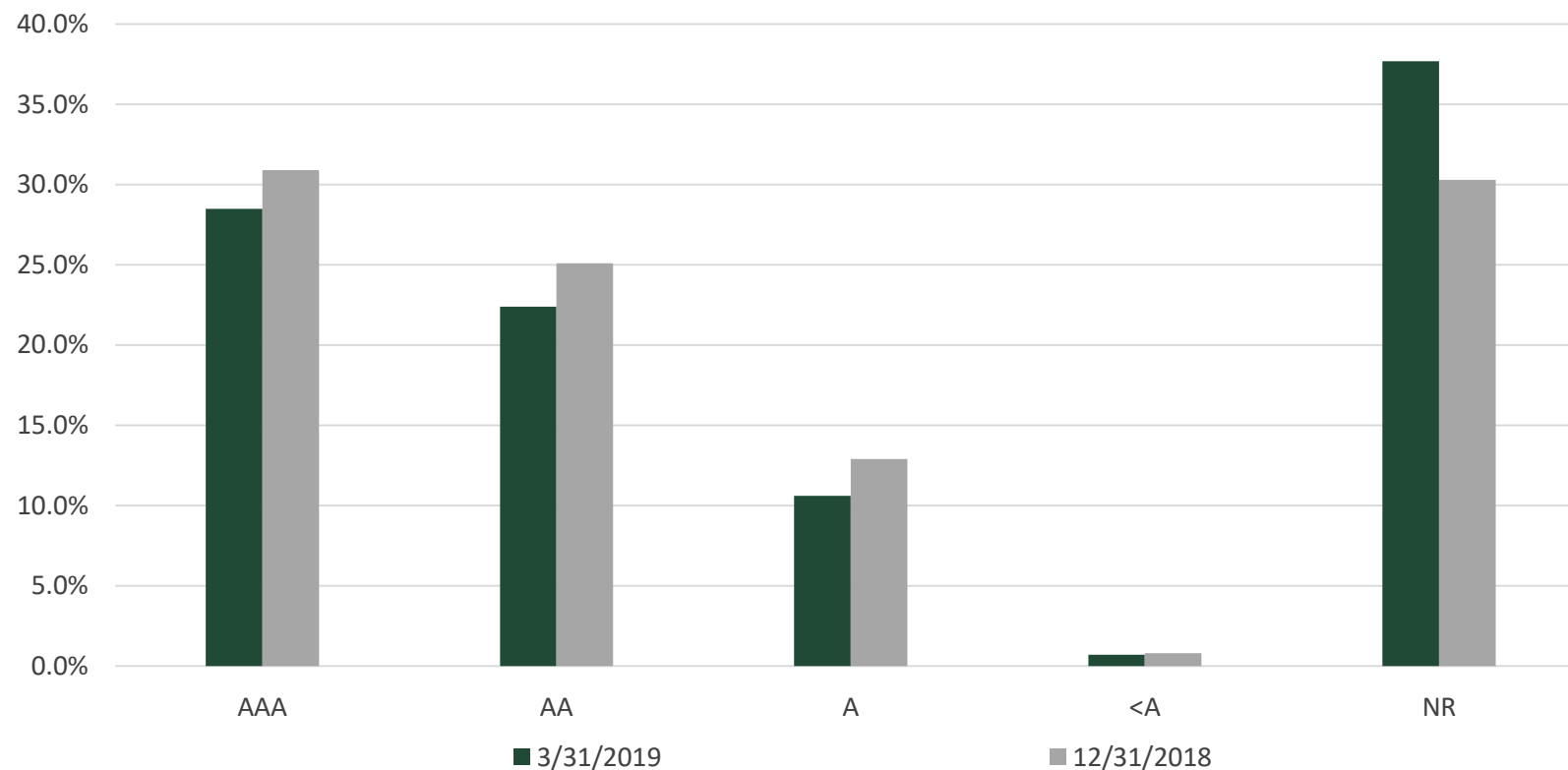
City of Pittsburgh Total Consolidated – Account #10638

Issue Name	Investment Type	S&P Rating	Moody Rating	% Portfolio
Honda Motor Corporation	US Corporate	A	A2	0.38%
Goldman Sachs Inc.	US Corporate	BBB+	A3	0.38%
Inter-American Dev Bank	Supranational	NR	NR	0.37%
IBM Corp	US Corporate	A	A1	0.37%
Ally Auto Receivables	ABS	NR	Aaa	0.37%
Citigroup Inc	US Corporate	BBB+	A3	0.37%
State Street Bank	US Corporate	A	A1	0.36%
American Express Credit	US Corporate	A-	A2	0.34%
National Rural Utilities	US Corporate	A	A2	0.32%
Paccar Financial	US Corporate	A+	A1	0.31%
Federal Home Loan Mortgage Corp	CMO	NR	Aaa	0.30%
International Finance Corp	Supranational	AAA	Aaa	0.30%
United Parcel Service	US Corporate	A+	A1	0.30%
Pepsico Inc	US Corporate	A+	A1	0.28%
Caterpillar Inc	US Corporate	A	A3	0.28%
Ally Auto Receivables	ABS	AAA	NR	0.27%
General Dynamics Corp	US Corporate	A+	A2	0.22%
Hyundai Auto Receivables	ABS	AAA	NR	0.21%
Federal National Mortgage Association	CMO	NR	NR	0.20%
Nissan ABS	ABS	AAA	Aaa	0.20%
Home Depot	US Corporate	A	A2	0.19%
Ford ABS	ABS	NR	Aaa	0.18%
Hershey Foods Company	US Corporate	A	A1	0.16%
TWDC Enterprises 18 Corp	US Corporate	A	A2	0.12%
Berkshire Hathaway	US Corporate	AA	Aa2	0.11%
Honeywell Corp	US Corporate	A	A2	0.10%
Wells Fargo Adv Tsy Plus Money Market Fund	Money Market Fund FI	AAA	Aaa	0.10%
Dreyfus Prime Cash Management Fund	Money Market Fund FI	AAA	Aaa	0.01%
TOTAL				100%

Quality Distribution

As of March 31, 2019

City of Pittsburgh Total Consolidated March 31, 2019 vs. December 31, 2018



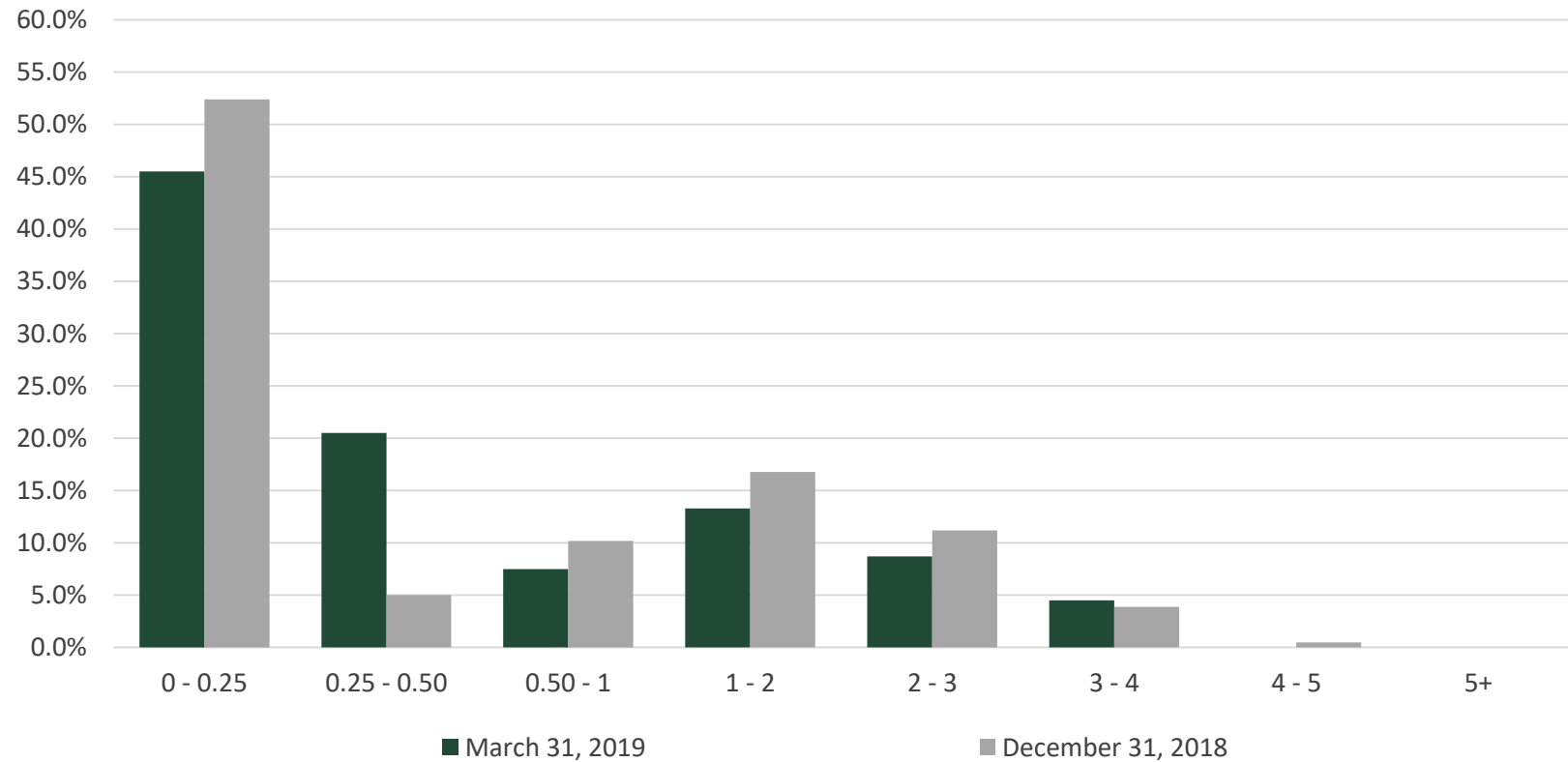
	AAA	AA	A	<A	NR
03/31/19	28.5%	22.4%	10.6%	0.7%	37.7%
12/31/18	30.9%	25.1%	12.9%	0.8%	30.3%

Source: S&P Ratings

Duration Distribution

As of March 31, 2019

City of Pittsburgh Total Consolidated March 31, 2019 vs. December 31, 2018



	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
03/31/19	45.5%	20.5%	7.5%	13.3%	8.7%	4.5%	0.0%	0.0%
12/31/18	52.4%	5.0%	10.2%	16.8%	11.2%	3.9%	0.5%	0.0%



Section 4 | Portfolio Holdings

Holdings Report

As of March 31, 2019

City of Pittsburg Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
47788NAC2	John Deere Owner Trust 2016-B A3 1.250% Due 06/15/2020	16,415.19	07/19/2016 1.26%	16,413.88 16,414.78	99.74 2.90%	16,371.95 9.12	0.01% (42.83)	Aaa / NR AAA	1.21 0.16
44930UAD8	Hyundai Auto Receivables Trust 2016-A A3 1.560% Due 09/15/2020	29,757.27	03/22/2016 1.58%	29,751.50 29,755.38	99.81 2.77%	29,699.75 20.63	0.02% (55.63)	Aaa / AAA NR	1.46 0.16
44891EAC3	Hyundai Auto Receivables Trust 2016-B A3 1.290% Due 04/15/2021	145,860.68	09/14/2016 1.30%	145,841.04 145,851.90	99.39 2.67%	144,973.99 83.63	0.12% (877.91)	Aaa / AAA NR	2.04 0.44
47787XAC1	John Deere Owner Trust 2017-A A3 1.780% Due 04/15/2021	63,367.88	02/22/2017 1.79%	63,358.85 63,363.41	99.52 2.83%	63,064.40 50.13	0.05% (299.01)	Aaa / NR AAA	2.04 0.46
34531EAD8	Ford Credit Auto Owners Trust 2017-A A3 1.670% Due 06/15/2021	230,181.07	01/18/2017 1.68%	230,180.22 230,180.64	99.46 2.71%	228,943.61 170.85	0.18% (1,237.03)	Aaa / NR AAA	2.21 0.52
02007PAC7	Ally Auto Receivables 17-1 A3 1.700% Due 06/15/2021	71,687.97	01/24/2017 1.71%	71,681.71 71,684.81	99.54 2.73%	71,356.27 54.16	0.06% (328.54)	Aaa / NR AAA	2.21 0.45
89190BAD0	Toyota Auto Receivables Owner 2017-B A3 1.760% Due 07/15/2021	893,543.35	Various 2.77%	883,156.61 885,044.53	99.46 2.62%	888,748.58 698.95	0.71% 3,704.05	Aaa / AAA NR	2.29 0.63
161571HF4	Chase CHAIT 2016-A5 1.270% Due 07/15/2021	1,350,000.00	Various 2.10%	1,334,427.74 1,337,249.35	99.62 2.64%	1,344,836.25 762.00	1.07% 7,586.90	NR / AAA AAA	2.29 0.28
02007HAC5	Ally Auto Receivables Trust 17-2 A3 1.780% Due 08/16/2021	394,715.78	03/21/2017 1.79%	394,669.24 394,690.55	99.54 2.69%	392,910.74 312.26	0.31% (1,779.81)	Aaa / NR AAA	2.38 0.50
44931PAD8	Hyundai Auto Receivables Trust 2017-A A3 1.760% Due 08/16/2021	261,452.75	03/22/2017 1.77%	261,431.60 261,441.28	99.44 2.66%	259,991.74 191.73	0.21% (1,449.54)	NR / AAA AAA	2.38 0.62
43811BAC8	Honda Auto Receivables 2017-2 A3 1.680% Due 08/16/2021	417,401.59	06/20/2017 1.69%	417,365.49 417,380.85	99.30 2.68%	414,486.81 311.66	0.33% (2,894.04)	Aaa / AAA NR	2.38 0.70
17305EGH2	Citibank Credit Card Issuance 2017-A9 A9 1.800% Due 09/20/2021	475,000.00	09/25/2017 1.80%	474,964.61 474,977.95	99.61 2.66%	473,126.60 261.25	0.38% (1,851.35)	NR / AAA AAA	2.48 0.46
17305EGH2	Citibank Credit Card Issuance 2017-A9 A9 1.800% Due 09/20/2021	1,000,000.00	09/26/2018 2.39%	990,117.19 991,797.63	99.61 2.66%	996,056.00 550.00	0.79% 4,258.37	NR / AAA AAA	2.48 0.46
47788BAD6	John Deere Owner Trust 2017-B A3 1.820% Due 10/15/2021	95,000.00	07/11/2017 1.83%	94,993.05 94,995.84	99.36 2.72%	94,396.55 76.84	0.08% (599.29)	Aaa / NR AAA	2.55 0.71
02582JHG8	American Express Credit 2017-4 A 1.640% Due 12/15/2021	540,000.00	05/22/2017 1.65%	539,913.49 539,948.46	99.84 3.00%	539,154.36 393.60	0.43% (794.10)	NR / AAA AAA	2.71 0.11
02007FAC9	Ally Auto Receivables Trust 2017-4 A3 1.750% Due 12/15/2021	340,000.00	08/15/2017 1.76%	339,995.61 339,997.24	99.39 2.71%	337,923.96 264.44	0.27% (2,073.28)	NR / AAA AAA	2.71 0.64
44932GAD7	Hyundai Auto Receivables Trust 2017-B A3 1.770% Due 01/18/2022	395,000.00	08/09/2017 1.79%	394,931.55 394,956.67	99.18 2.68%	391,767.72 310.73	0.31% (3,188.95)	Aaa / AAA NR	2.81 0.91

Holdings Report

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
89238KAD4	Toyota Auto Receivables Owner 2017-D A3 1.930% Due 01/18/2022	290,000.00	11/07/2017 1.94%	289,973.26 289,982.06	99.28 2.60%	287,903.01 202.11	0.23% (2,079.05)	Aaa / AAA NR	2.81 1.09
43814UAC3	Honda Auto Receivables 2018-1 A3 2.640% Due 02/15/2022	425,000.00	02/22/2018 2.66%	424,945.05 424,960.12	100.05 2.61%	425,226.95 498.67	0.34% 266.83	Aaa / AAA NR	2.88 1.21
47788CAC6	John Deere Owner Trust 2016-B A4 2.660% Due 04/18/2022	475,000.00	Various 3.07%	471,757.36 472,163.83	100.04 2.64%	475,209.95 561.56	0.38% 3,046.12	Aaa / NR AAA	3.05 1.19
65478DAD9	Nissan Auto Receivables Trust 2018-A A3 2.650% Due 05/16/2022	255,000.00	02/21/2018 2.67%	254,970.85 254,978.37	100.09 2.60%	255,217.26 300.33	0.20% 238.89	Aaa / AAA NR	3.13 1.36
02582JHQ6	American Express Credit 2018-1 A 2.670% Due 10/17/2022	580,000.00	03/14/2018 2.69%	579,932.66 579,947.81	100.08 2.60%	580,455.88 688.27	0.46% 508.07	Aaa / NR AAA	3.55 0.93
TOTAL ABS		8,744,383.53	2.18%	8,704,772.56 8,711,763.46	2.67%	8,711,822.33 6,772.92	6.93% 58.87	Aaa / AAA Aaa	2.58 0.63
Agency									
3137EADM8	FHLMC Note 1.250% Due 10/02/2019	1,300,000.00	08/07/2018 2.54%	1,281,059.00 1,291,702.04	99.39 2.47%	1,292,109.00 8,079.86	1.03% 406.96	Aaa / AA+ AAA	0.51 0.49
313378J77	FHLB Note 1.875% Due 03/13/2020	490,000.00	07/30/2018 2.70%	483,622.65 486,255.60	99.45 2.46%	487,313.82 459.38	0.39% 1,058.22	Aaa / AA+ NR	0.95 0.93
3135G0T60	FNMA Note 1.500% Due 07/30/2020	200,000.00	08/30/2017 1.51%	199,966.00 199,984.47	98.85 2.38%	197,690.80 508.33	0.16% (2,293.67)	Aaa / AA+ AAA	1.33 1.31
313370US5	FHLB Note 2.875% Due 09/11/2020	850,000.00	08/23/2018 2.67%	853,493.50 852,467.37	100.66 2.41%	855,622.75 1,357.64	0.68% 3,155.38	Aaa / AA+ AAA	1.45 1.41
3130AF2D8	FHLB Note 2.860% Due 10/15/2020	1,000,000.00	10/23/2018 2.94%	998,550.00 998,869.32	100.66 2.42%	1,006,609.00 14,300.00	0.81% 7,739.68	Aaa / AA+ AAA	1.55 1.48
3135G0U27	FNMA Note 2.500% Due 04/13/2021	305,000.00	04/12/2018 2.55%	304,545.55 304,691.92	100.37 2.31%	306,130.64 3,558.33	0.25% 1,438.72	Aaa / AA+ AAA	2.04 1.95
313383ZU8	FHLB Note 3.000% Due 09/10/2021	1,000,000.00	10/04/2018 3.03%	999,260.00 999,382.99	101.53 2.35%	1,015,329.00 1,750.00	0.81% 15,946.01	Aaa / AA+ NR	2.45 2.34
3135G0U92	FNMA Note 2.625% Due 01/11/2022	1,000,000.00	02/26/2019 2.52%	1,002,910.00 1,002,818.46	100.91 2.29%	1,009,051.00 5,833.33	0.81% 6,232.54	Aaa / AA+ AAA	2.79 2.65
313378WG2	FHLB Note 2.500% Due 03/11/2022	500,000.00	03/28/2019 2.25%	503,530.00 503,520.18	100.53 2.31%	502,665.00 694.44	0.40% (855.18)	Aaa / AA+ NR	2.95 2.82

Holdings Report

As of March 31, 2019

City of Pittsburg Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3130AFE78	FHLB Note 3.000% Due 12/09/2022	1,300,000.00	01/18/2019 2.74%	1,312,207.00 1,311,612.59	102.55 2.27%	1,333,152.60 15,708.33	1.07% 21,540.01	Aaa / AA+ AAA	3.70 3.44
TOTAL Agency		7,945,000.00	2.66%	7,939,143.70 7,951,304.94	2.37%	8,005,673.61 52,249.64	6.40% 54,368.67	Aaa / AA+ Aaa	2.06 1.96
Cash									
90PITT\$00	City of Pittsburg Cash Equivalents	8,051,813.33	Various 0.00%	8,051,813.33 8,051,813.33	1.00 0.00%	8,051,813.33 0.00	6.40% 0.00	NR / NR NR	0.00 0.00
90PITT\$02	City of Pittsburg Additional Bonded Debt Funds	14,537,368.16	Various 0.00%	14,537,368.16 14,537,368.16	1.00 0.00%	14,537,368.16 0.00	11.55% 0.00	NR / NR NR	0.00 0.00
TOTAL Cash		22,589,181.49	0.00%	22,589,181.49	0.00%	22,589,181.49 0.00	17.95% 0.00	NR / NR NR	0.00 0.00
CMO									
3136B1XP4	FNMA 2018-M5 A2 3.560% Due 09/25/2021	253,200.26	04/11/2018 2.33%	258,236.67 256,876.35	101.26 2.78%	256,391.85 150.23	0.20% (484.50)	NR / NR NR	2.49 1.86
3137BM6P6	FHLMC K721 A2 3.090% Due 08/25/2022	375,000.00	04/04/2018 2.84%	378,193.36 377,480.40	101.45 2.56%	380,448.75 965.63	0.30% 2,968.35	Aaa / NR NR	3.41 3.01
TOTAL CMO		628,200.26	2.64%	636,430.03 634,356.75	2.65%	636,840.60 1,115.86	0.51% 2,483.85	Aaa / NR NR	3.04 2.55
Commercial Paper									
62479MSH7	MUFG Bank Ltd/NY Discount CP 2.710% Due 05/17/2019	1,000,000.00	01/17/2019 2.77%	990,966.67 996,537.22	99.65 2.77%	996,537.22 0.00	0.79% 0.00	P-1 / A-1 NR	0.13 0.13
21687BT43	Rabobank Nederland NV NY Discount CP 2.550% Due 06/04/2019	1,500,000.00	09/17/2018 2.62%	1,472,587.50 1,493,200.00	99.55 2.62%	1,493,200.00 0.00	1.19% 0.00	P-1 / A-1 NR	0.18 0.18
89233HTE4	Toyota Motor Credit Discount CP 2.600% Due 06/14/2019	500,000.00	09/17/2018 2.68%	490,250.00 497,327.78	99.47 2.68%	497,327.78 0.00	0.40% 0.00	P-1 / A-1+ NR	0.21 0.20
TOTAL Commercial Paper		3,000,000.00	2.68%	2,953,804.17 2,987,065.00	2.68%	2,987,065.00 0.00	2.37% 0.00	P-1 / A-1 NR	0.17 0.16

Holdings Report

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Investment Pool									
90PITT\$01	City of Pittsburgh Investment Pools	21,799,901.71	Various 0.00%	21,799,901.71 21,799,901.71	1.00 0.00%	21,803,105.29 0.00	17.32% 3,203.58	NR / NR NR	0.00 0.00
TOTAL Investment Pool		21,799,901.71	0.00%	21,799,901.71	0.00%	21,803,105.29 0.00	17.32% 3,203.58	NR / NR NR	0.00 0.00
Money Market Fund FI									
94975H296	Wells Fargo Treasury Plus MMFD 453	6,014.32	Various 2.31%	6,014.32 6,014.32	1.00 2.31%	6,014.32 0.00	0.00% 0.00	Aaa / AAA NR	0.00 0.00
94975H296	Wells Fargo Treasury Plus MMFD 453	8,047.23	Various 2.31%	8,047.23 8,047.23	1.00 2.31%	8,047.23 0.00	0.01% 0.00	Aaa / AAA NR	0.00 0.00
94975H296	Wells Fargo Treasury Plus MMFD 453	4,818.40	Various 2.31%	4,818.40 4,818.40	1.00 2.31%	4,818.40 0.00	0.00% 0.00	Aaa / AAA NR	0.00 0.00
94975H296	Wells Fargo Treasury Plus MMFD 453	89,267.93	Various 2.31%	89,267.93 89,267.93	1.00 2.31%	89,267.93 0.00	0.07% 0.00	Aaa / AAA NR	0.00 0.00
94975H296	Wells Fargo Treasury Plus MMFD 453	9,046.17	Various 2.31%	9,046.17 9,046.17	1.00 2.31%	9,046.17 0.00	0.01% 0.00	Aaa / AAA NR	0.00 0.00
94975H296	Wells Fargo Treasury Plus MMFD 453	5,315.04	Various 2.31%	5,315.04 5,315.04	1.00 2.31%	5,315.04 0.00	0.00% 0.00	Aaa / AAA NR	0.00 0.00
94975H296	Wells Fargo Treasury Plus MMFD 453	5,385.46	Various 2.31%	5,385.46 5,385.46	1.00 2.31%	5,385.46 0.00	0.00% 0.00	Aaa / AAA NR	0.00 0.00
261941108	Dreyfus Treas PR Cash Mgt Inst Money Market Fund	9,317.86	Various 2.27%	9,317.86 9,317.86	1.00 2.27%	9,317.86 0.00	0.01% 0.00	Aaa / AAA NR	0.00 0.00
94975H254	Wells Fargo Money Market Fund #743	2,153,318.43	Various 2.02%	2,153,318.43 2,153,318.43	1.00 2.02%	2,153,318.43 0.00	1.71% 0.00	Aaa / AAA NR	0.00 0.00
94975H254	Wells Fargo Money Market Fund #743	272,234.40	Various 2.02%	272,234.40 272,234.40	1.00 2.02%	272,234.40 0.00	0.22% 0.00	Aaa / AAA NR	0.00 0.00
TOTAL Money Market Fund FI		2,562,765.24	2.04%	2,562,765.24	2.04%	2,562,765.24 0.00	2.04% 0.00	Aaa / AAA NR	0.00 0.00

Holdings Report

As of March 31, 2019

City of Pittsburg Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Municipal Bonds									
13063DGA0	California St GE-GO 2.800% Due 04/01/2021	525,000.00	04/18/2018 2.80%	525,021.00 525,014.32	100.90 2.34%	529,740.75 7,350.00	0.43% 4,726.43	Aa3 / AA- AA-	2.01 1.91
TOTAL Municipal Bonds		525,000.00	2.80%	525,021.00 525,014.32	2.34%	529,740.75 7,350.00	0.43% 4,726.43	Aa3 / AA- AA-	2.01 1.91
Negotiable CD									
06417GUE6	Bank of Nova Scotia Yankee CD 1.910% Due 04/05/2019	1,150,000.00	04/05/2017 1.91%	1,150,000.00 1,150,000.00	99.99 2.94%	1,149,830.95 10,860.47	0.92% (169.05)	Aa2 / A+ NR	0.01 0.01
06370RTS8	Bank of Montreal Chicago Yankee CD 2.800% Due 04/29/2019	750,000.00	01/10/2019 2.73%	750,154.79 750,039.76	100.01 2.73%	750,039.76 5,075.00	0.60% 0.00	P-1 / A-1 F-1+	0.08 0.08
78012UHW8	Royal Bank of Canada Yankee CD 2.680% Due 06/21/2019	1,500,000.00	09/19/2018 2.68%	1,500,000.00 1,500,000.00	100.00 2.68%	1,500,000.00 21,440.00	1.21% 0.00	P-1 / A-1+ F-1+	0.22 0.22
83050FTX3	Skandinav Enskilda BK NY Yankee CD 1.840% Due 08/02/2019	1,000,000.00	08/03/2017 1.86%	999,610.00 999,934.11	99.74 2.60%	997,371.00 2,964.44	0.79% (2,563.11)	Aa3 / A+ AA-	0.34 0.34
89113XP32	Toronto Dominion NY Yankee CD 2.770% Due 08/09/2019	1,490,000.00	02/26/2019 2.70%	1,490,064.61 1,490,051.85	100.00 2.70%	1,490,051.85 36,916.41	1.21% 0.00	P-1 / A-1+ F-1+	0.36 0.35
65590ASN7	Nordea Bank Finland NY Yankee CD 2.720% Due 02/20/2020	940,000.00	02/20/2018 2.72%	940,000.00 940,000.00	100.22 2.46%	942,083.98 2,911.91	0.75% 2,083.98	Aa3 / AA- NR	0.89 0.87
90275DHG8	UBS Finance Yankee CD 2.900% Due 03/02/2020	845,000.00	03/02/2018 2.90%	845,000.00 845,000.00	100.32 2.55%	847,721.75 2,042.08	0.68% 2,721.75	Aa3 / A+ NR	0.92 0.92
96121T4A3	Westpac Banking Corp Yankee CD 2.050% Due 08/03/2020	870,000.00	08/03/2017 2.05%	870,000.00 870,000.00	99.44 2.47%	865,120.17 2,675.25	0.69% (4,879.83)	Aa3 / AA- AA-	1.35 1.31
87019U6D6	Swedbank Inc Negotiable CD 2.270% Due 11/16/2020	945,000.00	11/16/2017 2.27%	945,000.00 945,000.00	99.22 2.75%	937,608.21 8,103.90	0.75% (7,391.79)	Aa3 / AA- AA-	1.63 1.60
TOTAL Negotiable CD		9,490,000.00	2.43%	9,489,829.40 9,490,025.72	2.67%	9,479,827.67 92,989.46	7.61% (10,198.05)	Aa2 / AA AA+	0.59 0.58
Supranational									
459058FS7	Intl. Bank Recon & Development Note 1.125% Due 11/27/2019	955,000.00	08/18/2017 1.49%	947,167.73 952,724.28	99.14 2.45%	946,794.64 3,700.63	0.76% (5,929.64)	Aaa / AAA AAA	0.66 0.64
459058FZ1	Intl. Bank Recon & Development Note 1.875% Due 04/21/2020	395,000.00	03/14/2017 1.90%	394,656.35 394,882.30	99.41 2.44%	392,680.56 3,291.67	0.31% (2,201.74)	Aaa / AAA AAA	1.06 1.03
459058GA5	Intl. Bank Recon & Development Note 1.625% Due 09/04/2020	475,000.00	08/22/2017 1.63%	474,900.25 474,952.75	98.92 2.40%	469,873.80 578.91	0.37% (5,078.95)	Aaa / AAA AAA	1.43 1.40

Holdings Report

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
4581X0CD8	Inter-American Dev Bank Note 2.125% Due 11/09/2020	470,000.00	10/02/2017 1.81%	474,356.48 472,274.96	99.51 2.43%	467,715.33 3,939.51	0.37% (4,559.63)	Aaa / AAA AAA	1.61 1.56
45950KCM0	International Finance Corp Note 2.250% Due 01/25/2021	380,000.00	01/18/2018 2.35%	378,882.80 379,322.14	99.77 2.38%	379,118.40 1,567.50	0.30% (203.74)	Aaa / AAA NR	1.82 1.76
4581X0DB1	Inter-American Dev Bank Note 2.625% Due 04/19/2021	510,000.00	04/12/2018 2.70%	508,878.00 509,233.23	100.50 2.38%	512,524.50 6,024.38	0.41% 3,291.27	Aaa / AAA AAA	2.05 1.96
4581X0CZ9	Inter-American Dev Bank Note 1.750% Due 09/14/2022	480,000.00	02/21/2018 2.78%	459,004.80 464,076.96	98.10 2.33%	470,859.84 396.67	0.37% 6,782.88	NR / NR AAA	3.46 3.32
4581X0DA3	Inter-American Dev Bank Note 2.500% Due 01/18/2023	245,000.00	06/04/2018 2.90%	240,768.85 241,518.77	100.64 2.32%	246,575.11 1,242.01	0.20% 5,056.34	Aaa / AAA NR	3.81 3.59
TOTAL Supranational		3,910,000.00	2.08%	3,878,615.26 3,888,985.39	2.40%	3,886,142.18 20,741.28	3.10% (2,843.21)	Aaa / AAA Aaa	1.74 1.68
US Corporate									
713448DR6	Pepsico Inc. Note 1.550% Due 05/02/2019	355,000.00	04/27/2017 1.59%	354,733.75 354,988.69	99.85 3.27%	354,468.57 2,277.42	0.28% (520.12)	A1 / A+ A	0.09 0.09
89236TBP9	Toyota Motor Credit Corp Note 2.125% Due 07/18/2019	285,000.00	08/01/2014 2.12%	285,105.45 285,006.30	99.86 2.59%	284,598.44 1,228.07	0.23% (407.86)	Aa3 / AA- A+	0.30 0.29
084664CK5	Berkshire Hathaway Note 1.300% Due 08/15/2019	145,000.00	08/08/2016 1.33%	144,859.35 144,982.53	99.53 2.57%	144,319.95 240.86	0.11% (662.58)	Aa2 / AA A+	0.38 0.37
438516BQ8	Honeywell Intl Note 1.800% Due 10/30/2019	130,000.00	10/23/2017 1.84%	129,898.60 129,970.55	99.51 2.65%	129,360.01 981.50	0.10% (610.54)	A2 / A A	0.58 0.57
46625HKA7	JP Morgan Chase Callable Note Cont 12/23/2019 2.250% Due 01/23/2020	1,995,000.00	10/15/2015 2.36%	1,986,281.85 1,993,335.93	99.64 2.71%	1,987,722.24 8,478.75	1.59% (5,613.69)	A2 / A- AA-	0.82 0.79
02665WBM2	American Honda Finance Note 2.000% Due 02/14/2020	300,000.00	02/13/2017 2.05%	299,574.00 299,875.67	99.46 2.63%	298,375.80 783.33	0.24% (1,499.87)	A2 / A NR	0.88 0.85
0258M0EE5	American Express Credit Callable Note Cont 2/1/2020 2.200% Due 03/03/2020	430,000.00	02/28/2017 2.24%	429,552.80 429,862.49	99.54 2.71%	428,003.94 735.78	0.34% (1,858.55)	A2 / A- A	0.93 0.90
25468PDP8	TWDC Enterprises 18 Corp Note 1.950% Due 03/04/2020	150,000.00	03/01/2017 1.96%	149,961.00 149,987.95	99.33 2.69%	148,992.15 219.38	0.12% (995.80)	A2 / A A	0.93 0.91
369550BA5	General Dynamics Corp Note 2.875% Due 05/11/2020	275,000.00	05/08/2018 3.06%	274,026.50 274,459.31	100.33 2.57%	275,910.25 3,074.65	0.22% 1,450.94	A2 / A+ NR	1.12 1.08
437076BQ4	Home Depot Note 1.800% Due 06/05/2020	235,000.00	05/24/2017 1.82%	234,863.70 234,946.40	99.26 2.44%	233,267.58 1,363.00	0.19% (1,678.82)	A2 / A A	1.18 1.15

Holdings Report

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
857477AS2	State Street Bank Note 2.550% Due 08/18/2020	455,000.00	06/08/2017	463,499.40	99.94	454,743.84	0.36%	A1 / A	1.39
			1.94%	458,693.80	2.59%	1,385.85	(3,949.96)	AA-	1.34
14913Q2A6	Caterpillar Finl Service Note 1.850% Due 09/04/2020	355,000.00	09/05/2017	354,701.80	98.88	351,013.71	0.28%	A3 / A	1.43
			1.88%	354,857.58	2.66%	492.56	(3,843.87)	A	1.39
69371RN85	Paccar Financial Corp Note 2.050% Due 11/13/2020	135,000.00	11/06/2017	134,987.85	99.13	133,821.99	0.11%	A1 / A+	1.62
			2.05%	134,993.44	2.60%	1,060.88	(1,171.45)	NR	1.57
94974BGR5	Wells Fargo Corp Note 2.550% Due 12/07/2020	1,440,000.00	05/06/2016	1,471,910.40	99.68	1,435,337.28	1.15%	A2 / A-	1.69
			2.04%	1,451,756.46	2.75%	11,628.00	(16,419.18)	A+	1.62
931142EA7	Wal-Mart Stores Note 1.900% Due 12/15/2020	945,000.00	10/11/2017	943,629.75	99.14	936,831.42	0.75%	Aa2 / AA	1.71
			1.95%	944,257.78	2.42%	5,286.75	(7,426.36)	AA	1.66
24422ETZ2	John Deere Capital Corp Note 2.350% Due 01/08/2021	245,000.00	01/03/2018	244,872.60	99.57	243,935.72	0.19%	A2 / A	1.78
			2.37%	244,924.68	2.60%	1,327.42	(988.96)	A	1.71
44932HAB9	IBM Credit Corp Note 1.800% Due 01/20/2021	475,000.00	09/05/2017	474,016.75	98.47	467,752.45	0.37%	A1 / A	1.81
			1.86%	474,472.40	2.67%	1,686.25	(6,719.95)	A	1.75
02665WCD1	American Honda Finance Note 2.650% Due 02/12/2021	180,000.00	02/12/2018	179,748.00	99.92	179,856.90	0.14%	A2 / A	1.87
			2.70%	179,842.53	2.69%	649.25	14.37	NR	1.80
69371RN93	Paccar Financial Corp Note 2.800% Due 03/01/2021	250,000.00	02/22/2018	249,877.50	100.33	250,813.00	0.20%	A1 / A+	1.92
			2.82%	249,921.90	2.62%	583.33	891.10	NR	1.85
24422EUD9	John Deere Capital Corp Note 2.875% Due 03/12/2021	245,000.00	03/08/2018	244,833.40	100.48	246,176.49	0.20%	A2 / A	1.95
			2.90%	244,891.82	2.62%	371.75	1,284.67	A	1.88
63743HER9	National Rural Utilities Note 2.900% Due 03/15/2021	400,000.00	Various	398,932.00	100.51	402,049.60	0.32%	A2 / A	1.96
			2.99%	399,288.26	2.63%	515.56	2,761.34	A	1.89
911312BP0	UPS Note 2.050% Due 04/01/2021	380,000.00	11/09/2017	379,399.60	99.12	376,641.94	0.30%	A1 / A+	2.01
			2.10%	379,644.33	2.51%	3,895.00	(3,002.39)	NR	1.93
89236TEU5	Toyota Motor Credit Corp Note 2.950% Due 04/13/2021	295,000.00	04/10/2018	294,882.00	100.68	297,004.23	0.24%	Aa3 / AA-	2.04
			2.96%	294,920.01	2.60%	4,061.17	2,084.22	A+	1.94
38141GVU5	Goldman Sachs Group Inc Callable Note Cont 3/25/21 2.625% Due 04/25/2021	470,000.00	10/27/2017	471,908.20	99.59	468,079.11	0.38%	A3 / BBB+	2.07
			2.50%	471,113.24	2.83%	5,346.25	(3,034.13)	A	1.97
427866BA5	Hershey Foods Corp Note 3.100% Due 05/15/2021	200,000.00	05/03/2018	199,862.00	101.00	201,994.80	0.16%	A1 / A	2.13
			3.12%	199,902.86	2.61%	2,342.22	2,091.94	NR	2.02
172967LC3	Citigroup Inc Callable Note Cont 11/8/2021 2.900% Due 12/08/2021	460,000.00	11/15/2017	464,103.20	99.97	459,878.10	0.37%	A3 / BBB+	2.69
			2.66%	462,690.25	2.91%	4,187.28	(2,812.15)	A	2.47
06406RAA5	Bank of NY Mellon Corp Callable Note Cont 1/7/2022 2.600% Due 02/07/2022	1,000,000.00	02/07/2017	1,000,460.00	99.94	999,426.00	0.80%	A1 / A	2.86
			2.59%	1,000,263.18	2.62%	3,900.00	(837.18)	AA-	2.65

Holdings Report

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

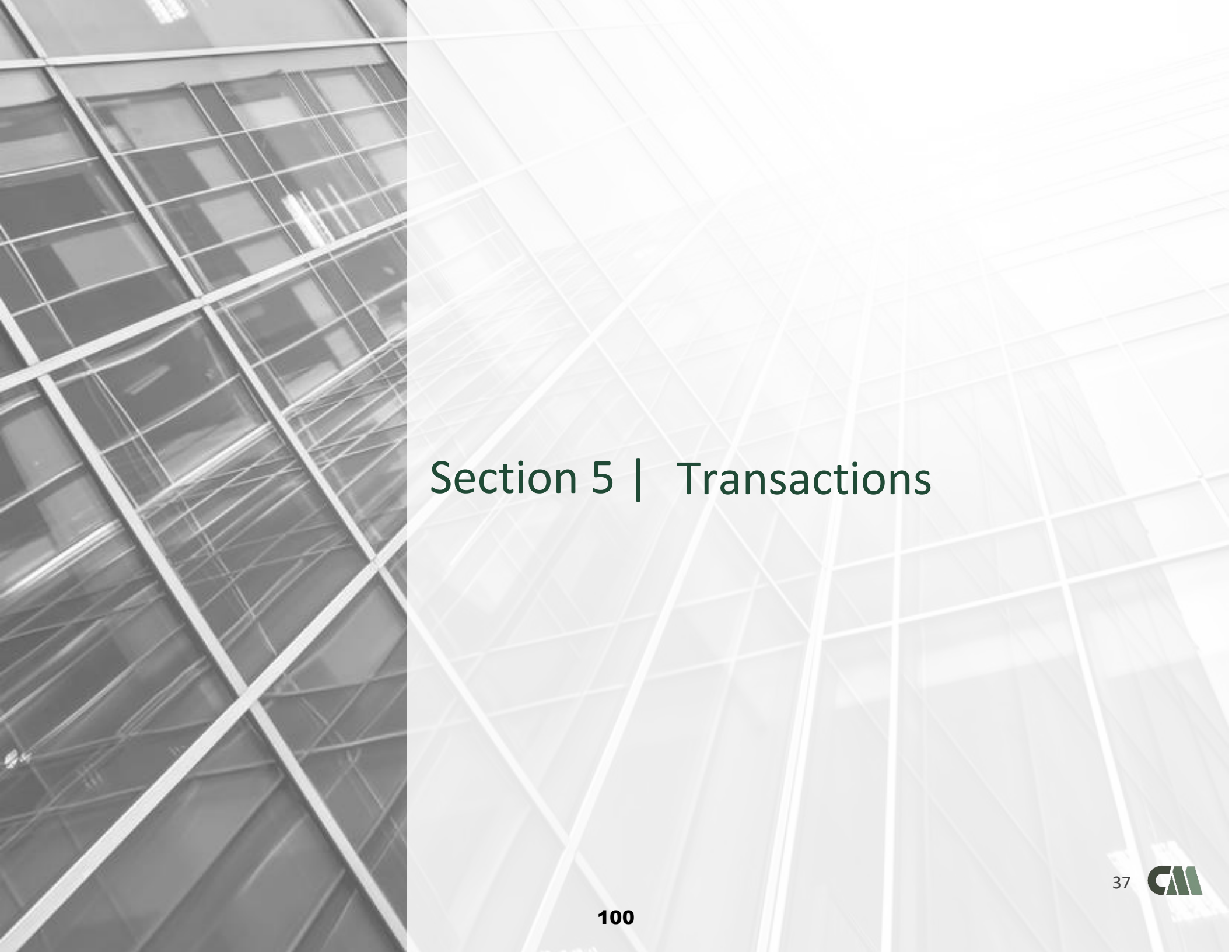
CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
05531FAX1	BB & T Corp. Callable Note Cont 3/1/2022 2.750% Due 04/01/2022	710,000.00	04/03/2017 2.59%	715,360.50 713,189.35	100.02 2.74%	710,149.10 9,762.50	0.57% (3,040.25)	A2 / A- A+	3.01 2.75
89236TEC5	Toyota Motor Credit Corp Note 2.150% Due 09/08/2022	475,000.00	09/08/2017 2.18%	474,439.50 474,613.62	98.61 2.57%	468,407.48 652.47	0.37% (6,206.14)	Aa3 / AA- A+	3.44 3.28
TOTAL US Corporate		13,415,000.00	2.30%	13,450,281.45 13,431,653.31	2.67%	13,368,932.09 78,517.23	10.69% (62,721.22)	A1 / A A+	1.69 1.61
US Treasury									
912796QM4	US Treasury Bill 2.392% Due 06/20/2019	3,010,000.00	02/26/2019 2.44%	2,987,600.25 2,994,000.18	99.47 2.44%	2,994,000.18 0.00	2.38% 0.00	P-1 / A-1+ F-1+	0.22 0.22
912796SA8	US Treasury Bill 2.401% Due 07/25/2019	12,590,000.00	02/05/2019 2.46%	12,448,093.56 12,493,436.45	99.23 2.46%	12,493,436.45 0.00	9.93% 0.00	P-1 / A-1+ F-1+	0.32 0.31
912796SA8	US Treasury Bill 2.401% Due 07/25/2019	470,000.00	02/05/2019 2.46%	464,702.46 466,395.17	99.23 2.46%	466,395.17 0.00	0.37% 0.00	P-1 / A-1+ F-1+	0.32 0.31
912796SB6	US Treasury Bill 5.277% Due 08/01/2019	879,000.00	02/01/2019 5.48%	858,770.77 863,280.47	98.21 5.48%	863,280.47 0.00	0.69% 0.00	P-1 / A-1+ F-1+	0.34 0.33
912796SE0	US Treasury Bill 2.432% Due 08/22/2019	225,000.00	02/26/2019 2.49%	222,340.55 222,826.85	99.03 2.49%	222,826.85 0.00	0.18% 0.00	P-1 / A-1+ F-1+	0.39 0.39
912796SE0	US Treasury Bill 2.432% Due 08/22/2019	315,000.00	02/26/2019 2.49%	311,276.77 311,957.59	99.03 2.49%	311,957.59 0.00	0.25% 0.00	P-1 / A-1+ F-1+	0.39 0.39
912796SE0	US Treasury Bill 2.432% Due 08/22/2019	1,520,000.00	02/26/2019 2.49%	1,502,033.92 1,505,319.15	99.03 2.49%	1,505,319.15 0.00	1.20% 0.00	P-1 / A-1+ F-1+	0.39 0.39
912796SE0	US Treasury Bill 2.432% Due 08/22/2019	740,000.00	02/26/2019 2.49%	731,253.35 732,852.74	99.03 2.49%	732,852.74 0.00	0.58% 0.00	P-1 / A-1+ F-1+	0.39 0.39
912828TR1	US Treasury Note 1.000% Due 09/30/2019	1,500,000.00	11/29/2018 2.68%	1,479,375.00 1,487,652.14	99.27 2.48%	1,489,042.50 40.98	1.18% 1,390.36	Aaa / AA+ AAA	0.50 0.49
912828VF4	US Treasury Note 1.375% Due 05/31/2020	190,000.00	12/02/2015 1.56%	188,478.52 189,604.79	98.82 2.40%	187,765.98 875.62	0.15% (1,838.81)	Aaa / AA+ AAA	1.17 1.14
912828XU9	US Treasury Note 1.500% Due 06/15/2020	1,000,000.00	10/12/2018 2.82%	978,632.81 984,527.21	98.93 2.40%	989,294.00 4,409.34	0.79% 4,766.79	Aaa / AA+ AAA	1.21 1.18
912828B90	US Treasury Note 2.000% Due 02/28/2021	25,000.00	10/03/2016 1.15%	25,910.16 25,395.89	99.43 2.31%	24,857.43 43.48	0.02% (538.46)	Aaa / AA+ AAA	1.92 1.86
912828WY2	US Treasury Note 2.250% Due 07/31/2021	775,000.00	11/22/2016 1.78%	791,468.75 783,200.69	99.95 2.27%	774,606.30 2,890.19	0.62% (8,594.39)	Aaa / AA+ AAA	2.34 2.26
912828D72	US Treasury Note 2.000% Due 08/31/2021	2,085,000.00	Various 1.82%	2,100,526.95 2,093,694.87	99.37 2.27%	2,071,887.44 3,626.08	1.65% (21,807.43)	Aaa / AA+ AAA	2.42 2.34

Holdings Report

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
912828T67	US Treasury Note 1.250% Due 10/31/2021	1,075,000.00	Various 1.85%	1,047,376.95 1,059,013.61	97.48 2.26%	1,047,915.38 5,642.27	0.84% (11,098.23)	Aaa / AA+ AAA	2.59 2.51
912828U81	US Treasury Note 2.000% Due 12/31/2021	535,000.00	06/26/2017 1.72%	541,499.41 538,965.94	99.38 2.23%	531,697.98 2,689.78	0.42% (7,267.96)	Aaa / AA+ AAA	2.76 2.65
912828V72	US Treasury Note 1.875% Due 01/31/2022	1,095,000.00	05/08/2017 1.90%	1,093,802.34 1,094,281.54	98.99 2.24%	1,083,921.89 3,402.97	0.86% (10,359.65)	Aaa / AA+ AAA	2.84 2.74
912828H86	US Treasury Note 1.500% Due 01/31/2022	540,000.00	07/05/2017 1.88%	531,119.53 534,487.62	97.96 2.25%	528,988.86 1,342.54	0.42% (5,498.76)	Aaa / AA+ AAA	2.84 2.75
912828P4	US Treasury Note 1.875% Due 07/31/2022	230,000.00	01/02/2018 2.22%	226,585.94 227,510.54	98.84 2.24%	227,331.54 714.78	0.18% (179.00)	Aaa / AA+ AAA	3.34 3.20
912828W9	US Treasury Note 1.875% Due 09/30/2022	1,200,000.00	04/02/2018 2.54%	1,166,109.37 1,173,590.11	98.81 2.23%	1,185,750.00 61.48	0.94% 12,159.89	Aaa / AA+ AAA	3.50 3.37
912828L57	US Treasury Note 1.750% Due 09/30/2022	730,000.00	06/04/2018 2.74%	700,857.03 706,382.55	98.37 2.24%	718,080.56 34.90	0.57% 11,698.01	Aaa / AA+ AAA	3.50 3.37
912828Q29	US Treasury Note 1.500% Due 03/31/2023	570,000.00	05/01/2018 2.82%	535,800.00 542,167.22	97.18 2.24%	553,924.29 23.36	0.44% 11,757.07	Aaa / AA+ AAA	4.00 3.85
TOTAL US Treasury		31,299,000.00	2.45%	30,933,614.39 31,030,543.32	2.49%	31,005,132.75 25,797.77	24.66% (25,410.57)	Aaa / AAA Aaa	1.09 1.05
TOTAL PORTFOLIO		125,908,432.23	1.55%	125,463,360.40 125,602,560.65	1.64%	125,566,229.00 285,534.16	100.00% (36,331.65)	Aa1 / AA+ Aaa	0.89 0.72
TOTAL MARKET VALUE PLUS ACCRUALS						125,851,763.16			



Section 5 | Transactions

Transaction Ledger

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

December 31, 2018 through March 31, 2019

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/10/2019	06370RTS8	750,000.00	Bank of Montreal Chicago Yankee CD 2.8% Due: 04/29/2019	100.021	2.73%	750,154.79	350.00	750,504.79	0.00
Purchase	01/17/2019	62479MSH7	1,000,000.00	MUFG Bank Ltd/NY Discount CP 2.71% Due: 05/17/2019	99.097	2.77%	990,966.67	0.00	990,966.67	0.00
Purchase	01/22/2019	3130AFE78	1,300,000.00	FHLB Note 3% Due: 12/09/2022	100.939	2.74%	1,312,207.00	8,233.33	1,320,440.33	0.00
Purchase	02/06/2019	912796SA8	470,000.00	US Treasury Bill 2.401% Due: 07/25/2019	98.873	2.46%	464,702.46	0.00	464,702.46	0.00
Purchase	02/06/2019	912796SA8	12,590,000.00	US Treasury Bill 2.401% Due: 07/25/2019	98.873	2.46%	12,448,093.56	0.00	12,448,093.56	0.00
Purchase	02/25/2019	912796SB6	879,000.00	US Treasury Bill 5.277% Due: 08/01/2019	97.699	5.48%	858,770.77	0.00	858,770.77	0.00
Purchase	02/27/2019	3135G0U92	1,000,000.00	FNMA Note 2.625% Due: 01/11/2022	100.291	2.52%	1,002,910.00	3,354.17	1,006,264.17	0.00
Purchase	02/28/2019	89113XP32	1,490,000.00	Toronto Dominion NY Yankee CD 2.77% Due: 08/09/2019	100.004	2.70%	1,490,064.61	33,247.69	1,523,312.30	0.00
Purchase	02/28/2019	912796QM4	3,010,000.00	US Treasury Bill 2.392% Due: 06/20/2019	99.256	2.44%	2,987,600.25	0.00	2,987,600.25	0.00
Purchase	02/28/2019	912796SE0	315,000.00	US Treasury Bill 2.432% Due: 08/22/2019	98.818	2.49%	311,276.77	0.00	311,276.77	0.00
Purchase	02/28/2019	912796SE0	740,000.00	US Treasury Bill 2.432% Due: 08/22/2019	98.818	2.49%	731,253.35	0.00	731,253.35	0.00
Purchase	02/28/2019	912796SE0	1,520,000.00	US Treasury Bill 2.432% Due: 08/22/2019	98.818	2.49%	1,502,033.92	0.00	1,502,033.92	0.00
Purchase	02/28/2019	912796SE0	225,000.00	US Treasury Bill 2.432% Due: 08/22/2019	98.818	2.49%	222,340.55	0.00	222,340.55	0.00
Purchase	03/29/2019	313378WG2	500,000.00	FHLB Note 2.5% Due: 03/11/2022	100.706	2.25%	503,530.00	625.00	504,155.00	0.00
Subtotal			25,789,000.00				25,575,904.70	45,810.19	25,621,714.89	0.00

Transaction Ledger

As of March 31, 2019

City of Pittsburg Total Consolidated - Account #10638

December 31, 2018 through March 31, 2019

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Security Contribution	01/31/2019	90PITT\$01	2,768,092.88	City of Pittsburg Investment Pools	1.000		2,768,092.88	0.00	2,768,092.88	0.00
Subtotal			2,768,092.88				2,768,092.88	0.00	2,768,092.88	0.00
TOTAL ACQUISITIONS			28,557,092.88				28,343,997.58	45,810.19	28,389,807.77	0.00
DISPOSITIONS										
Maturity	01/08/2019	24422ETE9	200,000.00	John Deere Capital Corp Note 1.95% Due: 01/08/2019	100.000		200,000.00	0.00	200,000.00	0.00
Maturity	01/10/2019	86958JHB8	750,000.00	Svenska Handelsbanken Yankee CD 1.89% Due: 01/10/2019	100.000		750,000.00	0.00	750,000.00	0.00
Maturity	01/10/2019	86958JHB8	750,000.00	Svenska Handelsbanken Yankee CD 1.89% Due: 01/10/2019	100.000		750,000.00	0.00	750,000.00	0.00
Maturity	01/17/2019	62479MNH2	1,000,000.00	MUFG Bank Ltd/NY Discount CP 2.37% Due: 01/17/2019	99.197		1,000,000.00	0.00	1,000,000.00	0.00
Maturity	01/31/2019	912796PP8	879,000.00	US Treasury Bill 2.16% Due: 01/31/2019	100.000		879,000.00	0.00	879,000.00	0.00
Maturity	01/31/2019	912796PP8	465,000.00	US Treasury Bill 2.187% Due: 01/31/2019	100.000		465,000.00	0.00	465,000.00	0.00
Maturity	01/31/2019	912796PP8	12,420,000.00	US Treasury Bill 2.187% Due: 01/31/2019	100.000		12,420,000.00	0.00	12,420,000.00	0.00
Maturity	02/07/2019	06427KRC3	945,000.00	Bank of Montreal Yankee CD 1.88% Due: 02/07/2019	100.000		945,000.00	0.00	945,000.00	0.00
Maturity	02/28/2019	89114MCU9	1,500,000.00	Toronto Dominion Bank Yankee CD 2.46% Due: 02/28/2019	100.000		1,500,000.00	18,757.50	1,518,757.50	0.00
Maturity	02/28/2019	912796PT0	2,985,000.00	US Treasury Bill 2.224% Due: 02/28/2019	100.000		2,985,000.00	0.00	2,985,000.00	0.00
Maturity	02/28/2019	912796PT0	310,000.00	US Treasury Bill 2.224% Due: 02/28/2019	100.000		310,000.00	0.00	310,000.00	0.00

Transaction Ledger

As of March 31, 2019

City of Pittsburgh Total Consolidated - Account #10638

December 31, 2018 through March 31, 2019

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Maturity	02/28/2019	912796PT0	730,000.00	US Treasury Bill 2.224% Due: 02/28/2019	100.000		730,000.00	0.00	730,000.00	0.00
Maturity	02/28/2019	912796PT0	1,500,000.00	US Treasury Bill 2.224% Due: 02/28/2019	100.000		1,500,000.00	0.00	1,500,000.00	0.00
Maturity	02/28/2019	912796PT0	220,000.00	US Treasury Bill 2.224% Due: 02/28/2019	100.000		220,000.00	0.00	220,000.00	0.00
Maturity	03/31/2019	912828C65	155,000.00	US Treasury Note 1.625% Due: 03/31/2019	100.000		155,000.00	0.00	155,000.00	0.00
Maturity	03/31/2019	912828W97	2,000,000.00	US Treasury Note 1.25% Due: 03/31/2019	100.000		2,000,000.00	0.00	2,000,000.00	0.00
Subtotal			26,809,000.00				26,809,000.00	18,757.50	26,827,757.50	0.00
Security Withdrawal	02/28/2019	90PITT\$01	1,000,000.00	City of Pittsburgh Investment Pools	1.000		1,000,000.00	0.00	1,000,000.00	0.00
Subtotal			1,000,000.00				1,000,000.00	0.00	1,000,000.00	0.00
TOTAL DISPOSITIONS			27,809,000.00				27,809,000.00	18,757.50	27,827,757.50	0.00

Important Disclosures

As of December 31, 2018

2018 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.

Information contained herein is confidential. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

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This report is provided for informational purposes only and should not be construed as a specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of publication, but may become outdated or superseded at any time without notice. Any opinions or views expressed are based on current market conditions and are subject to change. This report may contain forecasts and forward-looking statements which are inherently limited and should not be relied upon as indicator of future results. Past performance is not indicative of future results. This report is not intended to constitute an offer, solicitation, recommendation or advice regarding any securities or investment strategy and should not be regarded by recipients as a substitute for the exercise of their own judgment.

Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

ICE BAML 1-3 Year US Treasury & Agency Index

The ICE BAML 1-3 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than three years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies. (Index: G1A0. Please visit www.mlindex.ml.com for more information)



**City of Pittsburg
Finance Division
65 Civic Avenue
Pittsburg, California 94565**

May 20, 2019

Honorable Mayor and City Council:

I have reviewed the City of Pittsburg's Treasury Report for the quarter ending March 31, 2019 and find that it complies with the Investment Policy established by my office.

Sincerely,

A handwritten signature in black ink that reads "Nancy Parent". The signature is fluid and cursive, with a long horizontal stroke at the end.

Nancy Parent
City Treasurer



**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 Accept Contract 2018-02, 2018/2019 CDBG ADA Curb Ramp Installation Project as Complete and Authorize the City Engineer to File a Notice of Completion

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

Contract 2018-02, 2018/2019 CDBG ADA Curb Ramp Installation Project (Project) was for construction of 29 curb ramps in the vicinity of Foothill Elementary School. This Resolution will accept the construction contract as complete and authorize the City Engineer to file a notice of completion.

FISCAL IMPACT

The Project was funded by Community Development Block Grant (CDBG) monies in the amount of \$226,368 (Project 4962).

The Project was completed within the approved budget.

After payment of all expenditures for design, construction, release of retention and project closeout, staff estimates there will be no remaining balance. A Project Budget Summary is attached to this staff report.

RECOMMENDATION

City Council adopt the attached resolution accepting the Contract as complete and authorizing the City Engineer to execute a Notice of Completion for the Project.

BACKGROUND

The work of the Project consisted in general of the removal and replacement of curb, gutter, and sidewalk, and installation of curb ramps consistent with requirements of the Americans with Disabilities Act (ADA Curb Ramps). The Project was for construction of 29 curb ramps in the vicinity of Foothill Elementary School.

On April 16, 2018, the City Council adopted Resolution 18-13461 approving the Community Development Block Grant 2018-2019 Annual Action Plan and approving the CDBG subcommittee recommendation for funding the project in the amount of \$200,000.

On June 18, 2018, the City Council adopted Resolution 18-13500 amending the approved Community Development Block Grant 2018-19 Annual Action Plan and allocating an additional \$26,368 to the Project for a total Project budget of \$226,368.

Advertising for the Project began on Wednesday, October 17, 2018. Bids for construction of the Project were opened on November 14, 2018. Rosas Brothers Construction was the low bidder with a base bid in the amount of \$118,600.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

There was one contract change order for the Project in the amount of \$81,501 for the removal and replacement of valley gutter, installation of additional curb ramps and adjustments to bid quantities.

The Contractor reached substantial completion on April 10, 2019. The one-year warranty period began on April 10, 2019.

Total anticipated expenditures for the Project are \$226,368. After all expenditures are paid for design, construction, the release of retention and project closeout, there will be no remaining balance to the Project.

The project was completed on time and within the authorized budget approved by the City Council.

ATTACHMENTS: Resolution
Project Budget Summary

Report Prepared By: SM Saklaen, Civil Engineer II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution Accepting Contract 2018-02,	)	
2018/2019 CDBG ADA Curb Ramp	)	RESOLUTION NO 19-
Installation Project as Complete and	)	
Authorizing the City Engineer to	)	
<u>File a Notice of Completion</u>	)	

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

WHEREAS, Contract 2018-02, 2018/2019 CDBG ADA Curb Ramp Installation Project (Project) was for construction of 29 curb ramps in the vicinity of Foothill Elementary School; and

WHEREAS, on April 16, 2018, the City Council adopted Resolution 18-13461 approving the Community Development Block Grant 2018-2019 Annual Action Plan and approving the CDBG subcommittee recommendation for funding the project in the amount of 200,000; and

WHEREAS, on June 18, 2018, the City Council adopted Resolution 18-13500 amending the approved Community Development Block Grant 2018-19 Annual Action Plan and allocating an additional \$26,368 to the Project for a total Project budget of \$226,368; and

WHEREAS, bids for construction of the Project were opened on November 14, 2018. Rosas Brothers Construction was the low bidder with a base bid in the amount of \$118,600; and

WHEREAS, there was one contract change order for the Project in the amount of \$81,501 for removing and replacing valley gutter, installing additional curb ramps and adjustments to bid quantities; and

WHEREAS, the total contract amount, including one contract change order is \$200,101; and

WHEREAS, the Contractor reached substantial completion on April 10, 2019, and the one-year warranty period began on April 10, 2019; and

WHEREAS, the total anticipated expenditures for the Project including design, construction, and staff costs are \$226,368 and there will be no remaining balance to the Project; and

WHEREAS, staff requests that the City Council accept the Contract as complete and authorize the City Engineer to execute a Notice of Completion for the Project

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

Section 1.

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.

The Project is hereby accepted as complete.

Section 3.

The City Engineer is hereby authorized and directed to execute a Notice of Completion.

Section 4.

The City Clerk shall attach a certified copy of this Resolution to the executed Notice of Completion.

Section 5.

The City Engineer is directed to file said document with the Office of the Recorder of the County of Contra Costa, State of California, within ten (10) days from the date hereof.

Section 6.

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

Section 8.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 20th day of May 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST BY:

Alice E. Evenson, City Clerk

Contract 2018-02, 2018/19 CDBG ADA Curb Ramp Installation Project
Project 4962

Project Funding:	2018/19 CDBG Grant	\$226,368
	Funding Total	\$226,368

Project Expenditures:

Miscellaneous: (Code 1399)	Advertising	\$770
	Subtotal	\$770

Construction: (Code 2365)	Construction Cost	\$200,101
	Subtotal	\$200,101

Staff Time: (Code 1101)	Staff Costs During Design Phase	\$4,635
	Staff Costs for Construction Management	\$20,862
	Subtotal	\$25,497

Expenditures Total **\$226,368**

Balance Remaining **\$0**



**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 Resolution Authorizing an Application to the USA Environmental Protection Agency for Job Training Funds for Future Build.

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

The Pittsburg Power Company's (PPC) pre-apprenticeship training program, Future Build, has helped Pittsburg residents with considerable barriers to employment gain meaningful employment for over seven years. Future Build is partially funded by the USA Environmental Protection Agency's (EPA) Environmental Workforce Development Job Training (EWDJT) Grant Program. The 2019-2020 funding application for USA EPA EWDJT funds requires a City Council Resolution for eligibility in receiving this competitive funding.

FISCAL IMPACT

Approval of this Resolution is required to submit the grant application and if awarded could reduce costs to Measure M appropriations as well as to the PPC. It would also contribute to Future Build's capacity for trainees and sustainability.

RECOMMENDATION

Staff recommends the City Council adopt the Resolution authorizing an application to the USA EPA for Job Training Funds for Future Build and authorize the City Manager to execute the application and necessary documents on behalf of the City.

BACKGROUND

The USA EPA is soliciting grant applications to deliver environmental workforce development and job training programs that recruit, train, and place local, unemployed and underemployed residents in full-time employment. The grants cycle is for three years and average \$200,000 per grant award. The USA EPA anticipates making fifteen (15) grant awards nationwide and advises that the process is very competitive.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The Pittsburgh Power Company applied for and was awarded a USA EPA grant in 2018. Through two years, the existing grant has provided \$200,000 in additional revenue to the Future Build program. This funding has expanded the training offered to include photovoltaic instruction, HAZWOPER 40 certifications, and OSHA 10 certifications.

Although it is a very competitive grant application process and the chance of receiving these job training funds is low, if the application were successful it could result in cost reductions to Measure M and PPC funds. The USA EPA grant would augment and complement the current curriculum for Future Build and its students.

ATTACHMENTS: Resolution
 Grant Announcement

Report Prepared By: Sara Bellafronte, Administrative Analyst II

OVERVIEW”

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: FY20 ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING (EWDJT) GRANTS

ACTION: Request for Proposals (RFP)

RFP NO: EPA-OLEM-OBLR-19-01

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO.: 66.815

DATES: The closing date and time for receipt of proposals is June 10, 2019, 11:59 p.m. ET. Proposals must be submitted electronically through www.grants.gov by 11:59 p.m. ET on June 10, 2019 to receive consideration. Proposals received after 11:59 p.m. ET on June 10, 2019, will not be considered.

SUMMARY: This notice announces the availability of funds and solicits proposals from eligible entities, including nonprofit organizations, to deliver Environmental Workforce Development and Job Training programs that recruit, train, and place local, unemployed and under-employed residents with the skills needed to secure full-time employment in the environmental field.

While Environmental Workforce Development and Job Training Grants require training in brownfield assessment and/or cleanup activities, these grants also require that Hazardous Waste Operations and Emergency Response (HAZWOPER) training be provided to all individuals being trained. EPA encourages applicants to develop their curricula based on local labor market assessments and employers’ hiring needs, while also delivering comprehensive training that results in graduates securing multiple certifications.

For the purposes of these guidelines, the term “grant” refers to the cooperative agreement that EPA will award to a successful applicant. Please refer to [Section II.C.](#) for a description of EPA’s anticipated substantial involvement in the financial assistance agreements awarded under these guidelines.

NOTE: EPA also urges applicants to review the Frequently Asked Questions, which can be found at https://www.epa.gov/sites/production/files/2017-09/documents/fy18_ewdjt_faqs.pdf.

FUNDING/AWARDS: The total funding available under this competitive opportunity is approximately \$4,000,000, subject to availability of funds, quality of proposals received, and other applicable considerations for FY 2020. EPA anticipates awarding approximately 20 Environmental Workforce Development and Job Training cooperative agreements at amounts up to \$200,000. Please note, applicants cannot submit multiple proposals under this solicitation.

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SECTION I – FUNDING OPPORTUNITY DESCRIPTION

This funding opportunity is made available through EPA’s Office of Brownfields and Land Revitalization (OBLR), and supported by other program offices including the Office of Resource Conservation and Recovery (ORCR), Office of Superfund Remediation and Technology Innovation (OSRTI), Office of Communications, Policy, and Analysis (OCPA), Office of Water (OW), Office of Chemical Safety and Pollution Prevention (OCSPP), and the Office of Emergency Management (OEM). As a result, the Environmental Workforce Development and Job Training (EWDJT) Program allows applicants to deliver an array of training in the environmental field, in addition to the traditional brownfields hazardous waste and petroleum cleanup training historically provided.

Through the EWDJT Program, graduates develop skill sets that improve their ability to secure full-time, sustainable employment in various aspects of hazardous and solid waste management and within the larger environmental field, including sustainable cleanup and reuse, water quality improvement, chemical safety, and pesticide management.

I.A. Description of Grant

A critical part of EPA’s EWDJT program is to further environmental justice by ensuring that residents living in communities historically affected by economic disinvestment, health disparities, and environmental contamination, including low-income, minority, and tribal communities, have an opportunity to reap the benefits of revitalization and environmental cleanup. Through the link to on-the-ground assessment and cleanup activities, Environmental Workforce Development and Job Training Grants train unemployed and under-employed residents of communities impacted by a variety of waste facilities, blighted properties, contaminated sites, and other environmental issues, for environmental jobs that contractors may otherwise fill from outside the affected community. EWDJT Grants help residents take advantage of the jobs created by the management, assessment, cleanup, and revitalization of solid and hazardous waste sites, as well as other environmental projects in their communities, such as water quality improvement, chemical risk management, and pesticide management efforts. Applicants must target dislocated workers, or those laid off as a result of recent manufacturing plant closures, severely under-employed individuals, or unemployed individuals, including low-income and minority residents of waste-impacted communities, veterans, and those with little to no advanced education. Applicants must identify the target area that they intend to serve. A target area can be any area (e.g., county, city, neighborhood, etc.) that has been impacted by the presence of brownfields. EPA will consider proposals that propose to serve large areas, especially in rural communities, that may include a number of towns or proposals seeking to serve sister-cities, for example.

Applicants will be evaluated on the extent to which they have partnered with, and secured hiring commitments from local contractors and other stakeholders where EPA-funded projects for brownfields, Superfund sites, landfills, oil spill sites, recent disaster areas, wastewater treatment facilities, or EPA-funded state or tribal corrective actions, closures at solid or hazardous waste facilities, or landfills are located. Applicants should make efforts to link graduates of EWDJT programs with environmental employment that involves preventing, assessing, managing, and cleaning up contaminated sites or working in environmental areas in the graduates’ respective communities. Proposed training should be directly linked to ongoing environmental employment

opportunities taking place in the respective community.

To date, EPA has funded 305 job training grants totaling approximately \$63 million through the Job Training program. As of September 2017, approximately 16,500 individuals have completed training, and over 12,000 of those graduates obtained employment in the environmental field, earning over an average of \$14 an hour as their starting hourly wage. This equates to a cumulative placement rate of approximately 73% since the program was created in 1998.

I.B. Use of Grant Funds

In addition to brownfields hazardous waste training, which includes sustainability and equitable development, applicants may choose to deliver a variety of environmental training, allowing applicants to tailor the curricula of their programs to the labor market needs of their targeted community. Applicants may include training related to one, multiple, or none of the training areas described below. The only required training is OSHA 29 CFR 1910.120 40-hour HAZWOPER. Beyond this, the applicant can design a curriculum of eligible courses that meets the training needs identified by a local labor market assessment and/or employer survey.

Applicants have the option to deliver any of the training listed below at awareness, intermediate, or advanced levels. The funding levels for these subject areas vary. Applicants are encouraged to review the available funding amounts, in [Section II.A](#), while developing their curriculum. While advanced courses can be funded, please keep in mind that if those advanced courses fall within a category with limited funds, the EPA may not be able to fund that course in its entirety, depending upon the available amount of funding.

- Solid waste management or cleanup training, such as integrated solid waste management, including, but not limited to household and industrial recycling management and operations; collection; operators of material recovery facility and/or recycling centers; electronics and household hazardous waste collection and recycling program operators; construction and demolition debris collection and recycling management; recycling center operators; training associated with solid and hazardous waste facility corrective action, landfill closures and capping activities; and waste minimization efforts.
- Superfund site cleanup and innovative and alternative treatment technologies training, “green remediation” technologies, such as phytoremediation, bioremediation, or soil amendments; advanced sampling instrument operator training; or training in the reuse of biosolids and other industry residuals.
- Wastewater treatment training, such as wastewater treatment facility operations (treatment, collection, storage, and disposal) training, decentralized wastewater treatment systems maintenance, or other related wastewater management topics. *Please note that the EPA will use brownfields hazardous waste (CERCLA 104(k)(7)) funds on grant awards where applicants propose to deliver stormwater management; green infrastructure installation, management, and maintenance; or low impact development (LID) training.*
- Emergency planning, preparedness, and response training, such as training for conducting hazards analysis on the chemical facility risks in the community; developing local emergency response plans; organizing and implementing exercises; outreach to the public;

spill response and cleanup, including industrial and environmental (e.g., oil spills, natural disasters, etc.); first responder, disaster site worker certification, and National Incident Management System (NIMS) training.

- Enhanced environmental health and safety training, such as promoting chemical (substance, mixture, or article) safety awareness and stewardship; safe work practices (including an overview of the content of material safety datasheets (MSDS), information on exposure guideline limits (Occupational Exposure Limits and Recommended Exposure Limits), information contained within the NIOSH pocket guide to chemical hazards, or the OSHA/EPA Occupational Chemical Database); chemical inventories; inspection and proper chemical storage; engineering controls, such as well-designed ventilation to promote air exchange; use of correct personal protective equipment, including respiratory protection, gloves, goggles, or coveralls; isolation of work areas; safe storage and handling of chemicals; promoting sanitation and hygiene; prevention of spills; universal hazard communication; green chemistry; medical waste handling and disposal; and training in an overview of any existing chemical-specific worker training and certification programs, including but not limited to: lead abatement; lead renovation, repair, and painting (RRP); asbestos; diisocyanates (auto-refinishing and spray polyurethane foam); pesticide worker protection standards; PFCs; PBDEs/HBCD; and others.
- Integrated pest management (IPM) training for public housing and project-based rental assistance properties, including training in pesticide prevention and the safe application of pesticides.
- Alternative energy technologies, such as training in the installation of solar, wind, or geothermal power systems or alternative fuels (e.g., biofuels), including preparing sites for renewable energy installation.

I.C. Eligible Uses of Grant Funds

Grant funds must be used for direct programmatic costs associated with implementing an EWDJT program. Examples of eligible uses of grant funds are listed below. Please note that this list is intended to be illustrative and applicants may apply for funding for other types of **related** environmental training consistent with the statutory authority for this RFP (see [Section I.G.](#)). Applicants must indicate what training they propose to deliver in their training program description.

- Personnel costs for instructors to conduct training, fringe benefits, and/or personnel costs for tasks associated with programmatic reporting requirements.
- Costs for screening and placement of individuals in the training program.
- Costs for training materials and work gear associated with the training curriculum.
- Development and refinement of existing curricula for training.
- Implementing job development outreach activities directed toward engaging prospective employers to be involved in the job training program and to hire graduates.

- Training in the assessment, inventory, analysis, and remediation of sites or facilities at which hazardous substances, pollutants, contaminants, and petroleum products are located, transported, or disposed, including training for jobs in environmental sampling, demolition, underground storage tank removal, groundwater extraction, and site remediation associated with brownfields.
- Training participants in the use of techniques and methods for cleanup of hazardous substances, petroleum, and pollutants, such as asbestos abatement; lead abatement; lead renovation, repair, and painting (RRP); mold remediation; and cleaning up sites contaminated by the manufacturing of illegal drugs (e.g., methamphetamine labs), abandoned gas stations, or mine-scarred lands.
- Training in confined space entry.
- Training in first-aid, cardiopulmonary resuscitation (CPR), and blood-borne pathogens.
- Training in chemistry, toxicology, and geology to the extent necessary to inventory, assess, remediate, and clean up contaminated sites.
- Training in the requirements and implementation of the All Appropriate Inquiries (AAI) Final Rule, as required in CERCLA Section 101(35)(B), and due diligence.¹
- Training in radiation safety and the cleanup of uranium mine tailings.
- Training in HAZMAT, commercial driver's license (CDL), forklift, and machine operations associated with the transportation of hazardous waste.
- Training in Freon removal or the removal of hazardous substances from white goods.
- Training in weatherization; Building Performance Institute (BPI) training; energy efficiency retrofitting; heating, ventilation, and air conditioning (HVAC); and energy auditing.
- Training in the use of compost and soil amendments and associated sampling, testing, and design considerations, and management techniques to support the assessment and cleanup of sites for urban agriculture and horticulture.
- Training participants in planning and conducting ecological restoration of contaminated land, including general botanical classes or introductory horticultural classes related to land and stream restoration or indigenous species and native plant re-vegetation; landscaping; and soil science.
- Training in adaptation or resiliency, including wildlife hazing.

¹ Due diligence is the process for evaluating a property for the potential presence of environmental contamination, and for assessing potential liability for any contamination present at the property.

- Training in the various certifications of Leadership in Energy and Environmental Design (LEED).
- Training in building trades related to constructing berms, caps, synthetic barriers, pumping facilities, and similar structures to remediate contamination.
- Training in national historic preservation and tribal historic preservation regulations associated with cleanup projects.
- Training in vapor intrusion testing and mitigation.
- Training in site surveying, mapping, blueprint reading, computer-aided design and drafting (CADD), and geographic information systems (GIS).
- On-the-job training insurance for trainees.
- Costs associated with health exams (e.g., pulmonary function tests), drug testing, or licensing fees directly related to the training and/or the placement of graduates in environmental work.
- Costs used to cover rental fees associated with training facilities or minor alteration of existing facilities. (Construction costs are not allowable.)
- Costs associated with eligible participant support costs, including transportation for trainees for site visits during training or to transport trainees to and from class.

I.D. Ineligible Uses of Grant Funds

Examples of ineligible uses of grant funds are listed below. Please note that this list is intended to be illustrative and is not all inclusive. **Grant funds may not be used for the following activities:**

- Training in general construction skills and trades (e.g., carpentry, plumbing, electricity, etc.).
- Training in natural resource extraction or related processes, such as hydraulic fracturing, oil refinery, or mining operations.
- Conducting actual site assessments or cleanups, except within the context of on-the-job training.
- Conducting response activities often associated with cleanups (e.g., landscaping, demolition, and groundwater extraction), except within the context of on-the-job training assignments. Assessment, cleanup, and associated activity costs must be funded through other means.
- General or life skills education activities, such as remedial classes in math and reading; job readiness training, such as developing resumes and acquiring interview skills; GED costs; website development; vehicle or medical insurance; or child care and daycare costs.

- Stipends for students, including on-the-job training costs, or scholarship funds to support students' enrollment in college courses. As noted above, stipends for student transportation expenses are eligible.
- Membership fees, such as fees required to join placement service organizations or environmental organizations.
- Providing food or light refreshments to employees, instructors, and trainees - except at graduation ceremonies.
- Training that seeks to test a product or is intended to expand a business, including training that seeks to expand construction and demolition debris recycling businesses for example, or training that is intended to only serve staff of an existing business who are already employed with that business.
- Training in firefighting, including wildfire firefighting, unless the training is a component of environmental disaster response training.
- Costs that are unallowable (e.g., lobbying and alcoholic beverages) under Cost Principles 2 CFR 200 and 1500, as applicable.
- Matching any other federal funds (unless there is specific statutory authority for the match). None of the statutory authorities listed above provide this authority. Grant funds may be used to match state or local funds, if authorized by the relevant state statute or local ordinance.
- Construction or substantial rehabilitation of buildings or other facilities to house training.
- Foreign travel.
- Proposal preparation costs.
- Administrative costs, including all indirect costs and direct costs for grant administration in excess of five (5) percent of the total amount of EPA grant funding, with the exception of financial and performance reporting costs (which are considered allowable programmatic costs and not subject to the 5% limitation). (Refer to [Appendix 1: Prohibitions on Use of Funds.](#))

See <https://www.epa.gov/brownfields> for additional information on ineligible grant activities.

I.E. EPA Strategic Plan Linkage

EPA's Strategic Plan is available at <https://www.epa.gov/planandbudget/strategicplan.html>. The activities to be funded under this announcement will be linked to EPA's strategic plan consistent with EPA's current priorities for cleaning up contaminated sites and returning land back to communities. Applicants must explain in their proposal how their project will further these current priorities.

I.F. Measuring Environmental Results: Anticipated Outputs/Outcomes

Pursuant to [EPA Order 5700.7A1](#), “Environmental Results under EPA Assistance Agreements,” EPA requires that all grant applicants and recipients adequately address environmental outputs and outcomes.

EPA must report on the success of its Environmental Workforce Development and Job Training Program through measurable outputs and outcomes, such as the number of individuals recruited, trained, certified, and placed directly in environmental careers, as well as average hourly starting wage. Applicants must discuss in their proposals how funding will achieve environmental outputs and outcomes. Outputs specific to each project will be identified as deliverables in the work plan negotiated if the proposal is selected for award. Grantees will be expected to report progress toward the attainment of project outputs during the project performance period.

Outputs and outcomes are defined as follows:

1. Outputs: The term “output” refers to an environmental activity, effort, and/or associated work product related to an environmental goal or objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period. The expected outputs for the grants awarded under these guidelines may include but are not limited to:
 - Number of individuals recruited, trained, certified, and placed in environmental careers in communities impacted by solid and hazardous waste sites and facilities. Each grant award is anticipated to result in at least 50 individuals completing training, with a minimum job placement rate of 70%. These target numbers are approximations and will vary by grantee depending on the comprehensiveness of a curriculum and where the grantee is located (urban versus rural locations where a larger number of individuals may be more easily recruited than locations where recruitment may be more challenging as a result of smaller populations).
 - Number of classroom style trainings, practical trainings, and curricula modules.
 - Number of appropriate certifications in environmental sampling and site cleanup methods.
 - Number of certifications in OSHA 29 CFR 1910.120 40-hour HAZWOPER training.
2. Outcomes: The term “outcome” refers to the result, effect, or consequence that will occur from carrying out the activities under the grant. Outcomes may be environmental, behavioral, health-related, or programmatic; must be qualitative or quantitative; and may not necessarily be achievable during the project period. EPA anticipates the outcomes from the projects awarded under this announcement may be an increase in the capacity of governmental entities and nonprofit organizations to:
 - Help residents of communities take advantage of jobs created by the assessment, cleanup, and management of solid and hazardous waste sites and facilities while addressing environmental justice concerns.

- Provide training that leads to sustainable employment in the environmental field.
- Improve community involvement and stimulate the development of constructive partnerships.
- Reduce chemical exposures and improve the health of workers, occupants, and residents.
- Improved knowledge—in acquisition and attainment—of pest and pesticide safety information.
- Increase safety by improving pest and pesticide management.
- Improve pest management and reduced pest complaints.
- Foster self-sufficiency and enhance the skills and availability of labor for environmental remediation in environmental justice and other communities impacted by environmental contamination.
- Enable residents to participate in the promotion of environmental health and occupational safety, both on the job and in their communities.

I.G. Supplementary Information

The statutory authorities for assistance agreements expected to be awarded by EPA under this announcement are listed below.

1. Section 104(k)(7) of CERCLA-State and Tribal Assistance Grants (STAG) appropriations (hazardous substances and petroleum)
2. Section 311(b)(3) of CERCLA-Superfund appropriations
3. Section 104(b) of the Clean Water Act
4. Section 8001 of the Solid Waste Disposal Act-Environmental Programs and Management (EPM) appropriations
5. Section 10 of Toxic Substances Control Act-Environmental Programs and Management (EPM) appropriations

As required by 2 CFR § 200.113, non-federal entities or applicants for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR § 200.338, including suspension and debarment.

SECTION II – AWARD INFORMATION

II.A. What is the Amount of Available Funding?

The total funding available under this competitive opportunity is approximately \$4,000,000, subject to availability of funds, quality of proposals received, and other applicable considerations for FY20. EPA anticipates awarding approximately 20 environmental workforce development and job training cooperative agreements. Applicants may apply for up to \$200,000 of EPA funds.

Of the total \$4,000,000 available, the EPA estimates based on previous grant cycles that the following funding amounts will be available to support the various types of training either at the awareness or advanced level, with the majority of funding being used to support brownfields assessment, cleanup, and hazardous waste related training:

- Brownfields hazardous waste assessment and cleanup training, including petroleum cleanup training: \$3,900,000
- Solid Waste Management or Cleanup training: \$10,000
- Superfund site cleanup and innovative and alternative treatment technologies training: \$20,000
- Wastewater treatment training: \$20,000
- Emergency planning, preparedness, and response training: \$20,000
- Enhanced environmental health and safety training: \$15,000
- Alternative energy technologies (e.g. solar installation training, training in the preparation of formerly contaminated sites for renewable energy purposes, etc.): \$15,000

Please note that applicants are required to provide cost estimates for each training course identified in their proposed training curriculum. Applicants must also indicate what percentage of their total grant funds are being designated to support each training course. Based on the funding amounts listed above, EPA may only be able to fund a limited amount of advanced level courses in subject areas beyond brownfields hazardous waste training. Depending on the quality of proposals received and what level of training is proposed, EPA may be able to fund multiple proposals that seek to deliver awareness and/or intermediate level training in the categories listed above. Based on the limited amounts of funding to support certain types of training, the EPA may not be able to fund all training courses proposed by an applicant. **Applicants should take this into consideration when they decide what types of training they will offer and at what level it will be delivered. Applicants will not have the ability to materially revise their proposals, substitute, or alter their training curricula if the proposal is selected for funding and certain types of training are unable to be funded.**

EPA reserves the right to make additional awards under this competition, consistent with Agency policy, if additional funding becomes available. Any additional selections for awards will be made no later than six months from the date of the original selection decision. EPA reserves the right to reject all proposals and make no awards under this announcement or make fewer awards than anticipated.

In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions, types of training, or phases of proposed projects. To maintain the integrity of the competition and selection process, EPA, if it decides to partially fund a proposal, will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award.

Awards may be fully or incrementally funded, as appropriate, based on funding availability, satisfactory performance, and other applicable considerations.

II.B. What is the Project Period for Award(s) Resulting from this Solicitation?

The project period for Environmental Workforce Development and Job Training Grants is three years. Training is anticipated to conclude by the end of the second year, with the third year of the project period devoted to the placement of remaining graduates in employment and reporting accomplishments data to the EPA.

II.C. Substantial Involvement

The Environmental Workforce Development and Job Training Grant will be awarded in the form of a cooperative agreement. Cooperative agreements permit the EPA's Project Officers to be substantially involved in overseeing the work performed by the selected recipients. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial federal involvement for this project may include:

- Close monitoring of the recipient's performance to verify the results.
- Collaborating during performance of the scope of work.
- In accordance with 2 CFR 200.317 and 2 CFR 200.318, as appropriate, review of proposed procurements.
- Reviewing qualifications of key personnel. (EPA will not select employees or contractors employed by the award recipient).
- Reviewing and commenting on reports prepared under the cooperative agreement. (The final decision on the content of reports rests with the recipient.)
- Reviewing outputs and outcomes to ensure substantial progress has been made in accordance with the cooperative agreement terms and conditions.
- Approval of project phases, such as curriculum development, prior to the implementation of training.

SECTION III – APPLICANT ELIGIBILITY

III.A. Who Can Apply?

In accordance with CFDA 66.815, the following entities are eligible to apply for an Environmental Workforce Development and Job Training Grant:

- General Purpose Unit of Local Government (as defined under 2 CFR 200.64).
- Land Clearance Authority or other quasi-governmental entity that operates under the supervision and control of, or as an agent of, a general purpose unit of local government.
- Government entity created by State Legislature.
- Regional Council or group of General Purpose Units of Local Government.
- Redevelopment Agency that is chartered or otherwise sanctioned by a State.
- State.
- Indian Tribe other than in Alaska. (The exclusion of Alaskan tribes from grant eligibility is statutory at CERCLA §104(k)(1)). Intertribal Consortia are eligible for funding in accordance with EPA's policy for funding intertribal consortia published in the Federal Register on November 4, 2002, at 67 Fed. Reg. 67181. (This policy also may be obtained from your EPA Regional Job Training Coordinator listed)

- Alaskan Native Regional Corporation, Alaska Native Village Corporation and the Metlakatla Indian Community. (Alaskan Native Regional Corporation and Alaska Native Village Corporation as those terms are defined in the Alaska Native Claims Settlement Act (43 U.S.C. 1601 and following).)
- Nonprofit organizations. For purposes of this grant program, the term “nonprofit organization” means any corporation, trust, association, cooperative, or other organization that is operated mainly for scientific, educational, service, charitable, or similar purpose in the public interest; is not organized primarily for profit; and uses net proceeds to maintain, improve, or expand the operation of the organization. Workforce Investment Boards and organized Labor Unions that meet these criteria may be eligible nonprofit organizations. Public and nonprofit private educational institutions are eligible to apply. However, nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are **not** eligible to apply. For-profit or proprietary training organizations or trade schools are **not** eligible to apply.

III.B. Voluntary Cost Share/Leveraging

Matching funds are not required under this competition. Although cost-sharing or matching is not required as a condition of eligibility under this competition of this announcement, EPA will evaluate responses to the *Leveraging* criterion ([Section IV.C.3.7.](#)). Leveraging is when an applicant proposes to provide its own additional funds/resources or those from third party sources to support or complement the project they are awarded under the competition which are above and beyond the EPA grant funds awarded. Any leveraged funds/resources, and their source, must be identified in the proposal. Leveraged funds and resources may take various forms as noted below.

Voluntary cost share is a form of leveraging. Voluntary cost sharing is when an applicant voluntarily proposes to legally commit to provide costs or contributions to support the project when a cost share is not required. Applicants who propose to use a voluntary cost share must include the costs or contributions for the voluntary cost share in the project budget on the SF-424. If an applicant proposes a voluntary cost share, the following apply:

- A voluntary cost share is subject to the match provisions in the grant regulations (2 CFR 200.306, as applicable).
- A voluntary cost share may only be met with eligible and allowable costs.
- The recipient may not use other sources of federal funds to meet a voluntary cost share unless the statute authorizing the other federal funding provides that the federal funds may be used to meet a cost share requirement on a federal grant.
- The recipient is legally obligated to meet any proposed voluntary cost share that is included in the approved project budget. If the proposed voluntary cost share does not materialize during grant performance, then EPA may reconsider the legitimacy of the award and/or take other appropriate action as authorized by 2 CFR 200.338.

Other leveraged funding/resources that are not identified as a voluntary cost share. This form of leveraging may be met by funding from another federal grant, from an applicant's own resources, or resources from other third party sources. This form of leveraging should be discussed in the proposal but should not be included in the budget narrative or table. Costs

covered by this form of leveraging need not be eligible and allowable project costs under the EPA cooperative agreement. While this form of leveraging should not be included in the budget, if selected, the grant work plan should include a statement indicating that the applicant is expected to produce the proposed leveraging consistent with the terms of the announcement and the applicant's proposal. If applicants propose to provide this form of leveraging, EPA expects them to make the effort to secure the leveraged resources described in their proposals. If the proposed leveraging does not materialize during grant performance, then EPA may reconsider the legitimacy of the award and/or take other appropriate action as authorized by 2 CFR Parts 200 or 1500.

III.C. Threshold Eligibility Criteria

This section contains the threshold eligibility criteria that ensure applicants are eligible to receive EWDJT grants. Threshold criteria are evaluated on a pass or fail basis. Only those proposals that **specifically address and pass each of the eight threshold criteria** listed below will be evaluated against the ranking criteria in [Section V.A.](#) of this announcement. Applicants deemed ineligible for funding consideration as a result of failing threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

For purposes of the threshold eligibility review, EPA may seek clarification of applicant information. Applicants that simply fail to address a threshold criterion may not be provided an opportunity to respond or submit clarifying information so as not to provide an applicant an unfair competitive advantage or to provide the appearance of an unfair competitive advantage over applicants who submit complete proposals. The applicant's responses to the threshold criteria **must be included in the cover letter** submitted to EPA or the proposal will be rejected.

Ineligible costs/activities: If a proposal is submitted that includes any ineligible tasks or activities, that portion of the proposal will be ineligible for funding and may, depending on the extent to which it affects the proposal, render the entire proposal ineligible for funding.

1. Applicant Eligibility

Describe how you are an eligible applicant as described in [Section III.A.](#) For entities other than cities, counties, tribes, or states, please attach documentation of your eligibility, such as nonprofit status, resolutions, or statutes.

2. Demonstration that Proposed Project Does Not Duplicate Other Federally Funded Environmental Job Training Programs

Demonstrate that the proposed training project does not duplicate other federally funded programs for environmental job training in your target community, including training provided through the EPA's Superfund Job Training Initiative (SuperJTI); the EPA's Environmental Justice Small Grants Program CFDA 66.604; and the EPA's Surveys, Studies, Investigations, Training, and Special Purpose Activities Relating to Environmental Justice Grants Program CFDA 66.309. Applicants must demonstrate that the proposed training project does not duplicate National Institute of Environmental Health Sciences (NIEHS) Hazardous Waste Worker Training programs in their target community or Department of Labor (DOL) grant funds that include brownfields remediation, renewable energy, HVAC, or other energy-related training or wastewater treatment technology operator training. Federal agencies maintain lists of these grant programs at the following

websites:

EPA: www.epa.gov/superfund/superfund-job-training-initiative
www.epa.gov/environmentaljustice
NIEHS: www.niehs.nih.gov/careers/hazmat/about_wetp/ecwtp/index.cfm
DOL: <https://www.dol.gov/general/grants/howto>

If you are listed on any of these websites as a recipient, you must demonstrate how services under this proposed project will complement, but not duplicate the existing federal environmental job training activities (i.e., different target audience, such as a different age group, differing types of certification training).

If you are not listed on the above websites but are the recipient of other federally funded environmental or “green job” training programs serving your area or community(ies), you must similarly demonstrate how services under this proposed project will complement, but not duplicate, the existing federal environmental job training activities. These other programs may include funding provided by Housing and Urban Development (HUD), Department of Energy (DOE), Health and Human Services (HHS), and other federal agencies. The EPA may also conduct internal screening to ensure demonstration of non-duplication and will coordinate duplication screening with federal partners.

If your proposed target community is not a recipient of any federally funded environmental or “green job” training programs, a statement to this effect must be included in the threshold criteria section of your cover letter.

3. Required HAZWOPER Training

Your proposal must include OSHA 29 CFR 1910.120 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER) training and be provided to **all trainees** in the proposed program. Proposals that do not include 40-hour HAZWOPER in their training curriculum will be rejected.

4. Federal Funds Requested/Funding Amount

Proposals with project periods exceeding three (3) years or requesting more than \$200,000 in federal funds for the entire project period will not be reviewed. Please indicate your requested funding amount and estimated project period.

5. Substantial Conformity with Instructions and Format Requirements

Proposals must substantially conform to the proposal submission instructions and format requirements set forth in [Section IV](#) of this announcement or they will be rejected. Pages in excess of stated page limitations will not be reviewed.

6. Training Curriculum Chart Indicating the Cost of Each Course

As part of the proposal, applicants must submit a detailed training curriculum chart with associated costs for each training course as referenced in [Section IV.C.3](#). Applicants must calculate and indicate what percentage of the grant budget will be allocated for each training course within this chart. The training curriculum chart with associated costs for each training course is not considered an attachment and must be included with responses to the ranking criteria as part of the narrative proposal. When addressing this threshold

criterion on your cover letter, indicate on which page your training curriculum chart can be found.

7. Target Area

Identify the target area (as defined in [Section I.A.](#)) you propose to serve, including the town or city, as well as the neighborhood(s). Applicants cannot propose to serve multiple target areas. However, EPA will consider proposals that propose to serve large areas, especially in rural communities, that may include a number of towns or proposals seeking to serve sister-cities, for example.

8. Submission of Proposals

Proposals must be submitted and successfully received through www.grants.gov by the deadline of June 10, 2019, 11:59 p.m. ET. Proposals submitted after the submission deadline of June 10, 2019, 11:59 p.m. ET will be considered late and deemed ineligible without further consideration unless the applicant can clearly demonstrate that it was late due to technical problems associated with www.grants.gov or relevant www.sam.gov system issues. An applicant's failure to timely submit its proposal through www.grants.gov because the applicant did not timely or properly register in www.sam.gov or www.grants.gov will not be considered an acceptable reason to consider a late submission. Applicants are responsible for ensuring their proposal is submitted and accepted by www.grants.gov by the deadline. Additional instructions for submitting your proposal can be found in [Appendix 2](#). Applicants should confirm receipt of their proposal with **Rachel Congdon at EPA at (202) 566-1564, or via email at congdon.rachel@epa.gov**, as soon as possible after the submission deadline if the applicant has concerns regarding www.grants.gov submission — failure to do so may result in your proposal not being reviewed.

Applicants can not submit multiple proposals under this solicitation. Applicants who submit more than one proposal will be contacted by EPA prior to proposal review to determine which one(s) will be withdrawn.

SECTION IV – PROPOSAL SUBMISSION INFORMATION

IV.A. How to Obtain an Application Package

Electronic copies of this RFP can be obtained at www.grants.gov or through the EPA's Brownfields Program website at www.epa.gov/brownfields.

IV.B. Due Date and Submission Instructions

Your organization's Authorized Organization Representative (AOR) must submit your complete application package electronically to EPA through www.grants.gov. Proposals must be received no later than 11:59 p.m. ET on June 10, 2019. Please allow enough time to successfully submit your application package and allow for unexpected errors that may require you to resubmit.

Proposals received after 11:59 p.m. ET June 10, 2019, will not be considered for funding.

In order to submit a proposal² through www.grants.gov, you must:

1. Have an active DUNS number,
2. Have an active System for Award Management (SAM) account in www.sam.gov,
3. Be registered in www.grants.gov, and
4. Be designated as your organization's AOR.

The registration process for all of the above items **may take a month or more to complete.** Occasionally, technical and other issues arise when using www.grants.gov.

The electronic submission of your application must be made by the AOR of your institution who is registered with www.grants.gov and is authorized to sign applications for federal assistance. Refer to Appendix 2 for specific instructions on the use of www.grants.gov.

After signing and successfully submitting the application package, within 24 to 48 hours the AOR should receive notification emails from www.grants.gov with the following subject lines:

1. GRANT##### Grants.gov Submission Receipt
2. GRANT##### Grants.gov Submission Validation Receipt for Application

If the AOR did not receive either notification emails listed above, contact the www.grants.gov Help Desk at 1-800-518-4726. The Help Desk is open 24/7 (except federal holidays).

After the application package is retrieved out of the www.grants.gov system by EPA, the AOR should receive the following notification emails from www.grants.gov:

3. GRANT##### Grants.gov Grantor Agency Retrieval Receipt for Application
4. GRANT##### Grants.gov Agency Tracking Number Assignment for Application

In the event that you experience difficulties transmitting the proposal through www.grants.gov, please refer to the procedures in Appendix 2.

If you do not have the technical capability to apply electronically through www.grants.gov because of limited or no Internet access which prevents you from being able to upload the required application materials to www.grants.gov, please refer to the procedures in Appendix 2.

IV.C. Content and Form of Proposal Submission

All pages exceeding the page limits described below will not be reviewed. Upon receipt, proposals will be reviewed for substantial conformity with the format requirements and page limits listed below, per the threshold eligibility criteria in [Section III.C](#). All application materials, including support letters, must be submitted in English. Photos and graphics **will not be considered**. The narrative proposal and cover letter must be typed on 8¹/₂ x 11 paper, be single-spaced, and should use Times New Roman, Arial, or Calibri font, sized no smaller than 11 point, and have one (1)-inch margins. Attachments are limited to those identified below and are limited

² Note that the terms "proposal" and "application" mean the same thing for the purposes of this competition. The files that you submit through www.grants.gov as your proposal are what is known as an application package in www.grants.gov.

to one scanned image per page. Applicants are responsible for submitting a complete proposal, as described below, by the due date.

1. Proposal Content

All proposals must substantially conform to the following outline and content (pages in excess of the stated page limitations will not be reviewed):

- The cover letter, **including responses to threshold eligibility criteria in [Section III.C](#)** (3-page limit, single-spaced) – See IV.C.2. below.
- The narrative proposal, which includes the responses to all **ranking** criteria (15-page limit, single-spaced) – See IV.C.3. below.
- Attachments (15-page limit, single-spaced) – See IV.C.4. below.
 - Documentation of applicant eligibility, if applicable-
 - Milestones schedule
 - Other Factors Checklist
 - General letters of support from partners, including employers, as identified in your proposal

Note: Documentation of nonprofit applicant eligibility must be included with the required attachments but does **NOT** count towards the attachments page limitation.

With submission through www.grants.gov, applicants are required to submit the SF-424 form (application for federal assistance with original signature). See [Appendix 2](#) for information on using grants.gov. **The SF-424 form does not count against the above-referenced page limits.** When completing the SF-424 form, applicants will be required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS number). Applicants can receive a DUNS number for FREE by calling 1-800-591-8534, or visiting the D&B website at <https://www.dnb.com/duns-number.html>.

2. Cover Letter

The cover letter must identify the applicant and provide a contact for communication with EPA. The cover letter, including the applicant identification information, must not exceed three (3) pages, single-spaced. Any pages submitted over the page limit will not be considered. The cover letter must be written on your organization's official letterhead and signed by an official with the authority to commit your organization to the proposed project. Each cover letter must include:

- A. Applicant Identification: Provide the name and full address of the entity applying for funds. This is the agency or organization that will be receiving the grant and will be accountable to EPA for proper expenditure of funds. **Include the applicant's Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS number).**
- B. Responses to the Threshold Eligibility Criteria:
 - a. Applicant Eligibility;
 - b. Demonstration that Proposed Project Does Not Duplicate Other Federally Funded Environmental Job Training Programs;

- c. Required HAZWOPER training (reference page number where this training is discussed within the narrative proposal);
- d. Federal Funds Requested: \$ _____ (must not exceed \$200,000);
- e. Training Curriculum Chart Indicating the Cost of Each Course (reference page number where the chart is located within the narrative proposal);
- f. Target Area; and
- g. Submission of Proposals

C. Grant Type: Indicate “Environmental Workforce Development and Job Training Grant.”

D. Location: Provide your city, county, and state or reservation.

E. Contacts:

- a. Project Director: Provide the name, phone/fax numbers, email address, and mailing address of the project director assigned to the proposed project. This person may be contacted if other information is needed.
- b. Chief Executive/Highest Ranking Official: Provide the name, phone/fax numbers, email address, and mailing address of the applicant’s Chief Executive (e.g., mayor of a city, executive director of a nonprofit, etc.). This person may be contacted if further information is needed.

F. Date Submitted: Date proposal was submitted via www.grants.gov.

G. Project Period: Length of proposed project period (must not exceed three (3) years).

H. Population: Provide the general population of your municipality and your defined target community. Tribes must provide the number of tribal/non-tribal members affected. Your jurisdiction’s population can be found at www.census.gov.

I. Training: Clearly indicate what types of training you will include in your proposed curriculum and at what level the training will be delivered as referenced in [Section I.B.](#)

3. Narrative Proposal/Ranking Criteria

The narrative proposal includes responses to all seven (7) ranking criteria in [Section V](#). The narrative proposal must not exceed fifteen (15) single spaced pages. Any pages over the page limit will not be evaluated. The narrative proposal must be clear, concise, and specifically address all of the applicable ranking criteria. **Responses to the criteria should include the criteria number and title, but need not restate the entire text of the criteria.** Proposals must provide sufficient detail to allow for an evaluation of the merits of the proposal. **Any criterion left unanswered may result in zero points given for that criterion.** Factual information about your proposed project and community must be provided. Do not include discussions of broad principles that are not specific to the proposed work or project covered by your proposal. Do not provide photos or extraneous materials.

1. Community Need

This section of your proposal provides the context for your project. The needs defined in this section should provide the foundation for your discussion of the proposed Environmental Workforce Development and Job Training Program, planned community engagement and partnerships, and the ways the program will ultimately benefit your community and program participants (both outputs and outcomes). This section of your narrative should describe your community, identify a target area within your community, discuss the impacts from brownfields and other environmental issues, and discuss the community's economic condition and challenges.

A. Community Description

Provide a detailed description of your community. Provide demographic information that demonstrates how your target community and the populations you aim to serve are of need, including population, unemployment rate, poverty rate, percent minority, per capita income, and/or other relevant statistics. Describe how these demographic indicators relate to current challenges in the target community, including environmental, social, public health, and economic issues, as well as environmental justice concerns, such as the disproportionate siting of polluting facilities or number of brownfield sites in low-income and/or minority communities you are proposing to target for recruitment activities.

Provide and compare census-based demographic data as requested in the table below. Use additional rows or text, as needed, to include other data or information, which provide a compelling explanation for why you selected the target area. Responses should clearly identify sources of information used.

Sample Format for Demographic Information

	Target Community (e.g., Census Tract)	City/Town or County	Statewide	National
Population:				316,127,513 ¹
Unemployment:				8.3% ²
Poverty Rate:				15.5 % ³
Percent Minority:				37.8% ¹
Median Household Income:				\$53,889 ³
Other: <i>Include other relevant data as needed in additional rows</i>				
¹ Data are from the 2014 American Community Survey data profile and are available on American FactFinder at http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_14_5YR_DP05&src=pt ² Data are from the Bureau of Labor Statistics (The Employment Situation – March 2016) and are available at http://www.bls.gov/news.release/pdf/empst.pdf ³ Data are from the 2014 American Community Survey data profile and are available on American FactFinder at http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_14_5YR_DP03&src=pt				

B. Labor Market Demand

Provide a description of the local labor market assessment and/or employer survey you, as the applicant, conducted. Detail the methods and results of these steps taken to assess the local labor market demand and indicate when they took place. Discuss how these labor market assessments informed the development of your proposed training curriculum. Discuss how these results indicate a demand for skilled environmental professionals with the certifications you are proposing to incorporate into your curriculum.

2. Training Program Description

This section of your proposal provides a description of the proposed curriculum and how it is comprehensive and realistic. Describe how courses offered and certifications graduates earn ensure employment and meet the hiring needs of employers in your community. Indicate if training courses will be offered to every student or if courses are separated into different specialized training tracks. Describe how the execution of your training program will incorporate sustainable practices, such as the recycling and reuse of training materials, purchasing or leasing more sustainable equipment, supplies, and services, or other practices that directly reduce water, materials, energy, or air impacts.

Provide a detailed description of your proposed training program in the sample table format provided below. Include the course name, the level of training to be provided (awareness, intermediate, or advanced), the type of certification(s) to be earned (state, federal, or other), the number of hours it will take to complete each course, the course schedule, and the training provider (if known). Add or remove rows from the suggested training program table format, as necessary, to accurately and fully detail your training program. Do not include training that is ineligible, such as training in construction and carpentry, or life skills training.

Include the cost of each individual course, how many times that given course will be offered, and the percentage of your **entire** grant budget that is allocated for the total cost of each training course, as referenced in the threshold criteria. For example, if you are requesting a total of \$200,000 in funding from EPA for a course that costs \$2,500 per cohort of students and will offer that course to three cohorts, then the total cost of that course is \$7,500, or 3.75% of your total budget.

Ensure that the costs for training listed in your training program table correspond with the dollar amount listed in your budget chart in the following ranking criterion where costs for each training course are explained in detail, including details if the costs are being allocated as personnel costs or contractual costs.

Sample Training Program Table Format

Course Name	Level of Training	Type of Certification	# of Hours	Start Date - End Date	# of Times Course will be Offered	Training Provider	Cost of Course	Percent of Grant Budget
Totals:								

3. **Budget**

This section of your proposal provides a description of the proposed program's budget and planned usage of EPA funds. Use the table format below to identify specific tasks for which EPA funding will be used. Specify the costs by budget category, associated with each task. Tasks shown in the table format are examples, and can be changed as needed to be tailored to the applicant's program. Add columns for additional tasks if necessary.

In addition to the budget table, provide a description for each task in narrative format. Provide the basis for each cost estimate, as well as the projected outputs where possible (e.g., student safety equipment for 100 students at a cost of \$50 each for a total of \$5,000). EPA encourages applicants to set aside appropriate funding to support placement and tracking of graduates. Describe your approach, procedures, and controls for ensuring that grant funds will be expended in a timely and effective manner.

Note: Do not include tasks for activities or costs that are ineligible uses of funds. Administrative costs (direct costs for grant administration and indirect costs) may not exceed 5% of the total requested EPA funds. EPA considers costs for performance and financial reporting to be allowable programmatic costs that are not subject to the 5% limitation. Costs must be classified as direct or indirect consistently and applicants may not classify the same cost in both categories.

Sample Budget Chart:

Budget Category	Project Tasks				Total
	Outreach and Recruitment	Instruction/ Training	Program Management	Placement and Tracking	
Personnel					
Fringe benefits					
Travel					
Contractual					
Supplies					
Other (Please be specific)					
Total EPA Funds					

4. **Program Structure, Anticipated Outputs and Outcomes**

This section of your proposal provides detail on the proposed program's structure and anticipated outputs and outcomes.

A. **Outputs and Outcomes**

Provide detailed information on how many participants you expect to enroll, the number of students anticipated to graduate from the proposed training program, and the targeted placement rate of graduates in environmental employment. A sample template is provided to assist applicants.

Discuss how you will evaluate progress towards achieving the expected short term and long term project outputs and outcomes. Explain how your proposed timeline for achieving deliverables of the project, as reflected in the attached milestones schedule, are clearly identified, detailed, and realistic.

Sample Outputs

Overall # of Participants Enrolled in Program	# of Graduates Completing Program	# of Graduates Placed in Environmental Positions	# of Graduates Not Placed but Pursuing Further Education

B. Recruitment and Screening

Explain how you will market your program to prospective students and recruit unemployed or under-employed individuals of specific populations indicative of need (e.g., ex-offenders, veterans). Discuss the screening, retention, and attrition strategies and processes that will be utilized by your program. Describe how fees, if any (e.g., licensing, certification, and medical examination fees), will burden participants of your program. Describe the accessibility of your training facilities (e.g., proximity to public transportation, parking). Please note that any fees you collect will be considered “program income” under 2 CFR Part 200 and must be used for the EWDJT program activities described in your approved grant award.

C. Program Support

Discuss the job search support and resources available for participants of your job training program, including the extent your organization will assist with initial job placement and continuous employment for participants, the extent your organization will track graduates and for how long (must be a minimum of one (1) year), and the extent you will utilize federal and local hiring incentives (e.g., first-source or local hiring ordinances, tax incentives, wage subsidies, etc.) that can increase the likelihood of employment for program graduates in your community. Discuss how you will market these incentives to employers.

D. Program Sustainability

Describe your plan for sustaining and continuing your environmental job training program once EPA funds have been exhausted and how this plan is realistic and detailed.

5. Community and Employer Partnerships

A. Collaboration with Entities Involved with Local Remediation Activities and Environmental Projects

Provide information on any specific efforts that have been made to collaborate with, including, but not limited to, brownfield area-wide planning, assessment, revolving loan fund, and cleanup grantees, Superfund site cleanup contractors, EPA-funded state or tribal regulated corrective action or landfill closure projects, recycling

facility operators, or personnel from city-operated wastewater treatment facilities in your community. Explain how these efforts to collaborate with local environmental projects taking place in your target community will enhance and foster future employment for job training graduates. Discuss your organization's relationship with your local economic development office and if this relationship has resulted in the placement of graduates with local contractors in your community. If applicable, please provide letters of support for any commitments these organizations have made to assist with your training program.

B. Community Partnership Building

Discuss how you have involved the affected community in your proposed job training program, including any efforts you took to notify and involve the local community, and/or hold any public comment sessions in the during the development of your proposal. Discuss the extent to which partners (e.g., local community groups, Workforce Investment Boards, One Stop Centers, and academic institutions located in or near the affected community), have committed to providing non-environmental training such as GED attainment, life skills training, housing assistance, substance abuse counseling, transportation, childcare, personal protective equipment (PPE), etc. Explain how your program and partners' expertise ensures trainees are job ready and have the pre-employment skills needed to secure full-time work. Please attach letters of support indicating commitments these organizations have made to your proposed program.

C. Employer Involvement

Discuss the extent to which the employer community (e.g., local businesses, environmental contractors, labor unions, site owners) has been involved in the development of the proposed job training program and offered assistance in the implementation of your program (e.g., curriculum development, advisory council participation, apprenticeships, internships, on-the-job training, and mentoring). Provide detailed information on specific efforts related to employer involvement, such as meeting dates, etc., that occurred during the preparation of this proposal. Describe any commitments employers have made to hire graduates of your proposed program. Discuss any partnerships you have established with employers who have hired graduates of your program in the past. Please provide letters of support from past and prospective employers that affirm their involvement and commitment to the proposed program.

6. Leveraging

Demonstrate how you will leverage additional funds/resources beyond the grant funds awarded to support the proposed project activities and how these funds/resources will be used to contribute to the performance and success of the proposed project. Describe the extent to which in-kind and/or partner commitments to providing services/resources to the proposed job training program (e.g., staff time, life skills training, pre-employment training, student stipends, supplies, transportation and bus tokens, GED preparation, child care, academic enhancement, counseling) are clearly indicated, and whether these commitments have already been made; if not, describe the likelihood that these commitments will materialize during the project.

Describe the amount(s) and type(s) of leveraged resources and for what tasks they may be used for. Consider using the optional table format below to illustrate what tasks leveraged funds will be used for and how much leveraged funding you plan to use for if task. Please modify task categories and add rows as necessary. For each source of funding, list whether it is an anticipated source of funding or a confirmed source of funding.

Describe how your organization will manage this grant in light of the administrative cost restriction. Selected applicants are expected to abide by their proposed leveraging commitments during grant performance and the failure to do so may affect the legitimacy of the award. Note: a cost share is not required for this grant.

Leveraged Funding Table (Optional)

Project Funding	Status of Funds: Anticipated/ Confirmed	Project Tasks				Total
		Outreach and Recruitment	Instruction/ Training	Program Management	Placement and Tracking	
[Funding Source 1]						
[Funding Source 2]						
[Funding Source 3]						
Total Non-EPA Funds Leveraged:						

7. Programmatic Capability

This section of your proposal demonstrates that your organization (“the applicant”) has programmatic capability (experience, knowledge, and resources, or ability to obtain them) and a reasonable approach necessary to ensure successful completion of all required aspects of this proposed program.

A. Grant Management System

Discuss the management system you have in place to direct activities under the grant. Include a brief description of your project manager and staff and a discussion of the qualifications and experience. Discuss the means you have to retain project leadership or recruit qualified staff should employee turnover occur. Describe the system(s) you have in place to acquire additional expertise and resources required to perform the proposed project. If you intend to contract for the necessary expertise, describe the system you have in place to acquire that expertise.

B. Organizational Experience

Explain your organization’s experience in working with the community you propose to serve. Discuss any previous experience your organization has had in environmental training as it relates to your proposed curriculum. If you do not have an instructor on staff and are considering contracting or sub-granting, describe the criteria you will use to select these services. Discuss any experience your organization has in the employment and training field at large.

C. Audit Findings

Explain any adverse audit findings. If you have had problems with the administration of any grants (e.g., compliance reporting, expenditure of funds), please describe how you have corrected, or are correcting, the problems. If you have not had any problems or adverse findings, provide a statement to that effect.

D. Past Performance and Accomplishments

If you have ever received an EPA Environmental Workforce Development and Job Training Grant (or a Brownfields Job Training Grant), please respond to **item i** below.

If you have not received an EPA Environmental Workforce Development and Job Training Grant (or a Brownfields Job Training Grant), but have received other federal or non-federal assistance agreements, including EPA Brownfields Area-Wide Planning, Assessment, Revolving Loan Fund, or Cleanup grants, please respond to **item ii** below.

If you have never received any type of federal or non-federal assistance agreements, affirm this in your proposal. Failure to indicate anything in response may result in zero points for this criterion.

In evaluating applicants under these factors in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current/prior grantors (e.g., to verify and/or supplement the information provided by the applicant).

i) Current or Past EPA EWDJT Grant Recipients

Identify each of the EPA Environmental Workforce Development and Job Training Grant(s) (or a Brownfields Job Training Grant) you currently have or have received in the past. Demonstrate how you successfully managed the grant(s), and successfully performed all phases of work under the previous or existing grant(s) by providing information on the following:

- Funds Expenditure: the balance of grant funds not drawn down (funds remaining). If you have an open EPA job training grant, please indicate your need for additional funding based on remaining funds.
- Compliance with grant requirements:
 - a. Information regarding your compliance with the work plan, schedule and terms and conditions. Are you making sufficient progress towards achieving the expected results of the grant?
 - b. Information regarding your timely quarterly and annual reporting, as well as ongoing Assessment, Cleanup and Redevelopment Exchange System (ACRES) reporting.
 - i. Whether the data is accurately reflected in ACRES at the time of this proposal submission, and if not, why?
- Accomplishments:

- a. Number of individuals you committed **in your proposal** to train and place versus what was provided in your approved work plan.
- b. Number that were actually trained.
- c. Placement rate.
- d. Whether the original anticipated training and placement goals were met, and, if not, the steps that were taken to improve the program.

Sample Accomplishments Data

Grant #	Project Period	Funds Expended	# of Participants Trained	# of Participants Placed	% placed in full-time employment	Data Updated in ACRES (Yes/No)
JT-99999998	10/01/11 - 9/30/14	\$183,264	80	70	88%	Yes
JT-99999999	10/01/03 - 9/30/05	\$200,000	78	72	92%	Yes

ii) Has Not Received an EPA EWDJT Grant; Recipient of Other Federal or Non-Federal Assistance Agreements

Identify current and/or prior federally and non-federally funded assistance agreements you currently have or have received in the past, including the EPA brownfields grant(s). If you worked with the EPA on delivering a Superfund Job Training Initiative (JTI) project, please also note this. Please provide information on no more than five of your most recent assistance agreements. Describe your history of successfully managing these agreements and performing the agreements including:

- a. Information regarding your compliance with the work plan, including schedule, progress, and terms and conditions. Are you making sufficient progress towards achieving the expected results of the grant?
- b. Information regarding your meeting and complying with reporting requirements, including quarterly reporting, technical reports, final reports, and data entry into the Assessment, Cleanup and Redevelopment Exchange System (ACRES), as applicable.

4. Attachments

The following documents should be included as attachments to the “Narrative Proposal.” Items 2-4 of the attachments to the narrative proposal must not exceed fifteen (15) pages. Only one (1) scanned image per page will be reviewed.

1. **Documentation of Applicant Eligibility:** For entities other than cities, counties, tribes, or states, please attach documentation of your eligibility, such as non-profit status, resolutions, or statutes. *Note: This documentation will not count against page limitations.*

2. **Milestones Schedule:** This should indicate start times and completion dates of significant tasks under your program (e.g., outreach, procurement of a contractor, recruitment, frequency of classes to be offered and length, instruction, placement, and tracking).
3. **Other Factors Checklist:** See [Section V.B.](#) and [Appendix 3.](#)
4. **General Support Letters:** Letters of support may only impact scoring of the subcriteria that directly cite and request support letters and references. Support letters and references will not impact scoring for other ranking criteria. Support letters must be received with your proposal; **letters received separately or after the due date for proposal submission will not be considered.**

Before you submit your proposal for an Environmental Workforce Development and Job Training Grant, please ensure the following documents are included in your package submitted to EPA via www.grants.gov (please note – do not submit this checklist with your proposal):

Cover Letter (3-page limit, single-spaced)	
☐	Responses to all threshold eligibility criteria in Section III.C
The Narrative Proposal (15-page limit, single-spaced)	
☐	Responses to all seven ranking criteria
Attachments (15-page limit)	
☐	Documentation of applicant eligibility if other than city, county, state, or tribe <i>Note: This documentation will not count against page limitations.</i>
☐	Milestones Schedule
☐	Other Factors Checklist (Appendix 3)
☐	General letters of support from partners and employers identified in your proposal

IV.D. Additional Provisions for Applicants Incorporated into The Solicitation:

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to confidential business information, contracts and subawards under grants, and proposal assistance and communications, can be found at [EPA Solicitation Clauses](#). These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing proposals for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

SECTION V – PROPOSAL REVIEW INFORMATION

V.A. Evaluation Criteria

If your proposal passes the threshold eligibility review, your responses and the information you provide in response to the ranking criteria will be evaluated and scored by a national evaluation panel according to the evaluation criteria below. Each proposal will be rated under a points system, with a total of 100 points possible.

1. COMMUNITY NEED (20 points)

Your proposal will be evaluated on the quality and extent to which it:

- Demonstrates a compelling picture of need in the community, and specifically, the identified target area; and
- Makes a connection between the public health, welfare, environmental, and/or economic challenges faced by the community and/or target area and the presence of brownfield sites and other cumulative environmental issues

Specifically, this criterion will evaluate the quality and extent to which you clearly, concisely and realistically address the community need criterion in your proposal considering the following items:

1.A. Community Description (10 points)

- The depth and degree of environmental and economic challenges confronting your city/town/geographic area and the specific area where you plan to serve;
- The impact of current community challenges on residents and explanation of how/why you have selected your target area; and
- Demographic statistics provided compare to city, state, and/or national averages and how well they demonstrate a community indicative of need.
- Proposals that seek to serve target communities with high indicators of need may garner more points than proposals that do not.

1.B. Labor Market Demand (10 points)

- The depth and degree you conducted a labor market assessment to gain an understanding of the current job market in your target area;
- The methods used to conduct your assessment;
- The extent to which the labor market assessment resulted in an indication that your target area has the demand for a skilled environmental workforce your training program would provide; and
- The extent to which the results of your assessment were incorporated into the development of your proposal and training program curriculum.

2. TRAINING PROGRAM DESCRIPTION (10 points)

Your proposal will be evaluated on the quality and extent to which it demonstrates:

- The proposed training curriculum is comprehensive and realistic;
- The training curriculum is structured to be of benefit to students and the community;
- The training program incorporates sustainable practices;
- The logic behind why the training curriculum was designed and structured the way it was; and
- How the certifications and knowledge gained by graduates of your program will help ensure successful employment.

3. BUDGET (6 points)

Your proposal will be evaluated on the quality and extent to which it demonstrates:

- A clear and logical rationale for each cost included in the proposed budget for which EPA funds are intended to be used;
- A reasonable approach to expend funds in a timely and effective manner;
- A realistic basis for program costs and an efficient and effective use of EPA funds;
- The probability/likelihood the applicant will be able to execute the proposed training program within the cost parameters of the funding estimated; and
- All costs are accounted for and add up to the total requested funding amount.

4. PROGRAM STRUCTURE, ANTICIPATED OUTPUTS AND OUTCOMES (15 points)

Your proposal will be evaluated, as further described below, on the quality and extent to which it demonstrates:

- Clear anticipated outputs and outcomes that meet the anticipated goals of this program (i.e., to place at least 70% of graduates in full-time employment);
- A comprehensive strategy to recruit and retain students;
- Resources available to students to ensure their successful completion of the program; and
- The ability of the applicant to sustain this program once EPA funds have been expended.

Specifically, this criterion will evaluate the quality and extent to which you clearly, concisely, and realistically address this criterion in the proposal considering the following items:

4.A. Outputs and Outcomes (5 points)

- How appropriate and applicable your anticipated outputs and outcomes are to the training program described in the proposal;
- The quality of your plan to achieve your anticipated outputs and outcomes;
- How robust your plan is to track and evaluate your progress towards achieving these outputs and outcomes; and
- How well your program goals are aligned with the outputs/outcomes and likelihood of having program success.

4.B. Recruitment and Screening (4 points)

- How the strategies and processes by which the applicant plans on recruiting residents from the target area demonstrates a likelihood for success;
- The effectiveness of the processes the applicant will use to screen potential students and benchmarks they must pass in order to participate in the

- proposed program;
- The robustness of these benchmarks in helping to ensure students are retained and finish the program successfully; and
- The accessibility of your program is to your target populations, both geographically in terms of transportation and any costs they may incur in order to participate.

4.C. Program Support (4 points)

- Support and resources that have been secured to help ensure the proposed program will be able to place graduates in jobs;
- The quality of the system in place to track graduates of the program and the length of time the applicant plans to track their graduates; and
- The number and quality of any hiring incentives the applicant plans on using to market graduates to employers and place them in jobs.

4.D. Program Sustainability (2 points)

- The quality and extent of the resources or partnerships that have been acquired or entered into and the likelihood these will sustain the program once EPA funds have been expended and the grant is closed

5. COMMUNITY AND EMPLOYER PARTNERSHIPS (26 points)

Your proposal will be evaluated on the quality and extent to which it demonstrates:

- Actions or plans to effectively involve and inform residents, community groups, and employers from and around the target area in the development and/or execution of your training program;
- Thoughtful integration of the needs of the community into the program and forged partnerships that will help enhance the success of students; and
- Relevant roles of community organizations, local environmental entities, and employers and affirms their involvement to the program through commitment letters.

Specifically, this criterion will evaluate the quality and extent to which you clearly, concisely, and realistically address the following in the proposal:

5.A. Collaboration with Entities Involved with Local Remediation Activities and Environmental Projects (6 points)

- The extent to which the applicant collaborates with entities performing environmental work in and around the target area including, but not limited to, brownfields assessment, revolving loan fund, cleanup, and area-wide planning grantees, Superfund site cleanup contractors, EPA-funded state or tribal regulated corrective action or landfill closure projects, recycling facility operators, or personnel from city-operated wastewater treatment facilities in your community;
- The quality of the partnership(s) and benefits these partnerships may bring

- to your program and graduates;
- The number and types of entities which have made commitments to support your program; and
- The quality and applicability of the information provided in letters of support from entities which have made any commitments, detailing the depth and degree to which they intend on being involved in your program. Letters of support provided in the attachments should be consistent with the commitments or statements made within the narrative of the proposal.

5.B. Community Partnership Building (8 points)

- The extent to which the applicant collaborates with the affected community in your proposed job training program, including efforts made to notify and involve the local community, and/or hold any public comment sessions in the during the development of your proposal;
 - e.g., local community groups, workforce investment boards (WIBs), One Stop Centers, and academic institutions located in or near the target community
- The level of involvement of these organizations in your program and the benefit any partnerships will bring to your program and graduates;
- Commitments made to support your program and letters of support from community partners; and
- The quality and applicability of the information provided in letters of support from community partners which have made any commitments, detailing the depth and degree to which they intend on being involved in your program. Letters of support provided in the attachments should be consistent with the commitments or statements made within the narrative of the proposal.

5.C. Employer Involvement (12 points)

- The extent to which the applicant collaborates with employers within or near the target area and, if applicable, any employer partnerships that have resulted in previous graduates of your job training program being hired;
- The depth and degree of employer involvement in the design of your program including, but not limited to, meeting dates, advisory council participation, and curriculum development;
- Level of involvement and commitment from employer partners that will enhance a graduate's chance of success including, but not limited to, commitments to interview students, hire graduates, provide on-the-job training, and/or mentoring; and
- The quality and applicability of the information provided in letters of support from employers who have made any commitments, detailing the depth and degree to which they intend on being involved in your program. Letters of support provided in the attachments should be consistent with the commitments or statements made within the narrative of the proposal. Commitments accompanied by letters of support affirming these commitments may garner more points.

6. LEVERAGING (3 points)

Your proposal will be evaluated, on the quality and extent to which it demonstrates:

- Additional funds, in-kind services, and or other resources, beyond EPA funds awarded, which will be obtained and used to support the proposed job training program;
- The overall applicability and benefit these additional resources will bring to the program; and
- Whether the leveraged resources are firm (have already been committed or confirmed), or if they are an anticipated leveraged resource. Proposals with firm leveraged funding and resources may garner more points.

7. PROGRAMMATIC CAPABILITY (20 points)

Your proposal will be evaluated on the quality and extent to which it demonstrates:

- The ability of your organization to successfully manage and complete the project, considering your programmatic and administrative capacity;
- Successful performance under past and/or current federally and/or non-federally funded assistance agreements;
- Resolution of any audit findings; and
- A reasonable plan to track and measure project progress.

Specifically, this criterion will evaluate the quality and extent to which you clearly, concisely, and realistically address the following items in the proposal:

7.A. Grant Management System (4 points)

- How efficient and effective of a system the applicant has in place to management and administer this grant, including information regarding a program manager or dedicated staff assigned to help run the proposed program
- If necessary expertise is not readily available within your organization, how well thought out of a plan you have in place for acquiring such expertise and ensuring they have the necessary knowledge and experience demonstrating they are qualified.

7.B. Organizational Experience (8 points)

- How efficient and effective your organization is at working with the local community of your proposed target area; and
- How efficient or effective your organization is at providing training and developing a local workforce.

7.C. Audit Findings (2 points)

- Whether the applicant has any adverse audit findings, and if they do, how the applicant has corrected, or is correcting, the adverse audit findings and the likelihood that these findings will not continue to be a problem.

7.D. Past Performance and Accomplishments (6 points)

In evaluating an applicant's response to this criterion, in addition to the information provided by the applicant, EPA may consider relevant information from other sources including information from EPA files and/or from other federal or non-federal grantors to verify or supplement information provided by the applicant.

If the applicant has never received any type of federal or non-federal assistance agreement, they should provide a response to such effect. The applicant will receive a neutral score (3 points) for this criterion, however failure to respond to this criterion may result in zero points for this criterion.

i) Current or Past EPA EWDJT Grant Recipients

- Demonstrated ability to successfully manage past EPA EWDJT or Brownfields Job Training Grant(s) and proven success throughout the different phases of work under the grant.
 - Funds drawn down in a timely and appropriate manner; explanation of need for additional funds if you have an open grant with funds remaining. Provide information on whether you have been able to submit quarterly reports in a timely manner as well as on going ACRES reporting. (3 points)
 - Demonstration of success towards achieving expected results; proven compliance with the work plan, schedule, and terms and conditions. Provided accomplishment data that demonstrates success of program (or an explanation of issues encountered that may have hindered meeting program goals) including the number of individuals you trained and placed versus what goals were set in your approved work plan and your program's placement rate. (3 points)

ii) Has Not Received an EPA EWDJT Grant; Recipient of Other Federal or Non-Federal Assistance Agreements

- Demonstrated ability to successfully manage federal or non-federal grant(s), and the performance of all phases of work under each grant.
 - Demonstrated ability to successfully complete and be in compliance with the work plan, including schedule, progress, grant/project goals, and terms and conditions. (3 points)
 - Demonstrated success in meeting and complying with reporting requirements, including quarterly reporting, technical reports, final reports, and data entry into required systems such as ACRES, as applicable. (3 points)

V.B. Other Factors

The EPA Selection Official may consider the following other factors, in addition to the evaluation results based on the criteria above, as appropriate, in making final funding decisions. In proposals, applicants should provide a summary on whether and how any of these “other factors” apply to their EWDJT project. Applicants must also complete and submit the Other Factors Checklist and attach supporting documentation as needed, as described in Appendix 3, as part of their proposal submission. Failure to do so may affect EPA’s ability to consider these other factors during selection decisions. The EPA may verify this information prior to selection and consider this information during the evaluation process.

- Fair distribution of funds between urban and non-urban areas, including an equitable distribution of funds to “micro” communities (those communities with populations of 10,000 or less). EPA strongly encourages non-urban communities, including micro-communities, to apply;
- A balanced distribution of funds among EPA’s 10 Regions and among states and territories;
- Fair distribution of funds between new applicants and previous job training grant recipients; (“New” applicants are defined as organizations that have not received EPA brownfields job training grant funding since 2012);
- Whether the applicant is a federally recognized Indian Tribe or United States Territory, or is an organization that will primarily serve tribal or territorial residents;
- Whether the applicant is located within, or includes, a county experiencing “persistent poverty” where 20% or more of its population has lived in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates.
- Whether the applicant is a member of an Urban Waters partnership project, including, but not limited to, recipients of EPA Urban Waters Grants and members of the Urban Waters Learning Network;
- Proposals that seek to serve veterans; and
- Whether the applicant’s project is located in an IRS-designated Opportunity Zone.

V.C. Review and Selection Process

Proposals initially will be reviewed by the appropriate EPA Regional Office to determine eligibility ([Section III.C](#)). All proposals that pass the threshold criteria review will then be evaluated by national evaluation panels comprised of EPA and other federal agency staff knowledgeable about the training activities listed in the RFP.

Recommendations for selection based on completed evaluations will be referred to the Headquarters Selection Official, who is responsible for the final selection of grant recipients. Proposals will be selected for award by the Selection Official based on ranking scores, the availability of funds, and consideration, as appropriate, of “other factors” as referenced in [Section V.B](#).

V.D. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation including the clause on Reporting and Use of Information Concerning Recipient Integrity and Performance can be found at [EPA Solicitation Clauses](#). These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing proposals for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in Section 7 of this solicitation to obtain the provisions.

SECTION VI – AWARD ADMINISTRATION INFORMATION

VI.A. Award Notices

EPA Regions will notify applicants who fail threshold eligibility requirements within 15 calendar days of the Agency's determination of ineligibility. EPA will notify applicants who have not been selected for award based on the ranking criteria and other factors within 15 calendar days of EPA's final decision on selections for this competition.

EPA anticipates notification to successful applicants will be made via telephone or postal mail by Fall 2019. The notification will be sent to the chief executive or the project contact listed in the proposal. This notification, which informs the applicant that its proposal has been selected and is being recommended for award, is not an authorization to begin work. The official notification of an award will be made by Regional Grants Management Officials (GMOs). Applicants are cautioned that only a grants officer is authorized to bind the Government to the expenditure of funds; selection does not guarantee an award will be made. For example, statutory authorization, funding or other issues discovered during the award process may affect the ability of EPA to make an award to an applicant. The award notice, signed by an EPA grants officer, is the authorizing document and will be provided through electronic or postal mail. The successful applicant may need to prepare and submit additional documents and forms (e.g., work plan), which must be approved by EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

VI.B. Administrative and National Policy Requirements

1. Funding will be awarded as a cooperative agreement. The applicants whose proposals are selected will be asked to submit a cooperative agreement application package to their EPA Regional office. This package will include the application (Standard Form 424), a proposed work plan, a proposed budget, and other required forms. An EPA Project Officer will work with selected grantees to finalize the budget and work plan.
2. Approved cooperative agreements will include terms and conditions that will be binding on the grant recipient. Terms and conditions specify what grantees must do to ensure that grant-related and program-related requirements are met. A listing and description of general EPA regulations applicable to the award of assistance agreements may be viewed at www.epa.gov/grants.

3. An applicant that receives an award under this announcement is expected to manage assistance agreement funds efficiently and effectively and make sufficient progress towards completing the project activities described in the work-plan in a timely manner. The assistance agreement will include terms and conditions implementing this requirement.

VI.C. Reporting Requirements

During the life of the cooperative agreement, recipients are required to submit progress reports to the EPA Project Officer within 30 days after each reporting period. The reporting period (e.g., quarterly, annually) is set forth in the terms and conditions of the cooperative agreement. These reports shall cover work status, work progress, difficulties encountered, an accounting of financial expenditures, preliminary data results, anticipated activities, and any changes of key personnel involved with the project.

Grant recipients will be required to register and enter output data on the Job Training Reporting Form electronically through the EPA's online database called the Assessment, Cleanup, and Redevelopment Exchange System (ACRES). Failure to comply with the reporting requirements may result in an early termination of the grant and return of grant funds.

At the end of the cooperative agreement, a final project report also is required. The final report will summarize accomplishments, expenditures, outcomes, outputs, lessons learned, any other resources leveraged during the project and how they were used.

VI.D. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to DUNS, SAM, copyrights, disputes, and administrative capability, can be found at www.epa.gov/grants. These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing proposals for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

VI.E. Programmatic Requirements

1. Under the Government Performance and Results Act, the EPA reports on the many benefits of funding. One such measure provides information on the number of individuals placed in full-time employment as a result of the use of grant funds. As many of these activities occur beyond the grant period, please note that the EPA may contact you well after the grant period of performance to collect this information. Reasonable efforts must be made to report this information to the EPA.
2. Grant recipients will be required to have in place a system for tracking graduates of their program for a minimum of one year following the close of the grant. Grantees are anticipated to have completed training by the end of the second year of their award where the third year of the grant is devoted to placement, tracking, and reporting. Any placements that take place following the close of the grant and final expenditure of grant funds must be

reported to the EPA Project Officer and recorded in the Job Training Reporting Form and ACRES – the EPA’s on-line reporting database - with the “quarterly report” described above. Failure to do so may affect an applicant’s ability receive future Environmental Workforce Development and Job Training Grant funding.

3. All grantees who are awarded funding under this solicitation must meet sufficient progress as referenced in the grant terms and conditions. The term “sufficient progress” means the grantee has within the first year of receiving the grant award: established a training program and begun marketing the program; hired all key personnel and procured a contractor (if applicable); and has completed the first round of training.

VI.F. Disputes

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (February 3, 2005) which can be found at www.epa.gov/grants/dispute-resolution-procedures. Copies of these procedures may also be requested by contacting the person listed in [Section VII](#) of the announcement.

SECTION VII - AGENCY CONTACTS

EPA Headquarters Contact: Rachel Congdon; 1200 Pennsylvania Ave. N.W.; Mail Code: 5105T; Washington, D.C. 20460. Phone: (202) 566-1564. E-mail: congdon.rachel@epa.gov.

EPA Regional Job Training Coordinators

Regions and States		Address and Phone Number
EPA Region 1 Chris Lombard	CT, ME, MA, NH, RI, VT	5 Post Office Square Suite 100, Mail Code OSRR-07-3 Boston, MA 02109-3912 Phone: (617) 918-1305 e-mail: lombard.chris@epa.gov
EPA Region 2 Schenine Mitchell	NJ, NY, PR, VI	290 Broadway, 18th Floor New York, NY 10007 Phone: (212) 637-3283 e-mail: mitchell.schenine@epa.gov
EPA Region 3 Gianna Rosati	DE, DC, MD, PA, VA, WV	1650 Arch Street (3HS51) Philadelphia, PA 19103-2029 Phone: (215) 814-3406 e-mail: rosati.gianna@epa.gov
EPA Region 4 Wanda Jennings	AL, FL, GA, KY, MS, NC, SC, TN	61 Forsyth Street (SNFC, EPA Mail Room) Atlanta, GA 30303 Phone: (404) 562-8682 e-mail: jennings.wanda@epa.gov

EPA Region 5 Linda Morgan	IL, IN, MI, MN, OH, WI	77 West Jackson Boulevard (SE-4J) Chicago, IL 60604-3507 Phone: (312) 886-4747 e-mail: morgan.linda@epa.gov
EPA Region 5 Craig Mankowski		77 West Jackson Boulevard (SE-4J) Chicago, IL 60604-3507 Phone: (312) 886-9493 e-mail: mankowski.craig@epa.gov
EPA Region 6 Rita Ware	AR, LA, NM, OK, TX	1445 Ross Avenue, Suite 1200 (6SF-VB) Dallas, TX 75202-2733 Phone: (214) 665-6409 e-mail: ware.rita@epa.gov
EPA Region 7 Alma Moreno Lahm	IA, KS, MO, NE	EPA Region 7 Superfund Division 11201 Renner Boulevard Lenexa, KS 66219 Phone: (913) 551-7380 e-mail: moreno-lahm.alma@epa.gov
EPA Region 8 Christina Wilson	CO, MT, ND, SD, UT, WY	1595 Wynkoop Street (EPR-B) Denver, CO 80202-1129 Phone: (303) 312-6706 e-mail: wilson.christina@epa.gov
EPA Region 9 Nova Blazej	AZ, CA, HI, NV, AS, GU	75 Hawthorne Street (SFD 6-1) San Francisco, CA 94105 Phone: (415) 972-3846 e-mail: blazej.nova@epa.gov
EPA Region 9 Noemi Emeric- Ford		USEPA Southern California Field Office 600 Wilshire Blvd.; Mail Code: SFD-6-1 Los Angeles, CA 90017 Phone: (213) 244-1821 e-mail: emeric-ford.noemi@epa.gov
EPA Region 10 Susan Morales	AK, ID, OR, WA	1200 6 th Avenue, Suite 900 (ECL-112) Seattle, WA 98101 Phone: (206) 553-7299 e-mail: morales.susan@epa.gov

Appendix 1

Prohibitions on Use of Funds

Funds awarded under this competitive opportunity are intended for Environmental Workforce Development and Job Training Grant activities and may not be used for:

1. A penalty or fine;
2. Federal cost-share requirement (for example, a cost share required by other federal funds);
3. A response cost at a brownfield site for which the recipient of the grant or loan is potentially liable under CERCLA Section 107;
4. A cost of compliance with any federal law, excluding the cost of compliance with laws applicable to the cleanup; or
5. The payment of administrative costs in excess of 5 percent of total grant funding. In implementing the administrative cost prohibition, EPA has made a distinction between prohibited administrative costs and eligible programmatic costs.

A. Administrative Costs. Prohibited administrative costs are direct costs including those in the form of salaries, benefits, contractual costs, supplies, and data processing charges incurred to comply with most provisions of the “Uniform Administrative Requirements for Grants” contained in 2 CFR 200 and 1500. Direct costs for grant administration are ineligible even if the grantee or subgrantee is required to carry out the activity under the grant agreement.

Ineligible grant administration costs include expenses for:

1. Preparation of applications for brownfields grants and sub-grants, including EWDJT grants;
2. Record retention required under 2 CFR 1500.6;
3. Record-keeping associated with supplied and equipment purchases required under 2 CFR 200.313;
4. Preparing revisions and changes in the budgets, scopes of work, program plans and other activities required under 2 CFR 200.308;
5. Maintaining and operating financial management systems required under 2 CFR 200.302;
6. Preparing payment requests and handling payments under 2 CFR 200.305;
7. Non-federal audits required under 2 CFR 200, Subpart F; and
8. Close out under 2 CFR 200.343.

B. Programmatic Costs. EPA has determined that the administrative cost limitation does not apply to “programmatic” costs, (i.e., costs for activities that are integral to achieving the purpose of the grant), even if the Agency considered the costs to be “administrative.”

1. The administrative cost limitation does not apply to direct costs of training. For example, costs for instructor(s)' salaries, program management salaries (to the extent that such costs are included in the scope of work for the job training grant), training materials (e.g. textbooks, equipment, and classroom supplies), necessary travel and transportation expenses, and medical tests required to qualify for hazardous

substances related work are programmatic, not administrative.

2. The EPA has determined that the administrative cost limitation does not apply to “programmatic” costs, (i.e. costs for activities that are integral to achieving the purpose of the grant), even if the Agency considered the costs to be “administrative” under the prior Brownfields Program.
 - (A) The administrative cost limitation does not apply to direct costs of training. For example, costs for instructors’ salaries, program management salaries (to the extent that such costs are included in the scope of work for environmental workforce development and job training grants), materials (e.g. textbooks, equipment, and classroom supplies), necessary travel and transportation expenses, and medical tests required to qualify for hazardous substances related work are programmatic, not administrative.
 - (B) Costs for performance and financial reporting required under 2 CFR 200 and 1500 are eligible programmatic costs.
 - (C) Clerical costs may be eligible as programmatic costs if supported by time records demonstrating that clerical personnel performed programmatic functions (e.g. student registration, copying course materials for use by trainees) under the cooperative agreement and these costs are not included in the CAR’s indirect cost pool.
3. If your organization intends to provide non-competitive subgrants to other nonprofit or governmental organizations, you should discuss the process you will follow with your grant Project Officer to ensure that these agreements meet the standards for financial assistance.

For further information on these prohibitions, contact your EPA Regional Job Training Coordinator listed in [Section VII](#).

Appendix 2

Grants.gov Proposal Submission Instructions

A. Requirement to Submit Through Grants.gov and Limited Exception Procedures

Applicants, except as noted below, must apply electronically through www.grants.gov under this funding opportunity based on the www.grants.gov instructions in this announcement. If an applicant does not have the technical capability to apply electronically through www.grants.gov because of limited or no Internet access which prevents them from being able to upload the required application materials to www.grants.gov, the applicant must contact OGDWaivers@epa.gov or the address listed below in writing (e.g., by hard copy, email) at *least 15 calendar days prior to the submission deadline under this announcement* to request approval to submit their application materials through an alternate method.

Mailing Address:

OGD Waivers
c/o Jessica Durand
USEPA Headquarters
William Jefferson Clinton Building
1200 Pennsylvania Ave., N.W.
Mail Code: 3903R
Washington, DC 20460

Courier Address:

OGD Waivers
c/o Jessica Durand
Ronald Reagan Building
1300 Pennsylvania Ave., N.W.
5th Floor
Washington, DC 20004

In the request, the applicant must include the following information:

- Funding Opportunity Number (FON)
- Organization Name and DUNS
- Organization's Contact Information (email address and phone number)
- Explanation of how they lack the technical capability to apply electronically through www.grants.gov because of 1) limited Internet access or 2) no Internet access which prevents them from being able to upload the required application materials through www.grants.gov.

EPA will only consider alternate submission exception requests based on the two reasons stated above and will timely respond to the request -- all other requests will be denied. If an alternate submission method is approved, the applicant will receive documentation of this approval and further instructions on how to apply under this announcement. Applicants will be required to submit the documentation of approval with any initial application submitted under the alternative method. In addition, any submittal through an alternative method must comply with all applicable requirements and deadlines in the announcement including the submission deadline and requirements regarding proposal content and page limits (although the documentation of approval of an alternate submission method will not count against any page limits).

If an exception is granted, it is valid for submissions to EPA for the remainder of the entire calendar year in which the exception was approved and can be used to justify alternative submission methods for application submissions made through December 31st of the calendar year in which the exception was approved (e.g., if the exception was approved on March 1, 2018,

it is valid for any competitive or non-competitive application submission to EPA through December 31, 2018). Applicants need only request an exception once in a calendar year and all exceptions will expire on December 31st of that calendar year. Applicants must request a new exception from required electronic submission through www.grants.gov for submissions for any succeeding calendar year. For example, if there is a competitive opportunity issued on December 1, 2018, with a submission deadline of January 15, 2019, the applicant would need a new exception to submit through alternative methods beginning January 1, 2019.

Please note that the process described in this section is only for requesting alternate submission methods. All other inquiries about this announcement must be directed to the Regional Brownfields Contact listed in [Section VII](#). Queries or requests submitted to the email address identified above for any reason other than to request an alternate submission method will not be acknowledged or answered.

B. Submission Instructions

The electronic submission of your application must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance. For more information on the registration requirements that must be completed in order to submit an application through grants.gov, go to Grants.gov and click on "Applicants" on the top of the page and then go to the "Get Registered" link on the page. If your organization is not currently registered with Grants.gov, please encourage your office to designate an Authorized Organization Representative (AOR) and ask that individual to begin the registration process as soon as possible. Please note that the registration process also requires that your organization have a Unique Entity Identifier (e.g. DUNS number) and a current registration with the System for Award Management (SAM) and the process of obtaining both could take a month or more. Applicants must ensure that all registration requirements are met in order to apply for this opportunity through grants.gov and should ensure that all such requirements have been met well in advance of the submission deadline. Registration on grants.gov, SAM.gov, and DUNS number assignment is FREE.

Applicants need to ensure that the AOR who submits the application through www.grants.gov and whose DUNS number is listed on the application is an AOR for the applicant listed on the application. Additionally, the DUNS number listed on the application must be registered to the applicant organization's SAM account. If not, the application may be deemed ineligible.

To begin the application process under this grant announcement, go to www.grants.gov and click on "Applicants" on the top of the page and then "Apply for Grants" from the dropdown menu and then follow the instructions accordingly. Please note: to apply through www.grants.gov, you must use Adobe Reader software and download the compatible Adobe Reader version. For more information about Adobe Reader, to verify compatibility, or to download the free software, please visit [Adobe Reader Compatibility Information on Grants.gov](#).

You may also be able to access the application package for this announcement by searching for the opportunity on www.grants.gov. Go to www.grants.gov and then click on "Search Grants" at the top of the page and enter the Funding Opportunity Number, **EPA-OLEM-OBLR-19-01**, or the CFDA number that applies to the announcement (**CFDA 66.815**), in the appropriate field and click the "Search" button.

Please Note: All applications must now be submitted through [Grants.gov](https://www.grants.gov) using the "Workspace" feature. Information on the Workspace feature can be found at the [Grants.gov Workspace Overview Page](#).

Proposal Submission Deadline: Your organization's AOR must successfully submit your complete application package electronically to EPA through www.grants.gov **no later than June 10, 2019, 11:59 p.m. ET**. Please allow for enough time to successfully submit your application process and allow for unexpected errors that may require you to resubmit.

Please submit *all* of the application materials described below using the www.grants.gov application package that you downloaded using the instructions above. Applications submitted through www.grants.gov will be time and date stamped electronically. If you have not received a confirmation of receipt from EPA (not from www.grants.gov) within 30 days of the proposal deadline, please contact Rachel Congdon at congdon.rachel@epa.gov. Failure to do so may result in your proposal not being reviewed.

Application Materials

The following forms and documents are required under this announcement.

1. Application for Federal Assistance (Standard Form 424)
2. Cover Letter and Narrative Proposal. See [Section IV.C](#), for details on the content of the Cover Letter and Narrative Proposal, and the associated page limits – use Project Narrative Attachment form to submit the documents as one file.
3. Required Attachments. See [Section IV.C](#), of this announcement – use Project Narrative Attachment form to submit documents as one file, or use optional Other Attachments form.

C. Technical Issues with Submission

1. Once the application package has been completed, the “Submit” button should be enabled. If the “Submit” button is not active, please call www.grants.gov for assistance at 1-800-518-4726. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a www.grants.gov representative by calling 606-545-5035. Applicants should save the completed application package with two different file names before providing it to the AOR to avoid having to re-create the package should submission problems be experienced or a revised application needs to be submitted.
2. Submitting the application. The application package must be transferred to www.grants.gov by an AOR. The AOR should close all other software before attempting to submit the application package. Click the “submit” button of the application package. Your Internet browser will launch and a sign-in page will appear. **Note: Minor problems are not uncommon with transfers to www.grants.gov. It is essential to allow sufficient time to ensure that your application is submitted to www.grants.gov BEFORE the due date.** The www.grants.gov support desk operates 24 hours a day, seven days a week, except federal holidays.

A successful transfer will end with an on-screen acknowledgement. For documentation

purposes, print or screen capture this acknowledgement. If a submission problem occurs, reboot the computer – turning the power off may be necessary – and re-attempt the submission.

Note: www.grants.gov issues a “case number” upon a request for assistance.

3. Transmission difficulties. If transmission difficulties that result in a late transmission, no transmission, or rejection of the transmitted application are experienced, and following the above instructions do not resolve the problem so that the application is submitted to www.grants.gov by the deadline date and time, follow the guidance below. The Agency will make a decision concerning acceptance of each late submission on a case-by-case basis. All emails, as described below, are to be sent to Rachel Congdon (congdon.rachel@epa.gov) with the FON in the subject line. If you are unable to email, contact Rachel Congdon (202-566-1564). Be aware that EPA will only consider accepting applications that were unable to transmit due to www.grants.gov or relevant www.sam.gov system issues or for unforeseen exigent circumstances, such as extreme weather interfering with Internet access. Failure of an applicant to submit timely because they did not properly or timely register in www.sam.gov or www.grants.gov is not an acceptable reason to justify acceptance of a late submittal.
 - (a) If you are experiencing problems resulting in an inability to upload the application to www.grants.gov, it is essential to call www.grants.gov for assistance at 1-800-518-4726 before the application deadline. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a www.grants.gov representative by calling 606-545-5035. Be *sure* to obtain a case number from www.grants.gov. If the problems stem from unforeseen exigent circumstances unrelated to www.grants.gov, such as extreme weather interfering with Internet access, contact Rachel Congdon (202-566-1564).
 - (b) Unsuccessful transfer of the application package: If a successful transfer of the application cannot be accomplished even with assistance from www.grants.gov due to electronic submission system issues or unforeseen exigent circumstances, send an email message to congdon.rachel@epa.gov prior to the application deadline. The email message must document the problem and include the www.grants.gov case number as well as the entire application in PDF format as an attachment.
 - (c) www.grants.gov rejection of the application package: If a notification is received from www.grants.gov stating that the application has been rejected for reasons other than late submittal promptly send an email to Rachel Congdon (congdon.rachel@epa.gov) with the FON in the subject line within one business day of the closing date of this solicitation. The email should include any materials provided by www.grants.gov and attach the entire application in PDF format.

Please note that successful submission through www.grants.gov or via email does not necessarily mean your application is eligible for award.

Appendix 3 - Other Factors Checklist

Please identify with an **X** any of the items below which may apply to your proposed Environmental Workforce Development and Job Training Grant project area as described in your proposal. Also, provide the page number and where the information is located within your proposal on how you meet the factor on the line provided next to each factor. EPA may verify these disclosures and supporting information prior to selection and may consider this information during the evaluation process.

- ☐ Fair distribution of funds between urban and non-urban areas, including an equitable distribution of funds to “micro” communities (those communities with populations of 10,000 or less). Provide your total population count below.

- ☐ Fair distribution of funds between new applicants and previous job training grant recipients; (“New” applicants are defined as organizations that have not received EPA brownfields job training grant funding since 2012) Indicate whether you have ever received EPA EWDJT grant funding before, and if so, in what year(s) did you receive funding?

- ☐ Whether the applicant is a federally recognized Indian Tribe or United States Territory, or is an organization that will primarily serve tribal or territorial residents.

- ☐ Whether the applicant is a member of an Urban Waters partnership project, including, but not limited to, recipients of EPA Urban Waters Grants and members of the Urban Waters Learning Network.

- ☐ Proposals that seek to serve veterans.

- ☐ Whether the applicant’s project is located in an IRS-designated Opportunity Zone.

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Resolution Authorizing a Competitive)
Grant Application to the Environmental)
Protection Agency for Job Training Funds for) RESOLUTION NO. 19-
Future Build)

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, the Pittsburgh Power Company's Future Build program has and continues to provide job training to local unemployed and underemployed residents; and

WHEREAS, the Future Build program seeks ways to reduce or eliminate costs to the City by offering the job training programs; and

WHEREAS, the Environmental Protection Agency has announced that it has Environmental Protection Agency's Environmental Workforce Development Job Training Grant Program funds available on a competitive basis and is accepting grant applications; and

WHEREAS, the Environmental Protection Agency requires a City Council Resolution for eligibility in receiving this competitive funding.

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

SECTION 1. Findings

- A. The recitals set forth are true and correct statements.
- B. The City Council authorizes the submittal of a competitive grant application for Job Training Funds through the Environmental Protection Agency's Environmental Workforce Development Job Training Grant Program.
- C. The City Manager and Assistant City Manager are hereby authorized and directed to execute all necessary applications, agreements and amendments for the purpose of executing the grant application.
- D. The City Clerk shall certify to the adoption of this Resolution.

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 20th day of May 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales, Mayor

ATTEST:

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 Increase the Contingency Allowed for Construction of Contract 2019-09, Water Treatment Plant Raw Water Intake Line Replacement Project

MEETING DATE: May 20, 2019

EXECUTIVE SUMMARY

Contract 2019-09, Water Treatment Plant Raw Water Intake Line Replacement Project (Project) is for removal and replacement of 100 linear feet of 24-inch raw water intake line at the Water Treatment Plant. During construction the Contractor encountered several unforeseen conditions. Adoption of this resolution will authorize additional construction contingency for the Project to allow for the additional costs. No new funds are requested.

FISCAL IMPACT

The Project was funded with \$137,500 from the 2013/14 Water Treatment Plant Capital Repairs Project (Project 5050) which was authorized by City Council on April 15, 2019. The current construction contingency for the Project is \$7,442. Staff has determined that an additional \$48,138 of contingency will be sufficient to complete the Project. No new funds are requested.

A Revised Project Budget Summary is attached to this report.

RECOMMENDATION

City Council adopt the attached resolution to increase the contingency allowed for the project by \$48,138 for a total contingency amount of \$55,580.

BACKGROUND

Contract 2012-16B, Water Treatment Plant Phase IB Improvement Project, was completed in February 2018, and tied the existing 24-inch and 30-inch lines into the chlorine contact basin. The tie in location on the 24-inch line was approximately 100 feet east of the raw water pump station.

During the winter, Water Treatment Plant staff noticed evidence of a leak in the 24-inch raw waterline. It is necessary to remove and replace a 100-foot-long section of existing 24-inch pipe prior to the peak summer season.

On April 15, 2019, the City Council adopted Resolution 19-13621, allocating \$137,500 of funding from the 2013/14 Water Treatment Plant Capital Repairs Project (Project 5050). Resolution 19-13621 also authorized award of a construction contract of up to \$125,000 to the lowest responsible bidder.

On April 16, 2019, staff received four bid proposals for the construction of the Project. The low bid proposal submitted by Pacific Underground Services in the amount of \$74,420 was responsive and competitive.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

During construction, the Contractor encountered unforeseen conditions that require modification to the construction contract. These modifications include additional removal of concrete pipe encasements along the existing 24-inch waterline, conflicting underground utilities obstructing the contractors' access and an electrical duct bank that will require additional support measures when crossing. These changes have resulted in changes to the means and methods of construction.

The original approved contingency for the Project was \$7,442 (10% of the contract amount). Approval of this increase in contingency will result in a total Project cost of up to \$137,500. This amount is within the approved project budget authorized by City Council. No additional funds are requested.

Based on projected expenditures for additional work, staff has determined that while an increase in the contingency amount is needed, the Project can be completed within the original authorized budget.

ATTACHMENTS: Resolution
Revised Project Budget Summary

Report Prepared By: Gina Haynes, Senior Civil Engineer

Contract 2019-09, Water Treatment Plant Raw Water Intake Line Replacement Revised Project Budget Summary

Project Funding:	2013/14 Water Treatment Plant Capital Repairs Budget (Project 5050)	\$137,500
	Funding Total	\$137,500

Project Expenditures:

Miscellaneous:	Advertising	\$0
(Code 1399)	Reproduction	\$100
	Postage	\$400
	Subtotal	\$500

Construction:	Construction	\$74,420
(Code 2281)	Construction Contingency	\$55,580
	Subtotal	\$130,000

Staff Time: (Code 1101)	Estimated Staff Costs To Completion	\$3,500
	<u>Subtotal</u>	<u>\$3,500</u>

Administrative Overhead: (Code 2372)	Estimated Administrative Overhead To Completion	\$3,500
	Subtotal	\$3,500

Expenditures Total **\$137,500**

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution to Increase the Contingency	)	
Allowed for Construction of Contract 2019-09,	)	RESOLUTION NO. 19-
Water Treatment Plant Raw Water Intake	)	
<u>Line Replacement Project</u>	)	

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

WHEREAS, Contract 2019-09, Water Treatment Plant Raw Water Intake Line Replacement Project (Project) is for removal and replacement of 100 linear feet of 24-inch raw water intake line at the Water Treatment Plant; and

WHEREAS, during the winter, Water Treatment Plant staff noticed evidence of a leak in the 24-inch RCP raw waterline and determined it necessary to remove and replace a 100-foot-long section of 24-inch RCP pipe, prior to the peak summer season; and

WHEREAS, on April 15, 2019, the City Council adopted Resolution 19-13621, allocating \$137,500 of funding from the 2013/14 Water Treatment Plant Capital Repairs Project (Project 5050) to the Project; and

WHEREAS, Resolution 19-13621 also awarded a construction contract of up to \$125,000 to the lowest responsible bidder; and

WHEREAS, on April 16, 2019, staff received four bid proposals for the Project and determined the low bid proposal submitted by Pacific Underground Services in the amount of \$74,420 was responsive and competitive; and

WHEREAS, during construction the Contractor encountered unforeseen conditions that require modification to the construction contract and an increase in the construction contingency; and

WHEREAS, the original approved contingency for the Project was \$7,442 (10% of the contract amount) and approval of this increase in contingency will result in a total Project cost of up to \$137,500, the amount already authorized by City Council; and

WHEREAS, based on projected expenditures for additional work, staff has determined that the Project can be completed within the original authorized budget but an increase in the contingency amount is required; and

WHEREAS, staff has determined that an increase of \$48,138 of contingency will complete the Project for a total project budget of \$137,500 which is consistent with the budget previously authorized by City Council.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Pittsburgh as follows:

Section 1.

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.

The additional construction contingency in the amount of \$48,135 is hereby authorized for a total contingency amount of \$55,580.

Section 3.

The City Engineer or his designee is authorized to approve contract change orders up to 50% of this amount, and the City Manager is authorized to approve change orders up to 100% of this amount.

Section 4.

The City Manager is hereby authorized to execute such further documents and take such further actions as may be necessary or appropriate to carry out the City's obligations pursuant to the Contract.

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 Pittsburgh at a regular meeting on the 20th day of May 2019, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Juan Antonio Banales

ATTEST:

Alice E. Evenson, City Clerk