



**CITY OF PITTSBURG
AGENDA**

June 19, 2017

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

**CLOSED SESSION
6:30 P.M.**

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

**CITY COUNCIL
HOUSING AUTHORITY
PITTSBURG ARTS AND COMMUNITY FOUNDATION
PITTSBURG POWER COMPANY
SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT DISTRICT II
SUCCESSOR AGENCY**

PRESIDING

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

FOR HOUSING AUTHORITY:

**Michelle King, Housing Authority Member
Annie Hill Herring, Housing Authority Member**

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

NOTICE TO PUBLIC (Attached)

COUNCIL COMMITTEES LIST (Attached)

COMMISSIONS/COMMITTEES MEETING SCHEDULE (Attached)

AUDIENCE REMARKS

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

6:30 P.M.

CONVENE IN CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS (Section 54957.6):

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

7:00 P.M.

CONVENE IN OPEN SESSION FOR REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATION

Anti-Hazing Awareness Month

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

Minutes of May 15, 2017

3. Disbursement Lists

Disbursement List of May 31, 2017

4. Adoption of a Housing Authority Resolution for Approval of the Operating Budget Plan for Fiscal Year 2017-18 for the City of Pittsburgh Housing Authority and Appropriation of Funds for Fiscal Year 2017-18

On May 15, 2017, a budget workshop meeting was held to review and receive public input regarding the Preliminary Operating Budget for Fiscal Year 2017-18. The budget must be appropriated for Fiscal Year 2017-18 by July 1, 2017 to provide on-going financing for the Pittsburgh Housing Authority (PHA) activities during the next fiscal year.

5. Adoption of a Housing Authority Resolution to Approve the Pittsburgh Chamber of Commerce 2017-2018 Lease and Common Area Maintenance Offset

The Pittsburgh Chamber of Commerce (Chamber) entered into a sublease agreement (Sublease) for its operations located at 985 Railroad Avenue (Premises). Pursuant to Sections 3.2 (a) and 5.4 of the Sublease, the Chamber may provide services to the community in lieu of rent and common area maintenance (CAM) charges to be paid by the Chamber. The Chamber prepared its scope of services (Lease and CAM Offset 2017-2018) that lists the services to be provided by the Chamber to the City in lieu of paying lease and CAM charges.

ADJOURNMENT OF THE HOUSING AUTHORITY to July 17, 2017

CONFLICT OF INTEREST STATEMENT

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

CONSENT CALENDAR

COMBINED CITY COUNCIL, PITTSBURGH POWER COMPANY, SOUTHWEST PITTSBURGH GHAD II, AND SUCCESSOR AGENCY CONSENT CALENDAR

6. Minutes

Minutes of May 30, 2017

Minutes of June 5, 2017

7. Adoption of a Pittsburgh Power Company Resolution for the 2017-2018 Consultant Agreement with Open Opportunities Incorporated

Pittsburg Power Company (PPC) is seeking approval for the 2017-2018 consultant agreement (Agreement) with Open Opportunities Incorporated (OOI) in the amount of \$169,246 for the case management and day to day program supervision of the Future Build Program.

8. Adoption of both GHAD and City Council Resolutions to Authorize a Contract between GHAD II and City of Pittsburg for Management and Maintenance of the District

Since 2009, the GHAD II has contracted with the City of Pittsburg to provide management of day-to-day operations and for ongoing and emergency maintenance services. The service has been satisfactory and cost-effective for the GHAD II. The contract for FY 2017-18 is more cost efficient than the GHAD using a private sector consulting firm and multiple maintenance vendors to provide the necessary services.

9. Adoption of a City Council Resolution to Approve the Engineer's Report and Declaring the City Council's Intent To Order Improvements in Landscaping and Lighting Assessment District 1988-01, Citywide (Pursuant to the Landscaping and Lighting Act of 1972) for FY 2017-18

Pursuant to state statutes governing the renewal of assessment districts, the City Council is being asked to adopt the resolution approving the Engineer's Report for Landscaping and Lighting Maintenance Assessment District 1988-01("88-01 District"), Citywide (Fiscal Year 2017-18) and to set July 17, 2017, as the public hearing for this matter.

10. Adoption of a City Council Resolution to Approve the Engineer's Report and Declaring the City Council's Intent To Order Improvements in Landscaping and Lighting Assessment District 1988-02, Oakhills (Pursuant to the Landscaping and Lighting Act of 1972) for FY 2017-18

Pursuant to state statutes governing the renewal of assessment districts, the City Council is being asked to adopt the resolution approving the Engineer's Report for Landscaping and Lighting Maintenance Assessment District 1988-02, ("88-02 District") Oak Hills (Fiscal Year 2017-18) and to set July 17, 2017, as the date for a public hearing for this matter.

11. Adoption of a City Council Resolution to Allocate Funds and Authorize Additional Construction Contingency for Contract 2013-25, Ambrose Aquatic Center Renovation Project

Contract 2013-25, Ambrose Aquatic Center Renovation Project ("the Project"), is for renovation of the existing pool facilities at Ambrose Park. Adoption of this resolution will allocate funds to the project that have been provided by Contra Costa County (the "County") and the Ambrose Recreation and Park District (ARPD) for this purpose. This resolution will also authorize additional construction contingency using the funds provided.

12. Adoption of a City Council Resolution to Re-allocate Funding Sources for Various California Infrastructure and Economic Development Bank (I-Bank) Funded Projects

As the four capital improvement projects that are funded by an I-Bank loan are nearing completion it is necessary to re-allocate funding within the projects to reflect actual costs and eligible I-Bank expenditures. If approved, this Resolution will re-distribute funding among the four eligible projects.

13. Adoption of a City Council Resolution Accepting Plans and Specifications, Allocating Funding, and Awarding Contract 2017-03, West 4th Street Sidewalk Gap Closure Project

Contract 2017-03, West 4th Street Sidewalk Gap Closure Project (the "Project"), is for the construction of a sidewalk along the south side of West 4th Street next to the Saint Peter Martyr School. This Resolution will accept the plans and specifications for the Project, allocate additional funds, and authorize the City Manager to execute a construction contract With Victor Concrete Company of Riverside, California.

14. Adoption of a City Council Resolution to Certify Compliance With Assembly Bill 2135, Surplus Land

The City is a potential recipient of a One Bay Area Grant (OBAG2) in support of pedestrian and bicycle trails connecting to the Pittsburg Center BART Station. To be eligible, the Metropolitan Transportation Commission requires applicants to meet certain guidelines, including adoption of a resolution demonstrating the City's compliance with the State's Surplus Land Act (AB 2135 amended). Staff recommends approval of the attached resolution.

15. Adoption of a City Council Resolution Establishing the Appropriations Limit for the 2017-18 Fiscal Year in Accordance with Proposition III and Article XIII (B)

In November 1979, the voters of California approved Proposition 4, commonly known as the Gann Initiative. This proposition created Article XIII (B) of the State Constitution placing limits on the amount of revenue which can be appropriated by all government entities in any fiscal year. The legislation mandates all governing bodies including the City of Pittsburg to annually establish the Appropriations Limit.

16. Adoption of a City Council Resolution to Accept \$300,000 in Grant Funding from the United States Environmental Protection Agency and Allocate it to the Waterfront Fund for Environmental Assessments of Brownfields

The City of Pittsburg applied for a \$300,000 Community-wide Environmental Assessment Grant from the United States Environmental Protection Agency (EPA). The EPA has selected the City of Pittsburg to receive the funds.

17. Adoption of an Ordinance Amending Section 3.26.030 of the Pittsburg Municipal Code Relating to Fiscal Sustainability and Reserve Funds

The Proposed Fiscal Sustainability Ordinance ("Ordinance") amendment will clarify the definition of the components of the existing General Fund Reserve that make up the established minimum unappropriated reserve balances at 30% of operating expenses for City's General Fund.

18. Adoption of a City Council Resolution to Approve Citywide Fence and Sound walls Repair Project and Railroad Avenue Street Improvement Project, and Allocate Funds to

the Projects

In 2009, the City and the Redevelopment Agency of the City of Pittsburg (the "Agency") entered into a Project Funding Agreement for construction of up to 27 identified projects to alleviate blighting conditions in the Project area. A majority of the projects are complete. Staff proposes allocation of \$24,000 of unspent funds from a finished project, and allocation of unexpended funds for repairs to fences and sound walls and for street improvements on Railroad Avenue.

19. Adoption of a City Council Resolution to Allocate Funds for Installation of Security Cameras at Pittsburg Center BART

Construction of the Pittsburg Center BART Station at Railroad Avenue and State Route 4 is nearly complete. If approved, the resolution will allocate funds received from Contra Costa County and the East Contra Costa Regional Fee and Financing Authority to the 2016 Video Camera Project, and authorize installation of City video security cameras at the BART station.

20. Adoption of a City Council Resolution to Allocate Funds for Pittsburg Center BART Station Parking Strategy

The Pittsburg Center BART Station at Railroad Avenue and State Route 4 is scheduled to begin providing transit service in May 2018. The resolution will allocate funds for a study and recommendations for programs and improvements for BART patron parking to reduce impacts on residents and businesses in the area of the station.

21. Adoption of a Minute Order to Authorize Letter in Support of SB 231 (Hertzberg)

Staff is seeking authorization to send a letter to the State Legislature in support of SB 231, which would allow local agencies to establish storm water management utility fees in a manner similar to the way water utility fees are set.

CONSENT CALENDAR

COMBINED CITY COUNCIL, PITTSBURG ARTS AND COMMUNITY FOUNDATION, PITTSBURG POWER COMPANY, AND SOUTHWEST GEOLOGIC HAZARD ABATEMENT DISTRICT II CONSIDERATION ITEMS

22. Adoption of a City Council Resolution for Approval of the City of Pittsburg's Operating Budget for Fiscal Year 2017-18 and Appropriation of Funds for Fiscal Year 2017-18

On May 15, 2017, a budget workshop meeting was held to review and receive public input and discussion regarding the Draft Operating Budget for Fiscal Year 2017-18. The Fiscal Year 2017-18 budget must be appropriated by July 1, 2017 to provide on-going funding for the City of Pittsburg activities during the next fiscal year.

23. Adoption of a Pittsburg Power Company Resolution for Approval of the Budget for Fiscal Year 2017-18 for the Pittsburg Power Company and Appropriation of Funds for Fiscal Year 2017-18

On May 15, 2017 a budget workshop meeting was held to review the Preliminary Operating Budget for Fiscal Year 2017-18 including the proposed Pittsburgh Power Company Budget. The budget must be appropriated for Fiscal Year 2017-18 before July 1, 2017 to provide on-going funding for the Pittsburgh Power Company activities during the next fiscal year.

24. Adoption of a GHAD II Resolution for Approval of the Budget for Fiscal Year 2017-18 for the Southwest Pittsburgh Geologic Hazard Abatement District II (GHAD II) and Appropriation of Funds for Fiscal Year 2017-18

On May 15, 2017 a budget workshop meeting was held to review the Preliminary FY 2017-18 Operating Budget including the GHAD II budget. The FY 2017-18 budget must be appropriated before July 1, 2017 to provide on-going funding for the Southwest GHAD II activities during the next fiscal year.

25. Adoption of a Pittsburgh Arts and Community Foundation Resolution to Approve the Budget for Fiscal Year 2017-18 Appropriation of Funds for Fiscal Year 2017-18 and Accept the 5-Year Financial Plan

FY 2017-18 Budget for the Pittsburgh Arts and Community Foundation, Inc. ("Foundation") must be appropriated before July 1, 2017 to provide ongoing funding for the Foundation's activities during the next fiscal year. The 5-Year Financial Plan provides a framework for Foundation to manage its financial resources and programs.

26. Adoption of a City Council Resolution to Amend the Elected Officials Benefits Schedule

The City of Pittsburgh provides fringe benefits to its elected officials as outlined in the Elected Officials Benefits Schedule. In an effort to provide the City Council with optional participation in the Deferred Compensation Plan and modify optional participation in the Health/Dental Alternative Plan, it is recommended that the Elected Officials Benefits Schedule be amended.

27. By Minute Order, Select Commission Appointments to Vacancies on the Community Advisory Commission and Planning Commission

Four openings exist on the Community Advisory Commission (CAC) and four openings exist on the Planning Commission. The City has advertised for all openings and received applications for both Commissions. All applicants were invited to interview with the City Council on June 5, and 15 applicants total were interviewed at that time.

COUNCIL MEMBER REPORTS/REMARKS

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

ADJOURNMENT to July 17, 2017

NOTICE TO PUBLIC

GENERAL INFORMATION

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

SPEAKER'S CARD

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

PUBLIC HEARINGS

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

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

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

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

DISRUPTIVE CONDUCT

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

LIVE MEDIA BROADCASTING ADVISEMENT

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

City Council Outside Agency / Liaison / Sub-Committees Assignments - 2017

Updated February 7, 2017

<u>OUTSIDE AGENCY BOARDS</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
ABAG	Merl Craft / Pete Longmire Alternate	Standing	Annual	J. Sbranti
SF Bay Regional Water Quality Board	Merl Craft / Pete Longmire Alternate	Standing	As needed	J. Sbranti
Contra Costa County Fire Dist.	Pete Longmire / Jelani Killings Alternate	Standing	2 nd Monday	J. Sbranti
Delta Diablo**	Pete Longmire / Juan Banales Alternate	Standing	2 nd Wednesday	F. McKinley
East Co.Co.County Habitat Conservancy	Sal Evola / Pete Longmire Alternate	Standing	Monthly	F. McKinley
East County Water Management	Merl Craft / Pete Longmire Alternate	Standing	Annual	F. McKinley
TRANSPLAN / ECCRFFA	Sal Evola / Juan Banales Alternate	Standing	2 nd Thursday	F. McKinley
Tri-Delta Transit (2 reps)***	Pete Longmire&Merl Craft / Jelani Killings Alt.	Standing	Last Wednesday	F. McKinley
<u>LIAISON TO</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
East Bay League of Calif. Cities	Sal Evola / Merl Craft Alternate	Standing	3 rd Thursday	*Rotational
Mayor's Conference	Merl Craft / Pete Longmire Alternate	Standing	1 st Thursday	J. Sbranti/G. Evans
School Districts Committee (2 reps)	Merl Craft &Jelani Killings / Juan Banales Alt.	Standing	4 th Thursday even months	J. Sbranti
<u>SUBCOMMITTEES (2 reps)</u>	<u>COUNCIL MEMBER(S)</u>	<u>TYPE</u>	<u>MEETS</u>	<u>STAFF</u>
CAC/CDBG	Juan Banales & Jelani Killings / Pete Longmire Alt.	Standing	As needed	M. Aliotti
Pittsburg Recognition Committee	Merl Craft / Pete Longmire Alt.	Ad Hoc	As needed	J. Hecht
Economic Develop/Waterfront Subcommittee	Pete Longmire &Juan Banales / Sal Evola Alt.	Standing	Quarterly	G. Evans
Finance Subcommittee	Sal Evola & Pete Longmire / Merl Craft Alt.	Standing	As needed	B. Farmer
Land Use Subcommittee	Sal Evola &Juan Banales / Merl Craft Alt.	Ad Hoc	As needed	F. McKinley
Local Contracting & Preference Policy	Merl Craft & Sal Evola	Ad Hoc	As needed	F. McKinley/B.Farmer
Pittsburg Arts & Community Foundation	Merl Craft& Jelani Killings / Pete Longmire Alt.	Standing	As needed	J. Sbranti
Pittsburg Police Activities League (PAL)	Banales / Killings Alt.	Standing	Monthly	B. Addington
Power Company Advisory	Pete Longmire & Juan Banales / Merl Craft Alt.	Standing	As needed	G. Evans
Sister City Committee	Sal Evola&Merl Craft/ Pete Longmire Alt.	Ad Hoc	As needed	G. Evans
Successor Agency Subcommittee	Merl Craft &Jelani Killings / Pete Longmire Alt.	Standing	As needed	G. Evans

*Rotational Staff as assigned by City Manager

**Stipend of \$209 per month

***Stipend of \$100 per month

COMMISSION/SUBCOMMITTEE MEETING SCHEDULE

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

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

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

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

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

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

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

**CITY OF PITTSBURG
HOUSING AUTHORITY MEETING MINUTES**

DATE: May 15, 2017

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

CITY COUNCIL/AGENCY MEMBERS

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

APPOINTED OFFICIALS

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

CALL TO ORDER

Chair Craft called the meeting of the Housing Authority to order at 7:30 P.M. in the City Council Chambers at City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL

Member Longmire was absent and excused.

CONSENT CALENDAR

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

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

2. Minutes of April 17, 2017
3. Disbursement List of April 30, 2017

ADJOURNMENT

The Housing Authority was adjourned at 7:31 P.M. to June 19, 2017.

Respectfully submitted,

Alice E. Evenson, Secretary

PITTSBURG HOUSING AUTHORITY

Disbursement List Summary

For the month of May 2017

VOUCHERS	Ck#	Amount	HAP ¹	VASH ²	UR ³	Portability	Admin. Fee	TOTAL
	145878 -146012	1,261,773.77	1,103,527.89	129,963.00	9,119.62	12,736.00	6,427.26	1,261,773.77
	50117001- 50117486							-
	5117001-5117002	3,021.00	3,021.00			-		3,021.00
	146013-146019	15,670.00	13,704.00	1,547.00	419.00	-		15,670.00
	51517001-51517036							-
	TOTAL	1,280,464.77	1,120,252.89	131,510.00	9,538.62	12,736.00	6,427.26	\$ 1,280,464.77

¹Housing Assistance Payment

²Veterans Affairs Supportive Housing

³Utility Reimbursement

ADMINISTRATIVE EXPENSES	Amount	Description	TOTAL
	Paid to \$ 35,390.62	Full Time salaries	\$ 35,390.62
	City of Pittsburgh \$ -	Stipend	-
	(5/17 Operating Expenses) -	Part Time salaries	-
	-	Overtime salaries	-
	5,633.52	Retirement	5,633.52
	8,958.25	Retirement-Pension bonds	8,958.25
	11,483.46	Health Insurance	11,483.46
	118.12	Life Insurance	118.12
	973.80	Dental Insurance	973.80
	1,892.70	Workers Comp	1,892.70
	195.04	Unemployment Insurance	195.04
	140.74	Disability Ins.	140.74
	2,687.40	FICA	2,687.40
	670.00	Deferred Compensation	670.00
	606.58	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	606.58
	2,687.50	Retiree OPEB Costs	2,687.50
	467.79	Office Supplies	467.79
	-	Textbooks	-
	63.91	Postage	63.91
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies	-
	13.01	Utilities (Gas, Electric & Water)	13.01
	480.59	Telephone - Regular	480.59
	80.94	Telephone - Other	80.94
	-	Membership Dues & Subscriptions	-
	1,192.50	Travel, Training, & Conference	1,192.50
	1,312.91	Insurance - Alloc Chgs	1,312.91
	-	Legal Fees	-
	2,000.00	Auditing Expense	2,000.00
	-	Settlement Hearing	-
	-	Other Contractual & Professional Service	-
	-	Advertising & Promotion	-
	5,344.46	Maintenance Agreements	5,344.46
	-	Maintenance & Repairs	-
	315.74	Equipment Rental	315.74
	2,375.00	Building Rental	2,375.00
	571.91	Fleet Maintenance Alloc Chgs	571.91
	1,276.16	Building Maintenance Alloc Chgs	1,276.16
	2,655.41	Information Systems Alloc Chgs	2,655.41
	-	Bad Debt Expense	-
	4,376.66	Admin overhead paid to city	4,376.66
	920.00	Legal - Non Retainer/Non Reimbursable	920.00
	1,297.01	Utilities (Gas, Electric, & Water) - Rental	1,297.01
	-	Advertising & Promotion	-
	1,382.98	Maintenance & Repairs - Rental	1,382.98
	5,875.70	Property Tax payment - Rental	5,875.70
	287.47	Other fees - Rental	287.47
	1,465.91	Lighting & Landscape Assessment - Rental	-
		Transfer-Out to OPEB (Unfunded Liabilities)	1,465.91
	TOTAL		105,193.79

VOIDED CHECKS & ADJUSTMENTS	Ck#	Amount	Reason	TOTAL
	145883	(1,650.00)	Incorrect Payee - reissued as ACH on 5/8/17	(1,650.00)
	145890	(1,371.00)	Incorrect Payee - reissued as ACH on 5/8/17	(1,371.00)
	TOTAL	(3,021.00)		\$ (3,021.00)

NET of Issued and Voided \$ 1,382,637.56

I:\Departments\Finance\Divisions\Housing\Housing\Council's Disbursement List\Disbursement List Summary for Council

[Handwritten signature] 6/6/17

[Handwritten signature] 6/6/17

Check Summary

May 1, 2017

Check Number	Check Date	Payee Tax ID	Payee	Amount
Choice Voucher				
* 145878	5/1/17	*****2494	Amana K Cornish	171.00
145879	5/1/17	*****1508	Angela N Taylor	183.00
145881	5/1/17	*****6117	Athena A Ruiz	136.00
145882	5/1/17	*****8598	Cheryl A Edwards	43.00
145883	5/1/17		Cynthia Greely	1,650.00
145884	5/1/17	*****5232	Danielle M Thomas	166.00
145885	5/1/17	*****6061	Denise R Ford	44.00
145886	5/1/17	*****6094	Devon D Cravanas	24.00
145887	5/1/17	*****7930	Donald R Watson, Sr.	344.89
145888	5/1/17	*****2940	Donnette L Terrell	103.00
145889	5/1/17	*****2521	Erica W Kelley	179.00
145890	5/1/17		Greely Realty	1,371.00
145891	5/1/17	*****8921	I'Janae D Elder	78.00
145892	5/1/17	*****7375	Johnnie B Hayes	1.00
145893	5/1/17	*****6990	Kaylah J Ward	19.00
145894	5/1/17	*****6519	Krystal M Williams	82.00
145895	5/1/17	*****0262	Lalinda M Reyna	62.00
145896	5/1/17	*****9706	Lenaye A Lee-Carter	7.00
145897	5/1/17	*****6385	Marcia Price	85.00
145898	5/1/17	*****7280	Mareece M Harrison	14.00
145899	5/1/17	*****5133	Mary P Grigsby	16.00
145900	5/1/17	*****8275	Mildred G Botello	102.00
145901	5/1/17	*****4119	Pashenia D Sanders	158.00
145902	5/1/17	*****6216	Ricolya N Tiger	23.00
145903	5/1/17	*****6935	Samaiyah A Warren	131.00
145905	5/1/17	*****1512	Shawn A Prince	4.00
145906	5/1/17	*****3058	Sherlina R Reed	35.00
145907	5/1/17	*****3542	Starr C Bronson	11.00
145909	5/1/17	*****5605	Tomicka M Brumfield	55.00
145912	5/1/17	*****7492	Yeong P McMorris	154.00
145913	5/1/17	*****1418	Patricia A Blocker	51.00
145914	5/1/17	*****8240	Vanna L Warga	172.00
145916	5/1/17	*****2890	Raquel E Miller	30.00
145917	5/1/17	*****0864	Rochelle Scurlock	88.00

145918	5/1/17	*****8623	Kimberly A Limas	138.00
145919	5/1/17	*****7724	Carla R Fortenberry	3.00
145920	5/1/17	*****4208	Ono c Rothschild	171.00
145921	5/1/17	*****2184	Evelyn Smith	282.00
145922	5/1/17	*****1433	Tamiesha S Smith	83.00
145923	5/1/17	*****2077	Samantha L Reed	3.00
145924	5/1/17	*****6624	Cyndie I Bliss	62.00
145925	5/1/17	*****8683	Angel M Gulley	65.00
145926	5/1/17	*****4785	Kanya D Ridley	214.00
145927	5/1/17	*****6527	Brandi N Davis	83.00
145928	5/1/17	*****5753	Kevin j Hernandez	218.00
145929	5/1/17	*****6015	Sherron A Camp	133.00
145930	5/1/17	*****7911	Jackie I Haywood	172.00
145931	5/1/17	*****2405	Christina M Torres-Turner	172.00
145932	5/1/17	*****6241	Felisha L Lee	145.00
145933	5/1/17	*****2941	Sadrina Sims	214.00
145934	5/1/17	*****4353	Linda S Killion	11.00
145935	5/1/17	*****8384	Laura L Jacobsen	41.00
145936	5/1/17	*****3256	Melanie M Brooks	14.00
145937	5/1/17	*****5492	Michelle m Williams	89.00
145938	5/1/17	*****3136	Sheree M Nessler	119.00
145939	5/1/17	*****0046	Letta D Christian	91.00
145940	5/1/17	*****7135	Michele N Nichols	96.00
145941	5/1/17	*****5626	Lashawn P Fields	42.00
145942	5/1/17	*****4702	Tracey S Russell	14.00
145943	5/1/17	*****4331	Mildred L Edwards	141.00
145944	5/1/17	*****4559	Julie A Young	44.00
145945	5/1/17	*****4831	Valencia M Griffin	51.00
145946	5/1/17	*****0248	Abdul A Wardak	25.00
145947	5/1/17	*****1015	Jessica D Parker	214.00
145948	5/1/17	*****2695	Monique Thompson	27.00
145949	5/1/17	*****1686	Jasmine J Jackson	46.00
145950	5/1/17	*****5298	Gloria F Nelson	14.00
145951	5/1/17	*****6507	Melissa R Griffin	14.00
145952	5/1/17	*****3602	Michelle R Moorehead	8.00
* 145959	5/1/17	*****3869	Charlene M Best	87.00
145960	5/1/17	*****2217	Camille A Lascano	1.00
145961	5/1/17	*****8078	Lisa E Gordon	12.00
145962	5/1/17	*****2808	Ramona P Jimenez	76.00
145963	5/1/17	*****4136	Sheiliece e Johnson	92.00
145965	5/1/17	*****7191	Marcelene Brooks	68.00

145966	5/1/17	*****0410	Tanya m Russell	183.00
145967	5/1/17	*****3065	Amber S Beshears	4.00
145968	5/1/17	*****1606	Tamika Brown	35.00
145969	5/1/17	*****3905	Avisha c Augustus	119.00
145970	5/1/17	*****5083	Crystal j Houston	131.00
145971	5/1/17	*****1696	Angela M Lenzi	13.00
145972	5/1/17	*****3183	Sonja I Campos	40.00
145973	5/1/17	*****5072	Chawnette D Sneed	47.00
145974	5/1/17	*****8818	Lisa n Macpheators	129.00
145975	5/1/17	*****2559	Amira C Smith	35.00
145976	5/1/17	*****8566	Twyla M Lumsey	29.00
145977	5/1/17	*****3277	Stacie J Hogan	41.00
145978	5/1/17	*****6969	Judy J Nelum	9.00
145979	5/1/17	*****3349	Iris S Randall	37.00
145980	5/1/17	*****0840	Dalisha L Bernstine	159.00
145981	5/1/17	*****7242	Johnisha K Downs	100.00
145982	5/1/17	*****1238	Ramonda A Carlos	134.00
145983	5/1/17	*****6995	Graciela Arroyo	56.00
145984	5/1/17	*****7390	Masuda Nawabi	28.00
145985	5/1/17	*****1951	Vinisha D Thornton	214.00
145986	5/1/17	*****5549	Jessica L Williams	9.00
145987	5/1/17	*****5330	Lateefah A Childress	52.00
145988	5/1/17	*****7822	Daudi K Edmond	36.00
145989	5/1/17	*****5758	Monique c Chaves	113.00
145990	5/1/17	*****3226	Riquel A Neal	190.00
145991	5/1/17	*****1164	Michelle M Balestrieri	144.00
145992	5/1/17	*****6095	Leilani S Gomez	39.00
145993	5/1/17	*****7882	Deja L Horton	158.00
145994	5/1/17	*****8167	ABJ Enterprises, Inc. dba Blue Line Property Management	2,000.00
145995	5/1/17	*****9326	Western Addition Apartments, LLC	1,463.00
145996	5/1/17	*****8574	Alamo Square Apartments LLC	2,014.00
145999	5/1/17	*****3423	Sally Lea Hickman	1,234.00
146000	5/1/17	*****6180	K. E. M. Group LLC	1,934.00
146001	5/1/17	*****0978	King County Housing Authority	1,324.58
146002	5/1/17	*****6908	Haiyan Lan	2,076.00
146003	5/1/17	*****3848	Leticia Carasi Malasig	204.00
146004	5/1/17	*****6768	Matrixone Realty	1,132.00
146005	5/1/17	*****3124	Dante McDonald	1,036.00
146006	5/1/17	*****2593	Ba Nguyen Thu Thi Ngo	1,704.00

146007	5/1/17	*****9618	Oklahoma Housing Finance Agency		598.58
146008	5/1/17	*****6230	Effie R. Page		1,730.00
146009	5/1/17	*****9182	Lorene Paysinger		1,790.00
146010	5/1/17	*****7243	Linda Phon		929.00
146011	5/1/17	*****4614	Vincenzo Signorino		1,420.00
146012	5/1/17	*****0126	Marina West 10 LLC		1,450.00
* 50117001	5/1/17	*****2626	9th Street Associates, LP	DD - ES	3,945.00
50117002	5/1/17	*****0229	Meerwais Abdiani	DD - ES	867.00
50117003	5/1/17	*****6825	A Classey Corp. DBA: ACL Property Management	DD - ES	5,110.00
50117004	5/1/17	*****3963	Rohit V Aggarwal	DD - ES	800.00
50117005	5/1/17	*****6232	Rosario Aguilar	DD - ES	482.00
50117006	5/1/17	*****5759	Rosa Aguirre	DD - ES	1,875.00
50117007	5/1/17	*****9530	Demetrius Alexander	DD - ES	1,365.00
50117008	5/1/17	*****2539	Ida Alfaro	DD - ES	368.00
50117009	5/1/17	*****9681	Dale Alvarez	DD - ES	1,489.00
50117010	5/1/17	*****7474	David Alves	DD - ES	582.00
50117011	5/1/17	*****0387	James or Brenda Anderson	DD - ES	2,187.00
50117012	5/1/17	*****5255	Linda S Anderson	DD - ES	2,734.00
50117013	5/1/17	*****2467	Waheed Arabshahi	DD - ES	1,822.00
50117014	5/1/17	*****8701	Mariteresa Arenson c/o Select 1 Realty	DD - ES	1,549.00
50117015	5/1/17	*****0707	Sergeant or Sima Austin	DD - ES	1,318.00
50117016	5/1/17	*****3967	Ajay Banga	DD - ES	2,800.00
50117017	5/1/17	*****2764	Mel L. Banagan	DD - ES	1,081.00
50117018	5/1/17	*****4138	Carlos G. Barraza	DD - ES	820.00
50117019	5/1/17	*****7446	Bay Burg Property, LLC	DD - ES	1,096.00
50117020	5/1/17	*****5979	John Bedford	DD - ES	376.00
50117021	5/1/17	*****9093	Holly Beech	DD - ES	3,990.00
50117022	5/1/17	*****8439	Frank Belleci	DD - ES	1,379.00
50117023	5/1/17	*****8614	Charles Bell and Camino Johnson-Bell	DD - ES	1,668.00
50117024	5/1/17	*****2521	Belmont Apartments	DD - ES	17,368.00
50117025	5/1/17	*****2521	Belmont Apartments	DD - ES	16,330.00
50117026	5/1/17	*****2521	Belmont Apartments	DD - ES	17,619.00
50117027	5/1/17	*****2521	Belmont Apartments	DD - ES	17,565.00
50117028	5/1/17	*****2521	Belmont Apartments	DD - ES	6,624.00
50117029	5/1/17	*****5996	Alex Benjamen	DD - ES	898.00
50117030	5/1/17	*****7889	Tennyson Berry	DD - ES	2,882.00
50117031	5/1/17	*****0044	Teresita R. Berdiago	DD - ES	783.00
50117032	5/1/17	*****8634	Bethel Global Development LLC	DD - ES	1,334.00
50117033	5/1/17	*****7075	Som N Bhatia	DD - ES	1,864.00

50117034	5/1/17	*****0602	Pinakin Bhatt	DD - ES	2,103.00
50117035	5/1/17	*****8470	Joseph B. Bachir	DD - ES	1,064.00
50117036	5/1/17	*****3895	Anthony L. Blackburn	DD - ES	1,425.00
50117037	5/1/17	*****3502	Black Diamond Management	DD - ES	1,384.00
50117038	5/1/17	*****7357	Shanxia Yang Bolton	DD - ES	477.00
50117039	5/1/17	*****5924	Steven Booras	DD - ES	1,923.00
50117040	5/1/17	*****3037	Kelly Ann Bradford	DD - ES	1,545.00
50117041	5/1/17	*****3015	Michael Brady	DD - ES	499.00
50117042	5/1/17	*****5829	Brian Carter	DD - ES	1,588.00
50117043	5/1/17	*****0658	Earlean Brown	DD - ES	2,331.00
50117044	5/1/17	*****6215	Janet Brown	DD - ES	715.00
50117045	5/1/17	*****7469	Jessica G. or Sean Brophy	DD - ES	1,188.00
50117046	5/1/17	*****9783	Lauren H Brown	DD - ES	1,324.00
50117047	5/1/17	*****9954	Blue Sapphire Homes, Inc.	DD - ES	1,902.00
50117048	5/1/17	*****2142	Huong T. Bui	DD - ES	2,699.00
50117049	5/1/17	*****3080	Vu Manh Bui	DD - ES	1,540.00
50117050	5/1/17	*****3187	Burga Family California Trust	DD - ES	1,975.00
50117052	5/1/17	*****5586	John R. Burk or Carla Burk	DD - ES	1,565.00
50117053	5/1/17	*****3026	Jerome Busby	DD - ES	2,021.00
50117054	5/1/17	*****7349	Xuelong Cao	DD - ES	764.00
50117056	5/1/17	*****4042	Donnell I. Carson	DD - ES	1,715.00
50117057	5/1/17	*****5079	Castle Creek Company, Inc.	DD - ES	1,207.00
			Trust Account		
50117058	5/1/17	*****8164	Ricardo C. Cayabyab	DD - ES	1,387.00
50117059	5/1/17	*****6869	Cora Ann Chambers	DD - ES	1,542.00
50117060	5/1/17	*****6228	Gayle Chamberlain	DD - ES	1,706.00
50117061	5/1/17	*****0398	Kan Chuen Chan	DD - ES	1,950.00
50117062	5/1/17	*****5571	P. M. Chaobal	DD - ES	2,200.00
50117063	5/1/17	*****1853	Hong Chen	DD - ES	1,745.00
50117064	5/1/17	*****8946	Jienlin Chen	DD - ES	2,017.00
50117065	5/1/17	*****0128	Ping Chen	DD - ES	1,359.00
50117066	5/1/17	*****2680	Sherry Chen	DD - ES	569.00
50117067	5/1/17	*****5473	Hwa-Yoong Chiu	DD - ES	915.00
50117068	5/1/17	*****3211	Ada Choi	DD - ES	1,851.00
50117069	5/1/17	*****2454	Chun Ok Choi	DD - ES	1,502.00
50117070	5/1/17	*****0310	City of Pittsburg Housing Authority	DD - ES	4,062.00
50117071	5/1/17	*****3591	Juan F. Clara	DD - ES	1,523.00
50117072	5/1/17	*****7054	Ping Cao	DD - ES	1,427.00
50117073	5/1/17	*****1362	College Park Housing Authority	DD - ES	1,140.58
50117074	5/1/17	*****8060	Betty Conner	DD - ES	958.00

50117075	5/1/17	*****3394	Kim Cortesi	DD - ES	1,700.00
50117083	5/1/17	*****7194	Maria G. Costa	DD - ES	739.00
50117084	5/1/17	*****1944	Melonie C. Miles - Trustee Phillip Cotton and Freddie Cotton 2005 Trust	DD - ES	1,684.00
50117085	5/1/17	*****9808	Yolo County Housing Authority	DD - ES	445.58
50117086	5/1/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	19,030.00
50117087	5/1/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	19,279.00
50117088	5/1/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	15,062.00
50117089	5/1/17	*****6569	Jeannette D. Crespo	DD - ES	2,269.00
50117090	5/1/17	*****4259	Junie Varela Crosby	DD - ES	1,230.00
50117091	5/1/17	*****9605	Michelle D. Crosby	DD - ES	1,226.00
50117092	5/1/17	*****7900	Patricia Crosby	DD - ES	1,225.00
50117093	5/1/17	*****3327	Jorge Robert Dagys Delevan Catty Leticia Pajoluk	DD - ES	1,365.00
50117094	5/1/17	*****6248	Justin Dailey	DD - ES	1,255.00
50117095	5/1/17	*****1622	Dam Quang To	DD - ES	3,126.00
50117096	5/1/17	*****8853	Antoinette Davis	DD - ES	364.00
50117097	5/1/17	*****2963	Audrey Davis	DD - ES	911.00
50117098	5/1/17	*****0396	Kesha E. Davis	DD - ES	1,257.00
50117099	5/1/17	*****8929	Kevin Davidson	DD - ES	837.00
50117100	5/1/17	*****4961	Paulette Davis	DD - ES	1,159.00
50117101	5/1/17	*****6115	Roshan M. Davis	DD - ES	1,377.00
50117102	5/1/17	*****9068	Jagdeep or Shashi Dayal	DD - ES	2,500.00
50117103	5/1/17	*****8370	Charles Dellamore	DD - ES	140.00
50117104	5/1/17	*****5882	David De La Torre	DD - ES	1,231.00
50117106	5/1/17	*****1004	Brigitte P. Doan	DD - ES	4,200.00
50117107	5/1/17	*****9716	JoAnn or Larry Domina	DD - ES	1,404.00
50117108	5/1/17	*****5043	Alex Dongallo	DD - ES	288.00
50117109	5/1/17	*****4930	Tuan Do	DD - ES	2,004.00
50117110	5/1/17	*****3109	Doniki Dudley	DD - ES	1,733.00
50117111	5/1/17	*****6538	Linda Duong	DD - ES	689.00
50117112	5/1/17	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	7,681.00
50117113	5/1/17	*****0372	Doris Engle Family Ltd Partnership c/o Select 1 Realty	DD - ES	1,114.00
50117114	5/1/17	*****3757	Alma B Espiritu	DD - ES	1,702.00
50117115	5/1/17	*****6095	Rosario Espejo	DD - ES	1,380.00
50117116	5/1/17	*****0484	Pedro Amaya Estrada	DD - ES	1,528.00
50117117	5/1/17	*****7154	Elham Falahat	DD - ES	1,875.00

50117118	5/1/17	*****6027	Jianxin Fang Jia Liu	DD - ES	3,828.00
50117119	5/1/17	*****3835	Michael Mao C/O Jing Feng	DD - ES	2,054.00
50117120	5/1/17	*****8236	Anthony Ferrell	DD - ES	1,506.00
50117121	5/1/17	*****2790	Barbara J. Fierner	DD - ES	1,090.00
50117122	5/1/17	*****9447	Joseph Field	DD - ES	1,262.00
50117123	5/1/17	*****7691	Hernan Roberto Figueroa	DD - ES	934.00
50117124	5/1/17	*****0962	Tochia D. Brewster Fleeton	DD - ES	937.00
50117125	5/1/17	*****5773	Alexander Flowers	DD - ES	1,478.00
50117126	5/1/17	*****1547	HomeForward (Housing Authority of Portland)	DD - ES	994.74
50117127	5/1/17	*****4032	Fox Creek Apartments	DD - ES	19,779.00
50117128	5/1/17	*****4032	Fox Creek Apartments	DD - ES	9,508.00
50117129	5/1/17	*****0284	Monica Fraga	DD - ES	1,775.00
50117130	5/1/17	*****6894	Rejois O. Frazier or Leroy Myers	DD - ES	1,058.00
50117131	5/1/17	*****8997	Fan Fuller	DD - ES	908.00
50117132	5/1/17	*****9634	Gialene Gaines	DD - ES	1,450.00
50117133	5/1/17	*****8306	Bao Wen Gao	DD - ES	2,023.00
50117134	5/1/17	*****6981	Adraine Gardner	DD - ES	1,834.00
50117135	5/1/17	*****4278	Antoinette L Garcia	DD - ES	1,220.00
50117136	5/1/17	*****7036	David Gardner	DD - ES	2,876.00
50117137	5/1/17	*****0785	Rupesh Garg Samantha Garg	DD - ES	2,218.00
50117138	5/1/17	*****2931	William H. Gardiner	DD - ES	1,746.00
50117139	5/1/17	*****5111	Gateway Apartments	DD - ES	5,047.00
50117140	5/1/17	*****5298	Parvindokht Ghaboulidashti	DD - ES	835.00
50117141	5/1/17	*****2770	Eva Gholson	DD - ES	2,666.00
50117142	5/1/17	*****1145	Vernon or Eva Gholson	DD - ES	2,300.00
50117143	5/1/17	*****5958	Jacqueline Gill	DD - ES	1,041.00
50117144	5/1/17	*****8187	Sukpran Gill	DD - ES	1,626.00
50117145	5/1/17	*****9852	Spencer Gilford and Tara Gilford	DD - ES	2,100.00
50117146	5/1/17	*****3032	Jesse Gonzaga	DD - ES	923.00
50117147	5/1/17	*****6940	Frances Greene	DD - ES	2,630.00
50117148	5/1/17	*****4872	Rodney Green	DD - ES	1,177.00
50117149	5/1/17	*****3361	Rupinder Grewal	DD - ES	2,000.00
50117150	5/1/17	*****7325	Patricia Gridley	DD - ES	835.00
50117151	5/1/17	*****6305	Italo Grossi	DD - ES	1,581.00
50117152	5/1/17	*****6721	Amparo Guardado Cesar Q. Guardado	DD - ES	1,370.00
50117153	5/1/17	*****0940	Krystle Guan	DD - ES	6,701.00
50117154	5/1/17	*****1575	Bob Gunson Real Estate C/O Julie Hang	DD - ES	1,357.00

50117155	5/1/17	*****5267	Abhilash Gupta	DD - ES	5,128.00
50117156	5/1/17	*****7930	Donald R. Watson, Sr.	DD - ES	1,291.11
50117157	5/1/17	*****2314	Nicole Hackett	DD - ES	1,364.00
50117158	5/1/17	*****6176	Asharfun Nisha Hafiz	DD - ES	1,212.00
50117159	5/1/17	*****0457	Jeffrey Paul Hagler	DD - ES	1,311.00
50117160	5/1/17	*****1584	Christian L. Hanson	DD - ES	1,281.00
50117161	5/1/17	*****1769	Lawrence Harrold	DD - ES	4,654.00
50117162	5/1/17	*****3902	Yogesh Chamdra Hari Sadita Devi	DD - ES	1,328.00
50117163	5/1/17	*****7423	Delta Hawaii Garden Apartments LLC	DD - ES	4,197.00
50117164	5/1/17	*****5859	Chuanhu He	DD - ES	1,593.00
50117165	5/1/17	*****6728	David T. Hennigan	DD - ES	6,671.00
50117166	5/1/17	*****3097	Silvester C. Henderson	DD - ES	3,153.00
50117167	5/1/17	*****5221	Anna Hernandez	DD - ES	1,148.00
50117168	5/1/17	*****7408	Serene Herrmann	DD - ES	2,035.00
50117169	5/1/17	*****1057	Diamond Hillside Apartments	DD - ES	1,005.00
50117170	5/1/17	*****1603	Marva Hill	DD - ES	455.00
50117171	5/1/17	*****6255	Carl E. Hoard II	DD - ES	1,460.00
50117172	5/1/17	*****7386	Hanh Huu Hoang	DD - ES	1,776.00
50117173	5/1/17	*****4106	Albert Ho	DD - ES	1,848.00
50117174	5/1/17	*****2084	Annie Ho The Annie Ho Living Trust	DD - ES	910.00
50117175	5/1/17	*****8576	Joyce Ann Hoffman	DD - ES	1,297.00
50117176	5/1/17	*****7451	Gloria H. Holbrook	DD - ES	1,750.00
50117177	5/1/17	*****4543	Ronald G. Holmes	DD - ES	1,229.00
50117178	5/1/17	*****5700	Tony Ho	DD - ES	1,480.00
50117179	5/1/17	*****3787	Howard County Housing Commission	DD - ES	1,187.58
50117180	5/1/17	*****1535	Fanny Kao Huang	DD - ES	1,984.00
50117181	5/1/17	*****8816	Ming Zin Huang	DD - ES	2,450.00
50117182	5/1/17	*****7984	Tao Huang	DD - ES	7,778.00
50117183	5/1/17	*****7179	Ya Jing Huang	DD - ES	2,228.00
50117184	5/1/17	*****9084	Nancy Xiu Zhen Hu	DD - ES	2,365.00
50117185	5/1/17	*****6229	Thinh Trieu Huynh	DD - ES	1,379.00
50117186	5/1/17	*****0778	IGreen House Inc.	DD - ES	1,193.00
50117187	5/1/17	*****8007	2015-1 IH2 Borrower LP	DD - ES	3,187.00
50117188	5/1/17	*****4320	IH2 Property West, L.P.	DD - ES	1,106.00
50117189	5/1/17	*****7951	IH5 Property West LP	DD - ES	2,400.00
50117190	5/1/17	*****7013	Eugene G. Imperato	DD - ES	1,173.00
50117191	5/1/17	*****2726	IH4 Property West LP	DD - ES	1,979.00
50117192	5/1/17	*****8323	Keyee Investment LLC	DD - ES	577.00
50117193	5/1/17	*****1017	LaShon D Irving	DD - ES	2,176.00

50117194	5/1/17	*****0911	Mario Isidro	DD - ES	1,549.00
50117195	5/1/17	*****6821	Michael or Kay Isola	DD - ES	1,416.00
50117196	5/1/17	*****2036	Brandi Jackson C/O Perry Realty Team	DD - ES	1,820.00
50117197	5/1/17	*****4910	Sameer Jain	DD - ES	1,574.00
50117198	5/1/17	*****1349	Jason Le	DD - ES	1,694.00
50117199	5/1/17	*****0833	Alonzo D. Johnson	DD - ES	939.00
50117200	5/1/17	*****8569	Ronita Johnson	DD - ES	1,230.00
50117201	5/1/17	*****8867	James Jones	DD - ES	1,774.00
50117202	5/1/17	*****2434	Sharon Jones	DD - ES	1,741.00
50117203	5/1/17	*****9670	Cheryl D Joseph	DD - ES	1,797.00
50117204	5/1/17	*****4905	Mostaeen B Jouya	DD - ES	1,862.00
50117205	5/1/17	*****5647	Om Parkash Kalra	DD - ES	2,585.00
50117206	5/1/17	*****8425	Wei Kang	DD - ES	1,686.00
50117207	5/1/17	*****1731	Deepinder Kaur	DD - ES	2,348.00
50117208	5/1/17	*****7429	Navkirandeep Kaur	DD - ES	1,149.00
50117209	5/1/17	*****9411	Anthony Keslinke	DD - ES	2,406.00
50117210	5/1/17	*****4095	Nadeem Khan	DD - ES	4,101.00
50117211	5/1/17	*****0839	Alan T. Kilpatrick	DD - ES	1,401.00
50117212	5/1/17	*****5113	Michelle King	DD - ES	1,960.00
50117213	5/1/17	*****0888	KW Kirker Creek, LLC	DD - ES	2,926.00
50117214	5/1/17	*****7475	Qi Yun Kuang	DD - ES	1,950.00
50117215	5/1/17	*****8506	Simon Kailiang Kuang	DD - ES	1,321.00
50117216	5/1/17	*****9316	Zdzislaw Kujawa	DD - ES	780.00
50117217	5/1/17	*****2585	Daniel Kwan	DD - ES	2,141.00
50117218	5/1/17	*****2839	Kenneth Kwan	DD - ES	630.00
50117219	5/1/17	*****6229	Simon Chuen-Sang Kwong	DD - ES	1,202.00
50117220	5/1/17	*****8326	Thomas LaFleur	DD - ES	1,888.00
50117221	5/1/17	*****7845	Chow Kang Lam	DD - ES	1,663.00
50117222	5/1/17	*****6520	Shirley Manly-Lampkin	DD - ES	1,029.00
50117223	5/1/17	*****6102	Maria Lara	DD - ES	1,608.00
50117224	5/1/17	*****7975	Peter C. Larsen	DD - ES	933.00
50117225	5/1/17	*****2401	Kevin Lassair	DD - ES	1,828.51
50117226	5/1/17	*****4732	Latif, LLC	DD - ES	634.00
50117227	5/1/17	*****0938	Ingrid Lau	DD - ES	1,382.00
50117228	5/1/17	*****8224	Kai Man Lau	DD - ES	1,299.00
50117229	5/1/17	*****9373	Delphia M. or Clarence Lawson	DD - ES	1,093.00
50117230	5/1/17	*****8227	George Van and Fannie Mae Lawson Trust Sharon Kay LaShon Trustee	DD - ES	726.00
50117231	5/1/17	*****2293	LCSTAR, LLC	DD - ES	5,839.00
50117232	5/1/17	*****0984	Dao Tran Le	DD - ES	743.00

50117233	5/1/17	*****8548	Jack Wai Lee	DD - ES	1,866.00
50117234	5/1/17	*****1755	Siu Wan Windytiti Lee	DD - ES	1,338.00
50117235	5/1/17	*****2527	Steven Lee	DD - ES	1,118.00
50117236	5/1/17	*****5289	Yuhjen Juang Lee	DD - ES	1,564.00
50117237	5/1/17	*****1860	Lena Le	DD - ES	1,072.00
50117238	5/1/17	*****9382	Luigi Leoncio, LLC	DD - ES	1,396.00
50117239	5/1/17	*****3782	Joseph C. Lerma	DD - ES	911.00
50117240	5/1/17	*****3555	Yiping I. and Frederic Leroudier	DD - ES	2,642.00
50117241	5/1/17	*****3410	John M. Leung	DD - ES	5,426.00
50117242	5/1/17	*****8951	Kin or Siu F. Leung	DD - ES	1,406.00
50117243	5/1/17	*****3743	May Leung or Rodney Chen	DD - ES	1,181.00
50117244	5/1/17	*****2110	Peter Leung	DD - ES	1,994.00
50117245	5/1/17	*****5185	Fortunee Lichaa	DD - ES	1,654.00
50117246	5/1/17	*****3386	Crestview Apartments	DD - ES	718.00
50117247	5/1/17	*****0416	Faqiang Li	DD - ES	1,382.00
50117248	5/1/17	*****7827	Jinhuan Li	DD - ES	1,044.00
50117249	5/1/17	*****5495	Jian S Lin	DD - ES	1,456.00
50117250	5/1/17	*****1849	Jie Lin	DD - ES	1,702.00
50117251	5/1/17	*****2649	Tim Lindstrom c/o AAA Property Management	DD - ES	975.00
50117252	5/1/17	*****6076	Chingyao J Liu Wei Chen	DD - ES	1,578.00
50117253	5/1/17	*****3881	Vivian Y Li	DD - ES	2,453.00
50117254	5/1/17	*****1547	Paul Livson	DD - ES	1,397.00
50117255	5/1/17	*****0050	Wei Min Li	DD - ES	1,570.00
50117256	5/1/17	*****9003	Ying Hong Li	DD - ES	1,686.00
50117257	5/1/17	*****1646	Paul Long	DD - ES	1,784.00
50117258	5/1/17	*****1474	Los Medanos Village Apartments	DD - ES	21,800.00
50117259	5/1/17	*****2131	Tiffinee L Loud	DD - ES	1,515.00
50117260	5/1/17	*****7531	Tony or Yvonne Louie	DD - ES	1,393.00
50117261	5/1/17	*****4218	Lorenzo Love	DD - ES	1,356.00
50117262	5/1/17	*****1790	Valerie Love	DD - ES	1,829.00
50117263	5/1/17	*****5602	Marshall & Sonya Lowe	DD - ES	1,105.00
50117264	5/1/17	*****0153	Ariston Laurito Loyola	DD - ES	829.00
50117265	5/1/17	*****7720	Jose Loza	DD - ES	1,898.00
50117266	5/1/17	*****2354	Andrew Kin Lui	DD - ES	4,925.00
50117267	5/1/17	*****4658	Wei Liu Guangxin Frank Liu	DD - ES	1,720.00
50117268	5/1/17	*****7843	The Entrust Group, Inc. FBO Theodore Lum IRA (acct #34892)	DD - ES	1,822.00
50117269	5/1/17	*****1821	Curtis H. Lundberg	DD - ES	577.00
50117270	5/1/17	*****3474	Edward Luna	DD - ES	727.00

50117271	5/1/17	*****1596	Kenneth Luong	DD - ES	1,579.00
50117272	5/1/17	*****5430	Kiet A. Ly	DD - ES	1,061.00
50117273	5/1/17	*****4009	Yolanda McDonald	DD - ES	677.00
50117274	5/1/17	*****5865	Rakesh Madra	DD - ES	2,679.00
50117275	5/1/17	*****2191	Radha Mahesram	DD - ES	1,794.00
50117276	5/1/17	*****4372	Jennifer Leung Ma	DD - ES	1,350.00
50117277	5/1/17	*****1989	Jeff Mann	DD - ES	4,598.00
50117278	5/1/17	*****5378	Glenn Marshall	DD - ES	1,341.00
50117279	5/1/17	*****2875	Marla Y Harrison	DD - ES	513.00
50117280	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	13,454.00
50117281	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	13,370.00
50117282	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	15,062.00
50117283	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	9,854.00
50117284	5/1/17	*****5287	Louie W. Maruri El Dorado Apartments	DD - ES	802.00
50117285	5/1/17	*****3065	Tanya Martha	DD - ES	1,837.00
50117286	5/1/17	*****3048	Rita J. McCrystle	DD - ES	1,146.00
50117287	5/1/17	*****7174	Samuel McCree	DD - ES	1,166.00
50117288	5/1/17	*****6494	Dorothy McDonald	DD - ES	1,841.00
50117289	5/1/17	*****6342	James & Diana Gail McDonald c/o Yolanda McDonald	DD - ES	971.00
50117290	5/1/17	*****1925	Veronica R. McElroy	DD - ES	2,093.00
50117291	5/1/17	*****1152	Janice K McLean	DD - ES	1,103.00
50117292	5/1/17	*****4675	Meadow Glen Apartments	DD - ES	2,720.00
50117293	5/1/17	*****9866	Tatung Mei	DD - ES	3,217.00
50117294	5/1/17	*****4316	Joel Mejia	DD - ES	428.00
50117295	5/1/17	*****5245	Jinyu Meng	DD - ES	2,051.00
50117296	5/1/17	*****4885	Sabine Menzel	DD - ES	3,972.00
50117297	5/1/17	*****0133	Mercedes P. Johnson	DD - ES	653.00
50117298	5/1/17	*****8272	Hector Meza	DD - ES	785.00
50117299	5/1/17	*****7437	Perchak Properties for Carol Miller	DD - ES	1,695.00
50117300	5/1/17	*****9782	Maryann Miller	DD - ES	1,142.00
50117301	5/1/17	*****2618	Carlos J Miranda	DD - ES	793.00
50117302	5/1/17	*****0772	Hassan Mirabedi	DD - ES	6,857.00
50117303	5/1/17	*****6741	Gwendolyn Mitchell	DD - ES	1,655.00
50117304	5/1/17	*****7083	Ronnie Eric Moffett Estate	DD - ES	1,735.00
50117305	5/1/17	*****6340	Moe Mojaddidi	DD - ES	4,833.00
50117306	5/1/17	*****0985	Rodney Montgomery or Sharon Montgomery	DD - ES	1,059.00
50117307	5/1/17	*****6975	Joseph Nelson Morin	DD - ES	1,660.00
50117308	5/1/17	*****7725	Ricardo Moran Gonzalez	DD - ES	1,110.00
50117309	5/1/17	*****4997	Saleem Rashid Muhammad	DD - ES	1,859.00

50117310	5/1/17	*****3642	Eva Munn	DD - ES	641.00
50117311	5/1/17	*****8820	Brien Brothers, LLC C/O Mynd Management, IC.	DD - ES	1,238.00
50117312	5/1/17	*****0105	Ehsan Nabkel	DD - ES	2,508.00
50117313	5/1/17	*****9276	Fariba Naji	DD - ES	1,800.00
50117314	5/1/17	*****6234	Shinder Paul Narabut	DD - ES	5,152.00
50117315	5/1/17	*****9518	Farida Nawabi	DD - ES	2,098.00
50117316	5/1/17	*****0054	NC Associates, Inc.	DD - ES	8,265.00
50117317	5/1/17	*****6959	Joy Neal	DD - ES	1,562.00
50117318	5/1/17	*****5257	Guy Nesbeth	DD - ES	2,870.00
50117319	5/1/17	*****4114	James or Margaret Nevis	DD - ES	1,162.00
50117320	5/1/17	*****3516	New Way Management Services	DD - ES	5,315.00
50117321	5/1/17	*****6613	Ivy Kit Fan Ngan	DD - ES	1,876.00
50117322	5/1/17	*****1072	Dominic Y Ng	DD - ES	2,765.00
50117323	5/1/17	*****3604	Knowland Ging Ng	DD - ES	4,176.00
50117324	5/1/17	*****8594	Patrick Ng Mike Perry, Property Manager	DD - ES	2,045.00
50117325	5/1/17	*****9319	Sunny S Ng	DD - ES	1,357.00
50117326	5/1/17	*****0738	Hieu Nguyen	DD - ES	1,495.00
50117327	5/1/17	*****7154	Huy Quang Nguyen	DD - ES	2,161.00
50117328	5/1/17	*****4366	Quyen Nguyen	DD - ES	1,610.00
50117329	5/1/17	*****8241	Tieu Nguyen	DD - ES	1,027.00
50117330	5/1/17	*****7265	Ernest Nichols III	DD - ES	3,101.00
50117331	5/1/17	*****9886	Northstar Financial Group, LLC	DD - ES	763.00
50117332	5/1/17	*****8129	Kevin Nord Nord Investment Real Estate	DD - ES	900.00
50117333	5/1/17	*****2286	North State Financial, Inc.	DD - ES	1,535.00
50117335	5/1/17	*****5572	Dwight J Owens	DD - ES	713.00
50117336	5/1/17	*****7606	Juanita Olayo	DD - ES	1,513.00
50117337	5/1/17	*****4543	Esosa A. Omokaro	DD - ES	2,386.00
50117338	5/1/17	*****0588	Orange County Housing Authority	DD - ES	2,115.58
50117339	5/1/17	*****3741	Sandra L Ortiz	DD - ES	1,827.00
50117340	5/1/17	*****2915	Tony Jose Ortiz	DD - ES	1,440.00
50117341	5/1/17	*****1081	Chinenye Osuagwu	DD - ES	1,896.00
50117342	5/1/17	*****3324	Mutlu Ozer	DD - ES	1,439.00
50117343	5/1/17	*****4083	Pacific Living, LLC	DD - ES	2,080.00
50117344	5/1/17	*****1176	John Mario Pascuzzi	DD - ES	1,403.00
50117345	5/1/17	*****7811	Hemangini & Vijendra Patel	DD - ES	2,100.00
50117346	5/1/17	*****0885	Kokila Patel	DD - ES	1,048.00
50117347	5/1/17	*****8684	Virendra M. Patel	DD - ES	1,841.00
50117348	5/1/17	*****8047	Jason Pauline	DD - ES	1,696.00

50117349	5/1/17	*****3189	Loycell Peacock	DD - ES	1,013.00
50117350	5/1/17	*****5165	Scott Pease	DD - ES	945.00
50117351	5/1/17	*****2788	Jade Penarelli	DD - ES	1,534.00
50117352	5/1/17	*****5889	Douglas B Perry	DD - ES	817.00
50117353	5/1/17	*****3278	Maria Del Carmen Perez	DD - ES	264.00
50117354	5/1/17	*****6784	Lowde Y. Perkins	DD - ES	883.00
50117355	5/1/17	*****8225	Shiv Pertab	DD - ES	1,401.00
50117356	5/1/17	*****0958	Pittsburg Park Apartments	DD - ES	4,485.00
50117357	5/1/17	*****7605	Portofino Apartments	DD - ES	8,332.00
50117358	5/1/17	*****4031	Principle Capital, LLC	DD - ES	1,163.00
50117359	5/1/17	*****8826	Prime Metropolis Properties, Inc.	DD - ES	3,864.00
50117360	5/1/17	*****2849	IH5 Property West, LP	DD - ES	1,837.00
50117361	5/1/17	*****3398	Marples Property Management	DD - ES	2,655.00
50117362	5/1/17	*****4650	A. Meadows Property Management	DD - ES	2,395.00
50117363	5/1/17	*****7789	Stokley Properties LLC Harbor	DD - ES	2,392.00
50117364	5/1/17	*****8055	Property Upsurge, Inc.	DD - ES	12,918.00
50117365	5/1/17	*****0782	Amjad Qaqish	DD - ES	1,118.00
50117366	5/1/17	*****9542	Sam or Sonia Quinones	DD - ES	1,796.00
50117367	5/1/17	*****4029	Amos Radford	DD - ES	1,400.00
50117368	5/1/17	*****1397	Balraj Singh Rai	DD - ES	725.00
50117369	5/1/17	*****2261	Paramjit K. Raju	DD - ES	3,282.00
50117370	5/1/17	*****3452	Christopher Ramirez	DD - ES	1,379.00
50117371	5/1/17	*****8489	Enrique or Stacy Ramirez	DD - ES	419.00
50117373	5/1/17	*****5276	Rizal Ramos, Jr.	DD - ES	1,161.00
50117374	5/1/17	*****2283	Rohini Ram	DD - ES	1,075.00
50117375	5/1/17	*****6068	David Raughton	DD - ES	2,949.00
50117377	5/1/17	*****8227	Croskey Real Estate, Inc.	DD - ES	5,246.00
50117378	5/1/17	*****7349	Eric Franklin Remson	DD - ES	1,095.00
50117379	5/1/17	*****1078	Cora Lee Rice Anderson Rice	DD - ES	905.00
50117381	5/1/17	*****5935	Marie Rice	DD - ES	1,267.00
50117382	5/1/17	*****9321	Roger Riley	DD - ES	1,735.00
50117383	5/1/17	*****4115	Tamara Rivas Douglas Rivas	DD - ES	121.00
50117384	5/1/17	*****6917	Ronald D. Shelly or Julie Crowder	DD - ES	1,080.00
50117385	5/1/17	*****4579	Elvira Ruiz	DD - ES	1,132.00
50117386	5/1/17	*****5248	Constance Russell	DD - ES	2,143.00
50117387	5/1/17	*****0759	Sacramento Housing And Redevelopment Agency	DD - ES	2,200.16
50117388	5/1/17	*****3871	Maridel P Santos	DD - ES	1,150.00
50117389	5/1/17	*****3011	Alicia Saucedo	DD - ES	1,437.00
50117390	5/1/17	*****7615	Gregory Paul Schulz	DD - ES	2,261.00

50117391	5/1/17	*****9954	Richard M. Sciortino	DD - ES	728.00
50117392	5/1/17	*****7031	Jacqueline Selinger	DD - ES	1,658.00
50117393	5/1/17	*****5346	Young Sook Seroy	DD - ES	1,898.00
50117395	5/1/17	*****1446	Mohinder Sharma	DD - ES	1,001.00
50117396	5/1/17	*****7239	Shailesh & Bela Patel	DD - ES	2,456.00
50117397	5/1/17	*****4900	Paul Shatswell	DD - ES	1,460.00
50117398	5/1/17	*****1370	James Shipe, c/o Richard Grijalva, East Cty Brokers	DD - ES	1,837.00
50117399	5/1/17	*****5981	Yihui Shi	DD - ES	1,618.00
50117400	5/1/17	*****7789	Siena Court Apartments	DD - ES	8,507.00
50117401	5/1/17	*****7396	Sierra Pacific Properties Peppertree Apartments	DD - ES	3,778.00
50117402	5/1/17	*****7396	Sierra Pacific Properties Woodland Hills Apartments	DD - ES	11,228.00
50117403	5/1/17	*****6650	Frank M. Siino	DD - ES	1,200.00
50117404	5/1/17	*****8035	Joseph Michael Siino	DD - ES	1,137.00
50117405	5/1/17	*****5399	Gloria Silva	DD - ES	853.00
50117406	5/1/17	*****7250	2012-C Property Holdings LLC	DD - ES	4,939.00
50117407	5/1/17	*****3639	Raman Singh	DD - ES	1,925.00
50117408	5/1/17	*****6058	Son Singh	DD - ES	1,338.00
50117409	5/1/17	*****4970	Molly Smith	DD - ES	2,000.00
50117410	5/1/17	*****9092	Sherritta M Smith	DD - ES	959.00
50117411	5/1/17	*****2032	Cinthia Sosa	DD - ES	1,576.00
50117412	5/1/17	*****2985	Gloria Spahn	DD - ES	1,250.00
50117413	5/1/17	*****6977	Angela E. Robinson-Spencer	DD - ES	1,104.00
50117414	5/1/17	*****3465	Ramzi D Srouji	DD - ES	1,810.00
50117415	5/1/17	*****5343	Deborah Steppe	DD - ES	1,656.00
50117416	5/1/17	*****1601	George W. Stephens	DD - ES	1,641.00
50117417	5/1/17	*****5308	R R Rentals	DD - ES	1,324.00
50117419	5/1/17	*****6314	Amad Sultan	DD - ES	2,511.00
50117420	5/1/17	*****1235	Summit Venture Group, LLC	DD - ES	1,819.00
50117421	5/1/17	*****6168	Kamaljeet Surila	DD - ES	1,364.00
50117422	5/1/17	*****0399	Joyce Hui Sy	DD - ES	6,217.00
50117423	5/1/17	*****1242	Hamed Tafaghodi Alexis Tafaghodi	DD - ES	1,525.00
50117424	5/1/17	*****2332	TAH 2016-1 Borrower LLC	DD - ES	925.00
50117425	5/1/17	*****9558	Edward C Tan	DD - ES	694.00
50117426	5/1/17	*****5832	Mohammad Tapus	DD - ES	2,743.00
50117427	5/1/17	*****5480	Tasia La Vonda Johnson	DD - ES	1,780.00
50117428	5/1/17	*****6283	Yun Teng Weijie Zhang	DD - ES	1,680.00
50117429	5/1/17	*****2164	Quyen Minh Thai	DD - ES	1,431.00

50117430	5/1/17	*****9314	Silvia Thein and Ada Choi	DD - ES	1,554.00
50117431	5/1/17	*****3966	William Thiessen	DD - ES	1,117.00
50117432	5/1/17	*****4049	ChingJen Tong	DD - ES	3,469.00
50117433	5/1/17	*****1405	Lourdes or Raymond Tovar	DD - ES	1,598.00
50117434	5/1/17	*****2094	Raphael Minhtuyen Tran	DD - ES	4,948.00
50117435	5/1/17	*****6035	Tam Van Tran	DD - ES	1,226.00
50117436	5/1/17	*****1327	Thuy Tran	DD - ES	1,234.00
50117437	5/1/17	*****6165	Thanh Van Trinh	DD - ES	1,466.00
50117438	5/1/17	*****3572	Nhan Chi Truong	DD - ES	383.00
50117439	5/1/17	*****5313	Sean Thuyet Truong	DD - ES	1,423.00
50117440	5/1/17	*****9321	Van Truong	DD - ES	1,795.00
50117441	5/1/17	*****8392	Xavier Van Truong	DD - ES	7,537.00
50117442	5/1/17	*****5553	David Tseng	DD - ES	1,559.00
50117444	5/1/17	*****4582	Lidia Valladares	DD - ES	1,573.00
50117445	5/1/17	*****0250	Victor D Valenzuela	DD - ES	1,416.00
50117446	5/1/17	*****5853	Tu Van	DD - ES	1,541.00
50117447	5/1/17	*****3371	Gary D. Vasconcellos	DD - ES	1,091.00
50117448	5/1/17	*****8457	Sareena Lata Velu	DD - ES	1,640.00
50117449	5/1/17	*****9682	Nuno G Vieira	DD - ES	1,475.00
50117450	5/1/17	*****6074	Fazal U. Wafadar	DD - ES	1,584.00
50117451	5/1/17	*****2720	Stephen Cordell Wafer	DD - ES	876.00
50117452	5/1/17	*****2768	Huan Rong Wang	DD - ES	855.00
50117453	5/1/17	*****6924	Lining Wan	DD - ES	3,191.00
50117454	5/1/17	*****6945	Wei Wang	DD - ES	1,502.00
50117455	5/1/17	*****1634	Yu Ruo Wang	DD - ES	1,410.00
50117456	5/1/17	*****5502	Mildred Lucille Washington	DD - ES	1,996.00
50117458	5/1/17	*****4384	Wenyng Chang	DD - ES	1,535.00
50117459	5/1/17	*****5014	Nubia P. or David West	DD - ES	1,560.00
50117460	5/1/17	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	1,600.00
50117462	5/1/17	*****5057	Kathleen and John Wilson	DD - ES	874.00
50117463	5/1/17	*****8702	Kathy D. Williams	DD - ES	1,953.00
50117464	5/1/17	*****5026	Windeler Development Group, Inc.	DD - ES	1,357.00
50117465	5/1/17	*****1769	Alan York Lun Wong Alan York Lun Wong	DD - ES	116.00
50117466	5/1/17	*****1862	Danny Ching-Yam Wong	DD - ES	1,768.00
50117467	5/1/17	*****1157	Har Pan Wong	DD - ES	6,088.00
50117468	5/1/17	*****6356	Joanne Wong	DD - ES	1,309.00
50117469	5/1/17	*****1060	Kinney Ming Wong	DD - ES	1,399.00
50117470	5/1/17	*****5451	Mei-Yuk Yu Wong Vincent Wong	DD - ES	1,581.00

50117471	5/1/17	*****7094	Bridge-Regional Partners Inc	DD - ES	7,258.00
50117472	5/1/17	*****5565	Yuk Lin Woo	DD - ES	678.00
50117473	5/1/17	*****1853	WR Properties, Inc.	DD - ES	3,702.00
50117474	5/1/17	*****3962	Hong Wu	DD - ES	3,189.00
50117475	5/1/17	*****5388	Jian Ai Xuan	DD - ES	1,807.00
50117476	5/1/17	*****3880	Ping Ping Xu Keming Wang	DD - ES	3,576.00
50117477	5/1/17	*****2366	Karl Yick C/O Teresita D. Pereira	DD - ES	1,228.00
50117478	5/1/17	*****6779	Sally Yip	DD - ES	814.00
50117479	5/1/17	*****6178	Chris Kui You	DD - ES	1,876.00
50117480	5/1/17	*****7622	Yee Yue Cheung	DD - ES	755.00
50117481	5/1/17	*****8664	Mohammad Zalmaiyyar	DD - ES	2,323.00
50117482	5/1/17	*****2940	Wei Bin Zhang or Gao Wei	DD - ES	1,500.00
50117483	5/1/17	*****3259	Xirong Zhao	DD - ES	1,387.00
50117484	5/1/17	*****4367	Xiang Yang Zheng	DD - ES	1,467.00
50117485	5/1/17	*****7805	Shengguo Zhu	DD - ES	4,710.00
50117486	5/1/17	*****6132	Ying Zhu	DD - ES	2,500.00

Choice Voucher

HAP	1,116,263.89
UR	8,765.62
Damage Claim	
Vacancy Claim	
Administrative Fee	679.38
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$1,125,708.89

Check Summary

May 1, 2017

Check Number	Check Date	Payee Tax ID	Payee	Amount
VASH				
145880	5/1/17	*****6041	Anthony L Johnson	23.00
145904	5/1/17	*****1136	Shannon O Murphy	30.00
145908	5/1/17	*****2982	Timothy P Harrington	23.00
145910	5/1/17	*****7845	Troy Mills	81.00
145911	5/1/17		Vacaville Housing Authority	1,041.58

145915	5/1/17	*****3447	David S Loesch		80.00
145964	5/1/17	*****7574	Joseph A Newman		73.00
145997	5/1/17	*****9810	Housing Authority of the County of Alameda		4,376.74
145998	5/1/17	*****0331	Fairfield Housing Authority		1,665.16
50117024	5/1/17	*****2521	Belmont Apartments	DD - ES	1,159.00
50117033	5/1/17	*****7075	Som N Bhatia	DD - ES	1,579.00
50117051	5/1/17	*****8860	Joe Burns	DD - ES	900.00
50117055	5/1/17	*****2513	Clara Beatriz Cardenas	DD - ES	1,080.00
50117076	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	10,300.22
50117077	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	8,476.80
50117078	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	11,228.80
50117079	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	8,766.80
50117080	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	8,214.38
50117081	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	8,735.80
50117082	5/1/17	*****0746	Contra Costa County Housing Authority	DD - ES	10,101.80
50117086	5/1/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	5,697.00
50117087	5/1/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	5,964.00
50117088	5/1/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	3,334.00
50117105	5/1/17	*****9507	Olga M. Disney	DD - ES	1,191.00
50117112	5/1/17	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	604.00
50117128	5/1/17	*****4032	Fox Creek Apartments	DD - ES	449.00
50117139	5/1/17	*****5111	Gateway Apartments	DD - ES	2,926.00
50117155	5/1/17	*****5267	Abhilash Gupta	DD - ES	1,650.00
50117254	5/1/17	*****1547	Paul Livson	DD - ES	1,338.00
50117280	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	972.00
50117281	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	861.00
50117282	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	1,789.00
50117283	5/1/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES	802.00
50117331	5/1/17	*****9886	Northstar Financial Group, LLC	DD - ES	5,378.00
50117334	5/1/17	*****0758	Oakland Housing Authority	DD - ES	1,465.58
50117362	5/1/17	*****4650	A. Meadows Property Management	DD - ES	407.00
50117372	5/1/17	*****6230	Leonardo Christopher Ramirez	DD - ES	1,979.00
50117376	5/1/17	*****2414	Tanya Nicole Ray	DD - ES	1,860.00
50117377	5/1/17	*****8227	Croskey Real Estate, Inc.	DD - ES	1,619.00
50117380	5/1/17	*****2935	RICHMOND HOUSING AUTHORITY	DD - ES	4,480.90
50117394	5/1/17	*****6840	Christopher Sha	DD - ES	1,143.00
50117400	5/1/17	*****7789	Siena Court Apartments	DD - ES	772.00
50117418	5/1/17	*****0437	Suisun City Housing Authority	DD - ES	782.58

50117443	5/1/17	****0447	Solano County Housing Authority	DD - ES	2,099.74
50117457	5/1/17	****4563	Isidoro Weitzman	DD - ES	1,924.00
50117460	5/1/17	****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	3,244.00
50117461	5/1/17	****9380	Tracy J. Whitehead	DD - ES	2,002.00
50117473	5/1/17	****1853	WR Properties, Inc.	DD - ES	1,395.00

VASH

HAP	129,963.00
UR	354.00
Damage Claim	
Vacancy Claim	
Administrative Fee	5,747.88
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$136,064.88

Grand Total

HAP	1,246,226.89
UR	9,119.62
Damage Claim	
Vacancy Claim	
Administrative Fee	6,427.26
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$1,261,773.77

5/1/17 CK Summary

HAP (Regular)	\$ 1,103,527.89
HAP (VASH)	129,963.00
HAP (Port-In)	3,408.00
HAP (Port-Out)	9,328.00
Utility Reimbursement	9,119.62
Admin Fee	6,427.26
Total	\$ 1,261,773.77

(5)

DD 1,218,669.24 +
CKS 43,104.53 +
1,261,773.77 *

PWO 4/26/17

AC

4/26/17

Check Summary

May 1, 2017

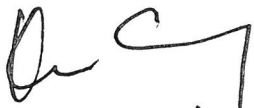
Check Number	Check Date	Payee Tax ID	Payee	Amount
Choice Voucher				
* 5117001	5/1/17	*****9827	Delores Jane Hall	DD - ES 1,371.00
5117002	5/1/17	*****5704	Jayne Walton Separate Property Trust	DD - ES 1,650.00

Choice Voucher

HAP	3,021.00
UR	
Damage Claim	
Vacancy Claim	
Administrative Fee	
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$3,021.00

Grand Total

HAP	3,021.00
UR	
Damage Claim	
Vacancy Claim	
Administrative Fee	
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$3,021.00


5/4/17

pro 5/4/17

Check Summary

May 15, 2017

Check Number	Check Date	Payee Tax ID	Payee	Amount
Choice Voucher				
* 146013	5/15/17	*****5605	Tomicka M Brumfield	11.00
146014	5/15/17	*****2184	Evelyn Smith	13.00
146015	5/15/17	*****4331	Mildred L Edwards	10.00
146016	5/15/17	*****1715	Chantal L Bolden	154.00
146017	5/15/17	*****4721	Ebony N Manning	66.00
146018	5/15/17	*****1391	Cynthia L Walters	151.00
146019	5/15/17	*****1238	Ramonda A Carlos	14.00
* 51517001	5/15/17	*****0229	Meerwais Abdiani	DD - ES 10.00
51517002	5/15/17	*****6232	Rosario Aguilar	DD - ES 806.00
51517003	5/15/17	*****3510	Altisource Residential Corporation	DD - ES 1,434.00
51517004	5/15/17	*****2521	Belmont Apartments	DD - ES 456.00
51517006	5/15/17	*****0310	City of Pittsburg Housing Authority	DD - ES 371.00
51517008	5/15/17	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES 47.00
51517009	5/15/17	*****8929	Kevin Davidson	DD - ES 20.00
51517010	5/15/17	*****4930	Tuan Do	DD - ES 46.00
51517011	5/15/17	*****2790	Barbara J. Fierner	DD - ES 14.00
51517012	5/15/17	*****4278	Antoinette L Garcia	DD - ES 12.00
51517013	5/15/17	*****1145	Vernon or Eva Gholson	DD - ES 30.00
51517014	5/15/17	*****5267	Abhilash Gupta	DD - ES 3,078.00
51517015	5/15/17	*****6255	Carl E. Hoard II	DD - ES 2,670.00
51517016	5/15/17	*****2084	Annie Ho The Annie Ho Living Trust	DD - ES 14.00
51517017	5/15/17	*****8576	Joyce Ann Hoffman	DD - ES 7.00
51517018	5/15/17	*****1731	Deepinder Kaur	DD - ES 7.00
51517019	5/15/17	*****4732	Latif, LLC	DD - ES 14.00
51517020	5/15/17	*****2527	Steven Lee	DD - ES 7.00
51517021	5/15/17	*****1547	Paul Livson	DD - ES 10.00
51517022	5/15/17	*****1646	Paul Long	DD - ES 11.00
51517023	5/15/17	*****1474	Los Medanos Village Apartments	DD - ES 1,123.00
51517024	5/15/17	*****5602	Marshall & Sonya Lowe	DD - ES 7.00
51517025	5/15/17	*****7720	Jose Loza	DD - ES 22.00
51517026	5/15/17	*****1989	Jeff Mann	DD - ES 1,279.00
51517027	5/15/17	*****3389	Steadfast Marina Heights, L.P.	DD - ES 304.00

51517028	5/15/17	*****0105	Ehsan Nabkel	DD - ES	12.00
51517029	5/15/17	*****6234	Shinder Paul Narabut	DD - ES	1,400.00
51517030	5/15/17	*****7606	Juanita Olayo	DD - ES	1.00
51517031	5/15/17	*****1081	Chinenye Osuagwu	DD - ES	11.00
51517032	5/15/17	*****8047	Jason Pauline	DD - ES	11.00
51517033	5/15/17	*****0958	Pittsburg Park Apartments	DD - ES	12.00
51517034	5/15/17	*****8826	Prime Metropolis Properties, Inc.	DD - ES	7.00
51517035	5/15/17	*****7239	Shailesh & Bela Patel	DD - ES	437.00
51517036	5/15/17	*****2768	Huan Rong Wang	DD - ES	14.00

Choice Voucher

HAP	13,704.00
UR	419.00
Damage Claim	
Vacancy Claim	
Administrative Fee	
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$14,123.00

Check Summary

May 15, 2017

Check Number	Check Date	Payee Tax ID	Payee	Amount
VASH				
51517005	5/15/17	*****8860	Joe Burns	300.00
51517007	5/15/17	*****0746	Contra Costa County Housing Authority	1,247.00

VASH

HAP	1,547.00
UR	
Damage Claim	
Vacancy Claim	
Administrative Fee	
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$1,547.00

Grand Total

HAP	15,251.00
UR	419.00
Damage Claim	
Vacancy Claim	
Administrative Fee	
FSS Escrow Account	
Shelter Plus Security Deposit	
Other	0.00
All Payments	\$15,670.00

5/15/17 CK Run

DD - 15,251.00 ✓
CKS - 419.00 ✓
15,670.00 *

HAP (Regular)	\$ 13,704.00
HAP (VASH)	1,547.00
HAP (Port-In)	-
HAP (Port-Out)	-
Utility Reimbursement	419.00
Admin Fee	-
Total	<u>\$ 15,670.00</u>

(6)

pro 5/10/17 0.00
5/11/17

Payment History List

May 4, 2017

Check Date	Check Number	Payee Name	Tenant	Project Number	Incr	Payment Type	Payment Amount
05/01/2017	145883	Cynthia Greely	Russell, Tanya	CA060VO		HAP	1650.00
05/01/2017	145883	Cynthia Greely	Russell, Tanya	CA060VO		HAP	-1650.00

0.00

UK # 145883 - Incorrect Payee

Re-issue Direct Deposit 5/8/17

Payment History List

May 4, 2017

Check Date	Check Number	Payee Name	Tenant	Project Number	Incr	Payment Type	Payment Amount
05/01/2017	145890	Greely Realty	Ausmus, Patricia	CA060VO		HAP	1371.00
05/01/2017	145890	Greely Realty	Ausmus, Patricia	CA060VO		HAP	-1371.00

0.00

CK # 145890 - Incorrect Payee

re-issue - Direct Deposit 5/8/17



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

DATE: 6/8/2017

TO: Chair and Agency Members

FROM: Joe Sbranti, Executive Director

SUBJECT: Adoption of a Housing Authority Resolution for Approval of the Operating Budget Plan for Fiscal Year 2017-18 for the City of Pittsburg Housing Authority and Appropriation of Funds for Fiscal Year 2017-18

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

On May 15, 2017, a budget workshop meeting was held to review and receive public input regarding the Preliminary Operating Budget for Fiscal Year 2017-18. The budget must be appropriated for Fiscal Year 2017-18 by July 1, 2017 to provide on-going financing for the Pittsburg Housing Authority (PHA) activities during the next fiscal year.

FISCAL IMPACT

The Pittsburg Housing Authority budget for Fiscal Year 2017-18 estimates revenues in the amount of \$15,322,814 and a spending plan of \$15,409,709 for the Section 8 Housing Fund.

RECOMMENDATION

Housing Authority approves the Operating Budget for Fiscal Year 2017-18 and adopt the budget for the Pittsburg Housing Authority, for the Fiscal Year 2017-18.

BACKGROUND

A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2017-18 will be placed on the City's website before the June 19, 2017 City Council meeting and can be located by navigating to Departments/Finance/Financial/Fiscal Year 2017-18. A hard copy of the same document will also be filed at the Contra Costa County Library, Pittsburg Branch.

SUBCOMMITTEE FINDINGS

The City of Pittsburgh Preliminary Operating Budget for the Fiscal Year 2017-18 was presented to the Finance Committee on May 11, 2017. The Finance Committee did not have any comments or questions related to the Housing Authority budget.

STAFF ANALYSIS

In January 2012, the Department of Housing and Urban Development (HUD) implemented a new cash management policy aimed at reducing the amount of excess Net Restricted Assets ("NRA") or fund balance retained by individual public housing authorities since 2005. As a result of this policy, Pittsburgh's Housing Authority's ("PHA") fund balance decreased dramatically over the past couple of years to less than one month of operating expenses. Currently, PHA has not received the HUD's Calendar Year 2017 Renewal Funding annual increment yet. In April 2017, PHA received notification from HUD that our PHA is in a shortfall position. The shortfall status means PHA might not have enough funding to support the current leasing level through December 2017. PHA has been working closely with HUD to ensure that measures have been in place for cost control and have stopped additional leasing activities. After HUD's review and approval, PHA will be eligible to apply for set aside funding from HUD to offset the shortfall. According to HUD's latest Forecast, PHA has approximately \$723,000 fund balance available as of May 31, 2017 to supplement PHA's funding.

The FY 2017-18 budget revenue projections are based on estimates derived from the number of units leased. Additional provision has been made to include the potential set aside funding and utilization of the existing HUD reserve. The administrative funding is based on HUD's funding letter, which was prorated to 77% of eligibility to the FY 2016-17 funding. As a result, we estimate utilizing \$86,895 in reserves to balance the Housing Authority's FY 2017-18 budget.

It continues to be a challenge for the Housing Authority to maintain the level of service with significant increase in cost at rental market and lower earned administrative fees. The Housing Authority's plan is to strike a balance between units lease and with a healthy dose of administrative revenue, cover the cost. However, the Housing Authority may still anticipate a net loss in program revenue should HUD's funding level not keep up with the increased cost and make future reductions to the current administrative fee proration.

The City management has established a 7 year forecast to help manage the Housing Authority's budget. The Housing Authority anticipates using existing reserves to supplement its shortfall through FY 2018-19. However, by FY 2019-20, PHA will completely deplete its reserve if funding from HUD does not keep up with the increasing cost.

ATTACHMENTS: Resolution

Report Prepared By: Karen Chang, Finance Division Manager - Reporting
Reviewed By: Brad Farmer, Director of Finance

BEFORE THE CITY OF PITTSBURGH HOUSING AUTHORITY

In the Matter of:

Approval of the Budget for Fiscal)
Year 2017-18 for the City of Pittsburgh)
Housing Authority and Appropriation)
Of Funds for Fiscal Year 2017-18)

RESOLUTION NO. 17-

The City of Pittsburgh Housing Authority DOES RESOLVE as follows:

WHEREAS, the City Manager has prepared, transmitted and presented the one year Preliminary Operating Budget Plan for Fiscal Year 2017-18 to the City Council for its consideration; and

WHEREAS, the City prepares and adopts the City of Pittsburgh Housing Authority Budget with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, the City Council held a meeting on May 15, 2017 for the purpose of reviewing and discussing the Pittsburgh Housing Authority budget for the Fiscal Year 2017-18 and recommended estimated revenues in the amount of \$15,322,814 and a spending plan of \$15,409,709.

NOW, THEREFORE, the City of Pittsburgh Housing Authority finds and determines as follows:

Section 1. Findings

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. That the Budget for Fiscal Year 2017-18 is hereby approved as set forth in a copy of said budget summary on file with the City of Pittsburgh and which by this reference is incorporated herein and authorizes the preparation of the final Budget Review document for Fiscal Year 2017-18.
- C. Those funds are hereby and shall be appropriated in the estimated revenue amount of \$15,322,814 and a spending plan of \$15,409,709.
- D. That the Finance Director or his/her designee is hereby authorized to approve payment of goods and services received by the City of Pittsburgh Housing Authority in accordance with the City's approved budget, programs and policies.
- E. That the City of Pittsburgh Housing Authority authorizes changes to be made to the annual budget as follows:

Items Requiring Council/Agency Action:

- Appropriation of fund balance reserves.
- Transfers of appropriations between funds.
- New interfund loans or advances.
- Creation of new capital projects.
- Transactions which increase total fund budgets.

Items Delegated to the City Manager/Executive Director:

- Items in excess of \$5,000.00.
- Transfers between departments and divisions so that the total fund budget remains the same.
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same.

Items Delegated to Department Heads:

- Allocation of departmental appropriations to line item except for salary and benefit appropriations.
- Changes which exceed current funds disbursement authorizations must be approved by the City Manager/Executive Director. These changes cannot increase the department budget.

Section 2. Authorization

PASSED AND ADOPTED by The City of Pittsburgh Housing Authority at a regular meeting held on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Chair

ATTEST:

Alice E. Evenson, Agency Secretary



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

DATE: 6/6/2017

TO: Chair and Agency Members

FROM: Joe Sbranti, Executive Director

SUBJECT: Adoption of a Housing Authority Resolution to Approve the Pittsburg Chamber of Commerce 2017-2018 Lease and Common Area Maintenance Offset

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

The Pittsburg Chamber of Commerce (Chamber) entered into a sublease agreement (Sublease) for its operations located at 985 Railroad Avenue (Premises). Pursuant to Sections 3.2 (a) and 5.4 of the Sublease, the Chamber may provide services to the community in lieu of rent and common area maintenance (CAM) charges to be paid by the Chamber. The Chamber prepared its scope of services (Lease and CAM Offset 2017-2018) that lists the services to be provided by the Chamber to the City in lieu of paying lease and CAM charges.

FISCAL IMPACT

The 2017-2018 lease for the Premises is \$1.79 per square foot for a 2,879 square feet of space; \$5,153.41 monthly or \$61,840.92 annually. The 2017-2018 CAM is \$14,208.36. The 2017-2018 lease and CAM combined for the Premises is \$76,049.28; accounted for in Fund 248. The proposed Lease and CAM Offset 2017-2018 is attached as Exhibit A to this staff report and is not to exceed \$76,049.28. Neither the City nor Housing Authority of the City of Pittsburg (Housing Authority) will be required to make payments for services rendered above the Lease and CAM Offset 2017-2018.

RECOMMENDATION

Housing Authority approve the Lease and CAM Offset 2017-2018.

BACKGROUND

The former Redevelopment Agency of the City of Pittsburg (Agency) and Domus Development LLC (Domus) executed a disposition and development agreement (DDA)

dated November 21, 2005, pursuant to which the Agency leased the property to Domus under a ground lease, a memorandum of which is recorded as Document No. 2006-0094848-00 in the official records of the Contra Costa County. Pursuant to the DDA and the ground lease, Domus was required to construct an affordable housing project on the property identified in the ground lease consisting of 28 affordable housing units and 8,000 square feet of commercial space (Gateway Project later known as Entrata).

The Agency and a limited partnership formed by Domus known as Gateway Mixed Use Development entered into a master lease agreement dated October 1, 2007, whereby the Agency has a leasehold interest in the 8,000 square feet of commercial space. The Agency entered into sublease agreements with various tenants for portions of the commercial space.

The Sublease between the Agency and the Chamber was approved and executed on March 16, 2009 by Agency Resolution 09-1350 and City Council Resolution 09-11179.

On June 2011, the California Legislature adopted, the Governor signed, and the California Supreme Court, in California Redevelopment Association, et al. v. Ana Matosantos, et al. upheld ABx1 26 (AB 26), legislation that amended the California Redevelopment Law and dissolved the Agency on February 1, 2012. AB 26 provides that the City may elect to assume the assets and responsibilities for the housing functions previously performed by the Agency or by default the housing function would be transferred to the local housing authority. On January 17, 2012, by City Council Resolution 12-11753 and Housing Authority Resolution 12-261, the City transferred and the Housing Authority accepted all rights, responsibilities, and function related to housing previously performed by the Agency to the Housing Authority.

The Chamber was notified by a letter dated June 4, 2012 that the Sublease was transferred from the Agency to the Housing Authority.

SUBCOMMITTEE FINDINGS

Not Applicable.

STAFF ANALYSIS

The Housing Authority calculates the lease and CAM annually using the Consumer Price Index rate in December 2016 and the total CAM charges for calendar year 2016 to determine the Lease and CAM Offset 2017-2018.

The scope of services provided in the Lease and CAM Offset 2017-2018 include: 1) publication and distribution of newsletters, eBlasts, brochures and flyers; 2) career fair at Pittsburg High School; 3) mock interviews with Pittsburg High School students; 4) presentations to the City Council; 5) Think Pittsburg Campaign; 6) networking and referrals; 7) internship and business consulting programs; and 8) marketing of the Pittsburg Diamonds.

The Lease and CAM Offset 2017-2018 is effective July 1, 2017 and will expire on June 30, 2018 (Term). During the Term, the Chamber will submit on a regular basis, reports that show progress in achieving the tasks listed in the Lease and CAM Offset 2017-2018. Included in the reports will be documentation necessary to support the efforts completed.

ATTACHMENTS: Resolution
Lease and CAM Offset 2017-2018

Report Prepared By: Melaine Venenciano, Administrative Analyst II

BEFORE THE HOUSING AUTHORITY OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Housing Authority of the City of Pittsburg)	
Resolution to Approve the Pittsburg Chamber of)	
Commerce 2017-2018 Lease and Common Area)	RESOLUTION NO. 17-
<u>Maintenance Offset)</u>	

The Pittsburg Housing Authority DOES RESOLVE as follows:

WHEREAS, the former Redevelopment Agency of the City of Pittsburg (Agency) and Domus Development LLC (Domus) executed a disposition and development agreement (DDA) dated November 21, 2005, pursuant to which the Agency leased the property to Domus under a ground lease; and

WHEREAS, pursuant to the DDA and the ground lease, Domus was required to construct an affordable housing project on the property identified in the ground lease consisting of 28 affordable housing units and 8,000 square feet of commercial space (Gateway Project later known as Entrata); and

WHEREAS, the Agency and a limited partnership formed by Domus known as Gateway Mixed Use Development entered into a master lease agreement dated October 1, 2007, whereby the Agency has leasehold interest in the 8,000 square feet of commercial space. The Agency entered into sublease agreements with various tenants for portions of the commercial space; and

WHEREAS, the Agency and the Pittsburg Chamber of Commerce (Chamber) entered into a sublease agreement (Sublease) for a portion of the commercial space for its operations located at 985 Railroad Avenue (Premises). The Sublease was approved and executed on March 16, 2009 by Agency Resolution 09-1350 and City Council Resolution 09-11179; and

WHEREAS, pursuant to Sections 3.2 (a) and 5.4 of the Sublease, the Chamber may provide services to the community in lieu of rent and common area maintenance (CAM) charges to be paid by the Chamber; and

WHEREAS, on June 2011, the California Legislature adopted, the Governor signed, and the California Supreme Court, in California Redevelopment Association, et al. v. Ana Matosantos, et al. upheld ABx1 26 (AB 26), legislation that amended the California Redevelopment Law and dissolved the Agency on February 1, 2012; and

WHEREAS, AB 26 provides that the City may elect to assume the assets and responsibilities for the housing functions previously performed by the Agency or by default the housing function would be transferred to the local housing authority. On January 17, 2012, by City Council Resolution 12-11753 and Housing Authority Resolution 12-261, the City of Pittsburg (City) transferred and the Housing Authority of the City of Pittsburg (Housing

Authority) accepted all rights, responsibilities, and function related to housing previously performed by the Agency; and

WHEREAS, the Chamber was notified by a letter dated June 4, 2012 that the Sublease was transferred from the Agency to the Housing Authority.

NOW, THEREFORE, the Pittsburg Housing Authority finds and determines as follows:

Section 1.

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

Section 2.

The Housing Authority hereby approves the Pittsburg Chamber of Commerce Lease and CAM Offset 2017-2018 (Lease and CAM Offset 2017-2018) attached as Exhibit A to the accompanying staff report.

Section 3.

The 2017-2018 lease for the Premises is \$1.79 per square foot for a 2,879 square feet of space; \$5,153.41 monthly or \$61,840.92 annually. The 2017-2018 CAM is \$14,208.36. The 2017-2018 lease and CAM combined for the Premises is \$76,049.28 (Fund 248). The proposed Lease and CAM Offset 2017-2018 is attached as Exhibit A to this staff report and is not to exceed \$76,049.28. Neither the City nor Housing Authority will be required to make payments for services rendered above the Lease and CAM Offset.

Section 4.

The Lease and CAM Offset 2017-2018 is effective July 1, 2017 and will expire on June 30, 2018 (Term). During the Term, the Chamber will submit on a regular basis, reports that show progress in achieving the tasks listed in the Lease and CAM Offset 2017-2018.

Section 5.

The Agency Secretary shall certify to the adoption of this Resolution.

Section 6.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Pittsburgh Housing Authority at a regular meeting on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Chair

ATTEST:

Alice E. Evenson, Agency Secretary

Exhibit A
2017-2018 Entrata Programs (Lease/CAM Offset)

Task	Activity	Entrata Lease/CAM Offset
Community Outreach Publish/Distribute City and PACF events: 1) eBlast-weekly 2) events flyers as needed 3) Chamber Social media posts	*Submit copies of eBlasts, social media posts & flyers.	Chamber Communications
Community Outreach Marketing Pittsburg Diamonds	Assist in marketing the Pittsburg Diamonds and provide support where needed.	Discover Pittsburg
Community Outreach Make presentation(s) to the City Council	*The presentation(s) should be made in December/June of the fiscal year. *The content of the presentation may include: Chamber's work/impact, economic condition, new business, loss of business, legislative updates, and upcoming events.	Council Presentation(s)
Economic Development Chamber Local Job Board	Chamber will maintain a local jobs board to encourage economic growth in our region. Local job seekers & employers can utilize this resource to seek or list area jobs that are searchable by location, industry, and keywords. Business owners can submit their own positions on the site by clicking 'Submit Your Job.' This new resource will promote Pittsburg's economic environment as business, community and family friendly.	Think Pittsburg Local Job Board
Economic Development Marketing Pittsburg Think Pittsburg/Mugshot Modays Business Retention Visits	Promote Think Pittsburg message through Chamber's "Mug Shot Mondays" business retention visits. Includes distribution of Think Pittsburg Marketing materials like mugs/ window decals & bags containing City/Chamber information. (Visits will be posted on social media displaying the "Think Pittsburg Message".	Think Pittsburg-Mugshot Mondays
Workforce Development Chamber Mentorship, Networking & Referral Group	Promote business growth through mentorship, networking and visibility. The PCC BDBB's work together to help members grow their business through a structured, positive, and professional educational program that enables them to develop long-term, meaningful relationships with quality business professionals that can substantially increase a members business. A Chamber automated tracking system will update members on monthly meet ups/leads/and total sales generated by group. *Provide meeting agendas and collateral.	Black Diamond Business Builders (BDBB)
Workforce Development Women's Business Networking/education/mentorship meetings	The Pittsburg Chamber's Empowering Ladies In Leadership Program (ELL) will work to empower local women as leaders and assist them to achieve their desired potential through educational forums, mentorship and networking opportunities. *Provide meeting flyers, agendas and collateral.	Empowering Ladies In Leadership (ELL)
Youth Workforce Development Conduct a Career Fair at PHS	*Host/Coordinate the event. *Submit flyer and event collateral.	CareerLINK Program
Youth Workforce Development Conduct mock interviews at PHS	*Host/coordinate the event. *Submit the flyer and event collateral.	InterviewLINK Program

Exhibit A
2017-2018 Entrata Programs (Lease/CAM Offset)

Task	Activity	Entrata Lease/CAM Offset
Youth Workforce Development Chamber Internship Program	In collaboration with LMC and Earn & Learn East Bay, Chamber to host 1-2 yearly internships for LMC students. The goal is to provide intern(s) with work-based learning experiences that are easy and meaningful for employer and transformational for youth. Intern(s) will be required to participate in a Cooperative Work Experience Education (CWEE) program at LMC and will be applicable to graduation credits. The chosen intern(s) will receive a scholarship in their name given to the LMC Foundation to be used towards future education goals. *Provide student resumes submitted and scope of work-based learning experience gained.	InternshipLINK Program
Youth Workforce Development Young Professionals Small Business Consulting Program	In collaboration with LMC faculty, students will engage in consulting projects with local small business. Students will work in teams made up of 3-6 members that will work under LMC faculty guidance to understand the challenge that the small business faces and identify viable solutions. Student team to devote approximately 200 person-hours of their time to the consulting project. Participating businesses will commit to meet with the student team four times during the Fall semester (late August to early December). The first meeting will be inquiry conversation, the meeting will set out the consulting project for the students. The second meeting will be the identification of the challenge, here student will be a check in to insure that the group has identified the challenge. The third meeting will be the check in with solution options, during the meeting students will present multiple options for the business. The fourth and final meeting, business owners will receive final written and oral reports. Each of these meetings should take about 1 hour. *Consulting survey and written business report will be provided.	Young Professionals Business ConsultingLINK
Economic Development Small Business Saturday-Keep It Local Campaign	*Chamber register as City of Pittsburgh "Neighborhood Champion" through National Small Business Saturday & Amex Program *Coordinate Keep it local community event and social media campaign *Submit the flyers and list of all participating businesses.	Small Business Saturday Think Pittsburgh Keep it local campaign
Economic Development Restaurant marketing program	*Create/Update brochures for listing all Pittsburgh Restaurants & Distribute yearly. These brochures are to be made available in places such as City, Book Depot, the Hampton Inn, etc.	Discover Pittsburgh Dine out Pittsburgh Brochures

**CITY OF PITTSBURG
CITY COUNCIL SPECIAL MEETING MINUTES**

DATE: May 30, 2017

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

CITY COUNCIL/AGENCY MEMBERS

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

APPOINTED OFFICIALS

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

ROLL CALL

All Members were present.

AUDIENCE REMARKS

There were no audience remarks prior to Closed Session.

CONVENE IN CLOSED SESSION

The Council convened in Closed Session at 5:30 P.M. for the following item:

1. CONFERENCE WITH LABOR NEGOTIATORS (Section 54957.6):

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

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

ADJOURNMENT

The City Council meeting was adjourned at 7:05 P.M. to June 5, 2017.

Respectfully submitted,

Alice E. Evenson, City Clerk

CITY OF PITTSBURG
CITY COUNCIL/AGENCY CONCURRENT MEETING MINUTES

DATE: June 5, 2017

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

CITY COUNCIL/AGENCY MEMBERS

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

APPOINTED OFFICIALS

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

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

Officer Ernesto Mejia addressed the Council on Item 3 prior to closed session.

Officer Fernando Salamanca addressed the Council on Item 3 prior to closed session.

Detective Ryan Davis addressed the Council on Item 3 prior to closed session.

Sgt. Will Hatcher addressed the Council on Item 3 prior to closed session.

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

Property: 554 W. 10th Street APN 085-270-016; Negotiators: Joe Sbranti and Maria Aliotti; Negotiating Party: Mike and Jan Fernandes; Under negotiation: both price and terms of payment

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

Two (2) cases

3. CONFERENCE WITH LABOR NEGOTIATORS (Section 54957.6):

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

Special Closed Session held concurrently:

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

One (1) case

Mayor Craft 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.

PRESENTATION

Stoneman Elementary School Science Fair Winners

Winners from Stoneman Elementary School Science Fair 3rd, 4th, and 5th grades were presented with certificates of achievement.

PROCLAMATION

Recognizing Local Humanitarians

Officer Mark Lambert, Community Service Specialists Myla Rivers and Karen Burns, Home Depot Store Manager Tony Fonseca, Home Depot Operations Manager Brian Maloney, and St. Vincent DePaul's Stephen Krank received proclamations for their humanitarian efforts assisting a local elderly resident.

CITY MANAGER REPORTS/REMARKS

Assistant City Manager Evans announced upcoming events throughout the City.

CITIZENS REMARKS

Captain Randall Clarke, Salvation Army, stated May 8 was National Salvation Army Week celebrating volunteers and donors. He stated there are over 10,000 people served locally each year.

Kodra Gebreanlak, Pittsburg, commented she would like to begin a fundraiser that includes a Peace Dance.

Wolfgang Croskey, Pittsburg, inquired about possible revenue generating ideas to address the upcoming budget concerns.

Nancy Van Meter, Pittsburg, urged the Council to consider participating in the Mayors National Climate Action Agenda to adopt the Paris Climate Agreement guidelines.

Bruce Ohlson, Pittsburg, thanked City staff for an excellent job incorporating five biking and walking trails that lead to the Railroad Avenue eBart station.

PITTSBURG POWER COMPANY

PUBLIC HEARING

4. Adoption of a Pittsburg Power Company Resolution to Approve Fiscal Year 2017-2018 Island Energy Electric and Natural Gas Rate Schedules for Electric and Natural Gas Retail Services on Mare Island

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

On motion by Vice Chair Longmire, seconded by Member Banales, to adopt and carried unanimously.

5. Adoption of a Pittsburg Power Company Resolution to Adopt the Revised Electric and Gas Tariff Schedules Applicable to Island Energy

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

On motion by Member Banales, seconded by Vice Chair Longmire, to adopt and carried unanimously.

CITY COUNCIL

PUBLIC HEARING

6. Introduction and Waive First Reading of an Ordinance Amending Section 3.26.030 of the Pittsburg Municipal Code Relating to Fiscal Sustainability and Reserve Funds

Mayor Craft opened the public hearing.

Wolfgang Croskey, Pittsburg, questioned risk involved in using real estate.

Dennisha Marsh, Pittsburg, questioned the limitations on using properties.

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

On motion by Vice Mayor Longmire, seconded by Member Evola, to introduce and waive first reading of the ordinance and carried unanimously.

CONSIDERATION

7. Measure P Citizens Oversight Committee Report – Proposed Use of Measures P and M Funds for FY 2017-18

Wolfgang Croskey, on behalf of the Measure P Citizens Oversight Committee, presented the report from the committee.

On motion by Vice Mayor Longmire, seconded by Member Evola, to accept the report and carried unanimously.

CONFLICT OF INTEREST STATEMENT

There were no conflict of interest statements.

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

On motion by Vice Mayor/Chair Longmire, seconded by Member Banales, to adopt the Consent Calendar and carried unanimously.

8. Minutes of May 15, 2017

9. Rejected Claim #17-0028 Murphy Sr., Shannon

10. Adoption of a Pittsburg Power Company Resolution to Approve a Purchase Order and Statement of Work with National Information Systems Cooperative to Implement a Customer Information and Billing System for Island Energy

11. Adoption of an Ordinance Authorizing the Implementation of a Community Choice Aggregation Program By and Through MCE and a Resolution Requesting Membership in MCE

12. Adoption of an Ordinance Approving a Development Agreement for the Sky Ranch II Residential Subdivision

13. Adoption of a City Council Resolution Approving Speed Humps on Brookside Drive

14. Adoption of a City Council Resolution to Establish City Manager Authority for Settlement or Rejection of Liability Claims

15. Adoption of a City Council Resolution to Authorize the City Manager to Execute a Memorandum of Understanding for Local Transportation Mitigation Fund Fees in Support of James Donlon Boulevard Extension Project

COUNCIL MEMBER REPORTS/REMARKS

Member Killings attended the 2x2 subcommittee meeting where the Sister city trip was discussed and noted the Pittsburg High School graduation would be live streamed. He attended the opening day of the Pittsburg Diamonds, and the PACF Bike and Book Giveaway in El Pueblo. He asked for a future agenda item regarding a proactive approach to economic development that will include a presentation and discussion on economic development, business attraction and synergy between the School District, the College and the City.

Member Banales announced the Delta Protection Commission has launched a new website where small business owners can submit information on their services. The site is www.visitcadelta.com.

Vice Mayor Longmire attended the event in El Pueblo spearheaded by the Doris Manly Learning Center and the City of Lord Zion Church. He complimented PACF, Garaventa Enterprises, St. Vincent DePaul, and PAL for their involvement.

Mayor Craft attended the Ambrose Park re-opening and thanked city staff that worked on the project. She also announced a \$300,000 grant from the EPA obtained for soil sampling at the marina as part of the vision for the Northern Waterfront Economic Development Initiative. There was only a three day notice prior to receiving the grant and the celebration event was well received. She also stated that in September Pittsburg will host the quarterly meeting of the Bay Area Summit on Urban Manufacturing that includes the cities of San Francisco, Oakland, San Jose, Fremont and Pittsburg.

ADJOURNMENT

The City Council meeting was adjourned at 8:24 P.M. to June 19, 2017.

Respectfully submitted,

Alice E. Evenson, City Clerk



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

DATE: 6/9/2017
TO: Chair and Agency Members
FROM: Joe Sbranti, Executive Director
SUBJECT: Adoption of a Pittsburg Power Company Resolution for the 2017-2018 Consultant Agreement with Open Opportunities Incorporated
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Pittsburg Power Company (PPC) is seeking approval for the 2017-2018 consultant agreement (Agreement) with Open Opportunities Incorporated (OOI) in the amount of \$169,246 for the case management and day to day program supervision of the Future Build Program.

FISCAL IMPACT

The Agreement between PPC and OOI will be for the amount of \$169,246. PPC has allocated \$175, 000 from its 2017-2018 budget for this Agreement. PPC anticipates receiving a grant from Workforce Development Board (WDB) up to the amount of \$198,000 in FY 2017-2018 which will reimburse PPC's budget.

RECOMMENDATION

PPC Board adopt the Resolution for the Agreement. It is recommended that the PPC Board authorize the Executive Director or his designee to amend future agreements and budgets as required by subsequent contracts and amendments with external funding sources. The Executive Director is authorized to execute other documents and take such further actions as may be necessary or appropriate to ensure that funds are utilized appropriately by Future Build.

BACKGROUND

Future Build is a partnership of the PPC, WDB, OOI, Pittsburg Adult Education Center (PAEC), Contra Costa Building and Construction Trades Council, GRID Alternatives, and Northern California Laborers Training to provide East County residents with 16+ weeks of

pre-apprenticeship training in the building trades and solar theory, construction, and installation. Each training session is referred to as a cohort.

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

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

Rubicon has a contract with Contra Costa County to provide services to low risk, recently released ex-offenders. One of the services offered by Rubicon is referral to Future Build for assessment for possible entry into the Future Build Program. In 2014, Rubicon and PPC entered into an agreement whereby Rubicon's candidates are assessed and those admitted received training through Future Build. Rubicon reimburses PPC for the cost of that training.

SUBCOMMITTEE FINDINGS

Not Applicable.

STAFF ANALYSIS

PPC will be entering into Contract Number 18-380-3 with WDB for Cohort 12 for July 1, 2017 through December 31, 2017. WDB is currently working with PPC on securing additional funds through June 30, 2018 under Contract Number 18-380-3. The Agreement will allow OOI to continue providing the Future Build Program with case management and day to day program supervision and administration of the skill-based instructional staff from July 1, 2017 through June 30, 2018. The Agreement between PPC and OOI will be for the amount of \$169,492.

Future Build provides a life changing experience for the trainees that leads to re-engagement in the workforce and post-secondary educational opportunities. Pre-apprenticeship training (classroom and laboratory) are married to practical applications in the field. The practical applications are community benefit projects where the trainees exercise what they have learned in the classroom and lab by improving facilities in public housing projects and rehabilitating homes for low-income residents, schools, and public recreational facilities such as parks.

ATTACHMENTS: Resolution
Contract for Services

Report Prepared By: Melaine Venenciano, Administrative Analyst II

BEFORE THE PITTSBURG POWER COMPANY OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Resolution for the 2017-2018	)	
Consultant Agreement by and between	)	RESOLUTION NO. 17-
Pittsburg Power Company and Open	)	
<u>Opportunities Incorporated</u>	)	

The Pittsburg Power Company DOES RESOLVE as follows:

WHEREAS, the Pittsburg Power Company (PPC) is seeking approval for 2017-2018 consultant agreement (Agreement) with Open Opportunities Incorporated (OOI) for the case management and day to day program supervision of the Future Build Program; and

WHEREAS, the Future Build program is a partnership of the PPC, Workforce Development Board (WDB), OOI, Pittsburg Adult Education Center (PAEC), Contra Costa Building and Construction Trades Council, GRID Alternatives, and Northern California Laborers Training to provide East County residents with 16+ weeks of pre-apprenticeship training in the building trades and solar theory, construction, and installation. Each training session is referred to as a cohort; and

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

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

WHEREAS, PPC will be to entering into Contract Number 18-380-3 with WDB for Cohort 12 for July 1, 2017 through December 31, 2017; and

WHEREAS, WDB is currently working with PPC on securing additional funds through June 30, 2018 under Contract Number 18-380-3; and

WHEREAS, PPC has allocated \$175,000 from its 2017-2018 budget for this Agreement; and

WHEREAS, PPC anticipates receiving up to \$198,000 from WDB in FY 2017-2108 to reimburse PPC's budget; and

WHEREAS, the Agreement will allow OOI to continue providing case management and day to day program supervision for the Future Build Program.

NOW, THEREFORE, the Pittsburg Power Company does RESOLVE as follows:

Section 1.

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

Section 2.

The Executive Director is hereby authorized to approve the Agreement between PPC and OOI in the amount of \$169,246.

Section 3.

Board hereby authorizes the Executive Director or his designee to amend future agreements and budgets as required by subsequent contracts and amendments with external funding sources. The Executive Director is authorized to execute other documents and take such further actions as may be necessary or appropriate to carry out PPC's obligations pursuant to this Resolution.

Section 4.

The Executive Secretary shall certify to the adoption of this Resolution.

Section 5.

The Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Pittsburg Power Company Board of Directors at a regular meeting on the 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Chair

ATTEST:

Joe Sbranti, Executive Secretary

CONTRACT FOR SERVICES

THIS CONTRACT is made on July 1, 2017, between the Pittsburgh Power Company (PPC) and Open Opportunities, Incorporated, a 501c3 Non-Profit Corporation (Consultant).

WITNESSETH:

WHEREAS, this Contract is an extension of the original contract dated April 1, 2012 by and between the PPC and Consultant; and

WHEREAS, the PPC operates the program known as Future Build as memorialized in 2012 by Contract No. 18-290-0 with the Contra Costa County Workforce Development Board (WDB) and in 2015 with Contract No. 18-380-0 and its successor amendments; and

WHEREAS, the Future Build program will train Workforce Innovation and Opportunity Act (WIOA) eligible people in the construction trades to the pre-apprentice level and in green/energy efficient upgrades; allow them to gain valuable experience in the industry through a 16 week training program that is recognized by the Home Builder's Institute and the Multi-Craft Core Curriculum (MC3); and

WHEREAS, a goal of the Future Build program is to provide job training within the City and to include energy efficiency retrofit components to existing buildings or work with local employers to hire trainees and graduates to work on new and retrofitted buildings that will incorporate alternative energy upgrades and to provide trained workers for alternative energy projects and area of manufacturing opportunities; and

WHEREAS, the PPC, a municipal utility, is the Fiscal Agent and administrator of Future Build and has the overall management responsibility for its operation. This includes activities prior to training, during training, and after training; and

WHEREAS, Consultant is the daily onsite supervisor of Future Build taking those actions necessary to ensure an effective operation of Future Build as described in the WDB's Contract No. 18-380-0 and its successor amendments with the PPC; and

WHEREAS, PPC entered into Contract Number 18-380-3 with WDB for Cohort 12 for July 1, 2017 through December 31, 2017. WDB is currently working with PPC on securing additional funds through June 30, 2018 under Contract Number 18-380-3;

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

I. SCOPE OF SERVICES:

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

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

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

II. TIME OF PERFORMANCE:

A. The services of Consultant are to commence on July 1, 2017 and shall be undertaken and completed in a prompt and timely manner, no later than June 30, 2018.

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

III. COMPENSATION:

A. The Consultant shall be paid for the actual fees, costs and expenses for all time and materials required and expended, pursuant to the Budget and Payment Plan incorporated herein as Exhibit "B" but in no event shall total compensation exceed One Hundred Sixty Nine Thousand and Two Hundred Forty Six Dollars (\$169,246) without PPC's prior written approval.

B. Said amount shall be paid upon submittal of a billing in accordance with the Budget and Payment Plan showing completion of the tasks that month.

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

IV. TERMINATION:

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

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

V. CHANGES:

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

VI. EXTENSIONS OF TIME:

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

VII. PROPERTY OF PPC:

It is mutually agreed that all materials prepared by the Consultant under this Contract shall become the property of the PPC and the Consultant shall have no property right therein whatsoever. Immediately upon termination, the PPC shall be entitled to, and the Consultant shall deliver to the PPC, all data, drawings, specifications, reports, estimates, summaries, and other such materials and commission as may have been prepared or accumulated to date by the Consultant in performing this Contract which is not Consultant's privileged information, as defined by law or Consultant's personnel information.

VIII. COMPLIANCE WITH LOCAL LAW:

Consultant shall comply with all applicable laws, ordinances, and codes of federal, state and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Contract.

IX. WARRANTY:

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

X. SUBCONTRACTING:

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

XI. ASSIGNABILITY:

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

XII. INTEREST IN CONTRACT:

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

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

XIII. CONFIDENTIAL MATERIALS:

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

XIV. LIABILITY OF CONSULTANT-NEGLIGENCE:

Consultant shall be responsible for performing the work under this Contract in a manner which is consistent with the generally accepted standards of the Consultant's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors, and subcontractors. The PPC shall have no right of control over the

manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Consultant or its employees, agents, contractors or subcontractors.

XV. INDEMNITY AND LITIGATION COSTS:

Consultant shall indemnify, defend, and hold harmless the PPC, its officers, officials, agents, and employees from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys' fees arising out of or in connection with Consultant's negligent performance of work hereunder or its negligent failure to comply with any of its obligations contained in the Contract Documents, except such loss or damage which was caused by the sole negligence, or willful misconduct of the PPC.

XVI. CONSULTANT TO PROVIDE INSURANCE:

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

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

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

D. In addition to any other remedy the PPC may have, if Consultant fails to maintain the insurance coverage as required in this Section, the PPC may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is

required herein and the PPC may deduct the cost of such insurance from any amounts due or which may become due to Consultant under this Contract.

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

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

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

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

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

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

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

paid will be deducted and retained from such sums due or to become due to the Consultant.

c. No workers' compensation insurance shall be required for the Consultant's independent contractors.

"I certify that I, Consultant, have employees for whom I provide workers' compensation insurance. I also have independent contractors for which I am exempt from the legal requirement that I provide worker's compensation insurance."

_____ (Signature) _____ (Print Name)

2. Comprehensive General and Automobile Liability Insurance.

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

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

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

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

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

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

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

3. Professional Liability.

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

XVII. MISCELLANEOUS PROVISIONS:

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

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

C. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin,

ancestry, physical handicap, medical condition, marital status, gender, citizenship or sexual orientation.

D. The Consultant shall maintain and make available for inspection by the PPC and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until thirty-six (36) months after the final payments under this Contract are made to the Consultant.

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

F. Drug-Free Workplace and Training Site – By Signing this Agreement, Contractor hereby certifies under penalty of perjury under the laws of the State of California that the Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code section 8350 et seq.) and will provide a drug-free workplace. The Contractor agrees that graduating trainees must be certified as drugfree and that any trainee without such certification will be ineligible to receive any certificates of completion, diploma or any other evidence that the trainee has satisfied Future Build's criteria for completion.

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

PPC: Pittsburg Power Company
 65 Civic Avenue
 Pittsburg, CA 94565
 ATTN: Garrett Evans

Consultant: Open Opportunities, Incorporated
 2555 Harbor Street
 Pittsburg, CA 94565
 ATTN: Gloria Soderbery, Chair

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

I. See attached.

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

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

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

PITTSBURG POWER COMPANY

CONSULTANT

By: _____

By: _____

Joe Sbranti, Executive Director

Title: _____

CERTIFICATE OF COMPLIANCE WITH LABOR CODE§3700

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONSULTANT

By: _____

Title: _____

EXHIBIT A
WORK PROGRAM

I. ROLES:

1. The PPC, a municipal utility, is the Fiscal Agent and administrator of Future Build and has the overall management responsibility for its operation. This includes activities prior to training, during training, and after training.

2. Open Opportunities, Incorporated, a 501(c)(3) a Non-profit Corporation ("OOI"), is the daily onsite supervisor of Future Build taking those actions necessary to ensure an effective operation of Future Build as described in the RFI 588 and the subsequent contract and any successor amendments with the County. That contract number is 18-380-0.

3. The parties agree that the PPC is the administrator of Future Build. The administrator is the final authority on Future Build revenues, expenditures, operations, fiscal records, participant records, chart of accounts, accounting procedures, leases, rents, participant supportive services, any subcontracts, subcontractor expenditures, records retention, communication with funding sources, or any other activities necessary to ensure the administration and continued operation of Future Build. This authority is restricted to Future Build and does not apply to other activities that the PPC or OOI may be involved in the furtherance of their respective missions, roles or responsibilities.

4. The PPC enters into this agreement with OOI to utilize OOI's resources and abilities in community building, community resources, participant outreach, participant-referral to community resources, daily operational coordination of Future Build activities, daily on-site supervision of Future Build activities, contributing to the development of participant Individualized Employment Plans (IEP), gathering information and data necessary for entry into the Management Information System (MIS) system administered by the Work Force Development Board (WDB) OOI is responsible for completing any required reports that are based on the MIS data.

OOI is responsible for the daily site and participant supervision of Future Build in the absence of the administrator. OOI and the PPC will jointly conduct the follow up activities for Future Build graduates as described in the RFI 588 and the subsequent contract and as amended in Contract No. is 18-380-0 and its successor amendments.

5. The parties agree that the respective roles of the PPC and OOI are also outlined, in a chronological fashion in the Program Timeline section of RFI 588, the provisions of which are incorporated herein by reference.

6. The parties agree that Future Build is a training endeavor that involves a number of agencies, as described in RFI 588 and Contract No. 18-380-0 and its successor amendments, and that great care must be exercised to respect the rights and roles of the various entities to promote the effectiveness of Future Build. The parties agree that if corrective action is required with any of the entities involved with Future Build's effectiveness that it will be the PPC that determines what form that action takes.

II. RESPONSIBILITIES:

1. The parties agree that the PPC is the fiscal agent for Future Build and is responsible for submitting funding applications, establishing accounts to receive funds, establishing accounts for expenditures, and performing accounting tasks to track revenues and expenditures using generally approved accounting practices.

2. The parties agree that OOI, a nonprofit corporation, may receive funds dedicated to the Future Build program and that those funds will be deposited in an account maintained by OOI. When this occurs OOI is to secure these funds and insure that they are used solely for the benefit of Future Build as determined by the Future Build administrator. To maintain the integrity of Future Build's accounting, OOI will provide the PPC with a timely accounting of such funds when requested.

3. The parties agree that the funds referred to in this Section II are funds not anticipated at this time and are more commonly known as donations made for the specific benefit of Future Build. The parties further agree that the OOI may charge a reasonable administrative fee for maintaining and accounting for these dedicated donations not to exceed 2% of the donated cash amount.

4. The parties agree that to ensure the effective operation of Future Build the PPC may periodically need to advance OOI the reasonable funds necessary to commence operations and continue for 30 days. This is more commonly known as an advance. OOI is to keep an accounting of how the advance was spent in the initial month. After the first month's advance the PPC will make approved payments to the OOI on a cost reimbursement basis. In the final month of Future Build's operation for this training cycle OOI will present a request for reimbursement that reconciles the advance, and funds received on a cost reimbursement basis with approved expenditures. Any amounts advanced or paid by the PPC but not spent on expenditures approved by Future Build's administrator are to be promptly returned to the PPC.

5. The maximum the PPC can advance and/or reimburse OOI is no more than ten percent of the contracted amount. This shall be the maximum amount unless other project awards, such as the Workforce Development Board, limit the amount to a lesser degree.

6. The parties agree that the PPC is responsible for any audits of Future Build and any audit responses and that OOI will supply the PPC with any and all information it has to meet this responsibility. The PPC and OOI will fully cooperate with any authorized internal and external auditors.

7. The parties agree that Future Build's success is dependent upon their close coordination of activities, establishment of priorities and timeframes for accomplishing tasks. Should either party know of an issue affecting Future Build's success it is to immediately communicate, preferably via email, that issue to the other party.

III. PROPERTY:

The parties agree that all materials, equipment, supplies, records and other tangibles, acquired for the benefit of Future Build, shall be the property of the PPC for the benefit of Future Build, or its successor program.

IV. OPERATIONAL NOTIFICATIONS:

The parties agree that all daily operational notices that are necessary to given by one party to the other shall be in writing via email.

The email address for operational communiques PPC shall be gldcop@yahoo.com.

The email address for operational communiques OOI shall be merl@futurebuildec.com.

Exhibit B
Future Build
Budget and Payment Plan
Open Opportunities, Incorporated

OOI shall deliver on the Contract and attached Work Plan as directed and provide PPCa monthly status report.OOI agrees to invoice the PPC on a monthly basis Subject to III C.OOI may also invoice in advance to address costs associated with the Work Plan.

In the event that no charges or expenses are disputed by the PPC, then the invoice shall be approved and paid within thirty (30) days of receipt of OOI's invoice. In the event any charges or expenses are disputed by the PPC, theinvoice shall be returned by the PPC to OOI for correction and resubmission.

Payment to OOI for work performed pursuant to this Contract for Services shall not bedeemed to waive any defects in work performed by OOI.

Project Budget

Object Class Categories	Budgeted Amount
a. Personnel: Instructors, Case Manager	\$100,000
b. Operating Expenses: Utilities, Rent, Supplies	\$10,246
c. Training Supplies	\$20,000
d. Other: Safety equipment, tools supportive services	\$29,000
Total Direct Charges	\$169,246



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

DATE: 6/8/2017

TO: Mayor/Chair and Council/Agency Members

FROM: Joe Sbranti, City Manager/Executive Director

SUBJECT: Adoption of both GHAD and City Council Resolutions to Authorize a Contract between GHAD II and City of Pittsburg for Management and Maintenance of the District

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Since 2009, the GHAD II has contracted with the City of Pittsburg to provide management of day-to-day operations and for ongoing and emergency maintenance services. The service has been satisfactory and cost-effective for the GHAD II. The contract for FY 2017-18 is more cost efficient than the GHAD using a private sector consulting firm and multiple maintenance vendors to provide the necessary services.

FISCAL IMPACT

The City of Pittsburg's proposal to the GHAD II is for management of day-to-day operations and maintenance, ongoing and emergency, at a cost of \$521,478 per year. The agreement has a term of one year, and includes provisions for an extension of the term of the agreement for additional years. There are sufficient funds in the GHAD II's proposed FY 2017-18 budget to accommodate the cost of the contract. In addition, GHAD II's revenues for FY 2017-18 are projected at \$852,980, and will increase with the addition of new housing units. As a result, contributions to the reserves will continue, assuring that significant funds are available for the GHAD's primary role of providing funds to repair slides within the GHAD II's jurisdictional area.

RECOMMENDATION

City Council and GHAD II Board adopt the attached resolutions authorizing the City Manager and Executive Director to enter into a contract for management and maintenance of the GHAD II in an amount not to exceed \$530,000.

BACKGROUND

On March 6, 1995, the Pittsburgh City Council adopted Resolution 95-8148 approving the formation of the original GHAD. The purpose of the GHAD is to provide a means of financing necessary slope maintenance to reduce the risk of landslides in the City's hillside areas, to maintain certain drainage basins, and to establish a fund to defray the cost of landslide repairs should a slide occur in the GHAD.

When the GHAD II was formed from the original GHAD, an independent Board of Directors was established for the property owners. A contract with a consulting firm provided a district manager/geologist from March 2001 to June 2009. Maintenance was performed by a number of small contracts bid out annually to private contractors with appropriate expertise and equipment.

On July 6, 2009, the GHAD II Board authorized the Executive Director to enter into contracts with the City of Pittsburgh to provide management of day-to-day operations and for ongoing and emergency maintenance. Under the contract, the City Engineer served as the GHAD's General Manager. The contracts were revised in 2011 to reflect changes in the GHAD's total area, increased cost of services and the potential for the GHAD to own and maintain land.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

GHAD II has responsibilities to maintain open space and three drainage detention basins as well as monitor geologic conditions within the approximately 1,700 acres of developed and undeveloped land annexed into the District. The GHAD II provides a reliable source of funding for maintaining open space areas as well the ongoing maintenance and monitoring of wildlife mitigation areas.

The GHAD II is responsible to assess fees and collect revenues from property owners within the district in order to accumulate sufficient reserves to allow the repair of any geologic events that may occur within the GHAD II District boundaries.

Annexation of land and the addition of properties and basins within Vista Del Mar and San Marco areas increased the size of the district and broadened the scope of services provided by the GHAD II. The GHAD II also owns property, which requires additional management.

Maintenance activities are listed in Exhibit A of the Contract, and include pest control, pond and drainage basin maintenance, annual cleaning of hillside ditches to minimize erosion and its impacts on slope stability, weed abatement for fire suppression and nuisance prevention and landscape maintenance in developed areas owned by the GHAD II. Emergency response capabilities are also needed to move quickly when a geologic incident occurs to minimize its effects upon developed properties within the District.

The City of Pittsburgh has successfully provided those services since 2009 and proposes to provide Fritz McKinley, City Engineer and Director of Public Works, to serve as the SW Pittsburgh GHAD II General Manager. Mr. McKinley is a licensed Civil Engineer skilled in the requirements of the position. He will be supported by other City staff to perform the required tasks of the position, including supervision and training of maintenance staff.

Staff recommends approval of the contract in order to provide a local and experienced manager and a cost-efficient maintenance and emergency response team to maintain GHAD II facilities.

ATTACHMENTS: City Council Resolution

GHAD Board Resolution

Proposed Agreement with City of Pittsburgh for Management and Maintenance and Exhibits A & B

Report Prepared By: Jill Hecht, Assistant to the City Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

RESOLUTION NO. 17-

Authorization to Enter into Contract To)
Provide Management and Maintenance)
To Southwest Pittsburgh GHAD II)

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

WHEREAS, the Southwest Pittsburgh Geologic Hazard Abatement District II (GHAD II) is located within the City of Pittsburgh and requires the services of a District Manager and regular maintenance and emergency response in the event of a geologic event; and,

WHEREAS, the City of Pittsburgh has qualified staff to perform the required services of the District Manager and maintenance and has agreed to provide said services in accordance with the terms of the attached Agreement between the GHAD II and the City of Pittsburgh; and,

WHEREAS, the cost of services provided by the attached agreement will not exceed \$530,000 for the one-year term.

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

Section 1. Approves the execution of a contract in the amount of \$530,000 with the GHAD II for management and maintenance services as described in the agreement and exhibits for a term of one year.

Section 2. Authorizes the City Manager as agent to conduct all negotiations, execute all documents including, but not limited to, agreements, amendments, payment requests and so on, which may be necessary for fulfillment of the contract(s).

Section 3. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk

BEFORE THE SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT
DISTRICT II

In the Matter of:

Approval of Contract with City of Pittsburgh)
For District Management and Maintenance)

RESOLUTION NO. 17-

The Board of Directors of the Southwest Pittsburgh Geologic Hazard Abatement District II DOES RESOLVE as follows:

WHEREAS, the GHAD II requires the services of a District Manager as well as regular maintenance and emergency response services in the event of a geologic event; and

WHEREAS, Fritz McKinley of the City of Pittsburgh is qualified to perform the required services of the District Manager and has agreed to provide said services in accordance with the terms of an Agreement between the GHAD II and the City of Pittsburgh; and

WHEREAS, the cost of services provided by the attached agreement will not exceed \$530,000 for the term of one year.

NOW, THEREFORE the GHAD II Board finds and determines as follows:

Section 1. Approves the execution of a contract for services in the amount of \$530,000 with the City of Pittsburgh for management and maintenance services as described in the agreement and exhibits for a term of one year.

Section 2. Authorizes the Executive Director of the GHAD II as agent to conduct all negotiations, execute all documents including, but not limited to, agreements, amendments, payment requests and so on, which may be necessary for fulfillment of the contract(s).

Section 3. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Board of Directors of the Southwest Pittsburgh Geologic Hazard Abatement District II at a regular meeting on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST:

Marilyn Craft, Chair

Alice E. Evenson, Clerk of the Board

**CONTRACT FOR SERVICES BETWEEN
SOUTHWEST PITTSBURG
GEOLOGIC HAZARD ABATEMENT DISTRICT II (GHAD II)
AND THE CITY OF PITTSBURG**

This Contract ("Contract") is made this ____ day of June, 2017, by and between the Southwest Pittsburg Geologic Hazard Abatement District II (GHAD II), and the City of Pittsburg, a municipal corporation ("City").

RECITALS

WHEREAS, GHAD II proposes contracting with the City for management and maintenance services; and

WHEREAS, the City is in a position to provide the necessary services to GHAD II; and

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

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

II. COMPENSATION. GHAD II agrees to pay City for the services set forth in Exhibit "A." GHAD II agrees that total compensation for services shall be five hundred thirty thousand (\$530,000), and payments shall be made pursuant to the Payment Schedule, attached hereto and incorporated herein by this references as Exhibit "B."

III. TERM OF AGREEMENT.

A. The term of this Contract shall be for a period of one year, commencing the Effective Date of this Contract.

B. The Parties may extend the duration of this Contract, by written instrument signed by the Parties. GHAD II shall provide City written notice of its intent to renew the Contract no later than thirty (30) days before the expiration of this Contract.

IV. TERMINATION:

A. This Contract may be terminated, without cause, at any time by the Parties upon thirty (30) days' written notice ("Notice of Termination.") Upon such termination, the GHAD II shall be entitled to all work, including but not limited to, appraisals, inventories, studies, analyses, drawings and documents related to the services provided under this Contract.

B. If the event of termination, GHAD II shall pay City such compensation as provided in the Agreement up to the time that the Notice of Termination is effective.

V. CHANGES. The GHAD II may, from time to time, request changes in the scope of the services of City to be performed hereunder. Changes to this Contract shall be incorporated in written amendments to this Contract.

VI. PROPERTY OF GHAD II. It is mutually agreed that all materials prepared by the City under this Contract shall be available to GHAD II. Immediately upon termination, the GHAD II shall be entitled to, and the City shall deliver to the GHAD II the originals or copies of all data, drawings, specifications, reports, estimates, summaries and other such materials, as requested by GHAD II as may have been prepared or accumulated to date by the City in performing this Contract which is not City's privileged information, as defined by law.

VII. WARRANTY. City agrees and represents that it is qualified to properly provide the services set forth in Exhibit "A" in a manner which is consistent with the generally accepted standards for services under this Contract. City further represents and agrees that it will perform these services in a legally adequate manner in conformance with applicable federal, state and local laws and guidelines.

VIII. ASSIGNMENT. City shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the GHAD II, which shall not be unreasonably withheld.

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

XI. LIABILITY OF CITY-NEGLIGENCE. City shall be responsible for performing the work under this Contract in a manner which is consistent with the generally accepted standards of the profession performing such services and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors and subcontractors. The GHAD II shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the

responsibility of preventing risk to City or its employees, agents, contractors or subcontractors.

XII. MISCELLANEOUS PROVISIONS.

A. The City shall designate a general manager who at all times shall represent the City before the GHAD II on all matters relating to this Contract. The general manager shall be able to designate work to members of City staff, but the general manager shall be the person whom the GHAD II directs all questions and requests.

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

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

D. The City shall maintain and make available for inspection by the GHAD II and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time.

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

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

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

GHAD II: Southwest Pittsburg GHAD II
65 Civic Avenue
Pittsburg CA 94565
ATTN: Fritz McKinley, District Manager

G. This Contract shall be interpreted and governed by the laws of the State of California. Each party has had an opportunity to consult an attorney and participate in the drafting of this Contract, therefore the usual provisions of construing a contract against the drafting party shall not apply.

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

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

CITY OF PITTSBURG

GHAD II

By: _____

By: _____

Title: City Manager

Title: Executive Director

APPROVED AS TO FORM:

By: _____
Ruthann G. Ziegler, City Attorney

ATTEST:

By: _____
Alice Evenson, City Clerk

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT "B"
PAYMENT SCHEDULE

Exhibit A
Scope of Work
Management and Maintenance Activities of the GHAD II

Provide a General Manager to serve as liaison to the District and the public and manage the team that the City provides for the following services:

Manage, schedule, perform and supervise all maintenance activities, including:

- pest control,
- silt removal,
- storm drain facility inspection and cleaning,
- maintenance of wildlife mitigation ponds,
- drainage basin maintenance,
- periodic cleaning of hillside ditches to minimize erosion and impacts on slope stability,
- weed abatement for fire suppression and nuisance prevention,
- landscape maintenance in developed areas owned by the GHAD II,
- irrigation system maintenance and repairs,
- biologic activities such as the removal of invasive species as directed by the General Manager

Select and manage appropriate biological consultants to monitor performance of wildlife mitigation measures within the GHAD II

Select and manage appropriate geotechnical consultants for routine inspections, emergency support, and other geotechnical activities as needed

Manage GHAD II records and maps

Generate required biological reports

Prepare and manage GHAD II Budgets

Perform regular inspections and prepare reports to the Board

Supervise and review the consultant's preparation of annual assessment records

Plan for the provision of emergency response to geologic incidents by geologic consultants and team staff and manage the incidents as they occur

Emergency response when a geologic incident occurs to minimize effects on developed properties within the GHAD II

Additional activities related to the management of the GHAD II or the ownership of property at the direction of the Executive Director and/or as required by regulation or law

EXHIBIT B

Pittsburg - User Fee		
Fully Burdened Hourly Rate Calculation - Full Time Employees		
Fee Category	Position	Fully Burdened Hourly Rate
City Clerk	City Clerk	\$ 195.42
City Clerk	Deputy City Clerk	\$ 114.66
City Clerk	Dir. Of Records & Council Serv	\$ 195.42
City Council	Councilmember	\$ 9.54
City Manager	Asst To The City Mgr	\$ 146.28
City Manager	City Manager	\$ 239.28
City Manager	Executive Assistant	\$ 88.82
Development Services	Adm Assist. (Plan Dir)	\$ 87.52
Development Services	Assoc. Planner	\$ 117.21
Development Services	Chief Bldg Official	\$ 157.90
Development Services	Comb Bldg. Inspector	\$ 108.37
Development Services	High School Intern (Econ Dev)	\$ 12.40
Development Services	Maint. Worker II (Golf Course)	\$ 72.60
Development Services	Permit Technician	\$ 91.97
Development Services	Planning Manager	\$ 160.24
Development Services	Senior Planner	\$ 130.39
Development Services	Sr Comb. Bldg Inspec	\$ 120.96
Engineering	Adm. Analyst I (Engr)	\$ 71.82
Engineering	City Engineer/Community Development Director	\$ 181.41
Engineering	Civil Engineer II	\$ 118.97
Engineering	Civil Engineer II - Hrly	\$ 57.87
Engineering	Eng. Tech I	\$ 85.12
Engineering	Eng. Tech II	\$ 98.66
Engineering	Eng. Tech II - Hrly	\$ 48.52
Engineering	GIS Coord.	\$ 91.84
Engineering	Office Assist. (Eng)	\$ 43.81
Engineering	Records Specialist	\$ 78.36
Engineering	Sr Civil Engineer	\$ 135.09
Engineering	Sr. Civil Eng - Hrly	\$ 70.32

Pittsburg - User Fee		
Fully Burdened Hourly Rate Calculation - Full Time Employees		
Fee Category	Position	Fully Burdened Hourly Rate
Finance	Account Clerk	\$ 61.81
Finance	Account Clerk - Hrly	\$ 31.37
Finance	Accountant I	\$ 82.66
Finance	Accountant I - Hrly	\$ 27.40
Finance	Accountant II	\$ 86.04
Finance	Acct Tech (Fin Dept)	\$ 79.79
Finance	Adm. Assist. (Fin Dept)	\$ 75.50
Finance	City Treasurer	\$ 5.28
Finance	Dir Of Finance	\$ 203.87
Finance	Finance Div Mgr	\$ 121.77
Finance	Financial Analyst (Fin)	\$ 97.57
Finance	Payroll Specialist	\$ 90.59
Finance	Utility Billing Sup.	\$ 94.15
Housing Authority	Housing Manager	\$ 93.81
Housing Authority	Housing Specialist	\$ 62.22
Housing Authority	Office Assist. - Hrly (HA)	\$ 16.89
Human Resources	HR Analyst	\$ 125.73
Human Resources	HR Manager	\$ 154.81
Human Resources	HR Specialist	\$ 93.37
Human Resources	Intern	\$ 18.88
Marina	Adm Assist. (Marina)	\$ 119.48
Marina	Harbormaster	\$ 188.07
Marina	Lead Marina Services Worker	\$ 122.17
Marina	Maint. Aide (Marina)	\$ 26.66
Marina	Maint. Worker (Marina)	\$ 109.43
Parks & Rec	Adm Assist. (P&R)	\$ 114.57
Parks & Rec	Adm Assist. (PW)	\$ 133.90
Parks & Rec	Bookseller	\$ 25.16
Parks & Rec	Dir Of Rec & Maint Svc	\$ 311.30

Pittsburg - User Fee		
Fully Burdened Hourly Rate Calculation - Full Time Employees		
Fee Category	Position	Fully Burdened Hourly Rate
Parks & Rec	Events Assistant (PACF)	\$ 24.13
Parks & Rec	Maint. Aide (P&R)	\$ 29.74
Parks & Rec	Office Assist. - Hrly (P&R)	\$ 39.57
Parks & Rec	Pest Ctrl Specialist	\$ 142.38
Parks & Rec	Program Coord.	\$ 84.18
Parks & Rec	Rec. Coord.	\$ 140.11
Parks & Rec	Rec. Leader I	\$ 22.28
Parks & Rec	Rec. Leader II	\$ 24.73
Parks & Rec	Rec. Leader III	\$ 41.02
Police Department	Chief Of Police	\$ 340.01
Police Department	Comm Serv Specialist	\$ 107.79
Police Department	Comm Serv Specialist- Hrly	\$ 48.62
Police Department	Exec. Secretary To Chief	\$ 123.36
Police Department	Police Captain	\$ 257.01
Police Department	Police Lieutenant	\$ 250.18
Police Department	Police Officer	\$ 178.84
Police Department	Police Rec. Clerk	\$ 97.64
Police Department	Police Rec. Clerk - Hrly	\$ 40.13
Police Department	Police Rec. Mgr	\$ 140.09
Police Department	Police Rec.Clk I - Hrly	\$ 36.38
Police Department	Police Sergeant	\$ 210.32
Power Company	Adm Assist. (Power)	\$ 89.99
Power Company	Adm. Analyst II (Power)	\$ 143.94
Power Company	Assist City Manager	\$ 280.01
Power Company	Comm Relations Mgr	\$ 133.57
Power Company	Financial Analyst (Power)	\$ 141.45
Power Company	Power Company Mgr	\$ 232.08
Power Company	Utility Lineworker	\$ 111.08
Power Company	Utility Supervisor	\$ 198.10

Pittsburg - User Fee		
Fully Burdened Hourly Rate Calculation - Full Time Employees		
Fee Category	Position	Fully Burdened Hourly Rate
Power Company	Utility Tech I	\$ 148.03
Power Company	Utility Tech II	\$ 205.25
Public Works	Accounting Tech (PW)	\$ 114.50
Public Works	Adm. Analyst I - Hrly	\$ 55.26
Public Works	Admin Officer (PW)	\$ 196.71
Public Works	Electrician	\$ 139.41
Public Works	Environ Health Spec - Hrly	\$ 67.07
Public Works	Equip Mechanic	\$ 132.58
Public Works	Equip Shop Supervisor	\$ 136.31
Public Works	Maint. Aide (PW)	\$ 22.97
Public Works	Maint. Assistant (PW)	\$ 87.55
Public Works	Maint. Lead Worker (PW)	\$ 165.43
Public Works	Maint. Worker I (PW)	\$ 100.56
Public Works	Maint. Worker II (PW)	\$ 122.84
Public Works	Office Assist. - Hrly (PW)	\$ 33.19
Public Works	PW Superintendent	\$ 211.44
Public Works	PW Supervisor	\$ 155.60
Public Works	Sweeper Operator	\$ 99.49
Redevelopment Agency	Adm. Analyst II (RA)	\$ 105.71
Redevelopment Agency	Development Manager	\$ 157.79
Water	Dir. Of Water Utilities	\$ 224.13
Water	Water Instru/Maint Tech II	\$ 148.57
Water	Water Maint. Mechanic I	\$ 115.12
Water	Water Plant Appren. Op.	\$ 89.68
Water	Water Plant Op.	\$ 149.56
Water	Water Plant Sup.	\$ 167.59
Water	Water QA II	\$ 144.42



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

DATE: 6/8/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Approve the Engineer's Report and Declaring the City Council's Intent To Order Improvements in Landscaping and Lighting Assessment District 1988-01, Citywide (Pursuant to the Landscaping and Lighting Act of 1972) for FY 2017-18

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Pursuant to state statutes governing the renewal of assessment districts, the City Council is being asked to adopt the resolution approving the Engineer's Report for Landscaping and Lighting Maintenance Assessment District 1988-01 ("88-01 District"), Citywide (Fiscal Year 2017-18) and to set July 17, 2017, as the public hearing for this matter.

FISCAL IMPACT

The District will collect \$3,009,621.48 in assessments this year. This amount includes a school district subsidy of \$59,842.98, City of Pittsburg assessment of \$60,337.14, Housing Authority Assessments of \$3,739.46 and State Board of Equalization of \$4,990.42. No funds are expected to be carried over from FY 2016-17 88-01, Citywide Landscaping and Lighting District. The Public Works Department estimates that the City will expend \$4,094,379.00 during Fiscal Year 2017-18 in managing the District. This will result in a total General Fund fiscal year 2017-18 impact of \$1,108,667.52 which is comprised of \$128,910 subsidy payment, \$31,153.46 in general benefit payment plus \$948,604.00 needed to close the gap between the cost of maintaining the District and the total of assessments collected. The budgeted cost to manage the District this year also includes use of \$105,000 in Measure J funds (previously Measure C) for concrete repairs within the District. Without the District, the General Fund would be responsible for the entire amount.

RECOMMENDATION

City Council adopt a resolution approving the Engineer's Report, declaring the Council's intent to levy assessments for FY 2017-18, and setting the public hearing date as July 17, 2017, for this matter.

BACKGROUND

On June 6, 1988, the City Council confirmed the Engineer's Report, ordered improvements and levied the first annual assessment for 88-01 District, Citywide. Since then, the funds collected annually by this district go to support the City's landscaping and lighting operations citywide.

On May 15, 2017, the City Council adopted Resolution 17-13319, directing the Engineer of Work, Francis P. McKinley, to file an annual report for Fiscal Year 2017-18 in accordance with the Landscaping and Lighting Act of 1972. That report has been prepared and is on file in the Office of the City Clerk.

Services provided by District 88-01 include:

Park Maintenance, Including Park Related Structures (restrooms, park facilities);
Street Median and Right-of-Way Landscaping Maintenance;
Street Tree Maintenance;
Sidewalk Repair Related to Street Tree Damage Only; and
Street Light Energy, Maintenance and Replacement Costs.

SUBCOMMITTEE FINDINGS

none

STAFF ANALYSIS

Landscaping and Lighting Assessment District 1988-01 has been in existence for thirty years, and the funds collected are necessary for the City to maintain its current level of street lighting and landscaping throughout the city. In anticipation of General Fund budget reductions, the Public Works Department has implemented maintenance level reductions by eliminating feature planting bed areas, reducing water usage by using recycled water and implementing a Central Irrigation Control System. Public Works has also reduced maintenance costs by reducing part-time labor and using additional custody alternative and community service workers, eliminating street name sign lighting at major intersections, and the use of LED's for City street lights in an attempt to reduce PG & E costs. These strategies have reduced the General Fund 2017-18 fiscal year impact for 88-01 District. Without the 88-01 District, the General Fund would be responsible for the entire amount.

State statutes mandate the annual renewal procedures for District 88-01. This is the second step of that process wherein the Council is asked to consider and approve the Engineer's Report and to set a public hearing for this matter on July 17, 2017.

ATTACHMENTS: Engineer's Report
Resolution

Report Prepared By: Gina Haynes
Civil Engineer II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In The Matter Of:

Approving the Engineer's Report and Declaring the) Resolution 17-
City Council's Intent To Order Improvements in)
Landscaping and Lighting Assessment District 1988-01,)
Citywide (Pursuant to the Landscaping and Lighting)
Act of 1972) for Fiscal Year 2017-18)

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, on May 15, 2017, the City Council adopted Resolution 17-13319 directing the Engineer of Work, Francis P. McKinley, to file an Annual Report for Fiscal Year 2017-18 for Landscaping and Lighting Assessment District 1988-01, Citywide; and

WHEREAS, the Engineer of Work has filed with the City Clerk the report required by the Landscaping and Lighting Act of 1972; and

WHEREAS, all interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the district.

NOW, THEREFORE, the City Council of the City of Pittsburg resolves as follows:

Section 1. The Engineer's Report, filed with the City Clerk by the Engineer of Work on June 01, 2017, is approved.

Section 2. The City Council intends to levy and collect assessments within Assessment District 1988-01 during Fiscal Year 2017-18. The area of land to be assessed is located in the City of Pittsburg, County of Contra Costa, State of California.

Section 3. The improvements to be made in this assessment district are generally described as follows:

- a. The installation of landscaping, public lighting and park or recreational facilities;
- b. Facilities appurtenant to or necessary or convenient for the maintenance or servicing of landscaping, public lighting and park or recreation improvements; and
- c. Maintenance or servicing of the facilities described above.

Section 4. In accordance with this Council's Resolution 17--13319 directing the filing of an Annual Report, the Engineer of Work has filed with the City Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.

Section 5. On Monday, July 17, 2017, at 7 p.m., the City Council will conduct a public hearing on the matter of the levy of the proposed annual assessments. The hearing will be held at the meeting place of the City Council located in City Hall, 65 Civic Avenue, Pittsburg, California.

Section 6. The City Clerk shall give the notice of hearing by causing this resolution to be published, pursuant to Section 22553 of the Streets and Highways Code.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Marilyn Craft, Mayor

Attest:

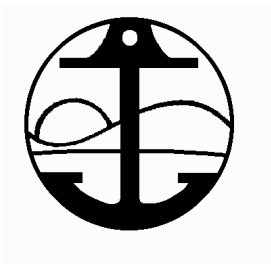
Alice E. Evenson, City Clerk

**City of Pittsburg
Contra Costa County, California**

ENGINEER'S REPORT

***CITY OF PITTSBURG
LANDSCAPING & LIGHTING
ASSESSMENT DISTRICT 1988-01***

***FISCAL YEAR 2017-18
June 1, 2017***



Prepared By:

**Francis P. McKinley
City Engineer
City of Pittsburg, California**

EXHIBIT "A"

Landscaping & Lighting Assessment District 1988-01

TABLE OF CONTENTS

Certificates	i
Section I-Introduction	1
Section II- Engineer's Report	
Part A –Description of Improvements	2
Table 1: Parks and Facilities	4
Table 2: Medians	5
Table 3: Rights-of-Way	6
Table 4: Feature Planting Areas	7
Part B-Estimate of Costs	
1. Estimate of Revenue and Costs	8
Table 5: Total Assessment by Land Use Categories	9
Part C-Method of Apportionment of Assessment	
1 Calculation of Assessments & Assessment of New Parcels	10
Table 6: City Land Use Categories	13
Table 7: Contra Costa County Land Use Codes	14-15
2. Residential Benefit	16
3. Commercial and Industrial Benefit	16
4. Mathematical Benefit Calculation	16
5. Assessment Calculation	17-18
A. Calculation of Multi Family & Residential Benefit Factors	18-24
B. Calculation of Commercial and Exceptions	25-26
C. Calculation of Industrial and Exceptions	26-28
Part D-Assessment District Diagram	29
Part E-Property Owner List and Assessment Roll	29

CITY OF PITTSBURG
CITYWIDE LANDSCAPING AND LIGHTING
ASSESSMENT DISTRICT 1988-01

FISCAL YEAR 2017-18

The undersigned respectfully submits the enclosed Engineer's Report as directed by the City of Pittsburg.

Dated: _____

By _____

Francis P. McKinley, PE
RCE No. C59574

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached, was filed with me on the _____ day of _____,

Alice E. Evenson, City Clerk
City of Pittsburg
Contra Costa County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached was approved and confirmed by the City Council of the City of Pittsburg, Contra Costa County, on the _____ day of _____ 2017.

Alice E. Evenson, City Clerk
City of Pittsburg
Contra Costa County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached was filed with the County Auditor of the County of Contra Costa, on the _____ day of _____ 2017.

By _____

Francis P. McKinley, Community Development
Director/City Engineer

SECTION I: INTRODUCTION

In June 1988, the City Council confirmed the Engineer's Report, ordered improvements and levying the first annual assessment for Landscaping and Lighting District 1988-01. The assessment was originally set at \$69.24 per benefit factor, increased to \$77.18 per benefit factor in FY 1990-01, and was affirmed by voters in the 1996 General Election.

This report is for Fiscal Year 2017-18, the thirtieth fiscal year of the District's operation. For each parcel of land in the District, the report recommends assessments, which, when combined with a contribution from the general fund, are sufficient to fund the projected FY 2017-18 budget for operation, maintenance, servicing, replacement and installation of District improvements.

The Citywide Landscaping and Lighting Assessment District 1988-01 includes all of the incorporated City of Pittsburg, except Oak Hills Landscaping and Lighting Assessment District 1988-02 (located along West Leland Road and Bailey Road). The assessment diagram depicting the boundaries of District 1988-01 is on file in the Office of the City Clerk of the City of Pittsburg, and is incorporated herein.

For FY 2007-08 and all years thereafter, the City increased the assessment for a residential land use, (City category codes 01, 21, 22, 23, 24, 25 and 29), for a total assessment of \$102.18 per benefit factor. All other parcels including commercial, institutional, industrial, churches and non-profit will continue to pay the current assessment of \$77.18 per benefit factor. In accordance with Proposition 218, the City conducted a mailed ballot election for the assessment increase.

SECTION II: ENGINEER'S REPORT

PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH 22679
OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

LANDSCAPING AND LIGHTING DISTRICT 1988-01
FY 2017-18

This Preliminary Engineer's Report for the Pittsburg Landscaping and Lighting Assessment District 1988-01 is submitted, pursuant to Resolution 16-13181 of the Pittsburg City Council and under the provisions of the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500). I, Francis P. McKinley, the duly appointed Engineer of Work, Assessment Engineer for the Citywide Landscaping and Lighting District 1988-01, submit the following Report consisting of Section I and Section II consisting of the following five (5) parts:

PART A: DESCRIPTION OF IMPROVEMENTS

This part describes the improvements in the District. For a more detailed description of the improvements, refer to the listing of improvements incorporated within this report.

PART B: ESTIMATE OF COST AND REVENUE

This part contains an estimate of the costs to maintain the assets of the District that are supported by the assessment revenues proposed for FY 2017-18. The estimate of cost and revenue are on file in the Office of the City Clerk of the City of Pittsburg, and are incorporated herein.

PART C: METHOD OF APPORTIONMENT OF ASSESSMENT

This part describes the method of apportionment of assessments, based upon parcel classification of land within the District in proportion to the estimated special benefit to be received.

PART D: ASSESSMENT DISTRICT DIAGRAM

This part incorporates a Diagram of the District showing the exterior boundaries of the District, and the boundaries of Landscaping and Lighting District 1988-02 which is also located within the 1988-01 District boundaries. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Contra Costa for the fiscal year when this Report was prepared.

PART E: PROPERTY OWNER LIST & ASSESSMENT ROLL

This part contains a list of the Assessor Parcel numbers of Contra Costa County, and the net amount to be assessed upon the benefited lands within the District for FY 2017-18. The Assessment Roll is filed in the Office of the Pittsburg City Clerk and incorporated in this Report by reference. The list is keyed to the records of the Contra Costa Assessor Parcel Map Numbers.

PART A: DESCRIPTION OF IMPROVEMENTS

The Pittsburg Landscaping and Lighting Assessment District 1988-01 provides for the levy and collection of assessments to pay for maintenance of parks, street trees and the landscaping along public rights-of-way, in street median islands and around public buildings, in neighborhood and community parks, as well as sidewalk repair related to street tree damage and maintenance and utility bills. Other incidental costs included in District operations are the cost of preparation of the report, cost payable to the County for collection of assessments, cost for compensation of any engineer or attorney employed to render services and any cost associated with any elections held for the approval of a new or increased assessment.

Street Lights

The street lighting system includes all street lights within the public right-of-way, easement, and public parks. There are a total of 4,283 street lights of which 1973 are City owned and 2,232 are PG & E owned within the 1988-01 Citywide Landscaping and Lighting District.

Street Trees

Maintenance of all street trees located within the public right-of-way or a street tree maintenance easement.

Concrete

Replacement of sidewalks damaged by street trees and/or sidewalks adjacent to city owned property.

Landscaping

Maintenance and servicing of public parks and facilities, medians, right-of-ways and feature planning areas which are located within the District and described in Tables 1, 2, 3, and 4 of this Report. Improvements include but are not limited to trimming, pruning, weeding, fertilizing, irrigation, trash removal, sprinkler repair, plant replacement and other necessary maintenance programs.

Table 1 Parks & Facilities

Marina Center ; 340 Marina Blvd	Riverview Park ; 2 River Park Drive
City Hall ; 65 Civic Avenue	Marina Walk Park ; 200 West 7 th St
Santa Fe Linear Park ; Columbia to Harbor Street	Riverview Park 4 River Park Drive
Central Harbor ; Pittsburg Marina	Community Youth Center ; 60 Civic Ave
Mariner Walk Park -Herb White Way	De Anza Park ; Trident Drive
City Park ; Civic and Railroad Avenues	Environmental Center ; 2581 Harbor Street
Small World Park ; 2581 Harbor Street	California Seasons Park ; 1951 Seasons Way
Highlands Ranch Park ; Rangewood Drive	Stoneman Park North ; 790 West Leland Road
Sr. Citizens' Center ; 300 Presidio Ln	Americana Park ; 110 Salinas Ct
Stoneman Park South (undeveloped); 2255 John Henry Johnson Parkway	Hillsdale Park ; 2240 Daffodil Drive
Woodland Hills Park ; 315 Alta Vista	Buchanan Park ; 4150 Harbor Street
Highlands Park ; 4215 St. Paul Circle	Central Park/POSCO ; East of Columbia Street @ Central Avenue
East Bay M.U.D. Trail ; EBMUD R/W Railroad Ave to East City Limits	Village At New York Landing ; 240 Pebble Beach Loop
Stoneman Trailhead ; John Henry Johnson Parkway	Harbor Street Trailhead ; Harbor Street @ EBMUD Right-of-Way
Oakhills Park ; Southwood and Woodhill Drives	Heritage Plaza ; 120 East 4 th Street
City Hall (North) ; 65 Civic Avenue	John Buckley Square ; Railroad Ave/5 th Street/6 th Street & Black Diamond St.
8th Street Linear Park ; Harbor to Herb White Way	San Marco Park ; West Leland Road
Columbia Street Linear Park ; Pittsburg/ Antioch Highway to Central Ave	

Table 2 Medians

East Third Street; Marina Boulevard to East Street	Marina Boulevard; Bayside Drive to East Third Street
Harbor Street; East Third Street To Stoneman Avenue	Power Avenue; Andrew Avenue to West Catamaran Circle
Civic Avenue; Davi Street to Railroad Avenue	Railroad Avenue; East Fifth Street to South City Limits
Range Road; Willow Pass Road to Southerly Terminus	East Leland Road; Railroad Avenue to Century Boulevard
Century Boulevard; East Leland Road to Somersville Road	Loveridge Road; Buchanan Road to State Route 4
Gladstone Drive; Loveridge Road To Arlington Circle	Meadowbrook Avenue; Stoneman Avenue to Fallenleaf Way
Ventura Drive; At Buchanan Road	McFaul Drive; At Buchanan Road
McDermott Avenue; At Buchanan Road	Suzanne Drive; At Buchanan Road
Santa Anna Drive; At Buchanan Road	Inverness Drive; At Buchanan Road
Campbell Drive; At Buchanan Road	Railroad Avenue; At Buchanan Road
West Buchanan Road; Railroad Avenue to Crestview Drive	Bailey Road; West Leland Road to State Route 4
Capitola Place; Capitola Drive to Cumberland Street	Loveridge Road; North of Hwy 4
Ventura Drive; S/O Buchanan Rd	San Marco Blvd; Highway 4 to South Terminus
Meadows Avenue; S/O Buchanan Rd	West Leland Road Extension- Southwood Drive to San Marco Blvd.
West Tenth Street: Railroad Avenue to Beacon Street	

Table 3 Rights-of-Way

George Lowy Marina	Central Waterfront Basin III
East Third Street ; Marina Boulevard To East Street Tree Wells	Historical District (Railroad Ave); East Eighth to East Third Streets
Marina Boulevard (South Side); Bayside Drive to West Street	Marina Boulevard ; At East Fifth Street (Lapori Building Parking Lot)
PG&E Berm (West Side); Perimeter of Bayside Knolls	Bayside Drive (West Side); Marina Boulevard to River Park Drive
East Sixth Street ; At Railroad Avenue Parking Lot	East Third Street ; @ Marina Boulevard Parking Lot
Harbor Street ; East Side Between School Street and Army Street	Harbor Street ; East Santa Fe Avenue to East Third Street
Central Harbor Parkway ; Launch Ramp and Parking Lot	Willow Pass Road ; Dory Road to West City Limits
Railroad Avenue ; California Avenue to East Tenth Street	Polaris Drive ; East Catamaran Circle to Trident Drive
Power Avenue (North Side); At River Run Subdivision	Range Road ; Willow Pass Road to Southerly Terminus
East Catamaran Circle (East Side)	Frontage Road ; Burton Avenue to Dover Way
Range Road ; Northerly Terminus to West Leland Road	Railroad Avenue (West Side); Frontage Road to Alvarado Avenue
West Leland Road ; Burton Avenue to San Marco Blvd.	East Leland Road ; (South Side) At Leland Court and At Stoneridge Drive
East Leland Road ; (North Side) At Freed Circle	Buchanan Road (North Side); Harbor Street to Ventura Drive
Loveridge Road ; Stoneman Avenue to Ventura Drive	Buchanan Road (South Side); Quercas Lane to East City Limits
Stoneman Avenue ; At Harbor Street	Cumberland Street ; E 3 rd to E 8 th St
E. Eighth St ; Harbor to Cumberland Sts	Railroad Ave ; N/E Corner of E 17 th St
Capitola Pl ; Capitola Dr to Cumberland	Willow Avenue @ Bailey Road
California Ave ; East of Loveridge Road	Ventura Drive ; @ Buchanan Road
Railroad Ave & Buchanan Rd ; N/W Corner	West 8th St ; Mitigation Project @ Herb White Way
Pittsburg-Antioch Hwy ; Mitigation Project @ Kirker Creek	California Ave ; East of Loveridge Road
North Parkside Drive ; @ Cannery Ave	San Marco Blvd ; S/O Highway 4
Railroad Avenue (East Side) California Avenue to Victory Avenue	Alves Ranch Road ; south of West Leland Road

Table 4 Feature Planting Bed Areas

Fisherman Monument; East Third Street At Railroad Avenue	Raised Planter Beds; Railroad Avenue at East Third Street
City Hall Planter Beds; 65 Civic Avenue	Fishing Boat Monument; Marina Boulevard at East Third Street
Small World Park Entry Sign; Harbor Street	Leland Road and Railroad Avenue; All Corners
Buchanan Park Entrance; Harbor Street	Buchanan Park Sign and Planter; Harbor Street
East Leland Road; Easterly City Limits	Veterans & Stoneman Memorial; Small World Park (Harbor Street)
City Park Entrance Sign; Railroad Ave	City Park Memorial; Railroad Avenue
Small World Park Feature Areas; Pond, Railroad Track & Circular Beds	Marina District Sign; East Eighth Street and Railroad Avenue
Plaza Fountain; East Fifth Street @ Black Diamond Street	Muniz Plaza; West Side Railroad Ave Between E. Third & E. Fourth Streets
Marina Boulevard; At E. Fourth Street	Marina Center; 340 Marina Boulevard
Harbor Street; At Presidio Lane	Pelican Loop Entry; @ Marina Blvd
Harbor Street Trailhead;	Railroad Avenue; at Seventeenth Street
East Leland Road; @ Easterly City Limit	Railroad Ave @ East Fifth St; Steel Worker Statue
Meadows Avenue; S/O Buchanan Rd	Oakhills South Entry Monument; Woodhill Drive
San Marco Blvd; S/O Highway 4	Oakhills Unit 5; Oakpoint Drive
Railroad Avenue; At Alvarado Avenue	

PART B ESTIMATE OF COST

A. Projected Revenue and Expense FY 2016-17

Fund Balance, July 1, 2016		\$187,760
Assessment Posted to Roll	\$2,826,877	
Less Refunds	0	
Other Revenue	\$23,493	
Projected General Fund Contribution	\$1,019,970	
Projected Measure C	\$145,278	
Projected Expense July 2016-June 2017	less (\$4,187,648)	
Collection Cost July 2016-June 2017	<u>less (\$15,700)</u>	
Projected Fund Balance, June 30, 2017		\$0
Less Set Aside Reserves of		

B. Estimate of Cost FY 2017-18

Street Light Operation & Maintenance

Energy	\$ 355,000.00	
Reserve for New Lights	-0-	
Rate Increases	-0-	
Repair & Equipment Maintenance	\$ 376,059.00	
Total Street Light O & M		\$ 731,059.00

Landscaping Operation & Maintenance

Maintenance, Repair, Materials, Supplies, Water Contracts, Etc. for Parks and Facilities	\$ 1,779,765	
Maintenance, Repair, Materials, Supplies, Water Contracts, Etc. for Medians & Rights-of-Way	\$ 593,252	
Contingency for Maintenance, Repair & Replacement of Vehicles and Equipment	\$ 187,612	
Total Landscaping O & M		\$ 2,560,620

Street Trees & Concrete Repair

Maintenance & Replacement of Trees & Equipment	\$ 652,063	
Concrete Repair	\$ 77,330	
Total Repair & Replacement		\$ 729,393

Administration \$ 73,307.00

TOTAL COSTS \$ 4,094,379.00

LESS FUND BALANCE (as of June 30, 2017)	(\$0)
LESS ESTIMATED GENERAL FUND CONTRIBUTIONS	(\$948,604.52)
LESS MEASURE C FUNDS	(\$ 105,000.00)
LESS GENERAL BENEFIT	<u>(\$ 31,153.00)</u>
NET COST AND TOTAL AMOUNT TO BE ASSESSED (1)	<u>\$3,009,621.48</u>

(1) This amount includes the General Fund subsidy for Public School Parcels (\$59,842.98), General Fund contributions for City assessments (\$60,337.14), General Fund subsidy and General Fund contributions for the Housing Authority assessments (\$3,739.46, State Board of Equalization Properties \$4,990.42).

TABLE 5. TOTAL ASSESSMENTS BY LAND USE CATEGORY

Category Code	Land Use Category (From Table 1)	Parcel Count	Benefit Factors	Assessment
01	Single Family Residential	16,233	16,233.00	1,658,687.94
21	2 Units, Residential	277	412.18	\$42,115.08
22	3 Units, Residential	16	34.83	\$3,559.44
23	4 Units, Residential	68	199.27	\$20,361.92
24	Combo With More Than 1 Residence	17	39.95	\$4,082.00
25	Multi-Family 5 or More Residence	51	2,679.73	\$272,895.36
29	Condos, Co-ops, Clusters	397	297.75	\$30,426.08
	Total Residential	16,734	19,887.71	\$2,032,127.82
25/60	Multi-Family/Commercial	2	126.15	\$10,388.30
	Total Mixed Use	2	126.15	\$12,890.02
39	Vacant Commercial & Institutional	77	789.37	\$60,923.98
50	Developed Industrial	157	4,098.77	\$316,344.00
59	Vacant Industrial	64	978.34	\$75,508.74
60	Developed Commercial & Institutional	377	6040.65	\$466,219.02
71	Churches	54	216.00	\$16,670.88
85	Parking Lots	47	338.93	\$26,158.54
90	Non-Profit Organizations	9	36.00	\$2,778.48
	Total Commercial, Institutional, Industrial, Churches Parking Lots and Non-Profit	785	12,498.06	\$964,603.64
	Totals	17,846	32,511.92	\$3,009,621.48

PART C-METHOD OF APPORTIONMENT OF ASSESSMENT

1. CALCULATION OF ASSESSMENT AND ASSESSMENT OF NEW PARCELS

The City Engineer has proposed/developed an equitable method for distributing the costs of maintaining the City lighting, landscaping and parks. That method:

1. Determines the relative benefit received by each parcel based on type and intensity of land use;
2. Derives a numerical expression to determine the special benefit (benefit factor);
3. Determines the costs for maintenance of the District improvements;
4. Derives an **actual** cost per unit of benefit (unit cost) by dividing the total estimated costs (based on actual maintenance costs) to cover all District cost by the total benefit factors; and
5. Derives an **applied** assessment for each parcel based on an assessment per benefit factor of \$102.18 for residential parcels and \$77.18 for commercial, institutional, churches, parking lots and non profit parcels.
6. Analyzes the actual costs per unit benefit for each parcel and the applied assessment for each parcel and calculates a City General Fund subsidy for all uses between actual District costs and applied assessment.

The assessment method asserts that: 1) all assessable parcels in the District benefit from the improvements because they are similarly distributed throughout the district; 2) the benefit for each property varies according to the use of the property and the intensity of that use, and for a given intensity of use, similar land uses will derive similar benefits; 3) the subsidy currently provided by the City is based on the actual maintenance cost to the District; 4) the subsidy currently provided to both residential and non-residential property is consistent with the goals of the community and City Council by offering a larger subsidy to commercial and industrial uses to increase economic development and generate and/or maintain jobs in the City; 5) The general benefit for the public at large is far less than the amount the City is currently contributing.

Newly developed areas within Citywide Landscaping and Lighting District 1988-01 will be assessed if a final map has been recorded and the parcel has been created by the date established by the County Assessor's Office for inclusion on the Assessment Roll. Vacant residential parcels are currently not assessed, therefore, an assessment will be levied once a structure is declared final by the Engineering Department, Building Division.

The establishment of the LLAD and its assessment methodology occurred prior to passage of Proposition 218. The provisions of Proposition 218 require that all parcels, including those that are owned by any agency (local, state or federal) that benefit from the improvements within the District cannot be exempt from assessments "*unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Proposition 218 also requires that all existing, new or increased assessments shall comply with the provisions of Proposition 218. Therefore, as a result, the following changes are proposed to make the assessments consistent, current and in conformance with state law.

1. Assessment of Public Parcels

The City has however, committed to subsidize 100% of the assessments to be levied on public school parcels in the City of Pittsburg. The subsidy for the public school parcel assessment is \$59,842.98. In addition, the General Fund will also pay the City assessments, which totals \$60,337.14, Housing Authority assessments totaling \$3,739.46. This public parcel list included in the Lighting and Landscaping District 88-01 includes but is not limited to the following agencies; City of Pittsburg, Contra Costa County, EBMUD, Contra Costa County Fire Protection District, BART, and the State of California.

2. GENERAL BENEFIT STREET LIGHTING AND PARK MAINTENANCE AND OPERATIONS

The City may only assess property owners for that portion of the costs which provide a special and direct benefit to the properties located within the boundaries of the District. General benefits are not assessable and the City must fund that portion of the improvements which provides a general benefit to the public at large with some other funding source, such as the general fund. The 1972 Act does not specify a formula or method to use when determining the amount of general versus special benefit. The Engineer of Work is responsible for conducting the general versus special benefit analysis and then making a recommendation to the City Council, which makes the final determination. The general benefit analysis is summarized below.

Street Lighting

The City recognizes that a portion of the maintenance, operation and servicing of the City's street lights on arterial streets that are funded by the District provides a general benefit to the public at large. Therefore, the City contribution to the District for any general benefits incurred by the maintenance, operation and services on arterial roadways is estimated to be 3% of the operation and maintenance cost. This estimate was derived by determining the percentage of arterial roadway included in the district and multiplying that by the percent benefit assumed for traffic operations. This amount totals \$20,332.00 for this FY 2017-18

Park Maintenance

The District provides operation and maintenance for approximately 250 acres of City owned neighborhood and community parks, open space and recreation facilities. For the purpose of calculating general benefit, it was assumed that casual park use by non-residents (park users not participating in a scheduled program) is de minimus because of the local nature of park use and the condition and popularity of parks in adjacent communities. Therefore, the general benefit derived for park and facility operation and maintenance is based solely on programs currently offered by the Pittsburg Recreation Department. It was estimated that 24% of the park area and facilities in the District have recreation programs offered. Based on data sampled, 15% of the participants registered for these programs for this year are non-residents. Lastly, it was estimated that 14% of the yearly daylight hours are being used by recreation programs offered by the Recreation Department. Therefore, the estimated general benefit for operation and maintenance for

parks and facilities is .5%. This amount totals \$9,160.00 for FY 2016-17. For FY 16-17 the general benefit is less than 1% of the total cost to maintain the District. This amount totals \$29,492.00 and will be paid out of the General Fund. It is anticipated that the general benefit will remain consistent each fiscal year and will be reassessed in 4 years to determine if any significant changes in estimates exist.

TABLE 6 LAND USE CATEGORIES

Category Code*	Land Use Category Description
00	Non-assessable Parcels Including: Undeveloped Residential Parcels, Non-buildable Parcels, District Open space, Parks, Playgrounds, etc.
01	Single Family Residential
21	Two Units, Residential
22	Three Units, Residential
23	Four Units, Residential
24	Combinations With More Than One Residence
25	Multi-Family Residential, Five or More Units
29	Condo, Co-Op, Cluster, P.U.D. Attached
39	Vacant Commercial and Institutional
50	Developed Industrial
59	Vacant Industrial
60	Developed Commercial and Institutional
71	Churches
85	Parking Lots
90	Nonprofit Organizations

*Category Codes Were Created for the Purpose of this Assessment District.

CONTRA COSTA COUNTY USE CODES

Page 1 of 2

Use Code

Description

1	Residential
10	Vacant, unbuildable
11	Single family 1 residential on 1 Site and Duets w/o minor common areas

5	Industrial
50	Vacant Land
51	Industrial Park (with structures)
52	Research and Development, with or without structures
53	Light industrial
54	Heavy industrial
55	Mini-warehouse (public storage)
56	Miscellaneous improvements, including trees & vines on light or heavy industrial
59	Pipeline rights-of-way
6	Land
61	Rural, residential improved; 1 to 10 acres
62	Rural, with or without miscellaneous structures, 1 to 10 acres
63	Urban acreage, 10 to 40 acres
64	Urban acreage, more than 40 acres
65	Orchards, vineyards, row crops, irrigated pastures, 10 to 40 acres
66	Orchards, vineyards, row crops, irrigated pastures, over 40 acres
67	Dry farming, grazing and pasturing, 10 to 40 acres
68	Dry farming, grazing and pasturing, over 40 acres
69	Agricultural preserves
7	Institutional
70	Convalescent hospitals and rest homes
71	Churches
72	Schools & colleges, public or private, with or without improvements
73	Hospitals, with or without improvements
74	Cemeteries, mortuaries
75	Fraternal and service organizations, group homes, shelters
76	Retirement housing complex
77	Cultural uses (libraries, museums)
78	Parks and playgrounds
79	Government-owned, with or without buildings (federal, state, city, BART)
8	Miscellaneous
80	Mineral rights (productive/nonproductive)
81	Private roads
82	Pipelines and canals
83	State board assessed parcels
84	Utilities, with or without buildings (not assessed by SBE)
85	Public and private parking
86	Taxable municipally-owned property
87	Common area parcels in PUD's (open spaces, recreational facilities)
88	Mobile home
89	Other; split parcels in different Tax Code Areas

5. Residential Benefit

For residential parcels, the measure of the intensity of land use is based on the number of dwelling units on a parcel. Multiple dwelling unit residences receive increased benefits as the number of units on a parcel increases. However, the incremental benefit per unit decreases as the number of units increase. In other words, a single family home's Benefit Factor is 1.00, a condominium's benefit factor is 0.75, a four-plex's Benefit Factor is 2.95. A four-plex does not have four times the special benefit of a single family home, but its benefit is larger than that of a single family home. Each additional unit in a residential complex adds benefit, but less benefit than the previous unit added.

6. Commercial and Industrial Benefit

For nonresidential parcels, the intensity of use is based on the parcel's area and its frontage along public streets. Benefits from District improvements are estimated to rise with increasing parcel area and frontage. Once again, however, the incremental benefit per unit of area or frontage decreases with increasing parcel size or frontage.

Two separate land use categories are used for nonresidential parcels; "industrial" and "commercial/institutional". These two nonresidential categories are further divided according to whether a parcel is developed or vacant. The assessment methodology estimates that the benefit to a vacant parcel is fifty (50) percent of the benefit to a developed one. Parking lots are defined as vacant commercial/institutional parcels and are thus assessed at the fifty (50) percent benefit level.

7. Mathematical Benefit Calculation

The total benefit estimate for a given benefit measure can be calculated from formulas determined by the Engineer of Work that closely estimate the special benefit. Those formulas, charts denoting benefit given parcel use and size, and sample calculations are on pages 17 through 28 of this document.

8. Assessment Calculation

After estimating the special benefits received by each parcel, the assessments are calculated. A parcel's assessment is determined by multiplying that parcel's benefit factors times the applied assessment per benefit factor. The applied assessment per benefit factor is \$102.17 for residential uses and \$77.18 for all others.

Cost estimates for FY 2016-17 operation, maintenance, and administration of the District are listed in Section II Part B, above. The assessment amount for each benefit factor for residential and other is determined as follows:

A. ACTUAL ASSESSMENT PER BENEFIT FACTOR:

ALL USES

Total Cost to Maintain the District	\$ 4,360,495
Divided By	
Total Benefit Factors	32,511.92
Equals	
Actual Assessment Per Benefit Factor	\$134.12
To Cover All District Cost Based on Current Maintenance Cost	

B. APPLIED ASSESSMENT PER BENEFIT FACTOR:

RESIDENTIAL:

Total Amount to Be Assessed	\$2,032,127.82
Divided By	
Total Benefit Factors	19,887.71
Equals-Assessment Per Benefit Factor Residential	\$102.18
(Shortfall from Actual Cost \$25.44 per benefit factor)	

COMMERCIAL, INSTITUTIONAL, INDUSTRIAL, CHURCHES AND NON-PROFIT ("OTHER")

Total Amount to Be Assessed:	\$977,493.66
Divided By	
Total Benefit Factors	12,624.21
Equals	
Assessment Per Benefit Factors (Other)	\$77.18
(Shortfall from Actual Cost \$50.44 per benefit factor)	

C. CITY SUBSIDY PER BENEFIT FACTOR

RESIDENTIAL

(\$162 minus \$102.18)	\$25.44 per benefit factor
------------------------	----------------------------

COMMERCIAL, INSTITUTIONAL, INDUSTRIAL, CHURCHES AND NON-PROFIT ("OTHER")

(\$127.62 minus \$77.18)	\$50.44 per benefit factor
--------------------------	----------------------------

For each land use category, Table 5 summarizes the number of parcels, the subtotal benefit factors and the applied assessment per benefit factor. The applied assessment for a residential land use, (City category codes 01, 21, 22, 23, 24, 25 and 29), is \$102.18 per benefit factor and all other parcels including commercial, institutional, industrial, churches

and non-profit will pay \$77.18 per benefit factor. This amount is still less than the actual assessment per benefit factor to cover all District costs based on actual maintenance costs (which equals \$127.43). Therefore, the City will continue to subsidize residential uses by \$25.44 per benefit factor and non-residential by \$50.44 per benefit factor. This is consistent with the goals of City Council and the community to encourage economic development and create and/or maintain jobs in the City of Pittsburgh.

The resulting assessments for each parcel are listed on the assessment roll, on file in the Office of the City Clerk of the City of Pittsburgh. This list is available for review.

A: CALCULATION OF MULTI-FAMILY RESIDENTIAL ASSESSMENT

The assessment for each parcel with a multi-family residential building is determined by multiplying the Unit Assessment (\$102.18) by the parcel Benefit Factor. The parcel's Benefit Factor is determined by the number of dwelling units on the parcel. The Engineer uses one of two formulas for the Benefit Factor Calculation, B_1 or B_2 (below). B_1 is used to calculate the benefit for twenty-five (25) or fewer residential units and B_2 is used for parcels with more than twenty-five residential units.

Below are 1) The formulas used to calculate the Benefit Factors, and 2) Examples of the calculation.

Using these formulas, tables showing the number of residential units and the corresponding Benefit Factors have been constructed (see Appendix "A".)

Residential Benefit Factor calculation uses either:

$$\begin{aligned} \text{Formula } B_1 &= RO \times M + (S_1 \div 2) \times M^2 \quad \text{or} \\ \text{Formula } B_2 &= RO \times MB + (S_1 \div 2) \times MB^2 + RB \times (M-MB) + (S_2 \div 2) \times (M-MB)^2; \end{aligned}$$

where

$$\begin{aligned} M &= \text{Number of Dwelling Units} \\ MB &= 25 \\ RO &= 0.75 \\ RB &= 0.60 \\ S_1 &= -0.006 \\ S_2 &= -0.00038 \end{aligned}$$

where,

$$\begin{aligned} B_1 &= \text{benefit for a parcel with benefit measure falling within the first line segment of incremental benefit curve} \\ B_2 &= \text{benefit for a parcel with benefit measure falling within the second line segment of incremental benefit curve} \\ M &= \text{benefit measure (eg, number of dwelling units on a parcel)} \end{aligned}$$

MB = value of benefit measure at the point where two line segments meet (eg, number of dwelling units on a parcel)

RO = incremental benefit at benefit measure of 0 (ie, the y-intercept for incremental benefit curve) (eg, SFR/dwelling unit)

RB = incremental benefit at point where the two line segments meet (eg, dwelling unit number or parcel area or parcel frontage)

S₁ = slope of first line segment of incremental benefit curve (eg, dwelling unit number or parcel area or parcel frontage)

S₂ = slope of second line segment of incremental benefit curve (eg, dwelling unit number or parcel area or parcel frontage)

Substituting the above numbers for the letters, the formulas may be simplified to read:

$$B_1 = RO \times M + (S_1 \div 2) \times M^2$$

$$B_1 = 0.75M - (0.006 \div 2) \times M^2$$

$$B_1 = 0.75M - 0.003 \times M^2$$

$$B_2 = RO \times MB + (S_1 \div 2) \times MB^2 + RB \times (M-MB) + (S_2 \div 2) \times (M-MB)^2$$

$$B_2 = 0.75 \times 25 - (0.006 \div 2) \times 625 + 0.60 \times (M-25) - (0.00038 \div 2) \times (M-25)^2$$

$$B_2 = 18.75 - (0.003) \times 625 + 0.60 \times (M-25) - 0.00019 \times (M-25)^2$$

$$B_2 = 18.75 - 1.875 + (0.60 \times M) - 15 - 0.00019 \times (M-25)^2$$

$$B_2 = 1.875 + 0.60M - 0.00019 \times (M-25)^2$$

Calculation examples are on the next page.

EXAMPLE 1. Find the Benefit Factors for a residential complex with sixteen (16) units.

16 units are less than twenty-five, so Formula B₁ "RO x M + (S₁ ÷ 2) x M²" is used. That formula has been simplified for this example.

$$B_1 = 0.75M - 0.003 \times M^2$$

$$M = 16$$

$$B_1 = (0.75)(16) - (0.003)(16^2)$$

$$B_1 = 12 - 0.768$$

$$B_1 = 11.232 \text{ Benefit Factors}$$

The Assessment Amount = Benefit Factors Times the Unit Assessment

$$\text{The Assessment Amount} = 11.232 \times \$102.18 = \$1147.69 = \$1147.70$$

EXAMPLE 2. Find the Benefit Factors for a residential complex with one hundred

twenty units.

120 units are more than 25, so Formula B₂ ($RO \times MB + (S_1 \div 2) \times MB^2 + RB \times (M-MB) + (S_2 \div 2) \times (M-MB)^2$) is used. That formula has been simplified for this example.

$$\begin{aligned} B_2 &= 1.875 + 0.60M - 0.00019 \times (M-25)^2 \\ M &= 120 \\ B_2 &= 1.875 + 0.60 \times 120 - 0.00019 \times (120-25)^2 \\ B_2 &= 1.875 + 72 - 0.00019 \times 9025 \\ B_2 &= 73.875 - 1.71475 \\ B_2 &= 72.160 \text{ Benefit Factors} \end{aligned}$$

The Assessment Amount = Benefit Factors Times the Unit Assessment
The Assessment Amount = $72.160 \times \$102.18 = \$7,373.31 = \$7,373.32$

**APPENDIX A-
Residential Benefit Factors**

Number Of Units	Benefit Factors	Number Of Units	Benefit Factors	Number Of Units	Benefit Factors
2	1.488	54	34.115	106	64.228
3	2.223	55	34.704	107	64.797
4	2.952	56	35.292	108	65.366
5	3.675	57	35.880	109	65.934
6	4.392	58	36.468	110	66.502
7	5.103	59	37.055	111	67.070
8	5.808	60	37.642	112	67.637
9	6.507	61	38.229	113	68.204
10	7.200	62	38.815	114	68.770
11	7.887	63	39.401	115	69.336
12	8.568	64	39.986	116	69.902
13	9.243	65	40.571	117	70.467
14	9.912	66	41.156	118	71.032
15	10.575	67	41.740	119	71.596
16	11.232	68	42.324	120	72.160
17	11.883	69	42.907	121	72.724
18	12.528	70	43.490	122	73.287
19	13.167	71	44.073	123	73.850
20	13.800	72	44.655	124	74.413
21	14.427	73	45.237	125	74.975
22	15.048	74	45.819	126	75.537
23	15.663	75	46.400	127	76.098
24	16.272	76	46.981	128	76.659
25	16.875	77	47.561	129	77.220
26	17.475	78	48.141	130	77.780
27	18.074	79	48.721	131	78.340
28	18.673	80	49.300	132	78.900
29	19.272	81	49.879	133	79.459
30	19.870	82	50.458	134	80.018
31	20.468	83	51.036	135	80.576
32	21.066	84	51.614	136	81.134
33	21.663	85	52.191	137	81.692
34	22.260	86	52.768	138	82.249
35	22.856	87	53.345	139	82.806
36	23.452	88	53.921	140	83.362
37	24.048	89	54.497	141	83.918
38	24.643	90	55.072	142	84.474
39	25.238	91	55.647	143	85.029
40	25.832	92	56.222	144	85.584
41	26.426	93	56.796	145	86.139
42	27.020	94	57.370	146	86.693
43	27.613	95	57.944	147	87.247
44	28.206	96	58.517	148	87.800
45	28.799	97	59.090	149	88.354
46	29.391	98	59.662	150	88.906
47	29.983	99	60.235	151	89.459
48	30.574	100	60.806	152	90.010
49	31.166	101	61.378	153	90.562

50	31.756	102	61.948	154	91.113
51	32.347	103	62.519	155	91.664
52	32.936	104	63.089	156	92.214
53	33.526	105	63.659	157	92.764

Number Of Units	Benefit Factors	Number Of Units	Benefit Factors	Number Of Units	Benefit Factors
158	93.314	210	121.372	262	148.403
159	93.863	211	121.902	263	148.913
160	94.412	212	122.431	264	149.422
161	94.961	213	122.960	265	149.931
162	95.509	214	123.488	266	150.440
163	96.057	215	124.016	267	150.948
164	96.604	216	124.544	268	151.456
165	97.151	217	125.071	269	151.963
166	97.698	218	125.598	270	152.470
167	98.244	219	126.124	271	152.977
168	98.790	220	126.650	272	153.483
169	99.335	221	127.176	273	153.989
170	99.880	222	127.701	274	154.495
171	100.425	223	128.226	275	155.000
172	100.969	224	128.751	276	155.505
173	101.513	225	129.275	277	156.009
174	102.057	226	129.799	278	156.513
175	102.600	227	130.322	279	157.017
176	103.143	228	130.845	280	157.520
177	103.685	229	131.368	281	158.023
178	104.227	230	131.890	282	158.526
179	104.769	231	132.412	283	159.028
180	105.310	232	132.934	284	159.530
181	105.851	233	133.455	285	160.031
182	106.392	234	133.976	286	160.532
183	106.932	235	134.496	287	161.033
184	107.472	236	135.016	288	161.533
185	108.011	237	135.536	289	162.033
186	108.550	238	136.055	290	162.532
187	109.089	239	136.574	291	163.031
188	109.627	240	137.092	292	163.530
189	110.165	241	137.610	293	164.028
190	110.702	242	138.128	294	164.526
191	111.239	243	138.645	295	165.024
192	111.776	244	139.162	296	165.521
193	112.312	245	139.679	297	166.018
194	112.848	246	140.195	298	166.514
195	113.384	247	140.711	299	167.011
196	113.919	248	141.226	300	167.506
197	114.454	249	141.742	301	168.002
198	114.988	250	142.256	302	168.496
199	115.523	251	142.771	303	168.991
200	116.056	252	143.284	304	169.485
201	116.590	253	143.798	305	169.979

202	117.122	254	144.311	306	170.472
203	117.655	255	144.824	307	170.965
204	118.187	256	145.336	308	171.458
205	118.719	257	145.848	309	171.950
206	119.250	258	146.360	310	172.442
207	119.781	259	146.871	311	172.934
208	120.312	260	147.382	312	173.425
209	120.842	261	147.893	313	173.916

Number Of Units	Benefit Factors	Number Of Units	Benefit Factors	Number Of Units	Benefit Factors
314	174.406	366	199.382	418	223.330
315	174.896	367	199.852	419	223.780
316	175.386	368	200.322	420	224.230
317	175.875	369	200.791	421	224.680
318	176.364	370	201.260	422	225.129
319	176.852	371	201.729	423	225.578
320	177.340	372	202.197	424	226.027
321	177.828	373	202.665	425	226.475
322	178.315	374	203.133	426	226.923
323	178.802	375	203.600	427	227.370
324	179.289	376	204.067	428	227.817
325	179.775	377	204.533	429	228.264
326	180.261	378	204.999	430	228.710
327	180.746	379	205.465	431	229.156
328	181.231	380	205.930	432	229.602
329	181.716	381	206.395	433	230.047
330	182.200	382	206.860	434	230.492
331	182.684	383	207.324	435	230.936
332	183.168	384	207.788	436	231.380
333	183.651	385	208.251	437	231.824
334	184.134	386	208.714	438	232.267
335	184.616	387	209.177	439	232.710
336	185.098	388	209.639	440	233.152
337	185.580	389	210.101	441	233.594
338	186.061	390	210.562	442	234.036
339	186.542	391	211.023	443	234.477
340	187.022	392	211.484	444	234.918
341	187.502	393	211.944	445	235.359
342	187.982	394	212.340	446	235.799
343	188.461	395	212.864	447	236.239
344	188.940	396	213.323	448	236.789
345	189.419	397	213.782	449	237.118
346	189.897	398	214.240	450	237.556
347	190.375	399	214.699	451	237.995
348	190.852	400	215.156	452	238.432
349	191.330	401	215.614	453	238.870
350	191.806	402	216.070	454	239.307
351	192.283	403	216.527	455	239.744
352	192.758	404	216.983	456	240.180
353	193.234	405	217.439	457	240.616

354	193.709	406	217.894	458	241.052
355	194.184	407	218.349	459	241.487
356	194.658	408	218.804	460	241.922
357	195.132	409	219.258	461	242.357
358	195.606	410	219.712	462	242.791
359	196.079	411	220.166	463	243.225
360	196.552	412	220.619	464	243.658
361	197.025	413	221.072	465	244.091
362	197.497	414	221.524	466	244.524
363	197.969	415	221.976	467	244.956
364	198.440	416	222.428	468	245.388
365	198.911	417	222.879	469	245.819

Number Of Units	Benefit Factors	Number Of Units	Benefit Factors	Number Of Units	Benefit Factors
470	246.250	522	268.143		
471	246.681	523	268.554		
472	247.111	524	268.956		
473	247.541	525	269.375		
474	247.971	526	269.785		
475	248.400	527	270.194		
476	248.829	528	270.603		
477	249.257	529	271.012		
478	249.685	530	271.420		
479	250.113	531	271.828		
480	250.520	532	272.113		
481	250.967	533	272.520		
482	251.394	534	272.926		
483	251.820	535	273.332		
484	252.246	536	273.738		
485	252.671	537	274.143		
486	253.096	538	274.548		
487	253.521	539	274.952		
488	253.945	540	275.356		
489	254.369	541	275.760		
490	254.792	542	276.163		
491	255.215	543	276.556		
492	255.638	544	276.968		
493	256.060	545	277.370		
494	256.482	546	277.772		
495	256.904	547	278.173		
496	257.325	548	278.574		
497	257.746	549	278.975		
498	258.166				
499	258.587				
500	259.006				
501	259.426				
502	259.844				
503	260.263				
504	260.681				
505	261.099				

506	261.516				
507	261.933				
508	262.350				
509	262.766				
510	263.182				
511	263.598				
512	264.013				
513	264.428				
514	264.842				
515	265.256				
516	265.670				
517	266.083				
518	266.496				
519	266.908				
520	267.320				
521	267.732				

B: CALCULATION OF COMMERCIAL ASSESSMENTS

The assessment for each parcel with a commercial use building is determined by multiplying the Unit Assessment (\$77.18) by that parcel's Benefit Factors. The parcel's Benefit Factors are determined by its area and street frontage. The formula for calculating a parcel's Benefit Factors is a detailed formula which places frontage and area on a curve corresponding to a special benefit factor rating. Separate formulas are used for calculating the number of benefit factors earned by the parcel's frontage and by its area.

Below are the formulas used to calculate the Benefit Factors for frontage and for area, and an example of the calculation.

In the following formulas and example, please note:

F = Actual Parcel Frontage X .75

A = Parcel Area (In Acres)

B = Benefit Factor

FB₁ Frontage Benefit Formula 1 (when frontage is ≤ 230')

$$FB_1 = 0.062 \times F - (0.0002391304 \div 2) \times F^2$$

FB₂ Frontage Benefit Formula 2 (when frontage is > 230')

$$FB_2 = 7.935 + 0.007 \times (F-230) - (0.0000022472 \div 2) \times (F-230)^2$$

AB₁ Area Benefit Formula 1 (when parcel area is ≤ 1.25 acres)

$$AB_1 = 28.0 \times A - (21.6 \div 2) \times A^2$$

AB₂ Area Benefit Formula 2 (when parcel area is > 1.25 acres)

$$AB_2 = 18.125 + 1.0 \times (A - 1.25) - (0.012903226 \div 2) \times (A-1.25)^2$$

EXAMPLE Find the assessment for an inside lot; 75' x 100'

Step 1. Define the parameters:

F = 75' (Actual Parcel Frontage) X .75 (Multiplier)

A = 75' x 100' = 7500 square feet ÷ 43,560 = 0.172 acre
(1 Acre = 43,560 square feet)

Step 2. Calculate frontage benefit factors using Formula FB₁: (frontage is < 230')

$$FB_1 = 0.062 \times F - (0.0002391304 \div 2) \times F^2$$

$$\begin{aligned}
F &= 56.25' \\
FB_1 &= 0.062 \times 56.25 - 0.0001195652 \times 56.25^2 \\
FB_1 &= 3.49 - 0.0001195652 \times 3164 \\
FB_1 &= 3.49 - 0.369 \\
FB_1 &= 3.121 \text{ Benefit Factors}
\end{aligned}$$

Step 3. Calculate area benefit factors using Formula AB₁ (area is < 1.25 acres)

$$\begin{aligned}
AB_1 &= 28.0 \times A - (21.6 \div 2) \times A^2 \\
A &= 0.172 \text{ acre} \\
AB_1 &= 28.0 \times 0.172 - 10.8 \times 0.172^2 \\
AB_1 &= 4.816 - 10.8 \times 0.030 \\
AB_1 &= 4.816 - 0.324 \\
AB_1 &= 4.492 \text{ Benefit Factors}
\end{aligned}$$

Step 4. Find the total Benefit Factors earned by the parcel.

$$\begin{aligned}
\text{Benefit Factors} &= FB_1 + AB_1 \\
\text{Benefit Factors} &= 3.121 + 4.492 = 7.613 \text{ Benefit Factors}
\end{aligned}$$

Step 5. Determine the Landscaping and Lighting Assessment.

$$\begin{aligned}
\text{Assessment} &= \text{Unit Assessment Times Benefit Factors} \\
\text{Assessment} &= \$77.18 \times 7.613 = \$587.58
\end{aligned}$$

The above example assumes the parcel is developed. If the parcel is not developed, the Assessment is 50% of the above figure.

EXCEPTIONS

Individually-owned parcels and common area parcels of commercial and industrial condominiums are assigned a proration of the area and frontage, if applicable, to accommodate for the common area parcel.

C. CALCULATION OF INDUSTRIAL ASSESSMENTS

The assessment for each parcel with an industrial use building is determined by multiplying the Unit Assessment (\$77.18) by that parcel's Benefit Factors. The parcel's Benefit Factors are determined by its area and street frontage. The formula for calculating a parcel's Benefit Factors is a detailed formula which places frontage and area on a curve corresponding to a predetermined benefit factor rating. Separate formulas are used for calculating the number of benefit factors earned by the parcel's frontage and by its area.

Below are the formulas used to calculate the Benefit Factors for frontage and for area and an example of the calculation.

In the following formulas and example, please note:

F = Actual Parcel Frontage X .75

A = Parcel Area (In Acres)

BF = Benefit Factor

FB₁ Frontage Benefit Formula 1 (when frontage is ≤ 1,000')

$$FB_1 = 0.026 \times F - (0.000017 \div 2) \times F^2$$

FB₂ Frontage Benefit Formula 2 (when frontage is > 1,000')

$$FB_2 = 17.5 + 0.009 \times (F-1000) - (0.0000032 \div 2) \times (F-1000)^2$$

AB₁ Area Benefit Formula 1 (when parcel area is ≤ 5.32 acres)

$$AB_1 = 14.75 \times A - (2.678572 \div 2) \times A^2$$

AB₂ Area Benefit Formula 2 (when parcel area is > 5.32 acres)

$$AB_2 = 40.565 + 0.5 \times (A - 5.32) - (0.007032 \div 2) \times (A-5.32)^2$$

EXAMPLE Find the assessment for an inside lot; 250' x 400'

Step 1. Define the parameters:

F = 250' (Actual Parcel Frontage) X .75 (Multiplier)

A = 250' x 400' = 100,000 square feet ÷ 43,560 = 2.30 acres
(1 Acre = 43,560 square feet)

Step 2. Calculate frontage benefit factors using Formula FB₁: (frontage is < 1,000')

$$FB_1 = 0.026 \times F - (0.000017 \div 2) \times F^2$$

$$F = 187.5'$$

$$FB_1 = 0.026 \times 187.5 - 0.0000085 \times 187.5^2$$

$$FB_1 = 0.026 \times 187.5 - 0.0000085 \times 35,156$$

$$FB_1 = 4.875 - 0.299$$

$$FB_1 = 4.576 \text{ Benefit Factors}$$

Step 3. Calculate area benefit factors using Formula AB₁ (area is < 5.32 acres)

$$AB_1 = 14.75 \times A - (2.678572 \div 2) \times A^2$$

$$A = 2.30 \text{ acres}$$

$$AB_1 = 14.75 \times 2.30 - 1.339286 \times 2.30^2$$

$$AB_1 = 14.75 \times 2.30 - 1.339286 \times 5.29$$

$$AB_1 = 33.925 - 7.085$$

$$AB_1 = 26.8402 \text{ Benefit Factors}$$

Step 4. Find the total Benefit Factors earned by the parcel.

$$\text{Benefit Factors} = FB_1 + AB_1$$

$$\text{Benefit Factors} = 4.576 + 26.8402 = 31.4162 \text{ Benefit Factors}$$

Step 5. Determine the Landscaping and Lighting Assessment.

$$\text{Assessment} = \text{Unit Assessment Time Benefit Factors}$$

$$\text{Assessment} = \$77.18 \times 31.4162 = \$2,424.70$$

The above example assumes the parcel is developed. If the parcel is not developed, the Assessment is 50% of the above figure.

EXCEPTIONS

Each industrial parcel that has an area greater than seventy-six (76) acres are assigned, for purposes of assessment, an acreage of 76 acres, this being the point before the parcel area formula curve goes downward. Without such an assignment, the assessment for these parcels would have been less than for parcels of a smaller size.

PART D: ASSESSMENT DIAGRAM DESCRIPTION

The boundary of District 1988-01 coincides with the City of Pittsburg boundary, except that the Oakhills District 1988-02 is not included in District 1988-01. Also depicted on the diagram are the book limits for the Contra Costa County Assessor's Parcel Map Books.

The Contra Costa County Assessor's Parcel Maps are hereby incorporated by reference into this report. The County Assessor's Maps shall govern for all details concerning the lines and dimensions of lots or parcels. The County Assessor's Parcel Number is hereby adopted as the distinctive number identifying each parcel for purposes of this assessment.

PART E: PROPERTY OWNER LIST AND ASSESSMENT ROLL

The assessment roll is a computerized list of each parcel within the District. The list includes the assessment number (Assessor's Parcel Number), owner of record, situs address, category code and the assessment for each parcel. This roll may be examined in the Office of the City Clerk of the City of Pittsburg.

***ASSESSMENT DIAGRAM FOR THE
CITY OF PITTSBURG
LANDSCAPING & LIGHTING
ASSESSMENT DISTRICT 1988-01

IS ON FILE IN THE
OFFICE OF THE CITY CLERK***



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

DATE: 6/8/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Approve the Engineer's Report and Declaring the City Council's Intent To Order Improvements in Landscaping and Lighting Assessment District 1988-02, Oakhills (Pursuant to the Landscaping and Lighting Act of 1972) for FY 2017-18

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Pursuant to state statutes governing the renewal of assessment districts, the City Council is being asked to adopt the resolution approving the Engineer's Report for Landscaping and Lighting Maintenance Assessment District 1988-02, ("88-02 District") Oak Hills (Fiscal Year 2017-18) and to set July 17, 2017, as the date for a public hearing for this matter.

FISCAL IMPACT

Landscaping and Lighting District 88-02 collects \$33,960 annually in revenue for the Oak Hills area. The Public Works Department estimates that it will expend \$34,622 during Fiscal Year 2017-18 in managing the district. The City contribution to the District for general benefits incurred by the operation of higher wattage street lighting on the arterial roadway is estimated to be \$663 or 13% of the electrical cost for FY 2017/18.

Without the District, the General Fund would be responsible for the entire cost of maintaining the improvements located within the Oak Hills area.

RECOMMENDATION

City Council adopt a resolution approving the Engineer's Report, declaring the Council's intent to levy assessments for FY 2017-18 and setting the public hearing date as July 17, 2017, for this matter.

BACKGROUND

On June 6, 1988, the City Council confirmed the Engineer's Report, ordered improvements and levied the first annual assessment for the 88-02 District, Oak Hills. Since then the funds collected annually by this district go to support the City's landscaping and lighting operations in the Oak Hills area.

On May 15, 2017, the City Council adopted Resolution 17-13320, directing the Engineer of Work, Francis P. McKinley, to file an annual report for Fiscal Year 2017-18 in accordance with the Landscaping and Lighting Act of 1972. That report has been prepared and is on file in the Office of the City Clerk.

Services provided by 88-02 District include:

Right-of-Way Landscaping Maintenance;
Street Tree Maintenance;
Sidewalk Repair Related to Street Tree Damage Only; and
Street Light Energy, Maintenance and Replacement Costs.

SUBCOMMITTEE FINDINGS

none

STAFF ANALYSIS

District 88-02 has been in existence for thirty years, and the funds collected are necessary for the City to maintain its current level of lighting and landscaping throughout District 88-02.

Several years ago the City spent \$38,560 to complete a Streetlight Retrofit Program project to install energy efficient LED lights within the District.

State statutes mandate the annual renewal procedures for 88-02 District. This is the second step of that process wherein the Council is asked to consider and approve the Engineer's Report and to set a public hearing for this matter on July 17, 2017.

ATTACHMENTS: Engineer's Report
Resolution

Report Prepared By: Gina Haynes
Civil Engineer II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In The Matter Of:

Approving the Engineer's Report and Declaring the) Resolution 16-
City Council's Intent To Order Improvements in)
Landscaping and Lighting Assessment District 1988-02,)
Oak Hills (Pursuant to the Landscaping and Lighting)
Act of 1972) for Fiscal Year 2017-18)

The City Council DOES RESOLVE as follows:

WHEREAS, on May 15, 2017, the City Council adopted Resolution 17-13320, directing the Engineer of Work, Francis P. McKinley, to file an Annual Report for Fiscal Year 2017-18 for Landscaping and Lighting Assessment District 1988-02, Oak Hills; and,

WHEREAS, the Engineer of Work has filed with the City Clerk the report required by the Landscaping and Lighting Act of 1972; and,

WHEREAS, all interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the district.

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

Section 1. The Engineer's Report, filed with the City Clerk by the Engineer of Work on June 1, 2017, is approved.

Section 2. The City Council intends to levy and collect assessments within Assessment District 1988-02 during Fiscal Year 2017-18. The area of land to be assessed is located in the City of Pittsburg, County of Contra Costa, State of California.

Section 3. The improvements to be made in this assessment district are generally described as follows:

- a. Maintenance of public street lights. A list of street light locations is on file with the Director of Public Works;
- b. Maintenance of street trees; and
- c. Replacement of sidewalks damaged by street trees.

Section 4. In accordance with this Council's Resolution 17-13320 directing the filing of an Annual Report, the Engineer of Work has filed with the City Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.

Section 5. On Monday, July 17, 2017, at 7 p.m., the City Council will conduct a public hearing on the matter of the levy of the proposed annual assessments. The hearing will be held at the meeting place of the City Council located in City Hall, 65 Civic Avenue, Pittsburg, California.

Section 6. The City Clerk shall give the notice of hearing by causing this resolution to be published, pursuant to Section 22553 of the Streets and Highways Code.

PASSED and ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Marilyn Craft, Mayor

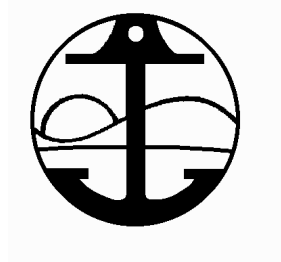
Attest:

Alice E. Evenson, City Clerk

**City of Pittsburg
Contra Costa County, California**

***ENGINEER'S REPORT FOR THE

CITY OF PITTSBURG
LANDSCAPING & LIGHTING
ASSESSMENT DISTRICT 1988-02
AND THE
LEVY OF THE ANNUAL ASSESSMENT
FOR THE 2017-18 FISCAL YEAR***



Prepared By:

**Francis P. McKinley
City Engineer
City of Pittsburg**

Table of Contents

I.	Introduction	1
I I.	Description of Improvements	3
I I I.	Estimate of Costs	
A.	Projected Revenue & Expense, 2016-17 FY	4
B.	Estimate of Costs & Revenue 2017-18 FY	5
I V.	Assessment Method	6
V.	General Benefit	
V I.	Assessment Roll Description	7
V I I.	Assessment Diagram Description	7

CITY OF PITTSBURG
OAKHILLS LANDSCAPING AND LIGHTING
ASSESSMENT DISTRICT 1988-02

FISCAL YEAR 2017-18

The undersigned respectfully submits the enclosed Engineer's Report as directed by the City of Pittsburg.

Dated: _____

By _____
Francis P. McKinley, PE
RCE No. C59574

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached, was filed with me on the _____ day of _____,

Alice E. Evenson, City Clerk
City of Pittsburg
Contra Costa County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached was approved and confirmed by the City Council of the City of Pittsburg, Contra Costa County, on the _____ day of _____ 2017.

Alice E. Evenson, City Clerk
City of Pittsburg
Contra Costa County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and the Assessment Diagram thereto attached was filed with the County Auditor of the County of Contra Costa, on the _____ day of _____ 2017.

By _____

Francis P. McKinley, City Engineer

INTRODUCTION

This Engineer's Report for the Pittsburg Landscaping and Lighting Assessment District 1988-02 is being submitted pursuant to Resolution 17-13320 of the Pittsburg City Council, under the provisions of Part 2, Division 15 of the California Streets and Highways Code, Sections 22500 through 22679 (The Landscaping and Lighting Act of 1972).

The boundaries of the Assessment District are depicted on the Assessment Diagram on file in the office of the City Engineer. Landscaping and Lighting District 1988-02 (Oak Hills) is separate and distinct from Landscaping and Lighting District 1988-01 (Citywide).

This report is for Fiscal Year 2017-18, the thirtieth fiscal year of the District's operation. For each parcel of land in the District, this report recommends assessments sufficient to fund the projected Fiscal Year 2017-18 budget for operation, maintenance, servicing, replacement and installation of District improvements. These recommended assessments are proportional to the Engineer's estimates of relative benefits received by each parcel from District improvements.

This report is based upon the report that the City Council commissioned, for the formation of the District, FY 1988-89 and subsequent reports prepared for Fiscal Years 1989-90 through 2017-18 inclusive. The method of assessment and diagram (incorporated herein by this reference) are based upon the 2017-18 Engineer's Report for Landscaping and Lighting District 1988-02 and the 2017-18 FY projected budget.

II. DESCRIPTION OF IMPROVEMENTS

Pittsburg's "Landscaping and Lighting Assessment District 1988-02" provides for the levy and collection of assessments to pay for the following types of improvements:

1. Street Lights

Maintenance of eighty three (83) street lights. A list of street light locations is on file with the City Clerk.

2. Street Trees

Maintenance all street trees within the District.

3. Concrete

Replacement of sidewalks damaged by street trees.

4. Landscaping

Maintenance of facilities, rights-of-way and medians.

5. Future Capital Improvements

- a. Removal and replacement of damaged or unhealthy trees and plants located on eroded slope areas;
- b. Stabilization and soil replacement of eroded slopes;
- c. Installation of a neighborhood entry feature.

Landscape Improvement Locations

Oakhills Drive Right-of-Way
West Leland Road to Southwood Drive

West Leland Road Right-of-Way
Oakhills Drive to Westerly Terminus

Oakhills Pump Station
1703 Bridgeview Street (Corner of Southwood Drive)

III. ESTIMATE OF COST

A. PROJECTED REVENUE & EXPENSE, FY 2014-15

Fund Balance, June 30, 2016		\$ 14,142
Projected Revenue, 2015-16		
Assessments Posted to Roll	\$ 33,959	
Interest Income	\$ 0	
Other	\$ 0	
Subtotal Projected Revenue, 2016-17		<u>\$ 33,959</u>
Less Projected Expense, 2016-17		\$ (31,280)
Less Collection Costs		\$ (200)
Projected Balance, June 30, 2017		\$ 16,621

B. ESTIMATE OF COST, 2016-17 FY

The following cost estimates for operation, maintenance and administration of the District for FY 2016-17 are provided by the City of Pittsburgh:

STREET LIGHT

Operation and Maintenance	\$	14,258
---------------------------	----	--------

LANDSCAPING

Maintenance and Repair	\$	16,888
------------------------	----	--------

ADMINISTRATION

\$.....

Collection Costs	\$	3,476
------------------	----	-------

TOTAL COST	\$	34,622
------------	----	--------

LESS CONTRIBUTION FROM RESERVE FUND	\$	
-------------------------------------	----	--

LESS GENERAL BENEFIT	\$	(663)
----------------------	----	-------

LESS INTEREST INCOME FY 2017-18	\$	(0)
---------------------------------	----	-----

NET COST AND TOTAL AMOUNT TO BE ASSESSED	\$	33,959
--	----	--------

IV. ASSESSMENT METHOD

Estimated costs and expenses for FY 2017-18 are apportioned to each parcel on the basis of relative benefits estimated to be received by the parcel from District improvements. This apportionment constitutes the recommended assessment amount for each parcel, listed in the assessment roll.

Benefits from the District are enjoyed by all assessable parcels in the District. The degree of benefit is estimated from the type and intensity of land use for each parcel, which determined the number of pedestrians generated the extent of street light illumination and increased security, and the enhanced aesthetics and enjoyment from maintenance of landscaped areas and street trees. It is reasoned that, for a given intensity of use, similar land uses will derive similar benefits.

The City may only assess property owners for that portion of the costs which provide a special and direct benefit to the properties located within the boundaries of the District. General benefits are not assessable and the City must fund that portion of the improvements which provides a general benefit to the public at large with some other funding source, such as the general fund.

The 1972 Act does not specify a formula or method to use when determining the amount of general versus special benefit. The Engineer of Work is responsible for conducting the general versus special benefit analysis and then making a recommendation to the City Council, which makes the final determination. The general benefit analysis is summarized below.

Street Lighting

The City recognizes that a portion of the City's street lights on West Leland Road (9 street lights), an arterial street that is included in the District, provides a general benefit to the public at large. Therefore, the City contribution to the District for general benefits incurred by the operation of higher wattage street lighting on this arterial roadway is estimated to be \$663 or 13% of the electrical cost for FY 2017/18. This estimate was derived by determining a per wattage rate for all street lighting in the district and multiplying that by the additional wattage required to operate these 9 street lights located along the arterial roadway.

Of the 443 parcels in the District 440 are used as residences, two are open space (non-assessable) and one City owned pump station. Benefits to family residences and the City Pump Station are estimated to be uniform throughout the District. Therefore, each residential parcel and the City's pump station are assessed an equal amount, simply calculated by dividing the District's net cost of the improvements by the number of assessable parcels (441).

The assessment amount for each assessable parcel is determined as follows:

Net Amount to Be Assessed	\$ 33,959
Assessment Per Parcel (\$33,959.00/441)	\$ 77.18

V. ASSESSMENT ROLL DESCRIPTION

The assessment roll is a computerized list of each parcel within the District. The list includes the assessment number (Assessor's Parcel Number), owner of record, situs address and the assessment amount for each parcel. The list is on file in the Office of the City Engineer.

VI. ASSESSMENT DIAGRAM DESCRIPTION

The Assessment Diagram is on file in the Office of the City Engineer and shows the boundary for Landscaping and Lighting Assessment District 1988-02 (Oak Hills).

The Contra Costa County Assessor's Parcel Maps are hereby incorporated by reference into this report. The County Assessor's Maps shall govern for all details concerning the lines and dimensions of lots or parcels. The County Assessor's Parcel Number is hereby adopted as the distinctive number identifying each parcel for purposes of this assessment.

ASSESSMENT ROLL FOR THE

CITY OF PITTSBURG

LANDSCAPING & LIGHTING

ASSESSMENT DISTRICT 1988-02

FISCAL YEAR 2017-18

IS ON FILE IN THE

OFFICE OF THE CITY ENGINEER

ASSESSMENT DIAGRAM FOR THE

***CITY OF PITTSBURG
LANDSCAPING & LIGHTING
ASSESSMENT DISTRICT 1988-02***

FISCAL YEAR 2017-18

***IS ON FILE IN THE
OFFICE OF THE CITY ENGINEER***



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

DATE: 5/22/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Allocate Funds and authorize Additional Construction Contingency for Contract 2013-25, Ambrose Aquatic Center Renovation Project

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Contract 2013-25, Ambrose Aquatic Center Renovation Project (“the Project”), is for renovation of the existing pool facilities at Ambrose Park. Adoption of this resolution will allocate funds to the project that have been provided by Contra Costa County (the “County”) and the Ambrose Recreation and Park District (ARPD) for this purpose. This resolution will also authorize additional construction contingency using the funds provided.

FISCAL IMPACT

Contract 2013-25, Ambrose Aquatic Center Renovation Project (the “Project”) (Project 3057) is currently funded with \$827,000 from the City’s Parkland Dedication Fee (PDF), a \$1,127,177 grant from Measure WW, \$706,650 from the County, and \$325,000 from the ARPD. The total Project funding at this time is \$2,985,827.

Due to several required change orders during construction, Staff has projected a funding shortfall when the project is completed. The City Manager requested additional funding from the County and ARPD. The County has agreed to provide \$23,000 and the ARPD agreed to provide \$22,000. The total additional funding of \$45,000 would result in a total Project budget of \$3,030,827.

A detail of projected expenditures for design and construction of the Project is attached to this Staff Report.

RECOMMENDATION

The City Council adopt a resolution allocating additional funds to the Project in the amount of \$45,000 as provided by the County and ARPD.

Staff recommends increasing the construction contingency amount from \$156,684 (10% of the contract amount) to \$202,000 (13% of the contract amount) for additional expenses encountered during construction. Staff further recommends that the City Engineer or his designee be authorized to approve contract change orders for this Project in a total amount not to exceed 50% of the contingency and the City Manager be authorized to approve change orders for this Project in a total amount not to exceed 100% of the contingency amount.

BACKGROUND

There have been several unforeseen problems encountered during construction as the Contractor worked to integrate the new pool and necessary facilities into the existing Ambrose Park infrastructure. These problems include site sewer plumbing and sewer pump station replacement, waterline modifications, electrical and gas line replacement. Additionally there have been several changes that were requested that will enhance the use of the park and help with security and maintenance. These include additional grass area, equipment area roof, anti-graffiti coating, and gas water heater.

On March 21, 2016, the City Council adopted Resolution 16-13163, allocating funds, accepting the plans and specifications, and awarding a construction contract to Waterworks Industries, Inc. in the amount of \$1,566,840 for construction of the Project.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

Construction on the pool is expected to be complete and open to the public by June 2, 2017. At this time there have been four contract change orders issued to the contractor that total \$121,037.75. This amount is approximately 77% of the contingency amount authorized of \$156,684. In addition to this amount there have been approximately \$40,525 of other additional expenses with an estimated \$26,000 of additional costs required to complete the Project.

The anticipated total of extra work during construction is \$187,562. Staff estimates that the additional funds will be sufficient to complete the Project.

ATTACHMENTS: Resolution
Project Funding Summary

Report Prepared By: Ronald A. Nevels, Senior Civil Engineer

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution to Allocate Funds and	)	
Authorize Additional Construction	)	RESOLUTION NO. 17-
Contingency for Contract 2013-25,	)	
Ambrose Aquatic Center Renovation	)	
<u>Project</u>	)	

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

WHEREAS, Contract 2013-25, Ambrose Aquatic Center Renovation Project (the "Project") is for rehabilitation of the existing pool and pool facilities located at Ambrose Park. The work of this Contract consists in general of demolition of the existing bath house, pool deck and mechanical building, restoration of the existing pool, replacement of the pool deck area, new fencing; accessible parking stalls; chemical storage building, and landscaping; and

WHEREAS, the Project is currently funded with \$827,000 from the City's Parkland Dedication Fee (PDF), a \$1,127,177 grant from Measure WW, \$706,650 from the Contra Costa County (the "County"), and \$325,000 from the Ambrose Recreation and Park District (the "ARPD"). The total Project funding at this time is \$2,985,827 (Project 3057); and

WHEREAS, due to several required change orders during construction, Staff has projected a funding shortfall when the project is completed; and

WHEREAS, the City Manager requested additional funding from the County and ARPD. The County has agreed to provide \$23,000 and the ARPD agreed to provide \$22,000. The total additional funding of \$45,000 would result in a total Project budget of \$3,030,827; and

WHEREAS, Staff requests that the City Council authorize the allocation of additional funds to the Project in the amount of \$45,000 as provided by the County and ARPD; and

WHEREAS, Staff recommends increasing the construction contingency amount from \$156,684 (10% of the contract amount) to \$202,000 (13% of the contract amount) for additional expenses encountered during construction; and

WHEREAS, Staff further requests that the City Engineer or his designee be authorized to approve contract change orders for this Project in a total amount not to

exceed 50% of the contingency and the City Manager be authorized to approve change orders for this Project in a total amount not to exceed 100% of the contingency amount.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Pittsburg 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 funds provided from the County in the amount of \$23,000 and the ARPD in the amount of \$22,000 are hereby allocated to the Project for a revised total Project budget of \$3,030,827.

Section 3.

The construction contingency amount is hereby increased from \$156,684 to \$202,000 for additional expenses encountered during construction.

Section 4.

The City Engineer or his designee is authorized to approve contract change orders for this Project in a total amount not to exceed 50% of the contingency, and the City Manager is authorized to approve change orders for this Project in a total amount not to exceed 100% of the contingency amount.

Section 5.

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 6.

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

Section 7.

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 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk

2013-25, Ambrose Pool Renovation

Project Funding:

Contra Costa County	\$	706,650
Contra Costa County New Allocation	\$	23,000
Measure WW	\$	1,127,177
Ambrose District	\$	325,000
Ambrose District New Allocation	\$	22,000
City of Pittsburg	\$	827,000
Total Funding	\$	3,030,827

Project Costs:

Design (2122)

Geotech (original design)	\$	3,675
Plan Review/permitting	\$	28,152
Consultant (re-design) Siegfried	\$	200,178
Consultant (re-design) Siegfried remaining	\$	5,996
Miscellaneous Consultant Costs	\$	16,742
Consultant (original design) RGW	\$	208,175
Design Total	\$	462,918

Miscellaneous (1399)

Bidding (original plan set)	\$	5,797
Title Report/Environmental	\$	2,850
Bidding (redesign)	\$	1,959
Miscellaneous Total	\$	10,606.00

Consultant Services (2199)

Ambrose Master Plan	\$	129,800.00
Consultant Services Total		129,800

Construction (2281)

Construction Contract		1,566,840
Construction Contingency (13%)		202,000
Romtec Building Design/Supply/Construction		336,721
Security Cameras		44,925
Material Testing (re-design)		13,607
Miscellaneous Construction Costs		65,369
Construction Total		2,229,462

Staff (1101)

Staff Costs Previous design/bidding	\$	42,764
Staff Re-Design Constructon Management Costs	\$	61,257
Staff Time Total		104,021

Administrative Overhead (2372)

Staff Costs Previous design/bidding	\$	40,346
Staff Re-Design Constructon Management Costs	\$	53,674
Administrative Overhead Total		94,020

Total Project Cost (Design, Bidding, and Construction) \$ 3,030,827



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

DATE: 5/23/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Re-allocate Funding Sources for Various California Infrastructure and Economic Development Bank (I-Bank) Funded Projects

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

As the four capital improvement projects that are funded by an I-Bank loan are nearing completion it is necessary to re-allocate funding within the projects to reflect actual costs and eligible I-Bank expenditures. If approved, this Resolution will re-distribute funding among the four eligible projects.

FISCAL IMPACT

The Western Waterline Loop (project 5037), Southeast Hills Waterline (project 5049), Water Treatment Plant Sludge Handling Facility (project 5040), and Water Treatment Plant Intake Modifications (also funded from project 5040) (collectively the "Project") are funded from an \$11,387,398 loan from I-Bank. After an origination fee of \$113,874, \$11,273,524 was available for use on the Project to pay eligible expenses.

The Project was originally funded from the I-Bank loan based on estimated costs for eligible expenses. As the Project progressed, these costs would be disbursed by I-Bank as a reimbursement for the actual costs paid for design and construction of the Project. During design and construction of the Project, Staff has requested disbursement of I-Bank funds on a quarterly basis. As the Project is nearing completion actual costs for eligible expenses are sufficient to request a full disbursement of the remaining I-Bank loan funds.

Staff requests the re-allocation of funding for the four projects that are partially funded from the I-Bank loan to reflect actual eligible costs and the order of reimbursement for expenses. The total funding amounts for the projects that are not completed would not change, but the sources of the funds for both completed and incomplete projects would be modified.

A summary of the proposed I-Bank Funding Redistribution is attached to this report.

RECOMMENDATION

City Council adopt the attached resolution approving the re-allocation of funding amounts and sources per the attached I-Bank Funding Redistribution spreadsheet.

BACKGROUND

On March 17, 2014, the City Council adopted Resolution 14-12113, authorizing the City Manager to submit an application to I-Bank for a loan in the amount of \$17,422,000 to fund water system improvement projects as well as issuance and loan origination costs.

On August 18, 2014, the City Council adopted Resolution 14-12168, authorizing the incurring of an obligation, payable to I-Bank, for the financing of capital improvement projects. The Project is a combination of four separate capital improvement projects (CIP). These projects were all partially funded from the I-Bank loan.

The Project consists of water system improvements with descriptions and total project budgets as follows:

Western Waterline Loop - \$1,073,703 budgeted

This project constructed a new water main on Loftus Road to create a looped waterline system for fire flows and system reliability. This project was completed on time and under budget.

Southeast Hills Waterline - \$4,575,000 budgeted

This project constructed a new water transmission main on Buchanan Road to support current and future development in the southeast part of the City. This project is substantially complete and is expected to be on budget.

Water Treatment Plant (WTP) Sludge Handling Facility & WTP Intake Modifications - \$11,920,000 (funding for both WTP projects)

The first project funded from this budget is complete. The second project is currently under construction with completion planned for August 2017.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

The projects funded by the I-Bank received budget allocations through adoption of various City Council Resolutions.

Staff recommends approval of the re-allocation of the funding sources for the four projects on the I-Bank Funding Redistribution spreadsheet, allowing the City to get reimbursed for the I-Bank portion of the project funding at an earlier time and in the amount of the actual costs of one completed project. This re-distribution is necessary due to changes in project schedules, actual costs, and the duration of the projects.

The I-Bank funded projects are nearly complete and have incurred sufficient expenses to request from I-Bank the full reimbursement of available loan funds.

ATTACHMENTS: Resolution
I-Bank Funding Redistribution

Report Prepared By: Ronald A. Nevels, Senior Civil Engineer

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution to Re-allocate Funding)
Sources for Various California Infrastructure) RESOLUTION NO. 17-
and Economic Development Bank(I-Bank))
Funded Projects)

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, on March 17, 2014, the City Council adopted Resolution 14-12113, authorizing the City Manager to submit an application to I-Bank for a loan in the amount of \$17,422,000 to fund water system improvement projects as well as issuance and loan origination costs; and

WHEREAS, on August 18, 2014, the City Council adopted Resolution 14-12168, authorizing the incurring of an obligation, payable to I-Bank, for the financing of capital improvement projects. The Project is a combination of four separate capital improvement projects (CIP). These projects were all partially funded from the I-Bank loan; and

WHEREAS, the Western Waterline Loop (project 5037), Southeast Hills Waterline (project 5049), Water Treatment Plant Sludge Handling Facility (project 5040), and Water Treatment Plant Intake Modifications (also funded from project 5040) (collectively the "Project") are funded from a \$11,387,398 loan from I-Bank. After an origination fee of \$113,874, \$11,273,524 was available for use on the Project to pay eligible expenses; and

WHEREAS, as the four capital improvement projects that are funded by an I-Bank loan are nearing completion it is necessary to re-allocate funding within the projects to reflect actual costs and eligible I-Bank expenditures; and

WHEREAS, the Project was originally funded from the I-Bank loan based on estimated costs for eligible expenses; and

WHEREAS, Staff requests the re-allocation of funding for the four projects that are partially funded from the I-Bank loan to reflect actual eligible costs and the order of reimbursement for expenses. The funding re-allocation amounts are attached to this Resolution.

NOW, THEREFORE, the City Council finds and determines 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 City Council hereby approves the re-allocation of funding amounts and sources per the attached I-Bank Funding Redistribution spreadsheet.

Section 3.

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

Section 4.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk

I-Bank Funding Redistribution

Project 5037, 5049, 5040

Project 5037 - Western Waterline Loop					
Previous Budget Distribution			Revised Budget Distribution		
Water Operations Fund (Fund 501)	\$	201,196		Water Operations Fund (Fund 501)	\$ 161,189
I-Bank Loan	\$	872,507		I-Bank Loan	\$ 761,207
Total	\$	1,073,703		Total	\$ 922,396

Project 5049 - 24"/20" Water Main West Leland (WTP to SE Hills) *					
Previous Budget Distribution			Revised Budget Distribution		
Water Operations Fund (Fund 501)	\$	15,260		Water Operations Fund (Fund 501)	\$ 790,798
Water Facility Reserve (Fund 502)	\$	100,000		Water Facility Reserve (Fund 502)	\$ 100,000
Water Facility Reserve (Fund 505)	\$	760,000		Water Facility Reserve (Fund 505)	\$ 760,000
I-Bank Loan	\$	3,699,740		I-Bank Loan	\$ 2,924,202
Total	\$	4,575,000		Total	\$ 4,575,000

Project 5040 - Water Treatment Plant Capital Improvements **					
Previous Budget Distribution			Revised Budget Distribution		
Water Operations Fund (Fund 501)	\$	2,678,723		Water Operations Fund (Fund 501)	\$ 1,948,688
Water Facility Reserve (Fund 502)	\$	565,000		Water Facility Reserve (Fund 502)	\$ 565,000
Water Facility Reserve (Fund 509)	\$	250,000		Water Facility Reserve (Fund 509)	\$ 250,000
Water Bond	\$	1,725,000		Water Bond	\$ 1,568,197
I-Bank Loan	\$	6,701,277		I-Bank Loan	\$ 7,588,115
Total	\$	11,920,000		Total	\$ 11,920,000

* = also known as Water Main Buchanan Road

** = also known as Water Treatment Plant Intake Modifications and Water Treatment Plant Sludge Handling Facility



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

DATE: 6/7/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution Accepting Plans and Specifications, Allocating Funding, and Awarding Contract 2017-03, West 4th Street Sidewalk Gap Closure Project

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Contract 2017-03, West 4th Street Sidewalk Gap Closure Project (the "Project"), is for the construction of a sidewalk along the south side of West 4th Street next to the Saint Peter Martyr School. This Resolution will accept the plans and specifications for the Project, allocate additional funds, and authorize the City Manager to execute a construction contract With Victor Concrete Company of Riverside, California.

FISCAL IMPACT

The Project (Project 2208) is currently funded at \$170,000 (\$70,000 Gas Tax (Fund 203) and \$100,000 Transportation Development Act (TDA Grant). The Railroad Avenue Pavement Rehabilitation Project (Project 3342) is complete and has a leftover budget of \$226,545. Staff is requesting to return this balance to the Community Capital Improvement Fund (Fund 322). Staff is requesting an allocation of \$40,000 from Community Capital Improvement Fund (Fund 322) to the Project for a total Project budget of \$210,000. A Project Budget Summary is attached to this report.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution returning \$226,545 of funding currently in the Railroad Avenue Pavement Rehabilitation Project (Project 3342) to the Community Capital Improvement Fund (Fund 322) for allocation to the Project. Staff recommends the of \$40,000 from Community Capital Improvement Fund (Fund 322) to the Project for a total Project budget of \$210,000.

Staff recommends that the City Council accept the Project plans and specifications and authorize the City Manager to execute a contract in the amount of \$149,500, with Victor Concrete Company for construction of the Project.

Staff also recommends that a construction contingency of \$15,000, approximately 10% of the contract amount, be authorized for the Project. Staff further recommends that the City Engineer be authorized to approve contract change orders for this Project in a total amount not to exceed 50% of the contingency and the City Manager be authorized to approve change orders for this Project in a total amount not to exceed 100% of the contingency amount.

BACKGROUND

On May 20, 2013, the City Council adopted Resolution 13-11968, adopting the City of Pittsburg Capital Improvement Program (CIP) for Fiscal Years 2013/14 through 2017/18. The approved CIP included Project ST-33, West 4th Street Sidewalk Gap Closure.

On July 18, 2016, City Council adopted Resolution 16-13217, approving a request to the Metropolitan Transportation Commission (MTC) for the allocation of FY 2016/17 Transportation Development Act (TDA), Article 3 Pedestrian/Bicycle Project Funding and allocating \$70,000 of Gas Tax to the Project. The grant application resulted in the award of a TDA grant in the amount of \$100,000 for the Project.

Bids for the Project were opened on May 17, 2017. Victor Concrete Company of Riverside, California was the low bidder with a bid in the amount of \$149,500.

The Project is scheduled for construction during the summer break for Saint Peter Martyr School from June 2, 2017 to August 15, 2017.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

This project will address the safety of pedestrians traveling along the south side of West 4th Street between Bay Side Drive and Linda Vista Avenue by providing a six-foot wide concrete sidewalk. A retaining wall will be constructed behind the sidewalk to accommodate existing grades.

The proposed sidewalk gap closure will benefit students attending St. Peter Martyr School as well as residents in the nearby neighborhoods. It will encourage walking and benefit all users, and has received support from local residents.

Based on available funding and estimated project costs, Staff estimates that an additional \$40,000 is required to construct the Project.

ATTACHMENTS: Resolution

Project Funding Summary

Report Prepared By: SM Saklaen, Civil Engineer I

Contract 2017-03, West 4th Street Sidewalk Gap Closure
Project (2208)

Project Funding:

Transportation Development Act (TDA) Grant	\$100,000
CCIF (Fund 322) New Allocation Request	\$40,000
Gas Tax (Fund 203)	\$70,000
Funding Total	\$210,000

Project Expenditures:

Construction: (Code 2281)	Estimated Construction	\$149,500
	Construction Contingency (10%)	\$15,000
	Material Testing	\$1,140
	Subtotal	\$165,640
Staff Time: (Code 1101)	Staff Time During Design	\$10,680
	Staff Time During Construction	\$11,500
	Subtotal	\$22,180
Admin: (Code 2372)	Staff Administrative Overhead During Design	\$10,680
	Staff Administrative Overhead During Construction	\$11,500
	Subtotal	\$22,180
Expenditures Total		\$210,000

*Community Capital Improvement Fund (CCIF)

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution to Accept Plans and Specifications, Allocate Funding, and Authorize the City Manager to award a Construction Contract for 2017-03, West 4th Street Sidewalk Gap Closure Project)
RESOLUTION NO. 17-

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

WHEREAS, Contract 2017-03, West 4th Street Sidewalk Gap Closure Project (the "Project") (Project 2208), is for the construction of a sidewalk along the south side of West 4th Street next to the Saint Peter Martyr School; and

WHEREAS, on May 20, 2013, City Council adopted Resolution 13-11968, adopting the City of Pittsburgh Capital Improvement Program (CIP) for Fiscal Years 2013/14 through 2017/18. The approved CIP included Project ST-33, West 4th Street Sidewalk Gap Closure; and

WHEREAS, on July 18, 2016, City Council adopted Resolution 16-13217, approving a request to the Metropolitan Transportation Commission (MTC) for the allocation of FY 2016/17 Transportation Development Act (TDA), Article 3 Pedestrian/Bicycle Project Funding and allocating \$70,000 of Gas Tax to the Project. The grant application resulted in the award of a TDA grant in the amount of \$100,000 for the Project; and

WHEREAS, bids for construction of the Project were opened on May 17, 2017, and Victor Concrete Company was the low bidder with a bid in the amount of \$149,500; and

WHEREAS, based on available funding and estimated project costs, Staff estimates that an additional \$40,000 of funding is required to construct the Project; and

WHEREAS, the Railroad Avenue Pavement Rehabilitation Project (Project 3342) is complete and has an unexpended balance of \$226,545. Staff is requesting to return this balance to the Community Capital Improvement Fund (Fund 322); and

WHEREAS, Staff requests an allocation of \$40,000 from Community Capital Improvement Fund (Fund 322) to the Project; and

WHEREAS, the total resulting Project budget will be \$210,000; and

WHEREAS, Staff requests that the City Council accept the Project plans and specifications and authorize the City Manager to execute a contract in the amount of \$149,500, with Victor Concrete Company for construction of the Project; and

WHEREAS, Staff recommends establishing a contingency in an amount \$15,000 (approximately 10% of the construction contract) for unforeseen expenses; and

WHEREAS, Staff further requests that the City Engineer or his designee be authorized to approve contract change orders for this Project in a total amount not to exceed 50% of the contingency and the City Manager be authorized to approve change orders for this Project in a total amount not to exceed 100% of the contingency amount.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Pittsburg 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.

City Council hereby accepts the plans and specifications for the Project.

Section 3.

The City Council hereby approves the return of unexpended balance of \$226,545 from the Railroad Avenue Pavement Rehabilitation Project (Project 3342) to the Community Capital Improvement Fund (Fund 322).

Section 4.

The City Council hereby approves the allocation of \$40,000 from Community Capital Improvement Fund (Fund 322) to the Project, for a total budget of \$210,000.

Section 5.

The City Manager is authorized to execute the construction contract with Victor Concrete in the amount of \$149,500 for the Project.

Section 6.

The City Council authorizes a construction contingency in the amount of \$15,000 for unforeseen expenses.

Section 7.

The City Engineer is authorized to approve contract change orders for the Project for a total amount not to exceed 50% of the contingency and the City Manager shall be authorized to approve contract change orders for the Project for a total amount not to exceed 100% of the contingency amount.

Section 8.

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

Section 9.

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 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 6/7/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adoption of a City Council Resolution to Comply With Assembly Bill 2135, Surplus Land
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

The City is a potential recipient of a One Bay Area Grant (OBAG2) in support of pedestrian and bicycle trails connecting to the Pittsburg Center BART Station. To be eligible, the Metropolitan Transportation Commission requires applicants to meet certain guidelines, including adoption of a resolution demonstrating the City's compliance with the State's Surplus Land Act (AB 2135 amended.) Staff recommends approval of the attached resolution.

FISCAL IMPACT

Under the guidelines for the OBAG2 Grant as administered by the Metropolitan Transportation Commission, the City is not eligible to receive grant funds if it does not comply with several requirements under the Commission's Resolution 4202. If the City does not adopt a resolution certifying it complies with AB 2135, it is not eligible for a \$4,470,000 grant for the BART Access Improvements Project that is pending before the Commission. Currently, the City has qualified for a \$78,000 grant as its sole alternative funding source for the \$4.5 million trails project.

RECOMMENDATION

City Council adopt a resolution of compliance with the terms of Surplus Land and Act – Assembly Bill 2135 (California Government Code § 54220 , et seq.) as it exists now or may be amended in the future.

BACKGROUND

On November 7, 2016, the City Council approved Resolution 16-13266 authorizing a grant application to the One Bay Area Grant (OBAG2) for the BART Access Improvements Project.

To receive second cycle OBAG 2 funding, applicants must comply with a number of requirements which are set out in Metropolitan Transportation Commission's Resolution 4202. One of the requirements is adoption of a resolution certifying that a jurisdiction complies with the State Surplus Land Act.

Under MTC's guidelines, this requirement must be met by June 21, 2017. Among the other requirements is adoption of Complete Streets, and maintenance of an updated Pavement Management Program, among others.

The Contra Costa Transportation Commission is enforcing the requirements before it considers approval of the list of OBAG2 funded projects at its June 21, 2017 meeting.

AB 2135 was signed into law in 2014, and requires that local agencies offer surplus government land for affordable housing when it is no longer needed for the agencies' use.

The law applies to cities and counties, school districts and transit agencies and is intended to encourage development of affordable homes near transit stops and stations.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

AB 2135, amended, is known as the Surplus Land Act, and requires public agencies with land that is no longer needed to offer it for sale or lease first to other agencies for development of affordable housing. The act is intended to affirm the importance of appropriate planning and development near transit stations, and to encourage the clustering of housing and commercial development around stations.

Under the Act, after the agency disposing of the surplus land is notified that an affordable housing entity wants to buy it, the two negotiate for a sale price or lease terms. If there is no agreement within 90 days, the land can be sold or leased to another buyer.

The act does not prevent any local agency from selling or leasing surplus land at fair market value.

The attached resolution is one of several requirements to be met to remain eligible for One Bay Area Grant (OBAG2) funds. The City is seeking OBAG2 funds for construction of four pedestrian/bicycle facilities to improve connectivity to the Pittsburg Center BART Station.

The Contra Costa Transportation Commission is enforcing the requirements before it considers approval of the list of OBAG2 funded projects at its June 21, 2017 meeting.

ATTACHMENTS: Resolution

Report Prepared By: Majeed Bahri, Civil Engineer II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution to Comply With _____)
Assembly Bill 2135, Surplus Land Act _____)

RESOLUTION NO. 17-

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, On November 7, 2016, the City Council approved Resolution 16-13266 authorizing a grant application to One Bay Area Grant (OBAG2) for BART Access Improvements Project; and,

WHEREAS, the San Francisco region has the highest housing costs in the United State; and

WHEREAS, the Bay Area produced less than 30% of the need for low- and moderate-income housing units from 2007-2014; and

WHEREAS, there are limited funding sources available to secure land for the construction of low- and moderate-income housing; and

WHEREAS, public lands can play a critical role in increasing the supply of land for affordable housing;

WHEREAS, the Metropolitan Transportation Commission adopted Resolution No. 4202, outlining the programming policy and project selection criteria for the One Bay Area Grant Program (OBAG 2), including certain requirements to access these funds.

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

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

Section 2. The City of Pittsburgh agrees to comply with the terms of the Surplus Land Act – Assembly Bill 2135 (California Government Code § 54220, et seq.), as exists now or may be amended in the future.

Section 3. This Resolution shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 5/31/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adopt Resolution Establishing the Appropriations Limit for the 2017-18 Fiscal Year in Accordance with Proposition III and Article XIII (B)
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

In November 1979, the voters of California approved Proposition 4, commonly known as the Gann Initiative. This proposition created Article XIII (B) of the State Constitution placing limits on the amount of revenue which can be appropriated by all government entities in any fiscal year. The legislation mandates all governing bodies including the City of Pittsburg to annually establish the Appropriations Limit.

FISCAL IMPACT

There is no impact to the City of Pittsburg budget. The FY 2017-18 Appropriations Limit is \$152,687,025 and will exceed the General Fund estimated spending plan of \$40.5 Million.

RECOMMENDATION

Staff recommends that the City Council adopt this Resolution in compliance with the State of California legislative requirement for the City Council to annually establish the Appropriations Limit.

BACKGROUND

In 1979, Proposition 4, known as the Gann Initiative was approved by the California voters. As a result, Article XIII (B) of the State Statute (Government Code Section 7900-10) was enacted and it requires that each year thereafter, the governing body of each local jurisdiction shall by resolution, establish its Appropriations (spending) limit for the following fiscal year. The determination of the appropriations limit is considered to be a legislative act and should be adopted at a regular council meeting.

Proposition III, approved by California voters in 1990, amended Article XIII (B) further, and Council action is necessary to implement the amendments effective for FY 2005-06 and thereafter.

The amendments of Proposition III specify that the annual adjustment factors in calculating the Appropriations Limit will be increased by:

- The change in population growth for City OR County (whichever is higher)
- The change in California Per Capita Personal Income
OR

The growth in the average change in the County Consumer Price Index (whichever is higher).

Pursuant to Proposition III amendments, staff has calculated the FY 2017-18 Appropriations Limit (see attached Gann Calculations) using the City Population change and the change in California per Capita Personal Income factors. The basis for the selection methodology is that the City's Population Change is higher than the County's population growth and the change in the California Per Capita Personal Income factor is higher than the Change in the Contra Costa County Consumer Price Index. The City's Appropriations limit for FY2017-18 is \$152,687,025.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

Establishing the Appropriations Limit is a State of California mandate which requires all cities to adopt a respective Resolution at the beginning of each fiscal year.

The Appropriations subject to Limitation for Fiscal Year 2017-18 is \$40.5 Million against the calculated limit of \$152.7 Million.

Appropriations subject to the limit for fiscal year 2016-17 totaled \$41.3 Million against the Adopted Limit of \$143.7 Million for that same year.

ATTACHMENTS: Resolution
California Department of Finance Letter dated May, 2017
Gann Calculations

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

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adopt Resolution Establishing the)
Appropriations Limit for the Fiscal Year) RESOLUTION NO. 17-
2017-18 in Accordance with)
Proposition III and Article XIII (B))

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, Article XIII (B) of the California Constitution Proposition 4 establishes expenditure limits for cities; and

WHEREAS, State-implementing legislation (Government Code Section 7910) requires the City of Pittsburg to annually adopt a resolution establishing its Appropriations Limit for the following fiscal year; and

WHEREAS, effective FY 1990-91 Proposition III has amended Article XIII (B) to allow a selection of annual adjustment factors (price and population) which must also be adopted at a regularly scheduled meeting; and

WHEREAS, the City selected the County's population change and the change in California per Capita Personal Income factors to compute the Appropriations Limit; and

WHEREAS, the Division Manager – Accounting has made the calculations specified in said Law and concludes that the appropriations subject to limitation is the sum of one hundred fifty two million, six hundred eight seven thousand, twenty five dollars (\$152,687,025); and

WHEREAS, pursuant to said law the calculations have been made available to the public for two (2) weeks prior to the date of the adoption of this resolution. A copy of the calculation is on file in the City of Pittsburg Finance Department.

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

Section 1.

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

Section 2.

The City Council does hereby authorize and approve that the Fiscal Year 2017-18 Appropriations Limit of the City of Pittsburg is established at \$152,687,025 using the County's Population Change and the change in the California per Capita Personal Income factors; and

Section 3.

That 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 19th of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



May 2017

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2017, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2017-18. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2017-18 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. The Revenue and Taxation Code, section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2017.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

AMY M. COSTA
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2017-18 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2017-18	3.69

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2017-18 appropriation limit.

2017-18:

Per Capita Cost of Living Change = 3.69 percent
Population Change = 0.85 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.69 + 100}{100} = 1.0369$

Population converted to a ratio: $\frac{0.85 + 100}{100} = 1.0085$

Calculation of factor for FY 2017-18: $1.0369 \times 1.0085 = 1.0457$

Fiscal Year 2017-18

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2016 to January 1, 2017 and Total Population, January 1, 2017

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2016-2017	1-1-16	1-1-17	1-1-2017
Contra Costa				
Antioch	0.66	113,495	114,241	114,241
Brentwood	3.38	59,058	61,055	61,055
Clayton	0.20	11,262	11,284	11,284
Concord	0.07	128,280	128,370	128,370
Danville	0.16	43,287	43,355	43,355
El Cerrito	0.45	24,490	24,600	24,600
Hercules	3.08	24,909	25,675	25,675
Lafayette	0.63	25,041	25,199	25,199
Martinez	1.17	37,224	37,658	37,658
Moraga	0.57	16,581	16,676	16,676
Oakley	2.16	40,327	41,199	41,199
Orinda	0.51	18,838	18,935	18,935
Pinole	0.79	18,827	18,975	18,975
Pittsburg	2.47	68,133	69,818	69,818
Pleasant Hill	1.24	34,232	34,657	34,657
Richmond	0.81	110,886	111,785	111,785
San Pablo	0.26	30,972	31,053	31,053
San Ramon	2.31	78,729	80,550	80,550
Walnut Creek	0.90	70,340	70,974	70,974
Unincorporated	0.90	171,829	173,370	173,454
County Total	1.13	1,126,740	1,139,429	1,139,513

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2017-18

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2016 to January 1, 2017

County	<u>Percent Change</u> 2016-17	<u>--- Population Minus Exclusions ---</u> 1-1-16	1-1-17
Alameda			
Incorporated	1.03	1,476,184	1,491,355
County Total	0.99	1,626,047	1,642,173
Alpine			
Incorporated	0.00	0	0
County Total	-0.78	1,160	1,151
Amador			
Incorporated	6.10	12,110	12,849
County Total	2.10	34,056	34,771
Butte			
Incorporated	0.99	144,433	145,870
County Total	0.76	224,703	226,404
Calaveras			
Incorporated	-0.72	4,049	4,020
County Total	-0.17	45,160	45,082
Colusa			
Incorporated	0.31	11,735	11,771
County Total	0.36	21,965	22,043
Contra Costa			
Incorporated	1.17	954,911	966,059
County Total	1.13	1,126,740	1,139,429
Del Norte			
Incorporated	-5.27	4,480	4,244
County Total	0.48	24,783	24,901
El Dorado			
Incorporated	0.03	31,757	31,767
County Total	0.37	184,274	184,965

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

City of Pittsburg Fiscal Year 2017-18
Gann Appropriations Limit Calculations

	<u>City Population Change</u>	<u>County Population Change</u>
Population Change as of January 1, 2017	1.0247 ⁽¹⁾	1.0113 ⁽¹⁾
	<u>Per Capita Change</u>	<u>Consumer Price Index CPI of Contra Costa County</u>
Cost of Living FY 2017-18	1.0369 ⁽¹⁾	1.030 ⁽²⁾
FY 17-18 Gann Limit Growth Factor		
1 + Larger of County and City Population		<u>1.0247</u>
1 + Larger of Per Capita Change and 12-Month Change in CPI for County	x	<u>1.0369</u>
INCREASE in City's Appropriations Limit for FY 2017-18 -		<u>1.062511</u>
FY 2016-17 Appropriations Limit		\$ 143,703,948 ⁽³⁾
Growth Factor	x	<u>1.062511</u>
FY 2017-18 APPROPRIATIONS LIMIT		<u>\$ 152,687,025</u>

NOTE:

(1) California Department of Finance Letter Dated May, 2017

(2) Bureau of Labor Statistics CPI, 2016 Avg Change - SF Area (includes Contra Costa County)

(3) FY2016-17 General Fund Appropriations Limit



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

DATE: 6/8/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Accept \$300,000 in Grant Funding from the United States Environmental Protection Agency and Allocate it to the Waterfront Fund for Environmental Assessments of Brownfields

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

The City of Pittsburg applied for a \$300,000 Community-wide Environmental Assessment Grant from the United States Environmental Protection Agency (EPA). The EPA has selected the City of Pittsburg to receive the funds.

FISCAL IMPACT

If accepted, the grant amount of \$300,000 will be allocated to the Waterfront Fund for a community-wide environmental assessment of brownfields sites along the City's waterfront. Funds are expected to become available in October, 2017.

RECOMMENDATION

Staff recommends that City Council adopt the Resolution authorizing the acceptance of grant funds and allocation of said funding to the Waterfront Fund.

BACKGROUND

The City of Pittsburg has assumed several identities since its establishment in 1839, including a Gold Rush way station (1850's), coal mining town (1855), fishing, canning and heavy industrial hub (1906), World War II and Korean War staging area (1942-1954), and suburban bedroom community (1960-2010's). After a 34% population growth between 1990 and 2010, Pittsburg is in the midst of another identity shift, and has its sights on higher paying employers, modern recreational opportunities, and a walkable affordable mixed-use downtown core. Its progress however, has been impeded by brownfields that occupy over half of its waterfront area.

Old Town terminates at the marina, and has historically been flanked to the east and west by economic anchors like DOW Chemical, Tesoro Refining Corporation, BNSF Railroad, Isle Capital, LLC, NRG. While some of the companies remain in Pittsburg, several have relocated and left brownfields behind. In alignment with its current revitalization, Pittsburg lobbied and received custodial responsibility of its shoreline (Trust Lands) in 2011. This responsibility allows the City to enhance public waterfront access and utility while integrating its benefits into the surrounding area. EPA Brownfield assessment funding is the first step in enabling Pittsburg to combat pollution, blight, stagnation, and other externalities associated with its brownfields.

SUBCOMMITTEE FINDINGS

The Economic Development/Waterfront Subcommittee discussed this opportunity at the January 23 and May 4, 2017 meetings.

STAFF ANALYSIS

Staff has identified several underutilized brownfield sites in the downtown and waterfront areas and recommends their assessment. If approved, the Resolution will authorize the acceptance and allocation of \$300,000 for a community-wide environmental assessment.

ATTACHMENTS: Resolution
Grant Announcement
EPA Award Letter

Report Prepared By: Sara Aliotti, Administrative Analyst II

OVERVIEW

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)
TITLE: FY17 Guidelines for Brownfields Assessment Grants
ACTION: Request for Proposals (RFP)
RFP NO: EPA-OLEM-OBLR-16-08

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO.: 66.818

DATES: The closing date and time for receipt of proposals is December 22, 2016, 11:59 p.m. Eastern Time (ET). Proposals must be submitted through www.grants.gov. Proposals received after 11:59 ET on December 22, 2016 will not be considered. Please refer to Section IV.B., *Due Date and Submission Instructions*, for further instructions.

SUMMARY: The Small Business Liability Relief and Brownfields Revitalization Act (“Brownfields Law”, P.L. 107-118) requires the U.S. Environmental Protection Agency (EPA) to publish guidance for grants to assess and clean up brownfield sites. EPA’s Brownfields Program provides funds to empower states, communities, tribes, and nonprofits to prevent, inventory, assess, clean up, and reuse brownfield sites.

Under these guidelines, EPA is seeking proposals for **Assessment Grants only**. If you are interested in requesting funding for Cleanup Grants, please refer to announcement EPA-OLEMOBLR-16-09 (Cleanup Grant Guidelines) posted separately on www.grants.gov and www.epa.gov/brownfields/apply-brownfields-grant-funding.

Note: A solicitation for new Revolving Loan Fund (RLF) Grants will not be issued in FY17. EPA expects to solicit requests from existing, high-performing RLF grantees for supplemental funding through a Federal Register notice in early 2017.

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 cooperative agreements awarded under these guidelines.

EPA urges applicants to review the Frequently Asked Questions, which can be found at www.epa.gov/sites/production/files/2016-08/documents/fy17_faqs.pdf.

In addition, prior to naming a contractor or subawardee in your proposal, please carefully review Section IV.E. of these guidelines.

FUNDING/AWARDS: The total funding available under the national competitions for Assessment and Cleanup Grants is estimated at \$54 million subject to the availability of funds and other applicable considerations. EPA may expend up to 25 percent of the amount

appropriated for Brownfields Grants on sites contaminated with petroleum. EPA anticipates awarding an estimated 294 grants among assessment and cleanup grant types. Under this competitive opportunity, EPA anticipates awarding an estimated 234 Assessment Grants for an estimated \$42 million.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION IX
75 Hawthorne Street
San Francisco, CA 94105

June 5, 2017

Sara Aliotti
City of Pittsburg, CA
Waterfront and Economic Development
65 Civic Ave. Pittsburg, CA 94565
SAliotti@ci.pittsburg.ca.us

Dear Ms. Aliotti:

Congratulations! The City of Pittsburg, Calif. has been selected to receive a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment funding award of \$300,000. This letter lays out the programmatic and administrative materials needed to complete the funding award. This letter is not an official Notice of Award.

I am excited to continue to work with the City of Pittsburg on the city's revitalization efforts and will serve as the Project Manager for the grant. I will work with the city on all programmatic issues, such as development of the **work plan** and coordination with EPA on the project once work is underway. I can be reached at 415-927-3846 or blazej.nova@epa.gov.

Darlene Fernandez is the EPA Grant Specialist who will work with the city on the administrative aspects of the grant, such as the **standard forms** listed below and annual financial reporting. Ms. Fernandez can be reached at 415-972-3664 or fernandez.darlene@epa.gov.

To complete your application, please develop a project work plan and complete all the administrative forms listed below. **Email all the materials by June 16, 2017.**

- **Work Plan**: Use the attached template to develop a project work plan. The work plan will be based on the project described in the original funding proposal. **Email to:** blazej.nova@epa.gov
- **Administrative**: Complete and sign the forms listed below. Download the forms [here](#). **Email to:** blazej.nova@epa.gov, grantsregion9@epa.gov, fernandez.darlene@epa.gov
 - Assurances for Non-Construction Programs (SF 424B)
 - Certification Regarding Lobbying (EPA Form 6600-06)
 - Pre-award Compliance Review Report (EPA Form 4700-4)
 - Key Contacts (EPA Form 5700-54)
 - Budget Detail (attached)

We recognize this is a short turnaround timeframe and appreciate your assistance. If you have questions, please contact Nova Blazej and Darlene Fernandez. On behalf of the U.S. Environmental Protection Agency, congratulations! We look forward to continuing to work with the City of

Pittsburg to support economic revitalization, community cohesion and environmental stewardship.

Sincerely,

Nova Blazej, EPA Project Manager
Brownfields & Site Assessment Section
Superfund Division

Attachments: Work Plan Template
Budget Detail

cc: Darlene Fernandez, EPA Grants Specialist, EMD-6-1

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Resolution to Accept \$300,000 in)
Grant Funding from the United States)
Environmental Protection Agency and allocate it to) RESOLUTION NO. 17-
the Waterfront Fund for Environmental)
Assessment of Brownfields)

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

WHEREAS, the City of Pittsburgh desires to assess its brownfields in order to combat pollution, blight, stagnation and other externalities associated with its brownfields; and

WHEREAS, the City of Pittsburgh applied for a \$300,000 grant from the United States Environmental Protection Agency for a community-wide environmental assessment; and

WHEREAS, the United States Environmental Protection Agency has selected the City of Pittsburgh to receive a \$300,000 grant for a community-wide environmental assessment; therefore;

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

Section 1.

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

Section 2.

The City Council hereby adopts this Resolution and accepts the grant funding and allocates it to the Waterfront Fund.

Section 3.

Staff is hereby directed to cause the necessary data to be prepared, signed and filed with the United States Environmental Protection Agency.

Section 4.

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

Section 5.

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

Section 6.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 6/6/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of an Ordinance Amending Section 3.26.030 of the Pittsburg Municipal Code Relating to Fiscal Sustainability and Reserve Funds

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

The Proposed Fiscal Sustainability Ordinance ("Ordinance") amendment will clarify the definition of the components of the existing General Fund Reserve that make up the established minimum unappropriated reserve balances at 30% of operating expenses for City's General Fund.

FISCAL IMPACT

There is no direct fiscal impact from adopting the proposed Ordinance Amendment. However, through adoption of the Amendment, the City is helping to ensure there will be sufficient funds available in the event of an emergency and to ensure one-time revenues are available to help balance future budgets.

RECOMMENDATION

City Council adopt the proposed Ordinance change allowing real property to be utilized in the General Fund Balance Reserve calculation.

BACKGROUND

Through Resolution 05-10414 the City Council created a Budget Stabilization Fund for the City's General Fund in FY 2004-05 with one-time savings to be used in the future as "rainy day" funds to help offset negative financial impacts caused by economic downturns. This resolution established a minimum General Fund reserve of 15% of the annual General Fund operating budget. The Government Finance Officers Association (GFOA) recommends reserves equal to at least 15% of operating expenses.

Beginning with the FY 2010-11 budget process, staff developed a multi-year General Fund balancing plan (currently called the 7-year General Fund Balancing Plan) that projected General Fund expenditures and revenues using somewhat conservative assumptions and programmed the amount of Budget Stabilization Funds the City could annually draw down to balance future General Fund budgets. During the FY 2011-12 budget process, the City Council established that the City could not use more than \$2 million from the Budget Stabilization Fund to balance the General Fund budget in any given fiscal year. The goal of the multi-year General Fund balancing plan has been to gradually balance the City's General Fund budget through revenue increases, expenditure reductions, and use of the Budget Stabilization Fund by FY 2017-18 such that total operating revenues meet or exceed total General Fund operating expenses.

Concurrent with developing a multi-year General Fund balancing plan, the Staff began working on developing a fiscal sustainability ordinance which established minimum reserve levels for the City's various operating funds as well as establish guidelines for the City's Budget Stabilization Fund.

Due to events beyond the control of the City, staff now realizes that to maintain compliance with the Fiscal Sustainability Ordinance starting in FY 2018-19 a change was necessary to the Ordinance 12-1363 which was approved December 17, 2012.

The proposed amendment adds clarification language to Section 3.26.030 of the ordinance defining the makeup of the 30% General Fund Reserve by adding paragraph C, D & E as follows:

CURRENT PMC PROVISIONS: Section 3.26.030 General Fund Reserves

- A. There is established within the General Fund, a "General Fund Reserve", which shall be used for emergencies, including for example, natural disasters and costs associated with such natural disasters.
- B. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, money from the General Fund shall be unappropriated, and shall be deposited into the General Fund Reserve. The minimum funding level within the General Fund Reserve shall be thirty percent (30%) of the City's General Fund Operating Expenses. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum General Fund Reserve level during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance.

PROPOSED AMENDMENT

Add the following:

- C. The thirty percent (30%) minimum funding level within the General Fund Reserve of the City's General Fund Operating Expenses shall consist of the following:
 - 1. A minimum of two-thirds of the 30% (i.e., 20%) shall be held in cash and liquid investments consistent with the City's Investment Policy; and
 - 2. An amount not to exceed one-third of the 30% (i.e., up to 10%) may be held in real property owned and designated by the City, where such real property has an appraised

value of at least 125% of the dollar amount which the real property constitutes within the City's General Fund Reserve.

D. Before the City sells, or otherwise encumbers in such a manner as to significantly impair the value of, any real property referenced in Section C.2 above, the City shall comply with Section E hereof and:

1. Identify replacement real property prior to the sale or encumbrance of the current designated property, provided that the City Council approves such replacement;
 2. Direct proceeds from the sale or encumbrance of the current designated property into the General Fund Reserve to maintain the minimum required funding;
 3. Increase the amount held in cash or liquid investments to maintain the minimum required funding; or
 4. Take any combination of the above actions, such that the City maintains the minimum required funding.
5. Should the sale of any property result in the General Fund Reserve balance being greater than the 30% minimum funding level, the proceeds in excess of the 30% minimum funding level will be deposited into the Budget Stabilization Fund or handled in accordance with the requirements of the Ordinance.

E. To designate real property as being held to satisfy the City's minimum General Fund Reserve requirement under Section C.2 above, the City shall identify the property by APN and/or address by a resolution adopted at a public hearing at a duly noticed regular City Council meeting. The City may remove the real property from this designation only by a subsequent resolution adopted at a public hearing at a duly noticed regular City Council meeting.

SUBCOMMITTEE FINDINGS

The Finance Committee reviewed the proposed Ordinance change at its meeting on May 11, 2017 and recommended that staff bring it to the City Council for review and adoption.

STAFF ANALYSIS

The existing Fiscal Sustainability Ordinance established the minimum unappropriated reserves at 30% of operating expenses for the General Fund Balance and further restricted the reserve amount to be held from money as per paragraph B above, "money from the General Fund shall be unappropriated, and shall be deposited into the General Fund Reserve".

The proposed Fiscal Sustainability Ordinance amendment will allow for up to 10% of the reserves to be held in real property with a value of at least 125% of the dollar amount being utilized. The ability to use real property is an acceptable practice per Governmental Financial Officers Association (GFOA) and staff has also confirmed with the City's external auditors, Maze & Associates, that holding of real property is an acceptable practice among Cities.

Finally, the proposed Ordinance Amendment requires adoption of a City Council resolution by a 4/5 vote from the City Council to vary the policies established within the established ordinance.

ATTACHMENTS: Amended Fiscal Sustainability Ordinance

Report Prepared By: Brad Farmer, Director of Finance

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

An Ordinance of the City of Pittsburgh)
Amending Chapter 3.26.030 of the Pittsburgh)
Municipal Code Relating to Fiscal)
Sustainability and Reserve Funds)

ORDINANCE NO. 17-1432

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

SECTION 1. Recitals.

- A. In order to ensure the fiscal sustainability of the City, the City desires to protect its revenues and ensure proper fiscal responsibility; and
- B. The City desires to maintain a reserve funds in case of an emergency; and
- C. The City desires to maintain a minimum balance in the City's Budget Stabilization Fund; and
- D. By ensuring minimum funding levels for reserve funds, the City desires to minimize the need to rely on one-time measures and funding sources to balance its budget, while protecting the City from major deficits and over spending.

SECTION 2. Adding Chapter 3.26 "Fiscal Sustainability and Reserve Funds" to Title 3 "Revenue and Finance" of the Pittsburgh Municipal Code

Title 3 "Revenue and Finance" of the Pittsburgh Municipal Code is hereby amended to include Chapter 3.26 "Fiscal Sustainability and Reserve Funds," which shall read as follows:

Section 3.26.010 Purpose and Definitions.

A. The purpose of this chapter is to establish policies and procedures to ensure the City maintains unappropriated fund balances, "Reserves" in the City's funds.

B. For purposes of this Ordinance, the following terms shall have the following meanings:

1. "City's Operating Expenses" shall mean the City's General Fund operating expenses of the City as set forth in the City's annual budget which generally includes staff costs and operating expenses of the City, and excludes the capital project appropriations.

2. "One-time Revenues" shall mean those revenues that the City receives on a one-time or non-regular basis. For example, such revenues may include, but are not limited to, proceeds from the sale of surplus land, one-time unexpected sales tax allocations associated with capital improvements from local retailers, grants, lump sum payments of project fees, non-reoccurring sales tax of fee revenue, etc.

3. "Unappropriated Reserves" shall mean unappropriated operating revenues excluding capital project and program appropriations which originate from funding sources that are restricted to projects or programs.

Section 3.26.020 General Fund Account

There is established a "General Fund" into which all sums of money collected by the City for any purpose whatsoever shall be deposited, unless otherwise provided by ordinance or resolution directing the deposit into a specific fund other than the General Fund.

Section 3.26.030 General Fund Reserves

- A. There is established within the General Fund, a "General Fund Reserve", which shall be used for emergencies, including for example, natural disasters and costs associated with such natural disasters.
- B. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, money from the General Fund shall be unappropriated, and shall be deposited into the General Fund Reserve. The minimum funding level within the General Fund Reserve shall be thirty percent (30%) of the City's General Fund Operating Expenses. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum General Fund Reserve level during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance.
- C. The thirty percent (30%) minimum funding level within the General Fund Reserve of the City's General Fund Operating Expenses shall consist of the following:
 - 1. A minimum of two-thirds of the 30% (i.e., 20%) shall be held in cash and liquid investments consistent with the City's Investment Policy; and
 - 2. An amount not to exceed one-third of the 30% (i.e., up to 10%) may be held in real property owned and designated by the City, where such real property has an appraised value of at least 125% of the dollar amount which the real property constitutes within the City's General Fund Reserve.
- D. Before the City sells, or otherwise encumbers in such a manner as to significantly impair the value of, any real property referenced in Section C.2 above, the City shall comply with Section E hereof and:
 - 1. Identify replacement real property prior to the sale or encumbrance of the current designated property, provided that the City Council approves such replacement;
 - 2. Direct proceeds from the sale or encumbrance of the current designated property into the General Fund Reserve to maintain the minimum required funding;
 - 3. Increase the amount held in cash or liquid investments to maintain the minimum required funding; or
 - 4. Take any combination of the above actions, such that the City maintains the minimum required funding.
 - 5. Should the sale of any property result in the General Fund Reserve balance being greater than the 30% minimum funding level, the proceeds in excess of the 30% minimum funding level will be deposited into the Budget Stabilization Fund or handled in accordance with the requirements of the Ordinance.
- E. To designate real property as being held to satisfy the City's minimum General Fund Reserve requirement under Section C.2 above, the City shall identify the property by APN and/or address by a resolution adopted at a public hearing at a duly noticed regular City Council meeting. The City may remove the real property

from this designation only by a subsequent resolution adopted at a public hearing at a duly noticed regular City Council meeting.

Section 3.26.040 Budget Stabilization Fund

- A. There is established a “Budget Stabilization Fund” which shall provide the City a cushion to help absorb costs during economic downturns and/or budget shortfalls.
- B. The target minimum funding level within the Budget Stabilization Fund shall be no less than \$2.0 million dollars or five percent (5%) of the City’s General Fund Operating Expenses, whichever is greater. The City Council shall, on a best efforts basis, take such steps as necessary to meet the minimum funding level during the budget process each year.
- C. The target maximum funding level for the Budget Stabilization Fund shall be no more than \$7.5 million dollars or twenty-five percent (25%) of the annual City’s General Fund Operating Expenses, whichever is greater.
- D. Additional Deposits into the Budget Stabilization Fund shall include:
 - 1. One-time General Fund Revenues and/or projected recurring revenues that exceed ten percent (10%) or more from the previous fiscal year shall be deposited into the Budget Stabilization Fund.
 - 2. Fiscal year-end General Fund surpluses shall also be deposited into the Budget Stabilization Fund.
- E. Appropriations from the Budget Stabilization Fund require a majority vote of the City Council, and may be made in order to balance the General Fund budget.

Section 3.26.050 Infrastructure Repair and Replacement Fund

- A. There is established an “Infrastructure Repair and Replacement Fund” which shall provide funding for additional repairs and capital improvements projects related to the City’s infrastructure including streets, roads, parking lots, and storm drains.
- B. Once the Budget Stabilization Fund reaches the maximum funding level, seventy five percent (75%) of the available, excess revenues that would normally be placed into the Budget Stabilization Fund shall be deposited into the Infrastructure Repair and Replacement Fund.
- C. Appropriations from the Infrastructure Repair and Replacement Fund shall require a majority vote of the City Council.

Section 3.26.060 Other Post-employment Benefits (OPEB) Fund

- A. There is established an “Other Post-employment Benefits (“OPEB”) Fund” which shall be available to provide funding to reduce the City’s General Fund’s portion of unfunded OPEB liabilities, including for example, retiree health benefits.
- B. Once the Budget Stabilization Fund reaches the maximum funding level, twenty five percent (25%) of the available, excess revenues that would normally be placed into the Budget Stabilization Fund shall be deposited into the OPEB Fund.
- C. Appropriations from the OPEB Fund shall require a majority vote of the City Council.

Section 3.26.070 Internal Service Fund Reserves

- A. The City maintains the following Internal Service Funds which provides funding to allocate costs for services provided to all City departments:
 - 1. Information and Communication Systems
 - 2. Fleet Maintenance
 - 3. Building Maintenance
 - 4. Fringe Benefits
 - 5. Liability Insurance
- B. It is established within each of these Internal Services Funds an Unappropriated Reserve which shall be used for emergencies, including for example, natural disasters and costs associated with such natural disasters. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, the unappropriated reserve level within Internal Services Funds shall be thirty percent (30%) of the Internal Services Funds' annual budget excluding capital project and equipment appropriations. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum Internal Services Funds' Reserve levels during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance. The thirty percent (30%) reserve level may be exceeded.

Section 3.26.080 Enterprise Fund Reserves

- A. The City maintains the following enterprise funds for enterprise operations:
 - 1. Water
 - 2. Sewer
 - 3. Waterfront Operations
 - 4. Marina
- B. It is established within each of these Enterprise Funds an Unappropriated Reserve which shall be used for emergencies, including for example, natural disasters and costs associated with such natural disasters. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, the target unappropriated reserve level within each Enterprise Fund Reserves shall be thirty percent (30%) of each Enterprise Fund's fiscal year operating expenses, excluding capital project appropriations. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum Enterprise Funds' Reserve levels during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance. The thirty percent (30%) reserve level may be exceeded.

Section 3.26.090 Council Action Required

Except as otherwise stated in this Chapter, any variance from the policies established within this Ordinance, shall require adoption of a City Council resolution by a 4/5 vote of the City Council. The Council resolution shall set forth the following:

- A. A statement of findings supporting the appropriation of reserves or temporary modification of funding levels required by this ordinance; and

- B. A plan for replenishing the reserves within a reasonable time period when the appropriation causes a reserve to fall below minimum funding levels; and
- C. A description of the circumstances or event constituting an emergency.

SECTION 3. Effective Date

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

SECTION 4. Publication

The City Clerk shall either (a) have this ordinance published once within 15 days after adoption in a newspaper of general circulation or (b) have a summary of the ordinance published twice in a newspaper of general circulation, once 5 days before its adoption and again 20 days after adoption.

The foregoing ordinance was introduced at a meeting of the City Council of the City of Pittsburg held on June 5, 2017 and was adopted and ordered published at a meeting of the City Council held on June 19, 2017 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 6/8/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution to Approve Citywide Fence and Sound walls Repair Project and Railroad Avenue Street Improvement Project, and Allocate Funds to the Projects

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

In 2009, the City and the Redevelopment Agency of the City of Pittsburg (the "Agency") entered into a Project Funding Agreement for construction of up to 27 identified projects to alleviate blighting conditions in the Project area. A majority of the projects are complete. Staff proposes allocation of \$24,000 of unspent funds from a finished project, and allocation of unexpended funds for repairs to fences and sound walls and for street improvements on Railroad Avenue.

FISCAL IMPACT

If approved, the resolution will approve and provide funding for two new projects for necessary repairs to fences and sound walls that are the City's responsibility, and for street improvements on and around Railroad Avenue between Third and Eighth streets.

Specifically, the re-allocations include approximately \$24,000 in unexpended funds from the Central Harbor Dock and Shed Replacement Project (Project 3328), and unallocated fund balance in the Community Capital Improvement Fund (Fund 322). There are sufficient funds available in the fund to accommodate the proposed allocations. These are appropriate uses for these funds.

RECOMMENDATION

City Council approves the attached resolution to re-allocate approximately \$24,000 from Central Harbor Dock and Shed Replacement Project to the Community Capital Improvement Fund (Fund 322), approve the Citywide Fence and Sound walls Repair Project (\$30,000 budget) and the Railroad Avenue Street Improvement Project (\$180,000 budget.)

BACKGROUND

On October 19, 2009, the City Council and the Redevelopment Agency adopted Resolutions 09-11315 and 09-1384, respectively, approving a Project Funding Agreement between the two agencies through which the Agency paid, and the City conducted, projects to alleviate blighting conditions in the Los Medanos Community Development Project Area (the "Project Area").

The project list included 27 projects with a combined estimated cost of nearly \$50 million, including \$33 million in Agency funds. A majority of the projects have been completed. Eleven projects remain to be constructed.

On January 17, 2012, the City Council approved Resolution 12-11755 to reallocate \$8,174,400 from projects that were completed, cancelled or reduced to 11 capital projects that were not yet complete. From time to time, the City Council has approved subsequent resolutions to re-allocate funds from projects completed for less than the original estimate.

The Central Harbor Docks Project (Project 3328) has been completed, and has approximately \$24,000 in unexpended funds that are available for re-allocation to another project.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

Staff is recommending allocation of funds from completed projects in the Community Capital Improvement Fund to two new projects for needed repairs and construction of street improvements in and around Railroad Avenue.

The Citywide Fence and Sound walls Repair Project will make needed repairs identified by the Public Works Department in various locations throughout the City. The \$30,000 initial budget will be used to repair damaged fences on the northeast and northwest corners of the intersection of Buchanan Road and Santa Ana Drive, and a damaged sound wall on East Catamaran Drive. As other funds become available, staff will return to the City Council for consideration of allocation of funds to make repairs at other locations as needed.

The Railroad Avenue Street Improvement Project will include for slurry seal, pavement striping, crosswalk and sidewalk repair and construction of other street improvements in and around Railroad Avenue between Third Street and Eighth Street. The project will make repairs to several locations within the project limits as recommended by the City Engineer/Director of Public Works, and have a budget of \$180,000.

ATTACHMENTS: Resolution

Report Prepared By: Jill Hecht, Assistant to the City Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution Approving Allocation Of	)	RESOLUTION NO. 17-_____
Funds from Completed Projects	)	
to Citywide Fence and Sound walls	)	
Repair Project and Railroad Avenue	)	
<u>Street Improvement Project</u>	)	

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, On October 19, 2009, the City Council and the Redevelopment Agency adopted Resolutions 09-11315 and 09-1384, respectively, approving a Project Funding Agreement between the two agencies through which the Agency paid, and the City conducted, projects to alleviate blighting conditions in the Los Medanos Community Development Project Area (the "Project Area"); and

WHEREAS, the project list included 27 projects with a combined estimated cost of nearly \$50 million, including \$33 million in Agency funds; and

WHEREAS, a majority of the projects have been constructed, and on occasion the expenses related to projects on the list total an amount that is less than originally budgeted; and

WHEREAS, Central Harbor Docks Project (Project 3328) was completed at a cost less than originally estimated, leaving approximately \$24,000 in unexpended funds available for re-allocation to the Community Capital Improvement Fund (Fund 322); and,

WHEREAS, the Community Capital Improvement Fund has sufficient available balance to accommodate the re-allocation of funds to the two projects; and

WHEREAS, Staff recommends approval of the Citywide Fence and Sound walls Repair Project will make needed repairs to damaged fences and sound walls at various locations identified by the Public Works Department, with an initial budget of \$30,000; and,

WHEREAS, Staff recommends approval of the Railroad Avenue Street Improvement Project for slurry seal, pavement striping, crosswalk and sidewalk repairs in the area along and around Railroad Avenue between Third Street and Eighth Street, with a budget of \$180,000.

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

Section 1.

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

Section 2.

The Citywide Fence and Sound walls Repair Project is approved with a budget of \$30,000 allocated from the Community Capital Improvement Fund (Fund 322).

Section 3.

The Railroad Avenue Street Improvements Project is approved with a budget of \$180,000 allocated from the Community Capital Improvement Fund (Fund 322).

Section 4.

The City Manager is authorized to take such actions as reasonably necessary to facilitate construction and completion of the projects identified in this resolution as long as the total funds committed do not exceed \$210,000. Such actions include, but are not limited to, entering into agreements for construction management and related services, and elimination of projects or reduction in project scope to fit within the available funding.

Section 5.

The Finance Director is authorized to approve payment for goods and services in accordance with the appropriation.

Section 6.

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

Section 7.

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 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 6/9/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adoption of a City Council Resolution to Allocate Funds for Installation of Security Cameras at Pittsburg Center BART
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Construction of the Pittsburg Center BART Station at Railroad Avenue and State Route 4 is nearly complete. If approved, the resolution will allocate funds received from Contra Costa County and the East Contra Costa Regional Fee and Financing Authority to the 2016 Video Camera Project, and authorize installation of City video security cameras at the BART station.

FISCAL IMPACT

If approved, the resolution will allocate \$100,000 contributed by Contra Costa County and \$100,000 contributed by the East Contra Costa Regional Fee and Financing Authority for the 2016 Video Camera Project (Project 1424), for a total project budget of \$300,000.

RECOMMENDATION

City Council adopt the attached resolution allocating \$100,000 from Contra Costa County and \$100,000 from the East Contra Costa Regional Fee and Financing Authority to the 2016 Video Camera project, and approving installation of seven cameras at Pittsburg Center BART Station as part of the project.

BACKGROUND

On May 16, 2016, the City Council approved Resolution 16-13188 approving the 2016 Video Camera Project and allocating \$100,000 to install video cameras on State Route 4 to aid law enforcement.

The project was recommended by the Chief of Police, in response to an increase in freeway shootings in the Pittsburg/Bay Point area of State Route 4 and the Richmond area of

Interstate 80. According to police, victims were targeted while driving on the freeway, where there are fewer witnesses and improved opportunity for a fast getaway. The freeways are also out of the reach of video cameras installed as security on public and private property.

The City project to install cameras with a view of State Route 4 included several partnering agencies, including Caltrans, East Contra Costa Fee and Financing Authority (ECCRFFA), Bay Area Rapid Transit District (BART) and Contra Costa County. Caltrans offered considerable staff assistance and expedited its permit approvals for installation of the cameras.

At its meeting July 14, 2016, the ECCRFFA Board of Directors agreed to invest up to \$100,000 in the City's project to be applied to the cost of installing the camera technology on the eastern end of the City, within its area of jurisdiction. Contra Costa County subsequently approved \$100,000 for the City's project for installation of cameras on the western end of the City adjacent to unincorporated Bay Point.

The cameras on State Route 4 were operational in early July 2016.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

The project has already installed 14 cameras and six automated license plate readers to monitor eastbound and westbound traffic on State Route 4.

If approved, the resolution will expand the project to include installation of seven additional cameras within the Pittsburg Center BART Station in addition to BART's cameras, at a cost of approximately \$38,000. The resolution will also allocate funds received from Contra Costa County and ECCRFFA to defray costs for the cameras and license plate readers installed on State Route 4, staff time and other related project costs totaling approximately \$260,000.

The cameras and license plate readers send alerts and images to the City's camera system. These images are visible on police laptops, smartphones and mobile devices that officers use in the field.

In the first eight months since the State Route 4 cameras were operational, more than 10 million license plates were scanned, and police made 91 felony arrests directly related to the camera system. These numbers continue to increase week by week, and the technology has been significant to joint operations among Pittsburg Police, California Highway Patrol and the Contra Costa Sheriff's Department.

In addition, the Pittsburg project's standards for video cameras and license plate readers, the method of attachment and operation within Caltrans right-of-way, are now approved by Caltrans and are a model for other cities around the state.

If the resolution is approved, the project will purchase and install the seven cameras at the Pittsburg Center BART Station and apply funds received from project partners toward the overall project costs.

ATTACHMENTS: Resolution

Report Prepared By: Jill Hecht, Assistant to the City Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution to Allocate Funds to	)	
2016 Video Camera Project and	)	RESOLUTION NO. 17-
Approve Installation of Cameras at	)	
<u>Pittsburg Center BART Station</u>	)	

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, On May 16, 2016, the City Council approved Resolution 16-13188 approving the 2016 Video Camera Project and allocating funds to install video cameras on State Route 4 to aid law enforcement; and,

WHEREAS, on July 14, 2016, the East Contra Costa Regional Fee and Financing Authority Board of Directors authorized a contribution of up to \$100,000 to the City's project for camera technology on the eastern end of the City, within its area of jurisdiction; and,

WHEREAS, Contra Costa County has provided \$100,000 to be applied to the City's project costs, partnering in the effort that installed cameras on the western end of the City adjacent to unincorporated Bay Point; and,

WHEREAS, Bay Area Rapid Transit District (BART), working with Pittsburg Police, has offered additional locations for video cameras at the Pittsburg Center BART Station; and,

WHEREAS, staff requests authorization to extend the 2016 Video Camera Project to include installation of cameras at the Pittsburg Center BART Station.

NOW, THEREFORE, the City Council finds and determines 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. Allocation of \$100,000 received from Contra Costa County and \$100,000 received from East Contra Costa Regional Fee and Financing Authority to the 2016 Video Camera Project (Project 1424) is approved, to be applied to project costs, including the installation of video cameras at Pittsburg Center BART Station.

Section 3. 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 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 6/9/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adoption of a City Council Resolution to Allocate Funds for Pittsburg Center BART Station Parking Strategy
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

The Pittsburg Center BART Station at Railroad Avenue and State Route 4 is scheduled to begin providing transit service in May 2018. The resolution will allocate funds for a study and recommendations for programs and improvements for BART patron parking to reduce impacts on residents and businesses in the area of the station.

FISCAL IMPACT

If approved, the resolution will allocate \$80,000 for the Pittsburg Regional Traffic Mitigation Fund (Fund 307) for Pittsburg Center BART Station Parking and Access Strategy. This is an eligible use of these funds.

RECOMMENDATION

City Council adopt the attached resolution approving the Pittsburg Center BART Station Parking Strategy, and allocating \$80,000 from Pittsburg Regional Traffic Mitigation Fund (Fund 307) to the project.

BACKGROUND

The Pittsburg Center BART Station is scheduled to begin providing service in May 2018. While BART anticipates most riders on the extension will use the Hillcrest station in Antioch to access the system, staff recommends the City conduct an analysis of parking strategies and improvements that may be undertaken to reduce the impact of BART patron parking on residential neighborhoods and commercial areas near the Pittsburg Center station.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

The location of the Pittsburg Center BART Station at Railroad Avenue and State Route 4 is near several residential neighborhoods, shopping centers, businesses and several government offices, including the Pittsburg Unified School District, National Guard Armory, Contra Costa County Superior Court, Pittsburg Library and City offices and community centers.

Staff received a proposal from consultant Fehr & Peers for a Pittsburg Center BART Station Parking and Access Strategy study, which will assist staff in addressing concerns for parking in the area of the BART station.

Staff requests allocation of \$80,000 for the study and associated costs. Once the study is complete, staff will conduct outreach to the community and business owners, including public meetings.

ATTACHMENTS: Resolution

Report Prepared By: Jill Hecht, Assistant to the City Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution to Allocate Funds From	)	
Pittsburg Regional Transportation	)	RESOLUTION NO. 17-
Fund for Pittsburg Center BART Station	)	
<u>Parking Strategy</u>	)	

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the Pittsburg Center BART Station is under construction and scheduled to begin service in May 2018; and,

WHEREAS, staff recommends the City conduct an analysis of parking strategies and improvements that may be undertaken to reduce the impact of BART patron parking on residential neighborhoods and commercial areas near the station; and,

WHEREAS, staff received a proposal from consultant Fehr & Peers for a Pittsburg Center BART Station Parking & Access Strategy study, which will assist staff in addressing concerns for parking in the area of the BART station; and,

WHEREAS, staff requests allocation of \$80,000 from the Pittsburg Regional Traffic Mitigation Fund (Fund 307), for the study and associated costs, which is an appropriate use for these funds.

NOW, THEREFORE, the City Council finds and determines 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. Allocation of \$80,000 from Pittsburg Regional Traffic Mitigation Fund (Fund 307) is approved for the Pittsburg Center BART Station Parking Strategy.

Section 3. 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 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

DATE: 6/9/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adoption of a Minute Order to Authorize Letter in Support of SB 231 (Hertzberg)
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Staff is seeking authorization to send a letter to the State Legislature in support of SB 231, which would allow local agencies to establish storm water management utility fees in a manner similar to the way water utility fees are set.

FISCAL IMPACT

None from this action.

RECOMMENDATION

By Minute Order, authorize the City Manager to send a letter of support for SB 231 (Hertzberg) on behalf of the City Council.

BACKGROUND

On February 2, 2017, State Senator Robert Hertzberg (R-Van Nuys) introduced SB 231. The legislation clarifies the definition of the word “sewer” for purposes of Proposition 218 so it includes what are commonly called “storm sewers” and allow local agencies to establish storm water management utility fees, in the same way water utility fees are set without going through the Proposition 218 election process.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

In 2002, an appellate court ruled that the meaning of sewer in Proposition 218 was “ambiguous,” and proceeded to develop a new definition of sewer service that did not include storm water without citing any sources for that definition. As a result, storm water programs must meet a higher standard than other water and sewer services to raise capital, and local governments are struggling to fund the projects that are needed to meet state and federal water quality regulations.

As a result, staff is faced with the prospect of redirecting scarce general fund dollars to pay for storm water programs or risk expensive fines if the City does not comply with storm water regulations.

Proponents of the legislation contend that storm water is plainly a part of managing water and sewer and should follow the same procedures. SB 231 provides a uniform definition of sewer that allows agencies to treat fees for storm water like all other water and sewer fees.

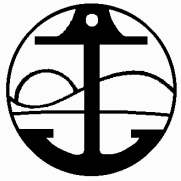
SB 231 does not change the mandate for transparency and rigorous oversight of water and sewer fees, including reports, hearings, and protest votes. SB 231 will not provide all the funding that local governments need to fund storm water programs, but it is a step in the right direction.

On June 1, the Contra Costa Mayors Conference took a position in support of the legislation. The California League of Cities has a “watch” position on the legislation, which is continuing to move through the legislative process.

Staff recommends the City Council authorize the City Manager to send a letter of support to the bill’s author.

ATTACHMENTS: Letter of Support of SB 231 (Hertzberg)

Report Prepared By: Jill Hecht, Assistant to the City Manager



City of Pittsburg

65 Civic Avenue
Pittsburg, CA 94565-3814

June 20, 2017

Fax: (916) 651-4918

State Sen. Robert Hertzberg
State Capitol, Room 4038
Sacramento, CA 95814

RE: State Bill (SB) 231 (Hertzberg): Local Government Fees and Charges
Notice of SUPPORT

Dear Senator Hertzberg:

The City of Pittsburg supports your Senate Bill (SB) 231 which provides a uniform definition of sewer that allows agencies to treat fees for storm water like all other water and sewer fees.

As you know, the appellate court ruling that the meaning of sewer in Proposition 218 was "ambiguous," brought with it a new definition of sewer service that did not include storm water. As a result, storm water programs must meet a higher standard than other water and sewer services to raise capital, and local governments, including the City of Pittsburg, are struggling to fund the projects that are needed to meet state and federal water quality regulations.

As a result, this City and so many others are challenged each year with the prospect of redirecting scarce general fund dollars to pay for storm water programs or risk expensive fines if the City does not comply with storm water regulations.

SB 231 clarifies that storm water is a part of managing water and sewer and should follow the same procedures. It does not change the mandate for transparency and rigorous oversight of water and sewer fees, including reports, hearings, and protest votes.

On its own, SB 231 will not provide all the funding that local governments need to fund storm water programs, but it is a step in the right direction. For these reasons, the City of Pittsburg supports your State Bill (SB) 231.

Sincerely,

Joe Sbranti, City Manager

cc: State Sen. Steven Glazer
Sam Caygill, Regional Manager, League of California Cities, scaygill@cacities.org



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

DATE: 6/8/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: Adoption of a City Council Resolution for Approval of the City of Pittsburg's Operating Budget for Fiscal Year 2017-18 and Appropriation of Funds for Fiscal Year 2017-18

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

On May 15, 2017, a budget workshop meeting was held to review and receive public input and discussion regarding the Draft Operating Budget for Fiscal Year 2017-18. The Fiscal Year 2017-18 budget must be appropriated by July 1, 2017 to provide on-going funding for the City of Pittsburg activities during the next fiscal year.

FISCAL IMPACT

The proposed City of Pittsburg Operating Budget for Fiscal Year 2017-18 contains an overall estimated revenue stream of \$200,704,558 and overall appropriations of \$199,959,517. Included in the total appropriations budget are \$40.5 million for the General Fund, \$11.3 million for the Internal Service Funds, \$39.7 million for the Enterprise Funds, \$33.4 million for the Special Revenue Funds, \$40.4 million for the Debt and Project Funds and \$34.6 million for the Successor Agency to the Former Pittsburg Redevelopment Agency Funds.

The Fiscal Year 2017-18 City Manager Budget Message is set forth as attachment I. The City of Pittsburg Fiscal Year 2017-18 operating budgets for all City funds are set forth in the Summary of Fund Conditions, attachment II, and Summary of Revenues and Expenditures All Funds, attachment III. Projected Citywide revenues are set forth in the Revenue Source by Category and Object, attachment IV. A Summary of Expenditures by Program can be found in attachment V. The FY 2017-18 General Fund Revenues and Expenditures are included in attachments VI and VII.

RECOMMENDATION

Adopt the budget for the City of Pittsburg for the Fiscal Year 2017-18.

BACKGROUND

The City's proposed FY 2017-18 Operating Budget was presented to the City Council at a Budget Workshop held on May 15, 2017.

The proposed FY 2017-18 budget is scheduled to be adopted at the City Council meeting on June 19, 2017. Copies of the proposed budget and supporting documentation were submitted to interested parties prior to the meeting. A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2017-18 will be on the City's website before the June 19, 2017 City Council meeting and can be located by navigating to City Services/Finance/Budget and Other Financial Documents. A hard copy of the same document will be filed at the Contra Costa County Library, Pittsburg Branch.

SUBCOMMITTEE FINDINGS

On May 11, 2017 the Finance Committee met to review the Draft FY 2017-18 Operating Budget.

STAFF ANALYSIS

The City Manager's attached Budget Message provides an overview of the City's FY 2017-18 General Fund budget as well as a description of the City's financial challenges.

ATTACHMENTS: Resolution

Attachment I: Fiscal Year 2017-18 City Manager Budget Message

Attachment II: Summary of Fund Conditions for FY 2017-18

Attachment III: Summary of Revenues and Expenditures All Funds

Attachment IV: Revenue Source by Category and Object All Funds

Attachment V: Summary of Expenditures by Program All Funds

Attachment VI: General Fund Revenues

Attachment VII: General Fund Expenditures

Report Prepared By: Diane Agar, Finance Division Manager – Accounting and Budget

Reviewed By: Brad Farmer, Director of Finance

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approval of the Operating Budget)
for Fiscal Year 2017-18 for the City of)
Pittsburg and Appropriation of Funds)
for Fiscal Year 2017-18)

RESOLUTION NO. 17-

The Pittsburg City Council DOES RESOLVE as follows:

WHEREAS, the City Manager has prepared, transmitted and presented the one year Preliminary Operating Budget for Fiscal Year 2017-18 to the City Council for its consideration; and

WHEREAS, the City prepares and adopts the Preliminary Operating Budget for Fiscal Year 2017-18 with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, on May 15, 2017 the City Council held a meeting for the purpose of reviewing the Preliminary Operating Budget for Fiscal Year 2017-18 and for providing opportunities for public input and discussion on said Preliminary Operating Budget; and

WHEREAS, the City Council, having fully reviewed the Preliminary Operating Budget for Fiscal Year 2017-18 being fully advised, finds and determines that the said Preliminary Operating Budget should be adopted and prepared in the final form.

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

Section 1. Findings

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. The Budget for Fiscal Year 2017-18 is hereby approved as set forth in a copy of said budget summary on file with the City of Pittsburg and which by this reference is incorporated herein and authorizes the preparation of the final Adopted Operating Budget for Fiscal Year 2017-18.
- C. The funds are hereby and shall be appropriated in the base amount for all City funds, in the manner and for the purposes set forth in the respective staff report Attachment I, Adopted Citywide Expenditure Budgets for Fiscal Year 2017-18.
- D. The revenues for all City funds are projected as set forth in the respective staff report Attachment II, Adopted Estimated Citywide Revenues Fiscal Year 2017-18.
- E. The Finance Director or his/her designee is hereby authorized to approve

payment of goods and services received by the City of Pittsburg in accordance with the City's approved budget, programs, and policies.

- F. The City Council of the City of Pittsburg authorizes changes to be made to the annual budget of the City of Pittsburg as follows:

Items Requiring Council/Agency Action:

- Appropriation of fund balance reserves.
- Transfers of appropriations between funds.
- New interfund loans or advances.
- Creation of new capital projects.
- Transactions which increase total fund budgets.

Items Delegated to the City Manager/Executive Director:

- Items in excess of \$5,000.00
- Transfers between departments and divisions so that the total fundbudget remains the same.
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same.

Items Delegated to Department Heads:

- Allocation of departmental appropriations to line item except for salary and benefit appropriations.
- Changes which exceed current funds disbursement authorizations must be approved by the City Manager/Executive Director. These changes cannot increase the department budget.

Section 2. Authorization

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting held on 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST:

Marilyn Craft, Mayor

Alice E. Evenson, City Clerk



City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

June 19, 2017

Honorable Mayor and Members of the City Council:

I am pleased to submit the Fiscal Year 2017-18 Annual Budget for the City of Pittsburg (City), which provides a comprehensive financial framework for the coming year. The budget presented in this document represents the City's commitment to serve both the residents and business community, and long-term financial stability throughout the City. Over this past year bond ratings of the City have increased multiple times as a result of the fiscally responsible approach the City has taken with our finances and financial projections. Revenues for the City (excluding transfers) are projected to be \$154.2 million, of which 23.3 percent comprises the General Fund. The City's total expenditures are projected (excluding Transfers and Capital) to be \$147.2 million, of which 26.3 percent is the General Fund, the City's main source of unrestricted funds. This proposed budget funds 268 full-time equivalent employees, an increase of one full-time public safety position over FY 2016-17 approved staffing levels. Before the recent economic recession, the City budget had 308 full-time equivalent positions. This Budget was prepared to meet the requirements of the Fiscal Sustainability Ordinance which requires a minimum reserve by the end of FY 2017-18.

Overview of the General Fund Proposed Operating Budget for FY 2017-18

	16/17 YE Est	17/18 Budget	Difference	Percent Difference
Revenues	40,647,399	39,136,440	(1,510,959)	(3.72%)
Expenditures	42,181,845	40,462,069	(1,719,776)	(4.08%)
Surplus (Deficit)	(1,534,446)	(1,325,629)	208,817	(13.61%)
Use of GF Fund Balance and Budget Stabilization Fund	1,534,446	1,325,629	(208,817)	

Revenues

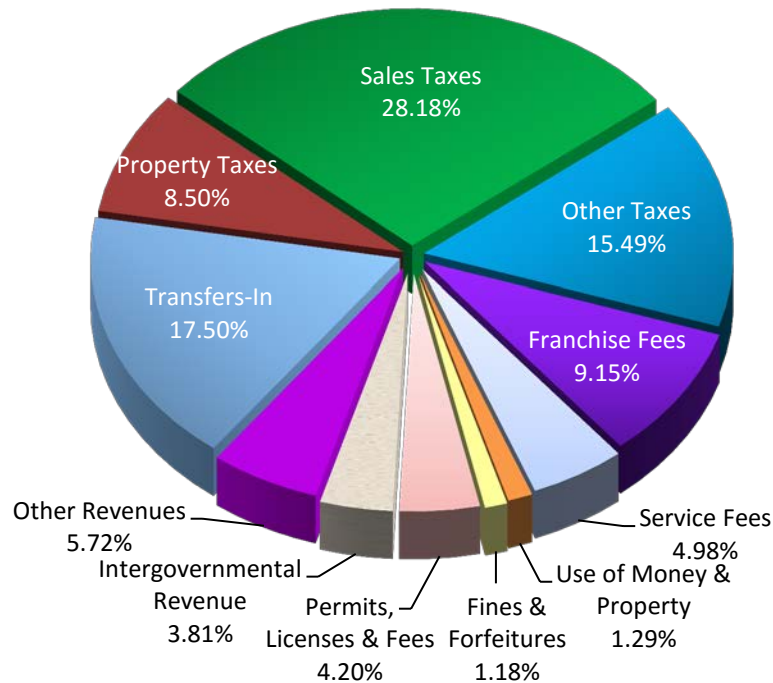
The City's revenue streams are influenced by overall economic conditions. Total General Fund revenue projections for FY 2017-18 are approximately \$1.5 million less than FY 2016-17. The reductions are due to a one-time realignment of \$1.3 million in Water revenues along with water related operations costs being moved from the General Fund to the Water Operating Fund and lower AB1290 Successor Agency pass-through payments for FY 2017-18. The FY 2016-17 AB1290 revenues were a result of the Successor Agency's bond refinancing. The General Fund major revenue sources include property and sales taxes, transfers and vehicle taxes, and franchise taxes. Together the major sources comprise 70 percent of total General Fund revenues for FY 2017-18, as shown on the graph below. The remaining 26 percent includes



City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

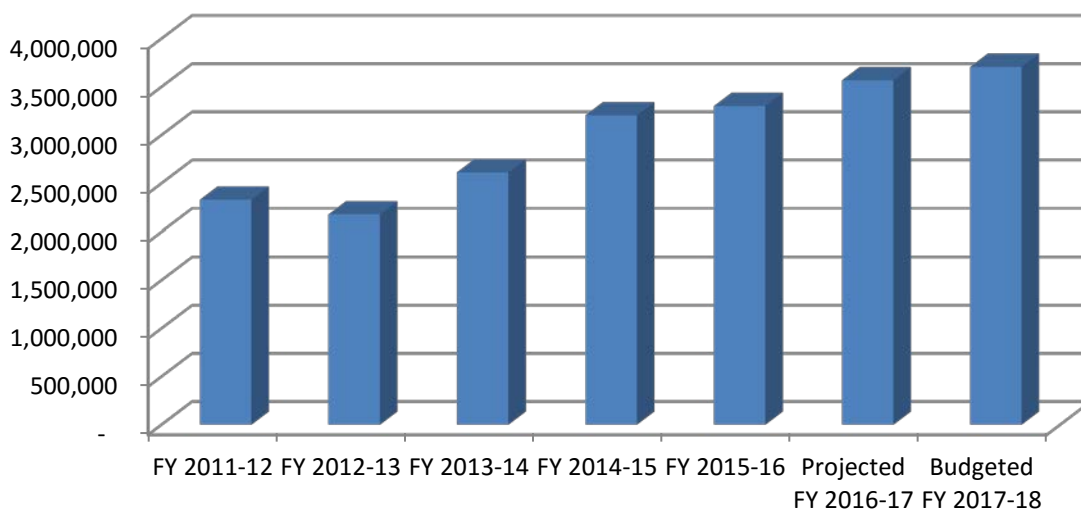
revenues such as departmental revenues, cost reimbursements from other funds and interest revenues.

General Fund Revenues by Source



The City continues to see signs of improvement through increases in both property tax and sales tax revenues. Property tax revenue projections increased approximately \$138,000 from year-end estimates; a 3.9 percent estimated increase due to additional single-family and commercial construction, as well as recovering property values.

Property Taxes



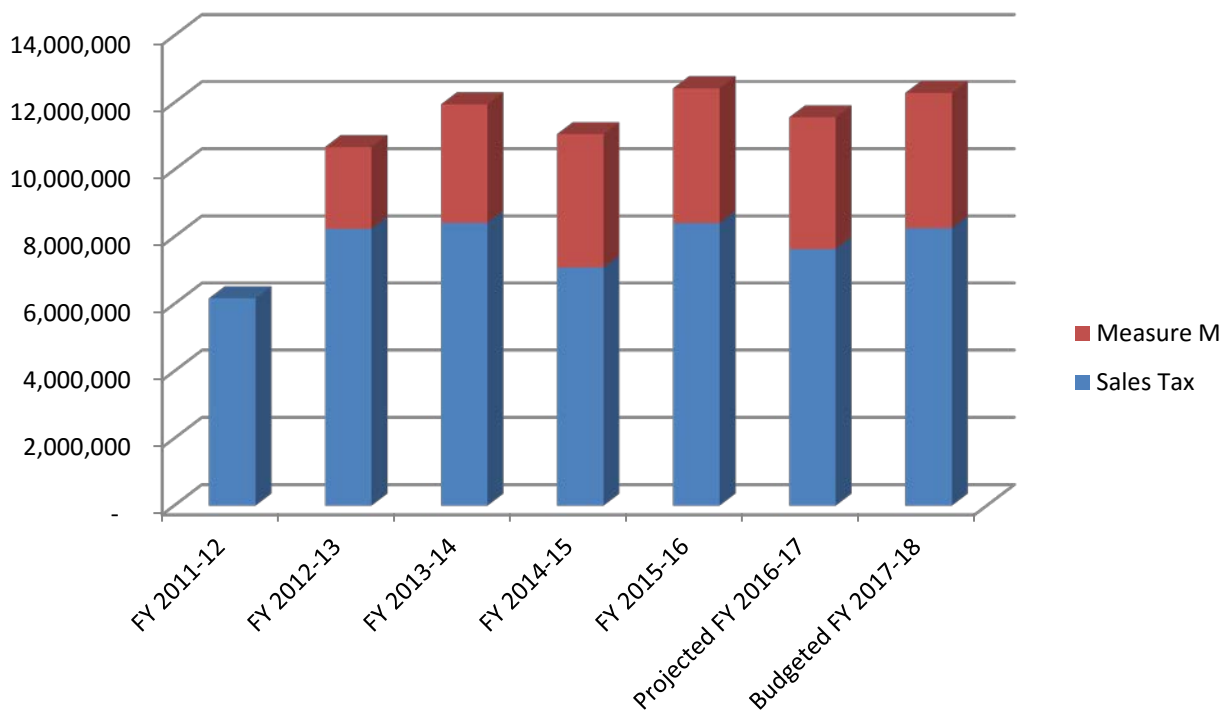


City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

FY 2017-18 Sales Tax revenue projections grew by \$625,000 over FY 2016-17 year-end estimates, an 8.2 percent increase. Sales tax revenue continues to show modest growth and the addition of a new auto dealership accounts for most of the projected increase. Looking forward, the City is projecting Sales Tax revenue to increase approximately two percent per year as the economy continues to recover.

In June 2016, 81% of voters approved Measure M, which extended the City's one-half sales tax through June 2035.

Sales Taxes



Expenditures

General Fund projected expenditures have decreased by \$1.7 million in FY 2017-18 over FY 2016-17. \$1.3 million of the decrease was due to a realignment of Water related costs being moved to the Water Operating Fund. In the current budget, all departments were requested to reduce costs where possible to offset normal inflationary costs and increases in providing health care and retirement benefit costs. Additionally, Pittsburg as well as many cities and counties throughout the State are now required to fund the public retirement system CalPERS with higher than anticipated contribution rates. The rate increase resulted from CalPERS changing its policy to proactively fund the unfunded actuarial liabilities of all members over the next 15 years as well as reduced the projected rate of earnings from 7.5 percent to 7 percent over the next four years. In response to these changes, the City redirected program costs to other funds

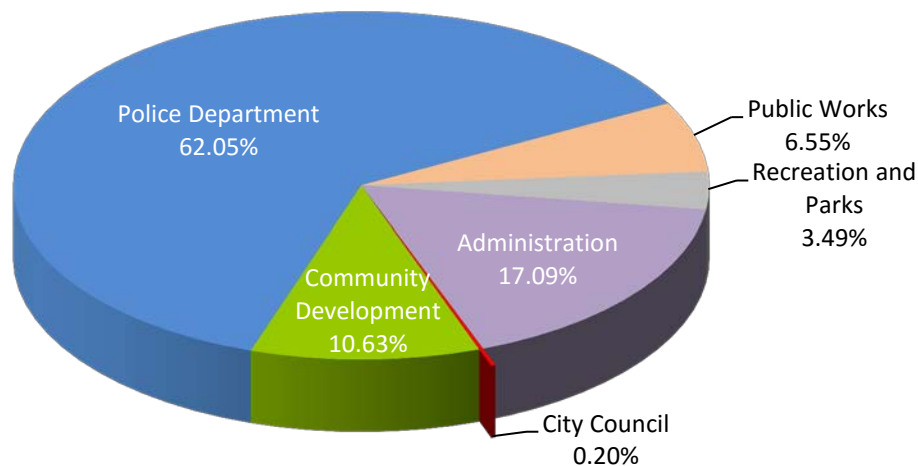


City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

and away from the General Fund where possible and made necessary adjustments to the current budget and future projected budgets to prepare for the years to come.

The restructuring and reductions that were necessary in the current budget will enable the City to continue to provide the services residents and the business community have enjoyed while remaining fiscally prudent with the funds entrusted to the City.

2017-18 General Fund Expenditures by Department



7-year General Fund Balancing Plan and Implementation of the Fiscal Sustainability Ordinance

The current City budget is in the final year of the 7-year General Fund Balancing Plan (Plan) that originally started in FY 2011-12. The Plan assumes relatively conservative revenue projections and expenditure assumptions, with the underlining goal of obtaining a structurally balanced budget in FY 2018-19. Since the inception of the Plan, actual revenues and expenses have been favorable most years. These favorable years have resulted in the use of approximately \$2.7 million from the Budget Stabilization Fund to balance the General Fund through FY 16-17, an amount significantly less than the \$7 million originally projected to be needed to balance those budgets.

Fiscal Sustainability Ordinance – This is the fifth year that the City's budget has been developed under the guidelines of the City's Fiscal Sustainability Ordinance. The Budget Stabilization Fund projected balance at the end of FY 2017-18 is projected to be just over \$2.0 million, representing five percent of General Fund operating expenditures required by the Ordinance. Budget Stabilization Fund balance in excess of five percent requirement will be transferred back to the General Fund Balance during the upcoming fiscal year. The City



City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

Council recently adopted a change to the Fiscal Sustainability Ordinance allowing up to ten percent (10%) of the required minimum 30 percent General Fund reserve level to be held in real estate. Staff is currently estimating that \$1.33 million of the Budget Stabilization Fund will be utilized in FY 2017-18 to balance the budget.

20-year General Fund Forecast – In addition to the annual budget and the 7-year General Fund balancing plan, the City uses a long-range 20-year forecast. This forecast incorporates anticipated revenues from development, assessed market value and economic recovery, as well as a systematically structured expenditure plan to cover current costs and post retirement liabilities (Contra Costa County Employees' Retirement Association (CCCERA), Pension, and Other Post-Employment Benefits (OPEB).

CCCERA – In 2001, the City terminated participation in the Contra Costa County Employees Retirement Association (CCCERA) and converted to the CalPERS retirement system. The termination agreement with CCCERA required the City to cover unfunded pension liabilities for former employees receiving a pension from CCCERA. In FY 2013-14, the City reduced its CCCERA unfunded liability by \$5.8 million by self-funding and borrowing \$3.8 million from the City's Water Fund balance. This loan was fully repaid in FY 2016-17.

Pension - One of the benefits offered to City employees is participation in the CalPERS pension program. Following significant losses during the recession and lower than projected returns on assets held for the past several years, CalPERS changed the assumptions it applies to the funding requirements of the program. These assumptions changed the term of recovery from 30 years to 15 years and lowered the discount rate (projected annual earnings rate) from 7.5 percent to 7.0 percent over the next four years. The resulting financial impacts of these changes will significantly increase future pension obligations, possibly resulting in reduced service levels throughout the City.

Assembly Bill 340 (AB 340) created the Public Employees' Pension Reform Act (PEPRA) that implemented new benefit formulas and the final compensation period for employees hired on or after January 1, 2013. The impacts of AB 340 will be realized as the City experiences employee attrition. The City is working on reducing this liability through employee attrition, negotiated employee contributions, and additional City contributions toward the pension obligation.

OPEB Liabilities – In December 2013, the City established an agreement with the California Public Employees' Retirement System (CalPERS) to set aside funds and deposit into the California Employer's Retiree Benefit Trust (CERBT) fund to accumulate and distribute assets for the exclusive benefit of retirees and their beneficiaries. Plan assets are irrevocable and may not be used for any purpose other than funding post-retirement healthcare. The City continues to deposit funds with CERBT each year to reduce its unfunded OPEB liability. The City's



City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

CERBT account had a balance of \$3.0 million as of March 31, 2017 and a projected balance of \$3.4 million as of June 30, 2017. The proposed FY 2016-17 Budget contains a contribution of \$484,845 towards the Trust to fund future OPEB costs.

Looking Forward

Staff will continue to streamline the City's organization and strive to optimize the existing workforce to meet the needs of residents throughout the City. By continuing to improve efficiency and focus on achieving the City's 7-Year General Fund Balancing Plan and long-term 20-year forecast for the City's General Fund, staff feels the City, residents, business leaders and community partners will continue to invest in and strengthen the community.

Crime Rates –Over the past year, the City saw increases in both Violent and Part I Crimes, however, overall crime rates remain at some of the lowest levels in decades and continues to compare very well with nearby cities.

VIOLENT CRIME COMPARISON BY CITY PER 1,000 RESIDENTS

CITY/YEAR	2015	2016
Walnut Creek	1.4	1.1
Brentwood	1.9	2.2
Pleasant Hill	2.6	2.6
Concord	3.9	3.5
Pittsburg	3.3	4.5
Antioch	7.1	6.7

PART I CRIME COMPARISON BY CITY PER 1,000 RESIDENTS

CITY/YEAR	2015	2016
Walnut Creek	39.5	31.2
Brentwood	24.8	31.6
Pittsburg	39.4	33.8
Concord	54.1	37.4
Antioch	43.6	39.7
Pleasant Hill	55.4	47.0

Violent Crime includes: Murder, Rape, Robbery and Aggravated Assault

Part I Crimes include Murder, Rape, Robbery, Aggravated Assault, Burglary, Larceny Theft, Vehicle Theft and Arson

Development – Pittsburg is a great place to live and work, filled with many talented people with a diversity of interests. The business community works hard and City government is committed to maintaining that tradition. The Council and staff work with businesses and developers to ensure the community grows at a pace that is healthy for all parties involved. Staff's objective is to look both internally and externally, focusing not only on maintaining the quality of life in Pittsburg, but improving it.

The proposed Capital Projects budget for FY 2017-18 is approximately \$4.78 million, as summarized on the chart below. A majority of the capital projects involve improvements to the City's water distribution and sewer systems. Funds for infrastructure projects come from water

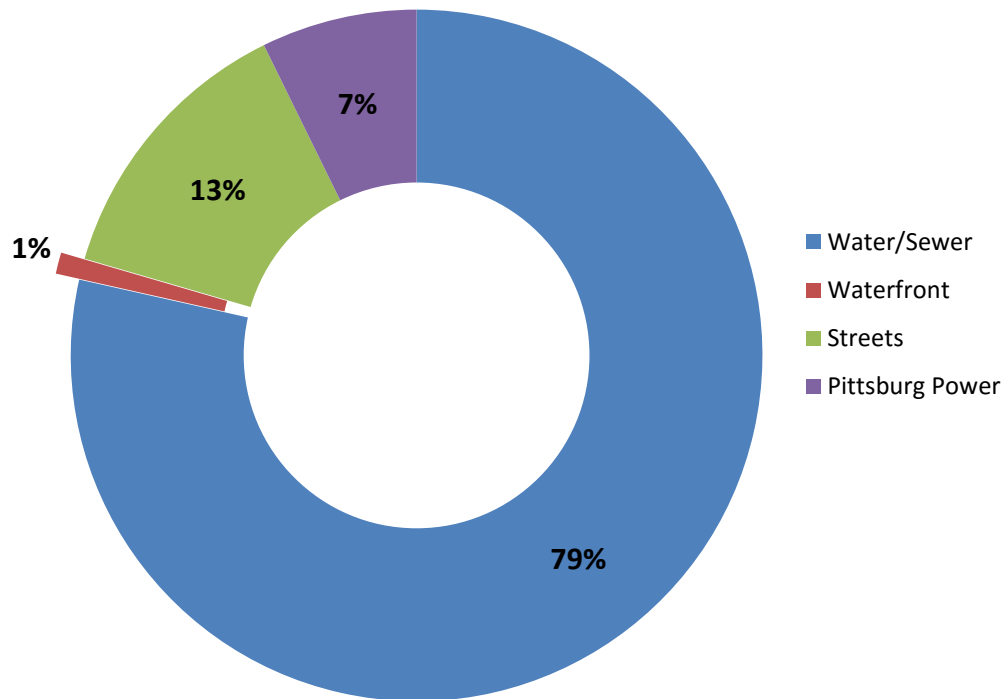


City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

and sewer operation funds, developer fees, grants and regional fees for storm drainage and fuel taxes.

Project Name	Funding Source	Prior Allocations	New Allocation FY 2016/17
2017/18 Traffic Calming Project	Gas Tax	-	\$100,000
BART Station Parking Strategy and Signage	Gas Tax	-	100,000
2017/18 Citywide Pavement Management Project	Gas Tax	-	300,000
2017/18 Traffic Signal Modification Project	Gas Tax	-	135,000
2017/18 Water Treatment Plant Capital Repairs and Improvements	WOF	-	75,000
Automatic Water Meter Reading System	WOF	\$1,956,793	250,000
2017/18 Water Treatment Plant Filter Media Replacements (1 & 2)	WOF	-	150,000
2014/15 Sewer/Water Replacement/Rehabilitation Program	WOF/SOF/WFR	6,700,000	3,300,000
2017/18 Cable Replacement	IE	-	250,000
Substation DD4 Switchgear Upgrade	IE	-	100,000
Riverview Basin Maintenance Dredging	WO	-	20,000
Totals		\$8,656,793	\$4,780,000

Summary of Capital Projects by Category





City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

BART – (Bay Area Rapid Transit) Construction of the \$463 million extension of the BART system from the Pittsburg-Bay Point station to Hillcrest Avenue in Antioch is nearing completion and is projected to open in the spring of 2018. The extension will use diesel trains to transport passengers to and from eastern Contra Costa County and main BART system. The City is currently constructing a passenger drop-off and pick-up area at the northeast corner of Railroad and California Avenues.



Conclusion

The FY 2017-18 Annual Budget reflects the short and long-term financial capacity of the City. It balances a variety of wants against needs, while reflecting the goals, strategic direction and plans prioritized by the Council as the community moves forward.

I would like to thank the City Council for their guidance and support throughout the development of this proposed budget. In addition, I would like to thank the Finance Department Budget staff and staff in all other City Departments that contributed to the Fiscal Year 2017-18 budget. I would like to give special thanks to Brad Farmer, Finance Director and to Diane Agar, Finance Accounting and Budget Manager for their work and expertise throughout this year's budget process.

Joe Sbranti
City Manager

Summary of Fund Condition

	¹ Estimated Reserves June 30, 2017	Projected Revenues 2017-18	Transfers-In	Projected Expenditures 2017-18	Transfers-Out	Estimated Balance June 30, 2018
General Fund						
General Fund	9,610,024	35,983,385	7,631,441	38,926,803	1,535,266	12,762,781
Subtotal, General Fund	<u>\$ 9,610,024</u>	<u>\$ 35,983,385</u>	<u>\$ 7,631,441</u>	<u>\$ 38,926,803</u>	<u>\$ 1,535,266</u>	<u>\$ 12,762,781</u>
Internal Service Funds						
Building Maintenance	581,007	1,744,590	60,000	1,706,449	10,864	668,284
Fleet Maintenance	686,178	2,266,514	-	2,279,418	9,096	664,178
Fringe Benefits	563,246	2,292,208	130,000	2,289,801	-	695,653
Information Communication Services	436,428	1,206,284	-	1,203,352	1,516	437,844
Insurance	473,634	1,188,562	-	1,192,798	-	469,398
Other Post-Employment Benefits (OPEB) ²	181,880	2,016,800	484,845	2,501,645	130,000	51,880
Subtotal, Internal Service Funds	<u>\$ 2,922,373</u>	<u>\$ 10,714,958</u>	<u>\$ 674,845</u>	<u>\$ 11,173,463</u>	<u>\$ 151,476</u>	<u>\$ 2,987,237</u>
Enterprise Funds						
Island Energy	1,861,914	5,594,761	-	5,112,365	26,023	2,318,287
Marina	757,199	1,938,825	-	2,059,202	15,286	621,536
Pittsburg Power	2,425,528	2,516,428	50,000	1,094,531	1,139,548	2,757,877
Sewer Utility	3,384,797	5,335,520	1,000,000	6,541,442	793,501	2,385,374
Water Front Operations	635,834	1,465,430	-	1,381,204	8,717	711,343
Water Utility	9,154,550	21,009,497	1,028,153	19,902,699	1,638,417	9,651,084
Subtotal, Enterprise Funds	<u>\$ 18,219,822</u>	<u>\$ 37,860,461</u>	<u>\$ 2,078,153</u>	<u>\$ 36,091,443</u>	<u>\$ 3,621,492</u>	<u>\$ 18,445,501</u>
Special Revenue Funds						
Assets Seizure	27,375	-	-	-	-	27,375
Budget Stabilization	6,449,882	-	-	-	4,478,386	1,971,496
CA Energy Conservation Program	8,410	-	74,500	74,498	-	8,412
CalHome Program	119,087	-	-	-	-	119,087
California Theatre	23,110	181,350	250,000	450,032	-	4,428
COPS Hiring Recovery	-	125,000	-	-	125,000	-
Economic Development	69,049	309,862	150,000	460,505	51,137	17,269
Emergency Operations Center	-	-	55,000	35,000	20,000	-
Fire District CFD	(8,015)	-	-	-	-	(8,015)
Gas Tax	(31,557)	1,894,547	-	635,000	1,116,985	111,005
General Plan Update	62,247	-	100,000	-	-	162,247
GHAD Administration	-	-	446,478	441,804	4,674	-
Golf Course	16,972	3,000	5,000	11,112	-	13,860
Hillview Jr. High Athletic Field Replacement	225,138	50,000	-	-	-	275,138
Housing Authority-Section 8	182,594	15,322,814	-	15,392,781	16,928	95,699
HUD Community Development Block Grant	173,745	934,244	-	791,114	149,510	167,365
Lighting and Landscape	-	2,896,520	1,202,616	3,984,785	109,594	4,757
Lighting and Landscaping Oak Hills	16,621	33,959	-	32,406	-	18,174
Marina Vista Field Replacement	250,344	28,000	-	-	-	278,344
Measure J Tax Fund	(32,117)	746,800	-	-	672,409	42,274
Miscellaneous Grants	-	72,000	-	-	72,000	-
Neighborhood Stabilization	43,988	-	-	-	-	43,988
Park Maintenance CFD 2007-1	84,079	98,965	-	83,418	910	98,716
Project Amenities Mgmt (CFD 2016-1)	6,561	8,788	-	5,400	-	9,949
Public Safety CFD 2005-1	104,707	414,589	-	365,493	3,259	150,544
Public, Education & Gov't Fees (PEG)	371,485	162,500	-	191,000	-	342,985
R/R Ave Specific Plan (e-BART) CFD 2014	25,937	124,306	-	-	-	150,243
San Marco CFD 2004-1	2,614	842,675	-	733,064	7,403	104,822
Small Cities Grant	3,282	-	-	-	-	3,282
Solid Waste	178,831	526,950	-	542,967	103,790	59,024
Southwest Pittsburg GHAD II	3,283,564	852,980	-	199,243	446,478	3,490,823
Storm Water Utility NPDES	160,540	931,395	100,000	963,332	58,737	169,866
Successor Agency Housing Fund	1,034,575	265,236	-	277,585	632	1,021,594
Vista Del Mar CFD 2005-2	22,000	311,966	-	304,789	4,320	24,857
Subtotal, Special Revenue Funds	<u>\$ 12,875,048</u>	<u>\$ 27,138,446</u>	<u>\$ 2,383,594</u>	<u>\$ 25,975,328</u>	<u>\$ 7,442,152</u>	<u>\$ 8,979,608</u>
Capital Projects Funds						
Bailey Road Maintenance	982,000	120,000	-	-	-	1,102,000
Capital Improvement	9,262	-	-	-	-	9,262
Community Capital Improvement	86,122	-	-	-	-	86,122
Inclusionary Housing	387,492	-	-	-	-	387,492
Infrastructure Repair & Replacement	928	-	-	-	-	928

	¹ Estimated Reserves June 30, 2017	Projected Revenues 2017-18	Transfers-In	Projected Expenditures 2017-18	Transfers-Out	Estimated Balance June 30, 2018
Kirker Creek Drainage Fees	396,915	-	-	-	17,647	379,268
Park Dedication	1,300,506	-	-	58,731	-	1,241,775
RDA - Project Fund	116,395	-	-	-	-	116,395
Recycled Water Capital Maintenance	30,867	-	-	-	-	30,867
Regional Traffic Mitigation	4,963	-	-	-	-	4,963
Traffic Impact Fair Share	485,107	-	-	-	-	485,107
Traffic Mitigation	2,073,718	-	-	82,742	-	1,990,976
Subtotal, Capital Projects Funds	\$ 5,874,275	\$ 120,000	\$ -	\$ 141,473	\$ 17,647	\$ 5,835,155
Successor Agency to RDA Funds						
Successor Agency to RDA-Tax Increment	1,342,730	344,288	75,000	998,157	-	763,861
Successor Agency Obligation Retirement Fund	-	33,641,674	-	-	33,641,675	(1)
Subtotal, Successor Agency to RDA Funds	\$ 1,342,730	\$ 33,985,962	\$ 75,000	\$ 998,157	\$ 33,641,675	\$ 763,860
Debt Service Funds³						
Assessment Districts Funds	8,088,598	3,901,316	-	2,809,695	-	9,180,218
Pension Obligations	2,747,656	4,370,267	-	4,370,018	-	2,747,905
RDA – Debt Service and Bond Funds ⁴	39,279,507	105,055	31,600,846	30,951,326	75,000	39,959,082
RDA – Housing Debt Service and Bond Funds ⁴	2,511,358	40,000	2,040,829	2,037,103	-	2,555,084
Subtotal, Debt Service Funds	\$ 52,627,119	\$ 8,416,638	\$ 33,641,675	\$ 40,168,142	\$ 75,000	\$ 54,442,290
Total, All Funds	\$ 103,471,391	\$ 154,219,850	\$ 46,484,708	\$ 153,474,809	\$ 46,484,708	\$ 104,216,432

¹ Represents working capital and does not include fixed assets, inventory, long-term advances or loans.

² Does not include CERBT trust funds held by CalPERS.

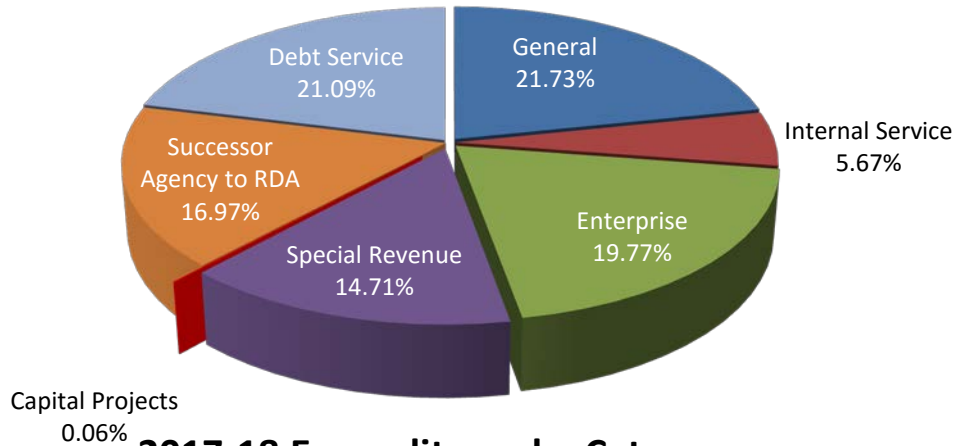
³ Debt Service fund balances include debt service reserves held by trustee.

⁴ Debt Service reserve levels have dropped significantly during bond refunding in 2016 due to reserve requirement changes.

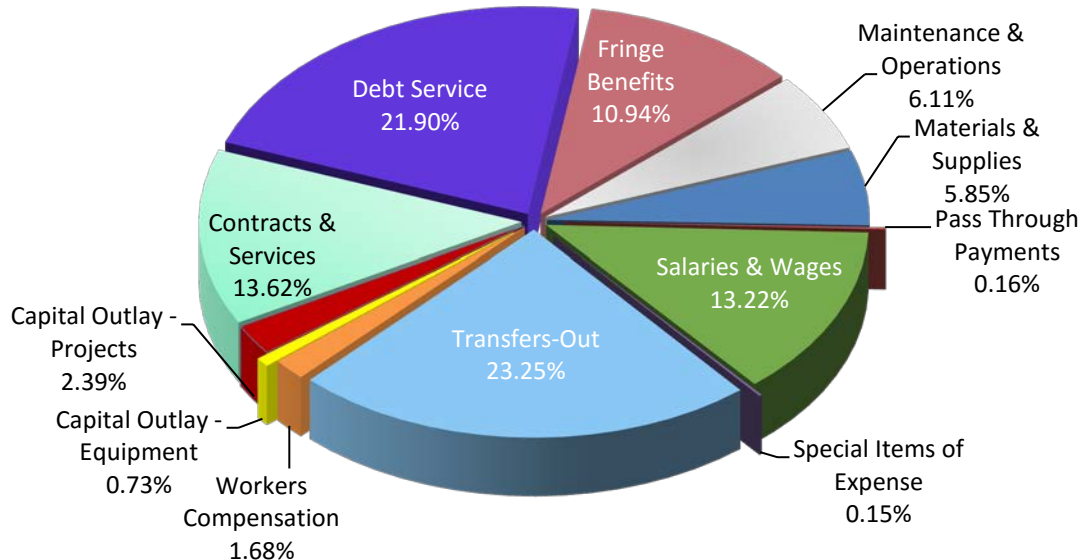
Summary of Revenues and Expenditures – All Funds

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
Revenue					
General Fund	39,806,050	41,696,189	43,614,826	1,918,637	4.60
Internal Service Funds	8,678,060	10,488,114	11,389,803	901,689	8.60
Enterprise Funds	43,284,570	83,355,194	39,662,104	(43,685,090)	-52.41
Special Revenue Funds	27,577,379	32,059,622	29,522,040	(2,545,582)	-7.94
Capital Projects Funds	2,091,874	3,518,820	120,000	(3,398,820)	-96.59
Successor Agency to RDA Funds	47,220,980	33,043,068	34,060,962	1,017,894	3.08
Debt Service Funds	268,688,512	41,313,509	42,334,823	1,021,314	2.47
Total, Revenues	\$ 437,347,425	\$ 245,474,516	\$ 200,704,558	\$ (44,769,958)	-18.24 %
Expenditure					
Capital Outlay - Equipment	1,884,387	3,844,109	1,451,460	(2,392,649)	-62.24
Capital Outlay - Projects	8,950,561	41,770,209	4,780,000	(36,990,209)	-88.56
Contracts & Services	24,496,489	28,987,118	27,240,447	(1,746,671)	-6.03
Debt Service Funds	49,919,992	80,653,690	43,800,601	(36,853,089)	-45.69
Fringe Benefits	19,428,835	20,959,827	21,871,930	912,103	4.35
Maintenance & Operations	10,855,848	12,506,481	12,211,337	(295,144)	-2.36
Materials & Supplies	10,791,421	12,166,146	11,696,459	(469,687)	-3.86
Pass Through Payments	3,229,461	317,846	322,151	4,305	1.35
Salaries & Wages	24,973,748	26,864,274	26,437,171	(427,103)	-1.59
Special Items of Expense	110,607	507,163	295,000	(212,163)	-41.83
Transfers-Out	267,530,768	55,394,076	46,484,708	(8,909,368)	-16.08
Workers Compensation	1,622,997	2,640,567	3,368,253	727,686	27.56
Total, Expenditures	\$ 423,795,114	\$ 286,611,506	\$ 199,959,517	\$ (86,651,989)	-30.23 %

2017-18 Revenues by Fund Type



2017-18 Expenditures by Category



Revenue Source by Category and Object – All Funds

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
General Fund					
Fines & Forfeitures	699,584	529,558	516,500	(13,058)	-2.47
Franchise Fees	3,926,546	3,891,992	3,990,870	98,878	2.54
Intergovernmental Revenue	1,812,091	2,569,905	1,659,676	(910,229)	-35.42
Other Revenues	2,350,931	2,423,469	2,493,549	70,080	2.89
Other Taxes	6,540,617	6,644,316	6,756,881	112,565	1.69
Permits, Licenses & Fees	1,992,755	1,811,704	1,830,040	18,336	1.01
Property Taxes	3,300,778	3,569,000	3,707,495	138,495	3.88
Sales Taxes	12,428,089	11,560,400	12,291,467	731,067	6.32
Service Fees	2,489,351	2,136,704	2,173,787	37,083	1.74
Transfers-In	3,596,469	6,165,411	7,631,441	1,466,030	23.78
Use of Money & Property	668,839	393,730	563,120	169,390	43.02
Subtotal, General Fund	\$ 39,806,050	\$ 41,696,189	\$ 43,614,826	\$ 1,918,637	4.60 %
Internal Service Funds					
Other Revenues	4,405,371	5,408,084	6,079,043	670,959	12.41
Service Fees	3,748,727	4,325,849	4,635,915	310,066	7.17
Transfers-In	523,962	754,181	674,845	(79,336)	-10.52
Subtotal, Internal Service Funds	\$ 8,678,060	\$ 10,488,114	\$ 11,389,803	\$ 901,689	8.60 %
Enterprise Funds					
Debt Service	20,121	34,896,264	50	(34,896,214)	-100.00
Fines & Forfeitures	-	-	-	-	-100.00
Franchise Fees	580,000	580,000	880,000	300,000	51.72
Intergovernmental Revenue	3,103,219	283,569	-	(283,569)	-100.00
Other Revenues	2,326,744	2,617,308	1,213,059	(1,401,249)	-53.54
Service Fees	31,758,263	32,639,874	33,809,670	1,169,796	3.58
Transfers-In	3,041,251	10,297,487	1,807,643	(8,547,772)	-82.50
Use of Money & Property	2,310,602	1,977,764	1,951,682	(26,082)	-1.32
Subtotal, Enterprise Funds	\$ 43,284,570	\$ 83,355,194	\$ 39,670,104	\$ (43,685,090)	-52.41 %
Special Revenue Funds					
Fines & Forfeitures	16,999	163	1,000	837	513.50
Franchise Fees	161,242	157,000	160,000	3,000	1.91
Intergovernmental Revenue	13,795,469	17,179,021	16,085,614	(1,093,407)	-6.36
Other Revenues	1,893,359	1,526,609	1,533,444	3,835	0.25
Other Taxes	2,243,306	2,187,500	2,282,019	94,519	4.32
Sales Taxes	124,303	124,200	124,662	462	0.37
Service Fees	291,016	97,726	109,094	11,368	11.63
Special Assessments	5,499,004	5,924,374	6,447,468	523,094	8.83
Transfers-In	3,171,389	4,503,914	2,383,594	(2,062,392)	-46.44
Use of Money & Property	525,662	422,043	395,145	(26,898)	-6.37
Subtotal, Special Revenue Funds	\$ 27,577,379	\$ 32,059,622	\$ 29,514,040	\$ (2,545,582)	-7.94 %
Capital Projects Funds					
Intergovernmental Revenue	180,808	2,569,120	120,000	(2,449,120)	-95.33
Other Revenues	157,499	166,199	-	(166,199)	-100.00
Service Fees	1,114,401	9,816	-	(9,816)	-100.00
Transfers-In	458,080	771,585	-	(771,585)	-100.00
Use of Money & Property	181,086	2,100	-	(2,100)	-100.00
Subtotal, Capital Projects Funds	\$ 2,091,874	\$ 3,518,820	\$ 120,000	\$ (3,398,820)	-96.59 %
Successor Agency to RDA Funds					
Other Revenues	3,536,945	215,155	193,220	(21,935)	-10.19
Property Taxes	43,371,250	32,345,988	33,641,674	1,295,686	4.01
Transfers-In	130,149	300,000	75,000	(225,000)	-75.00
Use of Money & Property	182,636	181,925	151,068	(30,857)	-16.96
Subtotal, Successor Agency to RDA Funds	\$ 47,220,980	\$ 33,043,068	\$ 34,060,962	\$ 1,017,894	3.08 %
Debt Service Funds					
Debt Service	3,444,957	76,487	90,067	13,580	17.75
Service Fees	4,882,794	4,929,654	4,445,017	(484,637)	-9.83
Special Assessments	3,683,774	3,695,216	3,878,584	183,368	4.96
Transfers-In	256,609,468	32,601,498	33,912,185	1,310,687	4.02
Use of Money & Property	67,519	10,654	8,970	(1,684)	-15.81
Subtotal, Debt Service Funds	\$ 268,688,512	\$ 41,313,509	\$ 42,334,823	\$ 1,021,314	2.47 %
Total, All Funds	\$ 437,347,425	\$ 245,474,516	\$ 200,704,558	\$ (44,769,958)	-18.24 %

Summary of Expenditures by Program – All Funds

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
City Council					
City Council	70,517	96,883	79,048	(17,835)	-18.41
Subtotal, City Council	\$ 70,517	\$ 96,883	\$ 79,048	\$ (17,835)	-18.41 %
Administration					
City Manager	272,379	263,662	206,128	(57,534)	-21.82
City Clerk	423,817	467,930	452,794	(15,136)	-3.23
City Attorney	321,834	474,784	480,313	5,529	1.16
Human Resources	870,738	1,001,821	999,393	(2,428)	-0.24
Treasurer	7,679	6,536	6,536	-	-
Finance	2,711,763	2,949,170	3,095,380	146,210	4.96
General Fund - Non Departmental	4,430,047	3,902,824	3,103,767	(799,057)	-20.47
Emergency Operation Center	-	-	55,000	55,000	-100.00
Information Technology	954,815	1,856,654	1,204,868	(651,786)	-35.11
Employee Fringe Benefits	1,511,656	1,862,844	2,289,801	426,957	22.92
Other Post-Employment Benefits (OPEB)	1,929,128	2,093,413	2,631,645	538,232	25.71
Insurance	997,493	1,248,759	1,192,798	(55,961)	-4.48
Budget Stabilization	33,500	1,413,623	4,478,386	3,064,763	216.80
Subtotal, Administration	\$ 14,464,849	\$ 17,542,020	\$ 20,196,809	\$ 2,654,789	15.13 %
Police Department					
Police Services	22,848,402	24,595,732	25,106,625	510,893	2.08
San Marco CFD	738,702	739,297	740,467	1,170	0.16
Vista Del Mar CFD	189,038	370,982	309,109	(61,873)	-16.68
Public Safety CFD	261,030	306,821	368,752	61,931	20.18
Asset Forfeitures	22,073	-	-	-	-100.00
Police Grants	492,245	816,500	197,000	(619,500)	-75.87
Subtotal, Police Department	\$ 24,551,490	\$ 26,829,332	\$ 26,721,953	\$ (107,379)	-0.40 %
Enterprise Services					
Marina	1,808,617	2,289,972	2,074,488	(215,484)	-9.41
Golf Course	143,356	61,528	11,112	(50,416)	-81.94
Fire District CFD	-	-	-	-	-100.00
R/R Ave e-BART CFD	21,260	3,476,846	-	(3,476,846)	-100.00
Environmental Affairs	804,956	934,591	912,255	(22,336)	-2.39
Housing Rehab Loans - CDBG	97,594	-	-	-	-100.00
CDBG Entitlements	728,765	719,414	940,624	221,210	30.75
Waterfront Operations	850,549	1,286,442	1,389,921	103,479	8.04
Economic Development	560,529	636,003	511,642	(124,361)	-19.55
Subtotal, Enterprise Services	\$ 5,015,626	\$ 9,404,796	\$ 5,840,042	\$ (3,564,754)	-0.38 %
Community Development					
Planning Division	1,101,711	1,235,816	1,272,572	36,756	2.97
Building Division	981,680	1,130,231	1,066,122	(64,109)	-5.67
Engineering Division	2,009,259	2,127,448	1,962,665	(164,783)	-7.75
Gas Tax	2,325,724	2,958,213	1,751,985	(1,206,228)	-40.78
Measure J Tax	2,450,034	4,870,697	672,409	(4,198,288)	-86.19
NPDES	947,568	1,101,489	1,022,069	(79,420)	-7.21
Southwest Pittsburg GHAD	633,833	726,680	1,092,199	365,519	50.30
Pittsburg CIP	233,953	1,012,295	-	(1,012,295)	-100.00
Developer Fee Fund	1,097,322	5,664,271	159,120	(5,505,151)	-97.19
Community Capital Improvements	162,426	1,408,796	-	(1,408,796)	-100.00
Project Amenities Mgmt CFD	11,733	-	5,400	5,400	-100.00
Infrastructure Repair & Replacement	161,818	1,072,912	-	(1,072,912)	-100.00
Subtotal, Community Development	\$ 12,117,061	\$ 23,308,848	\$ 9,004,541	\$ 14,304,307	-0.61 %
Public Works - Maintenance Services					
Public Works Administration	66,518	103,636	98,702	(4,934)	-4.76
Streets	2,013,466	2,323,672	2,388,517	64,845	2.79
Street Lighting	824,482	780,591	804,366	23,775	3.05
Street Trees	414,390	524,474	652,063	127,589	24.33
Concrete	84,393	101,031	77,330	(23,701)	-23.46
Fleet Maintenance	1,588,560	2,178,016	2,288,514	110,498	5.07
Building Maintenance	1,405,271	2,354,827	1,717,313	(637,514)	-27.07
Graffiti Removal Program	142,574	146,054	161,841	15,787	10.81
Subtotal, Public Works - Maintenance Services	\$ 6,539,654	\$ 8,512,301	\$ 8,188,646	\$ (323,655)	-3.80 %

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
Recreation and Parks					
Recreation & Parks Administration	135,703	125,021	187,317	62,296	49.83
Recreation Services	876,891	998,040	1,067,214	69,174	6.93
Parks & Recreation - Swim Center Maint.	120,267	126,816	157,120	30,304	23.90
Parks & Recreation - Landscape	2,637,283	2,827,036	2,560,620	(266,416)	-9.42
Landscape - Oak Hills Assessment	25,310	32,406	32,406	-	-
Park Maintenance CFD	56,620	81,129	84,328	3,199	3.94
Recreation Grants	8,832	18,097	-	(18,097)	-100.00
Police Department					
California Theatre	352,710	402,130	450,032	47,902	11.91
Subtotal, Recreation and Parks	\$ 4,213,616	\$ 4,610,675	\$ 4,539,037	\$ (71,638)	-1.55 %
Public Works - Water and Sewer Enterprises					
Water Operating	15,010,727	21,005,866	15,758,769	(5,247,097)	-24.98
Water CIP	4,365,809	7,391,714	475,000	(6,916,714)	-93.57
Water Facility Reserve Fee Funds	2,819,875	11,968,483	1,020,510	(10,947,973)	-91.47
Sewer Maintenance	2,629,288	3,193,495	3,228,675	35,180	1.10
Sewer CIP	117,657	9,799,170	3,300,000	(6,499,170)	-66.32
Sewer Facility Reserve Fee Funds	-	133,113	-	(133,113)	-100.00
Water Bond Debt Service	3,788,166	42,894,393	2,856,852	(40,037,541)	-93.34
Sewer Bond Debt Service	805,464	816,771	806,268	(10,503)	-1.29
Subtotal, Public Works - Water & Sewer Enterprises	\$ 29,536,986	\$ 97,203,005	\$ 27,446,074	\$ (69,756,931)	-71.76 %
Housing Authority					
Housing Authority - Section 8	13,280,708	15,007,763	15,409,709	401,946	2.68
City Housing	275,577	729,510	278,217	(451,293)	-61.86
Subtotal, Housing Authority	\$ 13,556,285	\$ 15,737,273	\$ 15,687,926	\$ (49,347)	-0.31 %
Pittsburg Power Company					
Island Energy	4,521,023	6,029,731	4,788,388	(1,241,343)	-20.59
Pittsburg Power	2,482,916	2,292,329	2,234,079	(58,250)	-2.54
Power Company Capital Projects	581,967	1,104,190	350,000	(754,190)	-68.30
Subtotal, Pittsburg Power Company	\$ 7,585,906	\$ 9,426,250	\$ 7,372,467	\$ (2,053,783)	-21.79 %
Successor Agency to Former RDA					
RDA General	43,548,627	32,345,988	⁽¹⁾ 33,641,675	1,295,687	4.01
RDA Administration	3,312,325	395,888	998,157	602,269	152.13
RDA Capital Projects Fund	50,178	528,536	-	(528,536)	-100.00
RDA Tax Allocation Bonds	236,307,520	30,845,747	⁽¹⁾ 31,026,326	180,579	0.59
RDA Housing Bonds	15,848,807	2,169,099	⁽¹⁾ 2,037,103	(131,996)	-6.09
Subtotal, Successor Agency to Former RDA	\$ 299,067,457	\$ 66,285,258	\$ 67,703,261	\$ 1,418,003	2.14 %
Debt Service Funds					
Pension Obligation Bond	4,746,907	4,854,654	4,370,018	(484,636)	-9.98
Assessment Districts	2,328,760	2,800,211	2,809,695	9,484	0.34
Subtotal, Debt Service Funds	\$ 7,075,667	\$ 7,654,865	\$ 7,179,713	\$ (475,152)	-6.21 %
Total, Uses by Program	\$ 423,795,114	\$ 286,611,506	\$ 199,959,517	\$ (86,651,989)	-30.23 %

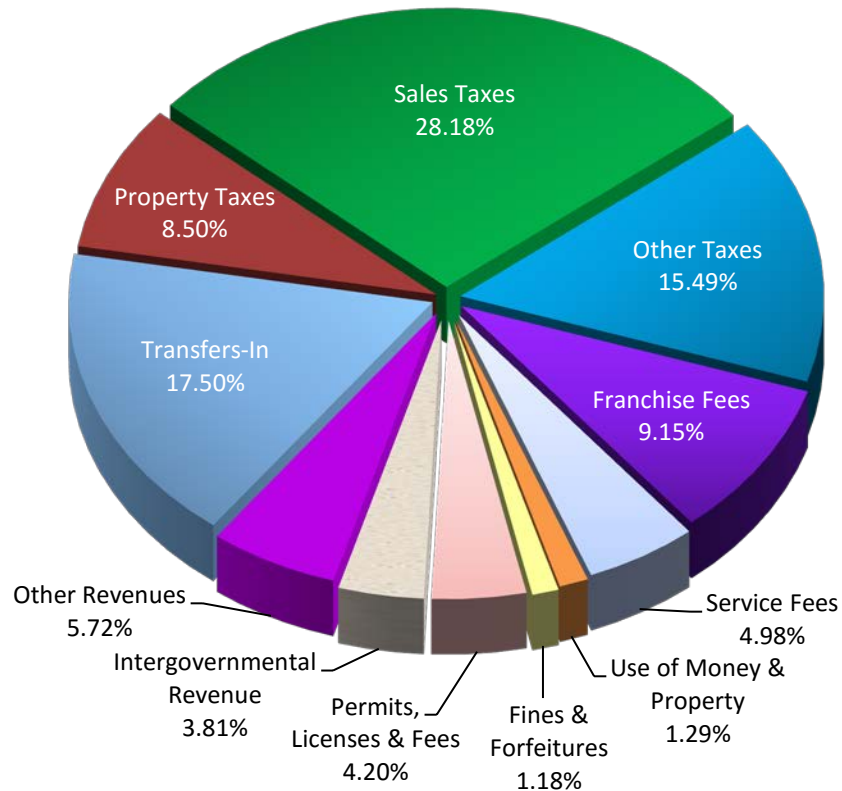
- (1) Includes transfers between funds in the Successor Agency program budget to pay for debt obligation in the amount of \$33,641,675, therefore uses appear to be overstated by \$33,641,675

General Fund Revenues

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
Property Taxes					
Homeowners Tax Relief	81,680	85,000	85,000	-	-
Prior Year Taxes	(40,581)	(30,000)	(30,000)	-	-
Secured Property Taxes	2,437,111	2,744,000	2,850,467	106,467	3.88
Supplemental Taxes	244,347	180,000	200,000	20,000	11.11
Unitary Taxes	262,447	280,000	280,000	-	-
Unsecured Property Taxes	315,774	310,000	322,028	12,028	3.88
Subtotal, Property Taxes	\$ 3,300,778	\$ 3,569,000	\$ 3,707,495	\$ 138,495	3.88 %
Sales Taxes					
Sales & Use Taxes	7,180,633	7,635,239	8,260,708	625,469	8.19
Sales & Use Taxes - Backfill	1,228,326	-	-	-	-100.00
Sales Taxes - Increase	4,019,130	3,925,161	4,030,759	105,598	2.69
Subtotal, Sales Taxes	\$ 12,428,089	\$ 11,560,400	\$ 12,291,467	\$ 731,067	6.32 %
Other Taxes					
Business License Tax	526,328	520,000	525,000	5,000	0.96
Motor Vehicle Tax	4,422,099	4,544,316	4,612,481	68,165	1.50
Other Taxes	321,200	280,000	300,000	20,000	7.14
Public Safety - Prop 172 Sales Tax	560,489	580,000	585,000	5,000	0.86
Transient Occupancy Taxes	710,501	720,000	734,400	14,400	2.00
Subtotal, Other Taxes	\$ 6,540,617	\$ 6,644,316	\$ 6,756,881	\$ 112,565	1.69 %
Franchise Fees					
Calpine	15,323	16,000	16,000	-	-
Comcast Broadband	629,678	630,000	650,000	20,000	3.17
Franchise Fees - Other	175,839	160,000	173,918	13,918	8.70
PG&E	564,027	571,000	571,000	-	-
Pittsburg Disposal	1,662,886	1,610,000	1,650,000	40,000	2.48
RCTS	878,793	904,992	929,952	24,960	2.76
Subtotal, Franchise Fees	\$ 3,926,546	\$ 3,891,992	\$ 3,990,870	\$ 98,878	2.54 %
Service Fees					
Building Service Fees	294,035	274,850	278,640	3,790	1.38
Engineering Service Fees	5,355	603	510	(93)	-15.42
Other Reimbursements	623,333	265,000	275,000	10,000	3.77
Other Service Fees	566,234	604,215	597,713	(6,502)	-1.08
Planning Service Fees	5,733	24,350	30,100	5,750	23.61
Police Service Fees	473,376	493,586	509,224	15,638	3.17
Public Works Service Fees	273,603	253,000	251,000	(2,000)	-0.79
Recreation Entrance Fees	142,040	128,000	138,000	10,000	7.81
Recreation Service Fees	88,846	76,100	78,600	2,500	3.29
Recreation Sports Fees	16,796	17,000	15,000	(2,000)	-11.76
Subtotal, Service Fees	\$ 2,489,351	\$ 2,136,704	\$ 2,173,787	\$ 37,083	1.74 %
Use of Money & Property					
Investment Earnings	360,279	95,000	245,000	150,000	157.89
Rental Income	308,560	298,730	318,120	19,390	6.49
Subtotal, Use of Money & Property	\$ 668,839	\$ 393,730	\$ 563,120	\$ 169,390	43.02 %
Fines & Forfeitures					
Abandoned Vehicle Abatement	123,790	145,000	145,000	-	-
Booking Fees	8,139	9,600	8,000	(1,600)	-16.67
Code Enforcement Fines	146,640	86,126	55,300	(30,826)	-35.79
Fines and forfeitures	-	-	1,000	1,000	-100.00
Police Fines	200,895	156,332	138,200	(18,132)	-11.60
Police Forfeitures	10,903	1,500	2,000	500	33.33
POST Reimbursements	18,680	10,000	5,000	(5,000)	-50.00
Traffic Fines	187,160	120,000	160,000	40,000	33.33
Vehicle Code Fines	3,377	1,000	2,000	1,000	100.00
Subtotal, Fines & Forfeitures	\$ 699,584	\$ 529,558	\$ 516,500	\$ (13,058)	-2.47 %
Permits, Licenses & Fees					
Building Fees	217,549	163,300	208,240	44,940	27.52
Building Permits	957,589	874,000	908,400	34,400	3.94
Business License Fees	152,407	139,800	145,500	5,700	4.08
Engineering Fees	507,613	528,693	439,464	(89,229)	-16.88
Other Fees	10,471	10,261	10,261	-	-

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
Other Permits	3,730	3,150	3,575	425	13.49
Planning & Zoning	128,582	82,400	107,600	25,200	30.58
Police Fees	14,814	10,100	7,000	(3,100)	-30.69
Subtotal, Permits, Licenses & Fees	\$ 1,992,755	\$ 1,811,704	\$ 1,830,040	\$ 18,336	1.01 %
Intergovernmental Revenue					
Grants	118,305	164,554	136,000	(28,554)	-17.35
Other Reimbursements	130,500	230,000	130,500	(99,500)	-43.26
RDA AB-1290/City Pass Through	496,684	1,185,351	381,623	(803,728)	-67.81
State Mandated Costs	95,181	40,000	31,553	(8,447)	-21.12
Tipping Fee	971,421	950,000	980,000	30,000	3.16
Subtotal, Intergovernmental Revenue	\$ 1,812,091	\$ 2,569,905	\$ 1,659,676	\$ (910,229)	-35.42 %
Other Revenues					
Administrative Overhead	1,828,444	1,745,164	1,842,489	97,325	5.58
Donations	7,539	10,200	260	(9,940)	-97.45
Grants	-	-	170,000	170,000	-100.00
Loan Repayments	-	160,000	65,000	(95,000)	-59.38
Other	13,831	(41,076)	8,000	49,076	-119.48
Other Reimbursements	160,895	171,212	61,000	(110,212)	-64.37
Other Revenues	(6,578)	31,169	-	(31,169)	-100.00
School Resource Officer Reimbursement	346,800	346,800	346,800	-	-
Subtotal, Other Revenues	\$ 2,350,931	\$ 2,423,469	\$ 2,493,549	\$ 70,080	2.89 %
Transfers-In					
Transfers-In	3,596,469	6,165,411	7,631,441	1,466,030	23.78
Subtotal, Transfers-In	\$ 3,596,469	\$ 6,165,411	\$ 7,631,441	\$ 1,466,030	23.78 %
Total, General Fund Revenues	\$ 39,806,050	\$ 41,696,189	\$ 43,614,826	\$ 1,918,637	4.60 %

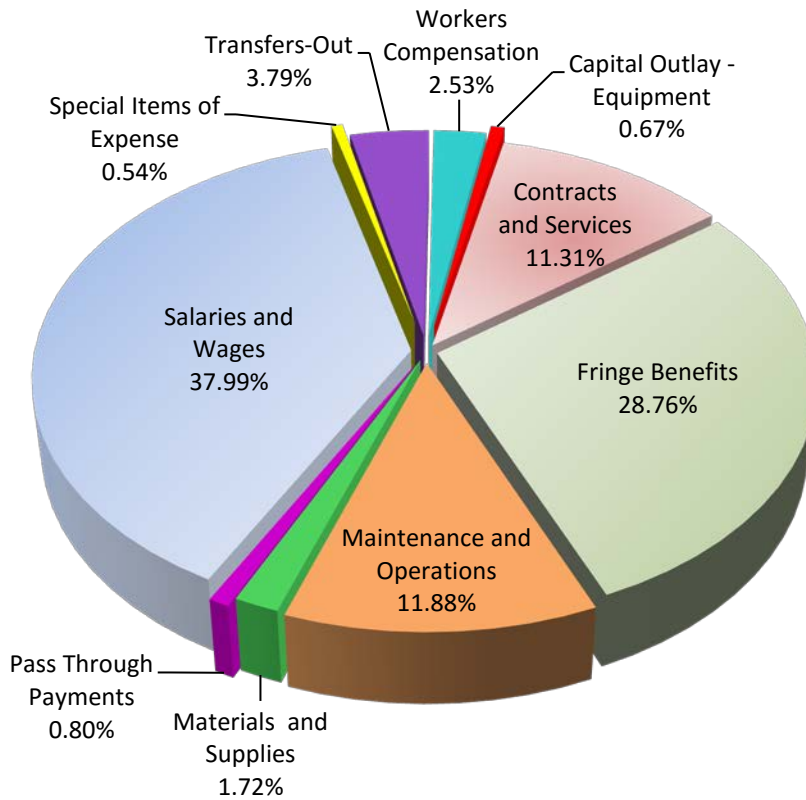
General Fund Revenues by Source



General Fund Expenditures by Category

	2015-16 Actual	2016-17 Amended Budget	2017-18 Proposed Budget	Change from 2016-17	% Change
Capital Outlay - Equipment	185,896	221,370	270,000	48,630	21.97
Contracts & Services	5,369,251	5,794,693	4,577,204	(1,217,489)	-21.01
Fringe Benefits	11,151,482	12,000,684	11,637,620	(363,064)	-3.03
Maintenance & Operations	4,399,694	4,823,862	4,807,394	(16,468)	-0.34
Materials & Supplies	812,646	823,081	696,761	(126,320)	-15.35
Pass Through Payments	298,830	317,846	322,151	4,305	1.35
Salaries & Wages	15,378,647	15,774,341	15,372,617	(401,724)	-2.55
Special Items of Expense	77,609	128,731	220,000	91,269	70.90
Transfers-Out	1,239,754	1,318,847	1,535,266	516,419	16.41
Workers Compensation	491,436	867,621	1,023,056	155,435	17.92
Total, General Fund Expenditures	\$ 39,405,245	\$ 42,071,076	\$ 40,462,069	\$ (1,609,007)	-3.82 %

2017-18 General Fund Expenditures by Category





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

DATE: 6/8/2017

TO: Chair and Agency Members

FROM: Joe Sbranti, Executive Director

SUBJECT: Adoption of a Pittsburg Power Company Resolution for Approval of the Budget for Fiscal Year 2017-18 for the Pittsburg Power Company and Appropriation of Funds for Fiscal Year 2017-18

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

On May 15, 2017 a budget workshop meeting was held to review the Preliminary Operating Budget for Fiscal Year 2017-18 including the proposed Pittsburg Power Company Budget. The budget must be appropriated for Fiscal Year 2017-18 before July 1, 2017 to provide on-going funding for the Pittsburg Power Company activities during the next fiscal year.

FISCAL IMPACT

The Pittsburg Power Company budget for Fiscal Year 2017-18 estimates revenues in the amount of \$2,566,428 and a spending plan of \$2,234,079 for the Pittsburg Power Fund. In addition, the budget estimates revenues in the amount of \$5,594,768 and a spending plan of \$5,138,388 for the Island Energy Fund.

RECOMMENDATION

PPC Board approve the Operating Budget Plan for Fiscal Year 2017-18 and adopt the budget for the Pittsburg Power Company for the Fiscal Year 2017-18.

BACKGROUND

The Preliminary Operating Budget for Fiscal Year 2017-18 for the City of Pittsburg, including the Pittsburg Power Company, was presented to the City Council at a budget workshop meeting held on May 15, 2017.

Copies of the proposed budget and supporting documentation were submitted to interested parties prior to the meeting. A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2017-18 will be placed on the City's website before the June 19,

2017 City Council meeting and can be located by navigating to City Services/Finance/Budget and Other Financial Documents. A hard copy of the same document will also be filed at the Contra Costa County Library, Pittsburg Branch.

SUBCOMMITTEE FINDINGS

The City of Pittsburg Preliminary Operating Budget Plan for the Fiscal Year 2017-18 was presented to the Finance Subcommittee on May 11, 2017. The Finance Subcommittee did not have any comments or changes to the Pittsburg Power FY 2017-18 budget.

STAFF ANALYSIS

None

ATTACHMENTS: Resolution

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

BEFORE THE PITTSBURG POWER COMPANY OF THE CITY OF PITTSBURG

In the Matter of:

Approval of the Budget for Fiscal)
Year 2017-18 for the Pittsburgh Power)
Company and Appropriation of Funds)
For Fiscal Year 2017-18)

RESOLUTION NO.17-

The Pittsburgh Power Company of the City of Pittsburgh DOES RESOLVE as follows:

WHEREAS, the Executive Director has prepared, transmitted and presented the one year Preliminary Operating Budget for Fiscal Year 2017-18 to the City Council for its consideration; and

WHEREAS, the City prepares and adopts the Pittsburgh Power Company Budget with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, the City Council held a budget workshop meeting on May 15, 2017 for the purpose of reviewing and discussing the Preliminary Operating Budget for Fiscal Year 2017-18, and for providing opportunities for public input and discussion on said Preliminary Pittsburgh Power Company Budget; and

WHEREAS, the City Council, having fully reviewed the Preliminary Pittsburgh Power Company Budget for Fiscal Year 2017-18 and being fully advised, found and determined that the said Preliminary Pittsburgh Power Company Budget should be adopted and prepared in final form.

NOW, THEREFORE, the Pittsburgh Power Company of the City of Pittsburgh finds and determines as follows:

Section 1. Findings

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. That the Budget for Fiscal Year 2017-18 is hereby approved as set forth in a copy of said budget summary on file with the City of Pittsburgh and which by this reference is incorporated herein and authorizes the preparation of the final Budget Review document for Fiscal Year 2017-18.
- C. Those funds are hereby and shall be appropriated in the estimated revenue amount of \$2,566,428 and a spending plan of \$2,234,079 for the Pittsburgh Power Fund. In addition, the budget recommends estimated revenues in the amount of \$5,594,768 and a spending plan of \$5,138,388 for the Island Energy Fund for Fiscal Year 2017-18.
- D. That the Finance Director or his/her designee is hereby authorized to

approve payment of goods and services received by the Pittsburg Power Company in accordance with the City's approved budgets, programs and policies.

- E. That the Pittsburg Power Company of the City of Pittsburg authorizes changes to be made to the annual budget as follows:

Items Requiring Council/Agency Action:

- Appropriation of fund balance reserves.
- Transfers of appropriations between funds.
- New interfund loans or advances.
- Creation of new capital projects.
- Transactions which increase total fund budgets.

Items Delegated to the City Manager/Executive Director:

- Items in excess of \$5,000.00.
- Transfers between departments and divisions so that the total fund budget remains the same.
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same.

Items Delegated to Department Heads:

- Allocation of departmental appropriations to line item except for salary and benefit appropriations.
- Changes which exceed current funds disbursement authorizations must be approved by the City Manager/Executive Director. These changes cannot increase the department budget.

Section 2. Authorization

PASSED AND ADOPTED by the Pittsburg Power Company of the City of Pittsburg at a regular meeting held on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST:

Marilyn Craft, Chair

Joe Sbranti, Executive Secretary



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

DATE: 6/8/2017

TO: Chair and Agency Members

FROM: Joe Sbranti, Executive Director

SUBJECT: Adoption of a GHAD II Resolution for Approval of the Budget for Fiscal Year 2017-18 for the Southwest Pittsburg Geologic Hazard Abatement District II (GHAD II) and Appropriation of Funds for Fiscal Year 2017-18

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

On May 15, 2017 a budget workshop meeting was held to review the Preliminary FY 2017-18 Operating Budget including the GHAD II budget. The FY 2017-18 budget must be appropriated before July 1, 2017 to provide on-going funding for the Southwest GHAD II activities during the next fiscal year.

FISCAL IMPACT

The Southwest GHAD II budget for Fiscal Year 2017-18 estimates revenues in the amount of \$852,980 and a spending plan of \$645,721.

RECOMMENDATION

GHAD II approve the Operating Budget for Fiscal Year 2017-18 and adopt the budget for the Southwest GHAD II, for the Fiscal Year 2017-18.

BACKGROUND

The Preliminary Operating Budget Plan for Fiscal Year 2017-18 for the Southwest GHAD II was presented to the GHAD II Board of Directors at a budget workshop meeting held on May 15, 2017. A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2017-18 will be placed on the City of Pittsburg's website before the June 19, 2017 City Council/GHAD Board meeting and can be located by navigating to City Services/Finance/Budget and Other Financial Documents. A hard copy of the same document will also be filed at the Contra Costa County Library, Pittsburg Branch.

SUBCOMMITTEE FINDINGS

The Preliminary Operating Budget Plan for the Fiscal Year 2017-18 was presented to the Finance Subcommittee on May 11, 2017. The Subcommittee members did not express any questions or concerns related to the GHAD II budget.

STAFF ANALYSIS

None

ATTACHMENTS: Resolution

Report Prepared By: Diane Agar, Division Manager – Accounting

Reviewed By: Brad Farmer, Director of Finance

BEFORE THE SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT
DISTRICT II

In the Matter of:

Approval of the Budget Plan for Fiscal)
Year 2017-18 for the Southwest)
Pittsburg Geologic Hazard Abatement)
District II (GHAD II) and Appropriation)
of Funds for Fiscal Year 2017-18)

RESOLUTION NO. 17-

The Southwest Pittsburg Geologic Hazard Abatement District II DOES RESOLVE as follows:

WHEREAS, the Executive Director has prepared, transmitted and presented the one year Preliminary Operating Budget for Fiscal Year 2017-18 to the City Council for its consideration; and

WHEREAS, the District prepares and adopts the Southwest Pittsburg GHAD II Budget with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, the GHAD Board of Directors held a meeting on June 19, 2017 for the purpose of reviewing and discussing the Southwest Pittsburg GHAD II budget for the Fiscal Year 2017-18 and recommended estimated revenues in the amount of \$852,980 and a spending plan of \$645,721.

NOW, THEREFORE, Southwest Pittsburg GHAD II finds and determines as follows:

Section 1. Findings

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. That the Budget for Fiscal Year 2017-18 is hereby approved as set forth in a copy of said budget summary on file with the City of Pittsburg and which by this reference is incorporated herein and authorizes the preparation of the final Budget Review document for Fiscal Year 2017-18.
- C. Those funds are hereby and shall be appropriated in the estimated revenue amount of \$852,980 and a spending plan of \$645,721.
- D. That the Finance Director or his/her designee is hereby authorized to approve payment of goods and services received by the Southwest Pittsburg GHAD II in accordance with the City's approved budget, programs and policies.
- E. That Southwest Pittsburg GHAD II authorizes changes to be made to the annual budget as follows:

Items Requiring GHAD Board of Directors Action:

- Appropriation of fund balance reserves.
- Transfers of appropriations between funds.
- New interfund loans or advances.
- Creation of new capital projects.
- Transactions which increase total fund budgets.

Items Delegated to the GHAD II Executive Director:

- Items in excess of \$5,000.00.
- Transfers between departments and divisions so that the total fund budget remains the same.
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same.

Items Delegated to the General Manager:

- Allocation of departmental appropriations to line item except for salary and benefit appropriations.
- Changes which exceed current funds disbursement authorizations must be approved by the Executive Director. These changes cannot increase the department budget.

Section 2. Authorization

PASSED AND ADOPTED by The Southwest Pittsburg GHAD II at a regular meeting held on the 19th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Chair

ATTEST:

Alice E. Evenson, Clerk of the Board



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

DATE: 6/8/2017

TO: Chair and Agency Members

FROM: Joe Sbranti, Executive Director

SUBJECT: Adoption of a Pittsburg Arts and Community Foundation Resolution to approve the Budget for Fiscal Year 2017-18 Appropriation of Funds for Fiscal Year 2017-18 and accept the 5-Year Financial Plan

MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

FY 2017-18 Budget for the Pittsburg Arts and Community Foundation, Inc. ("Foundation") must be appropriated before July 1, 2017 to provide ongoing funding for the Foundation's activities during the next fiscal year. The 5-Year Financial Plan provides a framework for Foundation to manage its financial resources and programs.

FISCAL IMPACT

The Foundation's budget for FY 2017-18 estimates revenues in the amount of \$648,576 and a spending plan of \$761,874, with a use of fund balance of \$113,298.

There is no fiscal impact to accept the Foundation's 5-Year Financial Plan.

RECOMMENDATION

Board approve the resolution adopting the proposed Operating Budget for FY 2017-18 and accept the Foundation's 5-Year Financial Plan.

BACKGROUND

The Preliminary Operating Budget for FY 2017-18 and 5-Year Financial Plan for the Foundation were presented and discussed with management on June 5, 2017.

A copy of the Preliminary Operating Budget Summary document for FY 2017-18 and the 5-Year Financial Plan will be posted on the Foundation's website before the June 19, 2017 Board meeting.

SUBCOMMITTEE FINDINGS

N/A

STAFF ANALYSIS

The proposed FY 2017-18 Operating Budget will continue to rely on the Foundation's fund balance as well as revenues from grants and fundraising over the next several years. As reflected in the 5-Year Financial Plan, the Foundation will begin to receive community benefits support starting FY 2018-19 which will enable the Foundation to be less dependent on its fund balance. The existing master leases with Successor Agency at Vidrio will expire in December 2020, the Foundation anticipates that the lease will not be renewed. The 5-Year Financial Plan reflects this decrease in lease revenues.

The followings are highlights of the FY 2017-18 budget:

- In addition to the existing fundraising events, the Foundation incorporates the Tequila, Wine & Beer festivals and Tommy T events to be held at the California Theater to its FY 2017-18 budget.
- During FY 2016-17, the Foundation signed a couple of new lease agreements. One at Plaza Marina with Waterfront café and the other with Mens' Suite at Vidrio. At the same time, the Foundation also lost the tenant, Nicole Barton, at the Vidrio Building. The net revenue and expenses of the above have been reflected in the FY 2017-18 budget.
- Staff will continue to seek additional revenue through leasing vacant space and fundraising, including applications for grants and sponsorships, to support Foundation programs.
- The Foundation will continue to pay the City for use of the Art Shack and office space at City Hall, as well as technology support, and Public Works maintenance at the Plaza Marina building.

The goal of the 5-year Financial Plan is to have a balanced budget. To accomplish this goal while maintaining the current programs and services, the Foundation will need to continue to explore opportunities to increase revenues.

ATTACHMENTS: Resolution
Budget Summary
5 Year Financial Plan

Report Prepared By: Karen Chang, Financial Reporting Manager
Report Reviewed By: Brad Farmer, Treasurer

BEFORE THE PITTSBURG ARTS AND COMMUNITY FOUNDATION, INC.

In the Matter of:

A Resolution Approving Pittsburgh Arts and Community Foundation Budget for Fiscal Year 2017-18, Appropriation Fund for FY 2017-18, and Accept the 5-Year Financial Plan)

RESOLUTION NO.

The Pittsburgh Arts and Community Foundation, Inc. Board DOES RESOLVE as follows:

WHEREAS, the Pittsburgh Arts and Community Foundation, Inc. (Foundation) is a nonprofit, 501(c)3 Foundation formed for the purpose of providing assistance to the City of Pittsburgh, and all actions, budgets, projects and programs that the Foundation engages in or approves must be reasonably related to, or in furtherance of the Foundation's charitable purposes as stated in the Articles of Incorporation as amended on March 1, 2010; and

WHEREAS, the Foundation prepares and adopts the Pittsburgh Arts and Community Foundation, Inc. Budget with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, the Treasurer has submitted a budget for FY2017-18 estimated revenues in the amount of \$648,576 and a spending plan of \$761,874, with a use of Fund Balance of \$113,298; and

WHEREAS, the management supported the proposed Operating Budget for FY 2017-18, and the 5-Year Financial Plan.

NOW, THEREFORE, BE IT RESOLVED by Pittsburgh Arts and Community Foundation, Inc. Board as follows:

Section 1. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.

Section 2. The proposed FY 2017-18 Budget for the Foundation is reasonably related to and/or in furtherance of the Foundation's charitable purposes as stated in the Articles of Incorporation.

Section 3. The Foundation fund reserves are sufficient to cover the proposed budget shortfall of \$113,298 in FY 2017-18.

Section 4. Those funds are hereby and shall be appropriated in the estimated revenue amount of \$648,576 and a spending plan of \$761,874, with a use of Fund Balance of \$113,298.

Section 5. The proposed 5-year Financial Plan will help the Foundation plan and manage its budget and programs in furtherance of the Foundation's charitable purposes. The 5-year financial plan anticipates using lease

management income and increased fund raising and grant revenue to support its future activities.

Section 6. That the Executive Director or his/her designee is hereby authorized to approve payment of goods and services received by the Pittsburgh Arts and Community Foundation, Inc. in accordance with the Foundation's approved budget, programs and policies.

PASSED AND ADOPTED by the Pittsburgh Arts and Community Foundation Board at a regular meeting on the 19th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Marilyn Craft, Chair

ATTEST:

Alice E. Evenson, City Clerk

Pittsburg Arts and Community Foundation 5-year Financial Plan
--

	<u>Year End Est.</u>	<u>Proposed</u>				
	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>FY 21-22</u>
Revenues						
Leases	\$ 302,342	\$ 319,897	\$ 345,712	\$ 368,156	\$ 282,023	\$ 290,484
Fundraisers - Gross	164,923	163,000	171,150	176,285	181,573	187,020
Grants & Donations	66,650	16,679	18,000	18,000	18,000	18,000
Bookstore Sales	55,000	55,000	56,650	58,350	60,100	61,903
COP Allocations	30,000	60,000	61,800	63,654	65,564	67,531
Other 1-time / Community Benefit Support	20,000	-	50,000	50,000	75,000	75,000
Calif. Theater Bar/Concessions	18,000	24,000	28,800	31,680	33,264	34,927
Fees	10,496	10,000	10,200	10,404	10,612	10,824
Total Revenues	\$ 667,411	\$ 648,576	\$ 742,312	\$ 776,528	\$ 726,136	\$ 745,689
Expenditures						
Wages and Benefits	\$ 247,795	\$ 267,686	\$ 273,040	\$ 278,501	\$ 278,501	\$ 284,071
Maintenance Agreements & Maint & Repairs	106,851	107,621	109,773	111,969	114,208	116,492
Contractual & Professional Services	109,728	103,500	105,570	107,681	107,681	109,835
Fundraising Events	55,467	95,000	96,900	98,838	100,815	102,831
Audits, Bank Fees, Insurance, Legal & IT	41,515	37,845	38,980	40,150	41,354	42,595
Lease Expense	43,722	68,722	68,722	68,722	68,722	68,722
Advertising, Promotion & Community Outreach	54,000	4,000	4,120	4,244	4,371	4,502
Bookstore Purchases	25,000	25,000	26,250	27,038	27,849	28,684
Utilities	22,250	22,950	23,639	24,348	25,078	25,830
Supplies	12,450	12,100	12,463	12,837	13,222	13,619
Miscellaneous	7,384	7,150	7,365	7,585	7,813	8,047
Calif. Theater Concessions	10,000	10,000	14,400	15,840	16,632	17,464
Contingencies	500	-	-	-	-	-
Donations	37,000	300	300	300	300	300
Total Expenditures	\$ 773,662	\$ 761,874	\$ 781,521	\$ 798,052	\$ 806,546	\$ 822,992
Change in Net Assets	\$ (106,251)	\$ (113,298)	\$ (39,210)	\$ (21,524)	\$ (80,410)	\$ (77,303)
Net Assets at Beginning of year	322,809	216,558	103,260	64,050	42,527	(37,883)
Net Assets at End of year	<u>\$ 216,558</u>	<u>\$ 103,260</u>	<u>\$ 64,050</u>	<u>\$ 42,527</u>	<u>\$ (37,883)</u>	<u>\$ (115,186)</u>

Assumptions used to Develop PACF's 5-year Financial Plan

Revenue Assumptions	Expenditure Assumptions
<u>Fundraising:</u> 5% increase in FY 18-19 3% increase thereafter	<u>Wages & Benefits:</u> 2% in FY 17-18 through 20-21
<u>Grants and Donations:</u> \$18,000 annually	<u>Maintenance & Repairs:</u> 2% annual increase
<u>COP Allocations:</u> \$60,000 for Grant Writer Reimbursement 3% increase thereafter	<u>Contractual Services:</u> 2% annual increase
<u>Lease Revenues:</u> Per lease agreement	<u>Fundraising Events:</u> 2% annual increase
<u>Fees:</u> 2% increase annually	<u>Audits, Bank Fees, Insurance, Legal & IT:</u> 3% annual increase
<u>Bookstore Sales:</u> 3% increase annually	<u>Lease:</u> City rent went up by \$25K in FY -18
<u>California Theater Bar & Concessions:</u> 20% increase in FY 18-19 10% increase in FY 19-20 5% increase thereafter	<u>Advertising, Promotion & Community Outreach:</u> 3% annual increase
	<u>Bookstore Purchases:</u> Increase by 5% in 18-19 Increase by 3% thereafter
	<u>Utilities:</u> 3% annual increase
	<u>Supplies:</u> 3% annual increase
	<u>Misc. Expenses:</u> 3% annual increase
	<u>California Theater Bar & Concessions:</u> 50% of the Revenue
	<u>Contingencies:</u> Stays the same
	<u>Donations:</u> Stays the same

Pittsburg Arts & Community Foundation
FY 17-18 Budget
By Department

	Proposed Budget FY 17-18
<i>2017-18 Projected Revenue</i>	
General & Fund Raising	\$ 200,000
Arts & Literacy	9,000
Housing	-
Bookstore	55,000
Community Events	65,000
Lease Management	319,576
<i>Total Revenues</i>	<u>\$ 648,576</u>
<i>2017-18 Project Expenditures</i>	
General & Fund Raising	\$ (157,481)
Arts & Literacy	(104,421)
Housing	(56,841)
Bookstore	(207,660)
Community Events	(70,549)
Lease Management	(164,922)
<i>Total Expenditures</i>	<u>\$ (761,874)</u>
<i>Change in Net Assets</i>	
General & Fund Raising	\$ 42,519
Arts & Literacy	(95,421)
Housing	(56,841)
Bookstore	(152,660)
Community Events	(5,549)
Lease Management	154,654
<i>Change in Net Assets</i>	<u>\$ (113,298)</u>
<i>Net Assets at Beginning of year</i>	<u>\$ 216,558</u>
<i>Net Assets at End of year</i>	<u>\$ 103,260</u>



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

DATE: 6/6/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adoption of a City Council Resolution to Amend the Elected Officials Benefits Schedule
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

The City of Pittsburg provides fringe benefits to its elected officials as outlined in the Elected Officials Benefits Schedule. In an effort to provide the City Council with optional participation in the Deferred Compensation Plan and modify optional participation in the Health/Dental Alternative Plan, it is recommended that the Elected Officials Benefits Schedule be amended.

FISCAL IMPACT

There is no fiscal impact with the adoption of this amendment.

RECOMMENDATION

The City Council adopts the attached Resolution amending the Elected Officials Benefits Schedule.

BACKGROUND

The City provides some fringe benefits to elected officials that are outlined in the Elected Officials Benefits Schedule. This document was last updated in 2015. Benefits vary among elected appointments and include medical, dental, and life insurance coverage. In an effort to offer optional benefits to all eligible employees, it is recommended that the Elected Officials Benefits Schedule be amended to provide optional participation in the Deferred Compensation Plan and modify optional participation in the Health/Dental Alternative Plan for the City Council.

The proposed Resolution amends the Elected Officials Benefits Schedule to allow optional participation in the Deferred Compensation Plan and modify optional participation in the Health/Dental Alternative Plan for the City Council.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

The City Council is responsible for authorizing the salary and benefits for all City staff and elected officials through adoption of salary and benefits schedules or memoranda of understand, for the respective employees and bargaining groups. The proposed changes must be memorialized in the Elected Officials Benefits Schedule and adopted by the City Council to take effect.

ATTACHMENTS: Resolution

Exhibit A – Elected Officials Benefits Schedule

Report Prepared By: Stacy Shell, Director of Human Resources

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution	)	
Amending the Elected Officials Benefits	)	RESOLUTION NO. 17-
<u>Schedule</u>	)	

The Pittsburgh City Council DOES RESOLVE as follows:

WHEREAS, the City of Pittsburgh provides fringe benefits to all City staff and elected officials through the adoption of salary and benefits schedules or memorandums of understanding; and

WHEREAS, the City Council adopts the Elected Officials Benefits Schedule which authorizes the provision of benefits coverage to the City Council; and

WHEREAS, City staff has recommended to provide optional participation in the Deferred Compensation Plan and modify optional participation in the Health/Dental Alternative Plan for the City Council effective June 19, 2017; and

WHEREAS, the City Council is required to adopt the proposed Elected Official Benefits Schedule.

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

Section 1. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the staff report.

Section 2. The City Council finds and determines that the enclosed Elected Officials Benefits Schedule (Exhibit A) is adopted.

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

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on 19th day of June 2017, by the following vote:

AYES:

NOES:

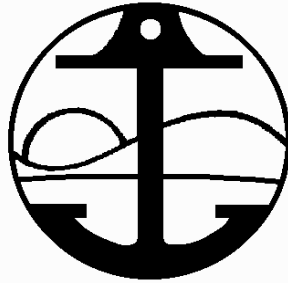
ABSTAINED:

ABSENT:

Marilyn "Merl" Craft, Mayor

ATTEST:

Alice E. Evenson, City Clerk



City of Pittsburgh Elected Officials Benefits Schedule

January 5, 2004

Amended:
February 20, 2007,
July 19, 2010,
August 3, 2015,
June 19, 2017

CITY COUNCIL

Health Insurance	Participates in the same fashion as Senior Executive Team. ¹
Dental Insurance	Participates in the same fashion as Senior Executive Team.
Health/Dental Alternative	Participates in the same fashion as Department Directors. If enrolled, payment is directed to a deferred compensation plan.
Retiree Health Insurance	Not eligible for this program.
Life Insurance/AD&D	\$75,000 policy provided by the City.
Retirement	Not eligible for PERS membership.
State Disability Insurance	Not eligible for this program.
Long Term Disability	Not eligible for this program.
Deferred Compensation	Participates in the same fashion as Department Directors. If enrolled, not eligible for City contribution match.
Employee Assistance Program	Not eligible for this program.
Any others not listed above	Not eligible.

¹ No City of Pittsburg elected official may concurrently participate in the City's retiree medical program and the health insurance or medical alternative program. Participation is limited to only one of these programs.

CITY CLERK

Heath Insurance	Participates in the same fashion as Department Directors – Not eligible for this program effective January 1, 2016
Dental Insurance	Participates in the same fashion as Department Directors – Not eligible for this program effective January 1, 2016
Health/Dental Alternative	Participates in the same fashion as Department Directors – Not eligible for this program effective January 1, 2016
Retiree Health Insurance	Not eligible for this program.
Life Insurance/AD&D	\$75,000 policy provided by the City.
Retirement	Optional member in accordance with PERS' regulations. If enrolling, City Clerk fully pays the employee share and the City fully pays the employer share.
State Disability Insurance	Not eligible for this program.
Long Term Disability	Not eligible for this program.
Deferred Compensation	Not eligible for this program.
Employee Assistance Program	Not eligible for this program.
Any others not listed above	Not eligible.

CITY TREASURER

Heath Insurance	Participates in the same fashion as Department Directors – Not eligible for this program effective January 1, 2016
Dental Insurance	Participates in the same fashion as Department Directors – Not eligible for this program effective January 1, 2016
Health/Dental Alternative	Participates in the same fashion as Department Directors – Not eligible for this program effective January 1, 2016
Retiree Health Insurance	Not eligible for this program.
Life Insurance/AD&D	\$75,000 policy provided by the City.
Retirement	Optional member in accordance with PERS' regulations. If enrolling, City Treasurer fully pays the employee share and the City fully pays the employer share.
State Disability Insurance	Not eligible for this program.
Long Term Disability	Not eligible for this program.
Deferred Compensation	Not eligible for this program.
Employee Assistance Program	Not eligible for this program.
Any others not listed above	Not eligible.



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

DATE: 6/6/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: By Minute Order, Select Commission Appointments to Vacancies on the Community Advisory Commission and Planning Commission
MEETING DATE: 6/19/2017

EXECUTIVE SUMMARY

Four openings exist on the Community Advisory Commission (CAC) and four openings exist on the Planning Commission. The City has advertised for all openings and received applications for both Commissions. All applicants were invited to interview with the City Council on June 5, and 15 applicants total were interviewed at that time.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

Staff recommends appointment of eligible candidates to the Community Advisory Commission and Planning Commission.

BACKGROUND

Staff has advertised for all vacancies and received applications. Four applications were received for the Community Advisory Commission. The terms will expire on June 30, 2019.

14 applications were received for the Planning Commission. The terms will expire on June 30, 2019.

SUBCOMMITTEE FINDINGS

Not applicable.

STAFF ANALYSIS

On June 5, 2017 the City Council reviewed four applications for appointment to the Community Advisory Commission. On that date candidate interviews were held. Four candidates were in attendance and were interviewed. There are four vacancies. The candidates are:

Dennisha Marsh – incumbent
Daniel O'Hara
Christopher Moreno
Veronica Pope

On June 5, 2017 the City Council reviewed 14 applications for appointment to the Planning Commission. On that date candidate interviews were held. 12 candidates were in attendance and were interviewed. There are four vacancies. The candidates are:

AJ Fardella – incumbent, not technically eligible for a full year after 2018
Durie Foster, Jr. – incumbent appointed 2016
Susan Giantvalley
Oliver Guerrero – incumbent appointed 2016
Tony L. Jimenez
Mark Linde
Darren Nielson
Daniel O'Hara
Bruce "Ole" Ohlson
Elissa Robinson
Paul Shatswell
Amrik Singh
Allen Tatomer
Jeremy L. Ward

ATTACHMENTS: Applications

Report Prepared By: Alice E. Evenson, City Clerk



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Community Advisory Commission

Name: Dennisha Marsh

Address: 1111 1st Ave, 1st Floor, Pittsburgh, PA 15222

Email: dmarsh@pittsburghpa.gov

Telephone: Residential: 412-326-1234 Business: 412-326-1234

Professional or Technical Experience: Office of Attorney General (Paralegal)
Finance Manager (Cisco Systems)

Why are you interested in serving on this commission: To continue to support
and be a voice for the people of Pittsburgh

Other Community Activities or Organizations in which you participate: DAC, Sit Counsel,
PAAACT, Bond Oversight, Racial Justice Task Force,

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☒ No ☐


SIGNATURE

Dennisha Marsh
PLEASE PRINT NAME

DATE 5.10.17



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Community Advisory Commission

Name: Christopher Moreno

Address: _____

Email: _____

Telephone: _____ Residential: _____ Business: _____

Professional or Technical Experience: _____

Financial Services & Business Consulting & Marketing

Why are you interested in serving on this commission: _____

Provide a service to the community I work, live, and play in.

The City of Pittsburgh is my city and I enjoy giving back and inspiring others to make a change while discovering new ways to enhance our city.

Other Community Activities or Organizations in which you participate: _____

Pittsburg Chamber Board, DOW Advisory, and West Pittsburg for Progress

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

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

Chris Moreno
SIGNATURE

Chris Moreno
PLEASE PRINT NAME

05/24/2017
DATE



CITY CLERK

MAY 24 2017

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Community Advisory Commission

Name: Daniel O'Hara

Address: 1000 1st St

Email: dan@hossinger.com

Telephone: Residential: Business:

Professional or Technical Experience: I was a construction & maintenance
superintendent where I worked with many cities, counties, consumers

Why are you interested in serving on this commission: Learn more about the
city, help the city and work with other residents

Other Community Activities or Organizations in which you participate:

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

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

Daniel O'Hara
SIGNATURE

Daniel O'Hara
PLEASE PRINT NAME

DATE 5-22-2017

CAC



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Community Advisory Commission

Name: Veronica Jean Pope

Address: 11111 1st St, Pittsburg, CA 94565

Telephone: _____ Residential: _____ Business: _____

Email address: _____

Professional or Technical Experience: Mental Health Specialist, AN Advocate For Youth AS AN Intervention Specialist ON School campuses providing school-based services.

Why are you interested in serving on this commission? To enhance my knowledge of programs and community awareness on the progress and growth of Pittsburg, and being part of something big, while giving back.

Other Community Activities or Organizations in which you participate: Pittsburg Unified School District (SARB) AND President & CEO of People who care (PWC) Pittsburg

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐

Daytime Meetings Yes ☐ No ☐

(maybe)

Veronica Pope

SIGNATURE

Veronica Pope

PLEASE PRINT NAME

12/9/16

Date



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Pittsburg Planning Commission

Name: A.J. Fardella

Address: _____

Email: "aj.fardella@blackdiamonddata.com"

Telephone: Residential: 916-312-0100 Business: 916-312-0100

Professional or Technical Experience: Eight Years serving on the Planning Commission

Certified Data Forensic Examiner, Electronic & Network Engineer

Why are you interested in serving on this commission: I am committed to what's best for the

City of Pittsburg having served 2 terms on the Planning Commission, I want to continue to serve.

The City of Pittsburg Planning Staff Team is the best ever and I want to continue working with them. I want to be part of the planning of the many exciting projects on the horizon for our city which will turn a new page for Pittsburg's future.

Other Community Activities or Organizations in which you participate: Rise Against Hunger 2016 and 2017

2015-2016 PTA President at Delta View Elementary, 6 years Director Pittsburg Challenger Little League

2003-2011 Chairman MDUSD Measure C Bond Oversight Committee, 2014-2017 Land-use sub-committee

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

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

Digitally signed by A.J. Fardella
DN: cn=A.J. Fardella, o=Black Diamond Data llc, ou=Research
and Services, email=aj.fardella@blackdiamonddata.com, c=US
Reason: I attest to the accuracy and integrity of this document
Location: Pittsburg, California
Date: 2017.05.22 16:36:36 -08'00'

SIGNATURE

A.J. Fardella
PLEASE PRINT NAME

May 22nd 2017
DATE

PLEASE SEE ATTACHED NOTES



To: Pittsburg City Council

65 Civic Drive Pittsburg
Phone: 925 252 6900

Notes on Application for Pittsburg Planning Commission

By A J Fardella

Friday, May 22, 2017

Greetings Council Members,

I humbly submit an application for the Planning Commission on which I have served for over 8 years. I realize that I have termed out, but the Council may re-appoint me at their discretion. Although each of you knows me, I thought it again appropriate to share additional information especially as it pertains to my experience, understanding, and philosophy for serving as a Planning Commissioner for our city.

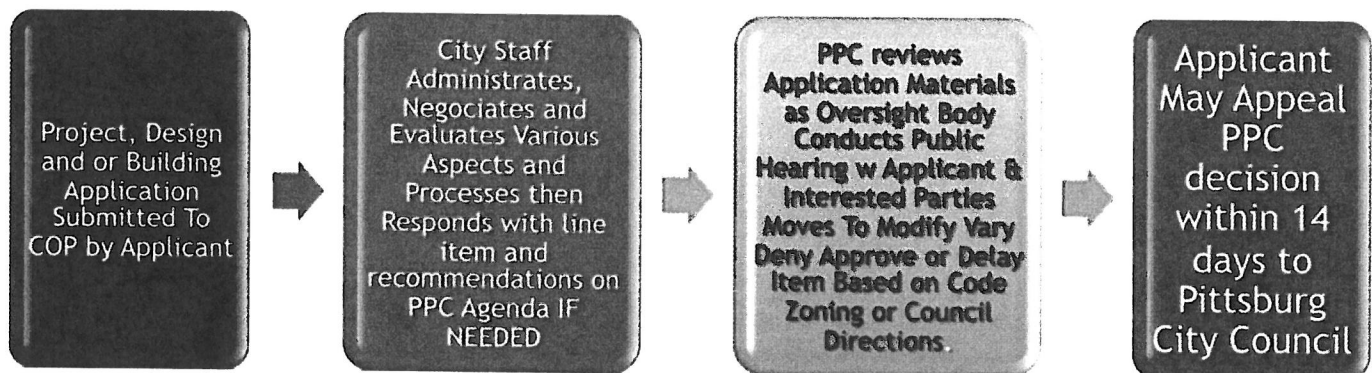
For over 18 years as a Pittsburg resident I have served our community many ways concerning important and widespread areas of public concern. These include education and infrastructure, City Codes, recreation, development, law enforcement and support of our youth.

Supporting These Efforts-

- 2015-2016 President Delta View Elementary PTA.
- 2015 featured Speaker for MESA program at CCCC and Los Medanos CC.
- Volunteer 2016 and 2017 Rise Against Hunger.
- Worked with MDUSD to plan for the next school in OakHills and purchase site at Vista Del Mar
- Member Pittsburg Certified Emergency Response Team CERT
- V.P. Pittsburg National Little League Challenger Division 2009-2015 (10 years as Coach)
- 2 term 2005-2007 Chairman MDUSD Measure C \$250,000,000 Bond Oversight Committee
- Director of the OHCG Oak Hills Community Group ohcg.net
- Industry Member of US Secret Service Electronic Crime Task Force
- Industry Member of CyberCop Organization and Intl. Assoc. Chiefs of Police
- 2013 Working with Pittsburg PD, FBI and Singapore authorities, Instrumental in first transnational conviction of cyberstalker in Singapore (links on last page)

Having served on the Planning Commission for over 8 years I am more skilled and better suited than ever to execute my duty. If re- appointed, it still my intention to make thoughtful recommendations to Council as directed and work closely with City Staff to render the best decisions. I have kept my promise and will continue to, that unless called upon, or exigent circumstances exist, not comment during an appeal nor comment negatively at a CC meeting if a decision were reversed on appeal.

I wanted to again include this process diagram which illustrates the relationship between the Planning Commission, City Council and Staff. In between each one of the phases the arrow points in both directions allowing for productive interaction among concerned parties. The ultimate approval power ultimately lies with the elected City Council.



My relationship with our excellent Pittsburg staff has been productive during my tenure. If re-appointed, I know we will continue to work well together.

As a two-time past Chairman of the Planning Commission I've conducted meetings in accordance with procedures and Roberts Rules even under some contentious situations. I enjoy a great working relationship with all of my fellow commissioners.

Over the last 8 years we approved many landmark developments, the first ever Solar Farm, Power Cell Electrical generators for commercial sites, Buckley Park, the New Giocomelli Park, The new Railroad BART Station Kiss and Ride to name a few. We have also avoided projects which were not in the city's best interest.

In closing, it would be a privilege to be appointed again and serve on the Pittsburg Planning Commission. My qualifications, experience on the Commission and dedication to public service will again continue to be an asset to Pittsburg.

Thank You,

supplemental information on Leandra Ramm Case:

Newsweek article on Leandra Ramm case

<http://www.newsweek.com/2014/08/22/how-law-standing-cyberstalking-264251.html>

Singapore Press article on historic arrest and landmark legislation on Leandra Ramm case

<http://www.straitstimes.com/singapore/he-kept-me-in-a-virtual-prison>

Legal Summary of Case, the Law, First Ever transnational conviction of a cyberstalker

http://speedydeletion.wikia.com/wiki/Draft:Case_of_Mak_Versus_Ramm



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Planning Commission

Name: Durie Foster, Jr.

Address: _____

Telephone: _____ Residential: _____ Business: _____

Email address: _____

Professional or Technical Experience: I have over 20 years of executive operational experience in finance, call center management, healthcare, and private enterprise. I am a management professional with extensive experience providing high-quality customer support and operational solutions.

Why are you interested in serving on this commission? I am interested in preserving the character of Pittsburg while promoting economic growth and sensible development that benefit the city as a whole.

Other Community Activities or Organizations in which you participate: _____

MTEM Outreach Ministries, American Heart Association

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

ARE YOU AVAILABLE FOR:

Evening Meetings Yes x No _____

Daytime Meetings Yes x No _____

SIGNATURE

Durie Foster, Jr.

PLEASE PRINT NAME

12/08/16

Date

Durie Foster Jr.

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

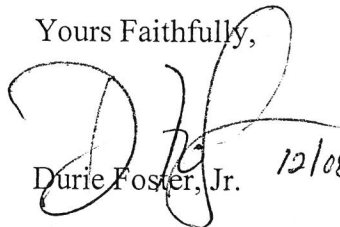
Attached is my application to serve on the City of Pittsburg's Planning Commission. As an interested member of our community, I would like to volunteer my time, skills, and talents to assist in planning the future of our great city. I have extensive executive experience that would be beneficial to the committee as we work hand in hand with the city council to promote the long-term economic growth and development of our city.

As a homeowner and resident of Pittsburg since 2000, I have a desire to assist our city to flourish into an economic powerhouse while remaining true to our small city, community-based roots. In serving, it would give be a unique opportunity to better understand the challenges of managing our growth, improving our infrastructure, and improving the livable for all residents.

I respectfully request your support in being appointed to the Planning Commission.

I would be happy to provide my resume or answer any questions you may have.

Yours Faithfully,


Durie Foster, Jr. 12/08/16

Pittsburg, CA 94565

HOME	6
OFFICE	5
MOBILE	6
EMAIL	



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Planning Commission

Name: Susan GiantValley

Address: 1111 1st St, Pittsburg

Email: susan.giantvalley@gmail.com

Telephone: Residential Business

Professional or Technical Experience: Registered Nurse, schooled at LMC.
Assistant teacher at Pittsburg Adult Ed in the LVN program.

Why are you interested in serving on this commission: I have lived in Pittsburg for 41yr
We raised two children in this town & have watched the city
grow. Pittsburg has greatly improved during our years here. Being
recently retired, I would like to give back to this community cont.

Other Community Activities or Organizations in which you participate: I volunteer at

- Contra Costa Medical Center in their ambulatory surgery dept.
- Trained & worked with Walnut Creek CERT in the late 80's.

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☒ No ☐

Susan GiantValley
SIGNATURE

Susan GiantValley
PLEASE PRINT NAME

DATE May 23, 2017

cont.

and help Pittsburg continue on this
forward path to excellence.



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Pittsburg Planning Commission

Name: Oliver Guerrero

Address: 777 Pittsburg Ave, Pittsburg, CA 94565

Telephone: _____ Residential: _____ Business: _____

Email address: _____

Professional or Technical Experience: Process engineer at Dow Chemical in Pittsburg, which includes leading technical design efforts across the site adhering to internal, agency, and legislative standards. Campaign Treasurer for the Committee to Elect Juan Banales for Pittsburg City Council 2016. Degree - B.S. Chemical & Biomolecular Engineering, Cornell University, 2014

Why are you interested in serving on this commission? The city of Pittsburg is growing rapidly and has several exciting development opportunities concurrent with the area's population/ transit expansion. I am passionate about ensuring that Pittsburg's growth benefits its current and future citizens as well as the local economy through smart and environmentally responsible projects.

Other Community Activities or Organizations in which you participate: Dow Wetlands Preserve Team

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

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

Oliver Guerrero

SIGNATURE

Oliver Guerrero

PLEASE PRINT NAME

12/7/2016

Date

Oliver Guerrero

T:

E:

Pittsburg City Council
Planning Commission Applications Review

12/7/2016

Members & Reviewers,

Thank you for considering my application for the Pittsburg Planning Commission. As a Pittsburg resident, employee, and native Californian, it is important to me that the city's development be guided with its best interests in mind. I am excited to bring a youthful, open minded and technically oriented perspective to the planning commission. My intent is to help diversify the commission pool by offering an energized and pragmatic voice. I appreciate the opportunity to become more involved with the city's growth and look forward to working with a great group of local leaders.

Sincerely,

Oliver Guerrero

Oliver Guerrero



CITY CLERK

DEC 8 2016

**CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION**

Name of Commission: Planning Commission

Name: Tony L. Jimenez

Address: 7111 1st St, Pittsburg, CA 94565

Telephone: _____ Residential: 925-438-1111 Business: _____

Email address: tony@jimenez.net business email _____
email _____

Professional or Technical Experience: Consultant & Coach see attachment

Why are you interested in serving on this commission? _____

Born and raised in Pittsburg. Very proud of Pittsburg and wish to contribute & serve in a more strategic way. My international work & travel was big barrier in the past and is no longer an issue. I believe my skill in working with teams for results could be an asset to support Pittsburg's progress.

Other Community Activities or Organizations in which you participate: See attachment

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

ARE YOU AVAILABLE FOR:

Evening Meetings Yes x No _____

Daytime Meetings Yes x No _____

Tony L. Jimenez

SIGNATURE

Tony L. Jimenez

PLEASE PRINT NAME

12/8/16

Date

Dear Pittsburg Council Members:

I was born and raised in Pittsburg. I am extremely pleased and proud of Pittsburg's progress. Please give me an opportunity to serve on the Planning Commission to build on the great work done.

My former career with the Chevron Corporation as an Executive Development Consultant & Manager on a wide range of large projects has given many experiences relevant to Planning Commission work. Public safety and employee safety is a top priority along with high ethics in the work I do.

Working with senior management, we had many strategic issues and decisions related to buying, developing or selling land. Dealing with a wide-range of laws & regulations and solving the issues in teams under tight deadlines is the norm. The 3 major mergers I worked on with senior leaders taught me many valuable approaches to change and working with diverse populations. I have served on many safety and audit teams doing site visits in refineries for problem corrections. Other teams include: strategic planning for capital projects, environmental issues, drug and alcohol, human resources.

One of my strengths is helping individuals and teams to create innovative solutions for new or challenging situations. I facilitated large sessions with Silicon Valley companies developing technological solutions for energy companies. I worked with our energy solutions executive to help local organizations. One novel approach featured a game for science students and adults to use conventional and new sources of energy to power a city. What participants discovered it takes a wide-range of energy sources to power a city. I have worked with many teams to get practical solutions & results.

After many years with Chevron, I have returned to independent consulting and coaching with leaders and teams. Client services include: executive & leaders transitions, one-to-one coaching, high potential leader development, change & performance issues, and innovation challenges.

Other activities include: Served on LMC President's Advisory Committee for their 5 year plan, Served on Chancellor Helen Benjamin's Committee to review future plans for LMC, DVC, CCC. On Kennedy-King Scholarship Committee 2011-16 for low-income students. Pittsburg Chamber of Commerce and Pittsburg High project to interview students for college and careers the past 2 years. Keynote speaker at Orin Allen Youth Facility Leadership Conferences in Byron, CA.

A Recipient of LMC's 2015 Cesar Chavez Award for Exemplary Community Service.

Featured as Executive Coach and commissioned to write the chapter: "*Coaching Senior Leaders*" in 1ST Edition Masterful Coaching Field Book by Robert Hargrove, Jossey-Bass Publishers.

B. A. Rhetoric & Business U.C. Berkeley M.A. Organizational Development & Leadership S.F. State

Tony L. Jimenez



CITY CLERK

DEC 08 2016

RECEIVED

**CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION**

Name of Commission: PLANNING Commission

Name: MARK LINDE

Address: PITTSBURG CA 94565

Telephone: _____ Residential: _____ Business: _____

Email address: _____

Professional or Technical Experience: CERTIFIED ASE, ICAR REPAIR, PREVIOUS
APT MANAGER AND MAINTENANCE TECHNICIAN, CONSULTANT
@ MANAGU HIPRENOVATIONS (HIPRENOVATIONS.COM)

Why are you interested in serving on this commission? TO BRING A FRESH
NEW PERSPECTIVE TO THE COMMISSION THAT ENTAILS
LOOKING AT ALL THE DETAILS AND IMPACTS OF PROJECTS

Other Community Activities or Organizations in which you participate: VP OPERATIONS CTC.ORG
NIN-PAULI

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No _____
Daytime Meetings Yes ☒ No _____

SIGNATURE

MARK LINDE

PLEASE PRINT NAME

12/8/16

Date



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Planning Commission

Name: Darren Nielson

Address: Pittsburg CA 94565

Email: _____

Telephone: _____ Residential: _____ Business: _____

Professional or Technical Experience: Owner of Extreme Home Renovations
Designer and Consultant for Residential and Small Business Tenant Improvements

Why are you interested in serving on this commission: I appreciate good city planning
and I believe that I may have some experience and perspectives that could
be of service to the community. Particularly, my learnings as an Owner/Builder
and a Project Manager while working in neighboring cities- primarily Concord.

Other Community Activities or Organizations in which you participate: _____

Kaiperm Credit Union- Board of Directors, Active member of The Church of Jesus Christ of Latter Day Saints

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☐ No ☐
Maybe

Darren Nielson

SIGNATURE

Darren Nielson

PLEASE PRINT NAME

5/12/2017

DATE

RESUME OF QUALIFICATIONS

Email: ()

Seeking a Senior Management position where there is an opportunity for challenge, productivity and growth. Ideal position would make use of my business knowledge, process experience, technical skills and leadership abilities.

- Responsible for the acquisition of properties for renovations and subdivisions, site planning, entitlement processing, show home designs, product & vendor selections and project construction.
- Successfully managed timelines, financing and cash flow.

- Provided clients with designs and working drawings for additions, remodels and new homes. Coordinated with Engineers, and partnered with a General Contractor to provide clients with all construction services.

PACIFIC BELL / SBC- 1993 to 2004

Sr. Project Manager, Business Manager, Technical/Supervising Manager, Business Service Representative

- *SBC's Sales Productivity Systems*- Responsible for implementing CMM (Capability Maturity Model) into the organization and for process mapping the internal workflows supporting the Software Development Lifecycle.
- *Business Solutions Team (BST)*- Recognized an opportunity, proposed, created, assembled and led BST (an internal Consulting and Support team). The team pro-actively offered Pacific Bell workgroups expert assistance in the following business areas: Process Mapping & Analysis, Process Re-engineering, Project Management, as well as Application Development, Testing, Implementation and Technical Support.
- *Federal Universal Service Fund (FUSF) project*- Analyzed the annual registration and application process used by over 13,000 schools and libraries to renew their government subsidized contracts with Pacific and Southwestern Bell. Developed process maps and performed "Before" and "After" simulations using Optima! (now iGrafx Process) software. Identified constraints and opportunities. Proposed, assembled and led the \$2.1 million rapid software development project to automate the most labor intensive FUSF processes. The project paid for itself, through labor savings, in the first 10 months. Supervised Managers and Contractors.
- *Performance Management Tool (PMT)*- Project managed the enhancement and support of this Oracle based Enterprise application. Application Team and system supported over 700 users. Accountable for accurately providing 5,000 Service Representatives with their weekly and monthly productivity reports. System also used for calculating sales compensation. Led the PMT Council (an organization made up of PMT Users and Stakeholders). Supervised Managers and Contractors.
- *Promotion's Processing Center*- Devised and implemented the organizations promotions tracking strategy. Developed Promo Tracker, a system used to manage and follow-up on over 100 promotions and offerings. Automating the process reduced the cost of processing each order by 85-90%.
- *ISDN Ordering Center, Customer Owned Pay Telephone department and Value Promise Plus Center*- Analyzed each of these workgroups' systems and processes. Designed, developed, implemented and supported customized order tracking, work distribution and "Real-time" reporting systems. Supervised non-management employees. (CWA Union members)

TRIPP COMMUNICATIONS SALES (TCS)- 1991 to 1993

Regional Manager Sales & Marketing- Audio/Video Teleconferencing Systems

EDUCATION

Diablo Valley College- successfully completed 61 units with a 3.5 Grade Point Average

Saint Mary's College- B.A. in Business Management, graduated with Honors.

Golden Gate University- Masters in Management of Technology- all course work completed, one test shy of degree.

COMPUTER SKILLS

MS Office, MS Access, MS Project, iGrafx Process, Visio, JIRA, Adobe Suite, Camtasia, Chief Architect, Filemaker Pro

ACHIEVEMENTS

- ◆ Conversant in Spanish ◆ Received Pacific Bell's Professionalism Award ◆ Served a Two Year L.D.S. Mission
- ◆ Pacific Bell's Sterling Club ◆ Eagle Scout



CITY CLERK

MAY 24 2017

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Planning Commission

Name: Daniel O'Hara

Address: Pittsburg

Email:

Telephone: Residential: Business:

Professional or Technical Experience: I was A Construction & Maintenance Superintendent for EBMUD, where I worked closely with many citizens, counties, developers

Why are you interested in serving on this commission: I enjoyed working with various agencies when I worked, this included codes, permits, specifications, negotiations for various projects

Other Community Activities or Organizations in which you participate:

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☒ No ☐

Daniel O'Hara
SIGNATURE

Daniel O'Hara
PLEASE PRINT NAME

DATE 5/22/2017



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: PLANNING

Name: BRUCE "OL" OHLSON

Address: 1011 - 1 - E

Email: bruceohlson@comcast.net

Telephone: Residential: 707-441-1111 Business: ~

Professional or Technical Experience: 11 YEARS ON PLANNING COMMISSION
16 YEARS OF ATTENDING PUBLIC MEETINGS AND PAYING ATTENTION

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

Other Community Activities or Organizations in which you participate: BIKE EAST
BAY, DELTA PEDALERS

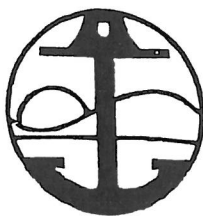
RETURN TO:
City Clerk's Office
City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565

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

Bruce D. Ohlson
SIGNATURE

BRUCE D. OHLSON
PLEASE PRINT NAME

DATE 5/1/2017



CITY CLERK

DEC 08 2016

RECEIVED

**CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION**

Name of Commission: Planning CommissionName: Elissa Robinson

Address: _____

Telephone: _____ Residential: 925 _____ Business: _____

Email address: _____

Professional or Technical Experience:

I have a Bachelor of Science in Natural Resource Planning from Humboldt State. From 2012 to 2016 I worked for the Contra Costa County Public Works Department in the Flood Control District, which included working with developers, plans, understanding infrastructure needs, effects on residents, understanding municipal needs, and clear communication with the public. I currently work for the Contra Costa Resource Conservation District as a Resource Conservationist.

Why are you interested in serving on this commission?

As a lifelong resident of Pittsburg, I have seen a lot of change over the years. My history here, education and experience give me a unique perspective when it comes to development within the city. With both planning experience, and experience working to preserve our environment, I will bring a new voice to the City's Planning Commission.

Other Community Activities or Organizations in which you participate:

I was appointed to the East Bay Regional Park District's Park Advisory Committee in 2014, and continue to represent the interests of eastern Contra Costa County there. I organize the Contra Costa Watershed Forum, which holds bi-monthly meetings where agencies, municipalities, community groups, and interested public gather to discuss events and issues in their watershed,

RETURN TO:

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

ARE YOU AVAILABLE FOR:

Evening Meetings Yes ☒ No ☐Daytime Meetings Yes ☐ No ☒

SIGNATURE

Elissa Robinson

PLEASE PRINT NAME

12/9/16

Date



**CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION**

Name of Commission: Planning

Name: Paul Shatswell

Address: _____

Email: _____

Telephone: _____ Residential: _____ Business: _____

Professional or Technical Experience: Current: Principal of Adult Education at WCCUSD, Licensed

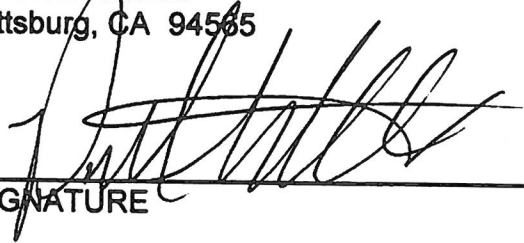
Real Estate Agent since 2005. Prior Director Business Services at WCCUSD. Masters in Accounting.
Current student in an Engineering Construction Bachelors program.

Why are you interested in serving on this commission: Lifelong Pittsburg resident, passionate about
serving my local community with a strong desire to influence positive and equitable outcomes for all
community stakeholders.

Other Community Activities or Organizations in which you participate: City of Richmond Workforce
Development Board Member, current member of the Elks #1474.

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☒ No ☐


SIGNATURE

Paul Shatswell
PLEASE PRINT NAME

DATE May 24, 2017



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: AJ Fardella (Planning Commission)

Name: Amrik Singh

Address: 1000 1st St, Pittsburgh, PA 15222

Email: amrik.singh@gmail.com

Telephone: _____ Residential: _____ Business: _____

Professional or Technical Experience: Mechanical Engineer (P.E.)

Why are you interested in serving on this commission: I want to contribute to develop my City for future generation. I also want to know what future projects city is working on.

Other Community Activities or Organizations in which you participate: NA

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

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

SIGNATURE

Amrik Singh
PLEASE PRINT NAME

DATE 04-05-2017



CITY CLERK

MAY 24 2017

CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: PLANNING COMM

Name: Allen TATOMER

Address: _____

Email: _____

Telephone: 925 Residential: _____ Business: _____

Professional or Technical Experience: Residential Project Manager - Project Coordinator

Why are you interested in serving on this commission: Have deep background in Pittsburg politics & issues AND Residential construction project management:

Other Community Activities or Organizations in which you participate: CAN organizer (Central Addition Neighbors) + LMCHD Board Trustee 2001-2005

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☒ No ☐


SIGNATURE

Allen TATOMER
PLEASE PRINT NAME

DATE 5.23.17



CITY OF PITTSBURG
APPLICATION FOR CITIZEN PARTICIPATION ON COMMISSION

Name of Commission: Planning Commission

Name: Jeremy L Ward

Address: 14, Pittsburg, CA 94565

Email: wardj@pittsburgca.gov

Telephone: Residential: 916-435-1234 Business: 916-435-1234

Professional or Technical Experience: I have been a Senior Designer for over 20 years with an emphasis in Architectural design. I work for a large A/E firm and also have my own small residential design firm.

Why are you interested in serving on this commission: _____

I am born and raised in Pittsburg and my family has been here for over 50 years. I am extremely proud of Pittsburg and what it has developed and changed into. I am hoping to be a part of the next great things in town and hopefully be able to help mold and direct what it looks like.

Other Community Activities or Organizations in which you participate: _____

Pittsburg Bocce Federation, Antioch Indoor Bocce Federation, Pittsburg Community Theatre

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

ARE YOU AVAILABLE FOR:
Evening Meetings Yes ☒ No ☐
Daytime Meetings Yes ☐ No ☒

SIGNATURE _____

Jeremy L Ward

PLEASE PRINT NAME _____

October 20th, 2016

DATE _____

Jeremy L. Ward

Experience

With more than 19 years of experience in all phases of design, project management, client coordination and drafting services, I have served as a CAD Manager, Drafter, Designer and Job Captain on a wide range of commercial, renewable energy, institutional and public projects including airport expansions, data centers, solar arrays, fuel cell farms and maintenance facilities. I also have experience in residential design for any type of residential project from brand new to remodels. I have had experience and responsibilities in designing and coordinating of architectural discipline drawings, coordinating with city/county zoning and building regulations, coordinating with engineering disciplines, drafting for engineering disciplines, layout and coordination of construction documents, construction administration, field investigative services (existing building assessments, equipment logging, building compliance to project standards, punch lists, etc.) and review of office documents for code compliance and quality control. I am team player and work well with everyone on the team and always enforce communication and coordination within my jobs team. I always stride to accomplish my work on time and with the utmost quality and know what it takes to get a project out the door on time and meet the project budgets and client expectations.

Job Experience

1999 to Present Carter Burgess / Jacobs Oakland, CA

Senior Designer

- Architectural Design, which included AC Transit Hydrogen Fueling Station, AT&T VHO Facilities, Oakland Airport Extension and TI, NCR Maintenance Facility, BART 16th Street Renovation, ECCTA Expansion, Bloom Energy Fuel Cell Farm and the Snohomish Maintenance Facility.
- Job Captain which included client and production team oversight, city permitting and Contractor coordination.
- Multi-Discipline Coordination during Design and Construction
- Construction Administrative services, which include Site Walk, Field Reports, RFI & Submittal response and attending Weekly Meetings.
- Drafting production for Engineering disciplines which included Mechanical, Plumbing, Electrical, Civil and Structural.

2009 to Present Residential Designer Pittsburg, CA

Designer

- Provide design services for conceptual, permit and construction drawings for new homes, remodels, additions, decks and docks thru-out the Bay Area.

1998 to 1999 Bentley / Enron San Ramon, CA

Architectural Services/Drafter

- Drafting & Design Services for both the Architectural & Engineering Departments on number of different projects from University Remodels, Coast Guard Facilities and Bank Renovations
- Field Site walks to verify existing site conditions

1997 to 1998 Bentley Phoenix, AZ

Architectural Services/Drafter

- Drafting & Design Services for the Architectural Group on a wide array of projects from a Kuleto's restaurant, ATM installations and Office TI's
- Managed Office IT system

1996 to 1997 Delta Groups Engineering Pleasanton, CA

Drafter

- Drafting services for cell site projects for Sprint & Nextel
- Coordinate office CAD standards
- Field Site Walks to verify existing conditions

Education

1996 Silicon Valley College Fremont, CA

- Certificate in Drafting

Projects

CHEVRON – SAN RAMON, CA

Designer/Drafter. Provided architectural design services and drawing management for the internal real estate group within Chevron. The project included internal design services, review of current and past project design drawings and management of building drawing records, current and past.

AT&T – VHO's, CA

Designer/Drafter/Job Captain. Provided architectural and engineering design services for the systems to support an internet services facility. The project included dual path redundant Uninterruptible Power Supply systems, and power distribution units arranged to facilitate planned maintenance operations and equipment failure for this mission critical facility.

Oakland International Airport Terminal 2 Concourse Extension - Port of Oakland, Oakland, CA

Designer/Drafter for Architectural and MEP to design the new 108,000-sq. ft. Terminal 2 Extension. The \$41.8 million, two-level concourse has 7 new gates & includes passenger hold-rooms, moving walkways, concessions, circulation areas, passenger boarding bridges, airline ramp functions, support offices, & communications center. Includes a 5,000 sq. ft. Main Distribution Facility consisting of security/fire alarm systems, paging systems, Flight Information Display Systems and Baggage Information Display Systems.

Fresh & Easy, Northern, CA Market,

Senior Designer/Job Captain. Provided architectural design and coordinated with mechanical, electrical, plumbing and structural disciplines for the Fresh & Easy roll-out in Northern California.

NCR San Leandro Maintenance Center, San Leandro, CA,

Senior Designer/Drafter/Job Captain. Design and Engineering services for a new Administration and Maintenance facility for NCR which maintains and rents construction supplies.

ECCTA - Administration and Maintenance Facility Expansion, Antioch, CA;

Designer/Drafter. Design and construction administration services for the expansion of an existing facility in Antioch, CA. The existing facility consisted of a 17,000 square foot building which housed administrative, operations, and maintenance functions on a site of 4.7 acres. Growth in service needs resulted in increased space needs at the existing building in all of its major elements: administration, maintenance, operations and staff and bus parking.

Interests

Bocce Ball, Community Theatre, Church and Family.