



**CITY OF PITTSBURG
AGENDA**

SEPTEMBER 21, 2020

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

**CLOSED SESSION
5:30 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

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

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

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



PUBLIC ADVISORY:
THE CITY COUNCIL CHAMBER WILL NOT BE OPEN TO THE PUBLIC

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting of the City Council for September 21, 2020 will be conducted electronically through Zoom and broadcast live through Granicus on the City's website. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chamber will not be open for the meeting. Council Members will be participating electronically and will not be physically present in the Council Chamber.

Comments can be submitted via email to meetingcomments@ci.pittsburg.ca.us. If you wish to have your comments read to the Council Members during the appropriate Public Comment period, please indicate in the Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on. If your comment is for a non-agenda item, indicate "FOR PUBLIC COMMENT – NON AGENDA." Comments that you want read to the Council will be subject to the three minute time limitation (approximately 350 words). Written comments that are only to be provided to Council and not read at the meeting will be distributed to the Council prior to the meeting if received by 5:00 p.m. the date of the meeting. Comments via text and social media (Facebook, Twitter, etc.) will not be accepted. Just as in a live meeting inside the Council Chamber, only one comment per agenda item per person is allowed. If you comment more than once on a particular topic, only the first email will be read aloud.

The City of Pittsburg thanks you in advance for taking all precautions to prevent the spread of the COVID 19 virus.

AUDIENCE REMARKS

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

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

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION;
Significant exposure to litigation pursuant to Section 54956.9(d)(2)
Number of cases: one
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Section 54957:

City Attorney
3. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Section 54957.6:

City designated representatives: Garrett Evans, Stacy Shell, Fritz McKinley, Brad Farmer

Employee organizations: American Federation of State, County, and Municipal Employees Local 512 Management/Professional/Confidential Unit and Miscellaneous A Unit; Pittsburg Police Officers' Association; Pittsburg Police Managers Group; Teamsters Local 856; International Brotherhood of Electrical Workers Local 1295

Unrepresented employees: Management Group; Senior Executive Team

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATIONS

4. Quarterly Police Department Internal Affairs Investigations and Use of Force Report
5. CORE (Coordinated Outreach Referral & Engagement) Team Overview and Response to Covid-19

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)

PUBLIC COMMENTS

See Public Advisory.

HOUSING AUTHORITY

CONSIDERATION

6. Adoption of a Housing Authority Resolution Approving the Pittsburgh Chamber of Commerce 2020-2021 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 City and the Chamber have worked together to develop the scope of services (Lease and CAM Offset 2020-2021) to be provided by the Chamber to the City in lieu of paying lease and CAM charges.

CONSENT CALENDAR

7. Minutes of April 20, 2020
8. Disbursement Lists of April 30, 2020, May 31, 2020, June 30, 2020 and July 31, 2020
9. Adoption of a Housing Authority Resolution Accepting the CARES Act Allocations by the US Department of Housing and Urban Development and Increasing the Housing Authority Operating Budget for Fiscal Year 2020-21.

The Housing Authority of the City of Pittsburgh (Housing Authority) was awarded funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act for the prevention of, preparation for, and in response to the national impacts of the coronavirus, also known as the COVID-19, pandemic. Staff proposes to: 1) accept the CARES Act funds in the total amount of \$486,042; and 2) increase the Housing Authority Operating Budget for Fiscal Year 2020-21.

10. Adoption of a City Council/ Housing Board Resolution to Amend Staffing Allocation in Housing Authority.

The City's Housing Authority recommends changing the staffing allocation plan by adding one (1) Housing Program Analyst I.

HOUSING AUTHORITY MEMBER REMARKS

ADJOURNMENT OF THE HOUSING AUTHORITY

CITY COUNCIL MEETING

COMMITTEE REPORTS

Council Members may make a report on their committee assignments at this time. (see attached list of adhoc committees and other public agencies in which Council members participate). (No Action Required)

PUBLIC HEARING

11. Adoption of a City Council Resolution Approving the 2019-2020 Community Development Block Grant Consolidated Annual Performance and Evaluation Report

The Housing and Community Development Act of 1974, as amended, requires all Community Development Block Grant (CDBG) entitlement jurisdictions to prepare and submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) by September 30th of each year. The CAPER is a “report card” that documents how well the City met its goals during the period of July 1, 2019 through June 30, 2020 (Program Year) in helping low to moderate income residents of Pittsburg with a variety of services and improvements utilizing CDBG funds.

CONSIDERATION

12. Adoption of a City Council Resolution Approving Possible Funding Options Related to Youth Services

At the July 20, 2020 City Council meeting, Staff was directed to bring back to the Council dedicated funding mechanisms to address the development and establishment of Youth Programming and Services within the City of Pittsburg.

CONFLICT OF INTEREST STATEMENT

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

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

13. Minutes of August 17, 2020
14. Adoption of a Pittsburg Arts and Community Foundation Resolution to approve the Budget for Fiscal Year 2020-21 and Appropriation of Funds for Fiscal Year 2020-21.

Annually Pittsburg Arts and Community Foundation (PACF) prepares an operating budget. The operating budget is being presented for Fiscal Year 2020-21.

15. Adoption of a Pittsburg Power Company Resolution Approving the 2019 Annual Power Source Disclosure Report to the California Energy Commission

State Law, Public Utilities Code Section 398.1(b) requires all retail suppliers of electricity products to file an annual report to the California Energy Commission (CEC) to disclose resources or fuel types of power procured and sold to end use customers. The Pittsburg Power Company (PPC) provides electricity retail service on Mare Island, Vallejo in the name of Island Energy (IE) and is required by law to disclose the sources of its energy procurement and sales to its end users on Mare Island. The CEC requires the Governing Board of the Pittsburg Power Company to approve its 2019 Annual Power Source Disclosure Report (PSD Report).

16. Adoption of a Pittsburg Power Company Resolution Approving the Conduit Lease Agreement between Pittsburg Power Company and Factory OS LLC

The Pittsburg Power Company (PPC), a joint powers authority, provides retail electricity and gas service on Mare Island, Vallejo, under the name of Island Energy. PPC proposes to enter into a conduit lease agreement (Agreement) with Factory OS LLC (Factory OS) for the lease of underutilized underground conduit for the purpose of installing dedicated fiber optic communication cable.

17. Adoption of City Council and Geologic Hazard Abatement District II (GHAD) Resolutions Amending the Operating Budgets for Fiscal Year 2020-21

After the final budget was approved, minor corrections and adjustments need to be made to the original Operational Budgets for the Operating Budget for Fiscal Year 2020-21.

18. Adoption of a City Council Resolution Approving a Software Purchase and a Southwest Pittsburg Geologic Hazard Abatement District II Resolution Approving a Loan to the City of Pittsburg

This resolution will authorize a financing loan and the purchase of updated software to improve online services to customers, improving efficiency of the City's planning, development and building inspection services.

19. Adoption of an Ordinance Amending the Municipal Code Chapter 2.80 Relating to the Establishment and Structure of the Pittsburg Youth Advisory Commission

On August 17, 2020 the City Council held a duly noticed meeting to consider amending Title 2 of the Pittsburg Municipal Code (PMC) to include the establishment and structure of the Pittsburg Youth Advisory Commission.

20. Adoption of a City Council Resolution Approving Contra Costa Transportation Authority's Measure J Growth Management Program Compliance Checklist for Calendar Years 2018 and 2019

The Contra Costa County Transportation Authority (CCTA) requires the City to submit a biennial Growth Management Program (GMP) Compliance Checklist in order to be eligible to receive its portion of Local Street Maintenance and Improvement (LSM) Funds contained in Measure J. The Measure J GMP Compliance Checklist covering Calendar Years 2016 and 2017 is required to

receive the City's portion of LSM Funds for Fiscal Years (FY's) 2019-20 and 2020-21. The estimate of the City's FY 2019-20 allocation is \$877,484.

21. Adoption of a City Council Resolution Amending City's Conflict of Interest Code

Pursuant to the Political Reform Act, every local government is required to conduct a biennial review of its Conflict of Interest Code to determine its accuracy. As part of this year's biennial review, City staff determined that the City's Conflict of Interest Code must be amended to reflect new, reclassified and eliminated employee positions. Adoption of the resolution updating the City's Conflict of Interest Code will ensure that the Code accurately reflects all of the designated positions within the City which are required, by state law, to disclose financial interests.

22. Adoption of a City Council Resolution Approving the Final Map, Subdivision Improvement Agreement and Improvement Plans for Subdivision 9480 San Marco Unit 13

The Final Map, Improvement Plans and Subdivision Improvement Agreement for Subdivision 9480 San Marco Unit 13 are ready for approval. This Resolution will authorize the City Manager to execute the Subdivision Improvement Agreement and approve the Final Map and Improvement Plans for the Subdivision.

23. Adoption of a City Council Resolution Approving the Terms and Conditions of Employment for Employees in the International Brotherhood of Electrical Workers Union, Local 1245 for the Period July 1, 2020 through June 30, 2021

On March 9, 2020, the International Brotherhood of Electrical Workers (IBEW) Union, Local 1245 petitioned the City of Pittsburg for recognition to be the exclusive employee organization to represent maintenance personnel assigned to Island Energy. On April 15, 2020, the City affirmed the petition and commenced labor negotiations to construct a Memorandum of Understanding (MOU) between the City of Pittsburg and IBEW Local 1245. The City and IBEW Local 1245 representatives have been meeting since June 2020 and have reached a tentative agreement on the terms and conditions of employment for fiscal year 2020-2021 that provides for a contract term through June 30, 2021, a circumscribed reopening of the contract in November 2020, and a draft MOU. Should Council approve these terms, staff will finalize the MOU to incorporate the agreed upon changes.

24. Adoption of a City Council Resolution Authorizing the City Manager to Execute Agreement Between the City of Pittsburg and Cole Pro Media, LLC.

The Pittsburg Police Department and other City departments have been utilizing the consulting service of Cole Pro Media, LLC since January 2018. Staff has drafted a three year contract using the City standard contract template for services, which is attached to the staff report. Because the total sum of the compensation of the contract exceeds the threshold for staff authorization, the

Police Department is seeking City Council approval of the Resolution to continue the partnership by authorizing the City Manager to execute the Agreement between Cole Pro Media, LLC and the City of Pittsburgh.

COUNCIL REQUEST FOR FUTURE AGENDA ITEMS

Council Members may request items to be considered for future agendas. An item will only be brought forward with a majority vote and will appear on a future agenda with staff recommendations for further Council consideration.

COUNCIL MEMBER REMARKS

Council Members may make brief announcements or informal comments at this time. (No Action Required)

ADJOURNMENT to October 5, 2020

NOTICE TO PUBLIC

GENERAL INFORMATION

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

SPEAKER'S CARD

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

PUBLIC HEARINGS

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

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

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

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

DISRUPTIVE CONDUCT

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

LIVE MEDIA BROADCASTING ADVISEMENT

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

City Council Outside Agency / Liaison / Sub-Committees Assignments - 2020

Updated February 3, 2020

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

*Rotational Staff as assigned by City Manager

**Stipend of \$209 per month

***Stipend of \$100 per month

COMMISSION/SUBCOMMITTEE MEETING SCHEDULE

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

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

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

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

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

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

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



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

TO: Chair and Governing Board Members

FROM: Garrett Evans, Executive Director

SUBJECT: Adoption of a Housing Authority Resolution Approving the Pittsburg Chamber of Commerce 2020-2021 Lease and Common Area Maintenance Offset

MEETING DATE: September 21, 2020

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 City and the Chamber have worked together to develop the scope of services (Lease and CAM Offset 2020-2021) to be provided by the Chamber to the City in lieu of paying lease and CAM charges.

FISCAL IMPACT

The 2020-2021 lease for the Premises is \$1.96 per square foot for 2,879 square feet of space; \$5,642.84 monthly or \$67,714.08 annually. The 2020-2021 CAM is \$1,521.45 monthly or \$18,257.42 annually. The 2020-2021 lease and CAM combined for the Premises is \$85,971.50; accounted for in Fund 248. The proposed Lease and CAM Offset 2020-2021 is attached as Exhibit A to this staff report and is not to exceed \$85,971.50. 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 2020-2021.

RECOMMENDATION

Housing Authority adopt the Resolution and approve the Lease and CAM Offset 2020-2021.

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 had 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 (Dissolution Law), legislation that amended the California Redevelopment Law and dissolved the Agency on February 1, 2012. The Dissolution Law 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

The Lease and CAM Offset 2020-2021 was not discussed in a subcommittee.

STAFF ANALYSIS

The Housing Authority calculates the rent annually using the Consumer Price Index rate in December 2019 and the total CAM charges for calendar year 2019 to determine the Lease and CAM Offset amount for 2020-2021.

The scope of services provided in the Lease and CAM Offset 2020-2021 include: 1) publication and distribution of newsletters, eBlasts, brochures, and flyers; 2) Think Pittsburg Campaign and Mugshot Mondays; 3) career fair at Pittsburg High School; 4) mock interviews with Pittsburg High School students; 5) Small Business Saturday – Keep it Local Campaign; 6) National Manufacturing Day; and 7) professional business development workshops.

The Lease and CAM Offset 2020-2021 is effective July 1, 2020 and will expire on June 30, 2021 (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 2020-2021. Included in the reports will be documentation necessary to support the efforts completed.

ATTACHMENTS: Resolution
Exhibit A - Lease and CAM Offset 2020-2021

Report Prepared By: Melaine Venenciano, Senior Administrative Analyst

Exhibit A

2020-2021 LEASE/CAM OFFSET

ENTRATA Lease/CAM Offset Task	Activity	Performance Measure
Community Outreach/Chamber Communications Promote events throughout the city	Publish/Distribute City and PACF events: 1) Events flyers as needed	Action items: *Promote events on social media. Reporting: *Submit a list of items posted and a sample of a social media post reports.
Economic Development Market Pittsburgh's Think Pittsburgh with Business Retention Visits	Promote Think Pittsburgh message through Chamber's business retention visits. This includes: *Mugshot visits – done with Chamber Members on their 6 th month anniversary * Develop a one year anniversary program.	<i>Due to unknown social distancing regulations, if applicable, Business retention visits will be done virtually, and content developed to promote and market Pittsburgh businesses.</i> Action items: *Provide the list of businesses receiving visits each quarter. Reporting: *Submit a copy of a social media post as an example. *Follow up with businesses to see if there was any positive impact from the visit
Youth Workforce Development/ CareerLINK Program Conduct a Career Fair at PHS	*Host/Coordinate the event.	<i>Due to unknown social distancing regulations, if applicable, CareerLINK will be virtual in 2021. The Chamber fully anticipates hosting this event.</i> Action items: *Share the date, location of the event and submit flyer to City Staff at least 1 month before. * Promote the event or companies coming on our e-blast and website, then promote results on social media Reporting: *Provide the number of attendees as reported by PUSD and the

		number of companies registering and attending.
Youth Workforce Development/ InterviewLINK Program Conduct mock interviews at PHS	*Host/coordinate the event.	<i>Due to unknown social distancing regulations, if applicable, Interviews will be conducted on Zoom or similar platforms. The Chamber fully anticipates hosting this event.</i> <u>Action items:</u> *Share the date, location of the event and submit flyer to City Staff at least 1 month before. * Promote the results of the event on social media and thank the individuals/companies that lent their time. * Create on InterviewLINK page resources for youth and residents for interviewing. <u>Reporting:</u> *Provide the number of attendees per PUSD * Provided the number of interviews per PUSD/Chamber.
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	<i>Due to unknown social distancing regulations, if applicable, Small Business Saturday will be video promotions and promotions of on-line selling. The Chamber will, as previously, work with businesses on creating incentives for shoppers.</i> <u>Action items:</u> *Kick off the event in August to ensure a successful event in November by coordinating business participation. * Distribute the kits to businesses to encourage them to self promote the event. Promote participating business/shopping centers on social media. * Conduct a social media picture campaign; <u>Reporting:</u> *Provide the list of businesses/shopping centers that

		participate. Follow up meeting with participants to measure success (i.e. increase foot traffic or sales) and report results.
Workforce Development Big Business Outreach Made in Pittsburgh - National Manufacturing Day	The Pittsburgh Chamber will work In collaboration with City of Pittsburgh, PUSD, LMC and Contra Costa COE on the current MFG DAY events to tour local manufacturers and LMC ETEC and PTEC program, but in addition, the Chamber will bring back Made in Pittsburgh – to run additional tours to Pittsburgh manufacturers.	<i>Due to the unknown social distancing regulations, if applicable, the Chamber will work with the Manufacturers to conduct virtual tours and provide workforce development information. The Chamber fully intends to host this event.</i> Action items: *Share the date, location of the events and submit the flyer/materials to City Staff at least 2 months before. *Promote event and manufacturers on social media. Advertise the companies participating, post allowable pictures during the tours, and in the gallery after the event. *Explore doing videos featuring each manufacturer or jobs within it or run something the company already has. Reporting: *Provide the list of participating businesses * Provide the number of attendees as provided by PUSD.
Workforce Development Small Business Outreach Professional Development Workshops Conduct classes on business education	*Conduct 1-2 hour courses: Suggested topics. 1) How to create a business plan.2) How to obtain a business loan.3) How to obtain license/permits (business license, Health Department, fictitious name, ABC) <i>(This meeting may include a tour of City Hall & services offered)</i> 4) How to market your business.5) How to purchase a business.6) How to succeed in business. <i>(Topics can vary but must be educational and focus on business)</i> Courses can be on-line, symposiums,	Action items: <i>Due to unknown social distancing regulations, workshops will be conducted by Zoom trainings and interviews that will also be archived for future playback, until lifted.</i> <i>Topics may cover:</i> -Business License process -Opportunity Zone -COVID-19 Response, Funding, and "Business in the NEW California" -Best Practice Power Sessions <i>(Peer forums to help business to business innovation)</i> -Influencer Interviews *Share the date, location of the

	<i>one-on-one.</i>	event and submit flyer to City Staff at least a month before. Promote on social media and with targeted calls to businesses. <u>Reporting:</u>*Provide the number of attendees and submit sign in sheets from each event. Follow up meeting with attendees to measure success (i.e. did they open for business, did they obtain a loan, etc.) if the business is willing to share the information, as it is confidential with the SBDC.
--	---------------------------	--

BEFORE THE HOUSING AUTHORITY OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Housing Authority Resolution Approving)
The Pittsburg Chamber of Commerce 2020-2021 Lease) RESOLUTION NO. 20-
And Common Area Maintenance Offset)

The Governing Board of the Housing Authority of the City of Pittsburg FINDS AND DETERMINES 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 had 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 (Dissolution Law), legislation that amended the California Redevelopment Law and dissolved the Agency on February 1, 2012; and

WHEREAS, the Dissolution Law 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 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 Governing Board of the Housing Authority of the City of Pittsburgh DOES RESOLVE as follows:

Section 1.

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

Section 2.

The Governing Board hereby approves the Pittsburgh Chamber of Commerce Lease and Common Area Maintenance (CAM) Offset 2020-2021 (Lease and CAM Offset 2020-2021).

Section 3.

The 2020-2021 lease for the Premises is \$1.96 per square foot for 2,879 square feet of space; \$5,642.84 monthly or \$67,714.08 annually. The 2020-2021 CAM is \$1,521.45 monthly or \$18,257.42 annually. The 2020-2021 lease and CAM combined for the Premises is \$85,971.50; accounted for in Fund 248. The proposed Lease and CAM Offset 2020-2021 is attached as Exhibit A to this staff report and is not to exceed \$85,971.50. Neither the City nor Housing Authority will be required to make payments for services rendered above the Lease and CAM Offset 2020-2021

Section 4.

The Lease and CAM Offset 2020-2021 is effective July 1, 2020 and will expire on June 30, 2021 (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 2020-2021.

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 Governing Board of the Housing Authority of the City of Pittsburgh at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Alice E. Evenson, Agency Secretary



City of
Pittsburgh

Chamber of Commerce
Lease & Common Area Maintenance Offset

Lease & CAM Offset



- 985 Railroad Avenue

Square footage	Lease/ SF	Monthly Lease	Monthly CAM	Monthly Cost	Annual Cost
2,879	\$1.96	\$5,642.84	\$1,521.45	\$7,164.29	\$85,971.48

Services for FY 2020-2021



1. Publication and distribution
2. Think Pittsburg Campaign and Mugshot Mondays
3. Career fair at PHS
4. Mock interviews with PHS students
5. Small Business Saturday
6. National Manufacturing Day
7. Professional Business Development

Housing Authority Board Action



- Housing Authority adopt the Resolution and approve the Lease and CAM Offset for FY 2020 - 2021.

**CITY OF PITTSBURG
HOUSING AUTHORITY MEETING MINUTES**

DATE: April 20, 2020

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

CITY COUNCIL/AGENCY MEMBERS

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

APPOINTED OFFICIALS

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

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for April 20, 2020 was conducted electronically for Closed Session and through Zoom with broadcasting live through Granicus on the City's website. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chamber was not open for the meeting. Council Members participated electronically or through Zoom and were not physically present in the Council Chamber.

CALL TO ORDER

Chair Killings called the meeting of the Housing Authority to order at 7:08 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL

Member Herring was absent and excused.

PUBLIC HEARING

2. Adoption of a Housing Authority Resolution Authorizing the Executive Director to Submit the Public Housing Agency 5-Year Plan and Annual Plan for 2020

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

On motion by Member Scales-Preston, seconded by Vice Chair Craft to adopt and

carried by the following vote:

AYES: Banales, Craft, Floyd, Scales-Preston, White, Killings

ABSENT: Herring

JOINT CITY COUNCIL AND HOUSING AUTHORITY CONSIDERATION

3. Adoption of a Housing Authority and City Council Resolution Approving a Purchase and Sale Agreement and an Assignment and Assumption Agreement with Amendments by and Between the City of Pittsburgh and Rose Clarke Winter, and a Housing Authority Resolution Approving a Loan to the City of Pittsburgh

On Motion by Vice-Mayor Craft, seconded by Member Scales-Preston to adopt the City Council Resolution Approving a Purchase and Sale Agreement and an Assignment and Assumption Agreement with Amendments by and Between the City of Pittsburgh and Rose Clarke Winter, and carried unanimously.

On Motion by Vice-Chair Craft, seconded by Member Scales-Preston to adopt the Housing authority Resolution Approving a Loan to the City of Pittsburgh, and carried by the following vote:

AYES: Banales, Craft, Floyd, Scales-Preston, White, Killings

ABSENT: Herring

CONSENT CALENDAR

On motion by Member Craft, seconded by Member Scales-Preston to adopt and carried by the following vote:

AYES: Banales, Craft, Floyd, Scales-Preston, White, Killings

ABSENT: Herring

4. Minutes of February 18, 2020 and March 16, 2020

5. Disbursement Lists of January 31, 2020, February 29, 2020, and March 31, 2020

6. Adoption of a Housing Authority Minute Order Approving an Annual Report Pursuant to SB 341

HOUSING AUTHORITY MEMBER REMARKS

Member Floyd hoped measure approved with Housing Authority will be a pattern that can be used moving forward for most communities to look more thoroughly into the needs of all people that use the HUD program.

ADJOURNMENT

The Housing Authority was adjourned at 7:37 P.M.

Respectfully submitted,

Alice E. Evenson, Secretary

PITTSBURG HOUSING AUTHORITY
Disbursement List Summary
For the month of April 2020

VOUCHERS	Ck#	Amount	HAP ₁	VASH ₂	UR ₃	Portability	Admin. Fee	TOTAL
	150445-150580	1,639,043.86	1,178,513.18	127,831.00	10,979.82	317,772.00	3,947.86	1,639,043.86
	40120001-40120486							-
	150582-150592	47,811.29	27,574.00	276.00	582.00	18,759.00	620.29	47,811.29
	41520001-41520028							-
	TOTAL	1,686,855.15	1,206,087.18	128,107.00	11,561.82	336,531.00	4,568.15	\$ 1,686,855.15

¹Housing Assistance Payment

²Veterans Affairs Supportive Housing

³Utility Reimbursement

ADMINISTRATIVE EXPENSES	Amount	Description	TOTAL
Paid to	\$ 30,585.16	Full Time salaries	\$ 30,585.16
City of Pittsburgh	\$ -	Stipend	-
(4/20 Operating)	-	Part Time salaries	-
	-	Overtime salaries	-
	2,076.20	Retirement	2,076.20
	7,257.25	Retirement-Pension bonds	7,257.25
	7,194.96	Health Insurance	7,194.96
	-	CalPERS Unfunded Liability - Non Sworn	-
	288.58	Additional CalPERS Pension Contribution	288.58
	61.90	Life Insurance	61.90
	685.60	Dental Insurance	685.60
	70.50	Vision	70.50
	1,593.02	Workers Comp	1,593.02
	187.42	Unemployment Insurance	187.42
	103.73	Disability Ins.	103.73
	2,381.96	FICA	2,381.96
	625.00	Deferred Compensation	625.00
	930.92	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	930.92
	595.58	Pension 115 Trust	595.58
	2,675.33	Retiree OPEB Costs	2,675.33
	416.60	Office Supplies	416.60
	-	Computer Software	-
	-	Textbooks	-
	83.15	Postage	83.15
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies	-
	880.25	Utilities (Gas, Electric & Water)	880.25
	2,762.11	Telephone - Regular	2,762.11
	-	Telephone - Other	-
	-	Membership Dues & Subscriptions	-
	-	Travel, Training, & Conference	-
	2,454.75	Insurance - Alloc Chgs	2,454.75
	-	Legal Fees	-
	-	Auditing Expense	-
	-	Settlement Hearing	-
	1,175.80	Other Contractual & Professional Service	1,175.80
	-	Advertising & Promotion	-
	2,327.57	Maintenance Agreements	2,327.57
	425.61	Maintenance & Repairs	425.61
	1,059.16	Equipment Rental	1,059.16
	2,375.00	Building Rental	2,375.00
	565.25	Fleet Maintenance Alloc Chgs	565.25
	1,734.75	Building Maintenance Alloc Chgs	1,734.75
	1,721.25	Information Systems Alloc Chgs	1,721.25
	4,735.58	Admin overhead paid to city	4,735.58
	-	Legal - Non Retainer/Non Reimbursable	-
	-	Capital Equipment & Furniture	-
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies - Rental	-
	-	Utilities (Gas, Electric, & Water) - Rental	-
	-	Advertising & Promotion - Rental	-
	-	Other Contractual & Professional Service - Rental	-
	1,057.00	Maintenance & Repairs	1,057.00
	-	Property Tax payment	-
	688.59	Other fees	688.59
	1,556.67	Transfer-Out to OPEB (Unfunded Liabilities)	1,556.67
TOTAL	83,332.20		83,332.20

VOIDED CHECKS &	Ck#	Amount	Reason	TOTAL
				-
				-
	TOTAL	-		\$ -

NET of Issued and Voided **\$ 1,770,187.35**

Lauren May 5/8/20

Expenditure Status Report

City Of Pittsburgh
4/1/2020 through 4/30/2020

241 Housing Authority-Section 8

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
41421 Housing Authority						
41421-1101 Salaries and Wages	464,322.00	30,585.16	367,761.01	0.00	96,560.99	79.20
41421-1141 Salaries- Overtime	2,559.00	0.00	3,283.71	0.00	-724.71	128.32
41421-1201 Retirement Miscellaneous	32,180.00	2,076.20	25,404.43	0.00	6,775.57	78.94
41421-1205 Retirement - Pension Bonds	87,087.00	7,257.25	72,572.50	0.00	14,514.50	83.33
41421-1211 Health Ins - Employees	104,736.00	7,194.96	82,032.42	0.00	22,703.58	78.32
41421-1219 CalPERS Unfunded Liability - Non Sworn	44,589.00	0.00	44,589.00	0.00	0.00	100.00
41421-1222 Additional CalPERS Pension Contribution	0.00	288.58	3,571.06	0.00	-3,571.06	0.00
41421-1231 Life Insurance	1,023.00	61.90	866.96	0.00	156.04	84.75
41421-1241 Dental Insurance	10,831.00	685.60	7,713.84	0.00	3,117.16	71.22
41421-1242 Vision - Employee	0.00	70.50	384.56	0.00	-384.56	0.00
41421-1251 Workers' Compensation	24,117.00	1,593.02	19,190.75	0.00	4,926.25	79.57
41421-1252 Unemployment Insurance	2,819.00	187.42	2,246.50	0.00	572.50	79.69
41421-1253 Disability Insurance	1,554.00	103.73	1,286.82	0.00	267.18	82.81
41421-1261 F I C A & Medicare	35,717.00	2,381.96	28,546.70	0.00	7,170.30	79.92
41421-1271 Deferred Compensation - Employer	8,796.00	625.00	6,837.42	0.00	1,958.58	77.73
41421-1275 Vac Buy-Bk/Empl Termination	11,171.00	930.92	9,309.20	0.00	1,861.80	83.33
41421-1276 Pension 115 Trust	7,147.00	595.58	5,955.80	0.00	1,191.20	83.33
41421-1277 Retiree OPEB Costs	32,104.00	2,675.33	26,753.30	0.00	5,350.70	83.33
41421-1301 Office Supplies & Materials	5,800.00	416.60	4,657.04	0.00	1,142.96	80.29
41421-1321 Postage	8,500.00	83.15	6,374.00	0.00	2,126.00	74.99
41421-1331 Misc Equip & Furniture < \$5,000	6,000.00	0.00	683.92	0.00	5,316.08	11.40
41421-1341 Other Special Departmental Supplies	173.00	0.00	239.88	0.00	-66.88	138.66
41421-1392 Utilities - Electric	13,800.00	867.10	9,353.74	0.00	4,446.26	67.78
41421-1394 Utilities - Water	250.00	13.15	140.65	0.00	109.35	56.26
41421-2001 Telephone - Regular	5,800.00	2,762.11	5,470.56	0.00	329.44	94.32
41421-2003 Membership Dues & Subscriptions	4,230.00	0.00	3,497.88	0.00	732.12	82.69
41421-2004 Travel, Training & Conferences	6,000.00	0.00	237.78	0.00	5,762.22	3.96
41421-2025 Insurance - Alloc Chgs	30,574.00	2,454.75	24,547.50	0.00	6,026.50	80.29
41421-2102 Auditing Expense	4,000.00	0.00	2,750.00	1,250.00	0.00	100.00
41421-2144 Settlement Hearing	350.00	0.00	0.00	0.00	350.00	0.00
41421-2199 Other Contractual & Professional Service	46,000.00	1,175.80	29,062.59	0.00	16,937.41	63.18

Expenditure Status Report

City Of Pittsburgh
4/1/2020 through 4/30/2020

241 Housing Authority-Section 8

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
41421-2203 Advertising & Promotion	350.00	0.00	0.00	0.00	350.00	0.00
41421-2218 Maintenance Agreements	46,000.00	2,327.57	40,587.60	4,793.53	618.87	98.65
41421-2219 Maintenance & Repairs	3,200.00	425.61	1,677.71	0.00	1,522.29	52.43
41421-2231 Equipment Rental	2,200.00	1,059.16	2,737.73	0.00	-537.73	124.44
41421-2232 Building Rental	28,500.00	2,375.00	23,750.00	0.00	4,750.00	83.33
41421-2241 Fleet Maintenance Alloc Chgs	6,783.00	565.25	5,699.50	0.00	1,083.50	84.03
41421-2242 Building Maintenance Alloc Chgs	20,817.00	1,734.75	17,347.50	0.00	3,469.50	83.33
41421-2243 Information Systems Alloc Chgs	20,655.00	1,721.25	17,212.50	0.00	3,442.50	83.33
41421-2331 Bad Debt Expense	2,500.00	0.00	0.00	0.00	2,500.00	0.00
41421-2372 Admin Overhead Paid to City	56,827.00	4,735.58	47,355.80	0.00	9,471.20	83.33
41421-2373 Admin overhead Paid to Other HAs	84,000.00	4,568.18	49,921.78	0.00	34,078.22	59.43
41421-2380 Housing Assistance Payments	14,474,198.00	1,217,978.05	12,205,637.80	0.00	2,268,560.20	84.33
41421-2425 Outside Counsel - Departmental	2,500.00	0.00	0.00	0.00	2,500.00	0.00
41421-3005 Capital Equipment & Furniture	0.00	0.00	250.12	0.00	-250.12	0.00
Total Housing Authority	15,750,759.00	1,302,576.17	13,207,499.56	6,043.53	2,537,215.91	83.89
41423 Rental Property Program						
41423-1331 Misc Equip & Furniture < \$5,000	800.00	0.00	0.00	0.00	800.00	0.00
41423-1341 Other Special Departmental Supplies	125.00	0.00	0.00	0.00	125.00	0.00
41423-2219 Maintenance & Repairs	7,000.00	1,057.00	4,406.71	0.00	2,593.29	62.95
41423-2361 Property Tax Payment	2,900.00	0.00	2,084.46	0.00	815.54	71.88
41423-2362 Other fees	2,800.00	688.59	2,610.90	0.00	189.10	93.25
Total Rental Property Program	13,625.00	1,745.59	9,102.07	0.00	4,522.93	66.80
41425 Veterans Affairs Supportive Housing						
41425-2380 VASH Assistance Payments	1,820,000.00	128,107.00	1,418,298.40	0.00	401,701.60	77.93
Total Veterans Affairs Supportive Housing	1,820,000.00	128,107.00	1,418,298.40	0.00	401,701.60	77.93
49991 Non-Departmental						
Total Non-Departmental	0.00	0.00	0.00	0.00	0.00	0.00
49999 Transfers In/Out						
49999-4058 Transfer-Out to OPEB Fund(Unfunded Liab)	18,680.00	1,556.67	15,566.70	0.00	3,113.30	83.33

Expenditure Status Report

City Of Pittsburgh
4/1/2020 through 4/30/2020

241 Housing Authority-Section 8

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
Total Transfers In/Out	18,680.00	1,556.67	15,566.70	0.00	3,113.30	83.33
Total Housing Authority-Section 8	17,603,064.00	1,433,985.43	14,650,466.73	6,043.53	2,946,553.74	83.26
Grand Total	17,603,064.00	1,433,985.43	14,650,466.73	6,043.53	2,946,553.74	83.26

\$ 1,639,043.86 1st

\$ 47,811.29 15th

\$ 1,686,855.15 Total checks issued

A \$ 1,433,985.43 Total Expenditures

@ \$ (4,568.18) Less: Admin O/H paid to other Has GLA 2373

* \$ (1,217,978.05) HAP-GLA 2380

B \$ (128,107.00) VASH-GLA 2380

\$ 83,332.20 Net Expenses

A \$ 1,433,985.43 Total Expenditures

C \$ 336,201.95 -2380 Payments & Adjustments

\$ 1,770,187.35 Ties to spreadsheet

\$ 1,770,187.35

\$

expdetl.rpt
05/07/2020 5:03PM
Periods: 10 through 10

Expenditure Detail Report

Page: 1

City Of Pittsburgh
04/01/2020 through 04/30/2020

241 Housing Authority-Section 8

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
41421 Housing Authority						
41421-2380 Housing Assistance Payments	14,474,198.00	0.00	10,987,659.75	0.00	3,486,538.25	75.91
4/30/2020 genjrl GJ 21433 Line Description: CORRECTION TO GJ #21432 Document Description : CORRECTION TO GJ #21432		181.00				
4/30/2020 genjrl GJ 21432 Line Description: Lisa Johnson refund Document Description : HOUSING REFUND CHECK CODED INCORRECT		181.00				
4/30/2020 genjrl GJ 21425 Line Description: REGULAR HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		1,178,513.18				
4/30/2020 genjrl GJ 21425 Line Description: PORT IN HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		291,541.00				
4/30/2020 genjrl GJ 21425 Line Description: PORT OUT HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		26,231.00				
4/30/2020 genjrl GJ 21425 Line Description: UR Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		10,979.82				
4/30/2020 genjrl GJ 21425 Line Description: REGULAR HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		27,574.00				
4/30/2020 genjrl GJ 21425 Line Description: PORT IN HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		6,823.00				
4/30/2020 genjrl GJ 21425 Line Description: PORT OUT HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		11,936.00				
4/30/2020 genjrl GJ 21425 Line Description: UR Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		582.00				
4/30/2020 genjrl GJ 21425 Line Description: PORT IN HAP Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		-298,364.00				
4/30/2020 genjrl GJ 21425 Line Description: ADJ ENTRIES - PORT IN HAP & AF Document Description : 4/30/20 HOUSING AUTHORITY ACTIVITY		-37,837.95				
41421-2380 Housing Assistance Payments	14,474,198.00	1,217,978.05	12,205,637.80	0.00	2,268,560.20	84.33
Total Housing Authority	14,474,198.00	1,217,978.05	12,205,637.80	0.00	2,268,560.20	84.33
Total Housing Authority-Section 8	14,474,198.00	1,217,978.05	12,205,637.80	0.00	2,268,560.20	84.33

C -2380 Payments & Adjustments

298,364.00

37,837.95

336,201.95

C

Page: 1

expdetl.rpt
05/07/2020 5:03PM
Periods: 10 through 10

Expenditure Detail Report

Page: 2

City Of Pittsburgh
04/01/2020 through 04/30/2020

Grand Total	14,474,198.00	1,217,978.05	12,205,637.80	0.00	2,268,560.20	84.33
-------------	---------------	--------------	---------------	------	--------------	-------

Check Register Report

3/26/2020

Date Range: 4/1/2020...4/1/2020

VMS Date Range: ...

Program: -

Payment Type:

Check Numbers: ...

Direct Deposit: Include Direct Deposit

Check Cleared: All

Port Status: Include Port Ins

Zero HAPs: Include Zero HAPs

Voided Payments: Include Voided Payments

Held Checks: Exclude Held Checks

Grouped by:

Sorted by:

Check Number

0 *

1,581,638.86+

57,405.00+

1,639,043.86*

✓ Check Number	Check Date	VMS Date	Payee Name	DD	Amount
* ☐ 40120001	04/01/2020	04/01/2020	Shorten Investments LLC	☒	\$2669.00
☐ 40120002	04/01/2020	04/01/2020	9th Street Associates, LP	☒	\$4004.00
☐ 40120003	04/01/2020	04/01/2020	Meerwais Abdiani	☒	\$899.00
☐ 40120004	04/01/2020	04/01/2020	ABJ Enterprises, Inc. dba Blue Line	☒	\$17299.00
☐ 40120005	04/01/2020	04/01/2020	Leonda R Addison	☒	\$2366.00
☐ 40120006	04/01/2020	04/01/2020	Rosario Aguilar	☒	\$784.00
☐ 40120007	04/01/2020	04/01/2020	Rosa Aguirre	☒	\$2166.00
☐ 40120008	04/01/2020	04/01/2020	Demetrius Alexander	☒	\$1754.00
☐ 40120009	04/01/2020	04/01/2020	Jane Alexander	☒	\$931.00
☐ 40120010	04/01/2020	04/01/2020	Dale Alvarez	☒	\$1596.00
☐ 40120011	04/01/2020	04/01/2020	Felipe Amarante	☒	\$1479.00
☐ 40120012	04/01/2020	04/01/2020	Cecilia Anderson	☒	\$2572.00
☐ 40120013	04/01/2020	04/01/2020	Shawn Anderson	☒	\$1941.00
☐ 40120014	04/01/2020	04/01/2020	Stoneman Apartments	☒	\$29461.00
☐ 40120015	04/01/2020	04/01/2020	Stoneman Apartments	☒	\$13028.00
☐ 40120016	04/01/2020	04/01/2020	Mariteresa Arenson	☒	\$1982.00
☐ 40120017	04/01/2020	04/01/2020	Sergeant or Sima Austin	☒	\$1754.00
☐ 40120018	04/01/2020	04/01/2020	Shruti Motilal Ba-Harani	☒	\$2148.00
☐ 40120019	04/01/2020	04/01/2020	Mel L. Banagan	☒	\$1832.00
☐ 40120020	04/01/2020	04/01/2020	Carlos G. Barraza	☒	\$808.00
☐ 40120021	04/01/2020	04/01/2020	Ken Bartlett	☒	\$3401.00
☐ 40120022	04/01/2020	04/01/2020	John Bedford	☒	\$1227.00
☐ 40120023	04/01/2020	04/01/2020	Holly A Hawkins	☒	\$6734.00
☐ 40120024	04/01/2020	04/01/2020	Adrienne Kelly Belton	☒	\$1060.00
☐ 40120025	04/01/2020	04/01/2020	Charles Bell and Camino Johnson-Bell	☒	\$2113.00
☐ 40120026	04/01/2020	04/01/2020	Belmont Apartments	☒	\$32961.00
☐ 40120027	04/01/2020	04/01/2020	Belmont Apartments	☒	\$29894.00
☐ 40120028	04/01/2020	04/01/2020	Belmont Apartments	☒	\$29937.00
☐ 40120029	04/01/2020	04/01/2020	Belmont Apartments	☒	\$12666.00
☐ 40120030	04/01/2020	04/01/2020	Alex Benjamin	☒	\$998.00
☐ 40120031	04/01/2020	04/01/2020	Tennyson Berry	☒	\$1669.00
☐ 40120032	04/01/2020	04/01/2020	Bethel Global Development LLC	☒	\$1745.00

☐ 40120033	04/01/2020	04/01/2020	Gina Bhatia	☒	\$1796.00
☐ 40120034	04/01/2020	04/01/2020	Som N Bhatia	☒	\$4250.00
☐ 40120035	04/01/2020	04/01/2020	Pinakin Bhatt	☒	\$2386.00
☐ 40120036	04/01/2020	04/01/2020	Joseph B. Bachir	☒	\$1629.00
☐ 40120037	04/01/2020	04/01/2020	Steven Booras	☒	\$2265.00
☐ 40120038	04/01/2020	04/01/2020	2018-2 IH Borrower LP	☒	\$2104.00
☐ 40120039	04/01/2020	04/01/2020	Rosie M Boyd	☒	\$2498.00
☐ 40120040	04/01/2020	04/01/2020	Kelly Ann Bradford	☒	\$1464.00
☐ 40120041	04/01/2020	03/16/2020	Mariya Briggs	☒	\$4671.00
☐ 40120042	04/01/2020	04/01/2020	Janet Brown	☒	\$2066.59
☐ 40120043	04/01/2020	04/01/2020	Jessica G. Platt	☒	\$1485.00
☐ 40120044	04/01/2020	04/01/2020	Blue Sapphire Homes, Inc.	☒	\$2273.00
☐ 40120045	04/01/2020	04/01/2020	Huong T. Bui	☒	\$3900.00
☐ 40120046	04/01/2020	04/01/2020	Burga Family California Trust	☒	\$2476.00
☐ 40120047	04/01/2020	04/01/2020	Joe Burns	☒	\$1069.00
☐ 40120048	04/01/2020	04/01/2020	William Joseph Burgoyne	☒	\$722.00
☐ 40120049	04/01/2020	04/01/2020	Jerome Busby	☒	\$1812.00
☐ 40120050	04/01/2020	04/01/2020	Clara Beatriz Cardenas	☒	\$1493.00
☐ 40120051	04/01/2020	04/01/2020	Donnell I. Carson	☒	\$1851.00
☐ 40120052	04/01/2020	04/01/2020	Castle Creek Company, Inc.	☒	\$1557.00
☐ 40120053	04/01/2020	04/01/2020	Christopher Todd Chambers	☒	\$2150.00
☐ 40120054	04/01/2020	04/01/2020	Cora Ann Chambers	☒	\$2000.00
☐ 40120055	04/01/2020	04/01/2020	Kan Chuen Chan	☒	\$2050.00
☐ 40120056	04/01/2020	04/01/2020	P. M. Chaobal	☒	\$2499.00
☐ 40120057	04/01/2020	04/01/2020	Chao Chen	☒	\$2165.00
☐ 40120058	04/01/2020	04/01/2020	Hong Chen	☒	\$4568.00
☐ 40120059	04/01/2020	04/01/2020	Jienlin Chen	☒	\$1713.00
☐ 40120060	04/01/2020	04/01/2020	Ping Chen	☒	\$2175.00
☐ 40120061	04/01/2020	04/01/2020	Wenhua Chen	☒	\$2361.00
☐ 40120062	04/01/2020	04/01/2020	Hwa-Yoong Chiu	☒	\$2400.00
☐ 40120063	04/01/2020	04/01/2020	Ada Choi	☒	\$2347.00
☐ 40120064	04/01/2020	04/01/2020	Chun Ok Choi	☒	\$5386.00
☐ 40120065	04/01/2020	04/01/2020	City of Pittsburg Housing Authority	☒	\$5343.00
☐ 40120066	04/01/2020	04/01/2020	Juan F. Clara	☒	\$1516.00
☐ 40120067	04/01/2020	04/01/2020	Ping Cao	☒	\$1094.00
☐ 40120068	04/01/2020	04/01/2020	College Park Housing Authority	☒	\$851.28
☐ 40120069	04/01/2020	04/01/2020	Angel Contreras	☒	\$2860.00
☐ 40120070	04/01/2020	04/01/2020	Tonette Sharice Cooper	☒	\$2689.00
☐ 40120071	04/01/2020	04/01/2020	Adolph Rudolph Cortesi III	☒	\$1593.00
☐ 40120072	04/01/2020	04/01/2020	David Elmer Cortesi	☒	\$1531.00
☐ 40120073	04/01/2020	04/01/2020	Contra Costa County Housing	☒	\$16194.36
☐ 40120074	04/01/2020	04/01/2020	Contra Costa County Housing	☒	\$13111.42
☐ 40120075	04/01/2020	04/01/2020	Contra Costa County Housing	☒	\$13039.36
☐ 40120076	04/01/2020	04/01/2020	Contra Costa County Housing	☒	\$13069.50
☐ 40120077	04/01/2020	04/01/2020	Contra Costa County Housing	☒	\$14263.08
☐ 40120078	04/01/2020	04/01/2020	Maria G. Costa	☒	\$488.00

☐ 40120079	04/01/2020	04/01/2020	Melonie C. Miles - Trustee	☒	\$2007.00
☐ 40120080	04/01/2020	04/01/2020	Creekside Apartment Investors LLC	☒	\$27066.00
☐ 40120081	04/01/2020	04/01/2020	Creekside Apartment Investors LLC	☒	\$30370.00
☐ 40120082	04/01/2020	04/01/2020	Creekside Apartment Investors LLC	☒	\$29533.00
☐ 40120083	04/01/2020	04/01/2020	Creekside Apartment Investors LLC	☒	\$1212.00
☐ 40120084	04/01/2020	04/01/2020	Jeannette D. Crespo	☒	\$2361.00
☐ 40120085	04/01/2020	04/01/2020	Patricia Crosby	☒	\$1748.00
☐ 40120086	04/01/2020	04/01/2020	Jorge Robert Dagys Delevan	☒	\$2030.00
☐ 40120087	04/01/2020	04/01/2020	Justin Dailey	☒	\$1510.00
☐ 40120088	04/01/2020	04/01/2020	Antoinette Davis	☒	\$1491.00
☐ 40120089	04/01/2020	04/01/2020	Audrey Davis	☒	\$1484.00
☐ 40120090	04/01/2020	04/01/2020	Kesha E. Davis	☒	\$1099.00
☐ 40120091	04/01/2020	04/01/2020	Kevin Davidson	☒	\$1424.00
☐ 40120092	04/01/2020	04/01/2020	Paulette Davis	☒	\$1651.00
☐ 40120093	04/01/2020	04/01/2020	Roshan M. Davis	☒	\$1438.00
☐ 40120094	04/01/2020	04/01/2020	Jagdeep or Shashi Dayal	☒	\$4192.00
☐ 40120095	04/01/2020	04/01/2020	Wayman Dea	☒	\$2550.00
☐ 40120096	04/01/2020	04/01/2020	Charles Dellamore	☒	\$1660.00
☐ 40120097	04/01/2020	04/01/2020	David De La Torre	☒	\$1364.00
☐ 40120098	04/01/2020	04/01/2020	Olga M. Disney	☒	\$1169.00
☐ 40120099	04/01/2020	04/01/2020	Brigitte P. Doan	☒	\$4741.00
☐ 40120100	04/01/2020	04/01/2020	Anna Phuongnam Thi Do	☒	\$2048.00
☐ 40120101	04/01/2020	04/01/2020	JoAnn or Larry Domina	☒	\$1485.00
☐ 40120102	04/01/2020	04/01/2020	Linda Duong	☒	\$1048.00
☐ 40120103	04/01/2020	04/01/2020	Mercy Housing California XXXVIII	☒	\$3433.00
☐ 40120104	04/01/2020	04/01/2020	Doris Engle Family Ltd Partnership	☒	\$1310.00
☐ 40120105	04/01/2020	04/01/2020	Alma B Espiritu	☒	\$1732.00
☐ 40120106	04/01/2020	04/01/2020	Gerardo M. Esquivel	☒	\$788.00
☐ 40120107	04/01/2020	04/01/2020	Jianxin Fang	☒	\$4858.00
☐ 40120108	04/01/2020	04/01/2020	Favian M. Wong	☒	\$1664.00
☐ 40120109	04/01/2020	04/01/2020	Michael Mao	☒	\$2669.00
☐ 40120110	04/01/2020	09/01/2019	Anthony Ferrell	☒	\$5789.00
☐ 40120111	04/01/2020	04/01/2020	FFAH Marina Heights LLC	☒	\$21027.00
☐ 40120112	04/01/2020	04/01/2020	FFAH Marina Heights LLC	☒	\$19622.00
☐ 40120113	04/01/2020	04/01/2020	FFAH Marina Heights LLC	☒	\$21475.00
☐ 40120114	04/01/2020	04/01/2020	FFAH Marina Heights LLC	☒	\$2327.00
☐ 40120115	04/01/2020	04/01/2020	Barbara J. Fierner	☒	\$1725.00
☐ 40120116	04/01/2020	04/01/2020	Joseph Field	☒	\$1154.00
☐ 40120117	04/01/2020	04/01/2020	Hernan Roberto Figueroa	☒	\$1362.00
☐ 40120118	04/01/2020	04/01/2020	Tochia D. Brewster Fleeton	☒	\$1444.00
☐ 40120119	04/01/2020	04/01/2020	Alexander Flowers	☒	\$1340.00
☐ 40120120	04/01/2020	04/01/2020	Fox Creek Apartments	☒	\$24464.00
☐ 40120121	04/01/2020	04/01/2020	Fox Creek Apartments	☒	\$8009.00
☐ 40120122	04/01/2020	04/01/2020	Monica Fraga	☒	\$1689.00
☐ 40120123	04/01/2020	04/01/2020	Rejois O. Frazier or Leroy Myers	☒	\$1728.00
☐ 40120124	04/01/2020	04/01/2020	Mr. Darren Fuller	☒	\$1384.00

☐ 40120125	04/01/2020	04/01/2020	Fan Fuller	☒	\$364.00
☐ 40120126	04/01/2020	04/01/2020	Gialene Gaines	☒	\$1750.00
☐ 40120127	04/01/2020	04/01/2020	Aminifu Gamba	☒	\$2338.00
☐ 40120128	04/01/2020	04/01/2020	Bao Wen Gao	☒	\$2968.00
☐ 40120129	04/01/2020	04/01/2020	Adraine Gardner	☒	\$1640.00
☐ 40120130	04/01/2020	04/01/2020	Antoinette L Garcia	☒	\$1282.00
☐ 40120131	04/01/2020	04/01/2020	David Gardner	☒	\$2820.00
☐ 40120132	04/01/2020	04/01/2020	Rupesh Garg	☒	\$1977.00
☐ 40120133	04/01/2020	04/01/2020	William H. Gardiner	☒	\$2254.00
☐ 40120134	04/01/2020	04/01/2020	Gateway Apartments	☒	\$8866.00
☐ 40120135	04/01/2020	04/01/2020	Parvindokht Ghaboulidashti	☒	\$1103.00
☐ 40120136	04/01/2020	04/01/2020	Eva Gholson	☒	\$1600.00
☐ 40120137	04/01/2020	04/01/2020	Vernon or Eva Gholson	☒	\$2624.00
☐ 40120138	04/01/2020	04/01/2020	Jacqueline Gill	☒	\$1489.00
☐ 40120139	04/01/2020	04/01/2020	Mahavir Gill	☒	\$5279.00
☐ 40120140	04/01/2020	04/01/2020	Sukpran Gill	☒	\$1487.00
☐ 40120141	04/01/2020	04/01/2020	Gold A and S LLC	☒	\$2412.00
☐ 40120142	04/01/2020	04/01/2020	Jesse Gonzaga	☒	\$2281.00
☐ 40120143	04/01/2020	04/01/2020	Frances Greene	☒	\$2107.00
☐ 40120144	04/01/2020	04/01/2020	Rodney Green	☒	\$1136.00
☐ 40120145	04/01/2020	04/01/2020	Rupinder Grewal	☒	\$1996.00
☐ 40120146	04/01/2020	04/01/2020	Patricia Gridley	☒	\$1025.00
☐ 40120147	04/01/2020	04/01/2020	Italo Grossi	☒	\$1590.00
☐ 40120148	04/01/2020	04/01/2020	Amparo Guardado	☒	\$1258.00
☐ 40120149	04/01/2020	04/01/2020	Krystle Guan	☒	\$4013.00
☐ 40120150	04/01/2020	04/01/2020	Bob Gunson Real Estate	☒	\$1422.00
☐ 40120151	04/01/2020	04/01/2020	Abhilash Gupta	☒	\$4980.00
☐ 40120152	04/01/2020	04/01/2020	Donald R. Watson, Sr.	☒	\$442.00
☐ 40120153	04/01/2020	04/01/2020	Nicole Hackett	☒	\$1711.00
☐ 40120154	04/01/2020	04/01/2020	Asharfun Nisha Hafiz	☒	\$1575.00
☐ 40120155	04/01/2020	04/01/2020	Jeffrey Paul Hagler	☒	\$3399.00
☐ 40120156	04/01/2020	04/01/2020	Delores Jane Hall	☒	\$1532.00
☐ 40120157	04/01/2020	04/01/2020	Clarence Jerome Hardison	☒	\$1658.00
☐ 40120158	04/01/2020	04/01/2020	David L Hart	☒	\$1966.00
☐ 40120159	04/01/2020	04/01/2020	Lawrence Harrold	☒	\$7279.00
☐ 40120160	04/01/2020	04/01/2020	Delta Hawaii Garden Apartments LLC	☒	\$6611.00
☐ 40120161	04/01/2020	04/01/2020	Chuanhu He	☒	\$1915.00
☐ 40120162	04/01/2020	04/01/2020	David T. Hennigan	☒	\$18214.00
☐ 40120163	04/01/2020	04/01/2020	Silvester C. Henderson	☒	\$3943.00
☐ 40120164	04/01/2020	04/01/2020	Anna Hernandez	☒	\$2500.00
☐ 40120165	04/01/2020	04/01/2020	Sally Lea Hickman	☒	\$1493.00
☐ 40120166	04/01/2020	04/01/2020	Marva Hill	☒	\$448.00
☐ 40120167	04/01/2020	04/01/2020	Carl E. Hoard II	☒	\$640.00
☐ 40120168	04/01/2020	04/01/2020	Hanh Huu Hoang	☒	\$2789.00
☐ 40120169	04/01/2020	04/01/2020	Havy S Hoag	☒	\$2994.00
☐ 40120170	04/01/2020	04/01/2020	Albert Ho	☒	\$1786.00

☐ 40120171	04/01/2020	04/01/2020	Annie Ho	☒	\$1042.00
☐ 40120172	04/01/2020	04/01/2020	Joyce Ann Hoffman	☒	\$1452.00
☐ 40120173	04/01/2020	04/01/2020	Ronald G. Holmes	☒	\$950.00
☐ 40120174	04/01/2020	04/01/2020	Invitation Homes	☒	\$2165.00
☐ 40120175	04/01/2020	04/01/2020	Tony Ho	☒	\$1261.00
☐ 40120176	04/01/2020	04/01/2020	Cheng Huang	☒	\$2899.00
☐ 40120177	04/01/2020	04/01/2020	Fanny Kao Huang	☒	\$1806.00
☐ 40120178	04/01/2020	04/01/2020	Ming Zin Huang	☒	\$2801.00
☐ 40120179	04/01/2020	04/01/2020	Tao Huang	☒	\$7691.00
☐ 40120180	04/01/2020	04/01/2020	Nancy Xiu Zhen Hu	☒	\$2374.00
☐ 40120181	04/01/2020	04/01/2020	Thinh Trieu Huynh	☒	\$2400.00
☐ 40120182	04/01/2020	04/01/2020	IGreen House Inc.	☒	\$1189.00
☐ 40120183	04/01/2020	04/01/2020	IH2 Property West, L.P.	☒	\$1361.00
☐ 40120184	04/01/2020	04/01/2020	IH5 Property West LP	☒	\$2335.00
☐ 40120185	04/01/2020	04/01/2020	Keyee Investment LLC	☒	\$782.00
☐ 40120186	04/01/2020	04/01/2020	LaShon D Irving	☒	\$2646.00
☐ 40120187	04/01/2020	04/01/2020	Mario Isidro	☒	\$1955.00
☐ 40120188	04/01/2020	04/01/2020	Michael or Kay Isola	☒	\$909.00
☐ 40120189	04/01/2020	04/01/2020	Jabbarr Love	☒	\$1692.00
☐ 40120190	04/01/2020	04/01/2020	Brandi Jackson	☒	\$2165.00
☐ 40120191	04/01/2020	04/01/2020	Deepika Sameer Jain	☒	\$8171.00
☐ 40120192	04/01/2020	04/01/2020	Sameer Jain	☒	\$5831.00
☐ 40120193	04/01/2020	04/01/2020	Vishal S. Jain	☒	\$2063.00
☐ 40120194	04/01/2020	04/01/2020	Jason Le	☒	\$2561.00
☐ 40120195	04/01/2020	04/01/2020	Jian Xing Zhang	☒	\$1493.00
☐ 40120196	04/01/2020	04/01/2020	Jason K. Johnson	☒	\$2804.00
☐ 40120197	04/01/2020	04/01/2020	Ronita Johnson	☒	\$1487.00
☐ 40120198	04/01/2020	04/01/2020	James Jones	☒	\$1963.00
☐ 40120199	04/01/2020	04/01/2020	Sharon Jones	☒	\$1756.00
☐ 40120200	04/01/2020	04/01/2020	Mostaeen B Jouya	☒	\$2219.00
☐ 40120201	04/01/2020	04/01/2020	JPH Investment Trust	☒	\$1527.00
☐ 40120202	04/01/2020	04/01/2020	Om Parkash Kalra	☒	\$3135.00
☐ 40120203	04/01/2020	04/01/2020	Wei Kang	☒	\$4216.00
☐ 40120204	04/01/2020	04/01/2020	Navkirandeep Kaur	☒	\$2436.00
☐ 40120205	04/01/2020	04/01/2020	K. E. M. Group LLC	☒	\$1848.00
☐ 40120206	04/01/2020	04/01/2020	Anthony Keslinke	☒	\$1502.00
☐ 40120207	04/01/2020	04/01/2020	Faraz Ali Khan	☒	\$1174.00
☐ 40120208	04/01/2020	04/01/2020	Alan T. Kilpatrick	☒	\$441.00
☐ 40120209	04/01/2020	04/01/2020	KW Kirker Creek, LLC	☒	\$2993.00
☐ 40120210	04/01/2020	04/01/2020	John N Kitta	☒	\$2634.00
☐ 40120211	04/01/2020	04/01/2020	Qi Yun Kuang	☒	\$6415.00
☐ 40120212	04/01/2020	04/01/2020	Simon Kailiang Kuang	☒	\$1658.00
☐ 40120213	04/01/2020	04/01/2020	Zdzislaw Kujawa	☒	\$1301.00
☐ 40120214	04/01/2020	04/01/2020	Daniel Kwan	☒	\$3514.00
☐ 40120215	04/01/2020	04/01/2020	Simon Chuen-Sang Kwong	☒	\$1153.00
☐ 40120216	04/01/2020	04/01/2020	Thomas LaFleur	☒	\$1483.00

☐ 40120217	04/01/2020	04/01/2020	Chow Kang Lam	☒	\$2102.00
☐ 40120218	04/01/2020	04/01/2020	Shirley Manly-Lampkin	☒	\$1042.00
☐ 40120219	04/01/2020	04/01/2020	Maria Lara	☒	\$1608.00
☐ 40120220	04/01/2020	04/01/2020	Peter C. Larsen	☒	\$1457.00
☐ 40120221	04/01/2020	04/01/2020	Kevin Lassair	☒	\$1807.00
☐ 40120222	04/01/2020	04/01/2020	Latif, LLC	☒	\$2850.00
☐ 40120223	04/01/2020	04/01/2020	Marnita G. Lawson	☒	\$1093.00
☐ 40120224	04/01/2020	04/01/2020	LCSTAR, LLC	☒	\$4481.00
☐ 40120225	04/01/2020	04/01/2020	Dao Tran Le	☒	\$900.00
☐ 40120226	04/01/2020	04/01/2020	Jack Wai Lee	☒	\$2190.00
☐ 40120227	04/01/2020	04/01/2020	Siu Wan Windytiti Lee	☒	\$1926.00
☐ 40120228	04/01/2020	04/01/2020	Steven Lee	☒	\$1678.00
☐ 40120229	04/01/2020	04/01/2020	Yuhjen Juang Lee	☒	\$1802.00
☐ 40120230	04/01/2020	04/01/2020	Huy Nguyen Le	☒	\$2700.00
☐ 40120231	04/01/2020	04/01/2020	Lena Le	☒	\$897.00
☐ 40120232	04/01/2020	04/01/2020	Joseph C. Lerma	☒	\$1016.00
☐ 40120233	04/01/2020	04/01/2020	Yiping I. and Frederic Leroudier	☒	\$4736.00
☐ 40120234	04/01/2020	04/01/2020	John M. Leung	☒	\$7941.00
☐ 40120235	04/01/2020	04/01/2020	May Leung or Rodney Chen	☒	\$3825.00
☐ 40120236	04/01/2020	04/01/2020	Peter Leung	☒	\$2551.00
☐ 40120237	04/01/2020	04/01/2020	Fortunee Lichaa	☒	\$936.00
☐ 40120238	04/01/2020	04/01/2020	James J. Busby and Irvin Deutcher a	☒	\$10531.00
☐ 40120239	04/01/2020	04/01/2020	Faqiang Li	☒	\$2577.00
☐ 40120240	04/01/2020	04/01/2020	Jie Li	☒	\$1984.00
☐ 40120241	04/01/2020	04/01/2020	Jinhuan Li	☒	\$1524.00
☐ 40120242	04/01/2020	04/01/2020	Joshua Li	☒	\$1437.00
☐ 40120243	04/01/2020	04/01/2020	Jian S Lin	☒	\$1669.00
☐ 40120244	04/01/2020	04/01/2020	Tim Lindstrom	☒	\$1133.00
☐ 40120245	04/01/2020	04/01/2020	Vivian Y Li	☒	\$516.00
☐ 40120246	04/01/2020	04/01/2020	Paul Livson	☒	\$1551.00
☐ 40120247	04/01/2020	04/01/2020	Wei Min Li	☒	\$1712.00
☐ 40120248	04/01/2020	04/01/2020	Ying Hong Li	☒	\$1513.00
☐ 40120249	04/01/2020	04/01/2020	Belkis Zhong Li	☒	\$1609.00
☐ 40120250	04/01/2020	04/01/2020	Paul Long	☒	\$2429.00
☐ 40120251	04/01/2020	04/01/2020	Los Medanos Village Apartments	☒	\$17353.00
☐ 40120252	04/01/2020	04/01/2020	Tony or Yvonne Louie	☒	\$1410.00
☐ 40120253	04/01/2020	04/01/2020	Marshall & Sonya Lowe	☒	\$1672.00
☐ 40120254	04/01/2020	04/01/2020	Anthony Charles Loyola	☒	\$1300.00
☐ 40120255	04/01/2020	04/01/2020	Jose Loza	☒	\$843.00
☐ 40120256	04/01/2020	04/01/2020	Andrew Kin Lui	☒	\$2920.00
☐ 40120257	04/01/2020	04/01/2020	Wei Liu	☒	\$1871.00
☐ 40120258	04/01/2020	04/01/2020	The Entrust Group, Inc. FBO Theodore	☒	\$1985.00
☐ 40120259	04/01/2020	04/01/2020	Curtis H. Lundberg	☒	\$581.00
☐ 40120260	04/01/2020	04/01/2020	Xiangwen Lu	☒	\$2767.00
☐ 40120261	04/01/2020	04/01/2020	Chi Vien Ly	☒	\$1976.00
☐ 40120262	04/01/2020	04/01/2020	Madelyn Ann Massey	☒	\$1636.00

☐ 40120263	04/01/2020	04/01/2020	Rakesh Madra	☒	\$1237.00
☐ 40120264	04/01/2020	04/01/2020	Radha Mahesram	☒	\$1140.00
☐ 40120265	04/01/2020	04/01/2020	Mahnoor Tariq	☒	\$2670.00
☐ 40120266	04/01/2020	04/01/2020	Jennifer Leung Ma	☒	\$3650.00
☐ 40120267	04/01/2020	04/01/2020	Jeff Mann	☒	\$6852.00
☐ 40120268	04/01/2020	04/01/2020	Glenn Marshall	☒	\$2231.00
☐ 40120269	04/01/2020	04/01/2020	Maria Y Harrison	☒	\$330.00
☐ 40120270	04/01/2020	04/01/2020	Elisa Aurora Martinez	☒	\$2776.00
☐ 40120271	04/01/2020	04/01/2020	Demetria d Mason	☒	\$3008.00
☐ 40120272	04/01/2020	04/01/2020	Matrixone Realty	☒	\$1900.00
☐ 40120273	04/01/2020	04/01/2020	Helen McCarthy	☒	\$1936.00
☐ 40120274	04/01/2020	04/01/2020	Dorothy McDonald	☒	\$1759.00
☐ 40120275	04/01/2020	04/01/2020	James & Diana Gail McDonald	☒	\$1500.00
☐ 40120276	04/01/2020	04/01/2020	Janice K McLean	☒	\$1452.00
☐ 40120277	04/01/2020	04/01/2020	Meadow Glen Apartments	☒	\$1912.00
☐ 40120278	04/01/2020	04/01/2020	Jinyu Meng	☒	\$1289.00
☐ 40120279	04/01/2020	04/01/2020	Sabine Menzel	☒	\$4277.00
☐ 40120280	04/01/2020	04/01/2020	Mercedes P. Johnson	☒	\$561.00
☐ 40120281	04/01/2020	04/01/2020	Hector Meza	☒	\$1650.00
☐ 40120282	04/01/2020	04/01/2020	Andrew S Miloslavich	☒	\$1668.00
☐ 40120283	04/01/2020	04/01/2020	Perchak Properties for Carol Miller	☒	\$1940.00
☐ 40120284	04/01/2020	04/01/2020	Millennium Homes	☒	\$2198.00
☐ 40120285	04/01/2020	04/01/2020	Maryann Miller	☒	\$1193.00
☐ 40120286	04/01/2020	04/01/2020	Carlos J Miranda	☒	\$702.00
☐ 40120287	04/01/2020	04/01/2020	Hassan Mirabedi	☒	\$7428.00
☐ 40120288	04/01/2020	04/01/2020	Gwendolyn Mitchell	☒	\$3812.00
☐ 40120289	04/01/2020	04/01/2020	Moe Mojaddidi	☒	\$3000.00
☐ 40120290	04/01/2020	04/01/2020	Rodney Montgomery	☒	\$1647.00
☐ 40120291	04/01/2020	04/01/2020	Erik L Morris	☒	\$1600.00
☐ 40120292	04/01/2020	04/01/2020	Diane Morin	☒	\$1890.00
☐ 40120293	04/01/2020	04/01/2020	Eva Munn	☒	\$952.00
☐ 40120294	04/01/2020	04/01/2020	Brien Brothers, LLC	☒	\$6977.00
☐ 40120295	04/01/2020	04/01/2020	Ehsan Nabkel	☒	\$3554.00
☐ 40120296	04/01/2020	04/01/2020	Fariba Naji	☒	\$1508.00
☐ 40120297	04/01/2020	04/01/2020	Shinder Paul Narabut	☒	\$7135.00
☐ 40120298	04/01/2020	04/01/2020	NC Associates, Inc.	☒	\$17501.00
☐ 40120299	04/01/2020	04/01/2020	Michael Nelson	☒	\$2339.00
☐ 40120300	04/01/2020	04/01/2020	Guy Nesbeth	☒	\$2913.00
☐ 40120301	04/01/2020	04/01/2020	New Way Management Services	☒	\$2356.00
☐ 40120302	04/01/2020	04/01/2020	Dominic Y Ng	☒	\$3127.00
☐ 40120303	04/01/2020	04/01/2020	Knowland Ging Ng	☒	\$4845.00
☐ 40120304	04/01/2020	04/01/2020	Patrick Ng	☒	\$1709.00
☐ 40120305	04/01/2020	04/01/2020	Hieu Nguyen	☒	\$1723.00
☐ 40120306	04/01/2020	04/01/2020	Huy Quang Nguyen	☒	\$2419.00
☐ 40120307	04/01/2020	04/01/2020	Mai Thi Thanh Nguyen	☒	\$1925.00
☐ 40120308	04/01/2020	04/01/2020	Quyen Nguyen	☒	\$1900.00

☐ 40120309	04/01/2020	04/01/2020	Tieu Nguyen	☒	\$1358.00
☐ 40120310	04/01/2020	04/01/2020	Nichole Nicholson	☒	\$2303.00
☐ 40120311	04/01/2020	04/01/2020	Ernest Nichols III	☒	\$3719.00
☐ 40120312	04/01/2020	04/01/2020	Peter Niloufari	☒	\$5216.00
☐ 40120313	04/01/2020	04/01/2020	Northstar Financial Group, LLC	☒	\$3663.00
☐ 40120314	04/01/2020	04/01/2020	Kevin Nord	☒	\$1598.00
☐ 40120315	04/01/2020	04/01/2020	Richard A Norte	☒	\$1895.00
☐ 40120316	04/01/2020	04/01/2020	North State Financial, Inc.	☒	\$1502.00
☐ 40120317	04/01/2020	04/01/2020	New Way Management Services, Inc.	☒	\$20324.00
☐ 40120318	04/01/2020	04/01/2020	Sheryl O'Brien	☒	\$856.00
☐ 40120319	04/01/2020	04/01/2020	Jennifer Odei	☒	\$1439.00
☐ 40120320	04/01/2020	04/01/2020	Dwight J Owens	☒	\$652.00
☐ 40120321	04/01/2020	04/01/2020	Diane Oles	☒	\$1754.00
☐ 40120322	04/01/2020	04/01/2020	Esosa A. Omokaro	☒	\$2038.00
☐ 40120323	04/01/2020	04/01/2020	Kolawole O. Onafowode	☒	\$1562.00
☐ 40120324	04/01/2020	04/01/2020	Orange County Housing Authority	☒	\$2304.27
☐ 40120325	04/01/2020	04/01/2020	Sandra L Ortiz	☒	\$1822.00
☐ 40120326	04/01/2020	04/01/2020	Chinenye Osuagwu	☒	\$2582.00
☐ 40120327	04/01/2020	04/01/2020	Olubukola Amoke Oyebade	☒	\$2462.00
☐ 40120328	04/01/2020	04/01/2020	Mutlu Ozer	☒	\$1740.00
☐ 40120329	04/01/2020	04/01/2020	Pacific Living, LLC	☒	\$2769.00
☐ 40120330	04/01/2020	04/01/2020	Hemangini & Vijendra Patel	☒	\$2800.00
☐ 40120331	04/01/2020	04/01/2020	Kokila Patel	☒	\$1023.00
☐ 40120332	04/01/2020	04/01/2020	Patiala, LLC	☒	\$2282.00
☐ 40120333	04/01/2020	04/01/2020	Virendra M. Patel	☒	\$1105.00
☐ 40120334	04/01/2020	04/01/2020	Jason Pauline	☒	\$1351.00
☐ 40120335	04/01/2020	04/01/2020	Paula D. Williams	☒	\$1972.00
☐ 40120336	04/01/2020	04/01/2020	Loycell Peacock	☒	\$1364.00
☐ 40120337	04/01/2020	04/01/2020	Scott Pease	☒	\$2165.00
☐ 40120338	04/01/2020	04/01/2020	Alonso R. Perez	☒	\$1493.00
☐ 40120339	04/01/2020	04/01/2020	Maria Del Carmen Perez	☒	\$239.00
☐ 40120340	04/01/2020	04/01/2020	Lowde Y. Perkins	☒	\$919.00
☐ 40120341	04/01/2020	04/01/2020	Shiv Pertab	☒	\$2805.00
☐ 40120342	04/01/2020	04/01/2020	Cong Thi Pham	☒	\$2139.00
☐ 40120343	04/01/2020	04/01/2020	Pittsburg Park Apartments	☒	\$2851.00
☐ 40120344	04/01/2020	04/01/2020	SK Pittsburg Bay Point	☒	\$1712.00
☐ 40120345	04/01/2020	04/01/2020	Bay Point Orphans Fund, LLC	☒	\$3289.00
☐ 40120346	04/01/2020	04/01/2020	Portofino Apartments	☒	\$10718.00
☐ 40120347	04/01/2020	04/01/2020	Prime Metropolis Properties, Inc.	☒	\$5760.00
☐ 40120348	04/01/2020	04/01/2020	IH5 Property West LP	☒	\$2396.00
☐ 40120349	04/01/2020	04/01/2020	Marples Property Management	☒	\$1700.00
☐ 40120350	04/01/2020	04/01/2020	A. Meadows Property Management	☒	\$3755.00
☐ 40120351	04/01/2020	04/01/2020	Parks Properties	☒	\$1726.00
☐ 40120352	04/01/2020	04/01/2020	Stokley Properties LLC Harbor	☒	\$3066.00
☐ 40120353	04/01/2020	04/01/2020	Property Upsurge, Inc.	☒	\$4075.00
☐ 40120354	04/01/2020	04/01/2020	Husam Mousa Qana	☒	\$2290.00

☐ 40120355	04/01/2020	04/01/2020	Amjad Qaqish	☒	\$783.00
☐ 40120356	04/01/2020	04/01/2020	Sam or Sonia Quinones	☒	\$1800.00
☐ 40120357	04/01/2020	04/01/2020	Amos Radford	☒	\$1463.00
☐ 40120358	04/01/2020	04/01/2020	Kuljit P Raju	☒	\$1302.00
☐ 40120359	04/01/2020	04/01/2020	Paramjit K. Raju	☒	\$2782.00
☐ 40120360	04/01/2020	04/01/2020	Enrique or Stacy Ramirez	☒	\$548.00
☐ 40120361	04/01/2020	04/01/2020	Erika Ramirez	☒	\$1507.00
☐ 40120362	04/01/2020	04/01/2020	Ramsey Horton	☒	\$1265.00
☐ 40120363	04/01/2020	04/01/2020	Rohini Ram-Cline	☒	\$1991.00
☐ 40120364	04/01/2020	04/01/2020	David Raughton	☒	\$1772.00
☐ 40120365	04/01/2020	04/01/2020	RayCaro Inc.	☒	\$3026.00
☐ 40120366	04/01/2020	04/01/2020	Croskey Real Estate, Inc.	☒	\$3464.00
☐ 40120367	04/01/2020	04/01/2020	Amerasia Real Estate Fund LLC	☒	\$6945.00
☐ 40120368	04/01/2020	04/01/2020	Reliant - Woods Grove, LP	☒	\$24372.00
☐ 40120369	04/01/2020	04/01/2020	Eric Franklin Remson	☒	\$869.00
☐ 40120370	04/01/2020	04/01/2020	Roger Riley	☒	\$1901.00
☐ 40120371	04/01/2020	04/01/2020	Rising Investments LLC	☒	\$4614.00
☐ 40120372	04/01/2020	04/01/2020	Robert W. Daniels	☒	\$2548.00
☐ 40120373	04/01/2020	04/01/2020	Jason Ruffin	☒	\$2862.00
☐ 40120374	04/01/2020	04/01/2020	Elvira Ruiz	☒	\$1587.00
☐ 40120375	04/01/2020	04/01/2020	Constance Russell	☒	\$2165.00
☐ 40120376	04/01/2020	04/01/2020	Ms. Meuy Saelee	☒	\$2958.00
☐ 40120377	04/01/2020	04/01/2020	Maridel P Santos	☒	\$1597.00
☐ 40120378	04/01/2020	04/01/2020	Alicia Saucedo	☒	\$1218.00
☐ 40120379	04/01/2020	04/01/2020	Gregory Paul Schulz	☒	\$1235.00
☐ 40120380	04/01/2020	04/01/2020	Richard M. Sciortino	☒	\$2358.00
☐ 40120381	04/01/2020	04/01/2020	Jacqueline Selinger	☒	\$1534.00
☐ 40120382	04/01/2020	04/01/2020	Young Sook Seroy	☒	\$2198.00
☐ 40120383	04/01/2020	04/01/2020	Mohinder Sharma	☒	\$1003.00
☐ 40120384	04/01/2020	04/01/2020	Shailesh & Bela Patel	☒	\$1449.00
☐ 40120385	04/01/2020	04/01/2020	Mohammad Shekib	☒	\$1946.00
☐ 40120386	04/01/2020	04/01/2020	James Shipe, c/o	☒	\$1946.00
☐ 40120387	04/01/2020	04/01/2020	Yihui Shi	☒	\$1685.00
☐ 40120388	04/01/2020	04/01/2020	Sierra Pacific Properties Inc	☒	\$4278.00
☐ 40120389	04/01/2020	04/01/2020	Siena Court Apartments	☒	\$15078.00
☐ 40120390	04/01/2020	04/01/2020	Sierra Pacific Properties	☒	\$6629.00
☐ 40120391	04/01/2020	04/01/2020	Sierra Pacific Properties	☒	\$16294.00
☐ 40120392	04/01/2020	04/01/2020	Frank M. Siino	☒	\$671.00
☐ 40120393	04/01/2020	04/01/2020	Joseph Michael Siino	☒	\$1525.00
☐ 40120394	04/01/2020	04/01/2020	Gloria Silva	☒	\$705.00
☐ 40120395	04/01/2020	04/01/2020	Marc J. Simpson	☒	\$1271.00
☐ 40120396	04/01/2020	03/01/2020	Raman Singh	☒	\$3128.00
☐ 40120397	04/01/2020	04/01/2020	Son Singh	☒	\$1521.00
☐ 40120398	04/01/2020	04/01/2020	Crystal Situ	☒	\$1439.00
☐ 40120399	04/01/2020	04/01/2020	Lakesha Michelle Smith	☒	\$1975.00
☐ 40120400	04/01/2020	04/01/2020	Molly Smith	☒	\$1870.00

☐ 40120401	04/01/2020	04/01/2020	Sherritta M Smith	☒	\$1004.00
☐ 40120402	04/01/2020	04/01/2020	Cinthia Sosa	☒	\$1517.00
☐ 40120403	04/01/2020	04/01/2020	Angela E. Robinson-Spencer	☒	\$2000.00
☐ 40120404	04/01/2020	04/01/2020	Ramzi D Srouji	☒	\$1661.00
☐ 40120405	04/01/2020	04/01/2020	Deborah Steppe	☒	\$1930.00
☐ 40120406	04/01/2020	04/01/2020	George W. Stephens	☒	\$1661.00
☐ 40120407	04/01/2020	04/01/2020	R R Rentals	☒	\$1700.00
☐ 40120408	04/01/2020	04/01/2020	Jezzy Sukaemi	☒	\$2587.00
☐ 40120409	04/01/2020	04/01/2020	Ms. Li Su	☒	\$2571.00
☐ 40120410	04/01/2020	04/01/2020	Suma Aryaei	☒	\$2702.00
☐ 40120411	04/01/2020	04/01/2020	Summit Venture Group, LLC	☒	\$2485.00
☐ 40120412	04/01/2020	04/01/2020	Kamaljeet Surila	☒	\$1549.00
☐ 40120413	04/01/2020	04/01/2020	Joyce Hui Sy	☒	\$6451.00
☐ 40120414	04/01/2020	04/01/2020	Hamed Tafaghodi	☒	\$1046.00
☐ 40120415	04/01/2020	04/01/2020	Sha Sha Teng	☒	\$2385.00
☐ 40120416	04/01/2020	04/01/2020	Yun Teng	☒	\$2008.00
☐ 40120417	04/01/2020	04/01/2020	Ms. Natasha Terry	☒	\$2719.00
☐ 40120418	04/01/2020	04/01/2020	Quyen Minh Thai	☒	\$1416.00
☐ 40120419	04/01/2020	04/01/2020	Silvia Thein and Ada Choi	☒	\$1779.00
☐ 40120420	04/01/2020	04/01/2020	Tequila Nashannon Thornton	☒	\$779.00
☐ 40120421	04/01/2020	04/01/2020	ChingJen Tong	☒	\$1703.00
☐ 40120422	04/01/2020	04/01/2020	Yoway Wilson Tong	☒	\$1671.00
☐ 40120423	04/01/2020	04/01/2020	Lourdes or Raymond Tovar	☒	\$1825.00
☐ 40120424	04/01/2020	04/01/2020	Raphael Minhtuyen Tran	☒	\$4538.00
☐ 40120425	04/01/2020	04/01/2020	Thuy Tran	☒	\$1250.00
☐ 40120426	04/01/2020	04/01/2020	Thanh Van Trinh	☒	\$1500.00
☐ 40120427	04/01/2020	04/01/2020	Ms. Wendie Hue Trinh	☒	\$2180.00
☐ 40120428	04/01/2020	04/01/2020	Nhan Chi Truong	☒	\$978.00
☐ 40120429	04/01/2020	04/01/2020	Sean Thuyet Truong	☒	\$1194.00
☐ 40120430	04/01/2020	04/01/2020	Van Truong	☒	\$1523.00
☐ 40120431	04/01/2020	04/01/2020	Xavier Van Truong	☒	\$3892.00
☐ 40120432	04/01/2020	04/01/2020	David Tseng	☒	\$736.00
☐ 40120433	04/01/2020	04/01/2020	Erica Uschold	☒	\$2274.00
☐ 40120434	04/01/2020	04/01/2020	Frank Lokeni Uu	☒	\$2181.00
☐ 40120435	04/01/2020	04/01/2020	Lidia Valladares	☒	\$884.00
☐ 40120436	04/01/2020	04/01/2020	Victor D Valenzuela	☒	\$1051.00
☐ 40120437	04/01/2020	04/01/2020	Gary D. Vasconcellos	☒	\$1092.00
☐ 40120438	04/01/2020	04/01/2020	Sareena Lata Velu	☒	\$2254.00
☐ 40120439	04/01/2020	04/01/2020	Azell Vickers	☒	\$1313.00
☐ 40120440	04/01/2020	04/01/2020	Nuno G Vieira	☒	\$4332.00
☐ 40120441	04/01/2020	04/01/2020	Kim Uyen Minh Vu	☒	\$908.00
☐ 40120442	04/01/2020	04/01/2020	Stephen Cordell Wafer	☒	\$1063.00
☐ 40120443	04/01/2020	04/01/2020	Huan Rong Wang	☒	\$898.00
☐ 40120444	04/01/2020	04/01/2020	Lining Wan	☒	\$1863.00
☐ 40120445	04/01/2020	04/01/2020	Wei Wang	☒	\$2013.00
☐ 40120446	04/01/2020	04/01/2020	Yu Ruo Wang	☒	\$2165.00

☐ 40120447	04/01/2020	04/01/2020	Mildred Lucille Washington	☒	\$1996.00
☐ 40120448	04/01/2020	04/01/2020	Isidoro Weitzman	☒	\$1914.00
☐ 40120449	04/01/2020	04/01/2020	Wenying Chang	☒	\$2616.00
☐ 40120450	04/01/2020	04/01/2020	Holly Wen	☒	\$1205.00
☐ 40120451	04/01/2020	04/01/2020	Lewis White & Ruth White	☒	\$6356.00
☐ 40120452	04/01/2020	04/01/2020	Tracy J. Whitehead	☒	\$282.00
☐ 40120453	04/01/2020	04/01/2020	Ms Adrienne Wilson	☒	\$1758.00
☐ 40120454	04/01/2020	04/01/2020	Kathleen and John Wilson	☒	\$1270.00
☐ 40120455	04/01/2020	04/01/2020	Kathy D. Williams	☒	\$2254.00
☐ 40120456	04/01/2020	04/01/2020	Tasia La Vonda Williams	☒	\$2076.00
☐ 40120457	04/01/2020	04/01/2020	Windeler Development Group, Inc.	☒	\$1166.00
☐ 40120458	04/01/2020	04/01/2020	Danny Ching-Yam Wong	☒	\$1565.00
☐ 40120459	04/01/2020	04/01/2020	Har Pan Wong	☒	\$7767.00
☐ 40120460	04/01/2020	04/01/2020	Joanne Wong	☒	\$1690.00
☐ 40120461	04/01/2020	04/01/2020	Kinney Ming Wong	☒	\$1283.00
☐ 40120462	04/01/2020	04/01/2020	Vincent Wong	☒	\$2567.00
☐ 40120463	04/01/2020	04/01/2020	Hong Wu	☒	\$3536.00
☐ 40120464	04/01/2020	04/01/2020	Zhang Jin Wu	☒	\$2607.00
☐ 40120465	04/01/2020	04/01/2020	Drewcillia Wyatt	☒	\$1291.00
☐ 40120466	04/01/2020	04/01/2020	Sheree Wynn	☒	\$2186.00
☐ 40120467	04/01/2020	04/01/2020	Jian Ai Xuan	☒	\$1784.00
☐ 40120468	04/01/2020	04/01/2020	Chao Xu	☒	\$2696.00
☐ 40120469	04/01/2020	04/01/2020	Ping Ping Xu	☒	\$3884.00
☐ 40120470	04/01/2020	04/01/2020	Yifan Ye	☒	\$2561.00
☐ 40120471	04/01/2020	04/01/2020	Sally Yip	☒	\$1449.00
☐ 40120472	04/01/2020	04/01/2020	Yong Qiang Lu	☒	\$1771.00
☐ 40120473	04/01/2020	04/01/2020	Chris Kui You	☒	\$2156.00
☐ 40120474	04/01/2020	04/01/2020	Kevin M Young	☒	\$2373.00
☐ 40120475	04/01/2020	04/01/2020	Yee Yue Cheung	☒	\$1256.00
☐ 40120476	04/01/2020	04/01/2020	Mohammad Zalmaiyyar	☒	\$2154.00
☐ 40120477	04/01/2020	04/01/2020	Guangyu Zhang	☒	\$1468.00
☐ 40120478	04/01/2020	04/01/2020	Jielu Zhao	☒	\$1156.00
☐ 40120479	04/01/2020	04/01/2020	Katherine Zhao	☒	\$2269.00
☐ 40120480	04/01/2020	04/01/2020	Wei Bin Zhang or Gao Wei	☒	\$1970.00
☐ 40120481	04/01/2020	04/01/2020	Xirong Zhao	☒	\$1907.00
☐ 40120482	04/01/2020	04/01/2020	Xiang Yang Zheng	☒	\$2529.00
☐ 40120483	04/01/2020	04/01/2020	Joy Yi Zhou	☒	\$2489.00
☐ 40120484	04/01/2020	04/01/2020	Shengguo Zhu	☒	\$5704.00
☐ 40120485	04/01/2020	04/01/2020	Ying Zhu	☒	\$5056.00
☐ 40120486	04/01/2020	04/01/2020	Weijie Zhang	☒	\$1247.00

Total	\$1,581,638.86
Average	\$1,496.35
Unit Count	835
Average Weighted by Unit Count	\$1,543.95
Hard to House Count	5

Check Register Report

3/26/2020

Date Range: 4/1/2020...4/1/2020

VMS Date Range: ...

Program: -

Payment Type: ...

Check Numbers: ...

Direct Deposit: Exclude Direct Deposit

Check Cleared: All

Port Status: Include Port Ins

Zero HAPs: Include Zero HAPs

Voided Payments: Include Voided Payments

Held Checks: Exclude Held Checks

Grouped by:

Sorted by:

Check Number

✓ Check Number	Check Date	VMS Date	Payee Name	DD	Amount
☐ 150445	04/01/2020	04/01/2020	Angela N Taylor	☐	\$98.00
☐ 150446	04/01/2020	04/01/2020	Antonio R Nazareta	☐	\$109.00
☐ 150447	04/01/2020	04/01/2020	Ayaanna R Ireland	☐	\$85.00
☐ 150448	04/01/2020	04/01/2020	Burhan Nawabi	☐	\$57.00
☐ 150449	04/01/2020	04/01/2020	Charles C Robinson	☐	\$9.00
☐ 150450	04/01/2020	04/01/2020	Danielle M Thomas	☐	\$151.00
☐ 150451	04/01/2020	04/01/2020	Darrell C Carter	☐	\$15.00
☐ 150452	04/01/2020	04/01/2020	Darren M Thompson	☐	\$23.00
☐ 150453	04/01/2020	04/01/2020	Daytre Harvey	☐	\$142.00
☐ 150454	04/01/2020	04/01/2020	Delfonse A Lewis	☐	\$173.00
☐ 150455	04/01/2020	04/01/2020	Dstiny N Paillet	☐	\$2.00
☐ 150456	04/01/2020	03/16/2020	Elisa Johnson	☐	\$227.00
☐ 150457	04/01/2020	04/01/2020	Eva L Mangum	☐	\$94.00
☐ 150458	04/01/2020	04/01/2020	Irvin Brown	☐	\$18.00
☐ 150459	04/01/2020	04/01/2020	James Tran	☐	\$130.00
☐ 150460	04/01/2020	04/01/2020	Janae Frazier	☐	\$182.00
☐ 150461	04/01/2020	04/01/2020	John M Ferguson	☐	\$64.00
☐ 150462	04/01/2020	04/01/2020	Joshua C Perez	☐	\$80.00
☐ 150463	04/01/2020	04/01/2020	Kawanda M Dotson	☐	\$23.00
☐ 150464	04/01/2020	04/01/2020	Kimberly A Sanders	☐	\$98.00
☐ 150465	04/01/2020	04/01/2020	Laneava S Blanks	☐	\$6.00
☐ 150466	04/01/2020	04/01/2020	Lashonda Crockett	☐	\$9.00
☐ 150467	04/01/2020	04/01/2020	Lyniece N Eddins	☐	\$190.00
☐ 150468	04/01/2020	04/01/2020	Melissa J Perkins	☐	\$250.00
☐ 150469	04/01/2020	04/01/2020	Michael Wimmer	☐	\$170.00
☐ 150470	04/01/2020	04/01/2020	Michelle A Manuel-Carter	☐	\$76.00
☐ 150471	04/01/2020	04/01/2020	Mieka L Bratton	☐	\$49.00
☐ 150472	04/01/2020	04/01/2020	Mildred G Botello	☐	\$103.00
☐ 150473	04/01/2020	04/01/2020	Monae J Coleman	☐	\$117.00
☐ 150474	04/01/2020	04/01/2020	Monika Smith	☐	\$21.00
☐ 150475	04/01/2020	04/01/2020	Montalabra T Perea	☐	\$67.00
☐ 150476	04/01/2020	04/01/2020	Nakisha Fountain	☐	\$225.00

☐ 150477	04/01/2020	04/01/2020	Nicolas A Wagnon	☐	\$2.00
☐ 150478	04/01/2020	04/01/2020	Nieza M Burrus	☐	\$233.00
☐ 150479	04/01/2020	04/01/2020	Pashenia D Sanders	☐	\$182.00
☐ 150480	04/01/2020	04/01/2020	Rachel Jones	☐	\$160.00
☐ 150481	04/01/2020	04/01/2020	Ricola N Tiger	☐	\$18.00
☐ 150482	04/01/2020	04/01/2020	Samaiyah A Warren	☐	\$154.00
☐ 150483	04/01/2020	04/01/2020	Shanae V Washington	☐	\$162.00
☐ 150484	04/01/2020	04/01/2020	Shawn A Prince	☐	\$37.00
☐ 150485	04/01/2020	04/01/2020	Stacy Smith	☐	\$13.00
☐ 150486	04/01/2020	04/01/2020	Starr C Bronson	☐	\$12.00
☐ 150487	04/01/2020	04/01/2020	Thelma R Hearne	☐	\$13.00
☐ 150488	04/01/2020	04/01/2020	Tomicka M Brumfield	☐	\$245.00
☐ 150489	04/01/2020	04/01/2020	Totiona B Richardson	☐	\$9.00
☐ 150490	04/01/2020	04/01/2020	Troy Mills	☐	\$29.00
☐ 150491	04/01/2020	04/01/2020	Latoya C Roper	☐	\$43.00
☐ 150492	04/01/2020	04/01/2020	Raquel E Miller	☐	\$41.00
☐ 150493	04/01/2020	04/01/2020	Willa Gohegan	☐	\$33.00
☐ 150494	04/01/2020	04/01/2020	Kimberly A Limas	☐	\$201.00
☐ 150495	04/01/2020	04/01/2020	Bobbie J Royston	☐	\$132.00
☐ 150496	04/01/2020	04/01/2020	Ono c Rothschild	☐	\$296.00
☐ 150497	04/01/2020	04/01/2020	Evelyn Smith	☐	\$53.00
☐ 150498	04/01/2020	04/01/2020	Mary C Johnson	☐	\$48.00
☐ 150499	04/01/2020	04/01/2020	Livis J Sanders	☐	\$122.00
☐ 150500	04/01/2020	04/01/2020	Regina D Tucker	☐	\$68.00
☐ 150501	04/01/2020	04/01/2020	Cruz L Araque	☐	\$94.00
☐ 150502	04/01/2020	04/01/2020	Sherron A Camp	☐	\$218.00
☐ 150503	04/01/2020	04/01/2020	Jennifer c Coney	☐	\$9.00
☐ 150504	04/01/2020	04/01/2020	Tahira M Edwards	☐	\$14.00
☐ 150505	04/01/2020	04/01/2020	Akilah Z Parker	☐	\$69.00
☐ 150506	04/01/2020	04/01/2020	Michelle m Berry	☐	\$7.00
☐ 150507	04/01/2020	08/01/2019	Letta D Christian	☐	\$909.00
☐ 150508	04/01/2020	04/01/2020	Tyisha C Paulk	☐	\$75.00
☐ 150509	04/01/2020	04/01/2020	Michele N Nichols	☐	\$92.00
☐ 150510	04/01/2020	04/01/2020	Lashawn P Fields	☐	\$180.00
☐ 150511	04/01/2020	04/01/2020	Kristina M Greer	☐	\$16.00
☐ 150512	04/01/2020	04/01/2020	Mannah S Parrott	☐	\$233.00
☐ 150513	04/01/2020	04/01/2020	Janet Brown	☐	\$37.41
☐ 150514	04/01/2020	04/01/2020	Freddie L Henderson	☐	\$67.00
☐ 150515	04/01/2020	04/01/2020	Valencia M Griffin	☐	\$12.00
☐ 150516	04/01/2020	04/01/2020	Abdul A Wardak	☐	\$14.00
☐ 150517	04/01/2020	04/01/2020	Shirley J Strausbaugh	☐	\$8.00
☐ 150518	04/01/2020	04/01/2020	Sonja L Keeby	☐	\$67.00
☐ 150519	04/01/2020	04/01/2020	Mikesha R Harp	☐	\$67.00
☐ 150520	04/01/2020	04/01/2020	Gloria F Nelson	☐	\$23.00
☐ 150521	04/01/2020	04/01/2020	Virgie r Gray	☐	\$42.00
☐ 150522	04/01/2020	04/01/2020	Meo T Tran	☐	\$7.00

☐ 150523	04/01/2020	04/01/2020	Melissa R Griffin	☐	\$23.00
☐ 150524	04/01/2020	04/01/2020	Charlene M Best	☐	\$110.00
☐ 150525	04/01/2020	04/01/2020	Lateefah S Camacho	☐	\$154.00
☐ 150526	04/01/2020	04/01/2020	Ebony N Manning	☐	\$83.00
☐ 150527	04/01/2020	04/01/2020	Camille A Lascano	☐	\$165.00
☐ 150528	04/01/2020	04/01/2020	Sonia M Guevara	☐	\$129.00
☐ 150529	04/01/2020	04/01/2020	Nicole m Magnus	☐	\$23.00
☐ 150530	04/01/2020	04/01/2020	Tamika Brown	☐	\$47.00
☐ 150531	04/01/2020	04/01/2020	Aviesha c Scott	☐	\$108.00
☐ 150532	04/01/2020	04/01/2020	Crystal j Houston	☐	\$212.00
☐ 150533	04/01/2020	04/01/2020	Angela M Varela	☐	\$82.00
☐ 150534	04/01/2020	04/01/2020	Lakisha Mitchell	☐	\$18.00
☐ 150535	04/01/2020	04/01/2020	Lisa n Macpheators	☐	\$197.00
☐ 150536	04/01/2020	04/01/2020	Hermajo L Hoskins	☐	\$38.00
☐ 150537	04/01/2020	04/01/2020	Durrell L James	☐	\$39.00
☐ 150538	04/01/2020	04/01/2020	Stacie J Hogan	☐	\$156.00
☐ 150539	04/01/2020	04/01/2020	Tina M Nolen	☐	\$218.00
☐ 150540	04/01/2020	04/01/2020	Judy J Nelum	☐	\$35.00
☐ 150541	04/01/2020	04/01/2020	Antoinette D Durrett	☐	\$169.00
☐ 150542	04/01/2020	04/01/2020	Sau C Ly	☐	\$11.00
☐ 150543	04/01/2020	04/01/2020	Dalisha L Bernstine	☐	\$101.00
☐ 150544	04/01/2020	04/01/2020	Dekima R Dotson	☐	\$7.00
☐ 150545	04/01/2020	04/01/2020	Nathan Banks JR	☐	\$16.00
☐ 150546	04/01/2020	04/01/2020	Hangama Karimi	☐	\$141.00
☐ 150547	04/01/2020	04/01/2020	Christina L Combs	☐	\$100.00
☐ 150548	04/01/2020	04/01/2020	Reshundra M Walker	☐	\$65.00
☐ 150549	04/01/2020	04/01/2020	Graciela Arroyo	☐	\$49.00
☐ 150550	04/01/2020	04/01/2020	Tiaira A Modicue	☐	\$198.00
☐ 150551	04/01/2020	04/01/2020	Shanoria s Sasser	☐	\$26.00
☐ 150552	04/01/2020	04/01/2020	Masuda Nawabi	☐	\$39.00
☐ 150553	04/01/2020	04/01/2020	Vinisha D Thornton	☐	\$76.00
☐ 150554	04/01/2020	04/01/2020	Tiara N Burks	☐	\$31.00
☐ 150555	04/01/2020	04/01/2020	Lateefah A Childress	☐	\$26.00
☐ 150556	04/01/2020	04/01/2020	Daudi K Edmond	☐	\$55.00
☐ 150557	04/01/2020	04/01/2020	JOW & AAW, LLC	☐	\$3925.00
☐ 150558	04/01/2020	04/01/2020	A Classey Corp.	☐	\$2088.00
☐ 150559	04/01/2020	04/01/2020	Western Addition Apartments, LLC	☐	\$3214.00
☐ 150560	04/01/2020	04/01/2020	Housing Authority of the County of	☐	\$1598.35
☐ 150561	04/01/2020	04/01/2020	Shanda Arnold	☐	\$1805.00
☐ 150562	04/01/2020	03/06/2020	City of Mesa Housing Authority	☐	\$1190.89
☐ 150563	04/01/2020	03/05/2020	George Edward Cole	☐	\$2380.00
☐ 150564	04/01/2020	04/01/2020	Mr. Donald Rhodes	☐	\$1487.00
☐ 150565	04/01/2020	04/01/2020	Federal D Glover	☐	\$2519.00
☐ 150566	04/01/2020	04/01/2020	Guild Mortgage	☐	\$2468.00
☐ 150567	04/01/2020	04/01/2020	Hartz Property Management	☐	\$1586.00
☐ 150568	04/01/2020	04/01/2020	Diamond Hillside Apartments	☐	\$1572.00

☐ 150569	04/01/2020	04/01/2020	King County Housing Authority	☐	\$1340.35
☐ 150570	04/01/2020	04/01/2020	Miaogen Lu	☐	\$1954.00
☐ 150571	04/01/2020	04/01/2020	Dante McDonald	☐	\$1046.00
☐ 150572	04/01/2020	04/01/2020	Ba Nguyen	☐	\$3473.00
☐ 150573	04/01/2020	04/01/2020	Lorene Paysinger	☐	\$1811.00
☐ 150574	04/01/2020	04/01/2020	Linda Phon	☐	\$945.00
☐ 150575	04/01/2020	04/01/2020	MSR Rental Properties, LLC	☐	\$1700.00
☐ 150576	04/01/2020	04/01/2020	Albert S Tam	☐	\$1593.00
☐ 150577	04/01/2020	04/01/2020	Ventana Rental Homes	☐	\$1523.00
☐ 150578	04/01/2020	04/01/2020	Veritel Homes LLC	☐	\$910.00
☐ 150579	04/01/2020	04/01/2020	Western Upper Haight Street	☐	\$1974.00
☐ 150580	04/01/2020	04/01/2020	Feng Zhang	☐	\$2726.00

Total	\$57,405.00
Average	\$370.35
Unit Count	23
Average Weighted by Unit Count	\$1,495.87
Hard to House Count	

4/1/2020

HAP (Regular)	\$ 1,178,513.18	Re:
HAP (VASH)	\$ 127,831.00	F
HAP (Port-In)	291,541.00	E
HAP (Port-Out)	26,231.00	D
Utility Reimbursement	10,979.82	C
Admin Fee	3,947.86	B
Total	<u>\$ 1,639,043.86</u>	A

Check Summary

April 15, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
--------------	------------	--------------	-------	--------

* 150582	4/15/20	*****0205	Jamaka E Davis	49.00
150583	4/15/20	*****3347	Maria B Martinez	205.00
150584	4/15/20	*****5133	Mary P Grigsby	30.00
150585	4/15/20	*****2140	Leslee r Rockett	52.00
150586	4/15/20	*****6095	Lellani S Gomez	246.00
150587	4/15/20	*****2361	George Edward Cole	1,940.00
150588	4/15/20	*****6352	Harris County Housing Authority	12,387.12
150589	4/15/20	*****6352	Harris County Housing Authority	169.17
150590	4/15/20	*****4305	Darryl H. Milburn	3,400.00
150591	4/15/20	*****8651	Zaoxin Rong	2,015.00
150592	4/15/20	*****7396	Sierra Pacific Properties	1,772.00
* 41520001	4/15/20	*****7139	Amitabh Agrawal	1,743.00
41520002	4/15/20	*****3909	Ken Bartlett	214.00
41520003	4/15/20	*****2521	Belmont Apartments	1,391.00
41520004	4/15/20	*****9954	Blue Sapphire Homes, Inc.	321.00
41520005	4/15/20	*****8946	Jienlin Chen	439.00
41520006	4/15/20	*****0855	Adolph Rudolph Cortesi III	334.00
41520008	4/15/20	*****3406	Mercy Housing California XXXVIII	449.00
41520009	4/15/20	*****9590	Aminifu Gamba	2,338.00
41520010	4/15/20	*****6084	Gold A and S LLC	303.00
41520011	4/15/20	*****0940	Krystle Guan	429.00
41520012	4/15/20	*****0457	Jeffrey Paul Hagler	4,344.00
41520013	4/15/20	*****6728	David T. Hennigan	18.00
41520014	4/15/20	*****7386	Hanh Huu Hoang	14.00
41520015	4/15/20	*****3782	Joseph C. Lerma	427.00
41520016	4/15/20	*****0198	Belkis Zhong Li	236.00
41520017	4/15/20	*****1474	Los Medanos Village Apartments	586.00
41520018	4/15/20	*****5865	Rakesh Madra	2,210.00
41520019	4/15/20	*****7265	Ernest Nichols III	506.00
41520020	4/15/20	*****7171	New Way Management Services, Inc.	60.00
41520021	4/15/20	*****7605	Portofino Apartments	174.00
41520022	4/15/20	*****3398	Maples Property Management	1,721.00
41520023	4/15/20	*****1034	Kuljit P Raju	927.00
41520024	4/15/20	*****2414	Tanya Nicole Ray	2,564.00

©2020, MRI Software LLC - All Rights Reserved.

Check Summary

41520025	4/15/20	*****7396	Sierra Pacific Properties Inc	DD - ES	2,134.00
			Sierra Pacific Properties Inc		
41520026	4/15/20	*****7789	Siena Court Apartments	DD - ES	911.00
41520027	4/15/20	*****2032	Cinthia Sosa	DD - ES	113.00
41520028	4/15/20	*****5480	Tasia La Vonda Williams	DD - ES	364.00

Housing Choice Voucher	HAP	46,333.00
	UR	582.00
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	620.29
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$47,535.29

Check Summary

April 15, 2020

Check Number	Check Date	Payee Tax ID	Payee		Amount
VASH					
41520007	4/15/20	*****0746	Contra Costa County Housing Authority	DD - ES	276.00
VASH					
				HAP	276.00
				UR	0.00
				Damage Claim	0.00
				Vacancy Claim	0.00
				Administrative Fee	0.00
				FSS Escrow Account	0.00
				Shelter Plus Security Deposit	0.00
				Other	0.00
				All Payments	\$276.00

Grand Total

4/15/2020

HAP (Regular)	\$	27,574.00	
HAP (VASH)	\$	276.00	F
HAP (Port-In)		6,823.00	E
HAP (Port-Out)		11,936.00	D
Utility Reimbursement		582.00	C
Admin Fee		620.29	B
Total	\$	<u>47,811.29</u>	A

HAP	46,609.00
UR	582.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	620.29
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	\$47,811.29

PITTSBURG HOUSING AUTHORITY
Disbursement List Summary
For the month of May 2020

VOUCHERS	Ck#	Amount	HAP ₁	VASH ₂	UR ₃	Portability	Admin. Fee	TOTAL
	150593-150741	1,666,928.71	1,191,610.74	126,329.00	11,723.02	333,115.00	4,150.95	1,666,928.71
	0050120001-50120485							-
	150742-150747	34,973.88	9,540.18	14,874.00	309.00	10,104.00	146.70	34,973.88
	51520001-51520015							-
	TOTAL	1,701,902.59	1,201,150.92	141,203.00	12,032.02	343,219.00	4,297.65	\$ 1,701,902.59

¹Housing Assistance Payment

²Veterans Affairs Supportive Housing

³Utility Reimbursement

ADMINISTRATIVE EXPENSES	Amount	Description	TOTAL
Paid to	\$ 49,440.80	Full Time salaries	\$ 49,440.80
City of Pittsburgh	\$ -	Stipend	-
(5/20 Operating)	-	Part Time salaries	-
	1,713.51	Overtime salaries	1,713.51
	3,361.86	Retirement	3,361.86
	7,257.25	Retirement-Pension bonds	7,257.25
	12,156.06	Health Insurance	12,156.06
	-	CalPERS Unfunded Liability - Non Sworn	-
	450.28	Additional CalPERS Pension Contribution	450.28
	69.95	Life Insurance	69.95
	1,147.68	Dental Insurance	1,147.68
	114.91	Vision	114.91
	2,662.46	Workers Comp	2,662.46
	312.82	Unemployment Insurance	312.82
	12.60	Disability Ins.	12.60
	3,975.46	FICA	3,975.46
	1,018.75	Deferred Compensation	1,018.75
	930.92	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	930.92
	595.58	Pension 115 Trust	595.58
	2,675.33	Retiree OPEB Costs	2,675.33
	570.45	Office Supplies	570.45
	-	Computer Software	-
	-	Textbooks	-
	82.50	Postage	82.50
	-	Misc Equip & Furniture < \$5,000	-
	760.25	Other Special Departmental Supplies	760.25
	923.33	Utilities (Gas, Electric & Water)	923.33
	558.52	Telephone - Regular	558.52
	-	Telephone - Other	-
	-	Membership Dues & Subscriptions	-
	-	Travel, Training, & Conference	-
	2,454.75	Insurance - Alloc Chgs	2,454.75
	-	Legal Fees	-
	-	Auditing Expense	-
	-	Settlement Hearing	-
	50.00	Other Contractual & Professional Service	50.00
	-	Advertising & Promotion	-
	2,188.65	Maintenance Agreements	2,188.65
	-	Maintenance & Repairs	-
	155.90	Equipment Rental	155.90
	2,375.00	Building Rental	2,375.00
	581.25	Fleet Maintenance Alloc Chgs	581.25
	1,734.75	Building Maintenance Alloc Chgs	1,734.75
	1,721.25	Information Systems Alloc Chgs	1,721.25
	4,735.58	Admin overhead paid to city	4,735.58
	-	Legal - Non Retainer/Non Reimbursable	-
	-	Capital Equipment & Furniture	-
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies - Rental	-
	-	Utilities (Gas, Electric, & Water) - Rental	-
	-	Advertising & Promotion - Rental	-
	75.00	Other Contractual & Professional Service - Rental	75.00
	186.95	Maintenance & Repairs	186.95
	-	Property Tax payment	-
	213.59	Other fees	213.59
	1,556.67	Transfer-Out to OPEB (Unfunded Liabilities)	1,556.67
TOTAL	108,820.61		108,820.61

VOIDED CHECKS &	Ck#	Amount	Reason	TOTAL
				-
				-
	TOTAL	-		\$ -

NET of Issued and Voided **\$ 1,810,723.20**

Lawrence 8/9/20

Check Summary

May 1, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
Housing Choice Voucher				
* 150593	5/1/20	*****1508	Angela N Taylor	98.00
150594	5/1/20	*****7533	Angelique F Davis	55.00
150595	5/1/20	*****9373	Antonio R Nazareta	109.00
150597	5/1/20	*****0898	Burhan Nawabi	57.00
150598	5/1/20	*****2605	Charles C Robinson	9.00
150599	5/1/20	*****5232	Danielle M Thomas	151.00
150600	5/1/20	*****9835	Darrell C Carter	15.00
150601	5/1/20	*****3976	Darren M Thompson	23.00
150602	5/1/20	*****2319	Delfonse A Lewis	173.00
150603	5/1/20	*****8929	Dstiny N Paillet	2.00
150604	5/1/20	*****3528	Elisa Johnson	150.00
150605	5/1/20	*****3840	Eva L Mangum	94.00
150607	5/1/20	*****0205	Jamaka E Davis	49.00
150608	5/1/20	*****5098	James Tran	130.00
150609	5/1/20	*****5317	Janae Frazier	182.00
150611	5/1/20	*****4091	Joshua C Perez	80.00
150612	5/1/20	*****9435	Kaelisia A Brown	50.00
150613	5/1/20	*****2309	Kawanda M Dotson	23.00
150614	5/1/20	*****1086	Kimberly A Sanders	98.00
150615	5/1/20	*****7295	Kimberly Hardy	37.00
150616	5/1/20	*****7253	Laneava S Blanks	6.00
150617	5/1/20	*****8123	Lashonda Crockett	9.00
150618	5/1/20	*****3960	Lyniece N Eddins	190.00
150619	5/1/20	*****3347	Maria B Martinez	205.00
150620	5/1/20	*****5133	Mary P Grigsby	30.00
150621	5/1/20	*****8042	Melissa J Perkins	250.00
150623	5/1/20	*****0451	Michelle A Manuel-Carter	76.00
150624	5/1/20	*****1697	Mieka L Bratton	49.00
150625	5/1/20	*****8275	Mildred G Botello	103.00
150626	5/1/20	*****6104	Monae J Coleman	117.00
150627	5/1/20	*****2674	Monika Smith	21.00
150628	5/1/20	*****3086	Montalabra T Perea	67.00
150629	5/1/20	*****9905	Nakisha Fountain	225.00
150630	5/1/20	*****3829	Nicole N Hodge	110.00

150631	5/1/20	*****8665	Nieza M Burrus	233.00
150632	5/1/20	*****2264	Norma B Padilla	131.00
150633	5/1/20	*****4119	Pashenia D Sanders	182.00
150634	5/1/20	*****9865	Rachel Jones	160.00
150635	5/1/20	*****6216	Ricolya N Tiger	18.00
150636	5/1/20	*****6935	Samaiyah A Warren	154.00
150637	5/1/20	*****3403	Shanae V Washington	81.00
150638	5/1/20	*****1512	Shawn A Prince	37.00
150640	5/1/20	*****3542	Starr C Bronson	12.00
150641	5/1/20	*****6806	Thelma R Hearne	13.00
150642	5/1/20	*****5301	Tiffany N Butler	109.00
150643	5/1/20	*****4760	Totiona B Richardson	9.00
150645	5/1/20	*****5715	Latisha M Williams	118.00
150646	5/1/20	*****2890	Raquel E Miller	41.00
150647	5/1/20	*****8147	Willa Gohegan	33.00
150648	5/1/20	*****8623	Kimberly A Limas	201.00
150649	5/1/20	*****0164	Bobbie J Royston	132.00
150650	5/1/20	*****4208	Ono c Rothschild	296.00
150651	5/1/20	*****2184	Evelyn Smith	89.00
150652	5/1/20	*****5175	Mary C Johnson	48.00
150653	5/1/20	*****9858	Livis J Sanders	122.00
150654	5/1/20	*****8612	Regina D Tucker	68.00
150655	5/1/20	*****9687	Carol J Davis	41.00
150656	5/1/20	*****7316	Cruz L Araque	94.00
150657	5/1/20	*****6015	Sherron A Camp	218.00
150658	5/1/20	*****2466	Jennifer c Coney	9.00
150659	5/1/20	*****1482	Tahira M Edwards	14.00
150660	5/1/20	*****0531	Akilah Z Parker	69.00
150661	5/1/20	*****5492	Michelle m Berry	7.00
150662	5/1/20	*****0046	Letta D Christian	53.00
150663	5/1/20	*****4842	Tyisha C Paulk	75.00
150664	5/1/20	*****7135	Michele N Nichols	92.00
150665	5/1/20	*****5626	Lashawn P Fields	180.00
150666	5/1/20	*****5232	Kristina M Greer	16.00
150667	5/1/20	*****6215	Janet Brown	37.41
150668	5/1/20	*****4767	Freddie L Henderson	67.00
150669	5/1/20	*****0248	Abdul A Wardak	14.00
150670	5/1/20	*****3181	Shirley J Strausbaugh	8.00
150671	5/1/20	*****7057	Sonja L Keeby	67.00
150672	5/1/20	*****8122	Mikesha R Harp	67.00
150673	5/1/20	*****0903	Virgie r Gray	42.00

150674	5/1/20	*****2822	Meo T Tran	7.00
150675	5/1/20	*****6507	Melissa R Griffin	23.00
150676	5/1/20	*****2140	Leslee r Rockett	52.00
150677	5/1/20	*****3869	Charlene M Best	110.00
150678	5/1/20	*****1062	Lateefah S Camacho	154.00
150679	5/1/20	*****4721	Ebony N Manning	83.00
150680	5/1/20	*****2217	Camille A Lascano	165.00
150681	5/1/20	*****9229	Sonia M Guevara	129.00
150682	5/1/20	*****5288	Nicole m Magnus	23.00
150683	5/1/20	*****7191	Marcelene Brooks	40.00
150684	5/1/20	*****1606	Tamika Brown	47.00
150685	5/1/20	*****3905	Aviesha c Scott	108.00
150686	5/1/20	*****5083	Crystal j Houston	212.00
150687	5/1/20	*****1696	Angela M Varela	82.00
150688	5/1/20	*****8818	Lisa n Macpheators	197.00
150689	5/1/20	*****6573	Hermajo L Hoskins	38.00
150690	5/1/20	*****8533	Ebony N Washington	166.00
150691	5/1/20	*****7561	Durrell L James	39.00
150692	5/1/20	*****3277	Stacie J Hogan	156.00
150693	5/1/20	*****5304	Tina M Nolen	218.00
150694	5/1/20	*****6969	Judy J Nelum	35.00
150695	5/1/20	*****8765	Antoinette D Durrett	169.00
150696	5/1/20	*****2542	Sau C Ly	11.00
150697	5/1/20	*****0840	Dalisha L Bernstine	101.00
150698	5/1/20	*****5909	Kim L Johnson	440.00
150699	5/1/20	*****6622	Dekima R Dotson	7.00
150700	5/1/20	*****6953	Nathan Banks JR	16.00
150701	5/1/20	*****3841	Hangama Karimi	157.00
150702	5/1/20	*****0344	Christina L Combs	100.00
150703	5/1/20	*****6605	Reshundra M Walker	65.00
150704	5/1/20	*****6995	Graciela Arroyo	49.00
150705	5/1/20	*****0031	Tiaira A Modicue	198.00
150706	5/1/20	*****0195	Shanoria s Sasser	26.00
150707	5/1/20	*****7390	Masuda Nawabi	39.00
150708	5/1/20	*****1951	Vinisha D Thornton	76.00
150709	5/1/20	*****3796	Tiara N Burks	31.00
150710	5/1/20	*****7186	Najia Nooristani	60.00
150711	5/1/20	*****7822	Daudi K Edmond	55.00
150712	5/1/20	*****5758	Monique c Chaves	420.00
150713	5/1/20	*****3226	Riquel A Neal	165.00
150714	5/1/20	*****6095	Leilani S Gomez	246.00

150715	5/1/20	*****9325	JOW & AAW, LLC		1,583.00
150716	5/1/20	*****6825	A Classey Corp. DBA: ACL Property Management		2,088.00
150717	5/1/20	*****9326	Western Addition Apartments, LLC		1,727.00
150719	5/1/20	*****0252	City of Mesa Housing Authority		671.89
150720	5/1/20	*****2361	George Edward Cole		1,583.00
150721	5/1/20	*****2979	Mr. Donald Rhodes C/O Paul Shatswell Estate		1,487.00
150722	5/1/20	*****7079	Federal D Glover		2,519.00
150723	5/1/20	*****6137	Guild Mortgage		2,468.00
150724	5/1/20	*****6352	Harris County Housing Authority		1,067.39
150725	5/1/20	*****0348	Hartz Property Management		1,586.00
150726	5/1/20	*****1057	Diamond Hillside Apartments		1,572.00
150727	5/1/20	*****0978	King County Housing Authority		1,340.35
150728	5/1/20	*****4593	Miaogen Lu		1,954.00
150729	5/1/20	*****3124	Dante McDonald		1,046.00
150730	5/1/20	*****4305	Darryl H. Milburn		1,908.00
150731	5/1/20	*****2593	Ba Nguyen Thu Thi Ngo		3,473.00
150732	5/1/20	*****9182	Lorene Paysinger		1,811.00
150733	5/1/20	*****7243	Linda Phon		945.00
150735	5/1/20	*****8651	Zaoxin Rong		2,015.00
150736	5/1/20	*****7396	Sierra Pacific Properties		1,772.00
150737	5/1/20	*****8191	Albert S Tam		1,593.00
150738	5/1/20	*****5770	Ventana Rental Homes		1,523.00
150739	5/1/20	*****3239	Veritel Homes LLC		910.00
150740	5/1/20	*****9322	Western Upper Haight Street Apartments, LLC		5,016.00
150741	5/1/20	*****8685	Feng Zhang		2,726.00
* 50120001	5/1/20	*****5994	Shorten Investments LLC	DD - ES	2,669.00
50120002	5/1/20	*****2626	9th Street Associates, LP	DD - ES	4,004.00
50120003	5/1/20	*****0229	Meerwais Abdiani	DD - ES	926.00
50120004	5/1/20	*****8167	ABJ Enterprises, Inc. dba Blue Line Property Management	DD - ES	15,278.00
50120005	5/1/20	*****9050	Leonda R Addison	DD - ES	2,366.00
50120006	5/1/20	*****7139	Amitabh Agrawal	DD - ES	1,201.00
50120007	5/1/20	*****6232	Rosario Aguilar	DD - ES	784.00
50120008	5/1/20	*****5759	Rosa Aguirre	DD - ES	2,166.00
50120009	5/1/20	*****9530	Demetrius Alexander	DD - ES	1,754.00
50120010	5/1/20	*****5726	Jane Alexander	DD - ES	931.00
50120011	5/1/20	*****9681	Dale Alvarez	DD - ES	1,596.00
50120013	5/1/20	*****0104	Cecilia Anderson	DD - ES	2,572.00

50120014	5/1/20	*****9111	Shawn Anderson	DD - ES	3,019.00
50120015	5/1/20	*****5951	Stoneman Apartments	DD - ES	30,733.00
50120016	5/1/20	*****5951	Stoneman Apartments	DD - ES	14,497.00
50120017	5/1/20	*****8701	Mariteresa Arenson c/o Select 1 Realty	DD - ES	1,982.00
50120018	5/1/20	*****0707	Sergeant or Sima Austin	DD - ES	1,223.00
50120019	5/1/20	*****4941	Shruti Motilal Ba-Harani	DD - ES	2,148.00
50120020	5/1/20	*****2764	Mel L. Banagan	DD - ES	1,832.00
50120021	5/1/20	*****4138	Carlos G. Barraza	DD - ES	808.00
50120022	5/1/20	*****3909	Ken Bartlett	DD - ES	1,591.00
50120023	5/1/20	*****5979	John Bedford	DD - ES	1,676.00
50120024	5/1/20	*****9093	Holly A Hawkins	DD - ES	6,734.00
50120026	5/1/20	*****8614	Charles Bell and Camino Johnson-Bell	DD - ES	2,113.00
50120027	5/1/20	*****2521	Belmont Apartments	DD - ES	32,141.00
50120028	5/1/20	*****2521	Belmont Apartments	DD - ES	29,042.00
50120029	5/1/20	*****2521	Belmont Apartments	DD - ES	28,426.00
50120030	5/1/20	*****2521	Belmont Apartments	DD - ES	13,713.00
50120031	5/1/20	*****5996	Alex Benjamen	DD - ES	998.00
50120032	5/1/20	*****6465	Tennyson Berry	DD - ES	1,669.00
50120033	5/1/20	*****8634	Bethel Global Development LLC	DD - ES	1,745.00
50120034	5/1/20	*****2209	Gina Bhatia	DD - ES	1,796.00
50120035	5/1/20	*****7075	Som N Bhatia	DD - ES	4,250.00
50120036	5/1/20	*****0602	Pinakin Bhatt	DD - ES	2,386.00
50120037	5/1/20	*****8470	Joseph B. Bachir	DD - ES	1,629.00
50120038	5/1/20	*****5924	Steven Booras	DD - ES	2,265.00
50120039	5/1/20	*****1438	2018-2 IH Borrower LP	DD - ES	2,104.00
50120040	5/1/20	*****2439	Rosie M Boyd	DD - ES	2,498.00
50120041	5/1/20	*****3037	Kelly Ann Bradford	DD - ES	1,464.00
50120042	5/1/20	*****7855	Mariya Briggs	DD - ES	3,081.00
50120043	5/1/20	*****6215	Janet Brown	DD - ES	2,066.59
50120044	5/1/20	*****7469	Jessica G. Platt	DD - ES	1,485.00
50120045	5/1/20	*****9954	Blue Sapphire Homes, Inc.	DD - ES	2,594.00
50120046	5/1/20	*****2142	Huong T. Bui	DD - ES	3,900.00
50120047	5/1/20	*****3187	Burga Family California Trust	DD - ES	2,476.00
50120050	5/1/20	*****3026	Jerome Busby	DD - ES	1,812.00
50120052	5/1/20	*****4042	Donnell I. Carson	DD - ES	1,851.00
50120053	5/1/20	*****5079	Castle Creek Company, Inc.	DD - ES	1,557.00
			Trust Account		
50120054	5/1/20	*****6006	Christopher Todd Chambers	DD - ES	2,150.00
50120055	5/1/20	*****6869	Cora Ann Chambers	DD - ES	2,005.00

50120056	5/1/20	*****0398	Kan Chuen Chan	DD - ES	2,050.00
50120057	5/1/20	*****5571	P. M. Chaobal	DD - ES	2,499.00
50120058	5/1/20	*****9661	Chao Chen	DD - ES	2,165.00
50120059	5/1/20	*****1853	Hong Chen	DD - ES	4,568.00
50120060	5/1/20	*****8946	Jienlin Chen	DD - ES	2,152.00
50120061	5/1/20	*****0128	Ping Chen	DD - ES	2,175.00
50120062	5/1/20	*****4714	Wenhua Chen	DD - ES	2,361.00
50120063	5/1/20	*****5473	Hwa-Yoong Chiu	DD - ES	2,400.00
50120064	5/1/20	*****3211	Ada Choi	DD - ES	2,347.00
50120065	5/1/20	*****2454	Chun Ok Choi	DD - ES	6,101.00
50120066	5/1/20	*****0310	City of Pittsburg Housing Authority	DD - ES	5,343.00
50120067	5/1/20	*****3591	Juan F. Clara	DD - ES	1,716.00
50120068	5/1/20	*****7054	Ping Cao	DD - ES	1,094.00
50120069	5/1/20	*****1362	College Park Housing Authority	DD - ES	851.28
50120070	5/1/20	*****9873	Angel Contreras	DD - ES	2,860.00
50120071	5/1/20	*****1814	Tonette Sharice Cooper	DD - ES	2,689.00
50120072	5/1/20	*****0855	Adolph Rudolph Cortesi III	DD - ES	1,927.00
50120073	5/1/20	*****5708	David Elmer Cortesi	DD - ES	1,531.00
50120074	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	6,455.70
50120075	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	4,651.75
50120076	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	5,000.63
50120077	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	5,904.40
50120078	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	4,901.98
50120079	5/1/20	*****7194	Maria G. Costa	DD - ES	488.00
50120080	5/1/20	*****1944	Melonie C. Miles - Trustee Phillip Cotton and Freddie Cotton 2005 Trust	DD - ES	2,007.00
50120081	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	21,970.00
50120082	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	26,328.00
50120083	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	23,825.00
50120085	5/1/20	*****6569	Jeannette D. Crespo	DD - ES	2,361.00
50120086	5/1/20	*****7900	Patricia Crosby	DD - ES	1,748.00
50120087	5/1/20	*****3327	Jorge Robert Dagys Delevan Catty Leticia Pajoluk	DD - ES	2,030.00
50120088	5/1/20	*****6248	Justin Dailey	DD - ES	1,510.00
50120089	5/1/20	*****8853	Antoinette Davis	DD - ES	1,491.00
50120090	5/1/20	*****2963	Audrey Davis	DD - ES	1,484.00
50120091	5/1/20	*****0396	Kesha E. Davis	DD - ES	1,099.00
50120092	5/1/20	*****8929	Kevin Davidson	DD - ES	1,424.00
50120093	5/1/20	*****4961	Paulette Davis	DD - ES	1,642.00

50120094	5/1/20	*****6115	Roshan M. Davis	DD - ES	1,438.00
50120095	5/1/20	*****9068	Jagdeep or Shashi Dayal	DD - ES	4,407.00
50120096	5/1/20	*****2031	Wayman Dea	DD - ES	2,714.00
50120097	5/1/20	*****8370	Charles Dellamore	DD - ES	1,660.00
50120098	5/1/20	*****5882	David De La Torre	DD - ES	1,364.00
50120100	5/1/20	*****1004	Brigitte P. Doan	DD - ES	4,536.00
50120101	5/1/20	*****3531	Anna Phuongnam Thi Do	DD - ES	2,048.00
50120102	5/1/20	*****9716	JoAnn or Larry Domina	DD - ES	1,485.00
50120103	5/1/20	*****6538	Linda Duong	DD - ES	1,048.00
50120104	5/1/20	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	3,282.00
50120105	5/1/20	*****0372	Doris Engle Family Ltd Partnership c/o Select 1 Realty	DD - ES	1,310.00
50120106	5/1/20	*****3757	Alma B Espiritu	DD - ES	1,732.00
50120107	5/1/20	*****8122	Gerardo M. Esquivel	DD - ES	2,628.00
50120108	5/1/20	*****6027	Jianxin Fang Jia Liu	DD - ES	4,858.00
50120109	5/1/20	*****3602	Favian M. Wong	DD - ES	1,664.00
50120110	5/1/20	*****3835	Michael Mao C/O Jing Feng	DD - ES	2,669.00
50120111	5/1/20	*****8236	Anthony Ferrell	DD - ES	2,493.00
50120112	5/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	16,709.00
50120113	5/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	18,741.00
50120114	5/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	19,139.00
50120115	5/1/20	*****2790	Barbara J. Fierner	DD - ES	1,725.00
50120116	5/1/20	*****9447	Joseph Field	DD - ES	1,154.00
50120117	5/1/20	*****7691	Hernan Roberto Figueroa	DD - ES	1,362.00
50120118	5/1/20	*****0962	Tochia D. Brewster Fleeton	DD - ES	1,444.00
50120119	5/1/20	*****5773	Alexander Flowers	DD - ES	1,340.00
50120120	5/1/20	*****4032	Fox Creek Apartments	DD - ES	18,940.00
50120121	5/1/20	*****4032	Fox Creek Apartments	DD - ES	8,475.00
50120122	5/1/20	*****0284	Monica Fraga	DD - ES	1,689.00
50120123	5/1/20	*****6894	Rejois O. Frazier or Leroy Myers	DD - ES	1,728.00
50120124	5/1/20	*****6265	Mr. Darren Fuller	DD - ES	1,384.00
50120125	5/1/20	*****8997	Fan Fuller	DD - ES	364.00
50120126	5/1/20	*****9634	Gialene Gaines	DD - ES	1,750.00
50120127	5/1/20	*****9590	Aminifu Gamba	DD - ES	2,338.00
50120128	5/1/20	*****8306	Bao Wen Gao	DD - ES	2,968.00
50120129	5/1/20	*****6981	Adraine Gardner	DD - ES	1,640.00
50120130	5/1/20	*****4278	Antoinette L Garcia	DD - ES	1,282.00
50120131	5/1/20	*****7036	David Gardner	DD - ES	2,867.00
50120132	5/1/20	*****0785	Rupesh Garg	DD - ES	1,977.00

50120133	5/1/20	*****2931	William H. Gardiner	DD - ES	2,254.00
50120134	5/1/20	*****5111	Gateway Apartments	DD - ES	4,619.00
50120135	5/1/20	*****5298	Parvindokht Ghaboulidashti	DD - ES	1,083.00
50120136	5/1/20	*****2770	Eva Gholson	DD - ES	1,600.00
50120137	5/1/20	*****1145	Vernon or Eva Gholson	DD - ES	2,624.00
50120138	5/1/20	*****5958	Jacqueline Gill	DD - ES	1,489.00
50120139	5/1/20	*****3566	Mahavir Gill Mahavir S Gill Sr	DD - ES	5,279.00
50120140	5/1/20	*****8187	Sukpran Gill	DD - ES	1,487.00
50120141	5/1/20	*****6084	Gold A and S LLC	DD - ES	2,715.00
50120142	5/1/20	*****3032	Jesse Gonzaga	DD - ES	2,515.00
50120143	5/1/20	*****6940	Frances Greene	DD - ES	3,493.00
50120144	5/1/20	*****4872	Rodney Green	DD - ES	1,136.00
50120145	5/1/20	*****3361	Rupinder Grewal	DD - ES	1,996.00
50120146	5/1/20	*****7325	Patricia Gridley	DD - ES	1,025.00
50120147	5/1/20	*****6305	Italo Grossi	DD - ES	1,590.00
50120148	5/1/20	*****6721	Amparo Guardado Cesar Q. Guardado	DD - ES	1,258.00
50120149	5/1/20	*****0940	Krystle Guan	DD - ES	4,442.00
50120150	5/1/20	*****5987	Bob Gunson Real Estate C/O Julie Hang	DD - ES	1,422.00
50120151	5/1/20	*****5267	Abhilash Gupta	DD - ES	3,250.00
50120152	5/1/20	*****7930	Donald R. Watson, Sr.	DD - ES	442.00
50120153	5/1/20	*****2314	Nicole Hackett	DD - ES	1,711.00
50120154	5/1/20	*****6176	Asharfun Nisha Hafiz	DD - ES	1,575.00
50120155	5/1/20	*****0457	Jeffrey Paul Hagler	DD - ES	5,858.00
50120156	5/1/20	*****9827	Delores Jane Hall	DD - ES	455.00
50120157	5/1/20	*****4299	Clarence Jerome Hardison	DD - ES	1,658.00
50120158	5/1/20	*****6228	David L Hart	DD - ES	1,966.00
50120159	5/1/20	*****1769	Lawrence Harrold	DD - ES	7,279.00
50120160	5/1/20	*****7423	Delta Hawaii Garden Apartments LLC	DD - ES	5,661.00
50120161	5/1/20	*****5859	Chuanhu He	DD - ES	1,915.00
50120162	5/1/20	*****6728	David T. Hennigan	DD - ES	16,113.00
50120163	5/1/20	*****3097	Silvester C. Henderson	DD - ES	3,943.00
50120164	5/1/20	*****5221	Anna Hernandez	DD - ES	2,500.00
50120165	5/1/20	*****3423	Sally Lea Hickman	DD - ES	1,493.00
50120166	5/1/20	*****1603	Marva Hill	DD - ES	448.00
50120167	5/1/20	*****6255	Carl E. Hoard II	DD - ES	640.00
50120168	5/1/20	*****7386	Hanh Huu Hoang	DD - ES	2,803.00
50120169	5/1/20	*****5654	Havy S Hoag	DD - ES	2,994.00
50120170	5/1/20	*****4106	Albert Ho	DD - ES	1,786.00

50120171	5/1/20	*****2084	Annie Ho The Annie Ho Living Trust	DD - ES	1,042.00
50120172	5/1/20	*****8576	Joyce Ann Hoffman	DD - ES	1,418.00
50120173	5/1/20	*****4543	Ronald G. Holmes	DD - ES	950.00
50120174	5/1/20	*****2768	Invitation Homes	DD - ES	2,165.00
50120175	5/1/20	*****5700	Tony Ho	DD - ES	1,261.00
50120176	5/1/20	*****9956	Cheng Huang	DD - ES	2,903.00
50120177	5/1/20	*****1535	Fanny Kao Huang	DD - ES	1,806.00
50120178	5/1/20	*****8816	Ming Zin Huang	DD - ES	2,801.00
50120179	5/1/20	*****7984	Tao Huang	DD - ES	7,691.00
50120180	5/1/20	*****9084	Nancy Xiu Zhen Hu	DD - ES	2,374.00
50120181	5/1/20	*****6229	Thinh Trieu Huynh	DD - ES	2,400.00
50120182	5/1/20	*****0778	IGreen House Inc.	DD - ES	923.00
50120183	5/1/20	*****4320	IH2 Property West, L.P.	DD - ES	1,361.00
50120184	5/1/20	*****7951	IH5 Property West LP	DD - ES	2,597.00
50120185	5/1/20	*****8323	Keyee Investment LLC	DD - ES	782.00
50120186	5/1/20	*****1017	LaShon D Irving	DD - ES	2,646.00
50120187	5/1/20	*****0911	Mario Isidro	DD - ES	1,955.00
50120188	5/1/20	*****6821	Michael or Kay Isola	DD - ES	909.00
50120189	5/1/20	*****4913	Jabbarr Love	DD - ES	1,692.00
50120190	5/1/20	*****2036	Brandi Jackson c/o Perry Realty Team	DD - ES	2,165.00
50120191	5/1/20	*****1075	Consuelo Marie Jackson	DD - ES	3,590.00
50120192	5/1/20	*****5120	Deepika Sameer Jain	DD - ES	8,137.00
50120193	5/1/20	*****4910	Sameer Jain	DD - ES	5,831.00
50120194	5/1/20	*****3307	Vishal S. Jain	DD - ES	2,063.00
50120195	5/1/20	*****1349	Jason Le	DD - ES	2,526.00
50120196	5/1/20	*****6917	Jian Xing Zhang	DD - ES	1,493.00
50120197	5/1/20	*****5506	Jason K. Johnson	DD - ES	2,804.00
50120198	5/1/20	*****0739	Lisa M. Johnson	DD - ES	160.76
50120199	5/1/20	*****8569	Ronita Johnson	DD - ES	1,487.00
50120200	5/1/20	*****8867	James Jones	DD - ES	1,963.00
50120201	5/1/20	*****2434	Sharon Jones	DD - ES	1,966.00
50120202	5/1/20	*****4905	Mostaeen B Jouya	DD - ES	2,219.00
50120203	5/1/20	*****3526	JPH Investment Trust	DD - ES	2,800.00
50120204	5/1/20	*****5647	Om Parkash Kalra	DD - ES	3,135.00
50120205	5/1/20	*****8425	Wei Kang	DD - ES	4,216.00
50120206	5/1/20	*****7429	Navkirandeep Kaur	DD - ES	2,436.00
50120207	5/1/20	*****6180	K. E. M. Group LLC	DD - ES	1,848.00
50120208	5/1/20	*****9411	Anthony Keslinke	DD - ES	1,485.00
50120209	5/1/20	*****2578	Faraz Ali Khan	DD - ES	1,174.00

50120210	5/1/20	*****0839	Alan T. Kilpatrick	DD - ES	441.00
50120211	5/1/20	*****0888	KW Kirker Creek, LLC	DD - ES	3,014.00
50120212	5/1/20	*****9221	John N Kitta	DD - ES	2,634.00
50120213	5/1/20	*****7475	Qi Yun Kuang	DD - ES	6,415.00
50120214	5/1/20	*****8506	Simon Kailiang Kuang	DD - ES	1,692.00
50120215	5/1/20	*****9316	Zdzislaw Kujawa	DD - ES	1,301.00
50120216	5/1/20	*****2585	Daniel Kwan	DD - ES	3,514.00
50120217	5/1/20	*****8326	Thomas LaFleur	DD - ES	1,483.00
50120218	5/1/20	*****7845	Chow Kang Lam	DD - ES	2,102.00
50120219	5/1/20	*****6520	Shirley Manly-Lampkin	DD - ES	1,042.00
50120220	5/1/20	*****6102	Maria Lara	DD - ES	1,608.00
50120221	5/1/20	*****7975	Peter C. Larsen	DD - ES	1,457.00
50120222	5/1/20	*****2401	Kevin Lassair Terrilyn Lassair	DD - ES	1,807.00
50120223	5/1/20	*****4732	Latif, LLC	DD - ES	2,850.00
50120224	5/1/20	*****8107	Marnita G. Lawson	DD - ES	1,093.00
50120225	5/1/20	*****2293	LCSTAR, LLC	DD - ES	4,481.00
50120226	5/1/20	*****0984	Dao Tran Le	DD - ES	900.00
50120227	5/1/20	*****8548	Jack Wai Lee	DD - ES	2,190.00
50120228	5/1/20	*****1755	Siu Wan Windytiti Lee	DD - ES	1,926.00
50120229	5/1/20	*****2527	Steven Lee	DD - ES	1,671.00
50120230	5/1/20	*****5289	Yuhjen Juang Lee	DD - ES	1,802.00
50120231	5/1/20	*****7087	Huy Nguyen Le	DD - ES	2,700.00
50120232	5/1/20	*****1860	Lena Le	DD - ES	897.00
50120233	5/1/20	*****3782	Joseph C. Lerma	DD - ES	1,443.00
50120234	5/1/20	*****3555	Yiping I. and Frederic Leroudier	DD - ES	2,190.00
50120235	5/1/20	*****3410	John M. Leung	DD - ES	7,716.00
50120236	5/1/20	*****3743	May Leung or Rodney Chen	DD - ES	3,825.00
50120237	5/1/20	*****2110	Peter Leung	DD - ES	2,551.00
50120238	5/1/20	*****5185	Fortunee Lichaa	DD - ES	936.00
50120239	5/1/20	*****3386	James J. Busby and Irvin Deutcher a Partnership DBA Crestview Apartments	DD - ES	9,391.00
50120240	5/1/20	*****0416	Faqiang Li	DD - ES	2,577.00
50120241	5/1/20	*****8871	Jie Li	DD - ES	1,984.00
50120242	5/1/20	*****7827	Jinhuan Li	DD - ES	1,412.00
50120243	5/1/20	*****9346	Joshua Li	DD - ES	1,437.00
50120244	5/1/20	*****5495	Jian S Lin	DD - ES	1,669.00
50120245	5/1/20	*****2649	Tim Lindstrom c/o AAA Property Management	DD - ES	1,133.00
50120247	5/1/20	*****0050	Wei Min Li	DD - ES	1,712.00
50120248	5/1/20	*****9003	Ying Hong Li	DD - ES	1,513.00
50120249	5/1/20	*****0198	Belkis Zhong Li	DD - ES	1,845.00

50120250	5/1/20	*****1646	Paul Long	DD - ES	2,470.00
50120251	5/1/20	*****1474	Los Medanos Village Apartments	DD - ES	16,981.00
50120252	5/1/20	*****7531	Tony or Yvonne Louie	DD - ES	1,410.00
50120253	5/1/20	*****5602	Marshall & Sonya Lowe	DD - ES	1,665.00
50120254	5/1/20	*****3708	Anthony Charles Loyola	DD - ES	1,300.00
50120255	5/1/20	*****7720	Jose Loza	DD - ES	844.00
50120256	5/1/20	*****2354	Andrew Kin Lui	DD - ES	2,681.00
50120257	5/1/20	*****4658	Wei Liu Guangxin Frank Liu	DD - ES	1,871.00
50120258	5/1/20	*****7843	The Entrust Group, Inc. FBO Theodore Lum IRA (acct #34892)	DD - ES	1,985.00
50120259	5/1/20	*****1821	Curtis H. Lundberg	DD - ES	581.00
50120260	5/1/20	*****1494	Xiangwen Lu	DD - ES	2,506.00
50120261	5/1/20	*****2147	Chi Vien Ly	DD - ES	1,614.00
50120262	5/1/20	*****6525	Madelyn Ann Massey Trustee of the 2017 Massey Family Trust	DD - ES	1,636.00
50120263	5/1/20	*****5865	Rakesh Madra	DD - ES	3,180.00
50120264	5/1/20	*****2191	Radha Mahesram	DD - ES	1,853.00
50120265	5/1/20	*****7358	Mahnoor Tariq	DD - ES	2,670.00
50120266	5/1/20	*****4372	Jennifer Leung Ma	DD - ES	3,650.00
50120267	5/1/20	*****1989	Jeff Mann	DD - ES	6,852.00
50120268	5/1/20	*****5378	Glenn Marshall	DD - ES	2,231.00
50120269	5/1/20	*****2875	Marla Y Harrison	DD - ES	330.00
50120270	5/1/20	*****4697	Elisa Aurora Martinez	DD - ES	2,776.00
50120271	5/1/20	*****9206	Demetria d Mason	DD - ES	3,008.00
50120272	5/1/20	*****6768	Matrixone Realty	DD - ES	1,900.00
50120273	5/1/20	*****5255	Helen McCarthy	DD - ES	1,936.00
50120274	5/1/20	*****6494	Dorothy McDonald	DD - ES	2,003.00
50120276	5/1/20	*****1152	Janice K McLean	DD - ES	1,452.00
50120277	5/1/20	*****4675	Meadow Glen Apartments	DD - ES	1,912.00
50120278	5/1/20	*****9866	Tatung Mei	DD - ES	7,128.00
50120279	5/1/20	*****5245	Jinyu Meng	DD - ES	1,289.00
50120280	5/1/20	*****4885	Sabine Menzel	DD - ES	3,792.00
50120281	5/1/20	*****0133	Mercedes P. Johnson	DD - ES	561.00
50120282	5/1/20	*****8272	Hector Meza	DD - ES	1,650.00
50120283	5/1/20	*****9885	Andrew S Miloslavich	DD - ES	1,668.00
50120284	5/1/20	*****7437	Perchak Properties for Carol Miller	DD - ES	1,940.00
50120285	5/1/20	*****4000	Millennium Homes	DD - ES	2,198.00
50120286	5/1/20	*****9782	Maryann Miller	DD - ES	1,193.00
50120287	5/1/20	*****2618	Carlos J Miranda	DD - ES	702.00
50120288	5/1/20	*****0772	Hassan Mirabedi	DD - ES	7,428.00
50120289	5/1/20	*****6741	Gwendolyn Mitchell	DD - ES	3,812.00

50120290	5/1/20	*****6340	Moe Mojaddidi	DD - ES	3,000.00
50120291	5/1/20	*****0985	Rodney Montgomery or Sharon Montgomery	DD - ES	1,647.00
50120292	5/1/20	*****4676	Erik L Morris	DD - ES	1,600.00
50120293	5/1/20	*****3624	Diane Morin	DD - ES	1,890.00
50120294	5/1/20	*****3642	Eva Munn	DD - ES	952.00
50120295	5/1/20	*****8820	Brien Brothers, LLC C/O Mynd Management, IC.	DD - ES	6,754.00
50120296	5/1/20	*****0105	Ehsan Nabkel	DD - ES	3,537.00
50120297	5/1/20	*****6234	Shinder Paul Narabut	DD - ES	7,135.00
50120298	5/1/20	*****0054	NC Associates, Inc.	DD - ES	17,702.00
50120299	5/1/20	*****9180	Michael Nelson	DD - ES	2,339.00
50120300	5/1/20	*****5257	Guy Nesbeth	DD - ES	2,913.00
50120301	5/1/20	*****3516	New Way Management Services	DD - ES	2,356.00
50120302	5/1/20	*****1072	Dominic Y Ng	DD - ES	3,127.00
50120303	5/1/20	*****3604	Knowland Ging Ng	DD - ES	4,051.00
50120304	5/1/20	*****8594	Patrick Ng Mike Perry, Property Manager	DD - ES	1,709.00
50120305	5/1/20	*****0738	Hieu Nguyen	DD - ES	1,723.00
50120306	5/1/20	*****7154	Huy Quang Nguyen	DD - ES	2,419.00
50120307	5/1/20	*****8307	Mai Thi Thanh Nguyen	DD - ES	1,925.00
50120308	5/1/20	*****4366	Quyen Nguyen	DD - ES	1,900.00
50120309	5/1/20	*****8241	Tieu Nguyen	DD - ES	1,358.00
50120310	5/1/20	*****2660	Nichole Nicholson	DD - ES	2,500.00
50120311	5/1/20	*****7265	Ernest Nichols III	DD - ES	4,225.00
50120312	5/1/20	*****6497	Peter Niloufari	DD - ES	5,216.00
50120314	5/1/20	*****8129	Kevin Nord	DD - ES	1,598.00
50120315	5/1/20	*****0056	Richard A Norte	DD - ES	1,895.00
50120316	5/1/20	*****2286	North State Financial, Inc.	DD - ES	1,502.00
50120317	5/1/20	*****7171	New Way Management Services, Inc.	DD - ES	21,821.00
50120318	5/1/20	*****0056	Sheryl O'Brien	DD - ES	876.00
50120319	5/1/20	*****1194	Jennifer Odei	DD - ES	1,439.00
50120320	5/1/20	*****5572	Dwight J Owens	DD - ES	592.00
50120321	5/1/20	*****1780	Diane Oles	DD - ES	2,055.00
50120322	5/1/20	*****4543	Esosa A. Omokaro	DD - ES	2,038.00
50120324	5/1/20	*****0588	Orange County Housing Authority Orange County Housing Authority	DD - ES	2,304.27
50120325	5/1/20	*****3741	Sandra L Ortiz	DD - ES	1,822.00
50120326	5/1/20	*****1081	Chinenye Osuagwu	DD - ES	2,302.00
50120327	5/1/20	*****9139	Olubukola Amoke Oyebade	DD - ES	2,462.00
50120328	5/1/20	*****3324	Mutlu Ozer	DD - ES	2,154.00
50120329	5/1/20	*****4083	Pacific Living, LLC	DD - ES	2,769.00

50120330	5/1/20	*****7811	Hernangini & Vijendra Patel	DD - ES	2,800.00
50120331	5/1/20	*****0346	Pattala, LLC	DD - ES	2,214.00
50120332	5/1/20	*****8684	Virendra M. Patel	DD - ES	1,105.00
50120333	5/1/20	*****8047	Jason Pauline	DD - ES	1,760.00
50120334	5/1/20	*****1939	Paula D. Williams	DD - ES	1,972.00
50120335	5/1/20	*****3189	Loycell Peacock	DD - ES	1,364.00
50120336	5/1/20	*****5165	Scott Pease	DD - ES	2,165.00
50120337	5/1/20	*****8805	Alonso R. Perez	DD - ES	1,493.00
50120338	5/1/20	*****3278	Maria Del Carmen Perez	DD - ES	919.00
50120339	5/1/20	*****6784	Lowde Y. Perkins	DD - ES	919.00
50120340	5/1/20	*****8225	Shiv Pertab	DD - ES	2,805.00
50120341	5/1/20	*****4893	Cong Thi Pham	DD - ES	2,139.00
50120342	5/1/20	*****0958	Pittsburg Park Apartments	DD - ES	2,851.00
50120343	5/1/20	*****2744	SK Pittsburg Bay Point	DD - ES	1,712.00
50120344	5/1/20	*****1097	Bay Point Orphans Fund, LLC	DD - ES	3,289.00
50120345	5/1/20	*****7605	Portofino Apartments	DD - ES	10,892.00
50120346	5/1/20	*****8826	Prime Metropolis Properties, Inc.	DD - ES	6,298.00
50120347	5/1/20	*****2849	IH5 Property West LP	DD - ES	2,396.00
50120348	5/1/20	*****3398	Maples Property Management	DD - ES	2,341.00
50120349	5/1/20	*****4650	A. Meadows Property Management	DD - ES	3,324.00
50120350	5/1/20	*****6551	Parks Properties	DD - ES	1,726.00
50120351	5/1/20	*****7789	Stokley Properties LLC Harbor	DD - ES	3,066.00
50120352	5/1/20	*****8055	Property Upsurge, Inc.	DD - ES	4,075.00
50120353	5/1/20	*****5762	Husam Mousa Gana	DD - ES	2,290.00
50120354	5/1/20	*****0782	Amjad Qaish	DD - ES	783.00
50120355	5/1/20	*****9542	Sam or Sonia Quinones	DD - ES	1,800.00
50120356	5/1/20	*****4029	Amos Radford	DD - ES	1,463.00
50120357	5/1/20	*****1034	Kuljit P Raju	DD - ES	2,229.00
50120358	5/1/20	*****2261	Paramjit K. Raju	DD - ES	3,028.00
50120359	5/1/20	*****8489	Enrique or Stacy Ramirez	DD - ES	1,293.00
50120360	5/1/20	*****2162	Erika Ramirez	DD - ES	2,184.00
50120362	5/1/20	*****2283	Rohini Ram-Cline	DD - ES	1,991.00
50120363	5/1/20	*****6068	David Raughton	DD - ES	1,772.00
50120364	5/1/20	*****2414	Tanya Nicole Ray	DD - ES	2,652.00
50120365	5/1/20	*****8337	RayCaro Inc.	DD - ES	3,026.00
50120366	5/1/20	*****8227	Croskey Real Estate, Inc.	DD - ES	1,873.00
50120367	5/1/20	*****6703	Amertasia Real Estate Fund LLC	DD - ES	2,191.00
50120368	5/1/20	*****7083	Reliant - Woods Grove, LP	DD - ES	19,061.00
50120369	5/1/20	*****7349	Eric Franklin Remson	DD - ES	869.00

50120370	5/1/20	*****9321	Roger Riley	DD - ES	1,901.00
50120371	5/1/20	*****4562	Rising Investments LLC	DD - ES	4,614.00
50120372	5/1/20	*****4809	Robert W. Daniels	DD - ES	2,548.00
50120373	5/1/20	*****0694	Jason Ruffin	DD - ES	2,862.00
50120374	5/1/20	*****4579	Elvira Ruiz	DD - ES	1,587.00
50120375	5/1/20	*****5248	Constance Russell	DD - ES	2,165.00
50120376	5/1/20	*****8536	Ms. Meuy Saelee	DD - ES	2,958.00
50120377	5/1/20	*****3871	Maridel P Santos	DD - ES	1,597.00
50120378	5/1/20	*****3011	Alicia Saucedo	DD - ES	1,218.00
50120379	5/1/20	*****7615	Gregory Paul Schulz	DD - ES	1,235.00
50120380	5/1/20	*****9954	Richard M. Sciortino	DD - ES	2,341.00
50120381	5/1/20	*****7031	Jacqueline Selinger	DD - ES	1,534.00
50120382	5/1/20	*****5346	Young Sook Seroy	DD - ES	1,411.00
50120383	5/1/20	*****1446	Mohinder Sharma	DD - ES	1,003.00
50120384	5/1/20	*****7239	Shailesh & Bela Patel	DD - ES	1,449.00
50120385	5/1/20	*****1357	Mohammad Shekib	DD - ES	1,946.00
50120386	5/1/20	*****1370	James Shipe, c/o Richard Grijalva, East Cty Brokers	DD - ES	1,946.00
50120387	5/1/20	*****5981	Yihui Shi	DD - ES	1,685.00
50120388	5/1/20	*****7396	Sierra Pacific Properties Inc Sierra Pacific Properties Inc	DD - ES	7,803.00
50120389	5/1/20	*****7789	Siena Court Apartments	DD - ES	14,091.00
50120390	5/1/20	*****7396	Sierra Pacific Properties Peppertree Apartments	DD - ES	4,033.00
50120391	5/1/20	*****7396	Sierra Pacific Properties Woodland Hills Apartments	DD - ES	16,306.00
50120392	5/1/20	*****6650	Frank M. Siino	DD - ES	671.00
50120393	5/1/20	*****8035	Joseph Michael Siino	DD - ES	1,525.00
50120394	5/1/20	*****5399	Gloria Silva	DD - ES	705.00
50120395	5/1/20	*****8407	Marc J. Simpson	DD - ES	1,271.00
50120396	5/1/20	*****3639	Raman Singh	DD - ES	2,595.00
50120397	5/1/20	*****6058	Son Singh	DD - ES	1,521.00
50120398	5/1/20	*****0700	Crystal Situ	DD - ES	1,439.00
50120399	5/1/20	*****3853	Lakesha Michelle Smith Lionel R Smith	DD - ES	1,975.00
50120400	5/1/20	*****4970	Molly Smith	DD - ES	1,742.00
50120401	5/1/20	*****9092	Sherritta M Smith	DD - ES	1,034.00
50120402	5/1/20	*****2032	Cinthia Sosa	DD - ES	1,630.00
50120403	5/1/20	*****6977	Angela E. Robinson-Spencer	DD - ES	2,000.00
50120405	5/1/20	*****5343	Deborah Steppe	DD - ES	1,930.00
50120406	5/1/20	*****1601	George W. Stephens	DD - ES	1,654.00
50120407	5/1/20	*****5308	R R Rentals	DD - ES	1,700.00

50120408	5/1/20	*****1808	Jezzy Sukaemi	DD - ES	2,587.00
50120409	5/1/20	*****7479	Ms. Li Su	DD - ES	2,571.00
50120410	5/1/20	*****8534	Suma Aryaei	DD - ES	2,702.00
50120411	5/1/20	*****1235	Summit Venture Group, LLC	DD - ES	2,593.00
50120412	5/1/20	*****6168	Kamaljeet Surila	DD - ES	1,549.00
50120413	5/1/20	*****0399	Joyce Hui Sy	DD - ES	6,451.00
50120414	5/1/20	*****1242	Hamed Tafaghodi Alexis Tafaghodi	DD - ES	1,046.00
50120415	5/1/20	*****6283	Yun Teng Weijie Zhang	DD - ES	2,008.00
50120416	5/1/20	*****9166	Ms. Natasha Terry	DD - ES	2,719.00
50120417	5/1/20	*****2164	Quyen Minh Thai	DD - ES	1,416.00
50120418	5/1/20	*****9314	Silvia Thein and Ada Choi	DD - ES	1,779.00
50120419	5/1/20	*****7191	Tequila Nashannon Thornton	DD - ES	2,827.00
50120420	5/1/20	*****4049	ChingJen Tong	DD - ES	1,703.00
50120421	5/1/20	*****1714	Yoway Wilson Tong	DD - ES	1,671.00
50120422	5/1/20	*****1405	Lourdes or Raymond Tovar	DD - ES	1,825.00
50120423	5/1/20	*****2094	Raphael Minhtuyen Tran	DD - ES	2,825.00
50120424	5/1/20	*****1327	Thuy Tran	DD - ES	1,250.00
50120425	5/1/20	*****6165	Thanh Van Trinh	DD - ES	1,500.00
50120426	5/1/20	*****3572	Nhan Chi Truong	DD - ES	978.00
50120427	5/1/20	*****5313	Sean Thuyet Truong	DD - ES	1,194.00
50120428	5/1/20	*****9321	Van Truong	DD - ES	1,523.00
50120429	5/1/20	*****8392	Xavier Van Truong	DD - ES	3,892.00
50120430	5/1/20	*****5553	David Tseng	DD - ES	736.00
50120431	5/1/20	*****6917	Erica Uschold	DD - ES	2,274.00
50120432	5/1/20	*****2907	Frank Lokeni Uu Martha Jauregui Morales	DD - ES	2,181.00
50120433	5/1/20	*****4582	Lidia Valladares	DD - ES	884.00
50120434	5/1/20	*****0250	Victor D Valenzuela	DD - ES	1,051.00
50120435	5/1/20	*****3371	Gary D. Vasconcellos	DD - ES	1,438.00
50120436	5/1/20	*****8457	Sareena Lata Velu	DD - ES	2,254.00
50120437	5/1/20	*****5310	Azell Vickers	DD - ES	1,313.00
50120438	5/1/20	*****9682	Nuno G Vieira	DD - ES	4,332.00
50120439	5/1/20	*****7391	Kim Uyen Minh Vu	DD - ES	908.00
50120440	5/1/20	*****2720	Stephen Cordell Wafer	DD - ES	1,263.00
50120441	5/1/20	*****2768	Huan Rong Wang	DD - ES	898.00
50120442	5/1/20	*****6924	Lining Wan	DD - ES	1,863.00
50120443	5/1/20	*****6945	Wei Wang	DD - ES	2,013.00
50120444	5/1/20	*****1634	Yu Ruo Wang	DD - ES	2,165.00

50120445	5/1/20	*****7593	Ms. Brigitte Warren C/O Perry Realty Team	DD - ES	4,002.00
50120446	5/1/20	*****5502	Mildred Lucille Washington	DD - ES	1,996.00
50120448	5/1/20	*****4384	Wenyong Chang	DD - ES	2,616.00
50120449	5/1/20	*****5295	Holly Wen	DD - ES	1,123.00
50120450	5/1/20	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	4,693.00
50120452	5/1/20	*****7867	Ms Adrienne Wilson C/O Gabe Essoe	DD - ES	1,758.00
50120453	5/1/20	*****5057	Kathleen and John Wilson	DD - ES	1,270.00
50120454	5/1/20	*****8702	Kathy D. Williams	DD - ES	2,254.00
50120455	5/1/20	*****5480	Tasia La Vonda Williams	DD - ES	2,440.00
50120456	5/1/20	*****5026	Windeler Development Group, Inc.	DD - ES	1,166.00
50120457	5/1/20	*****1862	Danny Ching-Yam Wong	DD - ES	1,565.00
50120458	5/1/20	*****1157	Har Pan Wong	DD - ES	7,767.00
50120459	5/1/20	*****6356	Joanne Wong	DD - ES	1,690.00
50120460	5/1/20	*****1060	Kinney Ming Wong	DD - ES	1,283.00
50120461	5/1/20	*****2784	Vincent Wong	DD - ES	2,567.00
50120462	5/1/20	*****3962	Hong Wu	DD - ES	3,536.00
50120463	5/1/20	*****3698	Zhang Jin Wu	DD - ES	2,607.00
50120465	5/1/20	*****2651	Sheree Wynn	DD - ES	2,186.00
50120466	5/1/20	*****5388	Jian Ai Xuan	DD - ES	1,784.00
50120467	5/1/20	*****4644	Chao Xu	DD - ES	2,696.00
50120468	5/1/20	*****3880	Ping Ping Xu Kemeng Wang	DD - ES	4,468.00
50120469	5/1/20	*****4383	Yifan Ye Mike Perry, Property Manager	DD - ES	2,561.00
50120470	5/1/20	*****6779	Sally Yip	DD - ES	1,449.00
50120471	5/1/20	*****6210	Yong Qiang Lu	DD - ES	1,771.00
50120472	5/1/20	*****6178	Chris Kui You	DD - ES	2,156.00
50120473	5/1/20	*****7529	Kevin M Young	DD - ES	2,373.00
50120474	5/1/20	*****7622	Yee Yue Cheung	DD - ES	1,256.00
50120475	5/1/20	*****8664	Mohammad Zalmaiyyar	DD - ES	2,532.00
50120476	5/1/20	*****0668	Guangyu Zhang	DD - ES	1,575.00
50120477	5/1/20	*****7638	Jielu Zhao	DD - ES	1,574.00
50120478	5/1/20	*****2407	Katherine Zhao	DD - ES	2,269.00
50120479	5/1/20	*****2940	Wei Bin Zhang or Gao Wei	DD - ES	1,970.00
50120480	5/1/20	*****3259	Xirong Zhao	DD - ES	1,907.00
50120481	5/1/20	*****4367	Xiang Yang Zheng	DD - ES	1,865.00
50120482	5/1/20	*****3830	Joy Yi Zhou	DD - ES	2,489.00
50120483	5/1/20	*****7805	Shengguo Zhu	DD - ES	5,395.00
50120484	5/1/20	*****6132	Ying Zhu	DD - ES	5,056.00

50120485	5/1/20	*****4651	Weijie Zhang	DD - ES	1,115.00
Housing Choice Voucher					
				HAP	1,524,725.74
				UR	11,405.02
				Damage Claim	0.00
				Vacancy Claim	0.00
				Administrative Fee	1,506.64
				FSS Escrow Account	0.00
				Shelter Plus Security Deposit	0.00
				Other	0.00
				All Payments	\$1,537,637.40

Check Summary

May 1, 2020

Check Number	Check Date	Payee Tax ID	Payee		Amount
VASH					
150596	5/1/20	*****0064	Ayaanna R Ireland		24.00
150606	5/1/20	*****8461	Irvin Brown		18.00
150610	5/1/20	*****2062	John M Ferguson		64.00
150622	5/1/20	*****5735	Michael Wimmer		170.00
150639	5/1/20	*****2665	Stacy Smith		13.00
150644	5/1/20	*****7845	Troy Mills		29.00
150715	5/1/20	*****9325	JOW & AAW, LLC		2,342.00
150717	5/1/20	*****9326	Western Addition Apartments, LLC		1,487.00
150718	5/1/20	*****9810	Housing Authority of the County of Alameda		3,235.70
150720	5/1/20	*****2361	George Edward Cole		1,272.00
150734	5/1/20	*****2116	MSR Rental Properties, LLC C/O EEN Property Management		1,700.00
50120012	5/1/20	*****4636	Felipe Amarante	DD - ES	1,479.00
50120022	5/1/20	*****3909	Ken Bartlett	DD - ES	2,285.00
50120025	5/1/20	*****7492	Adrienne Kelly Belton	DD - ES	1,060.00
50120048	5/1/20	*****8860	Joe Burns	DD - ES	1,069.00
50120049	5/1/20	*****8764	William Joseph Burgoyne	DD - ES	149.00
50120051	5/1/20	*****2513	Clara Beatriz Cardenas	DD - ES	1,493.00
50120074	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	9,704.31
50120075	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	7,005.02
50120076	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	9,277.80
50120077	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	5,863.03
50120078	5/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	10,884.45

50120081	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	5,260.00
50120082	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	4,048.00
50120083	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	5,658.00
50120084	5/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	1,196.00
50120099	5/1/20	*****9507	Olga M. Disney	DD - ES	1,169.00
50120104	5/1/20	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	600.00
50120112	5/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	4,317.00
50120113	5/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	2,876.00
50120114	5/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	1,100.00
50120121	5/1/20	*****4032	Fox Creek Apartments	DD - ES	540.00
50120134	5/1/20	*****5111	Gateway Apartments	DD - ES	4,163.00
50120151	5/1/20	*****5267	Abhilash Gupta	DD - ES	1,730.00
50120162	5/1/20	*****6728	David T. Hennigan	DD - ES	2,119.00
50120234	5/1/20	*****3555	Yiping I. and Frederic Leroudier	DD - ES	2,546.00
50120239	5/1/20	*****3386	James J. Busby and Irvin Deutcher a Partnership DBA Crestview Apartments	DD - ES	1,140.00
50120246	5/1/20	*****1547	Paul Livson	DD - ES	1,680.00
50120275	5/1/20	*****6342	James & Diana Gail McDonald c/o Yolanda McDonald	DD - ES	1,500.00
50120313	5/1/20	*****9886	Northstar Financial Group, LLC	DD - ES	3,663.00
50120323	5/1/20	*****8283	Kolawole O. Onafowode	DD - ES	1,562.00
50120349	5/1/20	*****4650	A. Meadows Property Management	DD - ES	431.00
50120361	5/1/20	*****7228	Ramsey Horton	DD - ES	1,481.00
50120366	5/1/20	*****8227	Croskey Real Estate, Inc.	DD - ES	1,591.00
50120367	5/1/20	*****6703	Amerasia Real Estate Fund LLC	DD - ES	2,908.00
50120368	5/1/20	*****7083	Reliant - Woods Grove, LP	DD - ES	3,488.00
50120389	5/1/20	*****7789	Siena Court Apartments	DD - ES	1,013.00
50120390	5/1/20	*****7396	Sierra Pacific Properties Peppertree Apartments	DD - ES	2,596.00
50120404	5/1/20	*****3465	Ramzi D Srouji	DD - ES	1,661.00
50120423	5/1/20	*****2094	Raphael Minhtuyen Tran	DD - ES	1,713.00
50120447	5/1/20	*****4563	Isidoro Weitzman	DD - ES	1,914.00
50120450	5/1/20	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	1,578.00
50120451	5/1/20	*****9380	Tracy J. Whitehead	DD - ES	135.00
50120464	5/1/20	*****2556	Drewcillia Wyatt	DD - ES	1,291.00

VASH	HAP	126,329.00
	UR	318.00
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	2,644.31
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$129,291.31

Grand Total

	HAP	1,651,054.74
	UR	11,723.02
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	4,150.95
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$1,666,928.71

Check Summary

May 15, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
Housing Choice Voucher				
* 150742	5/15/20	*****8665	Nieza M Burrus	233.00
150743	5/15/20	*****3183	Sonja I Campos	14.00
150744	5/15/20	*****6352	Harris County Housing Authority	0.00
150745	5/15/20	*****5770	Ventana Rental Homes	2,098.00
150746	5/15/20	*****3239	Veritel Homes LLC	296.00
150747	5/15/20	*****9322	Western Upper Haight Street Apartments, LLC	3,556.00
* 51520001	5/15/20	*****5951	Stoneman Apartments DD - ES	180.00
51520002	5/15/20	*****0339	Shanda Arnold DD - ES	1,805.00
51520003	5/15/20	*****0707	Sergeant or Sima Austin DD - ES	152.00
51520005	5/15/20	*****0746	Contra Costa County Housing Authority DD - ES	5,584.70
51520006	5/15/20	*****6728	David T. Hennigan DD - ES	210.00
51520007	5/15/20	*****1075	Consuelo Marie Jackson DD - ES	3,590.00
51520008	5/15/20	*****0198	Belkis Zhong Li DD - ES	787.00
51520009	5/15/20	*****1474	Los Medanos Village Apartments DD - ES	76.00
51520010	5/15/20	*****2354	Andrew Kin Lui DD - ES	284.00
51520011	5/15/20	*****4893	Cong Thi Pham DD - ES	234.00
51520014	5/15/20	*****5553	David Tseng DD - ES	189.00
51520015	5/15/20	*****7805	Shengguo Zhu DD - ES	135.00

Housing Choice Voucher		HAP	18,968.00
		UR	309.00
		Damage Claim	0.00
		Vacancy Claim	0.00
		Administrative Fee	146.70
		FSS Escrow Account	0.00
		Shelter Plus Security Deposit	0.00
		Other	0.00
		All Payments	\$19,423.70

Check Summary

May 15, 2020

Check Number	Check Date	Payee Tax ID	Payee		Amount
VASH					
51520004	5/15/20	*****0746	Contra Costa County Housing Authority	DD - ES	9,692.01
51520005	5/15/20	*****0746	Contra Costa County Housing Authority	DD - ES	-6.51
51520012	5/15/20	*****7228	Ramsey Horton	DD - ES	194.00
51520013	5/15/20	*****0437	Suisun City Housing Authority	DD - ES	5,670.68

VASH		HAP	14,874.00
		UR	0.00
		Damage Claim	0.00
		Vacancy Claim	0.00
		Administrative Fee	676.18
		FSS Escrow Account	0.00
		Shelter Plus Security Deposit	0.00
		Other	0.00
		All Payments	\$15,550.18

Grand Total

HAP	33,842.00
UR	309.00
Damage Claim	0.00
Vacancy Claim	0.00
Administrative Fee	822.88
FSS Escrow Account	0.00
Shelter Plus Security Deposit	0.00
Other	0.00
All Payments	\$34,973.88

PITTSBURG HOUSING AUTHORITY

Disbursement List Summary

For the month of June 2020

VOUCHERS	Ck#	Amount	HAP ₁	VASH ₂	UR ₃	Portability	Admin. Fee	TOTAL
	150748-150908 60120001-60120482	1,671,104.76	1,200,520.98	124,886.00	11,741.02	329,744.00	4,212.76	1,671,104.76
	150909-150912 61520001-61520020	29,679.07	10,780.00	3,288.00	343.00	15,008.00	260.07	29,679.07
	TOTAL	1,700,783.83	1,211,300.98	128,174.00	12,084.02	344,752.00	4,472.83	\$ 1,700,783.83

¹Housing Assistance Payment

²Veterans Affairs Supportive Housing

³Utility Reimbursement

ADMINISTRATIVE EXPENSES	Amount	Description	TOTAL
Paid to City of Pittsburgh (6/20 Operating)	\$ 34,148.22	Full Time salaries	\$ 34,148.22
	\$ -	Stipend	-
	-	Part Time salaries	-
	-	Overtime salaries	-
	2,323.76	Retirement	2,323.76
	7,257.25	Retirement-Pension bonds	7,257.25
	8,558.58	Health Insurance	8,558.58
	-	CalPERS Unfunded Liability - Non Sworn	-
	323.40	Additional CalPERS Pension Contribution	323.40
	69.95	Life Insurance	69.95
	804.88	Dental Insurance	804.88
	79.66	Vision	79.66
	1,781.70	Workers Comp	1,781.70
	208.86	Unemployment Insurance	208.86
	116.33	Disability Ins.	116.33
	2,654.38	FICA	2,654.38
	706.26	Deferred Compensation	706.26
	930.92	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	930.92
	595.58	Pension 115 Trust	595.58
	2,675.33	Retiree OPEB Costs	2,675.33
	351.05	Office Supplies	351.05
	-	Computer Software	-
	-	Textbooks	-
	650.43	Postage	650.43
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies	-
	1,120.95	Utilities (Gas, Electric & Water)	1,120.95
	502.26	Telephone - Regular	502.26
	-	Telephone - Other	-
	-	Membership Dues & Subscriptions	-
	-	Travel, Training, & Conference	-
	2,454.75	Insurance - Alloc Chgs	2,454.75
	-	Legal Fees	-
	-	Auditing Expense	-
	-	Settlement Hearing	-
	185.00	Other Contractual & Professional Service	185.00
	-	Advertising & Promotion	-
	2,273.05	Maintenance Agreements	2,273.05
	288.93	Maintenance & Repairs	288.93
	-	Equipment Rental	-
	2,375.00	Building Rental	2,375.00
	565.25	Fleet Maintenance Alloc Chgs	565.25
	1,734.75	Building Maintenance Alloc Chgs	1,734.75
	1,721.25	Information Systems Alloc Chgs	1,721.25
	-	Bad Debt Expense	-
	-	Other Fees	-
	4,735.58	Admin overhead paid to city	4,735.58
	597.04	Reimbursements - COVID - 19	597.04
	-	Legal - Non Retainer/Non Reimbursable	-
	-	Capital Equipment & Furniture	-
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies - Rental	-
	-	Utilities (Gas, Electric, & Water) - Rental	-
	-	Advertising & Promotion - Rental	-
	-	Other Contractual & Professional Service - Rental	-
	185.00	Maintenance & Repairs	185.00
	-	Property Tax payment	-
	213.59	Other fees	213.59
	-	Lighting & Landscape Assessment - Rental	-
	-	CCCERA Interfund Loan Payback	-
	1,556.67	Transfer-Out to OPEB (Unfunded Liabilities)	1,556.67
TOTAL	84,745.61		84,745.61

VOIDED CHECKS &	Ck#	Amount	Reason	TOTAL
				-
				-
	TOTAL	-		\$ -

NET of Issued and Voided **\$ 1,785,529.44**

Laurel 7/8/20

Check Register Report

7/8/2020

Date Range: 6/1/2020...6/1/2020
 VMS Date Range: ...
 Program: -
 Payment Type:
 Check Numbers: ...
 Direct Deposit: Exclude Direct Deposit
 Check Cleared: All
 Port Status: Include Port Ins
 Zero HAPs: Include Zero HAPs
 Voided Payments: Include Voided Payments
 Held Checks: Exclude Held Checks

Grouped by:
 Sorted by:

Check Number

Checks \$ 70,511.39
 Direct Deposits 1,600,593.37
 June 1, 2020 Check Run Total \$ 1,671,104.76

✓ Check Number	Check Date	VMS Date	Payee Name	DD	Amount
☐ 150748	06/01/2020	06/01/2020	Angela N Taylor	☐	\$98.00
☐ 150749	06/01/2020	06/01/2020	Angelique F Davis	☐	\$55.00
☐ 150750	06/01/2020	06/01/2020	Antonio R Nazareta	☐	\$109.00
☐ 150751	06/01/2020	06/01/2020	Ayaanna R Ireland	☐	\$24.00
☐ 150752	06/01/2020	06/01/2020	Burhan Nawabi	☐	\$57.00
☐ 150753	06/01/2020	06/01/2020	Charles C Robinson	☐	\$9.00
☐ 150754	06/01/2020	06/01/2020	Ciara Fagin	☐	\$78.00
☐ 150755	06/01/2020	06/01/2020	Danielle M Thomas	☐	\$151.00
☐ 150756	06/01/2020	06/01/2020	Darrell C Carter	☐	\$15.00
☐ 150757	06/01/2020	06/01/2020	Darren M Thompson	☐	\$23.00
☐ 150758	06/01/2020	06/01/2020	Delfonse A Lewis	☐	\$173.00
☐ 150759	06/01/2020	06/01/2020	Dstiny N Paillet	☐	\$2.00
☐ 150760	06/01/2020	06/01/2020	Elisa Johnson	☐	\$150.00
☐ 150761	06/01/2020	06/01/2020	Eva L Mangum	☐	\$94.00
☐ 150762	06/01/2020	06/01/2020	Irvin Brown	☐	\$18.00
☐ 150763	06/01/2020	06/01/2020	Jamaka E Davis	☐	\$49.00
☐ 150764	06/01/2020	06/01/2020	James Tran	☐	\$130.00
☐ 150765	06/01/2020	06/01/2020	Janae Frazier	☐	\$42.00
☐ 150766	06/01/2020	06/01/2020	John M Ferguson	☐	\$64.00
☐ 150767	06/01/2020	06/01/2020	Joshua C Perez	☐	\$80.00
☐ 150768	06/01/2020	06/01/2020	Kaelisia A Brown	☐	\$50.00
☐ 150769	06/01/2020	06/01/2020	Kawanda M Dotson	☐	\$1.00
☐ 150770	06/01/2020	06/01/2020	Kimberly Hardy	☐	\$37.00
☐ 150771	06/01/2020	06/01/2020	Laneava S Blanks	☐	\$6.00
☐ 150772	06/01/2020	06/01/2020	Lashonda Crockett	☐	\$9.00
☐ 150773	06/01/2020	06/01/2020	Lyniece N Eddins	☐	\$190.00
☐ 150774	06/01/2020	06/01/2020	Maria B Martinez	☐	\$205.00
☐ 150775	06/01/2020	06/01/2020	Mary P Grigsby	☐	\$30.00
☐ 150776	06/01/2020	06/01/2020	Melissa J Perkins	☐	\$250.00
☐ 150777	06/01/2020	06/01/2020	Michael Wimmer	☐	\$116.00
☐ 150778	06/01/2020	06/01/2020	Michelle A Manuel-Carter	☐	\$76.00
☐ 150779	06/01/2020	06/01/2020	Mildred G Botello	☐	\$103.00

☐ 150780	06/01/2020	06/01/2020	Minh Hoang	☐	\$36.00
☐ 150781	06/01/2020	06/01/2020	Monae J Coleman	☐	\$117.00
☐ 150782	06/01/2020	06/01/2020	Monika Smith	☐	\$21.00
☐ 150783	06/01/2020	06/01/2020	Nakisha Fountain	☐	\$225.00
☐ 150784	06/01/2020	06/01/2020	Nicole N Hodge	☐	\$55.00
☐ 150785	06/01/2020	06/01/2020	Nieza M Burrus	☐	\$233.00
☐ 150786	06/01/2020	06/01/2020	Norma B Padilla	☐	\$131.00
☐ 150787	06/01/2020	06/01/2020	Pashenia D Sanders	☐	\$182.00
☐ 150788	06/01/2020	06/01/2020	Patricia L Ausmus	☐	\$196.00
☐ 150789	06/01/2020	06/01/2020	Ricoiya N Tiger	☐	\$18.00
☐ 150790	06/01/2020	06/01/2020	Samaiyah A Warren	☐	\$154.00
☐ 150791	06/01/2020	06/01/2020	Shanae V Washington	☐	\$81.00
☐ 150792	06/01/2020	06/01/2020	Shawn A Prince	☐	\$37.00
☐ 150793	06/01/2020	06/01/2020	Stacy Smith	☐	\$13.00
☐ 150794	06/01/2020	06/01/2020	Starr C Bronson	☐	\$12.00
☐ 150795	06/01/2020	06/01/2020	Thelma R Hearne	☐	\$13.00
☐ 150796	06/01/2020	06/01/2020	Tiffany N Butler	☐	\$109.00
☐ 150797	06/01/2020	06/01/2020	Totiona B Richardson	☐	\$9.00
☐ 150798	06/01/2020	06/01/2020	Troy Mills	☐	\$29.00
☐ 150799	06/01/2020	06/01/2020	Latisha M Williams	☐	\$118.00
☐ 150800	06/01/2020	06/01/2020	Raquel E Miller	☐	\$41.00
☐ 150801	06/01/2020	06/01/2020	Willa Gohegan	☐	\$33.00
☐ 150802	06/01/2020	06/01/2020	Kimberly A Limas	☐	\$201.00
☐ 150803	06/01/2020	06/01/2020	Bobbie J Royston	☐	\$132.00
☐ 150804	06/01/2020	06/01/2020	Ono c Rothschild	☐	\$296.00
☐ 150805	06/01/2020	06/01/2020	Evelyn Smith	☐	\$89.00
☐ 150806	06/01/2020	06/01/2020	Mary C Johnson	☐	\$48.00
☐ 150807	06/01/2020	06/01/2020	Livis J Sanders	☐	\$122.00
☐ 150808	06/01/2020	06/01/2020	Regina D Tucker	☐	\$68.00
☐ 150809	06/01/2020	06/01/2020	Carol J Davis	☐	\$41.00
☐ 150810	06/01/2020	06/01/2020	Cruz L Araque	☐	\$107.00
☐ 150811	06/01/2020	06/01/2020	Sherron A Camp	☐	\$436.00
☐ 150812	06/01/2020	06/01/2020	Taneya A Gutierrez	☐	\$3.00
☐ 150813	06/01/2020	06/01/2020	Jennifer c Coney	☐	\$9.00
☐ 150814	06/01/2020	06/01/2020	Tahira M Edwards	☐	\$14.00
☐ 150815	06/01/2020	06/01/2020	Akilah Z Parker	☐	\$69.00
☐ 150816	06/01/2020	06/01/2020	Michelle m Berry	☐	\$7.00
☐ 150817	06/01/2020	06/01/2020	Letta D Christian	☐	\$53.00
☐ 150818	06/01/2020	06/01/2020	Tyisha C Paulk	☐	\$75.00
☐ 150819	06/01/2020	06/01/2020	Michele N Nichols	☐	\$92.00
☐ 150820	06/01/2020	06/01/2020	Lashawn P Fields	☐	\$180.00
☐ 150821	06/01/2020	06/01/2020	Kristina M Greer	☐	\$16.00
☐ 150822	06/01/2020	05/01/2020	Mildred L Edwards	☐	\$334.00
☐ 150823	06/01/2020	06/01/2020	Janet Brown	☐	\$37.41
☐ 150824	06/01/2020	06/01/2020	Freddie L Henderson	☐	\$67.00
☐ 150825	06/01/2020	06/01/2020	Abdul A Wardak	☐	\$14.00

☐ 150826	06/01/2020	06/01/2020	Shirley J Strausbaugh	☐	\$8.00
☐ 150827	06/01/2020	06/01/2020	Sonja L Keeby	☐	\$67.00
☐ 150828	06/01/2020	06/01/2020	Mikesha R Harp	☐	\$67.00
☐ 150829	06/01/2020	06/01/2020	Virgie r Gray	☐	\$42.00
☐ 150830	06/01/2020	06/01/2020	Meo T Tran	☐	\$7.00
☐ 150831	06/01/2020	06/01/2020	Melissa R Griffin	☐	\$23.00
☐ 150832	06/01/2020	06/01/2020	Delois Sanford	☐	\$9.00
☐ 150833	06/01/2020	06/01/2020	Leslee r Rockett	☐	\$52.00
☐ 150834	06/01/2020	06/01/2020	Charlene M Best	☐	\$110.00
☐ 150835	06/01/2020	06/01/2020	Lateefah S Camacho	☐	\$154.00
☐ 150836	06/01/2020	06/01/2020	Ebony N Manning	☐	\$83.00
☐ 150837	06/01/2020	06/01/2020	Camille A Lascano	☐	\$165.00
☐ 150838	06/01/2020	06/01/2020	Sonia M Guevara	☐	\$129.00
☐ 150839	06/01/2020	06/01/2020	Nicole m Magnus	☐	\$23.00
☐ 150840	06/01/2020	06/01/2020	Marcelene Brooks	☐	\$40.00
☐ 150841	06/01/2020	06/01/2020	Tamika Brown	☐	\$47.00
☐ 150842	06/01/2020	06/01/2020	Aviesha c Scott	☐	\$108.00
☐ 150843	06/01/2020	06/01/2020	Crystal j Houston	☐	\$212.00
☐ 150844	06/01/2020	06/01/2020	Angela M Varela	☐	\$82.00
☐ 150845	06/01/2020	06/01/2020	Sonja I Campos	☐	\$14.00
☐ 150846	06/01/2020	06/01/2020	Lisa n Macpheators	☐	\$197.00
☐ 150847	06/01/2020	06/01/2020	Hermajo L Hoskins	☐	\$84.00
☐ 150848	06/01/2020	06/01/2020	Ebony N Washington	☐	\$166.00
☐ 150849	06/01/2020	06/01/2020	Durrell L James	☐	\$39.00
☐ 150850	06/01/2020	06/01/2020	Stacie J Hogan	☐	\$156.00
☐ 150851	06/01/2020	06/01/2020	Tina M Nolen	☐	\$218.00
☐ 150852	06/01/2020	06/01/2020	Judy J Nelum	☐	\$35.00
☐ 150853	06/01/2020	06/01/2020	Antoinette D Durrett	☐	\$169.00
☐ 150854	06/01/2020	06/01/2020	Sau C Ly	☐	\$11.00
☐ 150855	06/01/2020	06/01/2020	Dalisha L Bernstine	☐	\$157.00
☐ 150856	06/01/2020	06/01/2020	Kim L Johnson	☐	\$235.00
☐ 150857	06/01/2020	06/01/2020	Dekima R Dotson	☐	\$7.00
☐ 150858	06/01/2020	06/01/2020	Nathan Banks JR	☐	\$16.00
☐ 150859	06/01/2020	06/01/2020	Hangama Karimi	☐	\$157.00
☐ 150860	06/01/2020	06/01/2020	Christina L Combs	☐	\$100.00
☐ 150861	06/01/2020	06/01/2020	Reshundrea M Walker	☐	\$65.00
☐ 150862	06/01/2020	06/01/2020	Graciela Arroyo	☐	\$49.00
☐ 150863	06/01/2020	06/01/2020	Tiaira A Modicue	☐	\$198.00
☐ 150864	06/01/2020	06/01/2020	Shanoria s Sasser	☐	\$26.00
☐ 150865	06/01/2020	06/01/2020	Masuda Nawabi	☐	\$39.00
☐ 150866	06/01/2020	06/01/2020	Vinisha D Thornton	☐	\$76.00
☐ 150867	06/01/2020	06/01/2020	Tiara N Burks	☐	\$44.00
☐ 150868	06/01/2020	06/01/2020	Najia Nooristani	☐	\$60.00
☐ 150869	06/01/2020	06/01/2020	Daudi K Edmond	☐	\$55.00
☐ 150870	06/01/2020	06/01/2020	Monique c Chaves	☐	\$210.00
☐ 150871	06/01/2020	06/01/2020	Riquel A Neal	☐	\$165.00

☐ 150872	06/01/2020	06/01/2020	Leilani S Gomez	☐	\$246.00
☐ 150873	06/01/2020	06/01/2020	JOW & AAW, LLC	☐	\$3925.00
☐ 150874	06/01/2020	06/01/2020	A Classey Corp.	☐	\$2088.00
☐ 150875	06/01/2020	06/01/2020	Western Addition Apartments, LLC	☐	\$3214.00
☐ 150876	06/01/2020	06/01/2020	Housing Authority of the County of	☐	\$1598.35
☐ 150877	06/01/2020	06/01/2020	City of Mesa Housing Authority	☐	\$671.89
☐ 150878	06/01/2020	06/01/2020	George Edward Cole	☐	\$2855.00
☐ 150879	06/01/2020	06/01/2020	Mr. Donald Rhodes	☐	\$1487.00
☐ 150880	06/01/2020	06/01/2020	Federal D Glover	☐	\$5038.00
☐ 150881	06/01/2020	06/01/2020	Guild Mortgage	☐	\$2468.00
☐ 150882	06/01/2020	06/01/2020	Harris County Housing Authority	☐	\$1067.39
☐ 150883	06/01/2020	06/01/2020	Hartz Property Management	☐	\$1586.00
☐ 150884	06/01/2020	06/01/2020	Diamond Hillside Apartments	☐	\$1572.00
☐ 150885	06/01/2020	06/01/2020	King County Housing Authority	☐	\$1340.35
☐ 150886	06/01/2020	06/01/2020	Miaogen Lu	☐	\$1954.00
☐ 150887	06/01/2020	06/01/2020	Dante McDonald	☐	\$1046.00
☐ 150888	06/01/2020	06/01/2020	Darryl H. Milburn	☐	\$1804.00
☐ 150889	06/01/2020	06/01/2020	Ba Nguyen	☐	\$2851.00
☐ 150890	06/01/2020	06/01/2020	Lorene Paysinger	☐	\$1811.00
* ☐ 150900	06/01/2020	06/01/2020	Linda Phon	☐	\$951.00
☐ 150901	06/01/2020	06/01/2020	MSR Rental Properties, LLC	☐	\$1700.00
☐ 150902	06/01/2020	06/01/2020	Zaoxin Rong	☐	\$2015.00
☐ 150903	06/01/2020	06/01/2020	Sierra Pacific Properties	☐	\$1772.00
☐ 150904	06/01/2020	06/01/2020	Albert S Tam	☐	\$1593.00
☐ 150905	06/01/2020	06/01/2020	Ventana Rental Homes	☐	\$3553.00
☐ 150906	06/01/2020	06/01/2020	Veritel Homes LLC	☐	\$1206.00
☐ 150907	06/01/2020	06/01/2020	Western Upper Haight Street	☐	\$5329.00
☐ 150908	06/01/2020	06/01/2020	Feng Zhang	☐	\$2726.00

Total	\$70,511.39
Average	\$419.71
Unit Count	28
Average Weighted by Unit Count	\$1,507.96
Hard to House Count	

Check Register Report

7/8/2020

Date Range: 6/1/2020...6/1/2020
 VMS Date Range: ...
 Program: -
 Payment Type:
 Check Numbers: ...
 Direct Deposit: Include Direct Deposit
 Check Cleared: All
 Port Status: Include Port Ins
 Zero HAPs: Include Zero HAPs
 Voided Payments: Include Voided Payments
 Held Checks: Exclude Held Checks

Grouped by:
 Sorted by:

Check Number

✓ Check Number	Check Date	VMS Date	Payee Name	DD	Amount
* ☐ 60120001	06/01/2020	06/01/2020	Shorten Investments LLC	☒	\$2669.00
☐ 60120002	06/01/2020	06/01/2020	9th Street Associates, LP	☒	\$4004.00
☐ 60120003	06/01/2020	06/01/2020	Meerwais Abdiani	☒	\$926.00
☐ 60120004	06/01/2020	06/01/2020	ABJ Enterprises, Inc. dba Blue Line	☒	\$15278.00
☐ 60120005	06/01/2020	06/01/2020	Leonda R Addison	☒	\$2366.00
☐ 60120006	06/01/2020	06/01/2020	Amitabh Agrawal	☒	\$1201.00
☐ 60120007	06/01/2020	06/01/2020	Rosario Aguilar	☒	\$784.00
☐ 60120008	06/01/2020	06/01/2020	Rosa Aguirre	☒	\$2166.00
☐ 60120009	06/01/2020	06/01/2020	Demetrius Alexander	☒	\$1754.00
☐ 60120010	06/01/2020	06/01/2020	Jane Alexander	☒	\$931.00
☐ 60120011	06/01/2020	06/01/2020	Dale Alvarez	☒	\$1596.00
☐ 60120012	06/01/2020	06/01/2020	Felipe Amarante	☒	\$1479.00
☐ 60120013	06/01/2020	06/01/2020	Cecilia Anderson	☒	\$2572.00
☐ 60120014	06/01/2020	06/01/2020	Shawn Anderson	☒	\$2480.00
☐ 60120015	06/01/2020	06/01/2020	Stoneman Apartments	☒	\$31995.00
☐ 60120016	06/01/2020	06/01/2020	Stoneman Apartments	☒	\$13105.00
☐ 60120017	06/01/2020	06/01/2020	Mariteresa Arenson	☒	\$1982.00
☐ 60120018	06/01/2020	06/01/2020	Sergeant or Sima Austin	☒	\$1375.00
☐ 60120019	06/01/2020	06/01/2020	Shruti Motilal Ba-Harani	☒	\$2148.00
☐ 60120020	06/01/2020	06/01/2020	Mel L. Banagan	☒	\$1832.00
☐ 60120021	06/01/2020	06/01/2020	Carlos G. Barraza	☒	\$808.00
☐ 60120022	06/01/2020	06/01/2020	Ken Bartlett	☒	\$3876.00
☐ 60120023	06/01/2020	06/01/2020	John Bedford	☒	\$1676.00
☐ 60120024	06/01/2020	06/01/2020	Holly A Hawkins	☒	\$6730.00
☐ 60120025	06/01/2020	06/01/2020	Adrienne Kelly Belton	☒	\$955.00
☐ 60120026	06/01/2020	06/01/2020	Charles Bell and Camino Johnson-Bell	☒	\$2113.00
☐ 60120027	06/01/2020	06/01/2020	Belmont Apartments	☒	\$32078.00
☐ 60120028	06/01/2020	06/01/2020	Belmont Apartments	☒	\$28126.00
☐ 60120029	06/01/2020	06/01/2020	Belmont Apartments	☒	\$29719.00
☐ 60120030	06/01/2020	06/01/2020	Belmont Apartments	☒	\$13713.00
☐ 60120031	06/01/2020	06/01/2020	Alex Benjamin	☒	\$998.00
☐ 60120032	06/01/2020	06/01/2020	Tennyson Berry	☒	\$1669.00

☐ 60120033	06/01/2020	06/01/2020	Bethel Global Development LLC	☒	\$1745.00
☐ 60120034	06/01/2020	06/01/2020	Gina Bhatia	☒	\$1796.00
☐ 60120035	06/01/2020	06/01/2020	Som N Bhatia	☒	\$4250.00
☐ 60120036	06/01/2020	06/01/2020	Pinakin Bhatt	☒	\$2540.00
☐ 60120037	06/01/2020	06/01/2020	Joseph B. Bachir	☒	\$1629.00
☐ 60120038	06/01/2020	06/01/2020	Steven Booras	☒	\$2265.00
☐ 60120039	06/01/2020	06/01/2020	2018-2 IH Borrower LP	☒	\$2104.00
☐ 60120040	06/01/2020	06/01/2020	Rosie M Boyd	☒	\$2498.00
☐ 60120041	06/01/2020	06/01/2020	Kelly Ann Bradford	☒	\$1464.00
☐ 60120042	06/01/2020	06/01/2020	Mariya Briggs	☒	\$3081.00
☐ 60120043	06/01/2020	06/01/2020	Janet Brown	☒	\$2066.59
☐ 60120044	06/01/2020	06/01/2020	Jessica G. Platt	☒	\$1485.00
☐ 60120045	06/01/2020	06/01/2020	Blue Sapphire Homes, Inc.	☒	\$2594.00
☐ 60120046	06/01/2020	06/01/2020	Huong T. Bui	☒	\$3900.00
☐ 60120047	06/01/2020	06/01/2020	Burga Family California Trust	☒	\$2476.00
☐ 60120048	06/01/2020	06/01/2020	Joe Burns	☒	\$1069.00
☐ 60120049	06/01/2020	06/01/2020	William Joseph Burgoyne	☒	\$149.00
☐ 60120050	06/01/2020	06/01/2020	Jerome Busby	☒	\$1812.00
☐ 60120051	06/01/2020	06/01/2020	Clara Beatriz Cardenas	☒	\$1493.00
☐ 60120052	06/01/2020	06/01/2020	Donnell I. Carson	☒	\$1851.00
☐ 60120053	06/01/2020	06/01/2020	Castle Creek Company, Inc.	☒	\$1557.00
☐ 60120054	06/01/2020	06/01/2020	Christopher Todd Chambers	☒	\$2150.00
☐ 60120055	06/01/2020	06/01/2020	Cora Ann Chambers	☒	\$1830.00
☐ 60120056	06/01/2020	06/01/2020	Kan Chuen Chan	☒	\$2050.00
☐ 60120057	06/01/2020	06/01/2020	P. M. Chaobal	☒	\$2499.00
☐ 60120058	06/01/2020	06/01/2020	Chao Chen	☒	\$2165.00
☐ 60120059	06/01/2020	06/01/2020	Hong Chen	☒	\$4568.00
☐ 60120060	06/01/2020	06/01/2020	Jienlin Chen	☒	\$2152.00
☐ 60120061	06/01/2020	06/01/2020	Ping Chen	☒	\$2175.00
☐ 60120062	06/01/2020	06/01/2020	Wenhua Chen	☒	\$2361.00
☐ 60120063	06/01/2020	06/01/2020	Hwa-Yoong Chiu	☒	\$2400.00
☐ 60120064	06/01/2020	06/01/2020	Ada Choi	☒	\$2347.00
☐ 60120065	06/01/2020	06/01/2020	Chun Ok Choi	☒	\$6101.00
☐ 60120066	06/01/2020	06/01/2020	City of Pittsburg Housing Authority	☒	\$5343.00
☐ 60120067	06/01/2020	06/01/2020	Juan F. Clara	☒	\$1716.00
☐ 60120068	06/01/2020	06/01/2020	Ping Cao	☒	\$1094.00
☐ 60120069	06/01/2020	06/01/2020	College Park Housing Authority	☒	\$851.28
☐ 60120070	06/01/2020	06/01/2020	Angel Contreras	☒	\$1863.00
☐ 60120071	06/01/2020	06/01/2020	Tonette Sharice Cooper	☒	\$2631.00
☐ 60120072	06/01/2020	06/01/2020	Adolph Rudolph Cortesi III	☒	\$1927.00
☐ 60120073	06/01/2020	06/01/2020	David Elmer Cortesi	☒	\$1531.00
☐ 60120074	06/01/2020	06/01/2020	Contra Costa County Housing	☒	\$13672.08
☐ 60120075	06/01/2020	06/01/2020	Contra Costa County Housing	☒	\$12757.35
☐ 60120076	06/01/2020	06/01/2020	Contra Costa County Housing	☒	\$11837.50
☐ 60120077	06/01/2020	06/01/2020	Contra Costa County Housing	☒	\$13464.50
☐ 60120078	06/01/2020	06/01/2020	Contra Costa County Housing	☒	\$12628.73

☐ 60120079	06/01/2020	06/01/2020	Maria G. Costa	☒	\$488.00
☐ 60120080	06/01/2020	06/01/2020	Melonie C. Miles - Trustee	☒	\$2007.00
☐ 60120081	06/01/2020	06/01/2020	Creekside Apartment Investors LLC	☒	\$27230.00
☐ 60120082	06/01/2020	06/01/2020	Creekside Apartment Investors LLC	☒	\$30478.00
☐ 60120083	06/01/2020	06/01/2020	Creekside Apartment Investors LLC	☒	\$29164.00
☐ 60120084	06/01/2020	06/01/2020	Jeannette D. Crespo	☒	\$2361.00
☐ 60120085	06/01/2020	06/01/2020	Patricia Crosby	☒	\$1748.00
☐ 60120086	06/01/2020	06/01/2020	Jorge Robert Dagys Delevan	☒	\$2030.00
☐ 60120087	06/01/2020	06/01/2020	Justin Dailey	☒	\$1510.00
☐ 60120088	06/01/2020	06/01/2020	Antoinette Davis	☒	\$1491.00
☐ 60120089	06/01/2020	06/01/2020	Audrey Davis	☒	\$1484.00
☐ 60120090	06/01/2020	06/01/2020	Kesha E. Davis	☒	\$1099.00
☐ 60120091	06/01/2020	06/01/2020	Kevin Davidson	☒	\$1424.00
☐ 60120092	06/01/2020	06/01/2020	Paulette Davis	☒	\$1642.00
☐ 60120093	06/01/2020	06/01/2020	Roshan M. Davis	☒	\$1438.00
☐ 60120094	06/01/2020	06/01/2020	Jagdeep or Shashi Dayal	☒	\$4407.00
☐ 60120095	06/01/2020	06/01/2020	Wayman Dea	☒	\$2714.00
☐ 60120096	06/01/2020	06/01/2020	Charles Dellamore	☒	\$1660.00
☐ 60120097	06/01/2020	06/01/2020	David De La Torre	☒	\$1364.00
☐ 60120098	06/01/2020	06/01/2020	Olga M. Disney	☒	\$1169.00
☐ 60120099	06/01/2020	06/01/2020	Brigitte P. Doan	☒	\$6746.00
☐ 60120100	06/01/2020	06/01/2020	Anna Phuongnam Thi Do	☒	\$2048.00
☐ 60120101	06/01/2020	06/01/2020	JoAnn or Larry Domina	☒	\$1427.00
☐ 60120102	06/01/2020	06/01/2020	Linda Duong	☒	\$1048.00
☐ 60120103	06/01/2020	06/01/2020	Mercy Housing California XXXVIII	☒	\$3539.00
☐ 60120104	06/01/2020	06/01/2020	Doris Engle Family Ltd Partnership	☒	\$1310.00
☐ 60120105	06/01/2020	06/01/2020	Alma B Espiritu	☒	\$1732.00
☐ 60120106	06/01/2020	06/01/2020	Gerardo M. Esquivel	☒	\$1708.00
☐ 60120107	06/01/2020	06/01/2020	Jianxin Fang	☒	\$4858.00
☐ 60120108	06/01/2020	06/01/2020	Favian M. Wong	☒	\$1664.00
☐ 60120109	06/01/2020	06/01/2020	Michael Mao	☒	\$2669.00
☐ 60120110	06/01/2020	06/01/2020	Anthony Ferrell	☒	\$2493.00
☐ 60120111	06/01/2020	06/01/2020	FFAH Marina Heights LLC	☒	\$21010.00
☐ 60120112	06/01/2020	06/01/2020	FFAH Marina Heights LLC	☒	\$21547.00
☐ 60120113	06/01/2020	06/01/2020	FFAH Marina Heights LLC	☒	\$20239.00
☐ 60120114	06/01/2020	06/01/2020	Barbara J. Fierner	☒	\$1725.00
☐ 60120115	06/01/2020	06/01/2020	Joseph Field	☒	\$1154.00
☐ 60120116	06/01/2020	06/01/2020	Hernan Roberto Figueroa	☒	\$1299.00
☐ 60120117	06/01/2020	06/01/2020	Tochia D. Brewster Fleeton	☒	\$1444.00
☐ 60120118	06/01/2020	06/01/2020	Alexander Flowers	☒	\$1340.00
☐ 60120119	06/01/2020	06/01/2020	Fox Creek Apartments	☒	\$24109.00
☐ 60120120	06/01/2020	06/01/2020	Fox Creek Apartments	☒	\$7156.00
☐ 60120121	06/01/2020	06/01/2020	Monica Fraga	☒	\$1689.00
☐ 60120122	06/01/2020	06/01/2020	Rejois O. Frazier or Leroy Myers	☒	\$1728.00
☐ 60120123	06/01/2020	06/01/2020	Mr. Darren Fuller	☒	\$1384.00
☐ 60120124	06/01/2020	06/01/2020	Fan Fuller	☒	\$364.00

☐ 60120125	06/01/2020	06/01/2020	Gialene Gaines	☒	\$1750.00
☐ 60120126	06/01/2020	06/01/2020	Aminifu Gamba	☒	\$2338.00
☐ 60120127	06/01/2020	06/01/2020	Bao Wen Gao	☒	\$2837.00
☐ 60120128	06/01/2020	06/01/2020	Adraine Gardner	☒	\$1640.00
☐ 60120129	06/01/2020	06/01/2020	Antoinette L Garcia	☒	\$1282.00
☐ 60120130	06/01/2020	06/01/2020	David Gardner	☒	\$3898.00
☐ 60120131	06/01/2020	06/01/2020	Rupesh Garg	☒	\$1977.00
☐ 60120132	06/01/2020	06/01/2020	William H. Gardiner	☒	\$2254.00
☐ 60120133	06/01/2020	06/01/2020	Gateway Apartments	☒	\$8782.00
☐ 60120134	06/01/2020	06/01/2020	Parvindokht Ghaboulidashti	☒	\$1083.00
☐ 60120135	06/01/2020	06/01/2020	Eva Gholson	☒	\$1600.00
☐ 60120136	06/01/2020	06/01/2020	Vernon or Eva Gholson	☒	\$2624.00
☐ 60120137	06/01/2020	06/01/2020	Jacqueline Gill	☒	\$1489.00
☐ 60120138	06/01/2020	06/01/2020	Mahavir Gill	☒	\$5279.00
☐ 60120139	06/01/2020	06/01/2020	Sukpran Gill	☒	\$1487.00
☐ 60120140	06/01/2020	06/01/2020	Gold A and S LLC	☒	\$2715.00
☐ 60120141	06/01/2020	06/01/2020	Jesse Gonzaga	☒	\$2515.00
☐ 60120142	06/01/2020	06/01/2020	Frances Greene	☒	\$2800.00
☐ 60120143	06/01/2020	06/01/2020	Rodney Green	☒	\$1136.00
☐ 60120144	06/01/2020	06/01/2020	Rupinder Grewal	☒	\$1996.00
☐ 60120145	06/01/2020	06/01/2020	Patricia Gridley	☒	\$1025.00
☐ 60120146	06/01/2020	06/01/2020	Italo Grossi	☒	\$1590.00
☐ 60120147	06/01/2020	06/01/2020	Amparo Guardado	☒	\$1258.00
☐ 60120148	06/01/2020	06/01/2020	Krystle Guan	☒	\$4442.00
☐ 60120149	06/01/2020	06/01/2020	Bob Gunson Real Estate	☒	\$1422.00
☐ 60120150	06/01/2020	06/01/2020	Abhilash Gupta	☒	\$4743.00
☐ 60120151	06/01/2020	06/01/2020	Donald R. Watson, Sr.	☒	\$442.00
☐ 60120152	06/01/2020	06/01/2020	Nicole Hackett	☒	\$1711.00
☐ 60120153	06/01/2020	06/01/2020	Asharfun Nisha Hafiz	☒	\$1575.00
☐ 60120154	06/01/2020	06/01/2020	Jeffrey Paul Hagler	☒	\$5858.00
☐ 60120155	06/01/2020	06/01/2020	Delores Jane Hall	☒	\$1950.00
☐ 60120156	06/01/2020	06/01/2020	Clarence Jerome Hardison	☒	\$1658.00
☐ 60120157	06/01/2020	06/01/2020	David L Hart	☒	\$1966.00
☐ 60120158	06/01/2020	06/01/2020	Lawrence Harrold	☒	\$7279.00
☐ 60120159	06/01/2020	06/01/2020	Delta Hawaii Garden Apartments LLC	☒	\$5621.00
☐ 60120160	06/01/2020	06/01/2020	Chuanhu He	☒	\$1915.00
☐ 60120161	06/01/2020	06/01/2020	David T. Hennigan	☒	\$18542.00
☐ 60120162	06/01/2020	06/01/2020	Silvester C. Henderson	☒	\$3397.00
☐ 60120163	06/01/2020	06/01/2020	Anna Hernandez	☒	\$1818.00
☐ 60120164	06/01/2020	06/01/2020	Sally Lea Hickman	☒	\$1493.00
☐ 60120165	06/01/2020	06/01/2020	Marva Hill	☒	\$448.00
☐ 60120166	06/01/2020	06/01/2020	Carl E. Hoard II	☒	\$640.00
☐ 60120167	06/01/2020	06/01/2020	Hanh Huu Hoang	☒	\$2803.00
☐ 60120168	06/01/2020	06/01/2020	Havy S Hoag	☒	\$2994.00
☐ 60120169	06/01/2020	06/01/2020	Albert Ho	☒	\$1786.00
☐ 60120170	06/01/2020	06/01/2020	Annie Ho	☒	\$1042.00

☐ 60120171	06/01/2020	06/01/2020	Joyce Ann Hoffman	☒	\$1418.00
☐ 60120172	06/01/2020	06/01/2020	Ronald G. Holmes	☒	\$1150.00
☐ 60120173	06/01/2020	06/01/2020	Invitation Homes	☒	\$2165.00
☐ 60120174	06/01/2020	06/01/2020	Tony Ho	☒	\$1542.00
☐ 60120175	06/01/2020	06/01/2020	Cheng Huang	☒	\$2903.00
☐ 60120176	06/01/2020	06/01/2020	Fanny Kao Huang	☒	\$1806.00
☐ 60120177	06/01/2020	06/01/2020	Ming Zin Huang	☒	\$2611.00
☐ 60120178	06/01/2020	06/01/2020	Tao Huang	☒	\$7691.00
☐ 60120179	06/01/2020	06/01/2020	Nancy Xiu Zhen Hu	☒	\$2374.00
☐ 60120180	06/01/2020	06/01/2020	Thinh Trieu Huynh	☒	\$2400.00
☐ 60120181	06/01/2020	06/01/2020	IGreen House Inc.	☒	\$1012.00
☐ 60120182	06/01/2020	06/01/2020	IH2 Property West, L.P.	☒	\$1361.00
☐ 60120183	06/01/2020	06/01/2020	IH5 Property West LP	☒	\$2597.00
☐ 60120184	06/01/2020	06/01/2020	Keyee Investment LLC	☒	\$782.00
☐ 60120185	06/01/2020	06/01/2020	LaShon D Irving	☒	\$2646.00
☐ 60120186	06/01/2020	06/01/2020	Mario Isidro	☒	\$1936.00
☐ 60120187	06/01/2020	06/01/2020	Michael or Kay Isola	☒	\$876.00
☐ 60120188	06/01/2020	06/01/2020	Jabbarr Love	☒	\$1692.00
☐ 60120189	06/01/2020	06/01/2020	Brandi Jackson	☒	\$2165.00
☐ 60120190	06/01/2020	06/01/2020	Consuelo Marie Jackson	☒	\$2393.00
☐ 60120191	06/01/2020	06/01/2020	Deepika Sameer Jain	☒	\$8137.00
☐ 60120192	06/01/2020	06/01/2020	Sameer Jain	☒	\$5831.00
☐ 60120193	06/01/2020	06/01/2020	Vishal S. Jain	☒	\$2063.00
☐ 60120194	06/01/2020	06/01/2020	Jason Le	☒	\$2526.00
☐ 60120195	06/01/2020	06/01/2020	Jian Xing Zhang	☒	\$1493.00
☐ 60120196	06/01/2020	06/01/2020	Jason K. Johnson	☒	\$2804.00
☐ 60120197	06/01/2020	06/01/2020	Ronita Johnson	☒	\$1487.00
☐ 60120198	06/01/2020	06/01/2020	James Jones	☒	\$1503.00
☐ 60120199	06/01/2020	06/01/2020	Sharon Jones	☒	\$2391.00
☐ 60120200	06/01/2020	06/01/2020	Mostaeen B Jouya	☒	\$2219.00
☐ 60120201	06/01/2020	06/01/2020	JPH Investment Trust	☒	\$2800.00
☐ 60120202	06/01/2020	06/01/2020	Om Parkash Kalra	☒	\$3135.00
☐ 60120203	06/01/2020	06/01/2020	Wei Kang	☒	\$4210.00
☐ 60120204	06/01/2020	06/01/2020	Navkirandeep Kaur	☒	\$2397.00
☐ 60120205	06/01/2020	06/01/2020	K. E. M. Group LLC	☒	\$1848.00
☐ 60120206	06/01/2020	06/01/2020	Anthony Keslinke	☒	\$1485.00
☐ 60120207	06/01/2020	06/01/2020	Faraz Ali Khan	☒	\$1174.00
☐ 60120208	06/01/2020	06/01/2020	Alan T. Kilpatrick	☒	\$328.00
☐ 60120209	06/01/2020	06/01/2020	KW Kirker Creek, LLC	☒	\$3014.00
☐ 60120210	06/01/2020	06/01/2020	John N Kitta	☒	\$2634.00
☐ 60120211	06/01/2020	06/01/2020	Qi Yun Kuang	☒	\$6415.00
☐ 60120212	06/01/2020	06/01/2020	Simon Kailiang Kuang	☒	\$1692.00
☐ 60120213	06/01/2020	06/01/2020	Zdzislaw Kujawa	☒	\$1301.00
☐ 60120214	06/01/2020	06/01/2020	Daniel Kwan	☒	\$3514.00
☐ 60120215	06/01/2020	06/01/2020	Thomas LaFleur	☒	\$1483.00
☐ 60120216	06/01/2020	06/01/2020	Chow Kang Lam	☒	\$2102.00

☐ 60120217	06/01/2020	06/01/2020	Shirley Manly-Lampkin	☒	\$1042.00
☐ 60120218	06/01/2020	06/01/2020	Maria Lara	☒	\$1608.00
☐ 60120219	06/01/2020	06/01/2020	Peter C. Larsen	☒	\$1457.00
☐ 60120220	06/01/2020	06/01/2020	Kevin Lassair	☒	\$1807.00
☐ 60120221	06/01/2020	06/01/2020	Latif, LLC	☒	\$2850.00
☐ 60120222	06/01/2020	06/01/2020	Marnita G. Lawson	☒	\$1093.00
☐ 60120223	06/01/2020	06/01/2020	LCSTAR, LLC	☒	\$4481.00
☐ 60120224	06/01/2020	06/01/2020	Dao Tran Le	☒	\$900.00
☐ 60120225	06/01/2020	06/01/2020	Jack Wai Lee	☒	\$2215.00
☐ 60120226	06/01/2020	06/01/2020	Siu Wan Windytiti Lee	☒	\$1926.00
☐ 60120227	06/01/2020	06/01/2020	Steven Lee	☒	\$1671.00
☐ 60120228	06/01/2020	06/01/2020	Yuhjen Juang Lee	☒	\$1802.00
☐ 60120229	06/01/2020	06/01/2020	Huy Nguyen Le	☒	\$2700.00
☐ 60120230	06/01/2020	06/01/2020	Lena Le	☒	\$897.00
☐ 60120231	06/01/2020	06/01/2020	Joseph C. Lerma	☒	\$1443.00
☐ 60120232	06/01/2020	06/01/2020	Yiping I. and Frederic Leroudier	☒	\$4736.00
☐ 60120233	06/01/2020	06/01/2020	John M. Leung	☒	\$7716.00
☐ 60120234	06/01/2020	06/01/2020	May Leung or Rodney Chen	☒	\$4022.00
☐ 60120235	06/01/2020	06/01/2020	Peter Leung	☒	\$2551.00
☐ 60120236	06/01/2020	06/01/2020	Fortunee Lichaa	☒	\$936.00
☐ 60120237	06/01/2020	06/01/2020	James J. Busby and Irvin Deutcher a	☒	\$10479.00
☐ 60120238	06/01/2020	06/01/2020	Faqlang Li	☒	\$2577.00
☐ 60120239	06/01/2020	06/01/2020	Jie Li	☒	\$1984.00
☐ 60120240	06/01/2020	06/01/2020	Jinhuan Li	☒	\$1412.00
☐ 60120241	06/01/2020	06/01/2020	Joshua Li	☒	\$1437.00
☐ 60120242	06/01/2020	06/01/2020	Jian S Lin	☒	\$1669.00
☐ 60120243	06/01/2020	06/01/2020	Tim Lindstrom	☒	\$1133.00
☐ 60120244	06/01/2020	06/01/2020	Paul Livson	☒	\$1680.00
☐ 60120245	06/01/2020	06/01/2020	Wei Min Li	☒	\$1712.00
☐ 60120246	06/01/2020	06/01/2020	Ying Hong Li	☒	\$1513.00
☐ 60120247	06/01/2020	06/01/2020	Belkis Zhong Li	☒	\$2632.00
☐ 60120248	06/01/2020	06/01/2020	Paul Long	☒	\$2470.00
☐ 60120249	06/01/2020	06/01/2020	Los Medanos Village Apartments	☒	\$16927.00
☐ 60120250	06/01/2020	06/01/2020	Tony or Yvonne Louie	☒	\$1410.00
☐ 60120251	06/01/2020	06/01/2020	Marshall & Sonya Lowe	☒	\$1665.00
☐ 60120252	06/01/2020	06/01/2020	Anthony Charles Loyola	☒	\$1300.00
☐ 60120253	06/01/2020	06/01/2020	Jose Loza	☒	\$844.00
☐ 60120254	06/01/2020	06/01/2020	Andrew Kin Lui	☒	\$2965.00
☐ 60120255	06/01/2020	06/01/2020	Wei Liu	☒	\$1901.00
☐ 60120256	06/01/2020	06/01/2020	The Entrust Group, Inc. FBO Theodore	☒	\$1985.00
☐ 60120257	06/01/2020	06/01/2020	Curtis H. Lundberg	☒	\$581.00
☐ 60120258	06/01/2020	06/01/2020	Xiangwen Lu	☒	\$2506.00
☐ 60120259	06/01/2020	06/01/2020	Chi Vien Ly	☒	\$1614.00
☐ 60120260	06/01/2020	06/01/2020	Madelyn Ann Massey	☒	\$1636.00
☐ 60120261	06/01/2020	06/01/2020	Rakesh Madra	☒	\$3180.00
☐ 60120262	06/01/2020	06/01/2020	Radha Mahesram	☒	\$1853.00

☐ 60120263	06/01/2020	06/01/2020	Mahnoor Tariq	☒	\$2670.00
☐ 60120264	06/01/2020	06/01/2020	Jennifer Leung Ma	☒	\$3661.00
☐ 60120265	06/01/2020	06/01/2020	Jeff Mann	☒	\$6499.00
☐ 60120266	06/01/2020	06/01/2020	Glenn Marshall	☒	\$2231.00
☐ 60120267	06/01/2020	06/01/2020	Marla Y Harrison	☒	\$330.00
☐ 60120268	06/01/2020	06/01/2020	Elisa Aurora Martinez	☒	\$2776.00
☐ 60120269	06/01/2020	06/01/2020	Demetria d Mason	☒	\$2557.00
☐ 60120270	06/01/2020	06/01/2020	Matrixone Realty	☒	\$1900.00
☐ 60120271	06/01/2020	06/01/2020	Helen McCarthy	☒	\$1936.00
☐ 60120272	06/01/2020	06/01/2020	Dorothy McDonald	☒	\$2003.00
☐ 60120273	06/01/2020	06/01/2020	James & Diana Gail McDonald	☒	\$1500.00
☐ 60120274	06/01/2020	06/01/2020	Janice K McLean	☒	\$1452.00
☐ 60120275	06/01/2020	06/01/2020	Meadow Glen Apartments	☒	\$1912.00
☐ 60120276	06/01/2020	06/01/2020	Tatung Mei	☒	\$3564.00
☐ 60120277	06/01/2020	06/01/2020	Jinyu Meng	☒	\$1289.00
☐ 60120278	06/01/2020	06/01/2020	Sabine Menzel	☒	\$3792.00
☐ 60120279	06/01/2020	06/01/2020	Mercedes P. Johnson	☒	\$561.00
☐ 60120280	06/01/2020	06/01/2020	Hector Meza	☒	\$1650.00
☐ 60120281	06/01/2020	06/01/2020	Andrew S Miloslavich	☒	\$1668.00
☐ 60120282	06/01/2020	06/01/2020	Perchak Properties for Carol Miller	☒	\$1940.00
☐ 60120283	06/01/2020	06/01/2020	Millennium Homes	☒	\$2198.00
☐ 60120284	06/01/2020	06/01/2020	Maryann Miller	☒	\$1193.00
☐ 60120285	06/01/2020	06/01/2020	Carlos J Miranda	☒	\$702.00
☐ 60120286	06/01/2020	06/01/2020	Hassan Mirabedi	☒	\$7812.00
☐ 60120287	06/01/2020	06/01/2020	Gwendolyn Mitchell	☒	\$4088.00
☐ 60120288	06/01/2020	06/01/2020	Moe Mojaddidi	☒	\$3000.00
☐ 60120289	06/01/2020	06/01/2020	Rodney Montgomery	☒	\$1647.00
☐ 60120290	06/01/2020	06/01/2020	Erik L Morris	☒	\$1600.00
☐ 60120291	06/01/2020	06/01/2020	Diane Morin	☒	\$1890.00
☐ 60120292	06/01/2020	06/01/2020	Eva Munn	☒	\$952.00
☐ 60120293	06/01/2020	06/01/2020	Brien Brothers, LLC	☒	\$6754.00
☐ 60120294	06/01/2020	06/01/2020	Ehsan Nabkel	☒	\$3537.00
☐ 60120295	06/01/2020	06/01/2020	Shinder Paul Narabut	☒	\$7135.00
☐ 60120296	06/01/2020	06/01/2020	NC Associates, Inc.	☒	\$18336.00
☐ 60120297	06/01/2020	06/01/2020	Michael Nelson	☒	\$2339.00
☐ 60120298	06/01/2020	06/01/2020	Guy Nesbeth	☒	\$2913.00
☐ 60120299	06/01/2020	06/01/2020	Dominic Y Ng	☒	\$3127.00
☐ 60120300	06/01/2020	06/01/2020	Knowland Ging Ng	☒	\$4051.00
☐ 60120301	06/01/2020	06/01/2020	Patrick Ng	☒	\$1709.00
☐ 60120302	06/01/2020	06/01/2020	Hieu Nguyen	☒	\$1723.00
☐ 60120303	06/01/2020	06/01/2020	Huy Quang Nguyen	☒	\$2419.00
☐ 60120304	06/01/2020	06/01/2020	Mai Thi Thanh Nguyen	☒	\$1925.00
☐ 60120305	06/01/2020	06/01/2020	Quyen Nguyen	☒	\$1900.00
☐ 60120306	06/01/2020	06/01/2020	Tieu Nguyen	☒	\$1358.00
☐ 60120307	06/01/2020	06/01/2020	Nichole Nicholson	☒	\$2500.00
☐ 60120308	06/01/2020	06/01/2020	Ernest Nichols III	☒	\$4033.00

☐ 60120309	06/01/2020	06/01/2020	Peter Niloufari	☒	\$5216.00
☐ 60120310	06/01/2020	06/01/2020	Northstar Financial Group, LLC	☒	\$3663.00
☐ 60120311	06/01/2020	06/01/2020	Kevin Nord	☒	\$1598.00
☐ 60120312	06/01/2020	06/01/2020	Richard A Norte	☒	\$1895.00
☐ 60120313	06/01/2020	06/01/2020	North State Financial, Inc.	☒	\$1502.00
☐ 60120314	06/01/2020	06/01/2020	New Way Management Services, Inc.	☒	\$23027.00
☐ 60120315	06/01/2020	06/01/2020	Sheryl O'Brien	☒	\$876.00
☐ 60120316	06/01/2020	06/01/2020	Jennifer Odei	☒	\$1439.00
☐ 60120317	06/01/2020	06/01/2020	Dwight J Owens	☒	\$592.00
☐ 60120318	06/01/2020	06/01/2020	Diane Oles	☒	\$2055.00
☐ 60120319	06/01/2020	06/01/2020	Esosa A. Omokaro	☒	\$2038.00
☐ 60120320	06/01/2020	06/01/2020	Kolawole O. Onafowode	☒	\$1562.00
☐ 60120321	06/01/2020	06/01/2020	Orange County Housing Authority	☒	\$8384.67
☐ 60120322	06/01/2020	06/01/2020	Sandra L Ortiz	☒	\$1822.00
☐ 60120323	06/01/2020	06/01/2020	Chinenye Osuagwu	☒	\$2302.00
☐ 60120324	06/01/2020	06/01/2020	Olubukola Amoke Oyebade	☒	\$2462.00
☐ 60120325	06/01/2020	06/01/2020	Mutlu Ozer	☒	\$1947.00
☐ 60120326	06/01/2020	06/01/2020	Pacific Living, LLC	☒	\$2769.00
☐ 60120327	06/01/2020	06/01/2020	Hemangini & Vijendra Patel	☒	\$2800.00
☐ 60120328	06/01/2020	06/01/2020	Kokila Patel	☒	\$842.00
☐ 60120329	06/01/2020	06/01/2020	Patiala, LLC	☒	\$2214.00
☐ 60120330	06/01/2020	06/01/2020	Virendra M. Patel	☒	\$1105.00
☐ 60120331	06/01/2020	06/01/2020	Jason Pauline	☒	\$1760.00
☐ 60120332	06/01/2020	06/01/2020	Paula D. Williams	☒	\$1972.00
☐ 60120333	06/01/2020	06/01/2020	Loycell Peacock	☒	\$1364.00
☐ 60120334	06/01/2020	06/01/2020	Scott Pease	☒	\$2165.00
☐ 60120335	06/01/2020	06/01/2020	Alonso R. Perez	☒	\$1493.00
☐ 60120336	06/01/2020	06/01/2020	Maria Del Carmen Perez	☒	\$919.00
☐ 60120337	06/01/2020	06/01/2020	Lowde Y. Perkins	☒	\$916.00
☐ 60120338	06/01/2020	06/01/2020	Shiv Pertab	☒	\$2805.00
☐ 60120339	06/01/2020	06/01/2020	Cong Thi Pham	☒	\$2373.00
☐ 60120340	06/01/2020	06/01/2020	Pittsburg Park Apartments	☒	\$2851.00
☐ 60120341	06/01/2020	06/01/2020	SK Pittsburg Bay Point	☒	\$1712.00
☐ 60120342	06/01/2020	06/01/2020	Bay Point Orphans Fund, LLC	☒	\$3289.00
☐ 60120343	06/01/2020	06/01/2020	Portofino Apartments	☒	\$10892.00
☐ 60120344	06/01/2020	06/01/2020	Prime Metropolis Properties, Inc.	☒	\$6298.00
☐ 60120345	06/01/2020	06/01/2020	IH5 Property West LP	☒	\$2396.00
☐ 60120346	06/01/2020	06/01/2020	Marples Property Management	☒	\$1700.00
☐ 60120347	06/01/2020	06/01/2020	A. Meadows Property Management	☒	\$3755.00
☐ 60120348	06/01/2020	06/01/2020	Parks Properties	☒	\$1726.00
☐ 60120349	06/01/2020	06/01/2020	Stokley Properties LLC Harbor	☒	\$3066.00
☐ 60120350	06/01/2020	06/01/2020	Property Upsurge, Inc.	☒	\$4075.00
☐ 60120351	06/01/2020	06/01/2020	Husam Mousa Qana	☒	\$2290.00
☐ 60120352	06/01/2020	06/01/2020	Amjad Qaqish	☒	\$738.00
☐ 60120353	06/01/2020	06/01/2020	Sam or Sonia Quinones	☒	\$1800.00
☐ 60120354	06/01/2020	06/01/2020	Amos Radford	☒	\$1463.00

☐ 60120355	06/01/2020	06/01/2020	Kuljit P Raju	☒	\$2167.00
☐ 60120356	06/01/2020	06/01/2020	Paramjit K. Raju	☒	\$3028.00
☐ 60120357	06/01/2020	06/01/2020	Enrique or Stacy Ramirez	☒	\$1293.00
☐ 60120358	06/01/2020	06/01/2020	Erika Ramirez	☒	\$2184.00
☐ 60120359	06/01/2020	05/01/2020	Ramsey Horton	☒	\$2063.00
☐ 60120360	06/01/2020	06/01/2020	Rohini Ram-Cline	☒	\$1991.00
☐ 60120361	06/01/2020	06/01/2020	David Raughton	☒	\$1772.00
☐ 60120362	06/01/2020	06/01/2020	Tanya Nicole Ray	☒	\$2652.00
☐ 60120363	06/01/2020	06/01/2020	RayCaro Inc.	☒	\$3026.00
☐ 60120364	06/01/2020	06/01/2020	Croskey Real Estate, Inc.	☒	\$3464.00
☐ 60120365	06/01/2020	06/01/2020	Amerasia Real Estate Fund LLC	☒	\$6958.00
☐ 60120366	06/01/2020	06/01/2020	Reliant - Woods Grove, LP	☒	\$22533.00
☐ 60120367	06/01/2020	06/01/2020	Eric Franklin Remson	☒	\$869.00
☐ 60120368	06/01/2020	06/01/2020	Roger Riley	☒	\$1901.00
☐ 60120369	06/01/2020	06/01/2020	Rising Investments LLC	☒	\$4714.00
☐ 60120370	06/01/2020	06/01/2020	Robert W. Daniels	☒	\$2548.00
☐ 60120371	06/01/2020	06/01/2020	Jason Ruffin	☒	\$2862.00
☐ 60120372	06/01/2020	06/01/2020	Elvira Ruiz	☒	\$1737.00
☐ 60120373	06/01/2020	06/01/2020	Constance Russell	☒	\$2032.00
☐ 60120374	06/01/2020	06/01/2020	Ms. Meuy Saelee	☒	\$2958.00
☐ 60120375	06/01/2020	06/01/2020	Maridel P Santos	☒	\$1438.00
☐ 60120376	06/01/2020	06/01/2020	Alicia Saucedo	☒	\$1240.00
☐ 60120377	06/01/2020	06/01/2020	Gregory Paul Schulz	☒	\$1235.00
☐ 60120378	06/01/2020	06/01/2020	Richard M. Sciortino	☒	\$2341.00
☐ 60120379	06/01/2020	06/01/2020	Jacqueline Selinger	☒	\$1534.00
☐ 60120380	06/01/2020	06/01/2020	Young Sook Seroy	☒	\$1411.00
☐ 60120381	06/01/2020	06/01/2020	Mohinder Sharma	☒	\$1003.00
☐ 60120382	06/01/2020	06/01/2020	Shailesh & Bela Patel	☒	\$1449.00
☐ 60120383	06/01/2020	06/01/2020	Mohammad Shekib	☒	\$1946.00
☐ 60120384	06/01/2020	06/01/2020	James Shipe, c/o Don Seitz Real	☒	\$1946.00
☐ 60120385	06/01/2020	06/01/2020	Yihui Shi	☒	\$1685.00
☐ 60120386	06/01/2020	06/01/2020	Sierra Pacific Properties Inc	☒	\$6528.00
☐ 60120387	06/01/2020	06/01/2020	Siena Court Apartments	☒	\$15110.00
☐ 60120388	06/01/2020	06/01/2020	Sierra Pacific Properties	☒	\$6629.00
☐ 60120389	06/01/2020	06/01/2020	Sierra Pacific Properties	☒	\$19346.00
☐ 60120390	06/01/2020	06/01/2020	Frank M. Siino	☒	\$671.00
☐ 60120391	06/01/2020	06/01/2020	Joseph Michael Siino	☒	\$1525.00
☐ 60120392	06/01/2020	06/01/2020	Gloria Silva	☒	\$705.00
☐ 60120393	06/01/2020	06/01/2020	Marc J. Simpson	☒	\$1271.00
☐ 60120394	06/01/2020	06/01/2020	Raman Singh	☒	\$2595.00
☐ 60120395	06/01/2020	06/01/2020	Son Singh	☒	\$1521.00
☐ 60120396	06/01/2020	06/01/2020	Crystal Situ	☒	\$1439.00
☐ 60120397	06/01/2020	06/01/2020	Lakesha Michelle Smith	☒	\$1975.00
☐ 60120398	06/01/2020	05/01/2020	Molly Smith	☒	\$2258.00
☐ 60120399	06/01/2020	06/01/2020	Sherritta M Smith	☒	\$1034.00
☐ 60120400	06/01/2020	06/01/2020	Cinthia Sosa	☒	\$1630.00

☐ 60120401	06/01/2020	06/01/2020	Angela E. Robinson-Spencer	☒	\$2000.00
☐ 60120402	06/01/2020	06/01/2020	Ramzi D Srouji	☒	\$1661.00
☐ 60120403	06/01/2020	06/01/2020	Deborah Steppe	☒	\$1930.00
☐ 60120404	06/01/2020	06/01/2020	George W. Stephens	☒	\$1654.00
☐ 60120405	06/01/2020	06/01/2020	R R Rentals	☒	\$1800.00
☐ 60120406	06/01/2020	06/01/2020	Suisun City Housing Authority	☒	\$1417.67
☐ 60120407	06/01/2020	06/01/2020	Jezzy Sukaemi	☒	\$2587.00
☐ 60120408	06/01/2020	06/01/2020	Ms. Li Su	☒	\$2571.00
☐ 60120409	06/01/2020	06/01/2020	Suma Aryaei	☒	\$2654.00
☐ 60120410	06/01/2020	06/01/2020	Summit Venture Group, LLC	☒	\$2539.00
☐ 60120411	06/01/2020	06/01/2020	Kamaljeet Surila	☒	\$1649.00
☐ 60120412	06/01/2020	06/01/2020	Joyce Hui Sy	☒	\$6464.00
☐ 60120413	06/01/2020	06/01/2020	Hamed Tafaghodi	☒	\$2043.00
☐ 60120414	06/01/2020	06/01/2020	Yun Teng	☒	\$2008.00
☐ 60120415	06/01/2020	06/01/2020	Ms. Natasha Terry	☒	\$2719.00
☐ 60120416	06/01/2020	06/01/2020	Quyen Minh Thai	☒	\$1416.00
☐ 60120417	06/01/2020	06/01/2020	Silvia Thein and Ada Choi	☒	\$2497.00
☐ 60120418	06/01/2020	06/01/2020	Tequila Nashannon Thornton	☒	\$2827.00
☐ 60120419	06/01/2020	06/01/2020	ChingJen Tong	☒	\$1836.00
☐ 60120420	06/01/2020	06/01/2020	Yoway Wilson Tong	☒	\$1671.00
☐ 60120421	06/01/2020	06/01/2020	Lourdes or Raymond Tovar	☒	\$1825.00
☐ 60120422	06/01/2020	06/01/2020	Raphael Minhuyen Tran	☒	\$4538.00
☐ 60120423	06/01/2020	06/01/2020	Thuy Tran	☒	\$1250.00
☐ 60120424	06/01/2020	06/01/2020	Thanh Van Trinh	☒	\$1500.00
☐ 60120425	06/01/2020	06/01/2020	Nhan Chi Truong	☒	\$1080.00
☐ 60120426	06/01/2020	06/01/2020	Sean Thuyet Truong	☒	\$1194.00
☐ 60120427	06/01/2020	06/01/2020	Van Truong	☒	\$1523.00
☐ 60120428	06/01/2020	06/01/2020	Xavier Van Truong	☒	\$3888.00
☐ 60120429	06/01/2020	06/01/2020	David Tseng	☒	\$925.00
☐ 60120430	06/01/2020	06/01/2020	Erica Uschold	☒	\$2274.00
☐ 60120431	06/01/2020	06/01/2020	Frank Lokeni Uu	☒	\$2181.00
☐ 60120432	06/01/2020	06/01/2020	Lidia Valladares	☒	\$884.00
☐ 60120433	06/01/2020	06/01/2020	Victor D Valenzuela	☒	\$1051.00
☐ 60120434	06/01/2020	06/01/2020	Gary D. Vasconcellos	☒	\$1438.00
☐ 60120435	06/01/2020	06/01/2020	Azell Vickers	☒	\$1313.00
☐ 60120436	06/01/2020	06/01/2020	Nuno G Vieira	☒	\$4332.00
☐ 60120437	06/01/2020	06/01/2020	Kim Uyen Minh Vu	☒	\$908.00
☐ 60120438	06/01/2020	06/01/2020	Stephen Cordell Wafer	☒	\$1263.00
☐ 60120439	06/01/2020	06/01/2020	Huan Rong Wang	☒	\$898.00
☐ 60120440	06/01/2020	06/01/2020	Lining Wan	☒	\$1851.00
☐ 60120441	06/01/2020	06/01/2020	Wei Wang	☒	\$2013.00
☐ 60120442	06/01/2020	06/01/2020	Yu Ruo Wang	☒	\$2165.00
☐ 60120443	06/01/2020	06/01/2020	Ms. Brigitte Warren	☒	\$2001.00
☐ 60120444	06/01/2020	06/01/2020	Mildred Lucille Washington	☒	\$1996.00
☐ 60120445	06/01/2020	06/01/2020	Isidoro Weitzman	☒	\$1914.00
☐ 60120446	06/01/2020	06/01/2020	Wenying Chang	☒	\$2616.00

☐ 60120447	06/01/2020	06/01/2020	Holly Wen	☒	\$1123.00
☐ 60120448	06/01/2020	06/01/2020	Lewis White & Ruth White	☒	\$6481.00
☐ 60120449	06/01/2020	06/01/2020	Tracy J. Whitehead	☒	\$135.00
☐ 60120450	06/01/2020	06/01/2020	Ms Adrienne Wilson	☒	\$1954.00
☐ 60120451	06/01/2020	06/01/2020	Kathleen and John Wilson	☒	\$1270.00
☐ 60120452	06/01/2020	06/01/2020	Kathy D. Williams	☒	\$2254.00
☐ 60120453	06/01/2020	06/01/2020	Tasia La Vonda Williams	☒	\$2440.00
☐ 60120454	06/01/2020	06/01/2020	Windeler Development Group, Inc.	☒	\$1166.00
☐ 60120455	06/01/2020	06/01/2020	Danny Ching-Yam Wong	☒	\$1565.00
☐ 60120456	06/01/2020	06/01/2020	Har Pan Wong	☒	\$7767.00
☐ 60120457	06/01/2020	06/01/2020	Joanne Wong	☒	\$1690.00
☐ 60120458	06/01/2020	06/01/2020	Kinney Ming Wong	☒	\$1283.00
☐ 60120459	06/01/2020	06/01/2020	Vincent Wong	☒	\$2567.00
☐ 60120460	06/01/2020	06/01/2020	Hong Wu	☒	\$3325.00
☐ 60120461	06/01/2020	06/01/2020	Zhang Jin Wu	☒	\$2607.00
☐ 60120462	06/01/2020	06/01/2020	Drewcillia Wyatt	☒	\$1291.00
☐ 60120463	06/01/2020	06/01/2020	Sheree Wynn	☒	\$2186.00
☐ 60120464	06/01/2020	06/01/2020	Jian Ai Xuan	☒	\$1784.00
☐ 60120465	06/01/2020	06/01/2020	Chao Xu	☒	\$2696.00
☐ 60120466	06/01/2020	06/01/2020	Ping Ping Xu	☒	\$4468.00
☐ 60120467	06/01/2020	06/01/2020	Yifan Ye	☒	\$2563.00
☐ 60120468	06/01/2020	06/01/2020	Sally Yip	☒	\$1449.00
☐ 60120469	06/01/2020	06/01/2020	Yong Qiang Lu	☒	\$1771.00
☐ 60120470	06/01/2020	06/01/2020	Chris Kui You	☒	\$2156.00
☐ 60120471	06/01/2020	06/01/2020	Kevin M Young	☒	\$2373.00
☐ 60120472	06/01/2020	06/01/2020	Mohammad Zalmayyar	☒	\$2532.00
☐ 60120473	06/01/2020	06/01/2020	Guangyu Zhang	☒	\$1575.00
☐ 60120474	06/01/2020	06/01/2020	Jielu Zhao	☒	\$1574.00
☐ 60120475	06/01/2020	06/01/2020	Katherine Zhao	☒	\$2269.00
☐ 60120476	06/01/2020	06/01/2020	Wei Bin Zhang or Gao Wei	☒	\$1970.00
☐ 60120477	06/01/2020	06/01/2020	Xirong Zhao	☒	\$1907.00
☐ 60120478	06/01/2020	06/01/2020	Xiang Yang Zheng	☒	\$1865.00
☐ 60120479	06/01/2020	06/01/2020	Joy Yi Zhou	☒	\$2489.00
☐ 60120480	06/01/2020	06/01/2020	Shengguo Zhu	☒	\$5530.00
☐ 60120481	06/01/2020	06/01/2020	Ying Zhu	☒	\$5056.00
☐ 60120482	06/01/2020	06/01/2020	Weijie Zhang	☒	\$1115.00

Total	\$1,600,593.37
Average	\$1,514.28
Unit Count	842
Average Weighted by Unit Count	\$1,551.45
Hard to House Count	1

Check Summary

June 15, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
Housing Choice Voucher				
* 150909	6/15/20	*****1086	Kimberly A Sanders	98.00
150910	6/15/20	*****5301	Tiffany N Butler	47.00
150911	6/15/20	*****2749	Evahalima A Franklin	20.00
150912	6/15/20	*****0539	Sharita Wilson	178.00
* 61520001	6/15/20	*****2521	Belmont Apartments	DD - ES 406.00
61520002	6/15/20	*****8946	Jienlin Chen	DD - ES 1,833.00
61520003	6/15/20	*****0746	Contra Costa County Housing Authority	DD - ES 4.08
61520004	6/15/20	*****6569	Jeannette D. Crespo	DD - ES 536.00
61520005	6/15/20	*****1547	HomeForward (Housing Authority of Portland)	DD - ES 7,013.99
61520006	6/15/20	*****4032	Fox Creek Apartments	DD - ES 186.00
61520007	6/15/20	*****4543	Ronald G. Holmes	DD - ES 476.00
61520008	6/15/20	*****5647	Om Parkash Kalra	DD - ES 480.00
61520009	6/15/20	*****3410	John M. Leung	DD - ES 66.00
61520010	6/15/20	*****2875	Marla Y Harrison	DD - ES 450.00
61520011	6/15/20	*****9994	Matthew Lui	DD - ES 3,308.00
61520012	6/15/20	*****3604	Knowland Ging Ng	DD - ES 733.00
61520013	6/15/20	*****1939	Paula D. Williams	DD - ES 666.00
61520014	6/15/20	*****3452	Christopher Ramirez	DD - ES 3,534.00
61520015	6/15/20	*****6703	Amerasia Real Estate Fund LLC	DD - ES 1,846.00
61520017	6/15/20	*****7396	Sierra Pacific Properties Woodland Hills Apartments	DD - ES 893.00
61520018	6/15/20	*****0670	Southern Nevada Regional Housing Authority	DD - ES 676.00
61520019	6/15/20	*****8457	Sareena Lata Velu	DD - ES 2,254.00
61520020	6/15/20	*****8702	Kathy D. Williams	DD - ES 687.00

Housing Choice Voucher		HAP	25,788.00
		UR	343.00
		Damage Claim	0.00
		Vacancy Claim	0.00
		Administrative Fee	260.07
		FSS Escrow Account	0.00
		Shelter Plus Security Deposit	0.00
		Other	0.00
		All Payments	\$26,391.07

Check Summary

June 15, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
VASH				
61520016	6/15/20	*****7396	Sierra Pacific Properties Inc Sierra Pacific Properties Inc	DD - ES 3,288.00
VASH				
			HAP	3,288.00
			UR	0.00
			Damage Claim	0.00
			Vacancy Claim	0.00
			Administrative Fee	0.00
			FSS Escrow Account	0.00
			Shelter Plus Security Deposit	0.00
			Other	0.00
			All Payments	\$3,288.00
Grand Total				
			HAP	29,076.00
			UR	343.00
			Damage Claim	0.00
			Vacancy Claim	0.00
			Administrative Fee	260.07
			FSS Escrow Account	0.00
			Shelter Plus Security Deposit	0.00
			Other	0.00
			All Payments	\$29,679.07

PITTSBURGH HOUSING AUTHORITY
Disbursement List Summary
For the month of July 2020

VOUCHERS	Ck#	Amount	HAP ¹	VASH ²	UR ³	Portability	Admin. Fee	TOTAL
	150748-150908	1,660,120.34	1,183,428.98	120,666.00	11,078.02	341,173.00	3,774.34	1,660,120.34
	70120001-70120484							-
	150909-150912	57,131.85	7,624.12	32,313.00	996.88	12,499.00	3,698.85	57,131.85
	71520001-71520022							-
	TOTAL	1,717,252.19	1,191,053.10	152,979.00	12,074.90	353,672.00	7,473.19	\$ 1,717,252.19

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

ADMINISTRATIVE EXPENSES	Amount	Description	TOTAL
Paid to	\$ 30,593.86	Full Time salaries	\$ 30,593.86
City of Pittsburgh	\$ -	Stipend	-
(7/20 Operating)	-	Part Time salaries	-
	-	Overtime salaries	-
	2,216.60	Retirement	2,216.60
	7,235.50	Retirement-Pension bonds	7,235.50
	3,423.43	Health Insurance	3,423.43
	51,112.00	CalPERS Unfunded Liability - Non Sworn	51,112.00
	323.15	Additional CalPERS Pension Contribution	323.15
	55.94	Life Insurance	55.94
	321.95	Dental Insurance	321.95
	31.87	Vision	31.87
	1,257.08	Workers Comp	1,257.08
	209.41	Unemployment Insurance	209.41
	93.06	Disability Ins.	93.06
	2,357.27	FICA	2,357.27
	282.50	Deferred Compensation	282.50
	960.67	Allocated Retiree/Med/Vac Buy-Bk/Empl Term	960.67
	596.33	Pension 115 Trust	596.33
	2,745.42	Retiree OPEB Costs	2,745.42
	-	Office Supplies	-
	-	Computer Software	-
	-	Textbooks	-
	76.50	Postage	76.50
	146.81	Misc Equip & Furniture < \$5,000	146.81
	-	Other Special Departmental Supplies	-
	13.15	Utilities (Gas, Electric & Water)	13.15
	-	Telephone - Regular	-
	-	Telephone - Other	-
	-	Membership Dues & Subscriptions	-
	-	Travel, Training, & Conference	-
	2,961.50	Insurance - Alloc Chgs	2,961.50
	-	Legal Fees	-
	-	Auditing Expense	-
	-	Settlement Hearing	-
	750.00	Other Contractual & Professional Service	750.00
	-	Advertising & Promotion	-
	2,700.00	Maintenance Agreements	2,700.00
	-	Maintenance & Repairs	-
	-	Equipment Rental	-
	2,375.00	Building Rental	2,375.00
	565.25	Fleet Maintenance Alloc Chgs	565.25
	3,146.08	Building Maintenance Alloc Chgs	3,146.08
	2,371.33	Information Systems Alloc Chgs	2,371.33
	-	Bad Debt Expense	-
	-	Other Fees	-
	4,498.83	Admin overhead paid to city	4,498.83
	513.87	Reimbursements - COVID - 19	513.87
	-	Legal - Non Retainer/Non Reimbursable	-
	-	Capital Equipment & Furniture	-
	-	Misc Equip & Furniture < \$5,000	-
	-	Other Special Departmental Supplies - Rental	-
	-	Utilities (Gas, Electric, & Water) - Rental	-
	-	Advertising & Promotion - Rental	-
	-	Other Contractual & Professional Service - Rental	-
	-	Maintenance & Repairs	-
	-	Property Tax payment	-
	219.09	Other fees	219.09
	-	Lighting & Landscape Assessment - Rental	-
	-	CCCERA Interfund Loan Payback	-
	1,556.67	Transfer-Out to OPEB (Unfunded Liabilities)	1,556.67
TOTAL	125,710.12		125,710.12

VOIDED CHECKS &	Ck#	Amount	Reason	TOTAL
	TOTAL	-		\$ -

NET of Issued and Voided \$ 1,842,962.31

Check Summary

July 1, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
Housing Choice Voucher				
* 150913	7/1/20	*****1508	Angela N Taylor	98.00
150914	7/1/20	*****7533	Angelique F Davis	55.00
150915	7/1/20	*****9373	Antonio R Nazareta	109.00
150917	7/1/20	*****0898	Burhan Nawabi	57.00
150918	7/1/20	*****2605	Charles C Robinson	9.00
150919	7/1/20	*****7655	Ciara Fagin	86.00
150920	7/1/20	*****5232	Danielle M Thomas	151.00
150921	7/1/20	*****9835	Darrell C Carter	15.00
150922	7/1/20	*****3976	Darren M Thompson	23.00
150923	7/1/20	*****2319	Delfonse A Lewis	173.00
150924	7/1/20	*****8929	Dstiny N Paillet	2.00
150925	7/1/20	*****3528	Elisa Johnson	150.00
150926	7/1/20	*****3840	Eva L Mangum	94.00
150927	7/1/20	*****0205	Jamaka E Davis	49.00
150928	7/1/20	*****5098	James Tran	130.00
150929	7/1/20	*****5317	Janae Frazier	42.00
150931	7/1/20	*****9435	Kaelisia A Brown	50.00
150932	7/1/20	*****2309	Kawanda M Dotson	1.00
150933	7/1/20	*****1086	Kimberly A Sanders	98.00
150934	7/1/20	*****7295	Kimberly Hardy	37.00
150935	7/1/20	*****7253	Laneava S Blanks	6.00
150936	7/1/20	*****8123	Lashonda Crockett	9.00
150937	7/1/20	*****3960	Lyniece N Eddins	55.00
150938	7/1/20	*****3347	Maria B Martinez	205.00
150939	7/1/20	*****5133	Mary P Grigsby	30.00
150940	7/1/20	*****8042	Melissa J Perkins	250.00
150942	7/1/20	*****0451	Michelle A Manuel-Carter	76.00
150943	7/1/20	*****8275	Mildred G Botello	103.00
150944	7/1/20	*****6104	Monae J Coleman	117.00
150945	7/1/20	*****2674	Monika Smith	21.00
150946	7/1/20	*****9905	Nakisha Fountain	225.00
150947	7/1/20	*****3829	Nicole N Hodge	55.00
150948	7/1/20	*****8665	Nieza M Burrus	233.00
150949	7/1/20	*****2264	Norma B Padilla	131.00

150950	7/1/20	*****4119	Pashenia D Sanders	182.00
150951	7/1/20	*****4807	Patricia L Ausmus	196.00
150952	7/1/20	*****6216	Ricolya N Tiger	18.00
150953	7/1/20	*****6935	Samaiyah A Warren	154.00
150954	7/1/20	*****3403	Shanae V Washington	81.00
150955	7/1/20	*****1512	Shawn A Prince	37.00
150957	7/1/20	*****3542	Starr C Bronson	12.00
150958	7/1/20	*****6806	Thelma R Hearne	13.00
150959	7/1/20	*****4760	Totiona B Richardson	9.00
150961	7/1/20	*****5715	Latisha M Williams	118.00
150962	7/1/20	*****2890	Raquel E Miller	41.00
150963	7/1/20	*****8147	Willa Gohegan	33.00
150964	7/1/20	*****8623	Kimberly A Limas	201.00
150965	7/1/20	*****0164	Bobbie J Royston	132.00
150966	7/1/20	*****4208	Ono c Rothschild	296.00
150967	7/1/20	*****2184	Evelyn Smith	89.00
150968	7/1/20	*****5175	Mary C Johnson	48.00
150969	7/1/20	*****8612	Regina D Tucker	68.00
150970	7/1/20	*****9687	Carol J Davis	41.00
150971	7/1/20	*****7316	Cruz L Araque	107.00
150972	7/1/20	*****2749	Evahalima A Franklin	20.00
150973	7/1/20	*****0539	Sharita Wilson	178.00
150974	7/1/20	*****5753	Kevin j Hernandez	48.00
150975	7/1/20	*****6015	Sherron A Camp	218.00
150976	7/1/20	*****9006	Taneya A Gutierrez	3.00
150977	7/1/20	*****2466	Jennifer c Coney	9.00
150978	7/1/20	*****1482	Tahira M Edwards	14.00
150979	7/1/20	*****0531	Akilah Z Parker	69.00
150980	7/1/20	*****5492	Michelle m Berry	7.00
150981	7/1/20	*****0046	Letta D Christian	53.00
150982	7/1/20	*****4842	Tyisha C Paulk	75.00
150983	7/1/20	*****7135	Michele N Nichols	87.00
150984	7/1/20	*****5626	Lashawn P Fields	180.00
150985	7/1/20	*****5232	Kristina M Greer	11.00
150986	7/1/20	*****4331	Mildred L Edwards	167.00
150987	7/1/20	*****6215	Janet Brown	37.41
150988	7/1/20	*****4767	Freddie L Henderson	67.00
150989	7/1/20	*****0248	Abdul A Wardak	14.00
150990	7/1/20	*****3181	Shirley J Strausbaugh	8.00
150991	7/1/20	*****7057	Sonja L Keeby	67.00
150992	7/1/20	*****0903	Virgie r Gray	42.00

150993	7/1/20	*****2822	Meo T Tran	7.00
150994	7/1/20	*****6507	Melissa R Griffin	23.00
150995	7/1/20	*****4987	Delois Sanford	9.00
150996	7/1/20	*****2140	Leslee r Rockett	52.00
150997	7/1/20	*****3869	Charlene M Best	110.00
150998	7/1/20	*****1062	Lateefah S Camacho	154.00
150999	7/1/20	*****4721	Ebony N Manning	3.00
151000	7/1/20	*****2217	Camille A Lascano	165.00
151001	7/1/20	*****9229	Sonia M Guevara	129.00
151002	7/1/20	*****5288	Nicole m Magnus	23.00
151003	7/1/20	*****7191	Marcelene Brooks	40.00
151004	7/1/20	*****1606	Tamika Brown	52.00
151005	7/1/20	*****8511	Tantasha Y Dutye	207.00
151006	7/1/20	*****3905	Aviesha c Scott	108.00
151007	7/1/20	*****5083	Crystal j Houston	212.00
151008	7/1/20	*****1696	Angela M Varela	82.00
151009	7/1/20	*****3183	Sonja I Campos	14.00
151010	7/1/20	*****6573	Hermajo L Hoskins	84.00
151011	7/1/20	*****8533	Ebony N Washington	166.00
151012	7/1/20	*****7561	Durrell L James	39.00
151013	7/1/20	*****5304	Tina M Nolen	218.00
151014	7/1/20	*****6969	Judy J Nelum	35.00
151015	7/1/20	*****8765	Antoinette D Durrett	169.00
151016	7/1/20	*****2542	Sau C Ly	22.00
151017	7/1/20	*****0840	Dalisha L Bernstine	157.00
151018	7/1/20	*****5909	Kim L Johnson	235.00
151019	7/1/20	*****6953	Nathan Banks JR	16.00
151020	7/1/20	*****3841	Hangama Karimi	157.00
151021	7/1/20	*****0344	Christina L Combs	100.00
151022	7/1/20	*****6605	Reshundrea M Walker	65.00
151023	7/1/20	*****6995	Graciela Arroyo	62.00
151024	7/1/20	*****0031	Tiaira A Modicue	198.00
151025	7/1/20	*****0195	Shanoria s Sasser	26.00
151026	7/1/20	*****7390	Masuda Nawabi	39.00
151027	7/1/20	*****1951	Vinisha D Thornton	76.00
151028	7/1/20	*****3796	Tiara N Burks	195.00
151029	7/1/20	*****7186	Najia Nooristani	60.00
151030	7/1/20	*****7822	Daudi K Edmond	55.00
151031	7/1/20	*****5758	Monique c Chaves	210.00
151032	7/1/20	*****3226	Riquel A Neal	165.00
151033	7/1/20	*****6095	Leilani S Gomez	246.00

151034	7/1/20	*****9325	JOW & AAW, LLC	1,583.00
151035	7/1/20	*****6825	A Classey Corp.	2,088.00
151036	7/1/20	*****9326	Western Addition Apartments, LLC	1,727.00
151038	7/1/20	*****0252	City of Mesa Housing Authority	671.89
151039	7/1/20	*****2361	George Edward Cole	1,583.00
151040	7/1/20	*****2979	Mr. Donald Rhodes	1,487.00
151041	7/1/20	*****6137	Guild Mortgage	2,468.00
151042	7/1/20	*****6352	Harris County Housing Authority	1,067.39
151043	7/1/20	*****0348	Hartz Property Management	1,586.00
151044	7/1/20	*****1057	Diamond Hillside Apartments	1,572.00
151045	7/1/20	*****0978	King County Housing Authority	1,340.35
151046	7/1/20	*****4593	Miaogen Lu	1,954.00
151047	7/1/20	*****3124	Dante McDonald	1,046.00
151048	7/1/20	*****4305	Darryl H. Milburn	1,804.00
151049	7/1/20	*****2593	Ba Nguyen	2,851.00
151050	7/1/20	*****9182	Lorene Paysinger	1,811.00
151051	7/1/20	*****7243	Linda Phon	1,483.00
151053	7/1/20	*****7396	Sierra Pacific Properties	1,772.00
151054	7/1/20	*****8705	Khalid Sultan	2,699.00
151055	7/1/20	*****8191	Albert S Tam	1,593.00
151056	7/1/20	*****5770	Ventana Rental Homes	3,553.00
151057	7/1/20	*****3239	Vertiel Homes LLC	1,206.00
151058	7/1/20	*****9322	Western Upper Haight Street Apartments, LLC	5,329.00
151059	7/1/20	*****8685	Feng Zhang	2,726.00
* 70120001	7/1/20	*****5994	Shorten Investments LLC	2,669.00
70120002	7/1/20	*****2626	9th Street Associates, LP	4,004.00
70120003	7/1/20	*****0229	Meerwais Abdiani	926.00
70120004	7/1/20	*****8167	ABJ Enterprises, Inc. dba Blue Line Property Management	15,278.00
70120005	7/1/20	*****9050	Leonda R Addison	2,366.00
70120006	7/1/20	*****7139	Armitabh Agrawal	1,201.00
70120007	7/1/20	*****6232	Rosario Aguilar	784.00
70120008	7/1/20	*****5759	Rosa Aguirre	2,166.00
70120009	7/1/20	*****9530	Demetrius Alexander	1,754.00
70120010	7/1/20	*****5726	Jane Alexander	931.00
70120011	7/1/20	*****9681	Dale Alvarez	1,596.00
70120013	7/1/20	*****0104	Cecilia Anderson	2,643.00

70120014	7/1/20	*****9111	Shawn Anderson	DD - ES	2,480.00
70120015	7/1/20	*****5951	Stoneman Apartments	DD - ES	31,950.00
70120016	7/1/20	*****5951	Stoneman Apartments	DD - ES	13,199.00
70120017	7/1/20	*****8701	Mariteresa Arenson c/o Select 1 Realty	DD - ES	1,982.00
70120018	7/1/20	*****0707	Sergeant or Sima Austin	DD - ES	1,375.00
70120019	7/1/20	*****4941	Shruti Motilal Ba-Harani	DD - ES	2,148.00
70120020	7/1/20	*****2764	Mel L. Banagan	DD - ES	1,832.00
70120021	7/1/20	*****4138	Carlos G. Barraza	DD - ES	808.00
70120022	7/1/20	*****3909	Ken Bartlett	DD - ES	1,591.00
70120023	7/1/20	*****7563	John Charles Bautista	DD - ES	3,690.00
70120024	7/1/20	*****5979	John Bedford	DD - ES	1,676.00
70120025	7/1/20	*****9093	Holly A Hawkins	DD - ES	6,730.00
70120027	7/1/20	*****8614	Charles Bell and Camino Johnson-Bell	DD - ES	2,113.00
70120028	7/1/20	*****2521	Belmont Apartments	DD - ES	31,639.00
70120029	7/1/20	*****2521	Belmont Apartments	DD - ES	29,366.00
70120030	7/1/20	*****2521	Belmont Apartments	DD - ES	29,779.00
70120031	7/1/20	*****2521	Belmont Apartments	DD - ES	10,518.00
70120032	7/1/20	*****5996	Alex Benjamin	DD - ES	998.00
70120033	7/1/20	*****6465	Tennyson Berry	DD - ES	1,669.00
70120034	7/1/20	*****8634	Bethel Global Development LLC	DD - ES	1,745.00
70120035	7/1/20	*****2209	Gina Bhatia	DD - ES	1,796.00
70120036	7/1/20	*****7075	Som N Bhatia	DD - ES	4,250.00
70120037	7/1/20	*****0602	Pinakin Bhatt	DD - ES	2,540.00
70120038	7/1/20	*****8470	Joseph B. Bachir	DD - ES	1,629.00
70120039	7/1/20	*****5924	Steven Booras	DD - ES	2,265.00
70120040	7/1/20	*****1438	2018-2 IH Borrower LP	DD - ES	2,104.00
70120041	7/1/20	*****2439	Rosie M Boyd	DD - ES	2,498.00
70120042	7/1/20	*****3037	Kelly Ann Bradford	DD - ES	1,464.00
70120043	7/1/20	*****7855	Mariya Briggs	DD - ES	3,081.00
70120044	7/1/20	*****6215	Janet Brown	DD - ES	2,066.59
70120045	7/1/20	*****7469	Jessica G. Platt	DD - ES	1,485.00
70120046	7/1/20	*****9954	Blue Sapphire Homes, Inc.	DD - ES	2,594.00
70120047	7/1/20	*****2142	Huong T. Bui	DD - ES	3,900.00
70120048	7/1/20	*****3187	Burga Family California Trust	DD - ES	2,476.00
70120051	7/1/20	*****3026	Jerome Busby	DD - ES	1,812.00
70120053	7/1/20	*****4042	Donnell I. Carson	DD - ES	1,851.00
70120054	7/1/20	*****5079	Castle Creek Company, Inc.	DD - ES	1,557.00
			Trust Account		
70120055	7/1/20	*****6006	Christopher Todd Chambers	DD - ES	2,150.00

70120056	7/1/20	*****6869	Cora Ann Chambers	DD - ES	1,830.00
70120057	7/1/20	*****0398	Kan Chuen Chan	DD - ES	1,829.00
70120058	7/1/20	*****5571	P. M. Chaobal	DD - ES	2,701.00
70120059	7/1/20	*****9661	Chao Chen	DD - ES	2,165.00
70120060	7/1/20	*****1853	Hong Chen	DD - ES	4,568.00
70120061	7/1/20	*****8946	Jienlin Chen	DD - ES	4,543.00
70120062	7/1/20	*****0128	Ping Chen	DD - ES	2,175.00
70120063	7/1/20	*****4714	Wenhua Chen	DD - ES	2,361.00
70120064	7/1/20	*****5473	Hwa-Yoong Chiu	DD - ES	2,400.00
70120065	7/1/20	*****3211	Ada Choi	DD - ES	2,347.00
70120066	7/1/20	*****2454	Chun Ok Choi	DD - ES	6,101.00
70120067	7/1/20	*****0310	City of Pittsburg Housing Authority	DD - ES	4,919.00
70120068	7/1/20	*****3591	Juan F. Clara	DD - ES	1,716.00
70120069	7/1/20	*****1362	College Park Housing Authority	DD - ES	851.28
70120070	7/1/20	*****9873	Angel Contreras	DD - ES	1,863.00
70120071	7/1/20	*****1814	Tonette Sharice Cooper	DD - ES	2,631.00
70120072	7/1/20	*****0855	Adolph Rudolph Cortesi III	DD - ES	1,927.00
70120073	7/1/20	*****5708	David Elmer Cortesi	DD - ES	1,531.00
70120074	7/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	7,242.40
70120075	7/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	3,307.70
70120076	7/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	5,743.05
70120077	7/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	5,376.41
70120078	7/1/20	*****0746	Contra Costa County Housing Authority	DD - ES	1,570.35
70120079	7/1/20	*****7194	Maria G. Costa	DD - ES	488.00
70120080	7/1/20	*****1944	Melonie C. Miles - Trustee Phillip Cotton and Freddie Cotton 2005 Trust	DD - ES	2,029.00
70120081	7/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	21,965.00
70120082	7/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	26,421.00
70120083	7/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	22,298.00
70120084	7/1/20	*****6569	Jeannette D. Crespo	DD - ES	2,629.00
70120085	7/1/20	*****7900	Patricia Crosby	DD - ES	1,748.00
70120086	7/1/20	*****3327	Jorge Robert Dagys Delevan Catty Leticia Pajoluk	DD - ES	2,030.00
70120087	7/1/20	*****6248	Justin Dailey	DD - ES	1,510.00
70120088	7/1/20	*****2963	Audrey Davis	DD - ES	1,484.00
70120089	7/1/20	*****0396	Kesha E. Davis	DD - ES	1,099.00
70120090	7/1/20	*****8929	Kevin Davidson	DD - ES	1,424.00
70120091	7/1/20	*****4961	Paulette Davis	DD - ES	1,642.00
70120092	7/1/20	*****6115	Roshan M. Davis	DD - ES	1,438.00

70120093	7/1/20	*****9068	Jagdeep or Shashi Dayal	DD - ES	4,126.00
70120094	7/1/20	*****2031	Wayman Dea	DD - ES	2,714.00
70120095	7/1/20	*****8370	Charles Dellamore	DD - ES	1,660.00
70120096	7/1/20	*****5882	David De La Torre	DD - ES	1,364.00
70120098	7/1/20	*****1004	Brigitte P. Doan	DD - ES	5,641.00
70120099	7/1/20	*****3531	Anna Phuongnam Thi Do	DD - ES	2,048.00
70120100	7/1/20	*****9716	JoAnn or Larry Domina	DD - ES	1,427.00
70120101	7/1/20	*****6538	Linda Duong	DD - ES	1,046.00
70120102	7/1/20	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	2,939.00
70120103	7/1/20	*****0372	Doris Engle Family Ltd Partnership c/o Select 1 Realty	DD - ES	1,310.00
70120104	7/1/20	*****3757	Alma B Espiritu	DD - ES	1,732.00
70120105	7/1/20	*****8122	Gerardo M. Esquivel	DD - ES	1,708.00
70120106	7/1/20	*****6027	Jianxin Fang Jia Liu	DD - ES	4,872.00
70120107	7/1/20	*****3602	Favian M. Wong	DD - ES	1,664.00
70120108	7/1/20	*****3835	Michael Mao C/O Jing Feng	DD - ES	2,669.00
70120109	7/1/20	*****8236	Anthony Ferrell	DD - ES	2,493.00
70120110	7/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	17,006.00
70120111	7/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	18,289.00
70120112	7/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	19,711.00
70120113	7/1/20	*****2790	Barbara J. Fierner	DD - ES	1,725.00
70120114	7/1/20	*****9447	Joseph Field	DD - ES	1,154.00
70120115	7/1/20	*****7691	Hernan Roberto Figueroa	DD - ES	1,299.00
70120116	7/1/20	*****0962	Tochia D. Brewster Fleeton	DD - ES	1,444.00
70120117	7/1/20	*****5773	Alexander Flowers	DD - ES	1,340.00
70120118	7/1/20	*****1547	HomeForward (Housing Authority of Portland)	DD - ES	1,740.79
70120119	7/1/20	*****4032	Fox Creek Apartments	DD - ES	24,179.00
70120120	7/1/20	*****4032	Fox Creek Apartments	DD - ES	6,799.00
70120121	7/1/20	*****0284	Monica Fraga	DD - ES	1,689.00
70120122	7/1/20	*****6894	Rejois O. Frazier or Leroy Myers	DD - ES	1,728.00
70120123	7/1/20	*****6265	Mr. Darren Fuller	DD - ES	1,384.00
70120124	7/1/20	*****8997	Fan Fuller	DD - ES	364.00
70120125	7/1/20	*****9634	Gialene Gaines	DD - ES	1,750.00
70120126	7/1/20	*****9590	Aminifu Gamba	DD - ES	3,024.00
70120127	7/1/20	*****8306	Bao Wen Gao	DD - ES	2,837.00
70120128	7/1/20	*****6981	Adraine Gardner	DD - ES	1,640.00
70120129	7/1/20	*****4278	Antoinette L Garcia	DD - ES	1,282.00
70120130	7/1/20	*****7036	David Gardner	DD - ES	3,898.00
70120131	7/1/20	*****0785	Rupesh Garg	DD - ES	1,977.00

70120132	7/1/20	*****2931	William H. Gardiner	DD - ES	2,254.00
70120133	7/1/20	*****5111	Gateway Apartments	DD - ES	4,906.00
70120134	7/1/20	*****5298	Parvindokht Ghaboulidashti	DD - ES	1,083.00
70120135	7/1/20	*****2770	Eva Gholson	DD - ES	1,600.00
70120136	7/1/20	*****1145	Vernon or Eva Gholson	DD - ES	2,624.00
70120137	7/1/20	*****5958	Jacqueline Gill	DD - ES	1,489.00
70120138	7/1/20	*****3566	Mahavir Gill Mahavir S Gill Sr	DD - ES	5,279.00
70120139	7/1/20	*****8187	Sukpran Gill	DD - ES	1,487.00
70120140	7/1/20	*****6084	Gold A and S LLC	DD - ES	2,715.00
70120141	7/1/20	*****3032	Jesse Gonzaga	DD - ES	2,515.00
70120142	7/1/20	*****6940	Frances Greene	DD - ES	2,800.00
70120143	7/1/20	*****4872	Rodney Green	DD - ES	1,136.00
70120144	7/1/20	*****3361	Rupinder Grewal	DD - ES	1,996.00
70120145	7/1/20	*****7325	Patricia Gridley	DD - ES	1,025.00
70120146	7/1/20	*****6305	Italo Grossi	DD - ES	1,590.00
70120147	7/1/20	*****6721	Amparo Guardado Cesar Q. Guardado	DD - ES	1,258.00
70120148	7/1/20	*****0940	Krystle Guan	DD - ES	4,190.00
70120149	7/1/20	*****5987	Bob Gunson Real Estate C/O Julie Hang	DD - ES	1,422.00
70120150	7/1/20	*****5267	Abhilash Gupta	DD - ES	3,013.00
70120151	7/1/20	*****7930	Donald R. Watson, Sr.	DD - ES	442.00
70120152	7/1/20	*****6176	Asharfun Nisha Hafiz	DD - ES	1,575.00
70120153	7/1/20	*****0457	Jeffrey Paul Hagler	DD - ES	5,858.00
70120154	7/1/20	*****9827	Delores Jane Hall	DD - ES	1,950.00
70120155	7/1/20	*****4299	Clarence Jerome Hardison	DD - ES	1,172.00
70120156	7/1/20	*****6228	David L Hart	DD - ES	1,484.00
70120157	7/1/20	*****1769	Lawrence Harrold	DD - ES	7,279.00
70120158	7/1/20	*****7423	Delta Hawaii Garden Apartments LLC	DD - ES	5,621.00
70120159	7/1/20	*****5859	Chuanhu He	DD - ES	1,915.00
70120160	7/1/20	*****6728	David T. Hennigan	DD - ES	16,310.00
70120161	7/1/20	*****3097	Silvester C. Henderson	DD - ES	3,397.00
70120162	7/1/20	*****5221	Anna Hernandez	DD - ES	2,016.00
70120163	7/1/20	*****3423	Sally Lea Hickman	DD - ES	1,493.00
70120164	7/1/20	*****1603	Marva Hill	DD - ES	448.00
70120165	7/1/20	*****6255	Carl E. Hoard II	DD - ES	640.00
70120166	7/1/20	*****7386	Hanh Huu Hoang	DD - ES	2,803.00
70120167	7/1/20	*****5654	Havy S Hoag	DD - ES	2,994.00
70120168	7/1/20	*****4106	Albert Ho	DD - ES	1,786.00
70120169	7/1/20	*****2084	Annie Ho The Annie Ho Living Trust	DD - ES	1,042.00

70120170	7/1/20	****8576	Joyce Ann Hoffman	DD - ES	1,418.00
70120171	7/1/20	****4543	Ronald G. Holmes	DD - ES	1,635.00
70120172	7/1/20	****2768	Invitation Homes	DD - ES	2,165.00
70120173	7/1/20	****5700	Tony Ho	DD - ES	1,542.00
70120174	7/1/20	****9956	Cheng Huang	DD - ES	2,903.00
70120175	7/1/20	****1535	Fanny Kao Huang	DD - ES	1,806.00
70120176	7/1/20	****8816	Ming Zin Huang	DD - ES	2,611.00
70120177	7/1/20	****7984	Tao Huang	DD - ES	7,691.00
70120178	7/1/20	****9084	Nancy Xiu Zhen Hu	DD - ES	2,133.00
70120179	7/1/20	****6229	Thinh Trieu Huynh	DD - ES	2,400.00
70120180	7/1/20	****0778	Green House Inc.	DD - ES	1,018.00
70120181	7/1/20	****4320	IH2 Property West, L.P.	DD - ES	1,361.00
70120182	7/1/20	****7951	IH5 Property West LP	DD - ES	2,597.00
70120183	7/1/20	****8323	Keyee Investment LLC	DD - ES	782.00
70120184	7/1/20	****1017	LaShon D Irving	DD - ES	2,646.00
70120185	7/1/20	****0911	Mario Isidro	DD - ES	1,936.00
70120186	7/1/20	****6821	Michael or Kay Isola	DD - ES	876.00
70120187	7/1/20	****4913	Jabbar Love	DD - ES	1,692.00
70120188	7/1/20	****2036	Brandi Jackson	DD - ES	2,165.00
70120189	7/1/20	****1075	Consuelo Marie Jackson	DD - ES	2,393.00
70120190	7/1/20	****5120	Deepika Sameer Jain	DD - ES	8,137.00
70120191	7/1/20	****4910	Sameer Jain	DD - ES	5,831.00
70120192	7/1/20	****3307	Vishal S. Jain	DD - ES	1,715.00
70120193	7/1/20	****1349	Jason Le	DD - ES	2,526.00
70120194	7/1/20	****6917	Jian Xing Zhang	DD - ES	1,493.00
70120195	7/1/20	****5506	Jason K. Johnson	DD - ES	2,804.00
70120196	7/1/20	****8569	Ronita Johnson	DD - ES	1,483.00
70120197	7/1/20	****8867	James Jones	DD - ES	1,503.00
70120198	7/1/20	****2434	Sharon Jones	DD - ES	2,391.00
70120199	7/1/20	****4905	Mostaeeen B Jouya	DD - ES	2,219.00
70120200	7/1/20	****3526	JPH Investment Trust	DD - ES	2,800.00
70120201	7/1/20	****5647	Om Parkash Kalra	DD - ES	3,615.00
70120202	7/1/20	****8425	Wei Kang	DD - ES	4,210.00
70120203	7/1/20	****7429	Navkirandeep Kaur	DD - ES	2,397.00
70120204	7/1/20	****6180	K. E. M. Group LLC	DD - ES	1,848.00
70120205	7/1/20	****9411	Anthony Keslinke	DD - ES	1,485.00
70120206	7/1/20	****2578	Faraz Ali Khan	DD - ES	1,174.00
70120207	7/1/20	****0839	Alan T. Kilpatrick	DD - ES	328.00
70120208	7/1/20	****0888	KW Kinker Creek, LLC	DD - ES	3,014.00
70120209	7/1/20	****9221	John N Kitts	DD - ES	2,634.00

70120210	7/1/20	****7475	Qi Yun Kuang	DD - ES	6,415.00
70120211	7/1/20	****8506	Simon Kailiang Kuang	DD - ES	1,692.00
70120212	7/1/20	****9316	Zdzislaw Kujawa	DD - ES	1,301.00
70120213	7/1/20	****2585	Daniel Kwan	DD - ES	3,514.00
70120214	7/1/20	****8326	Thomas LaFleur	DD - ES	1,483.00
70120215	7/1/20	****7845	Chow Kang Lam	DD - ES	2,102.00
70120216	7/1/20	****6520	Shirley Manly-Lampkin	DD - ES	1,042.00
70120217	7/1/20	****6102	Maria Lara	DD - ES	1,608.00
70120218	7/1/20	****7975	Peter C. Larsen	DD - ES	1,457.00
70120219	7/1/20	****2401	Kevin Lassair	DD - ES	1,807.00
70120220	7/1/20	****4732	Lattif, LLC	DD - ES	2,850.00
70120221	7/1/20	****8107	Marnita G. Lawson	DD - ES	916.00
70120222	7/1/20	****2293	LCSTAR, LLC	DD - ES	4,481.00
70120223	7/1/20	****0984	Dao Tran Le	DD - ES	900.00
70120224	7/1/20	****8548	Jack Wai Lee	DD - ES	2,215.00
70120225	7/1/20	****1755	Siu Wan Windytti Lee	DD - ES	1,926.00
70120226	7/1/20	****2527	Steven Lee	DD - ES	1,671.00
70120227	7/1/20	****5289	Yuhjen Juang Lee	DD - ES	1,842.00
70120228	7/1/20	****7087	Huy Nguyen Le	DD - ES	2,700.00
70120229	7/1/20	****1860	Lena Le	DD - ES	897.00
70120230	7/1/20	****3782	Joseph C. Lema	DD - ES	1,443.00
70120231	7/1/20	****3555	Yiping I. and Frederic Leroudier	DD - ES	2,190.00
70120232	7/1/20	****3410	John M. Leung	DD - ES	7,769.00
70120233	7/1/20	****3743	May Leung or Rodney Chen	DD - ES	2,270.00
70120234	7/1/20	****2110	Peter Leung	DD - ES	2,551.00
70120235	7/1/20	****5185	Fortunee Lichaa	DD - ES	936.00
70120236	7/1/20	****3386	James J. Busby and Irvin Deutcher a Partnership DBA Crestview Apartments	DD - ES	9,338.00
70120237	7/1/20	****0416	Faqiang Li	DD - ES	2,577.00
70120238	7/1/20	****8871	Jie Li	DD - ES	1,984.00
70120239	7/1/20	****7827	Jinhuan Li	DD - ES	1,412.00
70120240	7/1/20	****9346	Joshua Li	DD - ES	1,437.00
70120241	7/1/20	****5495	Jian S Lin	DD - ES	1,669.00
70120242	7/1/20	****2649	Tim Lindstrom	DD - ES	1,133.00
70120244	7/1/20	****0050	c/o AAA Property Management	DD - ES	1,712.00
70120245	7/1/20	****9003	Ying Hong Li	DD - ES	1,513.00
70120246	7/1/20	****0198	Belkis Zhong Li	DD - ES	2,114.00
70120247	7/1/20	****1646	Paul Long	DD - ES	2,470.00
70120248	7/1/20	****1474	Los Medanos Village Apartments	DD - ES	16,927.00
70120249	7/1/20	****7531	Tony or Yvonne Louie	DD - ES	1,410.00

©2020, MRI Software LLC - All Rights Reserved.

Check Summary

BW 06/25/2020 Page 10

70120250	7/1/20	*****5602	Marshall & Sonya Lowe	DD - ES	1,665.00
70120251	7/1/20	*****3708	Anthony Charles Loyola	DD - ES	1,300.00
70120252	7/1/20	*****7720	Jose Loza	DD - ES	844.00
70120253	7/1/20	*****2354	Andrew Kin Lui	DD - ES	2,965.00
70120254	7/1/20	*****4658	Wei Liu Guangxin Frank Liu	DD - ES	1,901.00
70120255	7/1/20	*****7843	The Entrust Group, Inc. FBO Theodore Lum IRA (acct #34892)	DD - ES	1,985.00
70120256	7/1/20	*****1821	Curtis H. Lundberg	DD - ES	581.00
70120257	7/1/20	*****1494	Xiangwen Lu	DD - ES	2,506.00
70120258	7/1/20	*****2147	Chi Vien Ly	DD - ES	1,614.00
70120259	7/1/20	*****6525	Madelyn Ann Massey Trustee of the 2017 Massey Family Trust	DD - ES	1,636.00
70120260	7/1/20	*****5865	Rakesh Madra	DD - ES	3,180.00
70120261	7/1/20	*****2191	Radha Mahesram	DD - ES	1,853.00
70120262	7/1/20	*****7358	Mahnoor Tariq	DD - ES	2,670.00
70120263	7/1/20	*****4372	Jennifer Leung Ma	DD - ES	3,661.00
70120264	7/1/20	*****1989	Jeff Mann	DD - ES	6,499.00
70120265	7/1/20	*****5378	Glenn Marshall	DD - ES	2,231.00
70120266	7/1/20	*****2875	Marla Y Harrison	DD - ES	480.00
70120267	7/1/20	*****4697	Elisa Aurora Martinez	DD - ES	2,680.00
70120268	7/1/20	*****9206	Demetria d Mason	DD - ES	2,557.00
70120269	7/1/20	*****9994	Matthew Lui	DD - ES	1,654.00
70120270	7/1/20	*****6768	Matrixone Realty	DD - ES	1,900.00
70120271	7/1/20	*****5255	Helen McCarthy	DD - ES	1,936.00
70120272	7/1/20	*****6494	Dorothy McDonald	DD - ES	2,003.00
70120274	7/1/20	*****1152	Janice K McLean	DD - ES	489.00
70120275	7/1/20	*****4675	Meadow Glen Apartments	DD - ES	1,912.00
70120276	7/1/20	*****9866	Tatung Mei	DD - ES	3,564.00
70120277	7/1/20	*****5245	Jinyu Meng	DD - ES	1,289.00
70120278	7/1/20	*****4885	Sabine Menzel	DD - ES	3,792.00
70120279	7/1/20	*****0133	Mercedes P. Johnson	DD - ES	561.00
70120280	7/1/20	*****8272	Hector Meza	DD - ES	1,650.00
70120281	7/1/20	*****9885	Andrew S Miloslavich	DD - ES	1,668.00
70120282	7/1/20	*****7437	Perchak Properties for Carol Miller	DD - ES	1,940.00
70120283	7/1/20	*****4000	Millennium Homes	DD - ES	2,198.00
70120284	7/1/20	*****9782	Maryann Miller	DD - ES	1,193.00
70120285	7/1/20	*****2618	Carlos J Miranda	DD - ES	702.00
70120286	7/1/20	*****0772	Hassan Mirabedi	DD - ES	7,812.00
70120287	7/1/20	*****6741	Gwendolyn Mitchell	DD - ES	4,088.00
70120288	7/1/20	*****6340	Moe Mojaddidi	DD - ES	3,000.00

70120289	7/1/20	*****0985	Rodney Montgomery or Sharon Montgomery	DD - ES	1,647.00
70120290	7/1/20	*****4676	Erik L Morris	DD - ES	1,600.00
70120291	7/1/20	*****3624	Diane Morin	DD - ES	1,890.00
70120292	7/1/20	*****3642	Eva Munn	DD - ES	1,160.00
70120293	7/1/20	*****8820	Brien Brothers, LLC	DD - ES	6,376.00
70120294	7/1/20	*****0105	Ehsan Nabkel	DD - ES	3,537.00
70120295	7/1/20	*****6234	Shinder Paul Narabut	DD - ES	7,108.00
70120296	7/1/20	*****0054	NC Associates, Inc.	DD - ES	18,519.00
70120297	7/1/20	*****9180	Michael Nelson	DD - ES	2,339.00
70120298	7/1/20	*****5257	Guy Nesbeth	DD - ES	2,913.00
70120299	7/1/20	*****1072	Dominic Y Ng	DD - ES	3,098.00
70120300	7/1/20	*****3604	Knowland Ging Ng	DD - ES	4,784.00
70120301	7/1/20	*****8594	Patrick Ng	DD - ES	1,709.00
70120302	7/1/20	*****0738	Hieu Nguyen	DD - ES	1,723.00
70120303	7/1/20	*****7154	Huy Quang Nguyen	DD - ES	2,419.00
70120304	7/1/20	*****8307	Mai Thi Thanh Nguyen	DD - ES	1,925.00
70120305	7/1/20	*****4366	Quyen Nguyen	DD - ES	1,900.00
70120306	7/1/20	*****8241	Tieu Nguyen	DD - ES	1,358.00
70120307	7/1/20	*****2660	Nichole Nicholson	DD - ES	2,500.00
70120308	7/1/20	*****7265	Ernest Nichols III	DD - ES	4,033.00
70120309	7/1/20	*****6497	Peter Niloufari	DD - ES	5,216.00
70120311	7/1/20	*****8129	Kevin Nord	DD - ES	1,598.00
70120312	7/1/20	*****0056	Richard A Norte	DD - ES	1,895.00
70120313	7/1/20	*****2286	North State Financial, Inc.	DD - ES	1,502.00
70120314	7/1/20	*****7171	New Way Management Services, Inc.	DD - ES	21,870.00
70120315	7/1/20	*****0056	Sheryl O'Brien	DD - ES	876.00
70120316	7/1/20	*****1194	Jennifer Odeh	DD - ES	1,439.00
70120317	7/1/20	*****5572	Dwight J Owens	DD - ES	592.00
70120318	7/1/20	*****1780	Diane Oles	DD - ES	2,055.00
70120319	7/1/20	*****4543	Esosa A. Omokaro	DD - ES	2,038.00
70120321	7/1/20	*****0588	Orange County Housing Authority	DD - ES	3,720.94
70120322	7/1/20	*****3741	Sandra L Ortiz	DD - ES	1,822.00
70120323	7/1/20	*****1081	Chinenye Osuagwu	DD - ES	2,302.00
70120324	7/1/20	*****9139	Olubukola Amoke Oyebade	DD - ES	2,462.00
70120325	7/1/20	*****3324	Mutlu Ozer	DD - ES	1,947.00
70120326	7/1/20	*****4083	Pacific Living, LLC	DD - ES	2,622.00
70120327	7/1/20	*****7811	Hemangini & Vijendra Patel	DD - ES	2,510.00
70120328	7/1/20	*****0885	Kokila Patel	DD - ES	842.00

©2020, MRI Software LLC - All Rights Reserved.

Check Summary

70120329	7/1/20	*****0346	Patila, LLC	DD - ES	2,049.00
70120330	7/1/20	*****8684	Virendra M. Patel	DD - ES	37.00
70120331	7/1/20	*****8047	Jason Pauline	DD - ES	1,760.00
70120332	7/1/20	*****1939	Paula D. Williams	DD - ES	2,638.00
70120333	7/1/20	*****3189	Loycell Peacock	DD - ES	1,372.00
70120334	7/1/20	*****5165	Scott Pease	DD - ES	1,735.00
70120335	7/1/20	*****8805	Alonso R. Perez	DD - ES	1,493.00
70120336	7/1/20	*****3278	Maria Del Carmen Perez	DD - ES	919.00
70120337	7/1/20	*****6784	Lowde Y. Perkins	DD - ES	916.00
70120338	7/1/20	*****8225	Shiv Pertab	DD - ES	2,805.00
70120339	7/1/20	*****4893	Cong Thi Pham	DD - ES	2,373.00
70120340	7/1/20	*****0958	Pittsburg Park Apartments	DD - ES	2,851.00
70120341	7/1/20	*****2744	SK Pittsburg Bay Point	DD - ES	1,712.00
70120342	7/1/20	*****1097	Bay Point Orphans Fund, LLC	DD - ES	3,289.00
70120343	7/1/20	*****7605	Portofino Apartments	DD - ES	10,892.00
70120344	7/1/20	*****8826	Prime Metropolis Properties, Inc.	DD - ES	6,298.00
70120345	7/1/20	*****2849	IHS Property West LP	DD - ES	2,396.00
70120346	7/1/20	*****3398	Marbles Property Management	DD - ES	1,700.00
70120347	7/1/20	*****4650	A. Meadows Property Management	DD - ES	3,324.00
70120348	7/1/20	*****6551	Parks Properties	DD - ES	1,726.00
70120349	7/1/20	*****7789	Stokley Properties LLC Harbor	DD - ES	3,066.00
70120350	7/1/20	*****8055	Property Upsurge, Inc.	DD - ES	4,075.00
70120351	7/1/20	*****5762	Husam Mousa Qana	DD - ES	2,290.00
70120352	7/1/20	*****0782	Amjad Qadish	DD - ES	738.00
70120353	7/1/20	*****9542	Sam or Sonia Quinones	DD - ES	1,800.00
70120354	7/1/20	*****4029	Amos Radford	DD - ES	1,463.00
70120355	7/1/20	*****1034	Kuljit P Raju	DD - ES	2,167.00
70120356	7/1/20	*****2261	Paramjit K. Raju	DD - ES	3,028.00
70120357	7/1/20	*****3452	Christopher Ramirez	DD - ES	2,236.00
70120358	7/1/20	*****8489	Enrique or Stacy Ramirez	DD - ES	1,293.00
70120359	7/1/20	*****2162	Erika Ramirez	DD - ES	2,184.00
70120361	7/1/20	*****2283	Rohini Ram-Cline	DD - ES	1,991.00
70120362	7/1/20	*****6068	David Raughton	DD - ES	1,772.00
70120363	7/1/20	*****2414	Tanya Nicole Ray	DD - ES	2,652.00
70120364	7/1/20	*****8337	RayCaro Inc.	DD - ES	2,594.00
70120365	7/1/20	*****8227	Croskey Real Estate, Inc.	DD - ES	1,873.00
70120366	7/1/20	*****6703	Amerasia Real Estate Fund LLC	DD - ES	4,050.00
70120367	7/1/20	*****7083	Reliant - Woods Grove, LP	DD - ES	19,056.00
70120368	7/1/20	*****7349	Eric Franklin Remson	DD - ES	869.00

70120369	7/1/20	*****9321	Roger Riley	DD - ES	1,901.00
70120370	7/1/20	*****4562	Rising Investments LLC	DD - ES	4,714.00
70120371	7/1/20	*****4809	Robert W. Daniels	DD - ES	2,548.00
70120372	7/1/20	*****0694	Jason Ruffin	DD - ES	2,854.00
70120373	7/1/20	*****4579	Elvira Ruiz	DD - ES	1,737.00
70120374	7/1/20	*****5248	Constance Russell	DD - ES	2,032.00
70120375	7/1/20	*****8536	Ms. Meuy Saelee	DD - ES	2,958.00
70120376	7/1/20	*****3871	Martdel P Santos	DD - ES	1,438.00
70120377	7/1/20	*****3011	Alicia Saucedo	DD - ES	1,240.00
70120378	7/1/20	*****7615	Gregory Paul Schulz	DD - ES	1,235.00
70120379	7/1/20	*****9954	Richard M. Sciorfino	DD - ES	2,341.00
70120380	7/1/20	*****7031	Jacqueline Selinger	DD - ES	1,438.00
70120381	7/1/20	*****5346	Young Sook Seroy	DD - ES	1,411.00
70120382	7/1/20	*****1446	Mohinder Sharma	DD - ES	1,003.00
70120383	7/1/20	*****7239	Shallesh & Bela Patel	DD - ES	1,449.00
70120384	7/1/20	*****1357	Mohammad Shekib	DD - ES	1,942.00
70120385	7/1/20	*****1370	James Shippe, c/o Don Seitz Real Estate	DD - ES	1,946.00
70120386	7/1/20	*****5981	Yihui Shi	DD - ES	1,685.00
70120387	7/1/20	*****7396	Sierra Pacific Properties Inc	DD - ES	6,528.00
70120388	7/1/20	*****7789	Sienna Court Apartments	DD - ES	14,077.00
70120389	7/1/20	*****7396	Sierra Pacific Properties	DD - ES	4,033.00
70120390	7/1/20	*****7396	Sierra Pacific Properties	DD - ES	18,719.00
70120391	7/1/20	*****6650	Frank M. Sliino	DD - ES	671.00
70120392	7/1/20	*****8035	Joseph Michael Sliino	DD - ES	1,525.00
70120393	7/1/20	*****5399	Gloria Silva	DD - ES	705.00
70120394	7/1/20	*****8407	Marc J. Simpson	DD - ES	1,271.00
70120395	7/1/20	*****3639	Raman Singh	DD - ES	2,595.00
70120396	7/1/20	*****6058	Son Singh	DD - ES	1,521.00
70120397	7/1/20	*****0700	Crystal Siltu	DD - ES	1,439.00
70120398	7/1/20	*****3853	Lakesha Michelle Smith	DD - ES	1,975.00
70120399	7/1/20	*****4970	Molly Smith	DD - ES	2,000.00
70120400	7/1/20	*****9092	Sheritta M Smith	DD - ES	1,034.00
70120401	7/1/20	*****0670	Southern Nevada Regional Housing Authority	DD - ES	1,265.11
70120402	7/1/20	*****2032	Cynthia Sosa	DD - ES	1,630.00
70120403	7/1/20	*****6977	Angela E. Robinson-Spencer	DD - ES	2,000.00
70120405	7/1/20	*****5343	Deborah Steppe	DD - ES	1,930.00
70120406	7/1/20	*****5308	R R Rentals	DD - ES	1,800.00
70120408	7/1/20	*****8216	Abby Sukarto	DD - ES	4,032.00

©2020, MRI Software LLC - All Rights Reserved.

Check Summary

BW 06/25/2020 Page 14

70120409	7/1/20	*****1808	Jezzy Sukaemi	DD - ES	2,587.00
70120410	7/1/20	*****7479	Ms. Li Su	DD - ES	2,571.00
70120411	7/1/20	*****8534	Suma Aryaei	DD - ES	2,654.00
70120412	7/1/20	*****1235	Summit Venture Group, LLC	DD - ES	2,539.00
70120413	7/1/20	*****6168	Kamaljeet Surila	DD - ES	1,649.00
70120414	7/1/20	*****0399	Joyce Hui Sy	DD - ES	6,464.00
70120415	7/1/20	*****1242	Hamed Tafaghodi Alexis Tafaghodi	DD - ES	2,043.00
70120416	7/1/20	*****6283	Yun Teng Weijie Zhang	DD - ES	1,753.00
70120417	7/1/20	*****9166	Ms. Natasha Terry	DD - ES	2,719.00
70120418	7/1/20	*****2164	Quyen Minh Thai	DD - ES	1,416.00
70120419	7/1/20	*****9314	Silvia Thein and Ada Choi	DD - ES	2,497.00
70120420	7/1/20	*****7191	Tequila Nashannon Thornton	DD - ES	2,827.00
70120421	7/1/20	*****4049	ChingJen Tong	DD - ES	1,836.00
70120422	7/1/20	*****1714	Yoway Wilson Tong	DD - ES	1,671.00
70120423	7/1/20	*****1405	Lourdes or Raymond Tovar	DD - ES	1,825.00
70120424	7/1/20	*****2094	Raphael Minhtuyen Tran	DD - ES	2,825.00
70120425	7/1/20	*****1327	Thuy Tran	DD - ES	1,250.00
70120426	7/1/20	*****6165	Thanh Van Trinh	DD - ES	1,500.00
70120427	7/1/20	*****5313	Sean Thuyet Truong	DD - ES	1,194.00
70120428	7/1/20	*****9321	Van Truong	DD - ES	1,523.00
70120429	7/1/20	*****8392	Xavier Van Truong	DD - ES	1,946.00
70120430	7/1/20	*****5553	David Tseng	DD - ES	1,117.00
70120431	7/1/20	*****6917	Erica Uschold	DD - ES	2,274.00
70120432	7/1/20	*****2907	Frank Lokeni Uu Martha Jauregui Morales	DD - ES	877.00
70120433	7/1/20	*****4582	Lidia Valladares	DD - ES	884.00
70120434	7/1/20	*****0250	Victor D Valenzuela	DD - ES	4,207.00
70120435	7/1/20	*****3371	Gary D. Vasconcellos	DD - ES	1,438.00
70120436	7/1/20	*****8457	Sareena Lata Velu	DD - ES	2,254.00
70120437	7/1/20	*****5310	Azell Vickers	DD - ES	1,313.00
70120438	7/1/20	*****9682	Nuno G Vieira	DD - ES	4,332.00
70120439	7/1/20	*****7391	Kim Uyen Minh Vu	DD - ES	908.00
70120440	7/1/20	*****2720	Stephen Cordell Wafer	DD - ES	1,263.00
70120441	7/1/20	*****2768	Huan Rong Wang	DD - ES	898.00
70120442	7/1/20	*****6924	Lining Wan	DD - ES	1,851.00
70120443	7/1/20	*****6945	Wei Wang	DD - ES	2,013.00
70120444	7/1/20	*****1634	Yu Ruo Wang	DD - ES	2,165.00
70120445	7/1/20	*****7593	Ms. Brigitte Warren C/O Perry Realty Team	DD - ES	2,001.00

70120446	7/1/20	*****5502	Mildred Lucille Washington	DD - ES	1,996.00
70120448	7/1/20	*****4384	Wenyang Chang	DD - ES	2,616.00
70120449	7/1/20	*****5295	Holly Wen	DD - ES	1,123.00
70120450	7/1/20	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	4,902.00
70120452	7/1/20	*****7867	Ms Adrienne Wilson C/O Gabe Essoe	DD - ES	1,954.00
70120453	7/1/20	*****5057	Kathleen and John Wilson	DD - ES	1,270.00
70120454	7/1/20	*****8702	Kathy D. Williams	DD - ES	2,483.00
70120455	7/1/20	*****5480	Tasia La Vonda Williams	DD - ES	2,440.00
70120456	7/1/20	*****5026	Windeler Development Group, Inc.	DD - ES	1,166.00
70120457	7/1/20	*****1862	Danny Ching-Yam Wong	DD - ES	1,565.00
70120458	7/1/20	*****1157	Har Pan Wong	DD - ES	7,767.00
70120459	7/1/20	*****6356	Joanne Wong	DD - ES	1,690.00
70120460	7/1/20	*****1060	Kinney Ming Wong	DD - ES	1,283.00
70120461	7/1/20	*****2784	Vincent Wong	DD - ES	2,567.00
70120462	7/1/20	*****3962	Hong Wu	DD - ES	3,325.00
70120463	7/1/20	*****3698	Zhang Jin Wu	DD - ES	2,607.00
70120465	7/1/20	*****2651	Sheree Wynn	DD - ES	2,186.00
70120466	7/1/20	*****5388	Jian Ai Xuan	DD - ES	1,784.00
70120467	7/1/20	*****4644	Chao Xu	DD - ES	2,696.00
70120468	7/1/20	*****3880	Ping Ping Xu Keming Wang	DD - ES	4,468.00
70120469	7/1/20	*****4383	Yifan Ye Mike Perry, Property Manager	DD - ES	2,563.00
70120470	7/1/20	*****6779	Sally Yip	DD - ES	1,449.00
70120471	7/1/20	*****6210	Yong Qiang Lu	DD - ES	1,771.00
70120472	7/1/20	*****6178	Chris Kui You	DD - ES	2,156.00
70120473	7/1/20	*****7529	Kevin M Young	DD - ES	2,373.00
70120474	7/1/20	*****8664	Mohammad Zalmaiyyar	DD - ES	2,532.00
70120475	7/1/20	*****0668	Guangyu Zhang	DD - ES	1,575.00
70120476	7/1/20	*****7638	Jielu Zhao	DD - ES	1,574.00
70120477	7/1/20	*****2407	Katherine Zhao	DD - ES	2,269.00
70120478	7/1/20	*****2940	Wei Bin Zhang or Gao Wei	DD - ES	1,970.00
70120479	7/1/20	*****3259	Xirong Zhao	DD - ES	1,907.00
70120480	7/1/20	*****4367	Xiang Yang Zheng	DD - ES	1,865.00
70120481	7/1/20	*****3830	Joy Yi Zhou	DD - ES	2,489.00
70120482	7/1/20	*****7805	Shengguo Zhu	DD - ES	5,530.00
70120483	7/1/20	*****6132	Ying Zhu	DD - ES	5,056.00
70120484	7/1/20	*****4651	Weijie Zhang	DD - ES	1,115.00

Housing Choice Voucher		
HAP	UR	1,524,601.98
Damage Claim		10,832.02
Vacancy Claim		0.00
Administrative Fee		0.00
FSS Escrow Account		1,581.66
Shelter Plus Security Deposit		0.00
Other		0.00
All Payments		\$1,537,015.66

Check Summary

July 1, 2020

Check Number	Check Date	Payee Tax ID	Payee	Amount
--------------	------------	--------------	-------	--------

VASH

150916	7/1/20	*****0064	Ayaanna R Ireland	24.00
150930	7/1/20	*****2062	John M Ferguson	64.00
150941	7/1/20	*****5735	Michael Wimmer	116.00
150956	7/1/20	*****2665	Stacy Smith	13.00
150960	7/1/20	*****7845	Troy Mills	29.00
151034	7/1/20	*****9325	JOW & AAW, LLC	2,342.00
151036	7/1/20	*****9326	Western Addition Apartments, LLC	1,487.00
151037	7/1/20	*****9810	Housing Authority of the County of Alameda	1,598.35
151039	7/1/20	*****2361	George Edward Cole	1,272.00
151052	7/1/20	*****2116	MSR Rental Properties, LLC	1,700.00
70120012	7/1/20	*****4636	Felipe Amaranite	1,479.00
70120022	7/1/20	*****3909	Ken Bartlett	2,285.00
70120026	7/1/20	*****7492	Adrienne Kelly Belton	955.00
70120049	7/1/20	*****8860	Joe Burns	1,069.00
70120050	7/1/20	*****8764	William Joseph Burgoyne	149.00
70120052	7/1/20	*****2513	Clara Beatriz Cardenas	1,493.00
70120074	7/1/20	*****0746	Contra Costa County Housing Authority	8,008.75
70120075	7/1/20	*****0746	Contra Costa County Housing Authority	9,376.73
70120076	7/1/20	*****0746	Contra Costa County Housing Authority	5,715.38
70120077	7/1/20	*****0746	Contra Costa County Housing Authority	10,781.10
70120078	7/1/20	*****0746	Contra Costa County Housing Authority	1,385.70
70120081	7/1/20	*****3772	Creekside Apartment Investors LLC	5,260.00
			DBA Creekside Village	

70120082	7/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	4,048.00
70120083	7/1/20	*****3772	Creekside Apartment Investors LLC DBA Creekside Village	DD - ES	6,854.00
70120097	7/1/20	*****9507	Olga M. Disney	DD - ES	1,169.00
70120102	7/1/20	*****3406	Mercy Housing California XXXVIII East Leland Court Apartments	DD - ES	600.00
70120110	7/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	4,317.00
70120111	7/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	2,806.00
70120112	7/1/20	*****3881	FFAH Marina Heights LLC	DD - ES	1,100.00
70120120	7/1/20	*****4032	Fox Creek Apartments	DD - ES	540.00
70120133	7/1/20	*****5111	Gateway Apartments	DD - ES	4,163.00
70120150	7/1/20	*****5267	Abhilash Gupta	DD - ES	1,730.00
70120160	7/1/20	*****6728	David T. Hennigan	DD - ES	2,094.00
70120231	7/1/20	*****3555	Yiping I. and Frederic Leroudier	DD - ES	2,546.00
70120236	7/1/20	*****3386	James J. Busby and Irvin Deutcher a Partnership DBA Crestview Apartments	DD - ES	1,140.00
70120243	7/1/20	*****1547	Paul Livson	DD - ES	1,680.00
70120273	7/1/20	*****6342	James & Diana Gail McDonald c/o Yolanda McDonald	DD - ES	1,500.00
70120310	7/1/20	*****9886	Northstar Financial Group, LLC	DD - ES	3,663.00
70120320	7/1/20	*****8283	Kolawole O. Onafowode	DD - ES	1,562.00
70120347	7/1/20	*****4650	A. Meadows Property Management	DD - ES	431.00
70120360	7/1/20	*****7228	Ramsey Horton	DD - ES	1,869.00
70120365	7/1/20	*****8227	Croskey Real Estate, Inc.	DD - ES	1,591.00
70120366	7/1/20	*****6703	Amerasia Real Estate Fund LLC	DD - ES	2,843.00
70120367	7/1/20	*****7083	Reliant - Woods Grove, LP	DD - ES	3,472.00
70120387	7/1/20	*****7396	Sierra Pacific Properties Inc Sierra Pacific Properties Inc	DD - ES	1,510.00
70120388	7/1/20	*****7789	Siena Court Apartments	DD - ES	1,011.00
70120389	7/1/20	*****7396	Sierra Pacific Properties Peppertree Apartments	DD - ES	2,596.00
70120404	7/1/20	*****3465	Ramzi D Srouji	DD - ES	1,661.00
70120407	7/1/20	*****0437	Suisun City Housing Authority	DD - ES	1,417.67
70120424	7/1/20	*****2094	Raphael Minhtuyen Tran	DD - ES	1,713.00
70120447	7/1/20	*****4563	Isidoro Weitzman	DD - ES	1,914.00
70120450	7/1/20	*****4908	Lewis White & Ruth White Elma Ruth White	DD - ES	1,578.00
70120451	7/1/20	*****9380	Tracy J. Whitehead	DD - ES	135.00
70120464	7/1/20	*****2556	Drewcillia Wyatt	DD - ES	1,248.00

VASH	HAP	120,666.00
	UR	246.00
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	2,192.68
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$123,104.68

Grand Total

	HAP	1,645,267.98
	UR	11,078.02
	Damage Claim	0.00
	Vacancy Claim	0.00
	Administrative Fee	3,774.34
	FSS Escrow Account	0.00
	Shelter Plus Security Deposit	0.00
	Other	0.00
	All Payments	\$1,660,120.34

Check Register Report

8/6/2020

Date Range: 7/15/2020...7/15/2020
 VMS Date Range: ...
 Program: -
 Payment Type:
 Check Numbers: ...
 Direct Deposit: Include Direct Deposit
 Check Cleared: All
 Port Status: Include Port Ins
 Zero HAPs: Include Zero HAPs
 Voided Payments: Include Voided Payments
 Held Checks: Exclude Held Checks

Grouped by:
 Sorted by:

Check Number

Checks \$ 3,579.88
 Direct Deposits 53,551.97
 July 15, 2020 Check Run Total \$ 57,131.85

✓ Check Number	Check Date	VMS Date	Payee Name	DD	Amount
* ☐ 71520001	07/15/2020	07/01/2020	Stoneman Apartments	☒	\$253.00
☐ 71520002	07/15/2020	07/01/2020	Belmont Apartments	☒	\$2716.00
☐ 71520003	07/15/2020	07/01/2020	Angel Contreras	☒	\$692.00
☐ 71520004	07/15/2020	07/01/2020	Contra Costa County Housing	☒	\$1938.03
☐ 71520005	07/15/2020	06/01/2020	Contra Costa County Housing	☒	\$0.00
☐ 71520006	07/15/2020	04/01/2020	Contra Costa County Housing	☒	\$2711.40
☐ 71520007	07/15/2020	02/01/2020	Contra Costa County Housing	☒	\$3928.35
☐ 71520008	07/15/2020	03/01/2020	Contra Costa County Housing	☒	\$2240.26
☐ 71520009	07/15/2020	01/01/2020	Contra Costa County Housing	☒	\$19002.31
☐ 71520010	07/15/2020	01/01/2020	Contra Costa County Housing	☒	\$6104.35
☐ 71520011	07/15/2020	01/01/2020	Contra Costa County Housing	☒	\$4147.15
☐ 71520012	07/15/2020	07/01/2020	Dam Quang To	☒	\$2726.00
☐ 71520013	07/15/2020	07/01/2020	Donald R. Watson, Sr.	☒	\$735.12
☐ 71520014	07/15/2020	07/01/2020	Michael or Kay Isola	☒	\$54.00
☐ 71520015	07/15/2020	07/01/2020	Vishal S. Jain	☒	\$189.00
☐ 71520016	07/15/2020	06/01/2020	Wei Kang	☒	\$2074.00
☐ 71520017	07/15/2020	07/01/2020	James J. Busby and Irvin Deutcher a	☒	\$878.00
☐ 71520018	07/15/2020	06/24/2020	Vivian Y Li	☒	\$1589.00
☐ 71520019	07/15/2020	07/01/2020	Xiangwen Lu	☒	\$559.00
☐ 71520020	07/15/2020	07/01/2020	Orange County Housing Authority	☒	\$21.00
☐ 71520021	07/15/2020	07/01/2020	Rising Investments LLC	☒	\$596.00
☐ 71520022	07/15/2020	07/01/2020	Frank Lokeni Uu	☒	\$398.00

Total	\$53,551.97
Average	\$306.01
Unit Count	51
Average Weighted by Unit Count	\$1,280.83
Hard to House Count	

Check Register Report

8/6/2020

Date Range: 7/15/2020...7/15/2020
 VMS Date Range: ...
 Program: -
 Payment Type:
 Check Numbers: ...
 Direct Deposit: Exclude Direct Deposit
 Check Cleared: All
 Port Status: Include Port Ins
 Zero HAPs: Include Zero HAPs
 Voided Payments: Include Voided Payments
 Held Checks: Exclude Held Checks

Grouped by:
 Sorted by:

Check Number

✓ Check Number	Check Date	VMS Date	Payee Name	DD	Amount
☐ 151060	07/15/2020	07/01/2020	Christina M Fitzgerald	☐	\$12.00
☐ 151061	07/15/2020	07/01/2020	Donald R Watson, Sr.	☐	\$390.88
☐ 151062	07/15/2020	06/01/2020	Janae Frazier	☐	\$42.00
☐ 151063	07/15/2020	07/01/2020	Wiltla J Fitzpatrick	☐	\$144.00
☐ 151064	07/15/2020	07/01/2020	Susan A Rodriguez	☐	\$0.00
☐ 151065	07/15/2020	07/01/2020	Katina M Easiley	☐	\$85.00
☐ 151066	07/15/2020	07/01/2020	Camille A Lascano	☐	\$165.00
☐ 151067	07/15/2020	07/01/2020	Earlinda L Brown	☐	\$158.00
☐ 151068	07/15/2020	07/01/2020	Federal D Glover	☐	\$2519.00

Total	\$3,515.88
Average	\$351.59
Unit Count	0
Average Weighted by Unit Count	
Hard to House Count	



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

TO: Chair and Governing Board Members

FROM: Garrett Evans, Executive Director

SUBJECT: Adoption of a Housing Authority Resolution Accepting the CARES Act Allocations by the US Department of Housing and Urban Development and Increasing the Housing Authority Operating Budget for Fiscal Year 2020-21.

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

The Housing Authority of the City of Pittsburg (Housing Authority) was awarded funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act for the prevention of, preparation for, and in response to the national impacts of the coronavirus pandemic, also known as the COVID-19. Staff proposes to: 1) accept the CARES Act funds in the total amount of \$486,042; and 2) increase the Housing Authority Operating Budget for Fiscal Year 2020-21.

FISCAL IMPACT

The Housing Authority was awarded two CARES Act funding allocations; \$226,136 and \$259,906 for a total allocation of \$486,042 to the Housing Authority to pay for costs associated with the prevention of, preparation for, and in response to Covid-19. The amendment to the Housing Authority Operating Budget for Fiscal Year 2020-21 will authorize the utilization of up to \$486,042 for improvements at the Housing Authority and of its operations. No Housing Authority fund balance will be used for improvements related to COVID-19 and any funds not spent are required to be returned to HUD.

RECOMMENDATION

The Governing Board of the Housing Authority adopt the Resolution to: 1) accept the CARES Act funds in the total amount of \$486,042; and 2) Increase the Housing Authority Operating Budget for Fiscal Year 2020-21.

BACKGROUND

The international, national, state, and local health and governmental authorities are responding to the outbreak of COVID-19. On March 4, 2020, the Governor of the State of California declared a state of emergency due to COVID-19.

On March 10, 2020, the President of the United States declared a national emergency due to COVID-19.

On March 16, 2020, Contra Costa County ordered residents to shelter in place.

On March 16, 2020, the City Council of the City of Pittsburg conducted a special meeting and proclaimed a local emergency due to COVID-19.

As a result of the COVID 19 pandemic, the President of the United States, signed the CARES Act into law on March 27, 2020. Under the CARES Act, the US Department of Housing and Urban Development (HUD) received \$12.4 billion, with \$2.24 billion allocated to Public and Indian Housing (PIH) in supplemental budget authority to respond to the national impacts of the COVID-19 pandemic. This allocation provides additional funding to HUD to prevent, prepare for, and respond to the national impacts of the coronavirus pandemic. It also provides broad waiver authority and flexibilities, allowing public housing agencies (PHAs) to continue the mission of providing decent, safe, and affordable housing.

The initial funding action in the approximate amount of \$380 million, allocated \$226,136 to the Housing Authority. The second allocation of the remaining (\$470 million) supplemental administrative fee funding resulted with the Housing Authority receiving \$256,906 dollars.

Pursuant to the PIH Notice 2020-08, the CARES Act provides funding for the prevention of, preparation for, and in response to COVID-19, including for public housing agencies to maintain normal operations and take other necessary actions during the period the program is impacted by COVID 19. The total supplemental appropriation for the HCV Program was \$1.25 billion. The administrative fee portion totaling \$850 million for HCV Programs, including the Mainstream Program, which provides tenant-based vouchers that serve households that include a non-elderly person with a disability under competitive awards. This administrative fee funding may be used by PHAs for administrative expenses and other expenses related to COVID-19, which are new eligible activities defined in section 4 of the PIH Notice 2020-08.

The new eligible coronavirus-related activities are:

- Procuring cleaning supplies and/or services to maintain safe and sanitary HCV units, including common areas of PHA-owned Project Based Voucher (PBV) projects.
- Relocation of participating families to health units or other designated units for testing, hospitalization, or quarantine, or transportation to these locations to limit the exposure that could be caused by using mass transportation.
- Additional costs to supportive services vendors incurred due to coronavirus.
- Costs to retain or increase owner participation in the HCV Program, such as incentive costs (e.g., the PHA offers owner an incentive payment to participate in recognition of added difficulties of making units available for HCV families to rent while stay-at-home orders or social distancing practices are in effect.)

- Costs for providing childcare for the children of PHA staff that would not have otherwise been incurred (e.g., children are at home due to school closings, PHA staff are working outside of regular work schedules, etc.).
- Costs associated with the delivery of goods, including food and medical supplies that comply with the Centers for Disease Control (CDC) requirements to program participants.
- Public health-related security costs to enforce orders to shelter-in-place, stay-at-home orders or visitor-restriction policies for PHA owned PBV projects.
- Administration costs associated with the implementation of coronavirus-related activities that are not eligible HCV administrative costs (e.g., paying overtime to staff to carry-out these coronavirus-related activities).
- Other costs either directly or indirectly related to coronavirus as determined eligible on a case-by-case basis at the Secretary's discretion.

SUBCOMMITTEE FINDINGS

The Cares Act Funding was discussed in a Finance Subcommittee Meeting on September 4, 2020.

STAFF ANALYSIS

The Housing Authority (Fund 241) received two HUD CARES Act awards for \$226,136 and \$259,906 for a total allocation of \$486,042 to be used for improvements, equipment, and supplies purchases by the Housing Authority.

The Cares Act offers the Housing Authority flexibility for spending HCV administrative fees, both those provided by the Act and through the regular Fiscal Year 2020 Housing Choice Voucher Program appropriations. Eligible costs include activities: (1) to support or maintain the health and safety of assisted individuals and families during this crisis; (2) to retain and support participating owners; and (3) to pay for routine administrative expenses associated with the HCV program. Currently eligible HCV administrative costs under (1) include necessary upgrades to information technology or computer systems to enhance telework capacities and overtime pay for staff to carry-out HCV program responsibilities.

ATTACHMENTS: HA Resolution

Report Prepared By: Bruce Smargiasso, Housing Manager

BEFORE THE HOUSING AUTHORITY OF THE CITY OF PITTSBURG

In the Matter of:

A Housing Authority Resolution Accepting the CARES)
Act Allocations by the US Department of Housing) RESOLUTION NO. 20-
And Urban Development, and Increasing the Housing)
Operating Budget for Fiscal Year 2020-21)

The Governing Board of the Housing Authority of the City of Pittsburgh FINDS AND DETERMINES as follows:

WHEREAS, the international, national, state, and local health and governmental authorities are responding to the outbreak of COVID-19; and

WHEREAS, on March 4, 2020, the Governor of the State of California declared a state of emergency due to COVID-19; and

WHEREAS, on March 10, 2020, the President of the United States declared a national emergency due to COVID-19; and

WHEREAS, on March 16, 2020, Contra Costa County ordered residents to shelter in place; and

WHEREAS, on March 16, 2020, the City Council of the City of Pittsburgh conducted a special meeting and proclaimed a local emergency due to COVID-19; and

WHEREAS, as a result of the COVID 19 pandemic, the President of the United States, signed the CARES Act into law on March 27, 2020. Under the CARES Act, the US Department of Housing and Urban Development (HUD) received \$12.4 billion, with \$2.24 billion allocated to Public and Indian Housing (PIH) in supplemental budget authority to respond to the national impacts of the COVID-19 pandemic; and

WHEREAS, the initial funding action in the approximate amount of \$380 million, allocated \$226,136 to the Housing Authority of the City of Pittsburgh (Housing Authority) and the second allocation of the remaining (\$470 million) supplemental administrative fee funding resulted with the Housing Authority receiving \$256,906 dollars; and

WHEREAS, the CARES Act provides funding for the prevention of, preparation for, and in response to COVID-19; and

WHEREAS, staff proposes to: 1) accept the CARES Act funds in the total amount of \$486,042; and 2) increase the Housing Authority Operating Budget for Fiscal Year 2020-21. Acceptance of the CARES Act funds and an increase to the Housing Authority Operating Budget for Fiscal Year 2020-21 will authorize the utilization of up to \$486,042 for improvements at the Housing Authority and of its operations. No Housing Authority fund balance will be used for improvements related to COVID-19 and any funds not spent are required to be returned to HUD.

NOW, THEREFORE, the Governing Board of the Housing Authority of the City of Pittsburgh DOES RESOLVE 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 Governing Board accepts the two CARES Act funding allocations; \$226,136 and \$259,906 for a total allocation of \$486,042 to pay for costs associated with the prevention of, preparation for, and in response to Covid-19.
- Section 3. The Governing Board hereby increases the Housing Authority Operating Budget for Fiscal Year 2020-21, authorizing the utilization of up to \$486,042 for improvements at the Housing Authority and of its operations.
- Section 4. The Executive Director or his designee is hereby authorized to execute the necessary documents and take such further actions as may be necessary or appropriate to carry out the Governing Board's obligations under this Resolution.
- Section 5. The Agency Secretary shall certify to the adoption of this Resolution
- Section 6. This Resolution becomes effective immediately upon adoption.

PASSED AND ADOPTED by the Governing Board of the Housing Authority of the City of Pittsburgh at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Alice E. Evenson, Secretary



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

TO: Chair and Governing Board Members

FROM: Garrett Evans, Executive Director/City Manager

SUBJECT: Adoption of a City Council and Housing Authority Resolutions to Amend Staffing Allocation in Housing Authority of the City of Pittsburg.

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

Because of the growing need to support the housing efforts of the City and Housing Authority of the City of Pittsburg (Housing Authority), the Housing Authority recommends changing the staffing allocation plan by adding one (1) Housing Program Analyst I.

FISCAL IMPACT

The cost for the balance of Fiscal Year 2020-21 for one Housing Program Analyst I with benefits is estimated to be \$114,128. The costs for the position will be absorbed within the current budget savings from the Housing Specialist vacancy and the underfilling of an Accounting Technician in the Accountant II position that is allocated to the Housing Authority.

RECOMMENDATION

The City Council and Governing Board of the Housing Authority (Governing Board) adopt a resolution to amend the authorized positions by adding one (1) Housing Program Analyst I.

BACKGROUND

The Housing Authority has identified a need for a Housing Program Analyst position. The principal focus of this new position will be to provide professional and technical assistance in the development, administration and implementation of housing programs to the Community Services Department. On July 20, 2020, the City Council approved Resolution 20-13809, creating the Housing Program Analyst I position.

SUBCOMMITTEE FINDINGS

This item was presented to the Finance Subcommittee on September 4, 2020.

STAFF ANALYSIS

The Housing Program Analyst I would perform complex, difficult or extremely sensitive administrative, systems, statistical and other management analyses in support of activities and functions in the Housing Authority and Community Services Department; make recommendations for action and assist in policy, procedure and citywide budget development and implementation. There are presently no analyst positions assigned to the Housing Authority.

The City Council and Governing Board are asked to change the staffing allocation in the Housing Authority to add one (1) regular full-time Housing Program Analyst. Once approved by the City Council and Governing Board, Human Resources will work with Housing Authority to develop an open recruitment plan to fill the full-time regular Housing Program Analyst I position by the beginning of January 2021.

In accordance with Personnel Rule 3.4, the City Council is asked to allocate one full-time regular Housing Program Analyst I position.

ATTACHMENTS: Resolutions

Report Prepared By: Bruce Smargiasso, Housing Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution)
to Amend Staffing Allocation in the)
Housing Authority of the City of Pittsburg)

RESOLUTION NO. 20-

The Pittsburg City Council FINDS AND DETERMINES as follows:

WHEREAS, the Housing Authority of the City of Pittsburg has identified a need for a Housing Program Analyst I position to provide professional and technical assistance in the development, administration and implementation of housing programs to the Community Services Department; and

WHEREAS, on July 20, 2020, the City Council approved Resolution 20-13809 creating the Housing Program Analyst I Position: and

WHEREAS, the City Manager recommends amending the staffing allocation plan due to staffing needs in Housing Authority; and

WHEREAS, the City's Personnel Rules calls for the City Council to allocate positions to each classification.

NOW, THEREFORE, the City Council DOES RESOLVE 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 adopt this Resolution approving the amendment to the authorized staffing allocation by adding one full-time regular Housing Program Analyst I with a maximum salary of \$7,081 per month plus benefits.

Section 3. The City Manager or his designee is hereby authorized to execute the necessary documents and take such further actions as may be necessary or appropriate to carry out the City Council's obligations under this Resolution.

Section 4. The City Clerk shall certify to the adoption of this Resolution.

Section 5. The Resolution becomes effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

BEFORE THE HOUSING AUTHORITY OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Housing Authority Resolution to)
Amend Staffing Allocation in the Housing) RESOLUTION NO. 20-
Authority of the City of Pittsburgh)

The Governing Board of the Housing Authority of the City of Pittsburgh FINDS AND DETERMINES as follows:

WHEREAS, the Housing Authority of the City of Pittsburgh has identified a need for a Housing Program Analyst I position to provide professional and technical assistance in the development, administration and implementation of housing programs to the Community Services Department; and

WHEREAS, on July 20, 2020, the City Council approved Resolution 20-13809, creating the Housing Program Analyst I position; and

WHEREAS, the Executive Director recommends amending the staffing allocation plan due to staffing needs in Housing Authority; and

WHEREAS, the City's Personnel Rules calls for the City Council to allocate positions to each classification.

NOW, THEREFORE, the Governing Board of the Housing Authority of the City of Pittsburgh DOES RESOLVE 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 Governing Board of the Housing Authority adopt this Resolution approving the amendment to the authorized staffing allocation by adding one full-time regular Housing Program Analyst I with a maximum salary of \$7,081 per month plus benefits. The costs of this position will be absorbed within the current budget savings from the Housing Specialist vacancy and the underfilling of an Accounting Technician in the Accountant II position that is allocated to the Housing Authority.

Section 3. The Executive Director or his designee is hereby authorized to execute the necessary documents and take such further actions as may be necessary or appropriate to carry out the Governing Board's obligations under this Resolution.

Section 4. The Agency Secretary shall certify to the adoption of this Resolution

Section 5. This Resolution becomes effective immediately upon adoption.

PASSED AND ADOPTED by the Governing Board of the Housing Authority of the City of Pittsburgh at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, Agency Secretary



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Approving the 2019-2020
Community Development Block Grant Consolidated Annual
Performance and Evaluation Report

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

The Housing and Community Development Act of 1974, as amended, requires all Community Development Block Grant (CDBG) entitlement jurisdictions to prepare and submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) by September 30th of each year. The CAPER is a “report card” that documents how well the City met its goals during the period of July 1, 2019 through June 30, 2020 (Program Year) in helping low to moderate income residents of Pittsburg with a variety of services and improvements utilizing CDBG funds.

FISCAL IMPACT

The CDBG program is a federally funded program. Activities and staffing expenses associated with the program are paid by HUD.

RECOMMENDATION

City Council open the public hearing considering the 2019-2020 CAPER, receive testimony, close the public hearing, consider the public comments, and adopt the Resolution approving the 2019-2020 CAPER for submission to HUD.

BACKGROUND

HUD regulations require the City to submit the CAPER to report on the CDBG activities and programs undertaken during the Program Year. These activities were previously approved on June 3, 2019, by Resolution 19-13636 in the 2019-2020 Annual Action Plan.

The CAPER provides a concise summary of the CDBG funding available and expended in the Program Year. These monies funded activities and programs that address the priority needs and specific objectives identified in the Contra Costa Consortium 2015-2020 Consolidated Plan (2015-2020 Consolidated Plan) and those that met the national objectives and community development goals.

As required, the CAPER consists of specific program narratives, an assessment of annual performance, and an assessment of progress toward meeting goals and objectives contained in the 2015-2020 Consolidated Plan. In addition, the CAPER provides the number of people assisted with CDBG funding in the Program Year, amount of funds budgeted and used for approved activities and programs, and actions by the City to affirmatively further local and Contra Costa County Consortium objectives.

SUBCOMMITTEE FINDINGS

The CAPER for fiscal year 2019-2020 was not discussed in a subcommittee.

STAFF ANALYSIS

The preparation of the CAPER consists of an analysis of the year-end reports submitted by the subrecipients. These reports provide a summary of each subrecipient's program goals accomplished, problems encountered, and success stories.

Activities undertaken during the Program Year consist of the following:

- \$96,367 was expended by nine (9) agencies funded under the Public Services category. The Public Service activities funded included programs catering to seniors, youth, homeless, battered women and their children, and people without medical insurance to improve accessibility to services for Pittsburg residents. A total of 2,002 low income residents were served.
- \$176,368 was expended towards Code Enforcement to help improve declining neighborhoods by addressing property conditions that contribute to blight. A total of 2,204 housing units received code violations and 1,308 violations were corrected.
- \$44,967 was expended towards Economic Development activities that provide job training and placement along with programs that assist micro-enterprises. A total of 23 low income residents were served.
- \$315,773 was expended towards Infrastructure and Public Facilities improvements that included installation of 64 curb ramps in target areas to improve accessibility.
- \$23,910 was expended under the Housing Rehabilitation program. A total of 9 applicants went through the review process. However, only two (2) residents received a loan for the renovation of their home. Below are the results of all applicants reviewed:
 - 1 applicant had a reverse mortgage on her home. Therefore, applicant did not meet program qualifications.
 - 1 applicant hired a contractor to do the improvements prior to program approval. Applicant thought that the cost of the improvements could be directly reimbursed. Therefore, applicant did not meet program qualifications.

- 1 applicant did not receive any bids for a sewer lateral replacement project though the project was bid out twice. Therefore, applicant decided to place the project on hold.
 - 1 applicant decided to decline the loan because they were moving out of state.
 - 1 applicant did not submit the required documents to complete the review.
 - 2 applicants carried over to program year 2020-2021.
 - 2 applicants received loans.
- \$121,722 was expended for Program Administration and Planning.

The City utilized its CDBG funds to assist low to moderate income residents. The targeted total persons or households to be served were 2,879 during the Program Year. The year-end total number of persons or households served was 5,494. CDBG funds allow the City to create a more livable, better functioning, and attractive community for its residents.

As required, the public comment period commenced on September 4, 2020 and ended on September 19, 2020. Copies of the draft 2019-2020 CAPER were made available for review online on the City's website. Interested parties were encouraged to send comments on the draft 2019-2020 CAPER during the comment period. For comments to be read to City Council during the virtual meeting, interested parties were instructed to send an email to meetingcomments@ci.pittsburg.ca.us.

ATTACHMENTS: Resolution
Draft 2019-2020 CAPER

Report Prepared by: Melaine Venenciano, Senior Administrative Analyst

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution	)	
Approving the 2019-2020 Community	)	RESOLUTION NO. 20-
Development Block Grant Consolidated	)	
<u>Annual Performance and Evaluation Report</u>	)	

The Pittsburg City Council FINDS AND DETERMINES as follows:

WHEREAS, the Housing and Community Development Act of 1974, as amended, requires all Community Development Block Grant (CDBG) entitlement jurisdictions to prepare and submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) by September 30th of each year; and

WHEREAS, the CAPER is a “report card” that documents how well the City met its goals during the period of July 1, 2019 through June 30, 2020 (Program Year) in helping low income residents of Pittsburg with a variety of services and improvements utilizing CDBG funds; and

WHEREAS, the CAPER provides a concise summary of the CDBG funding available and expended in the Program Year; and

WHEREAS, these monies funded activities and programs that address the priority needs and specific objectives identified in the Contra Costa Consortium 2015-2020 Consolidated Plan (2015-2020 Consolidated Plan) and those that met the national objectives and community development goals; and

WHEREAS, the CAPER consists of specific program narratives, an assessment of annual performance, and an assessment of progress toward meeting goals and objectives contained in the 2015-2020 Consolidated Plan; and

WHEREAS, the CAPER provides the number of people assisted with CDBG funding in the Program Year, amount of funds budgeted and used for approved activities and programs, and actions by the City to affirmatively further local and Contra Costa County Consortium objectives; and

WHEREAS, the City complied with public participation requirements by soliciting comments and holding a virtual public hearing on September 21, 2020; and

WHEREAS, the City will submit a final version of the CAPER, incorporating all public comments received to HUD on or before September 30, 2020.

NOW, THEREFORE, the City Council DOES RESOLVE as follows:

- Section 1. All the recitals above are true and correct and incorporated herein.
- Section 2. The public comment period on the draft 2019-2020 CAPER is hereby closed.
- Section 3 The City Council hereby approves the draft 2019-2020 CAPER.
- Section 4. The City Manager or his designee is hereby authorized to take such further actions as may be necessary or appropriate to carry out the City Council's obligations pursuant to this Resolution.
- Section 5. The City Clerk shall certify to the adoption of this Resolution.
- Section 6. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 21st day of September 2020 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk



City of
Pittsburgh

2019-2020 Community Development Block Grant Consolidated Annual Performance and Evaluation Report (CAPER)

CDBG Budget & Expenditures



2019-2020	
PROGRAM BUDGET	\$892,450
PROGRAM EXPENDITURES	\$779,107
BALANCE	\$113,343

The balance will be reprogrammed for future CDBG activities.

Activities Completed



- Public services (youth, seniors, homeless programs)
- Economic Development
- Infrastructure (ADA Ramps)
- Code Enforcement
- Housing Rehabilitation Program

Summary of Expenditures



	BUDGET	EXPENSES	BALANCE
PUBLIC SERVICES	\$96,368	\$96,368	\$0
ECONOMIC DEVELOPMENT	\$50,000	\$44,967	\$5,033
INFRASTRUCTURE	\$331,200	\$315,773	\$15,427
CODE ENFORCEMENT	\$176,368	\$176,368	\$0
HOUSING REHABILITATION PROGRAM	\$116,792	\$23,910	\$92,882
BALANCE WILL BE REPROGRAMMED FOR FUTURE CDBG ACTIVITIES			\$113,342

Program Outcomes



	TARGET	ACTUAL
HOMELESS PROGRAMS	604	1118
YOUTH PROGRAMS	130	175
SENIOR PROGRAMS	100	85
OTHER PUBLIC SERVICE PROGRAMS	800	554
ECONOMIC DEVELOPMENT PROGRAMS	23	23
136		5

Program Outcomes



ADA RAMPS INSTALLED	64
CODE ENFORCEMENT VIOLATIONS	TOTAL ISSUED – 2,204
VIOLATIONS CORRECTED IN FY 19-20	1304
HOUSING REHABILITATION LOANS	2

Recommendation



The City Council open the public hearing, receive testimony, consider comments, close the hearing, and adopt the resolution approving the 2019-2020 CAPER.

2019-2020

Community Development

Block Grant

Consolidated

Annual Performance

and Evaluation Report



City of Pittsburg
65 Civic Avenue
Pittsburg, CA 94565
Duns Number: 1979275128
SUBMITTED TO HUD ON SEPTEMBER __, 2020

Public Review and Comment Period:
September 4 – September 19, 2020

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This Consolidated Annual Performance and Evaluation Report (CAPER) covers the accomplishments under the Community Development Block Grant (CDBG) program for the period of July 1, 2019 to June 30, 2020 (Program Year). It is the City's goal to utilize CDBG funds to improve the quality of life for Pittsburg residents; especially the low and moderate income population.

Activities undertaken during the Program Year consist of the following:

- \$96,367 was expended by nine (9) agencies funded under the Public Services category. The Public Service activities funded included programs catering to seniors, youth, homeless, battered women and their children, and people without medical insurance to improve accessibility to services for Pittsburg residents. A total of 2,002 low income residents were served.
- \$176,368 was expended towards Code Enforcement to help improve declining neighborhoods by addressing property conditions that contribute to blight. A total of 2,204 housing units received code violations and 1308 violations were corrected.
- \$44,967 was expended towards Economic Development activities that provide job training and placement along with programs that assist micro-enterprises. A total of 23 low income residents were served.
- \$315,773 was expended towards Infrastructure and Public Facilities improvements that included installation of 64 curb ramps in target areas to improve accessibility.
- \$23,910 was expended under the Housing Rehabilitation program. A total of 9 applicants went through the review process. However, only two (2) residents received a loan for the renovation of their home. Below are the results of all applicants reviewed:
 - 1 applicant had a reverse mortgage on her home. Therefore, applicant did not meet program qualifications.
 - 1 applicant hired a contractor to do the improvements prior to program approval. Applicant thought that the cost of the improvements could be directly reimbursed. Therefore, applicant did not meet program

qualifications.

- 1 applicant did not receive any bids for a sewer lateral replacement project though the project was bid out twice. Therefore, applicant decided to place the project on hold.
 - 1 applicant decided to decline the loan because they were moving out of state.
 - 1 applicant did not submit the required documents to complete the review.
 - 2 applicants carried over to program year 2020-2021.
 - 2 applicants received loans.
- \$121,722 was expended for Program Administration and Planning.

CDBG funds allow the City to create a more livable, better functioning, and attractive community for its residents.

DRAFT

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
AH 1 - Housing Rehabilitation	Affordable Housing	CDBG: \$500,000	Homeowner Housing Rehabilitated	Household Housing Unit	15	13	86.66%	7	2	28.57%
AH 2 - Code Enforcement	Affordable Housing	CDBG: \$735,000	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	5000	7452	149.04%	1000	2204	220.40%
AH-3 Increase Affordable Supportive Housing Supply	Affordable Housing	CDBG: \$101,541	Rental units constructed. Veterans Square project slated to begin construction Fall 2020.	Household Housing Unit	29	0	0.00%	29	0	0.00%
CD-1 General Public Services	Non-Housing Community Development	CDBG: \$86,190	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3500	3547	101.3%	800	554	69.25%
CD-2 Non-Homeless Special Needs Population	Non-Homeless Special Needs	CDBG: \$54,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	528	105.6%	100	85	85.00%
CD-3 Youth	Non-Housing Community Development	CDBG: \$86,190	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1250	1993	159.44%	130	175	134.61%

CD-6 Economic Development	Non-Housing Community Development	CDBG: \$450,000	Public service benefits other than Low/Moderate Income Housing Benefit	Persons Assisted	50	59	118.00%	1	2	20.00%
CD-6 Economic Development	Non-Housing Community Development		Businesses assisted	Businesses Assisted	50	92	184.00%	22	21	95.45%
CD-7 Infrastructure/Public Facilities	Infrastructure/Public Facilities	CDBG: \$660,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25000	16,396	65.58%	1265	1265	100.00%
H 1 - Shelter for Homeless Population	Homeless	CDBG: \$86,190	Public service benefits other than Low/Moderate Income Housing Benefit	Other	0	0	0	80	400	500.00%
H 1 - Shelter for Homeless Population	Homeless	CDBG: \$86,190	Homeless Person Overnight Shelter	Persons Assisted	386	667	172.79%	24	22	91.66%
H2 - Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$86,190	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	3492	139.68%	500	766	153.20%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The 2015-2020 Consolidated Plan identifies a list of housing and community development needs. A Strategic Plan was produced to establish the priority of needs and objectives specific to Pittsburgh. The objectives are intended to meet the identified priority needs. There were three priority needs category identified in the 2015-2020 Consolidated Plan:

- **Affordable Housing** – It is a priority to maintain and preserve the existing affordable housing stock, including single family residences owned and occupied by lower-income households, multi-family units at risk of loss to the market, and housing in deteriorating or deteriorated lower income neighborhoods.

During the Program Year, \$23,910 was expended for the Housing Rehabilitation Program which provides low-interest rehabilitation loans to Pittsburgh homeowners for the purpose of improving their property.

- Maximum loan available is \$30,000.
- Health and safety hazards will be given top priority for consideration in the program.
- Loan funds may be used for various improvements, but are required to fall under the category of health and safety, property maintenance, functional obsolescence, energy efficiency, or removal of architectural barriers for the disabled. Common repairs permitted under this loan program include, but are not limited to: new roofs and gutters; electrical and plumbing upgrades; and installation of ramps and grab bars.

The Code Enforcement Program expended their full grant amount of \$176,368. This program assist in home and neighborhood preservation of deteriorating, lower income areas through the comprehensive inspection and enforcement of all State and municipal statutes and regulations related to the reduction and removal of substandard and dangerous housing as well as property conditions, which contribute to slum and blight and disruptive criminal behavior and activity. A concentrated effort was placed on the following census tracts and block groups: 3100, 3110, 3120,3131.01,3131.02, 3131.03, 3132.03, 3132.04, 3132.06.

The Code Enforcement Program establishes acceptable standards for long term benefit and resident involvement by initiating partnerships with the property owners and residents that improve the quality of life and neighborhood pride. This activity falls under the area benefit category. Therefore, household

demographics are not collected by Code Enforcement staff when properties are cited with code violations.

- **Non - Housing Community Development** - Non-housing community development needs are those public service, infrastructure, economic development, and other development needs in the community that have an important impact on the living conditions of Pittsburgh residents.

A total of \$441,569 was expended towards the public service, economic development, and infrastructure categories. The purpose of addressing a community's non-housing needs, in addition to its housing needs, is to help create more livable, better functioning, and more attractive communities by integrating economic, physical, environmental, community, and human development programs in a comprehensive and coordinated fashion so that families and communities can thrive while working together.

Disability Data – Subrecipients that were funded in program year 2019 do not specifically serve disabled persons only. Rather Pittsburgh funds programs that serve residents who may be disabled such as the construction of curb ramps for accessibility in certain census tracts, St. Vincent de Paul RotaCare, Loaves and Fishes and CORE who serve a population that may include mentally disabled persons. If an agency that specifically serves disabled persons is funded in future fiscal years, such data will be reported by the subrecipient and will be included in future CAPERs.

- **Homeless Strategy** - Homelessness is a result from a combination of factors related to the socioeconomic systems and personal and family issues. The City is committed to working with the County Continuum of Care (CoC) in its effort to reduce homelessness throughout the county.

The City understands that homelessness is a regional issue. Therefore, sharing pooled resources provides a more effective method in addressing a regional issue. Health, Housing, and Homeless Services (H3) is the administrator for the Contra Costa Homeless Continuum of Care (CoC), a collaborative of local agencies that addresses housing and homelessness in the county. As the administrator, H3 provides strategic direction and coordination of funding and programmatic oversight of CoC programs. As the CoC lead agency, H3 is responsible for:

- advancing partnerships with service providers, community leaders, and stakeholders;
- building capacity with local and federal resources;

- implementing and managing CoC initiatives;
- administering the Coordinated Entry System (CES);
- maintaining the Homeless Management Information System (HMIS);
- coordinating CoC funding and programmatic oversight; and,
- measuring and reporting outcomes through HUD Performance Measures and evaluation efforts.

City staff attends H3 meetings regularly to ensure it is kept abreast of the homeless strategy in the county in order to make a positive impact. A total of \$10,000 of CDBG funds were expended towards the Interfaith Council of Contra Costa County - Winter Nights Emergency Family Shelter. Winter Nights is an emergency shelter for homeless families supported by hundreds of volunteers from member faith communities throughout central Contra Costa County. Beginning in October and open until June, the shelter location moves from congregation to congregation every two weeks during the cold winter months. Each participating faith community provides nighttime shelter (usually in a social hall but sometimes in a sanctuary), three meals a day, volunteer tutoring for school children and weekend activities for the clients. Tents are provided to each family for privacy while living in the shelter, and each person receives a sleeping bag which they can take when they leave. A paid professional staff person is on duty 24 hours a day during the Winter Nights season. The shelter capacity is approximately 30 people per night.

The sudden descent of the COVID-19 pandemic has limited Winter Nights' ability to offer shelter to new families because of the shelter-in-place rules. As of March 16th, no new families could come in and no volunteers could enter the shelter. Meals could not be prepared in the congregational kitchens and could not be brought in and served by volunteers, so one hot meal each day was ordered and delivered by a local restaurant, and breakfast and lunch supplies could be delivered by staff when things ran out. The cost of meals greatly increased but congregations have been generous when they couldn't cook for the families, and contributed enough to keep costs down. And as families left the shelter for homes, meal costs went down too.

But without volunteers, and since 24-hour supervision was now required as families had to stay in the shelter 24/7, costs increased about \$6,000 per month. Children could play on the grounds, but had to be supervised by parents or staff at all times. Volunteers arranged for craft items to be delivered, and indoor games, frisbees and chalk for sidewalk art were gifted to distract the children. Distance

learning was difficult because of the scarcity of computers and intermittent wifi.

Several faith communities have had to drop out of the schedule either because of the ages (mostly over 60) of their volunteers, and the cost of supporting their facility when there is no money coming in from religious services and facility rentals. Winter Nights has been very lucky to survive the shelter-in-place with no illness. Operating as one very large family and supervised 24-7 so no one can leave has effectively kept the virus away. Early in March, they worked with Healthcare for the Homeless to write protocols for screening entry into the shelter (before shelter-in-place on March 16th, families were coming in at 5pm and leaving at 7am as usual), plans for handling anyone with fever and cough, and isolating families in hotels as soon as anyone tested positive.

In addition, \$13,184 of CDBG funds were expended towards the Contra Costa County Health Services - Health, Housing and Homeless Services Division's Coordinated Outreach Referral and Engagement (CORE) program. The focus of the CORE program is to target high-risk, hard-to-reach chronically homeless individuals, transition-aged youth, and families living outside who typically do not access services. CORE uses a client-centered, "whatever it takes" approach to build rapport and engage persons into services that aims to get them off the streets and stabilized. CORE teams consist of two outreach workers, two outreach team leads, and an outreach coordinator. Outreach staff are trained in core principles and practices of trauma informed care, motivational interviewing and espouse a housing first philosophy. Knowing that those who live outside are resistant to engaging, outreach teams take this client-centered perspective with the understanding that trust must come before services are delivered, and trust and relationship building takes patience and time.

Three CORE teams operate over an 18 hour period during the day and evening. Two or three person outreach teams go out in a systematic pattern within an established service area (East, Central, and West County) to contact chronically homeless individuals living on the streets, provide face-to-face outreach and engagement, and information necessary to address behavior contributing to their homelessness.

Services and support include but is not limited to delivering basic needs supplies such as socks, hygiene kits, and emergency food. CORE teams will complete housing and service assessments in the field (VI-SPDAT), facilitate the completion and submission of Medi-Cal, CalFresh, and/or SSI applications and related documentation for eligible persons; link persons to shelter and Coordinated Assessment Referral and Engagement (CARE) centers; and assist local law enforcement, communities, and businesses in non-enforcement types of responses where appropriate, and connect individuals to the Mental Health

Transitions Team for mental health needs and non-psychiatric emergencies. Additionally, CORE teams will work in close collaboration with Health Care for the Homeless outreach medical staff to identify and engage homeless individuals in need of medical care. The evening outreach team will be able to assess and initiate referrals for direct shelter placement at night and refer and transport individuals to the warming centers for respite from the cold and to receive food, light meals, do laundry and phone access.

The City also works with the CoC by having one Pittsburg Police Officer assigned on the Mental Health Evaluations Team (MHET) and by supporting the Health Care for the Homeless Team. MHET assists persons who recently had a mental health crisis by linking them to services to diminish the likelihood of another crisis.

With the onset of the COVID-19 pandemic the CORE Team has adapted by not transporting any clients in their vehicle, the use of taxi vouchers was implemented. Staff must complete pre-screenings and intakes over the phone when possible to limit contact in the field. The teams did coaching and education around the shelter in place orders and how to properly social distance. CORE consumers were informed around the importance of following protocols to mitigate the spread of COVID-19. Teams also completed COVID screenings with clients, handed 1470 surgical masks, 4700 4oz hand sanitizers and made people aware of the portable restrooms/hand washing stations available for their use. CORE teams increased the quantity of food being passed out from the normal 1 day pack, and increased the contents to include 2-3-day meal packs of non-perishable, eat without heat food during all outreach encounters, 3785 food packs have been handed out, along with 1355 gallons of water. This was made possible by staff procuring more supplies and volunteers to package the items, H3 staff and the CORE teams also picked up and delivered the items to the volunteers for packing. Teams also distributed tents to clients to support social distancing or self-quarantine and distributed solar phone chargers to client to make contact and charging their phones easier since their normal locations used for charging were closed due to COVID-19.

Due to COVID-19 all congregant living shelters were vacated and Warming Centers were closed, family shelters with single rooms were allowed to stay, but not to accept new referrals.

Phase 1 of Project Room Key was to move high risk/vulnerable shelter occupants into the hotels. CORE assisted with on sight setup with room assignments, room checks, and meal delivery to rooms. People with symptoms and being tested were put into non Person Under Investigation (PUI) hotels for quarantine until testing negative then sent back to their location. Phase 2 opened up for referrals from Hospitals, ER's, Psych Emergency and CORE. Screening

are completed and put through to Project Room Key making sure the most vulnerable population to COVID-19 are placed following the present FEMA guidelines. CORE has referred 541, with 396 placements.

With the onset of the COVID -19 pandemic the government allocated stimulus checks, the homeless population in Contra Costa County was unsure on how to receive their IRS COVID-19 Stimulus funds due to having lack of resources and knowledge to access the non-filers form. The CORE teams were able to create a process for clients to file and receive their stimulus checks. To date CORE assisted 81 clients with the filing and 26 clients have received their checks.

DRAFT

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	614
Black or African American	308
Asian	47
American Indian or American Native	49
Native Hawaiian or Other Pacific Islander	37
American Indian/White	0
American Indian/Black	0
Asian/White	0
Black/White	23
Other	181
Total	1259
Hispanic	622
Not Hispanic	637

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Information regarding race is important because it is a statistic used to guide funding decisions in programs that support equal opportunity in education, assess fairness of employment practices under the Civil Rights Act, and help ensure everyone has equal access to health care.

The table below shows Pittsburg's racial make up.

Race and Ethnic Composition	Number	Percentage
White alone (not Hispanic)	12,684	20.00%
Black or African American alone (not Hispanic)	10,756	17.00%
American Indian and Alaskan Native alone (not Hispanic)	202	0.30%
Asian alone (not Hispanic)	9,654	15.30%
Native Hawaiian or Other Pacific Islander alone (not Hispanic)	614	1.00%
Some other race alone (not Hispanic)	177	0.30%
Two or More Races (not Hispanic)	2,336	3.70%
Persons of Hispanic Origin	26,841	42.40%
<i>Data from 2010 Census</i>		

Limited English Proficiency (LEP) - In order to better serve Pittsburg's LEP residents, the City has a Language Assistance Plan (LAP). The LAP was updated in 2017 to encourage involvement and participation by LEP persons in programs or activities that are HUD funded. According to the 2017 American Factfinder Community Survey, approximately 17.2% of Pittsburg's population is Asian. However, the individual percentages of the ethnicities that make up the Asian category are less than 5%, with the exception of the Filipino community. Staff solicits participation during the CAPER, Consolidated Plan and Annual Action Plan process by posting the public hearing notices in English, Spanish and Tagalog.

Asian Indian	2.5%
Chinese	1.3%
Filipino	10.6%
Japanese	0.2%
Korean	0.5%
Vietnamese	1.0%
Other Asian	1.1%

2018 ACS estimates Pittsburg's population at 72,439. 2013-2017 ACS 5-year estimates shows 22,184 total housing units and median income at \$66,739. With the Census 2020 fast approaching, Pittsburg will be able to see how it compares to the 5-year estimates.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public – Federal	\$892,450	\$779,107

Table 3 – Resources Made Available

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Pittsburg	100	100	Citywide

Table 4 – Identify the geographic distribution and location of investments

Leveraging

Explain how Federal funds leveraged additional resources (private, State and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City leverages Federal, State, and local resources to the greatest extent feasible to assist with the needs identified in the 2015-2020 Consolidated Plan.

The City's Police Department received the following grants which enabled the City to provide the support in various areas, such as Code Enforcement.

\$596	Edward Byrne Grant/JAG
\$19,176	Edward Byrne Grant/JAG
\$16,451	ABC Grant
\$37,225	OTS DUI Grant -FY18/19
\$13,495	OTD DUI Grant – FY19/20
\$109,587	Tobacco Grant

The City also has a 5-year Capital Improvement Program (CIP) that serves as a planning instrument for construction of new facilities and infrastructure, expansion, rehabilitation, or replacement of existing City and Successor Agency owned assets. For the Program Year, the City received the following grants from various Federal, State, and local resources:

Transportation Development Act Grants

FY2017-18 TDA Allocation - \$58,000 – BART Pedestrian Bicycle (only for construction in FY 20/21)

FY2018-19 TDA Allocation - \$65,000 – Range Road Sidewalk Improvement Project (Design Cost in 19/20)

FY2019-20 TDA Allocation - \$120,000 Trail Crossing Improvements

Other Grants

One Bay Area Grant 2 (OBAG 2) BART Pedestrian Bicycle Connectivity Project (Design Costs in FY 19/20) 3,387,000

One Bay Area Grant 2 (OBAG 2) Pavement Improvement Project (Funding FY 2021/22) 2,410,000

HSIP Cycle 7 2017/18: West Leland road High Friction Surface, Markings & Speed Sign, High Visibility Crosswalks (Design Costs in FY 19/20)

HSIP Cycle 8 2018/19: Stoneman Avenue Intersection Improvement Project (Design Cost in FY2019/20) 722,000

HSIP Cycle 9 2019/20: Traffic Signal Improvement Project (No expenditures in FY 2019/20)

DRAFT

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

Number of households to be supported	One-Year Goal	Actual
Homeless	No goal identified in the Program Year.	Not applicable.
Non-Homeless	No goal identified in the Program Year.	Not applicable.
Special Needs	No goal identified in the Program Year.	Not applicable.
Total		

Table 5- Number of Households

Number of households supported through	One-Year Goal	Actual
Rental Assistance	0	0
The Production of New Units	0	0
Rehab of Existing Units	7	2
Acquisition of Existing Units	0	0
Total	7	2

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

A major obstacle with affordable housing production in Pittsburgh is the inability to provide assistance in the form of financial incentives or land which in past were used to encourage the construction of affordable housing developments. Due to the dissolution of the former Redevelopment Agency of the City of Pittsburgh and with the heavy competition for State and Federal funding, affordable housing projects in Pittsburgh have been reduced tremendously.

The number of affordable housing units have changed due to foreclosures. The current number of affordable housing units in Pittsburgh under each income category are as follows:

Moderate – 575, Low – 234, Very Low – 246, and Extremely Low – 35 = 1090 total units

These numbers do not reflect affordable housing units that are not deed restricted. For example, there are residential units participating in the Section 8 program that are not accounted for because they are not deed restricted but are leasing to low income families.

There are currently 1,133 units participating in the Section 8 program including VASH vouchers; only four of which are deed restricted.

In an effort to produce affordable housing, Pittsburg is part of the HOME Consortium with Contra Costa County. Based on the expected HOME grant over the 2015-2020 planning period, the Contra Costa County Consortium anticipates providing 80 units of affordable housing. Unless additional subsidies are identified, the housing will be affordable to very-low and low income households. Providing permanent supportive housing for the homeless and other extremely-low income households is a priority but may not be achievable with the current funding sources.

Goals:

1) Increase Affordable Rental Housing Supply. Expand housing opportunities for extremely low-income, very low-income, and low-income households by increasing the supply of decent, safe, and affordable rental housing.

The Atchison Mixed-Use Development, a 202 residential units plus 13,669 commercial space complex will have 100 apartment units for very low-income households earning 50% of area median income (AMI) and 100 units for low-income households earning 70% of AMI. The remaining two units would be occupied by property managers. Apartment rents could range from \$1,085 to \$1,519 for a studio; \$1,162 to \$1,627 for a one-bedroom unit; and \$1,395 to \$1,953 for a two-bedroom unit.

2) Increase Affordable Supportive Housing Supply. Expand housing opportunities for persons with special needs, including seniors, persons with disabilities, persons with HIV/AIDS, veterans, and the homeless, by increasing appropriate and supportive housing.

The City strives to meet the community's housing needs in various way. A mix of housing opportunities that accommodates a demographically diverse population helps to create a sustainable community, a community with income and age diversity. The City understands the importance of partnerships when it comes to expanding the housing opportunities for the residents of Pittsburg. The Housing Authority of the City of Pittsburg (Housing Authority) administers 185 Veteran Affairs Supportive Housing (VASH) vouchers and has agreed to provide a loan for up to \$780,000 for the financing of the Veterans Square housing project. Satellite Affordable Housing Associates will be constructing the project with target construction to begin Fall 2020.

Discuss how these outcomes will impact future annual action plans.

The project will have certain on-site services provided by a qualified service provider experienced in serving the veteran population. Therefore, the service provider may be eligible to apply for future CDBG funds that can be utilized to enhance services.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	997	Not applicable.
Low-income	262	Not applicable.
Moderate-income	0	Not applicable.
Low Mod Area Benefit	4235	Not applicable.
Total	5494	Not applicable.

Table 7 – Number of Persons Served

Narrative Information

Fortunately, Pittsburg has its own Housing Authority that can help in the efforts to address "worst case needs" and progress in meeting the needs of persons with disabilities. It is the Housing Authority's objective to ensure that families are placed in the proper order on the waiting list and selected from the waiting list for admissions in accordance with the policies of its Administrative Plan. The Housing Authority has two local preferences 1) Pittsburg resident and 2) Veteran status. Each preference has been determined after a public hearing in accordance with applicable federal regulations. Applicants that qualify for a local preference shall be ranked in the following order: 1) any household family member who lives, works, or has been hired to work, or attending school in the city 2) veteran or surviving spouses of veterans. Preference is given for admission of a single person who is 62 years or older or person with disabilities over other single persons. In accordance to the Quality Housing and Work Responsibility Act of 1998, each fiscal year, the Housing Authority will reserve a minimum of seventy-five percent (75%) of its Section 8 new admissions for families whose income does not exceed thirty percent (30%) of the area median income or as HUD refers to these families as "extremely low-income families". The Housing Authority will admit families who qualify under the extremely low-income limit to meet their income targeting requirement, regardless of preference.

Pittsburg believes in a regional approach when addressing our community's housing needs. We continue to foster relationships with various agencies in the county and provide these resources to the community.

1) Home Match - Helps homeowners with extra rooms connect with home seekers who need an affordable place to live, creating a win-win situation.

2) Catholic Charities of the East Bay - Rooted in compassion and human dignity for all, Catholic Charities of the East Bay works with youth, children, and families to promote self-sufficiency, strengthen families and pursue safety and justice.

3) Destination Home - Provides 12 units of permanent supportive housing for chronically homeless, disabled individuals. Participants of the project receive a safe, permanent place to live as well as wrap-around services to help stabilize their lives. Case management, assistance enrolling in mainstream benefits and services, and access to peer support groups are all part of a larger continuum of services that allow individuals to work through many of the issues that led to their homelessness while simultaneously moving toward a more sustainable future.

4)Permanent Connection - Provides subsidized permanent housing linked to services for homeless youth with chronic mental illness, HIV/AIDS, or developmental or physical disabilities. Youth over the age of 18 receive wrap-around support services that assist them to not only maintain, but also thrive in their housing.

DRAFT

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City continues to participate in the countywide effort to assist the homeless population by funding services that take proactive steps to implement the CoC strategy for the homeless. CDBG monies funded the CORE program. CORE teams served as an entry point into the coordinated entry system for unsheltered persons and work to identify, engage, stabilize and house chronically homeless individuals and families. They provide basic needs supplies, counseling, benefits assistance, linkages to healthcare, shelter placement, and referrals and transportation to CARE Centers. The CORE staff have built trusting relationships with hard to reach clients. CORE staff have been able to link people to services and continue to coach and educate individuals and families on health, safety and sanitation. CORE teams also established connections with agencies to coordinate services and work together to support the homeless population. These partnerships helped to get individuals and families access to health, mental health, and dental services; connect individuals and families to shelters, and drug and detox programs. The program provided services to 400 Pittsburg residents.

The City has its own homeless team which comprises of staff from various departments including the Police Department, Environmental Services, Engineering, Public Works, City Attorney and Community Services. This team meets monthly to discuss current issues that are affecting its residents which includes the homeless population and sets strategies that can help the community as a whole. Police officers that are in direct contact with the homeless population provide food vouchers, clothing and in some cases, vouchers for lodging at a local motel. The Police officers have established relationships with many of the homeless people in the community and have identified a select few that have the potential to overcome certain barriers so that they can be integrated back to society. The City group have discussed the option to provide opportunities for these select few by offering part time job positions within our Public Works Department. This will be a work in progress and highly depends on the individual's determination to make a change.

Addressing the emergency shelter and transitional housing needs of homeless persons

CDBG funds were expended to address shelter needs for the homeless population. The Interfaith Council of Contra Costa County - Winter Nights Emergency Family Shelter is an emergency shelter for homeless families that operates from October to June. The program provides food, tutoring, transportation, case management, housing placement

assistance to homeless families. This year was the fifteenth season of Winter Nights, which began in 2004. Its goal of providing a warm, safe place to sleep and three meals a day for 75 to 100 families each year and assisting with the search for sustainable housing was met this year. Not all families found homes, and some were unable to adapt to the shelter rules or had mental health needs that were not met. However, 85% of the people who lived in the shelter for more than two weeks moved into sustainable housing. The program provided services to 7 Pittsburg residents.

The Parking Lot Program (PLP) was scheduled to end May 1st, but the need was so great that it was decided to keep it open as long as possible. St. Vincent de Paul in Pittsburg allowed PLP clients to use the showers 3 days a week, and staffing increased during the daytime to supervise the shower schedules and restroom use at the PLP site since daytime restrooms were hard to find. Case management continued at the PLP also and several clients found housing. By the end of May the client use of the PLP had dwindled significantly and it was decided to close it by June 1st.

The City used CDBG funds for STAND! For Families Free of Violence (STAND!). STAND!'s emergency shelter can accommodate up to 24 women and their children fleeing life-threatening violent relationships at no cost for up to 3 months. As part of a continuum of care at STAND!, the shelter provides clients with access to comprehensive supportive services, including food, clothing, social and legal advocacy, vocational assistance, child care, housing referrals, and evidence-based counseling – transitioning clients toward independence. The program provided services to 15 Pittsburg residents.

CDBG funds were also used for the St. Vincent De Paul Rotacare clinic that is operated at the St. Vincent De Paul facility in Pittsburg. This program not only offers free medical care but also serves as a day time shelter for homeless families. A feeding program is also within walking distance from the facility and offers hot meals for these families.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Contra Costa County's Coordinated Entry System (CES) allows service providers to efficiently and effectively connect people to interventions which aim to rapidly resolve their housing crisis. CES aims to help consumers with fewer roadblocks and fewer vulnerabilities obtain housing with short-term supports while connecting the highest

needs, most vulnerable persons in the community to available housing and supportive services. CES is comprised of a variety of programs to serve those at-risk of homelessness, currently homeless, and formerly homeless people now housed in permanent supportive housing. The goal of CES is to move people from access points, and for those with higher needs, to housing services. The CES is has a prevention/diversion screening tool to be used by Contra Costa Crisis Center (2-1-1) and other crisis service entry points into our system to identify clients on the brink of homelessness and connect them to prevention and mainstream services. Clients are connected to prevention providers throughout the County.

AB 109 - Reentry: The CoC has two discharge plans for former inmates, the Reentry Strategic Plan and Realignment Plan. The Reentry Strategic Plan focuses on: 1) housing-focused discharge planning prior to release; 2) formalized pre-release planning that identifies service needs & connects prisoners with community-based service providers; and 3) enrollment in public benefits at least 90 days prior to release. Realignment Plan provides: 1) pre-release "reach-in" assessments, case management and referrals to housing resources, and 2) individualized treatment plans for mental health/substance abuse issues, linked with housing services. training, substance abuse treatment & childcare. Under AB109, probationers have five days upon prison release to report to their Probation Officer (PO) to review their probation orders. At their initial meeting, the PO determines whether the individual received "custody" mental health services and/or was released with a 30 day supply of psychotropic medications. POs may then offer the individual a referral to Mental Health Services to be assessed for their voluntary continuation of medications and need for focused forensic case management services. There is also coordination with the Parole and Community Team (PACT), comprised of service providers, police & the California Department of Corrections Regional Parole Board, to link newly released ex-offenders with resources like housing, education, employment, job training, substance abuse treatment & childcare.

The St. Vincent de Paul's RotaCare is a free medical clinic and received \$13,184 of CDBG funds. This free medical clinic is staffed with a team of volunteer medical professionals including physicians, pharmacists, pharmacy technicians, nurses, health educators, bi-lingual translators, social workers, receptionists and administrative assistant. They provide medical care and preventative services to uninsured and low income residents of Pittsburg. They directly improved availability and access to health services and reduced health disparities for low income and underserved residents. A total of 460 people were assisted during this Program Year.

Countywide Discharge Coordination Policy

FOSTER CARE: When foster youth age out of the foster care system, the County links them to the Independent Living Skills Program (ILSP). ILSP includes workshops that prepare youth for emancipation (money management, education, computer skills, home management, and social skills), employment assistance, non-McKinney-Vento housing and retention services, and an individualized transition plan out of foster care. In addition, foster youth can elect to remain in foster care or return to care after emancipation (but before turning 21) to receive a two-year housing subsidy, which can be used in a market rate unit, student housing, or congregate living. This is a State program that all foster youth and former foster youth are able to access.

HEALTH CARE: Hospital discharge protocol, adopted by the CoC and by all hospitals in the County, states: 1) Hospitals will not discharge people who are not ambulatory or not capable of caring for themselves; 2) prior to discharge, the hospital will seek a pre-discharge assessment from a Healthcare for the Homeless (HCH) nurse; 3) the HCH nurse will assess the viability of a respite placement and make a recommendation accordingly; 4) prior to discharge, the hospital will ensure that a patient has an appointment for follow-up medical care; 5) the hospital will discharge the patient with enough medications and/or supplies for at least 7 days; and 6) the hospital will ensure that the patient leaves with all of their belongings and is appropriately clothed.

ALCOHOL AND OTHER DRUGS SERVICES 1.) AOD works in partnership with the Behavioral Health Benefits Unit to enroll clients in Medi-Cal immediately upon release from a facility. 2.) AOD works to reduce the early termination rate among formerly incarcerated individuals in Substance Use Disorder (SUD) treatment. Coupled with training, AOD continues to adapt program policies and procedures which support successful engagement of this population while adhering to regulatory State mandates. AOD continues to assist and encourage providers to develop/form/create linkages/agreements/MOUs with primary care and mental health and housing for provision of services to AOD clients. A Housing Specialist is available at the Discovery House by the Homeless program to help clients prepare housing arrangements before discharge and support long-term recovery.

MENTAL HEALTH: Clients treated by the County Behavioral Health Division are regularly reviewed for readiness and prepared for discharge into environments that provide stepped-down levels of care. The Department holds a weekly Bed Committee where all institutionalized consumer's discharge plans are prepared. Discharge planning responsibilities fall to the Clinic managers for those consumers currently receiving services and to the Mental Health Transition Team (consisting of managers, a psychiatrist, RNs, clinicians and peer providers) for those patients not otherwise connected to the County system. State hospitals discharge to Institutes for Mental

Disease (IMD)/Skilled Nursing Facilities (SNF) and not to HUD CoC funded programs. Persons discharged from IMDs/SNFs are placed in Crisis Residential/Transitional Residential Services (CR/TRS), and those discharged from Acute Inpatient Facilities (AIFs) are released to appropriate settings, such as the Respite Center at the County's Adult Emergency Shelter. Those exiting CR/TRS are discharged to independent, shared or supported (e.g. Board & Care) housing. State Mental Health Services Act (MHSA) funds also pay for 79 housing units for homeless discharges with severe mental illness.

RESPITE CENTER - Philip Dorn Respite Center in our neighboring city of Concord is a twenty-four (24) bed shelter for homeless adults who are leaving the hospital and have health care needs that cannot be met in the emergency shelter environment. This is a collaborative project with Health Care for the Homeless and local hospitals.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

SHORTENING LENGTH OF TIME OF BEING HOMELESS: The biggest barrier to reducing the length of time individuals and families experience homelessness is the lack of affordable housing. The Contra Costa Built for Zero campaign, in partnership with Multi-faith ACTION Coalition, has improved landlord engagement by identifying landlords willing to rent to homeless veterans and chronically homeless families. The Contra Costa Coordinated Entry System uses the VI-SPDAT (which includes length of time of being homelessness as measure of vulnerability). Available housing is prioritized for those that experience homelessness the longest.

CHRONICALLY HOMELESS: This year's Contra Costa County Point in Time Count (PIT) was conducted on the night of January 22, 2020. 102 Pittsburg residents were part of that count. Chronically homeless consumers are generally the most difficult to move from the streets and back into housing. Chronic consumers are those experiencing homelessness for at least a year, or repeatedly over the last three years, while also struggling with a disabling condition such as serious mental illness, substance use disorder, or physical or cognitive disability.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Housing Authority provides rental subsidy to the maximum extent allowable. Funding is awarded by the Federal government to subsidize low-income families with their rent and utilities. The number of families the Housing Authority can assist is determined by the annual contract contribution awarded. Factors in determining the number of units available to assist eligible families are based on average housing assistance payments, fair market rents established by HUD, and administrative costs. With this in mind, for FY 19/20, the Housing Authority received \$16,330,675. These funds were used to subsidize 948 Section 8 recipients and 185 VASH vouchers.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Housing Authority counsels clients who are interested in becoming homeowners by sharing information on the Homeownership Voucher Program. Eligible candidates are provided monthly mortgage subsidy upon the purchase their first home. The Housing Authority uses its normal voucher program payment standard schedule to determine the amount of subsidy. The housing assistance payment (HAP) is the lesser of either the payment standard minus the total tenant payment or the family's monthly homeownership expenses minus the total tenant payment. The Housing Authority may make the HAP payment directly to the family or to the lender.

Actions taken to provide assistance to troubled PHAs

The Housing Authority, operating the rental subsidy program, was a high performer during the Program Year. Therefore, no actions were taken.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The provision of adequate and affordable housing is an important goal of the City. As a result, the City has proactively implemented a variety of programs, incentives, and development standards to encourage the development, maintenance, and improvement of affordable housing. The City offers incentives for on-site compliance as outlined in City's Municipal Code Section 18.86.060. Incentives include:

- Allowing affordable units to be at most 10 percent smaller in square footage than market rate units.
- Allowing ownership units to be constructed on smaller lots.
- Allowing affordable units to have a fewer number of bathrooms and have different interior design, finishes, and features than market rate units in the same residential development.
- A reduction in off-street parking requirements for affordable units provided that the development is located downtown or within walking distance, generally ½-mile of transit facilities.
- Deferment of parkland, traffic mitigation, and other City fees.
- Provides for a density bonus for affordable housing projects.

In addition, to provide an incentive for the development of larger family units (four or more bedrooms), developers are offered credit toward the inclusionary requirement of one and one-quarter per larger family unit. On November 15, 2004, the City Council adopted Ordinance No. 04-1229 adding Chapter 18.86, Inclusionary Housing, to the Municipal Code. The Inclusionary Housing Ordinance contains minimum requirements for provision of affordable units within developments. The purpose of the City's Inclusionary Housing Ordinance is to establish minimum requirements, incentives, and alternative measures by which to ensure the provision of safe, decent, and affordable housing for all segments of the City's population, regardless of household income. This ordinance is only enforced on for sale units and not on rental housing.

The Successor Agency owns properties that are developable for housing projects. The City works with interested Developers by providing the following incentives:

- Providing incentives to developers who assist the City in meeting affordable housing needs, including units to accommodate special needs households:

female-headed households, seniors, disabled, developmentally disabled, large families, emancipated youth, seasonal and temporary workers, and the homeless

- Utilizing public funds to increase the supply of housing affordable to extremely low-, very low-, low-, and moderate-income large family households
- Prioritizing public funds for the development of housing affordable to extremely low income households for identified special needs groups
- Providing fee waivers and allow fee deferrals until issuance of a Certificate of Occupancy for developers constructing affordable housing developments and/or developers providing housing and programming serving identified special needs populations
- Assisting non-profit developers in seeking fee credits when redeveloping sites for affordable housing and/or housing developments serving an identified special needs population
- Giving priority in processing project applications with an affordable housing component and/or serving an identified special needs population

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City is committed to taking action to address obstacles to meeting underserved needs. Special needs groups such as elderly/frail elderly, persons with disabilities, and persons who are victims of domestic violence live throughout the city. Given that these special needs populations have various obstacles to accessing housing and services, Pittsburg will continue to provide CDBG funds for housing rehabilitation activities, public facility/infrastructure improvements, and public service activities that improve the quality of life for special needs groups.

CDBG funds Contra Costa Senior Legal Services (CCSLS). CCSLS is a private, nonprofit agency that has been providing free legal services to older residents of the county since 1976. Thousands of seniors have benefited from these services which have enabled them to stay in their homes, to become eligible for and to retain public benefits, to recover real and personal property wrongly taken from them, and to obtain relief from physical, financial, and emotional abuse. CCSLS seeks to provide the broadest possible access to its services. It prioritizes those areas of law relevant to the needs of older residents of the County, especially those not otherwise addressed by other legal services programs. During the Program Year, CCSLS served 85 Pittsburg seniors.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Facts about Lead Poisoning in Contra Costa County

More than 800 children with elevated blood lead levels have been identified in Contra Costa. Most of these children have been identified in the last eleven years because of routine screening.

- 475 children had lead levels between 10 - 14 µg/dL.
161 children had lead levels between 15 - 19 µg/dL.
158 children had lead levels between 20 - 44 µg/dL.
6 children had lead levels of 45 µg/dL or higher.
- About 46% of the children are from the Richmond/San Pablo area.
Another 26% of the children are from the Pittsburg/Antioch area.
10% are from the Concord area.
The rest live throughout the County, in areas as diverse as El Cerrito, Crockett, Brentwood, and San Ramon.

More than 63% of lead-poisoned children in Contra Costa have been under the age of 3 years. Most are one- and two-year olds.

Who's at Risk and Why?

- Low income children
Nationwide data show that young children in publicly-assisted programs such as MediCal are at much higher risk for lead poisoning.
- Children living in old, deteriorating housing
Lead-based paint is still the major source of childhood lead poisoning.
More than half of Contra Costa cases have been linked to lead-based paint.
Statewide percentages are even higher.
- Children of any income living in older housing that is being renovated or repainted
Activities that disturb lead-based paint and create lead dust are very dangerous, especially for young children. They can also harm adults, including workers and owner-occupants engaged in do-it-yourself projects.

There are over 97,000 housing units built before 1960 in Contra Costa.

Because Contra Costa has experienced such rapid housing growth, percentages of old housing have declined overall. As the tables below show, older housing is not evenly distributed, and even within a community there are areas where the high-risk older housing is more concentrated. (State and federal agencies recommend targeted screening of all young children, regardless of income, in communities where > 27% of housing was built before 1960.)

Percentages of Pre-1960 Housing in Selected Central & East County Cities*

City	Percentage of Pre-1960 Housing - Citywide -	Percentage of Pre-1960 Housing- Selected Census Tracts -
Antioch	17%	61% (CT 3071.02)
Brentwood	9%	28% (CT 3031)
Concord	27%	66% (CT 3300)
Lafayette	52%	53% (CT 3480)
Martinez	27%	81% (CT 3170)
Orinda	56%	64% (CT 3540.01)
Pittsburg	21%	73% (CT 3100)
Pleasant Hill	34%	57% (CT 3230)

* Based on 2000 U.S. Census data

The City will continue to protect residents from lead-based paint hazards in housing funded with CDBG funds by conforming to HUD regulations 24 CFR Part 35. This regulation addresses the need to reduce or eliminate lead-based paint hazards in federally owned housing and housing receiving Federal funds. The City requires its subrecipients to agree to include requirements for compliance with this regulation. The City requires that recipients of homeowner rehabilitation funds sign HUD's Notification for Lead Based Paint and that any abatement required be included in the home's repairs.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Pittsburg employs a variety of strategies to help alleviate poverty in the city, including efforts to stimulate economic growth and job opportunities, and to provide residents with the skills and abilities required to take advantage of those opportunities. Pittsburg uses a

portion of its CDBG funds to provide grants to non-profit agencies to operate the Public Service programs that serve the low- income population including the homeless in the community.

One of the most significant efforts taken by the City to reduce persons living below the poverty level is funding several agencies that provide economic development programs and services for persons within the community who are extremely- or very low- income. In particular, the City believes by funding economic development programs, such as Contra Costa Child Care Council, Opportunity Junction's Job Training and Placement, and Workforce Development Board's Small Business Development Center, it plays a role in reducing the number of persons below the poverty line by providing them the avenue and resources to obtain the skills and training needed to be competitive in the job market or become qualified business owners.

In addition, Opportunity Junction's Technology Center provides low-income workers, job-seekers, and seniors with accessible training in computer applications, English as a Second Language, typing, and Spanish. The Technology Center, operates Monday through Thursday from 6 pm to 9 pm and also offers free access to computers and the Internet.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Contra Costa County Consortium was formed by the County of Contra Costa and the cities of Antioch, Concord, Pittsburg and Walnut Creek to develop a collaborative approach to administering and implementing the goals and objectives of the respective CDBG programs. The Contra Costa County Consortium members coordinate consolidated Planning efforts and have developed a streamlined process for applying for CDBG/HOME/ESG funds that allow applicants to complete one application for multiple jurisdictions and, once funded, complete one periodic performance report for all funding jurisdictions. This joint effort has eased the administrative burden for subrecipients and allows jurisdictions to easily share information. Furthermore, the Contra Costa County Consortium established a multiple-year funding cycle that has greatly reduced the time spent on completing and reviewing applications for both subrecipients and CDBG/HOME staff respectively.

Each entitlement jurisdiction in the Contra Costa County Consortium completes its own annual planning and allocation process, including preparation and completion of its Annual Action Plan and CAPER. These planning efforts have a high degree of coordination with the Contra Costa County Consortium members working together to closely align CDBG allocations, helping to maximize funding and to ensure collaboration between agencies.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Contra Costa County Consortium jurisdictions work on strategies and actions designed to overcome identified impediments and eliminate problems of housing discrimination. The Contra Costa Interagency Council on Homelessness (CCICH) works with local jurisdictions, public and private agencies, the interfaith community, homeless advocacy groups, and other community organizations to implement the CoC to alleviate homelessness. The majority of the City's goals and objectives within the 2015-2020 Consolidated Plan and Annual Action Plan are met through activities that are carried out by subrecipients that are primarily public and private agencies within the County, including non-profit organizations. There is ongoing concern about the long-term capacity of the non-profit community during these severe budgetary times and their ability to comply with often complex Federal regulations and requirements in implementing federally funded programs. Pittsburg will continue to support these agencies by providing technical assistance, helping to establish collaboration between agencies and with funding, when possible.

Pittsburg works closely with public and private affordable housing providers as well as with Contra Costa County's Public Health, Behavioral Health and Homeless Services departments, and various agencies to coordinate the allocation of funds to best meet the needs of the City's low to moderate income residents and the special needs population. This coordination leverages CDBG funds to maximize their impact.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Contra Costa County Consortium is required to conduct an Analysis of Impediments to Fair Housing Choice (AI) and to periodically review that analysis and update it as necessary. Each AI is reassessed and reevaluated with each consolidated plan. Together, the members of the Contra Costa County Consortium have collaborated to jointly plan for the housing and community development needs of the County as a whole.

The purpose of an AI is to review conditions in the jurisdictions that may impact the ability of households to freely choose housing and to be treated without regard to race, ethnicity, religion, gender, national origin, source of income, age, disability, or other protected status. The AI reviews the general state of fair housing, the enforcement of fair housing law, efforts to promote fair housing, access to credit for the purpose of housing, and general constraints to the availability of a full range of housing types. An AI also examines the affordability of housing in the jurisdiction with an emphasis on housing affordable to

households with annual incomes classified as low income and less. Low income is defined as equal to or less than 80 percent of the adjusted Area Median Income as most recently published by HUD.

The AI not only identifies impediments to fair housing choice, but also makes recommendations to overcome the effects of those impediments and will serve as the basis for fair housing planning, providing essential information to staff, policy makers, housing providers, lenders, and fair housing advocates, and assisting with garnering community support for fair housing efforts. The most recent AI was completed and approved the the Contra Costa County Consortium in June 2019.

Impediments

1. Education and public perception. Inadequate information on fair housing issues and a lack of understanding about the potential extent of housing discrimination exists.

Fair Housing Enforcement, Outreach, and Capacity Impediment – CDBG funds are not used to pay for fair housing services. The Successor Agency funds Pacific Community Services Inc. for housing counseling and fair housing services.

2. Housing affordability. The high cost of housing and the extreme burden of those costs, particularly for renters, present a barrier to fair housing choice. Also, low vacancies and lack of affordable housing options contribute to these issues. Concentration of the limited affordable housing supply is also a fair housing concern.

3. Home purchase loan denials. Significant disparity between races and ethnicities in loan denial rates exists. Minorities are more likely to be denied loans than whites, even in high income categories.

4. Disability and elder care issues. Availability and access to housing for individuals with physical and mental disabilities is a rapidly emerging impediment to fair housing. Further, insufficient education and enforcement around issues of reasonable accommodations results in discrimination against individuals with disabilities.

5. Local Building Approvals. Lengthy, complex and extensive local review and approval processes discourage construction of affordable housing. Local governments sometimes require separate approvals for every aspect of the development process and sometimes stipulate public hearings that invite community opposition, which can have the same effect as exclusionary zoning.

Recommendations

To address impediments identified in the study, the report offers a set of recommendations for consideration.

1. Increase public awareness of Fair Housing rights. The Contra Costa County Consortium could strengthen efforts to make the public aware of fair housing rights and further emphasize how reporting fair housing violations can have positive outcomes. This would include providing communities information on fair housing laws and policies, model zoning ordinances, and advice from other communities that have succeeded in overcoming regulatory impediments to fair housing choice.

2. Improve financial assistance for high housing costs and cost burden to both buyers and renters through direct and indirect financial assistance programs. There are a variety and volume of programs available to low-/moderate-income people. Real estate professionals, lenders and rental property owners often do not know what is available and what qualifications are for the various programs. All could benefit from more information on the availability of home financing and rental subsidy programs (including both tenant-based and project-based subsidies). In order to increase the number of households who are served by these programs, there needs to be additional funding and increased efficiencies in program delivery. Members of the Contra Costa County Consortium could support efforts to increase funding through local, State and Federal initiatives; lower development costs of new affordable housing; and allow for innovative housing options such as tiny homes and accessory dwelling units.

3. Review Home Purchase Loan Denial Figures with Local Lenders Significant disparity between races and ethnicities in loan denial rates exists. Minorities are more likely to be denied loans than Whites, even in high income categories. The Contra Costa County Consortium should further research the extent of these issues and review this information with Fair Housing Organizations and local lenders. Both members of the Contra Costa County Consortium and the Fair Housing Organizations should report the disparate impact to lenders, encourage lenders to examine loan approval policies and procedures within that context, identify causes of denial, and indicate what affirmative steps, as appropriate, that lenders might take to address this apparent issue. Members of the Contra Costa County Consortium have some established networks such as the Home Equity Preservation Alliance and lists of preferred lenders that may be able to serve as a base for growing outreach on these issues.

4. Increase Access to Special Needs Housing. The Contra Costa County Consortium should gather more information of this emerging impediment and determine the extent to which the available supply of supportive housing is limited particularly for individuals with

physical and mental disabilities. Members of the Contra Costa County Consortium should examine and develop more formal policies and procedures regarding reasonable accommodation and better inform landlords, especially small rental property owners. Promoting best practices for alternative types of special needs/elderly housing and considering policy changes may be in order. Shaping community attitudes as described in the first recommendation may also be necessary to confront this barrier.

5. Review municipalities planning code and offer incentives. The Contra Costa County Consortium should encourage local governments to examine the review and approval processes that discourage construction of affordable housing with respect to elements that have the unintended consequence of impeding such development. As observed in the findings, local governments sometimes require separate approvals for every aspect of the development process and sometimes stipulate public hearings that result in community opposition, which can have the same effect as exclusionary zoning. Local building and zoning codes could be modified to simplify local processes for building approvals and more effectively encourage construction of affordable housing as well as special needs housing.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City continues its monitoring of subrecipients and projects to ensure compliance with program and comprehensive planning requirements. The City performs on-site monitoring of CDBG subrecipients. Monitoring efforts are coordinated for subrecipients that are jointly funded by other jurisdictions within the Contra Costa County Consortium. The City works directly with the other jurisdictions to analyze which subrecipients need to be monitored and the Contra Costa County Consortium takes a tag team approach in conducting the on-site monitoring to minimize duplicative efforts. The purpose of the monitoring is to ensure the activities and programs achieve their approved objectives in a manner which is consistent with Federal regulations. If there is a lack of performance or the subrecipient does not meet goals, the City will continue site visits and investigate further until a resolution is reached. Insert covid info that halted monitoring

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Consistent with Federal requirements, a draft of the CAPER document was prepared and made available online on the City's website.. A notice informing the public of the availability of the draft CAPER was published in English, Spanish and Tagalog in the East County Times on September 4, 2020. The notice was also displayed on the City's website during the public review period. Copies of the notices are attached to this report.

<TBD> No comments were received during the public review period or the virtual public hearing held on September 21, 2020.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes to Pittsburgh's program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

DRAFT



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Approving Possible Funding Options Related to Youth Services

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

At the July 20, 2020 City Council meeting, staff was directed to bring back to the City Council dedicated funding mechanisms to address the development and establishment of Youth Programming and Services within the City of Pittsburg.

FISCAL IMPACT

The specific financial impact of redirecting revenues is minimal, and no additional costs will be required to account for the recording of the revenues above the existing budget.

RECOMMENDATION

City Council accept the report and implement the change for future funding for Youth Programming and Services.

BACKGROUND

At the June 29, 2020 City Council meeting, Councilmember Scales-Preston requested a future agenda item related to establishing a dedicated funding mechanism to address the development and establishment of a formal funding program for Youth Programming and Services in the City of Pittsburg. At the July 20, 2020 City Council meeting, staff was directed to further evaluate the necessary changes to amend the Fiscal Sustainability Ordinance, so a dedicated portion of any new non-restricted funds be set aside to provide for Youth Programs and Services.

Based upon the review of potentially available funds, no amendment of the Fiscal Sustainability Ordinance is necessary, unless the option of using one-time revenues are identified to fund the Youth Programs and Services. The identified sources to provide future funding for Youth Programs and Services are from sources previously established by the City Council or voter approved ballots.

SUBCOMMITTEE FINDINGS

This item was presented to the Finance Subcommittee on July 27, 2020.

STAFF ANALYSIS

With the growing need to provide Youth Programs and Services within the City of Pittsburgh and to promote opportunities for youth, the City Council has requested staff to explore options to more consistently fund both Youth Programs and Services. Currently, the City provides funding for Youth Programs and Services through the Recreation Department (various youth programs and sports), Pittsburgh Arts and Community Foundation (arts, literacy, and programs), and Pittsburgh Power Company (youth and teen center).

Looking to expand upon the existing services offered, the City can work with the Recreation Department to expand existing youth-based activities to include some of the following Programs and Services:

1. Develop and provide programs to engage the youth when school is not in session, such as off school hours programs – to keep youth engaged in positive activities during normal school breaks (weekends, holidays, summer).
2. Youth Job Programs – Provide training and opportunity for youth to build upon basic job skills. These programs will be age specific targeting youth and high school individuals.
3. Provide funding opportunities to third parties to allow afterschool programs to be staffed. Currently the Pittsburgh Youth Development Center provides youth programming, but, it is staffed by volunteers. Funding for this program could be used to pay for staffing allowing a program between 3 PM and 7 PM, providing a safe environment for afterschool study assistance, recreational opportunities and relieve pressure on working families having to find or provide care during these hours.
4. Develop a Teen Internship Program. Work with the local business community to offer internships for teens during the summer.
5. Develop a My Brother's and Sister's Keeper Program or similar program. On February 27, 2014, President Obama launched the My Brother's Keeper Initiative with the belief that by focusing on critical challenges, risk factors, and opportunities for young boys and young men of color at key life stages, we can improve their long-term outcomes and ability to contribute to society. Using the program as a guide, develop an inclusive program for Pittsburgh Youth.
6. Develop a STEAM (Science, Technology, Engineering, Art & Math) Program.
7. Funding of a computer lab at a City Facility or partnered facility. In addition to providing youth with a safe place to utilize and learn computer skills, this setting would also aid with homework and internet accessibility.

Adding Youth Programs and Services are within the operating sphere of the General Fund's current parameters and therefore no amendment to the Fiscal Sustainability Ordinance will be required as the City Council establishes additional Youth Programs and Services.

Funding for Youth Programs and Services:

1. The funding of Youth Programs and Services can be partially achieved by the recent direction to reallocate Measure M funds over the existing \$3.2 million as was approved by the City Council on July 20, 2020.
2. The City can set a goal to dedicate up to twenty percent (20%) of any cannabis related revenue toward the funding of Youth Programs and Services.
3. The City can set a goal to dedicate up to twenty percent (20%) of future electronic billboard revenue to be set aside for Youth Programs and Services.
4. Continue searching for both private and public grants that provide funding for youth-based programs and services.

Finally, the City Council may elect to use one-time revenues to fund Youth Programs and Services:

1. Should the City receive one-time non-restricted funds, the City Council may consider taking further action to reallocate a specific dollar amount or percent of the one-time funds received to be used to fund Youth Programs and Services. It is recommended that this approach be done on a case by case basis.
2. Any reallocation of one-time non-restricted revenues will need to be coordinated within the requirements of the Fiscal Sustainability Ordinance as outlined in the Municipal Code Chapter 3.26.

The potential to create a robust funding program of Youth Programs and Services starts with the adoption of the attached resolution. The City Council in a previous action created the Youth Commission which can weigh in on the various Youth Programs and Services. The potential funding identified in this staff report can lead to a broad implementation of Youth Programs and Services for Pittsburg's youth.

ATTACHMENTS: Resolution

Report Prepared By: Garrett Evans, City Manager

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a City Council Resolution)
Establishing a Funding Mechanism for)
Youth Programs and Services) RESOLUTION NO. 20-

The Pittsburgh City Council FINDS AND DETERMINES as follows:

WHEREAS, the City is faced with increasing needs for Youth Programs and Services, Councilmember Scales-Preston requested a dedicated funding mechanism to address and establish a formal program to support the Youth Programs and Services within the City; and

WHEREAS, the City currently allocates part of the Measure M Sales Tax revenues toward Youth Programs and Services and increased funding at City Council's direction on August 17, 2020; and

WHEREAS, a need for additional funding is required to provide for Youth Programs and Services within the City of Pittsburgh including off school hours programs, youth job programs, third party youth program funding, teen internship programs, My Brother's and Sister's type programs, STEAM programs, and computer labs; and

WHEREAS, the City of Pittsburgh's 2016 Sales Tax - Measure M, including a component for youth program funding was approved with 81.31% of votes cast by Pittsburgh voters that election; and

WHEREAS, other sources of funds for Youth Programs and Services include a goal to dedicate up to 20% of revenues from cannabis, a goal to dedicate up to 20% of revenues from electronic billboards, utilize grant programs, and designate one time funds as identified by the City Council; and

WHEREAS, the City Council desires to ensure a comprehensive funding allocation is established for Youth Programs and Services.

NOW, THEREFORE, the City Council DOES RESOLVE as follows:

Section 1.

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

Section 2.

The City Council hereby establishes a funding mechanism for Youth Programs and Services as detailed in the staff report and hereby included by reference.

Section 3.

The City Manager is hereby authorized to take such further actions as may be necessary or appropriate to carry out the obligations pursuant to 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 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

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

DATE: August 17, 2020

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

CITY COUNCIL.AGENCY MEMBERS

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

APPOINTED OFFICIALS

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

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for August 17, 2020 was conducted electronically for Closed Session and through Zoom with broadcasting live through Granicus on the City's website. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chamber was not open for the meeting. Council Members participated electronically or through Zoom and were not physically present in the Council Chamber.

Mayor Killings called the meeting of the City Council to order at 7:03 P.M. in the City Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, CA after convening at 6:30 P.M. in Closed Session for the following items:

1. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Section 54957.6:

City designated representatives: Garrett Evans, Stacy Shell, Fritz McKinley, Brad Farmer

Employee organizations: American Federation of State, County, and Municipal Employees Local 512 Management/Professional/Confidential Unit and Miscellaneous A Unit; Pittsburg Police Officers' Association; Pittsburg Police Managers Group; Teamsters Local 856

Unrepresented employees: Management Group; Senior Executive Team

There was no reportable action taken in Closed Session.

At this time the Mayor announced that due to possible power shutdowns and rolling blackouts the meeting may be disrupted. As a result, he stated the agenda would be reordered to place the Public Comments at the end of the agenda to allow all business to be conducted prior to any possible disruption.

ROLL CALL

All members were present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITY MANAGER REPORTS/REMARKS

City Manager Evans gave an update on the COVID-19 health order for the City of Pittsburgh.

COMMITTEE REPORTS

Mayor Killings attended the Finance subcommittee, the Mayors Conference, and the Economic Development roundtable forum.

PITTSBURG POWER COMPANY PUBLIC HEARING

2. Adoption of a Pittsburgh Power Company Resolution Amending the Electric Tariff

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

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

CONSIDERATION

3. Allocation of Measure M Funding and Spending Requirements

Comments were received from the following:

Clarisse Carpio
Christine Carpio
Taylor Sims
Dikshya Koirala
Pittsburg Youth Action
Sedan Erwin
Mohammed Azeel
Manisha Rattu

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

4. Introduction and Waive First Reading of an Ordinance Amending the Municipal Code Chapter 2.80 Relating to the Establishment and Structure of the Pittsburgh Youth Advisory Commission

Comments were received from the following:

Clarisse Carpio
Taylor Sims
Christine Carpio
Dikshya Koirala
Pittsburg Youth Action
Mohammed Azeel
Manisha Rattu
Wolfgang Croskey

On Motion by Vice-Mayor Craft, seconded by Mayor Killings to introduce and waive first reading of the Ordinance with edits to the age requirement, the make-up of the non-voting adult members, age at appointment and reappointment, and quorum requirements, and carried unanimously.

5. Adoption of a City Council Resolution Establishing Guidelines and Allocating \$250,000 of CARES Act Funding to Launch a City-sponsored COVID-19 Small Business Resiliency Grant Program

A comment was received from Wolfgang Croskey.

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

CONFLICT OF INTEREST STATEMENT

There were no conflict of interest statements.

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

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

6. Minutes of August 3, 2020

7. Adoption of a City Council Resolution Approving the Terms and Conditions of Employment for Employees in the American Federation of State, County, and Municipal Employees Union, Local 512, Miscellaneous A and Management/Professional/Confidential Units for the Period July 1, 2020–June 30, 2021

8. Adoption of a City Council Resolution Accepting the Plans and Specifications, Allocating Funds, and Awarding Project 2216, Range Road Sidewalk Improvement Project

9. Adoption of a City Council Resolution Authorizing the City Manager to Execute a Contract for Automatic Meter Reading Supplies
10. Adoption of a City Council Resolution to Approve the Staff Response to the Contra Costa County Civil Grand Jury FY 2019-2020 Report
11. Adoption of a City Council Resolution to Authorize City Manager to Extend Contract with International Dioxide for Water Treatment Plant Chemical Supply – Sodium Chlorite
12. Adoption of a City Council Resolution Designating a Voting Delegate at the League of California Cities Annual Conference in October 2020
13. Receive and File the Treasurer's Report for the Quarter Ending June 30, 2020

COUNCIL REQUEST FOR FUTURE AGENDA ITEMS

On motion by Mayor Killings, seconded by Member White to direct staff to send a letter from the City Council regarding ABAG's RHNA allocations and baseline and adopted unanimously.

COUNCIL MEMBER REPORTS AND REMARKS

Member Scales-Preston encouraged everyone to complete the census. She participated in the caravan travelling throughout East County to support the census.

Mayor Killings also participated in the census caravan.

The City Council recessed for ten minutes and reconvened with the following:

PUBLIC COMMENTS

Comments were received from the following:

There were 91 comments received created from a template which were included in those read aloud. Comments read aloud were received from:

Arlene Kobata
Randel Solis
Jeanne Millecam
Aurora Cazares
Aaron Smith
Joanne Fanucchi
Rick Rohr
Sergio Santa Maria
Pam, John Cody Spinadel
Mark Curtis
Karen Case
Shevette Swayze
Diane Phillips

John Buffo
Ellis Craft
Dikshya Koirala
Gregory Osorio
Henry Martinez
Peter Wilson
Bernadette Silva
Terry Bruce
Matthew D'Onofrio
Stephanie Wargo
Kshitiz Gautam
Sharon & Ed Roscher

ADJOURNMENT

The City Council meeting adjourned at 10:12 P.M. to August 24, 2020.

Respectfully submitted,

Alice E. Evenson, City Clerk



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

TO: Chair and Governing Board Members

FROM: Garrett Evans, Executive Director

SUBJECT: Adoption of a Pittsburg Arts and Community Foundation Resolution to approve the Budget for Fiscal Year 2020-21 and Appropriation of Funds for Fiscal Year 2020-21.

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

The Pittsburg Arts and Community Foundation (Foundation) is a local non-profit that promotes literacy, arts, and community services. A major component of the Foundation is the Railroad Book Depot. This item is the annual operating budget for the Foundation for Fiscal Year 2020-21.

FISCAL IMPACT

The Foundation's budget for FY 2020-21 estimates revenues of \$1,385,762 and expenditures of \$1,428,569 resulting in a net use of fund balance of \$42,807. The projected fund balance is expected to absorb this usage and result in a net ending fund balance of \$66,375 after the Paycheck Protection Program (PPP) Loan is forgiven.

RECOMMENDATION

The Board approve and adopt the proposed Foundation Operating Budget for Fiscal Year 2020-21.

BACKGROUND

Best accounting practices for a not-for-profit entity includes an annual operating budget, while allows monitoring of the financial objectives of the Foundation. Each year the Foundation presents the Operating Budget for the fiscal year. For Fiscal Year 2020-21 the Preliminary Operating Budget Summary document was posted to the Foundation's website prior to this meeting.

SUBCOMMITTEE FINDINGS

The Foundation's Operating Preliminary Budget for the Fiscal Year 2020-21 was presented to the Foundation's Subcommittee on September 3, 2020. The Foundation's Subcommittee did not recommend any changes to the proposed budget being presented.

STAFF ANALYSIS

The Foundation's Operating Budget for Fiscal Year 2020-21 includes an additional \$1.0 million in revenues and expenses due to a pass-through grant expected from Making Waves for the renovation of the California Theater.

Additionally, both revenues and expenses have been reduced by approximately 50% due to the following:

- 1.) Reduction of the bookstore operations due to COVID-19, full operations is budgeted to resume on January 2021.
- 2.) The Foundation will no longer manage and operate the California Theater.
- 3.) Changes in staffing at the Foundation.
- 4.) Forgiveness of the \$77,800 from the PPP loan which is formally expected to be forgiven in Fiscal Year 2020-21.

Below is a summary of results for Fiscal Year 2019-20 and goals for Fiscal Year 2020-21.

The Foundation's most significant results from Fiscal Year 2019-20 were:

- The Foundation applied for and received the PPP loan for \$77,800, which is expected to be forgiven in Fiscal Year 2020-21. This loan partially covered the cost of payroll, including benefits, consultants, lease and utilities expenses.
- Development and implementation of a virtual bookstore.

The Foundation's Fiscal Year 2020-21 goals are:

- Create a new marketing campaign.
- Collaborate with the Chamber of Commerce to promote activities for the Foundation.
- Increase the number of free Reading Zones in the City of Pittsburgh.
- Continue partnerships with the California Theatre, City of Pittsburgh Recreation Department, Pittsburgh Unified School District and other non-profit organizations to facilitate education and cultural awareness.
- Increase virtual bookstore sales by 20%.
- Open Old Town Art Center and promote activities to generate income to support the Foundation's activities.

ATTACHMENTS: Resolution
Budget for Fiscal Year 2020-21

Report Prepared By: Laura Mendez, Financial Reporting Manager
Report Reviewed By: Brad Farmer, Treasurer

BEFORE THE PITTSBURG ARTS AND COMMUNITY FOUNDATION, INC.

In the Matter of:

A Resolution Approving the Pittsburgh Arts and Community Foundation Operating Budget for Fiscal Year 2020-21) RESOLUTION NO. 20-)

The Pittsburgh Arts and Community Foundation Board FINDS AND DETERMINES as follows:

WHEREAS, the Pittsburgh Arts and Community Foundation, Inc. (Foundation) is a nonprofit, 501(c)3 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 Operating 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 Fiscal Year 2020-21 with estimated revenues of \$1,385,762 and expenditures of \$1,428,569; and

WHEREAS, the Fiscal Year 2020-21 Operating Budget will help the Foundation accomplish its stated goals and purpose for the fiscal year.

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 Fiscal Year 2020-21 Operating 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 funds are hereby appropriated with the estimated revenue of \$1,385,762 and expenditures of \$1,428,569.
- Section 4. The Executive Director or his 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.
- Section 5. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Pittsburgh Arts and Community Foundation Board
at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Alice E. Evenson, City Clerk



Pittsburg

Pittsburg Arts & Community Foundation Proposed Fiscal Year 2020-21 Budget

Highlights of FY 2019-20

- Due to the Covid-19 virus, the Bookstore's operations were greatly reduced.
- Pittsburgh Arts & Community Foundation (PACF) received a Paycheck Protection Program (PPP) forgivable loan for \$77,800. The loan covered some payroll, including benefits, consultants, lease payments and utilities.
- PACF developed a virtual bookstore.

Budget Assumptions FY 2020-21

Revenues:

- A \$1 million pass-thru grant is expected to help renovate California Theater.
- Increased online sales are expected.
- The PPP loan of \$77,800 is expected to be forgiven.

Budget Assumptions FY 2020-21

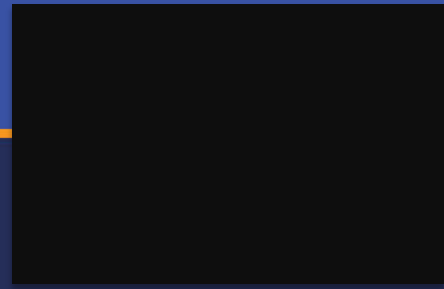
Expenditures:

- Reduction of the bookstore operation due to COVID-19. We anticipate full operation in January 2021.
- PACF will no longer manage and operate the California Theater.
- Changes in staffing at the Foundation are expected.

Proposed FY 2020-21 Budget

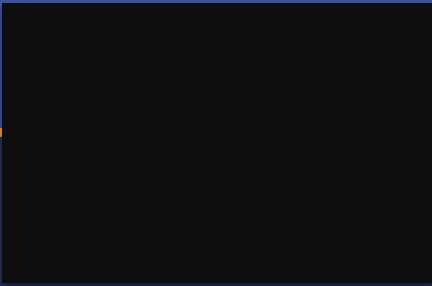
	Budget FY 19-20	Actual FY 19-20	Proposed Budget FY 20-21
Revenues	\$714,614	\$666,228	\$1,385,762
Expenses	<u>821,569</u>	<u>788,982</u>	<u>1,428,569</u>
Change in Net Assets	(106,955)	(122,754)	(42,807)
Beginning Fund Balance	154,136	154,136	31,382
PPP Loan Forgiveness	<u>0</u>	<u>0</u>	<u>77,800</u>
Ending Fund Balance	\$47,181	\$31,382	\$66,375

Goals for Fiscal Year 2020-21



- Enhanced marketing campaigns that reflect the Foundation's mission.
- Collaborate with the Chamber of Commerce to promote activities.
- Establish Reading Zones within the City.
- Expand partnerships with the City of Pittsburg, Pittsburg Unified School District and other non-profits to facilitate education and cultural awareness.
- Increase virtual bookstore sales by 20%.
- Open Old Town Art Center and promote activities that provide support for Foundations activities.

Recommendation



Board approve and adopt the proposed Operating Budget for the Pittsburgh Arts & Community Foundation Fiscal Year 2020-21 as presented.



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

TO: Chair and Governing Board Members

FROM: Garrett Evans, Executive Director

SUBJECT: Adoption of a Pittsburg Power Company Resolution Approving the 2019 Annual Power Source Disclosure Report to the California Energy Commission

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

State Law, Public Utilities Code Section 398.1(b) requires all retail suppliers of electricity products to file an annual report to the California Energy Commission (CEC) to disclose resources or fuel types of power procured and sold to end use customers. The Pittsburg Power Company (PPC) provides electricity retail service on Mare Island, Vallejo in the name of Island Energy (IE) and is required by law to disclose the sources of its energy procurement and sales to its end users on Mare Island. The CEC requires the Governing Board of the Pittsburg Power Company to approve its 2019 Annual Power Source Disclosure Report (PSD Report).

FISCAL IMPACT

Approval of the 2019 Annual Power Source Disclosure Report has no fiscal impact to IE's Enterprise Fund or the City of Pittsburg's General Fund.

RECOMMENDATION

The Governing Board of the Pittsburg Power Company approve the 2019 Annual Power Source Disclosure Report, attests the information contained in the report is true and accurate and the energy that PPC procured was sold once and only once to end use customers on Mare Island, Vallejo.

BACKGROUND

Electricity retail suppliers are required to report the resources or fuel types of power procured and sold in the form of a Power Source Disclosure Report developed by the CEC. The CEC also requires the power source disclosure report to be independently audited. A public agency is not required to comply with the audit requirements if the board of directors

of the public agency approves the power source disclosure report at a public meeting and attests the information contained in the PSD Report is accurate.

SUBCOMMITTEE FINDINGS

The 2019 Annual Power Source Disclosure Report will be presented to the PPC Subcommittee on September 15, 2020.

STAFF ANALYSIS

The 2019 Annual Power Source Disclosure Report is developed using monthly energy wholesale data from the Western Area Power Administration (WAPA), PPC's wholesale power supplier, and the bundled solar energy and credits purchased from the Whitney Point Solar LLC project. All eligible renewable energy credits (RECs) are tracked in the Western Renewable Energy Generation Information System (WREGIS). The methodology used in preparation of the 2019 PSD report is consistent with the CEC's filing guidelines.

The 2019 RPS Report produces the Power Content Label (PCL) which disclose resources or fuel types of power procured and sold to end use customers. The 2019 PCL shows for the Calendar Year 2018, 30.9% of PPC's annual electricity sales to end use customers was purchased from solar generation sources, 1.1% from eligible hydroelectric sources, 60.1% from large hydroelectric generation and 7.8% from unspecified source.

The energy purchased from solar generation and eligible hydroelectricity sources are eligible renewable sources under California's Renewable Portfolio Standard (RPS). The total power procurement from the eligible renewable source made up 32% of IE's 2019 annual sales to end use customers, meeting the RPS requirement of calendar year 2019.

The 7.8% purchase from unspecified sources was power purchased from the California energy market and its sources of generation cannot be specified.

The 2019 Power Source Disclosure Report was submitted on June 10, 2020 to meet the reporting deadline of July 20, 2020. In Addition, the CEC regulations authorize a public agency electric retail provider that offers only one electricity product to approve submission of an attestation of the veracity of the annual report, in lieu of a requirement to provide a report from an auditor.

ATTACHMENTS: Resolution
 2019 Annual Report of Power Source Disclosure Program

Report Prepared By: Vanessa Xie, Administrative Officer

BEFORE THE GOVERNING BOARD OF THE PITTSBURG POWER COMPANY

In the Matter of:

A Pittsburg Power Company Resolution)	
Approving the 2019 Annual Power Source)	RESOLUTION NO. 20-
Disclosure Report to the California Energy)	
Commission)	

The Governing Board of the Pittsburg Power Company FINDS AND DETERMINES as follows:

WHEREAS, the Pittsburg Power Company (PPC), a Joint Powers Authority, provides electricity and natural gas retail service at Mare Island, Vallejo in the name of Island Energy (IE); and

WHEREAS, State law (Public Utilities Code Section 398.1(b)) requires all retail suppliers of electricity products to file an annual report to the California Energy Commission (CEC) to disclose resources or fuel types of power procured and sold to end use customers; and

WHEREAS, PPC, in compliance with State law, is disclosing the sources of its energy procurement and sales to its end users on Mare Island, Vallejo; and

WHEREAS, the 2019 Power Source Disclosure Report (PSD Report) was submitted to the CEC on June 10, 2020 to meet the reporting deadline; and

WHEREAS, the CEC regulations authorize a public agency electric retail provider that offers only one electricity product to approve submission of an attestation of the veracity of the annual report, in lieu of a requirement to provide a report from an auditor.

NOW, THEREFORE, the Governing Board of the Pittsburg Power Company DOES RESOLVE as follows:

- Section 1. PPC 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. PPC Board approves the 2019 Power Source Disclosure Report and attests to the veracity of said report.
- Section 3. PPC Board attests that the energy procured by Island Energy was sold once and only once to end use customers on Mare Island, Vallejo.
- Section 4. The Executive Director is hereby authorized to take such further actions as may be necessary or appropriate to carry out the Governing Board's obligations pursuant to this Resolution.

Section 5. The Executive Secretary shall certify to the adoption of this Resolution.

Section 6. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Governing Board of the Pittsburgh Power Company at a regular meeting on the 21st day of September 2020 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Garrett Evans, Executive Secretary

**ANNUAL REPORT TO THE CALIFORNIA ENERGY COMMISSION: Power Source Disclosure**

For the Year Ending December 31, 2019

Retail suppliers are required to use the posted template and are not allowed to make edits to this format. Please complete all requested information.

GENERAL INSTRUCTIONS

RETAIL SUPPLIER NAME	
Pittsburg Power Company	
ELECTRICITY PORTFOLIO NAME	
Retail Electric Service	
CONTACT INFORMATION	
Name	Vanessa Xie
Title	Administrative Officer
Mailing Address	995 Walnut Avenue
City, State, Zip	Vallejo CA 94591
Phone	925-354-9873
E-mail	vxie@ci.pittsburg.ca.us
Website URL for PCL Posting	www.islandenergy.com

Submit the Annual Report and signed Attestation in PDF format with the Excel version of the Annual Report to PSDprogram@energy.ca.gov. Remember to complete the Retail Supplier Name, Electricity Portfolio Name, and contact information above, and submit separate reports and attestations for each additional portfolio if multiple were offered in the previous year.

NOTE: Information submitted in this report is not automatically held confidential. If your company wishes the information submitted to be considered confidential an authorized representative must submit an application for confidential designation (CEC-13), which can be found on the California Energy Commissions's website at <https://www.energy.ca.gov/about/divisions-and-offices/chief-counsels-office>.

If you have questions, contact Power Source Disclosure (PSD) staff at PSDprogram@energy.ca.gov or (916) 654-3954.

Instructions: Enter information about power procurements underlying this electricity portfolio for which your company is filing the Annual Report. Insert additional rows as needed. All fields in white should be filled out. Fields in grey auto-populate as needed and should not be filled out. For firm-ed and-shaped imports, provide the EIA ID of the substitute power, not the generator ID of the RECs. For EIA IDs for unspecified power or specified system mixes from asset-controlling suppliers, enter "unspecified", "BPA", "Powerex", or "Tacoma" as applicable. For specified procurements of ACS power, use the ACS Procurement Calculator to calculate the resource breakdown comprising the ACS system mix. Procurements of unspecified power must not be entered as line items below; unspecified power will be calculated automatically in cell L9. Unbilled RECs must not be entered on Schedule 1; these products must be entered on Schedule 2. At the bottom portion of the schedule, provide the other electricity end-uses that are not retail sales including, but not limited to transmission and distribution losses or municipal street lighting. Amounts should be in megawatt-hours.

Retail Sales (MWh)	21,013
Net Specified Procurement (MWh)	19,367
Unspecified Power (MWh)	1,646
Procurement to be adjusted	-
Net Natural Gas	-
Net Coal & Other Fossil Fuels	-
Net Nuclear, Large Hydro & Renewables	19,367

DIRECTLY DELIVERED RENEWABLES

[illegible]

FIRMED-AND-SHAPED IMPORTS



Facility Name	Fuel Type	State or Province	WREGIS ID	RPS ID	EIA ID of REC		EIA ID of Substitute Power		Gross MWh		MWh Resold	Net MWh Procured	Adjusted Net MWh Procured	Eligible for Grandfathered Emissions?
					Source				Procured					
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
												-	-	
SPECIFIED NON-RENEWABLE PROCUREMENTS														
Facility Name	Fuel Type	State or Province	N/A	N/A	N/A	EIA ID	Gross MWh		MWh Resold	Net MWh Procured	Adjusted Net MWh Procured	N/A		
							Procured							
Folsom Powerplant - Folsom Unit 1	Large hydro	CA				441	262	262	-	262	262			
Folsom Powerplant - Folsom Unit 2	Large hydro	CA				441	730	730	-	730	730			
Folsom Powerplant - Folsom Unit 3	Large hydro	CA				441	754	754	-	754	754			
Gianelli Powerplant - Gianelli (2)	Large hydro	CA				448	314	314	-	314	314			
J.F. Carr Powerplant - J.F. Carr Unit 1	Large hydro	CA				442	347	347	-	347	347			
J.F. Carr Powerplant - J.F. Carr Unit 2	Large hydro	CA				442	303	303		303	303			
Keswick Powerplant - Keswick Powerplant (3)	Large hydro	CA				443	841	841		841	841			
New Melones Powerplant - New Melones Unit 1	Large hydro	CA				6158	1,297	1,297		1,297	1,297			
New Melones Powerplant - New Melones Unit 2	Large hydro	CA				6158	580	580		580	580			
O'Neill Powerplant - O'Neil (alt 3)	Large hydro	CA				446	10	10		10	10			
Shasta Powerplant - Shasta Unit 1	Large hydro	CA				445	1,328	1,328		1,328	1,328			
Shasta Powerplant - Shasta Unit 2	Large hydro	CA				445	1,441	1,441		1,441	1,441			
Shasta Powerplant - Shasta Unit 3	Large hydro	CA				445	1,278	1,278		1,278	1,278			
Shasta Powerplant - Shasta Unit 4	Large hydro	CA				445	1,186	1,186		1,186	1,186			
Shasta Powerplant - Shasta Unit 5	Large hydro	CA				445	440	440		440	440			
Spring Creek Powerplant - Spring Creek Unit 1	Large hydro	CA				450	609	609		609	609			
Spring Creek Powerplant - Spring Creek Unit 2	Large hydro	CA				450	259	259		259	259			
Trinity Powerplant - Trinity Unit 2	Large hydro	CA				451	655	655		655	655			
PROCUREMENTS FROM ASSET-CONTROLLING SUPPLIERS														
Facility Name	Fuel Type	N/A	N/A	N/A	N/A	EIA ID	Gross MWh		MWh Resold	Net MWh Procured	Adjusted Net MWh Procured	N/A		
							Procured							
											-			
											-			
											-			



END USES OTHER THAN RETAIL SALES	MWh
Distribution System Loss	3532



INSTRUCTIONS: Enter information about retired unbundled RECs associated with this electricity portfolio. Insert additional rows as needed. All fields in white should be filled out. Fields in grey auto-populate as needed and should not be filled out.

207



ANNUAL REPORT TO THE CALIFORNIA ENERGY COMMISSION: Power Source
SCHEDULE 3: ANNUAL POWER CONTENT LABEL DATA
for the year ending December 31, 2019
(Pittsburg Power Company)
(Retail Electric Service)

Instructions: No data input is needed on this schedule. Retail suppliers should use these auto-populated calculations to fill out their Power Content Labels.

	Adjusted Net Procured (MWh)	Percent of Total Retail Sales
Renewable Procurements	6,733	32.0%
Biomass & Biowaste	-	0.0%
Geothermal	-	0.0%
Eligible Hydroelectric	230	1.1%
Solar	6,503	30.9%
Wind	-	0.0%
Coal	-	0.0%
Large Hydroelectric	12,634	60.1%
Natural gas	-	0.0%
Nuclear	-	0.0%
Other	-	0.0%
Unspecified Power	1,646	7.8%
Total	21,013	100.0%
Total Retail Sales (MWh)		21,013
Percentage of Retail Sales Covered by Retired Unbundled RECs		0.0%


ASSET CONTROLLING SUPPLIER RESOURCE MIX CALCULATOR

Instructions: Enter total net specified procurement of ACS system resources into cell A8, A23, or A38. In Column E, the calculator will determine quantities of resource-specific net procurement for entry on Schedule 1.

		Powerex		
Net MWH Procured	N/A	Resource Type	Resource Mix Factors	Resource-Specific Procurements from ACS
		Biomass & biowaste		-
		Geothermal		-
		Eligible hydroelectric		-
		Solar		-
		Wind		-
		Coal		-
		Large hydroelectric	0.915	-
		Natural gas	0.013	-
		Nuclear	0.006	-
		Other	0.032	-
		Unspecified Power	0.034	-

		Bonneville Power Administration		
Net MWH Procured	N/A	Resource Type	Resource Mix Factors	Resource-Specific Procurements from ACS
		Biomass & biowaste		-
		Geothermal		-
		Eligible hydroelectric		-
		Solar		-
		Wind		-
		Coal		-
		Large hydroelectric	0.85	-
		Natural gas		-
		Nuclear	0.11	-
		Other		-
		Unspecified Power	0.04	-

		Tacoma Power		
Net MWH Procured	N/A	Resource Type	Resource Mix Factors	Resource-Specific Procurements from ACS
		Biomass & biowaste		-
		Geothermal		-
		Eligible hydroelectric		-
		Solar		-
		Wind		-
		Coal		-
		Large hydroelectric	0.896	-
		Natural gas		-
		Nuclear	0.064	-
		Other		-
		Unspecified Power	0.04	-



**ANNUAL REPORT TO THE CALIFORNIA ENERGY COMMISSION: Power Source Disclosure
ATTESTATION FORM**
for the year ending December 31, 2019
(RETAIL SUPPLIER NAME)
(ELECTRICITY PORTFOLIO NAME)

I, (print name) Vanessa Xie,
(title) Administrative Officer, declare under penalty of perjury, that the statements
contained in this report including Schedules 1, 2, and 3 are true and correct and that I, as
an authorized agent of (print name of company) Pittsburg Power Company, have
authority to submit this report on the company's behalf. I further declare that the
megawatt-hours claimed as specified purchases as shown in these Schedules were, to
the best of my knowledge, sold once and only once to retail customers.
Name: Vanessa Xie
Representing (Retail Supplier): Pittsburg Power Company
Signature: [Signature]
Dated: 6/10/2020
Executed at: Mare Island, Vallejo, California



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

TO: Chair and Governing Board Members

FROM: Garrett Evans, Executive Director

SUBJECT: Adoption of a Pittsburg Power Company Resolution Approving the Conduit Lease Agreement between Pittsburg Power Company and Factory OS LLC

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

The Pittsburg Power Company (PPC), a joint powers authority, provides retail electricity and gas service on Mare Island, Vallejo, under the name of Island Energy. PPC proposes to enter into a conduit lease agreement (Agreement) with Factory OS LLC (Factory OS) for the lease of underutilized underground conduit for the purpose of installing dedicated fiber optic communication cable.

FISCAL IMPACT

Upon execution of the Agreement, Factory OS shall pay PPC a one-time consideration of \$10,550 for the use of PPC's conduit through the term of the Agreement.

RECOMMENDATION

The PPC Governing Board adopt the Resolution, approving the Agreement between PPC and Factory OS.

BACKGROUND

Factory OS approached PPC in July 2020 with the request to utilize existing, spare, conduit space in PPC's underground duct bank system for the placement of dedicated, high-capacity fiber optic communication cable interconnecting Factory OS leased facilities on Mare Island.

Factory OS intends to utilize the fiber optic cable to support its modular home manufacturing and facility communications needs.

SUBCOMMITTEE FINDINGS

Pittsburg Power Company discussed the Factory OS Agreement with the PPC Subcommittee on September 15, 2020.

STAFF ANALYSIS

PPC's underground electrical duct bank and conduit facilities on Mare Island generally have spare conduit capacity. Further, the fiber optic cable is of minimal diameter (1/8" diameter), and can be readily pulled through the spare conduit without disrupting or interfering with other existing electrical facilities.

Leasing spare conduit provides the opportunity for additional revenue to PPC, and supports its utility customers. PPC expects to realize significant future benefit through fiber optic interconnection with and control of its substation and other electrical facilities as the electric distribution system is modernized.

The Factory OS agreement terms and conditions, and fee structure are consistent with other fiber optic duct bank lease agreement entered into by PPC. The Agreement is for 10 years and will generate \$10,550 to PPC.

ATTACHMENTS: Resolution
Conduit Lease Agreement between the Pittsburg Power Company and
Factory OS LLC

Report Prepared By: Doug Buchanan, Power Company Manager

BEFORE THE GOVERNING BOARD OF THE PITTSBURG POWER COMPANY

In the Matter of:

Adoption of a Pittsburg Power Company)
Resolution Approving the Conduit Lease)
Agreement between Pittsburg Power)
Company and Factory OS LLC)

RESOLUTION NO. 20-

The Governing Board of the Pittsburg Power Company, FINDS AND DETERMINES as follows:

WHEREAS, the Pittsburg Power Company (PPC), a joint powers authority, provides retail electricity and gas service on Mare Island, Vallejo, under the name of Island Energy; and

WHEREAS, the PPC proposes to enter into a conduit lease agreement (Agreement) with Factory OS LLC (Factory OS) for the use of PPC's underutilized underground conduits on Mare Island, Vallejo; and

WHEREAS, the intent of the Agreement is to allow Factory OS to install dedicated, high-capacity fiber optic communication cable within spare PPC conduit facilities to serve Factory OS leased facilities; and

WHEREAS, PPC, the Agreement provides a financial benefit to PPC (a one time payment of \$10,550 for the 10 year term) while supporting utility customers on Mare Island.

NOW, THEREFORE, the Governing Board of the Pittsburg Power Company DOES RESOLVE as follows:

Section 1.

The above recitals are true and correct and incorporated herein.

Section 2.

The Governing Board of PPC (Governing Board) hereby adopts this Resolution approving the Agreement between PPC and Factory OS.

Section 3.

The Executive Director is hereby authorized to make minor modifications to the Agreement and execute any documents and take such further actions as may be necessary or appropriate to carry out the Governing Board'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 Governing Board of the Pittsburg Power Company at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Garrett Evans, Executive Secretary

**CONDUIT LEASE AGREEMENT
BETWEEN
PITTSBURG POWER COMPANY AND FACTORY_OS**

This Conduit Lease Agreement (this "Lease Agreement") is made and entered into as of the 30 day of July, 2019 (the "Effective Date"), by and between the Pittsburg Power Company, a public joint powers agency ("PPC") and Factory_OS ("Lessee"), a California Limited Liability Corporation.

RECITALS

WHEREAS, PPC owns certain underground conduit located on Mare Island, Vallejo, California, and desires to lease conduit capacity of PPC to Lessee.

WHEREAS, Lessee desires a lease from PPC for a portion of the conduit of the PPC System identified with the conduit routing as generally described in Exhibit A – Fiber Optic Route Diagram, hereto (the "Leased Conduit"); and

WHEREAS, PPC is willing to give Lessee a non-exclusive lease of certain available conduit to Lessee and allow Lessee to pull fiber optic communication cable and install related splice and termination equipment for that purpose, subject to the terms and conditions set forth herein.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

ART ICLE 1. LEASE

1.1 PPC, for and in consideration of the rents and covenants herein specified to be paid and performed by Lessee, hereby demises and leases to Lessee, and Lessee hereby hires and leases from PPC, the Leased Conduit, on an "as is", "where is" basis without warranty for the Term and upon and subject to the terms and conditions and for the purposes herein set forth. All installation and cost or pulling, splicing, and terminating Lessee equipment shall be supplied by Lessee at Lessee's cost and expense.

ARTICLE 2. CONSIDERATION

2.1 The one-time consideration for the grant of this lease is Ten Thousand Dollars (\$10,550.00) and shall be due upon execution of this Agreement. Refer to Exhibit B – Lease Payment Calculation for the method and assumptions used in determining the consideration payment.

ARTICLE 3. TERM

3.1 Commencement. The term of this Lease (the "Term") shall commence on the Effective Date and shall expire ten (10) years following the Effective Date.

3.2 Renewal. Provided that Lessee is not in default under this Lease Agreement, and the Lessee has the necessary governmental permits, licenses, easements, franchises and approvals that may lawfully be required by federal, state or local law, statute, regulation or ordinance, PPC and Lessee may negotiate in good faith to renew and/or extend this Lease Agreement in five-year increments on mutually agreeable terms and conditions.

3.3 Holding Over. If Lessee shall hold over after the expiration of the Term, Lessee shall pay rent equal to one thousand dollars (\$1,000.00) (exclusive of abatements, if any), together with an amount reasonably estimated by PPC and any other charges payable under this Lease, and shall otherwise be on the terms and conditions herein specified so far as applicable (but expressly excluding all renewal or extension rights). Lessee shall be liable to PPC or any loss, damages or liability of PPC resulting from Lessee's failure to vacate upon the expiration or earlier termination of this Lease. Any options granted under the terms of this Lease shall be deemed terminated and shall be of no further effect during said tenancy at sufferance. No holding over by Lessee after the Term shall operate to extend the Term. If Lessee fails to surrender the Premises or any part thereof upon the expiration or termination of this Lease despite PPC's demand to do so, Lessee shall indemnify, defend, protect and hold PPC harmless from all claims, losses, costs, expenses, damages and liabilities, including attorneys' fees, PPC incurs as a result of Lessee's failure to surrender, including, without limitation, any claim made by any succeeding tenant founded on or resulting from such failure.

3.4 Title. It is understood and agreed that PPC shall maintain legal title to the entire PPC Conduit System, subject to this Lease in the Leased Conduit while Lessee shall retain legal title to the Lessee's fiber/splice enclosures, termination cabinets, splitters and related Lessee communication facilities.

ARTICLE 4. ACCESS

4.1 Shared Facilities. PPC hereby grants to Lessee a non-exclusive license, subject to the limitations and other provisions of this Lease Agreement, to any manholes and handholds (the "Ancillary Facilities") that are necessary to access the Leased Conduit identified in Exhibit A and that is solely in connection with its use of the Leased Conduit or other obligations of Lessee as defined within this Agreement. Lessee shall notify PPC at least three (3) days in advance if it wishes access to an Ancillary Facility, and PPC shall have the right to have one or more representatives present during any access to an Ancillary Facility.

4.2 Costs. Lessee shall pay PPC its Costs in connection with each access to an Ancillary Facility, within thirty (30) days of the date of Lessee's receipt of PPC's invoice, therefore. For purposes of this Lease Agreement, "Costs" means all reasonable and direct, overhead, material and equipment costs incurred by PPC in accordance with generally accepted estimating and accounting principles and incurred by PPC for necessary work or services performed in support of Lessee's request to use the Ancillary Facilities.

4.3 Safety. Lessee shall utilize industry required and standard safety practices when performing work within and around PPC facilities. PPC shall have the right to stop the Work if in its sole discretion deems the performance of the work to be unsafe. Lessee shall demonstrate its ability to safely work in a confined space environment. PPC will not have control over, be in charge of, nor be responsible for construction means, methods, techniques, sequences, or procedures, or for the safety precautions and programs in connection with Lessee's work, since these are solely Lessee's responsibility.

ARTICLE 5. PERMITS; UNDERLYING RIGHTS; RELOCATION

5.1 Governmental Approvals, Permits and Consents. (a) Lessee at its sole cost and expense, shall obtain and maintain any and all necessary governmental permits, licenses, easements,

franchises and approvals that may lawfully be required by federal, state or local law, statute, regulation or ordinance, and shall continuously comply with all such laws, statutes, regulations or ordinances as may now or in the future be applicable to (1) its operation or use of the Leased Conduit; and (2) Lessee's other rights and obligations under this Lease Agreement.

(b) If Lessee, shall at any time fail to maintain such approvals or comply with all applicable legal requirements described in paragraphs (a) above, PPC may terminate this Lease Agreement under Article 9, without liability and without restriction to any other legal, equitable, or administrative remedy available to PPC. Lessee may contest the applicability or validity of any alleged legal requirement asserted against it or its customers, provided that Lessee gives prompt notice of such contest to PPC, adheres to proper legal procedures applicable to any such challenge, and indemnifies and holds harmless PPC and its affiliates and their officers, directors, employees, agents, servants,

and assigns from any loss, damage, claims or proceedings to the extent resulting from such challenge or from the failure of Lessee, their contractors or their subcontractors to comply with this Section 5.1.

5.2 Relocations. PPC may relocate all or any portion of the PPC system or any of the facilities used or required in providing Lessee with the Leased Conduit: (1) if a third party with legal authority to do so orders or threatens to order such relocation (e.g., through filing or threatening to file a condemnation suit); (2) in order to comply with federal, state or local applicable laws; (3) to prevent or abate interference with or interruption of the PPC System, or an unreasonable risk thereof, due to the existence of physical conditions; or (4) if PPC determines to do so in its reasonable business judgment. PPC shall provide Lessee as much advance notice as possible but shall use reasonable efforts to provide at least sixty (60) calendar days' prior notice of any such relocation. PPC shall bear the costs of relocating its facilities and the Leased Conduit unless such relocation is proximately cause in whole or part by Lessee's negligence of material violation of this Agreement.

ARTICLE 6. USE OF LEASED CONDUIT, MAINTENANCE

6.1 Interference. Lessee shall not use the Lessee equipment in a way that interferes in any way with or adversely affects the use of equipment of any other person using the PPC system or any of the other PPC-owned facilities or infrastructure contained within PPC's rights-of-way. [Lessee acknowledges that the PPC System includes or will include other participants, including PPC and other owners.]

6.2 Maintenance. Lessee shall bear all costs associated with its use of the Lessee's equipment, including without limitation the cost of installation, maintenance and repairs of the Lessees' equipment. Such installation, maintenance and repairs shall be performed in a good and workmanlike manner, in conformity with such requirements and specifications as PPC may from time to time prescribe, in accordance with the National Electrical Safety Code, the National Electrical Code, and any statewide electric codes adopted by the State of California or any department or agency thereof, applicable industry standards, and in accordance with laws and regulations of any federal, state or local government, or any agency or instrumentality thereof, having competent jurisdiction over Lessee, Lessee's Fibers, or the Leased Conduit including applicable General Orders of the Public Utilities Commission of the State of California and any supplements thereto and revisions thereof. Lessee shall be responsible for the proper design and maintenance of its fiber optic facilities and other equipment that occupies shared right of way systems or other facilities, and shall perform work in shared conduit systems and other facilities in a safe and workmanlike manner and at its sole cost. Lessee shall permanently identify, by tags or other suitable means, all of its cables and other equipment that are placed in shared conduit systems or other facilities. Each party agrees to take all necessary precautions to avoid damaging the other party's facilities and to protect such facilities in the same manner as such party protects its own facilities. PPC shall be responsible for maintenance of Leased Conduit unless such maintenance is necessary due to Lessee's

negligence, omission or breach of this Agreement. In the event that repair or maintenance of the Leased Conduit is due to Lessees' negligence, Lessee shall have an affirmative duty to repair and maintain at their cost.

6.3 No Sub-Lease. The Lessee may not sublease or transfer their interest in the Leased Conduit.

6.4 No Liens. The Lessee shall at all times keep the Leased Conduit or PPC's Conduit free and clear from any and all liens, claims, and demands for work performed, Materials furnished, or operations conducted on said Leased Conduit or PPC's Conduit by Lessee. In the event the Leased Conduit or PPC's Conduit becomes subject to a lien, claim, demand for work or materials performed or any encumbrance of title not approved by PPC, Lessee shall immediately take such necessary efforts to clear the encumbrance of title to the Leased Conduit or PPC's Conduit.

6.5 Right of Inspection. PPC shall have the right to inspect the Leased Conduit and the Lessee equipment installed in the Leased Conduit during the Term.

ARTICLE 7. INDEMNITY. To the fullest extent permitted by law, Lessee shall defend, indemnify and hold PPC, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Lessee, its officials, officers, employees, agents, subcontractors and subcontractors arising out of or in connection with this Agreement, including without limitation the payment of all consequential damages, attorneys' fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs, including reasonable attorneys' fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by City or its directors, officials, officers, employees, agents or volunteers.

ARTICLE 8. INSURANCE

8.1 Lessee shall obtain and maintain in force, at its own expense, and shall require each of its contractors and subcontractors to obtain and maintain in force:

(a) Commercial General Liability Insurance, in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form;

(b) Workers' compensation insurance with statutory limits, and employer's liability insurance with limits of not less than \$1,000,000.00 per accident;

(c) Comprehensive Auto Liability coverage, including owned, non-owned and hired autos in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form.; and

(d) Any other insurance coverage specifically required or adjustment to the above coverage as set forth above in the event the PPC's Risk Manager determines that such adjustment is in the PPC's best interest.

(e) PPC shall be listed as an additional insured on all commercial general liability and commercial automobile insurance policies relevant to the project and maintained by the Lessee and the Lessee's contractors and subcontractors.

8.2 Unless otherwise agreed, Lessee' insurance policies shall be obtained and maintained with companies rated "A" or better by *Best's Key Rating Guide* and each party shall provide the other with an insurance certificate confirming compliance with this requirement for each policy providing such required coverage.

8.3 If Lessee fails to obtain the required insurance or fails to obtain the required certificates from any contractor and a claim is made or suffered, Lessee shall indemnify and hold harmless PPC from any and all claims for which the required insurance would have provided coverage. Further, in the event of any such failure which continues after seven (7) days' written notice thereof by PPC, PPC may, but shall not be obligated to, obtain such insurance and will have the right to be reimbursed for the cost of such insurance by the Lessee.

8.4 If coverage is denied or reimbursement of a properly presented claim is disputed by the carrier for the insurance provided above, the Lessee shall make good faith efforts to pursue such claim with its carrier.

ARTICLE 9. NOTICES

9.1 All notices and other communications required or permitted under this Lease Agreement shall be in writing and shall be given by United States first class mail, postage prepaid, registered or certified, return receipt requested, or by hand delivery (including by means of a professional messenger service or overnight mail) addressed as follows:

To Lessee at:

Larry Pace
Chief Financial Officer
Factory_OS
1245 Nimitz Ave.
Vallejo, CA 94592

To PPC at:

Power Company Manager
Pittsburg Power Company
995 Walnut Avenue
Mare Island Vallejo, CA 04592

Any such notice or other communication shall be deemed to be effective when actually received or refused. Either party may by similar notice given change the address to which future notices or other communications shall be sent.

ARTICLE 10. DEFAULT

10.1 Defined. A default shall be deemed to have occurred under this Lease Agreement if:

(a) In the case of a failure to pay any amount when due and payable under this Lease Agreement, the Lessee fails to pay such amount within fifteen (15) days of when due; or

(b) In the case of any other material breach of this Lease Agreement, a party fails to cure such within thirty (30) days after notice specifying such breach, provided that if the breach is of a nature that it cannot be cured within thirty (30) days, a default shall not have occurred so long as the breaching party has commenced to cure within said time period and thereafter diligently pursues such cure to completion.

10.2 Remedies. Upon the failure of a pay to comply with Section 9.1 (a) or to timely cure any breach after notice thereof from the other party and expiration of the above cure periods as defined in Section 9.1 (b), then the non-defaulting party may, pursue all remedies provided or in this Lease Agreement and/or any remedies it may have under applicable law or principles of equity relating to such breach.

10.3 PPC Remedies. In addition to the remedies set forth in Section 9.2, if Lessee fails to pay in full any portion of the payment for the construction of the Leased Conduit, or if Lessee fails to cure any other default of the terms of this Lease Agreement within the cure periods described in Section 9.1 above, PPC may, in addition to any other remedies that it may have under this Lease Agreement or by law, in its sole discretion, take the following

CONDUIT LEASE AGREEMENT – FACTORY_OS

actions upon ninety (90) calendar days' notice if such payment (together with applicable interest) or cure of said default consistent with provision 9.1 (b) is not made within such 90-day period:

(a) Disconnect and remove at Lessee's expense the Lessee Fibers; and/or

(b) Terminate this Lease Agreement. At the expiration or termination of this Lease subject to this Article, all rights of Lessee to use the Leased Conduit, or any part thereof, shall cease, and the Lessee shall surrender to PPC possession of the Leased Conduit. All rights to the use of the Leased Conduit therein shall revert to PPC without reimbursement of any consideration under this Agreement, Lease fee or other sums, costs, fees or expense previously made with respect thereto. Lessee shall retain legal title to the Lessee Fibers subject to any legal remedies that PPC may have in accordance with this Agreement.

10.4 No Waiver. A waiver by either party at any time of any of its rights as to anything herein contained shall not be deemed to be a waiver of any breach of covenant or other matter subsequently occurring.

10.5 Interest. If Lessee fails to make any payment under this Lease Agreement when due, such amounts shall accrue interest, from the date such payment is due until paid, including accrued interest, at an annual rate of eighteen percent (18%) compounded monthly or, if lower, the highest percentage allowed by law.

ARTICLE 11. ABANDONMENT

11.1 Should Lessee, for any reason, abandon all or part of its use of PPC System or facilities installed pursuant to this Lease Agreement, then the below provisions shall apply. "Abandon" shall be defined for the purposes of this Lease Agreement as failure to use the Leased Conduit for more than one year or at such time that notice of abandonment is provided by Lessee.

(a) If PPC rejects all or a portion of the proposed transfer of abandoned facilities from Lessee, then Lessee shall remove any facilities it proposed to abandon which were rejected by PPC within ninety (90) days of PPC's rejection. If the Lessee fails to so remove the abandoned rejected facilities, then PPC may remove them at Lessee's expense, which shall be paid within thirty (30) days of receipt of the invoice.

(b) At the time of any accepted abandonment, Lessee shall have no further rights with respect to the abandoned facilities. At such time, PPC shall have the authority to remove, reuse, or resell the abandoned facilities.

(c) Unless expressly rejected by PPC in writing within 90 days of a written abandonment notification, Lessee's abandoned facilities shall be transferred to the ownership of PPC.

ARTICLE 12. TERMINATION

12.1 Termination. If Lessee is not in default of this Agreement as defined within Article 9, or has not abandoned the Leased Conduit as defined in Article 10, and if at the expiration of the Term as defined within Article 3 of this Agreement or any mutually agreed upon extensions to the Term, Lessee shall have the election to do either of the following:

(a) Lessee will remove all equipment owned by Lessee within the PPC's conduit; or (b) As an alternative to (a) above, the parties if mutually agreed upon, may leave the equipment in the PPC's conduit wherein PPC will acquire and retain all proprietary and ownership interest to the equipment at no cost to the PPC with no further right, title or interest by Lessee in any of the Lessees' equipment. In the event the parties fail to mutually agree to this subsection (b), Lessee shall be obligated to comply with subsection (a) of this Article 11.1.

ARTICLE 13. TRANSFERS AND ASSIGNMENTS

Lessee may not transfer or assign all or any part of its interest in this Lease Agreement or in the Leased Conduit, in whole or in part, or delegate any duties, burdens, or obligations arising hereunder, without the prior written consent of PPC, which consent may not be unreasonably withheld. A transfer or assignment in violation of this Article shall be void and shall constitute a material breach of this Lease Agreement.

ARTICLE 14. REPRESENTATIONS, WARRANTIES AND ACKNOWLEDGMENTS

14.1 Each party represents and warrants that:

(a) It has the full right and authority to enter into, execute, deliver and perform its obligations under this Lease Agreement; and

(b) This Lease Agreement constitutes a legal, valid and binding obligation enforceable against such party in accordance with its terms, subject to bankruptcy, insolvency, creditors' rights and general equitable principles.

14.2 PPC MAKES NO WARRANTY, EXPRESS OR IMPLIED WITH RESPECT TO THE LEASED CONDUIT, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED.

ARTICLE 15. FORCE MAJEURE

Neither party shall be liable to the other party and each party's performance under this Lease Agreement shall be excused, if and to the extent that any failure or delay in such party's performance of one or more of its obligations hereunder caused by any of the following conditions, and such party's performance of such obligation or obligations shall be excused and extended or and during the period of any such delay: act of God; fire, flood; war or civil disorder; strikes or other labor disputes; or any other cause beyond the reasonable control of such party ("Force Majeure Event"). The party claiming relief under this Article shall notify the other in writing of the existence of the event relied on and the cessation or termination of said Force Majeure Event, and the party claiming relief shall exercise reasonable commercial efforts to minimize the time of any such delay; PROVIDED HOWEVER THAT, the provisions of this paragraph shall not operate so as to excuse or release Lessee from the prompt payment of amounts due and payable under this Lease Agreement. PROVIDED FURTHER THAT, if the PPC System and/or the Leased Conduit are totally destroyed, or rendered unusable, by a Force Majeure Event, PPC may terminate this Lease Agreement, without liability to Lessee, as of the date of such Force Majeure Event.

ARTICLE 16. GENERAL

16.1 Binding Effect. The failure of either party hereto to enforce any of the provisions of this Lease Agreement, or the waiver thereof in any instance shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.

16.2 Taxes. PPC hereby provides notice pursuant to California Revenue and Taxation Code Section 107.6, and Lessee acknowledges that this Lease Agreement may create a possessory interest and Lessee may be subject to property taxes levied on such interest, as described in California Revenue and Taxation Code Section 107. Lessee shall be responsible for and shall pay all Impositions:

(a) Imposed on, based on, or otherwise measured by the gross receipts, gross income, net receipts or net income received by or accrued to Lessee with respect to the ownership or use of the Leased Conduit; or

(b) Which have been separately assessed, allocated to, or imposed on the Leased Conduit; or

(c) Which are imposed, based on, or otherwise measured with respect to construction services performed by PPC for Lessee. "Impositions" means all taxes, fees, levies, imposts, duties, charges or withholdings of any nature (including, without limitation, possessory interest taxes, franchise, license and permit fees), together with any penalties, fines or interest thereon arising out of the transactions contemplated by this

Lease Agreement that are imposed upon the PPC System by any federal, state or local government or other public taxing authority; but shall not include taxes, fees or similar levies based on income.

16.3 Governing Law. This Agreement and all matters relating to it shall be governed by the laws of the State of California without reference to its choice of law principles and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Contra Costa, California.

16.4 Rules of Construction. The captions or headings in this Lease Agreement are strictly for convenience and shall not be considered in interpreting this Lease Agreement or as amplifying or limiting any of its content. Words in this Lease Agreement which import the singular connotation shall be interpreted as plural, and words which import the plural connotation shall be interpreted as singular, as the identity of the parties or objects referred to may require.

(a) Unless expressly defined herein, words having well known technical or trade meanings shall be so construed.

(b) Except as set forth to the contrary herein, any right or remedy of Lessee or PPC shall be cumulative and without prejudice to any other right or remedy, whether contained herein or not.

(c) Nothing in this Lease Agreement is intended to provide any legal rights to anyone not an executing party of this Lease Agreement.

(d) This Lease Agreement has been fully negotiated between and jointly drafted by the parties.

(e) All actions, activities, consents, approvals and other undertakings of the parties in this Lease

Agreement shall be performed in a reasonable and timely manner, it being expressly acknowledged and understood that time is of the essence in the performance of obligations required to be performed by a date expressly specified herein. Except as specifically set forth herein, or the purpose of this Lease Agreement the standards and practices of performance within the telecommunications industry in the relevant market shall be the measure of a party's performance.

16.5 Entire Agreement. This Lease Agreement constitutes the entire and final agreement and understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements relating to the subject matter hereof, which are of no further force or effect. This Lease Agreement may only be modified or supplemented by an instrument in writing executed by each party.

16.6 Relationship of the Parties. The relationship between Lessee and PPC shall not be that of partners, agents, or joint ventures or one another, and nothing contained in this Lease Agreement shall be deemed to constitute a partnership or agency agreement between them for any purposes, including, but not limited to, federal income tax purposes. Lessee and PPC, in performing any of their obligations hereunder, shall be independent contractors or independent parties and shall discharge their contractual obligations at their own risk subject, however, to the terms and conditions hereof.

16.7 Severability. If any term, covenant or condition contained herein is, to any extent, held invalid or unenforceable in any respect under the laws governing this Lease Agreement, the remainder of this Lease Agreement shall not be affected thereby, and each term, covenant or condition of this Lease Agreement shall be valid and enforceable to the fullest extent permitted by law.

IN WITNESS, WHEREOF, the parties have executed this Lease Agreement as of the Effective Date, the day and year first above written.

LESSEE;

Factory_OS, LLC
1245 Nimitz Ave.
Vallejo, CA 94592

By: 

Name: James L Pace

Title: C.O.O. 7/31/2020

PPC:

PITTSBURG POWER COMPANY
a Joint Powers Authority
65 Civic Avenue.
Pittsburg, CA 94565

By: _____

Name: Garrett Evans

Title: Executive Director

Attest:

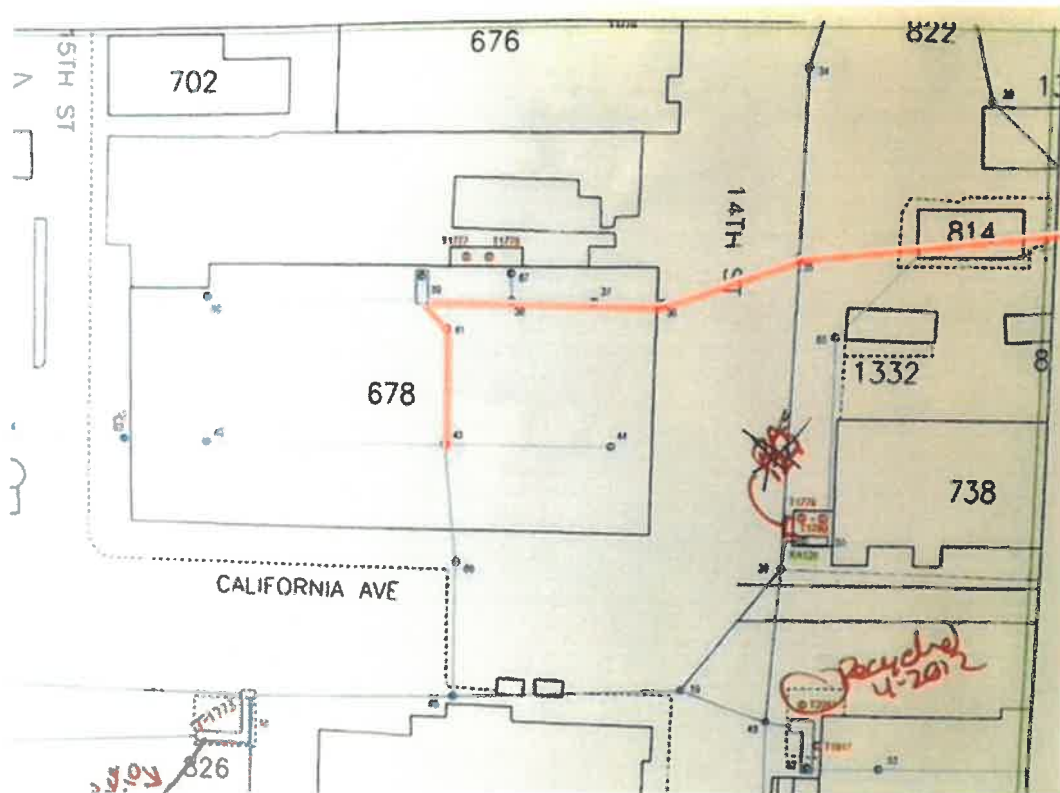
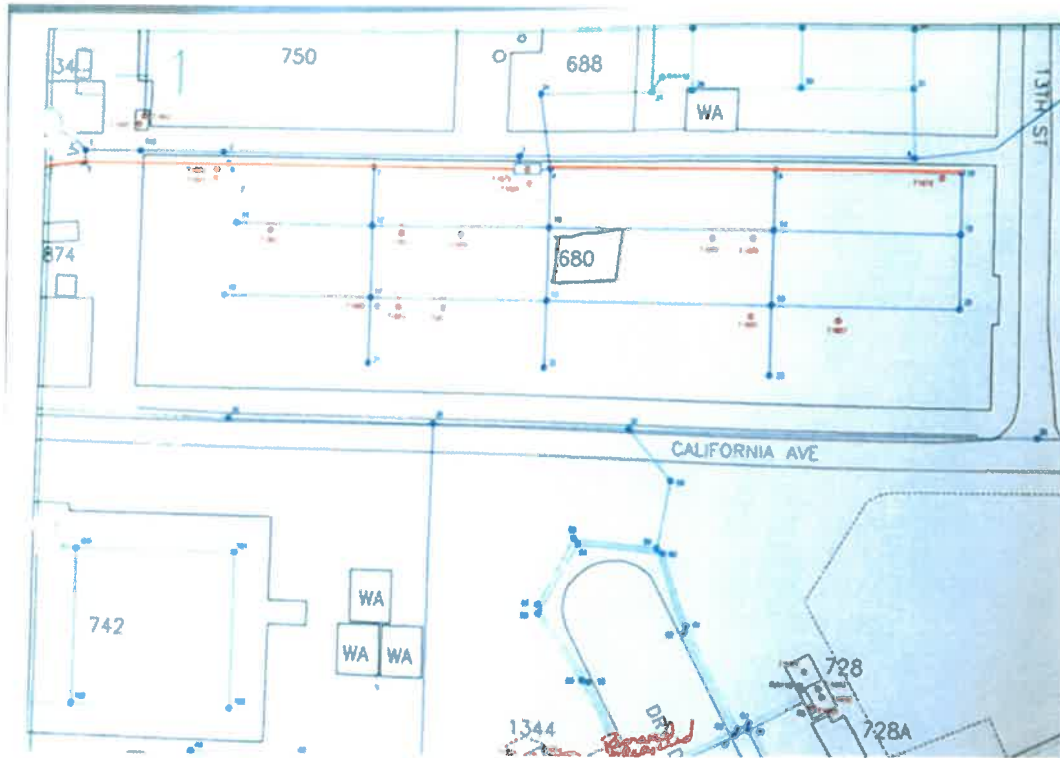
Alice Evenson, Secretary

Approved As To Form

Donna Mooney, Counsel

CONDUIT LEASE AGREEMENT – FACTORY_OS

EXHIBIT A
Fiber Optic Route Diagram



CONDUIT LEASE AGREEMENT – FACTORY_OS

EXHIBIT B

Lease Payment Calculation

Assumptions:

Lease Cost:	\$0.80	ft/yr
Footage:	1,740	ft
Term:	10	years
Discount Rate:	7.5%	
Annual Escalation:	2.5%	

NPV Calculation:

Year:	1	2	3	4	5	6	7	8	9	10
Cost:	\$ 1,392.00	\$ 1,426.80	\$ 1,462.47	\$ 1,499.03	\$ 1,536.51	\$ 1,574.92	\$ 1,614.29	\$ 1,654.65	\$ 1,696.02	\$ 1,738.42

NPV: \$10,548.88

Rounded: \$10,550.00



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

TO: Mayor/Chair and Council/Governing Board Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of City Council and Geologic Hazard Abatement District II (GHAD) Resolutions Amending the Operating Budgets for Fiscal Year 2020-21.

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

After the final budget was approved, minor corrections and adjustments need to be made to the original Operational Budgets for the City and Geologic Hazard Abatement District II for Fiscal Year 2020-21.

FISCAL IMPACT

The proposed City of Pittsburg Operating Budget contained \$400,000 for additional Lighting and Landscaping operations. The proposed amendment will transfer the \$400,000 from the General Fund to the Lighting and Landscaping Budget. No additional appropriations are being requested by this action.

In the General Fund (110), additional funds are needed to conduct traffic studies in the amount of \$25,000 and radio equipment for mobile and mounted radios in the amount of \$72,000 for a total increase in appropriations of \$97,000. These appropriations, if approved, will come from existing fund balance.

In the Economic Development Fund (202), subcontractor costs of \$10,000 were left out of the initial budget, projected current year revenues will cover these additional costs.

In the Measure J Tax Fund (204), the East County Transportation fee of \$10,809 was left out of the initial budget, projected current year revenues will cover these additional costs.

In the Park Maintenance CFD 2007-1 Fund (211) the projected departmental attrition was too aggressive and the correction will increase costs by \$12,849. Projected current year revenues will cover these additional costs.

In the Water Fund (501), a salary reduction was recorded through attrition based upon an expected retirement, due to personnel changes, the projected attrition savings will not occur in the current year. In addition, in the Water Fund (501) and Sewer Fund (521) personnel were budgeted to the wrong funds. Impact for Water Fund (501) will be an additional \$116,276, which will be covered by existing projected revenues and the Sewer Fund (521) will see a savings of \$32,376 in the current year.

In the Information Technology Fund (601), staff is requesting that funds approved but not spent in Fiscal Year 2019-20 be rolled over to Fiscal Year 2020-21 in the amount of \$83,000, to cover a departmental vehicle in the amount of \$20,000, desktop replacement in the amount of \$5,000, and City Works software for Public Works in the amount of \$58,000. The costs will come from fund balance remaining after the Fiscal Year 2019-20 closes.

In the Fleet Fund (611), staff is requesting that funds approved but not spent in Fiscal Year 2019-20 be rolled over to Fiscal Year 2020-21 in the amount of \$200,000, to cover police vehicle buildouts in the amount of \$145,000, a vehicle for use in the Community Development Department in the amount of \$20,000, small tools for the mechanic shop in the amount of \$8,000 and additional vehicle repair/costs in the amount of \$27,000. The costs will come from fund balance remaining after the Fiscal Year 2019-20 closes.

In the Geologic Hazard Abatement District II Fund (GHAD) (208), during a detailed review and the budget presented for adoption, it was determined that operational costs of \$222,966 were left off the original budget. Projected current year revenues will cover these additional costs.

RECOMMENDATION

The City Council and the Geologic Hazard Abatement District II Board approve the budget amendments for the Operating Budgets for Fiscal Year 2020-21, as presented.

BACKGROUND

The Preliminary Operating Budgets for Fiscal Year 2020-21 for the City of Pittsburg and GHAD were approved at the June 29, 2020 City Council meeting. After the final budget was approved and during a review of the new budget, it was discovered a couple of calculations were omitted or not processed due to the contingency of the budget process during this most unusual year due to the Covid-19 virus and economic downturn.

SUBCOMMITTEE FINDINGS

On September 4, 2020, the Finance Subcommittee reviewed the proposed changes and did not have any changes to the proposed amendments.

STAFF ANALYSIS

During the budget process, the City Council instructed staff to include \$400,000 in additional maintenance of streets and medians within the City. This was originally budgeted as an expense in the General Fund (Fund 110). In order to manage these resources as well as other Lighting and Landscaping funds, the \$400,000 is being reclassified in the General Fund to be a transfer out to the Lighting and Landscape Fund (Fund 205), where the \$400,000 will be recorded as a transfer in and increase the appropriations by the \$400,000 in part-time salaries and benefits.

During the Fiscal Year 2020-21 budget and amongst the rapidly changing projections involving the all departments due to Covid-19, the Finance department changed formats for uploading the budget requests from the individual departments for Fiscal Year 2020-21. These changes resulted in some items being misclassified in the budget for various funds as outlined in the Fiscal Impact section of this staff report for Fiscal Year 2020-21 which need to be corrected.

These changes resulted in omission of GHAD Operational costs of \$222,966 for the GHAD Funds as outlined on the attachment. The amendment will increase the operational expenses of the GHAD Fund by \$110,500, increase the transfer out of the GHAD Administration Fund by \$112,466. The GHAD Administration Fund will also record the transfer in of \$112,466 and increase part-time salaries by \$112,466.

ATTACHMENTS: Resolutions – City of Pittsburg Funds
Geologic Hazard Abatement District II Funds 208 and 226
Budget Amendment Spreadsheet

Report Prepared By: Brad Farmer, Director of Finance

BEFORE THE SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT
DISTRICT II BOARD

In the Matter of:

Approval of a Budget Amendment for)
Fiscal Year 2020-21 for the Southwest)
Pittsburg Geologic Hazard Abatement)
District II (GHAD II) and Appropriation)
of Funds for Fiscal Year 2020-21)

RESOLUTION NO. 20-

The Southwest Pittsburg Geologic Hazard Abatement District (GHAD) II Board
FINDS AND DETERMINES as follows:

WHEREAS, the Executive Director has prepared, transmitted and presented an amendment to the Operating Budget for Fiscal Year 2020-21 to the Board for its consideration; and

WHEREAS, the Board adopts the Southwest Pittsburg Geologic Hazard Abatement District 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 Board held a meeting on September 21, 2020 for the purpose of reviewing and discussing the Southwest Pittsburg GHAD II budget amendment for the Fiscal Year 2020-21 and recommend increasing the spending plan by \$222,966.

NOW, THEREFORE, Southwest Pittsburg GHAD II Board DOES RESOLVE as follows:

Section 1. Findings and Authorization

- 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 Amendment to the Budget for Fiscal Year 2020-21 is hereby approved as set forth in a copy of said budget summary on file with the City of Pittsburg.
- C. Those funds are hereby and shall include an increase to the spending plan of \$222,966
- 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.

Section 2. Effective Date

This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Southwest Pittsburgh GHAD II Board at a regular meeting held on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Alice E. Evenson, City Clerk

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approval the Operating Budget)
Amendment for Fiscal Year 2020-21)
For the City of Pittsburgh and)
Appropriation of Funds for Fiscal)
Year 2020-21)

RESOLUTION NO. 20-

The Pittsburgh City Council FINDS AND DETERMINES as follows:

WHEREAS, the City Manager has prepared, transmitted and presented amendments for the Preliminary Operating Budget for Fiscal Year 2020-21 to the City Council for its consideration; and

WHEREAS, the City prepares and adopts amendments to the Preliminary Operating Budget for Fiscal Year 2020-21 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, having fully reviewed the Amendments to the Operating Budget for Fiscal Year 2020-21 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 DOES RESOLVE as follows:

Section 1. Findings and Authorization

- A. The recitals set forth above are true and correct statements and are hereby incorporated in conjunction with the respective staff report.
- B. The Amendments to the Budget for Fiscal Year 2020-21 is hereby approved as set forth in a copy of said budget summary on file with the City of Pittsburgh.
- 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 Budget Amendment Spreadsheet.
- D. The revenues for all City funds are projected as set forth in the respective staff report and Budget Amendment Spreadsheet.

Section 2. Effective Date

This resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting held on 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

Proposed Budget Adjustments September 21, 2020

1. Reduce Streets expenses by \$400,000 and book as a transfer out to L&L				
Account	Current	New		
110-43002-1131	400,000.00	-		PT Salaries
110-43002-4006	-	400,000.00		Transfer out
205-43015-5901	400,000.00	-		Transfer In
205-43015-1131	136,562.00	492,225.42	355,663.42	Salaries PT
205-43015-1251	34,888.00	49,598.10	14,710.10	Workers Comp
205-43015-1252	5,780.00	8,198.49	2,418.49	Unemployment Insurance
205-43015-1261	65,017.00	92,224.99	27,207.99	Fica & Medicare
			<u>400,000.00</u>	
			-	No GF impact
2. General Fund				
Account				
110-41611-2199	25,000.00	50,000.00	25,000.00	Due to traffic Studies
110-42101-3005	-	72,000.00	72,000.00	Radio equipment additions
			<u>97,000.00</u>	GF Cost increase \$97,000
3. Econ Dev				
202-41102-2199	75,000.00	85,000.00	10,000.00	Subcontractor
				Finance error - No GF Cost
				CY Rev enough to cover
4. Measure J Tax				
204-41621-2199	-	10,809.00	10,809.00	East County Transporation Fee
				Missed in budget -No GF Cost
				CY Rev enough to cover
5. PW - Park Maint. CFD 2007-1				
211-43025-4586	(12,849.00)	-	12,849.00	reduction of attrition to zero
				Finance error - No GF Cost
				CY Rev enough to cover
6. Water & Sewer				
Water 501-44101-Salaries & Benefits			32,276.00	Personnel in wrong Fund
Sewer 521-45101-Salaries & Benefits			(32,276.00)	Personnel in wrong Fund
Water 501-44111-4586 Attrit (84,000.00)		-	84,000.00	Attrition from retirement delayed
				Cost increase No GF increase
				CY Rev enough to cover
7. 601 IT - Carry Over of unspent FY 19-20 Budget				
601-40023-3005 - Capital	20,000.00	45,000.00	25,000.00	PY Budget
			58,000.00	Used Vehicle 20k, Desktop 5k
			<u>83,000.00</u>	City Works -PW
				Use of existing FB, PY not spent
8. 611 Fleet - Carry Over of unspent FY 19-20 Budget				
			\$200,000	Carry Over, \$300K savings in FY 19-20
				Use of existing FB, PY not spent
1. \$145,000 police vehicle buildout			3. \$8,000 Tools for shop	
2. \$20,000 community development vehicles			4. \$27,000 vehicle repairs/replacement	

9. GHAD - Correct budget for items missing.

Other Special Departmental Supplies				
208-43031-1341	-	6,000.00	5,000.00	Maintenance Supplies
			1,000.00	Other Special Office Supplies
			<u>6,000.00</u>	
Utilities - Water				
208-43031-1394	-	500.00		
Membership Dues & Subscriptions				
208-43031-2003	-	1,000.00		Association of GHAD's Membership Fees
Legal				
208-43031-2101	-	20,000.00		
Other Contractual & Professional Service				
208-43031-2199	-	65,000.00	5,000.00	BAGG Engineers (Pre Winter Inspect)
			5,000.00	BAGG Engineers General/Emergency Work
			5,000.00	Kleinfelder Regular and Emergency Contract
			5,000.00	Biological Monitoring
			40,000.00	Weed Abatement & Other Maintenance Contracts
			<u>5,000.00</u>	Special Project identified in the pre-winter report
			<u>65,000.00</u>	
Maint & Repairs				
208-43031-2219	-	5,000.00		Emergency Repairs
Capital				
208-43031-3005	-	13,000.00		Vehicle
		<u>110,500.00</u>		
Transfer Out to 226	500,000.00	612,466.00	(112,466.00)	for part-time salary costs
	500,000.00	722,966.00	(222,966.00)	Costs will be covered by existing revenues

5. GHAD - Admin

Transfer In from 208				
Revenues	226-41612-5904	500,000.00	612,466.00	
Expenses	226-41612-1131	16,926.00	116,926.00	(100,000.00) Salaries PT
	226-41612-1251	9,356.00	13,492.00	(4,136.00) Workers Comp
	226-41612-1252	623.00	1,303.00	(680.00) Unemployment Insurance
	226-41612-1261	17,337.00	24,987.00	(7,650.00) Fica & Medicare
		<u>44,242.00</u>	<u>156,708.00</u>	<u>(112,466.00)</u>
Net		455,758.00	455,758.00	-



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

TO: Mayor/Chair and Council/Governing Board Members

FROM: Garrett Evans, Executive Director/City Manager

SUBJECT: Adoption of a City Council Resolution Approving a Software Purchase and a Southwest Pittsburg Geologic Hazard Abatement District II Resolution Approving a Loan to the City of Pittsburg

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

This resolution will authorize the City's purchase of new software to improve online services to customers, increasing efficiency of the City's planning, development and building inspection services, and financed by a loan between the City and the Southwest Pittsburg Geologic Hazard Abatement District II (GHAD).

FISCAL IMPACT

Staff has negotiated an agreement for software licensing and implementation for the Community Development Department. The \$300,000 estimated cost for the first year of the project is comprised of \$58,425 for licenses, \$210,290 for implementation and related services, and contingency of \$31,285 (approximately 10 percent) for unforeseen costs. The agreement attached to this report includes four additional years of software licensing to be paid each year from the Community Development Department's operating budget. Department revenues from permits, technology and document fees, are forecast to be sufficient to cover these annual expenses.

The City and the GHAD propose to enter into the Loan, whereby the General Fund will borrow \$300,000 from the GHAD to pay for the software and initial related costs. There is sufficient fund balance to accommodate the loan without impact on the GHAD's ongoing operations. The Loan will accrue LAIF interest and will continue until repaid in full. The City proposes to repay the loan with revenues from development permit fees, grant funds and operating funds.

RECOMMENDATION

City Council adopt the Resolution approving the agreement for software purchase.

GHAD Board of Directions adopt the Resolution approving the Loan to the City.

BACKGROUND

On May 18, 2020, the City Council adopted the City's Goals and Priorities for Fiscal Year 2020-21. Among the goals were directives to "increase efficiency of City operations through technology and streamlined processes," and "create more transparency, predictability and efficiency for new development proposals."

On June 15, 2020, the City Council approved Resolution 20-13792 authorizing an application to the Local Early Action Planning grant program to support several projects, including \$100,000 for the purchase of software to facilitate production of housing in the City. Funds from the non-competitive grant are expected during this fiscal year. This project is an appropriate use for these grant funds.

SUBCOMMITTEE FINDINGS

This item has not been presented to a Subcommittee.

STAFF ANALYSIS

The Community Development Department is comprised of the Building Inspection, Planning, Engineering and Code Enforcement divisions, and is charged with managing and regulating development within the City.

The March 2020 Public Health Order related to the COVID-19 pandemic closed City offices, forcing most of the department's permitting operations from in-person over the counter to electronic service delivery. Current technology at the City is functional but cumbersome in providing services remotely and is subject to delays in processing permits for construction within the City.

City staff solicited proposals from three software vendors: Oracle, Carahsoft/Accela and Tyler/EnerGov, the City's current vendor for financial software. Staff reviewed each option, including viewing demonstrations of capabilities and compatibility with the City's other systems.

Staff recommends purchase of Accela software, which is cost-competitive, effective, and is common in cities throughout the Bay Area and across the United States. The vendor, Carahsoft, proposes an agreement for implementation services and up to five years of license fees set by agreement to increase no more than 3 percent yearly, for a total not to exceed \$520,475.

The Agreement pricing and terms follow the state Department of General Services Software Licensing Program (SLP), a cooperative purchasing program that allows cities and other public agencies to "piggyback" contract terms, beneficial pricing and discounts already negotiated by the State of California. Contract provisions such as insurance, indemnity and termination for software, licensing and implementation services that are in the state contract also apply for the City.

Once the new software is implemented, permit applicants will be able to submit plans digitally, and receive email, telephone, text and real-time updates on project application status, receive fee estimates and make payments online. The new system will also streamline the review process across the Planning, Engineering and Building Inspection divisions in Community Development.

Due to the demands on the General Fund, the City does not have sufficient funds to complete the purchase of the software and its first year of implementation as negotiated. Therefore, GHAD proposes to loan the required funds to the City. The loan will accrue LAIF interest and will continue to exist until repaid. There is sufficient fund balance to accommodate the loan without impact on the GHAD's ongoing operations.

Revenues from development permits and services, including a technology fee already applied to building permits issued by the City, will be applied to repayment of the loan.

ATTACHMENTS: Resolution – City
 Resolution – GHAD
 Purchase Agreement and Exhibits:
 Carahsoft SLP Agreement with Terms and Conditions
 Carahsoft – Accela, Inc. – 09.04.2020 – Quote 22193827
 Carahsoft Cloud Computing Special Provisions
 Carahsoft General Provisions

Report Prepared By: Jill Hecht, Director of Community Development

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Adoption of a Resolution Approving a)
Software Purchase Agreement with Carahsoft)
And a Loan Agreement with Southwest) RESOLUTION NO. 20-
Pittsburg Geologic Hazard Abatement District II)

The City Council of the City of Pittsburg FINDS AND DETERMINES as follows:

WHEREAS, On May 18, 2020, the City Council adopted Goals and Priorities for Fiscal Year 2020-21 that included directives to “increase efficiency of City operations through technology and streamlined processes,” and “create more transparency, predictability and efficiency for new development proposals,” and,

WHEREAS, the Community Development Department is comprised of the Building Inspection, Planning, Engineering and Code Enforcement divisions, and is charged with managing and regulating development within the City; and,

WHEREAS, on March 17, 2020, City offices were closed to the public by order of the Contra Costa County Public Health Officer in order to slow the spread of the COVID-19 coronavirus, making online and electronic service delivery a necessity for receiving and processing permits for development within the City; and,

WHEREAS, the City’s current software systems are not sufficient to support the efficient, streamlined or transparent delivery of development services, and require a technology update to function properly; and,

WHEREAS, staff solicited proposals from three software vendors, and recommends approval of an agreement for services with Carahsoft for implementation of Accela software and related implementation services for a total first year budget of \$300,000, which includes \$58,425 for licenses, \$210,290 for implementation and related services per the agreement, and project contingency of \$31,285 (approximately 10 percent) for unforeseen costs in the first year;

WHEREAS, the attached agreement for \$520,475 also includes four additional years of software license fees as negotiated, with allowance for an annual increase of no more than three (3) percent yearly, to be paid each year from the Community Development Department’s operating budget; and,

WHEREAS, due to the demands on the General Fund, the City does not have sufficient funds to complete the purchase of the software as negotiated; and,

WHEREAS, staff is requesting authorization to execute a loan agreement between the City and the Southwest Pittsburg Geologic Hazard Abatement District II in an amount up to \$300,000 for the software purchase and related expenses, to be repaid in full plus interest from permit and other revenues related to development in the City.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Pittsburgh hereby authorizes the City Manager to execute the Purchase Agreement Between the City and Carahsoft, and the Loan Agreement Between the City and Southwest Pittsburgh Geologic Hazard Abatement District II in the amount of \$300,000.

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

BEFORE THE SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT
DISTRICT II

In the Matter of:

Adoption of Resolution Approving a Loan)
To the City of Pittsburgh)

RESOLUTION NO. 20-

The Board of Directors of the Southwest Pittsburgh Geologic Hazard Abatement District II (GHAD II) FINDS AND DETERMINES as follows:

WHEREAS, on May 18, 2020, the Pittsburgh City Council adopted Goals and Priorities for Fiscal Year 2020-21 that included directives to “increase efficiency of City operations through technology and streamlined processes,” and “create more transparency, predictability and efficiency for new development proposals,” and,

WHEREAS, the City’s current software systems for processing various construction and development permit applications require an update to support these goals; and,

WHEREAS, City staff solicited proposals from three software vendors, and recommended approval of an agreement with Carahsoft for implementation of Accela software and related services, for a total project cost with contingency of \$300,000; and,

WHEREAS, due to the demands on the General Fund, the City does not have sufficient funds to complete the purchase of the software as negotiated and has requested GHAD II loan the required funds to the City; the loan will accrue LAIF interest and will continue to exist until repaid.

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Southwest Pittsburgh Geologic Hazard Abatement District II hereby approves and authorizes the Executive Director to execute the Loan of up to \$300,000 to the City of Pittsburgh to pay for the purchase of software and its implementation.

PASSED AND ADOPTED by the Board of Directors of the Southwest Pittsburgh Geologic Hazard Abatement District II at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Chair

ATTEST:

Alice Evenson, Clerk of the Board

A LOAN AGREEMENT BETWEEN THE CITY OF PITTSBURG AND SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT DISTRICT II

This Loan and Reimbursement Agreement (Agreement) is entered into September 22, 2020 (Effective Date) by and between the City of Pittsburg, a municipal corporation (City), and the Southwest Pittsburg Geologic Hazard Abatement District II, a political subdivision of the State of California (GHAD); the City and GHAD are collectively referred to as the "Parties".

RECITALS

A. The City seeks to purchase a software program to provide on-line services for development-related permitting operations, including but not limited to electronic plan submittal and review, in order to facilitate the processing and issuance of development permits within the City limits, including the areas that are within and adjacent to boundaries of the GHAD.

B. The City proposes to enter into a purchase contract and expend up to \$300,000 acquire the software and related services necessary to update its system.

C. The City seeks a loan of up to \$300,000 (Loan) from the GHAD for the purchase of the software and related costs and expenses.

D. The Parties propose to enter into this agreement pursuant to which the GHAD will loan the monies necessary for the purchase, and related costs and expenses, and the City will reimburse the Loan, with current Local Agency Investment Fund (LAIF) interest.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the Housing Authority and the City hereby agree as follows:

1. Term.

This Agreement shall continue in full force and effect until the City has fully satisfied all repayment and reimbursement obligations it owes to the GHAD pursuant to this Agreement.

2. Reimbursement Payments; Subordination.

The GHAD shall loan the City an amount up to \$300,000. City shall repay the loan plus annual LAIF interest.

Forms of reimbursement payment may include but are not limited to revenue generated by or in relation to development permit fees and charges, grants or other associated revenue.

The Parties agree that all City obligations under this Agreement shall be subordinate to any and all existing indebtedness that the City has incurred prior to the Effective Date.

3. Further Assurances.

The Parties agree to execute, acknowledge and deliver to the other such other documents and instruments, and to undertake such other actions, as either shall reasonably request as may be necessary to carry out the intent of this Agreement.

4. No Third-Party Beneficiaries.

There shall be no third-party beneficiaries to this Agreement except as specifically set forth herein.

6. Venue and Governing Law.

This Agreement shall be construed and enforced in accordance with the laws of the State of California. Any action by any party to this agreement shall be brought in the appropriate court of competent jurisdiction within the County of Contra Costa, State of California, notwithstanding any other provision of law which may provide that such action may be brought in some other location.

7. Severability.

If any term, provision, covenant or condition contained in this Agreement or the application thereof to any person, party, transaction or circumstance is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this Agreement or the application of such provision to other persons, parties, transactions or circumstance shall not be affected thereby.

8. Counterparts.

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

9. Amendments.

This Agreement may be modified or amended, in whole or in part, only by an instrument in writing, executed by the Parties.

10. Effect of Waiver.

No waiver by a party of any provision of this Agreement shall be considered a waiver of any other provision or any subsequent breach of the same or any other provision, including the time for performance of any such provision. The exercise by a party of any remedy provided in this Agreement or at law shall not prevent the exercise by that party of any other remedy provided in this Agreement or at law.

11. Captions; Entire Agreement.

The section headings used in this Agreement are for convenience only and are not intended to affect the interpretation or construction of the provisions herein contained. This Agreement contains the entire agreement of the Parties with respect to the subject matter hereof. Any amendment to this Agreement, including oral modifications supported by new consideration, must be reduced to writing and signed by both parties before it will be effective. The parties have had an equal opportunity to participate in the drafting of this Agreement. The usual construction of an agreement as to the drafting party shall not apply to this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

**SOUTHWEST PITTSBURG
GEOLOGIC HAZARD ABATEMENT
DISTRICT II**

CITY OF PITTSBURG

Garrett Evans, Executive Director

Garrett Evans, City Manager

ATTEST:

Alice E. Evenson, Agency Secretary

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Donna Mooney, Agency Counsel

Donna Mooney, City Attorney

STATE MODEL

CLOUD COMPUTING SERVICES SPECIAL PROVISIONS

(Software as a Service)

THESE SPECIAL PROVISIONS ARE ONLY TO BE USED FOR SOFTWARE AS A SERVICE (SaaS), AS DEFINED BELOW. THESE SPECIAL PROVISIONS ARE TO BE ATTACHED TO THE GENERAL PROVISIONS – INFORMATION TECHNOLOGY AND SHOULD BE ACCOMPANIED BY, A STATEMENT OF WORK (SOW) AND SERVICE LEVEL AGREEMENT (SLA). SECURITY REQUIREMENTS DESIGNATED IN THIS DOCUMENT ARE ASSUMING A NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY (NIST) LOW CLASSIFICATION, UNLESS OTHERWISE SET FORTH IN THE SOW. A HIGHER CLASSIFICATION MAY REQUIRE DIFFERENT SECURITY REQUIREMENTS. STATE AGENCIES MUST FIRST:

- A. CLASSIFY THEIR DATA PURSUANT TO THE CALIFORNIA STATE ADMINISTRATIVE MANUAL (SAM) 5305.5;
- B. CONSIDER THE FACTORS TO BE TAKEN INTO ACCOUNT WHEN SELECTING A PARTICULAR TECHNOLOGICAL APPROACH, IN ACCORDANCE WITH SAM 4981.1, 4983 AND 4983.1 AND THEN;
- C. MODIFY THESE SPECIAL PROVISIONS THROUGH THE SOW AND/OR SLA TO MEET THE NEEDS OF EACH ACQUISITION.

1. Definitions

- a) **“Cloud Software as a Service (SaaS)”** - The capability provided to the consumer is to use applications made available by the provider running on a cloud infrastructure. The applications are accessible from various client devices through a thin client interface such as a web browser (e.g., web-based email). The consumer does not manage or control the underlying cloud infrastructure including network, servers, operating systems, storage, or even individual application capabilities, with the possible exception of limited user-specific application configuration settings.
- b) **“Cloud Platform as a Service (PaaS)”** - The capability provided to the consumer is to deploy onto the cloud infrastructure consumer-created or acquired applications created using programming languages and tools supported by the provider. The consumer does not manage or control the underlying cloud infrastructure including network, servers, operating systems, or storage, but has control over the deployed applications and possibly application hosting environment configurations.
- c) **“Cloud Infrastructure as a Service (IaaS)”** - The capability provided to the consumer is to provision processing, storage, networks, and other fundamental computing resources where the consumer is able to deploy and run arbitrary software, which can include operating systems and applications. The consumer does not manage or control the underlying cloud infrastructure but has control over operating systems; storage, deployed applications, and possibly limited control of select networking components (e.g., host firewalls).
- d) **“Data”** - means any information, formulae, algorithms, or other content that the State, the State's employees, agents and end users upload, create or modify using the SaaS pursuant to this Contract. Data also includes user identification information and metadata which may contain Data or from which the State's Data may be ascertainable.
- e) **“Data Breach”** - means any access, destruction, loss, theft, use, modification or disclosure of Data by an unauthorized party or that is in violation of Contract terms and/or applicable state or federal law.
- f) **“Encryption”** - Conversion of plaintext to ciphertext through the use of a Federal Information Processing Standards (FIPS) validated cryptographic algorithm. [FIPS 140-2]
- g) **“Recovery Point Objective (RPO)”** - means the point in time to which Data can be recovered and/or systems restored when service is restored after an interruption. The Recovery Point Objective is expressed as a length of time between the interruption and the most proximate backup of Data immediately preceding the interruption. The RPO is detailed in the SLA.

STATE MODEL CLOUD COMPUTING SERVICES SPECIAL PROVISIONS (Software as a Service)

- h) **“Recovery Time Objective (RTO)”** - means the period of time within which information technology services, systems, applications and functions must be recovered following an unplanned interruption. The RTO is detailed in the SLA.

Terms

2. SaaS AVAILABILITY: Unless otherwise stated in the Statement of Work,

- a) The SaaS shall be available twenty-four (24) hours per day, 365 days per year (excluding agreed-upon maintenance downtime).
- b) If SaaS monthly availability averages less than 99.9% (excluding agreed-upon maintenance downtime), the State shall be entitled to recover damages, apply credits or use other contractual remedies as set forth in the Statement of Work.
- c) If SaaS monthly availability averages less than 99.9% (excluding agreed-upon maintenance downtime), for three (3) or more months in a rolling twelve-month period, the State may terminate the contract for material breach in accordance with the Termination for Default provision in the General Provisions – Information Technology.
- d) Contractor shall provide advance written notice to the State in the manner set forth in the Statement of Work of any major upgrades or changes that will affect the SaaS availability.

3. DATA AVAILABILITY: Unless otherwise stated in the Statement of Work,

- a) The Data shall be available twenty-four (24) hours per day, 365 days per year (excluding agreed-upon maintenance downtime).
- b) If Data monthly availability averages less than 99.9% (excluding agreed-upon maintenance downtime), the State shall be entitled to recover damages, apply credits or use other contractual remedies as set forth in the Statement of Work if the State is unable to access the Data as a result of:
 - 1) Acts or omission of Contractor;
 - 2) Acts or omissions of third parties working on behalf of Contractor;
 - 3) Network compromise, network intrusion, hacks, introduction of viruses, disabling devices, malware and other forms of attack that can disrupt access to Contractor’s server, to the extent such attack would have been prevented by Contractor taking reasonable industry standard precautions;
 - 4) Power outages or other telecommunications or Internet failures, to the extent such outages were within Contractor’s direct or express control.
- c) If Data monthly availability averages less than 99.9% (excluding agreed-upon maintenance downtime), for three (3) or more months in a rolling twelve-month period, the State may terminate the contract for material breach in accordance with the Termination for Default provision in the General Provisions – Information Technology.

4. SaaS and DATA SECURITY:

- a) In addition to the Compliance with Statutes and Regulations provision set forth in the General Provisions – Information Technology, Contractor shall certify to the State:
 - 1) The sufficiency of its security standards, tools, technologies and procedures in providing SaaS under this Contract;
 - 2) Compliance with the following:
 - i. The California Information Practices Act (Civil Code Sections 1798 et seq.);
 - ii. Current NIST special publications 800-171 Protecting Controlled Unclassified Information in Nonfederal Information Systems and Organizations. Third party audit results and Contractor’s plan to correct any negative findings shall be made available to the State upon request ;

STATE MODEL CLOUD COMPUTING SERVICES SPECIAL PROVISIONS (Software as a Service)

- iii. Undergo an annual Statement on Standards for Attestation Engagements (SSAE) No. 16 Service Organization Control (SOC) 2 Type II audit. Third party audit results and Contractor's plan to correct any negative findings and implementation progress reports shall be made available to the State upon request; and
- iv. Privacy provisions of the Federal Privacy Act of 1974;
- 3) Compliance with industry standards and guidelines applicable to the SaaS services being provided. Relevant security provisions may include, but are not limited to: Health Insurance Portability and Accountability Act of 1996, IRS 1075, Health Information Technology for Economic and Clinical (HITECH) Act, Criminal Justice Information Services (CJIS) Security Policy, Social Security Administration (SSA) Electronic Information Exchange Security Requirements, and the Payment Card Industry (PCI) Data Security Standard (DSS) as well as their associated Cloud Computing Guidelines.
- b) Contractor shall implement and maintain all appropriate administrative, physical, technical and procedural safeguards in accordance with section a) above at all times during the term of this Contract to secure such Data from Data Breach, protect the Data and the SaaS from hacks, introduction of viruses, disabling devices, malware and other forms of malicious or inadvertent acts that can disrupt the State's access to its Data.
- c) Contractor shall allow the State reasonable access to SaaS security logs, latency statistics, and other related SaaS security data that affect this Contract and the State's Data, at no cost to the State.
- d) Contractor assumes responsibility for the security and confidentiality of the Data under its control.
- e) No Data shall be copied, modified, destroyed or deleted by Contractor other than for normal operation or maintenance of SaaS during the Contract period without prior written notice to and written approval by the State.
- f) Remote access to Data from outside the continental United States, including remote access to Data by authorized SaaS support staff in identified support centers, is prohibited unless approved in advance in writing by:
 - 1) the Agency Information Security Officer, with written notice to the State Chief Information Security Officer, or
 - 2) in the absence of an Agency Information Security Officer, the State Chief Information Security Officer.

5. ENCRYPTION: Confidential, sensitive or personal information shall be encrypted in accordance with California State Administrative Manual 5350.1 and California Statewide Information Management Manual 5305-A.

6. DATA LOCATION: Unless otherwise stated in the Statement of Work and approved in advance in writing by:

- 1) the Agency Information Security Officer, with written notice to the State Chief Information Security Officer, or
- 2) in the absence of an Agency Information Security Officer, the State Chief Information Security Officer,

the physical location of Contractor's data center where the Data is stored shall be within the continental United States.

7. RIGHTS TO DATA: The parties agree that as between them, all rights, including all intellectual property rights, in and to Data shall remain the exclusive property of the State, and Contractor has a limited, non-exclusive license to access and use the Data as provided to Contractor solely for performing its obligations under the Contract. Nothing herein shall be construed to confer any license or right to the Data, including user tracking and exception Data within the system, by implication, estoppel or otherwise, under copyright or other intellectual property rights, to any third party. Unauthorized use of Data by Contractor or third parties is prohibited. For the purposes of this requirement,

STATE MODEL CLOUD COMPUTING SERVICES SPECIAL PROVISIONS (Software as a Service)

the phrase “unauthorized use” means the data mining or processing of data, stored or transmitted by the service, for unrelated commercial purposes, advertising or advertising-related purposes, or for any other purpose other than security or service delivery analysis that is not explicitly authorized.

8. TRANSITION PERIOD:

- a) Unless otherwise stated in the SOW, for ninety (90) days prior to the expiration date of this Contract, or upon notice of termination of this Contract, Contractor shall assist the State in extracting and/or transitioning all Data in the format determined by the State (“Transition Period”).
- b) The Transition Period may be modified in the SOW or as agreed upon in writing by the parties in a contract amendment.
- c) During the Transition Period, SaaS and Data access shall continue to be made available to the State without alteration.
- d) Contractor agrees to compensate the State for damages or losses the State incurs as a result of Contractor’s failure to comply with this section in accordance with the Limitation of Liability provision set forth in the General Provisions - Information Technology.
- e) Unless otherwise stated in the SOW, the Contractor shall permanently destroy or render inaccessible any portion of the Data in Contractor’s and/or subcontractor’s possession or control following the expiration of all obligations in this section. Within thirty (30) days, Contractor shall issue a written statement to the State confirming the destruction or inaccessibility of the State’s Data.
- f) The State at its option, may purchase additional transition services as agreed upon in the SOW.

9. DATA BREACH: Unless otherwise stated in the Statement of Work,

- a) Upon discovery or reasonable belief of any Data Breach, Contractor shall notify the State by the fastest means available and also in writing, with additional notification provided to the Chief Information Security Officer or designee of the contracting agency. Contractor shall provide such notification within forty-eight (48) hours after Contractor reasonably believes there has been such a Data Breach. Contractor’s notification shall identify:
 - 1) The nature of the Data Breach;
 - 2) The Data accessed, used or disclosed;
 - 3) The person(s) who accessed, used, disclosed and/or received Data (if known);
 - 4) What Contractor has done or will do to quarantine and mitigate the Data Breach; and
 - 5) What corrective action Contractor has taken or will take to prevent future Data Breaches.
- b) Contractor will provide daily updates, or more frequently if required by the State, regarding findings and actions performed by Contractor until the Data Breach has been effectively resolved to the State’s satisfaction.
- c) Contractor shall quarantine the Data Breach, ensure secure access to Data, and repair SaaS as needed in accordance with the SLA. Failure to do so may result in the State exercising its options for assessing damages or other remedies under this Contract.
- d) Notwithstanding anything to the contrary in the General Provisions - Information Technology, in performing services under this Contract, and to the extent authorized by the State in the Statement of Work, Contractor may be permitted by the State to use systems, or may be granted access to the State systems, which store, transmit or process State owned, licensed or maintained computerized Data consisting of personal information, as defined by Civil Code Section 1798.29 (g). If the Contractor causes or knowingly experiences a breach of the security of such Data, Contractor shall immediately report any breach of security of such system to the State following discovery or notification of the breach in the security of such Data. The State’s Chief Information Security Officer, or designee, shall determine whether notification to the individuals whose Data has been lost or breached is appropriate. If personal information of any resident of California was, or is reasonably believed to have been acquired by an unauthorized person as a result of a

STATE MODEL CLOUD COMPUTING SERVICES SPECIAL PROVISIONS (Software as a Service)

security breach of such system and Data that is not due to the fault of the State or any person or entity under the control of the State, Contractor shall bear any and all costs associated with the State's notification obligations and other obligations set forth in Civil Code Section 1798.29 (d) as well as the cost of credit monitoring, subject to the dollar limitation, if any, agreed to by the State and Contractor in the applicable Statement of Work. These costs may include, but are not limited to staff time, material costs, postage, media announcements, and other identifiable costs associated with the breach of the security of such personal information.

- e) Contractor shall conduct an investigation of the Data Breach and shall share the report of the investigation with the State. The State and/or its authorized agents shall have the right to lead (if required by law) or participate in the investigation. Contractor shall cooperate fully with the State, its agents and law enforcement.

10. DISASTER RECOVERY/BUSINESS CONTINUITY: Unless otherwise stated in the Statement of Work,

- a) In the event of disaster or catastrophic failure that results in significant Data loss or extended loss of access to Data, Contractor shall notify the State by the fastest means available and also in writing, with additional notification provided to the Chief Information Security Officer or designee of the contracting agency. Contractor shall provide such notification within twenty-four (24) hours after Contractor reasonably believes there has been such a disaster or catastrophic failure. In the notification, Contractor shall inform the State of:
 - 1) The scale and quantity of the Data loss;
 - 2) What Contractor has done or will do to recover the Data and mitigate any deleterious effect of the Data loss; and
 - 3) What corrective action Contractor has taken or will take to prevent future Data loss.
 - 4) If Contractor fails to respond immediately and remedy the failure, the State may exercise its options for assessing damages or other remedies under this Contract.
- b) Contractor shall restore continuity of SaaS, restore Data in accordance with the RPO and RTO as set forth in the SLA, restore accessibility of Data, and repair SaaS as needed to meet the performance requirements stated in the SLA. Failure to do so may result in the State exercising its options for assessing damages or other remedies under this Contract.
- c) Contractor shall conduct an investigation of the disaster or catastrophic failure and shall share the report of the investigation with the State. The State and/or its authorized agents shall have the right to lead (if required by law) or participate in the investigation. Contractor shall cooperate fully with the State, its agents and law enforcement.

11. EXAMINATION AND AUDIT: In addition to the Examination and Audit provision set forth in the General Provisions - Information Technology, unless otherwise stated in the Statement of Work:

- a) Upon advance written request, Contractor agrees that the State or its designated representative shall have access to Contractor's SaaS, operational documentation, records and databases, including online inspections, that relate to the SaaS purchased by the State.
- b) The online inspection shall allow the State, its authorized agents, or a mutually acceptable third party to test that controls are in place and working as intended. Tests may include, but not be limited to, the following:
 - 1) Operating system/network vulnerability scans,
 - 2) Web application vulnerability scans,
 - 3) Database application vulnerability scans, and
 - 4) Any other scans to be performed by the State or representatives on behalf of the State.
- c) After any significant Data loss or Data Breach or as a result of any disaster or catastrophic failure, Contractor will at its expense have an independent, industry-recognized, State-approved third party perform an information security audit. The audit results shall be shared with the State within seven (7) days of Contractor's receipt of such results. Upon Contractor receiving the results of the audit, Contractor will

STATE MODEL CLOUD COMPUTING SERVICES SPECIAL PROVISIONS (Software as a Service)

provide the State with written evidence of planned remediation within thirty (30) days and promptly modify its security measures in order to meet its obligations under this Contract.

12. DISCOVERY: Contractor shall promptly notify the State upon receipt of any requests which in any way might reasonably require access to the Data of the State or the State's use of the SaaS. Contractor shall notify the State by the fastest means available and also in writing, with additional notification provided to the Chief Information Security Officer or designee of the contracting agency, unless prohibited by law from providing such notification. Contractor shall provide such notification within forty-eight (48) hours after Contractor receives the request. Contractor shall not respond to subpoenas, service of process, Public Records Act requests, and other legal requests directed at Contractor regarding this Contract without first notifying the State unless prohibited by law from providing such notification. Contractor agrees to provide its intended responses to the State with adequate time for the State to review, revise and, if necessary, seek a protective order in a court of competent jurisdiction. Contractor shall not respond to legal requests directed at the State unless authorized in writing to do so by the State.



February 22, 2019

Ms. Christina Link
Carahsoft Technology Corporation.
1860 Michael Faraday Drive Suite 100
Reston, VA 20190

Ms. Link,

The state is pleased to accept your offer to establish a Software Licensing Program (SLP) contract. Your SLP contract number is **SLP-19-70-0064H**. This contract number must be shown on every invoice you issue to a state or local government agency customer. Ordering agencies may purchase their software products and/or software maintenance from your SLP contract during the term of the **ACCELA** Offer Number **ACCELA-SLP-2019**.

This acceptance letter and the attached SLP contract are considered to be the contract. Upon request, it is the responsibility of your organization to furnish copies of the SLP contract to state and local government agencies.

The SLP Program strongly recommends that government agencies place orders with suppliers who provide ALL of the contract elements.

This letter shall not be construed as a commitment to purchase any or all software products and/or software maintenance from your firm.

Approval is required from the state for all news releases about the SLP contract. Also, it is not acceptable to include products or services on the SLP contract which are not approved on the Software License Agreement.

Should you have any questions regarding this contract, please contact me at 916/375-4393. Thank you for your continued cooperation and support of the SLP Program.

Sincerely,

JJ Espinoza
Contract Administrator
Software Licensing Program

State of California
SOFTWARE LICENSING PROGRAM (SLP)



Contractor: Carahsoft Technology Corporation
Contract Number: SLP-19-70-0064H
SLP Contract Term: 02/15/2019 through 02/15/2022
Contract Base: ACCELA, INC. Offer Number ACCELA-SLP-2019

This contract is available for use by State of California departments and any city, county, special district, educational agency, local government body or corporation empowered to expend public funds. While the state makes this contract available, each local agency should make its own determination whether the SLP is consistent with their procurement policies and regulations.

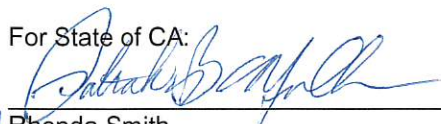
The SLP Contractor is required to provide all SLP contract terms and conditions with the list of products, services and prices.

Terms and conditions listed below are hereby incorporated by reference and made a part of this SLP Agreement as if attached herein and shall apply to the purchase of goods or services made under this SLP Agreement. If there are future changes to the ordering instructions and/or terms and conditions, these changes will be incorporated by an amendment to this contract. Contractor non-compliance with the requirements of this contract may result in contract termination.

By signing below, Contractor agrees to the General Provisions dated September 5, 2014, SaaS Cloud Computing Services Special Provisions dated March 15, 2018 and all other provisions included herein.

- 1) General Provisions – Information Technology (GSPD-401IT), effective 9/5/2014:
http://www.documents.dgs.ca.gov/pd/poliproc/GSPD401IT14_0905.pdf
- 2) Cloud Computing Services Special Provisions (Software as a Service) effective 9/3/2014:
http://www.documents.dgs.ca.gov/pd/poliproc/CLOUDCOMPUTINGSERVICESSPECIALPROVISIONS_18_0301.docx

For State of CA:


Rhonda Smith
Section Chief
Multiple Award Programs Section
Procurement Division
Department of General Services

Date

2-19-19

For Contractor:


Signature

Kristina Smith
Printed Name

Contracts Director
Printed Title

Carahsoft Technology Corporation
Company Name

2/14/2019
Date

SOFTWARE LICENSING PROGRAM (SLP)
Carahsoft Technology Corporation
SLP-19-70-0064H

CONTRACTOR PROVIDES COPY OF THE CONTRACT AND SUPPLEMENTS

The SLP Contractors are required to provide the entire contract that consists of the following:

- SLP Cover sheet with signatures from the DGS Procurement Division Deputy Director or designee and Contractor.
- Ordering instructions.
- Std. 204 Payee Data Record.
- SLP Contract terms and conditions (General provisions).
- Software License Agreement pricing.
- Supplements, if applicable

CONTRACTOR QUARTERLY REPORTS

Contractors are required to submit a detailed report quarterly to the DGS Procurement Division, Software Licensing Program. A separate report is required for each contract, as differentiated by alpha suffix (if applicable). Contractors with resellers are responsible for reporting reseller ordering activity. Any report that does not follow the required format or that excludes information will be deemed incomplete and returned to the contractor.

All SLP contractors, including certified Small Businesses and Disabled Veteran Business Enterprises, will be required to pay DGS-PD a 1% incentive fee for all orders placed by local government agencies via a SLP contract. This policy however, does not affect orders placed by State government offices. State agencies will continue to be billed the applicable administrative use fee by the DGS-PD.

The SLP Quarterly Business Activity Report form separates sales to State and local government agencies.

SLP Quarterly Business Activity Reports are due in the SLP Unit within two weeks after the end of each quarter as shown below:

Quarter 1	Jan 1 to Mar 31	Due Apr 15
Quarter 2	Apr 1 to Jun 30	Due Jul 15
Quarter 3	Jul 1 to Sep 30	Due Oct 15
Quarter 4	Oct 1 to Dec 31	Due Jan 15

Each contractor is required to remit to the DGS-PD an incentive fee equal to 1% of the total of all local government agency orders (excluding sales tax and freight) placed against their SLP contract(s) for the applicable quarter.

The check covering this fee shall be made payable to the Department of General Services, Software Licensing Program, and be attached to the supporting SLP Quarterly Report.

Mail report and check to:

Department of General Services
Procurement Division, SLP Unit
Quarterly Report Processing
PO Box 989052, MS 2-202
Attn: Software Licensing Program
West Sacramento, CA 95798-9052

SLP Quarterly Reports which include a check made payable to the DGS-SLP Unit must be mailed via hard-copy, and cannot be accepted via facsimile or e-mail.

New contracts for contractors with existing contracts, and extensions or renewals of existing contracts, will be approved ONLY if the contractor has submitted to the SLP Unit all quarterly reports due. Each quarterly report is required within two weeks of the end of March, June, September, and December of each calendar year. A report is required even when there is no activity.

The report must include the agency name, purchase order number, purchase order date, state agency billing code, pre-tax total order cost, agency contact name, address and phone number, and total dollars for the quarter. Tax must NOT be included in the quarterly report, even if the agency includes tax on the purchase order.

A sample quarterly report indicating required format and information is attached for your reference (Attachment A).

CONTRACTOR INVOICES

Unless otherwise stipulated, the contractor must send their invoices to the department address set forth in the purchase order. Invoices shall be submitted in triplicate and shall include the following:

- Contract number
- Agency purchase order number
- State Agency Bill Code
- Line item number
- Unit price
- Extended line item price
- Invoice total

State sales tax and/or use tax shall be itemized separately and added to each invoice as applicable. The company name on the SLP contract, purchase order and invoice must match or the State Controller's Office will not approve payment.

CONTRACTOR OWNERSHIP INFORMATION

Carahsoft Technology Corporation is a large business enterprise.

SOFTWARE LICENSING PROGRAM (SLP)
Carahsoft Technology Corporation
SLP-19-70-0064H

AGENCY NON-COMPLIANCE

Agency non-compliance with the requirements of this contract may result in the loss of delegated purchasing authority to use the SLP.

PLEASE REQUEST A COPY OF ALL CONTRACT TERMS AND CONDITIONS FROM THE CONTRACTOR, IF NOT PROVIDED INITIALLY.

AVAILABLE PRODUCTS AND/OR SERVICES

This contract provides for the purchase and warranty of software, software maintenance, technical support, and software as a service.

Only products from the manufacturer listed below are available within the scope of this contract:

- **ACCELA**

UNAVAILABLE PRODUCTS AND/OR SERVICES

The following products and/or services are not available under this contract:

- **STANDALONE HARDWARE**
- **CONSULTING**
- **APPLICATION CONFIGURATION**
- **TRAINING**
- **INSTALLATION SERVICES**
- **IMPLEMENTATION**

SOFTWARE MAINTENANCE, SUBSCRIPTION AND SAAS RENEWALS

Software Maintenance, Subscription and SaaS renewals shall be fixed at the agencies prior applicable rates (or lower), with a 0% uplift (no up-lift) and no additional increases, fees or charges added, for the duration of this SLP contract.

FIRST-YEAR MAINTENANCE

First –year maintenance will be calculated at 20% of the SLP **net price**.

ISSUE PURCHASE ORDER TO

Agency purchase orders must be mailed to the following address, or faxed to **(703) 871-8505**:

Carahsoft Technology Corporation
1860 Michael Faraday Dr, Suite 100
Reston, VA 20190
Attn: Kai Hollenhorst

Agencies with questions regarding products and/or services may contact the contractor as follows:

Phone: (703)230-7536
E-mail: Kai.Hollenhorst@carahsoft.com

SHIPPING INSTRUCTIONS

F.O.B. (Free On Board) Destination

DELIVERY

30 days after receipt of order, or as negotiated between agency and Contractor and included in the purchase order.

AGENCY RESPONSIBILITY

Agencies must contact contractors to obtain copies of the contracts and compare them for a best value purchasing decision.

Each agency is responsible for its own contracting program and purchasing decisions, including use of the SLP program and associated outcomes.

This responsibility includes, but is not necessarily limited to, ensuring the necessity of the services, securing appropriate funding, complying with laws and policies, preparing the purchase order in a manner that safeguards the State's interests, obtaining required approvals, and documenting compliance with Government Code 19130.b (3) for outsourcing services. It is the responsibility of each agency to consult as applicable with their legal staff and contracting offices for advice depending upon the scope or complexity of the purchase order.

If you do not have legal services available to you within your agency, the DGS Office of Legal Services is available to provide services on a contractual basis.

MAXIMUM ORDER LIMIT IS \$2,000,000 (Local Governments are Exempt)

- Agencies must adhere to the detailed requirements in the State Contracting Manual (SCM) when using SLP contracts. The requirements for the following bullets are in the SCM, Volume 3, (for IT): If soliciting offers from a certified DVBE, include the Disabled Veteran Business Enterprise Declarations form (Std. 843) in the Request for Offer. This declaration must be completed and returned by the DVBE prime contractor and/or any DVBE subcontractors. (See the SCM Volume 3, Chapter 3)
- This is not a bid transaction, so the small business preference, DVBE participation goals, protest language, intents to award, evaluation criteria, advertising, etc., are not applicable.
- If less than 3 offers are received, State agencies must document their file with the reasons why the other suppliers solicited did not respond with an offer.
- Assess the offers received using best value methodology, with cost as one of the criteria.
- Issue a Purchase Order to the selected contractor.

SOFTWARE LICENSING PROGRAM (SLP)
Carahsoft Technology Corporation
SLP-19-70-0064H

- For SLP transactions under \$10,000, only one offer is required if the State agency can establish and document that the price is fair and reasonable. The fair and reasonable method can only be used for non-customizable purchases.

Local governments set their own order limits, and are not bound by the order limits on the cover page of this contract.

SPLITTING ORDERS

Splitting orders to avoid any monetary limitations is prohibited.

Do not circumvent normal procurement methods by splitting purchases into a series of delegated purchase orders (SAM 3572).

Splitting a project into small projects to avoid either fiscal or procedural controls is prohibited (SAM 4819.34).

MINIMUM ORDER LIMITATION

There is no minimum dollar value limitation on orders placed under this contract.

ORDERING PROCEDURES

1. Order Form

State departments shall use a Contract/Delegation Purchase Order (Std. 65) for purchases and services.

Local governments shall, in lieu of the State's Purchase Order (Std. 65), use their own purchase order document.

Electronic copies of the State Standard Forms can be found at the Office of State Publishing web site: <http://www.dgs.ca.gov/osp> (select Standard Forms). The site provides information on the various forms and use with the Adobe Acrobat Reader. Beyond the Reader capabilities, Adobe Acrobat advanced features may be utilized if you have Adobe Business Tools or Adobe Acrobat 4.0 installed on your computer. Direct link to the Standard Form 65: <http://www.osp.dgs.ca.gov/pdf/std065.pdf>

2. Purchase Orders

All Ordering Agency purchase order documents executed under this SLP must contain the applicable SLP contract number as show on page 1.

1. State Departments:

Std. 65 Purchase Documents – State departments not transacting in FISCAL must use the Purchasing Authority Purchase Order (Std. 65) for purchase execution. An electronic version of the Std. 65 is available at the DGS-PD website at

<http://www.dgs.ca.gov/pd/Forms.aspx> (select Standard STD Forms).

FISCAL Purchase Documents – State departments transacting in FISCAL will follow the FISCAL procurement and contracting procedures.

2. Local Governmental Departments:

Local governmental agencies may use their own purchase document for purchase execution.

The agency is required to complete and distribute the order form. For services, the agency shall modify the information contained on the order to include the service period (start and end date), and the monthly cost (or other intermittent cost), and any other information pertinent to the services being provided. The cost for each line item should be included in the order, not just system totals.

The contractor must immediately reject orders that are not accurate. Discrepancies are to be negotiated and incorporated into the order prior to the products and services being delivered.

3. Service and Delivery after Contract Expiration

Purchase orders must be issued before the SLP contract end term expires.

Also, purchase order amendments cannot be issued to add product and software maintenance if the SLP contract end term has expired.

CONTRACT PRICES

Contract prices for products and/or services are maximums. The ordering department is encouraged to negotiate lower prices.

PRODUCT AND PRICING CHANGES AND/OR UPDATES ARE NOT AUTHORIZED UNTIL REVIEWED AND APPROVED BY DGS PROCUREMENT DIVISION SOFTWARE LICENSING PROGRAM.

Said documents are to be sent to the Department of General Services (DGS) Procurement Division, Software Licensing Program, 707 Third Street, 2nd Floor, West Sacramento, CA 95605-2811, Attention SLP Unit.

SMALL BUSINESS MUST BE CONSIDERED

Prior to placing orders under the SLP, state departments shall, whenever practicable, first consider offers from small businesses that have established SLP contracts [GC Section 14846(b)]. NOTE: The Department of General Services auditors will request substantiation of compliance with this requirement when department files are reviewed.

SOFTWARE LICENSING PROGRAM (SLP)
Carahsoft Technology Corporation
SLP-19-70-0064H

SMALL BUSINESS/DVBE – TRACKING

State departments are able to claim subcontracting dollars towards their small business or DVBE goals whenever the Contractor subcontracts a commercially useful function to a certified small business or DVBE. The Contractor will provide the ordering department with the name of the small business or DVBE used and the dollar amount the ordering department can apply towards its small business or DVBE goal.

SMALL BUSINESS/DVBE - SUBCONTRACTING

1. The amount an ordering department can claim towards achieving its small business or DVBE goals is the dollar amount of the subcontract award made by the Contractor to each small business or DVBE.
2. The Contractor will provide an ordering department with the following information at the time the order is quoted:
 - a. The Contractor will state that, as the prime Contractor, it shall be responsible for the overall execution of the fulfillment of the order.
 - b. The Contractor will indicate to the ordering department how the order meets the small business or DVBE goal, as follows:
 - List the name of each company that is certified by the Office of Small Business and DVBE Certification that it intends to subcontract a commercially useful function to; and
 - Include the small business or DVBE certification number of each company listed, and attach a copy of each certification; and
 - Indicate the dollar amount of each subcontract with a small business or DVBE that may be claimed by the ordering department towards the small business or DVBE goal; and
 - Indicate what commercially useful function the small business or DVBE subcontractor will be providing towards fulfillment of the order.
3. The ordering department's purchase order must be addressed to the prime Contractor, and the purchase order must reference the information provided by the prime Contractor as outlined above.

PRODUCTIVE USE REQUIREMENTS

The customer in-use requirement applies to all procurements of information technology equipment and software, per the SCM, Volume 3, Chapter 2, Section

2.B6.2 and SCM, Volume FI\$Cal, Chapter 2, Section 2.E3.2.

Each equipment or software component must be in current operation for a paying customer and the paying customer must be external to the contractor's organization (not owned by the contractor and not owning the contractor).

To substantiate compliance with the Productive Use Requirements, the SLP contractor must provide upon request the name and address of a customer installation and the name and telephone number of a contact person.

The elapsed time such equipment or software must have been in operation is based upon the importance of the equipment or software for system operation and its cost. The following designates product categories and the required period of time for equipment or software operation prior to approval of the replacement item on SLP.

Category 1 - Critical Software: Critical software is software that is required to control the overall operation of a computer system or peripheral equipment. Included in this category are operating systems, data base management systems, language interpreters, assemblers and compilers, communications software, and other essential system software.

<u>Cost</u>	<u>Installation</u>	<u>Final Bid Submission</u>
More than \$100,000	8 months	6 months
\$10,000 up to \$100,000	4 months	3 months
Less than \$10,000	1 month	1 month

Category 2 - All Information Technology Equipment and Non-Critical Software: Information technology equipment is defined in State Administrative Manual (SAM) § 4819.2.

<u>Cost</u>	<u>Installation</u>	<u>Final Bid Submission</u>
More than \$100,000	6 months	4 months
\$10,000 up to \$100,000	4 months	3 months
Less than \$10,000	1 month	1 month

STATE AND LOCAL GOVERNMENTS CAN USE THE SLP

State and local government use of the SLP contracts is optional. A local government is any city, county, special district or other local governmental body or corporation, including UC, K-12 schools and community colleges, that is empowered to expend public funds. While the state makes this contract available, each local government agency should make its own

SOFTWARE LICENSING PROGRAM (SLP)
Carahsoft Technology Corporation
SLP-19-70-0064H

determination whether the SLP is consistent with their procurement policies and regulations.

APPLICABLE CODES, POLICIES AND GUIDELINES

All California codes, policies and guidelines are applicable. THE USE OF THE SLP DOES NOT REDUCE OR RELIEVE STATE DEPARTMENTS OF THEIR RESPONSIBILITY TO MEET STATEWIDE REQUIREMENTS REGARDING CONTRACTING OR THE PROCUREMENT OF GOODS OR SERVICES. Most procurement and contract codes, policies, and guidelines are incorporated into The SLP contracts. Notwithstanding this, there is no guarantee that "every" possible requirement that pertains to all the different and unique state processes has been included.

TERMINATION OF SLP CONTRACT

1. The State or Contractor may terminate this SLP Contract at any time upon 30 days prior notice.
2. Upon termination or other expiration of this Contract, each party will assist the other party in orderly termination of the Contract and the transfer of all assets, tangible and intangible, as may facilitate the orderly, nondisrupted business continuation of each party.
3. This provision shall not relieve the Contractor of the obligation to perform under any purchase order or other similar ordering document executed prior to the termination becoming effective.

STATEWIDE PROCUREMENT REQUIREMENTS

Departments must carefully review and adhere to the following Procurement Requirements, such as:

- SAM Section 4819.41 and 4832 certifications for information technology procurements and compliance with policies.
- Services may not be paid for in advance.
- Departments are required to file with the Department of Fair Employment and Housing (DFEH) a Contract Award Report Std. 16 for each order over \$5,000 within 10 days of award, including supplements that exceed \$5,000.
- Pursuant to Unemployment Insurance Code Section 1088.8, state and local government agencies must report to the Employment Development Department (EDD) all payments for services that equal \$600 or more to independent sole proprietor contractors. See the contractor's Std. Form 204, Payee Data Record, in the SLP contract to determine sole proprietorship. All inquiries regarding this subject should be forwarded to EDD: Technical questions: 916/651-6945 or Information and forms: 916/657-0529.
- Annual small business and disabled veteran reports.

ETHNICITY/RACE/GENDER REPORTING REQUIREMENT

Effective July 1, 2002, in accordance with Public Contract Code 10116, state departments are to capture information on ethnicity, race, and gender of business owners (not subcontractors) for all awarded contracts, including CAL-Card transactions. Each department is required to independently report this information to the Governor and the Legislature on an annual basis.

Departments are responsible for developing their own guidelines and forms for collecting and reporting this information.

Contractor participation is voluntary.

PAYMENTS AND INVOICES

1. Payment Terms

Payment will be made in accordance with the provisions of the California Prompt Payment Act, Government Code Section 927 et. seq. Unless expressly exempted by statute, the Act requires State agencies to pay properly submitted, undisputed invoices not more than 45 days after (i) the date of acceptance of goods or performance of services; or (ii) receipt of an undisputed invoice, whichever is later.

2. Advance Payments

Advance payment is allowed for services only under limited, narrowly defined circumstances, e.g. between specific departments and certain types of non-profit organizations, or when paying another government agency (Government Code (GC) § 11256 – 11263 and 11019).

It is NOT acceptable to pay in advance, except software maintenance and license fees, which are considered a subscription and may be paid in advance if a provision addressing payment in advance is included in the purchase order.

Software warranty upgrades and extensions may also be paid for in advance, one time.

Example: If you purchase three (3) years of software maintenance, you cannot pay for the whole three years in advance. You may pay in advance for the first year only and you will be invoiced on an annual basis for the remaining two years.

3. Payee Data Record (Std. 204)

State Agencies not transacting in FISCAL, must obtain a copy of the Payee Data Record (Std. 204) in order to process payments. State Ordering Agencies forward a copy of the Std. 204 to their accounting office(s). Without the Std. 204, payment

SOFTWARE LICENSING PROGRAM (SLP)
Carahsoft Technology Corporation
SLP-19-70-0064H

may be unnecessarily delayed. State Agencies should contact the Contractor for copies of the Payee Data Record

4. DGS Administrative and Incentive Fees

Orders from State Agencies:

The Department of General Services (DGS) will bill each State agency directly an administrative fee for use of SLP contracts. The administrative fee should NOT be included in the order total, nor remitted before an invoice is received from DGS.

5. Credit Card

Carahsoft Technology Corporation accepts the State of California credit card (CAL-Card).

A Purchasing Authority Purchase Order (Std. 65) is required even when the ordering department chooses to pay the contractor via the CAL-Card. Also, the DGS administrative fee is applicable for all SLP orders to suppliers not California certified as a small business.

FEDERAL DEBARMENT

When federal funds are being expended, the department is required to obtain (retain in file) a signed "Federal Debarment" certification from the contractor before the purchase order is issued. This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants; responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

AMERICANS WITH DISABILITY ACT (ADA)

(See attachment B)

DGS PROCUREMENT DIVISION CONTACT AND PHONE NUMBER

Department of General Services
Procurement Division, SLP Unit
707 Third Street, 2nd Floor
West Sacramento, CA 95605-2811

Phone no.: 916/375-4365
Faxination no.: 916/376-6371

ATTACHMENT A

SLP QUARTERLY BUSINESS ACTIVITY REPORT

Contractor Name: _____

Publisher: _____

Contract Number: _____

For Questions Regarding This Report: _____

E-mail: _____

Reporting Calendar Year: _____

Reporting Quarter: Q1 (Jan-Mar) ☐

 Q2 (Apr-Jun) ☐

 Q3 (Jul-Sep) ☐

 Q4 (Oct-Dec) ☐

Check Here if No New Orders for This Quarter ☐

STATE AGENCY PURCHASES							
State Agency Name	Purchase Order Number	Purchase Order Date	Agency Billing Code	Total Dollars Per Purchase Order	Agency Contact	Agency Address	Phone Number

Total State Agency Dollars Reported for Quarter: \$ _____

LOCAL GOVERNMENT AGENCY PURCHASES						
Local Government Agency Name	Purchase Order Number	Purchase Order Date	Total Dollars Per Purchase Order	Agency Contact	Agency Address	Phone Number

Total Local Government Agency Dollars for Quarter: \$ _____ 1% Remitted to DGS: \$ _____

Total of State and Local Government Agency Dollars Reported for this Quarter: \$ _____

ATTACHMENT A

SLP QUARTERLY BUSINESS ACTIVITY REPORT

Instructions for completing the SLP Quarterly Business Activity Report.

1. Complete the top of the form with the appropriate information for your company.
2. **Agency Name** - Identify the State agency or Local Government agency that issued the order.
3. **Purchase Order Number** - Identify the purchase order number (and amendment number if applicable) on the order form. This is not your invoice number. This is the number the State agency or Local Government agency assigns to the order.
4. **Purchase Order Date** - Identify the date the purchase order was issued, as shown on the order. This is not the date you received, accepted, or invoiced the order.
5. **Agency Billing Code** - Identify the State agency billing code. This is a five-digit number identified on the upper right hand corner of the Std. 65 purchase order form. You must identify this number on all purchases made by State of California agencies. Billing codes are not applicable to Local Government agencies.
6. **Total Dollars Per PO** - Identify the total dollars of the order excluding tax and freight. Tax must NOT be included in the quarterly report, even if the agency includes tax on the purchase order. The total dollars per order should indicate the entire purchase order amount (less tax and freight) regardless of when you invoice order, perform services, deliver product, or receive payment.
7. **Agency Contact** - Identify the ordering agency's contact person on the purchase order.
8. **Agency Address** - Identify the ordering agency's address on the purchase order.
9. **Phone Number** - Identify the phone number for the ordering agency's contact person.
10. **Total State Sales & Total Local Sales** - Separately identify the total State dollars and/or Local Government agency dollars (pre-tax) for all orders placed in quarter.
11. **1% Remitted to DGS** - Identify 1% of the total Local Government agency dollars reported for the quarter.
12. **Grand Total** - Identify the total of all State and Local Government agency dollars reported for the quarter.

Notes:

- A report is required for each SLP contract each quarter even when there are no new orders for the quarter.
- Quarterly reports are due two weeks after the end of the quarter.

ATTACHMENT B

ADA NOTICE

Procurement Division (State Department of General Services)
AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE
POLICY OF NONDISCRIMINATION ON THE BASIS OF DISABILITY

To meet and carry out compliance with the nondiscrimination requirements of the Americans With Disabilities Act (ADA), it is the policy of the Procurement Division (within the State Department of General Services) to make every effort to ensure that its programs, activities, and services are available to all persons, including persons with disabilities.

For persons with a disability needing a reasonable accommodation to participate in the Procurement process, or for persons having questions regarding reasonable accommodations for the Procurement process, please contact the Procurement Division at (916) 375-4400 (main office); the Procurement Division TTY/TDD (telephone device for the deaf) or California Relay Service numbers which are listed below. You may also contact directly the Procurement Division contact person who is handling this procurement.

IMPORTANT: TO ENSURE THAT WE CAN MEET YOUR NEED, IT IS BEST THAT WE RECEIVE YOUR REQUEST AT LEAST 10 WORKING DAYS BEFORE THE SCHEDULED EVENT (i.e., MEETING, CONFERENCE, WORKSHOP, etc.) OR DEADLINE DUE-DATE FOR PROCUREMENT DOCUMENTS.

The Procurement Division TTY telephone numbers are:

Sacramento Office: (916) 376-1891
Fullerton Office: (714) 773-2093

The California Relay Service Telephone Numbers are:

Voice: 1-800-735-2922 or 1-888-877-5379
TTY: 1-800-735-2929 or 1-888-877-5378
Speech-to-Speech: 1-800-854-7784



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of an Ordinance Amending the Municipal Code Chapter 2.80
Relating to the Establishment and Structure of the Pittsburg Youth
Advisory Commission

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

On August 17, 2020 the City Council held a duly noticed meeting to consider amending Title 2 of the Pittsburg Municipal Code (PMC) to include the establishment and structure of the Pittsburg Youth Advisory Commission.

FISCAL IMPACT

This item has no fiscal impact.

RECOMMENDATION

City Council move to adopt Ordinance No. 20-1477, amending PMC Title 2 related to the establishment and structure of a youth commission.

BACKGROUND

The public hearing for this item was held before the City Council on August 17, 2020. After the close of the public hearing, the City Council moved to introduce and waive further reading of Ordinance No. 20-1477, amending PMC Title 2, as it relates to the establishment of a youth commission.

SUBCOMMITTEE FINDINGS

This item was not presented before a subcommittee.

STAFF ANALYSIS

The attached ordinance to be adopted incorporates the changes made by the City Council to the draft ordinance presented on August 17, 2020, which include the following:

- The Commission shall be made up of a minimum of 3 middle school youth, 4 high school youth, and 2 college youth, unless there are no applicants.
- In no event shall the Pittsburg Police Activities League member be a City Councilmember.
- The 4 non-voting adult members shall be represented by Pittsburg Police Activities League, Pittsburg Unified School District, and 2 At-large Community members.
- Youth members must be between the age of 13 years to 20 years at the time of appointment or reappointment and must reside within the city limits of Pittsburg, California.

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

ATTACHMENTS: Proposed Ordinance No. 20-1477

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

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

An Ordinance Adding Chapter 2.80	)	
To the Municipal Code to Establish	)	
A Youth Advisory Commission	)	ORDINANCE NO.20-
_____	)	

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

SECTION 1. Addition of Chapter 2.80 of the Municipal Code, Youth Advisory Commission.

A. The City Council hereby adds Chapter 2.80 to the Municipal Code to read as follows:

Chapter 2.80

YOUTH COMMISSION

Sections:

2.80.010	Establishment
2.80.020	Membership
2.80.030	Chairperson
2.80.040	Meetings
2.80.050	Reimbursement for Expenses
2.80.060	Authority and Responsibilities
2.80.070	Committees
2.80.080	Annual Report and Work Plan

2.80.010 Establishment

A youth advisory commission is established by this chapter. The purpose of this commission is to serve as a liaison between Pittsburgh youth and the City Council concerning issues that affect the quality of life for the youth of Pittsburgh. The Youth Advisory Commission provides information, makes recommendations and suggests policies to the City Council on issues of civic engagement and community service.

2.80.020 Membership

A. The Youth Advisory Commission shall be composed of a minimum of nine (9)

- and a maximum of thirteen (13) youth members and three (3) youth alternates. At least three (3) of the Commission Members must be from middle school, four (4) from high school and two (2) from college, unless there are no applicants. Additionally, there shall be four (4) non-voting adult members representing Pittsburg Police Activities League, Pittsburg Unified School District, and two At-large Community. In no event shall the Pittsburg Police Activities League member be a City Councilmember.
- B. One member of the Community Advisory Commission shall serve as a liaison to the Youth Advisory Commission.
 - C. Youth members must be between the age of 13 years to 20 years at the time of appointment or reappointment and must reside within the city limits of Pittsburg, California.
 - D. Commission members are selected and appointed by the City Council after submitting completed application and formal interview by the Council.
 - E. The term of office for a youth commissioner is 2 years commencing August 1 and terminating on May 31 or until their successors are appointed. According to City Council policy, members of permanent advisory bodies shall not serve more than two consecutive two-year terms. Members who have served less than four (4) years at the time their terms expire are eligible for reappointment.

2.80.030 Chairperson

There shall be a chairperson and vice-chairperson, which positions shall be filled pursuant to bylaws. The chairperson and vice-chairperson shall serve for a term of one year. A quorum for the transaction of business shall consist of half of the voting members plus one.

2.80.040 Meetings

Meetings of the youth advisory commission shall be held on a regular basis and not less than ten (10) times per year unless there are extraordinary circumstances or lack of business. Agendas shall be posted and noticed as prescribed by law. Commission members shall attend all meetings or notify staff if they are not able to attend. City staff shall provide the City Council with quarterly attendance reports.

2.80.050 Reimbursement for Expenses

- A. A member of the youth advisory commission shall not receive compensation for the performance of his or her duties, but shall be entitled to reimbursement for

the actual and necessary expenses incurred by the member in the performance of his or her official duties for the city.

- B. The city manager shall submit to the city council for its approval the classes and types of expenses which may be eligible for reimbursement. An item not on the approved list shall be approved before the expenditure is made to be eligible for reimbursement. Each item of reimbursement shall be approved by city manager.

In order to obtain reimbursement, a member shall submit evidence of the expenditure within 45 days of the date the expense was incurred.

2.80.060 Authority and Responsibilities

The youth advisory commission shall have the following responsibilities:

- A. Provide input on youth services and programming to the Community Advisory Commission, City Council and to City Staff.
- B. Address issues that affect youth in the community.
- C. Assist the Recreation Department with the promotion and implementation of youth activities.
- D. Generate an annual report on the progress of the Youth Advisory Commission.
- E. Attend all regular meeting and subcommittee meetings as assigned; attend the activities planned and sponsored by the Youth Advisory Commission; and promote youth activities and provide support for successful implementation of youth activities and programs.

2.80.070 Committees

The commission may appoint committees. All committees shall be comprised of less than a quorum of the commission. Committees may be appointed for the purpose of studying and advising the commission on any subject within the commission purview of its members comprising less than a quorum of the commission to study and advise the commission on any subject within its purview.

SECTION 2. Severability

If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3. Publication.

The City Clerk shall either (a) have this ordinance published once within 15 days after adoption in a newspaper of general circulation or (b) have a summary of the ordinance published twice in a newspaper of general circulation, once 5 days before its adoption and again 20 days after its adoption.

The foregoing ordinance was introduced at a meeting of the City Council of the City of Pittsburg held on August 17, 2020, and was adopted and ordered published at a meeting of the City Council held on September 21, 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Approving Contra Costa Transportation Authority's Measure J Growth Management Program Compliance Checklist for Calendar Years 2018 and 2019

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

Every two years, the City must submit a Growth Management Program (GMP) Compliance Checklist to the Contra Costa Transportation Authority in order to receive its portion of Local Street Maintenance and Improvement funds within the Measure J gas tax. The City's allocation for FY 2019-20 is \$877,484.

FISCAL IMPACT

The City's portion of Measure J Local Street Maintenance (LSM) Funds for FY 2019-20 is estimated to be \$877,484. The allocation date for FY 2020-21 LSM Funds will be on the one-year anniversary of the FY 2019-20 allocation.

RECOMMENDATION

City Council adopt the attached resolution and approve the completed Measure J GMP Compliance Checklist covering calendar years 2018 and 2019 and authorize the Mayor to certify and submit said checklist certifying compliance with Contra Costa Transportation Authority's Growth Management Program.

BACKGROUND

Contra Costa Transportation Authority (CCTA) is responsible for ensuring that local jurisdictions comply with Measure J's Growth Management Program by requiring each of them to complete a biennial compliance checklist. The City must submit this checklist to receive its share of available FY 2019-20 and FY 2020-21 LSM Funds.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

Staff completed the attached GMP compliance checklist and determined that Measure J GMP requirements have been met and the checklist is ready for review and approval by the City Council.

If approved, the checklist will be sent to CCTA for their review and approval. The City's checklist will first be reviewed by CCTA staff for completeness and then by two of CCTA's standing committees, the Citizen Advisory Committee and the Planning Committee.

Upon review and approval of the City's checklist by the full CCTA Board, CCTA will allocate the City's Measure J LSM Funds by the adopted formula based on 50% population and 50% road miles.

ATTACHMENTS: Resolution
 Compliance Checklist for 2018 and 2019

Report Prepared By: Paul Reinders, Senior Civil Engineer

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approval of Contra Costa Transportation)
Authority's Measure J Growth Management)
Program Compliance Checklist for Calendar) Resolution No. 20-
Years 2018 and 2019)

The Pittsburg City Council FINDS AND DETERMINES as follows:

WHEREAS, the Contra Costa Transportation Authority requires the City to submit a completed Measure J Calendar Year 2018 and 2019 Growth Management Program Compliance Checklist in order to receive its allocation of Fiscal Year 2019/2020 and 2020/2021 Local Street Maintenance and Improvement Funds; and

WHEREAS, the City Council has reviewed the attached completed Contra Costa Transportation Authority Measure J Growth Management Program Compliance Checklist, covering the reporting period of Calendar Years 2018 and 2019.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Pittsburg finds and determines as follows:

Section 1. The policies and programs of the City as reported in the attached Growth Management Program Compliance Checklist conform to the requirements of the Contra Costa Transportation Authority's Growth Management Program.

Section 2. The attached Local Jurisdiction Compliance Checklist is approved for submittal to the Contra Costa Transportation Authority for allocation of 18% Local Street Maintenance and Improvement Funds for Fiscal Years 2019/2020 and 2020/2021.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

ATTEST:

Jelani Killings, Mayor

Alice E. Evenson, City Clerk

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

Measure J Growth Management Program Compliance Checklist

1. Action Plans	YES	NO	N/A
a. Is the jurisdiction implementing the actions called for in the applicable Action Plan for all designated Routes of Regional Significance within the jurisdiction?	☒	☐	☐
b. Has the jurisdiction implemented the following procedures as outlined in the <i>Implementation Guide</i> and the applicable Action Plan for Routes of Regional Significance?			
i. Circulation of environmental documents,	☒	☐	☐
ii. Analysis of the impacts of proposed General Plan amendments and recommendation of changes to Action Plans, and	☒	☐	☐
iii. Conditioning the approval of projects consistent with Action Plan policies?	☒	☐	☐
c. Has the jurisdiction followed the procedures for RTPC review of General Plan Amendments as called for in the <i>Implementation Guide</i> ?	☒	☐	☐
2. Development Mitigation Program	YES	NO	
a. Has the jurisdiction adopted and implemented a local development mitigation program to ensure that new development pays its fair share of the impact mitigation costs associated with that development?	☒	☐	
b. Has the jurisdiction adopted and implemented the regional transportation mitigation program, developed and adopted by the applicable Regional Transportation Planning Committee, including any regional traffic mitigation fees, assessments, or other mitigation as appropriate?	☒	☐	

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

3. Address Housing Options	YES	NO
a. Has the jurisdiction prepared and submitted a report to the Authority demonstrating reasonable progress in providing housing opportunities for all income levels under its Housing Element? The report can demonstrate progress by (1) comparing the number of housing units approved, constructed or occupied within the jurisdiction over the preceding five years with the number of units needed on average each year to meet the housing objectives established in its Housing Element; or (2) illustrating how the jurisdiction has adequately planned to meet the existing and projected housing needs through the adoption of land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development; or (3) illustrating how its General Plan and zoning regulations facilitate improvement or development of sufficient housing to meet the Element's objectives. <i>Note: A copy of the local jurisdiction's annual progress report (Tables A thru C) to the state Department of Housing and Community Development (HCD) is sufficient.</i>	☒	☐
b. Does the jurisdiction's General Plan—or other adopted policy document or report—consider the impacts that its land use and development policies have on the local, regional and countywide transportation system, including the level of transportation capacity that can reasonably be provided?	☒	☐
c. Has the jurisdiction incorporated policies and standards into its development approval process that support transit, bicycle and pedestrian access in new developments?	☒	☐

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

4. Traffic Impact Studies	YES	NO	N/A
a. Using the Authority's <i>Technical Procedures</i> , have traffic impact studies been conducted as part of development review for all projects estimated to generate more than 100 net new peak-hour vehicle trips? (Note: Lower traffic generation thresholds established through the RTPC's Action Plan may apply).	☒	☐	☐
b. If the answer to 4.a. above is "yes", did the local jurisdiction notify affected parties and circulate the traffic impact study during the environmental review process?	☒	☐	☐

5. Participation in Cooperative, Multi-Jurisdictional Planning	YES	NO
a. During the reporting period, has the jurisdiction's Council/Board representative regularly participated in meetings of the appropriate Regional Transportation Planning Committee (RTPC), and have the jurisdiction's local representatives to the RTPC regularly reported on the activities of the Regional Committee to the jurisdiction's council or board? (Note: Each RTPC should have a policy that defines what constitutes regular attendance of Council/Board members at RTPC meetings.)	☒	☐
b. Has the local jurisdiction worked with the RTPC to develop and implement the Action Plans, including identification of Routes of Regional Significance, establishing Multimodal Transportation Service Objectives (MTSOs) for those routes, and defining actions for achieving the MTSOs?	☒	☐
c. Has the local jurisdiction applied the Authority's travel demand model and <i>Technical Procedures</i> to the analysis of General Plan Amendments (GPAs) and developments exceeding specified thresholds for their effect on the regional transportation system, including on Action Plan MTSOs?	☒	☐

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

	YES	NO	
d. As needed, has the jurisdiction made available, as input into the countywide transportation computer model, data on proposed improvements to the jurisdiction's transportation system, including roadways, pedestrian circulation, bikeways and trails, planned and improved development within the jurisdiction, and traffic patterns?	☒	☐	
6. Five-Year Capital Improvement Program	YES	NO	
Does the jurisdiction have an adopted five-year capital improvement program (CIP) that includes approved projects and an analysis of project costs as well as a financial plan for providing the improvements? (The transportation component of the plan must be forwarded to the Authority for incorporation into the Authority's database of transportation projects)	☒	☐	
7. Transportation Systems Management Program	YES	NO	
Has the jurisdiction adopted a transportation systems management ordinance or resolution that incorporates required policies consistent with the updated model ordinance prepared by the Authority for use by local agencies or qualified for adoption of alternative mitigation measures because it has a small employment base?	☒	☐	
8. Adoption of a voter-approved Urban Limit Line	YES	NO	N/A
a. Has the local jurisdiction adopted and continually complied with an applicable voter-approved Urban Limit Line as outlined in the Authority's annual ULL Policy Advisory Letter?	☒	☐	☐

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

- b. If the jurisdiction has modified its voter-approved ULL or approved a major subdivision or General Plan Amendment outside the ULL, has the jurisdiction made a finding of consistency with the Measure J provisions on ULLs and criteria in the ULL Policy Advisory Letter after holding a noticed public hearing and making the proposed finding publically available? ☐ ☐ ☒

9. Adoption of the Measure J Growth Management Element

YES NO N/A

Has the local jurisdiction adopted a final GME for its General Plan that substantially complies with the intent of the Authority's adopted Measure J Model GME?

☒ ☐ ☐

10. Posting of Signs

YES NO N/A

Has the jurisdiction posted signs meeting Authority specifications for all projects exceeding \$250,000 that are funded, in whole or in part, with Measure C or Measure J funds?

☒ ☐ ☐

11. Maintenance of Effort (MoE)

YES NO

Has the jurisdiction met the MoE requirements of Measure J as stated in Section 6 of the Contra Costa Transportation Improvement and Growth Management Ordinance (as amended)? (See the Checklist Instructions for a listing of MoE requirements by local jurisdiction.)

☒ ☐

12. Submittal of LSM Reporting and Audit Forms

YES NO

Has the local jurisdiction submitted a Local Street Maintenance and Improvement Reporting Form and Audit Reporting Form for eligible expenditures of 18 percent funds covering FY 2017-18 and FY 2018-19?

☒ ☐

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburg

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

13. Other Considerations

YES

NO

N/A

If the jurisdiction believes that the requirements of Measure J have been satisfied in a way not indicated on this checklist, has an explanation been attached below?

☐☐☒

Review and Approval of Checklist

This Measure J GMP Compliance Checklist was prepared by:

Signature

Date

Name & Title (print)

Phone

Email

The Council/Board of Pittsburg has reviewed the completed Checklist and found that the policies and programs of the jurisdiction as reported herein conform to the requirements for compliance with the Contra Costa Transportation Improvement and Growth Management Program.

Certified Signature (Mayor or Chair)

Date

Name & Title (print)

Attest Signature (City/Town/County Clerk)

Date

Name (print)

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburg

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

Supplementary Information (Required)

1. Action Plans

- a. *Please summarize steps taken during the reporting period to implement the actions, programs, and measures called for in the applicable Action Plan for Routes of Regional Significance:*

1.) Continued project development of the James Donlon Boulevard Extension Project (formerly known as the Buchanan Road Bypass Project).

3.) Completed construction of the BART Pittsburg Center Station, located in State Route 4 freeway median, and surrounding transit oriented development areas.

4.) Completed construction of a multimodal transfer facility (a.k.a. Kiss-n-Ride) adjacent to proposed BART Center Station.

5.) Continued development of the Delta DeAnza Trail connections.

- b. *Attach, list and briefly describe any General Plan Amendments that were approved during the reporting period. Please specify which amendments affected ability to meet the standards in the Growth Management Element and/or affected ability to implement Action Plan policies or meet Multimodal Traffic Service Objectives (MTSOs). Indicate if amendments were forwarded to the jurisdiction's RTPC for review, and describe the results of that review relative to Action Plan implementation:*

There were no General Plan Amendments approved during the reporting period.

Provide a summary list of projects approved during the reporting period and the conditions required for consistency with the Action Plan:

- 1.) Galloway Triplexes, AP-17-1294 (PC Resolution No. 10084) - Approval for Plans to

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

Construct a Fourplex at 345 W. 10th Street, for "Galloway Fourplexes, AP-17-1296 (DR).

- Project conditioned to pay local and regional transportation mitigation fees.
- Project conditioned to construct off-site improvements to West 10th Street.

2.) Edgewater, AP-17-1228 (PC Resolution No. 10085) - Approval of: 1) a Development Agreement; 2) Plans to Construct a 62-Unit, Two-Story Apartment Complex; 3) a Fence Height Exception; and 4) a Freestanding Monument Sign for, "Edgewater Apartments, AP-17-1228 (DA, DR, FE, SR).

- Project conditioned to construct pedestrian improvements from the multimodal transfer facility to the Pittsburgh Center BART station platform.
- Project conditioned to widen westbound approach to Railroad Avenue/California Avenue intersection to add an exclusive right-turn lane.
- Project conditioned to improve traffic signal operations to accommodate MTF.
- Project conditioned to modify existing median on Railroad Avenue at the MTF to accommodate an exclusive southbound left-turn lane.
- Project conditioned to add eastern leg to accommodate the MTF at the intersection of Railroad Avenue/Center Drive.
- Project conditioned to provide appropriate signage improvements.
- Project conditioned to provide a minimum of two (2) electric vehicle charging stations and prewire an additional ten (10) electric vehicle charging stations.

3.) Beacon Villas, AP-17-1260 (PC Resolution No. 10090) - Granting Design Review Approval of Architectural and Site Development Plans to Construct a Mixed-Use Development with 54 Multi-family Apartment Units at the Southwest Corner of West 10th

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

Street and Beacon Street, for "Beacon Villas, AP-17-1260 (DR).

- Project conditioned to pay local and regional transportation mitigation fees.
- Project conditioned to provide a minimum of sixteen (16) bicycle parking spaces.
- Project conditioned to provide a minimum of one (1) bollard-style self-service bicycle repair station.
- Project conditioned to provide a permanent wall mounted bike storage system inside every garage unit for use by residents.

4.) 2108 Railroad, AP-17-1274 (PC Resolution No. 10092) - Approval to Construct a 3,168 Square Foot Commercial Shell Building, for "2108 Railroad Avenue Commercial Shell Building, AP-17-1274 (VA, DR).

- Project conditioned to pay local and regional transportation mitigation fees.
- Project conditioned to provide rewiring and conduit for at least six (6) electric vehicle charging stations.
- Project conditioned to construct full width of Delta Gateway Boulevard along project frontage.

5.) Diablo Energy Storage, AP-17-1270 (PC Resolution No. 10095) - Adoption of: 1) an Amendment to a Limited Overlay District; 2) a Development Agreement; 3) a Use Permit; and 4) Design Review of Plans to Install a 180,000-Square Foot Energy Storage Facility at 701 Willow Pass Road, for "Diablo Energy Storage Project, AP-17-1270 (RZ, UP, DA DR).

- Project conditioned to pay local and regional transportation mitigation fees.
- Project conditioned to provide a new public street that meets City Standards to connect

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

development to existing public roadways.

6.) Public Storage, AP-17-1288 (PC Resolution No. 10096) - Resolution Design Review of Plans to Construct a Two-Story Self-Storage Building and Repaint the Exterior of the Existing Storage and Office Buildings at 1275 California Avenue, for "Public Storage, AP-17-1288 (DR).

- Project conditioned to pay local and regional transportation mitigation fees.
- Project conditioned to prewire garages for electric vehicle charging stations.
- Project conditioned to provide two wall-mounted bike racks in each garage.

7.) Alturas Triplexes, AP-17-1276 (PC Resolution No. 10098) - Approval of Architectural and Site Development Plans to Construct Three-Unit Apartment Buildings at 6, 14, 45, 70, and 78 Alturas Avenue, for "Alturas Triplexes, AP-17-1276 (DR).

8.) Liberty Residential Subdivision, AP-17-1229 (PC Resolution No. 10099) - Approval of a General Plan Map Amendment, Rezoning, Vesting Tentative Subdivision Map, Development Agreement, Design Review, and Tree Removal Permit for a 57-Unit, Single-Family Residential Subdivision at 350 Central Avenue, for "Liberty Residential Subdivision, AP-17-1229 (GP, RZ, SUBD, DA, DR, TRP)

9.) Alves Ranch, AP-17-1348 (PC Resolution No. 10102) - Approval of a Rezoning, Vesting Tentative Subdivision Map, and Design Review for a 346-Unit, Single-Family Residential Subdivision Along the North Side of West Leland Road, for the "Alves Ranch Development, AP-18-1348 (RZ, SUBD, DR)."

10.) 110, 118, and 158 Alturas Avenue, AP-18-1328 (PC Resolution No. 10107) - Approval for Plans to Construct Nine Single Family Homes on Three Lots at 110, 118, and 158 Alturas Avenue, and a Tree Removal Permit to Remove One Protected Tree on Lot 158, AP-18-1328

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

(DR, TRP)

11.) America's Tire, AP-18-1329 (PC Resolution No. 10108) - Resolution Granting Approval of: 1) a Use Permit to Establish an Auto Repair Business; 2) Design Review; 3) a Sign Exception to Establish a Freestanding Sign within the Public Right-of-Way; and 4) a Tree Removal Permit on Parcels Located at 2220-2224 Railroad Avenue, for, "America's Tire, AP-18-1329 (UP, AD, SE, TRP)."

12.) Public Storage Redevelopment, AP-18-1315 (PC Resolution No. 10120) - Approval of: 1) a Zoning Map Amendment to Establish a PD-O District; 2) Design Review of Plans to Construct a Three-Story Self-Storage Building Totaling approximately 151,392 Square Feet; and 3) Removal of Four Protected Trees at 525 California Avenue, for "Public Storage Redevelopment, AP-18-1315 (RZ, DR, TRP)."

13.) Alves Ranch Project, AP-18-1348 (PC Resolution No. 10121) - Approval of a General Plan Map Amendment, Rezoning, Vesting Tentative Subdivision Map, Development Agreement, and Design Review for a 346-Unit Single-Family Residential Subdivision, Along the North Side of West Leland Road, for the "Alves Ranch Development, AP-18-1348 (GP, RZ, VTM, DR, DA)."

14.) Los Medanos Industrial Park, AP-18-1353 (PC Resolution No. 10128) - Approval to Construct Four Shell Buildings, Totaling 109,884 SF on the 2.5-Acre Lot Located South of the Intersection of Garcia Avenue and Martin Street, the 0.89-Acre Lot Located West of the Terminus of Kelley Court, and the 3.77-Acre Lot Located East of the Terminus of Kelley Court in the IP (Industrial Park) District, for "Los Medanos Industrial Park, AP-18-1353 (DR)."

15.) 70 & 78 Alturas , AP-19-1443 (PC Resolution No. 10129) - Approval for Plans to Construct Six Single Family Dwellings on Two 9,600 Square-Foot Lots, and a Tree Removal Permit to Remove One Protected Tree On Site, located at 70 & 78 Alturas Avenue, for "70 &

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

78 Alturas Avenue, AP-19-1425 (DR, TRP)."

16.) SFBA Carbon Capture and Mineralization Facility, AP-19-1412 (PC Resolution No. 10130) - Approving a Mitigated Negative Declaration, Mitigation Monitoring and Reporting Program, and Use Permit to Install a Temporary Carbon Capture and Mineralization Facility on a 2.5-Acre Site Located at 895 E. 3rd Street, for "SFBA Carbon Capture & Mineralization Facility, AP-19-1412 (UP)."

2. Development Mitigation Program

a. Describe progress on implementation of the regional transportation mitigation program:

1.) Continued project development of the James Donlon Boulevard Extension Project (formerly known as the Buchanan Road Bypass Project). Items of project development include design studies, right-of-way acquisition, and utility relocations. An Environmental Impact Report (EIR) for this project was certified in 2013.

2.) Continued construction of the State Route 4 Bypass Project, including construction on Balfour Road Interchange.

3. Address Housing Options

a. Please attach a report demonstrating reasonable progress in providing housing opportunities for all income levels. (Note: A copy of the local jurisdiction's annual report (Tables A thru C) to the state Department of Housing and Community Development (HCD) is sufficient).

Please refer to attached report (Exhibit A).

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

- c. *Please attach the jurisdiction's adopted policies and standards that ensure consideration of and support for walking, bicycling, and transit access during the review of proposed development.*

Please refer to City's adopted Complete Streets Policy and Chapter 7, "Transportation Element", of the City's General Plan (Exhibit B).

4. Traffic Impact Studies

Please list all traffic impact studies that have been conducted as part of the development review of any project that generated more than 100 net new peak hour vehicle trips. (Note: Lower traffic generation thresholds established through the RTPC's Action Plan may apply). Note whether the study was consistent with the Authority's Technical Procedures and whether notification and circulation was undertaken during the environmental review process.

- 1.) **Edgewater (1,200 square feet commercial buildings on the project site with a 24-hour gas station consisting of 12 fueling positions with a convenience store (5372 sf) and a self-service car wash (2800 sf) - A Traffic Impact Study was performed for this development that was consistent with CCTA Technical Procedures. There are 101 peak hour trips generated by this development. Notification and circulation to affected jurisdictions and TRANSPLAN was performed during the environmental review process.**
- 2.) **Beacon Villas (2,308 square foot restaurant with a drive-thru and drive-in parking stalls) - A Traffic Impact Study was performed for this development that was consistent with CCTA Technical Procedures. There are 106 peak hour trips generated by this development. Notification and circulation to affected jurisdictions and TRANSPLAN was performed during the environmental review process.**
- 3.) **Public Storage (San Marco Units 11 and 12 is a residential development consisting of 233 single family homes that was originally approved in 1992) - This Traffic Impact Study supplements a traffic analysis performed for this development in 1992. The analysis was conducted to determine whether additional traffic mitigation would be needed if the 233 units planned for San Marco Units 11 and 12 are constructed before West Leland Road is extended (as planned) to an intersection with Santa Teresa Drive. Notification and**

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

circulation to affected jurisdictions and agencies was performed during the environmental review process.

- 4.) Alves Ranch (38 acre residential and commercial development consisting of 136 attached single-family homes, 210 detached single-family homes, 10 accessory dwelling units, and approximately 140,000 general retail uses, including up to a 40,000 sf grocery store) - This Traffic Impact Study supplements a traffic analysis performed in 2004. This study was consistent with CCTA Technical Procedures. There are 815 peak hour trips generated by this development. Notification and circulation to affected jurisdictions and TRANSPLAN was performed during the environmental review.**

5. Participation in Cooperative, Multi-Jurisdictional Planning

No attachments necessary.

6. Five-Year Capital Improvement Program

Please attach the transportation component of the most recent CIP version, if the Authority does not already have it. Otherwise, list the resolution number and date of adoption of the most recent five-year CIP.

Please refer to attached Transportation Component of City's current 5-Year C.I.P. (Exhibit C).

7. Transportation Systems Management Program

Please attach a copy of the jurisdiction's TSM ordinance, or list the date of ordinance or resolution adoption and its number.

City of Pittsburgh's TSM Ordinance was adopted on December 2, 1997 (Ordinance No. 1139). Please refer to attached TSM Ordinance (Exhibit D).

8. Adoption of a voter-approved Urban Limit Line

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

The local jurisdiction's adopted ULL is on file at the Authority offices. Please specify any actions that were taken during the reporting period with regard to changes or modifications to the voter-approved ULL, which should include a resolution making a finding of consistency with Measure J and a copy of the related public hearing notice.

none

9. Adoption of the Measure J Growth Management Element

Please attach the adopted Final Measure J Growth Management Element to the local jurisdiction's General Plan, or list the date of ordinance or resolution adoption and its number..

Please refer to attached Growth Management Element from City's General Plan (Exhibit E).

10. Posting of Signs

Provide a list of all projects exceeding \$250,000 within the jurisdiction, noting which ones are or were signed according to Authority specifications.

1. San Marco Trail Project - ~\$320,000 project with \$132,00 Measure J PBTF funding. Project was signed according to CCTA specifications.

11. Maintenance of Effort (MoE)

Please indicate the jurisdiction's MoE requirement and MoE expenditures for the past two fiscal years (FY 2017-18 and FY 2018-19). See the Instructions to identify the MoE requirements.

MoE requirement = \$860,639

MoE expenditures in FY 2017-18 = \$1,086,237

MoE expenditures in FY 2018-19 = \$902,287

Measure J GMP Compliance Checklist Attachments

Reporting Jurisdiction: City of Pittsburgh

For Fiscal Years 2019-20 and 2020-21

Reporting Period: Calendar Years 2018 & 2019

12. Submittal of LSM Reporting Form and Audit Reporting Form

Please attach LSM (Summary) Reporting and LSM Audit (Detail) Forms for FY 2017-18 and FY 2018-19.

Please refer to attached LSM Reporting Forms (Exhibit F).

13. Other Considerations

Please specify any alternative methods of achieving compliance for any components for the Measure J Growth Management Program

none



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Amending City's Conflict of Interest Code

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

Pursuant to the Political Reform Act, every local government is required to conduct a biennial review of its Conflict of Interest Code to determine its accuracy. As part of this year's biennial review, City staff determined that the City's Conflict of Interest Code must be amended to reflect new, reclassified and eliminated employee positions. Adoption of the resolution updating the City's Conflict of Interest Code will ensure that the Code accurately reflects all of the designated positions within the City which are required, by State law, to disclose financial interests.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

Adopt the attached resolution adopting an amended City Conflict of Interest Code.

BACKGROUND

The Political Reform Act requires the City to conduct a biennial review of its Conflict of Interest Code. Upon review, City staff determined that the Code must be amended in order to accurately reflect the addition, reclassification, and deletion of certain City positions.

Section 18730 of Title 2 of the California Code of Regulations contains the terms of a standard Conflict of Interest Code which may be adopted and incorporated by reference as the Conflict of Interest Code of the City. The attached Resolution adopts the Fair Political Practices Commission's standard Conflict of Interest Code and a revised list of designated positions to reflect the City's current employment structure. The attached Resolution also proposes a required disclosure category for each of the designated positions.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

Government Code Section 87200 et seq. requires members of the City Council, Planning Commissioners, the City Manager, the City Attorney, City Treasurer and other public officials who manage public investments to disclose certain financial interests annually. The City's Conflict of Interest Code identifies all other positions within the City that participate in the making of governmental decisions. These designated individuals are required to disclose certain financial interests under State law.

Limited organizational changes within certain City departments require the City to amend its Conflict of Interest Code to accurately designate City positions subject to State financial disclosure requirements. The attached Resolution, if adopted, would amend the City's Conflict of Interest Code as required by the Political Reform Act.

ATTACHMENTS: Resolution
 Exhibit A
 Exhibit B

Report Prepared By: Alice E. Evenson, Director of Records and Council Services

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution Adopting the City's)
Conflict of Interest Code)

RESOLUTION NO. 20-

The City Council of the City of Pittsburg FINDS AND DETERMINES as follows:

WHEREAS, the Political Reform Act requires every local government agency to review its Conflict of interest Code biennially to determine whether or not the Code must be amended; and

WHEREAS, the Pittsburg City Council previously adopted Resolution No. 18-13527, adopting by reference the model Conflict of Interest Code set forth in Section 18730 of Title 2 of the California Code of Regulations; and

WHEREAS, the purpose of this Resolution is to amend the City's Conflict of Interest Code to reflect changed circumstances, including the addition, reclassification, and deletion of positions within the City as required by Government Code Section 87300 *et seq.*; and

WHEREAS, the City Council desires to adopt the model Conflict of Interest Code found in Section 18730 of Title 2 of the California Code of Regulations and designate the list of positions (attached hereto as Exhibit A) as an updated list of City positions that are subject to the filing requirements of the Pittsburg Conflict of Interest Code.

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

Section 1. Rescind Prior Resolutions Adopting a Conflict of Interest Code

Any prior Resolution adopting a Conflict of Interest Code for the City of Pittsburg, including Resolution No. 18-13527, is hereby rescinded.

Section 2. Adoption of Conflict of Interest Code

The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

Therefore, the terms of Title 2 of the California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby adopted and incorporated by reference and, along with the attached Exhibit A in which public officials and employees are designated and Exhibit B in which disclosure

categories are set forth, constitute the Conflict of Interest Code of the City of Pittsburg, which is considered the “agency” within the purview of this Code.

The designated officials, employees and consultants, as set forth in Exhibit A, shall be subject to the provisions of the Conflict of Interest Code and their respective disclosure categories.

Section 3. Annual Disclosure Statements

Persons holding designated positions shall file an annual statement no later than April 1st of each year. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year; provided however, that the period covered by an employee’s first annual statement shall begin on the effective date of the Code or the date of assuming office, whichever is later.

Section 4. Filing Officer

The City Clerk is the filing official for Council Members, the City Manager, the City Attorney and Planning Commissioners. For the persons holding these positions, the City Clerk accepts the filing, retains a copy and forwards the original to the Fair Political Practices Commission in Sacramento. For all other persons holding designated positions, the City Clerk is the filing officer and retains the statements. The City Clerk shall make the statements available for public inspection and reproduction.

Section 5. Effective Date

This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 21st day of September 2020 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

EXHIBIT "A"
CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS
CITY OF PITTSBURG

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORY</u>
Accountant I and II	I
Administrative Analyst I and II	II
Administrative Officer	I
Administrative Specialist	I
Administrative Coordinator	I
Assistant City Clerk	I
Assistant City Manager	I
Assistant Director of Public Works	I
Assistant Director of Economic Development and Recreation	I
Assistant to the City Manager	II
Business License Coordinator	I
Chief Building Official	I
Chief of Police	I
City Clerk	I (or as required by law)
City Engineer	I
Combination Building Inspector	I
Compliance Principle	I
Contract Analyst	I
Crime Analyst	I
Deputy City Clerk	I
Development Manager	I
Director of Community Development/City Engineer	I
Director of Community Services	I
Director of Finance	I
Director of Human Resources	I
Director of Power	I
Director of Public Works	I
Director of Records and Council Services	I
Director of Recreation and Maintenance Services	I
Director of Water Utilities	I
Environmental Affairs Manager	I
Environmental Health Specialist I and II	I
Executive Assistant	II
Finance Division Manager	I
Financial Analyst	I
Harbormaster	I
Housing Manager	I
Human Resources Analyst	II
Human Resources Manager	I
Information Technology Manager	I
Planning Manager	I
Police Captain	I

Police Records Supervisor	I
Police Services Administrator	I
Power Company Manager	I
Public Works Manager	I
Public Works Superintendent	II, III
Purchasing Analyst	I
Redevelopment Project Manager	I
Revenue Operations Supervisor	I
Senior Administrative Analyst	I
Senior Civil Engineer	I
Senior Combination Building Inspector	I
Senior Financial Analyst	I
Senior Human Resources Analyst	I
Senior Information Technology Analyst	I
Senior Planner	I
Utility Supervisor	I
Water Plant Superintendent	I
Water Plant Supervisor	I

**CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS
AGENCIES AND COMMISSIONS**

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORY</u>
SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT DISTRICT II	
Executive Director	I
General Manager	I
HOUSING COMMISSION	
Appointed Commissioners	I
SUCCESSOR AGENCY	
Executive Director	I
Development Manager	I
Administrative Analyst	II
PITTSBURG POWER COMPANY	
Executive Director	I
Director of Power	I
Power Company Manager	I
Administrative Analyst	II, III
OVERSIGHT BOARD TO THE SUCCESSOR AGENCY FOR THE REDEVELOPMENT AGENCY OF THE CITY OF PITTSBURG	
Executive Director	I
Board Members	I
CONSULTANTS	I
(Regardless of Department or Agency)	
REQUIRED BY STATUTE:	
Council Members	I
Planning Commissioners	I
City Manager	I
City Attorney	I
City Treasurer	I

EXHIBIT “B”
CONFLICT OF INTEREST CODE
DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the Designated Employees must disclose for each disclosure category to which he or she is assigned.

Designated Employees in Category “I” must report:

All investments, business positions in, and income from sources located in or doing business in the City and all interests in real property located in the City, including property located within a two-mile radius of the City or any property owned or used by the City of Pittsburgh.

Designated Employees in Category “II” must report:

All investments, business positions in, and sources of income of the type which provide services, supplies, materials, machinery or equipment of the type utilized by the City of Pittsburgh.

Designated Employees in Category “III” must report:

All investments, business positions in, and sources of income which are subject to the regulatory, permit or licensing authority of the City of Pittsburgh.

Disclosure by Consultants

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category (Category I) in the Conflict of Interest Code subject to the following limitation:

The City Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. The written determination shall include the basis for this determination and shall be maintained as a public record to the same extent as other disclosures made under the Conflict of Interest Code.



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Approving the Final Map, Subdivision Improvement Agreement and Improvement Plans for Subdivision 9480 San Marco Unit 13

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

The Final Map, Improvement Plans and Subdivision Improvement Agreement for Subdivision 9480 San Marco Unit 13 are ready for approval. This Resolution will authorize the City Manager to execute the Subdivision Improvement Agreement and approve the Final Map and Improvement Plans for the Subdivision.

FISCAL IMPACT

Costs for plan review and processing of the project plans are recovered through typical revenues collected for major subdivision projects to the General Fund. (Fund 110).

RECOMMENDATION

City Council adopt the attached resolution authorizing the City Manager to execute the Subdivision Improvement Agreement for Subdivision 9480 San Marco Unit 13 and approving the Final Map and Improvement Plans.

BACKGROUND

On December 22, 1992, the Planning Commission approved the Vesting Tentative Map for the San Marco Subdivision, by adoption of Resolution No. 8658. San Marco Unit 13 is a tract of the approved Vesting Tentative Map, and consists of 22.2 acres, which will be subdivided for 114 single-family homes. This tract is located to the west of Santa Teresa Drive and north of Barranca Drive.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The Final Map and Improvement and Grading Plans for Subdivision 9480 San Marco Unit 13 are in substantial conformance with the approved Vesting Tentative Map, subdivision regulations, and construction standards.

The Developer shall fully comply with the amended Development Agreement dated June 29, 2018, including payment of fees referenced therein. The City and the Developer will enter into a Subdivision Improvement Agreement guaranteeing satisfactory completion by the Developer of all improvements related to Subdivision 9480 San Marco Unit 13.

Approval of the Final Map, Improvement Plans, and Subdivision Improvement Agreement is statutorily exempt from environmental review under Article 18, Section 15268 "Ministerial Projects", of the Guidelines for the Implementation of the California Environmental Quality Act.

ATTACHMENTS: Resolution
 Subdivision Improvement Agreement
 Site Plan

Report Prepared By: Jolan Longway
 Clean Water Program Coordinator

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approval of the Final Map, Grading Plans,)
Improvement Plans and Subdivision)
Improvement Agreement for Subdivision)
9480, San Marco Unit 13)

RESOLUTION NO. 20-

The Pittsburgh City Council FINDS AND DETERMINES as follows:

WHEREAS, on December 22, 1992, the Planning Commission adopted Resolution No. 8658, approving the Vesting Tentative Map for the San Marco Subdivision; and

WHEREAS, San Marco Unit 13 is a tract of the approved Vesting Tentative Map, and consists of 22.2 acres, which will be subdivided into 114 single-family homes. This tract is located to the west of Santa Teresa Drive, north of Barranca Drive; and

WHEREAS, the City Engineer certifies that the Final Map, Grading Plans and Improvement Plans for Subdivision 9480, are in substantial conformance with the approved Vesting Tentative Map; and

WHEREAS, the City and West Coast Home Builders, Inc. (Developer) will enter into a Subdivision Improvement Agreement (the "Improvement Agreement") guaranteeing satisfactory completion by the Developer of all improvements related to Subdivision 9480, San Marco Unit 13; and

WHEREAS, the Developer has agreed to pay the Water Facility Reserve Fee at the time of building permit issuance; and

WHEREAS, the Developer has agreed to fulfill their Parkland Dedication requirements in accordance with the Memorandum of Understanding (MOU) dated June 4, 2007 and approved by City Council with the adoption of Resolution 07-10807. The conditions of the MOU have been superseded by the Third Amendment to the San Marco Development Agreement adopted by City Council on April 15, 2013, by Ordinance 13-1369; and

WHEREAS, the Developer will fulfill their Local Transportation Mitigation Fee requirements in accordance with the Memorandum of Understanding dated December 22, 1992, and approved by City Council on January 19, 1993 with the adoption of Resolution 93-7890, as amended; and

WHEREAS, the Developer shall fully comply with the Memorandum of Understanding for payment of Regional Transportation Mitigation Fees dated June 29, 2010, as amended and approved by City Council on April 15, 2013 with the adoption of Resolution 13-11963; and

WHEREAS, the Developer shall fully comply with the Memorandum of Understanding dated June 29, 2010 including payment of the fees referenced therein; and

WHEREAS, the Developer will pay all other required fees and provide all necessary bond requirements as outlined in the Improvement Agreement.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Pittsburg hereby approves the Final Map and Improvement Plans; authorizes the City Manager to execute the Subdivision Improvement Agreement, and authorizes and directs the City Engineer and Secretary of the Planning Commission to execute their respective statements on the Final Map.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

Recorded At The Request Of:
CITY OF PITTSBURG

Return Recorded Copy To:

CITY OF PITTSBURG
ENGINEERING RECORDS
65 CIVIC AVENUE
PITTSBURG, CA 94565-1518

SUBDIVISION IMPROVEMENT AGREEMENT
Subdivision 9480
San Marco Unit 13

THIS AGREEMENT is made and entered into on _____, 20__ by and between West Coast Home Builders, Inc., a California corporation and Seecon Financial and Construction Co., Inc., a California corporation (hereinafter collectively referred to as "Developer") and the City of Pittsburg, a municipal corporation, (hereinafter referred to as "City").

WHEREAS, Developer will construct certain public and private improvements in connection with Subdivision 9480 for which Improvement Plans have been approved and are on file in the office of the City Engineer. Said improvements include, but are not limited to, those shown and described on the approved Improvement Plans for said subdivision.

NOW, THEREFORE, DEVELOPER AGREES TO:

1. Comply with and/or satisfy all conditions of approval as imposed by the City Council and/or its Commissions.
2. Construct all infrastructure improvements as indicated in the approved Improvement Plans and Grading Plans in compliance with the City's Standard Specifications and the City's Standard Details.
3. All subdivision improvements shall be completed within thirty-six (36) months from the date of approval of the Final Map by the City Council.
4. Incorporate all reasonable modifications to the approved plans during construction as directed by the City Engineer, when required by field conditions and/or public safety.

5. Obtain written approval from the City Engineer prior to performance of any construction not in compliance with the approved plans and specifications.
6. Conform to all applicable provisions of state and federal law and the Pittsburg Municipal Code.
7. Comply with all of the Contra Costa Fire Protection District's requirements including, but not limited to fire flow, residual pressure, hydrant locations, and accessibility.

Pay the following fees and deposits to the City, prior to the execution of this Agreement:

8. A Major Subdivision Map Processing Fee in the amount of Four Thousand Five Hundred Dollars (\$4,500).
9. An Improvement Plan Review Fee of One Hundred Seventeen Thousand, Six Hundred Eighty-Six Dollars (\$117,686). A partial payment of Forty-Nine Thousand, Six Hundred Ten Dollars (\$49,610) was made to the Engineering Department. A balance of Sixty-Eight Thousand, Seventy-Six Dollars (\$68,076) is due payable prior to execution of this agreement.
10. An Improvement Inspection Fee in the amount of One Hundred Forty- Three Thousand, Two Hundred Sixty-Two Dollars (\$143,262).
11. A Grading Plan Review Fee in the amount of Twenty-Six Thousand Nine Hundred Eighty-Two Dollars (\$26,982) was made to the Engineering Department.
12. A Grading Inspection Fee in the amount of Forty Thousand, Ninety-Four Dollars (\$49,094) was made to the Engineering Department.
13. A Sanitary Sewer Inspection Deposit in the amount of One Thousand, and Twelve Dollars (\$1,012)
14. A Geographical Information System Fee (G.I.S.) in the amount of Twelve Thousand, Five-Hundred Forty Dollars (\$12,540).
15. An NPDES Plan Review fee of Three Thousand, Six Hundred Seventeen Dollars (\$3,617)
16. An NPDES inspection deposit of Fifteen Thousand Dollars (\$15,000)

The Developer shall pay the following fees prior to the issuance of Building Permits:

17. The developer shall pay the City of Pittsburgh Facilities Reserve Charge (PMC Chapters 13.08, 13.12 and 13.24) (the "FRC") to the Engineering Department, for water and sewer service in the amounts in effect when the applicant obtains a Building Permit. The applicant understands that the current FRC on file, effective August 20, 2005, shall be paid in accordance with the fee schedule approved by Resolution No. 05-10290, and amended by Resolution No. 12-11778, on February 21, 2012, a copy of which is available at the City. The FRC shall be paid to the Engineering Department prior to the issuance of a Building Permit.
18. The Developer will fulfill their Local Transportation Mitigation Fee (the "LTMF") requirements in accordance with the Memorandum of Understanding for payment of Local Transportation Mitigation Fees dated December 22, 1992, as amended and approved by City Council with the adoption of Resolution 93-7890. The Developer understands that the LTMF is reviewed and adjusted annually to the current Construction Cost Index (CCI).
19. Pay the Regional Transportation Mitigation Fee (the "RTMF"), prior to the issuance of a building permit by the City's Building Division. The Developer shall fully comply with the Memorandum of Understanding dated June 29, 2010, as amended and approved by City Council with the adoption of Resolution 13-11963 including payment of the fees referenced therein.
20. Provide certificates on a form approved by the City for the following insurance coverage:
 - a. Workers' Compensation Insurance, and
 - b. Liability insurance in the amount of One Million Dollars and No Cents (\$1,000,000.00) Personal Injury, and Five Hundred Thousand Dollars and No Cents (\$500,000.00) Property Damage.

Said insurance coverage shall be maintained in full force and effect throughout the life of this Agreement and all policies shall provide for at least thirty (30) days prior notice to City before cancellation. Should said coverage(s) lapse at any time, City shall have the right to:

- a. Procure said insurance(s) on behalf of the Developer and Developer shall reimburse City for any and all costs incurred thereof; or
- b. Order all subdivision construction stopped until new certificate(s) of coverage are provided and deemed satisfactory to the City.

21. Defend, indemnify and hold harmless the City, its officers and employees from any and all actions or causes of action filed by any person or persons claiming damage as a result of this approval or the public improvement work required hereunder and to pay any and all reasonable attorney's fees incurred by the City as a result of any legal action which may arise in connection therewith.
22. Provide a surety in the amount of Two Million, Six Hundred Fifteen Thousand, Two Hundred Forty Dollars (\$2,615,240). The surety shall be in accordance with the State Subdivision Map Act, and as approved by the City Engineer.
23. Prior to acceptance of the subdivision as complete by the City Council, the Developer shall submit a copy of the recorded Final Map and record drawings for grading and subdivision improvements
24. Prior to acceptance of the subdivision as complete by the City Council, the Developer shall provide a Warranty Bond in the amount of Two Hundred Sixty-One Thousand, Five Hundred Twenty-Four Dollars (\$261,524). This warranty bond shall be released only upon correction of any defects or failures, including cause of failure or defect, to the subdivision improvements to the satisfaction of the City Engineer.
25. Warranty all improvements installed pursuant to this Agreement for twelve (12) months after the City Council's acceptance date for the public improvements as complete.

IT IS MUTUALLY STIPULATED AND AGREED THAT:

1. The public improvements installed in connection with this Agreement shall not be considered accepted as complete until the City Council adopts a resolution accepting said improvements as being in compliance with the approved plans and specifications and any approved modifications thereto.

Public improvements are those specifically defined as being located within public or proposed public roadways or easements and accepted by City Council resolution. Other improvements shall be constructed in accordance with the City's Standard Specifications and Standard Details and shall be appropriately inspected by the City, but will not be maintained by the City.

Adoption of said resolution, periodic and/or progress inspections, acceptance of any portion of said work, or approvals of any other nature shall not bind the City to accept any modification made to the approved plans without the City Engineer's approval.

2. Time is of the essence in this Agreement and the obligations undertaken herein shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date first written above.

CITY OF PITTSBURG

Garrett Evans, City Manager

Alice E. Evenson, City Clerk

APPROVED AS TO FORM:

City Attorney

DEVELOPER:

WEST COAST HOME BUILDERS, INC.,
a California corporation

By: 

Louis Parsons
Authorized Agent

SEECON FINANCIAL AND CONSTRUCTION
CO., INC., a California corporation

By: 

Louis Parsons
Authorized Agent

Developer must attach Notary Statement

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

WITNESS my hand and official seal.

The notary Commission
extended pursuant to
Executive Order N-63-20

R. Valenzuela
SIGNATURE OF NOTARY

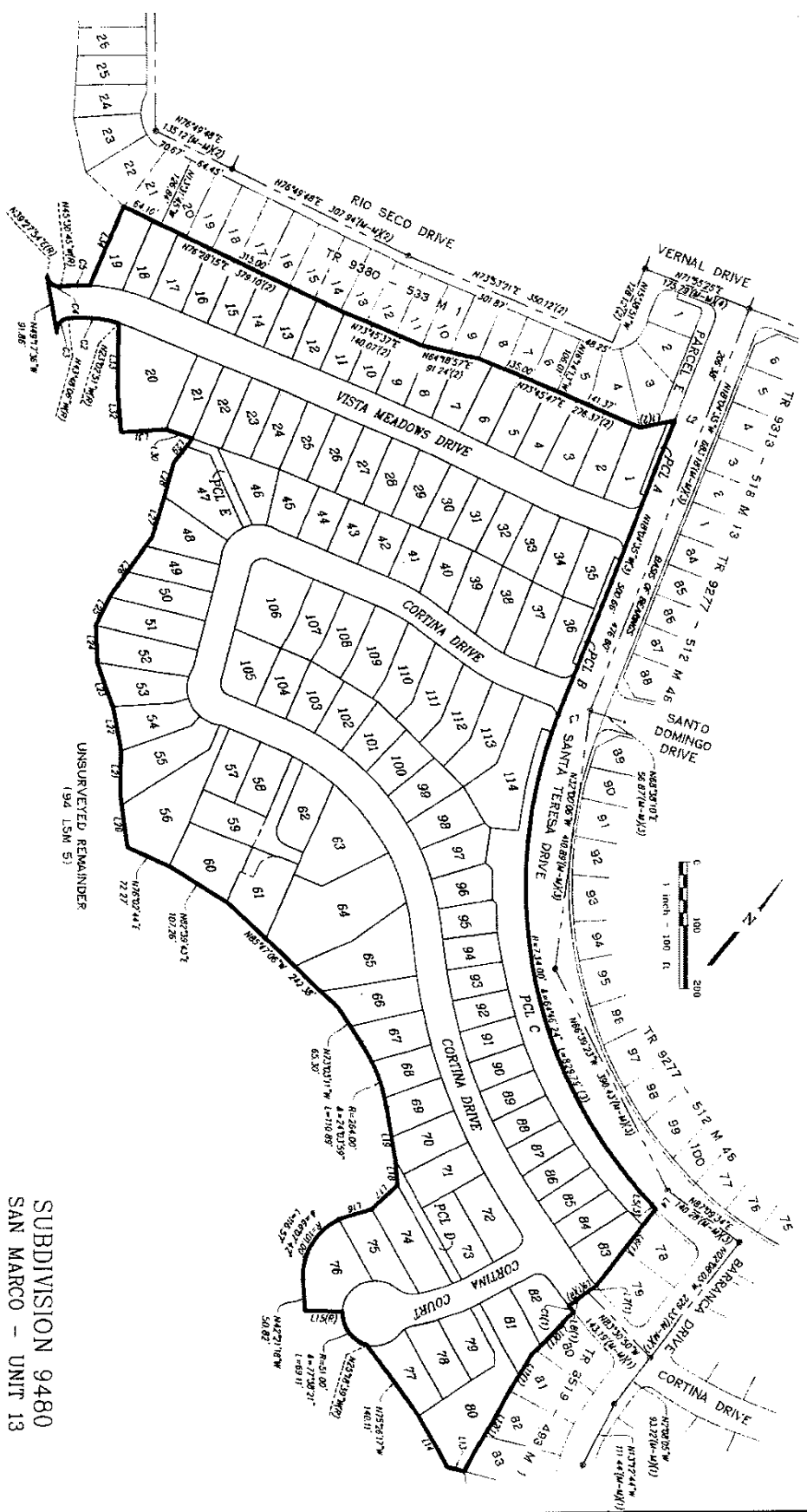
***** **OPTIONAL** *****

Title or Type of Document: _____

Signer(s) are Representing:_____

Document Date: _____

SITE PLAN



SUBDIVISION 9480
SAN MARCO - UNIT 13

BEING A PORTION OF THE SOUTH 1/2 OF SECTION 18,
T. 2 N., R. 1 W., AND THE NORTH 1/2 OF THE
NORTHEAST 1/4 OF SECTION 21, T. 2 N., R. 2 W.
MOUNT DIABLO MERIDIAN

CITY OF PITTSBURG
CONTRIA COSTA COUNTY, CALIFORNIA
RUGGERI-JENSEN-AZAR
CIVIL ENGINEERS, PLANNERS, SURVEYORS
PLEASANTON, CALIFORNIA
AUGUST 2020

JOB NO. 19107313

SHEET 3 OF 12 SHEETS



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Approving the Terms and Conditions of Employment for Employees in the International Brotherhood of Electrical Workers Union, Local 1245 for the Period July 1, 2020 through June 30, 2021

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

On March 9, 2020, the International Brotherhood of Electrical Workers (IBEW) Union, Local 1245 petitioned the City of Pittsburg for recognition to be the exclusive employee organization to represent maintenance personnel assigned to Island Energy. On April 15, 2020, the City affirmed the petition and commenced labor negotiations to construct a Memorandum of Understanding (MOU) between the City of Pittsburg and IBEW Local 1245. The City and IBEW Local 1245 representatives have been meeting since June 2020 and have reached a tentative agreement on the terms and conditions of employment for fiscal year 2020-2021 that provides for a contract term through June 30, 2021, a circumscribed reopening of the contract in November 2020, and a draft MOU. Should the City Council approve these terms, staff will finalize the MOU to incorporate the agreed upon changes.

FISCAL IMPACT

There is no fiscal impact for the proposed amendments to the MOU.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving the August 12, 2020 tentative agreement, authorizing the City Manager to prepare and execute an MOU between the City of Pittsburg and IBEW Local 1245 for the period of July 1, 2020 – June 30, 2021.

BACKGROUND

With the onset of the COVID-19 pandemic and resulting economic impacts, the City expects a marked decrease in revenue for Fiscal Year 2020/2021. As a result, the City's fiscal uncertainty has severely limited its current ability to achieve productive labor negotiation on compensation matters with its employee bargaining units.

IBEW Local 1245 unit members are deeply committed to providing a level of excellence in public service and responding effectively and efficiently to the needs of the Mare Island community. While the City's ability to effectively recruit and retain qualified employees is related to the quality of the total compensation package offered, the City and IBEW Local 1245 also recognize that current unprecedented financial challenges and anticipated budget shortfalls call for a temporary pause in labor negotiation efforts on compensation matters.

The City and IBEW Local 1245 representatives started meeting in June 2020 to negotiate an MOU. During the parties' negotiation sessions, a number of tentative agreements were reached for amendments to language of the draft MOU and a one-year contract with a circumscribed reopening of the MOU in November 2020.

The IBEW Local 1245 membership ratified the parameters of the tentative agreement package on August 18, 2020. For additional details and changes to terms and conditions of employment, please refer to the Staff Analysis section of this report and Exhibit A – Tentative Agreements between the City of Pittsburg and the IBEW Local 1245 bargaining unit.

SUBCOMMITTEE FINDINGS

This item was not reviewed by a subcommittee.

STAFF ANALYSIS

In accordance with the Meyers-Milias-Brown Act, the City Council is asked to approve the terms and conditions of employment for employees in IBEW Local 1245 for the period July 1, 2020 through June 30, 2021.

The terms and conditions of the tentative agreement include the following amendments to the draft MOU:

- 1) Section 2 – Term: 12-month term of the MOU with 20 hours of sick leave credited to each IBEW Local 1245 member in acknowledgement of the inherent health risks associated with the essential contributions made in the community to help slow the spread of the COVID-19 pandemic
- 2) Section 2.1 – Reopener: New section to provide an opportunity to reopen the MOU in November 2020 if initiated by either party
- 3) Section 3.5 – Indemnification: Language amendment
- 4) Section 3.10 – Union Leave: New provision to allow stewards leave to participate in union training or other business with salary and benefits paid by the union
- 5) Section 6.1 – Uniform Allowance: Language amendment
- 6) Section 6.2 – Standby Shift: Elimination of secondary standby assignment and reallocate pay to primary standby assignment
- 7) Section 6.4 – Certification Pay: Language amendment

- 8) Section 17 – Overtime: New provisions memorialize current practices of maximum overtime, rest periods, and meals
- 9) Section 21 – Past Practice: Language amendment
- 10) Article A – Salary Ranges by Classification: Continue to meet and confer to review classification and market rate studies of represented positions
- 11) Draft MOU Formatting, Standards, and Changes: Summary of changes and draft MOU

For additional details of the changes agreed upon, please refer to Exhibit A – Tentative Agreements between the City of Pittsburgh and IBEW Local 1245.

ATTACHMENTS: Exhibit A – Tentative Agreements between the City of Pittsburgh and IBEW Local 1245
Exhibit B – Resolution

Report Prepared By: Stacy Shell, Director of Human Resources

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution Approving the Terms and)
Conditions of Employment for Employees)
in the International Brotherhood of Electrical) RESOLUTION NO. 20-
Workers Union, Local 1245 for the Period)
of July 1, 2020 through June 30, 2021)

The Pittsburg City Council FINDS AND DETERMINES as follows:

WHEREAS, the International Brotherhood of Electrical Workers (IBEW) Union Local 1245 petitioned the City of Pittsburg for recognition to be the exclusive employee organization to represent maintenance personnel assigned to Island Energy and the City affirmed the Union's petition; and

WHEREAS, City representatives and the duly appointed representatives of IBEW Union Local 1245 have met and conferred in accordance with Section 3500 et seq. of the California Government Code; and

WHEREAS, the membership of the IBEW Union ratified the attached agreement on August 18, 2020; and

WHEREAS, the City Manager and City staff recommend the terms and conditions of the agreement to be approved by the City Council; and

WHEREAS, the City Manager and City staff will prepare a Memorandum of Understanding that incorporates the agreed upon changes upon adoption of this resolution.

NOW, THEREFORE the City Council DOES RESOLVE 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 hereby approves the attached terms and conditions and directs staff to prepare a Memorandum of Understanding setting forth the terms and conditions.

Section 3. The Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 21st day of September, 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

IBEW 1245 – Island Energy – City of Pittsburgh

IBEW 1245 Comprehensive Proposal for Tentative Agreement Tendered to Island Energy: 08/12/20

This is a comprehensive proposal for a Tentative Agreement that must be accepted in its entirety. Should the parties not agree to the terms of this Agreement, the parties shall maintain all prior positions.

2. Term

This Memorandum of Understanding shall be in effect July 1, 2020~~18~~, except for those provisions of the Memorandum of Understanding which have been assigned other effective dates as hereinabove set forth, and shall remain in full force and effect to and including June 30, 202~~19~~¹⁰ and shall continue thereafter from year to year unless during the thirty (30) day period beginning February 15, 202~~19~~¹⁰ or February 15 of any subsequent year either party has delivered written notice to the other of its desire to amend, modify, or terminate this Memorandum of Understanding. Unless mutually agreed to otherwise, negotiations for a successor Memorandum of Understanding shall begin no later than thirty (30) days subsequent to the delivery of such notification.

2.1 Reopener (New Section)

Upon request between November 15, 2020 and December 1, 2020, the Parties agree to a reopen the MOU to negotiate salary increases and term. The parties to this MOU may mutually agree to reopen a maximum of three (3) additional sections in the MOU by notifying the other party in writing between November 15, 2020 and December 1, 2020. If neither party triggers the reopener, negotiations regarding the MOU will be for successor MOU. If either party triggers the reopener by notifying the other party in writing between November 15, 2020 and December 1, 2020, the parties agree that they will promptly return to the collective bargaining table (within 10 days) to begin negotiations over the proposals presented by either side. Each party will present initial counter proposals to the other party's proposals no later than the parties' second meeting date.

Upon adoption of the agreement by the City Council, 20 hours of sick leave shall be credited to each unit member's sick leave bank in acknowledgement of the inherent health risks associated with the essential contributions made in this community to help slow the spread of the COVID-19 pandemic.

IBEW 1245 – Island Energy – City of Pittsburgh

IBEW 1245 Comprehensive Proposal for Tentative Agreement Tendered to Island Energy: 08/12/20

Tentative Agreements;

UP1	Art. 3.5 Indemnification	TA'd 08/05/20
UP2	Art. 3.10 IBEW 1245 Union Leave	TA'd 08/12/20
UP4	Art. 6.1 Uniform Allowance	TA'd 08/05/20
City Counter to UP5	Art 6.2 Standby Shift	TA'd 08/11/20
City Counter to UP6	Art 6.4 Certification Pay	TA'd 07/29/20
City Counter to UP8	Appendix A	TA'd 07/29/20
City Counter to UP9	Art 17 Overtime	TA'd 08/11/20
UP Past Practice	Art 21 Past Practice	TA'd 08/05/20

City and Union have also Tentatively Agreed accept certain changes to the Teamster MOU as a part of the process of negotiating the first MOU with IBEW 1245 (see attached).

Both parties agree to withdraw all other proposals not Tentatively Agreed to or addressed specifically herein.

This comprehensive Tentative Agreement is subject to member ratification and City Council approval.

For City:



Stacy Shell, Chief Spokesperson

Date: 8/12/20

For Union:



Al Fortier, Chief Spokesperson

Date: 8/12/20

IBEW 1245 CONTRACT NEGOTIATIONS PROPOSAL TO ISLAND ENERGY,
PITTSBURG POWER COMPANY – CITY OF PITTSBURG FOR GENERAL NEGOTIATIONS
PRESENTED ON: June 24, 2020

Union Proposal No.: 1

Article/Section: Proposal to amend Article/Section 3.5 to replace the existing Hold Harmless language with indemnification language consistent with CA SB 866.

3.5 Hold Harmless/Indemnification

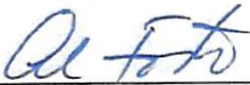
Consistent with state law, Teamsters-IBEW 1245 shall indemnify, defend, and save the City of Pittsburgh, its officers, agents and employees, harmless against (a) any and all claims made by an employee for deductions made in reliance on Local 1245's certification regarding a dues deduction authorization and (b) any claims made by an employee for deductions made in reliance on information regarding changes or cancellations to the deduction authorization, demands, suits, orders, or judgments, or other forms of liability that arise out of or by reason of this Section, or action taken or not taken by the City under this Section, and shall promptly reimburse the City for legal fees and costs incurred by the City in responding to or defending against any claims, disputes or challenges. This includes, but is not limited to, the City's attorney fees and all costs and preparation time, to and including the reserved right of the City to select counsel of its own choice.

Tentatively Agreed to by the Parties

For the Island Energy PPC – City of Pittsburgh:

 Date 8/5/20

For Local 1245:

 Date 8/5/20

IBEW 1245 RESERVES THE RIGHT TO ADD, AMEND, OR WITHDRAW BARGAINING PROPOSALS
THROUGHOUT THE BARGAINING PROCESS. ANY SECTION(S) OR SUBSECTION(S) NOT SHOWN OR
REFERENCED IN ANY IBEW 1245 PROPOSALS IS PROPOSED TO REMAIN AS-IS

**IBEW 1245 CONTRACT NEGOTIATIONS PROPOSAL TO ISLAND ENERGY,
PITTSBURG POWER COMPANY – CITY OF PITTSBURG FOR GENERAL NEGOTIATIONS
PRESENTED ON: August 12, 2020**

Union Proposal No.: 2 (revised v2)

Article/Section: Proposal to amend Article/Section 3.10 to replace D.R.I.V.E. Contributions which Local 1245 does not participate in, with Leadership and Steward training leave time language consistent with CA SB 1085 in response to City proposal of 8-12-20.

3.10 Local 1245 Union Leave ~~D.R.I.V.E. Contributions~~

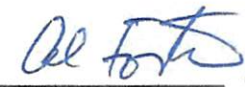
~~The City agrees to deduct from the paycheck of all employees who submit authorization cards to the union and are covered by this Agreement, voluntary payroll contributions to the union's Democratic, Republican, Independent Voter Education (D.R.I.V.E.) program. Upon the request of Local 1245, the City shall grant each Steward employees, a up to 80 aggregate leave hours per calendar year without loss of compensation or other benefits for such purposes as training or other Union business. If a Steward is elected to the Executive Board, the City shall grant that Steward an additional 32 aggregate leave hours per calendar year without loss of compensation or other benefits for such purposes as serving on the Executive Board. The Union may select no more than two (2) Stewards. For leave requests in excess of 40 consecutive hours, the City shall not be obligated to release more than one Steward at any time for leave under this section.~~

~~The leave shall be with pay; however, the Union shall reimburse the City for all compensation (hourly rate plus benefit costs) paid for the Steward while on leave under this section. The Steward on leave shall earn full retirement service credit and shall continue to pay their benefit contributions as specified in this Memorandum of Understanding. If the need for an emergency repair or maintenance occurs during a Steward's leave under this section and the City must contract with an outside vendor to perform the emergency repair or maintenance work in the absence of the Steward, the Union shall also reimburse the City for all compensation paid for the contractor to perform the emergency work. Reimbursement by the Union shall be made within 30 days after receipt of the City's invoicing of compensation for the contractor and/or Steward.~~

~~Requests for the leave under this section shall be made at least 10 workdays in advance of the commencement of the requested leave and directed to the Director of Human Resources unless otherwise agreed to between the City and Local 1245.~~

TA 

Date: 8/12/20

TA  IBEW

Date: 8/12/20

IBEW 1245 CONTRACT NEGOTIATIONS PROPOSAL TO ISLAND ENERGY,
PITTSBURG POWER COMPANY – CITY OF PITTSBURG FOR GENERAL NEGOTIATIONS
PRESENTED ON: August 12, 2020

The leave provided under this section shall be in addition to any leave to which public employees may be entitled by other laws or by this ~~m~~Memorandum of ~~u~~Understanding and shall not serve to invalidate any provision of this ~~m~~Memorandum of ~~u~~Understanding.

At the conclusion or termination of the leave, the City shall reinstate the ~~employee~~Steward to the same position and work location held prior to the leave, or, if not feasible, a substantially similar position without loss of seniority, rank, or classification.

The City shall not be liable for any acts committed or omitted, or injuries suffered by the ~~employee~~Steward which occur during the course and scope of the ~~employee's~~Steward's leave under this section. If held liable, Local 1245 shall indemnify and hold harmless the City for any such acts.

Local 1245 has no obligation to use leave under this section for an ~~employee~~Steward and may terminate that leave at any time, for any reason.

TA



Date: 8/12/20

TA

 , IBEW

Date: 8/12/20

IBEW 1245 CONTRACT NEGOTIATIONS PROPOSAL TO ISLAND ENERGY,
PITTSBURG POWER COMPANY – CITY OF PITTSBURG FOR GENERAL NEGOTIATIONS
PRESENTED ON: August 5, 2020

Union Proposal No.: 4 (revised.2)

Article/Section: Proposal to amend Article/Section 6, Uniform Allowance to reflect the specific requirements of electric and gas utility employees.

6.1 Uniform Allowance

Employees who are required by their department head to wear a uniform shall be provided with work uniforms at City expense. Uniforms will be replaced, as needed, thereafter.

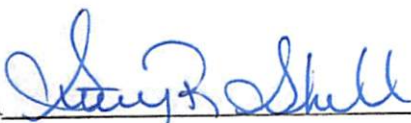
Work uniforms shall be appropriate for the typical functions performed and consistent with good safety practices. specifically that Island Energy employees engaged in the delivery of Electric and Gas utilities shall meet all arc-flash requirements as required by federal and state regulations, inclusive the National Fire Protection Association standard 70E. The department heads shall determine the color, style and lettering on the uniforms to be worn by their subordinates, subject in each case to the approval of the City Manager.

The City shall furnish as an initial issue to each regular employee three (3) work uniform shirts and may include depending on the job function one (1) cold weather coat, and two (2) sweatshirts. The employee shall be responsible for laundering and mending their work uniforms at their expense. Whenever a work uniform shirt, or a part thereof, is worn out or damaged beyond repair, the employee shall turn said work uniform shirt in to his/her department head and shall be issued replacement work uniform shirts therefore.

A. The uniform allowance for work boots/shoes and work pants is five-hundred fifty dollars (\$550.00). Effective the first full pay period after City Council adoption, employees shall be paid the balance of the allowance due to date, and the uniform allowance is shall be prorated and payable twice a year every pay period with a regular paycheck, for the first pay period in June and the first pay period in December, representing payment for the prior six (6) month period. Employees not employed for the full six (6) month period will be entitled to a prorated share of the six (6) month allowance.

The department director shall prescribe minimum standards of appearance for their department's employees. Different standards may be applied to different classes, depending upon the type of work required of the employees. Employees shall be neatly groomed and suitably dressed for their duties, so that they present a favorable appearance to the public.

The City can meet its obligations under this Section by contracting with a uniform services firm to provide and launder work uniforms.

TA 
Date: 8/5/20

TA  , IBEU
Date: 8/5/20

COLLECTIVE BARGAINING BETWEEN

CITY OF PITTSBURG

AND

IBEW LOCAL 1245

CITY COUNTER PROPOSAL

To Union Proposal No. 5 (revised 7-8-20)

July 29, 2020

6.2 Standby Shift

In order to provide emergency service during evenings, weekends, and holidays, IBEW Local 1245 ~~Teamsters~~ agrees that ~~employees Maintenance Workers (I, II and Leads?) Equipment Mechanics, Utility Lineworkers and Utility Technicians (Electric/Gas) I and II, and Electricians~~ shall make themselves available to respond to emergency calls.

The employee scheduled for ~~primary~~ standby shall receive ~~five hundred fifty dollars (\$550) one (1) hour at the straight time rate of pay for each eight (8) hours of standby outside of regularly scheduled hours three hundred dollars (\$300.)~~ for each ~~primary~~ standby shift. ~~The employee scheduled for secondary standby shall receive one (1) hour at the straight time rate of pay for each eight (8) hours of standby outside of regularly scheduled hours two hundred and fifty dollars (\$250.) for each secondary standby shift.~~ A standby shift is a one-week period that begins at the end of the employee's ~~Thursday~~ Friday shift.

~~Any The IBEW LU 1245 employee scheduled for standby that falls on a holiday "holiday secondary standby" shall receive two (2) hours at the straight time rate of pay for each eight (8) hours of standby during the holiday's twenty four (24) hour period one seventh (1/7th) of the secondary standby weekly rate. Holiday secondary standby is when a third Maintenance Worker (I, II and Lead) or Electrician has been assigned standby duty on a holiday provided to full-time employees as outlined within this collective bargaining agreement (excludes floating holidays).~~

An employee on standby receives an additional eight (8) hours of compensatory time off at their regular rate of pay when on standby on Thanksgiving or Christmas.

TA

Date: 8/11/20

TA

Date: 8/11/20

COLLECTIVE BARGAINING BETWEEN

CITY OF PITTSBURG

AND

IBEW LOCAL 1245

CITY COUNTER PROPOSAL

To Union Proposal No. 6

July 29, 2020

6.47 Certification Pay

The City agrees to pay an employee represented under this collective bargaining agreement special certification pay in the following amount; provided, however, an employee receive the greater of either the certification pay for a single item from the following list or the combined certification pays of multiple items from the following list provided; however, that such combined certification pays shall not exceed five percent (5%) total:

- A. ~~Maintenance Worker I or Utility Technician I/II~~ shall receive two percent (2%) per month for possession of a California class A or California class B driver's license with air brake and tank endorsements;
- B. ~~Maintenance Worker I shall receive two percent (2%) per month for possession of a California D-1 water distribution certificate or five percent (5%) per month for a California D-2 water distribution certificate.~~
- C. ~~Maintenance Worker I shall receive two percent (2%) per month for possession of a California Water Environmental Association's Collection System Maintenance grade 1 certificate or five percent (5%) per month for a California Water Environmental Association's Collection System Maintenance grade 2 certificate.~~
- D. ~~Maintenance Worker II shall receive two percent (2%) per month for possession of a D-1 water distribution certificate or five percent (5%) per month for a California D-2 water distribution certificate;~~
- E. ~~Maintenance Worker II - Facilities & Utilities shall receive eight percent (8%) per month for possession of a D-3 water distribution certificate;~~
- F. ~~Maintenance Worker II shall receive two percent (2%) per month for possession of a California Water Environmental Association's Collection System Maintenance grade 2 certificate or five percent (5%) per month for a California Water Environmental Association's Collection System Maintenance grade 3 certificate.~~
- G. ~~Equipment Mechanic, and Electricians shall receive one percent (1%) per month for possession of a California D-1 water distribution certificate.~~

TA

Date: 7/30/20

TA

Date: 7/29/20

IBEW

COLLECTIVE BARGAINING BETWEEN
CITY OF PITTSBURG
AND
IBEW LOCAL 1245

~~H. Maintenance Lead Worker, Equipment Mechanic, and Electricians shall receive two percent (2%) per month for possession of a California D-2 water distribution certificate.~~

~~I. Maintenance Lead Worker, Equipment Mechanic, and Electricians shall receive five percent (5%) per month for possession of a California D-3 water distribution certificate.~~

~~J. Maintenance Lead Worker — Facilities & Utilities, Equipment Mechanic, and Electricians shall receive eight percent (8%) per month for possession of a California D-4 water distribution certificate.~~

~~K. Maintenance Lead Worker shall receive two percent (2%) per month for possession of a California Water Environmental Association's Collection System Maintenance grade 3 certificate.~~

~~L.B.~~ An employee who is certified and authorized by the City Manager or designee to train other City employees on the proper use of a front-end loader, skid steer loader and a backhoe shall receive two percent (2%) per month.

~~M.C.~~ An employee who is certified and authorized by the City Manager or designee to train other city employees on the proper use of a narrow aisle forklift, lift truck, and powered pallet jack shall receive two percent (2%) per month.

~~N. Water Quality Analyst shall receive five percent (5%) per month when assigned designation of Water Treatment Plant Lab Director.~~

~~O.D.~~ An employee who possesses an Underground Storage Tank and/or Pipeline and Hazardous Materials Safety Administration Qualified Evaluator certificate and is authorized by the City Manager, or designee, to provide, and does so perform, the daily, monthly, and other assigned functions as assigned shall receive a two percent (2%) incentive per month of their base salary.

~~P.E. A Water Plant Operator, Grade 3 shall receive one percent (1%) per month for possession of California D-1 water distribution certificate and two percent (2%) per month for possession of a California D-2 water distribution certificate.~~

6.58 Class A/B License Trainer

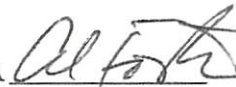
An employee who provides commercial vehicle driver training to other City employees shall receive a 2% incentive of their base salary.

TA



Date: 7/30/20

TA



Date: 7/29/20

COLLECTIVE BARGAINING BETWEEN

CITY OF PITTSBURG

AND

IBEW LOCAL 1245

CITY COUNTER PROPOSAL

To Union Proposal No. 9

July 29, 2020

Modified: July 30, 2020 and August 12, 2020

17 Overtime

17.1 Payment

The normal workweek for City employees is forty (40) hours in a seven (7) day period. The beginning and end of the work week shall be defined on an individual basis. When an employee has worked in excess of the normal work day or normal workweek, then said employee shall be compensated at the rate of one and one-half (1-1/2~~X~~) times the regular hourly rate for all such overtime performed by said employee on behalf of the City.

The City shall treat all paid time (excluding holidays), such as but not limited to vacation, sick leave, and compensatory time off, as "time worked" for the purpose of calculating overtime compensation.

17.2 Minimum Reportable Periods

Minimum reportable periods of overtime shall be fifteen (15) minutes, except when an employee is called out from home for an isolated period of duty, in which case the minimum reportable period shall be two (2) hours.

Multiple assignments within a single call out period do not qualify for multiple call out pays. If the multiple assignments within a single call out period exceed the minimum reportable period then the employee shall be paid for all hours worked. If the multiple assignments within a single call out period equal or are less than the minimum reportable period then the employee shall be paid the minimum reportable period.

17.3 Maximum Overtime

Employees will not be required to work more than 16 consecutive hours or combination of hours that has the same effect of not providing the proper rest period. Exceptions to this would only occur in circumstances involving public safety or welfare. Supervisors authorizing work in excess of 16 consecutive hours will ensure the employee is capable of continuing work in a safe manner.

TA

Date: 8/11/20

TA

Date: 8/11/20

17.4 Rest Period

- A. The City recognizes that work during the period from 2300 to 0500 interferes with the employee's normal time for sleep, and might endanger a person's health or safety if required to continue with a full regular shift in a tired condition.
- B. The City will provide a rest period of one (1) hour for each hour worked between 2300 and 0500 hours, to be taken after the beginning of the regular weekday shift, on the same day, without loss of compensation.
- C. Payment for the rest period will be at the regular straight-time rate. In computing the length of a rest period, a minimum of one (1) hour will be credited. However, travel time and time to eat a meal, as provided in accordance with subsection 17.5, will not be considered for this purpose to be time worked.
- D. If the work period starts early and terminates prior to 0500, the rest period will normally commence at the beginning of the regular weekday shift; however, the employee may report to work at the start of the regular shift, with the rest period deducted from the end of that shift. If the work period starts late and continues beyond 0500, the employee may be required to continue to work the regular shift, with the rest period deducted from the end of that shift. If the work period extends the full six (6) hours from 2300 to 0500, the employee need not report for work on the regular shift until the next workday, in which case, the person will be paid for the full regular shift as if it had been worked. In the event that an employee, due to operational need, is required to work during an earned rest period during regular work hours, the employee will be paid for the earned rest period in addition to wages earned for hours worked.

17.5 Meals

- A. If the City requires an employee to perform work on a workday for ~~more than~~ two (2) hours ~~or more~~ beyond ~~their~~ regular quitting time, it will provide a meal. Thereafter, meals will be provided at intervals of four (4) hours for the duration of said work (so long as such work continues). It is understood that work efforts sometimes continue past the time a meal is due. Meals and the time to eat them will be provided upon completion of the work effort.

TA

Date:

8/11/20

TA

Date:

8/11/20

- B. If the City calls out an employee to work on a non-workday or after being released on a workday, it shall provide a meal allowance every four (4) hours while such work continues.
- C. The time necessary to consume any such meal up to one half (1/2) hour will be considered as work time.
- D. If an employee who is entitled to meals at the City's expense does not accept any such meal, the City will, nevertheless, allow the employee one half (1/2) hour with pay in addition to the allowance for such meal.

17.63 Compensatory Time Off (CTO)

Notwithstanding any provisions hereunder contrary, department heads or designees shall be allowed to grant compensatory time off on a time and one-half (1-1/2X) basis subject to the following:

- A. At the time of the overtime assignment, the employee shall make his/her election to be paid for said time or have said overtime entered into a compensatory time off account. Once compensatory time is so entered, it cannot be exchanged for pay.
- B. No more than two hundred forty (240) hours of compensatory time off can be accumulated and maintained on the employee's account at any one time.
- C. In determining capability of taking compensatory time off at a given time, due regard shall be given to:
1. the wishes of the employee;
 2. date of application for specific time off; and
 3. seniority (in the event of multiple requests).

TA [Signature]
Date: 8/11/20

TA [Signature]
Date: 8/11/20

IBEW 1245 CONTRACT NEGOTIATIONS PROPOSAL TO ISLAND ENERGY,
PITTSBURG POWER COMPANY – CITY OF PITTSBURG FOR GENERAL NEGOTIATIONS
PRESENTED ON: August 5, 2020

21. Past Practices

The continuation of working conditions and past practices not specifically contained in this Memorandum of Understanding is not guaranteed by this Agreement. Nonetheless, this is the first comprehensive Memorandum of Understanding to be negotiated between the City and ~~the Union-IBEW Local 1245~~, and the parties recognize that certain existing working conditions and/or past practices may ~~have been overlooked during the negotiation of this Agreement~~ exist that are not explicitly contained in this MOU. If, during the ~~first one hundred eighty (180) calendar days following final approval by the City Council term of this MOU~~, either party identifies what it believes to be a working condition or a past ~~beneficial practice that was overlooked~~, the parties shall meet and confer regarding such working condition or past practice. If it is mutually agreed that the practice or working condition did exist ~~and it was overlooked~~, the parties will amend this Memorandum of Understanding ~~or enter into a Side Letter Agreement~~ accordingly. If the parties are unable to agree ~~on the existence of a working condition or past practice, or unable to come to terms on provisions thereof~~, the dispute will be resolved pursuant to ~~this MOU's grievance procedure or~~ the City's established impasse resolution procedures.

Tentatively Agreed to by the Parties
For the Island Energy PPC – City of Pittsburgh:

 _____ Date 8/5/20

For Local 1245:

 _____ Date 8/5/20

COLLECTIVE BARGAINING BETWEEN

CITY OF PITTSBURG

AND

IBEW LOCAL 1245

CITY COUNTER PROPOSAL

To Union Proposal No. 8

July 29, 2020

Article/Section: Proposal to amend Article/Section Appendix A, Classifications to revise-reclassify the Maintenance wWorker I/II classification-seriesposition to reflect the needs-ofduties performed at Island Energy and conduct a salary survey for the reclassified Maintenance Worker I/II, Lineworker and Utility Technician to recommend median market rate equity adjustments.

Immediately upon ratification and adoption of this first MOU, the parties will meet and confer in good faith to revise-reclassify the current Maintenance Worker - Facilities and Utilities I & II class-seriesposition to encompass and reflect duties specific to Island Energy and conduct a salary survey of the designated compare agencies (Alameda, Healdsburg, Lodi and Palo Alto) for the reclassified Maintenance Worker I/II, Lineworker and Utility Technician classifications to recommend median market rate equity adjustment increases if applicable.

Additionally, the parties agree to remove the Maintenance Lead Worker from Appendix A due to the industry specific and established hierarchies of the journey level gas and electric classifications covered by this agreement.

Such revision will rename the classification to Maintenance Worker Electric & Gas and clearly state the roles and responsibilities specific to Island Energy.

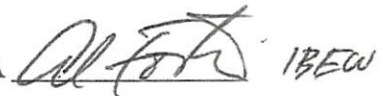
Furthermore, any incumbent employees of Island Energy currently occupying the Maintenance Worker – Facilities and Utilities I & II classification shall be reassigned to the new classification and be placed at the same or next higher wage step in the agreed to wage range.

TA



Date: 7/30/20

TA

 IBEW

Date: 7/29/20

LETTER OF AGREEMENT
BETWEEN
IBEW 1245 AND ISLAND ENERGY, CITY OF PITTSBURG
FOR GENERAL NEGOTIATIONS

Both parties agree that during the review period of the final MOU draft and prior to any final adoption by City Council or submission to the International Office of the IBEW, Local 1245 will ensure and make changes in appropriate red-line where necessary to reflect the referencing requirements of the International Office pursuant the following guidance statement from the IBEW:

"The International Office is not a party to any collective bargaining agreement unless the International President specifies differently. Acceptable language in the recognition provision or preamble of the agreement should state: "This agreement is between XYZ Corp. and Local Union 0000 of the International Brotherhood of Electrical Workers." Deviation from this language may result in denial of approval."

Both parties also agree that, Local 1245 requires the following items provided by the City for final processing and approval of the agreement prior to its printing and distribution to members:

- Updated Industrial Benefits Survey (Local 1245 will provide the form after ratification).
- The final version of the MOU in Word Format.
- Wage and Classification Tables with effective dates in Excel or Word
- Four Original Wet Signature Pages, one of which will be returned to the City with a complete stamped copy of the MOU (Local 1245 will provide pages and assist in gathering the necessary signatures)

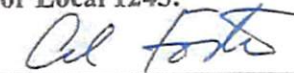
Both parties agree to the expeditious and timely review and finalizing of the complete agreement, however delays in that process shall not delay the approval by the City Council of a Tentative Agreement/Table Agreement package and negatively impact any terms therein that are designed to take effect upon member ratification and Council approval.

Agreed to by the Parties

For the Island Energy PPC – City of Pittsburgh:

 Date 8/5/20

For Local 1245:

 Date 8/5/20

**COLLECTIVE BARGAINING BETWEEN CITY OF
PITTSBURG
AND
IBEW LOCAL 1245**

IBEW 1245 and the City of Pittsburgh Tentatively Agree to accept the following modifications to the Teamster MOU as a part of negotiations for the initial MOU with IBEW 1245

AFFECTED SECTION	UNION RESPONSE
Table of Contents	Pending conclusion of Negotiations
Preamble	Pending conclusion of Negotiations
<u>1.1 Association Recognition</u>	accept
<u>2. Term</u>	See Comprehensive TA
<u>3.1 Union Membership</u>	accept
<u>3.2 Dues Deduction</u>	accept
<u>3.3 New Employees</u>	accept
<u>3.4 Current Employees</u>	accept
<u>3.5 Hold Harmless</u>	See TA
<u>3.6 Membership Listing</u>	accept
<u>3.8 Bulletin Boards and Meeting Rooms</u>	accept
<u>3.9 Release Time</u>	accept
<u>4. Salaries</u>	Delete A, accept other changes
<u>5.1 Medical Insurance</u>	accept. City agreed to keep existing date
<u>5.1.2 Flexible Benefits Plan</u>	City and Union agreed to keep existing date
<u>5.2 Retiree Medical Insurance Subsection B.</u>	accept
<u>5.4 Medical and/or Dental Alternative</u>	accept
<u>5.6 Long-Term Disability Insurance</u>	Keep existing language
<u>5.9 Retirement</u>	keep existing language

**COLLECTIVE BARGAINING BETWEEN CITY OF
PITTSBURG
AND
IBEW LOCAL 1245**

<u>Subsection C</u>	
<u>5.11 Education Reimbursement</u>	accept
<u>6.1 Uniform Allowance</u>	See TA
<u>6.2 Standby Shift</u>	See TA
<u>6.4 Shift Differential</u>	accept.
<u>6.5 Education Incentive</u>	accept.
<u>6.6 Service Award</u>	accept.
<u>6.4 Certification Pay</u>	See TA
<u>6.8 Class A/B License Driving Trainer</u>	accept.
<u>7.1 Vacation Accrual</u>	accept
<u>7.2 Use of Vacation</u>	accept
<u>7.4 Vacation Buyback</u>	accept
<u>9.1 Full-Time Employee Holidays</u>	City agreed to keep as Lincoln Birthday as February 12.
<u>9.4 Holiday Schedule for Regular Water Plant Operators grade 3</u>	accept.
<u>10.2 Catastrophic Leave Definitions</u>	accept
<u>10.4 Catastrophic Leave Procedures</u>	accept
<u>13.4 Vacancy and Demotion</u>	accept
<u>14.1 Disciplinary Action</u>	accept
<u>14.3 Disciplinary Action Appeal Procedure for Non-Written Reprimands</u>	accept
<u>16. Joint Labor Management Committee (JLMC)</u>	accept
<u>17.3 Compensatory Time Off</u>	accept

COLLECTIVE BARGAINING BETWEEN CITY OF
PITTSBURG
AND
IBEW LOCAL 1245

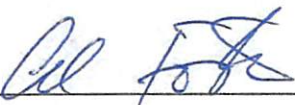
<u>19. Severability</u>	accept
<u>21. Past Practices</u>	See TA
<u>Appendix A</u>	Include removal of Maintenance Lead Worker. See TA City Counter UP8. Updated Salary schedule dated to July 1, 2020

Tentatively Agreed to by the Parties

For the Island Energy PPC – City of Pittsburgh:

 Date 8/12/20

For Local 1245:

 Date 8/12/20

Memorandum of Understanding
Between the City of Pittsburgh and the International Brotherhood of Electrical
Workers (IBEW) Local 1245 Teamsters Local 856
July 1, 202018 through June 30, 20220

Contents

Preamble	4
1. Recognition.....	4
1.1 Association Recognition	4
2. Term	5
3. Union Security	5
3.1 Union Membership.....	5
3.2 Dues Deduction	<u>65</u>
3.3 New Employees.....	<u>66</u>
3.4 Current Employees	6
3.5 Hold Harmless	6
3.6 Membership Listing.....	<u>77</u>
3.7 Development of Law	<u>77</u>
3.8 Bulletin Boards and Meeting Rooms.....	7
3.9 Release Time.....	7
3.10 D.R.I.V.E Contributions.....	7
4. Salaries.....	7
5. Benefits.....	8
5.1 Medical Insurance.....	8
5.2 Retiree Medical Insurance	<u>109</u>
5.3 Dental Insurance.....	<u>1144</u>
5.4 Medical and/or Dental Alternative	<u>1144</u>
5.5 Life Insurance	<u>1244</u>
5.6 Long-Term Disability Insurance	<u>1242</u>
5.7 State Disability Insurance	<u>1242</u>
5.8 Deferred Compensation.....	<u>1242</u>
5.9 Retirement	12
5.11 Education Reimbursement	13
5.12 Employee Assistance Program.....	<u>1414</u>
5.13 Workers' Compensation Salary Continuation	<u>1414</u>
5.14 Social Security	<u>1414</u>

6.	Incentives and Differentials.....	<u>1414</u>
6.1	Uniform Allowance.....	<u>14</u>
6.2	Standby Shift	<u>1515</u>
6.3	Working Out of Classification.....	<u>1615</u>
6.3.1	Administrative Leave	<u>1616</u>
6.4	Shift Differential	<u>1616</u>
6.5	Education Incentive	<u>1616</u>
6.6	Service Award.....	<u>1616</u>
6.47	Certification Pay.....	<u>1717</u>
7.	Vacation.....	<u>1919</u>
7.1	Vacation Accrual.....	<u>1919</u>
7.2	Use of Vacation	<u>2020</u>
7.3	Minimum Use.....	<u>2120</u>
7.4	Vacation Buyback.....	<u>2121</u>
7.5	Holidays Falling During Vacations	<u>2121</u>
7.6	Vacation Accrual for Transitioned Employees	<u>2121</u>
8.	Sick Leave	<u>2221</u>
8.1	Sick Leave Accrual	<u>2221</u>
8.2	Personal Necessity Leave	<u>2222</u>
8.3	Sick Leave Incentive.....	<u>2222</u>
9.	Holidays.....	<u>2222</u>
9.1	Full-Time Employee Holidays	<u>2222</u>
9.2	Part-Time Employee Holidays	<u>2323</u>
9.3	Work Performed on Holidays.....	<u>2323</u>
9.4	Holiday Schedule for Regular Water Plant Operators grade 3	<u>2423</u>
10.	Catastrophic Leave	<u>2424</u>
10.1	Purpose of Catastrophic Leave.....	<u>2424</u>
10.2	Catastrophic Leave Definitions	<u>2424</u>
10.3	Catastrophic Leave Eligibility	<u>2524</u>
10.3.1	Donors	<u>2524</u>
10.3.2	Recipients	<u>2525</u>
10.4	Catastrophic Leave Procedures.....	<u>2525</u>
11.	Bereavement Leave	<u>2626</u>
12.1	Objective of the Probationary Period	<u>2626</u>
12.2	Probationary Period	<u>2726</u>

12.3 Promotional Probationary Period.....	<u>2727</u>
13. Layoff.....	<u>2727</u>
13.1 Layoff Policy	<u>2727</u>
13.2 Notification.....	<u>2727</u>
13.3 Employment Status.....	<u>2727</u>
13.4 Vacancy and Demotion.....	<u>2827</u>
13.5 Reinstatement List.....	<u>2828</u>
13.6 Reinstatement.....	<u>2828</u>
14. Disciplinary Action.....	<u>2928</u>
14.1 Disciplinary Action	<u>2928</u>
14.2 Disciplinary Action Appeal Procedure for Written Reprimands	<u>3029</u>
14.3 Disciplinary Action Appeal Procedure for Non-Written Reprimands	<u>3030</u>
15. Grievances.....	<u>3232</u>
15.1 Grievance Definition	<u>3232</u>
15.2 Grievance Procedure.....	<u>3332</u>
15.3 General Conditions of Grievances.....	<u>3434</u>
16. Joint Labor Management Committee (JLMC)	<u>3534</u>
17. Overtime	<u>3535</u>
17.1 Payment	<u>3535</u>
17.2 Minimum Reportable Periods.....	<u>3535</u>
17.3 Compensatory Time Off.....	<u>3635</u>
18. City Rights.....	<u>3636</u>
19. Severability	<u>3636</u>
20. Full Understanding.....	<u>3736</u>
21. Past Practices.....	<u>3737</u>
Appendix A	<u>3938</u>

Memorandum of Understanding
Between the City of Pittsburg and the International Brotherhood of Electrical Workers (IBEW) Local 1245 Teamsters Local 856
July 1, 202048 through June 30, 20220

Preamble

The International Brotherhood of Electrical Workers Local Union 1245 Teamsters Local 856 and representatives of the City of Pittsburg have met and conferred in good faith regarding wages, hours, and other terms and conditions of employment, have freely exchanged information, opinions, and proposals and have endeavored to reach agreement on all matters relating to the employment conditions and employer-employee relations of such employees.

The legal relationship between the City of Pittsburg ("City"), its employees, and the International Brotherhood of Electrical Workers Local Union 1245 Teamsters Local 856 ("Unit B") is governed by the Meyers-Milias-Brown Act (California Government Code sections 3500, et seq.), the City Municipal Code, the City Personnel Rules and Regulations, and this Memorandum of Understanding. Whenever this Memorandum of Understanding contains a provision relating to the subject matter which is also referred to in the Personnel Rules and Regulations or any other Ccity ordinance, the provisions of this Memorandum of Understanding shall prevail.

This Memorandum of Understanding shall be presented to the City Council of the City of Pittsburg as the joint recommendation of the undersigned parties for the term set forth hereinafter.

1. Recognition

1.1 Association Recognition

The International Brotherhood of Electrical Workers Local Union 1245 The Teamsters Local 856, hereinafter referred to as "Unit B" or "IBEW Local 1245 Teamsters" is the exclusively recognized employee organization for the following positions:

- ~~Electrician~~
- ~~Equipment Mechanic~~
- ~~Lead Marina Maintenance Worker~~
- ~~Maintenance Assistant~~
- Maintenance Worker I – Facilities and Utilities
- Maintenance Worker II – Facilities and Utilities
- Maintenance Lead Worker – Facilities and Utilities?
- ~~Maintenance Worker I – Environmental Services~~
- ~~Maintenance Worker II – Environmental Services~~
- ~~Maintenance Lead Worker – Environmental Services~~
- ~~Marina Maintenance Worker~~
- Pest Control Specialist

- Utility Lineworker
- Utility Technician (Electric/Gas)
- ~~Sweeper Operator~~
- ~~Water Instrument/Maintenance Technician I~~
- ~~Water Instrument/Maintenance Technician II~~
- ~~Water Maintenance Mechanic I~~
- ~~Water Maintenance Mechanic II~~
- ~~Water Plant Apprentice Operator~~
- ~~Water Plant Operator, grade 3~~
- ~~Water Quality Analyst I~~
- ~~Water Quality Analyst II~~

1.2 City Recognition

The City Manager, as the Employee Relations Officer, or any management representative duly authorized by the City Manager, is the representative of the City of Pittsburg, hereinafter referred to as the "City."

2. Term

This Memorandum of Understanding shall be in effect July 1, 202018, except for those provisions of the Memorandum of Understanding which have been assigned other effective dates as hereinabove set forth, and shall remain in full force and effect to and including June 30, 20220 and shall continue thereafter from year to year unless during the thirty (30) day period beginning February 15, 20220 or February 15 of any subsequent year either party has delivered written notice to the other of its desire to amend, modify, or terminate this Memorandum of Understanding. Unless mutually agreed to otherwise, negotiations for a successor Memorandum of Understanding shall begin no later than thirty (30) days subsequent to the delivery of such notification.

3. Union Security

3.1 Union Membership

Consistent with California Government Code Section 3500 et. seq. and the provisions of the City's Employer-Employee Organization Relations Ordinance, employees shall have the right to form, join and participate in the activities of a recognized employee organization, free from interference and discrimination, for the purpose of representation on all matters of employer-employee relations.

Employees covered by this Memorandum of Understanding may, at their own choosing, be members of the IBEW Local 1245~~Teamsters~~ Union.

IBEW Local 1245~~The Teamsters~~ shall be entitled to have authorized dues and other authorized deductions of its members deducted from their paychecks in accordance with the procedures set forth herein.

3.2 Dues Deduction

The City shall, in all appropriate cases, implement a voluntary deduction from pay for all employees within the bargaining unit for IBEW Local 1245Teamsters dues.

If after an employee's involuntary and insurance premium deductions are made in any pay period, including medical insurance, dental insurance, Social Security, Medicare, tax withholding, garnishment, judgment or governmental level, and the balance is not sufficient to pay the deduction of IBEW Local 1245Teamsters dues, then no such deduction shall be made for that current pay period.

Payroll deductions for dues shall be made for each individual for whom the City has received a request in writing from the IBEW Local 1245Teamsters Union for the payroll deduction to be made. The IBEW Local 1245Teamsters Union shall notify the City in writing of all elected and revoked dues deductions in a timely manner.

3.3 New Employees

Within thirty (30) calendar days of hiring, the City shall provide the name, job title, department, work location and telephone number, personal cellular telephone number, and personal email address on file with the City of the new employee in this bargaining unit to IBEW Local 1245Teamsters.

The City shall provide IBEW Local 1245Teamsters written notice of new employee orientations for employees in this bargaining unit at least ten (10) business days prior to the event. IBEW Local 1245Teamsters representatives shall be permitted to make a presentation of up to thirty (30) minutes, and present written materials, during a portion of the orientation for which attendance is mandatory. No representative of management shall be present during IBEW Local 1245Teamsters presentation. The City shall provide an adequate and reasonable amount of release time for designated officers and representatives of IBEW Local 1245Teamsters to participate in the new employee orientations. The Employer shall make available for download from its website a copy of this Agreement, the current salary schedule, and a list of all job classifications represented by IBEW Local 1245Teamsters. IBEW Local 1245Teamsters may file grievances at step two of the grievance procedure for alleged violations of this agreement.

3.4 Current Employees

An employee in a position covered by this Memorandum of Understanding shall be provided by IBEW Local 1245Teamsters with an "Employee Authorization for Payroll Deduction" form.

3.5 Hold Harmless

IBEW Local 1245Teamsters shall indemnify, defend, and save the City of Pittsburgh, its officers, agents and employees, harmless against any and all claims, demands, suits, orders, or judgments, or other forms of liability that arise out of or by reason of this Section, or action taken or not taken by the City under this Section, and shall promptly reimburse the City for legal fees and costs incurred by

the City in responding to or defending against any claims, disputes or challenges. This includes, but is not limited to, the City's attorney fees and all costs and preparation time, to and including the reserved right of the City to select counsel of its own choice.

3.6 Membership Listing

Every one hundred and twenty (120) days, the City shall produce and provide to IBEW Local 1245Teamsters a listing of the name, job title, department, work location and telephone number, home address and telephone number, personal cellular telephone number, and personal email address on file with the City of all represented employees.

3.7 Development of Law

In the event any portion of the California Government Code is amended to address the transfer of monies between a public bargaining unit and a public entity, the parties will reopen this section of the MOU to meet and confer regarding the change in law.

3.8 Bulletin Boards and Meeting Rooms

IBEW Local 1245Teamsters shall be permitted to post notices of official IBEW Local 1245Teamster business on existing bulletin boards. The City has the right to remove any posted material that is outdated or not in conformance with Pittsburg Municipal Code Section 2.53.130.

IBEW Local 1245Teamsters shall be permitted to use City meeting rooms in conformance with Pittsburg Municipal Code Section 2.53.130.

3.9 Release Time

The City agrees to provide an adequate and reasonable amount of release time for designated officers and representatives of IBEW Local 1245Teamsters to conduct, with the City Manager's or his/her designee's approval, IBEW Local 1245Teamster business and to engage in meet and confer sessions with official representatives of the City.

3.10 D.R.I.V.E Contributions

The City agrees to deduct from the paycheck of all employees who submit authorization cards to the union and are covered by this Agreement, voluntary payroll contributions to the union's Democratic, Republican, Independent Voter Education (D.R.I.V.E.) program.

4. Salaries

Salary ranges for represented classification shall be as set forth in Appendix A, which is attached hereto and made a part hereof.

- A. Effective July 1, 2020~~18~~, the City shall provide a five percent (5%) increase to all current salary steps within the unit.

~~B. Off Salary Range One-Time-Only Payment(s)~~

~~Effective the first full pay period following the ratification and adoption of this agreement by both parties, the City shall pay each bargaining unit member \$500.00.~~

~~Should the City realize up to \$400,000.00 in non-budgeted one-time general fund revenue between April 1, 2019 and June 30, 2020, the City shall pay each bargaining unit member up to \$1,500.00 following the receipt of the one-time funds. If amounts less than the full \$400,000.00 are received, proportionate payments will be made to Teamsters members based upon the funds received. Proportionate payments will occur on the following quarter basis.~~

BG. Beginning July 5, 2015, the City shall implement 40.00 hours of an unpaid winter closure in each fiscal year. This shall be accomplished by a mandatory wage reduction of one point nine two five percent (1.925%). The Winter Closure shall take place sometime during the period of December 1 and January 31 of each fiscal year, and shall consist of forty (40) hours time off during that time frame. The City shall determine the actual winter closure schedule for each employee in the unit based on the service needs of their department. This winter closure shall become the status quo.

To accomplish a one point nine two five percent (1.925%) reduction in pay, bargaining unit members will have their salaries reduced by 1.54 hours per pay period beginning July 5, 2015. The hours will be noted as a separate line item deduction on the employee's paycheck and will equal 1.54 times the hourly rate of pay in effect at the time of the deduction. This deduction will not otherwise reduce the bargaining unit member's existing base salary amount for City benefit accrual purposes.

If a non-exempt employee is called in to work on an unplanned or emergency basis during his or her scheduled holiday closure time, that employee shall be paid overtime for any such hours worked (versus receiving additional holiday closure time to be taken at a later time).

5. Benefits

5.1 Medical Insurance

The City will provide a medical insurance plan through Kaiser Permanente, and will make every reasonable effort to maintain a second option through a Non-Kaiser HMO plan that allows members to choose their physician based on that physician's ability to accept coverage through said plan. Additionally, the City will explore providing multiple co-pay options.

City's contribution toward medical insurance

Effective January 1, 20~~2018~~ through December 31, 20~~2018~~, the City's contribution for a full-time employee and his/her eligible dependents for each level of benefit (single, dual, and family) for Kaiser Permanente medical insurance shall be set at one hundred percent (100%) of the actual premium costs.

Effective January 1, 20~~2018~~ through December 31, 20~~2018~~, the City's contribution for a full-time employee and his/her eligible dependents for each level of benefit (single, dual, and family) for Non-Kaiser HMO/PPO Plan medical insurance shall be set at:

Employee only (single)	\$ 778.80 955.79 per month
Employee plus one (dual)	\$ 1,499.60 1,911.55 per month
Employee plus two or more (family)	\$ 2,097.87 2,704.87 per month

Effective January 1, 20~~2119~~ the City's contribution for a full-time employee and his/her eligible dependents for each level of benefit (single, dual, and family) for medical insurance shall be set at one hundred percent (100%) of the Kaiser Permanente premium rate. Employees electing to enroll in a medical insurance plan with premium rates higher than the Kaiser Permanente premium rate shall be required to pay the difference in premium rates between the Kaiser Permanente premium rate and the higher plan premium rate selected by the employee.

City's contribution for regular part-time employees

The City's medical insurance premium contribution shall be pro-rated for represented part-time employees.

5.1.1 Joint Labor Management Committee

The Union and City are currently exploring options for changes to health plan providers through a joint labor management committee (JLMC) involving all bargaining units within the City. If the parties decide to move the employees within this unit to a new health plan, the parties agree to renegotiate section 5.1 above.

5.1.2 Flexible Benefits Plan

The City offers an Internal Revenue Code Section 125 Plan that contains the components of premium conversion, health care reimbursement account, and dependent care reimbursement account. Employee participation is on an optional basis. The City shall provide and pay all costs of administering the plan.

Effective January 1, 20~~2018~~, the City shall make an annual contribution (January 1 of each year) of \$100.00 to a health care reimbursement flexible spending account for each medical plan subscriber. The City shall also make an annual "matching" contribution (January 1 of each year) of up to \$100.00 to the flexible spending account for each medical plan subscriber for a maximum annual City contribution of \$200.00. Any employee enrolling into a medical plan after January 1 shall have a prorated amount contributed into the account.

5.2 Retiree Medical Insurance

A. Effective January 1, 2012 and only for those regular employees hired before January 1, 2012 the City provides contribution/reimbursement toward retiree medical insurance as provided below:

1. Retired employee with a minimum of fifteen (15) but fewer than twenty (20) years of full-time regular City service shall receive the lesser of his/her actual premium amount or fifty percent (50%) of the active employee Kaiser premium per month for the retiree only; or
2. Retired employee with a minimum of twenty (20) but fewer than twenty-five (25) years of full-time regular City service shall receive the lesser of his/her actual premium amount or seventy-five percent (75%) of the active employee Kaiser premium per month for the retiree only; or
3. Retired employee with a minimum of twenty-five (25) years of full-time regular City service shall receive the lesser of his/her actual premium amount or one hundred percent (100%) of the active employee Kaiser premium (retiree only or retiree and spouse, whichever is applicable) per month for the retiree and retiree's spouse.
4. Within the confines of Retiree Medical Insurance, the term "full-time regular City service" shall also include hourly service for those full-time employees who transitioned from hourly status to regular status during the period of 1994 through 1998.
5. A retired employee's spouse (spouse at time of retirement only) who receives no City contribution for spousal health insurance is eligible to participate in the City's offered retiree health insurance program; provided, however, that the retired employee and spouse agree to fully pay the monthly premium plus an additional two percent (2%) of the monthly premium as a City administrative fee.
6. For employees retired on or after January 1, 2012, the City's contribution toward retiree health insurance, and the retiree and/or retiree's spouse's participation in the City's offered retiree health insurance, shall end at the end of the month following the retired employee's sixty-fifth (65th) birthday. In the event the retiree passed away before his/her sixty-fifth (65th) birthday then the City's contribution toward the surviving spouse's monthly premium shall continue until the end of the month following what would have been the retired employee's sixty-fifth (65th) birthday.
7. Exclusions – The benefits described above shall apply to all current and future retirees except for the following exclusions:
 - a. Retirees who do not retire directly from City service; or

- b. Spouses of deceased retirees who remarry an individual not eligible for benefits under this provision; or
 - c. Retirees who fail to comply with any requirements as described in 'verifications'; or
 - d. Spousal benefits described in this provision shall only apply to the spouse married to the retiree at the time of retirement. Spousal benefits cannot be acquired after retirement nor can they be transferred to a different spouse as in the case of death or divorce and remarriage.
8. Verification – Retired employees who do not purchase medical insurance plan made available to retired employees/spouses by the City must submit annually proof of medical insurance. Retired employees and spouses of deceased employees must submit annually verification, on a form furnished by City, of continued eligibility.
- B. Employees hired on or after January 1, 2012 will be provided a Retirement Health Savings (RHS) plan, to which the City and Employee shall both contribute seventy-five dollars (\$75.00) per month. Participation in the plan is required by the employee.

5.3 Dental Insurance

The City shall maintain the existing dental insurance benefits throughout the term of this Agreement. The City shall contribute all dental insurance premiums on behalf of represented full-time employees. The City's dental insurance premium contribution shall be pro-rated for represented part-time employees.

5.4 Medical and/or Dental Alternative

An employee eligible for the City's sponsored medical insurance and who opts to waive participation because the employee has provided documentation verifying that they are receiving medical insurance coverage from a source other than the City shall have a City monthly contribution of either two-hundred (\$200.00) for single coverage, three-hundred (\$300.00) for dual coverage or five-hundred dollars (\$500.00) for family coverage.

An employee eligible for the City's sponsored dental insurance and who opts to waive participation because the employee has provided documentation verifying that they are receiving dental insurance coverage from a source other than the City shall have a City monthly contribution of twenty-five dollars (\$25.00).

A regular part-time employee represented by this bargaining unit and who elects either the medical alternative and/or dental alternative shall receive one-half (1/2) of the monthly contribution provided to a full-time represented employee.

5.5 Life Insurance

All regular full-time employees represented by this bargaining unit shall be insured under a group policy paid by the City in the amount of seventy-five thousand dollars and zero cents (\$75,000.00).

All regular part-time employees represented by this bargaining unit shall be insured under a group policy paid by the City in the amount of twenty-five thousand dollars and zero cents (\$25,000.00).

5.6 Long-Term Disability Insurance

The City provides a long-term disability insurance plan for regular full-time employees. This plan provides for sixty percent (60%) of the monthly salary, to a maximum monthly salary of ~~nine~~fifteen thousand (\$~~9,000.00~~15,000.00) after a one hundred eighty (180) day waiting period, for disabilities occurring on and off the job.

5.7 State Disability Insurance

The City participates in the State Disability Insurance program for all employees represented under this Agreement, at the expense of the employee.

5.8 Deferred Compensation

Effective July 1, 2007 the City will make a "matching" contribution to a 457 deferred compensation plan for participating regular full-time employees up to a maximum of one-hundred dollars and zero cents (\$100.00) per month. The City will make a "matching" contribution to the 457 deferred compensation plan for participating regular part-time employees up to a maximum of fifty dollars and zero cents (\$50.00) per month.

Effective the first full pay period in October 2018, the City will increase the "matching" contribution to the 457 deferred compensation plan for participating regular full-time employees up to a maximum of one-hundred twenty-five dollars and zero cents (\$125.00) per month. The City will make a "matching" contribution to the 457 deferred compensation plan for participating regular part-time employees up to a maximum of sixty-two dollars and fifty cents (\$62.50) per month.

5.9 Retirement

All current and new employees will be covered by the Public Employees' Retirement System (PERS) plans in accordance with the California Public Employees' Pension Reform Act of 2013 (PEPRA).

- A. For all represented employees hired by the City of Pittsburg before July 10, 2011 and enrolled in the City's non-safety PERS benefit with an effective date before July 10, 2011 the employee shall be covered by a pension program provided by the State of California Public Employees' Retirement System (PERS) to the City through a contract. This system, known as the 2% at 55 formula, is described periodically in brochures distributed by PERS.

The City agrees to provide PERS retirement benefits and maintain the following enhancements to the basic PERS 2% at 55 formula:

- a) One Year Final Compensation (Section 20042)
 - b) Annual Cost-of-Living Increase at 3% (Section 21335)
 - c) Military Service Credit as Public Service (Section 21024)
 - d) Credit for Unused Sick Leave (Section 20965)
 - e) EPMC as Additional Compensation (Section 20691)
- B. For all represented employees hired by the City of Pittsburg on or following July 10, 2011 and enrolled in the City's non-safety PERS benefit with an effective date of July 10, 2011 or later the employee shall be covered by a pension program provided by the State of California Public Employees' Retirement System (PERS) to the City through a contract under the 2% at 60 formula, based on the average monthly pay over a thirty-six month period ("~~three~~3 year average") with a 2% annual cost-of-living increase and as is described periodically in brochures distributed by PERS. The City agrees to provide and maintain the following enhancements to the basic PERS 2% at 60 formula:
- a) Military Service Credit as Public Service (Section 21024)
 - b) Credit for Unused Sick Leave (Section 20965)
 - c) EPMC as Additional Compensation (Section 20691)

Employees enrolled in the 2% at 55 formula or the 2% at 60 formula shall contribute the entire ~~nine~~ seven percent (~~97~~%) employee share.

- C. For all represented employees hired on or after January 1, 2013, who are considered "new members" under California Government Code Section 7522.04(f), shall be in the 2% at 62 CalPERS retirement formula described in Government Code Section 7522.20(a). In addition, "new members" shall be subject to the equal sharing and contribution requirements in Section 7522.30(a) and (c) and shall pay at least 50% of the normal costs.

~~Effective for Fiscal Year 2017/18 and implemented on July 2, 2017 all employees within the unit will contribute an additional 1% of salary towards pension costs.~~

~~Effective July 1, 2018 all classic members within the unit will contribute an additional one percent (1%) of salary towards CalPERS unfunded accrued liability pension costs.~~

5.11 Education Reimbursement

When, in the opinion of the City Manager, a training course to be taken by an employee will be of benefit to the City, the City Manager may authorize payment by the City of one hundred percent (100%) of tuition charges, fees, the cost of textbooks and supplies or two thousand four hundred dollars (\$2,400.~~00~~),

whichever is lower, each calendar year the employee is enrolled in approved training.

Additionally, the City will reimburse fifty percent (50%) of the direct cost of tuition, books, and supplies, or three hundred dollars (\$300.00), whichever is lower, annually for approved direct costs between two thousand four hundred dollars (\$2,400.00) and three thousand dollars (\$3,000.00).

Reimbursement of costs associated with training/education will only be made if the employee receives a letter grade of "C" or better or in cases of courses offered as pass/fail, a grade of pass.

Costs for education reimbursement come from each individual department budget.

5.12 Employee Assistance Program

The City contracts and pays for an employee assistance program providing each employee and their household members with up to eight (8) visits per incident per year.

5.13 Workers' Compensation Salary Continuation

Employees are covered by Workers' Compensation benefits pursuant to the statutes of the State of California. Over and above the workers' compensation statutory benefits, the City shall pay full salary on the first day of work loss due to an on-the-job injury/illness and will continue to provide said benefits through the employee's sixtieth (60th) calendar day of work loss. After the sixtieth (60th) calendar day, benefits shall be paid pursuant to the statutes of the State of California.

5.14 Social Security

All non-safety employees shall have coverage under Federal Social Security in accordance with the provisions of law. This program requires contributions by both the employee and the employer in accordance with the schedules provided by the Federal Government.

6. Incentives and Differentials

6.1 Uniform Allowance

Employees who are required by their department head to wear a uniform shall be provided with work uniforms at City expense. Uniforms will be replaced, as needed, thereafter.

Work uniforms shall be appropriate for the typical functions performed and consistent with good safety practices. The department heads shall determine the color, style and lettering on the uniforms to be worn by their subordinates, subject in each case to the approval of the City Manager.

The City shall furnish as an initial issue to each regular employee three (3) work uniform shirts, and may include depending on the job function one (1) cold weather coat, and two (2) sweatshirts. The employee shall be responsible for laundering and mending their work uniforms at their expense. Whenever a work uniform shirt, or a part thereof, is worn out or damaged beyond repair, the employee shall turn said work uniform shirt in to his/her department head and shall be issued replacement work uniform shirts therefore.

- A. The uniform allowance for work boots/shoes and work pants is five-hundred fifty dollars (\$550.00). The uniform allowance is payable twice a year with a regular paycheck, for the first pay period in June and the first pay period in December, representing payment for the prior six (6) month period. Employees not employed for the full six (6) month period will be entitled to a prorated share of the six (6) month allowance.

The department director shall prescribe minimum standards of appearance for their department's employees. Different standards may be applied to different classes, depending upon the type of work required of the employees. Employees shall be neatly groomed and suitably dressed for their duties, so that they present a favorable appearance to the public.

- B. The City can meet its obligations under this Section by contracting with a uniform services firm to provide and launder work uniforms.

6.2 Standby Shift

In order to provide emergency service during evenings, weekends, and holidays, Teamsters agrees that Maintenance Workers (I, II and Leads?), ~~Equipment Mechanics~~, Utility Lineworkers, Utility Technicians ~~(Electric/Gas) I and II~~, and ~~Electricians~~ shall make themselves available to respond to emergency calls.

The employee scheduled for primary standby shall receive three hundred dollars (\$300.00) for each primary standby shift. The employee scheduled for secondary standby shall receive two hundred and fifty dollars (\$250.00) for each secondary standby shift. A standby shift is a one-week period that begins at the end of the employee's Friday shift.

The employee scheduled for "holiday secondary standby" shall receive one-seventh (1/7th) of the secondary standby weekly rate. Holiday secondary standby is when a third Maintenance Worker (I, II and Lead?) or ~~Electrician~~ has been assigned standby duty on a holiday provided to full-time employees as outlined within this collective bargaining agreement (excludes floating holidays).

An employee on standby receives an additional eight (8) hours of compensatory time off at their regular rate of pay when on standby on Thanksgiving or Christmas.

6.3 Working Out of Classification

Department heads may, from time to time, because of vacancies, leaves of absence and other reasons, require an employee to work in a position which has a higher rate of pay than the employee's regular position. Whenever such an assignment last longer than seven (7) calendar days, the employee's pay shall be adjusted for the eighth (8th) and subsequent days of such assignment. For the eighth (8th) and subsequent days, the employee's pay shall be at that rate the employee would receive were he/she were promoted to the higher paying position. This paragraph shall apply only to full-time substitution in a position, involving a temporary abandonment of the employee's regular work.

Department heads may, from time to time, because of increased duties which would normally be outside of the employee's assigned classification, increase the employee's pay by five percent (5%) for the duration of the increased duties when such assignment lasts longer than seven (7) calendar days.

Holidays, days off, and off duty and standby shifts, shall not be considered as interrupting the consecutiveness of working out of classification.

Every instance involving extra pay to an employee for working in a higher classification must have the approval of the City Manager.

6.3.1 Administrative Leave

If an employee within this unit is temporarily assigned to work out-of-classification to a classification that receives Administrative Leave, the employee will receive administrative leave, in lieu of overtime or compensatory time off, at an accrual rate equivalent to 80 hours per fiscal year. Any administrative leave accrued by the employee must be utilized within the same calendar year for which it was earned.

6.4 — Shift Differential

~~The City agrees to pay Water Plant Operator grade 3s a shift differential of one dollar and seventy-five cents (\$1.75) per hour for working the hours of 5:00 p.m. to 10:59:59 p.m. and three dollars and fifty cents (\$3.50) per hour for working the hours of 11:00 p.m. to 6:59:59 a.m. This differential shall be paid through payroll as other incentives are paid.~~

6.5 — Education Incentive

~~A three hundred dollar (\$300) per month salary incentive shall be granted to Water Plant Operator grade 3s who receive and maintain a Treatment Grade III State of California Certification. A five percent (5%) salary incentive shall be granted to Water Plant Operator grade 3s who receive and maintain a Treatment Grade IV Certification.~~

6.6 — Service Award

~~A regular full-time employee shall receive in December, if currently employed, service award pay based upon his/her total years of continuous City service, based on the following timetable and amounts:~~

<u>Years of City Service</u>	<u>Service Award Amount</u>
10 years	\$200
15 years	\$300
20 years	\$400
25 years	\$500
30 years	\$600
35 years	\$700
40 years	\$800
45 years	\$900

~~Effective July 1, 2018, the City shall discontinue issuing service awards to employees and implement the Service Achievement Incentive Plan outlined in section 7.1 – Vacation Accrual. Upon implementation, employees eligible for service award pay between January 1, 2018 and June 30, 2018, shall receive a bank of reserve vacation hours in accordance with the provisions of the Service Achievement Incentive Plan, in lieu of receiving the pay associated with the service award in section 6.6.~~

6.47 Certification Pay

The City agrees to pay an employee represented under this collective bargaining agreement special certification pay in the following amount; provided, however, an employee receive the greater of either the certification pay for a single item from the following list or the combined certification pays of multiple items from the following list provided; however, that such combined certification pays shall not exceed five percent (5%) total:

- A. Maintenance Worker I or Utility Technician ~~(Electric/Gas) I/II~~ shall receive two percent (2%) per month for possession of a California class A or California class B driver's license with air brake and tank endorsements;
- B. Maintenance Worker I shall receive two percent (2%) per month for possession of a California D-1 water distribution certificate or five percent (5%) per month for a California D-2 water distribution certificate.
- C. Maintenance Worker I shall receive two percent (2%) per month for possession of a California Water Environmental Association's Collection System Maintenance grade 1 certificate or five percent (5%) per month for a California Water Environmental Association's Collection System Maintenance grade 2 certificate.
- D. Maintenance Worker II shall receive two percent (2%) per month for possession of a D-1 water distribution certificate or five percent (5%) per month for a California D-2 water distribution certificate;
- E. Maintenance Worker II – Facilities & Utilities shall receive eight percent (8%) per month for possession of a D-3 water distribution certificate;

F. Maintenance Worker II shall receive two percent (2%) per month for possession of a California Water Environmental Association's Collection System Maintenance grade 2 certificate or five percent (5%) per month for a California Water Environmental Association's Collection System Maintenance grade 3 certificate.

~~G. Equipment Mechanic, and Electricians shall receive one percent (1%) per month for possession of a California D-1 water distribution certificate.~~

H.G. Maintenance Lead Worker, ~~Equipment Mechanic, and Electricians~~ shall receive two percent (2%) per month for possession of a California D-2 water distribution certificate.

I.H. Maintenance Lead Worker, ~~Equipment Mechanic, and Electricians~~ shall receive five percent (5%) per month for possession of a California D-3 water distribution certificate.

J.I. Maintenance Lead Worker – Facilities & Utilities, ~~Equipment Mechanic, and Electricians~~ shall receive eight percent (8%) per month for possession of a California D-4 water distribution certificate.

K.J. Maintenance Lead Worker shall receive two percent (2%) per month for possession of a California Water Environmental Association's Collection System Maintenance grade 3 certificate.

L.K. An employee who is certified and authorized by the City Manager or designee to train other City employees on the proper use of a front end loader, skid steer loader and a backhoe shall receive two percent (2%) per month.

M.L. An employee who is certified and authorized by the City Manager or designee to train other city employees on the proper use of a narrow aisle forklift, lift truck, and powered pallet jack shall receive two percent (2%) per month.

~~N. Water Quality Analyst shall receive five percent (5%) per month when assigned designation of Water Treatment Plant Lab Director.~~

O.M. An employee who possesses an Underground Storage Tank and/or Pipeline and Hazardous Materials Safety Administration Qualified Evaluator certificate and is authorized by the City Manager, or designee, to provide, and does so perform, the daily, monthly, and other assigned functions as assigned shall receive a two percent (2%) incentive per month of their base salary.

~~P. A Water Plant Operator, Grade 3 shall receive one percent (1%) per month for possession of California D-1 water distribution certificate and two percent (2%) per month for possession of a California D-2 water distribution certificate.~~

6.4158 Class A/B License Driving Trainer

An employee who provides commercial vehicle driver training to other City employees shall receive a two percent (2%) incentive of their base salary.

7. Vacation

7.1 Vacation Accrual

The vacation accrual rate for regular full-time employees shall be:

<u>Years of City Service</u>	<u>Accrual Rate</u>
0-5 Years	Accrue 3.08 hours per pay period (10 days)
6-10 years	Accrue 4.62 hours per pay period (15 days)
11 years	Accrue 4.92 hours per pay period (16 days)
12 years	Accrue 5.23 hours per pay period (17 days)
13 years	Accrue 5.54 hours per pay period (18 days)
14 years	Accrue 5.85 hours per pay period (19 days)
15-19 years	Accrue 6.15 hours per pay period (20 days)
20 and more years	Accrue 7.69 hours per pay period (25 days)

A. Service Achievement Incentive Plan - The City acknowledges the value of retaining experienced employees. In recognition of previous years of full-time continuous service with the City, the City shall implement a Service Achievement Incentive Plan as follows:

1. At the completion of five (5) years of service, the employee shall receive forty (40) hours of vacation to be added to the employee's reserve vacation bank.
2. At the completion of ten (10) years of service, the employee shall receive fifty (50) hours of vacation to be added to the employee's reserve vacation bank.
3. At the completion of fifteen (15) years of service, the employee shall receive sixty (60) hours of vacation to be added to the employee's reserve vacation bank.
4. At the completion of twenty (20) years of service, the employee shall receive seventy (70) hours of vacation to be added to the employee's reserve vacation bank.
5. At the completion of twenty-five (25) years of service, the employee shall receive eighty (80) hours of vacation to be added to the employee's reserve vacation bank.

6. At the completion of thirty (30) years of service, the employee shall receive eighty (80) hours of vacation to be added to the employee's reserve vacation bank.
7. At the completion of thirty-five (35) years of service, the employee shall receive eighty (80) hours of vacation to be added to the employee's reserve vacation bank.
8. At the completion of forty (40) years of service, the employee shall receive eighty (80) hours of vacation to be added to the employee's reserve vacation bank.
9. Upon initial implementation of the Service Achievement Incentive Plan, effective July 1, 2018:
 - a) Employees with at least five (5) years, but less than ten (10) years of full-time continuous service with the City shall receive a preliminary reserve vacation bank of twenty (20) hours.
 - b) Employees with ten (10) years or more of full-time continuous service with the City shall receive a preliminary reserve vacation bank of forty (40) hours.

The Service Achievement Incentive Plan bank shall not have a vacation leave accrual limit. Employees may utilize the reserve vacation bank accrued hours in accordance with section 7.2 - Use of Vacation.

Regular part-time employees shall accrue vacation in the amount proportionate to the ratio of scheduled hours of work per work week to the standard work week, but in no case shall the number of days of vacation accrued per year exceed those days allowed for a similarly classified full-time employee.

7.2 Use of Vacation

Vacation shall be taken at such time as is mutually convenient for the department and the employee.

- A. Maximum Accumulation – The maximum accrual allowed is two hundred and sixty forty (260240) hours. Accruals will be monitored by the Finance Department. Once the maximum accrual has been reached, an employee will not accrue additional vacation until his/her accrual balance is reduced, by either use or buyback.

~~1. Effective July 1, 2014 the maximum accrual allowed is two hundred and sixty (260) hours.~~

- B. Double Compensation Prohibited – Employees shall not work for the City during their vacation.

- C. When Scheduled – The time at which an employee takes his/her vacation will be determined with due regard for the wishes of the employee, the date of application for a specific vacation period, the department seniority of employees, and with particular regard for the needs of the department.

7.3 Minimum Use

Employees must use a minimum of forty (40) hours of vacation per year. Any exception to this section must be approved by the City Manager to be eligible for vacation buyback.

7.4 Vacation Buyback

Employees may receive vacation pay in lieu of paid time off. Buyback shall only be made at the request of the employee and upon the approval of the City Manager. Approvals will be granted if it is determined that “buyback” will result in increased cost-effectiveness and efficiency to the City as determined by the City Manager. Employees are only eligible for one such approval in a twelve (12) month period and only one (1) buyback per fiscal year. Each vacation buyback shall be limited to a maximum of eighty (80) hours and will be at the employee’s regular rate of pay. Vacation hours bought back shall be paid at the employee’s normal hourly rate of pay at the time of the buyback, excluding any enhancements such as out of class pay. The City Manager may authorize buyback in excess of the eighty (80) hour limit in urgent and/or emergency situations.

Effective July 1, 2014 the total City-wide allocation for the buyback program will be one hundred and sixty thousand dollars (\$160,000) per fiscal year. The City shall establish an annual window period for the receipt of vacation buyback requests (November 1 – 21). At the conclusion of the window period, the City will tabulate the total dollar value of the buyback requests. If the total dollar value is less than or equal to one hundred and sixty thousand dollars (\$160,000.00) employee will receive, upon the City Manager’s approval, payment as noted above. If the total dollar value of the requests exceeds one hundred and sixty thousand dollars (\$160,000.00), request hours will be pro-rated and employees paid accordingly. (Payment shall be made with the first paycheck of December.) Should this occur, employee will be credited with vacation hours in excess of those hours determined eligible for the buyback program.

7.5 Holidays Falling During Vacations

When a day designated and observed by the City as a holiday occurs on a day on which an employee is taking vacation, such employee shall not be charged as using vacation for that day. The employee’s compensation for that day shall be holiday and shall not be paid or charged as vacation.

7.6 Vacation Accrual for Transitioned Employees

Accumulation for vacation benefits – Employees who have transitioned from temporary status to regular employee status shall accrue vacation benefits based on their total years of service (since their most recent temporary employee hire

anniversary). This benefit shall only apply for time spent in full-time temporary employment before their transition to regular appointment.

8. Sick Leave

8.1 Sick Leave Accrual

All full-time regular employees shall accrue 3.69 hours sick leave per pay period (twelve days per year), up to a maximum accrued and unused sick leave of two thousand (2,000) hours.

All part-time regular employees shall accrue sick leave in the amount proportionate to the ratio of scheduled hours of work per week to the standard work week, but in no case shall the number of sick leave hours accrued each pay period exceed 3.69 hours, nor shall the maximum accrued and unused sick leave balance exceed two thousand (2,000) hours.

Employees may not "borrow" on unearned sick leave. No payment shall be made for accrued and unused sick leave at the time of separation from employment. Upon retirement, unused sick leave is converted to PERS service credit.

8.2 Personal Necessity Leave

An employee may use a maximum of thirty-two (32) hours of accrued sick leave per calendar year for reasons of personal necessity. For purposes of this section, personal necessity shall mean the employee requests leave from his/her work to attend to personal business that cannot be dispensed with during off duty time. Personal necessity leave is to be requested in advance and shall be reviewed and (dis)approved by the employee's department head. Personal necessity leave is considered use of sick leave.

8.3 Sick Leave Incentive

A full-time employee who uses no sick leave in any payroll year quarter shall have four (4) hours credited towards vacation, with a maximum accrual during any one (1) year to be sixteen (16) hours.

9. Holidays

9.1 Full-Time Employee Holidays

All regular full-time employees will be entitled to the following fifteen (15) holidays of eight (8) hours each per year:

<u>Day/Date</u>	<u>Holiday Name</u>
1. January 1	New Year's Day
2. Third Monday in January	Martin Luther King
3. February 12 (Second Friday in February?)	Lincoln's Day
4. Third Monday in February	Washington's Day
5. March 31	Cesar Chavez Day

- | | |
|--|------------------|
| 6. Last Monday in May | Memorial Day |
| 7. July 4 | Independence Day |
| 8. First Monday in September | Labor Day |
| 9. Second Monday in October | Columbus Day |
| 10. November 11 | Veteran's Day |
| 11. Fourth Thursday in November | Thanksgiving Day |
| 12. Day following Thanksgiving | |
| 13. December 25 | Christmas Day |
| 14. Sixteen (16) hours of floating holiday | |

An employee hired or promoted to a regular position after June 30th shall receive only eight (8) hours of floating holiday during the first calendar year such regular position appointment.

Holidays falling on a Saturday will be observed on the preceding Friday. Holidays falling on a Sunday will be observed on the following Monday. Holidays falling during the week will be observed on the actual day.

In the case of an employee whose regular day off occurs on the holiday, the employee shall have eight hours holiday credited to his/her compensatory time off balance.

Floating holidays must be taken during the calendar year in which earned or will be lost.

9.2 Part-Time Employee Holidays

All regular part-time employees will be paid on a pro-rated basis depending upon their designated hours of work, for the holidays defined above when any such holiday falls on a regularly scheduled work day. All regular part-time employees will receive a pro-rated number of floating holiday hours based on their designated hours of work, and such hours shall be based on the total floating holidays defined above.

9.3 Work Performed on Holidays

An employee who is eligible for overtime compensation and who is assigned by his/her department head, or designee, to work on any of the holidays listed above shall receive eight (8) hours straight time holiday pay plus the overtime rate for work performed on the holiday. (Normal overtime provisions as outlined within this agreement still apply.)

An employee who is not eligible for overtime compensation and who is assigned by his/her department head, or designee, to work on any of the holidays listed above shall receive his/her regular pay for time worked on the holiday and shall have eight hours holiday credited to his/her administrative leave account and said hours shall be used by December 31st of the year credited, otherwise the hours shall be forfeited.

9.4 Holiday Schedule for Regular Water Plant Operators grade 3

The holiday schedule for regular full-time Water Plant Operators grade 3 shall be as specified below:

Day/Date — Holiday Name —

1. — January 1 — New Year's Day
2. — Third Monday in January — Martin Luther King
3. — February 12 — Lincoln's Day
4. — Third Monday in February — Washington's Day
5. — March 31 — Cesar Chavez Day
6. — Last Monday in May — Memorial Day
7. — July 4 — Independence Day
8. — First Monday in September — Labor Day
9. — Second Monday in October — Columbus Day
10. — November 11 — Veteran's Day
11. — Fourth Thursday in November — Thanksgiving Day
12. — Day following Thanksgiving —
13. — December 25 — Christmas Day
14. — Sixteen (16) hours of floating holiday

When a regular full-time Water Plant Operator grade 3 works on one of the above holidays (excluding floating holidays) then the Water Plant Operator grade 3 shall receive eight (8) hours holiday paid at the overtime rate.

When a regular full-time Water Plant Operator grade 3 is not scheduled to work on one of the above holidays (excluding floating holidays) then the Water Plant Operator grade 3 shall receive eight (8) hours credited into his/her compensatory time-off balance. In the event the Water Plant Operator grade 3 has reached the maximum compensatory time-off balance as specified in this Agreement, then the Water Plant Operator grade 3 shall not receive the hours credited into his/her compensatory time-off account but shall receive the hours paid as additional earnings.

10. Catastrophic Leave

10.1 Purpose of Catastrophic Leave

The Catastrophic Leave Program is designed to assist regular employees, regardless of bargaining unit representation, who have exhausted paid time credits due to the employee's or immediate family member's serious or catastrophic illness or injury. This program allows other employees to donate time to the affected employee so that he/she can remain in a paid status for a longer period of time, thus partially reducing the financial impact of the illness or injury.

10.2 Catastrophic Leave Definitions

A. Catastrophic Illness or Injury – A medically certified illness, injury, impairment, physical or mental condition of the employee or the employee's immediate

family member that prevents an employee from returning to work for a period of thirty (30) calendar days or more.

B. Leave to be donated – Vacation or sick leave.

B.

C. Immediate ~~F~~family ~~M~~member shall mean spouse or domestic partner, child, stepchild, adopted or foster child, parent or parent-in-law.

10.3 Catastrophic Leave Eligibility

10.3.1 Donors

- A. Only regular employees are eligible to donate accrued vacation or sick leave.
- B. Donating employees may not reduce their balance of earned vacation below forty (40) hours or sick leave below forty (40) hours by reason of such donation.

10.3.2 Recipients

- A. Only regular employees may participate in the Catastrophic Leave program.
- B. Certification from a physician that the illness/injury will preclude the employee from returning to work for at least thirty (30) calendar days must be submitted to the Human Resources Department with the application.
- C. All accumulated time, sick leave, vacation time, compensatory time, and other available paid time off balances must have been exhausted.
- D. 4. A request for leave of absence without pay for medical reasons has been submitted and approved.
- E. 5. Request for participation in the program shall be made on an application for Catastrophic Leave Program form, available from the Human Resources Department.

10.4 Catastrophic Leave Procedures

- A. Donations must be a minimum of one (1) day at a time and submitted on the appropriate donation form.
- B. Time donated will be converted from the type of time donated to sick leave and credited to the recipient employee's sick leave balance on a hour-for-hour basis and shall be paid at the rate of pay of the recipient employee.
- C. Donations, once made, are irrevocable.

- D. 4. Any period of donated leave may be counted as Family and Medical Leave time.
- ~~E.~~ 5. Employees may not remain on catastrophic leave or receive leave donations for a continuous period exceeding six (6) calendar months.
- ~~E.~~
- F. 6. Verification of catastrophic illness must be submitted by a licensed physician to the Human Resources Department.
- G. 7. Employees are eligible for this benefit only once during their employment with the City.
- H. 8. Employees must have accumulated a minimum of one hundred twenty (120) hours of sick leave or eighty (80) hours of vacation time before a donation can be made.

11. Bereavement Leave

Employees shall be entitled to three (3) working days off with pay whenever there is a death in their immediate family. For purposes of this section, the immediate family shall consist of spouse, domestic partner, children, parents, grandparents, grandchildren, brothers, sisters, step-children, step-parents, half-brothers, half-sisters, fathers-in-law, and mothers-in-law.

Time off for funerals or bereavement leave must be taken within six (6) months of the death of the immediate family member. In the event an employee desires to take additional time off with pay in excess of that provided for a death in the immediate family, or in the event the employee desires to attend the actual funeral or service of active or retired City officials, employees, or other family members not covered in this section, and if the employee has unused vacation or sick leave, the employee may take such additional time off or, the time necessary to attend such funeral, and charge it against his/her unused vacation, compensatory time, and/or sick leave.

12. Probationary Period

12.1 Objective of the Probationary Period

The probationary period shall be regarded as part of the selection process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to his/her position, and for releasing any probationary employee whose performance in the opinion of the City Manager, City Manager's designee, and/or appointing authority does not meet the required standards of work. Nothing in this policy is intended to limit the reasons for which an employee may be released during the probationary period. Release of an

employee during the probationary period may be with or without cause and with or without prior notice to the employee.

12.2 Probationary Period

All original and promotional appointments to a regular position, excluding at-will employees, shall be tentative and subject to a probationary period of twelve (12) months of active duty from the date of probationary appointment or promotion. Days absent without pay during the probationary period shall extend the probationary period by the same number of days so as to result in a probationary period of active working duty for the required twelve (12) months of active duty. Employees who transfer to another position in the same classification shall not be required to undergo a new probationary period in the same position into which transferring, provided the employee has completed the employee's probationary period in the classification at the time of transfer. During the probationary period, the employee may be released at any time by the City Manager, City Manager's designee, and/or appointing authority with or without cause and with or without prior notice. An employee released during the probationary period has no right to appeal or grieve the release.

The probationary period may exceed twelve (12) months of active duty when the extension is by mutual agreement between the probationer, appointing authority, and (if not the appointing authority) the City Manager. The probationary period shall not exceed eighteen (18) months of active duty.

12.3 Promotional Probationary Period

An employee who has previously completed the requisite probationary period and who is rejected during a subsequent probationary period for a promotional appointment shall be reinstated to the former position from which the employee was appointed. If the employee was dismissed from employment during the promotional probationary period, the employee shall not be entitled to such reinstatement rights.

13. Layoff

13.1 Layoff Policy

Whenever the City Manager and/or City Council determines in his/her/their sole discretion that it necessary to abolish any position of employment, the employee holding that position may be laid off, transferred, or demoted without disciplinary action and without the right of appeal.

13.2 Notification

An employee being laid off shall be given at least fourteen (14) days prior notice.

13.3 Employment Status

In each class, employees shall be laid off according to employment status in the following order: temporary, regular part-time, probationary full-time, and regular

full-time. In this chapter, probationary status means the probationary period required upon the initial employment with the City leading to a regular position.

13.4 Vacancy and Demotion

Whenever there is a layoff, the City Manager shall first demote an employee to a regular position vacancy, if any, in a lower class for which the employee previously held. All persons so demoted shall have their names placed on a reinstatement list for a period of one (1) year.

Upon layoff, regular employees have the right to retreat to a lower class in accordance with this layoff policy. In order to retreat to a lower class, an employee must have more seniority than at least one of the incumbents in the retreat class and request displacement action in writing to the Personnel Services Director within seven (7) days of receipt of notice of layoff. An employee retreating to a lower class shall be placed on the salary step representing the least loss of pay.

Seniority includes time accrued in regular full-time and regular part-time service. In this chapter, length of service for regular part-time employment is calculated on a pro-rata basis. Employment in a temporary appointment position does not count in calculating seniority.

The City Manager after consultation with the department head, in his/her sole discretion, may authorize the retention of an employee, despite that employee's position on a seniority list, if the employee is determined to have special skills or knowledge which are required for the effective operation of a critical municipal service.

13.5 Reinstatement List

The names of all regular and probationary employees laid off shall be placed on a reinstatement list, provided their performance has been satisfactory; said reinstatement list shall remain in effective for twelve (12) months, unless exhausted sooner.

Reinstatement lists shall take precedence over all other employment lists except that employees on such lists shall not have the right to displace working employees.

Failure to promptly respond to and accept a reinstatement offer within seven (7) days of the date of the offer shall result in removal from the reinstatement list.

Reinstatement will result in removal from the reinstatement list except when reinstatement is in a lower class.

13.6 Reinstatement

A former employee appointed from a reinstatement list shall have the following benefits restored:

A. Accrued but unused sick leave.

- B. Seniority at the time of layoff for vacation accrual, future reduction in force, and department purposes as defined within department operating procedures (e.g., work schedule preferences, vacation scheduling preferences).

14. Disciplinary Action

14.1 Disciplinary Action

Supervisors shall be vested with the powers to discipline employees of the department or work unit, and for cause, may discipline up to a written reprimand. In emergency situations supervisors may relieve employees of their duties, pending further action by a department head.

Department ~~H~~heads shall be vested with the powers to discipline employees of the department or work unit, and for cause, may discipline up to dismissal from employment.

The City Manager shall be vested with the powers to discipline employees, and for cause, may discipline up to dismissal from employment.

Any proposed disciplinary action greater than a written reprimand requires prior consultation with the Human Resources Director.

The employee shall have the right to request a shop steward, another employee, or bargaining unit representative be present when the employee is called into a meeting that he/she reasonably believes could result in disciplinary action, or where the purpose of the meeting is to propose or impose discipline, or where the purpose of the meeting is to appeal disciplinary action as provided within this section. The City shall send a copy of all disciplinary correspondence to a Union person authorized to receive notices on behalf of the Union (hereinafter called "Union Official").

Any person disciplined shall be immediately notified in writing of such charges or actions, by U.S. Postal Service mail (with at least mail delivery confirmation) or delivery in person. Any person aggrieved by such action may utilize the Disciplinary Action Appeal Procedure as hereinafter set forth, as a means of appeal from such by the City.

Any time limit described in the appeal procedures may be extended only by mutual agreement in writing. Failure by the employee or the employee's representative to initiate or appeal within the prescribed time limits shall waive the right of the employee and the employee's representative from appealing the discipline. In the case of an appeal, the City's last answer shall be final and conclusive. The failure of the City to respond to an appeal within the prescribed time limits shall be cause for the employee to automatically appeal the discipline to the next step.

14.2 Disciplinary Action Appeal Procedure for Written Reprimands

For all employees, written reprimands may be appealed to the City Manager within seven (7) days of receipt of disciplinary action. The City Manager or designee (other than the supervisor and/or department head involved) shall review the circumstances and render a written decision within fourteen (14) days upon receipt of the disciplinary action appeal. The decision of the City Manager or designee shall be final and conclusive.

In the event the City Manager issued the written reprimand, then opportunity to utilize the "City Manager Appeal" shall still apply.

14.3 Disciplinary Action Appeal Procedure for Non-Written Reprimands

No disciplinary action against an employee, excluding probationary and other at-will employees, shall be imposed unless such action is recommended by the City in a Notice of Proposed Disciplinary Action delivered to the employee either personally or by U.S. Postal Service mail (with at least mail delivery confirmation) and shall contain the following:

Notice of Proposed Disciplinary Action

- A. A statement of the action proposed to be taken;
- B. A copy of the charges, including the acts or omissions and grounds upon which the action is based;
- C. If it is claimed that the employee has violated a rule or regulation of the City or department, a copy of said rule shall be included with the Notice;
- D. 4. A copy of the materials upon which the proposed action is based;
- E. 5. A statement that the employee has seven (7) days to respond to the author of the Notice either orally or in writing.

The employee or Union Official, upon whom a Notice of Proposed Disciplinary Action has been served, shall have seven (7) days to respond to the author of the Notice orally or in writing before the proposed action may be taken. Upon application and for good cause, the author of the Notice may extend in writing the period to respond. If the employee's or Union Official's response is not timely filed, or the employee or Union Official has not requested an extension, the right to respond is lost.

Notice of Discipline

After the employee or Union Official has responded to the Notice of Proposed Disciplinary Action, or the time to respond has passed, and if the author of the Notice still determines that discipline is appropriate, then the employee shall be provided with a Notice of Discipline. The Notice of Discipline shall include the following:

- A. A statement of the action to be taken and the effective date;
- ~~B.~~ A copy of the charges, including the acts or omissions and grounds upon which the action is based;
- ~~B.~~
- C. If it is claimed that the employee has violated a rule or regulation of the City or department, a copy of said rule or regulation shall be included with the Notice of Discipline or a statement shall be included that copies of said rule or regulation have already been provided to the employee with the Notice of Proposed Disciplinary Action;
- D. A copy of the materials upon which the action is based or a statement that such materials have already been provided to the employee;
- E. A statement addressing the responses to the charges by the employee, if any; and
- F. Notification to the employee of his/her right to appeal the imposed discipline.

City Manager Appeal

Disciplinary actions may be appealed to the City Manager within seven (7) days of receipt of the disciplinary action. The City Manager or designee (other than the supervisor and/or department head involved) shall review the circumstances and render a written decision within fourteen (14) days upon receipt of the disciplinary action appeal. The City Manager's or designee's decision may be appealed to an arbitrator by the Union Official as provided below.

In the event the disciplined employee reports directly to the City Manager, or the City Manager initiated the disciplinary action as described within this chapter, then the "City Manager Appeal" shall be heard by the City Attorney.

Arbitrator

The City Manager's or designee's decision may be appealed to an arbitrator by the Union within seven (7) days of receipt of the decision. The arbitrator shall be selected from among a list of names not to exceed ten (10) names provided by the California State Mediation & Conciliation Service. The method of selection from said list shall consist of the following process:

After a toss of coin to decide which party shall move first, a representative of the City and the Union shall alternatively strike one name from the list until one name remains and such person shall act as the arbitrator. The next to the last name stricken shall be the alternate arbitrator to serve in the event the first arbitrator is not available. The procedure shall be followed until there is an available arbitrator.

The costs of retaining the arbitrator and incidental expenses arising from the arbitrator shall be divided equally between the City and the Union. The City and the Union each shall be fully responsible for their own costs and expenses associated with presenting and defending their own case.

When an arbitrator has been selected, the City, Union and arbitrator shall begin the arbitration as expeditiously as possible, but not later than seventy-two (72) days from the selection of the arbitrator. The arbitrator shall be governed by the Code of Civil Procedure, Sections 1280 – 1284.2 in the conduct of the arbitration, unless any provision of this section conflicts, in which case this section shall govern.

The arbitration shall be closed to the public unless the employee requests in writing a public hearing prior to the time of the hearing.

The arbitrator shall be governed by Government Code Section 6250 *et seq.* and other pertinent provisions of law with respect to the discovery of confidential records, files and memoranda.

The arbitrator may modify or revoke a disciplinary action where just cause for the discipline imposed has not been shown or where a violation or omission of procedure for disciplinary action was made in which resulted in substantial prejudice to the employee.

The arbitrator shall be without power or authority to make any decision which is prohibited by law or is in violation of the terms of this Memorandum of Understanding.

The arbitrator shall not add to, subtract from, disregard, alter or modify any of the terms of this Memorandum of Understanding.

The decision of the arbitrator shall:

- A. Be made in writing within thirty (30) days of the close of the hearing and mailed to the City Manager, City Attorney, and employee; and
- B. Be final and binding upon all parties; and
- C. Recite the basis for the arbitrator's decision.

15. Grievances

15.1 Grievance Definition

A grievance is any dispute which involves the claimed violation, the (mis)interpretation or (mis)application of the collective bargaining agreement, Personnel Rules, or department rules and regulations, resolutions, or ordinances. A grievant may be an employee, or any group of employees, or a represented

bargaining unit. Disciplinary actions, performance evaluations, and other proceedings for which there are alternative appeal procedures or statutory remedies are not grievable.

15.2 Grievance Procedure

A grievance shall be processed in the following manner:

Step 1.

Within fourteen (14) days of the event or discovery of the event giving rise to the grievance, the grievant will discuss the grievance verbally with the grievant's immediate supervisor. For good and sufficient reason, the grievant may initiate the grievance at Step 2. The grievant will clearly state that a grievance is being initiated, and the parties will discuss the matter and attempt to resolve the grievance.

Step 2.

If the grievance is not resolved in Step 1, the grievance shall be reduced to writing and presented to the department head within twenty-eight (28) days of the event or discovery of the event giving rise to the grievance. The written grievance shall contain the following:

- A. name of grievant(s)
- B. class title(s)
- C. department
- D. mailing address(e's)
- E. a clear statement of the nature of the grievance (citing applicable sections of rules, regulations, resolutions, ordinances or existing practices)
- F. the date(s) on which the event(s) giving rise to the grievance occurred
- G. a proposed solution to the grievance
- H. the date of execution of the grievance form
- I. the signature of the grievant(s)
- J. the signature of the bargaining unit representative, if such a representative is representing the grievant(s)
- K. the date of the discussion meeting in Step 1 and the name of the supervisor involved

The department head will investigate the grievance and confer with the grievant(s) in an attempt to resolve the grievance. The department head will issue his/her decision regarding the grievance in writing within fourteen (14) days of receipt of the written grievance.

Step 3.

If the grievance is not resolved by the department head's decision in Step 2, the grievant(s) may appeal the written grievance to the City Manager or designee (other than the supervisor and/or department head involved) within fourteen (14) days of receipt of the department head's decision in Step 2. The City Manager or designee will investigate the grievance, confer with persons affected and their representatives, if any, to the extent he/she deems necessary and render a decision within fourteen (14) days of receipt of the written decision.

Step 4.

In the event the grievant disagrees with the decision of the City Manager or designee, the grievant shall have the opportunity to lodge a request for review by the City Council within seven (7) days of receipt of the City Manager's or designee's decision. The City Council shall conduct a review of the City Manager's decision with the authority to either affirm, reverse, or modify the City Manager's or designee's decision. The City Council shall render a decision within two regularly scheduled City Council meetings following the request for review.

15.3 General Conditions of Grievances

- A. The Human Resources Director will act as a central repository for all Step 2 and beyond grievance records.
- B. Any time limit may be extended only by mutual agreement in writing.
- C. An aggrieved employee may be represented by another individual at any stage of the proceedings at his/her request. Both employee and representative (if employed by City) will be entitled to attend proceedings without loss of compensation, should such proceeding conflict with employee's and/or representative's normal working hours.
- D. Proposals to add to or change the Personnel Rules shall not be considered under this section, and no proposal to modify, amend, or terminate any Memorandum of Understanding between the City and a collective bargaining unit may be considered under this section.
- E. Failure by the grievant or grievant's representative to initiate or appeal a grievance within the prescribed time limits shall waive the right of the grievant, the grievant's representative, and the grievant's collective bargaining unit (if any) to initiate or appeal a grievance. In the case of an appeal, the last answer to the grievance shall be deemed to be the resolution to the grievance. Failure of the City to respond to a grievance within the prescribed time limits shall be

cause for the grieving party to automatically move the grievance to the next step.

16. Joint Labor Management Committee (JLMC)

The City Manager or his/her designee and other management representatives chosen by the City Manager will meet on a quarterly basis with an equal number of representatives of the bargaining unit and a IBEW Local 1245 Teamsters 856 Business Representative to address relevant and timely labor relations issues, unless otherwise agreed to by the parties.

~~Effective upon ratification and adoption of this agreement, both parties will convene monthly for the first six (6) consecutive months to discuss the classification and/or compensation matters of the Marina Maintenance Worker, Utility Technician I/II, and Water Treatment Plant Operator classifications.~~

The JLMC meeting agenda shall include any matters within the scope of representation, with exception of those matters which have already been filed as grievances, unless otherwise agreed to by the parties. The City does not waive any management rights through its participation on this committee.

17. Overtime

17.1 Payment

The normal workweek for City employees is forty (40) hours in a seven (7) day period. The beginning and end of the work week shall be defined on an individual basis. When an employee has worked in excess of the normal work day or workweek, then said employee shall be compensated at the rate of one and one-half (1-1/2) times the regular hourly rate for all such overtime performed by said employee on behalf of the City.

The City shall treat all paid time (excluding holidays), such as but not limited to vacation, sick leave, and compensatory time off, as "time worked" for the purpose of calculating overtime compensation.

17.2 Minimum Reportable Periods

Minimum reportable periods of overtime shall be fifteen (15) minutes, except when an employee is called out from home for an isolated period of duty, in which case the minimum reportable period shall be two (2) hours.

Multiple assignments within a single call out period do not qualify for multiple call out pays. If the multiple assignments within a single call out period exceed the minimum reportable period then the employee shall be paid for all hours worked. If the multiple assignments within a single call out period equal or are less than the minimum reportable period then the employee shall be paid the minimum reportable period.

17.3 Compensatory Time Off

Notwithstanding any provisions hereunder contrary, department heads or designees shall be allowed to grant compensatory time off on a time and one-half (1-1/2) basis subject to the following:

- A. At the time of the overtime assignment, the employee shall make his/her election to be paid for said time or have said overtime entered into a compensatory time off account. Once compensatory time is so entered, it cannot be exchanged for pay.
- B. No more than two hundred forty (240) hours of compensatory time off can be accumulated and maintained on the employee's account at any one time.
- C. In determining capability of taking compensatory time off at a given time, due regard shall be given to:
 - 1. the wishes of the employee;
 - 2. date of application for specific time off; and
 - 3. seniority (in the event of multiple requests).

18. City Rights

The rights of the City, include but are not limited to, a) the exclusive right to determine the mission of its constituent departments, commissions, and boards; b) to set standards of service; c) determine the procedures and standards of selection for employment; d) to direct, discipline and discharge its employees in accordance with law and existing ordinances, rules and regulations; e) to relieve its employees from duty because of lack of work or for other lawful reasons; f) to determine the content of job classifications; g) to determine the methods, means, number and kind of personnel by which its operations are to be conducted, including the performance thereof by subcontract; h) to administer the City's personnel system; i) to maintain the efficiency of governmental operations; j) to take all necessary actions to carry out its mission in emergencies; k) to exercise complete control and discretion over its organization and the technology of performing its work; l) to determine methods of financing.

19. Severability

If any provision of this Memorandum of Understanding should be found to be invalid, unlawful or unenforceable by reason of any existing or subsequently enacted legislation or voter initiative or by judicial authority, all other provisions of this Memorandum of Understanding shall remain in full force and effect for the duration of this Memorandum of Understanding. In the event of invalidation of any provision, the City and IBEW Local 1245 Unit B agree to meet within thirty (30) days for the purpose of meeting and conferring with respect to such invalidation.

20. Full Understanding

Except as otherwise specifically provided herein, the parties agree that this Memorandum of Understanding sets forth the full and entire understanding of the parties regarding all matters contained in this Agreement. It is agreed further, that neither party shall be required to meet and confer with respect to any subject or matter contained herein during the term of this Memorandum of Understanding, except regarding the interpretation of this Memorandum of Understanding. Nothing in this paragraph shall preclude the parties from meeting and conferring during the term of this Agreement upon the mutual agreement of the parties to do so. Mutually agreed upon amendments to this Memorandum of Understanding shall be in writing and must be approved by the City Council.

21. Past Practices

The continuation of working conditions and past practices not specifically contained in this Memorandum of Understanding is not guaranteed by this Agreement. Nonetheless, this is the first comprehensive Memorandum of Understanding to be negotiated between the City and the Union and the parties recognize that certain existing working conditions and/or past practices may have been overlooked during the negotiation of this Agreement. If, during the first one hundred eighty (180) calendar days following final approval by the City Council, either party identifies what it believes to be a working condition or a past beneficial practice that was overlooked, the parties shall meet and confer regarding such working condition or past practice. If it is mutually agreed that the practice or working condition did exist and it was overlooked, the parties will amend this Memorandum of Understanding accordingly. If the parties are unable to agree, the dispute will be resolved pursuant to the City's established impasse resolution procedures.

ENTERED INTO THIS _____ DAY OF _____, 202019

~~TEAMSTERS LOCAL 856~~IBEW LOCAL 1245 CITY OF PITTSBURG

By _____
Peter Finn
IBEW Principal Officer

By _____
Garrett Evans
City Manager

By _____
Richie Andazola
IBEW Business Representative

By _____
Stacy Shell
Director of Human Resources

By _____

By _____

Sonny D'Amico
Negotiation Team Member

Brad Farmer
Director of Finance

By _____
~~Ana Corti~~ _____
~~Negotiation Team Member~~ _____

By _____
~~Kevin Billeci~~ _____
~~Negotiation Team Member~~ _____

Appendix A

1. The current monthly salary ranges for employees in each classification is:

CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Electrician	6,011	6,312	6,628	6,959	7,307
Electrician Apprentice	4,801	5,041	5,293	5,558	5,836
Equipment Mechanic	5,310	5,576	5,855	6,148	6,455
Lead Marina Services Worker	5,558	5,836	6,128	6,434	6,756
Maintenance Assistant	3,372	3,541	3,718	3,904	4,099
Maintenance Lead Worker - Env. Svcs/Fac. Util.	5,558	5,836	6,128	6,434	6,756
Maintenance Worker I - Env. Services/Fac. Util.	4,148	4,355	4,573	4,802	5,042
Maintenance Worker II - Env. Services/Fac. Util.	4,801	5,041	5,293	5,558	5,836
Marina Maintenance Worker	4,148	4,355	4,573	4,802	5,042
Pest Control Specialist	6,243	6,555	6,883	7,227	7,588
Sweeper Operator	4,148	4,355	4,573	4,802	5,042
Utility Lineworker	6,011 4,801	6,312 5,041	6,628 5,293	6,959 5,558	7,307 5,836
Utility Technician (Electric/Gas)	7,711	8,097	8,502	8,927	9,373
Water Instrument/Maintenance Technician I	7,040	7,392	7,762	8,150	8,558
Water Instrument/Maintenance Technician II	8,150	8,557	8,985	9,434	9,906
Water Maintenance Mechanic I	7,040	7,392	7,762	8,150	8,558
Water Maintenance Mechanic II	8,150	8,557	8,985	9,434	9,906
Water Plant Apprentice Operator	4,801	5,041	5,293	5,558	5,836
Water Plant Operator	7,071	7,425	7,796	8,186	8,595
Water Quality Analyst I	6,198	6,508	6,833	7,175	7,534
Water Quality Analyst II	7,462	7,835	8,227	8,638	9,070



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

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Authorizing the City Manager to Execute Agreement Between the City of Pittsburg and Cole Pro Media, LLC.

MEETING DATE: September 21, 2020

EXECUTIVE SUMMARY

The Pittsburg Police Department and other City departments have been utilizing the consulting service of Cole Pro Media, LLC since January 2018. Staff has drafted a three year contract using the City standard contract template for services, which is attached to the staff report. Because the total sum of the compensation of the contract exceeds the threshold for staff authorization, the Police Department is seeking City Council approval of the Resolution to continue the partnership by authorizing the City Manager to execute the Agreement between Cole Pro Media, LLC and the City of Pittsburg.

FISCAL IMPACT

If approved, the Agreement will not exceed \$144,000. The City shall pay Cole Pro Media LLC \$4,000 per month, from July 1, 2020 through June 30, 2023 for a total not to exceed \$144,000.

RECOMMENDATION

Staff recommends City Council approval of an Agreement between Cole Pro Media, LLC and the City of Pittsburg for consulting, staff training and monitoring of City and Police Department social media content.

BACKGROUND

The Pittsburg Police Department uses many social media platforms to communicate with the public on a variety of issues. Cole Pro Media, LLC has extensive experience assisting cities, sheriffs' offices and police departments with managing their social media content.

In addition to social media management, City staff across all departments will have access to Cole Pro Media's transparency engagement services. Through these services and a transparency engagement advisor, Code Pro Media will assist personnel with effectively and quickly communicating during a crisis situation.

The Police Department has enlisted the services of Cole Pro Media for support and assistance with video and written content related to sensitive police department situations and incidents of community concern. As the consultant, Cole Pro Media reviews news releases and engages in unlimited phone calls regarding crisis communication issues. The crisis communication support has proved to be vitally important. With new legislation that requires disclosure of audio or video recordings of critical incidents, the support of Cole Pro Media with video content will be on-going and necessary.

Cole Pro Media evaluates the strength and weaknesses of staff's work and provides non-legal guidance on how to respond to comments. Cole Pro Media will meet every month for two two-hour on-site communications strategy sessions. One session will be with the Police Department and the other with City staff.

SUBCOMMITTEE FINDINGS

This item was not presented to a subcommittee.

STAFF ANALYSIS

The need to effectively communicate with the community is more important than ever and the use of social media is one of the best ways to share information. Cole Pro Media provides the support, assistance and training to ensure the City of Pittsburgh meets the community's expectations, professionally, efficiently, and thoroughly.

The Pittsburgh Police Department and other City Departments recommend approval of the Agreement between Cole Pro Media, LLC and the City of Pittsburgh.

ATTACHMENTS: Consulting Agreement
 Resolution

Report Prepared By: Brian Addington, Chief of Police

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Resolution Authorizing the Execution)
Of an Agreement Between Cole Pro)
Media, LLC and the City of Pittsburg)

RESOLUTION NO. 20-

The Pittsburg City Council FINDS AND DETERMINES as follows:

WHEREAS, the City of Pittsburg including the Police Department uses many social media platforms to communicate with the public on a variety of issues; and

WHEREAS, Cole Pro Media, LLC has extensive experience assisting cities, sheriffs' offices and police departments with managing their social media content; and

WHEREAS, the Police Department has enlisted the services of Cole Pro Media, LLC for support and assistance with video and written content related to sensitive police department situations and incidents of community concern; and

WHEREAS, Cole Pro Media, LLC evaluates the strength and weaknesses of staff's work and provides non-legal guidance on how to respond to comments.

NOW, THEREFORE, the City Council DOES RESOLVE as follows:

Section 1. All the recitals above are true and correct and incorporated herein.

Section 2. The City Council hereby approves the Agreement with Cole Pro Media, LLC.

Section 3. The City Manager is hereby authorized to execute the necessary documents and take such further actions as may be necessary or appropriate to carry out the City's obligations under this Resolution.

Section 4. The City Clerk shall certify to the adoption of this Resolution.

Section 5. The 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 21st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Jelani Killings, Mayor

ATTEST:

Alice E. Evenson, City Clerk

CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF PITTSBURG AND COLE PRO MEDIA, LLC

THIS Agreement ("Agreement") for consulting services is made by and between the City of Pittsburg, a municipal corporation ("City") and Cole Pro Media, a California limited liability company ("Consultant") (together referred to as the "Parties") as of July 1, 2020 (the "Effective Date").

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

- 1.1 Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2023, or the date the Consultant completes the services specified in Exhibit A, whichever occurs first, unless the term of the Agreement is otherwise terminated or extended, as referenced herein.
- 1.2 Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.
- 1.3 Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, requests in writing the reassignment of any such persons to ensure Consultant performs services in accordance with the Standard of Performance, Consultant shall, immediately upon receiving City's request, reassign such persons.
- 1.4 Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided herein above and to satisfy Consultant's obligations hereunder.

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed One Hundred Forty-Four Thousand Dollars (\$144,000), as set forth in Exhibit B, attached hereto and incorporated herein for services to be performed and reimbursable expenses incurred under this Agreement. This dollar amount is not a

guarantee that the City will pay that full amount to the Consultant, but is merely a limit of potential City expenditures under this Agreement.

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

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

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

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

2.3 Final Payment. Consultant shall submit its final invoice within 60 days of completing its services. Consultant's failure to submit its final invoice

within this 60 day period shall constitute Consultant's waiver of any further billings to, or payments from, City.

- 2.4 Reimbursable Expenses.** Reimbursable expenses, if any, are specified in Exhibit B and included in the total compensation referenced in Section 2. Expenses not listed in Exhibit B are not chargeable to, or reimbursable by, City.
- 2.5 Payment of Taxes.** Consultant is solely responsible for the payment of all federal, state and local taxes, including employment taxes, incurred under this Agreement.
- 2.6 Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of a written authorization from the City Manager, or his or her designee.

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

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

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

not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, combined single limit coverage for risks associated with the work contemplated by this Agreement.

4.2.2 Minimum scope of coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an “occurrence” basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition) covering any auto (Code 1), or if Consultant has no owned autos, hired (code 8) and non-owned autos (Code 9). No endorsement shall be attached limiting the coverage.

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

- a. The Commercial General and Automobile Liability Insurance shall cover on an occurrence basis.
- b. City, its officers, officials, employees, agents, and volunteers shall be covered as additional insureds for liability arising out of work or operations on behalf of the Consultant, including materials, parts, or equipment furnished in connection with such work or operations; or automobiles owned, leased, hired, or borrowed by the Consultant. Coverage can be provided in the form of an endorsement to the Consultant’s insurance at least as broad as CG 20 10 11 85, or both CG 20 10 10 01 and CG 20 37 10 01.
- c. For any claims related to this Agreement or the work hereunder, the Consultant’s insurance covered shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Consultant’s insurance and non-contributing.

- d. The policy shall cover inter-insured suits and include a “separation of insureds” or “severability” clause which treats each insured separately.
- e. Consultant agrees to give at least 30 days prior written notice to City before coverage is canceled or modified as to scope or amount.

4.3 Professional Liability Insurance.

4.3.1 General requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than \$1,000,000 per occurrence or claim covering the Consultant’s errors and omissions.

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

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

4.4 All Policies Requirements.

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

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

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

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

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

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

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

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

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

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

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

- 5.1 General Requirement.** To the fullest extent permitted by law, Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers (collectively, "Indemnitees") from and against any and all liability, loss, damage, claims, expenses, and costs, including without limitation, attorney's fees, costs and fees of litigation, (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the services under this Agreement, or its failure to comply with any of its obligations contained in this Agreement, or its failure to comply with any applicable law or regulation, except such Liability caused by the sole negligence or willful misconduct of City.

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

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

Section 6. STATUS OF CONSULTANT.

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

Section 7. LEGAL REQUIREMENTS.

- 7.1 Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder. Consultant shall also, to the extent required by the California Labor Code, pay not less than the latest prevailing wage rates as determined by the California Department of Industrial Relations.
- 7.3 Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have, and will maintain at their sole cost and expense, all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid business licenses from City.
- 7.4 Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, genetic information, marital status, sex, sexual orientation, gender or gender identity, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal,

state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Section 8. TERMINATION AND MODIFICATION.

- 8.1 Termination.** Upon ten days' prior written notice, City may cancel this Agreement at any time and without cause upon such written notification to Consultant. In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.
- 8.2 Amendments.** The parties may amend this Agreement only by a writing signed by the parties hereto.
- 8.3 Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the City Manager, or his or her designee. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the City Manager, or his or her designee.
- 8.4 Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant, including but not limited to the provisions of Section 5, shall survive the termination of this Agreement.
- 8.5 Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

- 8.5.1** Immediately terminate the Agreement;
- 8.5.2** Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
- 8.5.3** Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or
- 8.5.4** Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.
- 8.5.5** The remedies mentioned in this Agreement are not exclusive of any other right, power or remedy permitted by law. The City's failure or delay in exercising any remedy shall not constitute a waiver of such remedy or preclude the further exercise of City's rights.

Section 9. KEEPING AND STATUS OF RECORDS.

- 9.1 Records Created as Part of Consultant's Performance.** All final versions of reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement, and the City may use, reuse or otherwise dispose of the documents without Consultant's permission. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential drafts and will not be released to third parties by Consultant without prior written approval of City.
- 9.2 Consultant's Books and Records.** Consultant shall maintain any and all records or documents evidencing or relating to charges for services

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

Section 10 MISCELLANEOUS PROVISIONS.

- 10.1 Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
- 10.2 Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in Contra Costa County or in the United States District Court for the Northern District of California.
- 10.3 Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.4 No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 10.5 Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.
- 10.6 Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business,

regardless of location, would place Consultant in a “conflict of interest,” as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

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

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

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

Consultant : Cole Pro Media LLC
Laura Cole, President
3069 Alamo Drive, #122
Vacaville, CA 95687

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

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

10.10 Integration. This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A and B represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements,

either written or oral. To the extent there are any inconsistencies between this Agreement, the Exhibits, and Consultant's proposal, the Agreement shall control. To the extent there are any inconsistencies between the Exhibits and the Consultant's Proposal, the Exhibits shall control.

Exhibit A Scope of Services
Exhibit B Compensation Schedule

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

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

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

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

CITY OF PITTSBURG

COLE PRO MEDIA, LLC

Garrett Evans, City Manager

Laura Cole, President

Attest:

Alice Evenson, City Clerk

Approved as to Form:

Donna Mooney, City Attorney

EXHIBIT A
SCOPE OF SERVICES

Consultant shall review news releases and make changes, engage in unlimited phone calls regarding crisis communication issues, create talking points, questions and potential answers on critical incidents, and provide unlimited assistance on working with the news media. Consultant shall provide social media support, evaluation of strengths and weaknesses, assist with the creation of relevant content, provide nonlegal advice on how to respond to comments, and how to effectively utilize the platform. Consultant shall monitor the Police Department's social media. Consultant shall provide unlimited calls and emails about social media content, including assistance writing content, and recommending content. Every other month, Consultant shall provide two, two-hour on-site communications strategy session. One will be for the Police Department one with be for the remaining City departments. Both meetings shall occur on the same day.

EXHIBIT B
COMPENSATION SCHEDULE

City shall pay Consultant \$4,000 per month, from July 1, 2020 through June 30, 2023, for a total not to exceed \$144,000.

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: _____

2784980.1