



Adopted Annual Budget FY 2023-24



City of Pittsburg, California
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➤ **ACKNOWLEDGEMENTS**

City Council

Shanelle Scales-Preston, Mayor
Juan Antonio Banales, Vice Mayor
Angelica Lopez, Council Member
Dionne Adams, Council Member
Jelani Killings, Council Member

Other Elected Officials

Alice E. Evenson, City Clerk
Nancy L. Parent, City Treasurer

City Attorney

Donna Mooney, City Attorney

Management Staff

Garrett Evans, City Manager
Maria Aliotti, Assistant City Manager
Sara Bellafronte, Assistant to the City Manager
Jordan Davis, Director of Community and Economic Development
Melaine Venenciano, Director of Records and Council Services
Paul Rodrigues, Director of Finance
Steven Albanese, Chief of Police
Jennifer Brizel, Director of Human Resources
John Samuelson, Director of Public Works/City Engineer

➤ **ACKNOWLEDGEMENTS**

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Pittsburg
California**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director

The Government Finance officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Pittsburg for the Annual Budget beginning July 1, 2022. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document as an operations guide, as a financial plan, and as a communications device. This Award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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June 19, 2023

Honorable Mayor and Members of the City Council:

On behalf of the Management Team and the entire City staff, I am pleased to submit the Fiscal Year (FY) 2023-24 Annual Budget. This document includes the City's Operating and Capital Improvement budgets for all activities and provides a comprehensive financial framework for the coming year.

The City of Pittsburg continues to make strides in increasing efficiency of services, improving infrastructure, and enhancing the overall quality of life for our residents. The City is continuing to grow, with an estimated population of over 76,500, and further commercial, industrial, and residential development in various stages of the review process.

The annual budget is likely the single most important policy that the City Council reviews and approves, as it represents the City's priorities for making resource investments, both for the upcoming year and in the future. As such, the budget process must include effective participation from the City Council, our community, key stakeholders, and City staff. Working together, we strive for progressive investment in the community's future, as well as in our organization and staff, so that we can operate efficiently and effectively.

Team Pittsburg's divisions and staff pulled together to propose a budget that strives to maintain the core services that Pittsburg residents and businesses expect from their local government. The commitment of Team Pittsburg – from the City Council, community, and the entire organization – in providing these services, which are critical to the City's continued success, is the basis for the budget presented, and reflective of the City Council's adopted goals.

Revenues for all City funds are projected to be \$267 million for FY 2023-24, 24.9 percent of which comprises the General Fund. The City's total expenditures are projected to be \$272.3 million, of which 24.9 percent is the General Fund, the City's main source of discretionary spending. This proposed budget funds 324 full-time equivalent employees, while adhering to the requirements of the City's Fiscal Sustainability Ordinance, which sets forth a minimum reserve to be maintained.

- Projected FY 2023-24 ending Budget Stabilization Fund Balance: \$2,445,285
- Projected FY 2023-24 ending General Fund Balance: \$20,169,095

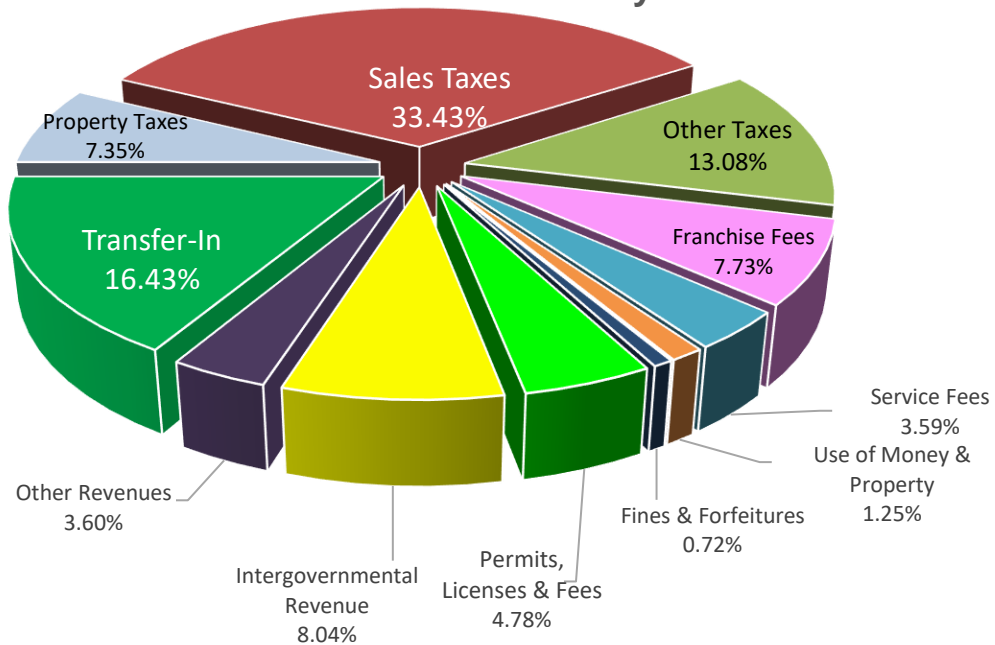
Overview of the General Fund Proposed Operating Budget for FY 2023-24

	FY2022-23	FY2023-24		
	Amended Budget	Proposed Budget	Increase/ (Decrease)	Percentage Inc/(Dec)
Revenues	61,606,982	66,554,163	4,947,181	8.0%
Expenditures	66,799,704	74,140,349	7,340,645	11.0%
Surplus (Deficit)	(5,192,722)	(7,586,186)	(2,393,464)	
Use of General Fund Balance	(5,192,722)	(7,586,186)	(2,393,464)	

Revenues

The City's revenue streams are influenced by overall economic conditions. Total General Fund revenue projections for FY 2023-24 are approximately \$4.9 million more than FY 2022-23 year-end estimates. This increase is due primarily to interfund transfers-in between the primary General Fund and the newly created Measure M Fund which is offset by corresponding interfund transfers-out. Other increases are due to economic recovery following the COVID-19 pandemic. The General Fund's major revenue sources include property and sales taxes, franchise taxes, other taxes, and intergovernmental revenue, permits, licenses and fees. Together these sources comprise 74 percent of total General Fund revenues for FY 2023-24, as shown on the graph below. The remaining 26 percent includes revenues such as transfers, investments, and administrative overhead reimbursements.

2023-24 General Fund Revenues by Source

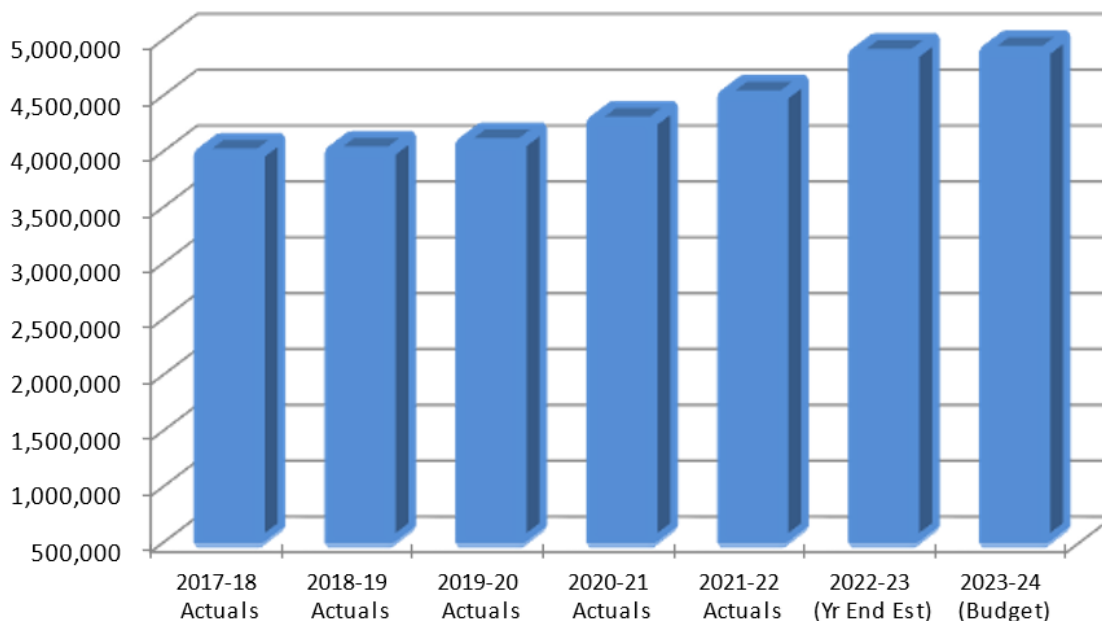


The City anticipates property tax revenues to increase modestly in FY 2023-24 by \$25,580, approximately half of which is due to increases in secured property, with the other half due to increases in supplemental taxes. Secured property tax is the tax on the ad valorem (value) of the real estate property being assessed. Supplemental property taxes are a one-time tax that covers the increased value caused by purchase or new construction.

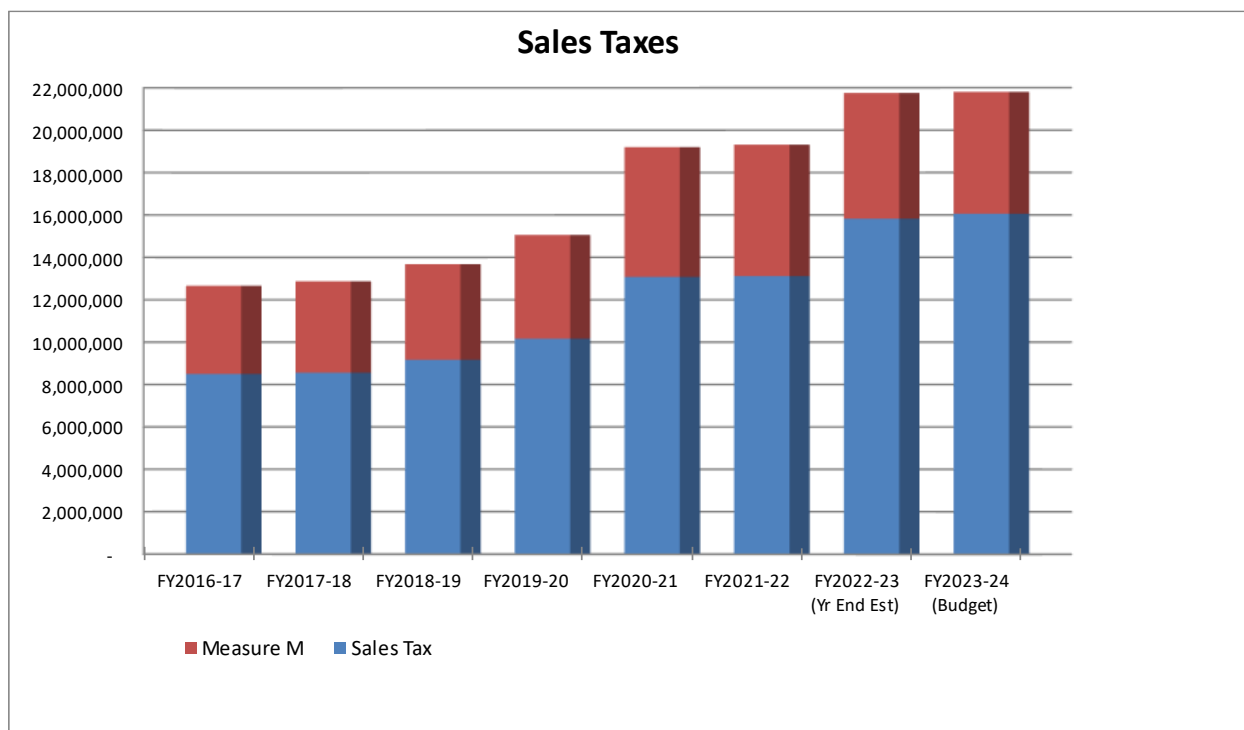
While the City is anticipating modest property tax revenue growth, this projection will be re-assessed during the year and adjusted to reflect stronger revenue growth if warranted. The City will be engaging with a property tax revenue consultant to better estimate these revenues in the upcoming year.

In June of 2022, Pittsburg home prices were up 7.4% compared to the prior year, selling for a median price of \$655,000, with the average home selling for above the listed asking price. While the average home in Pittsburg is on the market for less than three weeks, new homes are regularly selling for over \$1 million.

Property Taxes



For FY 2023-24, Sales Tax revenue projections have increased very slightly compared to the FY 2022-23 year-end estimates, a .2 percent increase. This is in line with sales tax trends, and staff anticipates moderate growth to continue with regular sales taxes, offset by moderate decreases in Measure M sales taxes, a point of origin sales tax.



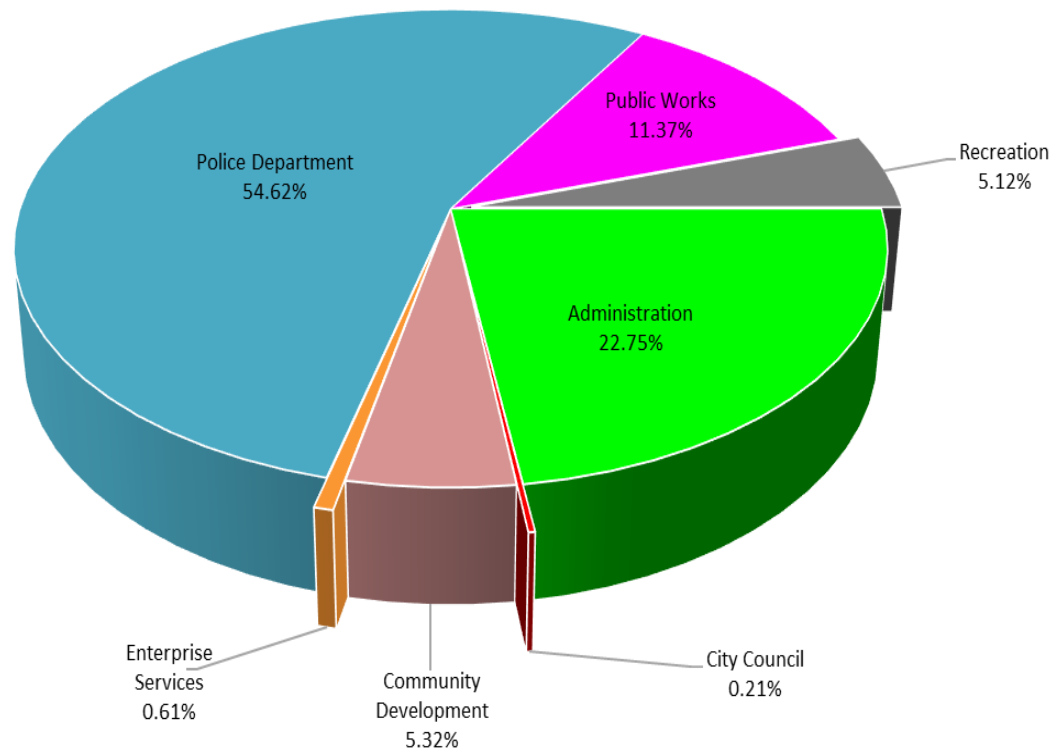
Throughout the COVID-19 pandemic, the City’s sales tax revenues remained strong, due in large part to legislation affecting the allocation of taxes on internet sales as well as the City’s share of the County pool for internet sales, and the strong performance of fast casual and quick service restaurants. Measure M, which was passed by 81 percent of voters in 2016 and extended the City’s one-half percent sales tax through June 2035 to support public safety, senior activities, economic development, youth enrichment and the City’s infrastructure, has also performed strongly during the pandemic.

Expenditures

General Fund projected expenditures have increased by 7.3 million in FY 2023-24 over FY 2022-23, primarily due to additional appropriation of General Fund reserves for various City Council approved projects. Other increases are related to scheduled salary increases as well as increasing fringe benefits, such as pension and medical costs. This budget continues to see additional resources dedicated to fund the City’s pension

obligation, with higher contribution rates and additional funding requirements to cover the unfunded actuarial liabilities (UAL) and changes initiated by the California Public Employees' Retirement System (CalPERS) Board. These increases are the result of changes in CalPERS policies to proactively fund the current UAL over the next 15 years.

2023-24 General Fund Expenditures by Department



Fiscal Sustainability Ordinance

The City continues to develop the annual budget under the guidelines of the City's Fiscal Sustainability Ordinance. The Budget Stabilization Fund projected balance at the end of FY 2023-24 is over the lesser of \$2 million or five percent of the General Fund operating expenditures as required by the Ordinance. While the City Council amended the Fiscal Sustainability Ordinance to allow up to ten percent of the required minimum 30 percent General Fund reserve level to be held in real estate, no expected utilization of real estate is projected for the current year to maintain the minimum requirements as set forth in the Ordinance.

20-year General Fund Forecast

The City budgets annually for the upcoming year; however, a longer-range 20-year forecast is used to project future fiscal measures necessary for operations. This forecast incorporates anticipated revenues from development, assessed market value and economic projections, as well as a systematically structured expenditure plan to cover current operational costs, post retirement liabilities (Contra Costa County Employees' Retirement Association (CCCERA), California Public Employees Retirement System (CalPERS), and Other Post-Employment Benefits (OPEB).

Pensions

One of the benefits offered to City employees is participation in the CalPERS pension program. Following significant losses during the great recession and lower than projected returns on assets held for the past several years, CalPERS changed the assumptions it applied to the funding requirements of the program. These assumptions changed the term of recovery from 30 years to 15 years, lowering the discount rate (projected annual earnings rate) from 7.375 percent to 6.8 percent and a shortening of the amortization life from 30 years to 20 years. The resulting financial impacts of these changes will significantly increase future pension obligations, possibly resulting in reduced service levels throughout the City.

Assembly Bill 340 (AB 340) created the Public Employees' Pension Reform Act (PEPRA) that implemented new benefit formulas and the final compensation period for employees hired on or after January 1, 2013. As of June 30, 2021, 51% of non-safety employees and 52% percent of safety employees were covered by PEPRA. The impacts of AB 340 will be realized as the City experiences employee attrition. The City is working on reducing this liability through employee attrition, negotiated employee contributions, and additional City contributions toward the pension obligation.

Looking Forward

Staff will continue to streamline the City's organization and strive to optimize the existing workforce to meet the needs of residents throughout the City. By continuing to improve efficiency and focusing on the longer-term 20-year forecast for the City's General Fund, staff feels the City, residents, business leaders and community partners will continue to invest in and strengthen the community.

Development

Pittsburg is a great place to live and work, filled with many talented people with a diversity of interests. The business community and the City are both committed to maintaining the tradition of working together to build a stronger City. The City Council and staff work with businesses and developers to ensure the community grows at a pace that is healthy for all parties involved. Staff's objective is to encourage expansion from existing businesses and attract new businesses that would improve the quality of life in Pittsburg.

The FY 2023-24 Capital Projects budget is approximately \$20.7 million, as summarized in the chart below. Most of the capital projects involve improvements to the City's water distribution and sewer systems, as well as street and park projects. Funds for infrastructure projects come from water and sewer operations, developer fees, grants and regional fees for storm drainage and fuel taxes. Other City Council approved projects are designated City Council funding "buckets", including the FY 2020-21 General Fund surplus of 9.6 million dollars, Measure M reserves consisting of revenues that are in excess of the City Council designated cap of 5.1 million dollars of funding received annually for various programs, and American Rescue Plan Act funding.

Project Funding Source	FY2023-24
American Rescue Plan Act	6,078,288
General Fund Surplus	5,866,300
Gas Tax – RMRA	2,150,000
Water	1,528,400
Gas Tax – HUTA	1,000,505
Sewer	951,079
Measure M – Streets Program	650,000
General Fund	600,000
Measure J	590,050
Measure M Surplus	520,803
Island Energy	390,000
Park Dedication Fund	337,712
Total	20,663,137

Conclusion

The FY 2023-24 Annual Budget reflects the short and long-term financial capacity of the City. It balances a variety of wants against needs, while reflecting the goals, strategic direction and plans prioritized by the City Council as the community moves forward.

The City has continued to push through beyond the pandemic, with projects and strategic planning efforts that will help shape Pittsburg for future generations. While many of our neighboring communities have experienced significant financial challenges, Pittsburg continues to see investment in the community, both private funds that will create commercial and recreational opportunities, construction jobs, and housing for all income levels, as well as public funds that will support infrastructure and help protect small businesses.

I would like to thank the City Council for their guidance and support throughout the development of the budget. In addition, I would like to thank the Finance Department Budget staff and staff in all other City Departments that contributed to the Fiscal Year 2023-24 budget. I would like to give special thanks to Paul Rodrigues, Finance Director, and Priscilla Wong-O'Rourke, Financial Analyst for their work and expertise throughout this year's budget process.

A handwritten signature in blue ink, appearing to read "Garrett Evans", with a long horizontal flourish extending to the right.

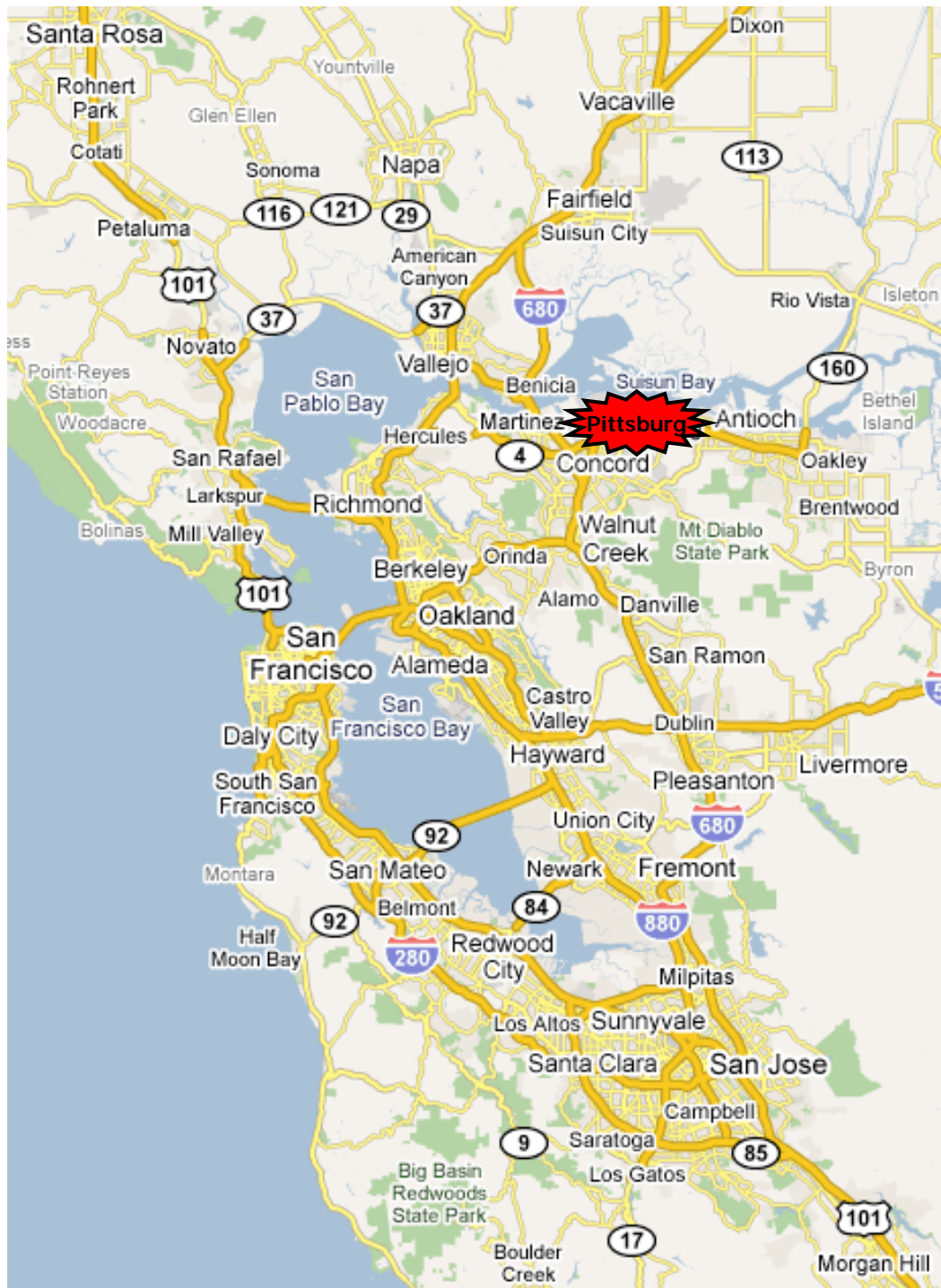
Garrett Evans
City Manager

➤ MISSION STATEMENT

To provide responsive and high quality public services in partnership with our citizens while celebrating our community's rich history, cultural diversity, and pride in our prosperous future.

Our Continuing Values:

INTEGRITY	To be open and honest, to honor with our commitment
TRUST	To conduct all activities in ways which increase confidence in the City's policies and services
COMMITMENT	To sustain a focus on excellence in public service
RESPECT	To be responsive to all the people we work with and serve, to act in a timely and sensitive way
PRIDE	To recognize and celebrate the unique and positive characteristics of the City of Pittsburg
CONTINUOUS LEARNING	To grow in our understanding of the workplace and the community so that we can provide the most responsive and efficient service
PARTNERSHIP	To foster collaboration in meeting community challenges to maximize active citizen participation



➤ CITY OF PITTSBURG – OUR HISTORY

Pittsburg has been a city in progress for nearly a century and a half. Located at the point where the Sacramento and San Joaquin rivers meet, Pittsburg is a community of both progress and promise.

[1800's]

1839 – Mexican government grants 10,000 acres to Jose Antone Mesa and Miguel Jose Garcia

1840 – Named New York of the Pacific, possibly because the man who laid out the town, Colonel J.D. Stevenson, was a native of New York

1870's – First Italian fisherman, Pietro Aiello and brother Rosario, began fishing the river. Word of mouth quickly spread and by 1910 it was recorded that nearly 1,000 Italian fishermen and their families worked the rivers and canneries.

[1900 – 1929]

1903 – Town renamed Black Diamond following discovery of coal in the hills 3 miles south of town

1910 – Columbia-Geneva Steel Company starts operating on a small scale

1911 – Town renamed Pittsburg, honoring Pittsburgh, Pennsylvania (without the "H"), because of the city's associations with the steel building industry

1916 – Pacific Gas & Electric power plant was built. The Great Western Electro Chemical Company was established

1920's – Pittsburg High School opens

1927 – USS Steel purchased Columbia Geneva Steel Company



[1930 – 1960's]

1939 – Great Western Electro Chemical Company merges with Dow Chemical Company

1942 – Camp Stoneman was built, and local industries boomed. For thousands of enlisted personnel who went to fight in the Asian-Pacific operations during WWII, Camp Stoneman was their last contact with the United States.

1954 – After the Korean War, Camp Stoneman closed and the property was added to the City of Pittsburg for commercial and residential development; however, as Camp Stoneman closed its doors, so ended that era of prosperity in Pittsburg.

1960's – Buchanan Park Swim Center and Pittsburg High School's Creative Arts Center open

[1970's – 1990's]

1970's – Pittsburg Marina first built. The berths, docks and other facilities have undergone extensive renovations over the years.

1974 – Los Medanos College opens, providing 2-year degrees and transfer programs to East Contra Costa County students, in addition to lifelong learning programs

1980's – Pittsburg's vacant land was seen as a gold mine to developers. From 1981 to 2000, Pittsburg experienced a 59% increase in population.

1990's – Bay Area Rapid Transit (BART) extended its lines to its Eastern-most point – Pittsburg/Bay Point Station at Bailey Road. The State Route 4 widening project began.

[2000 – 2010]

2000's – New High Occupancy Vehicle (HOV) lanes added to State Route 4, relieving congestion as Eastern Contra Costa County population grows. Widening project continued through 2006.

2003 – Pittsburg's Centennial Celebration

2004 – Pittsburg's Auto Plaza opens on Century Blvd. along State Route 4

2000 – 2010 - Pittsburg's population estimate grew 37%. New BART extension proposed to expand service 23 miles to the east to reduce traffic congestion



[2011 – Present]

2011 – Construction begins on project to widen State Route 4 to eight lanes. Pittsburg segment is completed in 2015.

2013 – Re-opening of the historic California Theatre after a \$7 million renovation.

2015 – Construction of BART extension to Antioch begins in median of State Route 4.

2018 – Extension of BART service from Pittsburg/Bay Point to Antioch is completed, including service to Pittsburg Center Station.

2021 – The City's Digital Office for New Americans hosted its first Naturalization Ceremony, welcoming 25 citizens, 6 of which are from Pittsburg.

2022 – The City issued \$43.9 Million in Water Revenue Bonds to fund a major upgrade to Water Treatment Plant (WTP). The Marina Center returned to the City's Recreation Department.

Pittsburg has emerged as a pleasant community of 26 parks, recreational facilities, shopping centers, waterfront experience, and planned business and commercial development. New homes, renovated older homes, new businesses and a revitalized historic district are all signs of even better times ahead.

Source: Pittsburg Chamber of Commerce
Historical Photo Courtesy of Southport Land & Commercial Co.

PROPOSED CITYWIDE GOALS

Public Safety.	<i>Prioritize public safety, health, and welfare in the City Budget and when reviewing projects.</i>
Public Infrastructure.	<i>Improve public facilities and infrastructure and increase beautification of City maintained areas.</i>
Economic Development.	<i>Continue economic development through strategic partnerships, promotion of diversified housing, and the retention and growth of new and existing businesses.</i>
Efficiency.	<i>Increase efficiency of City operations and services through technology and streamlined processes.</i>
Quality of Life.	<i>Improve the quality of life for all Pittsburg residents.</i>

**Goal Workshop will be held in 6/19/23*

***Final goal will be presented to the City Council for adoption in 7/17/23*

CITY ATTORNEY

1. Increase education of City contract language and use.
2. Manage incoming claims and lawsuits.
3. Maintain a balanced budget.

RECORDS AND COUNCIL SERVICES

4. Ensure the City is maintaining and providing transparency and optimal public service.
5. Implement a Public Records Request Software Management System.
6. Provide effective maintenance and oversight of the City's Record Retention Schedule.

PUBLIC WORKS

7. Zero pedestrian injuries within a school zone.
8. Improve pavement condition index by 5 points.
9. Ensure adequate water enterprise revenue to fund improvements identified in the Water Master Plan.

COMMUNITY SERVICES

10. Develop Bliss Avenue. Development is a multi-year goal.
11. Increase affordable housing stock.

Housing

12. Execute project based voucher HAP contracts.

PPC Island Energy

- 13. Develop a PPC Procurement Policy.
- 14. Develop PPC strategic initiatives.
- 15. Support customer projects.

Community & Economic Development

- 16. Implement the Economic Development Strategic Plan.
- 17. Conduct Code Enforcement sweep of Madoline Way, resulting in 100% compliance.
- 18. Complete comprehensive Development Code update, including modifications to permitted uses within the Pedestrian Commercial (CP) district downtown, with the goal of maintaining 90% occupancy within first floor tenant spaces adjacent to Railroad Avenue and Cumberland Street (two-year goal).
- 19. Identify a funding mechanism for small businesses (less than 10 employees) to undertake façade and/or landscaping improvements and connect two property owners/business owners with façade enhancement funding, including a minimum of one commercial area outside of the Downtown Corridor.
- 20. Work with owners of Century Plaza to develop roadmap and conceptual layout for future redevelopment.

Environmental Services

- 21. Increase access to the Delta for the Pittsburg Community.
- 22. Develop a long-term Marina/Waterfront Maintenance Plan.
- 23. Implement SB 1383 Corrective Action Plan.

Finance

- 24. Migrate to a new Enterprise Resource Planning (ERP) System.
- 25. Pursue pension refinancing opportunities.

Human Resources

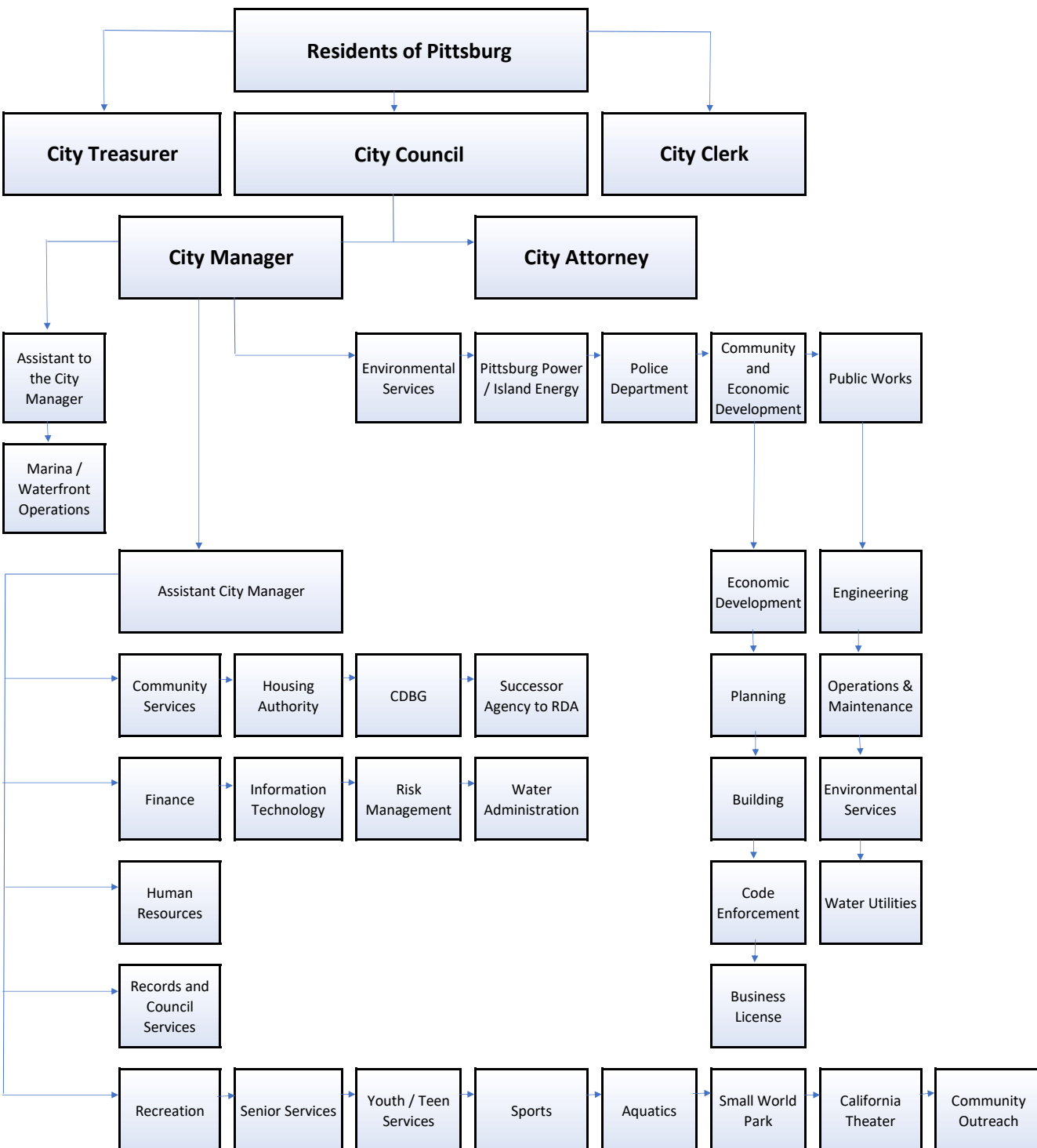
- 26. Redesign Performance Management Process.
- 27. Implement a public dashboard to promote City goals and KPI's.
- 28. Implement a Learning Management System.

Police

- 29. Traffic Education, Engagement, and Enforcement Plan.
- 30. Expand retail / commercial enforcement.
- 31. Staffing analysis for community needs.
- 32. PAL Program expansion / Explorer Program.

Recreation

- 33. Provide a holiday ice rink.
- 34. Increase non-sports programs/activities for residents of all ages.
- 35. Launch My Brother's Keeper (MBK) Pittsburg.



➤ BUDGET PROCESS AND BASIS OF BUDGETING

BUDGET PROCESS

The budget process begins in December and culminates seven months later with the adoption of the Annual Budget in June.

Mid Year Budget Review

Work begins in December of each year on the mid-year review. The mid-year review is a detailed analysis of all City revenues and expenditures during the current fiscal year. The mid-year report actual and estimates is published and distributed to the City Council, staff, and the general public for consideration during the month of February each year. The mid-year financial analysis provides the financial starting point for the subsequent year's Operating Budget.

Update General Fund 20-Year Forecast

Preparing accurate General Fund revenue and expenditure forecasts is an important part of the budget process. The update of the 20-year forecast of the General Fund begins during the mid-year budget review. The forecast is revised as necessary based on different budgeting scenarios and as more accurate revenue and expenditure data is available during the budget preparation process. The update and revisions occur again once year-end financial statements have been prepared.

Revenue Estimates

Revenue estimates are developed each year using the actual revenues realized from the prior fiscal year and adjusted upwards or downwards based on whether staff has information to suggest such an adjustment is necessary. For example, property taxes are adjusted based on the most recent assessed valuation reports that the City receives from the County. Similarly, the City's sales tax advisor develops sales tax revenue projections based on trends in various sales categories. Rate based revenues such as those associated with water, sewer, and Island Energy services are based on the current rates, recent consumption patterns, and anticipated changes to water supply due to rainfall patterns.

Budget Preparation

Budget packets are distributed by the Finance Department to each City department in January. Departments submit preliminary budget requests to the Finance Department in February/March. During this time all revenue sources are projected. Budget staff reviews departmental requests and compiles the Preliminary Budget. The requested budgets are then presented to Senior Management and the City Manager for review and approval.

Recommendations and revisions from review sessions are incorporated into the proposed operating budget. The Finance Subcommittee reviews, makes revisions as necessary, and recommends the proposed operating budget.

After recommendation by the Finance Subcommittee, the City Council holds Public Workshops to obtain input from the public. After giving due consideration to the public input, the City Council finalizes and adopts the budget by June 30th.

5-Year Capital Improvement Program

The City of Pittsburg 5-Year Capital Improvement Program (CIP) is a multi-year planning instrument that identifies the construction of new facilities and infrastructure, and for the expansion, rehabilitation, or replacement of existing City-owned assets. Each year a 5-year CIP is developed in conjunction with the operating budget and reflects changing priorities and funding availability. The 5-Year CIP is presented for the Community Advisory Commission and Planning Commission prior to seeking City Council approval.

Budget Amendments

All changes to the Operating Budget throughout the year require budget amendments which require the following levels of governing body approval:

Items Requiring Council or Agency Action

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

Items Delegated to the City Manager or Executive Director

- Budget modifications in excess of \$5,000 which do not increase total fund budget
- Transfers between departments and divisions so that the total fund budget remains the same
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same

Items Delegated to Department Heads

- Budget modifications of \$5,000 or less which do not increase total fund budget
- Allocation of departmental appropriations to line items except for salary and benefit appropriations
- Changes which exceed current funds disbursement authorizations must be approved by the City Manager/Executive Director. These changes cannot increase the department budget

BASIS OF BUDGETING

Governmental Funds include the General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds. The Governmental Funds and the Successor Agency to the Former Redevelopment Agency Funds are accounted for using the modified accrual basis of accounting. Modified accrual accounting recognizes revenues when they become available and measurable and, with a few exceptions, recognizes expenditures when liabilities are incurred. This system divides available funds into separate entities within the organization to ensure that the money is being spent where it was intended.

Proprietary funds include Enterprise Funds and Internal Service Funds. These funds are accounted for using the accrual basis of accounting. Accrual basis of accounting measures the performance and position of the City by recognizing economic events regardless of when cash transactions occur. The general idea is that economic events are recognized by matching revenues to expenses (the matching principle) at the time in which the transaction occurs rather than when payment is made (or received).

The budgetary process is based upon accounting for certain transactions on a basis other than generally accepted accounting principles (GAAP basis). The major difference between the budgetary basis and GAAP basis is that year end encumbrances are recognized as the equivalent of expenditures on the budgetary basis in governmental funds, while encumbered amounts are not recognized as expenditures on the GAAP basis.

➤ FY 2023/24 Budget Development Calendar

2023

January 2023						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 1/9 Distribution of Mid-Year Reports for Department Year-End Estimates
 1/16 City Holiday - Martin Luther King, Jr. Day
 1/17 Department Year-End Estimates Due to Finance

July 2023						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2023						
S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- 2/13 City Holiday - Lincoln's Birthday - City Offices Closed
 2/17 Finance Subcommittee Meeting - Mid-Year Review
 2/20 City Holiday - President's Day - City Offices Closed
 2/21 City Manager approval of Year-End Estimates
 2/23 Annual Budget Kick-off Email - Distribution of Operating Budget Worksheets

August 2023						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
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March 2023						
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- 3/1 Annual Budget Kick-off Meeting.
 3/6 PT, OT, Tuition Reimbursement, Equipment Request Forms due to Finance
 3/7 Staff Allocation due to Finance from HR
 3/15 Operating Budget Templates and Other Forms Due to Finance
 3/20 Mid-Year Review to Council
 3/23 Measure M Oversight Committee
 3/31 City Holiday - Cesar Chavez Day - City Offices Closed

September 2023						
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April 2023						
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- 4/3 Narratives Due to Finance
 4/4 - 4/20 Finance summarize Budget Requests
 CM-Finance-Dept Head Reviews/Meetings
 CM-Finance Review of Annual Budget
 4/21 Finance Subcommittee - FY 2023-24 Budget Review

October 2023						
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May 2023						
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- 5/1 City Council Budget Workshop
 5/19 Finance Subcommittee - Proposed FY 2023-24 Budget
 5/25 Measure M Committee Review
 5/29 City Holiday - Memorial Day - City Offices Closed

November 2023						
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June 2023						
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- 6/16 Finance Subcommittee Meeting - Proposed FY 2023-24 Budget
 6/19 Adoption of Gann Spending Limit
 6/19 Consideration and Adoption of the FY 2023-24 Budget
 6/19 Update General Fund 20 Yr Projections
 6/26 (Possible Special Meeting in case extension is needed)

December 2023						
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31						

Governmental Funds

General Fund

Special Revenue Funds

- American Rescue Plan Act (ARPA) Fund
- Asset Seizure Fund
- Bailey Road Maintenance Fund
- Budget Stabilization Fund
- California Theater
- CalHome Program
- City Housing Fund (former Successor Agency)
- Citywide Lighting & Landscape
- Community Capital Improvements
- Community Development Block Grants (CDBG)
- COPS Hiring Recovery
- Economic Development Fund
- Emergency Operations Center (EOC)
- Environmental Affairs Grant Funds
- Fire District CFD 2017-1
- Gas Tax Fund
- Gas Tax Road Maintenance & Rehab (RMRA)
- General Plan Update
- Geologic Hazard Abatement District (GHAD)
- Hillview Jr. High Field Maintenance
- Housing Authority Section 8
- Housing Rehabilitation
- Inclusionary Housing Fund
- Infrastructure Repair & Replacement Fund
- Kirker Creek Drainage Fund
- Marina Vista Field Replacement
- Marina Dredging & Infrastructure Improvement
- Measure J Tax Fund
- Neighborhood Stabilization Program
- NPDES - Stormwater
- Oak Hills Lighting & Landscape
- Park Dedication Fund
- Park Maintenance CFD 2007-1
- Pension Obligation Fund
- Police Grant Funds
- Project Amenities Management CFD 2015-1
- Prop-1B Local Street & Road Improvement
- Public, Education & Government Fee (PEG)
- Public Safety CFD 2005-1
- R/R Ave Specific Plan (eBart) CFD 2014-1
- Recycled Water Capital Maintenance
- Regional Traffic Mitigation Fund
- San Marco CFD 2004-1
- Solid Waste Fund
- Traffic Impact Fair Share Fund
- Traffic Mitigation
- US EPA Grants
- Vista Del Mar CFD 2005-2

Enterprise Funds

- Water Operations
- Water Facility Reserve
- Sewer Operations
- Sewer Facility Reserve
- Marina
- Island Energy
- Pittsburg Power
- Waterfront Operations

Fiduciary Funds

- Successor Agency to RDA
- RDA Obligation Retirement
- RDA Tax Allocation Bonds
- RDA Housing Bonds
- Assessment Districts
- Regional Freeway Security

Internal Service Funds

- Information and Communication Systems
- Fleet Maintenance
- Building Maintenance
- Fringe Benefits
- Pension Trust/Reserve Fund
- Liability Insurance

➤ MAJOR REVENUE SOURCES – GENERAL FUND

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. Major revenue sources in the General Fund include property taxes, sales taxes, unrestricted revenues from the state (e.g., motor vehicle-in-lieu fees), county tipping fees, franchise fees, development service fees, police fines and fees, and recreation program fees. Expenditures consist of general government operating expenses which include Human Resources, Finance, Police, Recreation, Public Works, and other services.



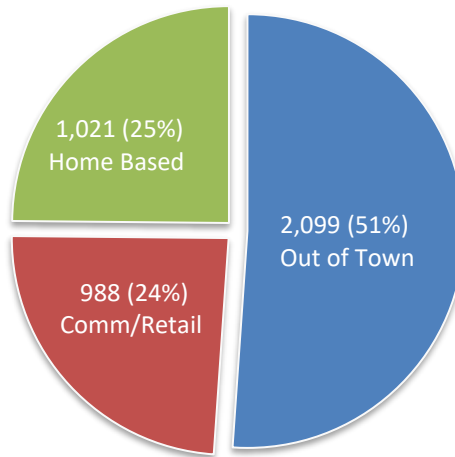
Administrative Recoveries

Administrative recoveries from the Water and Sewer Enterprises, the Lighting/Landscape Assessment District, the City of Pittsburg Housing Authority, and other non-General Fund sources reimburse the General Fund for administrative costs.

Business License Tax

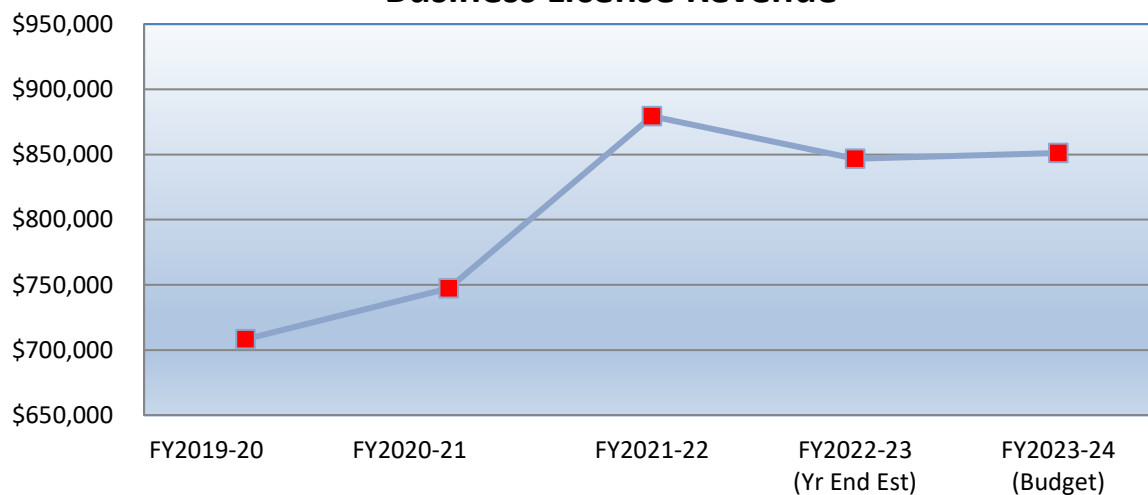
The Business License Tax is an annual tax on local businesses, based upon either gross receipts (under progressive tax rates) or flat fees, depending on the type of business. Generally, retail businesses, service providers, and contractors pay based on gross receipts, while professionals (e.g., accountants, lawyers, dentists) pay under a flat fee. The rates are established by City Ordinance. The City currently has 4,108 active business licenses of which 2,009 businesses are located within the City and 2,099 businesses are located outside of the City. This reflects a 22% increase (741 additional licenses) from the previous year as businesses slowly return to normalcy with the end of the Covid-19 pandemic.

Business License Breakdown By Business Type



With the increase in new businesses, along with anticipated increases in gross receipts as businesses continue to pick up, the City staff estimates business license revenues to increase to \$851,100 in FY 2023-24.

Business License Revenue



Community Benefit and Service Fee

The Community Benefit and Services Fee began in 2011. This fee, which started at \$300,000 for the first year and increases by an annual CPI inflation factor allows Pittsburg Disposal Service the exclusive right to collect refuse and recycling from all sectors in the community within the City of Pittsburg. The City estimates the Community Benefit and Service Fee in FY 2022-23 at \$694,000 to \$700,000 in FY 2023-24.

County Tipping Fees – Keller Canyon Mitigation

The Keller Canyon Mitigation was approved in 1994 as an Amendment to the Keller Canyon Landfill Land Use Permit. A Tipping Fee of \$3.00 per ton is divided between Contra Costa County (\$1.75 per ton) and the City (\$1.25 per ton). In FY 2021-22, the Keller Canyon Landfill processed 822,000 tons of taxable solid waste and 384,000 tons for the first 6 months in FY 2022-23. City staff anticipate revenues to remain consistent with an estimate of \$1,000,000 in FY 2022-23 and \$1,005,000 in FY 2023-24.



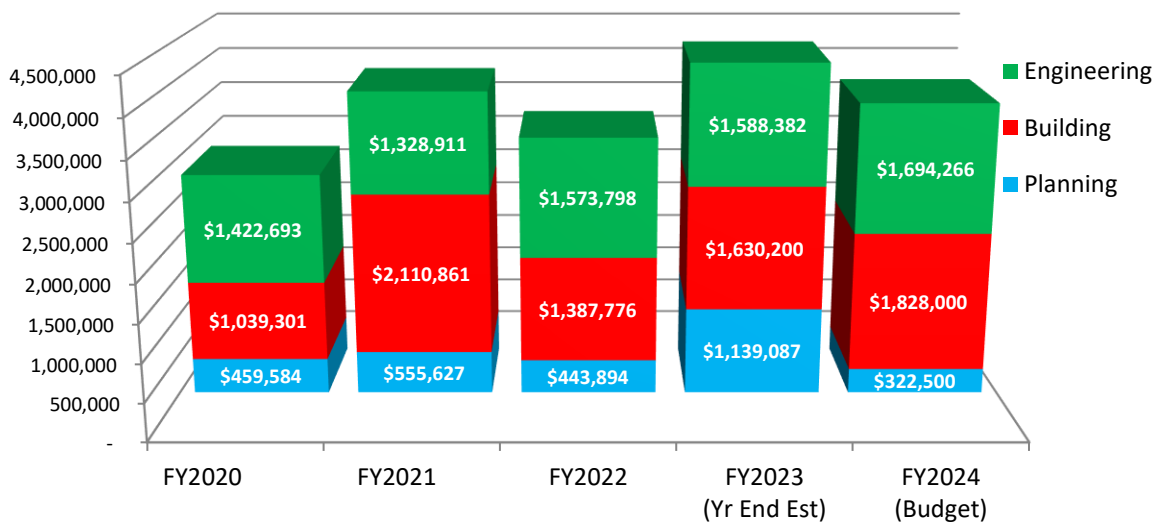
Community Development Service Fees

These revenues, which consist of design review charges, plan check services and building permits from the Engineering, Planning and Building Departments, are directly dependent upon the level of residential and commercial construction taking place in the community. These fees are generally collected during the planning and/or building permit process and are used to recover the costs of operating the City's development service functions such as planning, engineering, and building. With the onset of the Covid-19 pandemic in 2020, the City's revenue from county development service fees declined by 17% to \$2.9 million in FY 2019-2020 but saw a major increase of 37% to \$4.0 million in FY 2020-2021 as the City's development projects put on hold finally resumed. The Atchison apartments, a mixed-use development with 202 apartments and Diablo Energy's battery energy storage site, a 200-megawatt lithium-ion battery energy storage facility have both been recently proposed and constructed.



Along with the construction of Courtyard by Marriott, Home2 Suites Hotel, and Sprouts grocery store, staff anticipates the City's development fees at \$4.4 million in FY 2022-23 and \$3.8 million in FY 2023-24 due to the change in accounting for developer deposits.

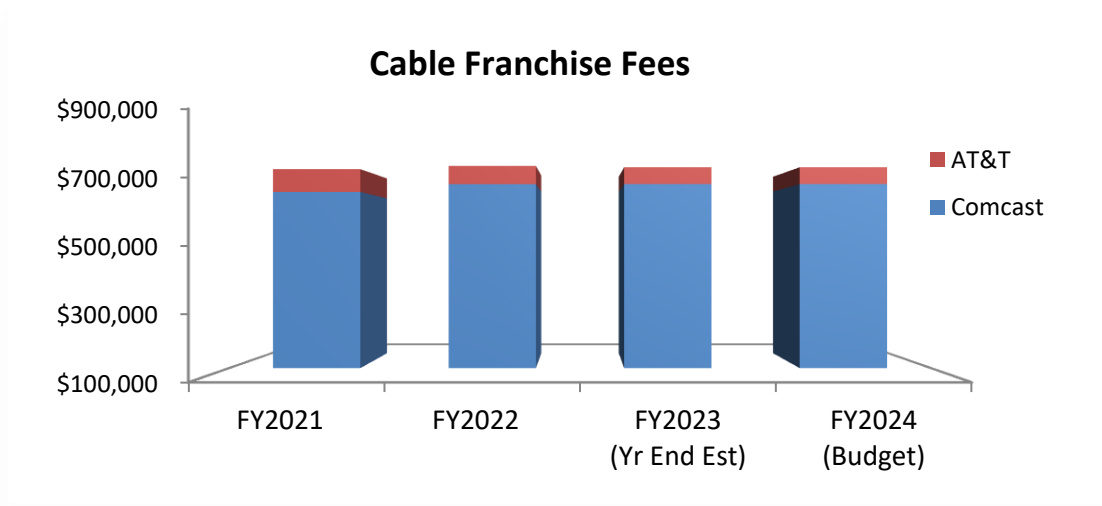
Development Service Fees



Franchise Fees on Cable

Cable service was originally regulated by local franchising authority and awarded non-exclusive franchises to serve local communities. This authority was transferred to the State Public Utilities Commission in 2007 with the passage of the Digital Infrastructure and Video Competition Act (DIVCA). The state franchise requires channels be set aside for public, educational, and government programming and a Franchise Fee, typically five percent, to be paid to the local host community. The City receives five percent (5%) franchise fees on gross receipts from Comcast Cable and AT&T U-Verse. Comcast Cable reported gross receipts are slightly higher, but AT&T reported gross receipts have been decreasing as their number of subscribers continue to drop. The City estimates franchise

fees to come in at \$755,000 for both FY 2022-23 and in FY2023-24.



Franchise Fee from the Recycling Center & Transfer Station (RCTS)

Contra Costa Waste Service, Inc., the operator of the RCTS, pays a Franchise Fee for the general benefit and to support City services. The franchise fee was \$600,000 starting in FY 1996-97 and adjusted by the Consumer Price Index (CPI) annually thereafter. The City estimates a 4% CPI increase bringing the franchise fees in FY 2022-23 to \$1,076,000 and \$1,097,000 in FY 2023-24.



YARD WASTE



WOOD



METAL



CONCRETE



E-WASTE

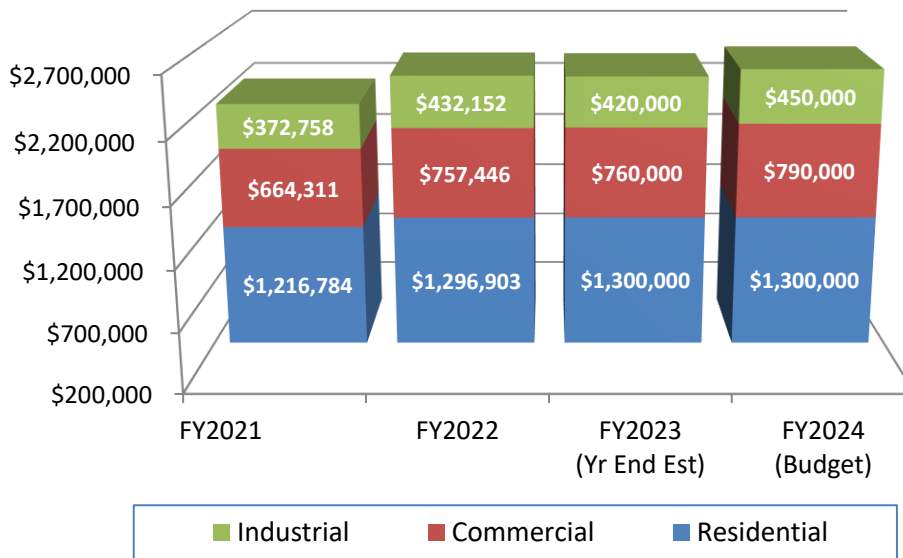


APPLIANCES

Franchise Fees on Refuse and Recycling

Pittsburg Disposal Service pays a Residential, Commercial, and Industrial Franchise Fee of 12 percent (12%) based on gross receipts. Gross receipts have increased based upon previously adopted rate increases by Pittsburg Disposal Service and increased growth of new developments and businesses within the City. The City anticipates the residential franchise fee revenue to remain consistent from last year and industrial and commercial franchise revenues to slightly increase as new developments are built. City staff estimates franchise revenue to come in with a 2% increase at approximately \$2.5 million in FY 2023-24.

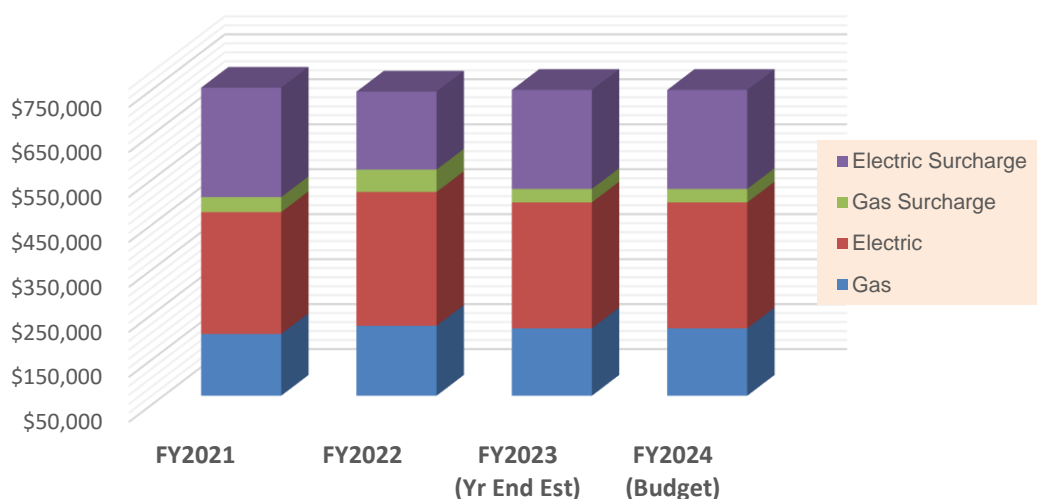
Refuse and Recycling Franchise Fees



Franchise Fees on Utilities

Utility Franchise Fees are paid by Pacific Gas & Electric Company (PG&E) for using City right-of-way for the transmission and distribution of electricity and natural gas to its customers. The Franchise Fee is a percentage of gross receipts; the Electricity Franchise is five percent, and the Gas Franchise is one percent. In addition, the City is paid a surcharge on electricity and natural gas to replace Franchise Fees lost due to deregulation. In April 2018, the City joined the Marin Clean Energy Community Choice Aggregation Program (MCE) designed to provide resources and incentives to help residents, businesses and public agencies become more energy efficient. Customers enrolled in the program purchase their commodity from a third-party energy service provider. Therefore, PG&E electric revenues decreased but the electric franchise fee surcharge increased due to PG&E billing customers a surcharge on the commodity purchased from the third party, in lieu of a franchise fee. In addition, as part of the California cap-and-trade program, which was designed to reduce the state's greenhouse gas emissions, PG&E distributed a semi-annual Electric California Climate Credit to its customers to ease the burden customers bear from higher electricity and gas rates. Based on recent activity with increasing gas prices and electric surcharges, City staff estimates franchise fee revenues to come in at \$730,000 in FY 2022-23 and in FY 2023-24.

PG&E Utility Franchise Fees



Interest and Investment Earnings

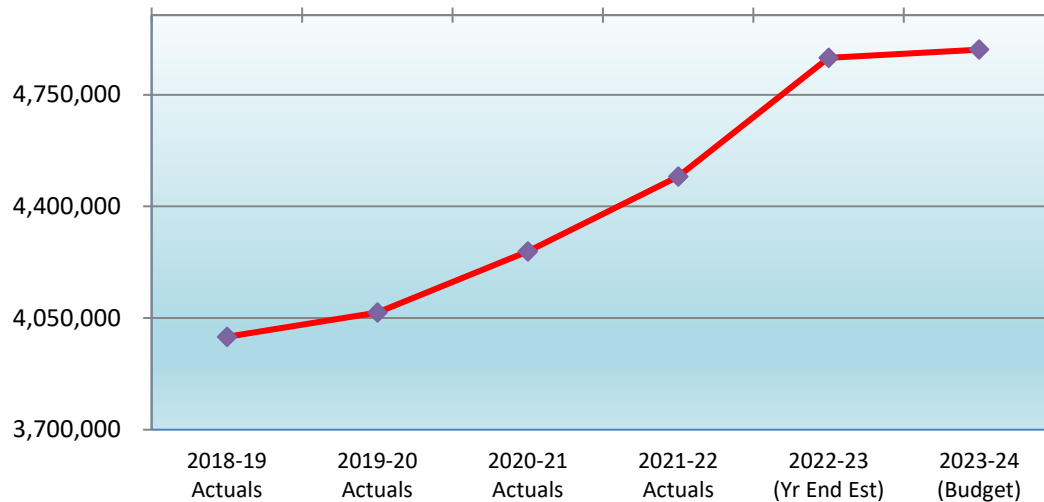
The City utilizes a strict cash management program to ensure that all available funds are invested to earn the maximum yield consistent with safety and liquidity. Interest and investment income are subject to extreme fluctuation making it difficult to analyze and predict trends. For the past two fiscal years, and the last few months in FY 2022-23, the lingering global economic impact of the Covid-19 pandemic, war in Ukraine, increasing gas prices, anticipated global recession, and political instability remains unknown. The City interest and investment earnings reflected mixed returns which makes it a challenge to forecast. With these risks, and uncertainty of the impact on the financial market, the City remains to be conservative and estimate interest and investment earnings to come in at \$270,000 in FY 2022-23 and \$476,000 in FY 2023-24.

Property Tax

Homes, businesses, and other taxable real and personal property are subject to a property tax rate of one percent of the assessed value. Assessed values are based on the 1975 property values with subsequent increases limited to two percent or CPI (Consumer Price Index), whichever is lower. However, when there is a transfer of property ownership, or when a new property is constructed, the property is appraised at the current market value. The City of Pittsburg's property tax revenue, is approximately 16 percent of the property tax rate on secured, unsecured, and unitary taxes that homeowners pay to the County. In recent years, the City has seen a gradual rise in property tax revenues attributable to increased property values as housing demand has picked up within the City, as well as the addition of several single-family and multi-family developments.

According to the Property Assessment Value (AV) report from Contra Costa County Assessor's Office, the City's AV increased by 3.5% in FY 2021-22 and then 12.6% in FY 2022-23 as a result of increased housing demands and lower interest rates. With the potential recession and the federal reserve increasing interest rates, and continuing global political instability, the City expects the housing market to be flat. City staff estimate property values within the City at \$4.9 million in FY 2022-23 and in FY 2023-24.

Property Tax Revenue



HISTORICAL GROSS ASSESSMENT VALUATION					
Fiscal Year	Land	Improvements	Personal Prop	Gross	Prior Year Variance
FY2011-12	1,212,412,953	4,256,357,435	141,090,919	\$ 5,609,861,307	-1.5%
FY2012-13	1,165,223,630	4,223,853,661	137,267,135	\$ 5,526,344,426	-1.5%
FY2013-14	1,255,042,127	4,347,436,227	128,832,623	\$ 5,731,310,977	3.7%
FY2014-15	1,442,385,836	4,664,153,180	133,949,553	\$ 6,240,488,569	8.9%
FY2015-16	1,605,095,513	4,888,258,096	125,511,128	\$ 6,618,864,737	6.1%
FY2016-17	1,742,190,654	4,930,330,068	127,586,933	\$ 6,800,107,655	2.7%
FY2017-18	1,920,471,203	5,170,256,626	114,841,147	\$ 7,205,568,976	6.0%
FY2018-19	2,109,900,611	5,449,816,081	128,190,760	\$ 7,687,907,452	6.7%
FY2019-20	2,255,555,877	5,657,611,817	157,539,189	\$ 8,070,706,883	5.0%
FY2020-21	2,441,445,585	5,909,340,322	148,221,163	\$ 8,499,007,070	5.3%
FY2021-22	2,601,891,577	6,048,882,599	145,539,095	\$ 8,796,313,271	3.5%
FY2022-23	2,934,135,491	6,786,006,533	183,448,408	\$ 9,903,590,432	12.6%

Source: Contra Costa County Assessor's Office

Property Transfer Tax

A transfer tax is imposed upon the transfer of real property. Pittsburg receives \$0.55 per \$1,000 of property value, which is the standard allowed under State law. Estimates are based on historical experience and market conditions. City staff estimates transfer tax

revenue of \$398,000 in FY 2022-23 and decrease to \$320,000 in FY 2023-24 due to increase interest rates potentially softening the housing market.

Police Fines and Fees



The Police Department's revenues are comprised largely from citations, moving violations, abandoned vehicle abatements, administrative citations, Proposition 172, and the half-cent sales tax (Measure M) for public safety services. A smaller portion of the revenues are generated from fees for services which include document and report reproduction, research services, court appearances, vehicle inspections, and fingerprinting services. Because of the nature of these fees and how they are derived, it is difficult to predict the level of activity and revenues generated, therefore estimates are based on the prior year's projected receipts and any pre-existing condition that would otherwise impact City services. City staff estimates administrative and support fees revenue to come in at \$8.8 million in FY 2022-23 and \$8.6 million in FY 2023-24.



Recreation Program Fees

The City's Recreation Department provides diversified year-round recreation programs based on the expressed needs and desires of the community. Recreational fees are charged to participants to help cover the costs of providing the program services. Fees are charged for facility rentals, community events, Small World Park, youth activities, sports, aquatics, and recreation classes. With the onset of the Covid-19 pandemic during FY 2019-20, recreational facilities were closed, and programs were suspended resulting in the decrease of City revenue by 71% (\$492,000) pre-pandemic times. However, with the end of the Covid-19 pandemic early this year, the City had since resumed normal activities. City staff anticipates revenue to return at pre-pandemic levels and estimate revenue of \$573,320 in FY 2022-23 and \$652,200 in FY 2023-24.



Sales Tax (Local Bradley Burns)

Sales tax is levied on goods and services at the point of sale. The Sales tax rate in Pittsburg is 9.25 percent, of which the City receives one percent. With the favorable ruling in 2018 in the case of South Dakota vs Wayfair, this allowed the State to charge tax on purchases made from out-of-state sellers. This has generated additional sales tax revenue source for the City for years to come. In 2020, with the onset of the Covid-19 pandemic, the City did not experience major decreases in sales tax revenue. Pittsburg's strong business category mix in construction, transportation, general retail, and business to business sectors were not financially impacted by Covid-19 but instead contributed to higher county pool allocation to the City as neighboring cities underperform. Based on the past three-quarter results in FY 2022-23, City staff estimate sales tax revenue at \$15.8 million for the current fiscal year and \$16.0 million in FY 2023-24.

Measure M – Temporary District Sales Tax Increase

In June 2012, the voters approved Measure P, a limited one-half percent sale and use tax, to preserve essential services throughout the City. Measure P originally was to reduce to one-quarter percent in FY 2017-18 and expire in FY 2022-23. In June 2016, the voters passed Measure M extending Measure P until June of 2035. Voters approved Measure M with 81.31% of the vote. Measure M will continue to support public safety, the Senior Center, jobs programs, road repair, youth services and services for victims of

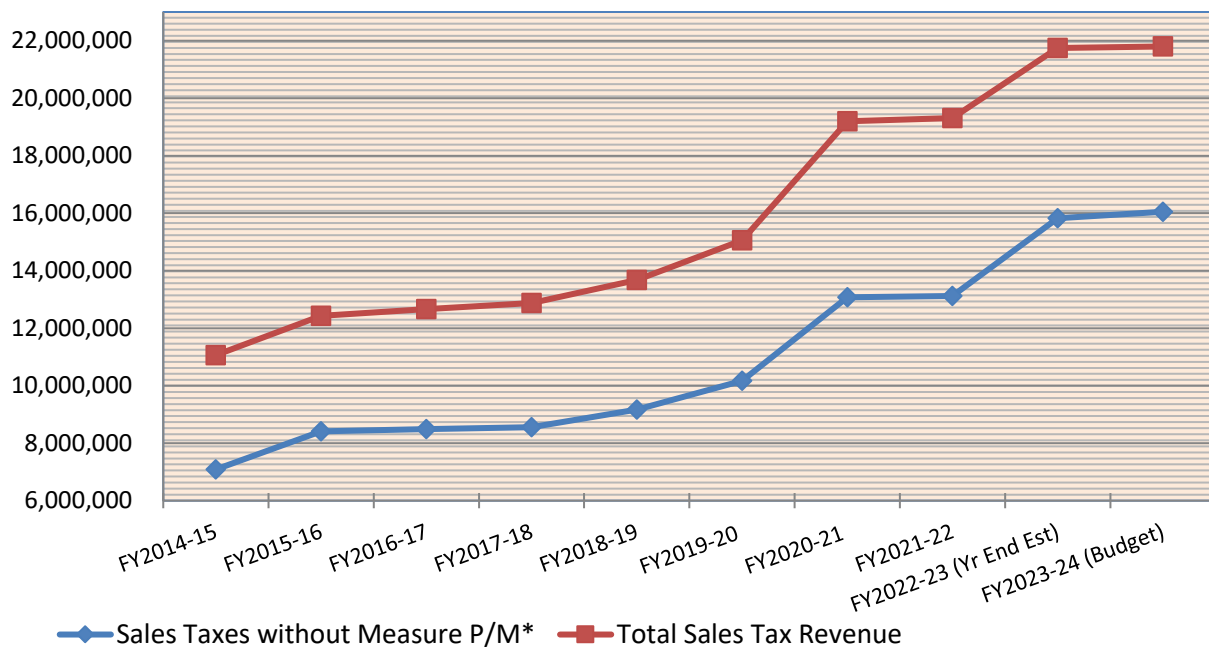
domestic violence within the City. Measure M requires a Citizens Oversight Committee to report on the revenues and expenditures of the measures. Despite increasing energy and supply prices, the City's revenue from Measure M remains consistent. The City's general retail business sector (Home Depot, Walmart, Target, WinCo, Winter Chevy/Honda) remains to be the City's top sales tax generators along with the City's transportation business sector resulting from increased gas prices. The forecast remains favorable although slightly lower for the City, due to Measure M being a point of origin sales tax. With this, the City estimate Measure M revenue to come in at \$6.4 million in FY2022-23 and \$6.2 million in FY2023-24.

A portion of Measure M revenues is being set aside to create a Youth Services Fund.

Total General Fund Revenues from both Sales Tax and Measure M are projected to be approximately \$21.7 million in FY 2022-23 and \$21.8 million in FY 2023-24.

Sales Tax Revenue

(Local Bradley Burns Sales Tax and Measure M District Tax)



*Measure M extended the additional 0.5% to the sales tax rate that began in FY2012-13 and now expire in FY2034-35

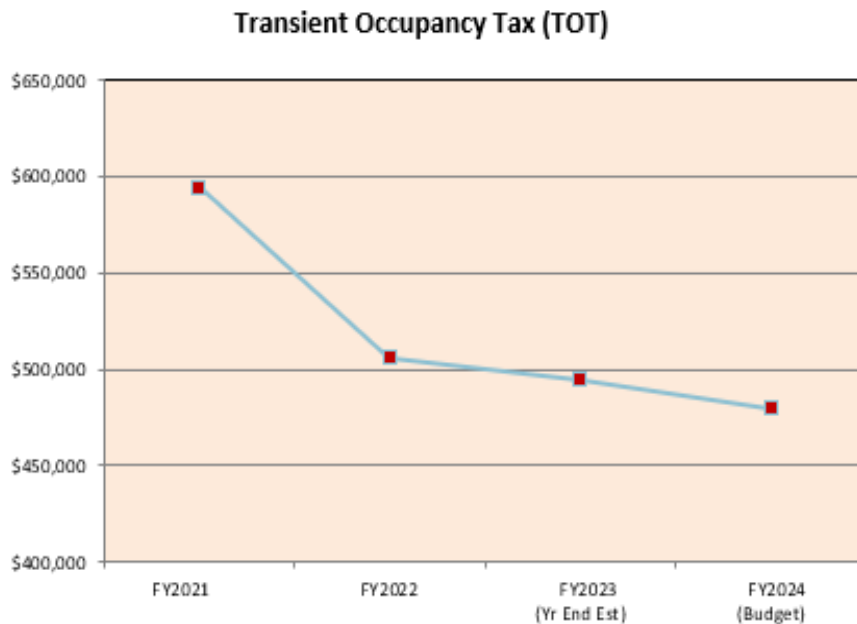
Transfer-In from other Funds

Transfers-In represent a transfer of cash from other funds to reflect the administrative support and other services provided by the General Fund. Examples would be Water and Sewer, Storm Water, Power, Island Energy, and miscellaneous Assessment District

funds. Other transfers such as Gas Tax and Measure J reflect street-related expenses incurred by the General Fund.

Transient Occupancy Tax (TOT or Hotel Tax)

The City of Pittsburg's Transient Occupancy Tax rate is currently ten percent and is paid by travelers staying at any of the City's three hotels. This current rate was increased from eight percent to ten percent effective January 2012. Staff expects a slow revenue recovery and based on the recent activity for the last 3 quarters, staff estimates TOT revenue at \$495,000 in FY 2022-23 and slightly lower at \$480,000 in FY 2023-24.



➤ **MAJOR REVENUE SOURCES – INTERNAL SERVICE FUNDS**

There are several Internal Services Funds that were created to account for the cost and revenues of services provided to other City departments for which those departments are charged.

Building Maintenance Fund

The Building Maintenance Division of the Department of Public Works maintains and oversees maintenance and service contracts for all City owned buildings. User charges are applied to the respective City departments, based on square footage, to provide the revenues to support the building maintenance functions, as well as to plan for future maintenance costs.

Fleet Maintenance Fund

The Fleet Maintenance Division provides maintenance of the City's vehicle and equipment fleet. User charges are applied to the respective City departments, based on the number of vehicles and usage, to provide the revenues to support this function.

Other Post-Employment Benefits (OPEB) Fund

The OPEB Fund provides for centralized accounting and funding of Retiree Medical expenses for the current year and funding for future years to reduce the long-term retiree health benefit liability. Each department contributes to this fund based on the number of employees.

Fringe Benefit Fund

The Fringe Benefit Fund provides for centralized accounting and funding of employee benefits including vacation buy-back, termination payouts, Workers Compensation, dental and unemployment insurance, and other miscellaneous benefit administrative costs. Each department contributes to this fund based on salary percentage.

General Liability Insurance Fund

The General Liability Insurance Fund provides a centralized funding mechanism to pay the City's insurance premiums, liability claims, and deductible expenses. The City procures insurance through Municipal Pooling Authority (MPA). Charges to City departments are based on salary percentage and claims received.

Information and Communications Fund

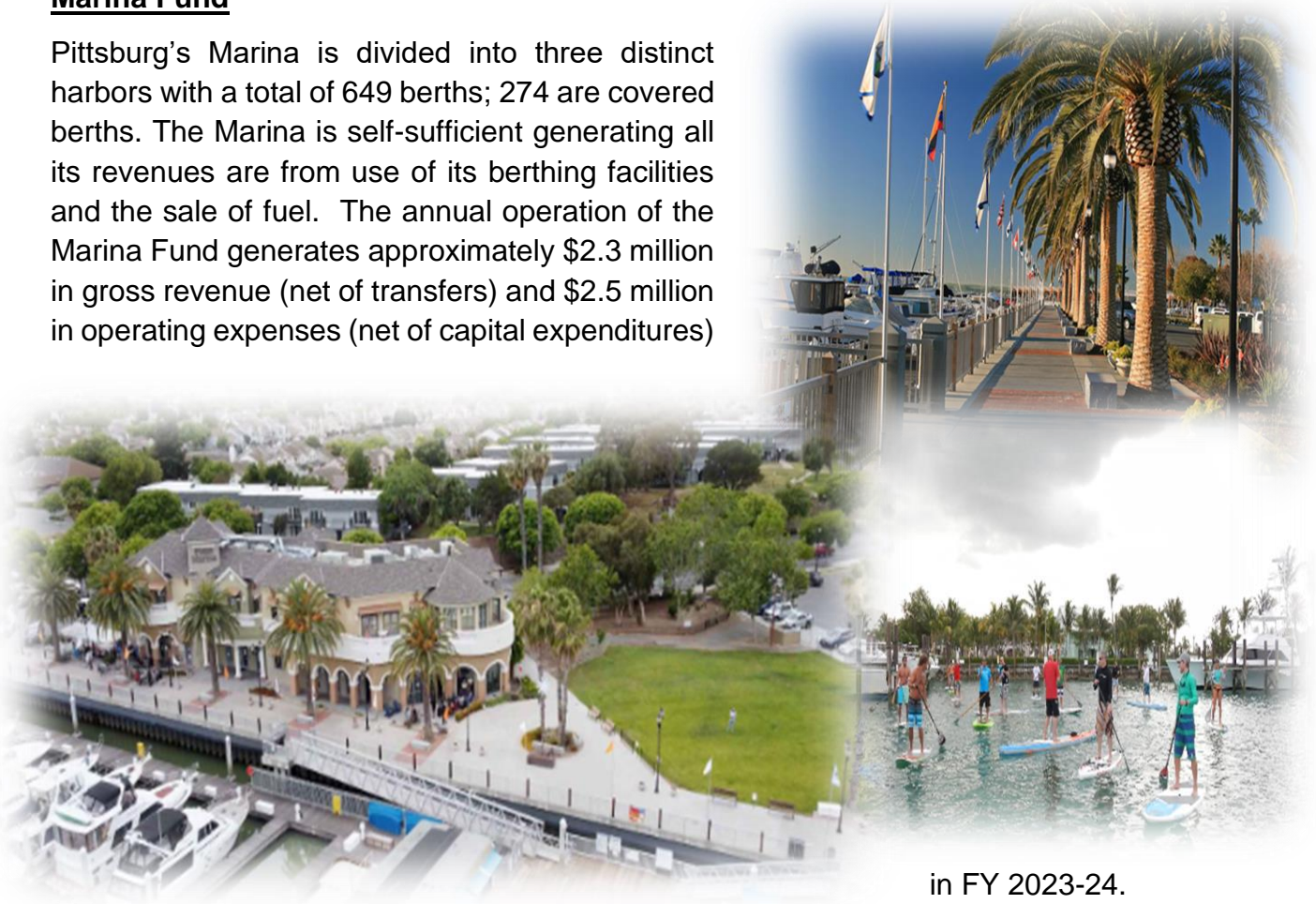
The City's Information and Communications Fund provides a centralized funding mechanism for the operation, maintenance and replacement of the Citywide network infrastructure, telephones, computer equipment and other hardware and software needs. Charges are applied to departments based on infrastructure usage.

➤ MAJOR REVENUE SOURCES – ENTERPRISE FUNDS

The City's Enterprise Funds account for the acquisition, operation and maintenance of government facilities and services which are entirely self-supported through user charges.

Marina Fund

Pittsburg's Marina is divided into three distinct harbors with a total of 649 berths; 274 are covered berths. The Marina is self-sufficient generating all its revenues are from use of its berthing facilities and the sale of fuel. The annual operation of the Marina Fund generates approximately \$2.3 million in gross revenue (net of transfers) and \$2.5 million in operating expenses (net of capital expenditures)



in FY 2023-24.

Pittsburg Power and Island Energy Funds

The Pittsburg Power Company (PPC) is a municipal utility formed under the California Constitution. The PPC does business in the City of Pittsburg and as Island Energy (IE) on Mare Island located in Vallejo, California. PPC develops revenue streams for the City of Pittsburg while retaining existing businesses and attracting new business. Island Energy distributes natural gas and electricity to the industries, schools, businesses, and residents on Mare Island. Island Energy's focus is to build capital asset value and income for the City of Pittsburg as Mare Island is redeveloped over time. The estimated gross revenue is \$9.1 million of which \$7.6 million is revenue from the electric operation and

\$1.1 million from gas operation offset by operating expenses of \$8.8 million in FY 2023-24.

Sewer Operating Fund

The City maintains the collection system that transports sewage to the treatment plant at Delta Diablo Sanitation District. The City charges water customers a fee to cover the cost to operate and maintain the system. The monthly sewer charge for a residential family is a flat fee. The non-single family and non-residential fees are based on a flat fee multiplied by their water consumption. The City's sewer fees have remained the same since March 2014. The estimated gross revenue is \$5.2 million and \$4.0 million in operating expenses in FY 2023-24. Any excess annual revenues over operating expenses are utilized to maintain and update the infrastructure of the system through capital projects.

Waterfront Operations Fund

The Waterfront Operations Department manages existing Trust Land leases, negotiating expired Trust Lands leases, and identifying un-leased areas for which Trust Lands leases are required. Staff estimates revenue at \$.95 million and operating expense at \$1.0 million in FY 2023-24.



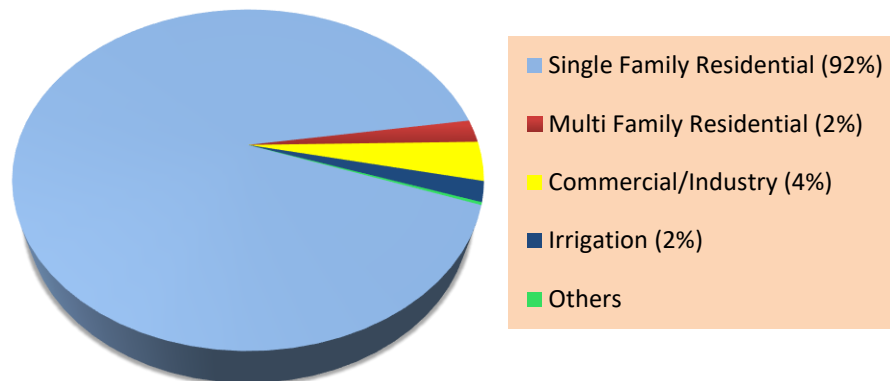
Water Treatment Plant and Operations Fund

The City operates and maintains its own water treatment plant. The City charges water customers fees for water usage to cover the cost to procure water as well as operate and maintain the City's water system.



Currently the City provides water service to approximately 19,348 customers of which 92 percent (17,802) of these accounts are for residential locations. The annual operation of the Water Fund is estimated to generate approximately \$30.0 million in gross revenue and \$28.0 million in operating expenses in FY 2023-24. Raw water and chemical supplies reflect an increase of 6% in the operating expenses. Any excess annual revenues over operating expenses are utilized to maintain and update the infrastructure of the system through capital projects.

Water Account By Customer Type



Water and Sewer Facility Reserve Charge Funds

A Facility Reserve Charge (FRC) or development impact mitigation fee is a charge to pay for public facilities in existence at the time the charge is imposed and to serve new

development, or to pay for new facilities that will be of benefit to the person or property being charged (new development or upgrades to existing meter capacity). FRC's are intended to recover a portion of the City's Capital Improvement Program costs and utility rate payers' prior investment in capital facilities that support land development through utility system expansion prior to new development.

The City has separate FRC's for both the water and sewer utilities. However, the development of FRC unit costs for the water and sewer utilities is very similar and addresses the same fundamental concerns. The payment of appropriate FRC's should:

- 1) Recoup the cost of new utility facilities that are necessary to provide utility services to new development, or
- 2) Recoup the value of utility facilities that have been previously provided for by ratepayer investment through construction, maintenance and rehabilitation and are now available for use by new developments.

The City has established separate funds to account for the water and sewer facility reserve charges.

➤ MAJOR REVENUE SOURCES – SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The City has several special revenue funds: Citywide Lighting and Landscape District, Oak Hills Lighting and Landscape District, National Pollutant Discharge Elimination System (NPDES) Storm Water, Geological Hazard Abatement District (GHAD), Community Development Block Grant (CDBG), San Marco Community Facilities District (CFD) 2004-01, Vista del Mar CFD 2005-2, Public Safety CFD 2005-1, Park Maintenance CFD 2007-1, Gas Tax, Measure C and M, Railroad Avenue Facilities District (CFD 2014-1), Park Dedication, Traffic Mitigation, Kirker Creek Drainage, Inclusionary Housing, Traffic Impact Fair Share, Economic Development and the Budget Stabilization Fund. The following defines several of the City's larger Special Revenue Funds:

Budget Stabilization Fund

This Budget Stabilization Fund (BSF) was established by the City Council on October 18, 2004. The BSF provides the City a cushion to help absorb costs during economic downturns and/or budget shortfalls. The BSF must maintain a minimum balance of \$2,000,000 or five percent of the city's general fund operating expenses, whichever is greater, but no more than \$7,500,000 or 25 percent of the City's annual general fund operating expenses, whichever is greater. One-time revenues and projected recurring revenues that exceed ten percent or more from previous fiscal years are deposited into the fund. Appropriations from the Budget Stabilization Fund require a majority vote of the City Council and may be made to balance the General Fund budget.

Economic Development Fund

During Fiscal Year 2004-05, the City Council adopted Resolution No.02-9703 that transferred \$6 million from the General Fund reserve to the newly created Economic Development Fund to provide financing for economic development activities within the City.



BART-able.



Education.



Community.

The Economic Development Fund revenues include Business Improvement District Tax (BID) collected on business license applications, City's Measure M proceeds allocation

of \$450,000, rental income, and transferred funds from the Pittsburg Power Company. Total revenues are estimated at \$673,772 with operating expenses of \$1.3 million in FY 2023-24.

Citywide Lighting and Landscape District

In 1988 the City established a Citywide Assessment District 1988-01 to fund the following services:

- Park maintenance, including park-related structures (restrooms, park facilities)
- Street median and right-of-way landscaping maintenance
- Street tree maintenance
- Sidewalk repair related to street tree damage only
- Streetlight energy maintenance and replacement costs

In June 2007, voters approved the \$25 per benefit factor for each residential land use, resulting in a total assessment of \$102.18 per residential unit and \$77.18 for commercial, institutional, churches, parking lots and nonprofit parcels. Assessment collections averages a little over \$3.0 million annually.



Lighting and Landscaping - Oak Hills Assessment District

In 1988 the City established a Citywide Assessment District 1988-02 Oak Hills to fund the following services:

- Right-of-way landscaping maintenance
- Street tree maintenance

- Sidewalk repair related to street tree damage only
- Streetlight energy maintenance and replacement costs

The assessment per benefit factor is \$77.18. There are 440 single family parcels in the district. The assessments collected are estimated to remain the same at \$36,666 in FY 2023-24.

Gas Tax Fund – Highway Users Tax Account (HUTA)

The State of California imposes per-gallon excise taxes on gasoline and diesel fuel, sales taxes on gasoline and diesel fuel and registration taxes on motor vehicles with allocations dedicated to transportation purposes. These allocations and grant monies are to be used for the maintenance, repair, and design of streets. The use of gas tax funds is restricted to street expenditures by State and Federal legislation. Revenue from the motor vehicle fuel taxes imposed are allocated under the following:

Section 2103 - Beginning in Fiscal Year 2010-11, Section 2103 was added to allocate funds from a new motor vehicle fuel excise tax that replaced previous city and county allocations from the Proposition 42 sales tax on gasoline. Section 2103 is known as the “fuel tax swap of 2010”. The funds are allocated to cities on a per capita basis and to counties based on the proportion of registered vehicles and maintained county road miles.

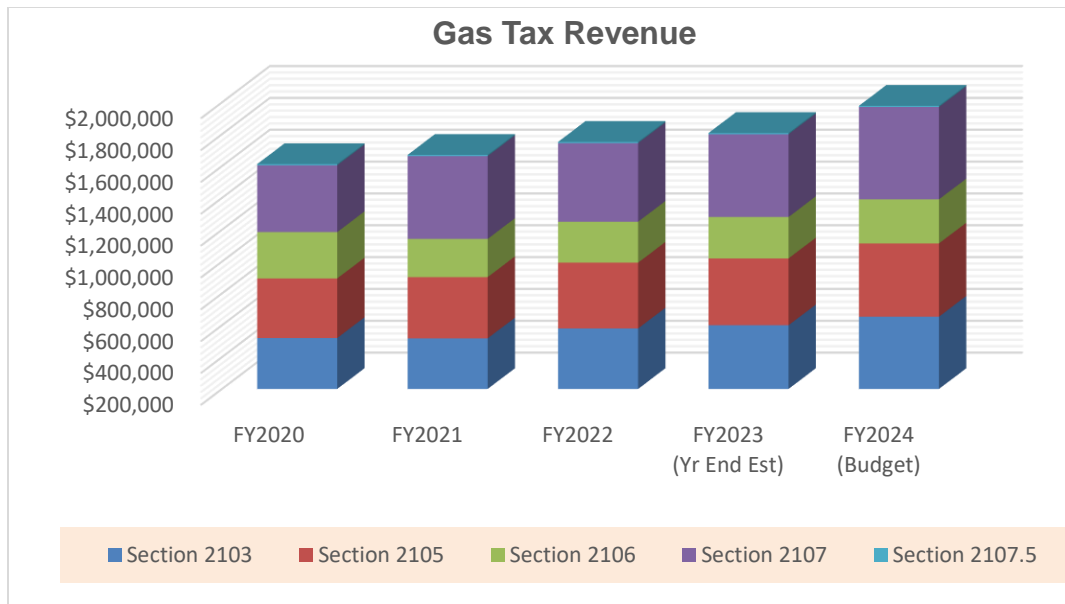
Section 2105 – Allocates 11.5 percent of the tax revenues in excess of 9 cents per gallon monthly among cities based on population.

Section 2106 – Revenues equal to 1.04 cents per gallon are allocated as follows:

- \$7.2 million per year to the State Bicycle Transportation Account
- \$400 per month to each city
- \$800 per month to each county
- The residual amount to each county and cities based on registered vehicles.

Section 2107 – Monthly allocations to cities of \$1.315 cents per gallon of gasoline, \$1.8 cents per gallon of diesel, and \$2.59 per liquefied petroleum gas.

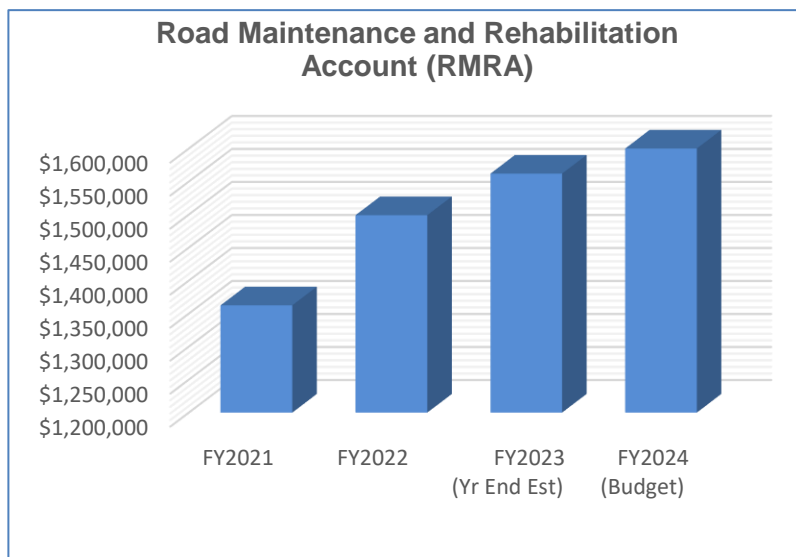
Section 2107.5 – Funds (about \$2.6 million per year) are allocated to cities annually in July based on population. Funds must be used for engineering costs and administrative expenses related to city streets. Based on projections from California League of Cities and increase in gas prices, City staff estimate gas tax revenue to increase to \$1.8 million in FY 2022-23 and \$2.0 million in FY 2023-24



SB-1 Gas Tax Fund – Road Maintenance and Rehabilitation Account (RMRA)

The Road Maintenance and Rehabilitation Account (RMRA) bill was enacted under the Road Repair and Accountability Act of 2017 also known as SB-1. Announced on March 29, 2017, SB-1 increased the gasoline excise tax by \$0.12 cents per gallon and \$0.20 cents per gallon to the diesel fuel excise tax effective November 1, 2017, in addition to other vehicle registration tax and fee increases that became effective on January 1, 2018. Unlike the HUTA funds, SB-1 revenues must be used for road maintenance and rehabilitation projects and contains specific accountability and reporting requirements. It requires the City to submit an annual report of project completion to the California Transportation Commission (CTC) to receive RMRA funds.

Based on updated projections from California League of Cities, the City estimates revenue to increase at \$1.6 million in FY 2023-24.



Housing Authority Fund

The Federal Housing and Urban Development Department (HUD) provides housing vouchers to eligible low-income families, the elderly, and the disabled allowing them to afford decent, safe, and sanitary housing.

HUD also provides housing vouchers to homeless veterans participating in the HUD Veterans Affairs Supportive Housing (VASH) Program. The HUD-VASH program combines the HUD Housing Choice Voucher rental assistance for homeless veterans with the case management and clinical services provided by the Department of Veterans Affairs (VA) at its medical centers in the community. The City's Housing Authority manages the HUD system and is reimbursed for vouchers issued by HUD. Additional information regarding the housing authority revenue assumptions can be found in the Overview Section labeled Housing Authority 7-Year Forecast and Balancing Plan.

Kirker Creek Drainage Fund

The City collects fees from developers of properties that are within the Kirker Creek Watershed Drainage Area. These fees are deposited into a separate special revenue fund to be expended solely for land acquisition, construction, engineering, administration, repair maintenance and operating of planned drainage facilities within the drainage area, or to reduce the principal or interest of any bonded indebtedness of the drainage area.

Measure J Fund

In 1988, the Contra Costa County voters approved a one-half cent sales tax called Measure C for the purpose of funding transportation projects within the County. The imposition of the sales tax expired March 31, 2009, and was replaced with Measure J. This measure allocates sales tax to cities within the County based on population and road mileage. These funds may be used only for transportation and transit related projects. City staff estimates allocations from the county at \$1,069,655 in FY 2022-23 and \$1,100,000 in FY 2023-24.

National Pollutant Discharge Elimination System (NPDES)

NPDES is a joint effort of the Planning, Engineering and Public Works departments through the Contra Costa County Clean Water Program. Since 1993, the City has worked with Contra Costa County, Contra Costa County Flood Control and Water Conservation District and 15 other cities in the county to meet federal mandates for minimizing pollutants in storm water runoff.

Revenues are used to fund its pro-rata share of the Clean Water Program's staffing and



State Water Resources Control Board

overhead costs as well as local level activities necessary to comply with provisions of the joint Municipal Regional Permit (MRP).

Contra Costa County collects a property assessment of \$30 per Equivalent Runoff Unit each year on behalf of the City to fund its clean water activities. The fee cannot be increased without a two-thirds majority vote of property owners. Revenue is estimated at \$1.3 million in FY 2023-24.

Park Maintenance Community Facility District (CFD 2007-1)

The Park Maintenance CFD 2007-1 is dedicated to enhancing the quality of life for the citizens and visitors of the district and provides a level of grounds care and customer service that promotes a positive community image. There is a total of 2,152 parcels in the district. In FY 2023-24 CFD collections are estimated to be \$157,785 with maximum special tax rate per residential unit of \$73.32. Additionally, on June 2006 the City entered into a joint use agreement with Mount Diablo Unified School (MDUSD) of which MDUSD will pay its share of 50 percent of the annual maintenance cost of Delta View Elementary School (Lasater) Park. City estimates its 50 percent share at \$25,000 in FY 2023-24.



Public, Education & Government Fees (PEG)

The California Public Utility Commission (CPUC) administers certain provisions of the state franchises under the Digital Infrastructure and Video Competition Act (DIVCA). Some areas of DIVCA are administered by the City, specifically, the collection of franchise fees, PEG issuance, and enforcement of customer service standards. Each state franchise holder shall remit to the City a fee to support PEG channel facilities in the amount of one percent of the gross revenues of the state franchise holder. Revenues collected shall be only expended for the purpose of supporting PEG channel facilities. The City receives one percent of gross receipts from Comcast Cable and AT&T U-Verse.

The City anticipates receiving \$155,000 (\$135,000 from Comcast and \$20,000 from AT&T) in FY 2023-24.

Park Dedication Fee Fund

The City collects Park Dedication Fees in lieu of land from developers of properties and deposits these monies in this separate special revenue fund. These funds may be used for the design, development and construction of new parks or the expansion and rehabilitation of existing parks within the City.

Railroad Avenue Specific Plan Area Community Facilities District (CFD 2014-1)

On March 3, 2014, the City Council adopted the formation of the Railroad Avenue Specific Plan Area CFD 2014-1. This is a one-time special tax to finance the construction of a Bay Area Rapid Transit (BART) station at the intersection of Railroad Avenue and Highway 4. This levy will also fund the acquisition and development of certain public facilities in and for the City which includes roadway widening and construction of pedestrian and bicycle pathways, public transportation improvements, bicycle facilities and public parking, construction of a plaza and streetscape as well as installation of public art. The special levy tax rate ranges from \$660/unit to \$2,000/unit based on tax zone for residential properties and \$0.49/square foot to a maximum of \$1.50/square foot based on tax zone for non-residential properties. Effective July 1, 2014, and each July thereafter, these rates increase by 2 percent annually. Future development includes construction of



a Starbucks coffee shop and a Courtyard by Marriott hotel.

Southwest Pittsburg GHAD II

On February 20, 2001, the City Council created the Southwest Pittsburg Geological Hazard Abatement District II (GHAD) as a separate legal entity from the City to provide maintenance of slopes in the open space areas of Southwest Pittsburg. Funding for the GHAD is provided through assessment fees levied on the property taxes of the homes built in the hillside areas. Of the approximately 2,401 parcels included in the district, most are single-family units under two acres in Oak Hills and San Marco and are assessed \$242.82 per year. Detached single-family unit parcels located in the Vista Del Mar subdivision are assessed at \$419.62 per year. This fund centralizes the accounting for the revenues and expenses associated with GHAD as required by law. City staff estimates special assessment fees to come in at \$1.2 million in FY 2022-23 and \$1.3 million in FY 2023-24.

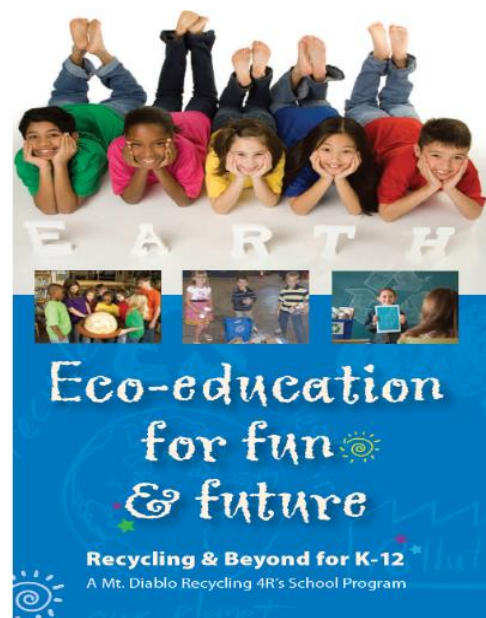
San Marco Community Facilities District (CFD 2004-1)

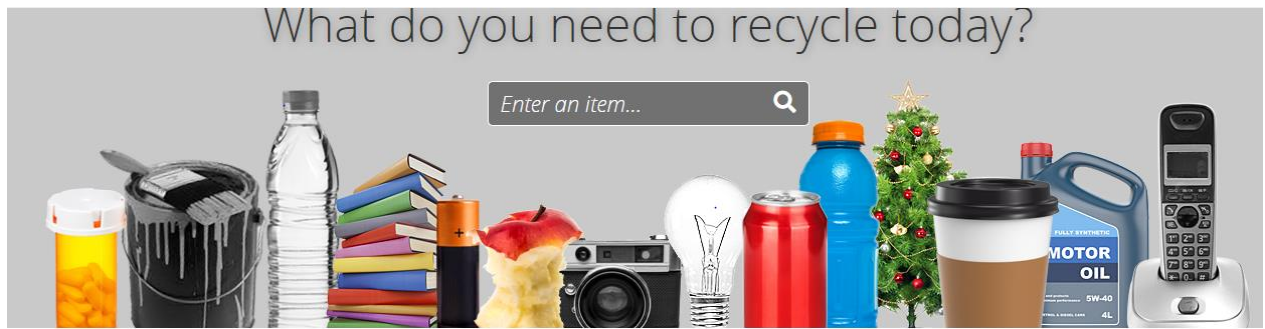
On June 7, 2004, the City Council approved the formation of the San Marco CFD 2004-1 to provide police services to the surrounding area. There are a total of 1,741 taxable parcels and City staff estimates revenue to be at \$1.4 million FY 2023-24, with maximum special tax rates per residential unit of \$821.26.

Solid Waste Fund

Under the Recycling Center and Transfer Stations (RCTS) operating agreement with the Contra Costa Waste Service, Inc. (CCWS), the City receives a Recycling and Inspection Fee of a flat rate (\$1.91/ton effective October 2018) plus annual CPI adjustment on all solid waste and recycled material accepted at the transfer station.

Solid Waste Management creates and implements programs and services for schools, City offices, businesses, and the community by promoting waste prevention, reuse and recycling to meet the state-mandated, AB 939 (50 percent waste diversion requirements leading to the eventual 'zero-waste' formula). With a slight increase anticipated in tonnage (approximately 344,000 tons at \$2.18/ton), city staff expects solid waste recycling and inspection fee revenue from CCWS at \$710,000 in FY 2022-23 and at \$750,000 in FY 2023-24.





Vista Del Mar Community Facilities District (CFD 2005-2)

On September 19, 2005, the City Council approved the formation of the Vista Del Mar CFD 2005-2. The authorized services funded by the special tax revenue include police protection services for the residents within the CFD. There is a total of 508 residential parcels. Staff estimates revenue in the amount of \$733,580 in FY 2023-24.

Public Safety Community Facilities District (CFD 2005-1)

On August 1, 2005, the City Council approved the formation of the Public Safety Services CFD 2005-1 to provide funding for public safety services to residents and businesses within the district. There is a total of 1,143 residential and non-residential parcels. Staff estimates revenues to be \$1,020,698 for FY 2023-24, with maximum special tax rates per residential unit of \$821.26 and \$1,642.52 per acre for non-residential.

➤ MAJOR REVENUE SOURCES – FIDUCIARY FUNDS

Successor Agency to the Former Pittsburg Redevelopment Agency - Redevelopment Obligation Retirement Fund

AB1X 26, adopted in June 2011, required redevelopment agencies to be dissolved and replaced with Successor Agencies responsible for winding down the affairs of the redevelopment agencies including disposing of their assets. The City is the Successor Agency to the former Pittsburg Redevelopment Agency. Successor Agencies must adopt Recognized Obligation Payment Schedules (ROPS) annually that identify enforceable obligations consisting of bonds, loans, payments required by governments (except pass-through payments), court judgments and settlements, legal contracts and agreements and contracts necessary for continued administration.

➤ General Fund 20-Year Forecast

In 2004, the City Council established a Budget Stabilization Fund (BSF) to assist with balancing the City's Funds, but primarily the City's General Fund, in the event revenues decline or the City experiences unexpected and/or uncontrollable cost escalations due to changes in the economy. When the BSF was established, the City Council ensured funding by requiring one-time General Fund monies be deposited into the Fund. Again, in 2012 and 2017, the City Council made modifications affecting the BSF by implementing and updating the Fiscal Sustainability Ordinance (FSO). These requirements ensure that the City's General, Internal Service, and Enterprise Funds be structurally balanced by maintaining a 30 percent minimum reserve. The BSF must also maintain a minimum of \$2,000,000 or five percent of the General Fund's operating expenses. To accomplish this, the City diligently reviews the fiscal health of the Funds.


The 20-year Forecast has been a great tool for the City Council and Management to develop current fiscal year budgets, while establishing longer-range forecasts that incorporate anticipated fluctuations of revenues and expenditures over the next 20 years. The City Council and staff are aware of the continuing need to balance providing services with controlling costs and will continue to utilize this forecast model to address the City's fiscal projections. The accompanying 20-year forecast utilizes the latest information from both external experts and staff to project revenues and expenditure impacts on the General Fund.

Major assumptions used to develop long-term forecasts are as follows:

<u>Revenue Assumptions</u>	<u>Expenditure Assumptions</u>
<p>Total Revenues – are projected to increase by 8.1% during FY2023-24</p> <ul style="list-style-type: none"> • Sales & Use Taxes are projected by outside economic consultant • Increases in Housing, Commercial, and Industrial revenues starting in FY 24-25 • Measure M Sales Tax revenues will expire June 2035 • Successor Agency pass-through will end in FY 29-30, offset by additional property taxes in FY 30-31 • New Hotel delayed, resulting in increased TOT income starting in FY 2024-25 • General Fund ARPA Revenues of 1,190,000 for City Council Approved Enterprise Resource Planning Software 	<p>Total Expenses – are projected to increase by 4.3% during FY 2023-24 including:</p> <ul style="list-style-type: none"> • A 4% cost of living adjustment for salaries is projected for FY 2023-24 • Pension costs are projected by CalPERS • Health Care and other benefits costs continue to rise at a rate greater than the increase in revenues • The City's Lighting and Landscaping District is subsidized by the General Fund • Attrition savings for 2023-24 are 9.7% of salaries and benefits. • 7.6 Million for City Council approved projects funded by Measure M surplus and General Fund surplus funding "buckets"



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City of Pittsburgh 20-Year General Fund Forecast					Amended Budget	Proposed Budget									
					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33
	Annual Revenues:														
		Taxes - Property, Sales, TOT, Franchise & Motor Vehicle			\$43,159,230	\$43,600,939	\$45,582,519	\$47,042,678	\$48,552,002	\$50,109,946	\$51,717,643	\$56,895,549	\$60,413,003	\$62,448,614	\$64,559,925
		Fees, Intergovernmental, Permits, Fines and Service Charges			8,692,211	7,749,416	7,831,040	7,913,851	7,997,873	8,083,130	8,169,650	8,257,457	8,346,578	8,437,041	8,528,874
		Transfers In from Other City Funds			5,616,237	5,297,476	5,309,827	5,322,240	5,334,715	5,347,253	5,359,853	5,372,516	5,385,242	5,398,033	5,410,887
		Other Revenues			4,139,304	4,266,332	4,322,203	4,378,946	4,436,576	4,495,109	4,554,561	4,614,948	4,676,286	4,738,592	4,801,882
	Total Annual Revenues:				\$61,606,982	\$60,914,163	\$63,045,589	\$64,657,714	\$66,321,166	\$68,035,438	\$69,801,707	\$75,140,469	\$78,821,109	\$81,022,279	\$83,301,568
	Potential New or Short Term Revenues:														
		One Time Monies			\$0	\$1,190,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		City Property Lease Revenue			0	0	217,548	222,598	237,748	237,748	242,569	257,031	257,031	257,031	257,031
		TOT from New Development			0	0	1,084,050	1,105,731	1,620,596	1,653,008	1,686,068	1,719,789	1,754,185	1,789,269	1,825,054
		Commercial and Industrial Development			0	0	71,687	94,472	94,472	94,472	94,472	94,472	94,472	94,472	248,972
		Housing Development			0	0	1,206,615	1,824,163	2,416,111	3,153,513	3,714,851	4,276,189	4,837,527	5,398,865	5,960,204
	Total Potential New or Short Term Revenues:				\$0	\$1,190,000	\$2,579,900	\$3,246,963	\$4,368,926	\$5,138,740	\$5,737,959	\$6,347,481	\$6,943,215	\$7,539,637	\$8,291,261
	Total Revenues:				\$61,606,982	\$62,104,163	\$65,625,488	\$67,904,678	\$70,690,091	\$73,174,178	\$75,539,666	\$81,487,951	\$85,764,324	\$88,561,916	\$91,592,829
	Annual Expenses:														
		Salaries			\$21,595,987	\$25,037,068	\$26,243,040	\$27,205,836	\$28,200,016	\$29,226,555	\$30,286,460	\$31,380,767	\$32,510,546	\$33,676,897	\$34,880,955
		Vacancy Rate/Attrition Savings			(1,530,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)
		CalPERS			8,589,622	9,087,914	10,709,241	11,327,402	11,741,679	12,269,773	13,205,458	13,521,433	13,704,098	13,721,006	13,645,485
		Section 115 Trust			245,687	245,524	245,524	245,524	245,524	245,524	245,524	245,524	245,524	245,524	245,524
		Benefits & Insurance			10,910,488	12,147,730	12,953,483	13,627,218	14,338,629	15,089,878	15,883,253	16,721,176	17,606,214	18,541,081	19,528,656
		Contractual and Professional Services			15,877,231	12,210,314	12,473,238	12,742,356	13,017,839	13,299,864	13,588,613	13,884,274	14,187,043	14,497,121	14,814,718
		Transfers Out and Other Costs			9,648,329	12,506,499	6,982,873	7,118,051	7,256,247	7,397,538	7,542,000	7,689,715	7,840,764	7,995,233	8,153,210
		Pavement Maintenance			1,462,360	1,901,300	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
		One Time Expense			0	0	0	0	0	0	0	0	0	0	0
	Total Annual Expenses:				\$66,799,704	\$69,690,349	\$66,661,399	\$69,320,387	\$71,853,934	\$74,583,132	\$77,805,308	\$80,496,890	\$83,148,189	\$85,730,863	\$88,322,548
	Potential New or Short Term Expenses:														
		New Expenses Not Yet Identified			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		[Placeholder]			0	0	0	0	0	0	0	0	0	0	0
	Total Potential New or Short Term Expenses:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Expenses:				\$66,799,704	\$69,690,349	\$66,661,399	\$69,320,387	\$71,853,934	\$74,583,132	\$77,805,308	\$80,496,890	\$83,148,189	\$85,730,863	\$88,322,548
	Use or Surplus of General Fund Reserves:				(\$5,192,722)	(\$7,586,186)	(\$1,035,910)	(\$1,415,710)	(\$1,163,843)	(\$1,408,954)	(\$2,265,642)	\$991,061	\$2,616,135	\$2,831,053	\$3,270,281
	General Fund Reserve:														
		Total General Fund Reserve + BSF			\$30,200,566	\$22,614,380	\$21,578,470	\$20,162,760	\$18,998,917	\$17,589,962	\$15,324,320	\$16,315,381	\$18,931,516	\$21,762,570	\$25,032,851
		Total General Fund Reserve Held In Property			7,905,889	7,905,889	8,064,007	8,225,287	8,389,793	8,557,589	8,728,740	8,903,315	9,081,381	9,263,009	9,448,269
	Total General Fund Reserve:				\$38,106,455	\$30,520,269	\$29,642,476	\$28,388,047	\$27,388,709	\$26,147,551	\$24,053,061	\$25,218,696	\$28,012,898	\$31,025,579	\$34,481,120
		Compliance with Fiscal Sustainability Ordinance			Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

City of Pittsburg											
20-Year General Fund Forecast											
		FY 2033-34	FY 2034-35	FY 2035-36	FY 2036-37	FY 2037-38	FY 2038-39	FY 2039-40	FY 2040-41	FY 2041-42	FY 2042-43
	Annual Revenues:										
	Taxes - Property, Sales, TOT, Franchise & Motor Vehicle	\$66,749,950	\$69,021,828	\$61,452,429	\$66,283,037	\$68,463,349	\$70,724,031	\$73,068,297	\$75,499,495	\$78,021,115	\$80,636,796
	Fees, Intergovernmental, Permits, Fines and Service Charges	8,622,106	8,716,767	8,812,887	8,910,498	9,009,631	9,110,319	9,212,597	9,316,499	9,422,060	9,529,317
	Transfers In from Other City Funds	5,423,805	5,436,788	5,449,836	5,462,949	5,476,127	5,489,372	5,502,683	5,516,060	5,529,504	5,543,015
	Other Revenues	4,866,176	4,931,489	4,997,840	5,065,247	5,133,730	5,203,306	5,273,996	5,345,819	5,418,796	5,492,946
	Total Annual Revenues:	\$85,662,036	\$88,106,872	\$80,712,992	\$85,721,730	\$88,082,837	\$90,527,029	\$93,057,573	\$95,677,873	\$98,391,475	\$101,202,074
	Potential New or Short Term Revenues:										
	One Time Monies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	City Property Lease Revenue	261,216	273,768	273,768	273,768	273,768	277,172	287,383	287,383	287,383	287,383
	TOT from New Development	1,861,555	1,898,786	1,936,762	1,975,497	2,015,007	2,055,307	2,096,413	2,138,342	2,181,108	2,224,731
	Commercial and Industrial Development	248,972	248,972	248,972	248,972	428,972	428,972	428,972	428,972	428,972	428,972
	Housing Development	6,521,542	6,985,396	7,449,251	7,913,105	8,376,960	8,631,360	8,885,760	9,140,160	9,394,560	9,648,960
	Total Potential New or Short Term Revenues:	\$8,893,284	\$9,406,922	\$9,908,752	\$10,411,342	\$11,094,707	\$11,392,811	\$11,698,528	\$11,994,856	\$12,292,023	\$12,590,045
	Total Revenues:	\$94,555,321	\$97,513,794	\$90,621,744	\$96,133,072	\$99,177,543	\$101,919,839	\$104,756,101	\$107,672,729	\$110,683,498	\$113,792,120
	Annual Expenses:										
	Salaries	\$36,123,889	\$37,406,905	\$38,731,243	\$40,098,183	\$41,509,043	\$42,965,182	\$44,467,999	\$46,018,937	\$47,619,481	\$49,271,164
	Vacancy Rate/Attrition Savings	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)	(3,446,000)
	CalPERS	13,590,664	13,471,395	13,240,274	9,876,000	8,594,400	8,266,000	8,098,400	8,068,400	7,308,400	6,912,400
	Section 115 Trust	245,524	245,524	245,524	245,524	245,524	245,524	245,524	245,524	245,524	245,524
	Benefits & Insurance	20,571,984	21,674,293	22,839,000	24,069,725	24,929,423	26,303,922	27,756,647	29,292,160	30,915,296	32,631,181
	Contractual and Professional Services	15,140,050	15,473,340	15,814,820	16,164,730	16,523,320	16,890,846	17,267,575	17,653,785	18,049,762	18,455,803
	Transfers Out and Other Costs	8,314,784	8,369,542	8,361,865	8,520,442	8,682,288	8,847,474	9,016,070	9,188,150	9,363,787	9,543,057
	Pavement Maintenance	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
	One Time Expense	0	0	0	0	0	0	0	0	0	0
	Total Annual Expenses:	\$91,040,895	\$93,694,997	\$96,286,725	\$96,028,604	\$97,537,997	\$100,572,948	\$103,906,216	\$107,520,955	\$110,556,250	\$114,113,128
	Potential New or Short Term Expenses:										
	New Expenses Not Yet Identified	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	[Placeholder]	0	0	0	0	0	0	0	0	0	0
	Total Potential New or Short Term Expenses:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Expenses:	\$91,040,895	\$93,694,997	\$96,286,725	\$96,028,604	\$97,537,997	\$100,572,948	\$103,906,216	\$107,520,955	\$110,556,250	\$114,113,128
	Use or Surplus of General Fund Reserves:	\$3,514,425	\$3,818,796	(\$5,664,981)	\$104,468	\$1,639,546	\$1,346,892	\$849,885	\$151,774	\$127,249	(\$321,009)
	General Fund Reserve:										
	Total General Fund Reserve + BSF	\$28,547,276	\$32,366,072	\$26,701,091	\$26,805,559	\$28,445,106	\$29,791,997	\$30,641,883	\$30,793,657	\$30,920,905	\$30,599,897
	Total General Fund Reserve Held In Property	9,637,235	9,829,979	10,026,579	10,227,110	10,431,653	10,640,286	10,853,091	11,070,153	11,291,556	11,517,387
	Total General Fund Reserve:	\$38,184,510	\$42,196,051	\$36,727,670	\$37,032,670	\$38,876,758	\$40,432,283	\$41,494,974	\$41,863,810	\$42,212,461	\$42,117,284
	Compliance with Fiscal Sustainability Ordinance	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes



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Section 8 Housing Choice Voucher/Veteran Affairs Support Housing Program 6-Year Forecast

In October 2021, HACP received notification from HUD that it was in a shortfall position, which continued through calendar year 2022. Shortfall status indicates that HACP may not have adequate funding to support the current leasing levels. HACP has been working closely with HUD to ensure that measures have been in place for cost control, and HACP had stopped additional leasing activities through the end of 2022. Following a review in January 2023, HACP was determined to no longer be in shortfall and began absorbing portability tenants to reduce portability billing activity and receive funding directly from HUD.

The FY 2023-24 budgeted revenue projections are based on estimates derived from the number of units leased. Additional provisions have been made to include the potential set aside funding and utilization of the existing HUD reserve.

HACP continues to be challenged to maintain the level of service with significant increases in costs from the rising rental market coupled with lower earned administrative fees. HACP's plan is to closely balance units leased with a healthy dose of administrative revenue and attempt to cover all the costs.

The City of Pittsburg Finance Department has established a 6-year forecast to help manage the HACP'S budget. HACP anticipates using existing reserves to supplement any forecasted shortfalls in future years.

Staff will update this forecast periodically according to the latest revenue and expenditure information.

Major assumptions used to develop forecasts in the 6-Year Plan are as follows:

Revenue Assumptions

Annual Increase in Operating Revenues

FY's 2024-25 through 2028-29 1%

Estimated Ending Fund Balance
on June 30, 2024 \$168,762

Expenditure Assumptions

Annual Increase in Operating Expenditures

1% increase in Program
3% increase in Personnel costs
2% increase in other Admin expenses

SECTION 8 HOUSING CHOICE VOUCHER/VETERAN AFFAIRS SUPPORT HOUSING PROGRAM 6 YEAR FORECAST

	Amended Budget	Proposed Budget	Projected				
	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
<u>Program Revenue:</u>							
Program Revenue from HUD	\$ 20,438,729	\$ 20,131,092	\$ 20,332,403	\$ 20,535,727	\$ 20,741,084	\$ 20,948,495	\$ 21,157,980
Program Expenses	(20,438,556)	(20,130,780)	\$ (20,332,088)	\$ (20,535,409)	\$ (20,740,763)	\$ (20,948,170)	\$ (21,157,652)
Net Operating Income / (Deficit)	\$ 173	\$ 312	\$ 315	\$ 318	\$ 321	\$ 325	\$ 328
<u>Administrative Revenue:</u>							
Administrative Overhead from HUD	\$ 1,455,697	\$ 1,518,492	\$ 1,533,677	\$ 1,549,014	\$ 1,564,504	\$ 1,580,149	\$ 1,595,950
Other Svcs fee and income(incl. Port In, Unreported Income and Partnership Income)	1,205,015	1,095,400	1,117,308	1,139,654	1,162,447	1,185,696	1,209,410
Rental Income	149,115	211,500	219,960	222,160	224,381	226,625	228,891
Transfer In-SA Housing	55,000	55,000	-	-	-	-	-
Total Administrative Revenue	\$ 2,864,827	\$ 2,880,392	\$ 2,870,945	\$ 2,910,827	\$ 2,951,332	\$ 2,992,470	\$ 3,034,252
<u>Administrative Expenses</u>							
Salaries and Benefits	(1,046,482)	(1,162,634)	\$ (1,197,513)	\$ (1,233,438)	\$ (1,270,442)	\$ (1,308,555)	\$ (1,347,811)
Port In/Out Expenses	(1,198,000)	(1,018,000)	(1,038,360)	(1,059,127)	(1,080,310)	(1,101,916)	(1,123,954)
Rental Property Expenses	(68,400)	(68,800)	(72,240)	(73,685)	(75,158)	(76,662)	(78,195)
Other Administrative Expenses	(584,270)	(679,689)	(693,283)	(707,148)	(721,291)	(735,717)	(750,432)
Total Admin. Expenses	\$ (2,897,152)	\$ (2,929,123)	\$ (3,001,396)	\$ (3,073,399)	\$ (3,147,201)	\$ (3,222,850)	\$ (3,300,392)
Net Administrative Income/(Deficit)	\$ (32,325)	\$ (48,731)	\$ (130,451)	\$ (162,571)	\$ (195,869)	\$ (230,380)	\$ (266,140)
Total Fund Income/(Deficit)	\$ (32,152)	\$ (48,419)	\$ (130,136)	\$ (162,253)	\$ (195,547)	\$ (230,055)	\$ (265,813)
Available Beginning Fund Balance	\$ 249,333	\$ 217,181	\$ 168,762	\$ 38,626	\$ (123,627)	\$ (319,174)	\$ (549,229)
Use of Fund Balance	(32,152)	(48,419)	(130,136)	(162,253)	(195,547)	(230,055)	(265,813)
Available Ending Fund Balance	\$ 217,181	\$ 168,762	\$ 38,626	\$ (123,627)	\$ (319,174)	\$ (549,229)	\$ (815,042)

Summary of Fund Condition
Table 1

	Estimated Reserves	Projected Revenues		Adopted Expenditures		Estimated Balance
	6/30/2023 ¹	2023-24	Transfers-In	2023-24	Transfers-Out	June 30, 2024
General Fund						
General	27,755,281	49,416,687	10,937,476	66,179,263	3,061,086	18,869,095
Measure M Fund	-	6,200,000	-	-	4,900,000	1,300,000
Subtotal, General Fund	<u>\$ 27,755,281</u>	<u>\$ 55,616,687</u>	<u>\$ 10,937,476</u>	<u>\$ 66,179,263</u>	<u>\$ 7,961,086</u>	<u>\$ 20,169,095</u>
Internal Service Funds						
Building Maintenance	781,705	3,096,494	20,000	2,984,259	15,917	898,023
Fleet Maintenance	756,891	2,652,734	-	2,655,480	13,296	740,849
Fringe Benefits	1,774,354	3,299,083	-	3,288,266	-	1,785,171
Information Communication Services	533,057	3,598,698	-	3,318,890	-	812,865
Insurance	849,206	2,985,170	-	2,920,167	-	914,209
Other Post-Employment Benefits (OPEB) ²	330,975	1,906,875	500,000	714,200	-	2,023,650
Pension Trust/Reserve Fund ³	(4,018)	88,434	-	-	-	84,416
Subtotal, Internal Service Funds	<u>\$ 5,022,170</u>	<u>\$ 17,627,488</u>	<u>\$ 520,000</u>	<u>\$ 15,881,262</u>	<u>\$ 29,213</u>	<u>\$ 7,259,183</u>
Enterprise Funds						
Island Energy	3,074,739	9,089,024	-	9,166,515	38,389	2,958,859
Marina	1,334,707	4,737,419	-	5,147,065	22,659	902,402
Pittsburg Power	2,866,663	3,052,345	50,000	2,350,652	866,929	2,751,427
Sewer Utility	2,433,311	5,589,315	-	3,577,962	841,461	3,603,203
Water Front Operations	428,264	947,706	-	884,850	122,791	368,329
Water Utility	25,948,332	30,523,380	817,600	28,165,870	435,525	28,687,917
Zone 2 Reservoir	-	14,933	-	-	-	14,933
Subtotal, Enterprise Funds	<u>\$ 36,086,016</u>	<u>\$ 53,954,122</u>	<u>\$ 867,600</u>	<u>\$ 49,292,914</u>	<u>\$ 2,327,754</u>	<u>\$ 39,287,070</u>
Special Revenue Funds						
American Rescue Plan Act (ARPA) Fund	-	7,268,288	-	-	7,268,288	-
Assets Seizure	54,207	22	-	-	-	54,229
Budget Stabilization	2,445,285	-	-	-	-	2,445,285
CA Energy Conservation Program	7	-	-	-	-	7
CalHome Program	327,738	4,392	-	75,000	-	257,130
California Theatre	70,846	344,848	450,000	503,490	-	362,204
CFD 2021-1 Tuscany Meadows	24,001	342	-	-	-	24,343
Economic Development	796,682	223,772	450,000	1,212,644	51,685	206,125
Emergency Operations Center	60,867	1,096	82,000	87,000	20,000	36,963
Fire District CFD	67,381	39,121	-	3,242	-	103,260
Gas Tax	724,772	1,992,328	-	1,000,505	1,200,000	516,595
Gas Tax - Road Maint & Rehab (RMRA)	536,316	1,633,682	-	2,150,000	-	19,998
General Plan Update	612,594	7,484	160,000	-	-	780,078
GHAD Administration	225,714	2,706	510,000	700,276	5,431	32,713
Golf Course	1	-	-	-	-	1
Hillview Jr. High Athletic Field (Mainte	424,222	6,050	-	-	-	430,272
Housing Authority-Section 8	115,805	22,956,484	55,000	23,034,996	24,907	67,386
HUD Community Development Block Grant	10,217	658,635	-	642,539	12,060	14,253
Lighting and Landscape	326,181	3,171,800	2,754,986	6,200,770	47,004	5,193
Lighting and Landscaping Oak Hill	69,030	35,166	1,500	38,501	-	67,195
Local Law Enforcement Block Grant	15,437	542	-	(2,130)	-	18,109
Marina Dredging & Infrastructure Improve	133,209	-	-	-	-	133,209
Marina Vista Field Replacement	317,720	4,534	-	-	-	322,254
Measure J Tax Fund	329,077	1,100,320	-	602,050	785,000	42,347
Miscellaneous Grants	(165,485)	290,296	-	(149,600)	267,226	7,185
Neighborhood Stabilization	48,139	688	-	-	-	48,827
Other Impact Fees Fund	58,485	10,758	-	-	-	69,243
Park Maintenance CFD 2007-1	391,424	187,079	-	74,538	936	503,029
Project Amenities Mgmt (CFD 2015-1)	169,697	58,781	-	3,604	60,000	164,874
Public Safety CFD 2005-1	154,272	1,024,360	-	5,378	860,000	313,254
Public, Education & Gov't Fees (PEG)	529,845	163,560	-	500,000	-	193,405
Regional Freeway Security Fund	60,563	-	-	-	-	60,563
San Marco CFD 2004-1	208,706	1,433,178	-	10,756	1,211,250	419,878
Small Cities Grant	3,777	840	10,000	12,423	-	2,194
Solid Waste	758,386	771,016	-	1,015,364	105,617	408,421
Southwest Pittsburg GHAD II	5,810,654	1,291,878	-	597,791	510,000	5,994,741
Storm Water Utility NPDES	271,596	1,255,001	160,000	1,666,511	14,644	5,442

	Estimated Reserves	Projected Revenues		Adopted Expenditures		Estimated Balance
	6/30/2023 ¹	2023-24	Transfers-In	2023-24	Transfers-Out	June 30, 2024
Successor Agency Housing Fund	4,769,528	383,175	-	4,078,492	55,749	1,018,462
US EPA Grants	2,107,672	676,865	-	2,192,959	-	591,578
Vista Del Mar CFD 2005-2	29,236	425,763	-	691	399,000	55,308
Subtotal, Special Revenue Funds	\$ 22,893,804	\$ 47,424,850	\$ 4,633,486	\$ 46,257,790	\$ 12,898,797	\$ 15,795,553
Capital Projects Funds						
Bailey Road Maintenance	1,912,395	155,970	-	-	-	2,068,365
Capital Improvement	1,328,951	60,528	-	-	-	1,389,479
Community Capital Improvement	194,089	5,334	75,000	-	-	274,423
Inclusionary Housing	39,087	558	-	-	-	39,645
Infrastructure Repair & Replacement	29,921	430	-	-	-	30,351
Kirker Creek Drainage Fees	363,990	5,228	-	-	-	369,218
Park Dedication	(9,859)	414,322	-	404,463	-	-
Proposition 1B Local ST Road Impr	-	-	-	-	-	-
RDA - Project Fund	48,641	-	-	-	-	48,641
Recycled Water Capital Maintenance	3,833	482	-	-	-	4,315
Regional Traffic Mitigation	436,405	6,492	-	-	-	442,897
Traffic Impact Fair Share	529,932	7,584	-	-	-	537,516
Traffic Mitigation	5,919,916	1,599,734	-	92,668	-	7,426,982
Subtotal, Capital Projects Funds	\$ 10,797,301	\$ 2,256,662	\$ 75,000	\$ 497,131	\$ -	\$ 12,631,832
Successor Agency to RDA Funds						
RDA - Housing S/A TAB 2006A	1,592,054	20,000	697,747	717,747	-	1,592,054
RDA - TAB 1999	22,746,574	250	8,753,750	8,754,000	-	22,746,574
RDA-Tax Increment	2,061,766	208,446	442,722	422,188	-	2,290,746
Redevelopment Obligation Retirement Fund	-	32,578,893	-	-	32,578,893	-
Successor Agency to RDA - TARB 2014	-	1,000	3,174,750	3,175,750	-	-
Successor Agency to RDA - TARB 2016A	-	250	17,389,375	17,389,625	-	-
Successor to RDA - HSG S/A TARB 2016A	-	100	1,305,285	1,305,385	-	-
Subtotal, Successor Agency to RDA Funds	\$ 26,400,394	\$ 32,808,939	\$ 31,763,629	\$ 31,764,695	\$ 32,578,893	\$ 26,629,374
Debt Service Funds⁴						
Assessment Districts Fund	2,824,187.00	327,188	-	322,939	-	2,828,436
Pension Obligations	3,256,946.00	4,579,205	-	4,579,205	-	3,256,946
Re-Assessment District 2011-1	-	1,078,692	-	662,381	-	416,311
San Marco CFD 2009-1	-	1,775,248	-	-	-	1,775,248
Vista Del Mar CFD Bond 2005	-	745,580	-	719,169	-	26,411
Water Utility	1,869,211.00	26,822	-	-	-	1,896,033
Subtotal, Debt Service Funds	\$ 7,950,344	\$ 8,532,735	\$ -	\$ 6,283,694	\$ -	\$ 10,199,385
Total All Funds	\$ 136,905,310	\$ 218,221,483	\$ 48,797,191	\$ 216,156,749	\$ 55,795,743	\$ 131,971,492

¹ Represents working capital and does not include fixed assets, inventory, long-term advances or loans

² Does not include CERBT trust funds held by CalPERS

³ Pension trust funds are collected and disbursed to a trustee

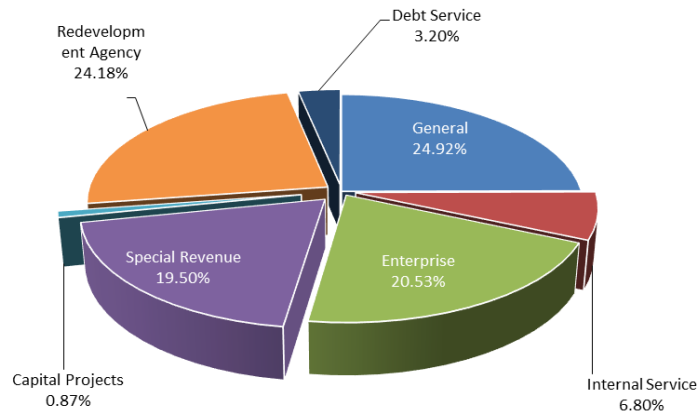
⁴ Debt service fund balances include debt service reserves held by a trustee

Summary of Revenues and Expenditures - All Funds

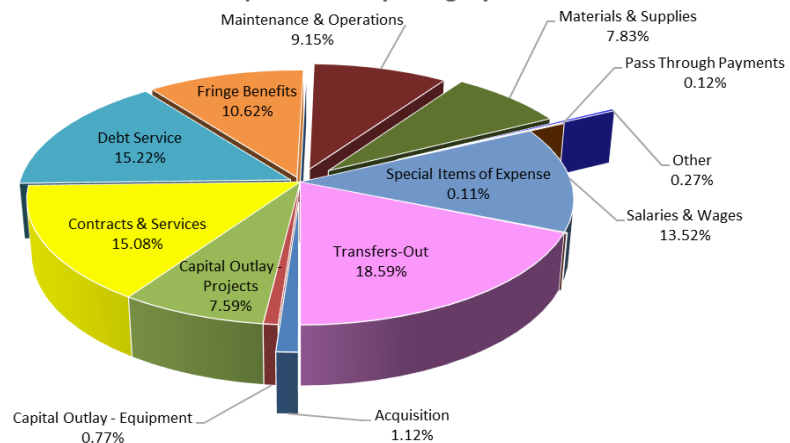
Table 2

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Revenue					
General	56,152,086	61,606,982	66,554,163	4,947,181	8.03
Internal Service	12,335,061	17,570,973	18,147,488	576,515	3.28
Enterprise	49,169,520	54,117,149	54,821,722	704,573	1.30
Special Revenue	43,647,716	56,494,888	52,058,336	(4,436,552)	-7.85
Capital Projects	6,014,050	16,870,639	2,331,662	(14,538,977)	-86.18
Redevelopment Agency	65,150,493	62,204,419	64,572,568	2,368,149	3.81
Debt Service	8,845,020	8,296,462	8,532,735	236,273	2.85
Total, Revenues	\$ 241,313,946	\$ 277,161,512	\$ 267,018,674	(10,142,838)	-3.66%
Expenditure					
Acquisition	-	725,386	3,000,000	2,274,614	313.57
Capital Outlay - Equipment	1,147,293	9,896,089	2,057,770	(7,838,319)	-79.21
Capital Outlay - Projects	11,624,934	102,724,121	20,306,968	(82,417,153)	-80.23
Contracts & Services	33,008,986	44,484,281	40,314,700	(4,169,581)	-9.37
Debt Service	43,631,643	43,152,985	40,703,433	(2,449,552)	-5.68
Fringe Benefits	25,774,475	27,823,764	28,395,926	572,162	2.06
Grants	14,092	530,561	-	(530,561)	-100.00
Maintenance & Operations	17,875,764	24,064,664	24,474,317	409,653	1.70
Materials & Supplies	14,735,900	19,795,815	20,951,287	1,155,472	5.84
Other	340,660	1,157,603	734,320	(423,283)	-36.57
Pass Through Payments	293,677	310,628	310,000	(628)	-0.20
Salaries & Wages	32,163,482	34,720,556	36,158,796	1,438,240	4.14
Special Items of Expense	62,445	931,792	288,873	(642,919)	-69.00
Transfers-Out	48,356,760	52,261,532	49,717,455	(2,544,077)	-4.87
Workers Compensation	1,899,670	3,170,776	4,538,647	1,367,871	43.14
Total, Expenditures	\$ 230,929,781	\$ 365,750,553	\$ 271,952,492	\$ (93,798,061)	-25.65%

2023-24 Revenues by Fund Type



2023-24 Expenditures by Category



Revenue Source by Category and Object
Table 3

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
General Fund					
Fines & Forfeitures	482,703	445,969	482,000	36,031	8.08
Franchise Fees	5,041,681	5,059,845	5,141,800	81,955	1.62
Intergovernmental Revenue	5,379,238	5,461,074	5,348,855	(112,219)	-2.05
Other Revenues	2,237,640	2,392,571	2,393,147	576	0.02
Other Taxes	8,307,066	8,900,335	8,707,450	(192,885)	-2.17
Permits, Licenses & Fees	2,767,617	3,087,649	3,179,231	91,582	2.97
Property Taxes	4,493,882	4,866,109	4,891,689	25,580	0.53
Sales Taxes	19,313,331	21,747,441	22,250,000	502,559	2.31
Service Fees	2,054,733	3,417,590	2,388,891	(1,028,699)	-30.10
Transfers-In	4,788,144	5,616,237	10,937,476	5,321,239	94.75
Use of Money & Property	1,286,051	612,162	833,624	221,462	36.18
Subtotal, General Fund	\$ 56,152,086	\$ 61,606,982	\$ 66,554,163	\$ 4,947,181	8.03%
Internal Service					
Other Revenues	6,136,938	7,413,122	8,433,897	1,020,775	13.77
Service Fees	5,778,123	9,547,851	9,193,591	(354,260)	-3.71
Transfers-In	420,000	610,000	520,000	(90,000)	-14.75
Subtotal, Internal Service Funds	\$ 12,335,061	\$ 17,570,973	\$ 18,147,488	\$ 576,515	3.28%
Enterprise					
Debt Service	1,494	842,870	842,870	-	0.00
Fines & Forfeitures	19,501	16,876	-	(16,876)	-100.00
Franchise Fees	880,000	880,000	880,000	-	0.00
Intergovernmental Revenue	125,191	690,327	130,000	(560,327)	-81.17
Other Revenues	1,810,898	1,618,358	4,178,140	2,559,782	158.17
Other Taxes	341,023	96,000	100,000	4,000	4.17
Service Fees	41,250,653	43,440,983	45,781,464	2,340,481	5.39
Transfers-In	3,019,690	4,903,802	867,600	(4,036,202)	-82.31
Use of Money & Property	1,721,070	1,627,933	2,041,648	413,715	25.41
Subtotal, Enterprise Funds	\$ 49,169,520	\$ 54,117,149	\$ 54,821,722	\$ 704,573	1.30%
Special Revenue					
Fines & Forfeitures	18,586	-	-	-	-100.00
Franchise Fees	152,234	150,000	155,000	5,000	3.33
Intergovernmental Revenue	21,789,914	32,569,710	23,097,125	(9,472,585)	-29.08
Other Revenues	3,754,026	4,442,906	9,565,944	5,123,038	115.31
Other Taxes	4,428,597	4,553,805	4,818,500	264,695	5.81
Sales Taxes	450,000	450,000	-	(450,000)	-100.00
Service Fees	26,706	148,560	137,171	(11,389)	-7.67
Special Assessments	7,985,050	8,303,474	8,791,177	487,703	5.87
Transfers-In	3,790,700	5,304,241	4,633,486	(670,755)	-12.65
Use of Money & Property	1,251,903	572,192	859,933	287,741	50.29
Subtotal, Special Revenue Funds	\$ 43,647,716	\$ 56,494,888	\$ 52,058,336	\$ (4,436,552)	-7.85%
Capital Projects					
Intergovernmental Revenue	320,589	6,713,182	130,000	(6,583,182)	-98.06
Other Revenues	7,412	4,000,119	-	(4,000,119)	-100.00
Service Fees	2,249,526	1,586,771	1,897,904	311,133	19.61
Transfers-In	3,313,138	4,527,547	75,000	(4,452,547)	-98.34
Use of Money & Property	123,385	43,020	228,758	185,738	431.75
Subtotal, Capital Projects Funds	\$ 6,014,050	\$ 16,870,639	\$ 2,331,662	\$ (14,538,977)	-86.18%
Successor Agency to RDA Funds					
Debt Service	35,144	21,600	21,600	-	0.00
Other Revenues	874,568	442,722	610,286	167,564	37.85
Property Taxes	31,743,437	30,602,179	32,136,171	1,533,992	5.01
Service Fees	54,676	30,000	-	(30,000)	-100.00
Transfers-In	32,306,119	31,095,917	31,763,629	667,712	2.15
Use of Money & Property	136,549	12,001	40,882	28,881	240.65
Subtotal, Successor Agency to RDA Funds	\$ 65,150,493	\$ 62,204,419	\$ 64,572,568	\$ 2,368,149	3.81%
Debt Service Fund					
Debt Service	593	100	45,872	45,772	45,772.00
Service Fees	4,406,317	4,522,024	4,579,105	57,081	1.26
Special Assessments	3,784,470	3,747,438	3,837,498	90,060	2.40
Transfers-In	606,391	-	-	-	-100.00
Use of Money & Property	47,249	26,900	70,260	43,360	161.19
Subtotal, Debt Service Funds	\$ 8,845,020	\$ 8,296,462	\$ 8,532,735	\$ 236,273	2.85%
Total, All Funds	\$ 241,313,946	\$ 277,161,512	\$ 267,018,674	\$ (10,142,838)	-3.66%

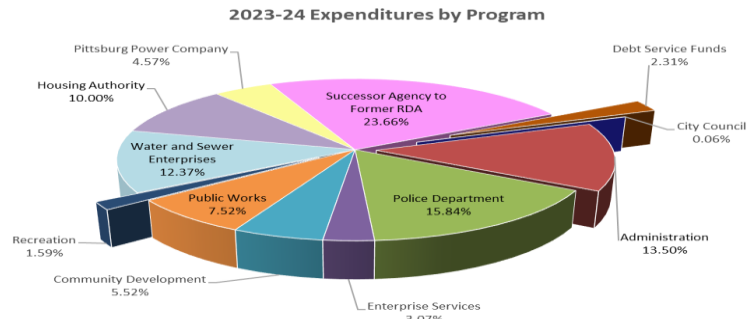
Summary of Expenditure by Program
Table 4

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
City Council					
City Council	114,746	145,521	153,155	7,634	5.25
Subtotal, City Council	\$ 114,746	\$ 145,521	\$ 153,155	\$ 7,634	5.25%
Administration					
City Manager	123,441	184,739	179,276	(5,463)	-2.96
City Clerk	473,405	565,809	572,158	6,349	1.12
City Attorney	350,165	563,120	611,813	48,693	8.65
Human Resources	1,258,825	1,547,143	1,499,471	(47,672)	-3.08
Treasurer	6,284	6,270	6,215	(55)	-0.88
Finance	3,343,520	3,832,199	3,935,592	103,393	2.70
General Fund - Non Departmental	6,704,226	9,598,823	4,654,332	(4,944,491)	-51.51
General Fund - Capital Projects	-	-	7,637,103	7,637,103	-100.00
Emergency Operation Center	38,383	97,770	107,000	9,230	9.44
Information Technology	1,688,487	2,269,526	3,318,890	1,049,364	46.24
Employee Fringe Benefits	1,818,328	2,348,363	3,288,266	939,903	40.02
Other Post-Employment Benefits (OPEB)	2,311,336	2,406,875	714,200	(1,692,675)	-70.33
Pension Trust	11,934	4,000	-	(4,000)	-100.00
Insurance	2,399,134	2,824,754	2,920,167	95,413	3.38
American Rescue Plan Act (ARPA)	-	2,573,439	7,268,288	4,694,849	182.43
Subtotal, Administration	\$ 20,527,468	\$ 28,822,830	\$ 36,712,771	\$ 7,889,941	27.37%
Police Department					
Police Services	31,664,920	35,896,983	37,648,053	1,751,070	4.88
San Marco CFD	1,090,943	1,333,750	1,222,006	(111,744)	-8.38
Vista Del Mar CFD	399,690	399,000	399,691	691	0.17
Public Safety CFD	705,182	952,500	865,378	(87,122)	-9.15
Asset Forfeitures	28,567	-	-	-	-100.00
Police Grants	648,630	1,608,423	100,226	(1,508,197)	-93.77
Measure M Police	-	-	2,850,000	2,850,000	-100.00
Subtotal, Police Department	\$ 34,537,932	\$ 40,190,656	\$ 43,085,354	\$ 2,894,698	7.20%
Enterprise Services					
General Fund - Non Departmental	678,649	502,800	1,500,000	997,200	198.33
Public, Education & Gov't Fees (PEG)	543,439	222,600	500,000	277,400	124.62
Marina	2,134,258	2,558,577	2,461,756	(96,821)	-3.78
Golf Course	817	-	-	-	-100.00
Fire District CFD	3,204	-	3,242	3,242	-100.00
R/R Ave e-BART CFD	11,924	-	-	-	-100.00
Tuscany Meadows CFD 2021-1	25,000	-	-	-	-100.00
Environmental Affairs	672,690	1,179,574	1,118,851	(60,723)	-5.15
Housing Rehab Loans - CDBG	170,081	36,565	12,423	(24,142)	-66.02
CDBG Entitlements	629,006	1,020,839	654,599	(366,240)	-35.88
CalHome Program	4,187	104,382	75,000	(29,382)	-28.15
Waterfront Operations	1,000,071	2,413,813	1,563,004	(850,809)	-35.25
Community Services Grants	3,440	-	-	-	-100.00
Marina Dredging & Infrastructure Improv	66,889	642,719	-	(642,719)	-100.00
Measure M Economic Development	-	-	450,000	450,000	-100.00
Subtotal, Enterprise Services	\$ 5,943,655	\$ 8,681,869	\$ 8,338,875	\$ (342,994)	-3.95%
Community Development					
Planning Division	1,592,939	2,493,566	1,214,579	(1,278,987)	-51.29
Planning Grants	74,895	286,347	-	(286,347)	-100.00
Building Division	1,168,290	1,234,071	1,891,287	657,216	53.26
Gas Tax	3,906,921	6,844,116	4,350,505	(2,493,611)	-36.43
Measure J Tax	1,227,181	5,876,806	1,387,050	(4,489,756)	-76.40
NPDES	1,136,630	1,651,564	1,681,155	29,591	1.79
Southwest Pittsburg GHAD	510,277	918,262	1,107,791	189,529	20.64
GHAD Administration	331,780	391,853	705,707	313,854	80.09
Pittsburg CIP	905,103	11,569,179	-	(11,569,179)	-100.00
Developer Fee Fund	1,294,152	8,403,829	497,131	(7,906,698)	-94.08
Community Capital Improvements	33,090	288,984	-	(288,984)	-100.00
Code Enforcement	575,718	795,526	835,386	39,860	5.01
Project Amenities Mgmt CFD	3,554	60,000	63,604	3,604	6.01
Economic Development	540,399	2,292,844	1,264,329	(1,028,515)	-44.86
Subtotal, Community Development	\$ 13,300,929	\$ 43,106,947	\$ 14,998,524	\$ (28,108,423)	-65.21%

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Public Works					
Engineering Division	2,365,493	2,437,488	3,521,096	1,083,608	44.46
Pittsburg CIP	-	1,547,360	-	(1,547,360)	-100.00
Swim Center Maint.	235,188	214,011	216,530	2,519	1.18
Landscape	3,127,148	4,149,571	4,504,101	354,530	8.54
Landscape - Oak Hills Assessment	31,500	42,223	38,501	(3,722)	-8.82
Park Maintenance CFD	48,761	73,962	75,474	1,512	2.04
Public Works Administration	105,783	87,070	100,847	13,777	15.82
Streets	3,679,822	5,597,176	3,534,143	(2,063,033)	-36.86
Street Lighting	1,016,226	1,326,316	1,044,890	(281,426)	-21.22
Street Trees	496,856	572,006	635,604	63,598	11.12
Concrete	67,207	136,004	63,179	(72,825)	-53.55
Fleet Maintenance	2,039,720	5,212,871	2,668,776	(2,544,095)	-48.80
Building Maintenance	2,357,873	2,589,571	3,000,176	410,605	15.86
Graffiti Removal Program	193,238	259,771	309,623	49,852	19.19
Measure M Public Works	-	-	750,000	750,000	-100.00
Subtotal, Public Works	\$ 15,764,815	\$ 24,245,400	\$ 20,462,940	\$ (3,782,460)	-15.60%
Recreation					
Pittsburg CIP	-	750,000	-	(750,000)	-100.00
Recreation Administration	324,686	830,950	879,230	48,280	5.81
Recreation Services	1,188,662	2,608,835	2,065,956	(542,879)	-20.81
Recreation Grants	20,452	138,585	17,400	(121,185)	-87.44
California Theatre	960,417	451,186	503,490	52,304	11.59
Measure M Recreation	-	-	850,000	850,000	-100.00
Subtotal, Recreation	\$ 2,494,217	\$ 4,779,556	\$ 4,316,076	\$ (463,480)	-9.70%
Water and Sewer Enterprises					
US EPA Grants	62,344	143,024	137,596	(5,428)	-3.80
Water Operating	18,341,096	22,270,014	23,263,819	993,805	4.46
Water CIP	1,500,276	58,225,083	-	(58,225,083)	-100.00
Water Facility Reserve Fee Funds	625,202	5,083,853	-	(5,083,853)	-100.00
Sewer Maintenance	3,224,543	4,635,070	4,419,423	(215,647)	-4.65
Sewer CIP	3,563,733	7,740,148	-	(7,740,148)	-100.00
Sewer Facility Reserve Fee Funds	600,000	133,113	-	(133,113)	-100.00
Waterfront Operations	-	-	2,707,968	2,707,968	-100.00
Water Bond Debt Service	3,616,959	4,545,032	3,112,080	(1,432,952)	-31.53
Sewer Bond Debt Service	(514)	-	-	-	-100.00
Subtotal, Water and Sewer Enterprises	\$ 31,533,639	\$ 102,775,337	\$ 33,640,886	\$ (69,134,451)	-67.27%
Housing Authority					
Housing Authority - Section 8	21,653,673	23,335,708	23,059,903	(275,805)	-1.18
Housing - Successor Agency	454,183	1,224,445	4,134,241	2,909,796	237.64
Subtotal, Housing Authority	\$ 22,107,856	\$ 24,560,153	\$ 27,194,144	\$ 2,633,991	10.72%
Pittsburg Power Company					
Island Energy	6,407,757	8,661,084	9,204,904	543,820	6.28
Pittsburg Power	3,485,031	3,584,229	3,217,581	(366,648)	-10.23
Power Company Capital Projects	899,499	1,204,562	0	(1,204,562)	-100.00
Subtotal, Pittsburg Power Company	\$ 10,792,287	\$ 13,449,875	\$ 12,422,485	\$ (1,027,390)	-7.64%
Successor Agency to Former RDA					
RDA General	32,165,034	31,065,917	32,578,893	1,512,976	4.87
RDA Administration	381,940	445,062	422,188	(22,874)	-5.14
RDA Capital Projects Fund	26,224	310,289	-	(310,289)	-100.00
RDA Tax Allocation Bonds	31,257,039	29,387,250	29,319,375	(67,875)	-0.23
RDA Housing Bonds	2,027,961	2,024,996	2,023,132	(1,864)	-0.09
Subtotal, Successor Agency to Former RDA	\$ 65,858,198	\$ 63,233,514	\$ 64,343,588	\$ 1,110,074	1.76%
Debt Service Funds					
Pension Obligation Bond	4,404,147	4,522,022	4,579,205	57,183	1.26
Assessment Districts	3,549,892	7,236,873	1,704,489	(5,532,384)	-76.45
Subtotal, Debt Service Funds	\$ 7,954,039	\$ 11,758,895	\$ 6,283,694	\$ (5,475,201)	-46.56%
Total Uses by Program	\$ 230,929,781	\$ 365,750,553	\$ 271,952,492	\$ (93,798,061)	-25.65%

(1) Includes transfers between Police funds in the amount of \$2,470,250, therefore uses appear to be overstated by \$2,470,250.

(2) Uses appear to be overstated by inclusion of transfers between Successor Agency funds to pay for debt obligations in the amount of \$32,136,171.



Expenditures by Fund Type - All Funds
Table 5

	General	Internal Service	Enterprise	Special Revenue	Capital Projects	Debt Service	Redevelopment Agency	Total
City Council								
City Council	153,155	-	-	-	-	-	-	153,155
Subtotal, City Council	\$ 153,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 153,155
Administration								
City Manager	179,276	-	-	-	-	-	-	179,276
City Clerk	572,158	-	-	-	-	-	-	572,158
City Attorney	611,813	-	-	-	-	-	-	611,813
Human Resources	1,499,471	-	-	-	-	-	-	1,499,471
Treasurer	6,215	-	-	-	-	-	-	6,215
Finance	1,710,096	-	2,225,496	-	-	-	-	3,935,592
General Fund - Non Departmental	4,654,332	-	-	-	-	-	-	4,654,332
General Fund - Capital Projects	7,637,103	-	-	-	-	-	-	7,637,103
Emergency Operation Center	-	-	-	107,000	-	-	-	107,000
Information Technology	-	3,318,890	-	-	-	-	-	3,318,890
Employee Fringe Benefits	-	3,288,266	-	-	-	-	-	3,288,266
Insurance	-	2,920,167	-	-	-	-	-	2,920,167
American Rescue Plan Act (ARPA)	-	-	-	7,268,288	-	-	-	7,268,288
Subtotal, Administration	\$ 16,870,464	\$ 10,241,523	\$ 2,225,496	\$ 7,375,288	\$ -	\$ -	\$ -	\$ 36,712,771
Police Department								
Police Services	37,648,053	-	-	-	-	-	-	37,648,053
San Marco CFD	-	-	-	1,222,006	-	-	-	1,222,006
Vista Del Mar CFD	-	-	-	399,691	-	-	-	399,691
Public Safety CFD	-	-	-	865,378	-	-	-	865,378
Police Grants	-	-	-	100,226	-	-	-	100,226
Measure M Police	2,850,000	-	-	-	-	-	-	2,850,000
Subtotal, Police Department	\$ 40,498,053	\$ -	\$ -	\$ 2,587,301	\$ -	\$ -	\$ -	\$ 43,085,354
Enterprise Services								
General Fund - Non Departmental	-	-	-	1,500,000	-	-	-	1,500,000
Public, Education & Gov't Fees (PEG)	-	-	-	500,000	-	-	-	500,000
Marina	-	-	2,461,756	-	-	-	-	2,461,756
Environmental Affairs	-	-	-	1,118,851	-	-	-	1,118,851
Housing Rehab Loans - CDBG	-	-	-	12,423	-	-	-	12,423
CDBG Entitlements	-	-	-	654,599	-	-	-	654,599
CalHome Program	-	-	-	75,000	-	-	-	75,000
Waterfront Operations	-	-	1,007,641	555,363	-	-	-	1,563,004
Measure M Economic Development	450,000	-	-	-	-	-	-	450,000
Subtotal, Enterprise Services	\$ -	\$ -	\$ 3,469,397	\$ 4,419,478	\$ -	\$ -	\$ -	\$ 8,338,875
Community Development								
Planning Division	1,214,579	-	-	-	-	-	-	1,214,579
Planning Grants	-	-	-	-	-	-	-	-
Building Division	1,891,287	-	-	-	-	-	-	1,891,287
Gas Tax	-	-	-	4,350,505	-	-	-	4,350,505
Measure J Tax	-	-	-	1,387,050	-	-	-	1,387,050
NPDES	-	-	-	1,681,155	-	-	-	1,681,155
Southwest Pittsburg GHAD	-	-	-	1,107,791	-	-	-	1,107,791
GHAD Administration	-	-	-	705,707	-	-	-	705,707
Developer Fee Fund	-	-	-	-	497,131	-	-	497,131
Code Enforcement	835,386	-	-	-	-	-	-	835,386
Project Amenities Mgmt CFD	-	-	-	63,604	-	-	-	63,604
Economic Development	-	-	-	1,264,329	-	-	-	1,264,329
Subtotal, Community Development	\$ 3,941,252	\$ -	\$ -	\$ 10,560,141	\$ 497,131	\$ -	\$ -	\$ 14,998,524

	General	Internal Service	Enterprise	Special Revenue	Capital Projects	Debt Service	Redevelopment Agency	Total
Public Works - Maintenance Services								
Engineering Division	3,521,096	-	-	-	-	-	-	3,521,096
Swim Center Maint.	216,530	-	-	-	-	-	-	216,530
Landscape	-	-	-	4,504,101	-	-	-	4,504,101
Park Maintenance CFD	-	-	-	75,474	-	-	-	75,474
Public Works Administration	100,847	-	-	-	-	-	-	100,847
Streets	3,534,143	-	-	-	-	-	-	3,534,143
Street Lighting	-	-	-	1,044,890	-	-	-	1,044,890
Street Trees	-	-	-	635,604	-	-	-	635,604
Concrete	-	-	-	63,179	-	-	-	63,179
Fleet Maintenance	-	2,668,776	-	-	-	-	-	2,668,776
Building Maintenance	-	3,000,176	-	-	-	-	-	3,000,176
Graffiti Removal Program	309,623	-	-	-	-	-	-	309,623
Measure M Public Works	750,000	-	-	-	-	-	-	750,000
Subtotal, Public Works - Maintenance Services	\$ 8,432,239	\$ 5,668,952	\$ -	\$ 6,361,749	\$ -	\$ -	\$ -	\$ 20,462,940
Recreation								
Recreation Administration	879,230	-	-	-	-	-	-	879,230
Recreation Services	2,065,956	-	-	-	-	-	-	2,065,956
Recreation Grants	-	-	-	17,400	-	-	-	17,400
California Theatre	-	-	-	503,490	-	-	-	503,490
Measure M Recreation	850,000	-	-	-	-	-	-	850,000
Subtotal, Recreation	\$ 3,795,186	\$ -	\$ -	\$ 520,890	\$ -	\$ -	\$ -	\$ 4,316,076
Water and Sewer Enterprises								
US EPA Grants	-	-	-	137,596	-	-	-	137,596
Water Operating	-	-	23,263,819	-	-	-	-	23,263,819
Water CIP	-	-	-	-	-	-	-	-
Water Facility Reserve Fee Funds	-	-	-	-	-	-	-	-
Sewer Maintenance	-	-	4,419,423	-	-	-	-	4,419,423
Sewer CIP	-	-	-	-	-	-	-	-
Sewer Facility Reserve Fee Funds	-	-	-	-	-	-	-	-
Waterfront Operations	-	-	2,707,968	-	-	-	-	2,707,968
Water Bond Debt Service	-	-	3,112,080	-	-	-	-	3,112,080
Sewer Bond Debt Service	-	-	-	-	-	-	-	-
Subtotal, Public Works - Water and Sewer Enterprise	\$ -	\$ -	\$ 33,503,290	\$ 137,596	\$ -	\$ -	\$ -	\$ 33,640,886
Housing Authority								
Housing Authority - Section 8	-	-	-	23,059,903	-	-	-	23,059,903
Housing - Successor Agency	-	-	-	4,134,241	-	-	-	4,134,241
Subtotal, Housing Authority	\$ -	\$ -	\$ -	\$ 27,194,144	\$ -	\$ -	\$ -	\$ 27,194,144
Pittsburg Power Company								
Island Energy	-	-	9,204,904	-	-	-	-	9,204,904
Pittsburg Power	-	-	3,217,581	-	-	-	-	3,217,581
Power Company Capital Projects	-	-	-	-	-	-	-	-
Subtotal, Pittsburg Power Company	\$ -	\$ -	\$ 12,422,485	\$ -	\$ -	\$ -	\$ -	\$ 12,422,485
Successor Agency to Former RDA								
RDA General	-	-	-	-	-	-	32,578,893	32,578,893
RDA Administration	-	-	-	-	-	-	422,188	422,188
RDA Tax Allocation Bonds	-	-	-	-	-	-	29,319,375	29,319,375
RDA Housing Bonds	-	-	-	-	-	-	2,023,132	2,023,132
Subtotal, Successor Agency to Former RDA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,343,588	\$ 64,343,588
Debt Service Funds								
Pension Obligation Bond	-	-	-	-	-	4,579,205	-	4,579,205
Assessment Districts	-	-	-	-	-	1,704,489	-	1,704,489
Subtotal, Debt Service Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,283,694	\$ -	\$ 6,283,694
Total Expenditures	\$ 73,915,349	\$ 15,910,475	\$ 51,620,668	\$ 59,156,587	\$ 497,131	\$ 6,283,694	\$ 64,343,588	\$ 271,952,492

(1) Includes transfers between Police funds in the amount of \$2,470,250, therefore uses appear to be overstated by \$2,470,250.
(2) Includes transfers between funds for the administration of the GHAD program in the amount of \$510,000, therefore uses appear to be overstated by \$510,000.
(3) Includes transfers between funds in the Successor Agency program budget to pay for the debt obligation in the amount of \$32,136,171, therefore uses appear to be overstated by \$32,136,171.

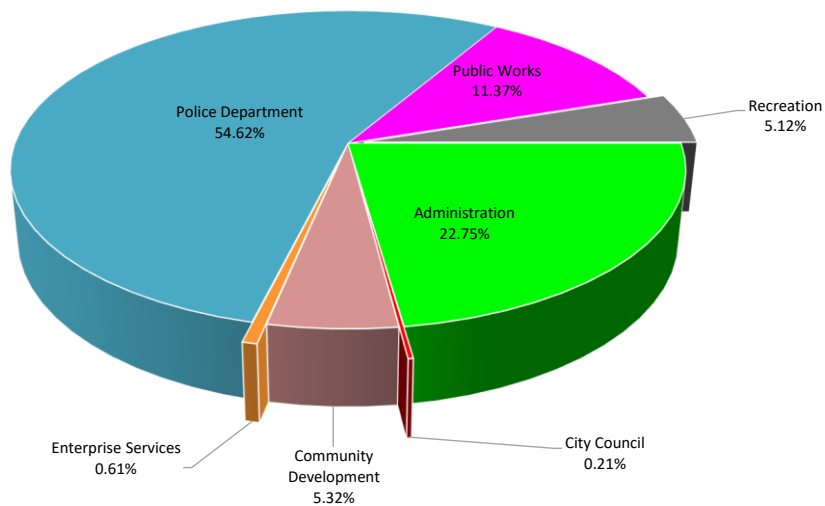
General Fund Revenues and Expenditures

Table 6

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
General Fund Reserves¹	16,119,177	20,039,911	20,772,105	732,194	3.65%
Revenue					
Fines & Forfeitures	482,703	445,969	482,000	36,031	8.08
Franchise Fees	5,041,681	5,059,845	5,141,800	81,955	1.62
Intergovernmental Revenue	5,379,238	5,461,074	5,348,855	(112,219)	-2.05
Other Revenues	2,237,640	2,392,571	2,393,147	576	0.02
Other Taxes	8,307,066	8,900,335	8,707,450	(192,885)	-2.17
Permits, Licenses & Fees	2,767,617	3,087,649	3,179,231	91,582	2.97
Property Taxes	4,493,882	4,866,109	4,891,689	25,580	0.53
Sales Taxes	19,313,331	21,747,441	22,250,000	502,559	2.31
Service Fees	2,054,733	3,417,590	2,388,891	(1,028,699)	-30.10
Transfers-In	4,788,144	5,616,237	10,937,476	5,321,239	94.75
Use of Money & Property	1,286,051	612,162	833,624	221,462	36.18
Total, General Fund Revenues	\$ 56,152,086	\$ 61,606,982	\$ 66,554,163	\$ 4,947,181	8.03%
Expenditure					
Administration	10,574,058	14,208,790	16,870,464	2,661,674	18.73
City Council	114,746	145,521	153,155	7,634	5.25
Community Development	3,283,994	4,513,109	3,941,252	(571,857)	-12.67
Enterprise Services	-	-	450,000	450,000	-100.00
Police Department	31,664,920	35,896,983	40,498,053	4,601,070	12.82
Public Works	6,579,524	8,595,516	8,432,239	(163,277)	-1.90
Recreation	1,513,348	3,439,785	3,795,186	355,401	10.33
Total, General Fund Expenditures	\$ 53,730,590	\$ 66,799,704	\$ 74,140,349	\$ 7,340,645	10.99%

(1) Represents working capital and does not include fixed assets, inventory, long-term advances or loans.

2023-24 General Fund Expenditures by Department

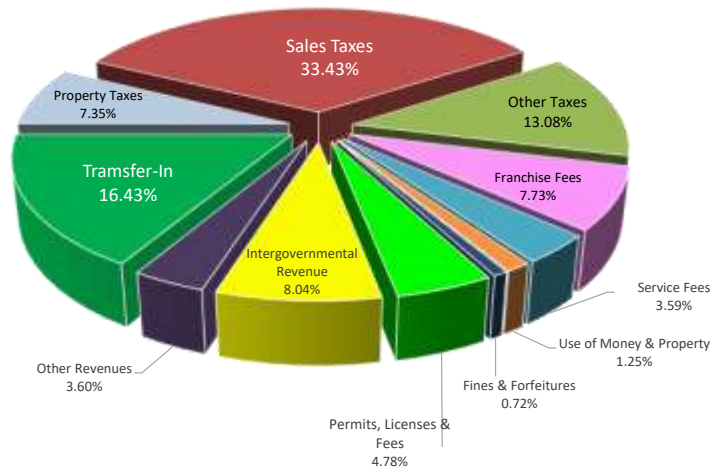


General Fund Revenues
Table 7

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Property Taxes					
Homeowners Tax Relief	75,092	78,000	78,000	-	0.00
Prior Year Taxes	(47,690)	(50,000)	(30,000)	20,000	-40.00
Secured Property Taxes	3,359,404	3,710,811	3,840,689	129,878	3.50
Supplemental Taxes	440,327	400,000	300,000	(100,000)	-25.00
Unitary Taxes	320,798	362,527	350,000	(12,527)	-3.46
Unsecured Property Taxes	345,951	364,771	353,000	(11,771)	-3.23
Subtotal, Property Taxes	\$ 4,493,882	\$ 4,866,109	\$ 4,891,689	\$ 25,580	0.53%
Sales Taxes					
Sales & Use Taxes	13,114,631	15,820,617	16,050,000	229,383	1.45
Sales Taxes - Increase	6,198,700	5,926,824	6,200,000	273,176	4.61
Subtotal, Sales Taxes	\$ 19,313,331	\$ 21,747,441	\$ 22,250,000	\$ 502,559	2.31%
Other Taxes					
Business License Tax	701,697	680,000	700,000	20,000	2.94
Motor Vehicle Tax	5,863,791	6,572,835	6,377,450	(195,385)	-2.97
Other Taxes	401,123	398,000	320,000	(78,000)	-19.60
Public Safety - Prop 172 Sales Tax	834,484	754,500	830,000	75,500	10.01
Transient Occupancy Taxes	505,971	495,000	480,000	(15,000)	-3.03
Subtotal, Other Taxes	\$ 8,307,066	\$ 8,900,335	\$ 8,707,450	\$ (192,885)	-2.17%
Franchise Fees					
Calpine	19,395	18,845	19,800	955	5.07
Comcast Broadband	699,931	700,000	700,000	-	0.00
Franchise Fees - Other	59,266	55,000	55,000	-	0.00
PG&E	726,284	730,000	730,000	-	0.00
Pittsburg Disposal	2,486,502	2,480,000	2,540,000	60,000	2.42
RCTS	1,050,303	1,076,000	1,097,000	21,000	1.95
Subtotal, Franchise Fees	\$ 5,041,681	\$ 5,059,845	\$ 5,141,800	\$ 81,955	1.62%
Service Fees					
Building Service Fees	62,661	137,500	221,600	84,100	61.16
Engineering Service Fees	3,512	3,700	1,096	(2,604)	-70.38
Other Reimbursements	204,601	1,220,859	-	(1,220,859)	-100.00
Other Service Fees	691,054	714,788	730,595	15,807	2.21
Planning Service Fees	29,185	24,984	44,500	19,516	78.11
Police Service Fees	566,414	757,239	786,150	28,911	3.82
Public Works Service Fees	276,225	275,000	276,000	1,000	0.36
Recreation Entrance Fees	87,276	140,500	140,500	-	0.00
Recreation Service Fees	73,272	22,670	68,450	45,780	201.94
Recreation Sports Fees	60,533	120,350	120,000	(350)	-0.29
Subtotal, Service Fees	\$ 2,054,733	\$ 3,417,590	\$ 2,388,891	\$ (1,028,699)	-30.10%
Use of Money & Property					
Investment Earnings	337,196	270,000	475,730	205,730	76.20
Rental Income	417,701	342,162	357,894	15,732	4.60
Sale of Property	531,154	-	-	-	-100.00
Subtotal, Use of Money & Property	\$ 1,286,051	\$ 612,162	\$ 833,624	\$ 221,462	36.18%
Fines & Forfeitures					
Abandoned Vehicle Abatement	19,374	40,000	40,000	-	0.00
Code Enforcement Fines	8,003	4,769	6,000	1,231	25.81
Fines and forfeitures	88,903	83,000	78,000	(5,000)	-6.02
Police Fines	61,406	62,000	67,000	5,000	8.06
Police Forfeitures	1,026	1,200	1,000	(200)	-16.67
POST Reimbursements	58,861	40,000	60,000	20,000	50.00
Vehicle Code Fines	245,130	215,000	230,000	15,000	6.98
Subtotal, Fines & Forfeitures	\$ 482,703	\$ 445,969	\$ 482,000	\$ 36,031	8.08%
Permits, Licenses & Fees					
Building Fees	216,748	366,000	475,000	109,000	29.78
Building Permits	954,381	770,000	770,000	-	0.00
Building Service Fees	30,881	40,000	40,000	-	0.00
Business License Fees	185,974	173,000	158,300	(14,700)	-8.50
Engineering Fees	1,051,799	1,067,182	1,198,170	130,988	12.27
Other Fees	11,761	11,261	11,761	500	4.44
Other Permits	121,804	313,400	312,100	(1,300)	-0.41
Permits, licenses and fees	43,315	20,000	30,000	10,000	50.00
Planning & Zoning	142,001	262,732	129,500	(133,232)	-50.71
Planning Service Fees	4,486	60,000	50,000	(10,000)	-16.67
Police Fees	4,467	4,074	4,400	326	8.00
Subtotal, Permits, Licenses & Fees	\$ 2,767,617	\$ 3,087,649	\$ 3,179,231	\$ 91,582	2.97%

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Intergovernmental Revenue					
Grants	249,512	216,133	168,500	(47,633)	-22.04
Intergovernmental revenues	2,487,345	2,500,000	2,600,000	100,000	4.00
Other Reimbursements	100,154	311,077	174,000	(137,077)	-44.07
RDA AB-1290/City Pass Through	958,721	900,000	900,000	-	0.00
School Resource Officer Reimbursement	463,532	450,000	501,355	51,355	11.41
State Mandated Costs	92,135	83,864	-	(83,864)	-100.00
Tipping Fee	1,027,839	1,000,000	1,005,000	5,000	0.50
Subtotal, Intergovernmental revenue	\$ 5,379,238	\$ 5,461,074	\$ 5,348,855	\$ (112,219)	-2.05%
Other Revenues					
Administrative Overhead	1,735,533	1,882,187	1,963,597	81,410	4.33
Donations	23,985	50,053	18,500	(31,553)	-63.04
Other	6,684	56,461	68,000	11,539	20.44
Other Reimbursements	418,419	340,870	278,050	(62,820)	-18.43
Planning Service Fees	53,019	63,000	65,000	2,000	3.17
Subtotal, Other Revenues	\$ 2,237,640	\$ 2,392,571	\$ 2,393,147	\$ 576	0.02%
Transfers-In					
Transfers-In	4,788,144	5,616,237	10,937,476	5,321,239	94.75
Subtotal, Transfers-In	\$ 4,788,144	\$ 5,616,237	\$ 10,937,476	\$ 5,321,239	94.75%
Total, General Fund Revenues	\$ 56,152,086	\$ 61,606,982	\$ 66,554,163	\$ 4,947,181	8.03%

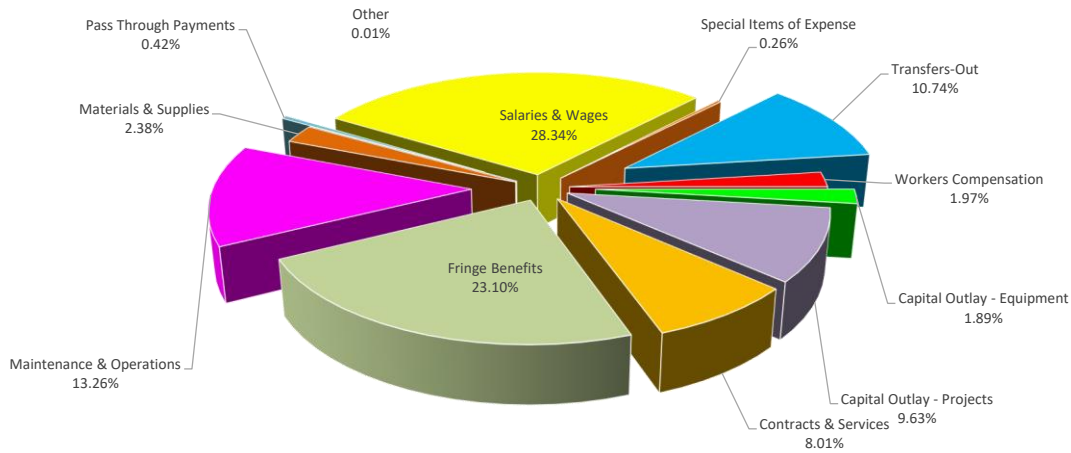
2023-24 General Fund Revenues by Source



General Fund Expenditures by Category
Table 8

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
General Fund					
Capital Outlay - Equipment	577,260	2,395,776	1,397,860	(997,916)	-41.65
Capital Outlay - Projects	-	-	7,137,103	7,137,103	-100.00
Contracts & Services	4,881,726	9,182,623	5,935,014	(3,247,609)	-35.37
Fringe Benefits	14,634,414	15,873,241	17,127,920	1,254,679	7.90
Maintenance & Operations	6,696,118	9,059,122	9,830,664	771,542	8.52
Materials & Supplies	1,238,037	1,814,166	1,765,308	(48,858)	-2.69
Other	(10,062)	17,150	4,500	(12,650)	-73.76
Pass Through Payments	293,677	310,628	310,000	(628)	-0.20
Salaries & Wages	20,471,232	19,485,987	21,011,068	1,525,081	7.83
Special Items of Expense	35,408	756,833	196,450	(560,383)	-74.04
Transfers-Out	4,262,686	6,893,633	7,961,086	1,067,453	15.48
Workers Compensation	650,094	1,010,545	1,463,376	452,831	44.81
Total General Fund Expenditures	\$ 53,730,590	\$ 66,799,704	\$ 74,140,349	\$ 7,340,645	10.99%

2023-24 General Fund Expenditure by Category



FY 2023-2024 FUNDED POSITIONS

FY 2023-2024 Adopted Base	Title of Position	Salary		
3.00	Account Clerk (Part 1 of 2)	4,163	-	5,060
1.00	Account Clerk (Part 2 of 2)	4,775	-	5,804
3.00	Accountant II	7,205	-	8,757
7.00	Accounting Technician	5,575	-	6,777
2.00	Administrative Analyst I	6,902	-	8,389
4.00	Administrative Analyst II	7,990	-	9,712
2.00	Administrative Assistant (Part 1 of 2)	4,155	-	5,050
5.00	Administrative Assistant (Part 2 of 2)	4,810	-	5,848
2.00	Administrative Coordinator	6,311	-	7,671
1.00	Administrative Officer	10,826	-	13,158
2.00	Administrative Specialist	5,960	-	7,245
1.00	Assistant City Clerk	8,739	-	10,623
1.00	Assistant City Engineer	11,497	-	13,976
1.00	Assistant City Manager	16,504	-	21,059
1.00	Assistant to the City Manager	11,504	-	13,982
1.00	Assistant Director of Finance	11,977	-	14,555
1.00	Assistant Director of Planning	12,087	-	14,688
1.00	Assistant Director of Public Works	12,555	-	15,261
2.00	Assistant Engineer	7,403	-	8,998
4.00	Associate Engineer	8,571	-	10,419
1.00	Associate Planner	8,049	-	9,784
1.00	Chief Building Official	12,530	-	15,231
1.00	Chief of Police	17,235	-	21,789
1.00	City Attorney		Contract	
1.00	City Manager		Contract	
1.00	Code Enforcement Officer I	5,802	-	7,053
2.00	Code Enforcement Officer II	6,716	-	8,164
1.00	Code Enforcement Supervisor	8,739	-	10,623
2.00	Community Outreach Coordinator	6,156	-	7,483
6.00	Community Services Specialist	5,802	-	7,053
1.00	Compliance Principal	9,786	-	11,895
1.00	Crime Analyst	7,550	-	9,177
1.00	Deputy Chief Information Systems Officer	11,977	-	14,555
1.00	Deputy City Clerk	6,257	-	7,607
1.00	Development Services Coordinator	7,167	-	8,711
1.00	Director of Community & Economic Development	14,242	-	18,001
1.00	Director of Finance	14,112	-	17,837
1.00	Director of Human Resources	14,112	-	17,837
1.00	Director of Public Works	15,280	-	18,574
1.00	Director of Records & Council Services	11,504	-	13,982
1.00	Director of Recreation	14,112	-	17,837
1.00	Economic Development Manager	10,817	-	13,148

2.00	Electrical Technician	6,730	-	8,180
2.00	Engineering Technician I	6,092	-	7,406
1.00	Engineering Technician II	7,056	-	8,577
1.00	Environmental Health & Safety Officer	9,786	-	11,895
2.00	Equipment Mechanic	5,944	-	7,225
1.00	Equipment Shop Supervisor	7,592	-	9,230
1.00	Executive Assistant	6,735	-	8,187
1.00	Executive Assistant to the Chief of Police	6,257	-	7,607
2.00	Finance Division Manager	10,057	-	12,224
1.00	Geographical Information Systems (GIS) Ar	8,203	-	9,970
1.00	Harbormaster	9,247	-	11,239
1.00	Housing Manager	10,057	-	12,224
4.00	Housing Specialist	5,483	-	6,664
1.00	Human Resources Specialist	6,257	-	7,607
1.00	Information Technology Analyst II	7,876	-	9,573
1.00	Information Technology Manager	10,722	-	13,033
2.00	Lead Electrical Technician	7,790	-	9,468
1.00	Lead Police Records Clerk	5,848	-	7,107
1.00	Lead Public Works Superintendent	11,960	-	14,537
7.00	Maintenance Lead Worker	6,221	-	7,562
36.00	Maintenance Worker I	4,642	-	5,643
18.00	Maintenance Worker II	5,374	-	6,532
2.00	Office Assistant	3,774	-	4,587
1.00	Paralegal	6,735	-	8,187
2.00	Payroll Specialist	6,257	-	7,607
1.00	Permit Center Supervisor	8,739	-	10,623
3.00	Permit Technician	5,881	-	7,148
1.00	Planning Manager	11,849	-	14,401
2.00	Police Captain	15,063	-	19,224
1.00	Police Forensic Technician II	6,809	-	8,275
6.00	Police Lieutenant	13,131	-	16,759
68.00	Police Officer	6,840	-	10,107
5.00	Police Records Clerk (Part 1 of 2)	4,363	-	5,304
3.00	Police Records Clerk (Part 2 of 2)	5,051	-	6,139
1.00	Police Records Supervisor	7,666	-	9,318
10.00	Police Sergeant	9,343	-	12,401
1.00	Police Services Administrator	9,610	-	11,680
1.00	Power Company Manager	12,821	-	15,584
1.00	Property and Evidence Supervisor	7,666	-	9,318
1.00	Property and Evidence Technician	5,099	-	6,198
2.00	Public Works Superintendent	10,331	-	12,557
7.00	Public Works Supervisor	7,399	-	8,993
2.00	Recreation Coordinator	5,659	-	6,879
3.00	Recreation Supervisor	7,391	-	8,984
1.00	Revenue Operations Supervisor	8,102	-	9,848
2.00	Senior Administrative Analyst	9,250	-	11,243
3.00	Senior Civil Engineer	10,472	-	12,729

2.00	Senior Combination Building Inspector	8,203	-	9,970
1.00	Senior Financial Analyst	9,487	-	11,531
1.00	Senior Housing Program Analyst	9,250	-	11,243
2.00	Senior Human Resources Analyst	9,209	-	11,193
2.00	Senior Information Technology Analyst	8,739	-	10,623
2.00	Senior Planner	9,319	-	11,328
2.00	Sweeper Operator	4,642	-	5,643
1.00	Utility Lineworker	7,996	-	9,720
1.00	Utility Supervisor	9,800	-	11,912
5.00	Utility Technician	10,162	-	12,351
1.00	Water Instrument / Maintenance Technician II	9,122	-	11,088
1.00	Water Maintenance Mechanic II	9,122	-	11,088
1.00	Water Plant Apprentice Operator	5,374	-	6,532
5.00	Water Plant Operator	7,915	-	9,621
1.00	Water Plant Superintendent	11,390	-	13,846
1.00	Water Plant Supervisor	9,800	-	11,912
1.00	Water Quality Analyst II	8,352	-	10,152
1.00	Water Quality Lab Supervisor	9,800	-	11,912
1.00	Water Utilities Manager	12,821	-	15,584

324.00

FY 2023 - 2024 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS

Department/Division	FY 2021-2022 Amended Budget	FY 2022-23 Adopted Base	FY 2023-24 Adopted Base
<u>Administration</u>			
City Manager	0.45	0.45	0.45
City Clerk	2.10	2.30	1.70
City Attorney	1.55	1.55	1.55
Human Resources	4.00	4.00	4.00
Finance/Accounting	8.50	8.50	7.50
Finance/Utility Billing	8.25	9.25	9.25
Information/Communication Systems	5.00	5.00	5.00
<u>Community Development</u>			
Planning	6.00	6.37	5.77
Building	7.14	5.91	8.07
Code Enforcement	3.00	4.10	4.00
NPDES Administration & Outreach	1.77	1.56	0.76
Southwest Pittsburg GHAD II	1.40	2.20	4.20
Local Traffic Mitigation Fee Fund	0.10	0.10	0.10
<u>Enterprise Services</u>			
Solid Waste	1.75	2.50	2.45
Economic Development	2.10	3.55	3.50
CDBG Entitlements	0.60	0.70	0.60
Waterfront Operations	2.05	2.70	1.85
Marina	8.80	8.30	7.55
<u>Police Department</u>			
Police - Admin & Support Services	5.00	5.00	5.00
Police - Operations Bureau	72.00	72.00	70.00
Police - Investigations	14.80	16.80	18.80
Police - Support Services	17.00	19.00	19.00
Police - Family Justice Center	0.20	0.20	0.20

FY 2023 - 2024 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS

Department/Division	FY 2021-2022 Amended Budget	FY 2022-23 Adopted Base	FY 2023-24 Adopted Base
<u>Recreation & Parks</u>			
Recreation - Admin	1.10	3.10	2.10
Recreation - Youth Activities	1.00	2.00	2.00
Recreation - Community Events	0.00	0.00	1.00
Recreation - Sports	1.00	1.00	1.00
Recreation - Senior Center	1.00	2.00	2.00
Citywide Landscape	10.70	15.60	15.65
Park Maintenance CFD 2007-1	0.15	0.10	0.10
<u>Public Works - Maintenance Services</u>			
Graffiti Removal Program	1.20	1.20	1.25
Public Works/Streets	13.60	13.25	14.25
Citywide Street Lighting	1.70	1.70	1.70
Citywide Street Trees	2.55	2.55	2.60
Citywide Concrete Program	0.50	0.10	0.10
NPDES - Maintenance/Trash & Illicit Disc	3.90	6.55	6.40
Fleet Maintenance	3.50	3.45	3.45
Building Maintenance	5.70	5.65	4.70
Engineering	14.14	16.21	16.50
<u>Public Works - Water and Sewer Enterprises</u>			
Water Operating	32.25	35.80	36.65
Sewer Maintenance	10.60	10.35	10.25
<u>Housing Authority</u>			
Housing Authority - Section 8	6.65	6.65	6.65
RDA Housing - Administration	0.20	0.30	0.30
<u>Pittsburg Power Company</u>			
Island Energy	11.55	10.55	10.50
Pittsburg Power	3.05	2.15	2.15
<u>Successor Agency to Former Redevelopment Agency</u>			
RDA Administration	1.40	1.70	1.40
CITYWIDE TOTALS:	301.00	324.00	324.00



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➤ **CITY COUNCIL**

MAYOR SCALES-PRESTON

VICE MAYOR BANALES

COUNCIL MEMBER ADAMS

COUNCIL MEMBER KILLINGS

COUNCIL MEMBER LOPEZ

➤ CITY COUNCIL

Overview

The City of Pittsburg operates under a council manager form of government and derives its authority from both the California constitution and laws enacted by the state legislature. All legislative power is held by the publicly elected, five member City Council, which consists of the Mayor and four Council Members. All Council Members have equal authority. The Mayor, however, has the additional responsibility of presiding over the City Council meetings, signing official documents and performing ceremonial functions. City Council Members are elected at large in November and hold office for four years. The Mayor is selected among the Council Members and serves for a one-year term.

Service Levels

- Appoint the City Manager and City Attorney to implement policy
- Meet at least once a month, encouraging public comment
- Represent the community on a variety of outside agencies' boards



Mayor
Shanelle Scales-Preston



Vice Mayor
Juan Antonio Banales



Council Member
Jelani Killings



Council Member
Dionne Adams



Council Member
Angelica Lopez

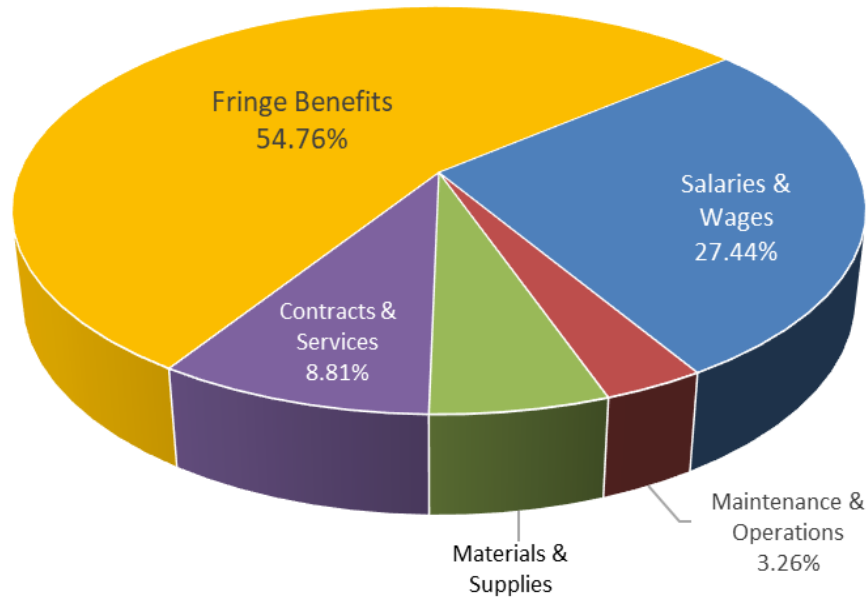


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**Detailed Program Budget
City Council**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	-	-	-	-	-
SOURCES OF REVENUE					
(Addition To)/Reduction in Fund Balance	114,746	145,521	153,155	7,634	5.25%
TOTAL SOURCES OF REVENUE	\$ 114,746	\$ 145,521	\$ 153,155	\$ 7,634	5.25%
USES - OPERATING EXPENDITURES					
Salaries & Wages	30,116	30,030	42,030	12,000	39.96
Maintenance & Operations	2,140	2,751	5,000	2,249	81.75
Materials & Supplies	6,797	12,499	8,750	(3,749)	-29.99
Contracts & Services	2,996	12,750	13,500	750	5.88
Fringe Benefits	72,697	87,491	83,875	(3,616)	-4.13
TOTAL USES - OPERATING EXPENDITURES	\$ 114,746	\$ 145,521	\$ 153,155	\$ 7,634	5.25%
TOTAL USES	\$ 114,746	\$ 145,521	\$ 153,155	\$ 7,634	5.25%
USES BY PROGRAM RECAP					
City Council	114,746	145,521	153,155	7,634	5.25
TOTAL USES BY PROGRAM RECAP	\$ 114,746	\$ 145,521	\$ 153,155	\$ 7,634	5.25%

2023-24 City Council - Uses by Type



➤ ADMINISTRATION

CITY MANAGER'S OFFICE

CITY TREASURER

CITY CLERK/RECORDS/COUNCIL SERVICES

CITY ATTORNEY

HUMAN RESOURCES

FINANCE

INFORMATION & COMMUNICATION SERVICES

➤ ADMINISTRATION – CITY MANAGER

Overview

The City Manager and City Manager's Office (CMO) provide daily direction and leadership in the administration of City operations and to departments in the execution of the City Council's goals and priorities. The City Manager provides information to the City Council; makes recommendations on policy and legislative issues, as well as strategies to address current and future needs of the community; recommends the annual Operating Budget and fiscal health of the City; and guides the preparation and presentation of City Council and subcommittee meeting agendas and reports. The City Manager also serves as the Director of Emergency Operations, and Executive Director of the Pittsburg Arts and Community Foundation and Pittsburg Power Company, respectively.

In carrying out the direction and vision of the City Council, the City Manager ensures that City services are available equitably to the entire community, and that residents have access to information regarding City policies, programs, and services. The CMO is also tasked with researching, developing, and implementing various long-range projects and initiatives to serve the interests of Pittsburg.

Service Levels

- Recommend projects, programs, and initiatives that maintain the long-term fiscal health of the City while continuing to provide services to the public in a way that is responsive to community needs and interests
- Promote and facilitate cooperative and constructive interaction and communication among the city, local and regional agencies, service providers, and community organizations to ensure delivery of comprehensive, coordinated, and high-quality services to Pittsburg residents
- Coordinate the City's COVID-19 recovery effort utilizing American Rescue Plan Act (ARPA) Funds and to ensure the diverse needs of the community are addressed
- Recommend the annual Operating Budget and Capital Improvement Program (CIP) budget
- Coordinate and integrate City services to ensure effective, efficient, and responsive service delivery

➤ADMINISTRATION - TREASURER

Overview

The elected City Treasurer is responsible for auditing and examining all investments made by the City of Pittsburg authorized personnel. Such audits may be performed as deemed necessary and subsequently reported to the City Council.

Service Levels

- Review and approve all quarterly investment reports including cash reserves and bond proceeds to ensure compliance with state law and the City's investment policy



Nancy Parent
City Treasurer



➤ ADMINISTRATION - CITY CLERK/RECORDS AND COUNCIL SERVICES

Overview

The City Clerk serves as the Clerk of the City Council and Secretary to all other Agencies within the City. The City Clerk is an elected position. The City Clerk's Office oversees elections, the regulations for Political Reform Act of 1974, the City's vital records and legislative history, and the records management program. The City Clerk's Office is responsible for production and publication of all Council/Agency agendas; attends the meetings, records and prepares minutes; conducts the City's elections; ensures public access to, authenticates and preserves public records; ensures compliance with legal noticing requirements for all meetings; coordinates recruitment, interview and appointment of the City's commissions and maintains the City's Municipal Code.



*Alice Evenson
Pittsburg City Clerk*

Service Levels

- The City Clerk's Office promotes and facilitates cooperative and constructive interaction and communication among the City, local and regional agencies, service providers and community organizations to ensure comprehensive, coordinated, and superior service delivery for Pittsburg residents
- Provides an environment of transparency in all respects and for all aspects of City government and ensures coordination and integration of informational and records management services to ensure effective, efficient, and responsive delivery
- Provides a positive, productive, and team-oriented work environment for City staff to encourage and ensure continuation of high-quality information and records management administration
- Provides information and support to the City Council in all aspects of City operations, to assist policymaking and response to critical community issues while ensuring the availability of information to all citizens
- Recruits candidates, coordinates interviews and appointments by the City Council for the City's Commissions, and posts Local Appointive List in accordance with the Maddy Act
- Oversees and maintains the City's records management system and retention schedules, incorporating all local, state and federal guidelines, to provide for the destruction or permanent storage of appropriate records in a timely manner

- Responsible for the production and publication of agendas and minutes for the City Council and other bodies
- Administers City elections and ensures compliance with all applicable codes
- Maintains conflict of interest, financial disclosure records and campaign statement filings submitted by public officials in accordance with the Political Reform Act of 1974
- Preserves the City's legislative history
- Maintains custody of and affixes the City seal to legal documents
- Administers the oath of office to newly elected Council Members and appointed commissioners
- Responds to the needs of internal and external customers in accordance with the Public Records Act
- Processes subpoenas and risk management claims against the city, ensuring compliance with all legal regulations and timelines

Accomplishments

- ✓ Continued to perform all statutory duties within timelines, including adherence to the Brown Act, the California Public Records Act, the Political Reform Act, Conflicts of Interest and FPCC regulations, the Maddy Act, Elections Law, and the California Voting Rights Act, among others, compliance with all statutory duties ensures the City of Pittsburg maintains good status with other governing agencies, and negates the City being subject to fines, lawsuits, or bad press
- ✓ Assembled, published and processed 24 City Council Meeting Agendas
- ✓ Processed 235 Resolutions, 4 Ordinances, 4 Certifications
- ✓ Responded to 165 Public Records Requests
- ✓ Advertised commission openings earlier through social media in an effort to increase awareness which resulted in a higher applicant pool to fill vacancies
- ✓ Activated the public portal on the City's website which allows for legislative documents to be viewed and downloaded

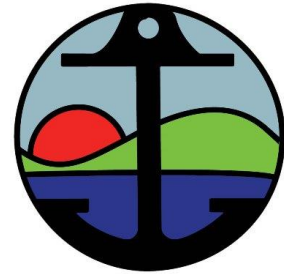
➤ **ADMINISTRATION – CITY ATTORNEY**

Overview

The City Attorney is appointed by City Council and is responsible for providing legal advice to City Council, city staff and city boards and commissions on a broad range of matters that affect the conduct of City business. The City Attorney reviews contracts, ordinances, resolutions, and related legal documents to implement adopted city policies and represents the City in certain litigation and non-litigation matters.

Service Levels

- Provides legal services citywide
- Attends all City Council meetings, and commission or board meetings as needed
- Drafts ordinances and resolutions
- Monitors outside counsel usage and expenditures
- Oversees work done by outside counsel on behalf of the City
- Advises staff regarding litigation risk reduction
- Advises City Council and City Manager on legal risks associated with policy options and Council actions
- Provides drafting and negotiation assistance for complex transactions
- Provides education and training on new legislation that may impact the City
- Provides education and training on City contract language and use



➤ ADMINISTRATION – HUMAN RESOURCES

Overview

The Human Resources Department supports the City of Pittsburg by developing and implementing productive and innovative strategies and programs that enhance the employee experience. We focus on sustaining an inclusive workplace that maximizes talents and harnesses the strengths of our unique perspectives, skills and ideas which contribute to providing the highest level of service to our community.

Service Levels

- **Human Resources Administration** – Provides support and strategic planning services to employees and departments in the development of organizational objectives; provides interpretation of City and department policies; reviews and evaluates work methods and procedures for improving organizational performance, enhancing services, and meeting goals
- **Labor Relations** - Represents the City Council and City Manager on all labor negotiation and grievance matters with bargaining unit representatives of recognized employee organizations
- **Employee Relations** – Provides guidance and counseling to employees; initiates, conducts and/or oversees investigations relative to disciplinary actions and complaints for City departments
- **Recruitment and Selection** - Assists in the administration of the City's Merit System; facilitates selection procedures that produce diverse and skilled applicant pools; assures that all recruitment, hiring, placements, transfers, and promotions are made based on individual qualifications for the position
- **Workers' Compensation** – Administers the City's risk management programs including workers' compensation for on-the-job injuries and employment liability
- **Benefits Administration** - Provides exceptional and affordable employee benefits for retirement, medical, dental, vision, and employee assistance to attract and retain a qualified and highly skilled workforce



- **Organizational Training and Development** - Coordinates City-wide training including safety, mandated, educational, and development programs for City staff
- **Classification & Compensation** - Plans and conducts classification and organization studies; develops classification specifications; designs compensation systems that support and reinforce the City's long-range objectives as well as the culture, climate, and behaviors needed for the organization to be effective

Accomplishments

- ✓ Completed Labor Negotiations: three-year contract for all bargaining groups, COLAs and equity adjustments aligned with external market rates
- ✓ Completed a citywide compensation study
- ✓ Continued City-wide employee monitoring and response to the COVID-19 pandemic which included:
 - Updated internal policy and procedures to mitigate COVID-19 in the workplace based on current guidelines
 - Implementation and oversight of the 2022 supplemental paid sick leave
 - Continued revisions to the COVID-19 Prevention Program (CPP) to control exposures to COVID-19 in compliance with Cal/OSHA Emergency Temporary Regulation for COVID-19 Prevention Requirements (8 CCR 3205)
- ✓ Facilitated and coordinated the City's health and wellness enrollment fair and offered employees information on health benefits, safety and wellness through Municipal Pooling Authority, Kaiser Permanente and other vendors
- ✓ Completed 70 recruitments with an average of 40 days to fill positions
- ✓ Piloted a paperless employee transaction program

➤ **ADMINISTRATION – FINANCE**

Overview

The Finance Department is responsible for accounting operations, payroll, utility billing, budget, financial reporting, debt issuance and management, risk management programs and investments for all the City departments and agencies within the framework of City policies and procedures.

Service Levels

- Provide administration, accounting, fiscal management, and support services to the City
- Manage Citywide budget development and monitoring
- Provide payroll servicing for the City
- Administer the financial provisions of all debt, bond, and tax sharing agreements
- Provide billing and collection services of business license taxes, sewer and water charges, and miscellaneous revenues
- Maintain up-to-date accounting and finance policy and procedure manuals
- Maintain a high level of professionalism and integrity in all the City's financial practices and procedures
- Monitor and report the City's fiscal condition semi-annually
- Administer the City's risk management programs

Accomplishments

- ✓ Worked with Council and City departments to submit a budget consistent with the City's Fiscal Sustainability Ordinance
- ✓ Received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association
- ✓ Provided monthly financial updates to the Finance Subcommittee relating to the economic impact of COVID-19

The following are indicators of the types and volume of activities occurring within this program:

Performance Measure	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Estimated	FY 23-24 Projected
Business Licenses Issued	3,730	3,899	4,058	4,100
Utility Bills Generated	227,111	231,675	233,112	234,000
Online/Automatic Payments Processed	147,392	148,212	152,469	154,000



➤ ADMINISTRATION – INFORMATION/COMMUNICATIONS SYSTEMS

Overview

The Information and Communications Systems Department centrally manages the operation, maintenance and replacement of the citywide network infrastructure, telephone, computer equipment and other hardware and software needs. This activity falls under the Internal Service Fund relative to the management of information technology planning and technical support of the hardware and software required for citywide operations.

Service Levels

- Maintain the Citywide Network System in a reliable and consistent manner
- Provide hardware support to sustain the City's information technology systems including servers, network devices, specialized appliances, etc
- Provide equipment support for personal computers, laptops, and all other associated peripheral equipment
- Provide software support to sustain the City's local and wide area networks including electronic mail, remote access to City computers at offsite locations, Internet access, mobile access to City information technology systems and the City website
- Provide operational support for the City's VoIP telephone system, maintain and manage the various application systems being used by the City in a reliable and consistent manner



Accomplishments

- ✓ Replacement of 25 desktop computers
- ✓ Continuous enhancement of the GIS platform for the staff
- ✓ RFP released for the procurement of new ERP system
- ✓ Vendor selected for the Broadcasting System in the Council Chamber
- ✓ Replacement of copier fleet Citywide (23 units)
- ✓ Nearmap imagery deployed for the City's GIS platform
- ✓ Implemented and launched the new stop data system on the DOJ platform for the Police department
- ✓ Launched EvidenceonQ, a new evidence management system for Police
- ✓ Launched NetPresenter, an electronic bulletin board system for Police
- ✓ Finalized the design and are in the implementation phase of the Quartermaster software for Police
- ✓ Finalized the design and are in the implementation phase of the Geoshield software for Police
- ✓ Implementation of the City's IT infrastructure, including Tricaster based broadcasting system, at the new Recreation office (@ 340 Marina Blvd)
- ✓ Designed and implemented Visitor Check-In kiosks at City Hall
- ✓ Upgraded the Tricaster and closed captioning system at the Council Chamber
- ✓ Upgraded City's servers and data storage infrastructure to a newer platform
- ✓ Implementation of electronic PAF system using OnBase for Police
- ✓ Business License system being migrated to Accela for the Building division
- ✓ Continuous enhancement of application software like Accela, OnBase Yardi, Laserfiche, etc., to support new business needs
- ✓ Implemented ArcGIS online hub site for Island Energy's GIS applications
- ✓ Implemented the OnBase portal to provide public access to legislative documents

Activity	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Estimate	FY 23/24 Budget
High Priority Tech Projects Completed	15	16	18	20	20
Tech Service Requests Completed	1565	2,095	1,914	1,900	2,000

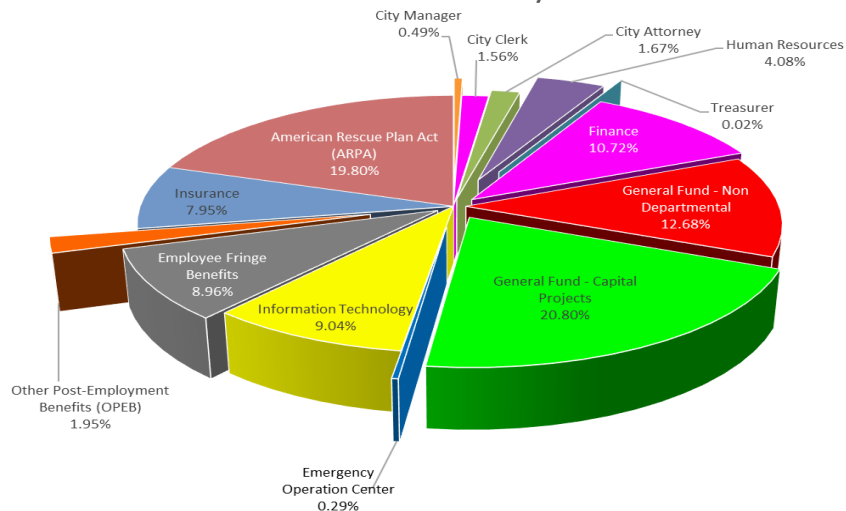
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Administration

Department/Division	FY 2021-2022 Amended Budget	FY 2022-2023 Adopted Budget	FY 2023-24 Adopted Budget
City Manager	0.45	0.45	0.45
City Clerk	2.10	2.30	1.70
City Attorney	1.55	1.55	1.55
Human Resources	4.00	4.00	4.00
Finance/Accounting	8.50	8.50	7.50
Finance/Utility Billing	8.25	9.25	9.25
Information/Communication Systems	5.00	5.00	5.00
TOTAL:	29.85	31.05	29.45

**Detailed Program Budget
Administration**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	29.85	31.05	29.45	(1.60)	-5.15%
SOURCES OF REVENUE					
General	12,259,866	16,298,103	19,095,960	2,797,857	0.66
Enterprise	897,923	845,000	845,000	-	0.00
Internal Service	7,745,489	10,510,554	12,378,260	1,867,706	17.77
Special Revenue	89,526	2,682,553	7,351,384	4,668,831	174.04
(Addition To)/Reduction in Fund Balance	(465,336)	(1,513,380)	(2,957,833)	(1,444,453)	95.45
TOTAL SOURCES OF REVENUE	\$ 20,527,468	\$ 28,822,830	\$ 36,712,771	\$ 7,889,941	27.37%
USES - OPERATING EXPENDITURES					
Salaries & Wages	2,844,736	1,697,448	(60,693)	(1,758,141)	-103.58
Maintenance & Operations	4,917,735	6,456,677	7,574,178	1,117,501	17.31
Workers Compensation	959,530	1,679,972	2,370,709	690,737	41.12
Materials & Supplies	335,283	439,636	1,778,325	1,338,689	304.50
Pass Through Payments	293,677	310,628	310,000	(628)	-0.20
Contracts & Services	2,574,243	4,009,863	3,057,300	(952,563)	-23.76
Fringe Benefits	4,971,284	5,014,303	3,699,475	(1,314,828)	-26.22
TOTAL USES - OPERATING EXPENDITURES	\$ 16,896,488	\$ 19,608,527	\$ 18,729,294	\$ (879,233)	-4.48%
USES - OTHER EXPENDITURES					
Special Items of Expense	770	696,776	57,000	(639,776)	-91.82
TOTAL USES - OTHER EXPENDITURES	\$ 770	\$ 696,776	\$ 57,000	\$ (639,776)	-91.82%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	107,524	87,500	100,000	12,500	14.29
Capital Outlay - Projects	-	2,311,581	13,715,391	11,403,810	493.33
TOTAL USES - CAPITAL EXPENDITURES	\$ 107,524	\$ 2,399,081	\$ 13,815,391	\$ 11,416,310	475.86%
USES - TRANSFERS-OUT					
Transfers-Out	3,522,686	6,118,446	4,111,086	(2,007,360)	-32.81
TOTAL USES - TRANSFERS-OUT	\$ 3,522,686	\$ 6,118,446	\$ 4,111,086	\$ (2,007,360)	-32.81%
TOTAL USES	\$ 20,527,468	\$ 28,822,830	\$ 36,712,771	\$ 7,889,941	27.37%
USES BY PROGRAM RECAP					
City Manager	123,441	184,739	179,276	(5,463)	-2.96
City Clerk	473,405	565,809	572,158	6,349	1.12
City Attorney	350,165	563,120	611,813	48,693	8.65
Human Resources	1,258,825	1,547,143	1,499,471	(47,672)	-3.08
Treasurer	6,284	6,270	6,215	(55)	-0.88
Finance	3,343,520	3,832,199	3,935,592	103,393	2.70
General Fund - Non Departmental	6,704,226	9,598,823	4,654,332	(4,944,491)	-51.51
General Fund - Capital Projects	-	-	7,637,103	7,637,103	-100.00
Emergency Operation Center	38,383	97,770	107,000	9,230	9.44
Information Technology	1,688,487	2,269,526	3,318,890	1,049,364	46.24
Employee Fringe Benefits	1,818,328	2,348,363	3,288,266	939,903	40.02
Other Post-Employment Benefits (OPEB)	2,311,336	2,406,875	714,200	(1,692,675)	-70.33
Pension Trust	11,934	4,000	-	(4,000)	-100.00
Insurance	2,399,134	2,824,754	2,920,167	95,413	3.38
American Rescue Plan Act (ARPA)	-	2,573,439	7,268,288	4,694,849	182.43
TOTAL USES BY PROGRAM RECAP	\$ 20,527,468	\$ 28,822,830	\$ 36,712,771	\$ 7,889,941	27.37%

2023-24 Administration - Uses by Division



➤ COMMUNITY AND ECONOMIC DEVELOPMENT

BUILDING

PLANNING

CODE ENFORCEMENT

ECONOMIC DEVELOPMENT

➤ COMMUNITY & ECONOMIC DEVELOPMENT – PERMIT CENTER DIVISION

Overview

The Building Division is responsible for enforcing the California Building and Construction Codes as enacted by the California State Building Standards Commission. These codes apply to nearly all forms and levels of construction throughout the City. The Building Division is also responsible for managing the construction permit process; including relaying general information and regulating plan submittal, plan review, permit issuance, inspection and document retention. The Building Division administers the City's Residential Rental Inspection Program, which includes identification and registration of residential rental properties, inspections, and issuance of correction notices and citations when necessary.

Service Levels

- Next day construction inspection services
- 48-hour residential roof mount solar plan reviews
- 10-day plan review for new construction projects
- Provide both general information and technical guidance for all types of construction projects within the City both personally and online
- Actively investigate citizen complaints regarding municipal code violations



Accomplishments

- ✓ Relaunched City's Residential Rental Inspection Program
- ✓ Initiated move of the Business Licensing Division from Finance to Community and Economic Development to form the Permit Center
- ✓ Issued over 2,000 building permits
- ✓ Plan-checked construction plans for Courtyard by Marriot, Hilton Home 2 Suites, and Public Storage redevelopment



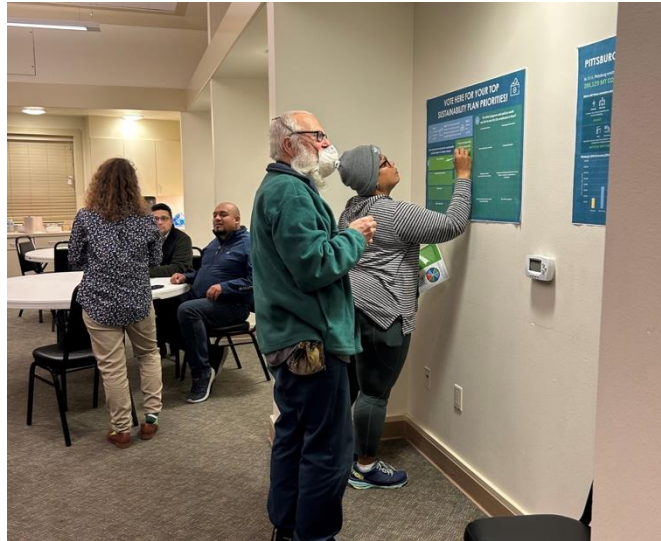
➤ COMMUNITY & ECONOMIC DEVELOPMENT – PLANNING DIVISION

Overview

The Planning Division facilitates new development's compliance with the City's development regulations and guidelines, California Environmental Quality Act (CEQA) and other applicable state, federal, and local regulations. Specifically, the Planning Division is responsible for development, maintenance, and implementation of the City's General Plan; development and administration of Pittsburg Municipal Code Title 18 (Zoning) and Title 19 (Signs) of the Pittsburg Municipal Code; co-administration of Title 17 (Subdivisions); coordination and administration of the East Contra Costa County Habitat Conservation Plan (HCP); and preparation and coordination of CEQA documents for the City.

Service Levels

- Provides inter-departmental coordination for processing applications for private development within city limits, through Planning Commission and City Council
- Provides oversight and direction in the implementation and maintenance of the City's General Plan, Zoning Ordinance, and other planning-related documents
- Serves as a resource for coordination and preparation of CEQA documents for both public and private developments within the City
- Serves as staff support to the Planning Commission and Historic Resources Commission, ensuring timely processing and distribution of public notices, agendas, staff reports, minutes, and resolutions
- Represents the City and participates in regional planning activities, such as the East Contra Costa County Habitat Conservation Plan, meetings of the Contra Costa County Planning Directors, meetings with staff of Local Agency Formation Commission (LAFCO) and Bay Point Municipal Advisory Commission, as needed



- Receives and responds to complaints of Zoning and Sign ordinance violations, and assists in enforcement of other municipal code provisions
- Accepts, processes, analyzes, and evaluates planning applications for conformance with the City of Pittsburg General Plan, Zoning Ordinance, CEQA, Subdivision Ordinance, Sign Ordinance and other state, federal and local planning regulations
- Provides feedback to other, surrounding jurisdictions regarding planning applications that have potential to impact the Pittsburg community

Accomplishments

- ✓ City Council adopted 6th Cycle Housing Element, a plan that allows the City to reach its Regional Housing Needs Allocation (RHNA) of 2,052 new units over the next eight years
- ✓ Issued Notice of Preparation for the “Envision Pittsburg: 2040 General Plan,” environmental impact report (EIR)
- ✓ Reduced average time for processing use permit applications, with completed applications processed in under than 60 days on average
- ✓ Processed user permit and/or design review applications for 6 new businesses Downtown



ENVISION
Pittsburg

➤ COMMUNITY & ECONOMIC DEVELOPMENT – CODE ENFORCEMENT DIVISION

Overview

The Code Enforcement Division is responsible for enforcing the City's Municipal Code as adopted by the City Council, from overgrown weeds to abatements of trash and debris in public view, and much more. The Code Enforcement Division plays a key role in helping maintain public safety and enhancing quality of life for Pittsburg residents.

The Code Enforcement Division receives complaints and requests from residents mainly through a dedicated mobile and web application, GoGov. The Division conducts inspections and issues correction notices and citations when necessary.

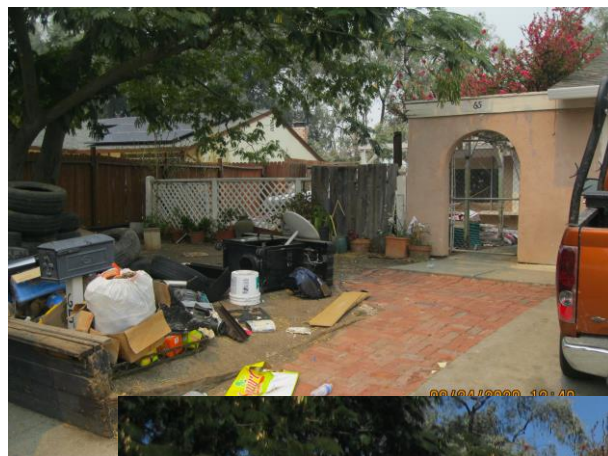
Fiscal Year 2021-2022, the Division transitioned to become a part of Community Development, with a renewed focus on proactive enforcement and enhancing the quality of life.

Service Levels

- Responses to all service requests within 10 business days
- Actively investigate citizen complaints regarding municipal code violations

Accomplishments

- ✓ Nearly 700 citizen complaints were completed and closed during the Fiscal Year
- ✓ City brought on Contract code enforcement to proactively address commercial properties



➤ COMMUNITY & ECONOMIC DEVELOPMENT – ECONOMIC DEVELOPMENT DIVISION

Overview

The Economic Development Division is responsible for building strong partnerships with local business and non-profit organizations. Its mission is to retain existing businesses and help them grow and become sustainable, while attracting new businesses that will expand employment opportunities for Pittsburg residents. In doing so, the City will expand the local sales and property tax base, while maintaining a positive balance between growth, social equity, and the economy.

The City's small, medium, and large businesses have rebound well from COVID-19. The Economic Development Division will continue to work with other department staff as well as developers to facilitate development of long-standing vacant sites, as well as large industrial sites slated for reuse, to bring new users that will provide additional job and commercial opportunities. The Division will also oversee the City's branding efforts throughout the upcoming fiscal year.

Service Levels

- Promote business success by connecting business owners to services, resources, and information on funding opportunities
- Provide economic information to support job creation and business with a focus on the City's shopping districts
- Identify and address issues affecting business operations, and help businesses identify new technologies and operational measures to increase productivity
- Partner with educational institutions to scale-up workforce and prepare prospective employees with 21st century job skills
- Serve as a liaison between brokers and businesses for business retention, expansion, and site selection assistance



Accomplishments

- ✓ Assisted in successfully attracting Sprouts Farmers Market to San Marco Neighborhood (including use of surplus Measure M funds for new traffic signal)
- ✓ Negotiated use of ARPA funds and City-backed loan to commence construction of Courtyard by Marriott Hotel
- ✓ Negotiated City-backed loan for sale of Tech Park property for \$16.7M
- ✓ Initiated City-wide mural and art installation program; creation of Old Town Arts District.
- ✓ Launched signage rehabilitation program.
- ✓ Held four-part small business development series with Chamber and SBDC.
- ✓ Created “Pop-Up Shop” program and held first pop-up at 670 Railroad Avenue.



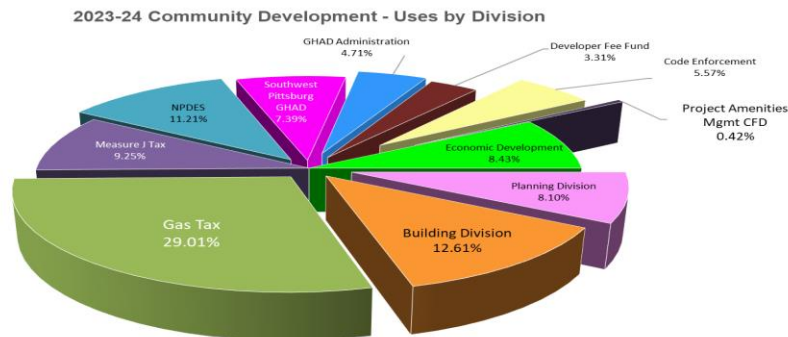
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Community Development Services

Department/Division	FY 2021-2022 Amended Budget	FY 2022-2023 Adopted Budget	FY 2023-2024 Adopted Budget
Planning	6.00	6.37	5.77
Building	7.14	5.91	8.07
Code Enforcement	3.00	4.10	4.00
Economic Development	2.10	3.55	3.50
NPDES Administration & Outreach	1.77	1.56	0.76
Southwest Pittsburg GHAD II	1.40	2.20	4.20
Local Traffic Mitigation Fee Fund	0.10	0.10	0.10
TOTAL:	21.51	23.79	26.40

**Detailed Program Budget
Community and Economic Development**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	21.51	23.79	26.40	2.61	10.97%
SOURCES OF REVENUE					
General	3,725,056	5,314,333	5,112,197	(202,136)	-3.80
Capital Projects	6,013,774	13,937,792	2,331,180	(11,606,612)	-83.27
Special Revenue	9,215,647	16,229,764	8,845,952	(7,383,812)	-45.50
(Addition To)/Reduction in Fund Balance	(5,653,548)	7,625,058	(1,290,805)	(8,915,863)	-116.93%
TOTAL SOURCES OF REVENUE	\$ 13,300,929	\$ 43,106,947	\$ 14,998,524	\$ (28,108,423)	-65.21%
USES - OPERATING EXPENDITURES					
Salaries & Wages	2,160,400	3,374,848	3,499,280	124,432	3.69
Maintenance & Operations	701,388	1,394,407	849,828	(544,579)	-39.05
Workers Compensation	71,119	124,180	215,190	91,010	73.29
Materials & Supplies	132,455	212,970	237,000	24,030	11.28
Contracts & Services	1,254,908	2,997,006	1,365,943	(1,631,063)	-54.42
Fringe Benefits	1,687,825	2,036,247	2,439,046	402,799	19.78
TOTAL USES - OPERATING EXPENDITURES	\$ 6,008,095	\$ 10,139,658	\$ 8,606,287	\$ (1,533,371)	-15.12%
USES - OTHER EXPENDITURES					
Special Items of Expense	-	50,000	-	(50,000)	-100.00
TOTAL USES - TRANSFERS-OUT	\$ -	\$ 50,000	\$ -	\$ (50,000)	-100.00%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	21,622	51,696	27,210	(24,486)	-47.37
Capital Outlay - Projects	3,795,532	28,853,078	3,578,267	(25,274,811)	-87.60
TOTAL USES - CAPITAL EXPENDITURE	\$ 3,817,154	\$ 28,904,774	\$ 3,605,477	\$ (25,299,297)	-87.53%
USES - TRANSFERS-OUT					
Transfers-Out	3,475,680	4,012,515	2,786,760	(1,225,755)	-30.55
TOTAL USES - TRANSFERS-OUT	\$ 3,475,680	\$ 4,012,515	\$ 2,786,760	\$ (1,225,755)	-30.55%
TOTAL USES	\$ 13,300,929	\$ 43,106,947	\$ 14,998,524	\$ (28,108,423)	-65.21%
USES BY PROGRAM RECAP					
Planning Division	1,592,939	2,493,566	1,214,579	(1,278,987)	-51.29
Planning Grants	74,895	286,347	-	(286,347)	-100.00
Building Division	1,168,290	1,234,071	1,891,287	657,216	53.26
Gas Tax	3,906,921	6,844,116	4,350,505	(2,493,611)	-36.43
Measure J Tax	1,227,181	5,876,806	1,387,050	(4,489,756)	-76.40
NPDES	1,136,630	1,651,564	1,681,155	29,591	1.79
Southwest Pittsburg GHAD	510,277	918,262	1,107,791	189,529	20.64
GHAD Administration	331,780	391,853	705,707	313,854	80.09
Pittsburg CIP	905,103	11,569,179	-	(11,569,179)	-100.00
Developer Fee Fund	1,294,152	8,403,829	497,131	(7,906,698)	-94.08
Community Capital Improvements	33,090	288,984	-	(288,984)	-100.00
Code Enforcement	575,718	795,526	835,386	39,860	5.01
Project Amenities Mgmt CFD	3,554	60,000	63,604	3,604	6.01
Economic Development	540,399	2,292,844	1,264,329	(1,028,515)	-44.86
TOTAL USES BY PROGRAM RECAP	\$ 13,300,929	\$ 43,106,947	\$ 14,998,524	\$ (28,108,423)	-65.21%

(1) Includes transfers between funds for the administration of the GHAD program in the amount of \$512,706, therefore uses appear to be overstated by \$512,706



➤ **POLICE DEPARTMENT**

OPERATIONS BUREAU

INVESTIGATIONS

SUPPORT SERVICES

➤POLICE DEPARTMENT

Overview

The Pittsburg Police Department has no greater honor than to keep our citizens safe and to serve our community with pride and integrity. It is our pledge to our community that we will continue to be transparent and available. We take tremendous pride in building and maintaining valued relationships based on mutual respect and open dialog. The police



departments mission continues to be to serve our community through **Professionalism, Excellence, and Trust**

Police and Community Partnerships create an opportunity for the Pittsburg Police Department and the community to work together to improve the safety of our community so that our community can thrive. We do this by sharing information about neighborhood crime issues, maintaining a consistent presence

through our social media platforms and sharing ideas and tips on how to solve and prevent crime and how to build a stronger community together.

Service Levels

- Serve in the critical capacity of first responder for approximately 80,000 calls-for-service annually
- The Operations Bureau is responsible for the management of the Patrol Division and the Traffic Unit, the Patrol Division represents the largest component of the Police Department
- The Support Services Bureau is responsible for the management of the Investigations Division, Property/Evidence Division, Records Division, Outreach Unit, and the School Resource Officer Program, the Support Services Bureau also provides in-service training and certified courses to ensure compliance with Peace Officer Standards and Training (POST) and applicable educational mandates for all sworn and civilian police personnel



- The Police Department is dedicated to thoroughly investigate crimes, evaluate and prepare criminal cases for submission to the District Attorney's Office for prosecution, our Detective Division works closely with the District Attorney's Victim Advocate services as well as continues to be at the forefront of the effort to combat and end Human Trafficking
- The Traffic and Marine Patrol Units provide proactive enforcement of the State's DUI and boating while intoxicated laws, including targeted enforcement patrols and sobriety checkpoints, to ensure the highest level of roadway and waterway safety, our Marine unit also assists the US Coast Guard and other regional marine units for maritime activities and festivities throughout the greater bay area
- Traffic officers concentrate their efforts on regions within the City that receive traffic complaints and where analysis of collision data identifies problem areas in an effort to reduce traffic collisions and promote safe driving
- The Community Outreach Unit provides outreach services and assistance to the unhoused community and works to contribute back to the overall health and wellness of the city, additionally, they partner with business districts throughout the city to address retail theft, loitering and other related matters to ensure our businesses have the best opportunity to thrive in our community



The following are indicators of the types and volume of activities occurring within this program:

Activity Measure	Calendar Year 2020	Calendar Year 2021	Calendar Year 2022*	2022 Change from 2021
OPERATIONS BUREAU				
Calls for Service	75,865	73,780	70,794	-4.0%
Arrests*	2,382	2,221	2,219	-0.1%
Traffic Citations	5,077	3,686	2,492	-32.4%
Guns Recovered	227	221	322	45.7%
Total Part I Crime*	28	27.5	29.4	6.9%
Total Violent Crime*	6.4	6	6.2	3.3%
SUPPORT SERVICES BUREAU				
Public Records Act Requests	63	61	60	-2%
PRA - Police Report Requests	2,735	2,584	2,302	-11%

* Per 1,000 residents. Part I Crime: murder, rape, robbery, aggravated assault, burglary, larceny, vehicle theft and arson. Violent crime includes: murder, rape, robbery, and aggravated assault. Data as of 4/3/23. Please note PPD transitioned to NIBRS reporting as of June 2022. 2022 arrests and Part I Crime/ Violent crime per capita based on: UCR data (Jan - May), NIBRS data (Jun - Nov), and estimated data (Dec).

FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Police Department

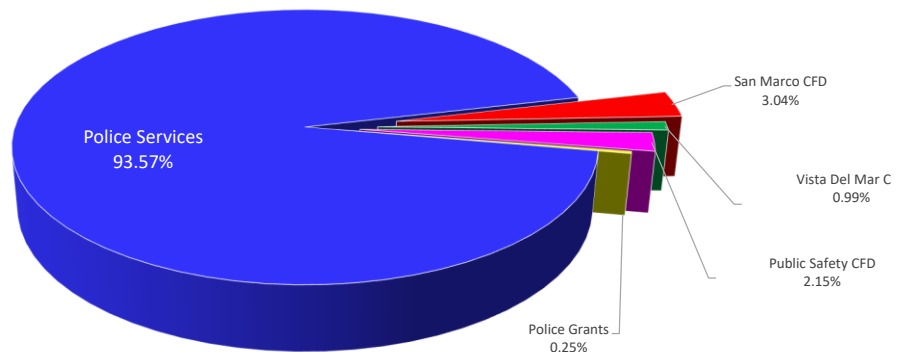
Department/Division	FY 2021-2022 Amended Base	FY 2022-2023 Adopted Base	FY 2023-2024 Adopted Base
Police - Admin & Support Services	5.00	5.00	5.00
Police - Operations Bureau	72.00	72.00	70.00
Police - Investigations	14.80	16.80	18.80
Police - Support Services	17.00	19.00	19.00
Police - Family Justice Center	0.20	0.20	0.20
TOTAL:	109.00	113.00	113.00

**Detailed Program Budget
Police Department**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	109.00	113.00	113.00	-	0.00%
SOURCES OF REVENUE					
General	29,406,776	32,886,958	32,060,577	(826,381)	2.51
Measure M Police	-	-	2,850,000	2,850,000	0.00
Special Revenue	3,009,971	4,449,261	3,156,219	(1,293,042)	-31.81
(Addition To)/Reduction in Special Revenue Funds	2,121,185	2,854,437	5,018,558	2,164,121	75.82
Fund Balance					
TOTAL SOURCES OF REVENUE	34,537,932	40,190,656	43,085,354	2,894,698	7.20%
USES - OPERATING EXPENDITURES					
Salaries & Wages	14,695,224	15,442,814	16,357,465	914,651	5.92
Maintenance & Operations	2,827,612	4,053,447	3,601,714	(451,733)	-11.14
Workers Compensation	462,351	690,036	940,235	250,199	36.26
Materials & Supplies	638,688	964,664	766,258	(198,406)	-20.57
Contracts & Services	2,779,845	2,907,001	3,089,629	182,628	6.28
Fringe Benefits	10,188,371	10,801,999	11,445,217	643,218	5.95
TOTAL USES - OPERATING EXPENDITURES	31,592,091	34,859,961	36,200,518	1,340,557	3.85%
USES - OTHER EXPENDITURES					
Special Items of Expense	16,395	25,000	15,000	(10,000)	-40.00
TOTAL USES - OTHER EXPENDITURES	16,395	25,000	15,000	(10,000)	-40.00%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	671,302	2,295,670	1,282,360	(1,013,310)	-44.14
TOTAL USES - CAPITAL EXPENDITURES	671,302	2,295,670	1,282,360	(1,013,310)	-44.14%
USES - TRANSFERS-OUT					
Transfers-Out	2,258,144	3,010,025	5,587,476	2,577,451	85.63
TOTAL USES - TRANSFERS-OUT	2,258,144	3,010,025	5,587,476	2,577,451	85.63%
TOTAL USES	34,537,932	40,190,656	43,085,354	2,894,698	7.20%
USES BY PROGRAM RECAP					
Police Services	31,664,920	35,896,983	37,648,053	1,751,070	4.88
San Marco CFD	1,090,943	1,333,750	1,222,006	(111,744)	-8.38
Vista Del Mar CFD	399,690	399,000	399,691	691	0.17
Public Safety CFD	705,182	952,500	865,378	(87,122)	-9.15
Asset Forfeitures	28,567	-	-	-	-100.00
Police Grants	648,630	1,608,423	100,226	(1,508,197)	-93.77
Measure M Police	-	-	2,850,000	2,850,000	-100.00
TOTAL USES BY PROGRAM RECAP	34,537,932	40,190,656	43,085,354	2,894,698	7.20%

¹ Includes transfers between Police CFD funds and Grant funds for police services in the amount of \$2,737,476, therefore uses appear to be overstated by that amount.

2023-24 Police Department - Uses by Division



➤ RECREATION PROGRAMS

ADMINISTRATION

SENIOR CENTER

YOUTH / TEEN SERVICES

SPORTS

AQUATICS

SMALL WORLD PARK

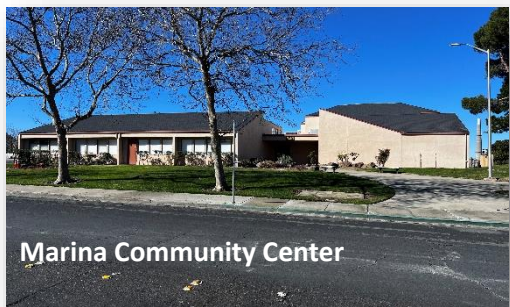
CALIFORNIA THEATER

COMMUNITY OUTREACH

➤ RECREATION

Overview

The Recreation Department historically presents programs and services including aquatics, senior services, youth sports, operation of the California Theatre, and the seasonal operation of Small World Children's Amusement Park. These programs and services enhance the quality of life for all age groups of residents in the City of Pittsburg. Administration of programs helps to support City development, encourage community image, and promote social interaction and a positive sense of community.



The **Marina Community Center** reopens in Fiscal Year 2023-2024, allowing the Recreation Department to enhance its offerings of indoor programs and activities for youth, families, and all residents. increased focus on community art projects, opportunities for youth, and collaborations with community partners to provide overall wellness.

The **Senior Center** division is responsible for the successful administration, programming, and operation of the Senior Center. Pittsburg residents, age fifty and older are provided with activities that improve their quality of life. The mission of staff is to keep participants active and informed. This is accomplished through partnerships with Pittsburg Adult Education, Contra Costa County, AARP, John Muir Health, Senior Legal Services, Senior Outreach Services, and the CC Café.



The division of **Youth and Young Adult Services** works to provide programs and opportunities for youth. This division oversees the Youth Advisory Commission which provides youth an opportunity to be civic leaders for their peers. Programs aimed at providing employment resources, training, and job experience, mentoring, and team building for youth between the ages of 11-21 include Pittsburg Youth Works, and the Pittsburg Spring/Summer Youth Corp.



The **Sports** division is responsible for providing recreational sports activities for our residents. Programs include Junior NBA youth basketball league, youth flag football, Junior Giants, adult baseball, sports camps and more. This division also works with local non-profit leagues to provide equal access to City sports fields and facilities.



The **Small World Park** division is responsible for the successful administration, programming and operation of the park which is geared towards children twelve years and younger. The park is open weekends only in the spring/fall and four days a week during the summer. The park offers special “Themed Thursdays” and is home to the Green Footprint Festival and National Night Out. Amenities include: Train, Carousel, Whale Ride, Ferris Wheel, zipline, crawdad fishing, and play equipment. Six large picnic sites, a barn and birthday party castle are available for rental. A minimal admission fee is charged which offsets the operation of the park.

**Parks
Make
Life
Better!**

Buchanan Swim Center located in Buchanan Park offers a wide variety of aquatic programming for residents of all age groups. The Swim Center is open for recreational and lap swim during the spring and fall months. Programs offered include the Aquatics Adventure Camp, American Red Cross swim lessons for youth and adults, and Wipe-Out Wednesdays. Throughout the year, the pool has become the home for high school and club swim teams as well as the being utilized by the U.S. Navy for training purposes. The Swim Center offers rental areas for private parties during regular hours, but also offers the after-hours rental of the full swim center for large events, parties, and corporate rentals.



Service Levels

Administration:

- Provide direction, planning, and administration for all recreation services, programs, activities, and community events

Senior Center:

- Provide various activities and programs for the City's residents, ages 50+ year old which include exercise programs, financial counseling, crafts, special excursions, health management, social events, and substantial focus on meals and wellness

Youth Services:

- Provide a variety of programs for youth and young adults including job readiness, employment opportunities, sports and overall wellness, arts and community

Sports:

- Provides a wide variety of recreation sports leagues, camps and clinics for youth and adults, additionally, responsible for coordination of field rentals and usage

Small World Park:

- Daily operations of children's amusement park

Aquatics:

- Operation of aquatic center including recreation and lap swim, classes and programs, and rentals

Accomplishments

BUCHANAN SWIM CENTER

- \$10,000 in grant funds from Keller Canyon Mitigation Funds for Senior Programs
- Provided community with aquatic camps, youth and adult swim lessons, lap swim, and First Aid/CPR training
- Hosted water polo and diving camp in partnership with Pittsburg High School

COMMUNITY

- Summer activities included: Car Shows, Jazz Blues & Funk Festival, Music at the Marina, and First Fridays
- Provided assistance to six community organizations youth and community programs
- Co-Sponsored the Second Annual Darrell Daniels Community Day at City Park
- In collaboration with Ace Hardware, Pittsburg Arts & Community Foundation and Economic Development, coordinated and implemented a large mural on Railroad Avenue

SENIOR CENTER

- \$17,400 in grant funds from Keller Canyon Mitigation Funds for Senior Programs
- Hosted the annual Health Fair and Resource Fair in partnership with Humana Health and Supervisor Federal Glover

SMALL WORLD PARK

- STEM in the park in partnership with Habitot Museum
- Park improvements include an active mural
- Welcomed over 1,200 visitors to the annual Easter Egg Hunt and 2,500 visitors during annual Halloween Bash

SPORTS

- Provided basketball day camps for youth over Thanksgiving & Winter Break (100 participants)
- Youth sports leagues included Jr. NBA basketball (200 participants), football (100 participants), Jr. Giants baseball (260 participants), youth baseball (127 participants) and soccer
- Adult Spring and Fall Baseball League (230 participants)
- Old Town Bocce League expanded to additional sessions

YOUTH PROGRAMS

- Pittsburg Youth Works Program provided summer employment and mentorship for 60+ youth to support local businesses
- Partnered with Contra Costa County for the COVID-19 Youth Ambassador Program
- Pittsburg Youth Commissioners appointed and resumed regular meetings The Commission provided a presentation and recommendation to the City Council on the Youth & Young Adult Services Master Plan
- Close the Gap education program for low income and low performing students offered with 20 participants receiving no cost instruction from Kumon in the subjects of Reading and Math
- Initiated the feasibility study to become a certified My Brother's Keeper community, creation of the MBK Pittsburg Steering Committee



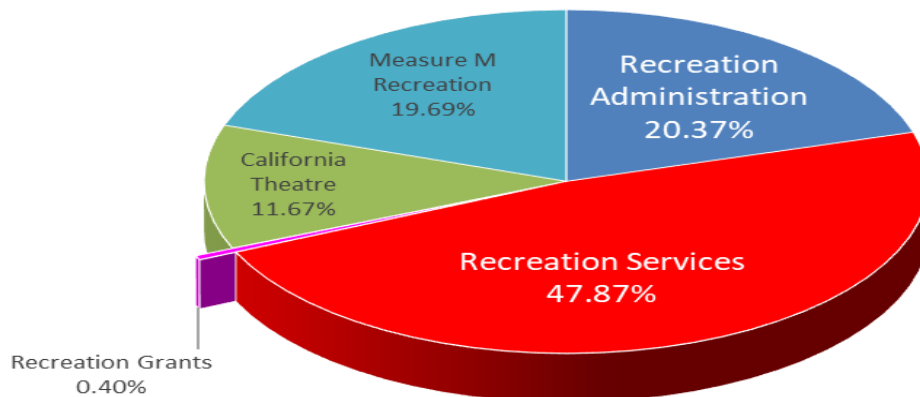
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Recreation

Department/Division	FY 2021-2022 Amended Budget	FY 2022-2023 Adopted Budget	FY 2023-2024 Adopted Budget
Recreation-Admin	1.10	3.10	2.10
Recreation - Community Events	1.00	0.00	1.00
Recreation - Youth Activity	0.00	2.00	2.00
Recreation - Sports	1.00	1.00	1.00
Recreation - Senior Center	1.00	2.00	2.00
TOTAL:	4.10	8.10	8.10

**Detailed Program Budget
Recreation**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	4.10	8.10	8.10	0.00	0.00
SOURCES OF REVENUE					
General	1,410,538	2,068,507	2,352,200	168,880	64.11
Special Revenue	943,583	632,841	812,248	179,407	28.35
Measure M Recreation		750,000	850,000	100,000	13.33
(Addition To)/Reduction in Fund Balance	140,096	1,328,208	301,628	(1,026,580)	(77.29)
TOTAL SOURCES OF REVENUE	\$ 2,494,217	\$ 4,779,556	\$ 4,316,076	\$ (463,480)	-9.70%
USES - OPERATING EXPENDITURES					
Salaries & Wages	660,849	1,295,818	1,253,766	(42,052)	-3.25
Maintenance & Operations	397,739	516,522	740,892	224,370	43.44
Workers Compensation	22,064	47,351	86,382	39,031	82.43
Materials & Supplies	56,461	169,516	126,275	(43,241)	-25.51
Contracts & Services	328,833	1,288,568	411,735	(876,833)	-68.05
Fringe Benefits	291,259	563,252	591,345	28,093	4.99
TOTAL USES - OPERATING EXPENDITURES	\$ 1,757,205	\$ 3,881,027	\$ 3,210,395	\$ (670,632)	-17.28%
USES - OTHER EXPENDITURES					
Special Items of Expense	18,243	112,111	124,450	12,339	11.01
TOTAL USES - OTHER EXPENDITURES	\$ 18,243	\$ 112,111	\$ 124,450	\$ 12,339	11.01%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Projects	718,769	151,231	131,231	(20,000)	-13.22
TOTAL USES - CAPITAL EXPENDITURES	\$ 718,769	\$ 151,231	\$ 131,231	\$ (20,000)	-13.22%
USES - TRANSFERS-OUT					
Transfers-Out	\$ -	635,187	850,000	214,813	33.82
TOTAL USES - TRANSFERS-OUT	\$ -	\$ 635,187	\$ 850,000	\$ 214,813	33.82%
TOTAL USES	\$ 2,494,217	\$ 4,779,556	\$ 4,316,076	\$ (463,480)	-9.70%
USES BY PROGRAM RECAP					
Recreation Administration	324,686	830,950	879,230	48,280	5.81
Recreation Services	1,188,662	2,608,835	2,065,956	(542,879)	-20.81
Recreation Grants	20,452	138,585	17,400	(121,185)	-87.44
California Theatre	960,417	451,186	503,490	52,304	11.59
Measure M Recreation	-	750,000	850,000	100,000	13.33
TOTAL USES BY PROGRAM RECAP	\$ 2,494,217	\$ 4,779,556	\$ 4,316,076	\$ (463,480)	-9.70%

2023-24 Recreation Services - Uses by Division





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➤ PUBLIC WORKS – MAINTENANCE SERVICES

CITYWIDE STREET LIGHTING

CITYWIDE STREET & CONCRETE MAINTENANCE

CITYWIDE STREET TREES

GRAFFITI REMOVAL

CITYWIDE LANDSCAPE & PARK MAINTENANCE

BUILDING MAINTENANCE

FLEET MAINTENANCE

ENGINEERING

➤PUBLIC WORKS – MAINTENANCE SERVICES

Overview

The Public Works Department is responsible for the operation and/or maintenance of City facilities and infrastructure. The Public Works Maintenance Services Department maintains within the limits of respective budgets all City streets, storm drains, landscaping, Park facilities and City-owned buildings.

Service Levels

Administration:

- Provide planning, direction, personnel, and training to the maintenance and operations divisions of the Public Works Department
- Review new projects related to utilities, streets, landscape, parks, traffic signals, and storm drain facilities

- Prepare and forward to PG&E a list of non-operable PG&E maintained streetlights requiring repair, and monitor for compliance
- Repair and replace underground electrical conductors

Concrete:

- Mark and schedule the repairs of damaged sidewalks, curbs, and gutters based on the severity of damage and its potential for contributing to personal injury as budget allows
- Work with the Engineering Department to educate and notify the public on the responsibility for curb, gutter, and sidewalk damage not caused by city street trees

Citywide Street Lighting:



- Perform Citywide monthly nighttime street light inspections to identify inoperative or malfunctioning lights
- Respond to public requests, replace City owned light poles damaged by vehicular accidents and construct and install new streetlight poles in City rights-of-way, parking lots and streets with insufficient/inefficient lighting

Street Trees:

- Provide oversight and direction to tree service companies performing work for the City of Pittsburg
- Respond to service calls and tree failure emergencies due to storms, vehicle accidents, etc.

Graffiti Removal:

- Inspect and respond to graffiti incidents both private and public throughout the City
- Work with Code Enforcement to log and identify serial taggers for future recovery of costs

associated with Graffiti Removal and to help in prosecution

Citywide Landscape and Parks:

- Responsible for the grounds care of municipal landscaping including parks, medians, rights-of-way and facilities
- Maintain grounds, picnic areas, ball fields and facilities at each of the 26 parks within the City

Swim Center Maintenance:

- Maintain the pool, associated equipment and facilities according to State standards

Accomplishments

- ✓ Applied thermoplastic striping along Railroad Ave. in historic downtown area to improve visibility
- ✓ Playground Fiber replenishment in approximately 12 playgrounds throughout the City
- ✓ Installed new exercise equipment at DeAnza Park
- ✓ Converted irrigation to drip in medians and rights-of-way along Loveridge Rd. improving water conservation efforts
- ✓ Repaired approximately 3,000 square feet of damaged and failed asphalt at the New Mecca parking lot and 24,510 square feet of crackfill



➤ PUBLIC WORKS – BUILDING MAINTENANCE

Overview

Building Maintenance sustains and/or oversees maintenance and service contracts for all or part of 23 City-owned buildings. Building Maintenance is charged with exploring avenues to reduce cost while providing enhanced user functionality and greater community access. User charges to respective departments provide the revenues to support the Building Maintenance function; these charges are described as “Building – Allocated Costs”.



Service Levels

Inspection:

- Janitorial service inspection performed per the contracted scope of work, meet with the janitorial service site manager regarding complaints, and provide/coordinate required staffing for other City sites
- Elevator contractor maintenance and repair inspections, annual permit inspection and respective records maintenance
- Oversee contractor inspection, maintenance, scheduling and repairs for Heating, Ventilation and Air Conditioning (HVAC) controls and maintenance and maintain records



Maintenance:

- Maintain, schedule quarterly inspection, inspect repairs, and maintain required records for the fire alarm monitoring system at the Civic Center, Plaza Marina, California Theatre and Senior Center to meet State regulatory requirements
- Maintain the security monitoring system and system support and schedule respective inspections for eight locations, including the Civic Center and the Senior Center
- Contract repairs to fire sprinkler system, schedule the annual inspection for re-certification and fire extinguisher service for the Civic Center, Senior Center and other facilities
- Provide monthly pest control service at City facilities

- Provide general building maintenance services including janitorial services, work area modification, roofing, moving of furniture, routine electrical repairs and upgrades, after hours and weekend building access, building security system and key control, set-up of meeting rooms, set up and maintenance of the Civic

Center lobby area and Council Chambers for various events, plumbing repair and maintenance, vector control, minor painting and roof repairs

- Assist other departments with respective property management, projects, and building maintenance needs

Accomplishments

- ✓ Removed and replaced AC system and upgraded sensors at Senior Center providing essential climate control to the building and improving efficiency
- ✓ Remodeled kitchens on 1st and 2nd floors of City Hall providing new cabinets, counters and sinks for employees
- ✓ Repainted walls and installed new cabinets in Police Department Report Writing Room
- ✓ Removed and replaced flooring in offices and hallways at the Water Treatment Plant
- ✓ Replaced approximately 500 square feet of carpet and 300 linear feet of trim at City Hall
- ✓ Installed approximately 500 square feet of new ASPART- X flooring in the Men's restroom at the Corporation Yard, replacing aged and worn tile flooring



➤ PUBLIC WORKS – FLEET MAINTENANCE

Overview

Fleet Maintenance is responsible for the maintenance of vehicles and equipment. This includes police patrol cars and motorcycles, heavy-duty trucks and construction equipment, light-duty and medium-duty trucks, vans and SUVs, and other pieces of equipment.

Fleet Maintenance prepares and implements a preventative maintenance schedule for all City-owned vehicles using the RTA software. This division also prepares recommendations for replacement of vehicles based upon maintenance history and reliability, and subsequently prepares specifications for bids. User charges to respective departments provide the revenues which support the Fleet Maintenance function; these charges are described as “Fleet Maintenance Allocated Costs”.



Service Levels

- Ensure vehicle service turn-around time is four hours or less 90% of the time
- Service Police vehicles every six weeks
- Service light trucks and cars every three months or 5,000 miles
- Service heavy equipment (backhoes, Vac-Con, etc.) every 200 hours

Accomplishments

- ✓ Collecting, analyzing, and providing data necessary to move fleet towards Advanced Clean Fleet Regulation compliance for medium-duty and heavy-duty vehicles
- ✓ Initiated integration of hybrid and fully electric vehicles into the fleet with the purchase of 11 hybrid vehicles, 3 plug-in hybrid, and 4 fully electric vehicles



➤ PUBLIC WORKS - ENGINEERING

Overview

The Engineering Division provides skilled and professional staff to assure that City-owned facilities such as streets, storm drain systems, water distribution networks, sewer collection facilities, parks, and similar improvements are constructed where needed and that improvements are built to meet appropriate standards.

Service Levels

- Manage the design and construction of City projects
- Assure that development projects (residential and commercial) meet City requirements
- Manage traffic related issues and improvements such as signal timing
- Process and issue the permits for encroachments within the public right-of-way, site grading, parking permits, and wide load permits
- Maintain records of the constructed improvements and the description of properties and easements within the City
- Serve as the City's Stormwater National Pollutant Discharge Elimination System (NPDES) manager to ensure compliance with the City's Stormwater permit
- Provide staff to manage and support the Southwest Pittsburg Geological Hazard Abatement District II



Accomplishments

Projects Completed FY 2022-23

- Buchanan Road Emergency Waterline Repair
- West Leland Road Safety Improvement Project
- 2021/2022 CDBG ADA Curb Ramp Installation
- 2021/2022 Pavement Maintenance Project
- Bodega Drive Water System Loop
- Patch Paving, Sealing, Striping, on Loveridge Road and Pittsburg - Antioch Highway
- California Theater Balcony Seating and Renovation
- 2017 Sewer and Waterline Rehabilitation Project





Grant Awards

- ✓ 2022 Program for Arterial System (PASS) Grant - \$111,900 for Traffic Signal Synchronization
- ✓ 2022/2023 Transportation Development Authority—\$105,000 towards installation of rapid flashing beacons at school crosswalks
- ✓ Clean California Grant - \$1,354,000 for Frontage Road Living Green Trail and Outreach Project
- ✓ One Bay Area Grant 3 (OBAG3) - \$4,427,000 for Delta De Anza Multimodal Trail Safety Improvement Project
- ✓ Smart Signal Project - \$1,332,724 for Traffic Signal Upgrades on Railroad Ave., W. Leland Rd., and Buchanan Rd.

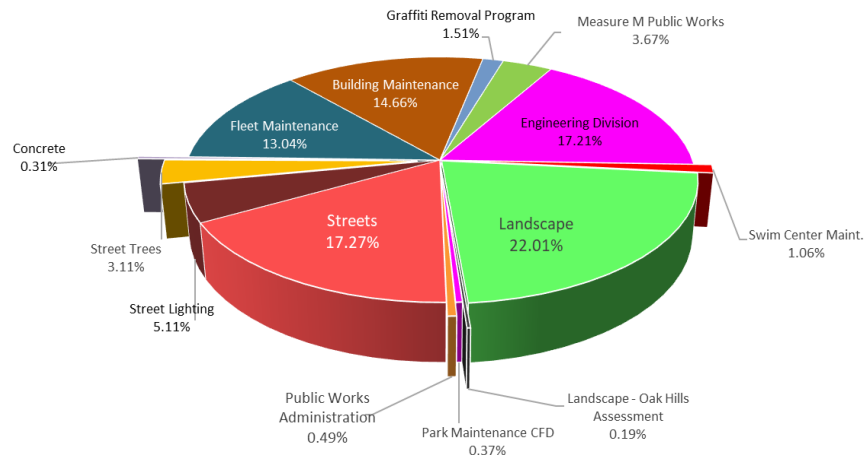
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Public Works - Maintenance Services

Department/Division	FY 2021-2022 Amended Base	FY 2022-2023 Adopted Base	FY 2023-2024 Adopted Base
Building Maintenance	5.70	5.65	4.70
Citywide Concrete Program	0.50	0.10	0.10
Citywide Landscape	10.70	15.60	15.65
Citywide Street Lighting	1.70	1.70	1.70
Citywide Street Trees	2.55	2.55	2.60
Engineering	14.14	16.21	16.50
Fleet Maintenance	3.50	3.45	3.45
Graffiti Removal Program	1.20	1.20	1.25
NPDES - Storm Drain Clean-Up	3.90	6.55	6.40
Park Maintenance CFD 2007-1	0.15	0.10	0.10
Public Works/Streets	13.60	13.25	14.25
TOTAL:	57.64	66.36	66.70

**Detailed Program Budget
Public Works - Maintenance Services**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	57.64	66.36	66.70	0.34	0.51
SOURCES OF REVENUE					
General	4,255,749	4,302,730	5,162,766	860,036	19.99
Measure M Public Works	-	1,547,360	750,000	(797,360)	-51.53
Internal Service	4,589,572	7,060,419	5,769,228	(1,291,191)	-18.29
Special Revenue	5,080,276	5,989,757	6,161,115	171,358	2.86
(Addition To)/Reduction in Fund Balance	1,839,218	5,345,134	2,619,831	(2,725,303)	-50.99
TOTAL SOURCES OF REVENUE	\$ 15,764,815	\$ 24,245,400	\$ 20,462,940	\$ (3,782,460)	-15.60%
USES - OPERATING EXPENDITURES					
Salaries & Wages	4,421,005	4,636,752	5,809,743	1,172,991	25.30
Maintenance & Operations	3,858,138	4,411,542	4,630,212	218,670	4.96
Workers Compensation	145,321	242,780	384,244	141,464	58.27
Materials & Supplies	1,830,351	2,515,007	2,313,380	(201,627)	-8.02
Contracts & Services	1,504,586	5,030,209	1,864,051	(3,166,158)	-62.94
Fringe Benefits	3,211,453	3,690,767	4,210,957	520,190	14.09
TOTAL USES - OPERATING EXPENDITURES	\$ 14,970,854	\$ 20,527,057	\$ 19,212,587	\$ (1,314,470)	-6.40%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	61,596	3,297,190	423,200	(2,873,990)	-87.16
Capital Outlay - Projects	-	344,000	-	(344,000)	-100.00
TOTAL USES - CAPITAL EXPENDITURES	\$ 61,596	\$ 3,641,190	\$ 423,200	\$ (3,217,990)	-88.38%
USES - TRANSFERS-OUT					
Transfers-Out	732,365	77,153	827,153	750,000	972.09
TOTAL USES - TRANSFERS-OUT	\$ 732,365	\$ 77,153	\$ 827,153	\$ 750,000	972.09%
TOTAL USES	\$ 15,764,815	\$ 24,245,400	\$ 20,462,940	\$ (3,782,460)	-15.60%
USES BY PROGRAM RECAP					
Engineering Division	2,365,493	2,437,488	3,521,096	1,083,608	44.46
Pittsburg CIP	-	1,547,360	-	(1,547,360)	-100.00
Swim Center Maint.	235,188	214,011	216,530	2,519	1.18
Landscape	3,127,148	4,149,571	4,504,101	354,530	8.54
Landscape - Oak Hills Assessment	31,500	42,223	38,501	(3,722)	-8.82
Park Maintenance CFD	48,761	73,962	75,474	1,512	2.04
Public Works Administration	105,783	87,070	100,847	13,777	15.82
Streets	3,679,822	5,597,176	3,534,143	(2,063,033)	-36.86
Street Lighting	1,016,226	1,326,316	1,044,890	(281,426)	-21.22
Street Trees	496,856	572,006	635,604	63,598	11.12
Concrete	67,207	136,004	63,179	(72,825)	-53.55
Fleet Maintenance	2,039,720	5,212,871	2,668,776	(2,544,095)	-48.80
Building Maintenance	2,357,873	2,589,571	3,000,176	410,605	15.86
Graffiti Removal Program	193,238	259,771	309,623	49,852	19.19
Measure M Public Works	-	-	750,000	750,000	-100.00
TOTAL USES BY PROGRAM RECAP	\$ 15,764,815	\$ 24,245,400	\$ 20,462,940	\$ (3,782,460)	-15.60%

2023-24 Public Works Maintenance Services - Uses by Division



➤ **PUBLIC WORKS – WATER AND SEWER SYSTEM
ENTERPRISES**

WATER LINES

WATER TREATMENT PLANT

SEWER MAINTENANCE

➤ PUBLIC WORKS – WATER AND SEWER SYSTEM ENTERPRISES – WATER

Overview

The Water Distribution Maintenance Division is responsible for the repair and maintenance of the water distribution system needed to meet all State of California Department of Public Health's water distribution system regulations.

The Water Treatment Plant provides management, operation and maintenance of the City's thirty-two million gallon per day water treatment plant, eight distribution reservoirs, nine pumping stations and two wells to reliably provide adequate supplies of highest quality drinking water that meets or exceeds all Federal and State requirements.



Service Levels

Water Lines:

- Maintain and perform scheduled and emergency repairs on water mains, isolation valves, customer service lines and meters, and fire hydrants to maintain system reliability
- Manage Hydrant Flushing/Valve Exercising Program, Backflow Prevention Program (State Mandated): Provide record keeping, enforcement, repairs, testing and installations of 1,268 backflow prevention devices
- Provide monthly water meter reading for customer billing, meter replacement and repairs, service turn-on/shut-off, and respond to customer service complaints and service emergencies

Water Treatment Plant:

- Operate the Water Treatment Plant, adjusting water production to meet system demand and maintain adequate system pressure
- Regularly test water to ensure that the water produced meets or exceeds all Federal and State standards
- Utilize the SCADA (Supervisory Control and Data Acquisition) system to monitor the distribution system, reservoirs, pumping stations and wells
- Provide for the maintenance and repair of the water treatment plant, wells, reservoirs and pumping stations

Accomplishments

- ✓ Initiated installation of large water meter replacements which register low flows of water increasing accuracy of consumption on multi-family and commercial units
- ✓ Increased accuracy and efficiency of reading commercial and residential meters with new AMR meters installed
- ✓ Responded to and repaired approximately 80 main and service line breaks, replaced 10 faulty water valves and replaced 21 plastic (poly) lines with more durable copper pipes to keep the water distribution system properly operational



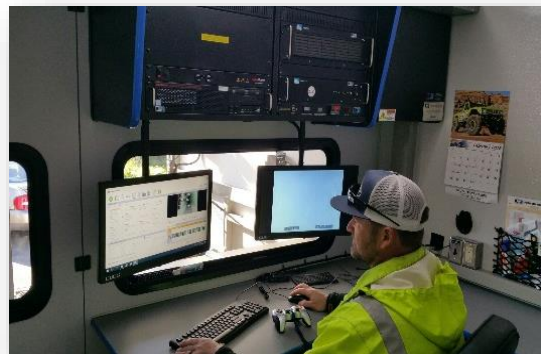
➤ PUBLIC WORKS – WATER AND SEWER SYSTEM ENTERPRISES – SEWER

Overview

Sewer Maintenance is responsible for the maintenance and repair of 178 miles of sewer mains, two sewer lift stations and over 18,850 sewer laterals within the City of Pittsburg rights-of-way.

Service Levels

- Provide cleaning for 178 miles of sewer mains and manholes in the sewer system
- Rotate through four maintenance zones each year as part of a comprehensive Preventative Maintenance Program (PMP). Routine work includes root cutting and video inspections of main lines and laterals. Efficiently pinpoint problems and chronic areas using CCTV truck
- Provide preventative cleaning for 18 miles of problem sewer lines that have been identified with chronic or regularly reoccurring problems
- The City has responsibility for repairs and/or replacement for sewer laterals within the City's right-of-way (lower laterals). City staff responds to lateral blockages and conducts video inspections and schedules repair or replacement if problem is in the lower lateral



Accomplishments

- ✓ Cleaned approximately 70,000 linear feet of sewer mains with sewer combination trucks to prevent mainline overflows
- ✓ Completed CCTV of approximately 4,950 linear feet of main sewer line to evaluate the pipe condition and to avoid sewer surcharges



➤ PUBLIC WORKS - ENGINEERING

Overview

The Engineering Division provides skilled and professional staff to assure that City-owned facilities such as streets, storm drain systems, water distribution networks, sewer collection facilities, parks, and similar improvements are constructed where needed and that improvements are built to meet appropriate standards.

Service Levels

- Manage the design and construction of City projects
- Assure that development projects (residential and commercial) meet City requirements
- Manage traffic related issues and improvements such as signal timing
- Process and issue the permits for encroachments within the public right-of-way, site grading, parking permits, and wide load permits
- Maintain records of the constructed improvements and the description of properties and easements within the City
- Serve as the City's Stormwater National Pollutant Discharge Elimination System (NPDES) manager to ensure compliance with the City's Stormwater permit
- Provide staff to manage and support the Southwest Pittsburg Geological Hazard Abatement District II



Accomplishments

Projects Completed FY 2022-23

- Buchanan Road Emergency Waterline Repair
- West Leland Road Safety Improvement Project
- 2021/2022 CDBG ADA Curb Ramp Installation
- 2021/2022 Pavement Maintenance Project
- Bodega Drive Water System Loop
- Patch Paving, Sealing, Striping, on Loveridge Road and Pittsburg - Antioch Highway
- California Theater Balcony Seating and Renovation
- 2017 Sewer and Waterline Rehabilitation Project





Grant Awards

- ✓ 2022 Program for Arterial System (PASS) Grant - \$111,900 for Traffic Signal Synchronization
- ✓ 2022/2023 Transportation Development Authority—\$105,000 towards installation of rapid flashing beacons at school crosswalks
- ✓ Clean California Grant - \$1,354,000 for Frontage Road Living Green Trail and Outreach Project
- ✓ One Bay Area Grant 3 (OBAG3) - \$4,427,000 for Delta De Anza Multimodal Trail Safety Improvement Project
- ✓ Smart Signal Project - \$1,332,724 for Traffic Signal Upgrades on Railroad Ave., W. Leland Rd., and Buchanan Rd.

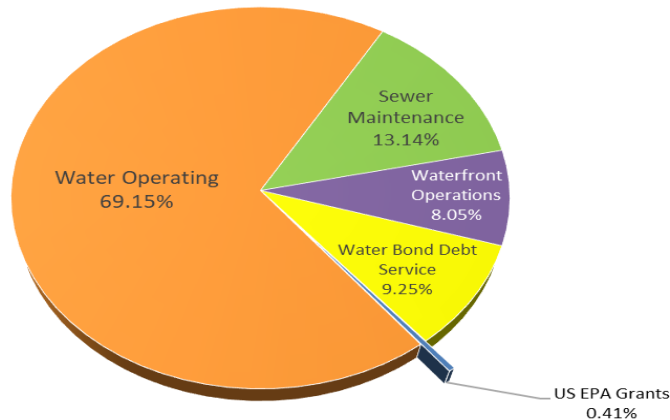
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Public Works - Water and Sewer Systems Enterprises

Department/Division	FY 2021-2022 Amended Base	FY 2022-2023 Adopted Base	FY 2023-2024 Adopted Base
Sewer Maintenance	10.60	10.35	10.25
Water Operating	32.25	35.80	36.65
TOTAL:	42.85	46.15	46.90

**Detailed Program Budget
Public Works - Water and Sewer Enterprises**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	42.85	46.15	46.90	0.75	1.63
SOURCES OF REVENUE					
Debt Service	617,004	5,382	27,304	21,922	407.32
Enterprise	35,170,114	37,733,694	38,705,228	971,534	2.57
Special Revenue	59,384	112,771	84,006	(28,765)	-25.51
(Addition To)/Reduction in Fund Balance	(4,312,863)	64,923,490	(5,175,652)	(70,099,142)	-107.97%
TOTAL SOURCES OF REVENUE	\$ 31,533,639	\$ 102,775,337	\$ 33,640,886	\$ (69,134,451)	-67.27%
USES - OPERATING EXPENDITURES					
Salaries & Wages	3,888,643	4,606,716	5,148,362	541,646	11.76
Maintenance & Operations	3,056,940	4,577,715	3,741,865	(835,850)	-18.26
Workers Compensation	126,611	212,789	300,851	88,062	41.38
Materials & Supplies	8,263,962	10,409,102	10,558,499	149,397	1.44
Contracts & Services	560,730	1,489,484	3,412,015	1,922,531	129.07
Fringe Benefits	2,905,233	3,115,884	3,405,649	289,765	9.30
TOTAL USES - OPERATING EXPENDITURES	\$ 18,802,119	\$ 24,411,690	\$ 26,567,241	\$ 2,155,551	8.83%
USES - OTHER EXPENDITURES					
Debt Service	3,616,445	4,545,032	3,112,080	(1,432,952)	-31.53
TOTAL USES - OTHER EXPENDITURES	\$ 3,616,445	\$ 4,545,032	\$ 3,112,080	\$ (1,432,952)	-31.53%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	202,055	3,578,224	205,000	(3,373,224)	-94.27
Capital Outlay - Projects	4,930,650	64,876,954	2,479,579	(62,397,375)	-96.18
TOTAL USES - CAPITAL EXPENDITURES	\$ 5,132,705	\$ 68,455,178	\$ 2,684,579	\$ (65,770,599)	-96.08%
USES - TRANSFERS-OUT					
Transfers-Out	3,982,370	5,363,437	1,276,986	(4,086,451)	-76.19
TOTAL USES - TRANSFERS-OUT	\$ 3,982,370	\$ 5,363,437	\$ 1,276,986	\$ (4,086,451)	-76.19%
TOTAL USES	\$ 31,533,639	\$ 102,775,337	\$ 33,640,886	\$ (69,134,451)	-67.27%
USES BY PROGRAM RECAP					
US EPA Grants	62,344	143,024	137,596	(5,428)	-3.80
Water Operating	18,341,096	22,270,014	23,263,819	993,805	4.46
Water CIP	1,500,276	58,225,083	-	(58,225,083)	-100.00
Water Facility Reserve Fee Funds	625,202	5,083,853	-	(5,083,853)	-100.00
Sewer Maintenance	3,224,543	4,635,070	4,419,423	(215,647)	-4.65
Sewer CIP	3,563,733	7,740,148	-	(7,740,148)	-100.00
Sewer Facility Reserve Fee Funds	600,000	133,113	-	(133,113)	-100.00
Waterfront Operations	-	-	2,707,968	2,707,968	-100.00
Water Bond Debt Service	3,616,959	4,545,032	3,112,080	(1,432,952)	-31.53
Sewer Bond Debt Service	(514)	-	-	-	-100.00
TOTAL USES BY PROGRAM RECAP	\$ 31,471,809	\$ 102,775,337	\$ 33,640,886	\$ (69,134,451)	-67.27%

2023-24 Water and Sewer Enterprises - Uses by Division



➤ **PITTSBURG POWER COMPANY**

PITTSBURG POWER COMPANY

ISLAND ENERGY

➤ **PITTSBURG POWER COMPANY**

Overview

Pittsburg Power Company (“PPC”) is a Joint Powers Agency of the City of Pittsburg. PPC is defined as a Publicly Owned Utility (“POU”), a municipal utility as formed and defined under the California Constitution.

PPC operates and does business in two (2) separate locations:

1. Within the City of Pittsburg, developing and supporting projects that will generate revenue for the City of Pittsburg while working to retain existing businesses and attract new business developments. PPC has partnered with private enterprises to develop over \$2 billion of energy and industrial projects in Pittsburg since its creation in 1996.
2. PPC manages the electric distribution and natural gas utility systems on Mare Island, Vallejo. PPC acquired the electric and gas utility distribution franchise from the US Navy in 1997. Since inception, PPC has performed these utility distribution services on Mare Island under the common name “Island Energy”.

Currently, PPC is advancing several energy project developments within the City of Pittsburg, including supplying utility services to a data center project. PPC staff continues to support the evaluation of renewable and alternative energy projects such as solar and fuel cells to lower City of Pittsburg’s facilities annual electricity costs.

Service Levels

- Develop opportunities between PPC, Island Energy, the City, the community, businesses, and industries on potential business interest in energy development projects
- Pursue service delivery of new electric load within the City of Pittsburg through strategic transmission and distribution systems interconnects
- Review new business opportunities that become available to PPC through legislative changes and/or technical advances in the gas and electric industry
- Collaborate between and with various power and related energy agencies, regulatory groups, and other public and private organizations

- Modernization of the electric distribution system on Mare Island, including the completion and implementation of digitized ArcGIS mapping and preparing for SCADA monitoring implementation
- Continue providing effective and reliable electric and gas utility services to Mare Island commercial and residential customers

PPC Accomplishments

- ✓ Island Energy Utility Operations
 - Zero Lost-time Accidents
 - Consistent utility services to commercial and residential customers during the Covid-19 pandemic
 - Public Safety: Updated the State required Wildfire Mitigation Plan (WMP), security fencing, signage, facility lighting and security upgrades continued
 - Achieved High System Reliability: “Non-destructive Partial Discharge Testing” of key electrical circuits to identify vulnerabilities
 - Economic Management: Significant revenue increase due to Dry Docks activity, but conversely exceptionally high cost and volatility from our energy suppliers 3Q2022 and 1Q2023, capital projects have been delayed as a result
 - Work Management: Covid-19 protocols were lifted 3Q2022, other work safety protocols remain in place, rapid responses to cable failures (2)

Activity Measure	FY 20-21	FY 21-22	FY 22-23
CIP – Reliability	6	0	0
CIP – Regulatory	2	1	1
Customer Projects (Commercial)	2	1	5
Safety (Lost Time Accidents)	0	0	0

- ✓ City of Pittsburg Operations
 - The Future Build program, sponsored by PPC, admitted 41 students, 20 of whom graduated in November 2022 and 18 this May 2023, the graduation rate for those completing in November was 95% and an employment rate of 80%, with graduates earning an average of \$22.73 per hour
 - As of this writing, the entered employment rate for those graduating at the end of this fiscal year is not yet known, based on employer inquiries, PPC is optimistic that the rate will look like that of the November graduates

- Future Build has been successful at attracting external funding to support its activities, currently Future Build receives external funding from the Environmental Protection Agency, the Contra Costa Workforce Development Board, the Construction Trades Workforce Initiative and the Contra Costa Transit Authority

Activity Measure	FY 22-23 Admitted	FY 22-23 Graduates	FY 22-23 % of Graduates
Future Build Graduates	41	38	93

✓ Other PPC Contributions

In addition to covering various City consultant and other pro-rata utility costs, PPC contributes funds to various City youth and community benefit programs including:

- Open Opportunities, Inc. Career Develop for CoP Youth
- Youth Based Programs (STS)
- Black Diamond Data Free Downtown WiFi
- California Consulting Inc City Grant Application Drafting
- Northpoint Security Services City Parks Security



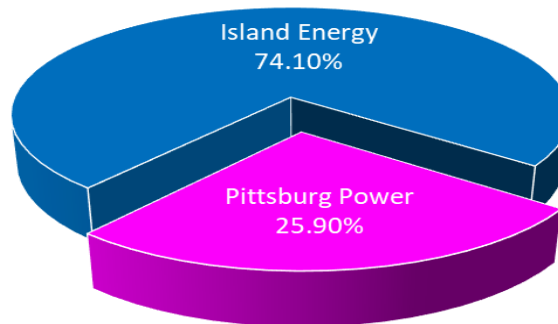
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Pittsburg Power Company

Department/Division	FY 2021-2022 Amended Base	FY 2022-2023 Adopted Base	FY 2023-2024 Adopted Base
Island Energy	11.55	10.55	10.50
Pittsburg Power	3.05	2.15	2.15
TOTAL:	14.60	12.70	12.65

**Detailed Program Budget
Pittsburg Power Company**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	14.60	12.70	12.65	(0.05)	-0.39%
SOURCES OF REVENUE					
Enterprise	9,970,772	11,284,047	12,191,369	907,322	8.04
(Addition To)/Reduction in Fund Balance	821,515	2,165,828	231,116	(1,934,712)	-0.89
TOTAL SOURCES OF REVENUE	\$ 10,792,287	\$ 13,449,875	\$ 12,422,485	\$ (1,027,390)	-7.64%
3USES - OPERATING EXPENDITURES					
Salaries & Wages	1,667,056	1,677,250	1,898,200	220,950	13.17
Maintenance & Operations	890,280	1,082,716	1,142,621	59,905	5.53
Workers Compensation	53,943	83,535	112,723	29,188	34.94
Materials & Supplies	2,998,484	4,467,357	4,677,100	209,743	4.70
Contracts & Services	1,673,896	2,566,567	2,184,851	(381,716)	-14.87
Fringe Benefits	1,063,927	1,078,207	1,079,172	965	0.09
TOTAL USES - OPERATING EXPENDITURES	\$ 8,347,586	\$ 10,955,632	\$ 11,094,667	\$ 139,035	1.27%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	71,020	516,588	20,000	(496,588)	-96.13
Capital Outlay - Projects	1,016,555	872,337	402,500	(469,837)	-53.86
TOTAL USES - CAPITAL EXPENDITURES	\$ 1,087,575	\$ 1,388,925	\$ 422,500	\$ (966,425)	-69.58%
USES - TRANSFERS-OUT					
Transfers-Out	1,357,126	1,105,318	905,318	(200,000)	-18.09
TOTAL USES - TRANSFERS-OUT	\$ 1,357,126	\$ 1,105,318	\$ 905,318	\$ (200,000)	-18.09%
TOTAL USES	\$ 10,792,287	\$ 13,449,875	\$ 12,422,485	\$ (1,027,390)	-7.64%
USES BY PROGRAM RECAP					
Island Energy	6,407,757	8,661,084	9,204,904	543,820	6.28
Pittsburg Power	3,485,031	3,584,229	3,217,581	(366,648)	-10.23
Power Company Capital Projects	899,499	1,204,562	-	(1,204,562)	-100.00
TOTAL USES BY PROGRAM RECAP	\$ 10,792,287	\$ 13,449,875	\$ 12,422,485	\$ (1,027,390)	-7.64%

2023-24 Pittsburg Power Company - Uses by Division



➤ COMMUNITY SERVICES DEPARTMENT

SUCCESSOR AGENCY AND OFFICE FOR NEW
AMERICANS

COMMUNITY DEVELOPMENT BLOCK GRANT

ENVIRONMENTAL AFFAIRS

WATERFRONT OPERATIONS

MARINA OPERATIONS

COMMUNITY SERVICES DEPARTMENT

Overview

Community Services is comprised of the Successor Agency for the Redevelopment Agency of the City of Pittsburg (Successor Agency), the Digital Office for New Americans (DONA), the Community Development Block Grant Program (CDBG), Solid Waste, Waterfront and Marina Administration, and the Housing Authority of the City of Pittsburg (Housing Authority).

Successor Agency and Digital Office for New Americans

Service Levels

- Continue payment of the Successor Agency's financial obligations which entail payments of debt service and fulfillment of contractual obligations executed by the Successor Agency prior to the enactment of the Dissolution Act
- Sell the last property owned by the Successor Agency, as required by the Dissolution Act and listed on the Long-Range Property Management Plan
 - Maintain property so that it may yield the highest value upon disposition
 - Work with potential buyers to dispose of the property as expeditiously as possible
- Provide immigration related information and resources to persons seeking assistance through DONA
- Assist in the development of housing projects that will provide mixed-income housing

Accomplishments FY 2022-2023

- ✓ Last Successor Agency property sold for \$1,200,000
- ✓ Covid-19 pandemic impacted the partners who were performing in-person services, Staff reached out regarding resuming the in-person workshops

COMMUNITY DEVELOPMENT BLOCK GRANT

The City of Pittsburg Community Development Block Grant (CDBG) Program receives its annual funding from the United States Department of Housing and Urban Development (HUD). Through Pittsburg's citizen participation process, programs and projects are identified and implemented in accordance with the goals and objectives of the Five Year

Consolidated Plan. The various activities funded by CDBG must meet one of HUD's national objectives: 1) Benefit low and moderate income persons and families; 2) Aid in prevention or elimination of slums or blight; and 3) Urgent need (i.e. damage due to natural disasters).



FY 2022-2023 is the first year of a 3-year funding cycle. Therefore, the subrecipients who originally received funding will be considered for the allocations in FY 23-24, the second year of the 3-year funding cycle.

The City will be receiving \$619,585 from HUD for FY 2023-2024. Along with \$37,816 in prior year income from FY 2022-2023, making the total CDBG funding for FY 2023-2024 is \$657,401.

Service Levels

- The City funds programs and projects that benefit the residents of Pittsburg, funded activities include public services (youth, homeless, and health), economic development, infrastructure and public improvements, and the housing rehabilitation program

Accomplishments FY 2022-2023

- ✓ Funded the installation of 32 ADA compliant curb ramps in targeted areas
- ✓ Funded a job training and placement program that placed 8 residents to date into a job with an employment partner and provided micro-enterprises assistance to 8 small business owners, program anticipates servicing up to 25 residents by the end of the fiscal year

- ✓ Allocated funds to a variety of supportive services which included assistance for the homeless and the medically uninsured
- ✓ Funded a regenerative farm to increase food security by distributing fresh produce, offering community workshops and work experience for young adults, services were provided to 475 Pittsburg residents
- ✓ Allocated funds to the housing rehabilitation program to provide low-interest loans up to \$30,000 to income qualified Pittsburg homeowners for the purpose of improving their property, during FY 2022-2023, 1 loan was issued

Solid Waste

Solid Waste is responsible for solid waste/recycling for the community, schools and businesses, the Local Enforcement Agency (LEA) for enforcement and permitting of solid waste facilities, stormwater outreach, education, and compliance, sustainability/climate change, energy efficiency for City buildings and street lighting, cable/wireless communications, community TV/broadcasting and franchises, environmental compliance and safety, Emergency Operation Center support, environmental programs, services, infrastructure and development for residents, businesses and the community at large. These responsibilities are funded by the Recycling Center and Transfer Stations (RCTS) Operating Agreement between the City and Contra Costa Waste Service, Inc. (CCWS). Through this Agreement, the City receives a Recycling and Inspection Fee on all solid waste and recycled material accepted at the transfer station. While based on actual tonnage, FY 2023-2024 Solid Waste Recycling and Inspection Fee Revenue from CCWS is estimated just over \$750,000.



Service Levels

- Oversee and manage City's compliance with State-mandated AB 939 and SB 1383 solid waste reduction and diversion programs, annual reporting, City's solid waste franchise agreements and mitigation fees
- Promote and implement programs for residents and small businesses to manage household hazardous waste through the Delta Household Hazardous Waste Collection Facility

- Implement mandated state programs such as commercial recycling, residential curbside services, organic (green/wood/food) recycling, and more
- Investigate and provide enforcement on solid waste facilities (transfer stations, landfills, chipping and grinding operations, composting operations), illegal dumping activities and hazardous materials for various agencies
- Permit and review the Solid Waste Facility
- Implement sections of the Municipal Regional Stormwater permit with education and outreach
- Participate in watershed management education and activities in local schools
- Conduct sustainability education programs, outreach, and policies
- Manage the City's Greenhouse Gas Inventory by collecting data, assess and reevaluate data to create a Sustainability Plan (Climate Action Plan) to reduce City's carbon footprint
- Monitor and audit City facilities and parks for energy efficiency and implement reduction measures
- Provide annual required safety training, policies, and medical testing (respiratory / hearing) for Public Works and Maintenance personnel
- Conduct Emergency Operation Center coordination, programs, and training
- Manage licensing with the Federal Communication Commission
- Oversee air monitoring station and associated engagement with residents and schools
- Oversee City's Cable / Public Education and Government (PEG) and Wireless Franchises with management of Memorandum of Understanding (MOU) with Contra Costa Television (CCTV) and the City's Public Education and Government (PEG) programming on Delta TV - Channel 24 and other Agreements
- Promote production of programming for Delta TV with show sponsorship, government programming, sports broadcasting, and youth education
- Co-manage Neighborhood Improvement Team meetings

Accomplishment FY 2022-2023

- ✓ Reserved \$95,000 MCE rebates CCTA funds for installation of EV chargers
- ✓ Secured \$2.9M grant for Railroad Avenue Beautification
- ✓ Earned \$106,000 grant for Edible Food Recovery program development
- ✓ Inspected 3 solid waste facilities and 40+ trucks
- ✓ Appointed to 2023 CalRecycle Training Steering Committee

Waterfront and Marina Administration

Waterfront Administration is responsible for overseeing compliance with Senate Bill 551 (SB551) which granted tidelands and submerged Public Trust Lands (Trust Lands) to the City of Pittsburg. Under SB551, the Waterfront strives to bring widespread public benefit to the area by providing events and activities, recreation opportunities and infrastructure, as well as commerce at the waterfront. In addition, it provides services for existing and prospective Trust Lands tenants including assistance with leasing and development, property inspections, and marketing and promotion of waterfront properties. As Waterfront Administration is funded by Tidelands leases and relevant grants, Waterfront Administration is also a one-stop shop for Trust Lands lease applications and development services to prospective tenants and new businesses. FY 2023-2024 Waterfront Administration revenues are estimated to be approximately \$928,000.

Marina Administration is responsible for maintaining safety, accessibility, sustainability, and a first class customer experience at the 575 berth municipal marina. The marina's approximately 38 acres also encompass public launch ramps, two fuel docks, one ADA-accessible kayak launch ramp, two scenic waterfront parks, the "Marina Green" event space, and four parking lots. Marina revenues for FY 2023-2024 are expected to be around \$1,906,000 and are derived from berth and events rentals, fuel sales, and other nearby commercial leases.



Service Levels

- Seek and manage grants for preservation, sustainability, recreation, and development of the waterfront
- Promote access to the Delta and enjoyment of the waterfront through kayak and stand-up paddle board rentals, four public launch ramps, two waterfront parks, community events, and waterfront facility rentals, commercial developments like restaurants and shopping opportunities, and more
- Develop strategic planning documents and capital projects that implement the Trust Lands Use Plan and enhance the Trust Lands in a manner consistent with the Public Trust Doctrine for purposes of commerce, navigation, fisheries, recreation, and other public trust purposes

- Manage existing Trust Lands leases and identify opportunities to generate community benefits
- Implement the 2017 Trust Lands Use Plan, draft 5-year Trust Lands Utilization Reports Plans, and submit annual Statements of Revenues and Expenditures as required by SB551 to guide Waterfront development
- Ensure that the use of granted Trust Lands is in accord with the Public Trust Doctrine
- Manage federal, state, and local permits related to dredging and similar operations. Partner with the waterfront businesses and industries to ensure responsible use and productivity of the granted tidelands
- Provide fueling facilities offering clean, renewable diesel and other premium fuels
- Ensure a full-service marina with overnight guest berthing, long-term berthing with premium covered docks and open docks, and commercial leases
- Offer desirable commodities and services such as 7-days/week staffing, free WiFi, free sewage pump-out services, a covered guest boater congregation area, restroom and laundry facilities



Accomplishments FY 2022-2023

- ✓ Executed Commercial Waterfront Lease for development of a boutique hotel, restaurants, and banquet space on the waterfront bringing in \$34,000 in initial revenue
- ✓ Completed design and implementation funding application for the Pittsburg Public Boat Launch Facilities and Central Harbor Park Upgrade Project
- ✓ Executed contract for remediation design of City's first remediation project under the US EPA-funded Brownfields Program
- ✓ Awarded \$554,438 Department of Toxic Substance Control Equitable Communities Revitalization Grant for brownfield remediation
- ✓ Joined Cities of Antioch, Martinez, and Hercules in a study to expand ferry service to the East Bay Area

- ✓ Launched the “Marina Current,” the Marina’s monthly customer and community newsletter
- ✓ Conducted Marina infrastructure assessments for long-term maintenance plan
- ✓ Hosted two fishing derbies: the 5th Annual Pittsburg Fishing Derby and the 16th annual Diamond Classic Sturgeon Derby collectively attracting over 300 anglers, nearly 100 of which were youth
- ✓ Designed a 2023 dredge episode in partnership with the New York Landing HOA
- ✓ Reached and maintained full maintenance, office, and supervisor staffing
- ✓ Developed post-COVID process for consistently addressing customer contract breaches
- ✓ Conducted emergency shoreline and breakwater repair after January and March 2023 storms placing over 500 tons of riprap
- ✓ Eliminated weekly litter abatement CRM complaints through regularly programmed pick-ups and creative infrastructure solution at Riverview Park
- ✓ Earned Department of Boating and Waterways Dock Walker certifications for all Marina staff



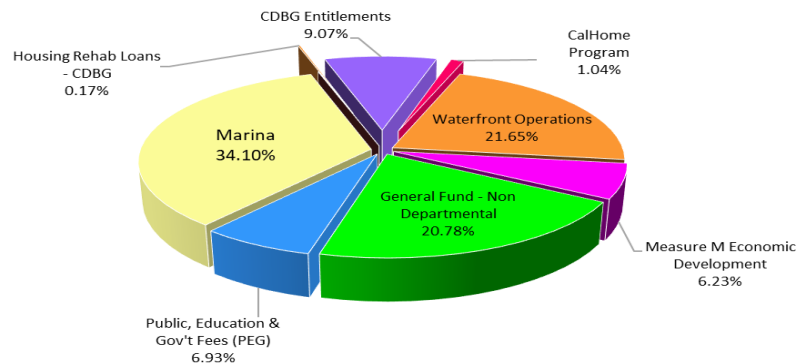
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Community Services

Department/Division	FY 2021-2022 Amended Budget	FY 2022-2023 Adopted Budget	FY 2023-2024 Adopted Budget
Solid Waste	1.75	2.50	2.45
CDBG Entitlements	0.60	0.70	0.60
Waterfront Operations	2.05	2.70	1.85
Marina	8.80	8.30	7.55
TOTAL:	13.20	14.20	12.45

**Detailed Program Budget
Community Services**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	13.20	14.20	12.45	(1.75)	-12.32%
SOURCES OF REVENUE					
Enterprise	3,130,711	4,254,408	3,080,125	(1,174,283)	-27.60
Special Revenue	2,943,847	2,781,629	2,241,307	(540,322)	-19.42
Measure M - Economic Development	-	-	450,000	450,000	-100.00
(Addition To)/Reduction in Fund Balance	(130,903)	1,645,832	2,567,443	921,611	56.00%
TOTAL SOURCES OF REVENUE	\$ 5,943,655	\$ 8,681,869	\$ 8,338,875	\$ (342,994)	-3.95%
USES - OPERATING EXPENDITURES					
Salaries & Wages	983,025	1,097,628	1,249,882	152,254	13.87
Maintenance & Operations	869,417	980,836	961,938	(18,898)	-1.93
Workers Compensation	32,194	49,607	71,374	21,767	43.88
Materials & Supplies	367,459	516,114	391,700	(124,414)	-24.11
Grants	14,092	530,561	-	(530,561)	-100.00
Contracts & Services	2,148,395	3,224,320	4,066,670	842,350	26.12
Fringe Benefits	808,850	848,254	823,891	(24,363)	-2.87
Other	(937)	453	(32,130)	(32,583)	-7,192.72
TOTAL USES - OPERATING EXPENDITURES	\$ 5,222,495	\$ 7,247,773	\$ 7,533,325	\$ 285,552	3.94%
USES - OTHER EXPENDITURES					
Special Items of Expense	5,711	47,905	92,423	44,518	92.93
TOTAL USES - OTHER EXPENDITURES	\$ 5,711	\$ 47,905	\$ 92,423	\$ 44,518	92.93%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	-	69,221	-	(69,221)	-100.00
Capital Outlay - Projects	-	554,092	-	(554,092)	-100.00
TOTAL USES - CAPITAL EXPENDITURES	\$ -	\$ 623,313	\$ -	\$ (623,313)	-100.00%
USES - TRANSFERS-OUT					
Transfers-Out	715,449	762,878	713,127	(49,751)	-6.52
TOTAL USES - TRANSFERS-OUT	\$ 715,449	\$ 762,878	\$ 713,127	\$ (49,751)	-6.52%
TOTAL USES	\$ 5,943,655	\$ 8,681,869	\$ 8,338,875	\$ (342,994)	-3.95%
USES BY PROGRAM RECAP					
General Fund - Non Departmental	678,649	502,800	1,500,000	997,200	198.33
Public, Education & Gov't Fees (PEG)	543,439	222,600	500,000	277,400	124.62
Marina	2,134,258	2,558,577	2,461,756	(96,821)	-3.78
Golf Course	817	-	-	-	-100.00
Fire District CFD	3,204	-	3,242	3,242	-100.00
R/R Ave e-BART CFD	11,924	-	-	-	-100.00
Tuscany Meadows CFD 2021-1	25,000	-	-	-	-100.00
Environmental Affairs	672,690	1,179,574	1,118,851	(60,723)	-5.15
Housing Rehab Loans - CDBG	170,081	36,565	12,423	(24,142)	-66.02
CDBG Entitlements	629,006	1,020,839	654,599	(366,240)	-35.88
CalHome Program	4,187	104,382	75,000	(29,382)	-28.15
Waterfront Operations	1,000,071	2,413,813	1,563,004	(850,809)	-35.25
Community Services Grants	3,440	-	-	-	-100.00
Marina Dredging & Infrastructure Improv	66,889	642,719	-	(642,719)	-100.00
Measure M Economic Development	-	-	450,000	450,000	-100.00
TOTAL USES BY PROGRAM RECAP	\$ 5,943,655	\$ 8,681,869	\$ 8,338,875	\$ (342,994)	-3.95%

2023-24 Economic Development, Community Services - Uses by Division





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➤ **COMMUNITY SERVICES - HOUSING AUTHORITY**

HOUSING AUTHORITY – SECTION 8

HOUSING – SUCCESSOR AGENCY

➤ HOUSING AUTHORITY

Overview

The Housing Authority of the City of Pittsburg provides rental subsidy to low-income households to the extent of the maximum budget authority received from the United States Department of Housing and Urban Development (HUD) and awarded through an Annual Contributions Contract. The number of households assisted is based on funding and expenses. Rental assistance is granted in the form of a Housing Choice Voucher (Voucher or HCV) which families utilize to rent a unit of their choice. Factors determining program expenses include the number of Vouchers awarded, the average housing assistance payment, fair market rents established by HUD and administrative costs. Based on these factors, the Housing Authority's allocation is to assist 1,140 households, which includes 185 previously homeless Veterans who participate in the (Veterans Affairs Supportive Housing) VASH Program.

Service Levels

- Develop program policies, guidelines, and procedures in accordance with federal regulations and state and local laws
- Prepare and submit mandatory HUD reports, including but not limited to the Five-Year Plan, Annual Plan, monthly Voucher Management System reports, monthly transmission of Family Reports and Administrative Plan revisions
- Maintain the balance of service deliverables within the federal grant for the HCV and VASH programs
 - Continue to collaborate with the Veterans Affairs Department to fully utilize leasing under the VASH program
- Respond to landlords and clients on issues, concern and/or complaints as they relate to the program services including HUD, group advocates and legal aid

Accomplishments

- ✓ The Housing Authority was awarded a Certificate of Recognition from HUD for being a "High Performer" Housing Authority for 2021-2022 and has been a high performer since 2007. This rating was reestablished through testing during 2022-2023 in spite of waivers granting previous scores during the COVID-19 Pandemic

- ✓ The Housing Authority successfully submitted the Annual Update 2023-2024 to the PHA Administrative Plan and Annual Plan for 2023-2024 per regulatory requirements
- ✓ The Housing Authority Staff will actively utilize the Housing Choice Voucher Tenant Based Wait List
- ✓ The Housing Authority has committed 27 Project Based Vouchers to a 28-unit property recently acquired by the successor agency and will establish a site-base wait list for this PBV site
- ✓ Homeownership participation continued with families, 14 homeowners in HCV Home Ownership Program and four new applicants competing in a competitive market



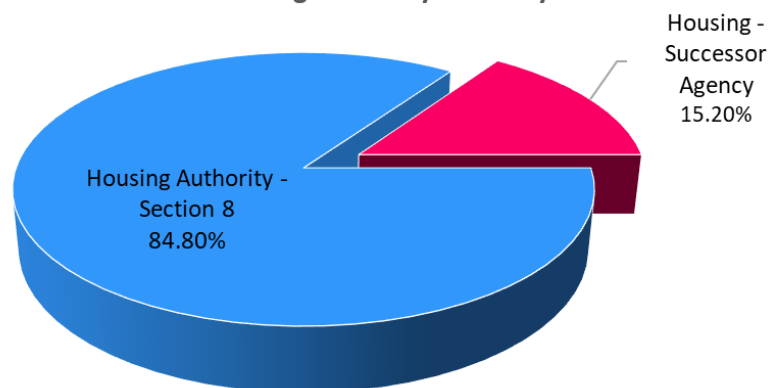
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Housing Authority

Department/Division	FY 2021-2022 Amended Budget	FY 2022-2023 Adopted Budget	FY 2023-2024 Adopted Budget
Housing Authority - Section 8	6.65	6.65	6.65
RDA Housing - Administration	0.20	0.30	0.30
TOTAL:	6.85	6.95	6.95

**Detailed Program Budget
Housing Authority**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	6.85	6.95	6.95	-	0.00%
SOURCES OF REVENUE					
Special Revenue	22,096,549	23,611,312	23,395,347	(215,965)	-0.91
(Addition To)/Reduction in Fund Balance	11,307	948,841	3,798,797	2,849,956	300.36%
TOTAL SOURCES OF REVENUE	\$ 22,107,856	\$ 24,560,153	\$ 27,194,144	\$ 2,633,991	10.72%
USES - OPERATING EXPENDITURES					
Salaries & Wages	587,099	596,694	705,096	108,402	18.17
Acquisition	-	725,386	3,000,000	2,274,614	313.57
Maintenance & Operations	287,317	497,465	972,505	475,040	95.49
Workers Compensation	19,197	28,892	41,876	12,984	44.94
Materials & Supplies	104,840	86,100	91,300	5,200	6.04
Contracts & Services	20,165,741	20,947,389	20,845,006	(102,383)	-0.49
Fringe Benefits	464,261	457,571	497,705	40,134	8.77
Other	351,659	1,140,000	960,000	(180,000)	-15.79
TOTAL USES - OPERATING EXPENDITURES	\$ 21,980,114	\$ 24,479,497	\$ 27,113,488	\$ 2,633,991	10.76%
USES - OTHER EXPENDITURES					
Special Items of Expense	21,326	-	-	-	-100.00
TOTAL USES - OTHER EXPENDITURES	\$ 21,326	\$ -	\$ -	\$ -	0.00%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Equipment	12,174	-	-	-	-100.00
TOTAL USES - CAPITAL EXPENDITURES	\$ 12,174	\$ -	\$ -	\$ -	0.00%
USES - TRANSFERS-OUT					
Transfers-Out	94,242	80,656	80,656	-	0.00
TOTAL USES - TRANSFERS-OUT	\$ 94,242	\$ 80,656	\$ 80,656	\$ -	0.00%
TOTAL USES	\$ 22,107,856	\$ 24,560,153	\$ 27,194,144	\$ 2,633,991	10.72%
USES BY PROGRAM RECAP					
Housing Authority - Section 8	21,653,673	23,335,708	23,059,903	(275,805)	-1.18
Housing - Successor Agency	454,183	1,224,445	4,134,241	2,909,796	237.64
TOTAL USES BY PROGRAM RECAP	\$ 22,107,856	\$ 24,560,153	\$ 27,194,144	\$ 2,633,991	10.72%

2023-24 Housing Authority - Uses by Division



➤ **COMMUNITY SERVICES – SUCCESSOR AGENCY**

SUCCESSOR AGENCY ADMINISTRATION

SUCCESSOR AGENCY DEBT SERVICE

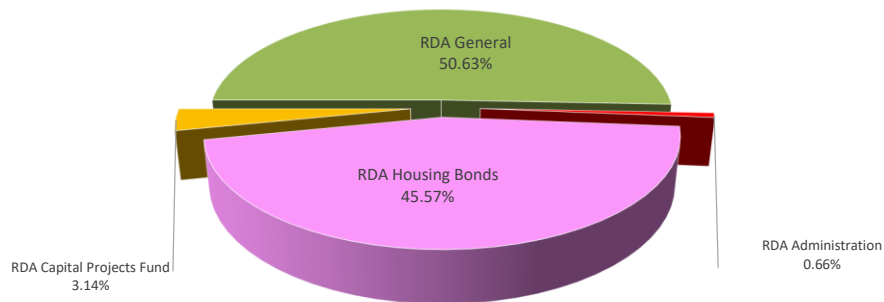
FY 2023-24 AUTHORIZED FULL TIME EMPLOYEE ALLOCATIONS
Successor Agency to Former Redevelopment Agency

Department/Division	FY 2021-2022 Amended Base	FY 2022-2023 Adopted Base	FY 2023-2024 Adopted Base
RDA Administration	1.40	1.70	1.40
TOTAL:	1.40	1.70	1.40

**Detailed Program Budget
Successor Agency to Former RDA**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	1.40	1.70	1.40	(0.30)	(17.65)
SOURCES OF REVENUE					
Debt Service	31,850,535	30,674,795	31,342,507	667,712	2.18%
Redevelopment Agency	33,299,958	31,529,624	33,230,061	1,700,437	-0.75
(Addition To)/Reduction in Fund Balance	707,705	1,029,095	(228,980)	(1,258,075)	-122.25%
TOTAL SOURCES OF REVENUE	\$ 65,858,198	\$ 63,233,514	\$ 64,343,588	\$ 1,110,074	1.76%
USES - OPERATING EXPENDITURES					
Salaries & Wages	225,329	264,558	255,665	(8,893)	-3.36
Maintenance & Operations	24,459	74,548	25,166	(49,382)	-66.24
Workers Compensation	7,340	11,634	15,063	3,429	29.47
Materials & Supplies	1,120	2,850	2,700	(150)	-5.26
Contracts & Services	14,813	11,124	4,000	(7,124)	-64.04
Fringe Benefits	109,315	129,789	119,594	(10,195)	-7.86
TOTAL USES - OPERATING EXPENDITURES	\$ 382,376	\$ 494,503	\$ 422,188	\$ (72,315)	-14.62%
USES - OTHER EXPENDITURES					
Debt Service	33,231,336	31,382,246	31,342,507	(39,739)	-0.13
TOTAL USES - OTHER EXPENDITURES	\$ 33,231,336	\$ 31,382,246	\$ 31,342,507	\$ (39,739)	-0.13%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Projects	25,788	260,848	-	(260,848)	-100.00
TOTAL USES - CAPITAL EXPENDITURES	\$ 25,788	\$ 260,848	\$ -	\$ (260,848)	-100.00%
USES - TRANSFERS-OUT					
Transfers-Out	32,218,698	31,095,917	32,578,893	1,482,976	4.77
TOTAL USES - TRANSFERS-OUT	\$ 32,218,698	\$ 31,095,917	\$ 32,578,893	\$ 1,482,976	4.77%
TOTAL USES	\$ 65,858,198	\$ 63,233,514	\$ 64,343,588	1,110,074	1.76%
USES BY PROGRAM RECAP					
RDA General	32,165,034	31,065,917	32,578,893	1,512,976	4.87
RDA Administration	381,940	445,062	422,188	(22,874)	-5.14
RDA Capital Projects Fund	26,224	310,289	-	(310,289)	-100.00
RDA Tax Allocation Bonds	31,257,039	29,387,250	29,319,375	(67,875)	-0.23
RDA Housing Bonds	2,027,961	2,024,996	2,023,132	(1,864)	-0.09
TOTAL USES BY PROGRAM RECAP	\$ 65,858,198	\$ 63,233,514	\$ 64,343,588	1,110,074	1.76%

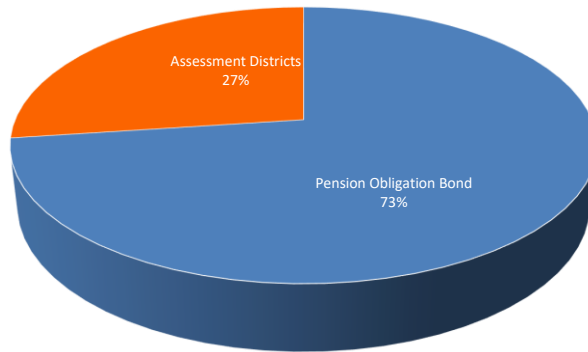
2023-24 Successor Agency to the Former RDA - Uses by Division



**Detailed Program Budget
Debt Service**

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
AUTHORIZED POSITIONS					
Total Authorized	-	-	-	-	-
SOURCES OF REVENUE					
Debt Service	8,228,292	8,291,462	8,505,913	214,451	2.59
Special Revenue	8,933	5,000	10,758	5,758	115.16
(Addition To)/Reduction in Fund Balance	(283,186)	3,462,433	(2,232,977)	(5,695,410)	696.41
TOTAL SOURCES OF REVENUE	\$ 7,954,039	\$ 11,758,895	\$ 6,283,694	\$ (5,475,201)	-46.56%
USES - OPERATING EXPENDITURES					
Maintenance & Operations	32,537	33,188	34,848	1,660	5.00
TOTAL USES - OPERATING EXPENDITURES	\$ 32,537	\$ 33,188	\$ 34,848	\$ 1,660	5.00%
USES - OTHER EXPENDITURES					
Debt Service	6,783,862	7,225,707	6,248,846	(976,861)	-13.52
TOTAL USES - OTHER EXPENDITURES	\$ 6,783,862	\$ 7,225,707	\$ 6,248,846	\$ (976,861)	-13.52%
USES - CAPITAL EXPENDITURES					
Capital Outlay - Projects	1,137,640	4,500,000	-	(4,500,000)	-100.00
TOTAL USES - CAPITAL EXPENDITURES	\$ 1,137,640	\$ 4,500,000	\$ -	\$ (4,500,000)	-100.00%
TOTAL USES	7,954,039	11,758,895	6,283,694	(5,475,201)	-46.56%
USES BY PROGRAM RECAP					
Pension Obligation Bond	4,404,147	4,522,022	4,579,205	57,183	1.26
Assessment Districts	3,549,892	7,236,873	1,704,489	(5,532,384)	-76.45
TOTAL USES BY PROGRAM RECAP	\$ 7,954,039	\$ 11,758,895	\$ 6,283,694	\$ (5,475,201)	-46.56%

2023-24 Debt Service - Uses by Division



➤ CAPITAL OUTLAY – PROJECTS

Capital improvement projects acquire, plan, construct, maintain, or improve facilities, land, major equipment, or other infrastructure. Capital projects are supported by a five-year expenditure plan that details funding sources and expenditure amounts. They often are multi-year projects that require funding beyond the one-year period of the annual budget. Prioritization of capital projects is based on available funding, public benefit, and funding restrictions. Capital projects meet some or all of the following criteria:

- Elimination of potentially hazardous or unsafe conditions and potential liability
- Replacement of high-maintenance, inefficient or ineffective infrastructure
- Improvement to and/or creation of new services to the public
- Compliance with regulatory requirements and mandates
- Stimulation of local economy and elimination of blighted conditions
- Compliance with the City of Pittsburg General Plan
- Preservation of existing assets

New Capital Project Funding for FY 2023-24

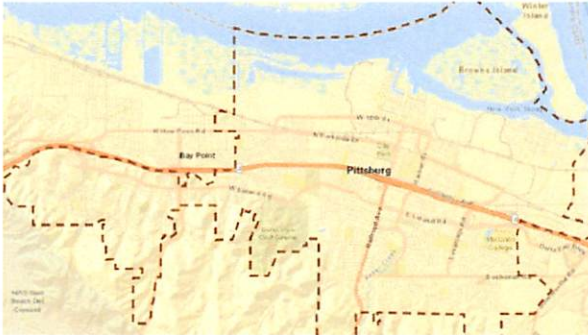
Project Name	Funding Source	FY 23-24 Allocation
(HSIP 10) Crestview Drive Safety Improvements	HUTA	\$ 51,700
2023/24 Pavement Management	MM	\$ 650,000
2023/24 Pavement Management	GF	\$ 600,000
2023/24 Pavement Management	GFS	\$ 1,251,300
2023/24 Pavement Management	HUTA	\$ 500,000
2023/24 Pavement Management	RMRA	\$ 225,000
Americana Park Bypass Channel	HUTA	\$ 101,800
Americana Park Bypass Channel	WOF	\$ 100,000
Annual Citywide Fence/Soundwall Repairs	HUTA	\$ 75,000
Annual Citywide Striping & Signage	HUTA	\$ 50,000
Annual Citywide Traffic Calming Program	MJ	\$ 75,000
Annual Filter Media Replacement	WOF	\$ 100,000
BART Pedestrian/Bicycle Connectivity	MJ	\$ 465,050
Buchanan Park Restroom Facility	GFS	\$ 500,000
City Entrance Features	GFS	\$ 250,000
City Park Restroom Facility	GFS	\$ 750,000
Citywide Arterial Median Conversion	MJ	\$ 50,000
Citywide Sidewalk Repairs	MMS	\$ 170,803
Corporation Yard Fueling System Replacement	WOF	\$ 239,100
Corporation Yard Fueling System Replacement	SOF	\$ 239,000
Countywide Smart Signals	HUTA	\$ 152,834
Delta De Anza Multimodal Trail Safety Improvements	HUTA	\$ 33,000
Duct Bank/Vault Replacements	IE	\$ 100,000
East Leland Road Pavement Maintenance	RMRA	\$ 700,000
Electrical Substation Battery Replacement	IE	\$ 20,000
HDPE Water Main Reducer Emergency Repair	WOF	\$ 65,300
Highlands Ranch Tank Improvements	WOF	\$ 255,000
Kirker Pass Road Rehabilitation	HUTA	\$ 36,171
Landscape Master Plan	GFS	\$ 1,500,000
Loveridge Road Maintenance	RMRA	\$ 1,225,000
Marina Security Cameras	MMS	\$ 200,000
Outage Recovery	IE	\$ 40,000
Pittsburg Premier Fields	ARPA	\$ 6,078,288
Pittsburg Premier Fields	GFS	\$ 1,615,000
Pittsburg Premier Fields	MMS	\$ 150,000
Pittsburg Premier Fields	PDF	\$ 337,712
RA Replacement	IE	\$ 30,000
Waterfront Area Reliability	IE	\$ 200,000
West Santa Fe Ave. Sewer Water Rehabilitation	WOF	\$ 694,000
West Santa Fe Ave. Sewer Water Rehabilitation	SOF	\$ 712,079
WTP Capital Repairs and Improvements	WOF	\$ 75,000
Totals		\$ 20,663,137

Total FY 2023-24 Allocations by Funding Source:

Fund Name	Abbreviation	FY 23-24 Allocation
American Rescue Plan Act	ARPA	\$ 6,078,288
Gas Tax - Road Maintenance and Rehabilitation Fund	RMRA	\$ 2,150,000
General Fund	GF	\$ 600,000
General Fund Surplus	GFS	\$ 5,866,300
Highway User Tax Account Gas Tax Fund	HUTA	\$ 1,000,505
Island Energy Fund	IE	\$ 390,000
Measure J Fund	Measure J	\$ 590,050
Measure M	MM	\$ 650,000
Measure M Surplus	MMS	\$ 520,803
Park Dedication Fund	PDF	\$ 337,712
Sewer Operating Fund	SOF	\$ 951,079
Water Operations Fund	WOF	\$ 1,528,400
Totals		\$ 20,663,137

Project Title:

Project #:

2023/24 Pavement Management**TBD**

Project Category: Streets

Location: Maintenance Zone 1

Project Manager: D. Johnson

Project Priority: 2H – Required

Project Status: New

Est. Completion Date: 2023/24

Description/Justification:

This project will be determined based on use of the Pavement Management System (PMS) and Staff input. The project will use a variety of pavement management techniques including pavement overlay, pavement reconstruction, pavement inlay, slurry seal, patch paving, base failure repairs, and crack sealing as appropriate to extend the useful life of the roadway.

Supplemental Information:

The location will be determined after the completion of the Pavement Condition survey.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction			\$ 3,076,300					\$ 3,076,300
1101	Staff Time			\$ 75,000					\$ 75,000
2372	Administrative Overhead			\$ 75,000					\$ 75,000
TOTAL				\$ 3,226,300					\$ 3,226,300
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
110	General Fund			\$ 600,000					\$ 600,000
	General Fund Surplus			\$ 1,251,300					\$ 1,251,300
	Measure M			\$ 650,000					\$ 650,000
621	HUTA			\$ 500,000					\$ 500,000
228	RMRA			\$ 225,000					\$ 225,000
TOTAL				\$ 3,226,300					\$ 3,226,300

Project Title:

Project #:

City Park Restroom Facility**TBD**

Project Category: Park
Location: City Park
Project Manager: D. Johnson
Project Priority: 2H – Required
Project Status: New
Est. Completion Date: 2024/25

Description/Justification:

This project will replace the existing restrooms at City Park with a new restroom facility. The current restroom facility at City Park is outdated and could benefit from upgrading. City staff will evaluate different restroom manufactures to analyze which restroom facility includes features to best address some of the current issues being experienced at this park such as vandalism, misuse, lighting, etc.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design			\$ 100,000					\$ 100,000
2281	Construction				\$ 620,000				\$ 620,000
101	Staff Time			\$ 5,000	\$ 10,000				\$ 15,000
2372	Administrative Overhead			\$ 5,000	\$ 10,000				\$ 15,000
TOTAL				\$ 110,000	\$ 20,000				\$ 750,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
General Fund Surplus			\$ 750,000						\$ 750,000
TOTAL			\$ 750,000						\$ 750,000

Project Title:

Project #:

Buchanan Park Restroom Facility

TBD



Project Category: Parks
 Location: Buchanan Park
 Project Manager: D. Johnson
 Project Priority: 2H – Required
 Project Status: New
 Est. Completion Date: 2024/25

Description/Justification:

This project will install a new restroom facility at Buchanan Park. City staff will evaluate different restroom manufactures to analyze which restroom facility includes features to best address some of the current issues being experienced at this park such as vandalism, misuse, lighting, etc.

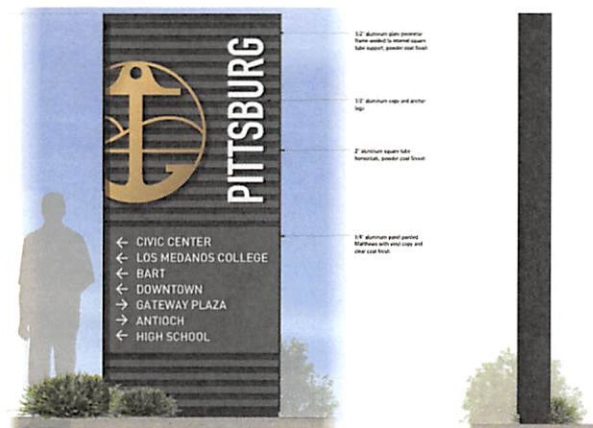
Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design			\$ 70,000					\$ 70,000
2281	Construction				\$ 405,000				\$ 405,000
1101	Staff Time			\$ 2,500	\$ 10,000				\$ 12,500
2372	Administrative Overhead			\$ 2,500	\$ 10,000				\$ 12,500
TOTAL				\$ 75,000	\$ 20,000				\$ 500,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
General Fund Surplus			\$ 500,000						\$ 500,000
TOTAL			\$ 500,000						\$ 500,000

Project Title:

Project #:

City Entrance Features**TBD**

*Image for illustration purposes only. Actual design(s) may vary.

Project Category:	General
Location:	City Entrance Points
Project Manager:	D. Johnson
Project Priority:	1E – Essential
Project Status:	Preliminary
Est. Completion Date:	2024/25

Description/Justification:

This project includes construction of City entryway signage at various locations around the perimeter of the City, as well as at highly-utilized freeway off-ramps. Potential locations include but are not limited to: 1) Eastbound State Route (SR) 4, between Willow Pass Road and San Marco Blvd.; 2) Westbound Railroad Ave./Harbor Street off-ramp; Century Blvd.; Kirker Pass Road at City limits; and 5) Eastbound Loveridge Road off-ramp.

Supplemental Information:

On May 9, 2022, the City Council earmarked \$250,000 of American Rescue Plan Act (ARPA) funding to be used for installation of entryway monument features at strategic locations throughout the City. Staff also anticipates an additional \$100,000 in funding resulting from developer contributions memorialized within a development agreement.

PROJECT FINANCING		CURRENT		PROPOSED					TOTAL
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
2122	Design			\$ 50,000					\$ 50,000
2281	Construction			\$ 100,000	\$ 100,000				\$ 200,000
1101	Staff Time								
2372	Administrative Overhead								
TOTAL				\$ 150,000	\$ 100,000				\$ 250,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
General Fund Surplus			\$250,000						\$ 250,000
TOTAL			\$ 250,000						\$ 250,000

Project Title:

Project #:

Landscape Master Plan Update

TBD



Project Category: General
Location: Citywide
Project Manager: D. Johnson
Project Priority: 2H – Required
Project Status: Preliminary
Est. Completion Date: 2023/24

Description/Justification:

The Landscape Master Plan is about the overall condition of the landscape, including everything from correct drainage, erosion issues, turf density, tree health, irrigation and lighting, and outdoor amenities.

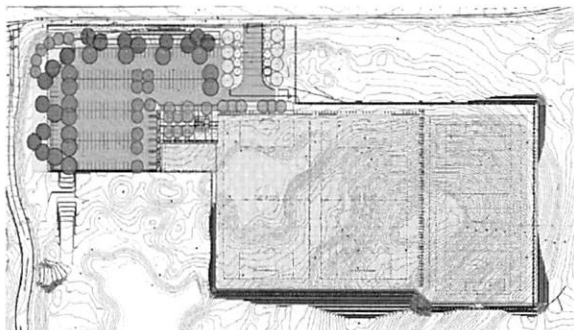
Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction			\$ 1,450,000					\$ 1,450,000
1101	Staff Time			\$ 25,000					\$ 25,000
2372	Administrative Overhead			\$ 25,000					\$ 25,000
TOTAL				\$ 1,500,000					\$ 1,500,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
General Fund Surplus				\$ 1,500,000					\$ 1,500,000
TOTAL				\$ 1,500,000					\$ 1,500,000

Project Title:

Project #:

Pittsburg Premier Fields**3080**

Project Category: Parks
Location: Old Delta View Golf Course
Project Manager: J. Samuelson
Project Priority: 1E – Essential
Project Status: Design
Est. Completion Date: 2024/25

Description/Justification:

The project will feature three multi-purpose fields to serve as a regional draw for the economic benefit of residents. The design will also include sport field lighting, landscaping and irrigation, various site furnishings, a restroom building, tree plantings. In addition, a parking lot, paved and unpaved walkways and trails circling the proposed facility, a pick-up and drop off area for passengers, landscaping and other amenities will be included within the project limits.

Supplemental Information:

The project is pursuing a Land and Water Conservation Fund (LWCF) grant. The estimated value of the grant is around \$6,000,000.

PROJECT FINANCING		CURRENT		PROPOSED					TOTAL
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
2122	Design	\$ 29,174	\$ 470,826	\$ 462,000					\$ 962,000
2281	Construction			\$ 5,480,000	\$ 9,895,000				\$ 15,375,000
1101	Staff Time			\$ 25,000	\$ 25,000				\$ 50,000
2372	Administrative Overhead			\$ 25,000	\$ 25,000				\$ 50,000
TOTAL		\$ 29,174	\$ 470,826	\$ 5,992,000	\$ 9,945,000				\$ 16,437,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
110	General Fund			\$ 6,078,288					\$ 6,078,288
	General Fund Surplus			\$ 1,615,000					\$ 1,615,000
304	Park Dedication Fund	\$ 600,000	\$ 215,000	\$ 337,712					\$ 1,152,712
	Measure M Surplus			\$ 975,000					\$ 975,000
	Unfunded				\$ 6,616,000				\$ 6,616,000
TOTAL		\$ 600,000	\$ 215,000	\$ 9,006,000	\$ 6,616,000				\$ 16,437,000



Project Category:

Location:

Project Manager:

Project Priority:

Project Status:

Est. Completion

Date:

Streets

Citywide

D. Johnson

2H – Required

Preliminary

2025/26

Description/Justification:

This project will repair damaged sidewalk at multiple locations throughout the city of Pittsburg.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction			\$ 100,000	\$ 100,000	\$ 100,000			\$ 300,000
1101	Staff Time								
2372	Administrative Overhead								
TOTAL				\$ 100,000	\$ 100,000	\$ 100,000			\$ 300,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Measure M Surplus				\$ 100,000	\$ 100,000	\$ 100,000			\$ 300,000
TOTAL				\$ 100,000	\$ 100,000	\$ 100,000			\$ 300,000

Project Title:

Project #:

Marina Security Cameras**TBD**

Project Category: Marina
Location: Pittsburg Marina
Project Manager: S. Bellafronte
Project Priority: 2H – Required
Project Status: New
Est. Completion Date: 2023/24

Description/Justification:

The Pittsburg Marina has foregone maintenance on existing security cameras resulting in a nonfunctioning camera system. The Marina also experiences crime and incidents that could be mitigated or solved through additional surveillance throughout the facility. This project includes repair of existing cameras and an expansion of the network throughout the cameras.

Supplemental Information:

The City has executed a contract for \$15,000 to fix the broken existing cameras system and is in the process of obtaining three quotes for the expansion project. On May 9, 0222, the City Council earmarked \$750,000 Measure M Surplus funds over three years to upgrading security camera systems throughout the City. Approximately \$200,000 of this amount is earmarked for the Marina expansion.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction		\$ 15,000	\$ 200,000					\$ 215,000
101	Staff Time								
2372	Administrative Overhead								
TOTAL			\$ 15,000	\$ 200,000					\$ 215,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
550	Marina Enterprise		\$ 15,000						\$ 15,000
	Measure M Surplus			\$ 200,000					\$ 200,000
TOTAL			\$ 15,000	\$ 200,000					\$ 215,000

Project Title:

Project #:

(HSIP 10) Crestview Drive Safety Improvements**2028****Project Category:** Streets**Location:** Crestview Drive from cross street to cross street**Project Manager:** K. Labao**Project Priority:** 1E – Essential**Project Status:** Design**Est. Completion Date:** 2023/24**Description/Justification:**

The project is a state-only funded California Department of Transportation (Caltrans) project. It encompasses six intersections along Crestview Drive with the primary goal of improving pedestrian safety and preventing vehicular speeding. The project locations are Crestview Lane, William Way, Atherton Ave, Kingsberry Place, Sunnyhill Way, and Nina Place. The scope of work includes, but is not limited to, upgrading pavement markings, installing raised medians, upgrading pedestrian crossings with enhanced safety features.

Supplemental Information:

Funding Source: Local Highway Safety Improvement Program (HSIP) Cycle 10 State Grant.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design		\$19,600	\$55,400					\$ 75,000
2281	Construction			\$636,100					\$ 636,100
1101	Staff Time	\$1,600	\$7,000	\$21,400					\$ 30,000
2372	Administrative Overhead	\$1,600	\$7,000	\$21,400					\$ 30,000
TOTAL		\$ 3,200	\$ 33,600	\$ 734,300					\$ 771,100
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Federal/State Funding		\$378,200							\$ 378,200
228	RMRA	\$41,200							\$ 41,200
203	HUTA		\$100,000	\$51,700					\$ 151,700
CDBG			\$200,000						\$ 200,000
TOTAL		\$ 419,400	\$ 300,000	\$ 51,700					\$ 771,100

Project Title:

Project #:

Delta De Anza Multimodal Trail Safety Improvements**2052**

Project Category:	Streets
Location:	Delta De Anza Trail from Bay Point to Antioch
Project Manager:	J. Rico Ruiz
Project Priority:	2G – Required
Project Status:	New
Est. Completion Date:	2026/27

Description/Justification:

The project proposes a series of critical safety and operational enhancements to the Delta De Anza Trail (Class I). These improvements include wayfinding signage, protected green bike lanes, rectangular flashing beacons, raised/high visibility crosswalks, bulb-outs, pedestrian lighting, and upgrades to the trail's existing pavement.

Improvements to the Delta De Anza Trail will help create a well-connected and attractive transportation network that will increase travel by walking or bicycling. The trail is parallel to several important commute routes and serves as an alternative to automobile travel for commutes to work, school, and recreational activities.

Supplemental Information:

All right-of-way required for the project is currently owned and/or operated by the following parties: Contra Costa County, City of Pittsburg, City of Antioch, and EBRPD.

Funding sources include: One Bay Area Grant (OBAG 3)

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122 Design				\$ 200,000	\$ 170,000				\$ 370,000
2281 Construction						\$ 2,500,000	\$ 1,757,000		\$ 4,257,000
101 Staff Time				\$ 40,000	\$ 40,000	\$ 40,000	\$ 34,000		\$ 154,000
2372 Administrative Overhead				\$ 40,000	\$ 40,000	\$ 40,000	\$ 34,000		\$ 154,000
TOTAL				\$ 280,000	\$ 250,000	\$ 2,580,000	\$ 1,825,000		\$ 4,935,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Federal/State Funding				\$ 4,427,000					\$ 4,427,000
203 HUTA				\$ 33,000	\$ 29,000	\$ 296,000	\$ 150,000		\$ 508,000
TOTAL				\$ 4,460,000	\$ 29,000	\$ 296,000	\$ 150,000		\$ 4,935,000

Project Title:

Project #:

Kirker Pass Road Rehabilitation**2608**

Project Category: Streets

Location: Kirker Pass Rd

Project Manager: D. Johnson

Project Priority: 2H – Required

Project Status: Design

Est. Completion Date: 2023/24

Description/Justification:

This project is located on Kirker Pass Road between Buchanan Road and Nortonville Road. The project scope will include the City and County portions of Kirker Pass Road. This project will apply resurfacing to Kirker Pass Road to extend the useful life of the street. Existing roadway striping will be replaced as is.

Supplemental Information:

Measure M funds are being transferred from existing Project 2035. An agreement between the City of Pittsburg and Contra Costa County was approved and authorized for the Kirker Pass Surface Treatment Project.

PROJECT FINANCING		CURRENT		PROPOSED					TOTAL
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
2122	Design								
2281	Construction			\$ 600,000					\$ 600,000
1101	Staff Time			\$ 5,000					\$ 5,000
2372	Administrative Overhead			\$ 5,000					\$ 5,000
TOTAL				\$ 610,000					\$ 610,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
110	General Fund		\$ 233,000						\$ 233,000
203	HUTA		\$ 92,000	\$ 36,171					\$ 128,171
	Measure M		\$ 248,829						\$ 248,829
TOTAL			\$ 573,829	\$ 36,171					\$ 610,000

Project Title:

Project #:

Annual Citywide Fence/Soundwall Repairs**3332**

Project Category: Streets
Location: Citywide
Project Manager: G. Piña
Project Priority: 2H – Required
Project Status: Ongoing
Est. Completion Date: Continuous

Description/Justification:

This project will be determined based on Staff input. The project will maintain the City-owned fences and soundwalls.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction	\$ 54,000	\$ 1,500	\$ 223,900	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 579,400
1101	Staff Time	\$ 300							\$ 300
2372	Administrative Overhead	\$ 300							\$ 300
TOTAL		\$ 54,600	\$ 1,500	\$ 223,900	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 580,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
203	HUTA	\$ 50,000		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 425,000
204	Measure J	\$ 155,000							\$ 155,000
TOTAL		\$ 205,000		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 580,000

Project Title:

Project #:

Annual Citywide Striping & Signage**2229/2239/2242**

Project Category: Streets
Location: Citywide
Project Manager: A. Peters
Project Priority: 2H – Required
Project Status: Ongoing
Est. Completion Date: Continuous

Description/Justification:

This project will provide funding to complete new installation of signing and striping improvements or removal and replacement of existing signing and striping at locations Citywide. Priority for locations will be determined by the Public Works and Engineering Departments.

Supplemental Information:

This is an ongoing project.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction	\$ 2,840		\$ 192,160	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 375,000
1101	Staff Time			\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 12,500
2372	Administrative Overhead			\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 12,500
TOTAL		\$ 2,840		\$ 197,160	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
203	HUTA	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000
TOTAL		\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000

Project Title:

Project #:

Countywide Smart Signals

TBD



Project Category:	Signal
Location:	Approx. 30 intersections total – Buchanan, W. Leland Rd & Railroad Ave
Project Manager:	J. Rico Ruiz
Project Priority:	2G – Required
Project Status:	Preliminary
Est. Completion Date:	2025/26

Description/Justification:

This project is expected to result in innovative upgrades to traffic signals and intersections on the regional routes of significance within the City of Pittsburg. Many of the City's existing traffic signals lack communication deploy technology, which makes traffic signal synchronization and coordination between signals along local roads challenging. Thirty (30) signals have been identified to be part of the project. The Smart Signals will enable the City of Pittsburg's signals to be upgraded to a smart signal system that will enable the implementation of improvements such as signal interconnect and synchronization to optimize traffic flow and reduce congestion; prioritize transit & emergency vehicles; use video detection and analytics to proactively identify 'near miss' situations and report those back to traffic management center.

Supplemental Information:

CCTA is the recipient of Metropolitan Transportation Commission (MTC's) One Bay Area Cycle 3 funds for the design, construction, and deployment of the project.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction				\$ 1,000,000	\$ 485,558			\$ 1,485,558
101	Staff Time								
2372	Administrative Overhead								
TOTAL					\$ 1,000,000	\$ 485,558			\$ 1,485,558
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Federal/State Funding				\$ 1,332,724					\$ 1,332,724
203	HUTA			\$ 152,834					\$ 152,834
TOTAL				\$ 1,485,558					\$ 1,485,558

Project Title:

Project #:

West Santa Fe Avenue Sewer Water Rehabilitation**5003**

Project Category:	Sewer
Location:	W. 11 th St. neighborhood, E. 12 th St., E. 4 th St, and E 5 th St
Project Manager:	G. Piña
Project Priority:	2H – Required
Project Status:	Design
Est. Completion Date:	2025/26

Description/Justification:

This project will replace approximately 15,500 linear feet of water main pipe and approximately 12,000 linear feet of sewer main pipe. This project targets areas where the water and sewer systems have reached the end of their useful life and have become maintenance problems and/or do not produce adequate flow.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 1,730	\$ 100,000	\$ 603,800					\$ 705,530
2281	Construction	\$ 1,000	\$ 15,000	\$ 1,000,000	\$ 4,000,000	\$ 2,000,000			\$ 7,016,000
1101	Staff Time	\$ 500	\$ 4,000	\$ 10,000	\$ 15,000	\$ 11,000			\$ 40,500
2372	Administrative Overhead	\$ 500	\$ 4,000	\$ 10,000	\$ 15,000	\$ 11,000			\$ 40,500
TOTAL		\$ 3,730	\$ 123,000	\$ 1,623,800	\$ 4,030,000	\$ 2,022,000			\$ 7,802,530
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
521	Sewer Operations Fund	\$ 2,996,451		\$ 712,079					\$ 3,708,530
501	Water Operation Fund	\$ 3,400,000		\$ 694,000					\$ 4,094,000
TOTAL		\$ 6,396,451		\$ 1,406,079					\$ 7,802,530

Project Title:

Project #:

Americana Park Bypass Channel**8336**

Project Category:	Storm
Location:	East of Americana Park and south of N. Parkside Drive
Project Manager:	K. Labao
Project Priority:	1C – Essential
Project Status:	Design
Est. Completion Date:	2023/24

Description/Justification:

The purpose of this project is to reduce flood hazards and mitigate stormwater overflows from the detention basin in Americana Park and North Parkside Drive.

The project includes excavating a new bypass channel from the Americana Park detention basin, south of N. Parkside Drive, eastward across the parcel of land owned by PG&E, and onto the nearby creek. Additional actions include the relocation of two waterlines (city and privately owned), replacing existing irrigation valves, and additional electrical work.

Supplemental Information:

The project will require environmental permits from USACE, SFWQCB, and CDFW. In addition, coordination will be needed with PG&E, Cal OES, and FEMA.

Funding Sources: Hazard Mitigation Grant Program (HMGP) Federal Funds, Transfers from 2006 Tax Exempt, and 2006 Taxable Funds.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 264,500	\$ 52,700						\$ 317,200
2281	Construction	\$ 93,600	\$ 1,000	\$ 802,900					\$ 897,500
101	Staff Time	\$ 16,000	\$ 7,000	\$ 8,000					\$ 31,000
2372	Administrative Overhead	\$ 16,000	\$ 7,000	\$ 8,000					\$ 31,000
TOTAL		\$ 390,100	\$ 67,700	\$ 818,900					\$ 1,276,700
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
203	HUTA			\$ 101,800					\$ 101,800
310	Infrastructure Repair and Replacement	\$ 580,000							\$ 580,000
501	Water Operation Fund			\$ 100,000					\$ 100,000
	Federal/State Funds		\$ 374,900						\$ 374,900
	Other	\$ 120,000							\$ 120,000
TOTAL		\$ 700,000	\$ 374,900	\$ 201,800					\$ 1,276,700

Project Title:

Project #:

BART Pedestrian & Bicycle Connectivity**2019**

Project Category:	Streets
Location:	Railroad Ave, California Ave, and Bliss Ave
Project Manager:	J. Rico Ruiz
Project Priority:	1E – Essential
Project Status:	Design
Est. Completion Date:	2023/24

Description/Justification:

The Project encompasses the installation of a Class IV buffered bicycle lane along Railroad Avenue from California Avenue to East 17th Street. This work will include slurry seal, and the installation of roadside signs and pavement striping and markings. Additionally, a Class I path along the west side of Railroad Ave from State Route 4 (SR-4) to the Delta De Anza Regional Trail will be installed. Along the SR-4 East-bound on-ramp from the BART parking facility to Railroad Avenue, a Class I path will be installed along the north side of the adjacent properties within Caltrans right-of-way. These improvements will enhance safety and security within the BART vicinity.

Supplemental Information:

Caltrans has relinquished to the City of Pittsburg a portion of SR-4 consisting of Class I bikeways south of California Avenue between Railroad Avenue and Harbor Street.

Funding Sources: One Bay Area Grant 2 (OBAG2); Pedestrian, Bicycle, and Trail Facilities (PBTF Grant); Safe Routes to Bart (SR2B)

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 913,950	\$ 20,000						\$ 933,950
2281	Construction			\$ 4,716,500					\$ 4,716,500
1101	Staff Time	\$ 27,600	\$ 5,000	\$ 163,700					\$ 196,300
2372	Administrative Overhead	\$ 36,500		\$ 159,800					\$ 196,300
TOTAL		\$ 978,050	\$ 25,000	\$ 5,040,000					\$ 6,043,050
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Federal/State Funding		\$ 5,170,000							\$ 5,170,000
Local TMF		\$ 300,000							\$ 300,000
TDA Grant		\$ 58,000							\$ 58,000
204	Measure J	\$ 50,000		\$ 465,050					\$ 515,050
TOTAL		\$ 5,578,000		\$ 465,050					\$ 6,043,050

Project Title:

Project #:

Citywide Arterial Median Conversion**2228**

Project Category:	Streets
Location:	Railroad Ave and W. Leland Rd (From Woodhill Dr to San Marco Blvd)
Project Manager:	D. Johnson
Project Priority:	2H – Required
Project Status:	Ongoing
Est. Completion Date:	Continuous

Description/Justification:

This project will focus on median conversions on arterial streets. The locations and priorities are determined by staff to ensure adequate work areas are provided for maintenance staff working within the medians. The project scope includes adding longer necks to medians, converting grass medians to landscaping that requires less water, and converting some medians to red stamped concrete. Some potential locations for this project are sections along the entire length of Railroad Avenue as well as West Leland Road from Woodhill Drive to San Marco Boulevard. These two locations are the most important, but other locations throughout the project may be later identified based on bid prices and project funding.

Supplemental Information:

This project will impact O&M and requires coordination with maintenance staff.

PROJECT FINANCING		CURRENT		PROPOSED					TOTAL
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
2122	Design								
2281	Construction		\$ 2,000	\$ 158,000			\$ 160,000		\$ 320,000
1101	Staff Time			\$ 15,000			\$ 15,000		\$ 30,000
2372	Administrative Overhead			\$ 15,000			\$ 15,000		\$ 30,000
TOTAL			\$ 2,000	\$ 188,000			\$ 190,000		\$ 380,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
204	Measure J	\$ 80,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 380,000
TOTAL		\$ 80,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 380,000

Project Title:

Project #:

Annual Citywide Traffic Calming Program**TBD**

Project Category: Streets

Location: Citywide

Project Manager: D. Johnson

Project Priority: 1C – Essential

Project Status: Ongoing

Est. Completion Date: Continuous

Description/Justification:

This project will construct speed humps and other traffic calming improvements at locations to be determined through an application process or by City Staff. This will be managed through the Traffic Section of the Engineering Division.

Supplemental Information:

None

PROJECT FINANCING	CURRENT		PROPOSED					
PROJECT EXPENDITURES	Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122 Design								
2281 Construction			\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 325,000
1101 Staff Time			\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
2372 Administrative Overhead			\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
TOTAL			\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
PROJECT FUNDING	Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
204 Measure J			\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
TOTAL			\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000

Project Title:

Project #:

Loveridge Road Maintenance**2033****Project Category:** Streets**Location:** Loveridge Rd between E. Leland Rd and Buchanan Rd**Project Manager:** S. Reese**Project Priority:** 2H – Required**Project Status:** Design**Est. Completion Date:** 2024/25**Description/Justification:**

This project is located on Loveridge Road between East Leland Road and Buchanan Road. This project will mill and overlay Loveridge Road to extend the useful life of the street. Existing roadway striping will be replaced as is. The ADA curb ramps along Loveridge Road will also be replaced.

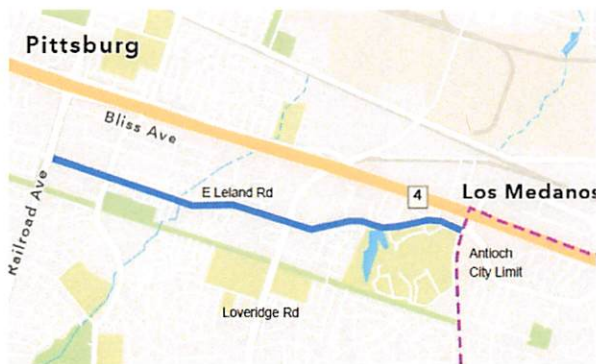
Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction			\$ 1,400,000					\$ 1,400,000
101	Staff Time		\$ 10,000	\$ 15,000					\$ 25,000
2372	Administrative Overhead		\$ 10,000	\$ 15,000					\$ 25,000
TOTAL			\$ 20,000	\$ 1,430,000					\$ 1,450,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Measure M			\$ 225,000						\$ 225,000
228	RMRA			\$ 1,225,000					\$ 1,225,000
TOTAL			\$ 225,000	\$ 1,225,000					\$ 1,450,000

Project Title:

Project #:

East Leland Road Pavement Maintenance**2241****Project Category:** Streets**Location:** E. Leland Rd from Railroad Ave to Eastern City Limits**Project Manager:** S. Reese**Project Priority:** 2H – Required**Project Status:** Design**Est. Completion Date:** 2023/24**Description/Justification:**

This project is located on East Leland Road from Railroad Avenue to Eastern City Limits. This project will extend the useful life of the asphalt pavement on East Leland Road. Pavement treatments will include mill, overlay and micro-surfacing. This pavement project triggers ADA curb ramp replacement. Thermoplastic striping will be replaced as is.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					TOTAL
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
2122	Design								
2281	Construction			\$ 1,850,000					\$ 1,850,000
1101	Staff Time		\$ 2,500	\$ 22,500					\$ 25,000
2372	Administrative Overhead		\$ 2,500	\$ 22,500					\$ 25,000
TOTAL			\$ 5,000	\$ 1,895,000					\$ 1,900,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
228	RMRA		\$ 1,000,000	\$ 700,000					\$ 1,700,000
203	HUTA		\$ 200,000						\$ 200,000
TOTAL			\$ 1,200,000	\$ 700,000					\$ 1,900,000

Project Title:

Project #:

Highlands Ranch Tank Improvements**5007**

Project Category:	Water
Location:	Highlands Ranch at the end of Ventura Drive
Project Manager:	K.Labao
Project Priority:	2H – Required
Project Status:	Design
Est. Completion Date:	2023/24

Description/Justification:

Highlands Ranch Tank is a 1MG Steel On-Grade tank and has been operated and maintained by the City of Pittsburg since 1999. Based on a recent assessment made in October 2021, it is recommended that several improvements should be made to prevent further erosion/damage to the tank. The scope includes but is not limited to installing a new cathodic protection system, new interior coating system, and the installation of new 12-inch vents.

Supplemental Information:

It is recommended that exterior surface of the tank be reinspected and reevaluated for any needed remedial repairs in five (5) years and that the City cleans the tank every three (3) years in accordance with American Water Works Association M42.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design		\$ 35,000	\$ 50,000					\$ 85,000
2281	Construction			\$ 560,000					\$ 560,000
1101	Staff Time		\$ 5,000	\$ 25,000					\$ 30,000
2372	Administrative Overhead		\$ 5,000	\$ 25,000					\$ 30,000
TOTAL			\$ 45,000	\$ 660,000					\$ 705,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
501	Water Operations Fund	\$ 250,000	\$ 200,000	\$ 255,000					\$ 705,000
TOTAL		\$ 250,000	\$ 200,000	\$ 255,000					\$ 705,000

Project Title:

Project #:

Annual Filter Media Replacement**5060**

Project Category: Water
Location: Water Treatment Plant
Project Manager: G. Piña
Project Priority: 2H – Required
Project Status: Ongoing
Est. Completion Date: Continuous

Description/Justification:

This project will perform periodic replacement of the filter media for the eight water filters at the City's Water Treatment Plant. Media replacement includes the removal and disposal of spent filter media and replacement with new granulated activated carbon (GAC) or anthracite, sand, and gravel.

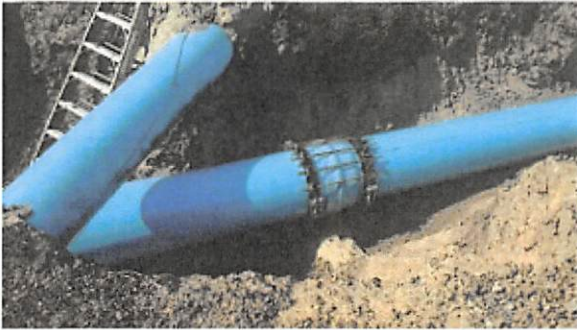
Supplemental Information:

Filter media replacement is needed every four (4) years.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 678							\$ 678
2281	Construction	\$ 506,640		\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,106,640
101	Staff Time	\$ 12,188							\$ 12,188
2372	Administrative Overhead	\$ 12,594							\$ 12,594
TOTAL		\$ 532,101		\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,132,101
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
501	Water Operations Fund	\$ 532,101	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,132,101
TOTAL		\$ 532,101	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,132,101

Project Title:

Project #:

Water Treatment Plant Capital Repairs and Improvements**5065**

Project Category: Water
Location: Water Treatment Plant
Project Manager: J. Moser
Project Priority: 2H - Required
Project Status: Ongoing
Est. Completion Date: Continuous

Description/Justification:

The project will provide upgrades and repairs at the Water Treatment Plant (WTP) and other water distribution facilities as identified by the WTP staff annually.

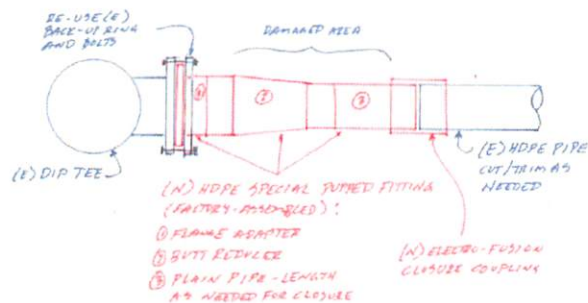
Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction	\$ 3,977		\$ 83,094	\$ 83,094	\$ 83,094	\$ 83,094	\$ 83,094	\$ 419,448
1101	Staff Time	\$ 234		\$ 10,508	\$ 10,508	\$ 10,508	\$ 10,508	\$ 10,508	\$ 52,773
2372	Administrative Overhead	\$ 241		\$ 10,508	\$ 10,508	\$ 10,508	\$ 10,508	\$ 10,508	\$ 52,779
TOTAL		\$ 4,452		\$ 104,110	\$ 104,110	\$ 104,110	\$ 104,110	\$ 104,110	\$ 525,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
501	Water Operations Fund	\$ 150,000		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 525,000
TOTAL		\$ 150,000		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 525,000

Project Title:

Project #:

HDPE Water Main Reducer Emergency Repair**TBD**

Project Category:

Water

Location:

Buchanan Rd and Quercus Ln Intersection

Project Manager:

G. Piña

Project Priority:

1C – Essential

Project Status:

Design

Est. Completion Date:

2023/24

Description/Justification:

This project will repair a failed reducer on the water main running along Buchanan Road. Where Buchanan Road intersects with Quercus Lane, there is a HDPE reducer. The weld failed and a large amount of water leaked. This section of pipe is currently shut off, but it is important that we restore the water main back to normal operation.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design			\$ 5,300					\$ 5,300
2281	Construction			\$ 50,000					\$ 50,000
101	Staff Time			\$ 5,000					\$ 5,000
2372	Administrative Overhead			\$ 5,000					\$ 5,000
TOTAL				\$ 65,300					\$ 65,300
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
501	Water Operation Fund			\$ 65,300					\$ 65,300
TOTAL				\$ 65,300					\$ 65,300

Project Title:

Project #:

Corporation Yard Fueling System Replacement**3118**

Project Category:	Building
Location:	Corporation Yard and Environmental Center
Project Manager:	K. Labao
Project Priority:	1B – Essential
Project Status:	Design
Est. Completion Date:	2023/24

Description/Justification:

The fleet fueling system at the Corporation Yard is out of compliance per State regulatory requirements and needs major upgrades including new piping, fueling island, single wall tank replacement with above ground tanks, new dispensers, island cover and new Concrete pad. The new location of the above ground tank will be at the Environmental Center.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 242,100	\$ 59,300	\$ 275,000					\$ 576,400
2281	Construction	\$ 31,200	\$ 73,700	\$ 686,800					\$ 791,700
101	Staff Time	\$ 6,000	\$ 2,000	\$ 12,000					\$ 20,000
2372	Administrative Overhead	\$ 6,000	\$ 2,000	\$ 12,000					\$ 20,000
TOTAL		\$ 285,300	\$ 137,000	\$ 985,800					\$ 1,408,100
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
501	Water Operations Fund	\$ 265,000		\$ 239,100					\$ 504,100
521	Sewer Operations Fund	\$ 265,000		\$ 239,000					\$ 504,000
621	Building Maintenance	\$ 400,000							\$ 400,000
TOTAL		\$ 930,000		\$ 478,100					\$ 1,408,100

Project Title:

Project #:

Corporation Yard Fueling System Replacement**3118**

Project Category:	Building
Location:	Corporation Yard and Environmental Center
Project Manager:	K. Labao
Project Priority:	1B – Essential
Project Status:	Design
Est. Completion Date:	2023/24

Description/Justification:

The fleet fueling system at the Corporation Yard is out of compliance per State regulatory requirements and needs major upgrades including new piping, fueling island, single wall tank replacement with above ground tanks, new dispensers, island cover and new Concrete pad. The new location of the above ground tank will be at the Environmental Center.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 242,100	\$ 59,300	\$ 275,000					\$ 576,400
2281	Construction	\$ 31,200	\$ 73,700	\$ 686,800					\$ 791,700
101	Staff Time	\$ 6,000	\$ 2,000	\$ 12,000					\$ 20,000
2372	Administrative Overhead	\$ 6,000	\$ 2,000	\$ 12,000					\$ 20,000
TOTAL		\$ 285,300	\$ 137,000	\$ 985,800					\$ 1,408,100
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
501	Water Operations Fund	\$ 265,000		\$ 239,100					\$ 504,100
521	Sewer Operations Fund	\$ 265,000		\$ 239,000					\$ 504,000
621	Building Maintenance	\$ 400,000							\$ 400,000
TOTAL		\$ 930,000		\$ 478,100					\$ 1,408,100

Project Title:

Project #:

Duct Bank and Vault Replacements**5816**

Project Category: Power
Location: Mare Island
Project Manager: D. Buchanan
Project Priority: 2H — Required
Project Status: Construction
Est. Completion Date: 2023/24

Description/Justification:

Specific sections of the island energy system have been identified for duct bank and vault replacement as being critical for "North End," which includes existing ALCO and EPS customers, and the anticipated City of Vallejo master development north of G Street.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design	\$ 205,000							\$ 205,000
2281	Construction	\$ 104,500		\$ 224,100					\$ 328,600
1101	Staff Time	\$ 16,400							\$ 16,400
2372	Administrative Overhead								
TOTAL		\$ 325,900		\$ 224,100					\$ 550,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
580	Island Energy	\$ 450,000		\$ 100,000					\$ 550,000
TOTAL		\$ 450,000		\$ 100,000					\$ 550,000

Project Title:

Project #:

Waterfront Area Reliability**5820**

Project Category:	Power
Location:	Berth 12-18 Mare Island
Project Manager:	D. Buchanan
Project Priority:	1A — Essential
Project Status:	Construction
Est. Completion Date:	2024/25

Description/Justification:

The Waterfront Area Reliability Project ("WARP") will upgrade up to eight (8) utility electrical substations serving the Mare Island waterfront area. The waterfront hosts Pittsburg Power Company (PPC) Utility's single largest commercial electrical customer, "Mare Island Dry Docks" (MIDD).

The waterfront area is prone to Utility equipment failures ("outages") often during critical periods of operation. Existing utility facilities include underground lead cable, transformers and breaker sets that are over 40 years old. The dry docks serve demanding US Navy ship repair contracts and exceptionally high electrical loads. Electrical reliability is key to the viability of the MIDD business, which primarily serves the US Navy.

Supplemental Information:

Phase 1 Project scope includes engineering assessments, work scoping, cost estimating and the procurement of critical reliability equipment plus performing intermediate fixes/repairs. Subsequent Phases will address replacement of and adding redundant underground primary voltage circuits along with breakers and transformer equipment.

Utility cost recovery is being contemplated through Customer special rate assessments and other mechanisms.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction	\$ 140,554	\$ 107,847	\$ 226,599	\$ 225,000				\$ 700,000
1101	Staff Time								
2372	Administrative Overhead								
TOTAL		\$ 140,554	\$ 107,847	\$ 226,599	\$ 225,000				\$ 700,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
580	Island Energy	\$ 500,000		\$ 200,000					\$ 700,000
TOTAL		\$ 500,000		\$ 200,000					\$ 700,000

Project Title:

Multi-Year

Project #:

Outage Recovery

5821



Project Category:	Power
Location:	Mare Island PPC Utility Service Territory
Project Manager:	D. Buchanan
Project Priority:	1C – Essential
Project Status:	Ongoing
Est. Completion Date:	Continuous

Description/Justification:

This project is used to provide immediate response to Pittsburg Power Company (PPC) during electrical outages, natural gas outages, and emergency situations. The project scope includes procurement of "Emergency" 3rd party resources, heavy equipment rental, general material procurement and the procurement of repair or replacement facility equipment. Each outage is unique, and demands will vary.

Supplemental Information:

"Outages" are characterized as the unpredicted failure of utility equipment, including but not limited to, underground electrical cable faults, breaker failures, transformer failures, gas main line and regulator breaches and other related utility equipment. Outages can affect small groups of customers, or all of the Mare Island service territory.

PROJECT FINANCING		CURRENT		PROPOSED					TOTAL
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
2122	Design	\$ 36,300							\$ 36,300
2281	Construction	\$ 123,600		\$ 40,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 403,600
1101	Staff Time	\$ 100							\$ 100
2372	Administrative Overhead								
TOTAL		\$ 160,000		\$ 40,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 440,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
580	Island Energy	\$ 160,000		\$ 40,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 440,000
TOTAL		\$ 160,000		\$ 40,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 440,000

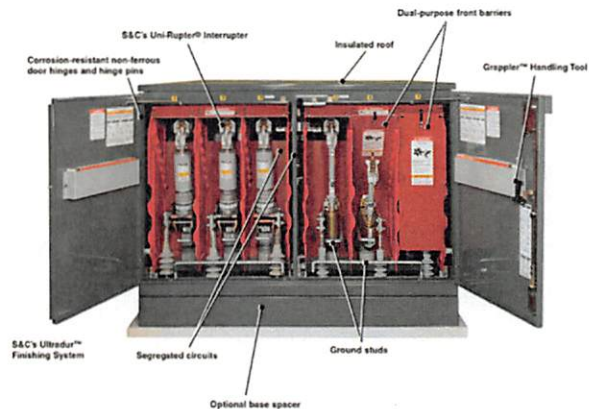
Project Title:

Multi-Year

Project #:

RA Replacement

TBD



Project Category: Power
Location: Mare Island
Project Manager: D. Buchanan
Project Priority: 2H — Required
Project Status: Preliminary
Est. Completion Date: 2027/28

Description/Justification:

This project aims to replace two (2) Rocker-Arm breakers assemblies with new PME devices per year. The Rocker-Arm breakers need to be placed with Pad Mounted Electric Load Breaking equipment. To replace up to 10 Rocker-Arm breakers on Mare Island.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction			\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
1101	Staff Time								
2372	Administrative Overhead								
TOTAL				\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
580	Island Energy			\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
TOTAL				\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Project Title:

Multi-Year

Project #:

Electrical Substation Battery Replacement**TBD**

Project Category:	Power
Location:	Island Energy Electrical Stations
Project Manager:	D. Buchanan
Project Priority:	2H — Required
Project Status:	Preliminary
Est. Completion Date:	Continuous

Description/Justification:

The existing substation batteries used at Island Energy's electrical stations are deemed outdated and inefficient. Island Energy plans to systematically replace existing station batteries to secure a power source for electrical system control and monitoring. Island Energy will perform the battery replacement in-house as part of the Preventive Maintain and Repair plan. The funding will be used mostly for purchase and of new station battery banks.

Supplemental Information:

None

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
2122	Design								
2281	Construction			\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
101	Staff Time								
2372	Administrative Overhead								
TOTAL				\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
PROJECT FUNDING		Prior	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
580	Island Energy			\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
TOTAL				\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000

➤ CAPITAL OUTLAY - EQUIPMENT

Capital Outlay involves the need for a budget appropriation to purchase equipment, land or other fixed assets which have a unit cost of more than \$5,000 and an estimated useful life of over five years. The following represent capital outlay – equipment for the Fiscal Year 2023-24 Budget:

Description	Funding Source (Fund)	Total Allocation	Justification
Police Department - Vehicles	General Fund	543,000	Vehicle Replacement - 4 Toyota Camry (Hybrid) and 3 Ford Explorer (Hybrid); New - Ford F150 and Ford Explorer (Hybrid)
Police Department - K9	General Fund	25,000	Allocation of funds for additional department K9
Police Department - Furniture	General Fund	250,000	Furniture Replacement
Police Department - Wifi	General Fund	20,000	Wifi Improvement
Police Department - Furniture	General Fund	25,000	Furniture and Generator for Training Center
Police Department - New PD Department / Substation	General Fund	35,000	Furniture and Door Entry Card Readers
Public Works	General Fund (Public Works/Streets)	97,000	Replace Outdated Equipments - Traffic Sign Shop Cutter/Plotter/Printer and Traffic Paint Striper Machine
Public Works	Citywide Landscapes	110,500	New - 3 F250 Bed Trucks
Water Operations	Water Operations (Purification)	180,000	Replacement of old equipment for Lab, Pumps, motors, etc
Information/Communication Systems - Desktop	I.T.	100,000	every 5 years - 50 Desktops, 1 Server and Window CAL; Upgrade Windows Client Access Licenses
Public Works	Fleet	195,200	Balancer and Tire Changer; New - Welding Table, Mobile Column Lifts and Heavy Duty Parts Washer
Miscellaneous	Various	92,710	Various
Totals		1,673,410	

➤ **FINANCIAL POLICIES AND PROCEDURES**

The City of Pittsburg has established Financial Policies and Procedures to provide guidance towards the City's fiscal stability as well as prudent and accountable management of the City's funds.

Balanced Budget

The City will pay for all current non-capital expenditures with current revenues. The City will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses such as postponing expenditures or accruing future years' revenues.

Capital Improvement Plans

The City will develop 5-year Capital Improvement Plans that will be updated annually.

The City will develop annual capital budgets based on the 5-year Capital Improvement Plans.

The City will coordinate the capital budget with the operating budget such that future operating costs associated with new capital improvements will be included in financial forecasts.

The City will identify estimated costs and potential funding sources for each capital project proposal before it is submitted to City Council for approval.

Annual Comprehensive Financial Report (ACFR)

The City will prepare the ACFR consistent with the Governmental Accounting Standards Board (GASB) and Governmental Finance Officers Association (GFOA) standards and will contract with an independent audit firm to audit the ACFR.

Expenditure Controls

The City has various expenditure controls in place to ensure the City does not over-expend its budget including: (1) position requisition must be in the budget and approved by the City Manager, (2) encumbrance requests for purchases or contracts reviewed and approved by the Accounting Manager to ensure there are adequate funds, and (3) mid-year budget reviews to forecast expenses and revenues that identifies any potential shortfalls.

Financial Plans

The City will annually prepare 5-year or more Forecasts for the City's General Fund and Housing Authority Fund that will include realistic revenue and expenditure projections.

Fund Balance

Fund balance from the prior fiscal year is total cash and investments less encumbrances and prior year appropriations.

The budget year estimated fund balance includes prior fiscal year actual fund balance plus estimated revenues minus the expenditure budget.

Revenue

The City will try to maintain diversified and stable revenues to shelter it from unforeseeable short-run fluctuations in any revenue stream.

The City will estimate its annual revenues by an objective, analytical process where-ever practical. The City will update revenue projections annually.

The City will calculate the costs associated with user fees to ensure the fees are cost covering.

Capital Assets Policy

The policy defines capital assets as tangible items to be used over a period of time greater than three years and having a value greater than or equal to \$5,000. In addition, the policy classifies assets as either land, buildings, improvements other than buildings or equipment and identifies method of depreciation thereof (Policy is included on Pages 264-274 in the Appendix section of the budget).

Debt Policy

Provides guidelines for issuing and managing the City's debt including selecting the financing team, types of debt the City can issue, and on-going debt administration. (Policy is included on Pages 276-288 in the Appendix section of the budget)

Fiscal Sustainability Policy

The goal of the Fiscal Sustainability Policy is to ensure the City has sufficient reserves to cover expenses in the event of an emergency and that it uses one-time revenues for one-time expenses.

Specifically, the Fiscal Sustainability Policy established (1) minimum unappropriated reserve balances at 30% of operating expenses for the City's General Fund, Internal Services Funds, and Enterprise Funds to be used only for emergencies such as natural disasters, (2) a Budget Stabilization Fund to be used to help absorb costs during an economic downturn and/or budget shortfall with a minimum balance equal to \$2.0 million or 5% of the General Fund operating expenses, whichever is greater, and a maximum balance of \$7.5 million or 25% of the General Fund operating expenses, (3) an Infrastructure Repair and Replacement Fund and Other Post-employment Benefits

(OPEB) Fund that receives surplus Budget Stabilization Fund monies, and (4) required a 4/5 vote of the City Council for appropriation of reserves or to vary the reserve levels. The Ordinance also requires the City to deposit one-time General Fund revenues, projected recurring revenues that exceed 10% or more from the previous fiscal year, and fiscal year-end General Fund surpluses into the Budget Stabilization Fund. (Policy is included on Pages 297-302 in the Appendix section of the budget)

Grant Policy

The City has established a grant policy that provides an overall framework for the use and management of grant resources including identifying roles and responsibilities for managing the City's grants and compliance with Single Audit Act requirements (Policy is included on Pages 290-293 in the Appendix section of the budget).

Interfund Transfer Policy

The policy ensures that procedures related to the administration and accounting for Interfund transactions are documented, communicated, clearly understood, and consistently applied. (Policy is included on Pages 304-306 in the Appendix section of the budget).

Investment Policy

Provides guidelines for the prudent investment of the City's idle funds that optimizes returns while protecting the principal and providing a sufficient liquidity. Identifies eligible investments that include federal securities, Certificates of Deposit (CDs), medium term private security notes of highly rated companies, and Money Market Funds. Delegates investment decisions to the Director of Finance with oversight provided by the City Treasurer and City Manager. (Policy is included on Pages 308-329 in the Appendix section of the budget)

Purchasing Policies

Delegates purchasing authority to the City Manager for goods and services valued at \$75,000 or below and to Senior Executive staff for those valued at \$50,000 or below. Identifies formal and informal bidding procedures based on dollar amount. Allows informal bidding construction services of less than \$175,000 and requires formal bidding for those greater than \$175,000. (Policy is included on Pages 331-337 in the Appendix section of the budget)



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➤ DEBT SERVICE - OVERVIEW

The City and its related entities have combined outstanding principal of \$363 million including pension obligation bonds, assessment district bonds, water and sewer revenues bonds, miscellaneous loans, and Redevelopment Agency (RDA) bonds (now under the Successor Agency to the former Pittsburg Redevelopment Agency).

Debt Limit

The City does not have any plans to issue new debt in the foreseeable future. However, the City's debt limit as defined under California Government Code, Section 43605 as 3.75% of assessed valuation at full cash value is ⁽¹⁾ \$104 million. The City's bond indebtedness is within the legal debt limit.

Debt per Capita

Total debt per capita including RDA bonds, Assessment District Bonds, Water and Sewer revenue bonds, pension obligation bonds and miscellaneous loans is ⁽²⁾ \$5,131 and represents ⁽³⁾ 6.70% of total personal income.

Debt Policy

The City's Debt Policy is defined in the Financial Policies section of the budget book.

The City's Appropriations Limit for the 2023-24 Fiscal Year and its calculations can be found in the Appendices section of the budget book (Pages 276-288).

(1) Assessed Valuation of \$2,776,660,107 (net of \$5,676,673,062) Redevelopment incremental valuation) x 3.75% = \$104 million

(2) Debt Per Capit $\frac{392,762,032}{76,544} \frac{\text{Outstanding Principal}}{\text{City Population}} = \$ 5,131$

(3) \$ $\frac{5,131}{76,544} \frac{\text{Debt Per Capita}}{\text{City Population}} = 6.70\%$ of Total Personal Income

➤ DEBT SERVICE - REVENUE SOURCES

CITY	Series	Allocated Charges	Interest Earnings	FY 2022-2023
Pension Obligation				
Taxable Pension Funding Bond	2006	\$ 3,861,289	\$ 100	\$ 3,861,389
CCCERA Triennial Experience Update	2006	660,633	-	660,633
<i>Total Pension Obligation:</i>		4,521,922	100	4,522,022
Energy Efficiency Loans				
PG&E Energy Efficient Retrofit Loan - Chiller Replacement	2018	21,329	-	21,329
<i>Total Energy Efficiency Loans:</i>		21,329	-	21,329
Assessment District Bonds				
Assessment Collection				
2011 Reassessment Revenue Refunding Bonds A & B	2011-1	1,324,979	12,000	1,336,979
Century Plaza - AutoMall	2001-03	328,875	1,400	330,275
Community Facilities District - Vista Del Mar	2016	734,830	3,000	737,830
<i>Total Assessment Districts:</i>		2,388,684	16,400	2,405,084
Revenue Bonds - Enterprise Funds				
Sewer/Water Revenues				
Water Revenue Refunding	2016	2,482,000	-	2,482,000
I-Bank Loan - Water System Modification Project	2014	646,753	-	646,753
Capital Leases for Governmental Activity				
Allocated Charges				
Various Fleet Vehicles	2018	121,602	-	121,602
Various Fleet Vehicles/Equipment	2019	57,890	-	57,890
Various Fleet Vehicles/Equipment	2019-2	187,344	-	187,344
<i>Total Capital Leases:</i>		366,836	-	366,836
TOTAL CITY DEBT SERVICES:		\$ 10,427,525	\$ 16,500	\$ 10,444,025

SUCCESSOR AGENCY TO FORMER RDA	Series	Tax Increment	Interest Earnings	FY 2022-2023
Tax Allocation Bonds (Partially Refunded by 2014 TARB)	1999	8,759,000	250	8,759,250
Tax Allocation Refunding Bonds	2014	4,015,375	1,000	4,016,375
Subordinate Tax Allocation Refunding Bonds	2016A	16,582,875	250	16,583,125
Housing Set Aside Tax Allocation Bonds (Taxable)	2006A	720,672	20,000	740,672
Housing Set Aside Tax Allocation Refunding Bonds (Taxable)	2016A	1,304,324	100	1,304,424
TOTAL RDA DEBT SERVICES:		\$ 31,382,246	\$ 21,600	\$ 31,403,846
GRAND TOTAL CITY and RDA DEBT SERVICES:		\$ 41,809,771	\$ 38,100	\$ 41,847,871

➤ DEBT SERVICE - EXPENDITURE REQUIREMENTS

CITY	Series	Principal	Interest	Other Costs	FY 2023-2024	Outstanding Principal at July 1, 2023
Pension Obligation						
Taxable Pension Funding Bond	2006	\$ 2,650,000	\$ 1,261,572	\$ 7,000	\$ 3,918,572 ⁽¹⁾	\$ 40,425,000
CCCERA Triennial Experience Update	2006	300,194	410,909	-	711,103	5,291,647
<i>Total Pension Obligation:</i>		2,950,194	1,672,481	7,000	4,629,675	45,716,647
Energy Efficiency Loans						
PG&E Energy Efficient Retrofit Loan - Chiller Replacement	2018	21,329	-	-	21,329	104,870
<i>Total Energy Efficiency Loans:</i>		21,329	-	-	21,329	104,870
Assessment District Bonds						
2011 Reassessment Revenue Refunding Bonds A & B	2011-1	-	-	-	- ⁽³⁾	-
Century Plaza - AutoMall	2001-03	175,000	130,275	17,407	322,682	2,315,000
Community Facilities District - Vista Del Mar	2016	425,000	283,469	10,700	719,169	7,080,000
Limited Obligation Refunding Improvement Bonds	2022	516,886	116,041	29,454	662,381	3,681,484
<i>Total Assessment Districts:</i>		1,116,886	529,785	57,561	1,704,232	13,076,484
Revenue Bonds - Enterprise Funds						
Water Revenue Refunding	2016	1,560,000	899,250	6,250	2,465,500	21,620,000
I-Bank Loan - Water System Modification Project	2014	290,220	324,610	31,750	646,581	9,393,270
Water Revenue Bonds, Series 2022A	2022		2,081,063		2,081,063	43,870,000
Capital Leases for Governmental Activity						
Various Fleet Vehicles	2018	59,667	1,134	-	60,801	59,667
Various Fleet Vehicles/Equipment	2019	56,281	1,609	-	57,890	56,281
Various Fleet Vehicles/Equipment	2019-2	178,960	8,384	-	187,344	270,930
<i>Total Capital Leases:</i>		294,908	11,127	-	306,035	386,879
TOTAL CITY DEBT SERVICES:		\$ 6,233,538	\$ 5,518,315	\$ 102,561	\$ 11,854,414	\$ 134,168,149

SUCCESSOR AGENCY TO FORMER RDA	Series	Principal	Interest	Other Costs	FY 2023-2024	Outstanding Principal at July 1, 2023
Tax Allocation Bonds (Partially Refunded by 2014 TARB)	1999	2,081,538	6,668,462	4,000	8,754,000 ⁽²⁾	71,590,000
Tax Allocation Refunding Bonds	2014	2,340,000	830,750	5,000	3,175,750	17,785,000
Subordinate Tax Allocation Refunding Bonds	2016A	12,565,000	4,823,125	1,500	17,389,625	102,745,000
Housing Set Aside Tax Allocation Bonds (Taxable)	2006A	345,000	369,247	3,500	717,747	7,125,000
Housing Set Aside Tax Allocation Refunding Bonds (Taxable)	2016A	990,000	310,385	5,000	1,305,385	7,805,000
TOTAL RDA DEBT SERVICES:		\$ 18,321,538	\$ 13,001,969	\$ 19,000	\$ 31,342,507	262,565,000

GRAND TOTAL CITY and RDA DEBT SERVICES:		\$ 24,555,076	\$ 18,520,285	\$ 121,561	\$ 43,196,921	\$ 396,733,149
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(1) includes unaccrued discount in the total amount of \$11,757,180

(2) includes unaccrued discount in the total amount of \$43,771,689

(3) Debt paid off as part of refunding improvement bonds in July 2022

➤ DEBT SERVICE REQUIREMENTS

Taxable Pension Funding Bonds (Issued on 6/15/2006)

BOND ISSUES:	CITY OF PITTSBURG Taxable Pension Funding Bonds Series 2006
DATE OF ISSUES:	June 15, 2006
AMOUNT OF ISSUE:	\$ 39,566,056
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 40,425,000 ⁽¹⁾
DESCRIPTION:	The City issued \$39,566,055.85 of Series 2006 Taxable Pension Funding Bonds bearing interest at 5.78 to 6.11%, to prepay the City unfunded accrued liability for the Miscellaneous and Safety plans in the amount of \$25,977,758 to the Public Employees' Retirement System (PERS). The City also prepaid the unfunded liability owed to Contra Costa County Employees Retirement Association (CCCERA) which amounted to \$12,700,000 as of June 30, 2006. Bonds were issued as current interest bonds and capital appreciation bonds. Repayment of accreted principal commenced on July 1, 2015
PAYMENT DATES:	January 1 and July 1 of each year.
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Allocated Charges	\$ 3,861,289	\$ 3,918,472
Interest Earnings	100	100
TOTAL:	\$ 3,861,389	\$ 3,918,572
EXPENDITURES		
Fiscal Paying Agent Fees	\$ 3,000	\$ 3,000
Professional Administrative Fees	4,000	4,000
Principal Reduction	1,357,230	1,385,374
CAB Accreted Principal	1,197,770	1,264,626
Interest Expense	1,299,389	1,261,572
Pre-Pay Principal ⁽²⁾		
TOTAL:	\$ 3,861,389	\$ 3,918,572

(1) Includes unaccreted discount in the total amount of \$11,757,180

(2) Pursuant to Pension Obligation Bond documents, the City of Pittsburg is required to deposit with the Trustee no later than 7/15 of each fiscal year, the amount of the City's obligation for the following bond year.

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

Taxable Pension Funding Bonds (Issued on 6/15/2006)

FISCAL YEAR	PRINCIPAL	INTEREST	CAB ACCRETED PRINCIPAL	TOTAL
2024	1,385,374	1,261,572	1,264,626	3,911,572
2025	1,419,516	1,220,061	1,330,484	3,970,061
2026	1,456,285	1,174,709	1,398,715	4,029,709
2027	1,188,856	1,134,528	1,466,144	3,789,528
2028	1,212,219	1,099,960	1,532,781	3,844,960
2029	1,237,637	1,062,438	1,597,364	3,897,438
2030	1,270,133	1,021,814	1,664,867	3,956,814
2031	1,308,272	977,792	1,731,728	4,017,792
2032	1,749,024	915,009	1,400,976	4,065,009
2033	3,295,000	777,772	-	4,072,772
2034	3,555,000	575,389	-	4,130,389
2035	3,835,000	357,051	-	4,192,051
2036	4,125,000	121,873	-	4,246,873
TOTAL	\$ 27,037,315	\$ 11,699,968	\$ 13,387,685	\$ 52,124,968

Note: Pursuant to the Pension Obligation Bond documents the City of Pittsburg is required to pay one year of debt service payments in advance.

➤ DEBT SERVICE REQUIREMENTS

2006 CCCERA TRIENNIAL EXPERIENCE UPDATE (Issued in 2008)

AGREEMENT:	Termination Agreement between City of Pittsburg and Contra Costa County Employees' Retirement Association
AGREEMENT DATE:	July 1, 2001
CITY RESOLUTION NO.:	08-10943 (January 22, 2008)
AMOUNT OF ISSUE:	\$ 11,312,353
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 5,291,647
DESCRIPTION:	As of December 31, 2021 Valuation of Assets, the City had an unfunded obligation of \$6,368,753 to provide future benefits to the City's CCCERA retirees and vested terminated members of the retirement plan. The unfunded obligation has been amortized for the remaining 15 years of the 1st amendment to agreement dated 07/2012 at an interest rate of 6.75%, resulting in 15 annual payments of \$711,103. The next triennial update shall be completed by December 31, 2024.
DUE and PAYABLE ON:	June 30
PAYMENT ENTITY:	Contra Costa County Employees' Retirement Association

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Allocated Charges	\$ 660,633	\$ 711,103
Interest Earnings	-	-
	\$ 660,633	\$ 711,103
EXPENDITURES		
Principal Reduction	\$ 290,179	\$ 300,194
Interest Expense	370,454	410,909
TOTAL:	\$ 660,633	\$ 711,103

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

CCCERA (Issued in 2008)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	300,194	410,909	711,103
2025	320,457	390,646	711,103
2026	342,088	369,015	711,103
2027	365,179	345,924	711,103
2028	389,828	321,275	711,103
2029	416,142	294,961	711,103
2030	444,231	266,872	711,103
2031	474,217	236,886	711,103
2032	506,227	204,876	711,103
2033	540,397	170,706	711,103
2034	576,874	134,229	711,103
2035	615,813	95,290	711,103
TOTAL	\$ 5,291,647	\$ 3,241,589	\$ 8,533,236

➤ DEBT SERVICE REQUIREMENTS

PG&E Energy Efficient Retrofit Loan - Chiller Replacement (Issued in 2018)

AGREEMENT:	Pacific Gas & Electric (PG&E) Energy Efficient Retrofit Loan to Replace the City Hall Chiller - TIF #: 005039
AGREEMENT DATE:	April 5, 2018
CITY RESOLUTION NO.:	18-13479
AMOUNT OF ISSUE:	\$ 213,294
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 104,870
DESCRIPTION:	City of Pittsburg has obtained a 10-year, interest-free (0%), no fee loan from PG&E to partially fund the cost to replace the existing City Hall Chiller with an energy-efficient system.
DUE and PAYABLE ON:	Monthly Payment of Principal
PAYMENT ENTITY:	Pacific Gas & Electric (PG&E)

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Building Maintenance Allocation	\$ 21,329	\$ 21,329
	\$ 21,329	\$ 21,329
EXPENDITURES		
Principal Reduction	\$ 21,329	\$ 21,329
Interest Expense	-	-
TOTAL:	\$ 21,329	\$ 21,329

➤ **DEBT SERVICE - AMORTIZATION SCHEDULE**

**PG&E Energy Efficient Retrofit Loan - Chiller Replacement
(Issued in 2018)**

FISCAL YEAR	PRINCIPAL	TOTAL
2024	21,329	21,329
2025	21,329	21,329
2026	21,329	21,329
2027	21,329	21,329
2028	19,552	19,552
TOTAL	\$ 104,870	\$ 104,870

➤ DEBT SERVICE REQUIREMENTS

2011 Re-Assessment Revenue Refunding Bonds (Issued in 2011)

BOND ISSUES:	Pittsburg Infrastructure Financing Authority 2011 Reassessment Revenue Refunding Bonds A & B
DATE OF ISSUES:	August 24, 2011
AMOUNT OF ISSUE:	\$ 17,840,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ -
DESCRIPTION:	The Bonds were issued by the City of Pittsburg Public Financing Authority pursuant to the Refunding Act of 1984 for 1915 Improvement Act Bonds PIFA 1988, Marina Walk, San Marco Phase I, and Oak Hills South. These bonds were grouped together and refunded in 2011 to reduce the interest expense.
PAYMENT DATES:	September 2 and March 2
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Assessment Collection	\$ 1,324,979	\$ -
Interest Earnings	12,000	-
TOTAL:	\$ 1,336,979	\$ -
EXPENDITURES		
Fiscal Paying Agent Fees	\$ 4,300	\$ -
Professional Administrative Fees	50,000	-
County Admin. Fees	1,800	-
City Admin. Fees	28,051	-
Principal Reduction	955,000	-
Interest Expense	319,741	-
TOTAL:	\$ 1,358,892	\$ -

(3) Debt paid off as part of refunding improvement bonds in July 2022

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

2011 Re-Assessment Revenue Refunding Bonds (Issued in 2011)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024			0
2025			0
2026			0
2027			0
2028			0
2029			0
2030			0
2031			0
2032			0
TOTAL	\$ -	\$ -	\$ -

(3)

(3) Debt paid off as part of refunding improvement bonds in July 2022

➤ DEBT SERVICE REQUIREMENTS

2001-03 CENTURY PLAZA AUTO MALL PHASE I ASSESSMENT DISTRICT BONDS (Issued in 2002)

BOND ISSUES:	CITY OF PITTSBURG Century Plaza Auto Mall Assessment District 2001-03
DATE OF ISSUES:	October 1, 2002
AMOUNT OF ISSUE:	\$ 4,405,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 2,315,000
DESCRIPTION:	The Assessment District 2001-03 Limited Obligation Improvement Bonds were issued by the City pursuant to the provisions of the Improvement Bond Act of 1915 to develop the initial phase of an Auto Mall within the Assessment District No. 2001-03, primarily roadway improvements. The bonds proceeds were also used to provide for a Reserve Account and Capitalized Interest fund.
PAYMENT DATES:	September 2 and March 2
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Assessment Collection	\$ 328,875	\$ 320,000
Interest Earnings	1,400	6,652
TOTAL:	\$ 330,275	\$ 326,652
EXPENDITURES		
Fiscal Paying Agent Fees	\$-	\$ -
Professional Administrative Fees	12,000	12,000
County Admin. Fees	270	270
City Admin. Fees	5,137	5,137
Principal Reduction	170,000	175,000
Interest Expense	140,194	130,275
TOTAL:	\$ 327,601	\$ 322,682

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

2001-03 CENTURY PLAZA AUTO MALL PHASE I ASSESSMENT DISTRICT BONDS (Issued in 2002)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	175,000	130,275	305,275
2025	185,000	119,925	304,925
2026	200,000	108,856	308,856
2027	210,000	96,938	306,938
2028	220,000	84,306	304,306
2029	235,000	70,941	305,941
2030	250,000	56,694	306,694
2031	265,000	41,566	306,566
2032	280,000	25,556	305,556
2033	295,000	8,666	303,666
TOTAL	\$ 2,315,000	\$ 743,722	\$ 3,058,722

➤ DEBT SERVICE REQUIREMENTS

2005-2 VISTA DEL MAR COMMUNITY FACILITIES DISTRICT SPECIAL TAX BONDS (Issued in 2015)

BOND ISSUES:	CITY OF PITTSBURG Vista Del Mar CFD Special Tax Bonds 2005-02
DATE OF ISSUES:	June 30, 2015
AMOUNT OF ISSUE:	\$ 9,655,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 7,080,000
DESCRIPTION:	The Vista Del Mar CFD No. 2005-2 Special Tax Bonds were issued by the City pursuant to the Mello-Roos Community Facilities Act of 1982 for the purpose of constructing and acquiring certain public facilities of benefit to the District. The bonds proceeds were also used to provide for a Reserve Account, Capitalized Interest fund, and the cost of issuance of the Bonds. In June 2015, the bonds were refunded in full and defeased by the issuance of the 2015 Vista Del Mar Assessment District Special Tax Refunding Bonds.
PAYMENT DATES:	September 1 and March 1
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Assessment Collection	\$ 734,830	\$ 716,169
Interest Earnings	3,000	3,000
TOTAL:	\$ 737,830	\$ 719,169
EXPENDITURES		
Fiscal Paying Agent Fees	\$-	\$ -
Professional Administrative Fees	10,000	10,000
County Admin. Fees	700	700
Principal Reduction	405,000	425,000
Interest Expense	304,219	283,469
TOTAL:	\$ 719,919	\$ 719,169

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

2005-2 VISTA DEL MAR COMMUNITY FACILITIES DISTRICT SPECIAL TAX BONDS (Issued in 2015)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	425,000	283,469	708,469
2025	445,000	261,719	706,719
2026	465,000	238,969	703,969
2027	490,000	218,769	708,769
2028	505,000	201,041	706,041
2029	520,000	182,138	702,138
2030	540,000	161,588	701,588
2031	560,000	139,588	699,588
2032	580,000	116,788	696,788
2033	600,000	92,813	692,813
2034	625,000	67,547	692,547
2035	650,000	41,250	691,250
2036	675,000	13,922	688,922
TOTAL	\$ 7,080,000	\$ 2,019,597	\$ 9,099,597

➤ DEBT SERVICE REQUIREMENTS

2016A REFUNDING WATER REVENUE BONDS (Issued in 2016)

BOND ISSUES:	CITY OF PITTSBURG Water Revenue Bonds 2016
DATE OF ISSUES:	October 25, 2016
AMOUNT OF ISSUE:	\$ 30,850,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 21,620,000
DESCRIPTION:	The Bonds were issued by the City of Pittsburg Public Financing Authority to provide funds to refund and defease the 2008 Water Revenue Refunding Bonds, pay a swap termination fee, and pay the costs of issuing the 2016 Bonds.
PAYMENT DATES:	August 1 and February 1, with first principal payment due on 02/1/2017
PAYMENT AGENT:	U. S. Bank National Association

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Water Charge Revenues	\$ 2,482,000	\$ 2,465,500
Interest Earnings	-	-
TOTAL:	\$ 2,482,000	\$ 2,465,500
EXPENDITURES		
Professional Administrative Fees	\$ 6,250	\$ 6,250
Arbitrage Rebate Liability	-	-
Principal Reduction	1,500,000	1,560,000
Interest Expense	975,750	899,250
TOTAL:	\$ 2,482,000	\$ 2,465,500

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

2016A REFUNDING WATER REVENUE BONDS

(Issued in 2016)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	1,560,000	899,250	2,459,250
2025	1,620,000	819,750	2,439,750
2026	1,680,000	737,250	2,417,250
2027	1,745,000	651,625	2,396,625
2028	1,830,000	562,250	2,392,250
2029	1,895,000	469,125	2,364,125
2030	1,975,000	382,250	2,357,250
2031	2,040,000	301,950	2,341,950
2032	2,110,000	218,950	2,328,950
2033	2,180,000	133,150	2,313,150
2034	2,235,000	56,025	2,291,025
2035	750,000	11,250	761,250
TOTAL	\$ 21,620,000	\$ 5,242,825	\$ 26,862,825

➤ DEBT SERVICE REQUIREMENTS

I BANK LOAN - WATER SYSTEMS MODIFICATION PROJECT

INSTALLMENT SALE AGREEMENT **Installment Sale Agreement by and between the City of Pittsburg and the California Infrastructure and Economic Development Bank**

AGREEMENT DATE November 17, 2014

AMOUNT OF ISSUE: \$ 11,387,398

AMOUNT OUTSTANDING: \$ 9,393,270
(June 30, 2022)

DESCRIPTION: City of Pittsburg Resolution No. 14-12168 dated 08/18/14 Authorized Incurring an Obligation, Payable to the California Infrastructure and Economic Development Bank (I-Bank), for the Financing of Modifications to the Water Treatment Plant and Installation of Transmission Lines, not to exceed \$11,500,000, and Authorized Execution of an Installment Sale Agreement with the City of Pittsburg and an Assignment Agreement with I-Bank .

PAYMENT DATES: February 1 and August 1

PAYMENT ENTITY: California Infrastructure and Economic Development Bank (I-Bank)

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Water Charge Revenues	\$ 645,004	\$ 646,581
Interest Earnings	-	-
TOTAL:	\$ 645,004	\$ 646,581
EXPENDITURES		
Professional Administrative Fees	\$ 29,834	\$ 31,750
Principal Reduction	270,871	290,220
Interest Expense	344,299	324,610
TOTAL:	\$ 645,004	\$ 646,581

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

I-BANK LOAN - WATER SYSTEMS MODIFICATION PROJECT

FISCAL YEAR	PRINCIPAL	INTEREST	ANNUAL FEE	TOTAL
2024	290,220	324,610	28,180	643,010
2025	300,407	314,245	27,309	641,961
2026	310,951	303,516	26,408	640,875
2027	321,866	292,410	25,475	639,750
2028	333,163	280,914	24,509	638,586
2029	344,857	269,015	23,510	637,382
2030	356,962	256,698	22,475	636,135
2031	369,491	243,948	21,405	634,844
2032	382,460	230,752	20,296	633,508
2033	395,884	217,092	19,149	632,125
2034	409,780	202,952	17,961	630,693
2035	424,163	188,317	16,732	629,212
2036	439,051	173,167	15,459	627,678
2037	454,462	157,486	14,142	626,090
2038	470,414	141,255	12,779	624,447
2039	486,925	124,453	11,367	622,746
2040	504,016	107,062	9,907	620,985
2041	521,707	89,061	8,395	619,163
2042	540,019	70,427	6,829	617,276
2043	558,974	51,140	5,209	615,323
2044	578,594	31,176	3,532	613,302
2045	598,902	10,511	1,797	611,210
TOTAL	\$ 9,393,270	\$ 4,080,206	\$ 362,825	\$ 13,836,301

➤ DEBT SERVICE REQUIREMENTS

Fleet Vehicles/Lease-Purchase (Issued in 2018)

AGREEMENT:	Tax-Exempt Equipment Lease-Purchase Agreement by and between Holman Capital Corporation and the City of Pittsburg
AGREEMENT DATE:	November 15, 2018
CITY RESOLUTION NO.:	18-13558
AMOUNT OF ISSUE:	\$ 549,017
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 59,667
DESCRIPTION:	The City of Pittsburg entered into a lease-purchase agreement with Holman Capital for the lease/purchase of various Fleet Vehicles including (1) Street Sweeper, (1) Gang Mower, (1) Terex Hi-Ranger Truck, and (1) Ford Cargo Van. The scheduled lease-purchase term is 5 years at an interest rate of 3.80%
DUE and PAYABLE ON:	November 15 and May 15 Each Year
PAYMENT ENTITY:	Holman Capital Corporation

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Fleet Maintenance Allocation	\$ 121,602	\$ 60,801
	\$ 121,602	\$ 60,801
EXPENDITURES		
Principal Reduction	\$ 111,731	\$ 59,667
Interest Expense	9,870	1,134
TOTAL:	\$ 121,602	\$ 60,801

➤ **DEBT SERVICE - AMORTIZATION SCHEDULE**

**Fleet Vehicles/Lease-Purchase
(Issued in 2018)**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	59,667	1,134	60,801
TOTAL	\$ 59,667	\$ 1,134	\$ 60,801

➤ DEBT SERVICE REQUIREMENTS

Fleet Vehicles/Lease-Purchase (Issued in 2019)

AGREEMENT:	Tax-Exempt Equipment Lease-Purchase Agreement by and between Holman Capital Corporation and the City of Pittsburg
AGREEMENT DATE:	April 24, 2019
CITY RESOLUTION NO.:	19-13620
AMOUNT OF ISSUE:	\$ 261,368
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 56,281
DESCRIPTION:	The City of Pittsburg entered into a lease-purchase agreement with Holman Capital for the lease/purchase of various Fleet Vehicles including (1) Thermoplastic Machine, (1) Backhoe, and (1) Compressor. The scheduled lease-purchase term is 5 years at an interest rate of 3.80%
DUE and PAYABLE ON:	April 24 and October 24 each year
PAYMENT ENTITY:	Holman Capital Corporation

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Fleet Maintenance Allocation	\$ 57,890	\$ 57,890
	\$ 57,890	\$ 57,890
EXPENDITURES		
Principal Reduction	\$ 52,200	\$ 56,281
Interest Expense	5,691	1,609
TOTAL:	\$ 57,890	\$ 57,890

➤ **DEBT SERVICE - AMORTIZATION SCHEDULE**

**Fleet Vehicles/Lease-Purchase
(Issued in 2019)**

FISCAL YEAR	PRINCIPAL		INTEREST		TOTAL
2024	56,281		1,609		57,890
TOTAL	\$	56,281	\$	1,609	\$ 57,890

➤ DEBT SERVICE REQUIREMENTS

Fleet Vehicles/Lease-Purchase (Issued in 2019)

AGREEMENT:	Tax-Exempt Equipment Lease-Purchase Agreement by and between Holman Capital Corporation and the City of Pittsburg
AGREEMENT DATE:	October 21, 2019
CITY RESOLUTION NO.:	19-13702
AMOUNT OF ISSUE:	\$ 848,058
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 270,930
DESCRIPTION:	The City of Pittsburg entered into a lease-purchase agreement with Holman Capital for the lease/purchase of various Fleet Vehicles including (1) BMW Motorcycle, (2) Kubota Riding Mowers, and (1) Ford F750 Dump Truck. The scheduled lease-purchase term is 5 years at an interest rate of 3.70%
DUE and PAYABLE ON:	April 21 and October 21 each year
PAYMENT ENTITY:	Holman Capital Corporation

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Fleet Maintenance Allocation	\$ 187,344	\$ 187,344
	\$ 187,344	\$ 187,344
EXPENDITURES		
Principal Reduction	\$ 166,307	\$ 178,960
Interest Expense	21,037	8,384
TOTAL:	\$ 187,344	\$ 187,344

➤ **DEBT SERVICE - AMORTIZATION SCHEDULE**

**Fleet Vehicles/Lease-Purchase
(Issued in 2019)**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	178,960	8,384	187,344
2025	91,970	1,701	93,672
TOTAL	\$ 270,930	\$ 10,086	\$ 281,016

➤ DEBT SERVICE REQUIREMENTS

1999 (RDA) TAX ALLOCATION BONDS (Issued in 1999)

BOND ISSUES:	REDEVELOPMENT AGENCY Tax Allocation Bonds Series 1999
DATE OF ISSUES:	November 3, 1999
AMOUNT OF ISSUE:	\$ 30,106,357
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 71,590,000 ⁽¹⁾
DESCRIPTION:	The proceeds of the 1999 TABs were used to provide money for certain capital improvements located within the Los Medanos Community Development Project Area of the Agency, to provide a Reserve Account, and to pay costs of bonds issuance. In June 2014, the 2014 Tax Allocation Refunding Bonds refunded the current interest portion of the 1999 Bonds with maturities in 2014 through 2018 in the amount of \$6,110,000. The \$95,795,000 maturity value of the Capital Appreciation Bonds remains outstanding on parity to the 2014 Bonds.
PAYMENT DATES:	August 1 and February 1. Effective 08/1/2019 Annual Payment
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Tax Increment	\$ 8,759,000	\$ 8,753,750
Interest Earnings	250	250
TOTAL:	\$ 8,759,250	\$ 8,754,000
EXPENDITURES		
Professional Administrative Fees	\$ 4,000	\$ 4,000
Principal Reduction	2,212,826	2,081,538
Interest Expense	6,542,174	6,668,462
TOTAL:	\$ 8,759,000	\$ 8,754,000

(1) Includes unaccrued discount in the total amount of \$43,771,689

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

1999 (RDA) TAX ALLOCATION BONDS (Issued in 1999)

FISCAL YEAR	PRINCIPAL	ACCREDITED PRINCIPAL	TOTAL
2024	2,081,538	6,668,462	8,750,000
2025	1,960,332	6,794,668	8,755,000
2026	1,822,266	6,932,734	8,755,000
2027	1,713,338	7,036,662	8,750,000
2028	1,684,600	7,460,400	9,145,000
2029	1,584,829	7,560,171	9,145,000
2030	1,490,909	7,654,091	9,145,000
2031	1,402,660	7,742,340	9,145,000
TOTAL	\$ 13,740,472	\$ 57,849,528	\$ 71,590,000

➤ DEBT SERVICE REQUIREMENTS

2014 Successor Agency to RDA 2014 Tax Allocation Refunding Bonds (Issued in 2014)

BOND ISSUES:	SUCCESSOR AGENCY TO REDEVELOPMENT AGENCY Senior Tax Allocation Refunding Bonds 2014
DATE OF ISSUES:	June 18, 2014
AMOUNT OF ISSUE:	\$ 67,445,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 17,785,000
DESCRIPTION:	The 2014 Tax Allocation Refunding Bonds were issued by the Successor Agency to the Redevelopment Agency of the City of Pittsburg to refund a portion of the outstanding Los Medanos Community Development Project Tax Allocation Bonds, Series 1999 and all of the outstanding Los Medanos Community Development Project Tax Allocation Bonds, Series 2003A, funding a reserve account and paying the costs of issuing the 2014 Bonds
PAYMENT DATES:	February 1 and August 1 of each year
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Tax Increment	\$ 4,015,375	\$ 3,174,750
Interest Earnings	1,000	1,000
TOTAL:	\$ 4,016,375	\$ 3,175,750
EXPENDITURES		
Professional Administrative Fees	\$ 5,000	\$ 5,000
Principal Reduction	3,045,000	2,340,000
Interest Expense	965,375	830,750
TOTAL:	\$ 4,015,375	\$ 3,175,750

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

2014 Successor Agency to RDA 2014 Tax Allocation Refunding Bonds (Issued in 2014)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	2,340,000	830,750	3,170,750
2025	2,450,000	711,000	3,161,000
2026	2,575,000	585,375	3,160,375
2027	2,705,000	453,375	3,158,375
2028	2,445,000	324,625	2,769,625
2029	2,570,000	199,250	2,769,250
2030	2,700,000	67,500	2,767,500
TOTAL	\$ 17,785,000	\$ 3,171,875	\$ 20,956,875

➤ DEBT SERVICE REQUIREMENTS

2016A SUCCESSOR AGENCY TAX EXEMPT BONDS (Issued in 2016)

BOND ISSUES:	SUCCESSOR AGENCY TO FORMER REDEVELOPMENT AGENCY Subordinate Tax Allocation Bonds, Series 2016A (Tax Exempt)
DATE OF ISSUES:	February 10, 2016
AMOUNT OF ISSUE:	\$ 120,085,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 102,745,000
DESCRIPTION:	Proceeds of the 2016 Series A Bonds were used to redeem and defease the 2004 Series A Bonds and a portion of the 2008 Series A Bonds, and finance a payment in connection with the termination of the 2004A Bond Swap Agreement, as well as cost of issuance payments which included the premium on a municipal bond insurance policy and to fund a debt service reserve insurance policy.
PAYMENT DATES:	September 1 and March 1, with the first principal due on September 1, 2021.
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Tax Increment	\$ 16,582,875	\$ 17,389,375
Interest Earnings	250	250
TOTAL:	\$ 16,583,125	\$ 17,389,625
EXPENDITURES		
Professional Administrative Fees	\$ 1,500	\$ 1,500
Principal Reduction	11,165,000	12,565,000
Interest Expense	5,416,375	4,823,125
TOTAL:	\$ 16,582,875	\$ 17,389,625

➤ **DEBT SERVICE - AMORTIZATION SCHEDULE**

2016A (RDA) SUBORDINATE TAX ALLOCATION BONDS
(Issued in 2016)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	12,565,000	4,823,125	17,388,125
2025	13,210,000	4,178,750	17,388,750
2026	13,890,000	3,501,250	17,391,250
2027	14,610,000	2,788,750	17,398,750
2028	15,355,000	2,039,625	17,394,625
2029	16,140,000	1,252,250	17,392,250
2030	16,975,000	424,375	17,399,375
TOTAL:	\$ 102,745,000	\$ 19,008,125	\$ 121,753,125

➤ DEBT SERVICE REQUIREMENTS

2006A (RDA) HOUSING SET ASIDE TAX ALLOCATION BONDS (Issued in 2006)

BOND ISSUES:	REDEVELOPMENT AGENCY - HOUSING SET ASIDE Tax Allocation Bonds, Series 2006A (Taxable)
DATE OF ISSUES:	December 14, 2006
AMOUNT OF ISSUE:	\$ 11,020,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 7,125,000
DESCRIPTION:	The proceeds of the Housing Set Aside TABs 2006A were issued to fund low and moderate income housing projects within the Project Area, to fund a reserve account, and to pay the costs of issuance.
PAYMENT DATES:	August 1 and February 1
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Tax Increment	\$ 720,672	\$ 697,747
Interest Earnings	20,000	20,000
TOTAL:	\$ 740,672	\$ 717,747
EXPENDITURES		
Professional Administrative Fees	\$ 3,500	\$ 3,500
Principal Reduction	330,000	345,000
Interest Expense	387,172	369,247
TOTAL:	\$ 720,672	\$ 717,747

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

2006A (RDA) HOUSING SET ASIDE TAX ALLOCATION BONDS (Issued in 2006)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	345,000	369,247	714,247
2025	360,000	350,526	710,526
2026	380,000	330,875	710,875
2027	400,000	310,162	710,162
2028	425,000	288,255	713,255
2029	450,000	265,019	715,019
2030	470,000	240,588	710,588
2031	495,000	214,963	709,963
2032	520,000	188,009	708,009
2033	550,000	159,596	709,596
2034	580,000	129,588	709,588
2035	610,000	97,988	707,988
2036	415,000	70,769	485,769
2037	1,125,000	29,874	1,154,874
TOTAL	\$ 7,125,000	\$ 3,045,460	\$ 10,170,460

➤ DEBT SERVICE REQUIREMENTS

2016A SUCCESSOR AGENCY TAXABLE HOUSING BONDS (Issued in 2016)

BOND ISSUES:	SUCCESSOR AGENCY TO FORMER REDEVELOPMENT AGENCY Taxable Housing Bonds
DATE OF ISSUES:	February 10, 2016
AMOUNT OF ISSUE:	\$ 13,845,000
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 7,805,000
DESCRIPTION:	The Successor Agency issued Bonds in order to redeem and defease the 2004 Series A Housing Set Aside Tax Allocation Bonds and to pay the costs of issuing the bonds, including the premium on a municipal bond insurance policy and a debt service reserve fund insurance policy.
PAYMENT DATES:	August 1 and February 1, with the first principal due on August 1, 2016.
PAYMENT AGENT:	The Bank of New York Mellon Trust Company N.A.

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Tax Increment	\$ 1,304,324	\$ 1,305,285
Interest Earnings	100	100
TOTAL:	\$ 1,304,424	\$ 1,305,385
EXPENDITURES		
Professional Administrative Fees	\$ 5,000	\$ 5,000
Principal Reduction	955,000	990,000
Interest Expense	344,324	310,385
TOTAL:	\$ 1,304,324	\$ 1,305,385

➤ **DEBT SERVICE - AMORTIZATION SCHEDULE**

2016A SUCCESSOR AGENCY TAXABLE HOUSING BONDS
(Issued in 2016)

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2024	990,000	310,385	1,300,385
2025	1,030,000	273,652	1,303,652
2026	1,065,000	233,997	1,298,997
2027	1,110,000	191,204	1,301,204
2028	1,150,000	142,159	1,292,159
2029	1,200,000	87,122	1,287,122
2030	1,260,000	29,509	1,289,509
TOTAL:	\$ 7,805,000	\$ 1,268,029	\$ 9,073,029

➤ DEBT SERVICE REQUIREMENTS

Limited Obligation Refunding Improvement Bonds (Issued on July 29, 2022 - Series A)

BOND ISSUES:	City of Pittsburg Reassessment Districtd 2022--1 Limited Obligation Refunding Improvement Bonds
DATE OF ISSUES:	July 29, 2022
AMOUNT OF ISSUE:	\$ 3,681,484
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 3,681,484
DESCRIPTION:	The Bonds shall be designated "City of Pittsburg Reassessment District 2022-1 Limited Obligation Refunding Improvement Bonds 2022 Series A" and shall be issued by the City under and pursuant to the 1984 Act and under and pursuant hereto in the aggregate principal amount equal to the aggregate amount of the unpaid principal portion of the Reassessments (as of the Closing Date, \$3,681,484)
PAYMENT DATES:	September 2 and March 2
PAYMENT AGENT:	The Bank of New York Mellon Trust Company

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Assessment Collection		
Interest Earnings		
TOTAL:	\$ -	\$ -
EXPENDITURES		
Fiscal Paying Agent Fees		
Professional Administrative Fees		
County Admin. Fees		
City Admin. Fees		29,454
Principal Reduction		\$ 516,886
Interest Expense	\$ 73,841	\$ 116,041
TOTAL:	\$ 73,841	\$ 662,381

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

Limited Obligation Refunding Improvement Bonds

2022 Series A

Debt Service Payments and Yield on the 2022 A Bonds

FISCAL YEAR		PRINCIPAL		INTEREST		TOTAL
2023			\$	73,841	\$	73,841
2024	\$	516,886	\$	116,041	\$	632,927
2025	\$	549,323	\$	97,969	\$	647,292
2026	\$	364,188	\$	82,485	\$	446,673
2027	\$	372,321	\$	70,001	\$	442,322
2028	\$	388,200	\$	57,110	\$	445,310
2029	\$	402,709	\$	43,704	\$	446,413
2030	\$	349,104	\$	30,961	\$	380,065
2031	\$	360,885	\$	18,927	\$	379,812
2032	\$	377,868	\$	6,405	\$	384,273
TOTAL	\$	3,681,484	\$	597,444	\$	4,278,928

➤ DEBT SERVICE REQUIREMENTS

Limited Obligation Refunding Improvement Bonds (Issued on July 29, 2022)

BOND ISSUES:	City of Pittsburg Reassessment Districtd 2022--1 Limited Obligation Refunding Improvement Bonds
DATE OF ISSUES:	July 29, 2022
AMOUNT OF ISSUE:	\$ 3,681,484
AMOUNT OUTSTANDING: (June 30, 2022)	\$ 3,681,484
DESCRIPTION:	The Bonds shall be designated "City of Pittsburg Reassessment District 2022-1 Limited Obligation Refunding Improvement Bonds 2022 Series A" and shall be issued by the City under and pursuant to the 1984 Act and under and pursuant hereto in the aggregate principal amount equal to the aggregate amount of the unpaid principal portion of the Reassessments (as of the Closing Date, \$3,681,484)
PAYMENT DATES:	September 2 and March 2
PAYMENT AGENT:	The Bank of New York Mellon Trust Company

DEBT SERVICE REQUIREMENTS

	<u>FY 2022-2023</u>	<u>FY 2023-2024</u>
REVENUE SOURCES		
Assessment Collection		
Interest Earnings		
TOTAL:	\$ -	\$ -
EXPENDITURES		
Fiscal Paying Agent Fees		
Professional Administrative Fees		
County Admin. Fees		
City Admin. Fees		
Principal Reduction		\$ 516,886
Interest Expense	\$ 73,841	\$ 116,041
TOTAL:	\$ 73,841	\$ 632,927

➤ DEBT SERVICE - AMORTIZATION SCHEDULE

FISCAL YEAR	PRINCIPAL		INTEREST	CAB ACCRETED PRINCIPAL	TOTAL
2023	\$	-	\$	1,416,279	\$ 1,416,279
2024	\$	-		2,081,063	\$ 2,081,063
2025	\$	-		2,081,063	\$ 2,081,063
2026	\$	-		2,081,063	\$ 2,081,063
2027	\$	-		2,081,063	\$ 2,081,063
2028	\$	-		2,081,063	\$ 2,081,063
2029	\$	-		2,081,063	\$ 2,081,063
2030	\$	-		2,081,063	\$ 2,081,063
2031	\$	-		2,081,063	\$ 2,081,063
2032	\$	-		2,081,063	\$ 2,081,063
2033				2,081,063	\$ 2,081,063
2034				2,081,063	\$ 2,081,063
2035	\$	525,000		2,067,938	\$ 2,592,938
2036	\$	1,335,000		2,021,438	\$ 3,356,438
2037	\$	1,405,000		1,952,938	\$ 3,357,938
2038	\$	1,480,000		1,880,813	\$ 3,360,813
2039	\$	1,555,000		1,804,938	\$ 3,359,938
2040	\$	1,640,000		1,725,063	\$ 3,365,063
2041	\$	1,725,000		1,640,938	\$ 3,365,938
2042	\$	1,815,000		1,552,438	\$ 3,367,438
2043	\$	1,910,000		1,459,313	\$ 3,369,313
2044	\$	2,000,000		1,370,313	\$ 3,370,313
2045	\$	2,090,000		1,285,956	\$ 3,375,956
2046	\$	2,800,000		1,185,100	\$ 3,985,100
2047	\$	2,920,000		1,067,125	\$ 3,987,125
2048	\$	3,040,000		944,200	\$ 3,984,200
2049	\$	3,185,000		801,875	\$ 3,986,875
2050	\$	3,345,000		638,625	\$ 3,983,625
2051	\$	3,515,000		467,125	\$ 3,982,125
2052	\$	3,700,000		286,750	\$ 3,986,750
2053	\$	3,885,000	\$	97,125.00	\$ 3,982,125
TOTAL	\$	43,870,000	\$	48,557,972	\$ 92,427,972

Note: Pursuant to the Pension Obligation Bond documents the City of Pittsburg is required to pay one year of debt service payments in advance.

➤ DEBT SERVICE REQUIREMENTS

CITY OF PITTSBURG PUBLIC FINANCING AUTHORITY WATER REVENUE BONDS, SERIES 2022A

BOND ISSUES:	CITY OF PITTSBURG PUBLIC FINANCING AUTHORITY WATER REVENUE BONDS, SERIES 2022A
DATE OF ISSUES:	May 26, 2022
AMOUNT OF ISSUE:	\$ 43,870,000
AMOUNT OUTSTANDING:	\$ 43,870,000 ⁽¹⁾
DESCRIPTION:	The City of Pittsburgh Public Financing Authority (the "Issuer"), together with the City of Pittsburgh (the "City"), hereby make the following representations of facts and expectations and covenant to comply with the requirements of this Tax Certificate in connection with the \$43,870,000 City of Pittsburgh Public Financing Authority Water Revenue Bonds, Series 2022A (the "Obligations").
PAYMENT DATES:	August 1st and February 1st of each year.
PAYMENT AGENT:	US Bank Trust Company

DEBT SERVICE REQUIREMENTS

	FY 2022-2023	FY 2023-2024
REVENUE SOURCES		
Allocated Charges		
Interest Earnings		
TOTAL:	\$ -	\$ -
EXPENDITURES		
Fiscal Paying Agent Fees		
Professional Administrative Fees		
Principal Reduction		
CAB Accreted Principal		
Interest Expense	\$ 1,416,279	\$ 2,081,063
Pre-Pay Principal ⁽²⁾		
TOTAL:	\$ 1,416,279	\$ 2,081,063

(1) Includes unaccreted discount in the total amount

(2) Pursuant to Pension Obligation Bond documents, the City of Pittsburgh is required to deposit with the Trustee no later than 7/15 of each fiscal year, the amount of the City's obligation for the following bond year.

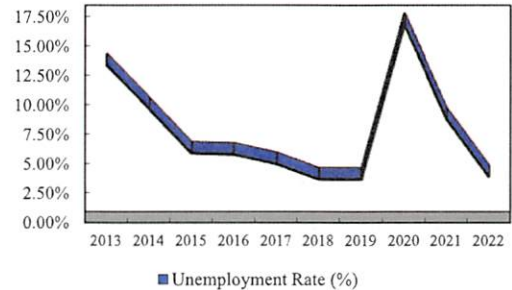
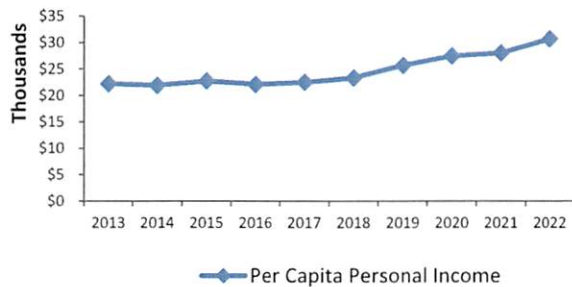
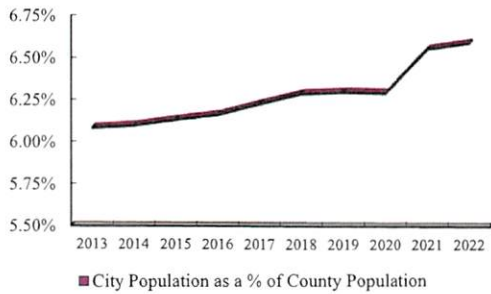


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CITY OF PITTSBURG

Demographic and Economic Statistics

Last Ten Fiscal Years



Fiscal Year	City * Population	Total ** Personal Income	Per Capita Personal Income	Unemployment*** Rate (%)	Contra Costa * County Population	Pittsburg Population % of County
2013	65,664	\$ 1,459,608,000	\$ 22,228	13.4%	1,079,597	6.08%
2014	66,695	1,461,822,000	21,918	9.7%	1,094,000	6.10%
2015	68,140	1,548,229,000	22,721	5.9%	1,111,339	6.13%
2016	69,424	1,534,225,000	22,099	5.8%	1,126,745	6.16%
2017	70,679	1,589,374,000	22,487	5.0%	1,135,127	6.23%
2018	72,141	1,684,104,000	23,345	3.7%	1,147,439	6.29%
2019	72,437	1,859,890,000	25,676	3.7%	1,150,215	6.30%
2020	72,588	1,991,949,000	27,442	16.8%	1,153,526	6.29%
2021	76,416	2,140,660,000	28,013	8.8%	1,165,927	6.55%
2022	76,544	2,303,530,000	30,649	3.9%	1,161,413	6.59%

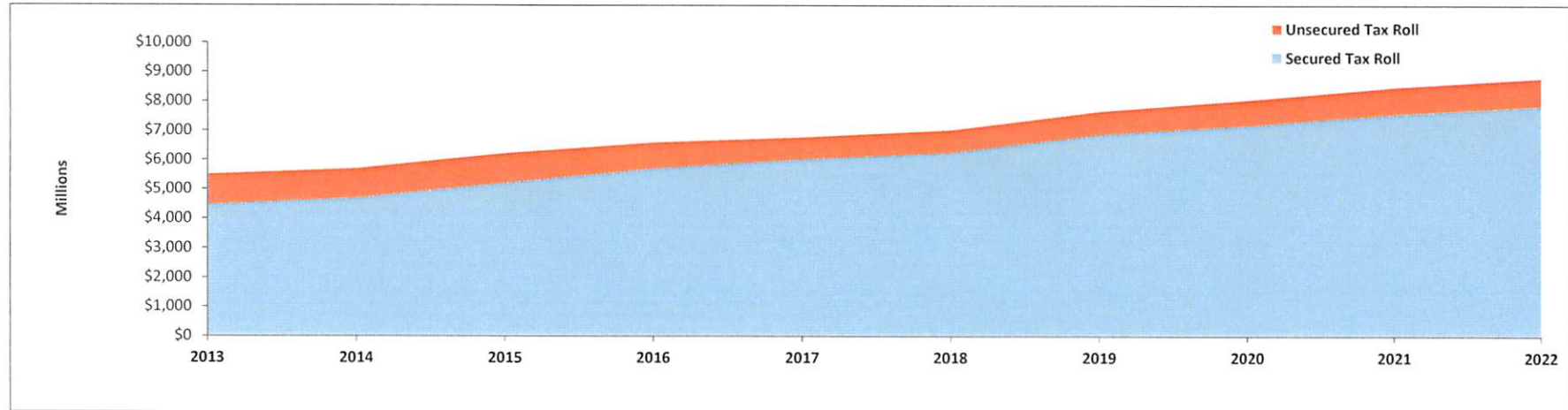
Source: * www.uscensusbureau.com
 ** from HdL Coren Report
 *** www.homefacts.com

CITY OF PITTSBURG
Principal Employers
Current Year and Nine Years Ago

Employer	2021-22 *			2012-13 **		
	Number of Employees	Rank	Percentage of Total City Employment	Number of Employees	Rank	Percentage of Total City Employment
Pittsburg Unified School District	1,218	1	3.4%	1,147	1	3.3%
Los Medanos Community College	719	2	2.0%	525	3	1.5%
United States Steel Company	634	3	1.8%	694	2	2.0%
Dow Chemical Company	420	4	1.2%	400	4	1.2%
City of Pittsburg	326	5	0.9%	220	6	0.6%
Walmart	250	6	0.7%	250	5	0.7%
Ramar Foods	180	7	0.5%	130	10	0.4%
WinCo Foods	173	8	0.5%	148	9	-
Home Depot	170	9	0.5%	-	-	-
Target	163	10	0.5%	-		0.0%
Angelica Corporation (Laundry)	-	-	-	175	7	0.5%
Mi Pueblo Foods	-	-	-	168	8	0.5%
Subtotal	<u>4,253</u>		<u>11.9%</u>	<u>3,857</u>		<u>10.8%</u>
Employees in the City of Pittsburg	<u>35,879</u> ***			<u>34,525</u> **		

Source: * Telephone Survey by Finance Staff
 **2012-13 data from ACFR
 *** www.uscensusbureau.com

CITY OF PITTSBURG
Assessed and Estimated Actual
Value of Taxable Property
Last Ten Fiscal Years



Fiscal Year	Secured Tax Roll			Unsecured Tax Roll	GROSS Tax Roll	LESS: Exemptions		NET Assessed Valuation ***	Total Direct Tax Rate ****
	Land	Improvements	Personal Property			HOPTR *	Others		
2013	\$ 1,154,280,061	\$ 3,284,318,842	\$ 29,454,784	\$ 1,058,290,739	\$ 5,526,344,426	\$ 61,050,228	\$ 167,858,949	\$ 5,297,435,249	0.72809
2014	1,244,373,590	3,426,800,074	29,431,527	1,030,705,786	5,731,310,977	58,985,158	184,163,403	5,488,162,416	0.17411
2015	1,431,988,767	3,744,776,351	29,751,906	1,033,971,545	6,240,488,569	57,725,918	187,268,875	5,995,493,776	0.14854 **
2016	1,596,856,457	4,088,152,986	28,100,163	905,755,131	6,618,864,737	57,212,685	195,920,004	6,365,732,048	0.15020
2017	1,734,578,352	4,271,018,852	31,382,377	763,128,074	6,800,107,655	56,350,900	203,066,563	6,540,690,192	0.15142
2018	1,912,263,271	4,316,648,943	30,152,799	789,812,811	7,048,877,824	55,968,158	206,618,682	6,786,290,984	0.15305
2019	2,097,264,749	4,752,331,104	29,396,436	808,915,163	7,687,907,452	55,103,121	206,894,237	7,425,910,094	0.15419
2020	2,244,198,055	4,919,701,883	24,764,994	882,038,216	8,070,703,148	54,749,068	291,513,686	7,724,440,394	0.15451
2021	2,430,265,323	5,114,403,543	23,294,582	931,043,622	8,499,007,070	54,039,947	293,711,372	8,151,255,751	0.15778
2022	2,591,425,680	5,225,394,381	23,288,811	956,204,399	8,796,313,271	53,217,087	342,980,102	8,400,116,082	0.15585

* Homeowners' Property Tax Relief

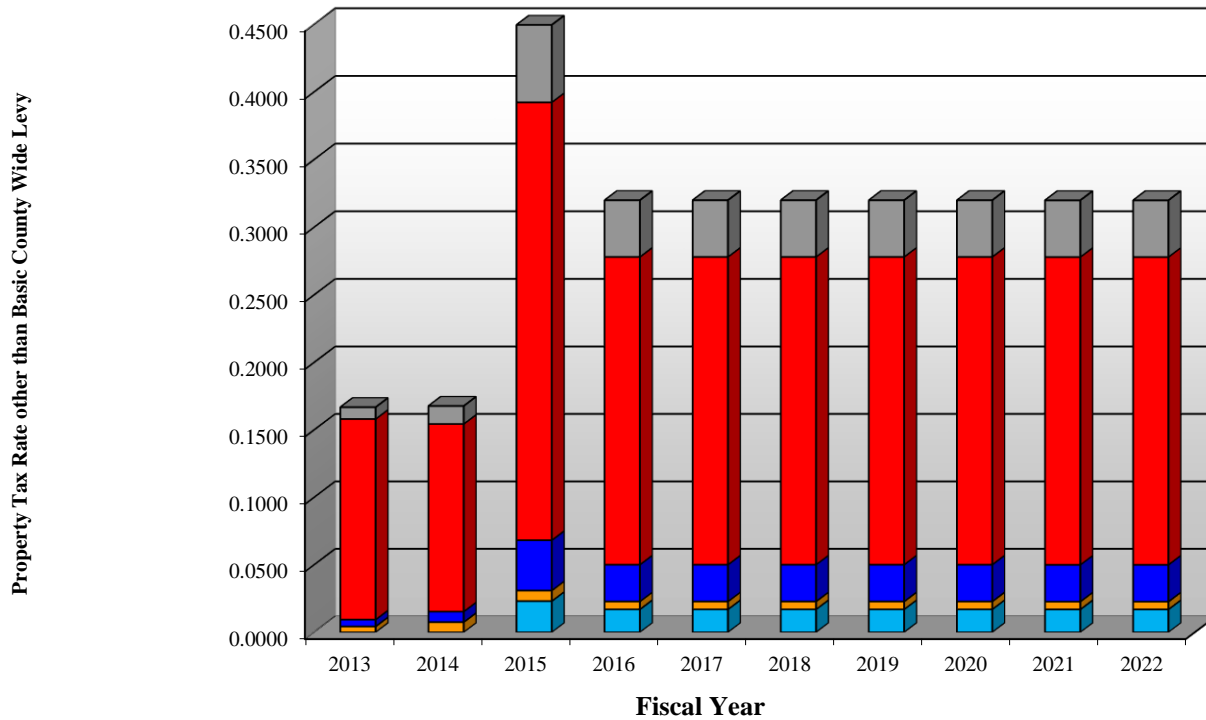
** Direct Tax Rate for FY 14-15 has been updated to reflect the AB8 adjustment for the first time on 2014-15 tax roll after ACFR was issued.

*** The State Constitution requires property to be assessed at one hundred percent of the most recent purchase price, plus an increment of no more than two percent annually, plus any local over-rides. These values are considered to be full market values.

**** California cities do not set their own direct tax rate. The state constitution establishes the rate at 1% and allocates a portion of that amount, by an annual calculation, to all the taxing entities within a tax rate area. Beginning in 2013/14 the total Direct Rate no longer includes revenue generated from the former redevelopment tax rate areas. Challenges to recognized enforceable obligations are assumed to have been resolved during 2012/13. For the purposes of this report, residual revenue is assumed to be distributed to the City in the same proportions as general fund revenue.

Source: Contra Costa County Auditor Controller Office Certificate of Assessed Valuations

CITY OF PITTSBURG
Property Tax Rates
All Overlapping Governments
Last Ten Fiscal Years



■ Los Medanos Hospital ■ BART
■ East Bay Regional Park District ■ Pittsburg Unified School District
■ Community College

Fiscal Year	Basic County Wide Levy	Pittsburg Direct Rate*	Los Medanos Hospital	Bay Area Rapid Transit	East Bay Regional Park District	Pittsburg Unified School District	Community College	Total
2013	1.0000	0.72809	0.0000	0.0043	0.0051	0.1487	0.0087	1.8906
2014	1.0000	0.17411	0.0000	0.0075	0.0078	0.1391	0.0133	1.3343
2015	1.0000	0.14854	0.0231	0.0079	0.0373	0.3241	0.0572	1.5902
2016	1.0000	0.15020	0.0170	0.0058	0.0273	0.2280	0.0419	1.4644
2017	1.0000	0.15142	0.0170	0.0058	0.0273	0.2280	0.0419	1.4656
2018	1.0000	0.15305	0.0170	0.0058	0.0273	0.2280	0.0419	1.4673
2019	1.0000	0.15419	0.0170	0.0058	0.0273	0.2280	0.0419	1.4684
2020	1.0000	0.15451	0.0170	0.0058	0.0273	0.2280	0.0419	1.4687
2021	1.0000	0.15778	0.0170	0.0058	0.0273	0.2280	0.0419	1.4719
2022	1.0000	0.15585	0.0170	0.0058	0.0273	0.2280	0.0419	1.4700

* Pittsburg Direct Rate = the weighted average of City's Share of 1% levy & Redevelopment Rate

Source: Contra Costa County Assessors Office & HdL Coren & Cone

CITY OF PITTSBURG
Principal Property Tax Payers
Current Year and Nine Years Ago

Taxpayer	2021-22			2012-13		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Corteva Agriscience	\$ 249,789,933	1	2.95%	\$ -		0.00%
Calpine Corporation	224,700,000	2	2.66%	355,971,000	2	6.64%
USS - Posco Industries	219,512,712	3	2.60%	-		0.00%
K2 Pure Sol	166,200,760	4	1.97%	261,840,867	4	4.89%
Delta Energy Center LLC	132,600,000	5	1.57%	381,500,000	1	7.12%
KW Kirker Creek LLC	109,547,299	6	1.30%	0		0.00%
Dow Chemical Company	98,143,614	7	1.16%	306,423,254	3	5.72%
Sierra Pacific Apartments LLC	93,663,079	8	1.11%	99,532,196	7	1.86%
San Marco Properties LLC	85,750,747	9	1.01%	53,247,252.00	10	0.99%
Douglas Products and PCKG Company LLC	62,391,425	10	0.74%	-		0.00%
United Spiral LLC	-		0.00%	136,521,792	5	2.55%
Century Plaza Corporation	-		-	63,403,742	8	1.18%
K2 Pure Solutions	-		-	123,879,034	6	2.31%
Kirker Creek BBS LP	-		-	54,488,307	9	1.02%
Subtotal	<u>\$ 1,442,299,569</u>		<u>17.06%</u>	<u>\$ 1,836,807,444</u>		<u>27.63%</u>

Total Net Assessed Valuation:

Fiscal Year 2020-21	\$8,453,351,721
Fiscal Year 2011-12	\$5,358,557,216

Source: HdL Coren & Cone



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➤ GLOSSARY OF BUDGET TERMS

The City's budget contains specialized and technical terminology that is unique to public finance and budgeting. To help the reader understand the terms, a glossary of budgetary terminology has been included in the document.

ACCOUNT – A subdivision within a fund for the purpose of classifying transactions

ACCRUAL BASIS OF ACCOUNTING – The method of accounting under which revenues are recorded when they are earned (regardless of when cash is received) and expenditures are recorded when goods and services are received (regardless of when disbursements are actually made at the time).

ADOPTED BUDGET – Revenues and appropriations approved by the City Council in June for the following fiscal year.

ALLOCATED COSTS – An expense charged by one department/division to another for services performed or expenditures of a general nature that are charged to one main account and allocated to other departments/divisions by a specified formula.

APPROPRIATION – Legal authorization granted by City Council to make expenditures and incur obligations for a specific purpose within a specific time frame.

APPROPRIATION LIMIT – As defined by Section 8 of Article XIII B of the California Constitution, enacted by the passage of Proposition 4 at the November 6, 1979 general election, the growth in the level of certain appropriations from tax proceeds are generally limited to the level of the prior year's appropriation limit as adjusted for changes in cost of living and population. Other adjustments may be made for such reasons as the transfer of services from one government entity to another.

ASSESSED VALUATION – A dollar value placed on real estate or other property by the County as a basis for levying property taxes.

ATTRITION – The unpredictable and uncontrollable, but normal, reduction of work force due to resignations and retirements.

AUDIT – A review of the City's accounts by an independent auditing firm to substantiate fiscal year-end balances and assure compliance with generally accepted standards for financial accounting and reporting.

BALANCED BUDGET – Where budgeted operating revenues cover or exceed budgeted non-capital operating expenditures, avoiding budgetary procedures that balance current expenditures at the expense of meeting future years' expenses such as postponing expenditures or accruing future years' revenues.

BOND – A municipal bond is a written promise from a local government to repay a sum of money on a specific date at a specified interest rate.

BUDGET – A plan of financial operation, including an estimate of proposed expenditures/expenses for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). Upon approval by the City Council, the budget appropriation resolution is the legal basis for expenditures in the fiscal year.

BUDGET AMENDMENT – A legal procedure utilized by the City Manager to revise a budget appropriation during the year. Adjustments to expenditures within or between department budgets may be accomplished administratively. City Council approval is required for additional appropriations from fund balances or new revenue sources.

BUDGET STABILIZATION FUND – A reserved amount of money placed in a separate fund to be used in times when regular income is disrupted or decreased in order for typical operations to continue.

BUDGET YEAR – The fiscal year for which the budget is being considered; fiscal year following the current year.

CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST (CERBT) – The California Employers' Benefit Trust (CERBT) Fund is a Section 115 trust fund dedicated to prefunding Other Post-Employment Benefits (OPEB) for all eligible California public agencies.

CAPITAL BUDGET – Annual appropriations for capital improvement projects such as street improvements, building construction and various kinds of major facility maintenance. Capital projects are supported by a five-year expenditure plan, which details funding sources and expenditure amounts. They often are multi-year projects, which require funding beyond the one-year period of the annual budget.

CAPITAL IMPROVEMENT PROGRAM (CIP) – A financial plan of authorized expenditures for tangible, long-term construction of, or improvements to, public physical facilities

CAPITAL OUTLAY – A budget appropriation category which budgets all equipment, land or other fixed assets having a unit cost of more than \$5,000 and an estimated useful life of over five years.

CAPITAL PROJECT FUND – A governmental fund used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

CARRYOVER OR CARRY FORWARD – Process of carrying a budgeted and encumbered item from the current fiscal year to the next fiscal year.

CASH BASIS OR CASH METHOD – An Accounting method that recognizes income and deductions when money is received or paid. The modified accrual method is the preferred method for government organizations.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) - One of the longest-running programs of the U.S. Department of Housing and Urban Development, funds local community development activities such as affordable housing, anti-poverty programs, and infrastructure development.

COMMUNITY FACILITIES DISTRICTS (CFDs) - Localities that have been empowered by state law to levy special taxes on their residents to fund the capital costs of a wide variety of public improvements (such as roads and sewer services), as well as the ongoing operation and maintenance costs of a limited number of public services (such as schools, police and fire protection services, libraries, etc.) that benefit the community.

CONTINGENCY – An appropriation of funds to cover unforeseen events that occur during the fiscal year

COST RECOVERY – The establishment of user fees that is equal to the full cost of providing services including indirect overhead and administrative costs.

DEBT SERVICE – Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes or leasing arrangements.

DEBT SERVICE FUND – A governmental fund used to account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment.

DEFICIT – An excess of expenditures or expenses over revenues (resources).

DEPARTMENT – An organizational unit comprised of divisions or programs. It is the basic unit of service responsibility that may include a broad mandate of related activities.

DIVISION – A sub-section (or activity) within a department, which furthers the objectives of the City Council by providing specific services or programs.

ENCUMBRANCE – A contingent liability, contract, purchase order, payroll commitment, tax payable, or legal penalty that is chargeable to an account. It ceases to be an encumbrance when paid-out or when the actual liability amount is determined and recorded as an expense.

EMERGENCY OPERATION CENTER (EOC) – A location from which centralized emergency management can be performed. EOC facilities are established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.

EMPLOYER PAID MEMBER CONTRIBUTION (EPMC) – EPMC represents a retirement benefit that is provided by the City of Pittsburg retirement program (PERS), which is the State Public Employee Retirement System.

ENTERPRISE FUND – A type of fund established for the total costs of those governmental facilities and services, which are operated in a manner similar to private enterprises. These programs are entirely or predominantly self-supporting. The City of Pittsburg maintains several Enterprise Funds that include Water, Sewer, Marina, Golf Course, Island Energy and the Power Company Fund.

EXPENDITURES – Monies spent, including current operating expenses, debt service and capital outlays.

EXPENSE – The actual spending of funds by an enterprise fund set-aside by an appropriation.

FISCAL SUSTAINABILITY - The ability of a government to sustain its current spending, tax and other policies in the long run without threatening government solvency or defaulting on some of its liabilities or promised expenditures.

FISCAL YEAR – The City's year for accounting and budgeting purposes, which begins on July 1 and ends on June 30.

FORECAST – Estimate of the future impact of current revenue and expenditure policies based on specific assumptions about future conditions such as inflation or population growth. Forecasts are neither predictions about the future nor a statement of policy intentions.

FULL-TIME EQUIVALENT (FTE) – The amount of time a regular full or part-time position has been budgeted for in terms of the amount of time an employee works in a year. The City of Pittsburg uses 1,000 hours to calculate the number of seasonal and part-time employees.

FUND – An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

FUND BALANCE – The amount of financial resources available for use. Generally, this represents the detail of all the annual operating surpluses and deficits since the fund's inception.

GENERAL FUND – The primary fund used to account for all revenues and expenditures of the City not legally restricted as to use. This fund is used to offset the cost of the City’s general operations. Examples of departments financed by the General Fund include the General Government, Police, Public Works, Recreation, and other Administrative Departments.

GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD) – A local assessment district formed for the purpose of prevention, mitigation, abatement, or control of geologic hazards, including an actual or threatened landslide, land subsidence, soil erosion, earthquake, or any other natural or unnatural movement of land or earth.

GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) - A professional organization of public officials united to enhance and promote the professional management of governmental financial resources by identifying, developing and advancing fiscal strategies, policies, and practices for the public benefit.

GOVERNANCE – The process of providing community leadership and overall direction for a City. It involves understanding the community’s desires for its future, focusing those desires into an achievable vision and establishing specific objectives and goals in order to realize that future vision. It also involves leadership in explaining City policies to the community and gathering support for City programs.

GRAPHIC INFORMATION SYSTEM (GIS) - A system designed to capture, store, manipulate, analyze, manage, and present all types of spatial or geographical data.

GRANT – Contributions, gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

INFRASTRUCTURE – Facilities on which the continuance and growth of a community depend, such as streets and roads, sewers, public building, parks, etc.

INTERFUND TRANSFER IN/OUT- Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses such as administrative support.

INTERNAL SERVICE FUND – A fund used to account for the services provided by one department to other departments on a cost-reimbursement basis.

MANDATORY FRINGE BENEFIT – Benefits the City pays on behalf of its employees including health and dental insurance, pension and social security.

MUNICIPAL CODE – A book that contains the City Council-approved ordinances currently in effect. The Code defines City policy. The Code contains the “laws” of the City.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) - As authorized by the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Permit Program controls water pollution by regulating point sources that discharge pollutants into waters of the United States.

NORMAL COST (NC) RATE – Pension rate that represents the annual cost of service accrual for the upcoming fiscal year, for active employees. Normal cost is shown as a percentage of payroll and paid as part of the payroll reporting process.

OBJECTIVES – The expected results or achievements of a budget activity, which can be measured and achieved within a given time frame. Achievement of the objective advances the organization towards a corresponding goal.

OTHER POST EMPLOYMENT BENEFITS (OPEB) - The benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee

OPERATING BUDGET – Annual appropriation of funds for on-going program cost, including salaries and benefits, services and supplies, debt service and capital outlay.

ORDINANCE – A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless preempted by a higher form of law. An ordinance has higher legal standing than a resolution.

RECOMMENDED BUDGET – The financial and operating document submitted by the City Manager to the City Council for consideration.

RESERVE – an account used to record a portion of the fund balance as legally segregated for a specific use, usually at a future time.

RESOLUTION – A special order of the City Council, which has a lower legal standing than an ordinance.

REVENUES – Monies received or anticipated by a local government from both tax and non-tax sources during the fiscal year. Revenues include income from user fees, taxes, permits and other sources.

SALARIES AND FRINGES – A budget category which generally accounts for full-time and part-time employees, overtime expenses and all employee benefits, such as medical, dental and retirement.

SECTION 115 TRUST –Employer assets placed in a trust which is used for the designated purpose of prefunding other post-employment benefits, including pensions and retiree medical.

SERVICES AND SUPPLIES – Expenditures/expenses for supplies, materials and services which ordinarily are consumed within a fiscal year and which are not included in inventories.

SPECIAL REVENUE FUNDS – This fund type collects revenues that are restricted by the City, State or Federal government as to how the City might spend them. The City of Pittsburg maintains several Special Revenue Funds that include Gas Tax, Measure J, the Citywide and Oak Hills Lighting and Landscape Districts, Park Dedication, Traffic Mitigation, and Community Development Block Grant funds.

SUBSIDY – Supplemental resources provided to ensure adequate funding when anticipated expenditures exceed revenues.

SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY – The primary purpose of the Successor Agency is to administer the wind down of the previous Redevelopment Agency's operations which entails continued payment for financial obligations and fulfillment of contractual obligations entered into the Successor Agency prior to the enactment of Assembly Bill 26, which caused the dissolution of all Redevelopment Agencies in California.

TRANSIENT OCCUPANCY TAX (TOT) – This tax is collected from the operators of hotels and motels located within the City. A percentage of this tax is then remitted to the City.

UNFUNDED ACTUARIAL ACCRUED LIABILITY (UAL) – In regard to Pension, the amortized dollar amount needed to fund past service credit earned (or accrued) for members who are currently receiving retirement benefits, active members, and for members entitled to deferred benefits, as of the valuation date.

USER FEES – Fees charged to users of a particular service provided by the City.



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CITY OF PITTSBURG
CAPITAL ASSETS POLICY AND PROCEDURES
JUNE 2013

Purpose: The purpose of this policy is to:

1. Define the accounting practices and procedures that will ensure effective and accurate control of the capital assets of the City.
2. Assure that the City complies with the requirements of the Governmental Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP) and OMB Circular A-133 as they relate to capital assets.
3. Communicate to City Elected Officials, Department Heads, Employees, and the Public the formal Capital Asset policy of the City of Pittsburgh.
4. Assure that an accurate record keeping system is in place to protect and properly insure assets in the event of loss.

Application: This policy applies to all Departments of the City of Pittsburgh.

Responsibility: The Finance Department is responsible for the implementation and administration of this policy.

The City Department Head is responsible for ensuring that proper budgeting, purchasing, and disposing guidelines are followed.

Definitions: **Capital Assets:** Major assets that are used in operations and have initial useful lives extending beyond a single reporting period. Capital assets with an original unit cost of greater than or equal to the City's capitalization threshold of \$5,000, including ancillary costs, and with a useful life of three years or more will be capitalized for financial accounting purposes. Examples include, among other things, land, land improvements, buildings, building improvements, furniture and fixtures, vehicles, machinery, equipment, infrastructure, and all other tangible or intangible assets.

Infrastructure assets: Long-lived capital assets that normally are stationary in nature and normally can be preserved to a significantly greater number of years than most capital assets. They include, among other things, roads, bridges, water and sewer systems, drainage systems, and electrical and gas lines.

Controlled Assets: Assets with an original unit cost less than \$5,000 (including ancillary cost) and a useful life of two years or more. Controlled assets will not be monitored in the City's Capital Asset records. Any item purchased for less than \$500.00 shall be considered as a supply line item. Examples of controlled assets include personal computers, facsimile machines, small photocopiers, printers, cellular phones, other telecommunication equipment, cabinets, tables, etc. These assets are not capitalized in the General Ledger nor are they depreciated. However, a copy of the Department's Inventory Control Records is to be provided to the Finance Department. This allows the City to control these assets through audits without affecting the City's financial status. Also, this information can be used to determine the proper level of insurance and assist the City in providing proof of loss in an insurance claim.

Depreciation: A methodology that amortizes the cost of the asset over its useful life using an acceptable basis.

Useful Life: The period of time the asset will be of service to the City.

Salvage Value: The subsequent value of the asset at the end of its useful life.

Historical Cost: The value placed on the asset at the time of acquisition, including ancillary costs (value of trade-ins, shipping costs, installation costs, etc.)

Acquisition Date: The date the City took ownership of the asset.

Capitalization Threshold: The measure of value placed on an individual asset to determine its qualification for capitalization or expense in the financial records, and includes all costs to put the asset in service (shipping, installation costs, etc.,).

Fair Market Value: The estimated value of the asset for which it would be exchanged between a willing buyer and seller when neither is forced into the exchange. In addition, both parties should have knowledge of all facts and consider it an equitable exchange. This is generally used in place of historical cost in a donated asset situation.

Insurable Value: The value placed on the asset that would best represent the replacement cost of the asset as determined by a qualified appraisal firm. If monetary value cannot be placed on items, such as irreplaceable documents, there is no insurable value. Insurable values of the buildings do not include the value of land.

General: The primary purpose of a Capital Asset accounting system is to maintain physical accountability over the assets owned by the City. The accounting system should provide a record of the capital assets obtained over the years that are still in service and identify the funding source for the purchase and/or construction of those assets. The capital assets of the City are those owned by the City that meet the above definition.

The City has established a unit cost threshold of \$5,000 (except Land which is \$1) and a useful life of at least three years for all capital assets. Assets with a unit cost below this level will be expensed. Donated assets and Grants-in-kind will be recorded at fair market value.

To maintain accurate capital asset records, information must be centralized in the Finance Department. The Finance Department is responsible for maintaining all of the asset information.

The City adheres to Generally Accepted Accounting Principles and the pronouncements of the Governmental Accounting Standards Board. Any subsequent changes to either will be incorporated into this policy upon the recommendation from the Finance Department.

Accounting for Capital Assets in Proprietary Funds

Capital assets acquired for use in proprietary fund operations are considered “fund assets” and should be accounted for within the appropriate fund. Depreciation of capital assets accounted for in a proprietary fund shall be recorded in the accounts of that fund.

Accounting for Capital Assets in Governmental Funds

Capital assets, other than those accounted for in Proprietary Funds shall be reported in the General Fixed Assets Account Group (GFAAG). The GFAAG is not a fund but simply a list of the City’s general fixed assets. Depreciation of general fixed assets shall be calculated and accumulated depreciation maintained in the GFAAG for disposition and cost accounting purposes.

Reporting requirements for capital assets in Comprehensive Annual Financial Report (CAFR)

- Capital assets are included in the Statement of Net Assets.
- Depreciation expense is included in the Statement of Activities.
- Note disclosure of changes in the general capital assets. This statement would show the beginning balance for each class of assets, total additions for the year by class, total dispositions for the year by class, total transfers for the year by class, and the ending balance for each class of assets in tabular form.

Policy: Capital Assets are to be capitalized and depreciated only if they have an estimated useful life of at least three years following the date of acquisition, have a historical cost of at least \$5,000, including ancillary cost, (except Land which is \$1) per individual unit, are tagged (where applicable) and inventoried, and meet the above definitions and the following criteria:

Assets that use Historical Costs for capitalization:

Land: The purchase price and cost of preparing land for its intended use. Examples of ancillary costs include search costs, attorney's fees, liens assumed, taxes assumed, grading costs, and land improvements with an indefinite life.

Improvements other than Buildings: Permanent (i.e., non-detachable) improvements that add value to land (e.g. fences, retaining walls, easements, road access). This account also is used for leasehold improvements.

Buildings (including building improvements, additions or renovations): The purchase price, contract price, or job order costs, and any other expenditure necessary to put a building or structure into its intended state of operation. Additional expenditures may include professional fees, costs of fixed fixtures (non-detachable) to the floor, ceilings and walls, insurance premiums, and related costs incurred during the period of construction.

Furniture, Fixtures, and Equipment: The total purchase price less any applicable discounts and any ancillary payments required to place the asset in its intended state of operation.

Computer Equipments and software: The total purchase price less any applicable discounts and any ancillary payments required to place the asset in its intended state of operation. Systems (i.e. Servers) constructed that in the aggregate exceed the capitalization threshold will not be capitalized. Any piece of a system that exceeds the capitalization threshold will be individually capitalized.

Vehicles: The total purchase price less any applicable discounts and any ancillary payments required to place the asset in its intended state of operation.

Infrastructures: The purchase price, contract price, or project costs, and any other expenditure necessary to put the asset into its intended state of operation. Additional expenditures may include professional fees, damage claims, insurance premiums, and related costs incurred during the period of construction. Examples include roads, gutters, bridges, traffic signals, water and sewer systems, drainage systems, monuments, electric and gas lines.

Construction in Progress: The total amount expended to date on uncompleted buildings, pipelines, or other capital project under construction. Interest costs are capitalized starting with the first expenditure related to the asset,

and capitalization continues until the asset is substantially completed and ready for its intended use. When the project is completed, the cumulative costs are then transferred to the appropriate capital asset accounts.

Assets that use other valuation method for capitalization.

Lease Assets -All capital assets, including leased assets, shall be recorded on the General Ledger. Operating leases shall be recorded as Controlled Assets, while capital leases shall be processed like any purchased asset. NCGA-5 (Accounting and Financial Reporting Principles for Lease Agreements of State and Local Governments) requires that a lease agreement that satisfies the criteria established by FAS-13 (Accounting for Leases) shall be capitalized. Any lease agreement that does not meet any one of the noted criteria shall be considered an operating lease and shall not be capitalized. Operating leases shall be maintained in the Department's Inventory Control System for insurance purposes only. FAS-13 states that non-cancellable leases that meet any one of the following criteria must be capitalized:

- a) The lease transfers ownership of the property to the lessee by the end of the lease term.
- b) The lease term contains a bargain purchase option.
- c) The lease term is equal to 75% or more of the estimated economic life of the leased property.
- d) The present value of the minimum lease payments at the inception of the lease, excluding executory costs, equals at least 90% of the fair market value of the leased property.

Donated Assets: Donated Assets or any other asset acquired in any way other than through normal purchasing also shall be recorded and tagged. This also holds true for assets purchased with grant monies. The operating department that becomes the beneficiary of any such asset shall notify the Finance Department. Donated assets shall be reported at their estimated fair value at the date of acquisition.

Repair and Maintenance: If costs are incurred to keep an asset in its normal operating condition and the life of the asset is not extended the costs are expensed (e.g. - cleaning, replacement of small parts, minor painting, lubrication).

Improvements, Additions or Renovations are capitalized if the historical cost of the asset, including the improvement, addition or renovation is \$5,000 or more and extends the life of the asset.

If the expenditure is a replacement, a retirement must be made to the items being replaced. This includes both a reduction in Historical Cost and Accumulated Depreciation.

Useful Life of the various categories of assets includes:

Land	N/A
Land Improvements	20 – 30 years
Buildings (Including improvements, additions, and renovations)	45-70 years
Furniture, Fixtures and Equipment	5 – 10 years
Computer, Equipment and Software	3 years
Vehicles	5 – 7 years
Infrastructure	20 – 75 years

Depreciation Method – The City will utilize the straight-line method for depreciation. Equal periodic depreciation charges are therefore recognized over the life of the capital asset. The department who purchases the asset should indicate on the surface of vendor invoices an estimate useful life of the assets.

$$\text{Annual Depreciation} = \frac{\text{Cost less Salvage Value}}{\text{Number of Estimated Life}}$$

Tagging of Assets – All capital assets that are purchased with Federal grant funding will be tagged and labeled with the name of the grant used for the purchase.

Land, Land Improvements and Buildings will use the legal address for identification in the City records. Vehicles will use their VIN for identification purposes. Equipment (where applicable) will use the serial number for identification.

Disposition and Transfer of Assets – Property shall not be transferred, turned-in or disposed of without prior approval of the City Manager or designee. For property valued more than \$5,000 (except vehicles) will require Council approval.

The operating departments shall be responsible to initiate transfer/disposition processing. The form “Request to Transfer/Disposal Assets” (see Exhibit A) shall be completed by the operating department and submitted to City Manager or designee for approval. The Department Head must acknowledge receipt of any fixed asset transferred to his/her department.

The actual transfer/removal or destruction of property should be witnessed by two City employees from other departments, particularly from Finance.

The operating department should also follow the capital assets disposal/ transfer guidelines as follows:

Disposition of Assets – All Capital Assets will be disposed of as follows:

Grant Funded Acquisitions shall be reviewed by the Finance Department or designee prior to disposition.

Land and Buildings will be sold to the highest bidder in a competitive environment after the proposed sale is advertised in a newspaper of general circulation.

Furniture and Fixtures, Machinery and Equipment, and Vehicles will be sold to the highest bidder at public auction. Trade in values will be considered, and encouraged, when in the best interest of the City as determined by the Operation Department.

Note: Salvage values received for assets sold will be receipted into the City's General Fund. Exceptions are limited to assets that were acquired with Enterprise Fund, Internal Services funds and assets that were seized or forfeited through the Sheriff Department, the Courts, or the Prosecuting Attorney's Office.

Computer Equipment (including copiers and fax machines) is to be sold to the highest bidder at public auction. Trade in values will be considered, and encouraged, when in the best interest of the City as determined by the IT Department.

Note: Salvage values received for assets sold will be receipted into the Internal Services Fund revenues. Exceptions are limited to assets that were seized or forfeited through the Sheriff Department, the Courts, or the Prosecuting Attorney's Office.

Note: Any capitalized or not capitalized asset will be returned to the Information Technology (IT) Department for disposition, unless used as a trade-in. Assets will be evaluated by the IT Department for their likeliness of sale and either placed in the auction or destroyed.

Disposal of Surplus Supplies and Equipment (adopted from Section 10 of Purchasing Policy of 4-16-12)

Each department shall submit a request to the City Manager or designee when the department seeks to have any City property under its jurisdiction declared to be surplus¹. The Finance Director or designee evaluates the surplus property for possible use in another area and will inform other departments of the availability of the property or determine that there is no use for the property.

The Finance Director, or designee, will determine if any surplus property was purchased through grant funds, and whether such items can be surplus under the provisions of the grant.

The following chart will be used for the disposal of surplus property:

	Value of the surplus property is \$5,000 or Less (except vehicles)	Value of the surplus property is More than \$5,000 (except vehicles)
Exchange or Trade-In	A department, with approval of the City Manager, is authorized to exchange surplus property for other property of at least equal value, or to trade it in as part of the consideration to be paid for other property.	The City Manager or designee is authorized, upon City Council approval, to exchange surplus property for other property of at least equal value, or to trade it in as part of the consideration to be paid for other property.
Sale	A department, with approval from the Finance Director, will determine the best method for the sale of surplus property, with City Manager final approval.	The City Manager or designee, with approval from the City Council, will determine the best method for the sale of surplus property.
Discard	A department, with approval from the Finance Director, is authorized to dispose of surplus property after final approval by the City Manager.	The City Manager or designee, with approval from the City Council, is authorized to dispose of surplus property.
Donate	A department, with approval from the City Manager, is authorized to donate surplus property to any Pittsburg civic, community, or non-profit agency, or any agency funded through Pittsburg's Community Development Block Grant (CDBG) program. (Other groups require City Council approval.)	The City Manager or designee, with approval from the City Council, is authorized to donate surplus property to any civic, community, or non-profit agency.
Vehicles	The City Manager or designee is authorized to exchange or trade-in; sell' discard; or donate to any Pittsburg civic, community or non-profit agency, or donate to any agency funded through Pittsburg's Community Development Block Grant program any vehicle which is deemed surplus. (Donations to other groups require City Council approval.)	

¹For purposes of this Policy, "City property" does not include items seized by the Police Department. The disposal of such Police Department items shall be governed by a Police Department administrative policy.

Notwithstanding the above chart, the City Manager or his/her designee is authorized to routinely dispose of the following: (1) furniture than cannot be used by a City department, or used by and picked up by a Pittsburg governmental or non-profit organization; (2) scrap products made of brass and copper which will be disposed on a bid or quotation basis; (3) scrap products made primarily of iron, plastic or other materials of no value which will be disposed on a continuous basis; and (4) items that had an original value of less than two hundred dollars (\$200) or a current value of less than fifty dollars (\$50).

Costs of disposal will be considered in determining the best method of disposal of surplus property. Whenever possible and advantageous to the City, surplus property will be sold at public sale or auction. When in the opinion of the Finance Director or designee a better return may be received through direct contact with manufacturers, resellers, or users of specialty item(s), then that method of sale will be utilized.

Sale proceeds less direct costs from any sale shall be returned to the specific fund from which the surplus property was originally purchased.

Donation means the transfer of ownership of property for no consideration or for a value less than the reasonable fair market value of the property.

The surplus disposal **to City employees** will be only through a competitive process open to the public. Employees who have been responsible for declaring any item surplus may not bid on that item. These provisions do not apply to surplus property that is to be discarded.

No warranty of surplus property is provided by the City and is disposed of “as is” without warranty, express or implied, as to condition or usability.

The City’s intention is to award and transfer surplus property to the highest bidder. **If a mistake is made**, an attempt to correct it will also be made; however, the City offers no guarantees and accepts no liabilities for completion of sale(s) other than to return any applicable funds received.

A written record of the disposal of all surplus property will be maintained by the Finance Department for five (5) years.

Custody and Accountability:

Each of the operating departments has the authority, accountability, and responsibility for the property issued to, or purchased by, their respective departments.

Each of the departments and divisions must designate a steward (“Property Steward”) for each piece of property in their custody. The person to whom the assets have been assigned for safekeeping will be the contact person for each property within the department. This person will become the focal point for questions regarding availability, condition and usage of the asset, as well as the contact during the physical inventory process.

A Property Steward shall be designated for each piece of property to ensure that property is acquired, maintained, used and disposed of in the City’s best interests. It is the Property Stewards’ responsibility to record the receipt of the asset, to examine the asset to make sure that no damage was incurred during shipment and to make sure that the asset was received in working order.

The Property Steward shall work in cooperation with selected Department personnel in arranging for necessary preventive maintenance and any needed repairs to keep the asset in working condition. Whenever the asset changes rooms, is transferred to another department, or is disposed of, the Property Steward must ensure this information is processed per the disposal/transfer guidelines. The Property Steward must ensure that departmental fixed assets are kept up-to-date in the Inventory Records and notify the Finance Department of any corrections which need to be made.

The Department Head or other person authorized by the Department Head is responsible for all property purchased for, assigned to, or otherwise provided to his/her department. The designated person to act as Property Steward is responsible for the custody and control of each property within the department.

At the end of the fiscal year, the Finance Department will provide two copies of the fixed assets list to the department Property Steward, including those that were purchased, transferred, or disposed of during the fiscal year. This listing will include all the property for which the department is responsible. It is required that an inventory of the listed property be conducted, discrepancies be resolved, and the listing be signed by the Property Steward and the Department Head verifying the property on hand. The listing shall be signed by the Property Steward and approved by the Department Head and then returned to Finance Department within ten (10) working days. A copy shall be retained by the department Property Steward for their files.

When a Property Steward is to be replaced for any reason, the Department head shall notify the Finance Department employee in charge of fixed assets. The Finance Department staff member will then provide a current fixed asset listing so that a joint review of the department's assets may be conducted by the outgoing and incoming Property Steward. The completed and verified joint review shall be forwarded to the Department Head and any changes submitted to the Finance Department within thirty (30) days after the appointment of the new Property Steward.

Periodic

Review: The Finance Department shall review this policy and make recommendations for change, as needed.



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City of Pittsburg

Debt Management Policy

As Amended March 6, 2017

I. INTRODUCTION

The City of Pittsburg ("City") has established this Debt Management Policy to provide clear and comprehensive guidelines for the issuance and financial management of the City's debt portfolio. This policy supports the City's mission of providing responsive and high quality public services for its citizens and ensures that the City is financially self-sustaining and fiscally strong. The policy applies to debt issued by the City directly, as well as debt issued by the City on behalf of assessment districts or community facilities districts, or as a conduit issuer for third parties. Finally, this Debt Policy requires that the City Council specifically authorize each debt financing by resolution. Certain terms used in this Debt Policy are defined in the Glossary of Terms provided at the end.

II. SCOPE

The guidelines established by this policy will govern the issuance and management of all debt funded for long term capital financing needs and not for general operating functions. The Finance Department recognizes that changes in the capital markets and other unforeseen circumstances may require action which may deviate from this Debt Management Policy. In cases which require exceptions to this Debt Management Policy, approval from the City Council will be necessary for implementation.

III. OBJECTIVES

The purpose of this Debt Policy is to establish prudent debt issuance guidelines to ensure that the City meets the following objectives:

- To provide financial support for the City's strategic and capital plan objectives through the most safe and cost effective means of debt issuance
- To ensure that the term of the debt shall not exceed the expected useful life of the capital improvement [not in this section]
- To ensure that any debt instrument utilized be fully understood by Staff (See Section V for a description of typical types of debt)
- To ensure that all debt obligations will be met in a timely & efficient manner (Section IX)
- To mandate that the City comply with all debt covenants (Section IX)
- To ensure that all required disclosure reports are filed on a timely basis (Section IX)
- To maintain good communications with bond rating agencies & investors (Section VIII & IX)

- To preserve financial flexibility (Section VI & IX)

IV. DELEGATION OF AUTHORITY

Pursuant to the provisions of Sections 37209 and 40805.5 of the Government Code of the State of California, the Finance Director (Director of Finance) shall be the head of the finance department and shall be responsible for all of the financial affairs of the City. This City Debt Management Policy grants the Director of Finance the authority to select the financing team, coordinate the administration and issuance of debt, communicate with the rating agencies, as well as to fulfill all the pre-issuance and post-issuance disclosure information.

The Director of Finance or designee will use the Request for Proposal (RFP) process to select various Financing Team Members. Below is a brief description of the main Financing Team, along with their functions, and the mandated frequency of soliciting RFP's.

The typical Financing Team consists of:

1. Financial Advisor/Municipal Advisor –

- Assists with capital planning and long term financial planning
- Coordinates the financing and debt issuance process
- Helps evaluate underwriter proposals and provides financial analysis and recommendations
- Assists with the securing of other professional services and other members of the financing team
- Monitors and evaluates market conditions for opportunities to issue debt at low interest rates and/or refund existing debt for savings or other reasons sought by the City (e.g., modify debt covenants)
- Works with the City and Underwriter to develop investor outreach and market approach
- Manages competitive bid process
- Ensures negotiated prices are “fair” and reasonable in the marketplace

Requests for Proposals for Financial Advisors should be done on a periodic basis not to exceed ten (10) years but is subject to review after four years.

2. Bond Counsel –

- Prepare an approving legal opinion
- Provide expert and objective legal opinion and advice
- Prepare and review documents necessary to authorize, issue, sell and deliver the bonds, as well as coordinate the authorization and execution of closing documents
- Review legal issues relating to the structure of the bond issue

- Prepare election proceedings or pursue validation proceedings if necessary
- Review or prepare those sections of the official statement that relate to the Bonds, financing documents, bond counsel opinion, and tax exemption
- Assist the City in presenting information to bond rating organizations and credit enhancement providers relating to legal issues affecting the issuance of the Bonds
- Review or prepare the Notice of Sale, Bond Purchase Contract and continuing disclosure undertaking of the City
- Post-issuance advice for bond covenant compliance

Requests for Proposals for Bond Counsel should be done on a periodic basis not to exceed ten (10) years but is subject to review after four years.

3. Underwriter –

- Provide the City with market knowledge
- Assist with credit analysis and preparation
- Premarketing of the Bonds
- Pricing and Sale of Bonds
- Trading of the Bonds

Underwriter services should be solicited through a Request for Proposal (RFP) for every bond issue, or by developing a pool of pre-qualified underwriters from which to select.

4. Trustee/Fiscal Agent/Paying Agent/Escrow Agent –

- Establishes and holds the funds and accounts relating to the bond issue
- Maintains the list of names and addresses of all registered owners of the bonds and recordings of transfers and exchanges of the bonds
- Acts as the authenticating agent
- Acts as the paying agent
- Protects the interests of the bondholders by monitoring compliance with covenants and acts on behalf of the bondholders in the event of default
- If also serving as the escrow agent, holds the investments acquired with the refunding bond proceeds and uses those investments to pay debt service on the refunded bonds
- If also serving as a dissemination agent acts on behalf of the issuer or other obligated person to disseminate annual reports and event notices to repositories under SEC Rule 15c2-12 (See Section IX)

RFP's for Trustee services should be done on a periodic basis if the recurring Trustee fees increase excessively (in excess of the prevailing Bay Area inflation rate).

V. TYPES OF DEBT AND METHODS OF SALE

There are a number of market factors that will affect the success of a bond offering, and each should be carefully considered before selecting a method of sale. These factors include, but are not limited to, the following: 1) market perception of the credit quality of the source of repayment (e.g., City general fund, special taxes, enterprise fund revenues), 2) interest rate volatility, 3) size of the proposed issue, 4) complexity of the proposed issue, and 5) competition with other issuers for investor interest (bond supply).

The Finance Director with the assistance of the City's bond counsel, financial advisor and/or Underwriter, as appropriate, will examine and evaluate all available alternatives for new issues and make a recommendation to the Finance Committee. Factors that should be considered include: 1) Is the issuing option appropriate under existing laws? 2) Are there formal policies with respect to the method of sale? 3) Does the nature of the proposed offering suggest that one method of marketing is more efficient than another? and 4) Have the City's past issuance practices yielded acceptable results? Only after review and acceptance by the Finance Committee, will the proposed new bond issuance be presented to the City Council for review and consent.

The following are the types of debt the City could issue:

1. New Money Bonds

New Money bonds are bonds issued to finance the cost of capital improvement projects or other large and extraordinary costs as approved by the City Council.

2. Refunding Bonds

Refunding bonds are bonds issued to refinance (refund) previously issued outstanding debt. The City may issue refunding bonds to refinance the principal of and interest on outstanding bonds or other debt to achieve debt service savings, restructure scheduled debt service, convert from or to a variable or fixed interest rate, change or modify the source(s) of payment and security for the refunded debt, or modify covenants otherwise binding upon the City. Refunding bonds may be issued either on a current or advance basis.

3. Revenue Bonds

Revenue Bonds are generally issued by enterprise funds that are financially self-sustaining without the use of taxes and other revenues in the City's general fund, and therefore rely on the revenues collected by the enterprise fund to repay the debt.

4. Fixed vs. Variable Rate Debt

Fixed interest rate debt is typically preferred to maintain a more predictable debt service burden. Variable rate debt can be utilized on a limited basis when the potential advantages of capturing the lowest interest rates available in the current market outweigh forecasted risks.

5. Variable Rate Debt Obligation (VRDO)

Predetermine intervals are set where the rate can be reset to current market conditions. VRDO's with a long maturity can be priced as short-term instruments making it potentially a less costly option in a normal upward sloping yield curve environment.

6. Special Assessment Bonds

The Improvement Bond Act of 1915 (Streets and Highways Code Section 8500 et seq.) allows the City to issue bonds to finance the "specific benefit" improvements on the real property within its jurisdiction provided by the City. Installments are collected by posting to the secure property tax roll of the county.

7. Mello-Roos Special Tax Bonds

The Mello-Roos Community Facilities Act of 1982 (Government Code Section 53311 et seq.) allows the City to issue bonds payable from special taxes levied on real property within a community facilities district formed by the City. Special taxes are collected by posting to the secure property tax roll of the county.

8. General Obligation (GO) Bonds

In California, GO Bonds require a supermajority (2/3) voter approval. GO bonds are not repaid by the City's general fund but rather by an ad valorem tax levied in an amount sufficient to meet debt service requirements.

9. Certificate of Participation (COPs)

COPs represent a share of an issuer's stream of lease payments. When the City finances a public facility through a lease-purchase transaction, the interest in the City's lease payment stream can be assigned to a third party trustee that issues certificates of participation (COPs). The City's general fund is used to make the lease payments, and the lease payments are used to repay the investors of the COPs.

Comparison of Common Financing Methods

General Obligation (GO) Bonds

- * Strong market acceptance
- * Significant structuring flexibility
- * Favorable interest rates
- * No debt service reserve fund requirement
- * No trustee required
- * Supermajority (2/3) voter approval required
- * No pledge of City's general fund

Revenue Bonds

- * Debt is secured by revenues of system users
- * Debt limits not applicable
- * Higher interest costs than GO's
- * Debt service reserve fund may be required
- * Trustee required
- * Voter approval usually not required
- * Debt Service Coverage covenants usually included
- * Limited revenues available to secure debt

Assessment/Mello-Roos CFD Bonds

- * Voter approval required
- * Debt service reserve fund usually required
- * Debt is secured by assessments or special taxes on property
- * Complexity greater than GO's
- * Market concerns about defaults, if property owned by single developer
- * Limited revenues to secure debt
- * Higher interest costs due to higher risk (but debt service not payable by City directly)

Certificates of Participation (COPs)

- * Voter approval not required
- * Debt limits not applicable
- * Good market acceptance
- * Complexity greater than GO's
- * Risk of citizen opposition
- * Limited revenues to secure debt
- * Less secure than GO Bond

Competitive Sales of Bonds

The terms and prices of the bonds will be negotiated by the City and one or more underwriters through a bidding process amongst approved, impartial underwriters and/or underwriting syndicates. Both the City and the underwriter collaborate in the origination and pricing of the bond issue. The issue is awarded to the underwriter judged to have submitted the best bid that offers the lowest interest rate, taking into account underwriting spread, interest rates and any discounts or premiums.

Negotiated Sale of Bonds

A method of sale for bonds, notes, or other financing vehicles in which the City selects in advance, on the basis of proposals received or by other means, one of more underwriters to work with it in structuring, marketing and finally offering an issue to investors. The negotiated sale method is often used when the issue is: a first time sale by a particular issuer (a new

credit), a complex security structure, such as a variable rate transaction, an unusually large issue, or in a highly volatile or congested market.

Private Placement

A private placement is a variation of a negotiated sale in which the City, usually with the help of a financial advisor will attempt to place the entire new issue directly with an investor. The investor will negotiate the specific terms and conditions of the financing before agreeing to purchase the issue. Private placements are generally undertaken because the transaction is complex or unique, requiring direct negotiations with the investor, or because the issue is small and a direct offering provides economies of scale. Private placements are typically for debt maturing in 20 years or less.

Derivative Products

Because of their complexity, unless otherwise approved by the City Council, Derivative Products such as *Interest Rate Swaps*, *Inverse Floaters*, and other hybrid securities are prohibited.

VI. DEBT CAPACITY

Article XVI, Section 18 of the California Constitution (the “debt limit”) prohibits cities from entering into indebtedness or liability that in any year exceeds the income and revenue provided for such year unless the City first obtains two-thirds voter approval for the obligation. Determining what the City’s debt capacity is at any point in time is difficult. It depends on a number of factors including market conditions, amount of undesignated fund balance in the General Fund, fluctuating cash balances, financial policies, management and staff experience, new or existing revenues available to support additional debt, and availability of financial consultants to assist in financial analysis. The City recognizes that maintenance and operating costs of projects financed with debt places constraints on the budgetary flexibility of the City and should be considered alongside debt capacity as a factor when evaluating any proposed financing. In the development of this Debt Policy, the goal is to serve as a framework within which the City can evaluate each potential debt issuance. This Debt Policy is not to be so restrictive that it interferes with the City’s legitimate efforts to prudently provide public services and facilities.

VII. PERFORMANCE STANDARDS

The City of Pittsburg strives to maintain ‘*investment grade*’ standings in the municipal market.

Below is an Investment Grade Table of the three (3) major rating agencies:

<u>Moody's Investor's Service, Inc</u>	<u>S&P Global Ratings</u>	<u>Fitch Investors Service, Inc</u>	<u>Definition</u>
Aaa	AAA	AAA	Highest rating assigned. Very Strong Security
Aa	AA	AA	Very strong security. Only slightly below best rating.
A	A	A	Average security but more subject to adverse financial and economic developments
Baa	BBB	BBB	Adequate capacity to secure debt. Adverse developments may affect ability to meet debt service requirements.

Note: Moody's uses the designation "1" to indicate greater strength within the "Baa", "A", and "Aa" categories. S&P and Fitch use "=" and "-" to indicate relative strength or weakness in the "BBB", "A", and "AA" categories.

VIII. MARKET RELATIONSHIPS

The Director of Finance will be responsible for maintaining relationships with investors, credit analysts, and rating agencies.

IX. ON-GOING DEBT ADMINISTRATION

Repayment of Debt and Compliance with Covenants

The Director of Finance will work with the Finance department and other City staff to ensure that all debt obligations will be met in a timely and efficient manner, and that the City complies with all debt covenants.

Refunding Opportunities

The Director of Finance will regularly review the City's outstanding obligations, particularly in declining interest rate environments. When rates begin to approach levels at which refunding is cost-effective, the City shall select a financing team to begin preparations for a refunding issue.

Continuing Disclosure

The Finance staff will ensure that the City's annual financial statements and associated reports are posted on the City's web site. The City will also contract with one or more dissemination agents (which may also serve as trustee/fiscal agent to the City) to comply with the Securities and Exchange

Commission Rule 15c2-12 by filing its annual financial statements and other financial and operating data for the benefit of its bondholders on the Electronic Municipal Market Access (EMMA) website of the Municipal Securities Rulemaking Board (MSRB).

Arbitrage Rebate Compliance and Reporting

The use and investment of bond proceeds must be monitored to ensure compliance with arbitrage restrictions. Existing regulations require that issuers calculate rebate liabilities related to any bond issues, with rebates paid to the Federal Government every five years and as otherwise required by applicable provisions of the Internal Revenue Code and regulations. The Director of Finance shall contract with a specialist to ensure that proceeds and investments are tracked in a manner that facilitates accurate, complete calculations, and if necessary, timely rebate payments.

Internal Controls With Respect to Bond Proceeds

The Finance Director will maintain internal control procedures related to the management and disbursement of bond proceeds. These will include, but not necessarily be limited to, ensuring bond proceeds are either (a) held by a third-party trustee or fiscal agent, which will disburse such proceeds to or upon the order of the Finance Director (or designee) in accordance with one or more written requisitions, or (b) held in an account of the City, to be deposited and accounted for in a separate fund or account, from which expenditures will be carefully documented by the City.

x. DEBT MANAGEMENT POLICY REVIEW

The Director of Finance shall review this Debt Management Policy at a minimum of every five (5) years and recommend any changes to the City Manager and City Council.

City of Pittsburg Municipal Debt Management Policy Glossary of Terms

Advance Refunding: For purposes of certain tax and securities laws and regulations, a refunding in which the refunded issue remains outstanding for a period of more than 90-days after the issuance of the refunding issue. The proceeds of the refunding issue are generally invested in Treasury securities or federal agency securities (although other instruments are sometimes used), with principal and interest from these investments being used (with limited exceptions) to pay principal and interest on the refunded issue. Bonds are “escrowed to maturity” when the proceeds of the refunding issue are deposited in a escrow account for investment in an amount sufficient to pay the principal of and interest on the issue being refunded on the original interest payment and maturity dates, although in some cases an issuer may expressly reserve its right (pursuant to certain procedures delineated by the Securities and Exchange Commission) to consider “pre-refunded” when the refunding issue’s proceeds are escrowed only until a call date or dates on the refunded issue, with the refunded issue redeemed at that time.

Amortization: The gradual reduction in principal and interest of an outstanding debt according to a specific repayment schedule, which details specific dates and repayment amounts on those dates.

Arbitrage: In the municipal market, arbitrage refers to the difference between the tax-exempt interest rate paid by the borrower and the interest rate at which the proceeds of the issue are invested. The Internal Revenue Code contains specific regulations concerning the amount that can be earned from the investment of tax-exempt proceeds.

Call Provisions: Mandatory or optional provisions that allow or require an issuer to prepay or refinance a bond prior to its stated maturity date. These provisions identify which bonds may be called, when they may be called, and what premium, if any, must be paid upon redemption prior to the stated maturity date of the bond.

Capitalized Interest: Specific interest payments of a bond issue which are funded in advance, or capitalized, through proceeds of the same bond issue. These proceeds are set aside in a specially designated fund in order to pay these designated interest payments.

Current Refunding: A refunding transaction where the municipal securities being refunded will all mature or be redeemed within 90-days or less from the date of issuance of the refunding issue.

Debt Affordability: The principal amount of debt that an issuer can afford within the constraints of net revenues and debt coverage requirements.

Debt Service Coverage: The ratio of the net revenue stream pledged against a debt to the debt service payments to the debt. Debt service coverage ratios are most often used by rating agencies to determine repayment sufficiency with respect to bonds secured by a specific revenue stream.

Debt Service Reserve Fund: Traditional bond issues are structured with a debt service reserve fund, which assures the timely availability of sufficient funds for the repayment of debt service in the event that an issuer cannot make the required debt service payment(s). Typically, the required size of the reserve fund is determined by the lesser of: 100% of maximum annual debt service; 125% of average annual debt service; or 10% of the aggregate issue price. Reserve funds are usually fully funded out of bond proceeds and are set-aside in a separate fund, as long as the debt service fund is fully funded, and can only be used to offset debt service payments.

Defeasance: Termination of rights and interests of the bondholders and their lien on the pledged revenues or other security in accordance with the terms of the bond contract for an issue of bonds. Defeasance usually occurs in connection with the refunding of an outstanding issue after provision has been made for future payment of all obligations under the outstanding bonds through funds provided by the issuance of a new series of bonds.

Derivative Product: A product, such as an option or futures contract, whose value is derived from the performance of an underlying security. A commonly used derivative is an interest rate swap. See Section IV for additional details.

Discount Rate: The interest rate used for adjusting for the time value of money for net present value calculations, option pricing models, and other market models. The term “discount rate” can also refer to the rate that the Federal Reserve Bank charges its members for overnight deposits.

Good Faith Deposit: A sum of money or, alternatively, a surety bond provided to an issuer of a new issue of municipal securities by an underwriter or underwriting syndicate as an assurance of performance on its offer to purchase the issue. Good faith deposits are sometimes required in connection with competitive sales.

Hedging: A strategy designed to reduce investment risk. A hedge can help reduce the risk and volatility of a portfolio. A common hedging strategy includes matching the amount of short-term assets with the amount of short-term variable rate debt outstanding.

Letter of Credit: Two types of letter of credit are used in bond and other debt financings: standby letter of credit and direct pay letter of credit. They provide credit enhancement for debt issues by shifting the risk of repayment from the issuer to the bank issuing the letter of credit. Letters of credit are

usually required for the issuance of variable rate debt. Letters of credit also are used to provide liquidity.

A Standby Letter of Credit is an agreement issued by a commercial bank that commits the bank to pay a third party contingent upon the failure of bank's customer to perform under the terms of a contract or agreement with the beneficiary. Used as a substitute for a performance bond or payment guarantee, standby letters of credit are used mainly in the U.S where banks are legally barred from issuing certain types of guarantees. For bond or debt holders it serves as a secondary source of payment, in case the issuer fails to meet its payment obligations.

A Direct Pay Letter of Credit is an agreement issued by a commercial bank that commits the bank to pay third parties upon a request presented by the beneficiaries to the bank issuing the direct pay letter of credit.

Line of Credit: An arrangement in which a bank or other financial institution extends a specified amount of unsecured credit to a specific borrower for a specified time period.

Maturity Date: The date upon which a specified amount of debt principal or bonds matures, or becomes due and payable by the issuer of the debt.

Negotiated Sale: A method of sale of bonds, notes or other financing vehicles in which the issuer selects in advance, on the basis of proposals received or by other means, one or more underwriters to work with it in structuring, marketing and finally offering an issue to investors. See Section V for additional details.

Net Revenue: Gross revenues less operating and maintenance expenses.

Official Statement: A comprehensive statement issued by the governmental entity prior to the sale of bonds, notes, or other financing vehicles that contains all the salient facts concerning the issuer, the issuer's financial condition, the security pledged for the securities being offered, the projected use of the proceeds of the sale, and other facts deemed necessary to enable the investor to judge the quality of the securities being offered. This is also known the Disclosure Statement.

Private Placement: A private placement is a variation of a negotiated sale in which an issuer, usually with the help of a financial advisor or placement agent, will attempt to place the entire issue directly with an investor. The investor will negotiate the specific terms and conditions of the financing before agreeing to the purchase of the issue.

Redemption: Depending on an issue's call provisions, an issuer may on certain dates and at certain premiums, redeem or call specific outstanding maturities. When a bond or certificate is redeemed, the issuer is required to

pay the maturities' par amount, the accrued interest to the call date, plus any premium required by the issue's call provisions.

Senior Lien Debt: Debt whose terms require it to be repaid with a priority claim on pledged revenues.

Subordinate Lien Debt: Debt whose terms require it to be repaid with pledged revenues net of the amount necessary to make debt service payments on senior lien debt.

Surety Bond: An alternative to a fully funded debt service reserve fund. A surety bond can be purchased from a bond insurance provider to fulfill the role of debt service reserve fund and can be drawn upon in the event an issuer cannot make a regularly scheduled debt service payment. A surety bond must be purchased and is subject to credit approval by a bond insurance provider. The provider charges an upfront fee for the surety bond.

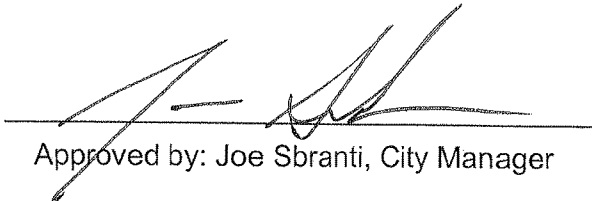
Weighted Average Maturity: With respect to an issue of bonds, the weighted period of time required to repay half of the issue through scheduled principal payments. The weighted average maturity is also referred to as the "weighted average life" or "average life" reflects how rapidly the principal of an issue is expected to be paid. Under one commonly used calculation method, average life is equal to the total bond years divided by the total number of bonds.

Yield: The net rate of return, as a percentage, received by an investor on an investment. Yield calculations on a fixed income investment, such as a bond issue, take purchase price and coupon into account when calculating yield to maturity.



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City Manager's Office
Administrative Order No: 047
Issued: July 21, 2010
Amended: January 3, 2012



Approved by: Joe Sbranti, City Manager

SUBJECT: GRANT MANAGEMENT PROCESS

PURPOSE:

Grant revenues have become an important part of the City's overall resource picture, especially in funding capital improvements. Actively seeking grant revenues that assist in achieving identified City goals and objectives play an important role in the City's financial strategies. Once the City receives a grant, it is equally important that the City spend the grant funds in a way that is consistent with the grant guidelines established by the funding agency or foundation. Thus, the purpose of this policy is to set forth an overall framework for guiding the City's use and management of grant resources.

- Establish general concepts and framework for seeking and managing grant programs.
- Identify roles and responsibilities in managing grant programs.
- Set policy in complying with Single Audit Act requirements.

ROLES AND RESPONSIBILITIES

Administering Department

1. Develop systems for maintaining ongoing information regarding grant availability within the department's functional areas of responsibility,
2. Evaluate benefits and costs of specific grant programs on a case-by-case basis including:
 - a. Purpose of the grant program and its consistency with identified City goals and objectives.
 - b. Additional staffing, office space, facilities, supplies or equipment that will be required if the grant is awarded,
 - c. On-going impact of the grant program after it is completed.
 - d. Responsibilities of other departments and impacts on them in preparing the grant application or performing scope if the grant is approved.
 - e. Amount of indirect costs to be recovered from the grant.
 - f. Total program costs, including portion funded through grant revenues and

- any required City contribution.
 - g. Source of funding for any required City share.
 - h. Compliance and audit requirements, paying special attention to those areas where the grantor's administrative procedures are different from the City's.
3. Prepare grant applications.
 - a. Work with the granting agency in identifying special program requirements and developing strategies for preparing a successful grant application.
 - b. Complete grant application documents.
 - c. Coordinate with affected departments as necessary.
 4. Prepare appropriate staff report for approval of the grant by the City Council.
 - a. City Council must first approve any grant money not already accounted for in the budget.
 - b. Staff report must include a copy of the Grant Summary Form.
 - c. Administering Department will forward a copy of the grant agreement to Finance.
 - d. Administering Department will forward a copy of any cost sharing requirements.
 5. Prepare and submit invoices including financial reports and progress reports as required by granting agency.
 - a. Responsible for timely submission of invoices and progress reports.
 - b. Ensure grant funds and expenditures are accounted and recorded properly. All reported expenditures should reconcile with the general ledger as provided by the finance department.
 - c. Completed report to be reviewed and approved by administering department's management and the finance department prior to submitting to the granting agency.
 - d. Timely submission of employment status reports as required even when there are no changes.
 6. Maintain copies of submitted documents and invoices for audit purposes.
 7. Responsible for any requests for budget modifications requests to extend the grant period.
 - a. Submit copies of the approved requests to Finance.
 - b. Maintain copies.
 8. On-site monitoring visit.
 - a. Retain the original monitoring report and any grantee responses in the administering department grant file.

- b. Submit a copy of the report and any grantee responses to Finance audit purposes.

City Council

Approves all grant applications, accepts/appropriates grant funds, and delegates receipt and contract execution to the City Manager if delegation is allowed by the grantor agency.

City Manager

Receives grants and executes related contract documents when delegated to do so by the Council. Approves and maintains grant management policies.

City Clerk

Maintain and secure original grant documents in the City's vault including the original application for an approved grant, a copy of the guidelines and the signed funding agreement.

Finance Department

1. Establish and assign a grant revenue account number and a grant expenditure account number. Notify the administering department of the account numbers.
2. Establish the grant budget by processing a budget transfer form.
 - a. Maintain a copy of the budget transfer form and any related council approved documents.
 - i. Forward a copy to the administering department.
 - ii. Maintain grant files in accordance with any Federal, State, and local guidelines/laws applicable to the agreement as well as Generally Accepted Accounting Principles.
3. Responsible for receipting all grant revenue checks to the appropriate grant revenue account.
4. Review invoices for payment and ensure they are coded appropriately to the correct grant program account numbers.
5. Prepare and submit the financial reports to the administering department on a quarterly basis and by any deadlines as set forth in grant agreement.
 - a. Maintain a copy in the finance department. Responsible for drawing down grant funds in a timely manner for reimbursable grant funds in accordance with the grant award or grant agreement, and will also prepare the applicable

journal entries.

6. Review and approve grant reports and invoices prior to submission to the granting agency. Ensure reported expenditures are recorded and reconciled with the general ledger.

Single Audit Act Requirements

(OMB Circular A-133 Compliance Supplement)

To ensure compliance for federally awarded grant programs, the City must administer the following procedures:

1. Completion of the Grant Summary Form (must include name of the federal grantor/pass through agency, program title, federal CFDA number, grantor/pass through grant number).
2. Timely submission of reports including the processing of the monthly employment status reports. Invoices on federally awarded projects are submitted on a semi-annual basis. Other grant programs from pass through agencies may require more frequent reporting submissions.
3. Invoices are reviewed and approved by the finance department to ensure timely and accurate recording of expenditures and reconciliation to the general ledger.
4. Invoices are reviewed and approved by the administering department's management prior to submission.
5. Maintain copies of grant documents and submitted documents on file for reference and audit purposes.

Quarterly Grant Oversight Meetings

The Finance and Administering Department staff who are responsible for grants shall meet on a quarterly basis to review grant funded programs and projects to ensure the City is in compliance with grant requirements. The Director of Finance will convene the quarterly grant oversight meetings.

Grant Summary Form

This form is available on the I:Drive/ Finance Forms/Grant Summary Form.

City of Pittsburg

GRANT PROGRAM SUMMARY

GENERAL INFORMATION

Grant Title		Grant No./CFDA No.		
City of Pittsburg Grant Account Codes		City Council Resolution No.		
General Description of the Grant Scope of Work/Reporting Requirements				
Granting Agency		Agency Contact/Email Address		
Pass-through Agency		Pass-through No.		
Type of Grant (circle)	Federal	State	County	Other
Method of Funding (circle)	Advance	Reimbursement		
Frequency of Funding (circle)	Monthly	Quarterly	Annually	At Completion

Funding Period	Total Grant Amount (\$)	City Matching Funds (Amount & Source)
Responsible Department	Department Contact	Phone No.

Council Approval Date	Application Date	Award date	Estimated Completion Date

GRANT COST AND REVENUE SUMMARY

Program Cost Summary	Total (\$)	Grant Portion (\$)
Staffing		
Contract Services		
Supplies and Other Operating Expenditures		
Capital Outlay		
Indirect Costs		
Totals		



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BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

An Ordinance of the City of Pittsburgh Amending)
Chapter 3.26.030 of the Pittsburgh Municipal)
Code Relating to Fiscal Sustainability and)
Reserve Funds)

ORDINANCE NO. 18-1455

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

SECTION 1. Recitals.

- A. In order to ensure the fiscal sustainability of the City, the City desires to protect its revenues and ensure proper fiscal responsibility; and
- B. The City desires to maintain a reserve funds in case of an emergency; and
- C. The City desires to maintain a minimum balance in the City's Budget Stabilization Fund; and
- D. By ensuring minimum funding levels for reserve funds, the City desires to minimize the need to rely on one-time measures and funding sources to balance its budget, while protecting the City from major deficits and over spending.

SECTION 2. Adding Chapter 3.26 "Fiscal Sustainability and Reserve Funds" to Title 3 "Revenue and Finance" of the Pittsburgh Municipal Code

Title 3 "Revenue and Finance" of the Pittsburgh Municipal Code is hereby amended to include Chapter 3.26 "Fiscal Sustainability and Reserve Funds," which shall read as follows:

Section 3.26.010 Purpose and Definitions.

A. The purpose of this chapter is to establish policies and procedures to ensure the City maintains unappropriated fund balances, "Reserves" in the City's funds.

B. For purposes of this Ordinance, the following terms shall have the following meanings:

1. "City's Operating Expenses" shall mean the City's General Fund operating expenses of the City as set forth in the City's annual budget which generally includes staff costs and operating expenses of the City and excludes the capital project appropriations.

2. "One-time Revenues" shall mean those revenues that the City receives on a one-time or non-regular basis. For example, such revenues may include, but are not limited to, proceeds from the sale of surplus land, one-time unexpected sales tax allocations associated with capital improvements from local retailers, grants, lump sum payments of project fees, non-reoccurring sales tax of fee revenue, etc.

3. "Unappropriated Reserves" shall mean unappropriated operating revenues excluding capital project and program appropriations which originate from funding sources that are restricted to projects or programs.

Section 3.26.020 General Fund Account

There is established a "General Fund" into which all sums of money collected by the City for any purpose whatsoever shall be deposited, unless otherwise provided by ordinance or resolution directing the deposit into a specific fund other than the General Fund.

Section 3.26.030 General Fund Reserves

- A. There is established within the General Fund, a "General Fund Reserve", which shall be used for emergencies, including for example, natural disasters and costs associated with such natural disasters.
- B. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, money from the General Fund shall be unappropriated, and shall be deposited into the General Fund Reserve. The minimum funding level within the General Fund Reserve shall be thirty percent (30%) of the City's General Fund Operating Expenses. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum General Fund Reserve level during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance.
- C. The thirty percent (30%) minimum funding level within the General Fund Reserve of the City's General Fund Operating Expenses shall consist of the following and be restricted as per the City's policy:
 - A Reserve for Economic Uncertainty (20% of the 30% minimum funding level within the General Fund Reserve) – funds designated to mitigate periodic revenue shortfalls due to downturn in economic cycles, thereby avoiding the need for service-level reductions within the fiscal year, and
 - An Emergency Reserve (10% of the 30% minimum funding level within the General Fund Reserve) – funds designated to mitigate costs of unforeseeable emergencies and natural disasters.

The composition of the reserves shall consist of:

1. A minimum of two-thirds of the 30% (i.e., 20%) shall be held in cash and liquid investments consistent with the City's Investment Policy; and
2. An amount not to exceed one-third of the 30% (i.e., up to 10%) may be held in real property owned and designated by the City, where such real property has an appraised value of at least 125% of the dollar amount which the real property constitutes within the City's General Fund Reserve.

- D. Before the City sells, or otherwise encumbers in such a manner as to significantly impair the value of, any real property referenced in Section C.2 above, the City shall comply with Section E hereof and:
1. Identify replacement real property prior to the sale or encumbrance of the current designated property, provided that the City Council approves such replacement;
 2. Direct proceeds from the sale or encumbrance of the current designated property into the General Fund Reserve to maintain the minimum required funding;
 3. Increase the amount held in cash or liquid investments to maintain the minimum required funding; or
 4. Take any combination of the above actions, such that the City maintains the minimum required funding.
 5. Should the sale of any property result in the General Fund Reserve balance being greater than the 30% minimum funding level, the proceeds in excess of the 30% minimum funding level will be deposited into the Budget Stabilization Fund or handled in accordance with the requirements of the Ordinance.
- E. To designate real property as being held to satisfy the City's minimum General Fund Reserve requirement under Section C.2 above, the City shall identify the property by APN and/or address by a resolution adopted at a public hearing at a duly noticed regular City Council meeting. The City may remove the real property from this designation only by a subsequent resolution adopted at a public hearing at a duly noticed regular City Council meeting.

Section 3.26.040 Budget Stabilization Fund

- A. There is established a "Budget Stabilization Fund" which shall provide the City a cushion to help absorb costs during economic downturns and/or budget shortfalls.
- B. The target minimum funding level within the Budget Stabilization Fund shall be no less than \$2.0 million dollars or five percent (5%) of the City's General Fund Operating Expenses, whichever is greater. The City Council shall, on a best efforts basis, take such steps as necessary to meet the minimum funding level during the budget process each year.
- C. The target maximum funding level for the Budget Stabilization Fund shall be no more than \$7.5 million dollars or twenty-five percent (25%) of the annual City's General Fund Operating Expenses, whichever is greater.
- D. Additional Deposits into the Budget Stabilization Fund shall include:

1. One-time General Fund Revenues and/or projected recurring revenues that exceed ten percent (10%) or more from the previous fiscal year shall be deposited into the Budget Stabilization Fund.
 2. Fiscal year-end General Fund surpluses shall also be deposited into the Budget Stabilization Fund.
- E. Appropriations from the Budget Stabilization Fund require a majority vote of the City Council and may be made in order to balance the General Fund budget.

Section 3.26.050 Infrastructure Repair and Replacement Fund

- A. There is established an "Infrastructure Repair and Replacement Fund" which shall provide funding for additional repairs and capital improvements projects related to the City's infrastructure including streets, roads, parking lots, and storm drains.
- B. Once the Budget Stabilization Fund reaches the maximum funding level, seventy five percent (75%) of the available, excess revenues that would normally be placed into the Budget Stabilization Fund shall be deposited into the Infrastructure Repair and Replacement Fund.
- C. Appropriations from the Infrastructure Repair and Replacement Fund shall require a majority vote of the City Council.

Section 3.26.060 Other Post-employment Benefits (OPEB) Fund

- A. There is established an "Other Post-employment Benefits ("OPEB") Fund" which shall be available to provide funding to reduce the City's General Fund's portion of unfunded OPEB liabilities, including for example, retiree health benefits.
- B. Once the Budget Stabilization Fund reaches the maximum funding level, twenty five percent (25%) of the available, excess revenues that would normally be placed into the Budget Stabilization Fund shall be deposited into the OPEB Fund.
- C. Appropriations from the OPEB Fund shall require a majority vote of the City Council.

Section 3.26.070 Internal Service Fund Reserves

- A. The City maintains the following Internal Service Funds which provides funding to allocate costs for services provided to all City departments:
 1. Information and Communication Systems
 2. Fleet Maintenance
 3. Building Maintenance
 4. Fringe Benefits
 5. Liability Insurance
- B. It is established within each of these Internal Services Funds an Unappropriated Reserve which shall be used for emergencies, including for example, natural

disasters and costs associated with such natural disasters. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, the unappropriated reserve level within Internal Services Funds shall be thirty percent (30%) of the Internal Services Funds' annual budget excluding capital project and equipment appropriations. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum Internal Services Funds' Reserve levels during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance. The thirty percent (30%) reserve level may be exceeded.

Section 3.26.080 Enterprise Fund Reserves

A. The City maintains the following enterprise funds for enterprise operations:

1. Water
2. Sewer
3. Waterfront Operations
4. Marina

B. It is established within each of these Enterprise Funds an Unappropriated Reserve which shall be used for emergencies, including for example, natural disasters and costs associated with such natural disasters. At each and every budget cycle, commencing with FY 2013-14, and every year thereafter, the target unappropriated reserve level within each Enterprise Fund Reserves shall be thirty percent (30%) of each Enterprise Fund's fiscal year operating expenses, excluding capital project appropriations. However, the City Council shall, on a best efforts basis, take such steps as necessary to achieve the minimum Enterprise Funds' Reserve levels during the budget process each year through fiscal year 2017/18. Afterward, the minimum funding levels will become mandatory as defined by this ordinance. The thirty percent (30%) reserve level may be exceeded.

Section 3.26.090 Council Action Required

Except as otherwise stated in this Chapter, any variance from the policies established within this Ordinance, shall require adoption of a City Council resolution by a 4/5 vote of the City Council. The Council resolution shall set forth the following:

- A. A statement of findings supporting the appropriation of reserves or temporary modification of funding levels required by this ordinance; and
- B. A plan for replenishing the reserves within a reasonable time period when the appropriation causes a reserve to fall below minimum funding levels; and
- C. A description of the circumstances or event constituting an emergency.

SECTION 3. Effective Date

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

SECTION 4. Publication

The City Clerk shall either (a) have this ordinance published once within 15 days after adoption in a newspaper of general circulation or (b) have a summary of the ordinance published twice in a newspaper of general circulation, once 5 days before its adoption and again 20 days after adoption.

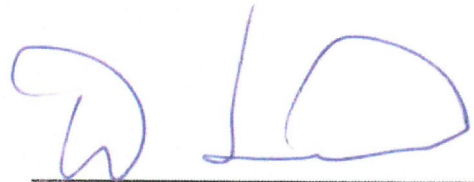
The foregoing ordinance was introduced at a meeting of the City Council of the City of Pittsburg held on September 17, 2018 and was adopted and ordered published at a meeting of the City Council held on October 1, 2018 by the following vote:

AYES: Banales, Craft, Evola, Killings

NOES: None

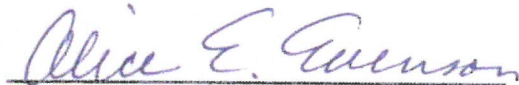
ABSTAINED: None

ABSENT: Longmire



Dwaine "Pete" Longmire, Mayor

ATTEST:

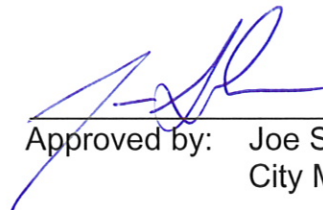


Alice E. Evenson, City Clerk



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City Manager's Office
Administrative Order No: 057
Issued: 03/2014


Approved by: Joe Sbranti
City Manager

Subject: Interfund Transfer Policy

Purpose: To ensure that the policies and procedures related to administration and accounting for interfund transactions are documented, communicated, clearly understood, and consistently applied.

Policy:

Interfund transfer transactions can be divided into two main categories with various subcategories

1. Revenues and expenditures/expenses
 - A. Quasi-external transactions
 - B. Reimbursements
2. Reallocations of resources
 - A. Temporary -- interfund loans and advances
 - B. Permanent
 - (i) Contributed Capital (Capitalized)
 - (ii) Operating Transfer (operating subsidies)

1.A. Quasi-External Transactions

Definition

A quasi-external transaction is one of two transaction types that do not constitute transfers, but are appropriately accounted for as fund revenues, expenditures or expenses (payments for services). The following are the most common examples of quasi-external transactions:

- Enterprise Fund charges for goods or services to other funds based on actual costs incurred (the General Fund receives an invoice for utility services from an enterprise fund).
- Internal Services Fund charges for goods or services to other funds usually based on actual costs incurred.

Accounting

Quasi-external funds will be recorded as revenues in the receiving fund and expenditures in the paying fund.

1.B. Reimbursements

Definition

On occasion, governments provide services from one fund to another and classify the payment as reimbursement revenue. This occurs most often when the General Fund charges other funds for services rather than using an interfund service fund for this activity. If the intent is to provide the service by the General Fund to the user fund, the transaction revenue should be classified as charges for services rather than reimbursements. Examples are:

- The Utility Billing function is in the City's General Fund but the services are for the Water and Sewer Fund.
- The General Fund charges administrative overhead to other funds.

Accounting

Record the charges as revenue and costs as expenditure.

2.A. Interfund Loans & Advances

Definition

Loans from one fund to another should be recorded as interfund loans receivable and payable. The governing body of the reporting entity should authorize the loans, including the amount, the estimated dates of repayment and whether or not interest costs will be charged.

Due to and due from other funds are used to record temporary funding from one fund to another fund.

Advance to and from other funds, is an asset or liability account used to record the non-current portions of long term loans between funds.

Accounting

Record transaction as Interfund Receivable and Payable.

2.B.(i) Contributed Capital

Definition

This is permanent or long term movement of resources. Such transfers must be contributions restricted to capital outlays or the return of such contributions. Examples are:

- Capital improvement projects for the Marina area are funded by various City funding sources. At year end, the asset is transferred to the Marina fund and recorded as contributed capital.
- The Water Facilities Fund transfers capital assets to the Water Fund.

Accounting

Increase the equity (assets) of the recipient fund and decrease equity (fund balance) in the contributed fund.

2.B.(ii) Operating Transfers

Definition

Operating Transfers are periodic transfers made primarily to provide an operating subsidy to another fund. Operating transfer are authorized by the budget. Examples of operating transfers are:

- Transfer from the General Fund to the Landscape & Lighting Fund to subsidize operating expenses.
- Transfer from Pittsburg Power Fund to the General Fund to help fund General Fund expenses.

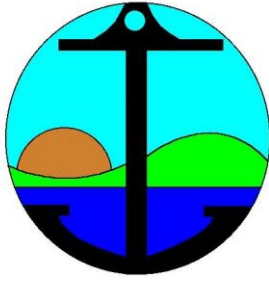
Accounting

Operating Transfers will be recorded as "Transfers In" by the receiving fund and "Transfers Out" by the paying fund. The transactions will be reported under "Other Financing Sources and Uses" in annual Financial Statement.

Operating transfers must be treated consistently by all funds Involved in the transfer. Operating transfers-in for City funds must be in balance with operating transfers-out for all City Funds.



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CITY OF PITTSBURG INVESTMENT POLICY

(June 19, 2023)

I. Statement of Purpose and Adoption of Policy

It shall be the investment policy of the City of Pittsburg (the “City”) that all funds not required for immediate expenditures are invested in compliance with this statement, as well as applicable federal, state and local legislation governing the investment of public funds. Funds shall be invested in a manner that will provide the highest investment return with the appropriate level of security, while meeting the daily cash flow demands of the City.

Safeguards will be set into place to ensure that adequate operating reserves are established and maintained to provide that cash in enough amounts will be available to pay for immediate expenditures as authorized by the City’s budget. Funds so maintained will be deposited in a manner best serving the City.

The City has a responsibility to monitor the security of its assets and always maintain a level of quality so that the public at large will have the highest confidence that its best interests are being served.

The purpose of this document is to identify various policies and procedures that enhance opportunities for a systemic investment process. The initial step toward a prudent investment policy is to organize and formalize investment related activities. Related activities, which comprise good cash management, include accurate cash projection, the expeditious collection of revenue, the control of disbursements, cost effective banking relations and a short-term borrowing program, which coordinates working capital requirements and investment opportunities. The City’s Investment Policy shall be adopted by resolution of City Council. The policy shall be reviewed at least annually by the City Treasurer, City Manager and the Finance Director, and any modification must be approved by City Council.

II. SCOPE

It is intended that this policy covers all operating funds and investment activities under the direct authority of the City. These funds are described in the City’s Annual Comprehensive Financial Report and include its General Fund, Special Revenue Funds, Enterprise Funds, Trust and Agency Funds, Capital Project Funds and Successor Agency Trust Funds.

The Investment Policy applies to all transactions involving the financial assets and related activities of the foregoing funds. Except for cash held in separate restricted funds, the City will pool cash balances from all funds for investments to maximize earnings and efficiencies concerning investment pricing, safekeeping and administration. Investment income will be allocated to the City’s funds based upon

their respective average monthly balances and in accordance with Generally Accepted Accounting Principles (GAAP).

The employee's retirement and deferred compensation funds are not included. Bond proceeds are not covered under this policy and shall be governed by their applicable bond documents. However, if the bond documents are silent in regard to the investment of bond proceeds and reserves, the terms set forth in this policy shall govern the respective investment of bond proceeds.

III. OBJECTIVES AND PERFORMANCE STANDARDS

The overall program shall be designed and managed with a degree of professionalism worthy of the public trust. The City's primary investment objectives, in priority order, shall be:

1. **Safety:** Safety of principal is the foremost objective the City's investment program, followed by liquidity and yield. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the City's portfolio. To obtain this objective, the City will diversify its investment by investing funds among a variety of securities offering independent returns and financial institutions. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from securities default or erosion of market value. Investment decisions should not incur unreasonable investment risks in order to obtain current investment income.
2. **Liquidity:** The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated. This need for investment liquidity may be tempered to the extent that the City is able to issue short-term notes to meet its operating requirements. Emphasis will be on marketable securities with low sensitivity to market risk. Maturities of investments for which there is limited opportunity for resale shall be staggered to maximize liquidity.
3. **Yield:** The City maintains an active investment strategy and its investment portfolio shall be designed to attain a rate of return which approximates benchmarks to be selected by the City's investment advisory committee throughout budgetary and economic cycles, taking into account the City's investment risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restricts the investment of funds.

IV. DELEGATION OF AUTHORITY

Pursuant to California Government Code 53607 and the City's Municipal Code, the City Council's management responsibility for the investment program is hereby delegated for a one-year period to the Finance Director who shall be responsible for the investment of idle funds consistent with this investment policy. Subject to review, the City Council may renew the delegation of authority pursuant to this section each year. The Finance Director may delegate these duties to his/her designee upon approval of the City Council. The day-to-day investment decision-

making and execution authority may also be delegated to an investment advisor under the supervision of the Finance Director. The investment advisor shall follow this Policy and such other written instructions as are provided.

V. PRUDENCE AND RISK TOLERANCE

The City recognizes that investment risks of the following can result from issuer defaults, market price changes or various technical complications leading to temporary liquidity:

1. Credit risk is the possibility that deterioration of an issuer's creditworthiness will adversely affect the value of its bonds or that an issuer will not make timely payments of interest or principal on its bonds (default). A decline in a bond issuer's credit rating, or creditworthiness, may cause prices for its outstanding bonds to decline. This shall be mitigated by limiting investments to those allowed under this policy and by diversification.
2. Market or Interest Rate risk, defined as market value fluctuations due to overall changes in market price, shall be mitigated by eliminating the need to sell securities prior to maturity and investing operating funds needed for short-term liquidity primarily in short-term securities, money market funds or similar investment pools, thereby limiting the average maturity of the portfolio. Investment shall be made with that degree of judgment and care, under circumstances then prevailing, which persons or prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the safety of their capital as well as the income to be derived.

The standard of prudence to be used by investment officers shall be the "prudent investor standard" and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the City's investment policy and exercising due diligence shall be relieved of personal liability for an individual security credit risk or market price changes, if deviations from expectations are reported on a timely fashion, and appropriate action is taken to control adverse developments.

VI. INTERNAL CONTROLS

A system of internal controls will be maintained to assure compliance with Federal and State regulations, City Council direction, and prudent cash management procedures.

The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers of the City. Controls deemed most important include: control of collusion, segregation of duties, separating transaction authority from accounting and recordkeeping, custodial safekeeping, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized investment officials, documentation of

transactions and strategies, and code of ethical standards. In addition, whenever possible, pre-formatted wire transfers will be used to transfer funds to pre-authorized accounts.

1. The City Treasurer shall audit and examine all investments made by the City, or its duly authorized personnel, at those times deemed necessary by him/her and shall in his/her discretion report his/her audit and examination to the City Council.
2. Investment Oversight Committee: Quarterly review of procedures and adherence to this Investment Policy is conducted by the Investment Oversight Committee. The Committee, established by the City Council, is comprised of the City Manager, Finance Director, and City Treasurer.
3. Annual Audit: The City's portfolio is included in the annual review of the City's financial management performed by an outside audit firm.

VII. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall not participate in personal business activity that could conflict with proper execution of the investment program or which could impair the ability to make impartial investment decisions. Such employees and investment officials shall disclose any material financial interests in financial institutions that conduct business with the City, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City's portfolio.

VIII. ELIGIBLE INVESTMENTS

California Government Code Sections 53600 et. seq. provides basic investment limits and guidelines for government entities. Within the investments permitted by the Government Code, the City seeks to further restrict eligible investment to the investments listed below. In the event an apparent discrepancy is found between this policy and the Government Code, the more restrictive parameters will take precedence.

Rating requirements and percentage limitations, where indicated, apply *at the time of purchase*. In the event a security held by the City is subject to a rating change that brings it below the minimum specified rating requirement, the Finance Director shall notify the City Council of the change. The course of action to be followed will then be decided on a case-by-case basis, considering such factors as the reason for the rate drop, prognosis for recovery or further rate drops, and the market price of the security.

Eligible Investments

1. Securities of the U.S. Government:

United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the

payment of principal and interest. There is no limitation as to the percentage of the City's portfolio that may be invested in this category.

2. Securities of U.S. Government Agencies

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There is no limitation as to the percentage of the City's portfolio that may be invested in this category, provided that no more than 30% of the portfolio may be invested in any single Agency/GSE issuer, the maximum maturity may not exceed five (5) years, and the maximum percent of agency callable securities in the portfolio will be 20%.

3. California State and Local Agency Obligations

Obligations of the City, the State of California or any local agency within the state that are general obligation bonds or essential service bonds secured with revenue from a water, sewer, power or electric system, provided that such obligations are rated in a rating category of "A" or its equivalent or better by at least one nationally recognized statistical rating organization (NRSRO.) No more than 5 percent of the portfolio may be invested in any single issuer. No more than 30 percent of the portfolio may be invested in California State and Local Agency Obligations and other state obligations in the aggregate. The maximum maturity may not exceed five years.

4. Other State Obligations

Registered treasury notes or bonds of any of the other 49 United States in addition to California, including general obligation bonds or bonds payable solely out of the revenues from a revenue-producing property owned, controlled or operated by a state or by a department, board, agency or authority of any of the other 49 United States, in addition to California, provided that such obligations are rated in a rating category of "A" or its equivalent or better by at least one NRSRO. No more than 5 percent of the portfolio may be invested in any single issuer. No more than 30 percent of the portfolio may be invested in other state obligations and California State and Local Agency Obligations in the aggregate. The maximum maturity may not exceed five years.

5. Bankers Acceptances

Time drafts or bills of exchange that are drawn on and accepted by a commercial bank and brokered to investors in the secondary market. Purchasers are limited to issuers whose short-term debt is rated in the highest short-term rating category by a NRSRO. Banker's acceptances cannot exceed a maturity of 180 days. A maximum of 40% of the City's portfolio may be invested in this category.

6. Commercial paper

The City may purchase commercial paper with short-term ratings of “A-1” or the equivalent or higher by a NRSRO. Long-term ratings, if any, must be “A” category or its equivalent or higher by a NRSRO. The entity that issues the commercial paper shall meet all the following conditions in either paragraph (A) or paragraph (B):

- (A) The entity meets the following criteria: (i) Is organized and operating in the United States as a general corporation. (ii) Has total assets more than five hundred million dollars (\$500,000,000). (iii) Has debt other than commercial paper, if any, that is rated in the “A” category or its equivalent or higher by a NRSRO
- (B) The entity meets the following criteria: (i) Is organized within the United States as a special purpose corporation, trust, or limited liability company. (ii) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond. (iii) Has commercial paper that is rated “A-1” or higher, or the equivalent, by a NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less and not represent more than 10 percent of the outstanding paper of an issuing corporation. A maximum of 25 percent of the City’s portfolio may be invested in this category. Under a provision sunseting on January 1, 2026, no more than 40 percent of the portfolio may be invested in Commercial Paper if the City’s investment assets under management are greater than \$100,000,000.

7. Negotiable Certificates of Deposit (NCDs)

Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a state or federally licensed branch of a foreign bank. Amounts of the NCD insured up to the FDIC limit do not require any credit rating. Any amount above the FDIC insured limit which have short-term ratings of “A-1” or its equivalent or higher by a NRSRO; or long-term obligations rated in a category of “A” or its equivalent or higher by a NRSRO may be purchased. A maximum of 30 percent of the City’s portfolio may be invested in this category. No more than 5 percent of the portfolio may be invested in any single issuer.

8. Time Deposits

The City may invest in non-negotiable time deposits (CDs) that are FDIC insured or fully collateralized in financial institutions located in California, including United States branches of foreign banks licensed to do business in California.

To be eligible for purchase, the financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California Communities in its most recent evaluation, as provided Government Code Section 53635.2. Purchases are further limited to financial institutions meeting all capital requirements and rated in one of the three highest rating categories by a NRSRO organization. All time deposits must be collateralized in accordance

with California Government Code sections 53650 et. seq. The City, at its discretion, may waive the collateralization requirements for any portion of the deposit that is covered by federal insurance. The maximum maturity of a time certificate of deposit shall not exceed 1 year. A maximum of 30 percent of the City's portfolio may be invested in this category.

9. Repurchase Agreements

The City may enter into repurchase agreements with primary government securities dealers rated in one of the three highest categories by two NRSROs. Counterparties should also have (i) a short-term credit rating in the highest category; (ii) minimum assets and capital size of \$25 billion in assets and \$350 million in capital; (iii) five years of acceptable audited financial results; and (iv) a strong reputation among market participants.

The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities will be acceptable collateral. All securities underlying repurchase agreements must be delivered to the City's custodian bank delivery versus payment or be handled under a properly executed tri-party repurchase agreement. The total market value of all collateral for each repurchase agreement must equal or exceed 102 percent of the total dollar value of the money invested by the City for the term of the investment. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on a weekly basis according to market conditions. Since the market value of the underlying securities is subject to daily market fluctuations, the investment in repurchase agreements shall comply if the value of the underlying securities is brought back up to 102 percent no later than the next business day. Market value must also be calculated each time there is a substitution of collateral.

The City or its trustee shall have a perfected first security interest under the Uniform Commercial Code in all securities subject to repurchase agreement. The City shall have properly executed a master repurchase agreement with each counter party with which it enters into repurchase agreements. Repurchase agreements are to be used solely as short-term investments not to exceed 90 days. A maximum of 15 percent of the City's portfolio may be invested in this category.

10. Medium Term Notes

Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Purchases are limited to securities rated in a rating category of "A" or its equivalent or better by at least one NRSRO. A maximum of 30 percent of the City's portfolio may be invested in this category. No more than 5% of the portfolio may be invested in any single issuer.

11. Asset-Backed Securities

A mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond from issuers not defined in subsections 1 and 2 of the Eligible Investments Section, of a legal final maturity not exceeding five years. Securities eligible for investment under this subdivision must be rated in a rating category of "AA" or its equivalent or better by a NRSRO. A maximum of 20 percent of the City's portfolio may be invested in this category. No more than 5% of the portfolio may be invested in any single Asset-Backed or Commercial Mortgage security issuer.

12. Supranational Securities

United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Securities eligible for investment under this subdivision must be rated in a rating category of "AA" or its equivalent or better by a NRSRO. A maximum of 30 percent of the City's portfolio may be invested in this category. No more than 10% of the portfolio may be invested in any single issuer.

13. Money Market Funds

Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.). To be eligible for purchase, the company shall have met either of the following criteria:

- (A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.
- (B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500,000,000.

A maximum of 20 percent of the City's portfolio may be invested in this category (10 percent limit per fund).

14. State of California's Local Agency Investment Fund (LAIF)

The Local Agency Investment Fund was established by the State to enable local agency treasurers to place funds in a pool for investment (California Government Code Section 16429.1 et seq.). The City uses this investment vehicle for short-term liquidity, investment, and yield when rates are declining.

Funds are available on demand and interest is paid quarterly. The City may invest up to the maximum permitted by the LAIF.

15. California Asset Management Program (CAMP)

Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7 that invests the securities and obligations authorized in subdivisions (a) to (n), inclusive, of Government Code Section 53601.

IX. Investment Pools/Mutual Funds

The City shall conduct a thorough investigation of any pool or mutual fund prior to making an investment, and on a continual basis thereafter. The Finance Director shall develop a questionnaire which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how is it assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

X. DIVERSIFICATION AND RISK MANAGEMENT

Mitigating Credit Risk in the Portfolio

Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

- The diversification requirements included in the “Authorized Investments” section of this policy are designed to mitigate credit risk in the portfolio.
- No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this policy.
- The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or Agency’s risk preferences.

- If a security owned by the City is downgraded to a level below the requirements of this policy, making the security ineligible for additional purchases, the following steps will be taken:
 - Any actions taken related to the downgrade by the investment manager will be communicated to the Finance Director in a timely manner.
 - If a decision is made to retain the security, the credit situation will be monitored and reported to the City Council.

Mitigating Market Risk in the Portfolio

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

The City further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The Agency, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- The City will maintain a minimum of six months of budgeted operating expenditures in short term investments to provide sufficient liquidity for expected disbursements.
- The maximum stated final maturity of individual securities in the portfolio will be five (5) years as measured from date of trade settlement, except as otherwise stated in this policy.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the City based on the City's investment objectives, constraints and risk tolerances. Maximum maturities may not exceed five years.

X. MAXIMUM MATURITY

The City's cash management system is fully designed to accurately monitor and forecast revenues and expenditures thus enabling the City to invest funds possible. To the extent possible, the City will attempt to match investments with anticipated cash flow requirements. Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds.

Where this Policy does not specify a maximum remaining maturity at the time of the investment, no investment shall be made in any security, other than a security

underlying a repurchase agreement, that at the time of the investment has a term remaining to maturity in excess of five years as measured from date of trade settlement, unless the City Council has granted express authority to make that investment either specifically or as a part of an investment program approved by the City Council no less than three months prior to the investment.

XI. INELIGIBLE INVESTMENTS

Investments not described herein, including but not limited to common stocks and financial futures contracts and options, are prohibited in this fund. The City shall not invest any funds in inverse floaters, range notes, mortgage derived interest-only strips or in any security that could result in zero interest accrual if held to maturity. The purchase of any security not listed in Section 8 above, but permitted by the California Government Code, is prohibited unless the City Council approves the investment specifically or as a part of an investment program approved by the City Council.

XII. BANKS AND SECURITIES DEALERS

The Finance Director shall maintain a list of authorized broker/dealers and financial institutions, which are approved for investment purposes. It shall be the City's policy to purchase securities only from those authorized institutions and firms. The City shall annually send a copy of the current investment policy to all dealers approved to do business with the City. Each broker dealer or financial institution that has been authorized by the City shall be required to submit the firm's most recent financial statement. If an investment advisor is used, they may use their own list of approved broker/dealers and financial institutions for investment purposes.

XIII. SAFEKEEPING AND CUSTODY

All security transactions entered by the City shall be conducted on a delivery-versus-payment (DVP) basis. All cash and securities in the City's portfolio, including those that are managed by an investment advisor, shall be held in safekeeping in the City's name by a third-party bank trust department, acting as agent for the City under the terms of a custody agreement executed by the bank and the City. The only exception to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) money market mutual funds, since the purchased securities are not deliverable. Evidence of each of these investments will be held in the Treasury vault. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

XIV. PERFORMANCE STANDARDS

The investment portfolio will be designed to obtain a market-average rate of return during budgetary and economic cycles, considering the City's investment risk constraints and cash flow needs.

XV. REPORTING REQUIREMENTS

A Quarterly Investment report shall be provided to the City Council, City Manager, and Finance Director.

1. A quarterly investment report will be submitted within 60 days following the period being reported to the City Council. Reports of the investment of bond proceeds are issued monthly by the Trustee and are included in the quarterly report of the pooled investment fund. The quarterly investment report shall include information on the following:
 - Type of Investment
 - Issuer
 - Date of Maturity
 - Par and dollar amount invested on all securities
 - Current market value of each security and the source of the valuation
 - Credit quality of each investment, as determined by one or more nationally recognized credit rating services
 - Listing of investment transactions for the quarter being reported upon.
 - Statement that portfolio follows investment policy, or the way the portfolio is not in compliance
 - Statement denoting ability of City to meet its expenditure requirements for the next six months, or provide enough explanation why money is not available

XVI. INVESTMENT POLICY REVIEW

The Finance Director shall periodically submit to the City Council a statement of investment policy outlining any proposed changes, which the City Council must consider at a public meeting.

Glossary of Terms

Accrued Interest: Interest earned but not yet received.

Active Deposits: Funds which are immediately required for disbursement.

Amortization: An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period.

Arbitrage: Transactions by which securities are bought and sold in different markets at the same time for the sake of the profit arising from a yield difference in the two markets.

Asked Price: The price a broker/dealer offers to sell securities.

Average Life: The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund features is expected to be outstanding.

Bankers' Acceptance (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Basis Point: One basis point is one hundredth of one percent (.01).

Bid Price: The price a broker/dealer offers to purchase securities.

Bond: A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Book Entry: The system maintained by the Federal Reserve, by which most money market securities are delivered to an investor's custodial bank. The Federal Reserve maintains a computerized record of the ownership of these securities and records any changes in ownership corresponding to payments made over the Federal Reserve wire (delivery versus payment.)

Book Value: The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not take a position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Callable Bond: A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

Call Price: The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

Call Risk: The risk to a bondholder that a bond may be redeemed prior to maturity.

Cash Sale/Purchase: A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CDs are typically negotiable.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Commercial Paper: A short-term, unsecured, and negotiable promissory note with a fixed maturity of no more than 270 days. By statute, these issues are exempt from registration with the U.S. Securities and Exchange Commission.

Comprehensive Annual Financial Report (CAFR): The official annual financial report for public sector entities/companies. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with Generally Accepted Accounting Principles (GAAP).

Convexity: A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

Coupon: The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

Credit Analysis: A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

Credit Risk: The risk to an investor that an issuer will default in the payment of interest and/or principal on a security and a loss will result.

Current Yield: The interest paid on an investment expressed as a percentage of the current price of the security.

Custodian: A bank or other financial institution that keeps custody of stock certificates and other assets.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his or her own account.

Debenture: A bond secured only by the general credit of the issuer.

Defeased Bond Issues: Issues that have sufficient money to retire outstanding debt when due so that the agency is released from the contracts and covenants in the bond document.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free delivery). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Derivative: Securities that are based on, or derived from, some underlying asset, reference date, or index.

Discount: The difference between the cost of a security and its value at maturity when quoted at lower than face value.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Duration: A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

Face Value: The principal amount owed on a debt instrument. It is the amount on which interest is computed and represents the amount that the issuer promises to pay at maturity.

Fair Value: The amount at which a security could be exchanged between willing parties, other than in a forced or liquidation sale. If a market price is available, the fair value is equal to the market value.

Federal Farm Credit Bank (FFCB): Government-sponsored institution that consolidates the financing activities of the Federal Land Banks, the Federal Intermediate Credit Banks and the Banks for Cooperatives. Its securities do not carry direct U. S. Government guarantees.

Federal Funds Rate: The rate of interest at which Federal funds are traded. This rate is considered the most sensitive indicator of the direction of interest rates, as it is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): Government sponsored wholesale banks, which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac): Established in 1970 to help maintain the availability of mortgage credit for residential housing. FHLMC finances these operations by marketing guaranteed mortgage certificates and mortgage participation certificates. Its discount notes and bonds do not carry direct U.S. Government guarantees.

Federal National Mortgage Association (FNMA): FNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (H.U.D.). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the U.S., which consists of seven-member Board of Governors, 12 regional banks, and about 5,700 commercial banks that are members.

Fitch IBCA, Inc. (Fitch): One of the three best-known rating agencies in the United States, the others being Moody's Investment Service, Inc. and Standard and Poor's Corporation.

Government Accounting Standards Board (GASB): A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA or VA mortgages. The term pass-through is often used to describe Ginnie Maes.

Government Securities: An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Guaranteed Investment Contracts (GICS): An agreement acknowledging receipt of funds, for deposit, specifying terms for withdrawal, and guaranteeing a rate of interest to be paid.

Inactive Deposits (Idle Funds): Funds not immediately needed for disbursement.

Investment-Grade Obligations: An investment instrument suitable for purchase by institutional investors under the prudent person rule. Investment-grade is restricted to those obligations rated BBB or higher by a rating agency.

Interest Rate Risk: The risk of gain or loss in market values of securities due to changes in interest-rate levels. For example, rising interest rates will cause the market value of portfolio securities to decline.

Inverse Floating Rate Note: A debt security with an interest rate stated as a fixed rate minus an index. This calculation causes the rate on the inverse floater to move in the opposite direction of general interest rates. This instrument generally performs well in a declining interest rate environment but will lose value if rates rise.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between the bid and asked prices is narrow and reasonable size can be done at those quotes.

Local Agency: County, City, City and County, including a chartered city or county, school district, community college district, public district, or any public or municipal corporation.

Local Agency Investment Fund (LAIF): An investment pool managed by the California State Treasurer. Local government units, with consent of the governing body of that agency, may voluntarily deposit surplus funds for the purpose of investment. Interest earned is distributed by the State Controller to the participating governmental agencies on a quarterly basis.

Make whole call: A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

Mark-to-market: The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

Market Risk: Systematic risk of a security that is common to all securities of the same general class (stocks, bonds, notes, money market instruments) and cannot be eliminated by diversification (which may be used to eliminate non-systematic risk).

Market Value: The price at which a security is trading and could presumably be sold.

Master Repurchase Agreement: A written contract covering all future transactions between the parties to repurchase agreements and reverse repurchase agreements that establish each person's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Medium Term Notes: Instruments issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.

Modified Duration: A measure of exposure to market risk of a security or a portfolio. It is the percent change in the price of a security (portfolio) or a 100-basis point change in the security's (portfolio's) yield.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptance, etc.) are issued and traded.

Money Market Mutual Fund: Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos and federal funds).

Moody's: Moody's Investment Service, Inc. One of the three best-known rating agencies in the United States, the others being Standard and Poor's Corporation (S&P) and Fitch IBCA, Inc. (Fitch).

National Association of Securities Dealers (NASD): A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

NATIONAL RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO):

A rating organization designated by the SEC as being nationally recognized, such as Moody's Investor Service, Inc. (Moody's), Standard & Poor's (S&P), and Fitch Ratings (Fitch).

Net Asset Value: The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets, which includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. $[(\text{Total assets}) - (\text{Liabilities})] / (\text{Number of shares outstanding})$

Negotiable Certificate of Deposit: A large denomination certificate of deposit, which can be sold in the open market prior to maturity.

Nominal Yield: The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon," "coupon rate," or "interest rate."

New Issue: Term used when a security is originally "brought" to market.

Note: A written promise to pay a specified amount to a certain entity on demand or on a specified date.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the Federal Open Market Committee, (FOMC), to influence the volume of money and credit in

the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit: Sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Par Value: The amount of principal that must be paid at maturity. Also referred to as the face amount of a bond, normally quoted in \$1,000 increments per bond.

Portfolio: Collection of securities held by an investor.

Premium: The amount by which the price paid for a security exceeds the security's par value.

Primary Dealer: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities, broker/dealers, banks and a few unregulated firms.

Principal: The face value or par value of a debt instrument, or the amount of capital invested in a given security.

Prospectus: A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC that typically includes information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statements (also known as an "official statement").

Prudent Investor Standard: An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the state, the so-called legal list. In other states, the trustee may invest in a security if it is one that would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

Purchase Date: The date in which a security is purchased for settlement on that or a later date.

Range Note: A debt security with a varied interest payment that depends on the number of days the designated index falls within (or in some cases outside) an established range of interest rates. Should rates move beyond the range on either end, the investor faces the risk of a reduced or zero interest payment for the applicable interest period.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Rating Agency: Nationally recognized credit rating agency such as Fitch, Moody's or S&P.

Rating Category: A credit rating assignment by a Rating Agency shall mean (a) with respect to any long-term rating category, all ratings designated by a particular letter or

combination of letters, without regard to any numerical modifier, plus or minus sign or other modifier, and (b) with respect to any short-term or commercial paper rating category, all ratings designated by a particular letter or combination of letters and taking into account any numerical modifier, but not any plus or minus sign or other modifier.

Repurchase Agreement (RP or Repo): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement and the terms of the agreement are structured to compensate the buyer for this. Dealers use RP extensively to finance their positions. Exception: when the Fed is said to be doing RP, it is lending money, which is increasing bank reserves.

Reverse Repurchase Agreement (Reverse Repo): A counter party (e.g. investment dealer) buys the securities from the holder of securities (e.g. the Agency) with an agreement to sell them back at a fixed date. The counter party in effect lends the seller, (e.g. the Agency) money for the period of the agreement with terms of the agreement structured to compensate buyer.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

Secondary Market: A market for the repurchase and resale of outstanding issues following the initial distribution.

Securities: Investment instruments such as notes, bonds, stocks, money market instruments and other instruments of indebtedness of equity.

Sec Rule 15C3:1: See Uniform Net Capital Rule.

Securities and Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Settlement Date: The date on which a trade is cleared by delivery of securities against funds.

Serial Bond: A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

Sinking Fund: Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

Spread: The difference between two figures or percentages. It may be the difference between the bid (price at which a prospective buyer offers to pay) and asked (price at which an owner offers to sell) prices of a quote, or between the amount paid when bought and the amount received when sold.

Standard and Poor’s Corporation (S&P): One of the three best-known rating agencies in the United States, the others being Moody’s Investment Service, Inc. and Fitch IBCA, Inc. (Fitch).

Strip (Bonds): Brokerage-house practice of separating a bond into its principal and interest, which are then sold as zero-coupon bonds.

Supranationals: Multi-national organizations whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in member countries.

Swap: An agreement between two parties (known as counterparties) where one stream of future interest payments is exchanged for another based on a specified principal amount.

Term Bond: Bonds comprising a large part or all of a particular issue, which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Time Certificate of Deposit: A non-negotiable certificate of deposit, which cannot be sold prior to maturity.

Total Return: The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. $(\text{Price Appreciation}) + (\text{Dividends paid}) + (\text{Capital gains}) = \text{Total Return}$

Treasury Bills: A noninterest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bonds: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

Trustee or trust company or trust department of a bank: A financial institution with trust powers which acts in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract.

Underwriter: A dealer which purchases a new issue of municipal securities for resale.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

U.S. Government Agencies: Instruments issued by various U.S. Government Agencies most of which are secured only by the credit worthiness of the agency.

U.S. Treasury Obligations: Debt obligations of the United States Government sold by the Treasury Department in the forms of Bills, Notes, and Bonds. Bills are short-term obligations that mature in 1 year or less and are sold based on a rate of discount. Notes are obligations that mature between 1 year and 10 years. Bonds are long-term obligations that generally mature in 10 years or more.

Weighted Average Maturity (WAM): The average maturity of all the securities that comprise a portfolio that is typically expressed in days or years.

Yield: The rate of annual income returns on an investment, expressed as a percentage. (a) Income Yield is obtained by dividing the current dollar income by the current market price for the security. (b) Net Yield or Yield to Maturity is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Yield to Maturity: The rate of income returns on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

Yield Curve: A graphic representation that shows the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity.

Zero-coupon Securities: Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.



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BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Amending the City's Purchasing Policy)
To Require Project Stabilization)
Agreement and Update Requirements)

RESOLUTION NO. 18-13556

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

WHEREAS, the City has adopted a Purchasing Policy for the informal and formal bidding of supplies, general services, professional services, and public works projects; and

WHEREAS, the City Council authorized execution of a Project Stabilization Agreement and directed a revision to the Purchasing Policy accordingly; and

WHEREAS, the City Council in 2018 established and filled the in-house City Attorney position and City Council seeks to set forth the purchasing authority for the City Attorney; and

WHEREAS, it is prudent to expressly set forth contracting statutory requirements and/or best practices that contracts must be in writing and set forth the total maximum compensation, contract splitting is prohibited, subsequent years' appropriations for funding multi-year contracts are subject to authorization by City Council, contracts of \$10,000 or more require review and signature by the City Attorney, and circumstances when staff may amend a contract to increase compensation.

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

Section 1. All the recitals above are true and correct and incorporated herein.

Section 2. The City Council hereby adopts this Resolution and amends the City's Purchasing Policy as shown in Exhibit A to this Resolution.

Section 3. The City Clerk shall certify to the adoption of this Resolution.

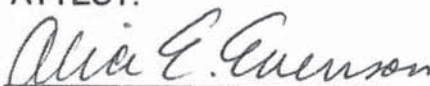
Section 4. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 5th day of November 2018, by the following vote:

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


Dwaine "Pete" Longmire, Mayor

ATTEST:



Alice E. Evenson, City Clerk

Exhibit A
CITY OF PITTSBURG
PURCHASING POLICY
REVISED NOVEMBER 2018
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CITY OF PITTSBURG PURCHASING POLICY

1. Authority Provided

In compliance with Pittsburg Municipal Code Chapter 2.85.010, this Purchasing Policy was adopted by City Council Resolution No. 18-13556.

2. Purchasing Authority

Except as authorized below, no purchase may be made without the City Council's prior approval.

For purposes of this Policy, "Executive Team Member" shall mean the Assistant City Manager(s), Police Chief, Director of Finance, Human Resource Director, Public Works Director, Director of Community Services, Director of Community Development and Director of Records and Council Services.

Employees in the following positions are authorized to execute on behalf of the City agreements in the amounts as follows:

Position	Supplies	General Services	Professional Services	Public Works Projects
City Manager	\$75,000 or less	\$75,000 or less	\$75,000 or less	\$75,000 or less
City Attorney	\$10,000 or less	\$75,000 or less	\$75,000 or less	N/A
Executive Team Member	\$50,000 or less	\$50,000 or less	\$50,000 or less	\$50,000 or less

As authorized by Pittsburg Municipal Code Section 2.85.030, the City Manager may delegate his or her duties as chief purchasing officer to other city positions so long as such delegation is in writing and consistent with this Policy. By way of example, the City Manager may delegate purchasing authority of \$25,000 or less to the Planning Manager for professional services.

The City Attorney is authorized to purchase legal services, general services, and supplies for the City Attorney's Office.

All contracts must be in writing and set forth a total maximum compensation.

The contracting amounts set forth above are for one contract regardless of the duration of the contract. Contract splitting is prohibited. Contract splitting is dividing purchases into separate contracts, each below the amount of contracting authority, to avoid the requirement to obtain City Council approval or to competitive bidding.

For any multi-year contract, adequate funds must be available to fulfill the first fiscal year's obligation at the time of contract execution. Subsequent years' appropriations are subject to authorization by City Council unless allowed pursuant to state law and the terms of the contract.

Any contract for a duration of more than seven years must be approved by City Council regardless of the amount of compensation.

Any contract in an amount of \$10,000 or more must be reviewed and signed approving as to form by the City Attorney.

Purchasers may amend a contract that has been approved by City Council to increase compensation when 1) the City Council has approved a contingency amount and the increase is equal or less than the contingency amount, or 2) the amount of the increase is equal or less than the amount authorized for the purchaser as set forth above.

All contracts for outside legal counsel must be approved by the City Attorney.

Supplies are the purchase or lease of goods and equipment in the general conduct of the City's business, except supplies for a public works project governed by the California Public Contracts Code.

General Services are services such as uniform cleaning, maintenance or other services which do not require any unique skill, special background, training, and obtaining such services at the lowest cost is the highest weighted factor in selection, as opposed to personal performance.

Professional Services are services from a vendor who possesses a high degree of professional or technical skill. Professional services include legal, data processing and programming, planning, environmental, financial, architecture, engineering, etc. The selection must be based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services. State law does not require competitive bidding for these types of services.

Public Works Project has the same meaning as set forth in California Labor Code Section 1720. It is a project for the erection, improvement, painting or repair of public buildings and works; work in or about streams, bays, waterfronts, embankments, or other work for protection against overflow; street or sewer work except maintenance or repair; and/or furnishing supplies or materials for any such project, including maintenance or repair of streets or sewers.

3. Informal Bidding Permitted

Informal bidding, as may be further defined through administrative procedures, is authorized with the following limitations:

	Supplies	General Services	Professional Services	Public Works Project
Suggestion of soliciting comparable quotes.	\$10,000 or less	\$10,000 or less	\$10,000 or less	See Public Works Project "Informal Bidding Procedure"
Must solicit comparable quotes/informal proposals.	\$10,001 to \$50,000 must solicit a minimum of three quotes	\$10,001 to \$50,000 must solicit a minimum of three quotes	\$10,001 to \$50,000 must solicit a minimum of one quote	See Public Works Project "Informal Bidding Procedure"
Must solicit formal proposals/bids.	\$50,001 or more	\$50,001 or more	\$50,001 or more *	More than \$125,000

* State law does not require competitive bidding for Professional Services; however, to promote fairness, the City strongly encourages the solicitation of competitive proposals for these services.

4. Informal Bidding Procedure, not a Public Works Project

The City Manager may issue administrative procedures setting forth requirements of informal bidding procedures for the purchase of supplies, general services, and professional services, consistent with state law and this Policy. Such procedures shall ensure uniformity of the City's purchasing practices.

5. Informal Bidding Procedure, Public Works Projects

As authorized by Pittsburg Municipal Code Chapter 2.86, a public works project of \$175,000 or less may be accomplished by informal bidding in compliance with Pittsburg Municipal Code Sections 2.86.030-060:

6. Formal Bids

6.1 For Supplies, General Services, and Professional Services

All purchases of supplies, general services, or professional services which may not be purchased under the City's informal bid thresholds shall be procured using a formal bid process. The City Manager may direct those purchases which fall within the informal bid thresholds to be formally bid, although there is no policy requirement for such a formal bid.

Formal bids for supplies, general services, or professional services shall contain the following elements and the City Manager may develop administrative procedures which adhere to these elements:

- Shall be prepared using a Request for Proposal (RFP) or a Request for Quote (RFQ) format; and
- Shall solicit potential vendors through the use of informal and/or formalized bidders lists; and

- Shall advertise the RFP or RFQ through an invitation to bid in a newspaper of general circulation, or through direct mailing, or through notices posted on the City's website; and
- Shall be publicly opened when required, in accordance with State Law, by the City Clerk or his/her designee or assignee; and
- For supplies, shall be awarded to the lowest responsive bidder; or
- For general services, shall be awarded based on best value to the City; or
- For professional services, shall be awarded in accordance with state law and this Policy.

Note: Best value is the valuation of price in conjunction with quality of service.

6.2 For Public Works Projects

Public works project purchases (including emergency purchases) which exceed the informal bid threshold shall be made in conformance with the California Public Contract Code.

A public works project of more than \$1 million is subject to a Project Stabilization Agreement unless exempt, as set forth in Resolution No. 18-13456, until November 5, 2023.

7. **Exemptions from Bidding**

7.1 Emergency Purchasing

In the event of an emergency for a non-public works project, the City Manager or designee may waive any purchasing procedure. An emergency is defined to mean any of the following:

- There is a great public calamity.
- There is immediate need to prepare for national or local defense.
- There is a breakdown in machinery or an essential service that requires the immediate purchase of supplies or services to protect the public health, welfare or safety, or to prevent financial loss, or for the continued conduct of City services.

7.2 "Piggyback" Purchasing

Purchases may be made through an agreement for supplies or services negotiated by another governmental agency if: (a) the agreement was awarded by a public agency situated within the State of California utilizing a quotation or bid procedure substantially similar to the City's required procedures for a contract of the same type and dollar amount; or (b) the agreement is identified on the California Multiple Award Schedules ("CMAS") listing maintained by the State of California Department of General Services – Procurement Division.

7.3 Other

Based on unique facts or circumstances and a recommendation with justification from the affected department director, the City Manager after consultation with the City Attorney may waive one or more purchasing procedures if he/she determines the interests of the City are best served; provided, however, such waiver is not in violation of City Council policy or applicable law.

8. **Local Preference**

The City shall provide a three percent (3%) preference for local vendors on all qualifying purchases up to \$50,000. To qualify for this preference, the purchase must be subject to sales tax collection. Also, the purchase order or contract must be issued to a business holding a current, valid City of Pittsburg business license and said business must be located in Pittsburg, California.

9. **Minority and Women Owned Businesses**

It is the City's policy to give minority suppliers an opportunity to compete on an equal basis with all other vendors in the competitive marketplace. One of the responsibilities of the Chief Purchasing Officer or his/her designee is to seek out and identify qualified, minority-owned firms and assist them in becoming familiar with the City's requirements for city purchases.

10. **Recycled Products Preference**

The City will consider preferences, when using competitive bids, in determining the lowest price(s) for products containing recycled materials. The following preferences are not cumulative; only one preference may be applied to a single product:

- Total aggregate purchase of ten thousand dollars (\$10,000.00) or less. The City will consider a five percent (5%) preference for products containing fifty percent (50%) or more post-consumer recycled content.
- Total aggregate purchase of five thousand dollars (\$5,000.00) or less. The City will consider a ten percent (10%) preference for products containing fifty percent (50%) or more post-consumer recycled content.
- Total aggregate purchase of one thousand dollars (\$1,000.00) or less. The City will consider a ten percent (10%) preference for products containing fifty percent (50%) or more post-consumer recycled content.

The following procurements are exempt from the requirements as mentioned above:

- Purchases made with federal or state grant funds.
- Purchases of construction or public works projects.
- Purchases made in cooperation with other public entities.



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BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

A Resolution Establishing the City's)
Purchasing Policy for Use During a)
Proclaimed Emergency or Disaster)

RESOLUTION NO. 17-13389

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

WHEREAS, the City currently has an adopted purchasing ordinance for normal operations, however in the event of an emergency or disaster, this policy may not allow the flexibility needed for the required response. Without a specific emergency purchasing policy, costs incurred and requested for reimbursement from FEMA may be at risk if the City follows the existing normal operating purchasing policy.

WHEREAS, staff recommends that the City Council adopt the attached Resolution establishing a purchasing policy for use during an emergency or disaster.

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

Section 1.

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

Section 2.

The City of Pittsburg Purchasing Policy for use during a proclaimed emergency or disaster attached as Exhibit A.

Section 3.


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

Section 4.


This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 6th day of November 2017, by the following vote:

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


Marilyn Craft, Mayor

ATTEST:


Alice E. Evenson, City Clerk

City of Pittsburg – Purchasing Policy for Use During a Proclaimed Emergency or Disaster

§ 1 Purpose

This Policy modifies the City's normal purchasing practices to assure that, in both emergency and exigent circumstances caused by a proclaimed disaster or emergency, the City will be able to acquire the goods and services required to address an immediate threat to life, Public health or safety, or to eliminate/reduce an immediate threat of significant damage to improve public and private property through cost-effective measures while still maintaining an effective purchasing process and complying with applicable local and state purchasing laws. Where the City is included in a major disaster or emergency declared by the President of the United States, this Policy also assures that City procurements comply with Federal regulations applicable to FEMA disaster grant reimbursement as defined in Title 2 of the Code of Federal Regulations, Part 200. (2CFR Part 200). This policy shall not apply to purchases subject to the requirements of the public contract code. Purchases made pursuant to this policy shall comply with applicable requirements of the California Environmental Quality Act (CEQA) and applicable emergency exceptions.

§ 2 Definitions

For purposes of this policy:

(a) proclaimed disaster or emergency exists if:

- I. the Governor has declared a state of emergency for an area which includes the geographic territory of the City; or
- II. the City Manager of the City has declared an emergency in the City;

(b) "Exigent Circumstances" are situations in which

- I. a disaster or emergency has been proclaimed, and
- II. the public exigency for goods and services required to address an immediate threat to life, public health, or safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures will not permit competitive solicitation.

(c) The City Manager is the EOC, if the City Manager is not available the EOC Director shall be the Assistant City Manager followed by the Policy Chief, a Police Captain then the Public Works Director.

§ 3 Delegations of Purchasing Authority in Exigent Circumstances.

- (a) If the City Manager determines that goods and services must be procured before the Elected governing board is able to assemble and approve purchases, the City Manager has authority, subject to the limitations set forth in sub-paragraphs (a)(1) and (a)(II), to approve the immediate rental or purchase of any equipment, supplies,

services or other items necessary to respond to an immediate threat to life, public health, or safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures.

(I) Limits of Single Purchasing Authority.

(II) The City Manager, shall have the authority to make individual purchases up to \$150,000 on his or her signature alone. The City Manager shall have the authority to make purchases in excess of \$150,000 up to a maximum of \$250,000 when countersigned by the Mayor or in the Mayor's absence countersigned by the Vice-Mayor. If both the Mayor and Vice-Mayor are unavailable another council member may countersign the authorization. Limits of Aggregate Purchasing Authority.

The City Manager shall have the authority to make aggregate purchases up to \$150,000 on his or her signature alone. The City Manager shall have the authority to make purchases in excess of \$150,000 up to a maximum of \$250,000 when countersigned by the Mayor or in the Mayor's absence countersigned by the Vice-Mayor. If both the Mayor and Vice-Mayor are unavailable another council member may countersign the authorization.

(III) Purchases made during a Proclaimed Emergency or Disaster may be taken from the reserve balance of the General Fund to the extent they exceed previously budgeted items.

(b) Sub-delegation to EOC Director -

a. The EOC Director shall be a designee of the City Manager at any time the City Manager is not available to approve purchases as allowed in this section.

(c) Sub-delegation of Purchasing Authority to Department Heads:

a. If the EOC Director is not available, the City department heads, have authority to rent or purchase from the nearest available source any equipment, supplies, services, or other items necessary for his or her department to respond to an immediate threat to life, public health, or safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures, up to a maximum of \$75,000.

(d) Administrative Procedures:

(1) As soon as possible after purchases are made under this section 3, the City Manager, EOC Director, or department head shall submit to the Purchasing Officer, a requisition and a notation that the commodity has been ordered on an emergency basis from the vendor designated.

(2) The Purchasing Officer will inform the City Manager and the Elected governing board of any individual purchase under this section with a contract amount greater than \$75,000, and whenever the aggregate of purchases under this section is greater than \$150,000 thousand dollars.

(3) the Purchasing Officer will obtain the City Manager's (or EOC Director as the City Manager's designee) approval prior to any purchase by a department head if the amount is \$75,000 thousand dollars or more.

(4) If the City Manager/EOC Director is unavailable, and the delay in getting his/her signature would imperil life, safety or improved property, the police chief, and/or police department watch commander, or his/her designee may approve the emergency purchase of \$75,000 thousand dollars or more.

(5) The Purchasing Officer shall have the authority to approve all disaster related purchases under \$150,000 thousand dollars with the City Managers approval.

(6) The Purchasing Officer will expedite the verification of funds available and complete the preparation of the purchase order.

§ 4 Procurement Procedures in Exigent Circumstances.

Upon receipt of requisitions under Section 3, the Purchasing Officer shall prepare purchase orders for the emergency equipment, supplies, services or other items in accordance with the requirements of this section.

(a) Exempt Purchases.

Purchases below \$25,000 shall not be required to be formally bid. Purchases greater than \$25,000 may be made following the procedures specified in this section. The signature(s) of the City Manager, Purchasing Officer and or Department Head are still required as provided in Section 3.

(b) Justification of Sole Source or No-bid Contracts.

Where exigent circumstances require immediate procurement from the nearest available source,

- (i) the Procurement Officer shall use the "Justification Form for Emergency Sole Source or No-Bid Purchase."
- (ii) procurement should be limited to that portion of the work that must be performed immediately, allowing subsequent procurement by competitive proposals of the remainder of the work.
- (iii) "sole source" or "no-bid" acquisitions shall be necessary for one of the following reasons: placement of emergency protective measures, procurement of a scarce commodities, goods, or services or acquisition or rental of emergency equipment, emergency consulting services, emergency road clearance or other emergency requirements.

(c) Provision for Alternate Bid Solicitation Procedures.

The City's normal requirements for sealed bids shall not apply to acquisitions under Section 3. However, the Procurement Officer shall conduct telephonic or other electronic bid solicitation from potential vendors or suppliers, in lieu of written and/or sealed bids, in an effort to obtain multiple competitive proposals when and if time allows in light of the exigent circumstances.

(d) Locations of Postings for Requests for Proposals or Solicitation of Bids.

The Procurement Officer may waive normal requirements for public posting of requests for proposals or solicitation of bids. Notices soliciting bids or requests for proposals shall be posted at the Emergency Operations Center or Alternate Emergency Operations Center, if the Primary Emergency Operations Center is not

being used.

(e) Length of Time for Posting Requests for Proposals or Solicitation of Bids.

The Procurement Officer may shorten the normal bid period from 10 days to expedite the award of contracts for emergency equipment, goods, or services. The Procurement Officer should seek to assure that the shortened bid period allows multiple suppliers to submit bids.

(f) Number of Bids Required.

Solicited bids that are non-responsive shall count towards the minimum numbers of bids required when there is a declared emergency or disaster in the Jurisdiction." All such no-bids must be documented as to time, date and person or company contacted, with a reason for the no-bid, if possible.

§ 5 Notification and Ratification

(a) Posting of Contract Awards.

Under this section, all contracts awarded, that exceed \$150,000 shall be presented to the Elected governing board for ratification and thereafter, shall publicly posted within sixty (60) days of the award.

(b) Authority to Cancel Emergency Procurements.

As a provision of this ordinance, the City has the absolute authority to rescind a contract for non-performance within 24 hours when a contractor or vendor, once awarded a contract, is unable to perform under the terms of the contract and the resulting delay or non-performance presents an immediate threat to life, public health, or safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures.

(c) Notification Requirement for Emergency Purchases. For any purchase in excess of \$150,000, the City Manager shall report all such purchases to the Elected governing board within thirty (30) days of the onset of the disaster.

(d) Requirement for Separate Invoicing.

All purchases or rentals made during proclaimed emergency or disaster conditions shall require separate invoicing from routine (non-disaster related) purchases. All invoices shall state the goods, services or equipment provided and shall specify where the goods or services were delivered. All invoices shall specify the locations where the goods or services were used if at all possible.

(e) Auditing of Invoices for Debris Clearance Prior to Payment. All invoices for debris clearance and removal shall be audited by the City prior to payment to the vendor. Vendors shall be notified of this requirement prior to the awarding of any contract for debris clearance and/or removal. Audits shall be in accordance with procedures for debris removal monitoring specified in FEMA's Publication 325, Debris Management Guide.

(f) Limitations of Disaster Purchasing Policy.

For the purposes of this section, an emergency or disaster shall be deemed to exist when a condition exists that presents an immediate threat to life, public health, or

safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures and a local emergency or disaster has been proclaimed. Any purchases that do not meet the standard of being necessary for responding to an immediate threat to life, public health, or safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures shall follow the City's regular purchasing provisions.

Notwithstanding the terms of this policy, nothing contained herein shall conflict with Federal procurement regulations as currently defined in 2 CFR Part 200.



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

DATE: 10/25/2017
TO: Mayor and Council Members
FROM: Joe Sbranti, City Manager
SUBJECT: Adoption of a City Council Resolution Approving Purchasing Policy for Use During a Proclaimed Emergency or Disaster
MEETING DATE: 11/6/2017

EXECUTIVE SUMMARY

During a declared emergency or disaster the City needs to have a purchasing policy in place which allows staff the flexibility to acquire goods and services required to address immediate threats to life, public health and safety, or to eliminate/reduce damage to property.

FISCAL IMPACT

There is no fiscal impact to adopting this policy. Adoption of this policy will reduce the possibility of reduced reimbursement funding from the Federal Emergency Management Agency (FEMA) should the City apply for aid due to a proclaimed emergency or disaster.

RECOMMENDATION

Staff recommends that City Council adopts the attached resolution approving a Purchasing Policy for use during a proclaimed Emergency of Disaster.

BACKGROUND

The City currently has an adopted purchasing ordinance for normal operations, however in the event of an emergency or disaster, this policy may not allow the flexibility needed for the required response. Without a specific emergency purchasing policy, costs incurred and requested for reimbursement from FEMA may be at risk if the City follows the existing normal operating purchasing policy.

SUBCOMMITTEE FINDINGS

At a meeting held on October 18, 2017, the finance subcommittee recommended staff prepare and have in place a policy establishing the Purchasing Policy for use during a proclaimed emergency or disaster.

STAFF ANALYSIS

During the spring of 2017, the City experienced flooding which became partially eligible for reimbursement due to federal and state declarations of an emergency. As a result of the time and energy staff spent on the application for reimbursement, staff attended a Disaster Cost Recovery Training class. At this class, staff discovered that the City should implement a policy to handle purchasing in case of a proclaimed emergency or disaster to ensure the costs incurred comply with the FEMA reimbursement guidelines as defined in Title 2 Code of Federal Regulations Part 200 (2CFR Part 200) and may be eligible for federal relief.

The attached purchasing policy will enable the City to acquire the goods and services required to address an immediate threat to life, Public health or safety, or to eliminate/reduce an immediate threat of significant damage to improve public and private property through cost-effective measures while still maintaining an effective purchasing process and complying with applicable local, state and federal purchasing laws.

ATTACHMENTS: Resolution
Exhibit A – Purchasing Policy for use during a proclaimed emergency or disaster

Report Prepared By: Brad Farmer, Director of Finance



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BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approving the Operating Budget for)
Fiscal Year 2023-24 for the City of)
Pittsburg and Appropriation of Funds)
for Fiscal Year 2023-24)

RESOLUTION NO. 23-14317

WHEREAS, the City Manager has prepared, transmitted, and presented the one-year Preliminary Operating Budget for Fiscal Year 2023-24 to the City Council for its consideration; and

WHEREAS, the City prepares and adopts the Preliminary Operating Budget for Fiscal Year 2023-24 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 Preliminary Operating Budget for Fiscal Year 2023-24 for the City of Pittsburg was presented to the City Council's Finance Sub-Committee on April 21, 2023, May 19, 2023 and June 16, 2023. A City Council Budget workshop was held on May 1, 2023. Copies of the proposed budget and supporting documentation were submitted to interested parties prior to the meetings; and

WHEREAS, the City Council, having fully reviewed the Preliminary Operating Budget for Fiscal Year 2023-24 being fully advised, finds, and determines that the said Preliminary Operating Budget should be adopted and prepared in the final form.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves the Budget for Fiscal Year 2023-24 as set forth in the budget summary on file with the City of Pittsburg and incorporated by reference herein and authorizes the preparation of the final Adopted Operating Budget for Fiscal Year 2023-24.

BE IT FURTHER RESOLVED that the City Council hereby appropriates the funds in the base amount for all City funds in the manner and for the purposes set forth in the respective staff report Attachment I, Adopted Citywide Expenditure Budgets for Fiscal Year 2023-24.

BE IT FURTHER RESOLVED that the revenues for all City funds are projected as set forth in the respective staff report Attachment II, Adopted Estimated Citywide Revenues Fiscal Year 2023-24, and any Measure M appropriations unused at the end of FY2023-24 will be committed for future appropriations for Measure M projects and activities.

BE IT FURTHER RESOLVED that the City Council authorizes the Finance Director or his/her designee to approve payment of goods and services received by the City of Pittsburg in accordance with the City's approved budget, programs, and policies.

BE IT FURTHER RESOLVED that the City Council authorizes changes to be made to the annual budget of the City of Pittsburg as follows:

Items Requiring Council/Agency Action:

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

Items Delegated to the City Manager:

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

Items Delegated to Department Heads:

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

PASSED AND ADOPTED by the City Council of the City of Pittsburgh at a regular meeting held on 19th day of June 2023, by the following vote:

AYES:	Adams, Killing, Lopez, Scales-Preston
NOES:	None
ABSTAINED:	None
ABSENT:	Banales


Shanelle Scales-Preston, Mayor

ATTEST:



Alice E. Evenson, City Clerk

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 for Approval of the City of Pittsburg's Operating Budget for Fiscal Year 2023-24 and Appropriation of Funds for Fiscal Year 2023-24

MEETING DATE: June 19, 2023

EXECUTIVE SUMMARY

The City Council's Finance Subcommittee met on April 21, 2023, May 19, 2023, and June 16, 2023 and a City Council budget workshop meeting was held on May 1, 2023 to review and receive public input and discussion regarding the Draft Operating Budget for Fiscal Year 2023/24. The Fiscal Year 2023/24 budget must be appropriated by July 1, 2023, to provide on-going funding for the City of Pittsburg activities during the 2023/24 fiscal year.

FISCAL IMPACT

The proposed City of Pittsburg Operating Budget for Fiscal Year (FY) 2023/24 contains an overall estimated revenue stream of \$267,018,674 and overall appropriations of \$271,952,492. Included in the total appropriations budget are \$74.1 million for the General Fund, \$15.9 million for the Internal Service Funds, \$51.6 million for the Enterprise Funds, \$59.2 million for the Special Revenue Funds, \$6.8 million for the Debt and Project Funds and \$64.3 million for the Successor Agency to the Redevelopment Agency of the City of Pittsburg Funds.

RECOMMENDATION

The City Council approve and adopt the Operating Budget for the City of Pittsburg for the Fiscal Year 2023/24.

BACKGROUND

The Preliminary Operating Budget for Fiscal Year 2023/24 for the City of Pittsburg was presented to the City Council's Finance Subcommittee on April 21, 2023, May 19, 2023, and June 16, 2023. A City Council Budget workshop was held on May 1, 2023. Copies of the proposed budget and supporting documentation were submitted to interested parties prior to

the meetings. A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2023/24 is on the City's website at:

www.pittsburgca.gov/services/finance/budget-and-other-financial-documents/adopted-annual-budget

This is the eleventh year that the City's budget has been developed under the guidelines of the City's Fiscal Sustainability Ordinance. The Budget Stabilization Fund projected balance at the end of FY 2023/24 is over the lesser of \$2 million dollars or five percent of the General Fund operating expenditures as required by the Ordinance. While the City Council adopted a change to the Fiscal Sustainability Ordinance allowing up to 10 percent of the required minimum 30 percent General Fund reserve level to be held in real estate, no expected utilization of real estate is projected for the current year to maintain the minimum requirements as outlined in the Ordinance.

SUBCOMMITTEE FINDINGS

The City Council's Finance Subcommittee met on April 21, 2023, May 19, 2023, and June 16, 2023 to review the proposed budget. The Subcommittee did not have any changes to the City's Fiscal Year 2023/24 Proposed Budget.

STAFF ANALYSIS

Revenues for the City are projected to be \$267 million, of which 25 percent comprises the General Fund. The City's total expenditures are projected to be \$271.9 million, of which 27 percent is the General Fund, the City's main source of unrestricted funds. This proposed budget funds 324 full-time equivalent employees. This Budget follows the requirements of the Fiscal Sustainability Ordinance, which set a minimum reserve by the end of FY 2017/18.

Projected FY 2023/24 ending Budget Stabilization Fund Balance: \$2,445,285.

Projected FY 2023-24 ending General Fund Balance: \$20,169,095

Overview of the General Fund Proposed Operating Budget for FY 2023-24

The City's General Fund is projected to finish with a \$1,448,777 operating surplus. An operating surplus is when annual revenues exceed annual expenditures. Due to significant capital improvement projects utilizing General Fund Surplus, the Total Operating Budget is expected to have a \$2.39 million deficit for Fiscal Year 2023/24.

	FY 2022/23	FY 2023/24		
	Amended Budget	Proposed Budget	Increase/Decrease	% Change
Revenues	61,606,982	66,554,163	4,947,181	8.03%
Expenditures	59,061,642	65,105,386	6,043,744	10.23%
Surplus (Deficit)	2,545,340	1,448,777	(1,096,563)	-43.08%
Capital Improvements	7,738,062	9,034,963	1,296,901	16.76%
Use of General Fund Balance	(5,192,722)	(7,586,186)	2,393,464	46.09%

General Fund Revenues

The City's revenue streams are influenced by overall economic conditions. Total General Fund revenue projections for FY 2023/24 are approximately \$4.9 million more than FY 2022/23 year-end estimates. This increase is due primarily to interfund transfers-in between the primary General Fund and newly created Measure M Fund, which is offset by corresponding interfund transfers-out. Other modest increases are due to anticipated continued economic recovery following the COVID-19 pandemic.

The General Fund major revenue sources include property and sales taxes, franchise taxes, other taxes, permits, licenses and fees and intergovernmental revenue. Together the major sources comprise 74 percent of total General Fund revenues for FY 2023/24. The remaining 26 percent includes revenue transfers, administrative overhead reimbursements, investments, and other revenues. The City anticipates property tax revenues to increase slightly in FY 2023/24 by \$26,000. This modest increase is due to an anticipated reduction in supplemental taxes offsetting slight increases of other property taxes.

For FY 2023/24, Sales Tax revenue projections have increased by \$503,000 compared to the FY 2022/23 year-end estimates, a 2.3 percent increase. This is in line with sales tax trends, and staff anticipates this growth to continue.

		FY 2022/2023	FY 2023/2024	
		Amended Bduget as of 5-26-23 (include Mid-Year)	City Manager Recommended as of 5-26-23	% changed
REVENUE				
	Sales & Use Taxes	15,820,617	16,050,000	1%
	Sales Tax - Measure M	5,926,824	6,200,000	5%
	Property Tax	4,866,109	4,891,689	1%
	Motor Vehicle-In-Lieu (Backfill)	6,512,835	6,317,450	-3%
	Intergovernmental	1,376,497	1,280,000	-7%
	Incremental Taxes	3,400,000	3,500,000	3%
	Franchise Fees	5,059,845	5,141,800	2%
	Transfers-In	5,616,237	10,937,476	95%
	Permits, Licenses & Other Fees	4,359,578	3,342,366	-23%
	Service Fees	1,820,789	1,974,050	8%
	Community Benefit & City Service Fee	693,756	700,000	1%
	Transient Lodging Taxes (TOT)	495,000	480,000	-3%
	Administrative Overhead	1,878,187	1,959,597	4%
	Other Taxes	1,078,000	1,020,000	-5%
	Reimbursements	1,650,597	1,649,405	0%
	Fines, Penalties & Forfeitures	442,469	453,000	2%
	Interest & Investment Earnings	270,000	475,730	76%
	Other Revenue	339,642	181,600	-47%
	TOTAL REVENUE	61,606,982	66,554,163	8.03%

General Fund Expenditures

General Fund projected expenditures have increased by \$7.3 million in FY 2023/24 over FY 2022/23, primarily due to additional appropriation of General Fund Reserves for various City Council approved projects. Other increases are related to staffing costs such as scheduled salary increases, and increasing fringe benefits, such as pension and medical costs. This budget continues to see additional resources dedicated to fund the City's pension obligation, with higher contribution rates and additional funding requirements to cover the unfunded actuarial liabilities (UAL) and changes initiated by the California Public Employees' Retirement System (CalPERS) Board. These increases are the result of changes in CalPERS policies to proactively fund the current UAL over the next 15 years.

	FY 2022/2023	FY 2023/2024	
	Amended Bduget as of 5- 26-23 (include Mid-Year)	City Manager Recommended as of 5-26-23	% changed
EXPENSES			
City Council	145,521	153,155	5%
City Manager	184,739	179,276	-3%
City Clerk	565,809	572,158	1%
City Attorney	563,120	611,813	9%
Human Resources	1,520,089	1,499,471	-1%
City Treasurer	6,270	6,215	-1%
Finance	1,769,940	1,710,096	-3%
Graffiti Removal Program	259,771	309,623	19%
Planning	2,483,512	1,214,579	-51%
Building	1,234,071	1,891,287	53%
Engineering	2,437,488	3,521,096	44%
Recreation	3,439,785	2,945,186	-14%
Code Enforcement	795,526	835,386	5%
Police	35,896,983	37,648,053	5%
Public Works	5,898,257	3,851,520	-35%
Non-Departmental	3,500,377	1,753,246	-50%
Transfers-Out	6,098,446	2,901,086	-52%
CIP Projects (ARPA, Measure M)	-	7,637,103	0%
TOTAL EXPENSE	66,799,704	69,240,349	3.65%

Budgeted Positions	Staffing Expenses
Cost of Living Adjustments (COLA)	1,560,000
Equity Adjustments	93,000
Scheduled Merit Increases	345,000
Position Change Requests	157,000

Other Funds Budgets

The following tables include several of the more prominent and utilized Internal Service Funds, Enterprise Funds, and Special Revenue Funds. A complete listing of all the Funds is included in the Fiscal Year 2023/24 Budget Book.

Internal Service Funds				
	FY 22-23	FY 23-34		
	Amended Budget as of 5-26-23	City Manager Recommended as of 5-26-23	FY 23 Amended Budget vs FY 24 City Manager Recommended %	Budgetary Fund Balance 7-01-2022
Fund 601	Information/Communication Systems			731,566
Revenues	2,071,017	3,598,698	74%	
Expense	2,269,526	3,318,890	46%	
Net	(198,509)	279,808		
Fund 611	Fleet Maintenance			1,486,732
Revenues	4,483,030	2,652,734	-41%	
Expense	5,212,871	2,668,776	-49%	
Net	(729,841)	(16,042)		
Fund 621	Building Maintenance			793,987
Revenues	2,577,389	3,116,494	21%	
Expense	2,589,571	3,000,176	16%	
Net	(12,182)	116,318		

Enterprise Funds				
	FY 22-23	FY 23-34		
	Amended Budget as of 5-26-23	City Manager Recommended as of 5-26-23	FY 23 Amended Budget vs FY 24 City Manager Recommended %	Budgetary Fund Balance 7-01-2022
Fund 501	Water Operations			72,349,986
Revenues	32,676,630	30,075,126	-8%	
Expense	87,102,388	28,601,395	-67%	
Net	(54,425,758)	1,473,731		
Fund 521	Sewer Maintenance			9,095,273
Revenues	5,185,175	5,253,212	1%	
Expense	12,375,218	4,419,423	-64%	
Net	(7,190,043)	833,789		
Fund 540	Water Front Operations			365,570
Revenues	1,631,303	947,706	-42%	
Expense	1,568,609	1,007,641	-36%	
Net	62,694	(59,935)		
Special Revenue Funds				
	FY 22-23	FY 23-34		
	Amended Budget as of 5-26-23	City Manager Recommended as of 5-26-23	FY 23 Amended Budget vs FY 24 City Manager Recommended %	Budgetary Fund Balance 7-01-2022
Fund 202	Economic Development			1,403,326
Revenues	1,686,200	673,772	-60%	
Expense	2,292,844	1,264,329	-45%	
Net	(606,644)	(590,557)		
Fund 205	Citywide Lighting & Landscape			747,099
Revenues	5,762,979	5,926,786	3%	
Expense	6,183,897	6,247,774	1%	
Net	(420,918)	(320,988)		

Projected Fund Reserves

The Fiscal Sustainability Ordinance requires a minimum of 30% reserve balance for various funds. The tables below provide a projected reserve balance for the funds as of July 1, 2023.

Fund – Reserve Requirement	Projected Reserve Level	Projected Reserve Balance
General Fund – 30%	48.26%	27,755,281
Budget Stabilization Fund – 5% (or 2M total)	4.25%	2,445,285
Water Operating Fund - 30%	66.11%	17,924,228
Sewer Operating Fund – 30%	54.46%	1,905,230
Waterfront Operations – 30%	43.24%	428,264
Marina – 30%	53.48%	1,334,707
Island Energy	37.95%	3,074,739
Pittsburg Power – 30%	113.88%	2,866,663
Information & Communications – 30%	25.60%	553,057
Fleet Maintenance – 30%	29.84%	756,891
Building Maintenance – 30%	30.49%	781,705

ATTACHMENTS: Fiscal Year 2023/24 Budget Resolution
Fiscal Year 2023/24 City Manager Budget Message
Summary of Fund Conditions for FY 2023/24
Summary of Revenues and Expenditures All Funds
Revenue Source by Category and Object All Funds
Summary of Expenditures by Program All Funds
General Fund Revenues
General Fund Expenditures

Report Prepared By: Paul L. Rodrigues, Director of Finance

Summary of Fund Condition
Table 1

	Estimated Reserves	Projected Revenues		Adopted Expenditures		Estimated Balance
	6/30/2023 ¹	2023-24	Transfers-In	2023-24	Transfers-Out	June 30, 2024
General Fund						
General	27,755,281	49,416,687	10,937,476	66,179,263	3,061,086	18,869,095
Measure M Fund	-	6,200,000	-	-	4,900,000	1,300,000
Subtotal, General Fund	\$ 27,755,281	\$ 55,616,687	\$ 10,937,476	\$ 66,179,263	\$ 7,961,086	\$ 20,169,095
Internal Service Funds						
Building Maintenance	781,705	3,096,494	20,000	2,984,259	15,917	898,023
Fleet Maintenance	756,891	2,652,734	-	2,655,480	13,296	740,849
Fringe Benefits	1,774,354	3,299,083	-	3,288,266	-	1,785,171
Information Communication Services	533,057	3,598,698	-	3,318,890	-	812,865
Insurance	849,206	2,985,170	-	2,920,167	-	914,209
Other Post-Employment Benefits (OPEB) ²	330,975	1,906,875	500,000	714,200	-	2,023,650
Pension Trust/Reserve Fund ³	(4,018)	88,434	-	-	-	84,416
Subtotal, Internal Service Funds	\$ 5,022,170	\$ 17,627,488	\$ 520,000	\$ 15,881,262	\$ 29,213	\$ 7,259,183
Enterprise Funds						
Island Energy	3,074,739	9,089,024	-	9,166,515	38,389	2,958,859
Marina	1,334,707	4,737,419	-	5,147,065	22,659	902,402
Pittsburg Power	2,866,663	3,052,345	50,000	2,350,652	866,929	2,751,427
Sewer Utility	2,433,311	5,589,315	-	3,577,962	841,461	3,603,203
Water Front Operations	428,264	947,706	-	884,850	122,791	368,329
Water Utility	25,948,332	30,523,380	817,600	28,165,870	435,525	28,687,917
Zone 2 Reservoir	-	14,933	-	-	-	14,933
Subtotal, Enterprise Funds	\$ 36,086,016	\$ 53,954,122	\$ 867,600	\$ 49,292,914	\$ 2,327,754	\$ 39,287,070
Special Revenue Funds						
American Rescue Plan Act (ARPA) Fund	-	7,268,288	-	-	7,268,288	-
Assets Seizure	54,207	22	-	-	-	54,229
Budget Stabilization	2,445,285	-	-	-	-	2,445,285
CA Energy Conservation Program	7	-	-	-	-	7
CalHome Program	327,738	4,392	-	75,000	-	257,130
California Theatre	70,846	344,848	450,000	503,490	-	362,204
CFD 2021-1 Tuscany Meadows	24,001	342	-	-	-	24,343
Economic Development	796,682	223,772	450,000	1,212,644	51,685	206,125
Emergency Operations Center	60,867	1,096	82,000	87,000	20,000	36,963
Fire District CFD	67,381	39,121	-	3,242	-	103,260
Gas Tax	724,772	1,992,328	-	1,000,505	1,200,000	516,595
Gas Tax - Road Maint & Rehab (RMRA)	536,316	1,633,682	-	2,150,000	-	19,998
General Plan Update	612,594	7,484	160,000	-	-	780,078
GHAD Administration	225,714	2,706	510,000	700,276	5,431	32,713
Golf Course	1	-	-	-	-	1
Hillview Jr. High Athletic Field (Mainte	424,222	6,050	-	-	-	430,272
Housing Authority-Section 8	115,805	22,956,484	55,000	23,034,996	24,907	67,386
HUD Community Development Block Grant	10,217	658,635	-	642,539	12,060	14,253
Lighting and Landscape	326,181	3,171,800	2,754,986	6,200,770	47,004	5,193
Lighting and Landscaping Oak Hill	69,030	35,166	1,500	38,501	-	67,195
Local Law Enforcement Block Grant	15,437	542	-	(2,130)	-	18,109
Marina Dredging & Infrastructure Improve	133,209	-	-	-	-	133,209
Marina Vista Field Replacement	317,720	4,534	-	-	-	322,254
Measure J Tax Fund	329,077	1,100,320	-	602,050	785,000	42,347
Miscellaneous Grants	(165,485)	290,296	-	(149,600)	267,226	7,185
Neighborhood Stabilization	48,139	688	-	-	-	48,827
Other Impact Fees Fund	58,485	10,758	-	-	-	69,243
Park Maintenance CFD 2007-1	391,424	187,079	-	74,538	936	503,029
Project Amenities Mgmt (CFD 2015-1)	169,697	58,781	-	3,604	60,000	164,874
Public Safety CFD 2005-1	154,272	1,024,360	-	5,378	860,000	313,254
Public, Education & Gov't Fees (PEG)	529,845	163,560	-	500,000	-	193,405
Regional Freeway Security Fund	60,563	-	-	-	-	60,563
San Marco CFD 2004-1	208,706	1,433,178	-	10,756	1,211,250	419,878
Small Cities Grant	3,777	840	10,000	12,423	-	2,194
Solid Waste	758,386	771,016	-	1,015,364	105,617	408,421
Southwest Pittsburg GHAD II	5,810,654	1,291,878	-	597,791	510,000	5,994,741
Storm Water Utility NPDES	271,596	1,255,001	160,000	1,666,511	14,644	5,442

	Estimated Reserves	Projected Revenues		Adopted Expenditures		Estimated Balance
	6/30/2023 ¹	2023-24	Transfers-In	2023-24	Transfers-Out	June 30, 2024
Successor Agency Housing Fund	4,769,528	383,175	-	4,078,492	55,749	1,018,462
US EPA Grants	2,107,672	676,865	-	2,192,959	-	591,578
Vista Del Mar CFD 2005-2	29,236	425,763	-	691	399,000	55,308
Subtotal, Special Revenue Funds	\$ 22,893,804	\$ 47,424,850	\$ 4,633,486	\$ 46,257,790	\$ 12,898,797	\$ 15,795,553
Capital Projects Funds						
Bailey Road Maintenance	1,912,395	155,970	-	-	-	2,068,365
Capital Improvement	1,328,951	60,528	-	-	-	1,389,479
Community Capital Improvement	194,089	5,334	75,000	-	-	274,423
Inclusionary Housing	39,087	558	-	-	-	39,645
Infrastructure Repair & Replacement	29,921	430	-	-	-	30,351
Kirker Creek Drainage Fees	363,990	5,228	-	-	-	369,218
Park Dedication	(9,859)	414,322	-	404,463	-	-
Proposition 1B Local ST Road Impr	-	-	-	-	-	-
RDA - Project Fund	48,641	-	-	-	-	48,641
Recycled Water Capital Maintenance	3,833	482	-	-	-	4,315
Regional Traffic Mitigation	436,405	6,492	-	-	-	442,897
Traffic Impact Fair Share	529,932	7,584	-	-	-	537,516
Traffic Mitigation	5,919,916	1,599,734	-	92,668	-	7,426,982
Subtotal, Capital Projects Funds	\$ 10,797,301	\$ 2,256,662	\$ 75,000	\$ 497,131	\$ -	\$ 12,631,832
Successor Agency to RDA Funds						
RDA - Housing S/A TAB 2006A	1,592,054	20,000	697,747	717,747	-	1,592,054
RDA - TAB 1999	22,746,574	250	8,753,750	8,754,000	-	22,746,574
RDA-Tax Increment	2,061,766	208,446	442,722	422,188	-	2,290,746
Redevelopment Obligation Retirement Fund	-	32,578,893	-	-	32,578,893	-
Successor Agency to RDA - TARB 2014	-	1,000	3,174,750	3,175,750	-	-
Successor Agency to RDA - TARB 2016A	-	250	17,389,375	17,389,625	-	-
Successor to RDA - HSG S/A TARB 2016A	-	100	1,305,285	1,305,385	-	-
Subtotal, Successor Agency to RDA Funds	\$ 26,400,394	\$ 32,808,939	\$ 31,763,629	\$ 31,764,695	\$ 32,578,893	\$ 26,629,374
Debt Service Funds⁴						
Assessment Districts Fund	2,824,187.00	327,188	-	322,939	-	2,828,436
Pension Obligations	3,256,946.00	4,579,205	-	4,579,205	-	3,256,946
Re-Assessment District 2011-1	-	1,078,692	-	662,381	-	416,311
San Marco CFD 2009-1	-	1,775,248	-	-	-	1,775,248
Vista Del Mar CFD Bond 2005	-	745,580	-	719,169	-	26,411
Water Utility	1,869,211.00	26,822	-	-	-	1,896,033
Subtotal, Debt Service Funds	\$ 7,950,344	\$ 8,532,735	\$ -	\$ 6,283,694	\$ -	\$ 10,199,385
Total All Funds	\$ 136,905,310	\$ 218,221,483	\$ 48,797,191	\$ 216,156,749	\$ 55,795,743	\$ 131,971,492

¹ Represents working capital and does not include fixed assets, inventory, long-term advances or loans

² Does not include CERBT trust funds held by CalPERS

³ Pension trust funds are collected and disbursed to a trustee

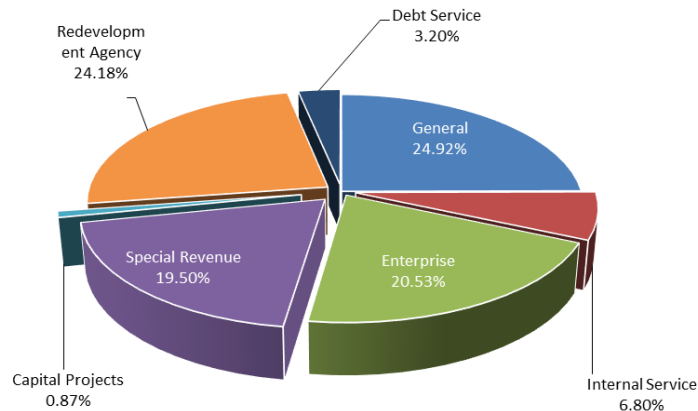
⁴ Debt service fund balances include debt service reserves held by a trustee

Summary of Revenues and Expenditures - All Funds

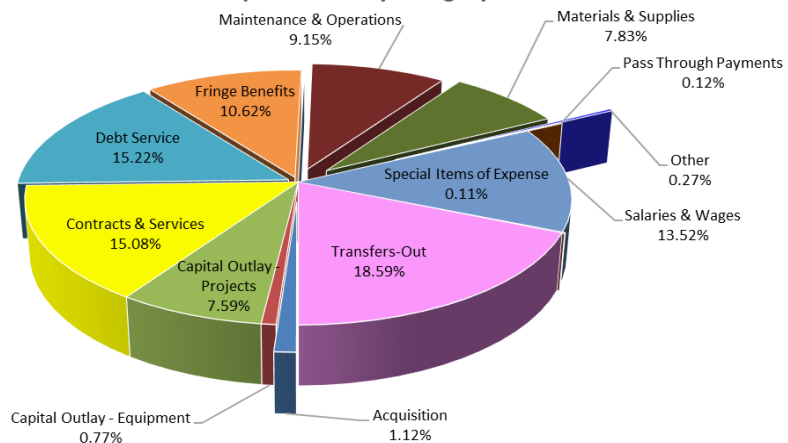
Table 2

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Revenue					
General	56,152,086	61,606,982	66,554,163	4,947,181	8.03
Internal Service	12,335,061	17,570,973	18,147,488	576,515	3.28
Enterprise	49,169,520	54,117,149	54,821,722	704,573	1.30
Special Revenue	43,647,716	56,494,888	52,058,336	(4,436,552)	-7.85
Capital Projects	6,014,050	16,870,639	2,331,662	(14,538,977)	-86.18
Redevelopment Agency	65,150,493	62,204,419	64,572,568	2,368,149	3.81
Debt Service	8,845,020	8,296,462	8,532,735	236,273	2.85
Total, Revenues	\$ 241,313,946	\$ 277,161,512	\$ 267,018,674	(10,142,838)	-3.66%
Expenditure					
Acquisition	-	725,386	3,000,000	2,274,614	313.57
Capital Outlay - Equipment	1,147,293	9,896,089	2,057,770	(7,838,319)	-79.21
Capital Outlay - Projects	11,624,934	102,724,121	20,306,968	(82,417,153)	-80.23
Contracts & Services	33,008,986	44,484,281	40,314,700	(4,169,581)	-9.37
Debt Service	43,631,643	43,152,985	40,703,433	(2,449,552)	-5.68
Fringe Benefits	25,774,475	27,823,764	28,395,926	572,162	2.06
Grants	14,092	530,561	-	(530,561)	-100.00
Maintenance & Operations	17,875,764	24,064,664	24,474,317	409,653	1.70
Materials & Supplies	14,735,900	19,795,815	20,951,287	1,155,472	5.84
Other	340,660	1,157,603	734,320	(423,283)	-36.57
Pass Through Payments	293,677	310,628	310,000	(628)	-0.20
Salaries & Wages	32,163,482	34,720,556	36,158,796	1,438,240	4.14
Special Items of Expense	62,445	931,792	288,873	(642,919)	-69.00
Transfers-Out	48,356,760	52,261,532	49,717,455	(2,544,077)	-4.87
Workers Compensation	1,899,670	3,170,776	4,538,647	1,367,871	43.14
Total, Expenditures	\$ 230,929,781	\$ 365,750,553	\$ 271,952,492	\$ (93,798,061)	-25.65%

2023-24 Revenues by Fund Type



2023-24 Expenditures by Category



Revenue Source by Category and Object
Table 3

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
General Fund					
Fines & Forfeitures	482,703	445,969	482,000	36,031	8.08
Franchise Fees	5,041,681	5,059,845	5,141,800	81,955	1.62
Intergovernmental Revenue	5,379,238	5,461,074	5,348,855	(112,219)	-2.05
Other Revenues	2,237,640	2,392,571	2,393,147	576	0.02
Other Taxes	8,307,066	8,900,335	8,707,450	(192,885)	-2.17
Permits, Licenses & Fees	2,767,617	3,087,649	3,179,231	91,582	2.97
Property Taxes	4,493,882	4,866,109	4,891,689	25,580	0.53
Sales Taxes	19,313,331	21,747,441	22,250,000	502,559	2.31
Service Fees	2,054,733	3,417,590	2,388,891	(1,028,699)	-30.10
Transfers-In	4,788,144	5,616,237	10,937,476	5,321,239	94.75
Use of Money & Property	1,286,051	612,162	833,624	221,462	36.18
Subtotal, General Fund	\$ 56,152,086	\$ 61,606,982	\$ 66,554,163	\$ 4,947,181	8.03%
Internal Service					
Other Revenues	6,136,938	7,413,122	8,433,897	1,020,775	13.77
Service Fees	5,778,123	9,547,851	9,193,591	(354,260)	-3.71
Transfers-In	420,000	610,000	520,000	(90,000)	-14.75
Subtotal, Internal Service Funds	\$ 12,335,061	\$ 17,570,973	\$ 18,147,488	\$ 576,515	3.28%
Enterprise					
Debt Service	1,494	842,870	842,870	-	0.00
Fines & Forfeitures	19,501	16,876	-	(16,876)	-100.00
Franchise Fees	880,000	880,000	880,000	-	0.00
Intergovernmental Revenue	125,191	690,327	130,000	(560,327)	-81.17
Other Revenues	1,810,898	1,618,358	4,178,140	2,559,782	158.17
Other Taxes	341,023	96,000	100,000	4,000	4.17
Service Fees	41,250,653	43,440,983	45,781,464	2,340,481	5.39
Transfers-In	3,019,690	4,903,802	867,600	(4,036,202)	-82.31
Use of Money & Property	1,721,070	1,627,933	2,041,648	413,715	25.41
Subtotal, Enterprise Funds	\$ 49,169,520	\$ 54,117,149	\$ 54,821,722	\$ 704,573	1.30%
Special Revenue					
Fines & Forfeitures	18,586	-	-	-	-100.00
Franchise Fees	152,234	150,000	155,000	5,000	3.33
Intergovernmental Revenue	21,789,914	32,569,710	23,097,125	(9,472,585)	-29.08
Other Revenues	3,754,026	4,442,906	9,565,944	5,123,038	115.31
Other Taxes	4,428,597	4,553,805	4,818,500	264,695	5.81
Sales Taxes	450,000	450,000	-	(450,000)	-100.00
Service Fees	26,706	148,560	137,171	(11,389)	-7.67
Special Assessments	7,985,050	8,303,474	8,791,177	487,703	5.87
Transfers-In	3,790,700	5,304,241	4,633,486	(670,755)	-12.65
Use of Money & Property	1,251,903	572,192	859,933	287,741	50.29
Subtotal, Special Revenue Funds	\$ 43,647,716	\$ 56,494,888	\$ 52,058,336	\$ (4,436,552)	-7.85%
Capital Projects					
Intergovernmental Revenue	320,589	6,713,182	130,000	(6,583,182)	-98.06
Other Revenues	7,412	4,000,119	-	(4,000,119)	-100.00
Service Fees	2,249,526	1,586,771	1,897,904	311,133	19.61
Transfers-In	3,313,138	4,527,547	75,000	(4,452,547)	-98.34
Use of Money & Property	123,385	43,020	228,758	185,738	431.75
Subtotal, Capital Projects Funds	\$ 6,014,050	\$ 16,870,639	\$ 2,331,662	\$ (14,538,977)	-86.18%
Successor Agency to RDA Funds					
Debt Service	35,144	21,600	21,600	-	0.00
Other Revenues	874,568	442,722	610,286	167,564	37.85
Property Taxes	31,743,437	30,602,179	32,136,171	1,533,992	5.01
Service Fees	54,676	30,000	-	(30,000)	-100.00
Transfers-In	32,306,119	31,095,917	31,763,629	667,712	2.15
Use of Money & Property	136,549	12,001	40,882	28,881	240.65
Subtotal, Successor Agency to RDA Funds	\$ 65,150,493	\$ 62,204,419	\$ 64,572,568	\$ 2,368,149	3.81%
Debt Service Fund					
Debt Service	593	100	45,872	45,772	45,772.00
Service Fees	4,406,317	4,522,024	4,579,105	57,081	1.26
Special Assessments	3,784,470	3,747,438	3,837,498	90,060	2.40
Transfers-In	606,391	-	-	-	-100.00
Use of Money & Property	47,249	26,900	70,260	43,360	161.19
Subtotal, Debt Service Funds	\$ 8,845,020	\$ 8,296,462	\$ 8,532,735	\$ 236,273	2.85%
Total, All Funds	\$ 241,313,946	\$ 277,161,512	\$ 267,018,674	\$ (10,142,838)	-3.66%

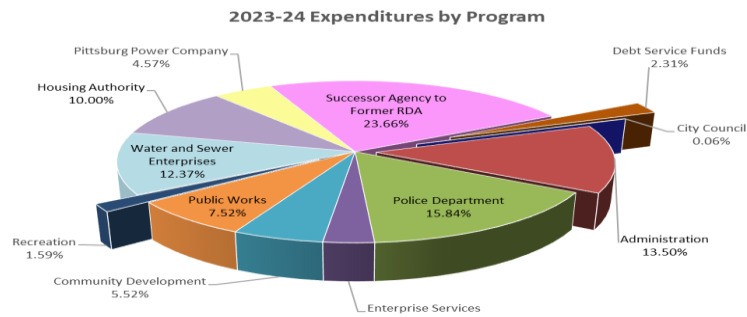
Summary of Expenditure by Program
Table 4

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
City Council					
City Council	114,746	145,521	153,155	7,634	5.25
Subtotal, City Council	\$ 114,746	\$ 145,521	\$ 153,155	\$ 7,634	5.25%
Administration					
City Manager	123,441	184,739	179,276	(5,463)	-2.96
City Clerk	473,405	565,809	572,158	6,349	1.12
City Attorney	350,165	563,120	611,813	48,693	8.65
Human Resources	1,258,825	1,547,143	1,499,471	(47,672)	-3.08
Treasurer	6,284	6,270	6,215	(55)	-0.88
Finance	3,343,520	3,832,199	3,935,592	103,393	2.70
General Fund - Non Departmental	6,704,226	9,598,823	4,654,332	(4,944,491)	-51.51
General Fund - Capital Projects	-	-	7,637,103	7,637,103	-100.00
Emergency Operation Center	38,383	97,770	107,000	9,230	9.44
Information Technology	1,688,487	2,269,526	3,318,890	1,049,364	46.24
Employee Fringe Benefits	1,818,328	2,348,363	3,288,266	939,903	40.02
Other Post-Employment Benefits (OPEB)	2,311,336	2,406,875	714,200	(1,692,675)	-70.33
Pension Trust	11,934	4,000	-	(4,000)	-100.00
Insurance	2,399,134	2,824,754	2,920,167	95,413	3.38
American Rescue Plan Act (ARPA)	-	2,573,439	7,268,288	4,694,849	182.43
Subtotal, Administration	\$ 20,527,468	\$ 28,822,830	\$ 36,712,771	\$ 7,889,941	27.37%
Police Department					
Police Services	31,664,920	35,896,983	37,648,053	1,751,070	4.88
San Marco CFD	1,090,943	1,333,750	1,222,006	(111,744)	-8.38
Vista Del Mar CFD	399,690	399,000	399,691	691	0.17
Public Safety CFD	705,182	952,500	865,378	(87,122)	-9.15
Asset Forfeitures	28,567	-	-	-	-100.00
Police Grants	648,630	1,608,423	100,226	(1,508,197)	-93.77
Measure M Police	-	-	2,850,000	2,850,000	-100.00
Subtotal, Police Department	\$ 34,537,932	\$ 40,190,656	\$ 43,085,354	\$ 2,894,698	7.20%
Enterprise Services					
General Fund - Non Departmental	678,649	502,800	1,500,000	997,200	198.33
Public, Education & Gov't Fees (PEG)	543,439	222,600	500,000	277,400	124.62
Marina	2,134,258	2,558,577	2,461,756	(96,821)	-3.78
Golf Course	817	-	-	-	-100.00
Fire District CFD	3,204	-	3,242	3,242	-100.00
R/R Ave e-BART CFD	11,924	-	-	-	-100.00
Tuscany Meadows CFD 2021-1	25,000	-	-	-	-100.00
Environmental Affairs	672,690	1,179,574	1,118,851	(60,723)	-5.15
Housing Rehab Loans - CDBG	170,081	36,565	12,423	(24,142)	-66.02
CDBG Entitlements	629,006	1,020,839	654,599	(366,240)	-35.88
CalHome Program	4,187	104,382	75,000	(29,382)	-28.15
Waterfront Operations	1,000,071	2,413,813	1,563,004	(850,809)	-35.25
Community Services Grants	3,440	-	-	-	-100.00
Marina Dredging & Infrastructure Improv	66,889	642,719	-	(642,719)	-100.00
Measure M Economic Development	-	-	450,000	450,000	-100.00
Subtotal, Enterprise Services	\$ 5,943,655	\$ 8,681,869	\$ 8,338,875	\$ (342,994)	-3.95%
Community Development					
Planning Division	1,592,939	2,493,566	1,214,579	(1,278,987)	-51.29
Planning Grants	74,895	286,347	-	(286,347)	-100.00
Building Division	1,168,290	1,234,071	1,891,287	657,216	53.26
Gas Tax	3,906,921	6,844,116	4,350,505	(2,493,611)	-36.43
Measure J Tax	1,227,181	5,876,806	1,387,050	(4,489,756)	-76.40
NPDES	1,136,630	1,651,564	1,681,155	29,591	1.79
Southwest Pittsburg GHAD	510,277	918,262	1,107,791	189,529	20.64
GHAD Administration	331,780	391,853	705,707	313,854	80.09
Pittsburg CIP	905,103	11,569,179	-	(11,569,179)	-100.00
Developer Fee Fund	1,294,152	8,403,829	497,131	(7,906,698)	-94.08
Community Capital Improvements	33,090	288,984	-	(288,984)	-100.00
Code Enforcement	575,718	795,526	835,386	39,860	5.01
Project Amenities Mgmt CFD	3,554	60,000	63,604	3,604	6.01
Economic Development	540,399	2,292,844	1,264,329	(1,028,515)	-44.86
Subtotal, Community Development	\$ 13,300,929	\$ 43,106,947	\$ 14,998,524	\$ (28,108,423)	-65.21%

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Public Works					
Engineering Division	2,365,493	2,437,488	3,521,096	1,083,608	44.46
Pittsburg CIP	-	1,547,360	-	(1,547,360)	-100.00
Swim Center Maint.	235,188	214,011	216,530	2,519	1.18
Landscape	3,127,148	4,149,571	4,504,101	354,530	8.54
Landscape - Oak Hills Assessment	31,500	42,223	38,501	(3,722)	-8.82
Park Maintenance CFD	48,761	73,962	75,474	1,512	2.04
Public Works Administration	105,783	87,070	100,847	13,777	15.82
Streets	3,679,822	5,597,176	3,534,143	(2,063,033)	-36.86
Street Lighting	1,016,226	1,326,316	1,044,890	(281,426)	-21.22
Street Trees	496,856	572,006	635,604	63,598	11.12
Concrete	67,207	136,004	63,179	(72,825)	-53.55
Fleet Maintenance	2,039,720	5,212,871	2,668,776	(2,544,095)	-48.80
Building Maintenance	2,357,873	2,589,571	3,000,176	410,605	15.86
Graffiti Removal Program	193,238	259,771	309,623	49,852	19.19
Measure M Public Works	-	-	750,000	750,000	-100.00
Subtotal, Public Works	\$ 15,764,815	\$ 24,245,400	\$ 20,462,940	\$ (3,782,460)	-15.60%
Recreation					
Pittsburg CIP	-	750,000	-	(750,000)	-100.00
Recreation Administration	324,686	830,950	879,230	48,280	5.81
Recreation Services	1,188,662	2,608,835	2,065,956	(542,879)	-20.81
Recreation Grants	20,452	138,585	17,400	(121,185)	-87.44
California Theatre	960,417	451,186	503,490	52,304	11.59
Measure M Recreation	-	-	850,000	850,000	-100.00
Subtotal, Recreation	\$ 2,494,217	\$ 4,779,556	\$ 4,316,076	\$ (463,480)	-9.70%
Water and Sewer Enterprises					
US EPA Grants	62,344	143,024	137,596	(5,428)	-3.80
Water Operating	18,341,096	22,270,014	23,263,819	993,805	4.46
Water CIP	1,500,276	58,225,083	-	(58,225,083)	-100.00
Water Facility Reserve Fee Funds	625,202	5,083,853	-	(5,083,853)	-100.00
Sewer Maintenance	3,224,543	4,635,070	4,419,423	(215,647)	-4.65
Sewer CIP	3,563,733	7,740,148	-	(7,740,148)	-100.00
Sewer Facility Reserve Fee Funds	600,000	133,113	-	(133,113)	-100.00
Waterfront Operations	-	-	2,707,968	2,707,968	-100.00
Water Bond Debt Service	3,616,959	4,545,032	3,112,080	(1,432,952)	-31.53
Sewer Bond Debt Service	(514)	-	-	-	-100.00
Subtotal, Water and Sewer Enterprises	\$ 31,533,639	\$ 102,775,337	\$ 33,640,886	\$ (69,134,451)	-67.27%
Housing Authority					
Housing Authority - Section 8	21,653,673	23,335,708	23,059,903	(275,805)	-1.18
Housing - Successor Agency	454,183	1,224,445	4,134,241	2,909,796	237.64
Subtotal, Housing Authority	\$ 22,107,856	\$ 24,560,153	\$ 27,194,144	\$ 2,633,991	10.72%
Pittsburg Power Company					
Island Energy	6,407,757	8,661,084	9,204,904	543,820	6.28
Pittsburg Power	3,485,031	3,584,229	3,217,581	(366,648)	-10.23
Power Company Capital Projects	899,499	1,204,562	0	(1,204,562)	-100.00
Subtotal, Pittsburg Power Company	\$ 10,792,287	\$ 13,449,875	\$ 12,422,485	\$ (1,027,390)	-7.64%
Successor Agency to Former RDA					
RDA General	32,165,034	31,065,917	32,578,893	1,512,976	4.87
RDA Administration	381,940	445,062	422,188	(22,874)	-5.14
RDA Capital Projects Fund	26,224	310,289	-	(310,289)	-100.00
RDA Tax Allocation Bonds	31,257,039	29,387,250	29,319,375	(67,875)	-0.23
RDA Housing Bonds	2,027,961	2,024,996	2,023,132	(1,864)	-0.09
Subtotal, Successor Agency to Former RDA	\$ 65,858,198	\$ 63,233,514	\$ 64,343,588	\$ 1,110,074	1.76%
Debt Service Funds					
Pension Obligation Bond	4,404,147	4,522,022	4,579,205	57,183	1.26
Assessment Districts	3,549,892	7,236,873	1,704,489	(5,532,384)	-76.45
Subtotal, Debt Service Funds	\$ 7,954,039	\$ 11,758,895	\$ 6,283,694	\$ (5,475,201)	-46.56%
Total Uses by Program	\$ 230,929,781	\$ 365,750,553	\$ 271,952,492	\$ (93,798,061)	-25.65%

(1) Includes transfers between Police funds in the amount of \$2,470,250, therefore uses appear to be overstated by \$2,470,250.

(2) Uses appear to be overstated by inclusion of transfers between Successor Agency funds to pay for debt obligations in the amount of \$32,136,171.

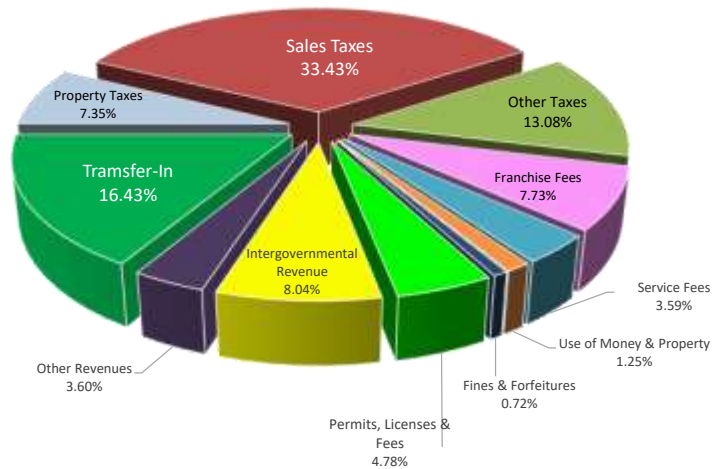


General Fund Revenues
Table 7

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Property Taxes					
Homeowners Tax Relief	75,092	78,000	78,000	-	0.00
Prior Year Taxes	(47,690)	(50,000)	(30,000)	20,000	-40.00
Secured Property Taxes	3,359,404	3,710,811	3,840,689	129,878	3.50
Supplemental Taxes	440,327	400,000	300,000	(100,000)	-25.00
Unitary Taxes	320,798	362,527	350,000	(12,527)	-3.46
Unsecured Property Taxes	345,951	364,771	353,000	(11,771)	-3.23
Subtotal, Property Taxes	\$ 4,493,882	\$ 4,866,109	\$ 4,891,689	\$ 25,580	0.53%
Sales Taxes					
Sales & Use Taxes	13,114,631	15,820,617	16,050,000	229,383	1.45
Sales Taxes - Increase	6,198,700	5,926,824	6,200,000	273,176	4.61
Subtotal, Sales Taxes	\$ 19,313,331	\$ 21,747,441	\$ 22,250,000	\$ 502,559	2.31%
Other Taxes					
Business License Tax	701,697	680,000	700,000	20,000	2.94
Motor Vehicle Tax	5,863,791	6,572,835	6,377,450	(195,385)	-2.97
Other Taxes	401,123	398,000	320,000	(78,000)	-19.60
Public Safety - Prop 172 Sales Tax	834,484	754,500	830,000	75,500	10.01
Transient Occupancy Taxes	505,971	495,000	480,000	(15,000)	-3.03
Subtotal, Other Taxes	\$ 8,307,066	\$ 8,900,335	\$ 8,707,450	\$ (192,885)	-2.17%
Franchise Fees					
Calpine	19,395	18,845	19,800	955	5.07
Comcast Broadband	699,931	700,000	700,000	-	0.00
Franchise Fees - Other	59,266	55,000	55,000	-	0.00
PG&E	726,284	730,000	730,000	-	0.00
Pittsburg Disposal	2,486,502	2,480,000	2,540,000	60,000	2.42
RCTS	1,050,303	1,076,000	1,097,000	21,000	1.95
Subtotal, Franchise Fees	\$ 5,041,681	\$ 5,059,845	\$ 5,141,800	\$ 81,955	1.62%
Service Fees					
Building Service Fees	62,661	137,500	221,600	84,100	61.16
Engineering Service Fees	3,512	3,700	1,096	(2,604)	-70.38
Other Reimbursements	204,601	1,220,859	-	(1,220,859)	-100.00
Other Service Fees	691,054	714,788	730,595	15,807	2.21
Planning Service Fees	29,185	24,984	44,500	19,516	78.11
Police Service Fees	566,414	757,239	786,150	28,911	3.82
Public Works Service Fees	276,225	275,000	276,000	1,000	0.36
Recreation Entrance Fees	87,276	140,500	140,500	-	0.00
Recreation Service Fees	73,272	22,670	68,450	45,780	201.94
Recreation Sports Fees	60,533	120,350	120,000	(350)	-0.29
Subtotal, Service Fees	\$ 2,054,733	\$ 3,417,590	\$ 2,388,891	\$ (1,028,699)	-30.10%
Use of Money & Property					
Investment Earnings	337,196	270,000	475,730	205,730	76.20
Rental Income	417,701	342,162	357,894	15,732	4.60
Sale of Property	531,154	-	-	-	-100.00
Subtotal, Use of Money & Property	\$ 1,286,051	\$ 612,162	\$ 833,624	\$ 221,462	36.18%
Fines & Forfeitures					
Abandoned Vehicle Abatement	19,374	40,000	40,000	-	0.00
Code Enforcement Fines	8,003	4,769	6,000	1,231	25.81
Fines and forfeitures	88,903	83,000	78,000	(5,000)	-6.02
Police Fines	61,406	62,000	67,000	5,000	8.06
Police Forfeitures	1,026	1,200	1,000	(200)	-16.67
POST Reimbursements	58,861	40,000	60,000	20,000	50.00
Vehicle Code Fines	245,130	215,000	230,000	15,000	6.98
Subtotal, Fines & Forfeitures	\$ 482,703	\$ 445,969	\$ 482,000	\$ 36,031	8.08%
Permits, Licenses & Fees					
Building Fees	216,748	366,000	475,000	109,000	29.78
Building Permits	954,381	770,000	770,000	-	0.00
Building Service Fees	30,881	40,000	40,000	-	0.00
Business License Fees	185,974	173,000	158,300	(14,700)	-8.50
Engineering Fees	1,051,799	1,067,182	1,198,170	130,988	12.27
Other Fees	11,761	11,261	11,761	500	4.44
Other Permits	121,804	313,400	312,100	(1,300)	-0.41
Permits, licenses and fees	43,315	20,000	30,000	10,000	50.00
Planning & Zoning	142,001	262,732	129,500	(133,232)	-50.71
Planning Service Fees	4,486	60,000	50,000	(10,000)	-16.67
Police Fees	4,467	4,074	4,400	326	8.00
Subtotal, Permits, Licenses & Fees	\$ 2,767,617	\$ 3,087,649	\$ 3,179,231	\$ 91,582	2.97%

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
Intergovernmental Revenue					
Grants	249,512	216,133	168,500	(47,633)	-22.04
Intergovernmental revenues	2,487,345	2,500,000	2,600,000	100,000	4.00
Other Reimbursements	100,154	311,077	174,000	(137,077)	-44.07
RDA AB-1290/City Pass Through	958,721	900,000	900,000	-	0.00
School Resource Officer Reimbursement	463,532	450,000	501,355	51,355	11.41
State Mandated Costs	92,135	83,864	-	(83,864)	-100.00
Tipping Fee	1,027,839	1,000,000	1,005,000	5,000	0.50
Subtotal, Intergovernmental revenue	\$ 5,379,238	\$ 5,461,074	\$ 5,348,855	\$ (112,219)	-2.05%
Other Revenues					
Administrative Overhead	1,735,533	1,882,187	1,963,597	81,410	4.33
Donations	23,985	50,053	18,500	(31,553)	-63.04
Other	6,684	56,461	68,000	11,539	20.44
Other Reimbursements	418,419	340,870	278,050	(62,820)	-18.43
Planning Service Fees	53,019	63,000	65,000	2,000	3.17
Subtotal, Other Revenues	\$ 2,237,640	\$ 2,392,571	\$ 2,393,147	\$ 576	0.02%
Transfers-In					
Transfers-In	4,788,144	5,616,237	10,937,476	5,321,239	94.75
Subtotal, Transfers-In	\$ 4,788,144	\$ 5,616,237	\$ 10,937,476	\$ 5,321,239	94.75%
Total, General Fund Revenues	\$ 56,152,086	\$ 61,606,982	\$ 66,554,163	\$ 4,947,181	8.03%

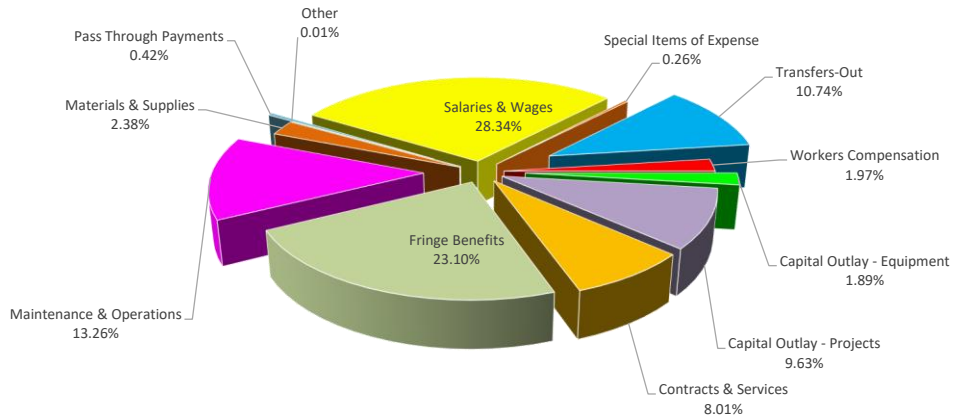
2023-24 General Fund Revenues by Source



General Fund Expenditures by Category
Table 8

	2021-22 Actual	2022-23 Amended Budget	2023-24 Adopted Budget	Change from 2022-23	% Change
General Fund					
Capital Outlay - Equipment	577,260	2,395,776	1,397,860	(997,916)	-41.65
Capital Outlay - Projects	-	-	7,137,103	7,137,103	-100.00
Contracts & Services	4,881,726	9,182,623	5,935,014	(3,247,609)	-35.37
Fringe Benefits	14,634,414	15,873,241	17,127,920	1,254,679	7.90
Maintenance & Operations	6,696,118	9,059,122	9,830,664	771,542	8.52
Materials & Supplies	1,238,037	1,814,166	1,765,308	(48,858)	-2.69
Other	(10,062)	17,150	4,500	(12,650)	-73.76
Pass Through Payments	293,677	310,628	310,000	(628)	-0.20
Salaries & Wages	20,471,232	19,485,987	21,011,068	1,525,081	7.83
Special Items of Expense	35,408	756,833	196,450	(560,383)	-74.04
Transfers-Out	4,262,686	6,893,633	7,961,086	1,067,453	15.48
Workers Compensation	650,094	1,010,545	1,463,376	452,831	44.81
Total General Fund Expenditures	\$ 53,730,590	\$ 66,799,704	\$ 74,140,349	\$ 7,340,645	10.99%

2023-24 General Fund Expenditure by Category



BEFORE THE GOVERNING BOARD OF THE HOUSING AUTHORITY

In the Matter of:

Approving the Budget for Fiscal Year)
2023-24 for the Housing Authority)
of the City of Pittsburg and Appropriation)
of Funds for Fiscal Year 2023-24)

RESOLUTION NO. 23-367

WHEREAS, the Executive Director has prepared, transmitted and presented the one-year Preliminary Operating Budget Plan for Fiscal Year 2023-24 to the Housing Authority Board for its consideration; and

WHEREAS, a Housing Authority budget is prepared with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, on May 1, 2023, a budget workshop was held to review and receive public input regarding the City's Preliminary Operating Budget for Fiscal Year 2023-24, which included the Housing Authority of the City of Pittsburg and recommends estimated revenues of \$23,011,484 and expenditures of \$23,059,903.

NOW, THEREFORE, BE IT RESOLVED that the Housing Authority Governing Board hereby approves the Budget for Fiscal Year 2023-24 as set forth in the budget summary on file with the Housing Authority and incorporated by reference herein, and authorizes the preparation of the final Budget Review document for Fiscal Year 2023-24.

BE IT FURTHER RESOLVED that the Board hereby appropriates funds in the estimated revenue amount of \$23,011,484 and expenditures of \$23,059,903.

BE IT FURTHER RESOLVED that the Board authorizes the Finance Director or his/her designee to approve payment of goods and services received by the Housing Authority in accordance with the Housing Authority's approved budget, programs and policies.

BE IT FURTHER RESOLVED that the Board authorizes changes to be made to the annual budget as follows:

Items Requiring Board Action:

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

Items Delegated to the Executive Director:

- Items in excess of \$5,000.
- Transfers between departments and divisions so that the total fund budget remains the same.
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same.

Items Delegated to Department Heads:

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

PASSED AND ADOPTED by The Housing Authority Board at a special meeting held on the 19th day of June 2023, by the following vote:

AYES:	Adams, Floyd, Herring, Killings, Lopez, Scales-Preston
NOES:	None
ABSTAINED:	None
ABSENT:	Banales


Shanelle Scales-Preston, Chair

ATTEST:


Alice E. Evenson, Agency Secretary



**Office of the City Manager/Executive Director
65 Civic Avenue
Pittsburg, CA 94565-3814**

MEMO: June 19, 2023

TO: Chair and Agency Members

FROM: Garrett Evans, Executive Director

RE: Adoption of a Housing Authority City of Pittsburg Resolution for Approval of the Operating Budget Plan for Fiscal Year 2023-24 for the Housing Authority City of Pittsburg and Appropriation of Funds for Fiscal Year 2023-24

EXECUTIVE SUMMARY

On May 1, 2023, a budget workshop meeting was held to review and receive public input regarding the City's Preliminary Operating Budget for Fiscal Year 2023-24, which included the Housing Authority of the City of Pittsburg's Fiscal Year 2023-24 budget. The budget must be appropriated for Fiscal Year 2023-24 by July 1, 2023, to provide on-going financing for the Housing Authority of the City of Pittsburg's activities during the next fiscal year.

FISCAL IMPACT

The Housing Authority City of Pittsburg's Budget for Fiscal Year 2023-24 estimates revenues of \$23,011,484 and expenditures of \$23,059,903.

RECOMMENDATION

Housing Authority Board approves the Operating Budget for Fiscal Year 2023-24 and adopts the Budget for the Housing Authority City of Pittsburg, for the Fiscal Year 2023-24.

BACKGROUND

The Preliminary Operating Budget for Fiscal Year 2023-24 for the City of Pittsburg was presented to the City Council at a Budget workshop meeting held on May 1, 2023, which included the Housing Authority of the City of Pittsburg.

SUBCOMMITTEE FINDINGS

The City of Pittsburg Preliminary Operating Budget for the Fiscal Year 2023-24, which included the Housing Authority City of Pittsburg's Budget, was presented to the Finance

Subcommittee on April 21, 2023, May 19, 2023, and June 16, 2023.. The Finance Subcommittee did not have any changes related to the Housing Authority Budget.

STAFF ANALYSIS

A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2023-24 will be placed on the City's website before the June 19, 2023, City Council meeting and can be located by navigating to the City Services/Finance/Budget and Other Financial Documents/2023-24 Proposed Budget.

The Housing Authority City of Pittsburg will see a decrease in fund balance of \$48,419.

Report Prepared By: Laura Mendez, Finance Division Manager - Reporting

Reviewed by: Paul Rodrigues, Director of Finance

Attachment: Resolution

BEFORE THE GOVERNING BOARD OF THE PITTSBURG POWER COMPANY

In the Matter of:

Approving the Budget for Fiscal Year)
2023-24 for the Pittsburg Power)
Company and Appropriation of Funds)
For Fiscal Year 2023-24)

RESOLUTION NO. 23-454

WHEREAS, the Executive Director has prepared, transmitted, and presented the one-year Preliminary Operating Budget for Fiscal Year 2023-24 to the Governing Board of the Pittsburg Power Company (Governing Board) for its consideration; and

WHEREAS, staff prepares and adopts the Pittsburg Power Company (PPC) 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 Governing Board held a budget workshop on May 1 2023, for the purpose of reviewing and discussing the Preliminary Operating Budget for Fiscal Year 2023-24, and for providing opportunities for public input and discussion on said Preliminary PPC Budget; and

WHEREAS, the Governing Board, having fully reviewed the Preliminary PPC Budget for Fiscal Year 2023-24 and being fully advised, found and determined that the said Preliminary PPC Budget should be adopted and prepared in final form.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Pittsburg Power Company hereby approves the Budget for Fiscal Year 2023-24 as set forth in the budget summary on file with the PPC at City Hall and incorporated by reference herein, and authorizes the preparation of the final Budget Review document for Fiscal Year 2023-24.

BE IT FURTHER RESOLVED that the Board hereby appropriates funds in the estimated revenue amount of \$3,102,345 and a spending plan of \$3,217,581 for the PPC Fund.

BE IT FURTHER RESOLVED that the Board hereby appropriates funds in the estimated revenue amount of \$9,089,024 and a spending plan of \$9,204,904 for the Island Energy Fund for Fiscal Year 2023-24.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Finance Director or his/her designee to approve payment of goods and services received by the PPC in accordance with its approved budgets, programs, and policies.

BE IT FURTHER RESOLVED that the Board authorizes changes to be made to the annual budget as follows:

Items Requiring Governing Board/Agency Action:

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

Items Delegated to the Executive Director:

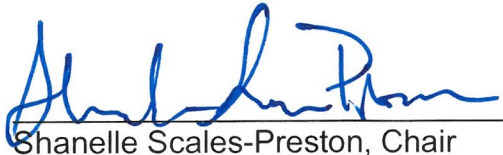
- Items more than \$5,000.
- Transfers between departments and divisions so that the total fund budget remains the same.
- Approval of transfers within funds which increase salary and benefit appropriations so that the total fund budget remains the same.

Items Delegated to Department Heads:

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

PASSED AND ADOPTED by the Governing Board of the Pittsburg Power Company at a regular meeting held on the 19th day of June 2023, by the following vote:

AYES:	Adams, Killings, Lopez, Scales-Preston
NOES:	None
ABSTAINED:	None
ABSENT:	Banales


Shanelle Scales-Preston, Chair

ATTEST:


for Garrett Evans, Executive Secretary



**Pittsburg Power Company
Office of the Executive Director
65 Civic Avenue
Pittsburg, CA 94565-3814**

MEMO: June 19, 2023

TO: Chair and Agency Members

FROM: Garrett Evans, Executive Director

RE: Adoption of a Pittsburg Power Company Resolution for Approval of the Budget for Fiscal Year 2023-24 for the Pittsburg Power Company (PPC) and Appropriation of Funds for Fiscal Year 2023-24

EXECUTIVE SUMMARY

The Pittsburg Power Company (PPC) has prepared its Operating Budget Plan for Fiscal Year 2023-24. The Fiscal Year 2023-24 budget must be appropriated by July 1, 2023, to provide on-going funding for the City of Pittsburg activities during the next fiscal year.

FISCAL IMPACT

The (PPC) budget for Fiscal Year 2023-24 estimates revenues in the amount of \$3,102,345 and a spending plan of \$3,217,581 for the PPC Fund. In addition, the budget estimates revenues in the amount of \$9,089,024 and a spending plan of \$9,204,904 for the Island Energy Fund.

RECOMMENDATION

Governing Board of the PPC approve the Operating Budget Plan for Fiscal Year 2023-24 and adopt the budget for the PPC for the Fiscal Year 2023-24.

BACKGROUND

The Preliminary Operating Budget for Fiscal Year 2023-24 for the City was presented to the Finance Subcommittee on April 21, 2023, May 19, 2023 and June 16, 2023. A Budget workshop was held on May 1, 2023, to review and receive public input and discuss the Draft Operating Budget for Fiscal Year 2023-24. Copies of the proposed budget and supporting documentation were submitted to interested parties prior to the meetings. A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2023-24 will be on

the City's website before the June 19, 2023, City Council meeting and can be located by navigating to City Services/Finance/Budget and Other Financial Documents/2023-24 Proposed Budget.

SUBCOMMITTEE FINDINGS

The City Council's Finance Subcommittee met on April 21, 2023, May 19, 2023 and June 16, 2023 to review the proposed budget. They did not have any changes to the City's Fiscal Year 2023-24 Proposed Budget.

STAFF ANALYSIS

The PPC anticipates a decrease in fund balance of \$115,236. Island Energy anticipates a decrease in fund balance of \$115,880 according to the Fiscal Year 2023-24 proposed budget. Both PPC and Island Energy are and will continue to follow the City's Fiscal Sustainability Ordinance.

Report Prepared by: Paul L. Rodrigues, Director of Finance

Attachment: Resolution

BEFORE THE SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT
DISTRICT II BOARD

In the Matter of:

Approving the Budget Plan for Fiscal)
Year 2023-24 for the Southwest)
Pittsburg Geologic Hazard Abatement)
District II (GHAD II) and Appropriation)
of Funds for Fiscal Year 2023-24)

RESOLUTION NO. 23-084

WHEREAS, the Executive Director has prepared, transmitted, and presented the one-year Preliminary Operating Budget for Fiscal Year 2023-24 to the GHAD II Board for its consideration; and

WHEREAS, the District prepares and adopts the Southwest Pittsburg Geologic Hazard Abatement District II (GHAD II) Budget with the intent of providing a planned program for services and a financial system to carry out the planned program of services; and

WHEREAS, the GHAD II Board held a meeting on June 19, 2023, for the purpose of reviewing and discussing the Southwest Pittsburg GHAD II budget for the Fiscal Year 2023-24 and recommend estimated revenues in the amount of \$1,804,584 and a spending plan of \$1,813,498.

NOW, THEREFORE, BE IT RESOLVED that the Southwest Pittsburg GHAD II Board hereby approves the Budget for Fiscal Year 2023-24 as set forth in the budget summary on file with the City of Pittsburg and incorporated by reference herein, and authorizes the preparation of the final Budget Review document for Fiscal Year 2023-24.

BE IT FURTHER RESOLVED that the Board hereby appropriates funds in the estimated revenue amount of \$1,804,584 and a spending plan of \$1,813,498.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Finance Director or his/her designee 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.

BE IT FURTHER RESOLVED that the Board authorizes changes to be made to the annual budget as follows:

Items Requiring GHAD Board of Directors Action:

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

- Transactions which increase total fund budgets.

Items Delegated to the GHAD II Executive Director:

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

Items Delegated to the General Manager:

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

PASSED AND ADOPTED by the Southwest Pittsburgh GHAD II Board at a regular meeting held on the 19th day of June 2023, by the following vote:

AYES:	Adams, Killings, Lopez, Scales-Preston
NOES:	None
ABSTAINED:	None
ABSENT:	Banales


Shanelle Scales-Preston, Chair

ATTEST:


Alice E. Evenson, Agency Secretary



**Southwest Geologic Hazard Abatement District II (GHAD II)
Office of the Executive Director
65 Civic Avenue
Pittsburg, CA 94565-3814**

MEMO: June 19, 2023

TO: Chair and Board Members

FROM: Garrett Evans, Executive Director

RE: Adoption of a GHAD II Resolution for Approval of the Budget for Fiscal Year 2023-24 for the Southwest Pittsburg Geologic Hazard Abatement District II (GHAD II) and Appropriation of Funds for Fiscal Year 2023-24

EXECUTIVE SUMMARY

The City Council's Finance Sub-Committee met on April 21, 2023, May 19, 2023, and June 16, 2023, and a City Council budget workshop was held on May 1, 2023, to review and receive public input and discussion regarding the Draft Operating Budget for Fiscal Year 2023-24. The Fiscal Year 2023-24 budget must be appropriated by July 1, 2023, to provide on-going funding for the Southwest GHAD II activities during the next fiscal year.

FISCAL IMPACT

The Southwest GHAD II budget for Fiscal Year 2023-24 estimates revenues in the amount of \$1,804,584 and a spending plan of \$1,813,498.

RECOMMENDATION

GHAD II approve the Operating Budget for Fiscal Year 2023-24 and adopt the budget for the Southwest GHAD II, for the Fiscal Year 2023-24.

BACKGROUND

The Preliminary Operating Budget for Fiscal Year 2022-23 for the City of Pittsburg, including the Southwest GHAD II, was presented at budget a workshop meeting held on May 1, 2023.

SUBCOMMITTEE FINDINGS

The City of Pittsburg Preliminary Operating Budget for the Fiscal Year 2023-24 was presented to the Finance Subcommittee on April 21, 2023, May 19, 2023, and June 16,

2023. The Subcommittee members did not express any changes related to the GHAD II FY 2023-24 budget.

STAFF ANALYSIS

A complete copy of the detailed Preliminary Operating Budget document for Fiscal Year 2023-24 will be placed on the City of Pittsburg's website before the June 19, 2023, City Council/GHAD Board Meeting and can be located by navigating to City Services/Finance/Budget and Other Financial Documents/2023-24 Proposed Budget.

The Southwest GHAD II will see a decrease in fund balance of \$8,914.

Report Prepared by: Paul L. Rodrigues, Director of Finance

Attachment: Resolution

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Establishing the Appropriations Limit for)
the Fiscal Year 2023-24 in Accordance)
with California Constitution Article XIII (B))

RESOLUTION NO. 23-14320

WHEREAS, Article XIII(B) of the California Constitution, which was added by Proposition 4, establishes expenditure limits for cities; and

WHEREAS, State-implementing legislation (Government Code Section 7910) requires the City of Pittsburg to annually adopt a resolution establishing its Appropriations Limit for the following fiscal year; and

WHEREAS, effective FY 1990-91 Proposition 111 amended Article XIII (B) to allow a selection of annual adjustment factors (price and population) which must also be adopted at a regularly scheduled meeting; and

WHEREAS, the City selected the City's population change and the change in California Per Capita Personal Income Factor to compute the Appropriations Limit; and

WHEREAS, the Division Manager – Reporting has made the calculations pursuant to the law and concludes that the appropriations subject to limitation is the sum of two hundred and ten million, sixty-nine thousand, and six hundred and eighteen dollars (\$210,069,618); and

WHEREAS, pursuant to the law the calculations have been made available to the public for two (2) weeks prior to the date of the adoption of this resolution. A copy of the calculation has been and is on file in the City of Pittsburg Finance Department.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby establishes the Fiscal Year 2023-24 Appropriations Limit of the City of Pittsburg at \$210,069,618 using the City's Population Change and the change in the California per Capita Personal Income factor.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 19th of June 2023, by the following vote:

AYES:	Adams, Killings, Lopez, Scales-Preston
NOES:	None
ABSTAINED:	None
ABSENT:	Banales


Shanelle Scales-Preston, Mayor

ATTEST:


Alice E. Evenson, City Clerk



**Office of the City Manager
65 Civic Avenue
Pittsburg, CA 94565**

MEMO: June 19, 2023

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

RE: Adopt Resolution Establishing the Appropriations Limit for the 2023-24 Fiscal Year in Accordance with Proposition 111 and Article XIII (B)

EXECUTIVE SUMMARY

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

FISCAL IMPACT

There is no impact to the City of Pittsburg budget. The FY 2023-24 Appropriations Limit is \$210,069,618 and will exceed the General Fund estimated spending plan of \$69,240,349.

RECOMMENDATION

Staff recommends that the City Council adopt this Resolution in compliance with the State of California legislative requirement for the City Council to annually establish the Appropriations Limit.

BACKGROUND

In 1979, Proposition 4, known as the Gann Initiative was approved by the California voters. As a result, Article XIII (B) of the State Statute (Government Code Section 7900-10) was enacted and it requires that each year thereafter, the governing body of each local jurisdiction shall by resolution, establish its Appropriations (spending) limit for the following fiscal year. The determination of the appropriations limit is considered to be a legislative act and should be adopted at a regular council meeting.

Proposition 111, approved by California voters in 1990, amended Article XIII (B) further, and Council action is necessary to implement the amendments effective for FY 2005-06 and thereafter.

The amendments of Proposition III specify that the annual adjustment factors in calculating the Appropriations Limit will be increased by:

- The change in population growth for City **OR** County (whichever is higher)
- The change in California Per Capita Personal Income

Pursuant to Proposition III amendments, staff has calculated the FY 2023-24 Appropriations Limit (see attached Gann Calculations) using the City's Population change and the change in California Per Capital Personal Income Factor. The City's Appropriations limit for FY2023-24 is \$210,069,618.

SUBCOMMITTEE FINDINGS

This item not presented to a subcommittee.

STAFF ANALYSIS

Establishing the Appropriations Limit is a State of California mandate which requires all cities to adopt a respective Resolution at the beginning of each fiscal year.

The Appropriations subject to Limitation for Fiscal Year 2023-24 is \$69,240,349 against the calculated limit of \$210,069,618.

Appropriations subject to the limit for fiscal year 2022-23 totaled \$57,657,094 against the Adopted Limit of \$200,817,744 for that same year.

ATTACHMENTS:

Resolution
California Department of Finance Letter dated May 2023
Gann Calculations

Report Reviewed By: Laura Mendez, Finance Manager - Reporting

Paul Rodrigues-Finance Director



DEPARTMENT OF
FINANCE
OFFICE OF THE DIRECTOR
May 2023

Gavin Newsom ■ Governor
1021 O Street, Suite 3110 ■ Sacramento CA 95814 ■ www.dof.ca.gov

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2023, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2023-24. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2023-24 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2023.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

JOE SPEPHENSHAW
Director
By:

Erika Li
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2023-24 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2023-24	4.44

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2023-24 appropriation limit.

2023-24:

Per Capita Cost of Living Change = 4.44 percent
Population Change = -0.35 percent

Per Capita Cost of Living converted to a ratio: $\frac{4.44 + 100}{100} = 1.0444$

Population converted to a ratio: $\frac{-0.35 + 100}{100} = 0.9965$

Calculation of factor for FY 2023-24: $1.0444 \times 0.9965 = 1.0407$

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2022 to January 1, 2023 and Total Population, January 1, 2023

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2022-2023	1-1-22	1-1-23	1-1-2023
Contra Costa				
Antioch	0.94	114,362	115,442	115,442
Brentwood	0.46	64,219	64,513	64,513
Clayton	-1.08	10,782	10,666	10,666
Concord	-0.84	123,102	122,074	122,074
Danville	-0.79	43,166	42,823	42,823
El Cerrito	-0.88	25,710	25,484	25,484
Hercules	1.36	25,944	26,297	26,297
Lafayette	-0.46	25,119	25,004	25,004
Martinez	-0.67	36,790	36,543	36,543
Moraga	-0.95	17,055	16,893	16,893
Oakley	1.67	44,257	44,995	44,995
Orinda	-0.52	19,326	19,225	19,225
Pinole	-1.07	18,442	18,244	18,244
Pittsburg	0.16	74,688	74,809	74,809
Pleasant Hill	-0.89	33,697	33,397	33,397
Richmond	-0.88	114,521	113,518	113,518
San Pablo	-1.02	31,625	31,301	31,301
San Ramon	-0.86	83,587	82,870	82,870
Walnut Creek	-0.51	69,603	69,245	69,245
Unincorporated	-0.85	175,719	174,226	174,310
County Total	-0.36	1,151,714	1,147,569	1,147,653

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2022 to January 1, 2023

County	<u>Percent Change</u> 2022-23	<u>--- Population Minus Exclusions ---</u> 1-1-22	1-1-23
Alameda			
Incorporated	-0.38	1,492,611	1,486,910
County Total	-0.47	1,641,554	1,633,886
Alpine			
Incorporated	0.00	0	0
County Total	-0.59	1,191	1,184
Amador			
Incorporated	-0.62	13,831	13,745
County Total	-0.68	36,251	36,004
Butte			
Incorporated	2.57	141,844	145,483
County Total	-0.48	206,582	205,592
Calaveras			
Incorporated	-0.48	3,559	3,542
County Total	-0.23	44,949	44,844
Colusa			
Incorporated	0.03	11,993	11,996
County Total	-0.22	21,819	21,771
Contra Costa			
Incorporated	-0.27	975,995	973,343
County Total	-0.36	1,151,714	1,147,569
Del Norte			
Incorporated	-0.57	4,069	4,046
County Total	-0.49	24,923	24,800
El Dorado			
Incorporated	-0.69	31,348	31,133
County Total	-0.43	189,734	188,923

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

City of Pittsburg Fiscal Year 2023-24
Gann Appropriations Limit Calculations

	<u>City Population Change</u>	<u>County Population Change</u>
Population Change as of January 1, 2023	1.0016 ⁽¹⁾	0.9964 ⁽¹⁾
		<u>Per Capita Change</u>
Cost of Living FY 2023-24		1.0444 ⁽¹⁾
FY 23-24 Gann Limit Growth Factor -Larger of County and City Population		<u>1.0016</u>
-Per Capita Cost of Living Change	x	<u>1.0444</u>
INCREASE in City's Appropriations Limit for FY 2023-24		<u>1.046071</u>
FY 2022-23 Appropriations Limit		\$ 200,817,744 ⁽²⁾
Growth Factor	x	<u>1.046071</u>
FY 2023-24 APPROPRIATIONS LIMIT		<u>\$ 210,069,618</u>

NOTE:

(1) California Department of Finance Letter Dated May, 2023

(2) FY2022-23 General Fund Appropriations Limit - Revised due to an oversight in the prior year

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Approving the City of Pittsburg)
Investment Policy)

RESOLUTION NO. 23-14321

WHEREAS, the State of California passed legislation during the 1995 session requiring all public agencies to adopt a Statement of Investment Policy which pursuant to AB 2853 is now encouraged not mandated; and

WHEREAS, on October 18, 2010, the City Council adopted the City's Investment Policy; and

WHEREAS, on September 17, 2018 the City Council revised the City's Investment Policy; and

WHEREAS, on June 21, 2021 the City Council revised the City's Investment Policy; and

WHEREAS, the purpose of the Investment Policy is to provide guidelines for the prudent investment of the City's idle funds and to outline the policies for maximizing the efficiency of the City's cash management system; and

WHEREAS, the Finance Department is recommending revisions to the City's Investment Policy, a copy of which is attached; and

WHEREAS, the basic premise that continues to underlie the City of Pittsburg's Investment Policy is to ensure that money is always available when needed and, at the same time, repaying the highest and safest return.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts the Statement of Investment Policy, attached hereto, as the City of Pittsburg Investment Policy.

BE IT FURTHER RESOLVED that the City Council delegates the management of the investment functions to the Director of Finance, and authorizes the Director to manage the investment functions for the City of Pittsburg in accordance with the most current adopted Statement of Investment Policy.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting held on the 19th day of June 2023 by the following vote:

AYES:	Adams, Killings, Lopez, Scales-Preston
NOES:	None
ABSTAINED:	None
ABSENT:	Banales


Shanelle Scales-Preston, Mayor

ATTEST:


Allison E. Evenson, City Clerk



OFFICE OF THE CITY MANAGER

65 Civic Avenue
Pittsburg, California 94565

MEMO: June 19, 2023

TO: Honorable Mayor and Council Members

FROM: Garrett Evans, City Manager

RE: Acceptance of a City Council Resolution Approving Revisions to the City's Investment Policy

EXECUTIVE SUMMARY

On June 21, 2021, the City Council adopted the most recent Investment Policy for the City of Pittsburg that provides guidelines for the prudent investment of the City's idle funds and outlines the policies for maximizing the efficiency of the City's cash management system. The goal of the City's Investment Policy is to enhance the economic status of the City while protecting its funds.

There are no structural changes to the current Council approved policy, however, there are changes to the California Government code. There was a change to Code section 53601 for 2023. The code specified that an investment's term or remaining maturity shall be measured from settlement date to final maturity rather than from trade date.

FISCAL IMPACT

There is no direct fiscal impact to approving revisions to the City's Investment Policy.

RECOMMENDATION

We recommend that the Pittsburg City Council adopt the attached resolution approving the revisions to the City's Investment Policy.

BACKGROUND

Through Government Code Section 53600 et. seq. the State of California identifies permitted investments for the state and municipalities that minimize the risk to public funds.

The overall objective of the City's Investment Policy is optimizing yields on investments while protecting the principal. The City's portfolio has been designed in a manner responsive to public trust and consistent with State law.

On July 1, 2018, the City changed investment advisors to Chandler Asset Management and they like previous financial advisors reviewed our investment policy and made various suggestions for clarification and recent governmental code changes since the last update to our policy in 2015. While there are no major fundamental changes to the existing policy structure. Below is a listing of significant changes that took effect in July 2018.

- Throughout nationally recognized statistical rating agency was shortened to NRSRO
- Clarification of the Prudence and Risk Tolerance (Section V)
- Clarification of Eligible Investments and their acceptable investment grades (Section VIII)
- Section IX was changed to Diversification and Risk Management to augment to City's risk management policies and approach of investing.
- Additional Terms were added to the Glossary of Terms

The City reviewed the policy again on June 21, 2021. Updates incorporated changes in California State regulations governing how municipalities can invest idle funds and improvements to language and formatting.

SUBCOMMITTEE FINDINGS

The Finance Subcommittee met on Friday, June 16th to review the proposed changes with the City Treasurer and both support making the changes as noted in the revised Investment Policy.

STAFF ANALYSIS

The proposed revisions will clarify, streamline, and further strengthen the City's Investment Policy.

Report Prepared By: Laura Mendez, Finance Manager of Reporting

Report Reviewed By: Nancy L. Parent, Treasurer

ATTACHMENTS: Resolution
Statement of Investment Policy with Proposed Revisions – Red Line
City of Pittsburg Investment Policy Dated June 19, 2023