



Council Chambers
200 H Street
Antioch, CA 94509

Closed Session - 5:30 P.M.
Regular Meeting - 7:00 P.M.

ANNOTATED AGENDA

for

JUNE 28, 2016

**Antioch City Council
Regular Meeting**

**Including the Antioch City Council
acting as Successor Agency/
Housing Successor to the
Antioch Development Agency
Antioch Public Financing Authority**

Wade Harper, Mayor

Lori Ogorchock, Mayor Pro Tem

Mary Helen Rocha, Council Member

Tony Tiscareno, Council Member

Monica E. Wilson, Council Member

Arne Simonsen, City Clerk

Donna Conley, City Treasurer

Steven Duran, City Manager

Michael G. Vigilia, City Attorney

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Council meetings are televised live on Comcast Channel 24

Notice of Availability of Reports

This agenda is a summary of the actions proposed to be taken by the City Council. For almost every agenda item, materials have been prepared by the City staff for the Council's consideration. These materials include staff reports which explain in detail the item before the Council and the reason for the recommendation. The materials may also include resolutions or ordinances which are proposed to be adopted. Other materials, such as maps and diagrams, may also be included. All of these materials are available at the City Clerk's Office, located on the 3rd Floor of City Hall, 200 H Street, Antioch, CA 94509, during normal business hours for inspection and (for a fee) copying. Copies are also made available at the Antioch Public Library for inspection. Questions on these materials may be directed to the staff member who prepared them, or to the City Clerk's Office, who will refer you to the appropriate person.

Notice of Opportunity to Address Council

The public has the opportunity to address the Council on each agenda item. To address the Council, fill out a yellow Speaker Request form, available on each side of the entrance doors, and place in the Speaker Card Tray. See the Speakers' Rules on the inside cover of this Agenda. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section.

5:30 P.M. ROLL CALL – CLOSED SESSIONS – for Council Members – *Council Members Wilson, Ogorchock, Tiscareno and Mayor Harper (Council Member Rocha arrived at 5:43 p.m.)*

PUBLIC COMMENTS for Closed Sessions – *None*

CLOSED SESSIONS:

1) **CONFERENCE WITH LABOR NEGOTIATORS** – This Closed Session with the City's Labor Negotiators is authorized by California Government Code § 54957.6; City designated representatives: Nickie Mastay, Denise Haskett and Glenn Berkheimer; Employee organization: Antioch Police Officers' Association.
Direction given to Labor Negotiators

2) **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** pursuant to California Government Code section 54956.8; Property – Humphrey's Restaurant: Agency Negotiator – City Manager; Parties – Dorothy Everett and John Jernegan.
No reportable action

3) **CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation pursuant to California Government Code §54956.9 (d)(1): Patient J.K. vs. City of Antioch, Contra Costa Superior Court Case No. MSN16-0527.
No reportable action

7:00 P.M. ROLL CALL – REGULAR MEETING – for Council Members/City Council Members acting as Successor Agency/Housing Successor to the Antioch Development Agency/Antioch Public Financing Authority – *All Present*

PLEDGE OF ALLEGIANCE

1. PROCLAMATIONS

- Gerald "JR" Wilson, California Disabled American Veterans State Commander
- Parks and Recreation Month, July 2016

Approved, 5/0

Recommended Action: It is recommended that the City Council approve the proclamations.

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

STAFF REPORT

STAFF REPORT

ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

- BOARD OF ADMINISTRATIVE APPEALS, ALTERNATE (Extended Deadline date: 07/08/16)
- POLICE CRIME PREVENTION COMMISSION (Extended Deadline date: 07/08/16)

PUBLIC COMMENTS – Members of the public may comment only on unagendized items. The public may comment on agendized items when they come up on this Agenda.

CITY COUNCIL COMMITTEE REPORTS

MAYOR’S COMMENTS

PRESENTATIONS – Honoring the Antioch Water Park Lifeguard Staff, presented by Nancy Kaiser Parks and Recreation Director

– Bay Area Rapid Transit (BART), presented by Joel Keller, Director of District 2

STAFF REPORT

2. CONSENT CALENDAR for City/ City as Successor Agency/Housing Successor to the Antioch Development Agency/ Antioch Public Financing Authority

A. APPROVAL OF COUNCIL MINUTES FOR JUNE 14, 2016

Continued, 5/0

Recommended Action: It is recommended that the City Council continue the minutes to the next meeting.

STAFF REPORT

B. APPROVAL OF COUNCIL WARRANTS

Approved, 5/0

Recommended Action: It is recommended that the City Council approve the warrants.

STAFF REPORT

C. RESOLUTION REQUESTING CONSOLIDATION OF ELECTION; LIMITING THE CANDIDATE STATEMENT WORD COUNT; AND CLARIFYING COSTS FOR THE NOVEMBER 8, 2016 GENERAL ELECTION

Reso No. 2016/70 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt the resolution requesting consolidation of election, limiting the Candidate Statement word count to 250 words, and clarifying filing costs for the November 8, 2016 General Election.

STAFF REPORT

D. EXTENSION OF CONTRACT FOR BANKING SERVICES WITH BANK OF THE WEST

Reso No. 2016/71 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt a resolution approving an extension of the contract for banking services with Bank of the West for five years with our existing pricing and earnings credit rate.

STAFF REPORT

CONSENT CALENDAR for City/ City as Successor Agency/Housing Successor to the Antioch Development Agency/ Antioch Public Financing Authority – Continued

E. STATEMENT OF INVESTMENT POLICY

Reso No. 2016/72 adopted, 5/0

Recommended Action: It is recommended that the City Council approve a resolution adopting the Statement of Investment Policy.

STAFF REPORT

City of Antioch Acting as Successor Agency/Housing Successor to the Antioch Development Agency

F. APPROVAL OF SUCCESSOR AGENCY WARRANTS

Approved, 5/0

Recommended Action: It is recommended that the City Council approve the warrants.

STAFF REPORT

G. APPROVAL OF HOUSING SUCCESSOR WARRANTS

Approved, 5/0

Recommended Action: It is recommended that the City Council approve the warrants.

STAFF REPORT

COUNCIL REGULAR/ CITY OF ANTIOCH COUNCIL MEMBERS ACTING AS SUCCESSOR AGENCY/ HOUSING SUCCESSOR TO THE ANTIOCH DEVELOPMENT AGENCY/ ANTIOCH PUBLIC FINANCING AUTHORITY AGENDA

3. SALES TAX CITIZENS' OVERSIGHT COMMITTEE APPOINTMENTS FOR THREE 2-YEAR TERM VACANCIES EXPIRING MARCH 2018

Appointed Susana Williams, Rich Seithel and Michelle Fitzer, 2-Year Terms expiring March 2018, 5/0

Recommended Action: It is recommended that the Mayor appoint and City Council approve the appointments of three members to the Sales Tax Citizens' Oversight Committee for a 2-year term expiring March 2018.

STAFF REPORT

4. MID YEAR UPDATE TO THE 2015-17 BUDGETS FOR THE CITY, ANTIOCH PUBLIC FINANCING AUTHORITY AND SUCCESSOR AGENCY AND HOUSING SUCCESSOR TO THE ANTIOCH DEVELOPMENT AGENCY

Recommended Action: It is recommended that the City Council take the following actions:

Reso No. 2016/73 adopted, 5/0

1) Adopt the Resolution of the City Council of the City of Antioch Amending the 2015-17 Budget; and

SA Reso No. 2016/21 adopted, 5/0

2) Adopt the Resolution of the City of Antioch as Successor Agency and Housing Successor to the Antioch Development Agency Amending the Fiscal Year 2016 Budget; and

Reso No. 2016/74 adopted, 5/0

3) Adopt the Resolution of the Antioch Public Financing Authority Amending the Fiscal Year 2016 Budget.

STAFF REPORT

**COUNCIL REGULAR/ CITY OF ANTIOCH COUNCIL MEMBERS ACTING AS SUCCESSOR AGENCY/
HOUSING SUCCESSOR TO THE ANTIOCH DEVELOPMENT AGENCY/ ANTIOCH PUBLIC FINANCING
AUTHORITY AGENDA – Continued**

5. BODY WORN CAMERA UPDATE

Received the report, 4/1-H

Recommended Action: It is recommended that the City Council receive the report concerning staff's efforts regarding the implementation of a Body Worn Camera (BWC) Program and provide feedback.

STAFF REPORT

6. DESIGNATION OF A VOTING DELEGATE AND ALTERNATE DELEGATE FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE AND AUTHORIZATION FOR ASSOCIATED CONFERENCE EXPENSES NOT TO EXCEED \$1,600

***Appointed Mayor Pro Tem Ogorchock as the Voting Delegate
and Mayor Harper as the Alternate Delegate, 5/0***

Recommended Action: It is recommended that the City Council appoint a Voting Delegate and Alternate Delegate for the 2016 League of California Cities Annual Conference. It is further recommended that the City Council authorize the associated conference expenses for one participant in an amount not to exceed \$1,600.

STAFF REPORT

PUBLIC COMMENT

STAFF COMMUNICATIONS

COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS – *Council Members report out various activities and any Council Member may place an item for discussion and direction on a future agenda. Timing determined by Mayor and City Manager – no longer than 6 months.*

ADJOURNMENT – 9:47 p.m.



IN HONOR OF
GERALD "JR" WILSON

WHEREAS, The Department of California Disabled American Veterans (DAV) is part of the Disabled American Veterans National Organization that was founded in 1920; and

WHEREAS, On June 11, 2016, Gerald "JR" Wilson will become the State Commander of the Department of California DAV at the State Convention in Orange, California. It is a great honor since this will be the first time the Department of California has had a Commander from the Bay Area (the first from Antioch) in its 95 year history; and

WHEREAS, J.R. Wilson was born in Concord, California in 1971, was raised in Antioch and Pittsburg, and went to schools in both cities: Mission, Highlands, and Marsh Elementary; Hillview and Antioch Jr. High Schools; Antioch and Pittsburg High Schools; and

WHEREAS, As a young boy, JR was a paperboy for the Antioch Daily Ledger and Pittsburg Dispatch; was in the United States Army from 1990-1994, is the Founder and President of the Delta Veterans Group (DVG) which champions support for Veterans in the Delta Area; currently serves the Disabled Veterans Auxiliary (DAV) as the California State Senior Vice Commander; Volunteers with the Disabled Veterans Group; Advocates for Veterans throughout the Bay Area; Block Captain for Neighborhood Watch; Member of Rotary; and Works with Veterans Affairs to buy homes to fix up for disabled Veterans; and

WHEREAS, Over the years, JR has attended many "Stand Downs" throughout the San Francisco Bay Area. What is a Stand Down you ask? Well a Stand Down was modeled after a concept used during the Vietnam War to provide a safe retreat for units returning from combat operations; and

WHEREAS, In mid 2014, the first annual Stand Down on the Delta was a huge success. Through careful planning and organizing, over 350 homeless Veterans came to the fairgrounds in Antioch for a safe place to get access to services ranging from medical and mental health care, legal advice, access to affordable housing, and even a safe place for their pets helping them get back on their feet; and

WHEREAS, From there, the "Stand Down on the Delta" was born and took place September 9 - 11, 2015. This task was a huge undertaking and JR proved that he was the one to do this. He gathered the many stakeholders throughout Contra Costa County, the Bay Area, and the State of California. In fact, it was so successful, plans for Stand Down on the Delta 2017 are already underway.

NOW, THEREFORE, I, MAYOR WADE HARPER
do hereby salute GERALD "JR" WILSON for his dedication, commitment and positive influence to our community and the Veterans in the City of Antioch.

June 28, 2016

WADE HARPER, Mayor

1.01
06-28-16



IN HONOR OF
PARKS AND RECREATION MONTH
JULY 2016

WHEREAS, Parks and recreation services are vital for our communities—from protecting open space & natural resources, to improving health and wellness, and, to providing activities and programs for all residents; and

WHEREAS, Parks are the cornerstone of our community, providing energizing places for families and friends, individuals and groups – and are the places anyone can be active, live healthier, connect with nature and celebrate together; and

WHEREAS, Antioch residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during nonschool hours; it promotes the arts and increases social connections through events and celebrations; aids in support and socialization for older adults; and promotes lifelong learning; and

WHEREAS, Antioch Recreation provides employment opportunities to more than one hundred twenty-five students and young adults each year—a first job for many; and

WHEREAS, our many facilities serve as the gateway to building friendships, strengthening community and supporting economic prosperity; and

WHEREAS, Park and recreation agencies across the country are recognizing this month with summer programs, events, contests, commemorations and celebrations; and

WHEREAS, the City of Antioch urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods.

NOW, THEREFORE, I, MAYOR WADE HARPER
do hereby thank Antioch Recreation and Park Services staff, volunteers and community partners for their dedication, support and positive influence to the City of Antioch.

June 28, 2016

WADE HARPER, Mayor

1.02
06-28-16

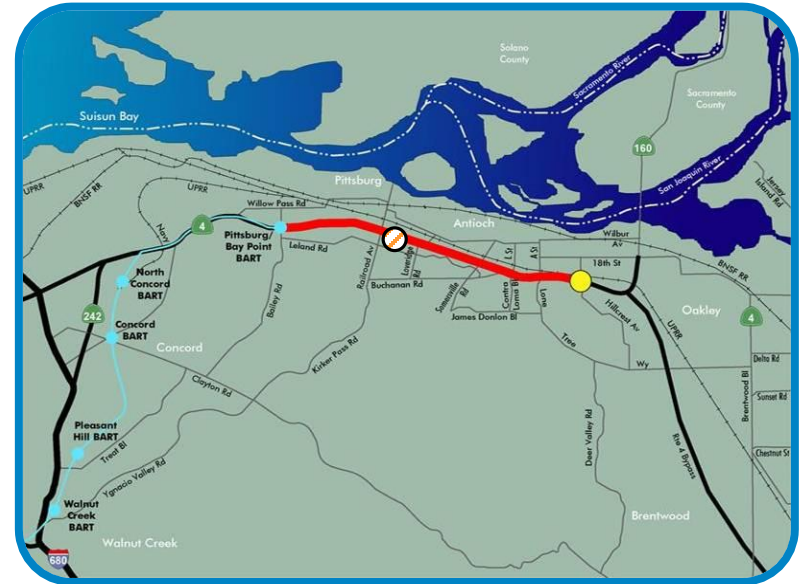


IT'S TIME TO REBUILD.

BART TO ANTIOCH

Opening 2018

- Diesel Multiple Unit (DMU) technology
- Ten-mile extension to City of Antioch
- SR 4 median alignment - tied to delayed timing of freeway construction



Facilities:

- Transfer Platform at Pittsburg/BP
- Pittsburg Center Station at Railroad
- Antioch Station at Hillcrest
- Maintenance Facility



BART TO ANTIOCH

Antioch



- Antioch Station escalators possible

BART TO ANTIOCH

**Made in
America**



BART TO ANTIOCH

Local Hire*	
Journeyman (Goal 25%)	37.01%
Apprentice (Goal 50%)	60.61%

* The "Local Area" is defined as the communities of eastern Contra Costa County to be served by the Project. % as of March 2016.

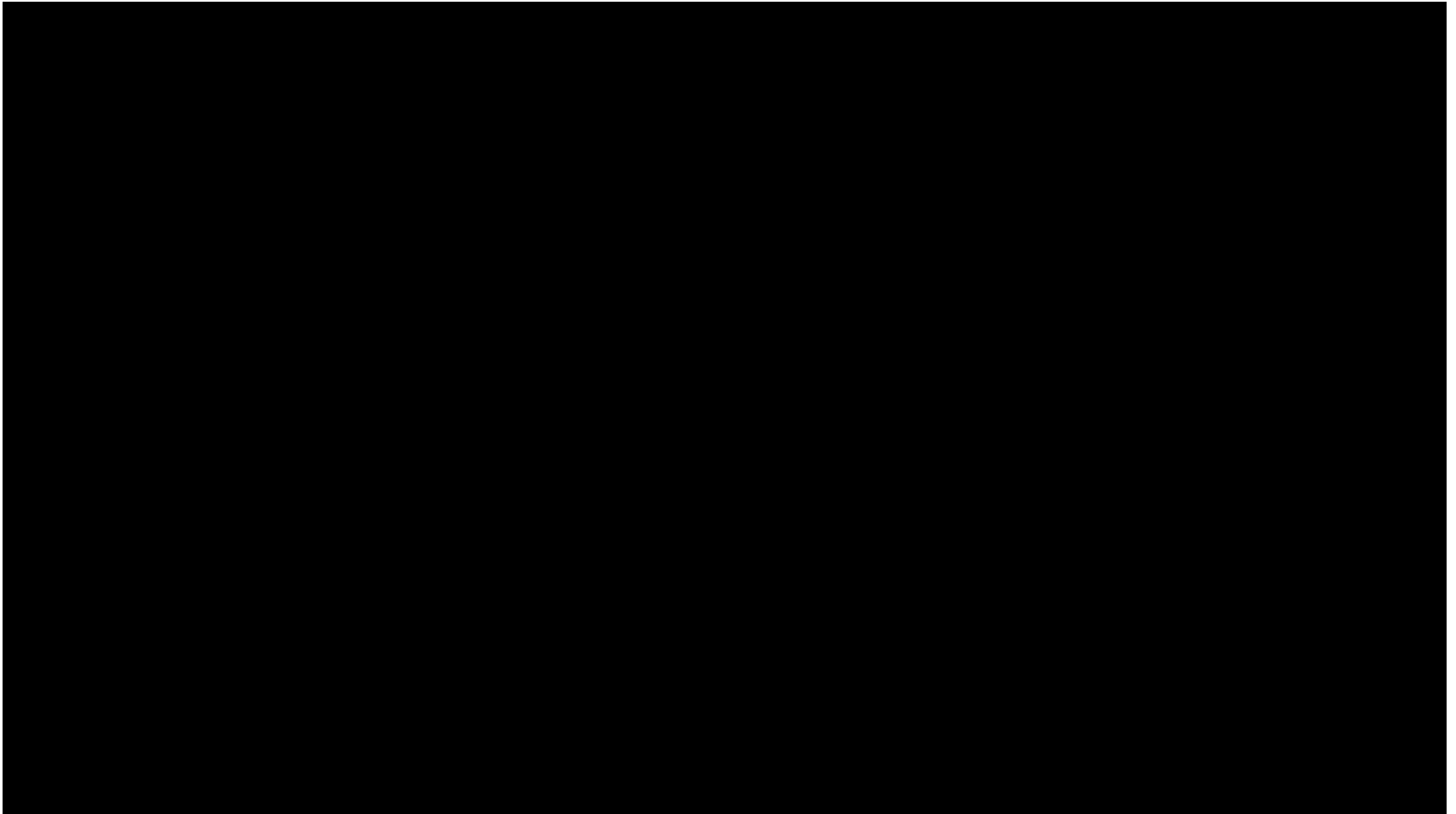


BART TO ANTIOCH



BART TO ANTIOCH

Transfer Platform



BART TO ANTIOCH

Tri Delta Transit Center in Brentwood

Possible Intermodal Transit Center incorporated into BART's Plan Bay Area 2040 Call for Projects Request



BART SYSTEM

50 YEARS OF HISTORY

44 YEARS OF SERVICE TO THE BAY AREA

1946

Bay Area Council
leads BART
discussion



1964

BART breaks
ground, lays first
test track



1989

BART provides
critical service after
Loma Prieta



2014

BART to OAK
opens



1957

CA Legislature
creates
BART District



1972

September 11 First
day of passenger
service



2003

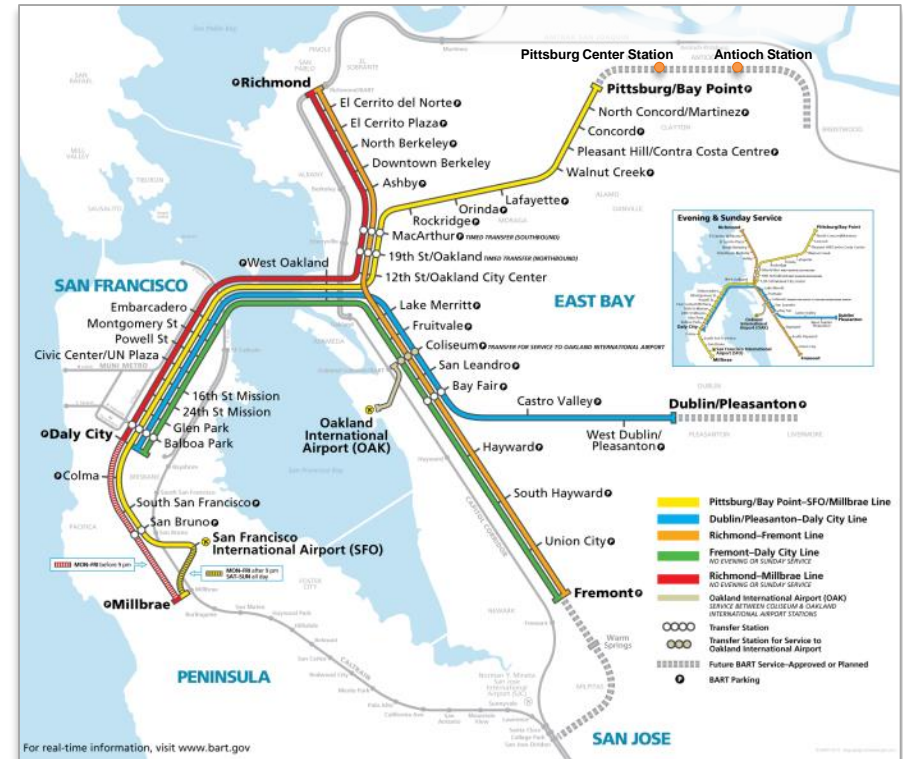
BART opens
SFO Extension

BART SYSTEM—THEN AND NOW

“The decision of the people to build a 3-county Bay Area rapid transit system is one of the most courageous and promising acts in modern American municipal history...” —San Francisco Examiner, November 9, 1962



1974



Today



ESCALATING RIDERSHIP

- From approx. 170,000 per week to 435,000/day
- Oldest Fleet of Train Cars in the Country

BART IN CONTRA COSTA COUNTY

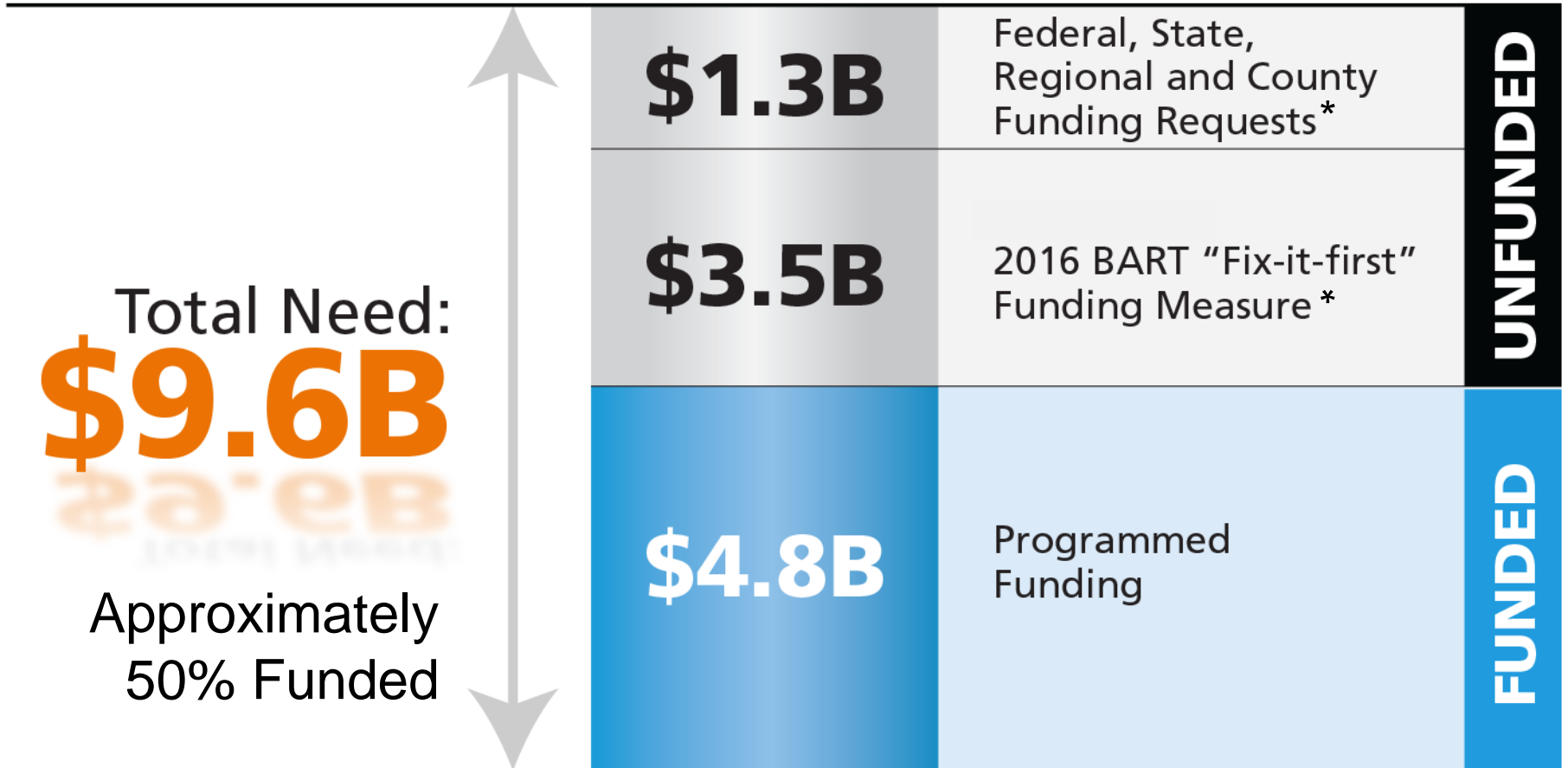
- **PITTSBURG/BAY POINT to SF** – Busiest Route in BART System
- **26%** of BART Trips Begin or End In Contra Costa County
 - **110,000 trips on typical weekday**
 - **Riders travel over 1/2 billion miles per year**
- **32%** of Total BART Trip Miles are Taken by Contra Costa Riders

BART'S CONTINUOUS SYSTEM REINVESTMENT

- **75.67%** of BART Operating Costs Are Paid For By Customers
- **13 % VTA**
- **21 % MUNI**
- **35% MARTA**
- **62 % WMATA**
- **63% MTA NYC Transit**
(rail portion of service only)

CAPITAL FUNDING SCENARIO

COMPLIMENTARY MEASURES

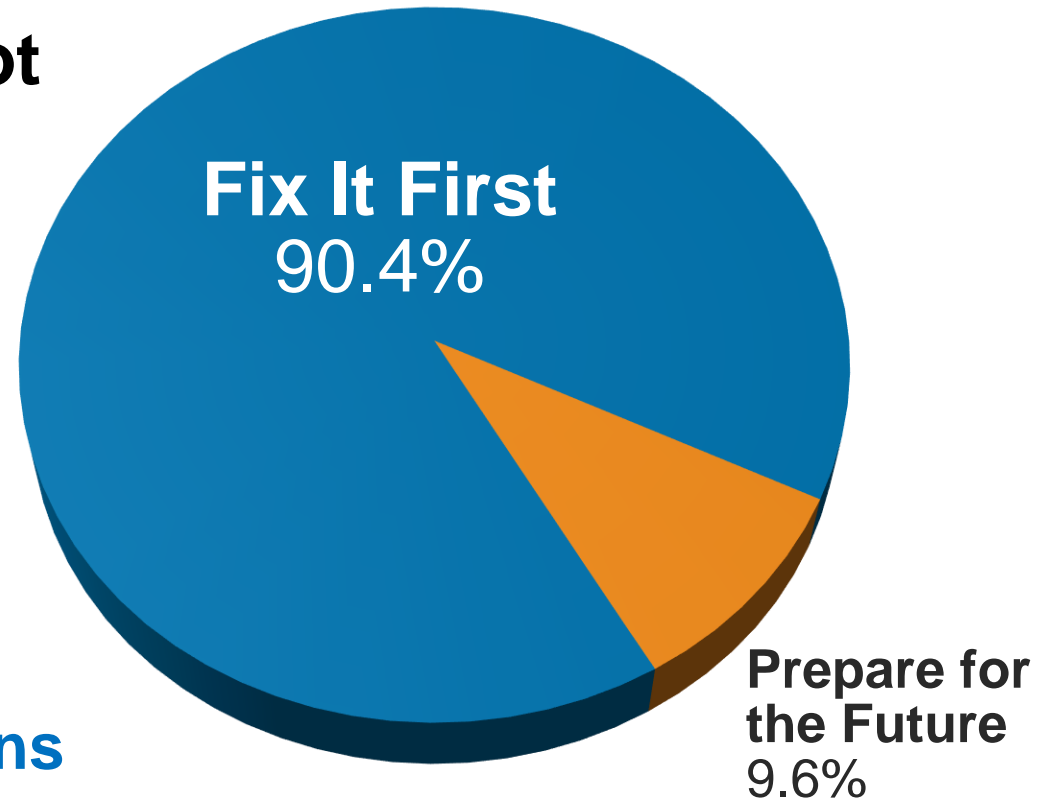


*Complimentary Measures (More Later) - BART GO Bond Pays for Fixed Capital Assets, Repair and Replacement. CCTA Measure contributes equal share to new train cars to increase capacity for CCC riders, and decrease traffic for non-riders.

CAPITAL FUNDING SHORTFALL

“FIX IT FIRST” BOND

**\$3.5B General Obligation Bond Measure To
Voters In BART District –
November 2016 Ballot**



**BART GO Bond Can't
Fund Moveable Assets
(Train Cars) Or Operations**

BETTER BART. BETTER BAY AREA.



The \$3.5 Billion Plan Improves:



Safety &
Reliability









Crowding &
Traffic Relief



Station
Access

“FIX IT FIRST” BOND

Two Major Plan Categories

Repair and replace critical safety infrastructure	\$3.165 B 90.4%	 Safety	 Reliability	 Crowding & Traffic Relief
Relieve crowding, reduce traffic congestion, & expand opportunities to safely access stations	\$335 M 9.6%	 Safety	 Reliability	 Crowding & Traffic Relief
Total	\$3.5 B			

BOND COST TO HOMEOWNER

Average Annual Cost / Single Family Home

	Alameda	CoCo	SF
\$3.5 B	\$36.09	\$35.74	\$55.58

- Calculation made based on the average tax rate of \$8.98 per \$100K assessed value per property over the life of the bond.
- Contra Costa County average single family home value = \$398,591 (2015 CCC Assessors Office)

BART BOND OVERSIGHT COMMITTEE

COMPRISED OF SUBJECT MATTER EXPERTS

- Audit bond expenditures
- Ensure work is completed in accordance with the bond
- Publish an annual, public, independent report



LEAGUE OF
WOMEN VOTERS®



THE PROBLEM



RAIL CARS: REGIONAL APPROACH



Rail capital needs are a regional issue, requires a regional solution

- 306 additional rail cars for added capacity from new train control – \$1.6B
- BART, CCTA, ACTC, SFCTA and MTC are working together on an “Equal Share” contribution funding solution
- BART’s potential bond legally **cannot** pay for rail cars

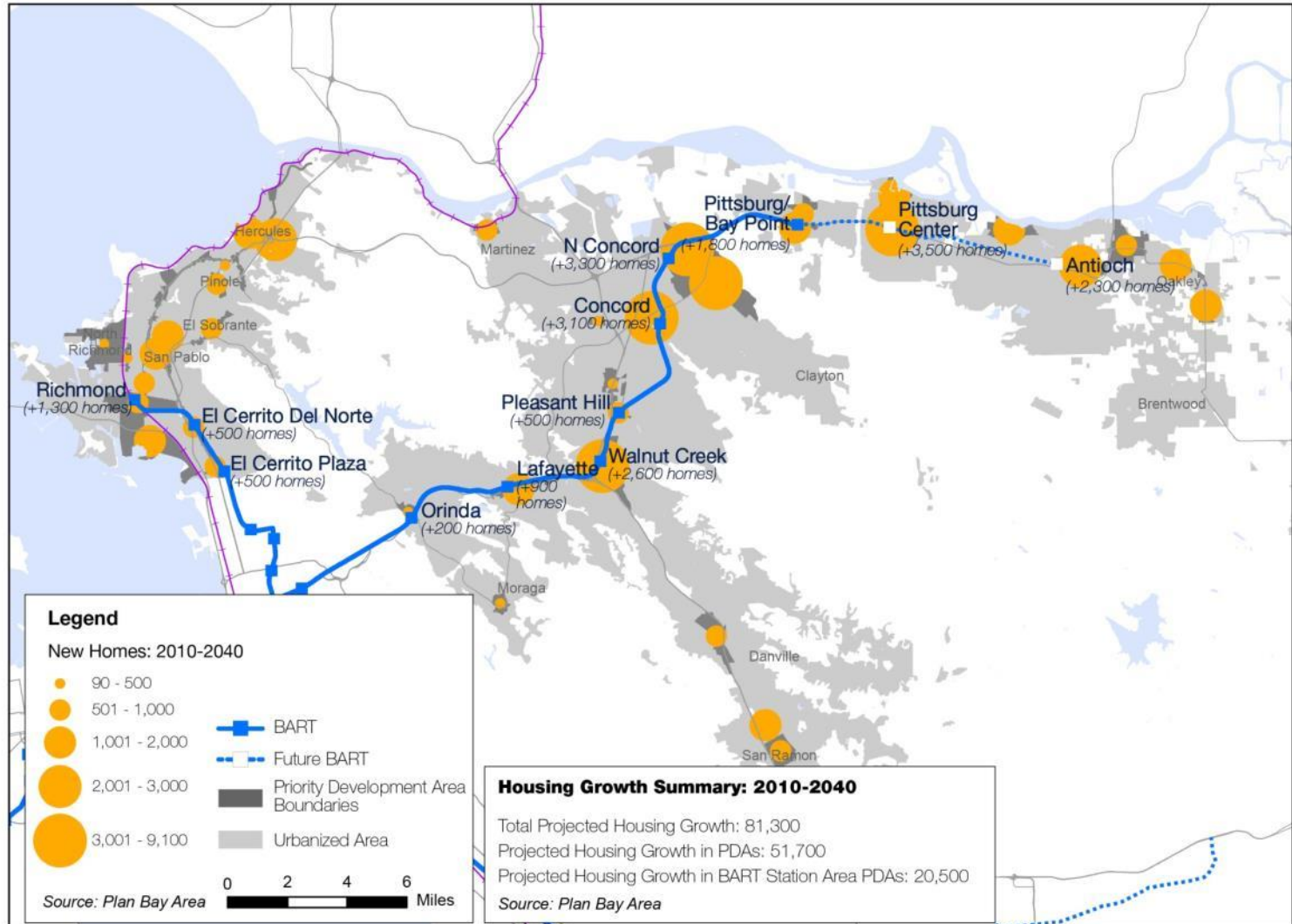
CONTRA COSTA COUNTY IMPROVEMENTS

1 ADDED TRAIN CAN REMOVE 2/3 LANE PEAK HOUR FREEWAY TRAFFIC

BART Line	Potential Capacity Increase	Peak Headway	Est Added Riders per Hour, Peak Commute Direction
Pittsburg/Bay Point	15%-20%	4-5 minutes	800-1000 riders
Richmond-SF	50%-80%	5 minutes	550-700
Dublin/Pleasanton	50%-80%	4-5 minutes	700-900 riders

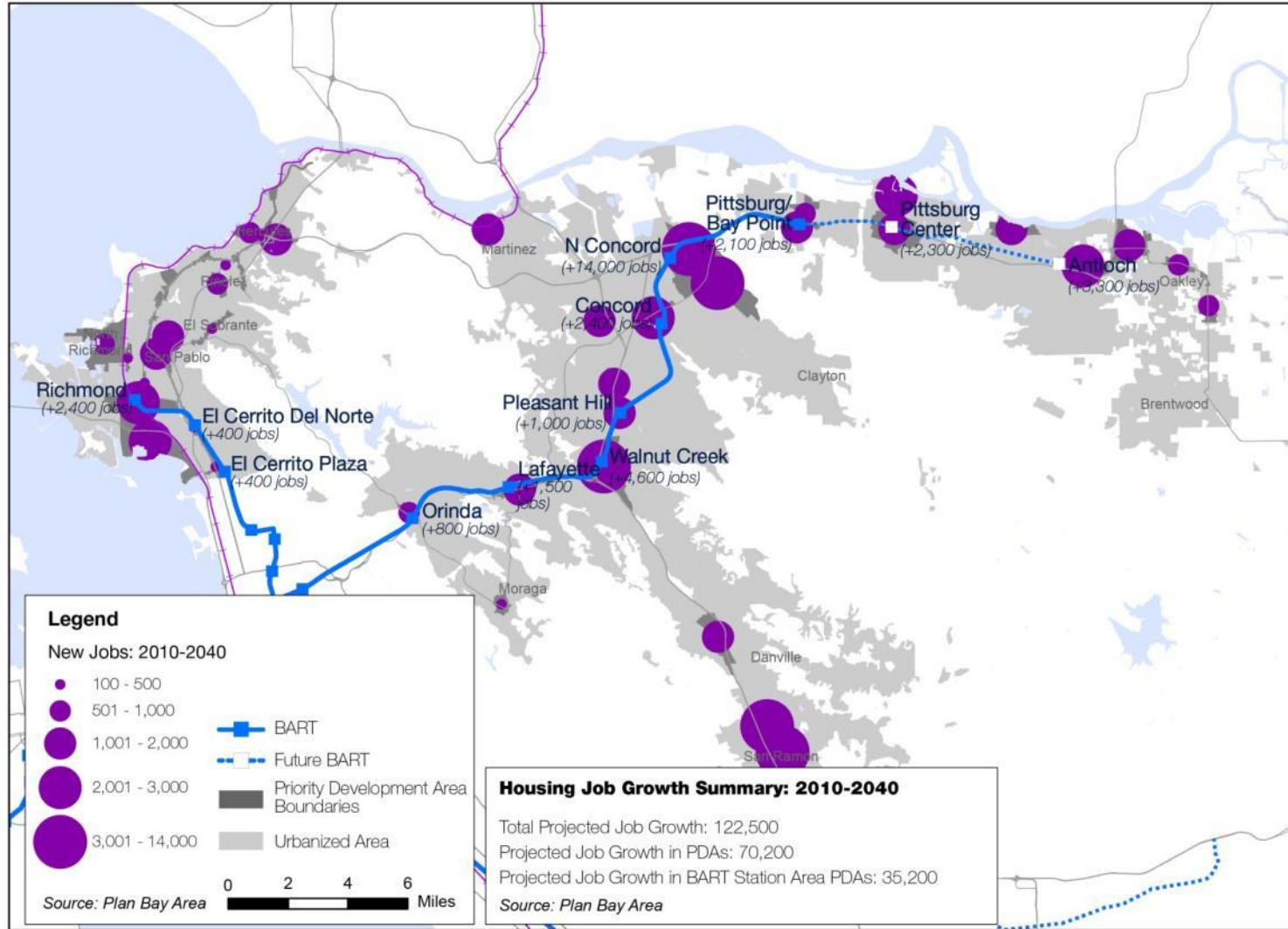
CONTRA COSTA HOUSING GROWTH

Contra Costa County Priority Development Areas: Projected Housing Growth 2010-2040



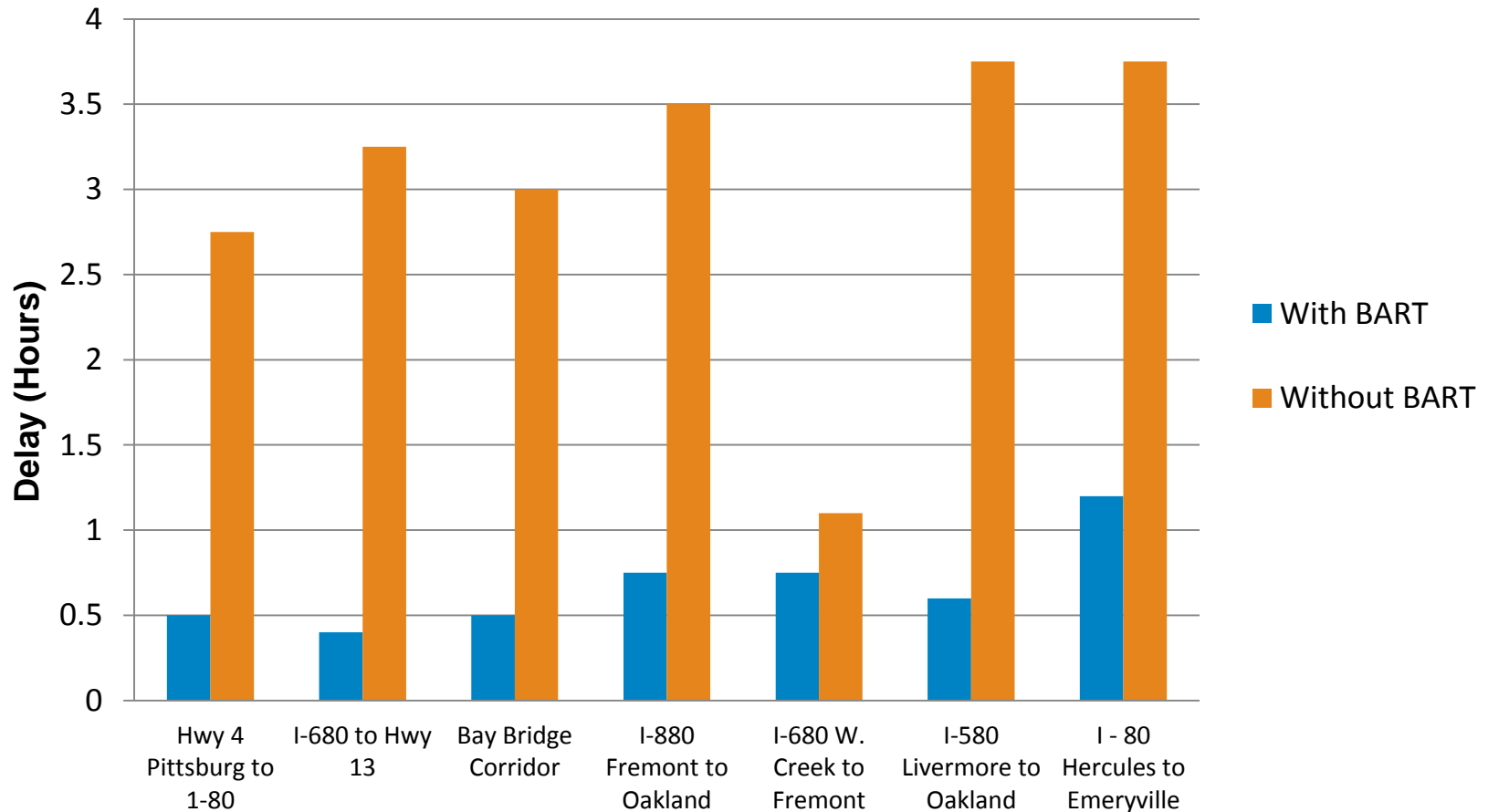
CONTRA COSTA JOB GROWTH

Contra Costa County Priority Development Areas: Projected Job Growth 2010-2040



CONSEQUENCES OF INACTION

Freeway Delay Times with and without BART



Traffic Impact Analysis: Effects of the absence of BART service on major East Bay corridors
J. Lavel, M. Cassidy, and J.C. Merrera, Oct. 2004

CONSEQUENCES OF INACTION



QUESTIONS?

THANK YOU!



BART'S CONTINUOUS SYSTEM REINVESTMENT

Current Top Rates

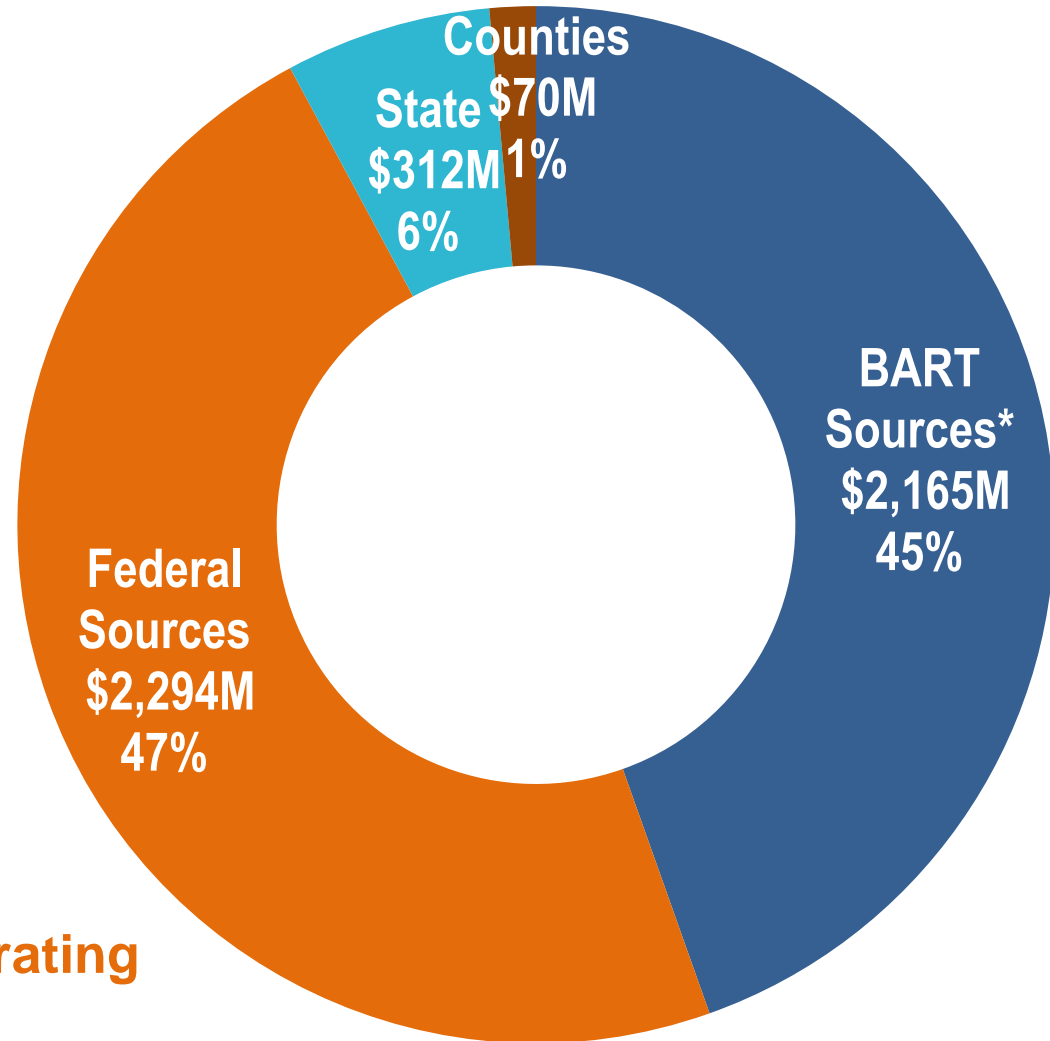
	Train Operator	Station Agent	Maintenance	Track Worker
BART	34.14	34.14	40.21	34.14
WMATA	31.69	31.69	36.12	32.95
NY	34.51			
MUNI	31.46	40.70	41.83	
VTA	32.33		40.99	35.26

BART'S CONTINUOUS SYSTEM REINVESTMENT

CAPITAL FUNDING SOURCES

\$4.858B

**Funding Sources for
BART's Capital Program
2001-2015
(Excluding "Big 3"
Projects and
Extensions)**



***\$1.425B Allocated from Operating**

BART'S CONTINUOUS SYSTEM REINVESTMENT

- **75.67%** of BART Operating Costs Are Paid For By Customers
- **13 % VTA**
- **21 % MUNI**
- **35% MARTA**
- **62 % WMATA**
- **63% MTA NYC Transit**
(rail portion of service only)

OPERATIONS FUNDING TO BIG 3 CAPITAL

- **775 Rail Cars - \$2.6B**
- **Communications Based Train Control - \$915M**
- **Hayward Maintenance Complex Expansion - \$409M**
- **By completion date, BART will have allocated approx. \$865 million from operating budget to fund these critical projects.**

OPERATIONS FUNDING TO BIG 3 CAPITAL

\$186M allocated to date

\$865M anticipated future allocations

- 775 Rail Cars
- Communications Based Train Control
- Hayward Maintenance Complex Expansion

If BART Bond is unsuccessful, \$1.3 B will be needed from op budget for these critical projects

REPAIR & REPLACE CRITICAL SAFETY INFRASTRUCTURE (\$3.165 B)

	EXAMPLE PROJECTS	BOND FUNDS	REMAINING NEED
Renew track	<ul style="list-style-type: none"> • Replace 90 miles of rail • Rebuild interlockings 	\$625 M 18%	Fully funded
Renew power infrastructure	<ul style="list-style-type: none"> • Refurbish/replace substations • Replace backup power 	\$1.225 M 35%	50% unfunded
Repair tunnels and structures	<ul style="list-style-type: none"> • Repair water damage intrusion in Market Street tunnels • Repair Berkeley Hills Tunnel fault creep 	*\$570 M 16%	66% unfunded

REPAIR & REPLACE CRITICAL SAFETY INFRASTRUCTURE (\$3.165 B)

	EXAMPLE PROJECTS	BOND FUNDS	REMAINING NEED
Renew mechanical infrastructure	<ul style="list-style-type: none"> • Refurbish/replace fire safety infrastructure • Refurbish/replace repair shop infrastructure 	\$135 M 3.8%	63% unfunded
Renew stations	<ul style="list-style-type: none"> • Invest in safety, security & reduce fare evasion • Repair/replace escalators 	*\$210 M 6%	81% unfunded
Replace train control	<ul style="list-style-type: none"> • Modernize train control infrastructure • Expand rail car storage and maintenance capacity 	\$400 M 11.4%	Fully funded

RELIEVE CROWDING, REDUCE TRAFFIC, & EXPAND OPPORTUNITIES TO SAFELY ACCESS STATIONS (\$335 M)

	EXAMPLE PROJECTS	BOND FUNDS	REMAINING NEED
Expand opportunities to safely access stations	<ul style="list-style-type: none"> • Enhance access for seniors/disabled • Improve parking availability/bike access 	\$135 M 3.9%	57% unfunded
Future crowding relief	<ul style="list-style-type: none"> • Add more crossovers • 2nd Transbay crossing 	\$200 M 5.7%	N/A



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Christina Garcia, Deputy City Clerk *Cg*

APPROVED BY: Nickie Mastay, Administrative Services Director *NM*

SUBJECT: City Council Meeting Minutes of June 14, 2016

RECOMMENDED ACTION

It is recommended that the City Council continue the Meeting Minutes of June 14, 2016 to the next meeting.

STRATEGIC PURPOSE

N/A

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
 JUNE 3-10, 2016
 FUND/CHECK#

100 General Fund

Non Departmental

362965 FCS INTERNATIONAL INC	CONSULTANT SERVICES	5,750.00
362966 FRESCHI AIR SYSTEMS	CBSC FEE REFUND	2.64
363003 VIVINT SOLAR INC	CBSC FEE REFUND	3.08
363007 AFZAL, ADEEL	DEPOSIT REFUND	389.75
363101 NOR CAL FIRE EQUIPMENT	SMIP FEE REFUND	5.20
363122 TELECOM LAW FIRM PC	LEGAL SERVICES	5,400.00

City Attorney

362968 GOLDFARB AND LIPMAN LLP	LEGAL SERVICES	778.00
362988 PERS	PAYROLL DEDUCTIONS	2,075.74

City Treasurer

362967 GARDA CL WEST INC	ARMORED CAR PICK UP	246.66
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Human Resources

362960 DODSON, DARRYL	EMPLOYEE RECOGNITION	300.00
363019 BANK OF AMERICA	CONFERENCE DUES	2,040.00
362963 EIDEN, KITTY J	PROFESSIONAL SERVICES	1,048.50
363071 IEDA INC	PROFESSIONAL SERVICES	4,035.84

Economic Development

362978 MUNICIPAL RESOURCE GROUP LLC	CONSULTING SERVICES	6,891.04
926991 ICR ELECTRICAL CONTRACTORS	DOWNTOWN TREE LIGHTING	26,275.00

Finance Administration

363018 BANK OF AMERICA	MEETING EXPENSE	865.00
363104 OFFICE MAX INC	OFFICE SUPPLIES	140.52

Finance Accounting

363017 AT AND T MCI	BITECH PHONE LINE	504.19
363018 BANK OF AMERICA	TRAINING-CASTRO/LOVE	398.00
363054 EXECUTIME	TRAINING EXPENSE	1,645.91
363090 MASTERMARK	STAMPERS	335.96
926994 SUNGARD PUBLIC SECTOR INC	TRAINING	2,664.00
927000 CLINE, CAROL	TRAVEL EXPENSE REIMBURSEMENT	3,642.68

Finance Operations

363000 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	3.00
363018 BANK OF AMERICA	SUPPLIES	908.52

Non Departmental

362943 CELEBRATE ANTIOCH FOUNDATION	4TH OF JULY EVENT	20,000.00
362985 PERS	PAYROLL DEDUCTIONS	8.40
362986 PERS	PAYROLL DEDUCTIONS	0.91
362987 PERS	PAYROLL DEDUCTIONS	0.03
362988 PERS	PAYROLL DEDUCTIONS	1,613.34
363026 BOOT BARN INC	BUS LIC TAX FEE REFUND	1,420.00
363051 EMPLOYMENT DEVELOPMENT DEPT	UNDERPAYMENT PENALTY SDI	20.74

Public Works Street Maintenance

362975 L SERPA TRUCKING INC	TRUCK RENTAL	1,392.00
362979 NEXTEL SPRINT	CELL PHONE	57.65
363013 ANTIOCH BUILDING MATERIALS	ASPHALT	1,757.80

Prepared by: Georgina Meek
 Finance Accounting

6/17/2016

2B

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
 JUNE 3-10, 2016
 FUND/CHECK#

927011 TELFER PAVEMENT TECHNOLOGIES	TACK OIL MATERIAL	2,750.00
Public Works-Signal/Street Lights		
363017 AT AND T MCI	PHONE	605.27
363107 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	495.59
363131 WESCO RECEIVABLES CORP	SUPPLIES	4,546.08
927006 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	319.19
Public Works-Striping/Signing		
362959 DEPT OF PESTICIDE REGULATION	CERTIFICATION-TOGNOTTI	140.00
362962 EAST BAY WELDING SUPPLY	OXYGEN	26.72
362973 INTERSTATE SALES	SUPPLIES	1,754.90
362979 NEXTEL SPRINT	CELL PHONE	57.65
363056 FASTENAL CO	DRILL	421.17
363108 PAPA	CONCORD SEMINAR	80.00
Public Works-Facilities Maintenance		
362958 DELTA LOCK KEY AND SAFE	SUPPLIES	31.06
362979 NEXTEL SPRINT	CELL PHONE EQUIPMENT	461.62
362988 PERS	PAYROLL DEDUCTIONS	746.47
363017 AT AND T MCI	PHONE	52.46
363023 BAY CITIES PYROTECTOR	FIRE SYSTEM TEST	600.00
363045 DREAM RIDE ELEVATOR	ELEVATOR SERVICE	160.00
363067 HOME DEPOT, THE	TOOLS	368.13
363102 OAKLEYS PEST CONTROL	PEST CONTROL SERVICES	325.00
926992 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3,041.85
Public Works-Parks Maint		
362982 OPENING TECHNOLOGIES	REPAIR SERVICE	2,830.79
363008 ALTA FENCE	FENCE INSTALLATION	2,775.00
363017 AT AND T MCI	PHONE	91.74
363107 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	119.00
927010 SITEONE LANDSCAPE SUPPLY	REPLACEMENT VALVES	1,336.72
Public Works-Median/General Land		
362995 SILVA LANDSCAPE	LANDSCAPE SERVICES	2,736.00
363006 ACE HARDWARE, ANTIOCH	PVC FITTINGS	17.21
363017 AT AND T MCI	PHONE	196.87
363106 PACIFIC COAST LANDSCAPE MGMT	LANDSCAPE SERVICES	5,253.00
363107 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	37.66
363118 SILVA LANDSCAPE	LANDSCAPE SERVICES	2,736.00
Public Works-Work Alternative		
362979 NEXTEL SPRINT	CELL PHONE	50.90
Police Administration		
362945 CNOA	TUITION-GONZALEZ	45.00
363000 UNITED PARCEL SERVICE	SHIPPING	36.80
363015 ARROWHEAD 24 HOUR TOWING INC	TOWING SERVICES	332.50
363028 BROGDON, CASEY AMON	TRAINING PER DIEM	640.00
363029 BROWNELLS INC	REPAIR PARTS	418.63
363038 COSTCO	SUPPLIES	320.31
363046 DUGGAR, SCOTT LLOYD	TRAINING PER DIEM	640.00

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363048 ED JONES CO INC	BADGES	2,176.58
363049 EIDEN, KITTY J	TRANSCRIPTION SERVICES	84.00
363062 HAMPTON INN	LODGING-SOLARI	298.08
363063 HAMPTON INN	LODGING-JOHNSEN	298.08
363065 HKPARTS NET	SUPPLIES	1,095.79
363075 JOHNSEN, ERIC Y	TRAINING PER DIEM	192.00
363080 LC ACTION POLICE SUPPLY	SUPPLIES	12,627.96
363084 MARRIOTT HOTEL	LODGING-BROGDON WK1	498.25
363085 MARRIOTT HOTEL	LODGING-BROGDON WK2	498.25
363086 MARRIOTT HOTEL	LODGING-SMITH, TOM WK1	498.25
363087 MARRIOTT HOTEL	LODGING-SMITH, TOM WK2	498.25
363088 MARRIOTT HOTEL	LODGING-DUGGAR WK1	498.25
363089 MARRIOTT HOTEL	LODGING-DUGGAR WK2	498.25
363099 NET TRANSCRIPTS	TRANSCRIPTION SERVICES	204.47
363104 OFFICE MAX INC	OFFICE SUPPLIES	4,439.61
363111 RIVERSIDE COUNTY SHERIFF'S DEPT	TUITION-JOHNSEN	165.00
363112 RIVERSIDE COUNTY SHERIFF'S DEPT	TUITION-SOLARI	165.00
363119 SMITH, THOMAS S	TRAINING PER DIEM	640.00
363120 SOLARI, ROBERT L	TRAINING PER DIEM	192.00
927001 CRYSTAL CLEAR LOGOS INC	UNIFORMS	931.30
Police Community Policing		
362986 PERS	PAYROLL DEDUCTIONS	84.79
362987 PERS	PAYROLL DEDUCTIONS	14.01
362988 PERS	PAYROLL DEDUCTIONS	5,292.51
363040 DELTA ANIMAL CLINIC	VETERINARY SERVICES	167.00
363103 OCCUPATIONAL HEALTH CENTERS	MEDICAL REQUIREMENTS	636.00
363110 PERS	PAYROLL DEDUCTIONS	156,096.96
Police Investigations		
362985 PERS	PAYROLL DEDUCTIONS	28.03
362986 PERS	PAYROLL DEDUCTIONS	28.03
363038 COSTCO	SUPPLIES	13.66
363110 PERS	PAYROLL DEDUCTIONS	28.03
Police Communications		
362937 AMS DOT NET INC	RADIO SERVICE	625.00
362946 COMCAST	CONNECTION SERVICE	346.67
363017 AT AND T MCI	PHONE	906.82
Office Of Emergency Management		
363017 AT AND T MCI	PHONE	361.52
Police Facilities Maintenance		
363017 AT AND T MCI	PHONE	314.89
363023 BAY CITIES PYROTECTOR	FIRE SYSTEM TEST	1,200.00
363042 DELTA LOCK KEY AND SAFE	LOCK REPAIR	38.18
363045 DREAM RIDE ELEVATOR	ELEVATOR SERVICE	80.00
363100 NISSEN, TARRA L	EXPENSE REIMBURSEMENT	34.99
363102 OAKLEYS PEST CONTROL	PEST CONTROL SERVICES	165.00
363118 SILVA LANDSCAPE	TREE STUMP REMOVAL	3,600.00

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926992 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3,597.30
Community Development Land Planning Services		
363021 BANK OF AMERICA	TRAINING	410.00
363049 EIDEN, KITTY J	TRANSCRIPTION SERVICES	126.00
CD Code Enforcement		
362949 CONTRA COSTA COUNTY	RECORDING FEES	158.00
362953 CREATIVE SUPPORTS INC	SUPPLIES	743.02
362974 K2GC	ABATEMENT SERVICES	536.98
362979 NEXTEL SPRINT	CELL PHONE	129.12
362988 PERS	PAYROLL DEDUCTIONS	2,239.41
362993 REPUBLIC SERVICES INC	GARBAGE ABATEMENT	5,462.82
363021 BANK OF AMERICA	EQUIPMENT	1,480.25
363067 HOME DEPOT, THE	SUPPLIES	124.78
363076 K2GC	ABATEMENT SERVICES	17,441.54
PW Engineer Land Development		
362979 NEXTEL SPRINT	CELL PHONE	170.89
362988 PERS	PAYROLL DEDUCTIONS	1,492.94
363017 AT AND T MCI	PHONE	34.35
363074 JN ENGINEERING	INSPECTION SERVICES	8,624.00
Community Development Building Inspection		
362966 FRESCHI AIR SYSTEMS	BLDG PERMIT FEE REFUND	207.58
362979 NEXTEL SPRINT	CELL PHONE	62.66
363003 VIVINT SOLAR INC	BLDG PERMIT FEE REFUND	213.12
363019 BANK OF AMERICA	ADVERTISING	345.00
363021 BANK OF AMERICA	SUPPLIES	7.82
363101 NOR CAL FIRE EQUIPMENT	ENERGY FEE REFUND	515.92
363104 OFFICE MAX INC	OFFICE SUPPLIES	271.16
Community Development Engineering Services		
362979 NEXTEL SPRINT	CELL PHONE	68.65
212 CDBG Fund		
CDBG		
362944 CITY DATA SERVICES LLC	CDBG SERVICES	1,000.00
926990 HOUSE, TERI	CONSULTING SERVICES	10,367.50
927005 HOUSE, TERI	CONSULTING SERVICES	10,497.50
213 Gas Tax Fund		
Streets		
363027 BPXPRESS	PLANS REPRODUCTION	164.73
363107 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	89.56
214 Animal Control Fund		
Animal Control		
363047 EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	415.79
363064 HILLS PET NUTRITION	ANIMAL FOOD	338.60
926992 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	457.80
Maddie's Fund Grant		
363047 EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	998.89

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219 Recreation Fund

Non Departmental

362969 HOME LIBERTY	DEPOSIT REFUND	500.00
363005 ABBA ANTIOCH BAND BOOSTER	DEPOSIT REFUND	500.00
363014 ARREOLA, NORMA	DEPOSIT REFUND	500.00
363024 BERNARDIO, JAMIE	DEPOSIT REFUND	500.00
363044 DOUGLAS, MONICA	DEPOSIT REFUND	1,000.00
363061 GUERRERO, DWAYNE	DEPOSIT REFUND	1,000.00
363069 HUB INTERNATIONAL CA INSURANCE	FACILITY INSURANCE	730.88

Senior Programs

362980 OFFICE MAX INC	OFFICE SUPPLIES	44.38
362985 PERS	PAYROLL DEDUCTIONS	115.26
362988 PERS	PAYROLL DEDUCTIONS	125.00
363017 AT AND T MCI	PHONE	102.48
363110 PERS	PAYROLL DEDUCTIONS	109.20
926992 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	352.80

Recreation Sports Programs

362988 PERS	PAYROLL DEDUCTIONS	1,907.36
363017 AT AND T MCI	PHONE	18.11
363020 BANK OF AMERICA	SUPPLIES	1,032.00
363035 CONCORD SOFTBALL UMPIRES	UMPIRE FEES	1,876.00
363037 COSTCO	SUPPLIES	536.48
363078 KIDZ LOVE SOCCER INC	YOUTH SOCCER	2,289.00

Recreation-New Comm Cntr

362940 BAY BUILDING MAINTENANCE INC	JANITORIAL SERVICES	995.00
362941 BIG SKY LOGOS AND EMBROIDERY	SHIRTS	271.44
362946 COMCAST	CONNECTION SERVICES	1,587.43
362980 OFFICE MAX INC	OFFICE SUPPLIES	44.38
363016 AT AND T MCI	PHONE	67.04
363017 AT AND T MCI	PHONE	21.26
363020 BANK OF AMERICA	SUPPLIES	340.69
363022 BAY BUILDING MAINTENANCE INC	JANITORIAL SERVICES	1,990.00
363037 COSTCO	SUPPLIES	45.36
363041 DELTA BAY CHURCH OF CHRIST	EVENT PERFORMANCE	200.00
363052 ENIS, MARCITA	EVENT PERFORMANCE	100.00
363055 FAR WEST SANITATION AND STORAGE	EVENT SUPPLIES	468.70
363059 GEDDES MUSIC BRENTWOOD	CONTRACTOR PAYMENT	259.20
363066 HOLMES, NASHONE	EVENT PERFORMANCE	100.00
363073 JACKSON, LENARD	EVENT PERFORMANCE	100.00
363092 MILLER, ANQUINETTE	EVENT PERFORMANCE	100.00
363097 MURPHY-MCADAMS, MISCHWA	EVENT PERFORMANCE	250.00
363113 RODRIQUEZ, KIMBERLY	CLASS REFUND	163.00
363123 THOMPSON SOUND AND COMM	EVENT SERVICES	499.00
363124 TOLEFREE, ELDRIDGE L	EVENT SERVICES	1,000.00
363133 WILSON, CLARYSSA	EVENT PERFORMANCE	100.00
363134 WILSON, THOMAS	EVENT PERFORMANCE	100.00

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363135 WILSON, VELMA	EVENT PERFORMANCE	100.00
363136 YOUTH INTERVENTION NETWORK	EVENT PERFORMANCE	100.00
226 Solid Waste Reduction Fund		
Solid Waste Used Oil		
362947 CCC CLEAN WATER PROGRAM	USED OIL PROGRAM	5,000.00
362957 DELTA DIABLO	HHW PROGRAM	1,742.53
362992 REPUBLIC SERVICES INC	COLLECTION REIMBURSEMENT	1,668.25
363115 S GRONER ASSOCIATES INC	CONSULTING SERVICES	10,727.52
Solid Waste		
362957 DELTA DIABLO	HHW PROGRAM	9,742.74
363021 BANK OF AMERICA	CONFERENCE	400.00
363101 NOR CAL FIRE EQUIPMENT	WASTE MGMT FEE REFUND	35.00
229 Pollution Elimination Fund		
Channel Maintenance Operation		
362979 NEXTEL SPRINT	CELL PHONE	50.90
363094 MJH EXCAVATING INC	EQUIPMENT RENTAL	4,135.00
251 Lone Tree SLLMD Fund		
Lonetree Maintenance Zone 1		
363017 AT AND T MCI	PHONE	72.44
Lonetree Maintenance Zone 2		
363017 AT AND T MCI	PHONE	122.62
363106 PACIFIC COAST LANDSCAPE MGMT	LANDSCAPE SERVICES	2,051.00
Lonetree Maintenance Zone 3		
363017 AT AND T MCI	PHONE	54.17
254 Hillcrest SLLMD Fund		
Hillcrest Maintenance Zone 1		
363017 AT AND T MCI	PHONE	36.22
Hillcrest Maintenance Zone 2		
363017 AT AND T MCI	PHONE	126.45
Hillcrest Maintenance Zone 4		
363017 AT AND T MCI	PHONE	106.53
255 Park 1A Maintenance District Fund		
Park 1A Maintenance District		
362935 ACME SECURITY SYSTEMS	ALARM MONITORING	162.00
363107 PACIFIC GAS AND ELECTRIC CO	GAS	47.78
256 Citywide 2A Maintenance District Fund		
Citywide 2A Maintenance Zone 9		
363017 AT AND T MCI	PHONE	72.44
257 SLLMD Administration Fund		
SLLMD Administration		
362979 NEXTEL SPRINT	CELL PHONE	200.18
363108 PAPA	TRAINING	160.00
311 Capital Improvement Fund		
Streets		
363010 ANCHOR CONCRETE CONSTRUCTION	SIDEWALK REPAIR PROJECT	32,048.25

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312 Prewett Family Park Fund

Parks & Open Space

927006 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	337.13
927008 KARSTE CONSULTING INC	PROFESSIONAL SERVICES	3,120.00

570 Equipment Maintenance Fund

Non Departmental

362970 HUNT AND SONS INC	FUEL	6,244.24
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Equipment Maintenance

362977 MUNICIPAL MAINT EQUIPMENT INC	VALVES	320.50
362990 RED WING SHOE STORE	SAFETY SHOES	142.93
363006 ACE HARDWARE, ANTIOCH	BATTERY WATER	7.80
363012 ANTIOCH AUTO PARTS	BRAKE VALVES	1,013.40
363025 BILL BRANDT FORD	SWITCH	147.34
363031 CHUCKS BRAKE AND WHEEL SERVICE	SUPPLIES	1,721.82
363057 FIRST CALL	TIRE EQUIPMENT	3,516.33
363083 MAACO	REPAIR SERVICE	4,967.59
363096 MUNICIPAL POOLING AUTHORITY	INSURANCE	21.00
363130 WALNUT CREEK FORD	SUPPLIES	529.92

573 Information Services Fund

Information Services

363002 VERIZON WIRELESS	AIR CARD	221.57
363017 AT AND T MCI	PHONE	64.95

Network Support & PCs

362946 COMCAST	CONNECTION SERVICE	1,039.26
363002 VERIZON WIRELESS	AIR CARD	53.77
363017 AT AND T MCI	PHONE	455.23
363034 COMCAST	INTERNET SERVICE	178.18
926989 DIGITAL SERVICES	WEBSITE MAINTENANCE	3,185.00

Telephone System

363016 AT AND T MCI	PHONE	311.07
363017 AT AND T MCI	PHONE	0.18

Office Equipment Replacement

926998 CDW GOVERNMENT INC	MONITOR	777.48
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577 Post Retirement Medical-Police Fund

Non Departmental

362988 PERS	MEDICAL AFTER RETIREMENT	6,000.00
362996 RETIREE	MEDICAL AFTER RETIREMENT	537.48

578 Post Retirement Medical-Misc Fund

Non Departmental

362988 PERS	MEDICAL AFTER RETIREMENT	15,000.00
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611 Water Fund

Water Supervision

362952 CONTRERAS-PARAO, MONICA	CHECK REPLACEMENT	163.01
362979 NEXTEL SPRINT	CELL PHONE	115.30
362981 ONLINE RESOURCES	ONLINE PAYMENT ERROR RETURN	38.12

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Water Production

362939 APPLIED TECHNOLOGY GROUP INC	RADIO SERVICE	2,434.64
362964 EXPONENT INC	PROFESSIONAL SERVICES	6,850.00
362979 NEXTEL SPRINT	CELL PHONE	105.92
362991 REINHOLDT ENGINEERING CONSTR	INSPECTION SERVICES	875.00
363006 ACE HARDWARE, ANTIOCH	SUPPLIES	44.65
363011 ANIMAL DAMAGE MANAGEMENT	ANIMAL CONTROL SERVICE	275.00
363016 AT AND T MCI	PHONE	134.04
363017 AT AND T MCI	PHONE	795.35
363045 DREAM RIDE ELEVATOR	ELEVATOR SERVICE	1,200.00
363056 FASTENAL CO	CABLE	217.89
363058 FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	183.67
363067 HOME DEPOT, THE	SUPPLIES	163.75
363077 KARL NEEDHAM ENTERPRISES INC	EQUIPMENT RENTAL	21,233.35
363081 LEIGHTON STONE CORP	VALVES	182.35
363104 OFFICE MAX INC	OFFICE SUPPLIES	267.18
363106 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	2,396.00
363107 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	220.30
363116 SCRIBBLE SOFTWARE INC	SHIPPING	300.00
363128 UNIVAR USA INC	CAUSTIC	5,090.05
926992 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	306.60
926996 VINCENT ELECTRIC MOTOR CO	MOTOR REBUILD	1,963.99
926999 CHEMTRADE CHEMICALS US LLC	ALUM	7,930.84
927002 EUROFINS EATON ANALYTICAL INC	MONITORING	1,385.00
927003 EVOQUA WATER TECHNOLOGIES LLC	SERVICE DI H2O SYSTEM	485.00
927007 IDEXX LABORATORIES INC	SUPPLIES	2,124.75
927009 SIERRA CHEMICAL CO	CHLORINE	4,252.47

Water Distribution

362938 ANTIOCH BUILDING MATERIALS	ASPHALT	907.37
362946 COMCAST	CONNECTION SERVICE	346.67
362954 CWEA SFBS	RENEWAL-DEOLIVEIRA	245.00
362971 INFOSEND INC	POSTAGE COSTS TO MAIL BILLS	916.01
362976 LUCERO, ARTHUR S	RENEWAL REIMBURSEMENT	50.00
362979 NEXTEL SPRINT	CELL PHONE	404.64
363001 USA BLUE BOOK	SUPPLIES	142.50
363013 ANTIOCH BUILDING MATERIALS	ASPHALT	880.36
363017 AT AND T MCI	PHONE	18.11
363019 BANK OF AMERICA	ADVERTISING	452.00
363033 COLEFIELD, RONALD G	EXPENSE REIMBURSEMENT	110.00
363056 FASTENAL CO	PIPE & FITTINGS	94.02
363072 INFOSEND INC	POSTAGE COSTS TO MAIL BILLS	2,931.95
363105 PACE SUPPLY CORP	SMALL TOOLS	109.00
363126 TYLER TECHNOLOGIES	MONTHLY INSITE FEES	340.00
927004 GRAINGER INC	SUPPLIES	259.64

Water Meter Reading

362979 NEXTEL SPRINT	CELL PHONE	52.11
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363012 ANTIOCH AUTO PARTS	PLUG	38.13
Public Buildings & Facilities		
362942 CAROLLO ENGINEERS INC	CONSULTING SERVICES	1,304.40
362999 TJC AND ASSOCIATES INC	CONSULTING SERVICES	7,180.96
363127 UNITED STATES PLASTIC CORP	EQUIPMENT	537.21
363132 WEST YOST ASSOCIATES INC	PROFESSIONAL SERVICES	10,774.00
Warehouse & Central Stores		
362979 NEXTEL SPRINT	CELL PHONE	70.59
363000 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	3.00
612 Water System Improvement Fund		
Water Systems		
362955 D AND D PIPELINES INC	WATER MAIN PROJECT	30,127.24
363004 A S PIPELINES INC	WATER MAIN PROJECT	317,063.39
363074 JN ENGINEERING	INSPECTION SERVICES	6,272.00
621 Sewer Fund		
Sewer-Wastewater Collection		
362938 ANTIOCH BUILDING MATERIALS	ASPHALT	907.36
362946 COMCAST	CONNECTION SERVICE	346.67
362957 DELTA DIABLO	HHW PROGRAM	19,514.73
362961 DUKES ROOT CONTROL INC	ROOT CONTROL SERVICES	4,942.00
362971 INFOSEND INC	POSTAGE COSTS TO MAIL BILLS	916.00
362977 MUNICIPAL MAINT EQUIPMENT INC	SUPPLIES	10.29
362979 NEXTEL SPRINT	CELL PHONE	373.47
362985 PERS	PAYROLL DEDUCTIONS	59.28
362986 PERS	PAYROLL DEDUCTIONS	59.28
363013 ANTIOCH BUILDING MATERIALS	ASPHALT	880.37
363017 AT AND T MCI	PHONE	70.80
363019 BANK OF AMERICA	ADVERTISING	452.00
363039 CWEA SFBS	RENEWAL-LAWSON	164.00
363072 INFOSEND INC	POSTAGE COSTS TO MAIL BILLS	2,931.93
363082 LUCITY INC	TRAINING	287.50
363094 MJH EXCAVATING INC	EQUIPMENT RENTAL	2,935.00
363110 PERS	PAYROLL DEDUCTIONS	59.28
363126 TYLER TECHNOLOGIES	MONTHLY INSITE FEES	340.00
926997 ALTURA COMMUNICATION SOLUTIONS	ACD AUTO ATTENDANT MODS	90.00
631 Marina Fund		
Non Departmental		
363098 NANNY, MARK	SECURITY DEPOSIT REFUND	168.83
363125 TWIN RIVERS MARINE INSURANCE	SECURITY DEPOSIT REFUND	261.00
Marina Administration		
362979 NEXTEL SPRINT	CELL PHONE	57.65
363017 AT AND T MCI	PHONE	101.22
363109 PFLUEGER, MATTHEW JAMES	EXPENSE REIMBURSEMENT	154.19
Marina Maintenance		
363114 RUSSELL, DARREN EUGENE	EXPENSE REIMBURSEMENT	27.70
926992 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,260.00

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Major Projects

362994	SCRIBBLE SOFTWARE INC	SOFTWARE SUPPORT	1,442.21
363060	GRATING PACIFIC INC	FIBER GLASS GRATING	4,843.96

641 Prewett Water Park Fund

Non Departmental

363009	ALVAREZ, CARLA	DEPOSIT REFUND	500.00
363050	ELLISON, NASTASSJA	DEPOSIT REFUND	500.00
363069	HUB INTERNATIONAL CA INSURANCE	FACILITY INSURANCE	551.31
363091	MCLEOD, MIKAELLA	DEPOSIT REFUND	500.00

Recreation Water Park

362936	ADORETEX INC	SUPPLIES	1,512.85
362956	DALLAS RANCH MIDDLE SCHOOL	BUYOUT REFUND	3,165.00
362979	NEXTEL SPRINT	CELL PHONE	128.40
362980	OFFICE MAX INC	OFFICE SUPPLIES	44.38
363017	AT AND T MCI	PHONE	104.68
363020	BANK OF AMERICA	SUPPLIES	964.95
363030	CANVAS FACTORY	COVERS	1,125.15
363032	COLE SUPPLY CO INC	SUPPLIES	155.92
363036	CORNERSTONE CHRISTIAN CENTER	DEPOSIT REFUND	3,250.00
363043	DELTA VISTA MIDDLE SCHOOL	DEPOSIT REFUND	360.00
363050	ELLISON, NASTASSJA	DEPOSIT REFUND	100.00
363053	EWING IRRIGATION PRODUCTS	SUPPLIES	388.92
363068	HONEYWELL INTERNATIONAL INC	EQUIPMENT REPAIR	527.11
363070	ICEE COMPANY, THE	SUPPLIES	891.51
363079	LAWSON, VONDELL	DEPOSIT REFUND	270.00
363093	MIRACLE METHOD INC	REPAIR SERVICE	195.00
363095	MUIR, ROXANNE	WATER AEROBICS INSTRUCTOR	175.00
363102	OAKLEYS PEST CONTROL	PEST CONTROL SERVICES	150.00
363104	OFFICE MAX INC	OFFICE SUPPLIES	179.78
363117	SHEFFIELD ORTHODONTICS	DEPOSIT REFUND	270.00
363121	SUTTER ELEMENTARY PTA	DEPOSIT REFUND	2,100.00
363129	US FOODSERVICE INC	SUPPLIES	5,699.17

721 Employee Benefits Fund

Non Departmental

362948	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
362950	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	50.00
362951	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	1,087.55
362972	INTERNAL REVENUE SERVICE	PAYROLL DEDUCTIONS	60.00
362983	OPERATING ENGINEERS TRUST FUND	PAYROLL DEDUCTIONS	11,965.48
362984	PARS	PAYROLL DEDUCTIONS	4,206.75
362985	PERS	PAYROLL DEDUCTIONS	311,411.44
362986	PERS	PAYROLL DEDUCTIONS	313,355.46
362987	PERS	PAYROLL DEDUCTIONS	311,441.34
362988	PERS	PAYROLL DEDUCTIONS	333,105.92
362997	STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	1,497.05
363110	PERS	PAYROLL DEDUCTIONS	156,882.10

Prepared by: Georgina Meek
 Finance Accounting

CITY OF ANTIOCH
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JUNE 3-10, 2016
FUND/CHECK#



926993 NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL DEDUCTIONS	28,785.47
926995 VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	3,561.15




STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Arne Simonsen, City Clerk 
Christina Garcia, Deputy City Clerk 

APPROVED BY: Nickie Mastay, Administrative Services Director 

SUBJECT: Resolution requesting consolidation of election; limiting the Candidate Statement word count; and clarifying costs for the November 8, 2016 General Election

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution requesting consolidation of election, limiting the Candidate Statement word count to 250 words, and clarifying filing costs for the November 8, 2016 General Election.

STRATEGIC PURPOSE

Strategy L-5: Effectively and efficiently manage City Council agenda preparation, noticing and records.

Strategy L-7: Manage the City's Component of Municipal Elections.

FISCAL IMPACT

Per the County's requirements, the City is required to pay the County's costs to conduct the election for the City, such as establishing polling places, counting ballots, etc. The estimated cost of the November 8, 2016 General Election is \$181,800 which has been requested in the FY 2016/2017 budget.

DISCUSSION

The terms for the Mayor, two City Council Members, City Treasurer and City Clerk expire in December 2016.

Elections Code §10403, requires whenever an election called by a city for an office to be filled is to be consolidated with a statewide election and the office to be filled is to appear upon the same ballot as that provided for that statewide election, the city shall at least 88 days prior to the date of the election, file with the Contra Costa County Board of Supervisors, and a copy to the County Elections Official, a resolution requesting the consolidation, and setting forth the exact offices to be voted upon at the election.

The nominating period for the Mayor, two City Council Members, City Treasurer and City Clerk positions in the November 2016 municipal election opens **Monday, July 18, 2016**.

The deadline for filing papers to be a candidate for the Antioch City Council will be **Friday, August 12th, 2016, at 5:00 P.M.**, (Elections Code §10407(a)). The City Clerk's Office will be available from 8 A.M. to 5 P.M. at City Hall on Friday, August 12, 2016.

If an incumbent fails to file for reelection, this period will be extended 5 days, to **5 P.M., Wednesday, August 17, 2016 for non-incumbents**. (Elections Code §10407(b)).

Candidates are strongly encouraged to make appointments with the City Clerk's Office to pick up nomination papers and to file them to allow better service. Appointments can be made by calling the City Clerk's Office at 925-779-7009 or by email to cityclerk@ci.antioch.ca.us.

There is a \$25 Filing Fee (Ordinance 2-1.302 of the Antioch Municipal Code and Elections Code §10228) for a candidate to file Nomination Papers with the City Clerk's Office.

In accordance with Resolution 2004/50, the City Clerk's Office shall collect, upon filing of all candidates' statements of qualifications; the full estimated pro rata cost of each statement, plus a ten (10%) percent contingency. The Clerk's receipt given to the Candidates shall indicate the amount collected is an estimate, and that further funds may need to be collected from the Candidate, or that the Candidate may be entitled to a refund, depending upon final costs.

In accordance with Elections Code §13307, the County Elections Department has provided an estimated cost of \$479 to file a 250-word Candidate Statement to be published in the Voter's Pamphlet. This cost is based on the Candidate Statement being printed in both **English and Spanish** as now required by California State law. Candidates are not required to publish a Candidates Statement, but if they choose to do so, they must pay the \$479 estimated cost plus ten (10%) percent contingency at the time of filing, for an estimated cost of \$527, plus the \$25 filing fee. Therefore, the total of the amount due at the time of filing shall be \$552.

ATTACHMENT

A. Resolution

RESOLUTION NO 2016/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
CONFIRMING REQUEST AND CONSENT TO CONSOLIDATION OF ELECTIONS;
AND SETTING SPECIFICATIONS OF THE ELECTION ORDER FOR THE
NOVEMBER 8, 2016 GENERAL ELECTION**

WHEREAS, the City Council has ordered a Municipal Election to be held on Tuesday, November 8, 2016, to fill certain municipal offices; and

WHEREAS, other elections may be held in whole or in part of the territory of the City and it is to the advantage of the City to consolidate pursuant to Elections Code §10400, et. seq.; and

WHEREAS, Elections Code §10002 requires the City to reimburse the County in full for the services performed upon presentation of an invoice to the City by the County Elections Official; and

WHEREAS, Elections Code §13307 requires that before the nominating period opens, the governing body must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; and may estimate the cost; and determine whether the estimate must be paid in advance; and

WHEREAS, Elections Code §13307 allows establishment of a word limitation for candidates' statements; and

WHEREAS, Elections Code §12101 requires the publication of a notice of the election once in a newspaper of general circulation in the City; and

WHEREAS, Elections Code §10242 provides that the governing body shall determine the hours of opening and closing the polls; and

WHEREAS, a tie vote shall be determined by lot by the City Council pursuant to the California Election Code §15651 (a), unless the City Council adopts the provisions of Elections Code §15651 (b) prior to the election resulting in the tie vote; and

WHEREAS, the current boundaries of the City of Antioch have been provided to the County Elections Office;

NOW, THEREFORE, IT IS ORDERED AND RESOLVED THAT an election be held within the boundaries of the City of Antioch in accordance with the following specifications:

SPECIFICATIONS OF THE ELECTION ORDER

1. The Election shall be held on **Tuesday, the 8th day of November, 2016**. The purpose of the election is to choose successors for the following offices and terms which expire December 2016:

Mayor, one 4-year term

Council Members, two 4-year terms

City Clerk, one 4-year term

City Treasurer, one 4-year term

RESOLUTION NO. 2016/**

June 28, 2016

Page Two

2. City Council hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the City, as provided in Elections Code §10400, et. seq.
3. The City hereby designates the hours the polls are to be kept open shall be from 7:00 A.M. to 8:00 P.M.
4. The City of Antioch will reimburse the County for the actual cost incurred in conducting the election upon receipt of an invoice stating the amount due as determined by the elections official.
5. The City Council has determined that **Candidates will pay for their individual Candidate's Statement, if they choose to submit one.** The Candidate's Statement will be limited to 250 words. As a condition of having the Candidate's Statement published, the candidate shall pay the \$479 estimated cost at the time of filing, plus 10%, as stated in Resolution 2004/50. The City Council hereby establishes the estimated cost for a candidate statement as the following: \$527. There is also a \$25 Filing Fee for Nomination Papers regardless if a Candidate's Statement is filed. Therefore the entire amount due at the time of filing **both** Nomination Papers and Candidate Statement will be \$552.
6. The City of Antioch is to publish the Notice of Election in the following newspaper: *East Bay Times*, which is a newspaper of general circulation that is published daily in the City of Antioch.
7. The City Council has determined that in the event of a tie vote, the tie will be determined by a lot pursuant to Elections Code Section 15651(a).
8. The City directs that a certified copy of this Resolution be forwarded to the Registrar of Voters and to the Board of Supervisors of Contra Costa County.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 28th day of June, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ARNE SIMONSEN
CITY CLERK OF THE CITY OF ANTIOCH

- It is an extremely arduous task for the City to change banking providers due to the volume of transactions processed and ACH and wire information the City has set up with the State and various vendors.
- Due to increased regulatory requirements for government banking, the field has significantly narrowed for those banks that provide banking services to government entities and Bank of the West has committed to continue serving government clients.

Below is the initial bid tab from 2010 that outlines the monthly fees for Bank of the West that the City could be charged for:

	<u>Bank of the West</u>
General Services	\$234.55
Deposit Services	613.90
Paper Disbursement Services	112.27
Paper Disbursement Recon Services	229.65
General ACH Services	292.65
EDI Services	48.20
Wire & Other Transfers	10.00
Information Services	72.00
Total Monthly Banking Services	<u><u>\$ 1,613.22</u></u>

ATTACHMENT

- A. Resolution Approving a Five Year Contract Extension for Banking Services with Bank of the West.

RESOLUTION NO. 2016/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPROVING A FIVE YEAR CONTRACT EXTENSION FOR BANKING
SERVICES WITH BANK OF THE WEST**

WHEREAS, the City of Antioch currently has a banking services contract with Bank of the West set to expire in August 2016; and

WHEREAS, Bank of the West has agreed to extend the existing pricing structure and ECR for an additional five years; and

WHEREAS, the City of Antioch desires to extend such contract subject to the same terms as offered by Bank of the West.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby authorizes the City Manager or his designee to execute a five year contract extension for banking services with Bank of the West, in a form approved by the City Attorney.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 28th day of June 28, by the following vote:

AYES:

ABSENT:

NOES:

**ARNE SIMONSEN
CITY CLERK OF THE CITY OF ANTIOCH**



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director *DM*

SUBJECT: Statement of Investment Policy

RECOMMENDED ACTION

It is recommended that the City Council approve a resolution adopting the Statement of Investment Policy.

STRATEGIC PURPOSE

This action meets Long Term Goal O, Financial Services to achieve and maintain financial stability and transparency. Updating the Statement of Investment Policy falls within Strategy O-2 of this Long Term goal by ensuring the City achieves long-term fiscal sustainability by maximizing the return on investments while maintaining the safety and liquidity of assets.

FISCAL IMPACT

There is no fiscal impact associated with this action.

DISCUSSION

State law requires that cities adopt investment guidelines and the City's investment policy further requires that the City Treasurer annually render the policy to City Council for review as State law used to require the policy be updated and submitted to the State annually. The existing policy was provided to the City's investment advisors, PFM, for review to ensure it is in compliance with current government codes. The City's policy is in compliance. As the policy no longer is required to be annually submitted to the State, it is recommended to revise the City's existing policy to present the policy to City Council only when any changes are proposed but at least every two years. City investments are bound by government code and the City's investment advisor continually monitors the code to ensure the City is in compliance. See Exhibit 1 to Attachment A for the policy with recommended change.

ATTACHMENT

- A. Resolution of the City Council of the City of Antioch Adopting the Statement of Investment Policy
Exhibit 1 – Statement of Investment Policy

RESOLUTION NO. 2016/**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH ADOPTING THE STATEMENT OF INVESTMENT POLICY

WHEREAS, California Government Code sections 53600 et seq. allow a city to make investments with money not required for immediate needs, but limits the kinds of investments that a city can make; and

WHEREAS, when investing, State law requires that the primary objective of a trustee shall be to safeguard the principal of the funds under its control; the secondary objective shall be to meet the liquidity needs of the depositor; and the third objective shall be to achieve a return on the funds under its control.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Antioch hereby adopts the Statement of Investment Policy, as attached hereto.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 28th day of June 2016, by the following vote:

AYES:

ABSENT:

NOES:

ARNE SIMONSEN
CITY CLERK OF THE CITY OF ANTIOCH

CITY OF ANTIOCH
STATEMENT OF INVESTMENT POLICY

I. INTRODUCTION

The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic 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 opportunity. In concert with these requirements are the many facets of an appropriate and secure short term investment program.

II. OBJECTIVES

A. Safety of principal is the foremost objective of the City, followed by liquidity and yield. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from securities defaults or erosion of market value.

B. Investment decisions should not incur unreasonable investment risks in order to obtain current investment income.

C. 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.

D. The investment portfolio shall be managed to attain a market average rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and cash flow requirements, and state and local law, ordinances or resolutions that restrict the placement of short term funds.

E. Portfolio performance will be measured against a total return index with securities with similar attributes and similar average maturity, e.g., the Merrill Lynch 1-3 Year U.S. Treasury Index.

F. The City's investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks associated with concentrating investments in specific security types or in individual financial institutions.

G. While the City will not make investments for the purpose of trading or speculation as the dominant criterion, the City Treasurer shall seek to enhance total portfolio return by means of active portfolio management. The prohibition of speculative investments precludes pursuit of gain or profit through unusual risk and precludes investments primarily directed at gains or profits from conjectural fluctuations in market prices. However, as long as the original investments can be justified by their ordinary earning power, trading in response to changes in market value or market direction is a requirement of portfolio management.

H. The City adheres to the guidance provided by the "prudent investor rule", which states that, "when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency."

I. All participants in the investment process shall act responsibly as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust. Nevertheless, in a diversified portfolio, it must be recognized that occasional measured losses are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

III. DELEGATION OF AUTHORITY

The responsibility for conducting the City's investment program resides with the City Treasurer, who shall establish written procedures for the operation of the investment program, consistent with this investment policy.

CITY OF ANTIOCH STATEMENT OF INVESTMENT POLICY

Such procedures shall include explicit delegation of authority for all investment activities. Transactions may be delegated to an independent investment advisor registered with the SEC who will meet at least quarterly with the City Treasurer and Finance Director to review general strategies and monitor results.

IV. PERMITTED INVESTMENT INSTRUMENTS

The City of Antioch shall strive to maintain the level of investment of all idle funds as near 100% as possible, through daily and projected cash flow determinations. Idle cash management and investment transactions are the responsibility of the City Treasurer. The City Treasurer, or designee, is authorized to purchase the following investment instruments.

Where this section specifies a percentage limitation for a particular security type, that percentage is applied on the date of purchase. Credit criteria listed in this section refers to the credit rating at the time the security is purchased. If an investment's credit rating falls below the minimum rating required at the time of purchase, the City Treasurer, or designee, will perform a timely review and decide whether to sell or hold the investment.

- A. U.S. Treasury, notes, bonds, bills, or other certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest.
- B. Federal agency or United States government-sponsored enterprise obligations, participation, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- C. Obligations of the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue producing property owned, controlled or operated by the state or any local agency or by a department, board, agency or authority of the state or any local agency.
- D. Registered treasury notes or bonds of any of the other 49 United States in addition to California, including 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.
- E. Repurchase Agreements. Repurchase agreements are to be used solely as short-term investments not to exceed 30 days. The City may enter into repurchase agreements with primary government securities dealers rated "A" or better by two nationally recognized rating services. Counterparties should also have (i) a short-term credit rating in the highest category by a nationally recognized statistical rating organization (NRSRO); (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 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% 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 an on-going basis according to market conditions. Market value must 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 PSA agreement with each counter party with which it enters into repurchase agreements.

- F. Bills of exchange or time drafts drawn on and accepted by a commercial bank, otherwise known as bankers' acceptances. Purchases of bankers' acceptances may not exceed 180 days' maturity, or 40% of the City's surplus money that may be invested. Eligible bankers' acceptances are restricted to issuing financial institutions with short-term paper rated in the highest category by one NRSRO.

CITY OF ANTIOCH
STATEMENT OF INVESTMENT POLICY

G. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2) below:

1. The entity meets the following criteria: (A) is organized and operating in the United States as a general corporation. (B) has total assets in excess of five hundred million dollars (\$500,000,000). (C) has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO.
2. The entity meets the following criteria: (a) is organized within the United States as a special purpose corporation, trust, or limited liability company. (b) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond. (c) 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. The City may invest no more than 25% of its money in eligible commercial paper, and the City may purchase no more than 10% of the outstanding commercial paper of any single issuer.

H. Medium term notes with a maximum maturity of five years 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 that are rated at least "A" by a NRSRO. Purchases of medium term notes may not exceed 30% of the City's portfolio.

I. FDIC-insured or fully collateralized time certificates of deposit in financial institutions located in California, including U.S. branches of foreign banks licensed to do business in California. All time deposits must be collateralized in accordance with California Government Code Section 53561, either at 150% by promissory notes secured by first mortgages and first trust deeds upon improved residential property in California eligible under Section (m) or at 110% by eligible marketable securities listed in Subsections (a) through (l) and (n) and (o). To be eligible to receive local agency deposits, a financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California Communities its most recent evaluation.

J. Negotiable Certificates of Deposit issued by a nationally or state-chartered bank or a state or federal savings and loan association, a state or federal credit union, or by a federally- or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30% of the City's surplus money.

1. Certificates with maturities greater than six months through one year shall have an "A-1"/ "P-1" rating, or its equivalent or better, as provided for by one of the *NRSRO's*.
2. Certificates with maturities greater than one year and through four years shall have a long term rating of "A," its equivalent or higher from one or more *NRSRO's*.

K. State of California's Local Agency Investment Fund (LAIF). Investment in LAIF may not exceed \$50 million.

1. The LAIF portfolio should be reviewed periodically.

L. California Asset Management Program (CAMP).

M. 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 investment pursuant to this subdivision these companies shall either:

1. Attain the highest ranking letter or numerical rating provided by not less than two of the three largest nationally recognized statistical-rating organization or

**CITY OF ANTIOCH
STATEMENT OF INVESTMENT POLICY**

2. Have an investment advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years experience managing money market mutual funds and with assets under management in excess of \$500,000,000.

The purchase price of shares shall not exceed 20 percent of the investment portfolio of the City.

- N. Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-back certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five years maturity. Eligible securities must be rated, by a nationally recognized rating service, as "AA" or higher, and the issuer of the security must have an "A" or higher rating for its debt as provided by a NRSRO. No more than 20 percent of the agency's surplus funds may be invested in this type of security.
- O. United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), or Inter-American Development Bank (IADB), with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated at least "AA" by a NRSRO.

Purchases of these securities shall not exceed 30 percent of the investment portfolio of the City. Supranationals will be permitted by California Government Code §53601 (q) and this Policy effective January 1, 2015.

- P. Insured savings account or money market account. To be eligible to receive local agency deposits, a financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California Communities in its most recent evaluation.

V. PROHIBITED INVESTMENTS

Any security type or structure not specifically approved by this policy is hereby specifically prohibited. Security types which are thereby prohibited include, but are not limited to:

1. Reverse repurchase agreements.
2. The City shall not invest any funds in inverse floaters, range notes, or interest only strips that are derived from a pool of mortgages, or in any security that could result in zero interest accrual if held to maturity.
3. The City will not invest in any companies that produce alcohol for public consumption or tobacco products.

VI. MATURITY

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled as to permit the City to meet all projected obligations. No investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement as authorized by this section that at the time of the investment has a term remaining to maturity in excess of five years unless City Council has provided approval for a specific purpose at least three months before the investment is made.

VII. DIVERSIFICATION

It is City policy to diversify the investment portfolio in order to reduce the risk of loss resulting from other concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. The following strategies and constraints shall apply:

CITY OF ANTIOCH
STATEMENT OF INVESTMENT POLICY

A. Portfolio maturities shall be staggered in a way to avoid undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide for stability of income and reasonable liquidity.

B. Concern for liquidity shall be insured through practices that include covering the next vendor disbursement date and payroll date through maturing investments.

C. Risks of market price volatility shall be controlled through maturity diversification such that aggregate price losses on instruments with maturities exceeding one year shall not be greater than coupon interest and investment income received from the balance of the portfolio.

D. Specific diversification limitation shall be imposed on the portfolio as follows:

1. The target average maturity of the portfolio will be 18 months, plus or minus six months. During increasing rate environments the average maturity is to be shortened toward the 12 month goal and during decreasing rate environments the average maturity is to be lengthened toward the 24 month goal.

2. Except for fully collateralized deposits, investments in pooled funds such as LAIF, CAMP, and money market funds, instruments of the U.S. Government or its Agencies and securities issued by the IBRD, IFC, and IADB, no more than 5% of the overall portfolio may be invested in the securities of a single financial institution.

3. In accordance with California statutes, City deposits including collateralized certificates of deposit shall not exceed the total paid up capital (to include capital notes and debentures) and surplus of any depository bank, or the total of the net worth of any savings and loan association.

VIII. RISK TOLERANCE

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. No individual investment transaction shall be undertaken which jeopardizes the total capital position of the overall portfolio. The City Treasurer shall periodically establish guidelines and strategies to control risks of default, market price changes and illiquidity.

In addition to these general policy considerations, the following specific policies will be strictly observed.

A. All investment funds will be placed directly with qualified financial institutions. The City will not deposit or invest funds through third parties or money brokers.

B. All transactions will be executed on a delivery versus payment basis with one exception: Upon the City's receipt of an account number from an authorized official, a California savings and loan institution and Bay Area banks shall have 48 hours from the transaction settlement date in which to deliver the certificate of deposit for a collateralized deposit to the City's safekeeping, even though payment is made by the City on the settlement date.

C. A competitive bid process, utilizing a minimum of three financial institutions deemed eligible by the City's Investment Advisor, will be used to place all investment purchases. Based on a quarterly evaluation, securities dealers, banks and other financial institutions will be dropped or continued on the eligibility list. The following criteria will be used in the quarterly evaluation:

1. Number of transactions competitively won.
2. Prompt and accurate confirmation of transactions.
3. Efficient securities delivery.
4. Accurate market information account servicing.

D. The City Treasurer shall forward a copy of and updates to the City's Investment Policy to the City's Investment Advisor and require written acknowledgment of the Policy.

CITY OF ANTIOCH
STATEMENT OF INVESTMENT POLICY

IX. SAFEKEEPING AND CUSTODY

To protect against potential fraud and embezzlement, the assets of the City shall be held in the City's vault or secured through third party custody and safekeeping procedures. City Treasurer or designee shall be bonded to protect the public against possible embezzlement and malfeasance. Safekeeping procedures shall be reviewed annually by an independent auditor. The auditor may conduct surprise audits of safekeeping and custodial procedures.

All securities will be received and delivered using standard delivery versus payment procedures.

X. REPORTING REQUIREMENTS

The City Treasurer shall render to the City Council at least a quarterly investment report, which shall include, at a minimum, the following information for each individual investment:

1. Type of investment instrument (i.e., Treasury Bill, medium term note);
2. Issuer name (i.e., General Electric Credit Corporation);
3. Purchase date (trade and settlement date);
4. Maturity date;
5. Par value;
6. Purchase price;
7. Current market value and the source of the valuation;
8. Overall portfolio yield based on cost.

The quarterly report also shall (a) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance; (b) include a description of any of the City's funds, investments, or programs that are under the management of contracted parties, including lending programs; and (c) include a statement denoting the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

The Treasurer will submit to City Council a monthly report of investment transactions.

XI. INVESTMENT POLICY REVIEW

~~The City Treasurer shall annually render to the City Council a Statement of Investment Policy. The Statement of Investment Policy shall be reviewed annually by the City Treasurer and, which shall be rendered to the City Council at a public meeting when any changes are proposed or at least every two years. the City Council shall consider at a public meeting.~~

CITY OF ANTIOCH AS SUCCESSOR AGENCY TO
THE ANTIOCH DEVELOPMENT AGENCY
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MAY 13 - JUNE 10, 2016
FUND/CHECK#

239 Redevelopment Obligation Retirement Fund			
362588	GOLDFARB AND LIPMAN LLP	LEGAL SERVICES	9,610.62
362627	STRATEGIC THREAT MANAGEMENT INC	SECURITY SERVICES	2,859.50
362655	BEST BEST AND KRIEGER LLP	LEGAL SERVICES	260.00
362752	STRATEGIC THREAT MANAGEMENT INC	SECURITY SERVICES	2,859.50
362968	GOLDFARB AND LIPMAN LLP	LEGAL SERVICES	22,046.66
362978	MUNICIPAL RESOURCE GROUP LLC	CONSULTING SERVICES	1,540.00
362998	STRATEGIC THREAT MANAGEMENT INC	SECURITY SERVICES	2,859.50

CITY OF ANTIOCH AS HOUSING SUCCESSOR TO
THE ANTIOCH DEVELOPMENT AGENCY
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MAY 16 - JUNE 10, 2016
FUND/CHECK#

227 Housing Fund

Housing - CIP

362944 CITY DATA SERVICES LLC	CDBG SERVICES	50.00
362989 RANEY PLANNING & MANAGEMENT INC	CONSULTING SERVICES	547.05
926990 HOUSE, TERI	CONSULTING SERVICES	1,137.50
927005 HOUSE, TERI	CONSULTING SERVICES	715.00



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director *DM*

SUBJECT: Sales Tax Citizens' Oversight Committee Appointments

RECOMMENDED ACTION

It is recommended that the City Council receive and file the attached applications and the Mayor nominate and Council appoint three members to the Sales Tax Citizens' Oversight Committee for a 2-year term expiring March 2018.

STRATEGIC PURPOSE

Long Term Goal L: City Administration: Provide exemplary City administration.

Strategy L-8: Coordinate City Boards and Commissions administrative requirements.

FISCAL IMPACT

There is no fiscal impact to the City as all positions are voluntary.

DISCUSSION

The Sales Tax Citizens' Oversight Committee has three vacancies for 2- year terms expiring in March 2018. Four applications were received by the application deadline. All of the applicants were interviewed by Mayor Harper and Councilmember Tiscareno.

The applicants are as follows:

Susana Williams
David Redford
Rich Seithel
Michelle Fitzner

ATTACHMENT

A. Applications



APPLICATION DEADLINE DATE: 4:30 p.m. Friday, May 13, 2016

APPLICATION FOR COMMUNITY SERVICE

SALES TAX CITIZENS' OVERSIGHT COMMITTEE

Three (3) vacancies for a ²4-year term expiring March 20¹⁸20

Print Your Name Suzana M. Williams

Address _____ City _____

ZIP Code 94531 Phone (H) _____ (W) _____ 3(C)

E-mail address _____

Employer Self employed - Route 66 Social

Address _____ City Antioch

Occupation Marketing Consultant

Years lived in the City of Antioch 16

List the three (3) main reasons for your interest in this appointment:

1. I want to get more involved in the process
2. I want to give back to my community
3. I have a vested interest as a home owner in the public safety & code enforcement.

Have you had any previous appointments to other city commissions or boards? (If yes, please explain) Yes - Democratic Central Committee (Siskiyou County)
& Various boards out of this area.

What skills/knowledge do you have that would be helpful in serving on the Sales Tax Citizens' Oversight Committee? I am very detail oriented and organized. I'm familiar with spreadsheets and working as a team. I also have excellent report writing skills - I have a legal background and have written & researched Appellate Briefs in the past.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application.

As a self employed person I have a flexible schedule making it easy for me to schedule in the meeting dates that is necessary.

I have also been involved in several community initiatives that involved negotiating & organization.

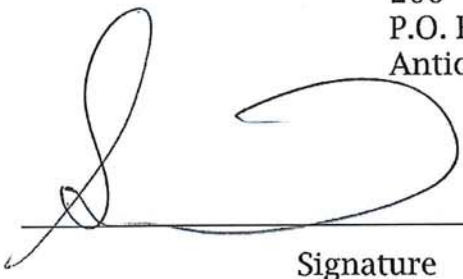
Can you attend meetings at the designated days and time? Yes

Please attach your resume to provide additional information or your application will not be deemed complete and will not be considered.

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Committee Members are required to file a FPPC Form 700 (Statement of Economic Interests) disclosing their property, business and investment interests, with the City Clerk; and complete a 2-hour online AB 1234 Ethics Training.

DELIVER OR MAIL TO: Office of the City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007


Signature

5/13/2016
Date

Accomplished Digital Media Sales Executive with Expertise in Card Linked Marketing, Mobile and Social

PROFESSIONAL EXPERIENCE

Route 66 Social

January 2014 to present
Founder

- At Route 66, I help clients including Bandai, Kopp Consulting USA, Ootem Advertising and others develop and implement successful social media strategies.
- Clients appreciate that we keep their knowledge base current as technology changes gears and invents new ones and we always use Best Practices.
- My experience and expertise in the data/analytics field has proven valuable to all my clients. I've been able to help them determine what information they need and make sure they are getting their data from proven resources.

Kopp Consulting

March 2014 to present
Door Opener/Consultant

- Open doors and closing deals for strategic clients including Marketing Evolution, Inspiria and Saviance
- Focus on high level meetings with blue chip companies
- Examples include: Clorox, Ford Motor Company, Visa, Constellation Beverages, Bandai Namco Games, BBC, Discover Card, Refresh, Macy's, AARP, General Electric, Mastercard and others.
- Sales Training and Business Consulting

Cardlytics

March 2013 to March 2014
Sales Director, West Coast

- Introduced the concept of Card Linked Marketing to advertising agencies on the West Coast
- Educated the advertising community on the targeting, analytics strategies and solutions offered by this innovative new platform
- Engaged the film industry including studios and their agencies with this new platform
- Managed all agency business in the West/Pacific Northwest including Los Angeles and San Francisco
- Closed several key accounts including Denny's (Optimedia) and CKE (Initiative)

Voltari Media (formerly Motricity)

July 2011 to March 2013
Sales Director, West Coast

- Covered Northern California and Pacific Northwest region, including major holding company agencies and clients direct, such as Razorfish, Digitas, Optimedia, UM, OMD, AKQA, Subway and Kroger
- Consistently the top Media Sales biller and only individual to exceed 2012 quota of \$1.5 million
- Closed key new business accounts in 2012, including Wilson, Sur la Table, Acer and Yakima
- Increased spend of Kroger and Subway accounts by 500% in 2012 versus 2011. These accounts are currently the 2 largest billing accounts for our division
- Only Media Salesperson to have developed \$1 million plus account

SUSANA M. WILLIAMS - Page 2

MyYearbook/Social Theater on Facebook (now MeetMe)

May 2010 - July 2011

Director, Ad Sales

- Developed the Northern California and Pacific Northwest Territories
- Sold the first Disney campaign for myYearbook.com
- Closed the company's largest deal to date--in excess of \$1 million, and renewed it for a second year
- Clients included: Disney, Microsoft, Razorfish, Universal McCann, Optimedia, AKQA, Phd, and Carat

RockYou, Inc.

October 2008 - May 2010

Director, Ad Sales

- Top revenue producer at RockYou - generated over \$1 million in first year with high profile accounts including: Disney, Microsoft, Warner Bros, Nike, and Fox
- Managed and mentored team of sales planners, ad ops/traffic, and junior sales reps
- Developed and managed relationships with West Coast agencies and advertiser companies--top categories included: Entertainment, Gaming, Retail, Telecomm, and Technology
- Created and executed custom integrated solutions within social game and casual expression applications for Facebook and Myspace

Imaginova Networks

January 2007 - October 2008

Sr. Sales Director - Western Region

- Managed sales and business development relationships for the Western Region
- Key clients included Fox/Moxie, Universal/Ignited LA, WB/Beyond, HP/Zenith, Disney/Razorfish, Microsoft/UMWW, Nissan/OMD LA and Acura/Genex
- Increased West Coast business in excess of 50%
- Was instrumental in the acquisition and development of Newsarama.com which was a strategic success for Imaginova as well as significant revenue generator

Terra Networks

2005 -2007

Sales Account Manager

- Generated ad revenue in West territory among general market and Hispanic agencies, including: Hyundai, Newline, Fox, L'Oréal, and Sony Pictures and Anita Santiago. Consistently exceeded annual quota of \$1 million. Was top biller for World Cup sponsorship program, generating \$250K

Fastclick

2004 - 2005

Sales Director

- Developed brand sales revenue in Midwest and West regions among agency and advertiser companies, including: Disney, OMD, Starcom, AKQA, and Razorfish
- Sold many of our "firsts" in the brand categories

SUSANA M. WILLIAMS - Page 3

Interevco, Inc.

2002-2004

VP/Western Director

- Responsible for driving advertising revenue in West region for renowned publishers, including: Prevention.com, FHMus.com, Kazaa, uComics and UserFriendly
- Consistently met or exceeded annual revenue goals of \$1 million
- Secured contracts with new publishers to drive ad revenue from expansion categories, including: Entertainment, Import Auto and Gaming

Classmates Online

2001-2002

Strategic Alliance Manager

- Developed and sold advertising solutions to agencies and brands in West territory, including: Disney, UM, and Optimedia
- Consistently exceeded revenue goals of \$1 million annually. Exceeded quota in 2002 by 20%
- Identified and sold through new ad products internally that appealed to our customers and maximized revenue potential for our

The Weather Channel/Weather.com

1999-2001

Sales Director

- Director of the Pacific Northwest territory. Managed team of 5 sellers and support positions to collectively achieve revenue goal of \$7 million
- Created, sold and executed custom integrated programs for big brands, including, REI and Microsoft
- Consistently billed over \$1.5 million annually individually. Was top biller nationally for weather.com in 2001 with over \$3.2 million

Broadcast Media Sales

1986-1998

Sales/Sales Manager/New Business Development Director

- Worked for several radio stations including Infinity Broadcasting's KOMA in San Jose, California, KSAN in San Francisco, Rich Communications in Buffalo, NY, Hot 97.7 in San Jose and Inner City Broadcasting's KBLX in San Francisco, CA.

Paralegal Background

1976-1986

Paralegal

- Worked for 4 law offices over this time period with progressively increasing levels of responsibility. The offices ranged from a single attorney office to a very large corporation in San Jose, CA.

EDUCATION

- Oregon College of Business, Medford, OR
- University of Santa Clara Law School, Santa Clara, CA - Paralegal Graduate Certificate Program
- Berlitz - Spanish - Level Five

ORGANIZATIONS

Business and Professional Women
Local Chapter President

Siskiyou County Battered Women's Hotline
Founding Member

Democratic Party Central Committee Delegate
Siskiyou County, CA

No 240 Apartments Initiative

SF Big
Education Chair

RECEIVED

APR 15 2016

CITY OF ANTIOCH
CITY CLERK



APPLICATION DEADLINE DATE: 4:30 p.m. (April 15, 2016)

APPLICATION FOR COMMUNITY SERVICE

SALES TAX CITIZENS' OVERSIGHT COMMITTEE

Three (3) vacancies for a 2-year term expiring March 2018

Print Your Name DAVID REDFORD

Address _____ City ANTIOCH

ZIP Code 94509 Phone (H) _____ (W) _____ (C) _____

E-mail address _____

Employer ANTIOCH Unified School District

Address _____ City ANTIOCH

Occupation GUEST TEACHER - LONG TERM

Years lived in the City of Antioch 30

List the three (3) main reasons for your interest in this appointment:

Support for Measure C

Clear communication to citizens of Antioch to support

future funding

Concern for City

Have you had any previous appointments to other city commissions or boards? (If yes, please explain) NO

What skills/knowledge do you have that would be helpful in serving on the Sales Tax Citizens' Oversight Committee?

Chief of staff to VP. 200+ Million \$ BUDGET; Capital & Expense

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application.

I have actively followed the launch of Measure C and have participated in the Oversight Committee Mtg. I strongly support the tax amendment. I also strongly support transparency in reporting on the measure spending. If spending is not well documented then renewal of the tax is in jeopardy.

Can you attend meetings at the designated days and time? YES

Please attach your resume to provide additional information or your application will not be deemed complete and will not be considered.

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Committee Members are required to file a FPPC Form 700 (Statement of Economic Interests) disclosing their property, business and investment interests, with the City Clerk; and complete a 2-hour online AB 1234 Ethics Training.

DELIVER OR MAIL TO: Office of the City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007


Signature

4-15-2016
Date

David S. Redford

Summary of Skills: Business Development, Engineering design/management of \$2 Billion capital buildout for national data/video network, New infrastructure/system and build for Mobility National Data Centers., Standards development and training, Technical standards development and support, Personnel management of organization consisting of 400 engineers/managers, Marketing / Sales Management of organization with \$500M product line of Value Added Services, Cable and Wire Networks, Product / Life Cycle Management of new product launches, Data Communications, Project Management, Business Requirements, Local / National Networks, Security support

Experience:

KGT Consulting Group Inc

Antioch, CA

President and CEO - Network Design Engineering (2014 to Present)

President – Consulting Company specializing in cooling infrastructure for data centers. Responsible for business development, sales and direct customer support.

- ◆ Formed new corporation with specialized refrigerant based cooling infrastructure support
- ◆ Supported Parker Industries in the evaluation and development of new product for market growth
- ◆ Contributed to national standards forums including ASHRAE and AHRI

AT&T Corp.

Concord, CA

Principle - Network Design Engineering (2010 to 2014)

Principle - Subject Matter Expert for world-wide thermal management issues within AT&T Network Engineering. Responsible for the development, support and training of cooling standards within AT&T. Provided SME level, single point interface for NEBS compliance evaluations for all equipment used in AT&T network (Wire-line, Mobility, and Data).

- ◆ Directed and authored a complete rewrite of outdated cooling standards with a fully integrated standards and training package to handle high heat equipment deployments (up to 60kW) in network spaces
- ◆ Introduced, documented and expanded the use of Distributed Refrigerant Cooling (DRC) in AT&T facilities to meet the critical demand of high heat equipment in the restrictive environment of network space
- ◆ Led the development as senior editor of new national ATIS/ANSI and ASHRAE TC 9.9 standards for the deployment of DRC infrastructure
- ◆ Led the introduction, revision and publication of national GR-63 and GR 3108 standards to meet carrier requirements
- ◆ Led coordinated effort with AT&T Labs and manufactures to align product offerings to be in compliance with NEBS standards. Provided guidance and direction on the development and production of air baffles to meet air flow requirements
- ◆ Researched, standardized and introduced Computational Fluid Dynamics (CFD) review of airflow in AT&T as a tool for high heat, new and troubled office applications. Utilized CAD based design reviews for effective floor plan layouts.
- ◆ Communicated AT&T and industry trends through national industry forum presentations as Keynote speaker.

Lead Network Engineering Manager – Common Systems (2006 to 2010)

Responsible for technical design, job management and on-time deployment of data centers supporting Mobility, U-verse, and Internet. Responsible for coordination and management of vendors (including CRE) supporting the deployment of new data center infrastructure. Assure compliance to AT&T Technical Practices (TP) and local building standards. Responsible for integration of existing design standards with the development of new materials and standards to meet evolving data center requirements. Full line item responsibility for project budget management.

- ◆ Direct responsibility for lifecycle management of all POP/VHO/NDC Lite deployments in the CA and NV regions
- ◆ Designed, developed and contributed new aggressive new GEM architecture prototype for AT&T World deployment
- ◆ Designed and developed new infrastructure model for deployment of Mobility NDC Lite – build of Concord site
- ◆ Developed and trialed new air management containments in Pleasanton POP to extend/expand reliability and useful life
- ◆ Recognized as Role Model for deployments, standards development and systems support in organization

Director – National Data Engineering (2003 to 2006)

Responsible for national on-time deployment of Central Office based high speed data networks consisting of ATM, Frame/Cell Relay and DSL Services. Direct multiple level team of Area Managers, Senior Technical Consultants, Engineers and non-salary support personnel. Responsible for cost effective, yet quality driven deployment of network elements in support of five-nines network reliability targets.

David S. Redford

- ◆ Direct responsibility for line item budget management (\$230M) annual capital and (\$36M) annual expense program.
- ◆ Developed and deployed new National Data Engineering model to effectively use engineering resources across regions to meet highly fluctuating network production demands. The program assured 100% on-time deployment of the 2004 DSL & ATM footprint expansions. More effective utilization of resources supported a 25% overall reduction in staff while still meeting business commitments.
- ◆ Developed and implemented capital budget analysis/management Excel model resulting in a less than 1% EOY variance between forecast and actuals (Compared to previous 10-20% variances). The model allowed engineering to return unneeded capital (over \$50M) early in the budget cycle thus reducing cost of capital to the corporation.
- ◆ Implemented installation quality improvement programs resulting in an EOY quality score over 98%, a 12% improvement.
- ◆ Reduced overall DSL unit cost from \$394 to \$308 and supported improved network DSL utilization going from 66% to 76%
- ◆ Designed and implemented new multifaceted Mentoring program that was standardized across the VP organization. Program results more than tripled the number of participants and improved overall perception of program with employees.

Director – Network Quality – Common Systems (2002 to 2003)

Responsible for the development and ongoing management of network quality program supporting an integrated high speed data network consisting of ATM, Frame/Cell Relay and DSL Services. Direct teams of Senior Technical Consultants and Central Office Common Systems Engineers responsible for all documenting all aspects of network build.

- ◆ Implemented installation quality plan resulting in 200% improvement in vendor installation quality scores in ASI quality audits.
- ◆ In the first 60 days in the assignment, implemented a quality improvement evaluation process resulting in identified savings of \$2.5M in capital costs.
- ◆ Designed and directed implementation of improved communications program including ASI extranet site, distribution of customized PDF job aids and improved vendor score card process.
- ◆ Coordinated and sponsored first SBC Approval For Use (AFU) review of Physical Layer aspects of new network data equipment.

Director – Operations ASI – Telecom Network Engineering (2000 to 2002)

Supported the development of business start-up SBC Advanced Solutions, Inc. and SBC Telecom as Chief of Staff for the Vice President of Network Engineering. Managed team of financial and process managers supporting budget, personnel and technical development of an integrated national data network. (Baseline Funding, 4 Staff)

- ◆ Responsible for (\$500K-\$1B) annual capital and (\$75M) annual expense program supporting the implementation of a national data infrastructure supporting ATM, Frame/Cell Relay and over 2 Million DSL customers in 3 years.
- ◆ Designed and built a comprehensive capital management-tracking program to more effectively manage limited capital program. Program allowed timely and effective program oversight contributing to the return of over \$250M in capital to the corporation over 2 years.
- ◆ Managed development of Unit Cost reduction program resulting in an improvement (reduction) of over \$400 per DSL line in 1 1/2 years.
- ◆ Directed personnel program team supporting 400+ technical engineers and staff. Programs included design and management of staffing plan (overall organizational design, recruiting, training/development, salary administration and recognition programs).
- ◆ Developed prototype of engineering workflow Project Management and Tracking System utilized as foundation for programming and implementation of network standard application suite.

Area Manager – Detail Engineering Center (1998 to 2000)

Responsible for the rebuilding and development of a team of central office technical engineers including personnel recruitment, training and development of new engineers, senior engineers. Directed daily management of engineering work group focusing on central office common systems design. (Baseline Funding, 50 Staff)

- ◆ Rebuilt and refocused engineering team to meet 100% increase in workload culminating in 7,000 orders in 1998 and 10,000 for 1999. Implemented quality assurance program resulting in 46% reduction in engineer errors.
- ◆ Directed Quality Improvement Team (QIT) review of engineering processes resulting in corporate-wide upgrades to scheduling, mechanized support, detail engineering and procurement processes.
- ◆ Developed internal staff development/promotion opportunities for key engineers, retained or extended service of key personnel who were considering immediate job changes due to management problems, implemented performance program for underachieving engineers achieving 100% success rate. .
- ◆ Received 2 vice-presidential special service recognition awards for program and process deployments.

David S. Redford

Director – Electronic Commerce Channel (1997 to 1998)

Recruited to ramp-up development of Electronic Commerce Channel including management of existing channel elements. (Start-up Baseline Funding, 3 Staff)

- ◆ Managed existing base and new development of Interactive Voice Response / Internet Unit contributing \$3.4M in incremental revenue and expense reduction.
- ◆ Prioritized development and introduction of multiple strategic products including Internet support of new service requests for college students resulting in 17% reduction in processing costs.
- ◆ Initiated programs to significantly restructure and maximize efficiency of existing applications supporting 300% growth in customer utilization.

Director – Marketing/Sales (1992 to 1997)

Responsible for overall product development, market management, product life-cycle management, legal and regulatory issues for Value Added Product Line. Extended responsibility for management and development of employee referral marketing program and associated direct sales channel (ERIC). (\$4.1-5.7M budget, 38 Staff)

- ◆ Restructured and expanded Calling Features product line resulting in revenue growth of \$22.9M with a total contribution of \$345M.
- ◆ Designed, developed and project managed introduction of product packaging program resulting in first year penetration of 1million packages with \$8M in incremental revenue.
- ◆ Restructured and expanded Wire and Cable product line resulting in 11% (\$8.7M) revenue gain with an annual contribution of \$73.3M.
- ◆ Designed, developed, and introduced new cable product resulting in \$8M in first year revenue.
- ◆ Improved referral program production from \$2M under target to \$3M over target in five months resulting in 25% revenue gain, \$53M incremental revenue contribution, 500% decrease in customer complaints and overall sales channel improvement to 104% of target.

Manager – Marketing & Methods and Procedures (1990 to 1992)

Responsible for the development and life-cycle management of Inside Wire and Cable product lines.

- ◆ Developed initial product offering supporting Local Area Networks resulting in \$300K first year sales.
- ◆ Developed, presented and closed proposals to key clients Cannon, US Postal Service.
- ◆ Contributed to national telecommunications standards as member of ITUT (TIA) standards group.

Manager – Operations (M&P / Field Management / Technician) (1981 to 1990)

Responsible for headquarters staff support of 12,000 state-wide I&M field technicians.

- ◆ Responsible for development and training of corporate-wide installation/repair methods and procedures.
- ◆ Prepared, filed and provided testimony on FCC and CPUC regulatory filings.
- ◆ Developed, supported and trained on corporate standards for I&M field forces.
- ◆ Managed team of 16 field I&M technicians
- ◆ Developed and delivered training modules for new business oriented support procedures

Denalect Alarm Company

Walnut Creek, CA

Vice President – Marketing and Sales, Installation Manager (1973 to 1981)

- ◆ Responsible for installation and repair departments including budget, scheduling, and human resource development.
- ◆ Developed strategic marketing and sales program including packaging of products targeted to consumer and business clientele.
- ◆ Prepared and presented bid proposals to business and consumer clients with an overall closure rate of 92%.

Education – 1994 –1997

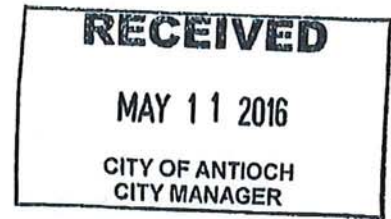
University of Phoenix

San Jose, CA

- ◆ B. A. Business Administration (3.92 GPA)
- ◆ Specialized training in Data Communications (Data Communications Institute), Premises Distribution Systems, Project management and administration

Licenses / Memberships:

- ◆ Private Pilot, Boy Scouts of America, Certified Open Water Scuba Diver, Pending CCNA Certification



APPLICATION EXTENDED DEADLINE DATE: 4:30 p.m., May 13, 2016

APPLICATION FOR COMMUNITY SERVICE

SALES TAX CITIZENS' OVERSIGHT COMMITTEE

Three (3) vacancies for a 2-year term expiring March 2018

Print Your Name Rich Seithel

Address _____ City Antioch

ZIP Code 94531 Phone (H) _____ (W) _____ (C) _____

E-mail address _____

Employer Contra Costa County

Address 30 Muir Rd. City Martinez, CA

Occupation Chief, Annexations and Economic Stimulus Programs

Years lived in the City of Antioch 32 years

List the three (3) main reasons for your interest in this appointment:

1. Assure compliance with the terms of Measure C and help improve public trust
2. An appreciation of the importance of public safety and code enforcement factors on the community's quality-of-life
3. A successful Measure C is critical to future attempts to address funding issues in the City.

Have you had any previous appointments to other city commissions or boards? (If yes, please explain) No

What skills/knowledge do you have that would be helpful in serving on the Sales Tax Citizens' Oversight Committee? 1. As a senior Deputy County Administrator, was involved with all programmatic, budget, and labor costing issues for the three dependent fire districts, as well as, Animal Services, General Services, Public Works, and Conservation and Development, among others.

2. Appointed the Interim Department Head for the East Contra Costa Fire Protection District.
3. Received a Bachelor of Science-Business Administration from the University of Missouri-St. Louis and a Masters Business Administration (Honors in Advanced Strategic Marketing) from St. Mary's College

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application.

Can you attend meetings at the designated days and time? Yes

Please attach your resume to provide additional information or your application will not be deemed complete and will not be considered.

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Committee Members are required to file a FPPC Form 700 (Statement of Economic Interests) disclosing their property, business and investment interests, with the City Clerk.

DELIVER OR MAIL TO: Office of the City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007



Signature

5/11/16

Date

Richard J. Seithel

Antioch, CA 94531

e-mail: _____

OBJECTIVE

An Sales Tax Citizen's Oversight Committee Member position for the City of Antioch.

QUALIFICATIONS AND BACKGROUND

Over 30 years of progressively increasing responsibility and expertise in:

- * Leadership
- * Management
- * Presentation Skills
- * Strategic Marketing
- * The Art of Persuasion
- * Research

ACHIEVEMENTS

MANAGE Contra Costa County's Northern Waterfront Economic Development Initiative.

NEGOTIATED the Northeast Antioch Property Tax Exchange agreement.

PRESENTED the East Contra Costa Fire Protection District consolidation concept and principles to the Oakley City Council, the Brentwood and Oakley City Managers, newspaper reporters, and the Contra Costa Times Editorial Board.

LED the East Contra Costa Fire Protection District as the Interim Department Head while recruiting for a new Fire Chief.

RESEARCHED competitive environment for a Bechtel Company. Developed competitor matrix by customer surveys, Internet search, supplier contacts, substitute product analysis, distribution contacts. Result: provided effective management decision-making tool.

STRATEGIZED and anticipated customer needs and objections. Designed an aggressive rail-truck distribution system to penetrate the West Coast market from Colorado. Satisfied needs and objections through railcar management, trans-load operations, and inventory management. Result: over \$6million/year sales targeted, and long-term contracts signed.

LED marketing/sales staff. Set objectives, performed appraisals, discussed performance, and represented marketing & sales division in discussions with other departments. Result: developed a synergistic, focused, cohesive team out of a previously fragmented group.

EXPERIENCE

Contra Costa County (CA)

Chief, Annexations and Economic Stimulus Programs

2011-Present

Senior Deputy County Administrator

2008-2011

Special District Analyst

1998-2011

Responsible for the Northern Waterfront Economic Development Initiative's project management, annexation negotiations, and coordination of regional collaborative economic development programs. Responsibilities coordinating county government services have also included: program planning, administration, budgeting, organizational studies, and labor costing. Successfully negotiated property and sales tax agreements with the cities of Brentwood,

Richard J. Seithel, pg. 2

Concord, Oakley, and Antioch. Initiated, and co-authored, the "Master Service Delivery Plan" presented to LAFCO for the far East County fire consolidation. Work effectively with employees, public officials, labor organization representatives and the general public while exercising initiative, good judgment, and tact. Successfully negotiated with Emergency Medical Services and American Medical Response to increase paramedic coverage 200% in the East Contra Costa Fire Protection District. In addition, responsibilities also included: over \$200 million Special District, Library, and Clerk-Recorder budgets; ad-hoc Indian Gaming Committee.

Self-Employed
Consultant 1997-1998

Provided consulting services to meet the marketing and management needs of a wide range of clients. These industries include: Construction; Medical Billing, and; Transportation.

Western Aggregates, Inc. (CA) 1992-1997
Western Regional Sales Manager

Initiated marketing and sales effort targeted at the West Coast and the Pacific Rim. Developed and maintained West Coast distribution facilities; negotiated transportation rates; managed 115 hopper rail fleet. Result: annual sales exceeding \$4 million and the shipment of 800+ cars.

With Western's knowledge and approval, consulted for Berkeley Cement and Blue Mountain Minerals. Worked with Berkeley Cement as a marketing/sales trainer to: improve Estimating Department's marketing/sales performance and inter-office communications; develop a job-forecasting methodology. With Blue Mountain Minerals (a Bechtel Company), investigated and developed a competitor matrix critical to their limestone market.

Port Costa Materials, Inc. (CA) 1990-1992
Vice President-Marketing & Sales

Analyzed sales data, evaluated competitive environment and developed marketing plans. Supervised marketing and sales effort for all business units: masonry; structural aggregate; roof tile sand; engineered fill; horticultural products; environmental. Managed transportation department and railcar fleet. Initiated product and geographical diversification by expanding product line and generating accounts in Hawaii, Japan, Singapore, Alaska, Canada, Australia, and other Pacific Rim countries.

Launched a team-oriented forecast/budget approach and established core products that drove costs and revenues. Developed a marketing plan and established an agent network increasing the environmental unit's revenue over \$1.5 million and, at the same time, reducing truck traffic and improved road conditions through barge transfers and aggressive traffic management.

Canadian Pacific Railroad Company (CA) 1981-1990
District Manager-Marketing & Sales

Marketed, priced, and sold freight service in CA, NM, AZ, NV, and UT. Developed competitive advantages to improve northbound products market share over 20 points; initiated a backhaul program resulting in a \$500,000 revenue boost and a \$100,000 annual cost saving. Managed budget and supervised office staff. Analyzed and realigned territory to more effectively manage major accounts and reduce expenses.

EDUCATION

MBA (Honors in Advanced Strategic Marketing)	St. Mary's College, Moraga, CA	(1989)
Bachelor of Science-Business Administration	University of Missouri-St. Louis	(1984)



RECEIVED

FEB 26 REC'D 2016 8
CITY OF ANTIOCH
CITY CLERK

APPLICATION DEADLINE DATE: 4:30 p.m. (February 26, 2016)

APPLICATION FOR COMMUNITY SERVICE

SALES TAX CITIZENS' OVERSIGHT COMMITTEE

Three (3) vacancies for a 2-year term expiring March 2018

Print Your Name MICHELLE FITZGER

Address _____ City ANTIOCH

ZIP Code 94531 Phone (H. _____) (W) _____ (C) _____

E-mail address _____

Employer CITY OF PINDLE

Address 2131 PEAR ST. City PINDLE

Occupation CITY MANAGER

Years lived in the City of Antioch 17+

List the three (3) main reasons for your interest in this appointment:

1. TO ENSURE MEASURE C FUNDS CONTINUE TO BE ALLOCATED AS DIRECTED BY COUNCIL.
2. REMAIN CONNECTED TO THE COMMUNITY.
3. MY BACKGROUND WITH MEASURE C & GOVERNMENT FINANCES WILL ALLOW ME TO PROVIDE VALUABLE INPUT TO THE COMMITTEE.

Have you had any previous appointments to other city commissions or boards? (If yes, please explain) SHORT APPOINTMENT TO THE BOARD OF ADMINISTRATIVE APPEALS. HAD TO RESIGN WHEN SUPERVISOR CHANGED & WOULDN'T ALLOW TIME OFF TO ATTEND MEETINGS.

What skills/knowledge do you have that would be helpful in serving on the Sales Tax Citizens' Oversight Committee? HAVING BEEN AN EMPLOYEE OF THE CITY WHEN MEASURE C WAS DEVELOPED I HAVE A CLEAR KNOWLEDGE & UNDERSTANDING OF THE NEED & INTENT OF THE MEASURE/FUNDING.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application.



I BELIEVE MY EXPERIENCE IN MUNICIPAL GOVERNMENT, ESPECIALLY IN BUDGET PREPARATION & MANAGEMENT MAKES ME AN OUTSTANDING CANDIDATE FOR THE SALES TAX OVERSIGHT COMMITTEE.

Can you attend meetings at the designated days and time? YES

Please attach your resume to provide additional information or your application will not be deemed complete and will not be considered.

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Committee Members are required to file a FPPC Form 700 (Statement of Economic Interests) disclosing their property, business and investment interests, with the City Clerk.

DELIVER OR MAIL TO: Office of the City Clerk 200 "H" Street P.O. Box 5007 Antioch, CA 94531-5007

[Handwritten Signature] Signature

2/20/16 Date

Michelle Fitzer

EXPERIENCE

Over twenty-five years in municipal government.

EDUCATION

MBA with a Human Resources Management option – Cal State Hayward
BA in Psychology – Cal State Hayward

CITY GOVERNMENT WORK HISTORY**CITY OF PINOLE**

CITY MANAGER – November 2015 - Present

CITY OF ANTIOCH

ADMINISTRATIVE SERVICES DIRECTOR – May 2014 – present (City Clerk's Office added)

HUMAN RESOURCES/ECONOMIC DEVELOPMENT DIRECTOR - October 1, 2012 – May 2014

Projects and accomplishments:**City Management:**

- FY 2014/15 & 2015/16 citywide budget development.
- Project Coordinator for the City Council Governance Training and Community Café Strategic Planning process.
- Developed Measure C and O informational PowerPoint presentation and mailers.
- Served as a member of the City's project team for the Northeast Annexation.
- Served as a member of the City's team meeting with the Friday Morning Breakfast Club and Apartment Owners Association representatives regarding a possible Business License ballot measure for November 2014 (Measure O).
- Serve as the City's Municipal Pooling Authority Board member and Executive Committee member.
- Recreation Department financial audit follow-up.
- Assisted with negotiating an updated Services Agreement for Police Dispatch.
- Attend the Contra Costa County Public Managers' Association meetings, and as needed, the Contra Costa County Mayors' Conferences.
- Serve as the Acting City Manager, on a rotational basis.

Economic Development:

- CALED Economic Development Certification received.
- Staff to the Economic Development Commission.
- Developed Property Inventory Sheets to provide information on available non-residential properties in the City. Project implemented by summer Intern.
- Serve on the Northern Waterfront Development Initiative Steering Committee.
- Meet with potential development representatives; attended ICSC.
- Serve as a City representative to EC²: East Contra Costa the Collaborative.
- Participate in Successor Agency Property Management Plan development.

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Human Resources:

- Completed a comprehensive classification plan update, started by a consultant several years ago. Seven bargaining unit impacted.
- Resolved "displaced worker" and other classification issues outstanding for years.
- Established continuous recruiting plan and fast-track hiring for Police Officers.
- Lead staff to implement PEPRA (pension reform).
- Developed a project tracking system.
- Developed a new Personnel Action Form and other HR forms/letters.
- Conducted a records management project – cleaning out hard files and electronic files; scanning of some records.
- Managing investigations, complaints, EEOC filings, FLSA lawsuit, and disciplinary matters.
- Initiated a comprehensive update to the Personnel Rules, Administrative Policies, and Employer/Employee Relations Resolution.

City Clerk's Office:

- Created a Request for Public Records form, a Request for Proclamation form and a new City Council staff report template.
- Suggested enhancements to the Council agenda format.

CITY OF PINOLE - ASSISTANT CITY MANAGER

February 2011 – September 30, 2012. I had direct responsibility for the Human Resources, Redevelopment (Successor Agency)/Economic Development/Housing and Fire departments. I also worked very closely with the City Clerk, Finance, Police and Public Works departments. I was responsible for citywide budget development and oversight, including the Capital Improvement Plan. I also served as the Deputy City Clerk. Of course, I served as the Acting City Manager in the Manager's absence.

Projects included:

- Lead staff analyzing Pinole's options for delivering fire services in the long-term on a financially sustainable basis.
- Lead staff for November 2012 Utility Users Tax ballot measure (passed 79%).
- Working with the City Manager, City Attorney's Office, and Finance Director on several sensitive Redevelopment issues, including implementation of legislative changes.

City of Pinole accomplishments included:

City Management:

- With the City Manager and Finance Director, developed balanced budgets for FY 2010-11, 2011-12, and 2012-13, including providing quarterly status reports and budget adjustment recommendations to Council.

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- Served as the lead staff negotiating the sale of the City's interest in two retail shopping centers in which the City held eighty percent (80%) ownership, recouping funds in excess of the City's outstanding investment in both properties.
- Served on the selection committee for the design engineers for our \$47 million Wastewater Plant Upgrade project.
- Served as co-Chair of the West Contra Costa County Technical Advisory Committee on fire service delivery.
- Served as a staff liaison for Management transition at Pinole Assisted Living.
- Served on a joint City of Pinole/West Contra Costa Unified School District sub-committee.
- Participated on the joint Contra Costa/Alameda Public Managers Association sub-committee developing the pension reform white paper.

Human Resources:

- Successfully worked with the City Attorney's Office to defend the City against a DFEH/EEOC complaint and \$14.9 million claim by a former employee.
- Drafted and negotiated new Personnel Rules; finalized the re-write and negotiated an updated Employer/Employee Relations Resolution; negotiated MOUs.
- Facilitated Leadership Development Series, a citywide training program for managers and supervisors I designed.
- Conducted a comprehensive classification plan update.
- Developed a benefit matrix, position control tracking, and draft Administrative Directives; organized all HR Department records - paper and electronic.
- Managed several personnel investigations and disciplinary actions, including appeal hearings.
- Served two years on the League of California Cities Employee Relations Board of Directors (2007 – 2009).

Ongoing responsibilities included: attending all Council/Successor Agency Board meetings, including all closed sessions; serving as staff to the Finance Sub-Committee of the Council/Agency Board; working directly with the City Council/Agency Board; reviewing all Council/Agency Board agenda staff reports; strategizing with the City Manager and department heads on issues/projects in all operating departments; meeting with citizens to listen to concerns and answer questions about City business; budget development and management; providing managerial guidance to department heads on politically sensitive matters; coaching managers and supervisors in employer-employee relations issues; serving on the selection panel for brokers to dispose of City property; assisting with preparation of the weekly Administrative Report outlining current City activities for the Council and public; representing Pinole at LAFCO meetings; attending the Pinole/Hercules Wastewater JPA meetings. I represented the City on the Board of Directors of Municipal Pooling Authority (since 2006). I attended the Contra Costa County Public Managers Association meetings (since 2009).

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CITY OF PINOLE - ASSISTANT TO THE CITY MANAGER, August 2007 – February 2011, actually worked in the capacity of **Assistant City Manager**.

CITY OF PINOLE - HUMAN RESOURCES DIRECTOR, June 2006 – February 2011. Upon hire I was tasked with bringing professional Human Resources management, administration and structure to the organization, from the ground up.

CITY OF PITTSBURG, December 1997 to June 2006. Human Resources.

Greatest Accomplishment with Pittsburg:

- Initiated and coordinated the City of Pittsburg's move from the Contra Costa County Employees' Retirement Association to CalPERS. According to CalPERS, we were the first city in the state to leave a '37 Act retirement system to move to CalPERS.

CITY OF MARTINEZ, May 1990 – December 1997. Finance and Human Resources.

ADDITIONAL OVERALL SKILLS/EXPERIENCE:

- Presentations on a variety of topics, including presentations to Council in both closed and open session.
- Excellent writing skills, including Council/Agency Board staff reports.
- Development of PowerPoint presentations.
- Training facilitator. I have trained on many management and safety topics.
- In 2006, honored by Municipal Pooling Authority for *Outstanding Achievement in the Loss Control Program Implementation and Results* for the City of Pittsburg, out of 19 participating agencies.
- Trained in Interest Based Negotiations. I have utilized this technique at the bargaining table, in employer-employee relations matters, and in negotiations related to Redevelopment/Economic Development issues.



**STAFF REPORT TO THE CITY COUNCIL AND CITY COUNCIL
ACTING AS ANTIOCH PUBLIC FINANCING AUTHORITY AND
SUCCESSOR AGENCY AND HOUSING SUCCESSOR TO THE
ANTIOCH DEVELOPMENT AGENCY**

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director *Dm*

REVIEWED BY: Steve Duran, City Manager

SUBJECT: Mid Year Update to the 2015-17 Budgets for the City, Antioch Public Financing Authority and Successor Agency and Housing Successor to the Antioch Development Agency

RECOMMENDED ACTION

It is recommended that the City Council take the following actions:

- Adopt the Resolution of the City Council of the City of Antioch Amending the 2015-17 Budget
- Adopt the Resolution of the City of Antioch as Successor Agency and Housing Successor to the Antioch Development Agency Amending the Fiscal Year 2016 Budget
- Adopt the Resolution of the Antioch Public Financing Authority Amending the Fiscal Year 2016 Budget

STRATEGIC PURPOSE

This action falls under Strategic Plan Long Term Goal O: Achieve and maintain financial stability and transparency. This action is essential to Strategy O-1: Improve the City's financial stability by implementing a two year budget cycle and ensuring that each fiscal year's budget is balanced. Specific Short Term Objectives include:

- Starting with 2015-2016, go to a two-year budget approval, to be updated annually.

FISCAL IMPACT

The fiscal impact of this budget is outlined in this report and attachments.

DISCUSSION

The purpose of this agenda item is to complete a mid-year review of the City's two year budget adopted in June 2016. This is not a comprehensive review and update of the

City's entire budget, but rather addresses those items staff feels need adjustment in either the fiscal year 2016 or 2017 budget at this time. A new budget cycle will begin early next year to adopt the next two year budget (fiscal years 2017-19).

Significant and/or noteworthy amendments to the General Fund budget are highlighted below:

- \$33,141 payment to the City of Antioch's Water Fund in FY16 for default of the Antioch Babe Ruth loan the Water Fund provided to that organization. The group disbanded earlier this year, and thus the Water Fund has no avenue for collection of the loan amount due.
- \$252,418 reduction in grant revenue in FY16 related to the Strategic Growth Management Grant awarded to the City for the Downtown Specific Plan. This amount is being re-budgeted to FY17.
- Related to the grant mentioned above, contractual services for this project is being reduced by \$374,741 in the current fiscal year as in house staff has been completing the work and the contractual services budget for fiscal year 2017 should be sufficient to complete the project.
- Addition of \$181,800 in election expense in FY16 for the June election for the two ballot measures in Antioch.
- \$20,000 contribution in FY16 to Celebrate Antioch for the July 4th event as approved by City Council on May 10th.
- Increase of \$120,000 and \$107,000 in Recreation subsidies in FY16 and FY17 respectively due to revised recreation revenue projections.
- Citywide Administration, "Internal Services", charges have been re-allocated in FY16 and FY17 due to City Council approval of funding the following positions: Assistant City Manager and Legal Secretary. As this allocation affects all funds across the board, a table of the revised allocations by fund and fiscal year is included as Exhibit 2 to Attachment A to capture all amended budget amounts (and mirrors the table format in the adopted budget document).
- Elimination of \$193,297 of budgeted transfers out to the Office Equipment Replacement Fund over FY16 and FY17. This is the remaining balance owed to that fund from the General Fund from a loan provided in 2010 to help stabilize the General Fund. The City received \$1.8M in reimbursement from the State Department of Water Resources for usable river water days in December 2015. Per a previously adopted Council policy, in a budget year when the City receives this reimbursement and there is a budget surplus, the monies shall be used to replenish the litigation and replacement reserves. Alternatively, in a budget year when reimbursement is received and there is a budget deficit, monies shall be used to offset the deficit.

\$193,297 of the reimbursement has been placed in the Office Equipment Replacement Fund and the remaining amount will remain in the General Fund to offset the lower than project revenue for Measure O, the business license tax on rentals. We projected to receive \$2.3M in Measure O revenue, but due to training of the new Business License Representative and getting the business license discovery company up and running, identifying and collecting this tax has been slower than anticipated. As a result, projections for FY16 have been reduced by \$1M.

- \$1,544,233 projected net FY16 salary savings in the Police Department due to vacancies. Of this amount, \$130,852 dollars is being allocated to fund additional part time Animal Care Attendants and one Office Assistant position at Animal Services next fiscal year to improve service and care at the animal shelter as approved by City Council on June 14th. This has been reflected as an increase to the transfer/subsidy to the Animal Control Special Revenue Fund in FY16 for funds to be used in FY17 by Animal Services. The total budget savings the Police Department has at June 30, 2016 will be Measure C savings carried forward into FY17. Refer to Chart B for revised Measure C spending projections.
- Increase of \$166,752 in FY17 Police Department expenditures for the purchase of security cameras (including related 7% annual service fee) and license plate readers approved by City Council on June 14th.
- Addition of \$5,000 in funding for Sister City activities in FY17 as directed by City Council on June 14th.

Chart A provides an updated summary chart of the General Fund 2015-17 budget with the proposed amendments.

CHART A

	June 30, 2016 Revised	June 30, 2017 Revised
Actual/Projected Fund Balance July 1,	\$17,179,048	\$18,684,934
Revenues:		
Taxes	35,173,928	36,663,957
Taxes – Measure C	5,700,385	5,944,512
Licenses & Permits	1,057,567	1,207,500
Fines & Penalties	77,000	43,000
Investment Income & Rentals	548,410	538,045
Revenue from Other Agencies	784,117	912,091
Current Service Charges	2,035,936	1,625,568
Other Revenue	2,529,743	804,580
Transfers In	3,561,925	3,533,975
Total Revenues	\$51,469,011	\$51,273,228
Expenditures:		
Legislative & Administrative	961,987	709,385
Finance	29,667	40,762
Nondepartmental	1,433,662	634,045
Public Works	7,361,722	7,587,217
Police Services	28,433,549	30,586,870
Police Services – Measure C	6,677,866	7,794,104
Police Services – Animal Support	639,373	538,108
Recreation/Community Services	1,101,170	1,119,620
Community Development	2,891,428	3,110,973
Code Enforcement – Measure C	432,701	668,473
Total Expenditures	\$49,963,125	\$52,789,557
Net	1,505,886	(1,516,329)
Projected Fund Balance June 30,	\$18,684,934	\$17,168,605
Committed for Police Services –Measure C	2,518,065	0
Committed for Compensated Absences	93,889	115,000
Committed for Litigation Reserve	500,000	500,000
Unassigned Reserve %	30.26%	32.29%

We are projecting to have a \$1,505,886 budget surplus in FY16 which is mainly due to salary savings in the Police Department. No salary savings for other departments have been accounted for in these revisions so the projected surplus may increase by the time the books are officially closed. No adjustments were made due to the Council established policy on one-time revenues, which includes salary savings (excluding Police). By not adjusting non-Police salaries, Finance can more accurately determine the salary savings as compared to the budget at year end. Per the policy, at a minimum, 50% of the savings must be applied towards the City's unfunded liabilities and then the Council can allocate the difference if they so choose. As we will not know

the exact amount of these savings until we officially close the books, this will be brought back to Council in the fall.

It is imperative to point out that we are projecting significant deficit spending in FY17. A budget should ideally be balanced, meaning that the City should only be spending what it brings in. While General Fund reserves are very healthy, it is not fiscally prudent to continually draw down reserves in case of economic uncertainty in the future. The City cannot always rely on having sufficient salary savings in the Police Department each year to cover the deficit. At some point we will be fully staffed and will have to pay for all 102 Officers on duty. Projections also demonstrate that if Measure C does not get extended, the City will not have the funds to maintain a Police force of 102 sworn officers. That would be over a \$6M loss in revenue, meaning if that if we lost that much money in FY17 for example, deficit spending would be \$7.46M. That figure is staggering and the City cannot afford that much in deficit spending. Refer to Attachment D for General Fund projections.

Chart B below shows the updated Police Department budget including Measure C funding. In the current fiscal year, the Police Department budget is projected to be \$2,518,065 under the total budget allotment. This difference is reflected as “Committed for Police Services – Measure C” in Chart A on the previous page in fiscal year 2015-16, indicating that the fund balance is unavailable for other purposes and being carried forward into fiscal year 2016-17 to be added to the Police Department budget allotment. Fiscal years 2015-17 includes funding for 102 sworn positions.

CHART B

Police Department Measure C Funding		
	Police Budget FY2015-16	Police Budget FY2016-17
13/14 Baseline Budget	\$28,447,271	\$28,447,271
Measure C projection - revenue	5,267,684	5,276,039
Measure C carryover	3,928,247	2,518,065
Budget Allotment	37,643,202	36,241,375
Revised Budgeted Expense	35,750,788	38,919,082
EBRCS Purchase - reserves	(625,651)	0
Net Police Dept. Expense	35,125,137	38,919,082
Difference under/(over) budget	\$2,518,065	(\$2,677,707)

Other Funds

Some other funds require mid-year adjustments as well. Refer to page 2 of Exhibit 1 of Attachment A for the detail of other City funds, Exhibit 1 of Attachment B for the detail of the Successor Agency and Housing Successor funds and Exhibit 1 of Attachment C for the detail of the Antioch Public Financing Authority.

One item in particular needs to be discussed that is included in the amendments. The Information Services Director is requesting to fund one Computer Technician in starting in FY17. The Information Services Department (excluding GIS), has subsisted on one Director and three Network Administrators for many years. With existing and growing technology demands and almost 300 City employees, it is challenging for the Information Services department to adequately meet all service needs of the City and its employees; particularly when one Network Administrator is prioritized solely to the Police Department. \$99,090 is the projected salary and benefits cost of the requested position, and will be offset by reducing the amount departments pay into office equipment replacement funds by an equal amount. There is currently sufficient replacement funds set aside to fund immediate needs of the City for the next few years.

CIP

An update to the City's five year Capital Improvement Program (CIP) was presented to Council on May 10th and was approved on June 14th. Approval of the CIP document does not amend the City's operating budget. Amendments to the 2015-17 CIP budgets are included on Exhibit 3 to Attachment A.

ATTACHMENTS

- A.** Resolution of the City Council of the City of Antioch Amending the 2015-17 Budget
 - a.** Exhibit 1 – General Fund and Other Fund 2015-17 Budget Amendments
 - b.** Exhibit 2 – City Wide Administration/Internal Services Revised Budgets
 - c.** Exhibit 3 – CIP 2015-17 Budget Amendments
- B.** Resolution of the City of Antioch as Successor Agency and Housing Successor to the Antioch Development Agency Amending the Fiscal Year 2016 Budget
 - a.** Exhibit 1 – Successor and Housing Agency Budget Amendments
- C.** Resolution of the Antioch Public Financing Authority Amending the Fiscal Year 2016 Budget
 - a.** Exhibit 1 – Antioch Public Financing Authority Budget Amendments
- D.** General Fund Projections

RESOLUTION NO. 2016/

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING AMENDMENTS TO THE TWO-YEAR OPERATING BUDGET FOR FISCAL YEARS 2015-17

WHEREAS, the City Council of the City of Antioch has heretofore considered proposed amendments to the Fiscal Year 2015-17 Operating Budget (Exhibits 1-3 attached); and

WHEREAS, the proposed amendments include the addition of one (1) Computer Services Technician position in the Information Services Department and one (1) Office Assistant position in the Animal Services Department to the City's funded positions beginning in Fiscal Year 2017; and

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Antioch hereby approves amendments to the Fiscal Year 2015-17 operating budget as outlined in Exhibits 1-3 attached, including the funding of one (1) Computer Service Technician position and one (1) Office Assistant position beginning in Fiscal Year 2017.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 28th day of June 2016, by the following vote:

AYES:

NOES:

ABSENT:

ARNE SIMONSEN
CITY CLERK OF THE CITY OF ANTIOCH

EXHIBIT 1, P. 1

GENERAL FUND BUDGET AMENDMENTS FOR MID-YEAR APPROVAL			
Category	Mid-Year Review 15-16 Increase/ (Decrease)	Mid-Year Review 16-17 Increase/ (Decrease)	Description
REVENUES:			
Taxes	\$ (797,298)	\$ 62,590	FY16-Reduce Bus. License Rental Tax FY17-Increase Franchise Tax projections
Licenses & Permits	100,067	40,000	Revised Encroachment Permit projections
Fines & Penalties	35,000	-	Revised projections
Investment Income & Rentals	45,000	30,000	Revised interestprojections
Revenue from Other Agencies	(524,821)	252,418	Revise and re-allocate grant revenues
Current Service Charges	(158,808)	(198,961)	Revise Inspection Fee projections
Other Revenue	1,727,203	(25,000)	FY16 - DWR reimbursement FY17 - Reduce expected developer reimbursements
Transfers In	(137,150)	-	Reduce Gas Tax transfer and increase SLESF transfer
Total Revenue Adjustments	\$ 289,193	\$ 161,047	
EXPENDITURES:			
Legislative & Administrative	151,957	(219,617)	FY16 - Election expense and other miscellaneous adjustments FY17- City Wide Admin revisions
Finance	14,876	22,027	Revise salary and part time help projections
Nondepartmental	(383,076)	(82,186)	Reduce transfers to IS fund/Insurance and claims savings
Public Works	(116,424)	132,755	FY16 - revise projections for paving materials FY17 - City Wide Admin increase
Police Services	(1,512,321)	317,997	FY16 - salary savings and other miscellaneous adjustments FY17 - Cameras & LPRs/City Wide Admin increase
Police Services - Animal Support	130,852	-	Increase subsidy for additional staffing at shelter
Recreation/Community Services	120,000	107,000	Increase subsidy for reduced recreation revenue projections
Community Development	(417,128)	52,393	FY16 - Reduction in grant project expense FY17 - Part time help and City Wide Admin increase
Total Expenditure Adjustments	\$ (2,011,264)	\$ 330,369	

EXHIBIT 1, P. 2

OTHER FUNDS BUDGET AMENDMENTS FOR MID-YEAR APPROVAL FY16 & FY17				
Fund		Mid-Year Review 15-16 Increase/ (Decrease)	Mid-Year Review 16-17 Increase/ (Decrease)	Description
SPECIAL REVENUE FUNDS:				
Gas Tax Fund:				
	Revenues	\$ 64,450	\$ (13,780)	Revised HUTA estimates from State/FY16 grant reimbursement
	Transfers In	-	1,800,000	Transfer In from Measure J and Sewer Funds for Pavement Proj.
	Transfers Out	800,000.00	-	Transfer to Successor Agency for State denied project use/ Reduction in Gen Fd transfer for expenditure savings
Measure J Fund:				
	Revenues	371,272	70,000	Grant reimbursements for capital projects
Senior Bus Fund:				
	Revenues	-	7,250	Increased projection of senior bus ticket sales
	Expenditures	-	21,000	Purchase of senior bus tickets
Recreation Fund:				
	Revenues	(60,000)	(67,000)	Decrease in projections for turf field rental
	Transfers In	60,000	62,000	Increase in General Fund subsidy due to reduced revenues
	Expenditures	-	(5,000)	Decrease in maintenance contracts
CDBG Fund:				
	Revenues	-	761,888	Increase CDBG grant revenue
	Expenditures	-	990,138	CDBG funding approved 5.10.16
SLESF Fund:				
	Revenues	300	-	Increased projection for interest earnings
	Expenditures	150	-	Increased projection for cash management
	Transfers Out	62,850	-	More funds available for transfer to General Fund
Animal Control Fund:				
	Revenues	14,476		Increased donation revenue
	Transfers In	130,852		Increase in Gen Fund subsidy to increase staffing in FY17
	Expenditures	13,155	127,312	FY16-Increase donation expenditures for increase in revenue FY17-Increase in authorized staffing
CAPITAL PROJECTS FUNDS:				
Capital Improvement Fund:				
	Revenues	(2,997,300)	2,997,300	Move grant revenue to FY17
Residential Development Allocation Fund:				
	Revenues	169,800	-	Contributions and interest received in FY16
	Expenditures	650	209,000	Allocate monies to downtown economic development and recreational facilities uses
Hillcrest A.D. CIP Fund:				
	Expenditures	400	-	Increased projection for cash management expenses
INTERNAL SERVICE FUNDS:				
Information Services Fund:				
	Revenues	193,297	(100,000)	FY16-Apply DWR reimbursement to repay GF loan of replacement fds FY17- Reduce equip replacement set aside for Computer Tech
	Transfers In	(100,000)	(93,297)	Remove Gen Fd transfer to repay loan, DWR funds used
	Expenditures	-	75,230	Computer Tech position
Loss Control Fund				
	Expenditures	(50,000)	50,000	Roll contractual services budget to FY17
Retiree Medical Fund:				
	Expenditures	1,149	-	Increase budget for actuarial services
ENTERPRISE FUNDS:				
Water Fund:				
	Expenditures	(126,000)	156,000	Increase in recycled water project cost estimate/re-budget purchase of meter test benches to FY17
Water System Improvement Fund:				
	Revenues	(878,222)	(427,960)	Reduce water connection fee revenue projections
Sewer System Improvement Fund:				
	Revenues	(282,377)	(171,835)	Reduce sewer connection fee revenue projections
Prewett Park Fund:				
	Revenues	(60,000)	(45,000)	Reduce concession revenue projections
	Transfers In	60,000	45,000	Increase Gen Fd subsidy for reduced concession revenue projections

Exhibit 2

Internal Services - City Wide Admin
2015-17 Revised Budget

General Fund	Fund #	FY2016		FY2017		Reason for Charge
		Credit (Expense Reduction)	Debit (Expense)	Credit (Expense Reduction)	Debit (Expense)	
City Council	100	\$205,874		\$219,139		Allocate cost among user departments
City Attorney	100	574,519		695,050		Allocate cost among user departments
City Manager	100	730,949		886,374		Allocate cost among user departments
City Clerk	100	244,582		334,071		Allocate cost among user departments
Human Resources	100	828,258		863,302		Allocate cost among user departments
Non-Departmental	100	2,108,232		1,983,927		Allocate cost among user departments
Public Works-Maintenance Admin	100	573,025		492,827		Allocate cost among user departments
Public Works-General Maintenance Svcs	100	115,100		118,100		Allocate cost among user departments
Public Works-Facilities Maintenance	100	798,004		818,427		Allocate cost among user departments
Office of Emergency Services	100	13,956		28,152		Allocate cost among user departments
Finance Administration	100	448,861		467,861		Allocate cost among user departments
Finance Accounting	100	1,387,429		1,381,006		Allocate cost among user departments
Finance Operations	100	561,342		588,342		Allocate cost among user departments
City Council	100		63,419		67,135	Share of allocated costs
City Attorney	100		54,052		55,029	Share of allocated costs
City Manager	100		138,199		148,041	Share of allocated costs
City Clerk	100		70,440		78,298	Share of allocated costs
City Treasurer	100		22,582		26,612	Share of allocated costs
Human Resources	100		73,690		76,796	Share of allocated costs
Economic Development	100		44,618		49,489	Share of allocated costs
Finance Administration	100		99,982		111,214	Share of allocated costs
Finance Accounting	100		294,815		311,405	Share of allocated costs

Exhibit 2

Internal Services - City Wide Admin 2015-17 Revised Budget

Fund #	FY2016		FY2017		Reason for Charge
	Credit (Expense Reduction)	Debit (Expense)	Credit (Expense Reduction)	Debit (Expense)	
Finance Operations		314,251		332,768	Share of allocated costs
Non-Departmental		153,201		148,041	Share of allocated costs
Public Works-Maintenance Admin		206,983		237,073	Share of allocated costs
Public Works-General Maintenance Svcs		62,842		62,380	Share of allocated costs
Public Works-Street Maintenance		358,470		359,994	Share of allocated costs
Public Works-Signals/Street Lights		113,219		111,391	Share of allocated costs
Public Works-Striping/Signing		212,610		212,718	Share of allocated costs
Public Works-Facilities Maintenance		75,681		74,354	Share of allocated costs
Public Works-Parks Maintenance		61,117		58,927	Share of allocated costs
Public Works-Medians/General Landscape		70,755		69,827	Share of allocated costs
Police Administration		780,720		816,341	Share of allocated costs
Police Reserves		7,853		8,067	Share of allocated costs
Prisoner Custody		54,663		54,994	Share of allocated costs
Community Policing		1,423,755		1,449,098	Share of allocated costs
Police Investigations		206,597		209,696	Share of allocated costs
Police Special Operations Unit		93,105		94,542	Share of allocated costs
Police Communications		209,652		214,486	Share of allocated costs
Office of Emergency Services		6,945		6,904	Share of allocated costs
Police Community Volunteers		5,495		5,337	Share of allocated costs
Police Facilities Maintenance		42,713		41,343	Share of allocated costs
Community Development Admin		247,309		271,087	Share of allocated costs
Land Planning Services		189,469		204,168	Share of allocated costs
Engineering Land Development		363,393		379,011	Share of allocated costs
Building Inspection		196,542		203,801	Share of allocated costs
Code Enforcement		50,128		51,549	Share of allocated costs
Engineering Admin		36,833		38,112	Share of allocated costs
Engineering Services		58,433		60,313	Share of allocated costs
Total General Fund Charges	8,590,131	6,464,531	8,876,578	6,700,341	
Net General Fund Credit	2,125,600		2,176,237		

Exhibit 2

Internal Services - City Wide Admin 2015-17 Revised Budget

		FY2016		FY2017		
Fund #		Credit (Expense Reduction)	Debit (Expense)	Credit (Expense Reduction)	Debit (Expense)	Reason for Charge
Special Revenue Funds						
	211		303		307	Share of allocated costs
	213		11,311		11,689	Share of allocated costs
	215		2,824		2,910	Share of allocated costs
	216		881		883	Share of allocated costs
	220		17		17	Share of allocated costs
	221		5,138		5,183	Share of allocated costs
	222		1,172		1,175	Share of allocated costs
	223		1,114		1,169	Share of allocated costs
	225		303		317	Share of allocated costs
	226		11,506		12,525	Share of allocated costs
	228		1,590		1,636	Share of allocated costs
	229		20,216		21,520	Share of allocated costs
	238		1,748		1,813	Share of allocated costs
	251		8,137		8,377	Share of allocated costs
	252		1,893		1,936	Share of allocated costs
	253		1,859		1,917	Share of allocated costs
	254		11,151		11,511	Share of allocated costs
	255		19,812		21,114	Share of allocated costs
	256		6,629		6,797	Share of allocated costs
	257		285,844		288,678	Share of allocated costs
	577		5,390		5,981	Share of allocated costs
	578		6,176		6,253	Share of allocated costs
	579		10,934		11,148	Share of allocated costs
			415,948		424,856	
		Total Special Revenue Charges				

Exhibit 2

Internal Services - City Wide Admin 2015-17 Revised Budget

		FY2016	FY2016	FY2017	FY2017	
	Fund #	Credit (Expense Reduction)	Debit (Expense)	Credit (Expense Reduction)	Debit (Expense)	Reason for Charge
Capital Projects Funds						
Capital Improvement	311		19,766		20,976	Share of allocated costs
Hillcrest A.D.	361		788		822	Share of allocated costs
Lone Diamond A.D.	376		2,300		2,316	Share of allocated costs
Hillcrest Bridge Benefit District	391		32		33	Share of allocated costs
Total Capital Projects Charges			22,886		24,147	
Antioch Public Financing Authority						
APFA 2015A Lease Revenue Bonds	417		44		45	Share of allocated costs
Total Antioch Public Financing Authority Charges			44		45	
Internal Service Funds						
Vehicle Maintenance	570		150,602		155,153	Share of allocated costs
Information Services	573		184,114		192,506	Share of allocated costs
Loss Control	580		30,081		31,985	Share of allocated costs
Total Internal Service Charges			364,797		379,644	
Enterprise Funds						
Water	611		1,026,473		1,046,673	Share of allocated costs
Water System Improvement	612		1,740		1,748	Share of allocated costs
Sewer	621		220,305		225,049	Share of allocated costs
Sewer System Improvement	622		1,320		1,319	Share of allocated costs
Marina	631		72,087		72,756	Share of allocated costs
Total Enterprise Charges			1,321,925		1,347,545	
Total Internal Services/City Wide Admin Charges		\$8,590,131	\$8,590,131	\$8,876,578	\$8,876,578	

**EXHIBIT 3
CIP BUDGET AMENDMENTS FY16 & FY 17**

Description	FY16		FY17		Funding
	FY16 Budget	Amended Budget	Adopted Budget	Amended Budget	Source
Marina Launch Ramp Restroom Facility	\$ 390,000.00	\$ -	\$ 390,000.00	\$ 400,000.00	Marina Fund
Prewett Water Park Project	1,836,453.00	1,848,286.00	no change	no change	Prewett Park CIP Fund
Park Facilities Upgrade	no change	no change	-	100,000.00	Park In Lieu Fund
Sidewalk and Pedestrian Improvements	567,054.00	469,000.00	-	150,000.00	Measure J
Pavement Management System Program	58,750.00	20,000.00	no change	no change	Gas Tax Fund
Ninth St Roadway Improvements	137,519.00	100,000.00	no change	no change	Measure J Fund
Pavement Preventative Maintenance	2,392,858.00	1,542,000.00	no change	no change	Gas Tax Fund
2nd Street Pavement Rehab	17,109.00	35,300.00	no change	no change	Gas Tax Fund
Hillcrest Ave Left Turn at Wild Horse Rd	237,557.00	4,305.00	-	230,000.00	Hillcrest A.D. Fund
CDBG Downtown Roadway	250,000.00	10,000.00	250,000.00	1,000,000.00	CDBG Fund/Gas Tax
Country Hills Drive/Cavallo Rehab	984,530.00	900,000.00	no change	no change	Gas Tax Fund
L Street Improvement Study	50,000.00	1,000.00	-	100,000.00	Measure J
James Donlon Retaining Wall Rehab	n/a	n/a	-	100,000.00	Gas Tax Fund
Traffic Signals	328,920.00	30,000.00	no change	no change	Traffic Signal Fund
Sewer Main Improvements Program	692,689.00	150,000.00	500,000.00	300,000.00	Sewer System Improvement Fund
Sewer Facility Rehab Program	600,000.00	50,000.00	500,000.00	1,100,000.00	Sewer Fund
Sewer Main Trenchless Rehabilitation	1,049,784.00	600,000.00	750,000.00	1,400,000.00	Sewer Fund
West Antioch Creek De-Silting	136,906.00	53,000.00	-	83,000.00	NPDES Fund
Trash Capture Devices	300,000.00	150,000.00	no change	no change	NPDES Fund
West Antioch Creek Channel Improvements	4,066,695.00	553,000.00	-	3,649,000.00	Hillcrest A.D. Fund
North East Antioch Annexation Infrastructure	no change	no change	100,000.00	150,000.00	Capital Improvement Fund
Water Main Replacement Program	1,693,287.00	1,900,000.00	no change	no change	Water System Improvement Fund
Reservoir Rehabilitation	115,968.00	-	635,000.00	-	Water Fund
Water Treatment Plant Drainage Capture	100,000.00	-	1,200,000.00	-	Water Fund
Water Studies and Planning	192,323.00	150,000.00	35,000.00	50,000.00	Water Fund
Water Treatment Plant Improvements	310,183.00	250,000.00	320,000.00	250,000.00	Water Fund
Hillcrest Pump Station	50,000.00	-	500,000.00	100,000.00	Water Fund
Inspection/Assessment of Raw Water Pipelines	735,782.00	150,000.00	n/a	n/a	Water Fund
Sunset Pump Station	800,000.00	850,000.00	n/a	n/a	Water Fund
Water Treatment Plant Electrical Upgrade	798,968.00	300,000.00	n/a	n/a	Water Fund
Water Treatment Plant Disinfection Imprv.	1,500,000.00	600,000.00	-	3,800,000.00	Water Fund/Water Systems Imprv.
Brackish Water Desalination	no change	no change	-	900,000.00	Water Fund
Zone 1 Pipeline Rehabilitation	700,000.00	800,000.00	n/a	n/a	Water Fund

SA RESOLUTION NO. 2016/

RESOLUTION OF THE CITY OF ANTIOCH AS SUCCESSOR AGENCY AND HOUSING SUCCESSOR TO THE ANTIOCH DEVELOPMENT AGENCY APPROVING AMENDMENTS TO THE FISCAL YEAR 2016 BUDGET

WHEREAS, the Antioch Development Agency was formed by the adoption of the Redevelopment Plan in July 1975; and

WHEREAS, pursuant to the passage of AB 1X26 upheld by the California Supreme Court, redevelopment agencies were required to be dissolved by February 1, 2012; and

WHEREAS, pursuant to Resolution No. 2012/07 dated January 24, 2012, the City of Antioch confirmed its intention to serve as the Successor Agency to the Antioch Development Agency for non-housing related functions and pursuant to Resolution No. 2012/06 dated January 24, 2012, the City of Antioch elected to perform the housing functions of the Antioch Development Agency pursuant to AB 1X26; and

WHEREAS, the City Council of the City of Antioch as Successor Agency and Housing Successor to the Antioch Development Agency has heretofore considered proposed amendments to the Fiscal Year 2016 Budget (Exhibit 1); and

NOW, THEREFORE BE IT RESOLVED, the Successor Agency and Housing Successor Fiscal Year 2016 budget amendments attached as Exhibit 1 are hereby approved.

* * * * *

The foregoing resolution was passed and adopted by the City of Antioch as Successor Agency and Housing Successor to the Antioch Development Agency at a regular meeting thereof, held on the 28th day of June 2016, by the following vote:

AYES:
NOES:
ABSENT:

ARNE SIMONSEN, RECORDING SECRETARY

EXHIBIT 1

SUCCESSOR AND HOUSING AGENCY BUDGET AMENDMENTS FOR MID-YEAR APPROVAL FY16		
Fund	Mid-Year Review 15-16 Increase/ (Decrease)	Description
SUCCESSOR AGENCY FUNDS:		
Redevelopment Obligation Retirement Fund:		
Revenues	\$ (542,515)	Decrease projection for RPTTF distribution
Transfers Out	4,886.00	Increase transfer out for debt service expenditures
Successor Agency Debt Service:		
Transfers In	1,001,402	Increase transfer in from Obligation Fund for debt service expenditures and return of \$1M by State Dept. of Finance
Expenditures	1,332	Increase budget for debt service expenditures

RESOLUTION NO. 2016/

RESOLUTION OF THE CITY OF ANTIOCH PUBLIC FINANCING AUTHORITY APPROVING AMENDMENTS TO THE FISCAL YEAR 2016 BUDGET

WHEREAS, The City Council formed the Antioch Public Financing Authority in April 1993 to provide financial assistance to the City by financing improvements for the benefit of the residents of the City; and

WHEREAS, the City Council of the City of Antioch has heretofore considered proposed amendments to the Fiscal Year 2016 Budget (Exhibit 1);

NOW THEREFORE BE IT RESOLVED that the Authority budget amendments attached as Exhibit 1 for the 2016 Fiscal Year and are hereby approved.

* * * * *

The foregoing resolution was passed and adopted by the City of Antioch Public Financing Authority at a regular meeting thereof, held on the 28th day of June 2016, by the following vote:

AYES:

NOES:

ABSENT:

ARNE SIMONSEN, SECRETARY

EXHIBIT 1

**ANTIOCH PUBLIC FINANCING AUTHORITY BUDGET AMENDMENTS
FOR MID-YEAR APPROVAL FY16**

Fund	Mid-Year Review 15-16 Increase/ (Decrease)	Description
ANTIOCH PUBLIC FINANCING AUTHORITY FUNDS:		
2015A Lease Revenue Debt Service Fund:		
	Transfers In \$ 1,284	Increase transfer in from Redevelopment Obligation Retirement Fund for debt svc expenditures

GENERAL FUND PROJECTIONS

Measure C projections	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	lost Measure C Revenue
	Apr 15-Apr 16	Apr 16-Apr 17	Apr 17-Apr 18	Apr 18-Apr 19	Apr 19-Apr 20	Apr 20-Apr 21	
	5,700,385	5,944,512	6,182,292	6,429,584	6,686,767	6,954,238	7,232,407
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Beginning Fund Balance	\$17,179,048	\$18,684,934	17,168,605	\$15,591,623	\$13,951,561	\$12,245,897	\$10,472,006
Total Revenues	51,469,011	51,273,228	53,324,157	55,457,123	57,675,408	59,982,424	55,149,314
Total Expenditures	49,963,125	52,789,557	54,901,139	57,097,185	59,381,072	61,756,315	64,226,568
Surplus/(Deficit)	1,505,886	(1,516,329)	(1,576,982)	(1,640,062)	(1,705,664)	(1,773,891)	(9,077,254)
Ending Fund Balance	\$18,684,934	\$17,168,605	\$15,591,623	\$13,951,561	\$12,245,897	\$10,472,006	\$1,394,752
							2022-23
							\$1,394,752
							57,355,286
							66,795,631
							(9,440,345)
							(9,817,959)
							(9,817,959)
							(17,863,552)
							(17,863,552)



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Tony Morefield, Police Lieutenant of Investigations (and)
Alan Barton, Director of Information Systems

APPROVED BY: Allan Cantando, Police Chief *AC*

SUBJECT: Body Worn Camera Update

RECOMMENDED ACTION

It is recommended that the City Council receive the report concerning staff's efforts regarding the implementation of a Body Worn Camera (BWC) Program and provide feedback.

STRATEGIC PURPOSE

Staff's efforts regarding this issue are prioritized in the City's Strategic Plan as follows:

Strategy A-3: Improve public safety using technology; and **Strategy P-7:** City wide Information Systems departmental projects and system enhancements.

FISCAL IMPACT

There is no direct fiscal impact associated with the consideration of this report.

DISCUSSION

• **BACKGROUND INFORMATION**

When the Antioch Police Department first considered Body Worn Cameras (BWC's) they looked at them, as most police agencies have, merely as additional pieces of technology to be utilized in the field. However, BWC's and all they entail are much more than simple devices; they are massive programs requiring considerable infrastructure upgrades and maintenance, enormous data storage requirements, ongoing data management and production needs, as well as additional staffing for program implementation and continuing operations. All of these considerations are in addition to the multitude of public privacy, legal, political, and procedural issues which also surround BWC programs.

Over the past year, staff has consulted with over a dozen different police agencies and BWC providers. We've also reviewed countless articles, policies, trainings and other publications concerning BWC programs from all over the U.S. including CA P.O.S.T.'s

recently produced video training regarding this budding technology. Though there are undoubtedly benefits to this technology for law enforcement, there are also some very significant issues that have yet to be resolved.

The greatest issue is what to do with the enormous amounts of digital, audio/video data that is recorded on these devices. Questions remain such as: how long to retain such data, to whom and when it should be released, how to process or redact the audio and video when it is released, and (probably the biggest question) how much is it going to cost to store and manage this data? Our current storage estimates put us at over a petabyte of digital data after only a decade of recordings (that's a thousand terabytes or a million gigabytes).

The CA Legislature is still trying to catch up with BWC technology and just recently passed AB 69 which only loosely defines the requirements of BWC programs for law enforcement. Key issues like the length of time this digital data should be retained are still left largely up to individual municipalities (and their PD's) to decide.

Meanwhile, organizations like the ACLU are trying to guide police agencies on this topic by offering their own data storage and data release recommendations. But even they seem somewhat confused on the issue. They say they want police to record any time there is a confrontation with a member of the public while still demanding officers turn off their cameras any time someone asks them not to record in their homes where, particularly in cases of domestic violence, there is a strong possibility of a confrontation occurring. They also warn against recording protests which (as we have all seen in Oakland and other places in the Bay Area) is another time when confrontations between police and civilians are likely.

What's most surprising though is the vast difference in how police agencies across the country are dealing with these recordings. Many are choosing not to release any video recordings to the public under any circumstance, while others (like Oakland PD) only release selected recordings to specific audiences, and still others (like Seattle PD) have opted to blast their video out on YouTube for everyone.

Because of this confusion, some agencies have chosen to put on hold or even scrap their BWC programs all together. At last year's law enforcement conference and tradeshow, CopsWest, the LA County Sheriff said that they would not be moving forward with a BWC program because of the huge data storage and management issue. The Sacramento County Sheriff stated that his agency wouldn't move forward with a BWC program until the State Legislature provided clear direction on the subject of BWC footage as a public record (the Legislature has still not done this). Even the CHP is only planning on rolling out a very small number of BWC's on a trial basis at this point while many of these issues are being resolved.

- **ANALYSIS**

Despite some of these issues, Staff has still endeavored to examine the more practical considerations of a BWC program concerning the available options and costs associated with the initial purchase and replacement of the devices, infrastructure

upgrades, data storage requirements, data management and production, and program staffing needs.

Cameras/Data Management

There is a vast array of BWC devices with varying capabilities. After close examination and product testing of several of the leading BWC devices currently on the market, staff concluded that the preferred system for our use would be the Reveal Body Worn Camera system. This BWC offers up to 8 hours of recording time, a positional camera lens, the capability to notify the public that a recording has been activated using an integrated (forward facing) LCD screen, low light capability, full encryption of digital data, and (included) digital evidence management software. Original estimates for 90 cameras and 16 docking stations was over \$82,000. In addition to this baseline figure would be a 7% (\$5,740) annual replacement cost. This (one time) purchase assumes we would stay with the same BWC indefinitely without upgrading our system as technology improves.

Data Storage (Cloud Based)

High definition video produces an enormous amount of digital data that must be stored like any public record. Whether it's a record of officers responding to a call for service, conducting a traffic stop, stopping a pedestrian on the street, or some other contact where our police officers are directly interacting with the public, the BWC footage recorded during those events must be maintained for a prescribed period of time. The statutory requirement for filing a lawsuit against a public agency is up to 2 years, so with respect to BWC footage, those digital records should be stored a minimum of 2 years. Of course, any BWC footage that is deemed to be evidence in any criminal matter would have to be stored for even longer statutory terms and, in some cases, indefinitely.

Using conservative data storage estimates based on an average number of officers recording daily and storing the accumulated digital data, our agency would likely be at a baseline of 128 terabytes after 1 year and 256 terabytes after 2 years (Exhibit 1). This number would continue to grow after the 2 year mark as certain evidentiary data would have to be maintained much longer.

There are several companies that currently offer cloud based solutions for these types of extremely large data storage requirements. Preliminary cost estimates for cloud based storage range from \$123,000 up to \$215,000 a year after we reach the 2 year (256 terabyte) baseline. This cost would continue to grow commensurate with the stored digital data. Along with the cost of cloud based storage, an upgrade to part of the PD's data network would also be required. This upgrade would consist of installing high-speed cabling and network hardware to efficiently accommodate the transfer of video data. The one time upfront hardware costs are estimated to be \$69,000, with an annual recurring cost for a high-speed data connection to the cloud ranging anywhere from \$60,000 to \$96,000 a year, depending on data speed required.

Data Storage (On-site)

The other strategy for storing data would be to purchase, install, and maintain all of the required hardware onsite at the PD. This would consist of a server, storage system, database licensing, data switches, and upgraded data cabling. The approximate cost for an on-site storage solution would be around \$194,000. In addition to this baseline figure would be a 7% (\$13,160) annual replacement cost.

Infrastructure Upgrades

Both cloud and on-site solutions would require infrastructure upgrades. These upgrades would consist of data switches and data cabling in the areas of the PD that will be uploading/downloading videos. The cost for these upgrades are approximately \$32,000, this cost is included in the aforementioned sections cost estimates as well.

Data Management and Production Staff

As with any photo or audio recording currently stored as evidence, BWC footage related to any criminal investigation would require the same strict control and release procedures. Evidence management software aids in the process of monitoring and controlling stored video data, but even the most intuitive programs require substantial staff time to manage. Also, unlike simple digital photo or audio recordings, video would require significantly more time and resources to reproduce for criminal filings with the District Attorney's Office as well as for court proceedings.

Additionally, because BWC recordings would also include non-evidentiary citizen contacts and related police activity, some of those stored records would be subject to Public Records Act (PRA) requests. This type of video reproduction would include substantial redaction which is a painstaking and arduous process.

All of these considerations mean additional staff to manage this program. Assuming we could fill this spot with 1 additional Community Service Officer (CSO) position, the yearly cost with benefits would be approximately \$111,570 at Step E. It should be noted that this BWC program could easily require additional staff (beyond the 1 CSO) to implement and manage as the program grows.

- **ALTERNATIVES**

Many police agencies have found BWC programs to be too problematic, costly and time consuming to support. Realizing this, some departments have decided against ever implementing such programs while others have had to abandoned their existing BWC programs, but only after considerable investment.

- **CONCLUSION**

Staff recommends we continue to take a measured approach to the proposition of BWC's. Thus far, we have carefully collected data on BWC technology and the various programs that are already in place. We have looked at a number of different BWC

devices as well as storage options that might be suitable for our agency. Currently, we are waiting to see what the CA Legislature decides with regard to BWC footage as a public record as well as providing further direction on storage and release requirements. Additionally, there are a few police agencies in our area that have already implemented BWC programs that continue to struggle with some of the same issues previously discussed. Staff would like to continue to monitor the progress of some of our sister agencies with their BWC programs before we make a final determination on a program of our own

ATTACHMENTS

- A. Storage Estimator (Exhibit 1)
- B. BWC System Estimates (Exhibit 2)

STORAGE ESTIMATOR

ATTACHMENT A

Storage Estimator

	<u>Estimated</u> 6 Hrs. Per Officer, Per Day Retain Non-Evidential 2 Yrs.	<u>Scenario #1</u> 2 Hrs. Per Officer, Per Day Retain Non-Evidential 1 Yr.	<u>Scenario #2</u> 2 Hrs. Per Officer, Per Day Retain Non-Evidential 90 Days	<u>Scenario #3</u> 2 Hrs. Per Officer, Per Day Retain Non-Evidential 60 Days	<u>Scenario #4</u> 1 Hrs. Per Officer, Per Day Retain Non-Evidential 60 Days
Number of cameras to be used	24	24	24	24	24
Bitrate of recordings (Mbs) <i>5.5 Mbs is average for 720P 30 frames per second.</i>	5.5	5.5	5.5	5.5	5.5
Average number of minutes recorded during each shift. <i>Client experience suggests an average of 45 - 60 minutes per Officer.</i>	360	120	120	120	60
Number of shifts camera is used per day	1	1	1	1	1
Percentage of Evidential material <i>Client experience suggests an average of < 30% of all recordings is evidential.</i>	100	30	30	30	30
Number of days to keep non-evidential material. <i>DOJ 2014 study suggests an average of 60-90 days or in accordance with local statutes.</i>	730	365	90	60	60
Number of days to keep evidential material. <i>DOJ 2014 study suggests consult with jurisdiction statutes. After statutes addressed, suggests material can be removed to DVD worm media, attached to case file, removed from system. Formula represents evidential material retained for 2-4 yrs. (365x2=730 or 365x4=1460).</i>	730	1460	1460	1460	730
Total storage required - Terabyte (TB)	256.0	81.1	58.6	56.1	15.3
Total storage required - Petabyte (PB)	0.3				

Resolution	1 Hour recording
VGA (640x480/30F)	978 MB
Low (848x480/60F)	2.85 GB
Medium (1280x720/ 30F)	2.45 GB
Very High (1920x1080 / 30F)	3.30 GB

PD Reveal BWC System

On-Site

Server	\$10,000
SQL license	\$1,000
Storage	\$150,000
Data Switch	\$23,200
Misc Data Cabling	\$10,000
	<u>\$194,200 Total</u>

Cloud Based

Highspeed Circuit:		
500mb @ 5yrs	\$5,508 per month	\$66,096 per year
1GB @ 5yrs	\$8,051 per month	\$96,612 per year

Upfront Hardware Costs:


Server	\$10,000
SQL License	\$1,000
Firewall	\$25,000
Data Switch	\$23,200
Misc Data Wiring	\$10,000
	<u>\$69,200 Total</u>



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 28, 2016

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Nickie Mastay, Administrative Services Director 

SUBJECT: Designation of a Voting Delegate and Alternate Delegate for the League of California Cities Annual Conference and Authorization for Associated Conference Expenses Not to Exceed \$1,600

RECOMMENDED ACTION

It is recommended that the City Council appoint a Voting Delegate and Alternate Delegate for the 2016 League of California Cities Annual Conference. It is further recommended that the City Council authorize the associated conference expenses for one participant in an amount not to exceed \$1,600.

STRATEGIC PURPOSE

Long Term Goal L: Provide exemplary City administration. In order to be good administrators and leaders within our Community and the region, it is essential that we participate in regional activities and events such as the League of California Cities Annual Conference. The conference is focused on information and legislation of importance to local governments statewide.

FISCAL IMPACT

The registration and hotel accommodations for one participant will total approximately \$1,600. The City Council conference budget includes sufficient funds to cover this expense.

DISCUSSION

The League's 2016 Annual Conference is scheduled for October 5 – 7, in Long Beach. An important part of the Annual Conference is the Annual Business Meeting, scheduled for noon on Friday, October 7th, at the Long Beach Convention Center. At that meeting the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, the City Council must designate a Voting Delegate. The City may also appoint up to two alternate Voting Delegates, one of whom may vote in the event that the designated Voting Delegate is unable to serve in that capacity.

The attached Voting Delegate form must be completed and returned to the League's office no later than Friday, September 23, 2016. This allows the League's office time to establish voting delegate/alternate records prior to the conference.

ATTACHMENTS

- A. League of California Cities' letter dated June 10, 2016
- B. Conference Voting Procedures
- C. 2016 Annual Conference Voting Delegate/Alternate Form



1400 K Street, Suite 400 • Sacramento, California 95814
Phone: 916.658.8200 Fax: 916.658.8240
www.cacities.org

Council Action Advised by July 31, 2016

June 10, 2016

TO: Mayors, City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – October 5 – 7, Long Beach**

The League's 2016 Annual Conference is scheduled for October 5 – 7 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for noon on Friday, October 7, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 23, 2016. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 5, 8:00 a.m. – 6:00 p.m.; Thursday, October 6, 7:00 a.m. – 4:00 p.m.; and Friday, October 7, 7:30–10:00 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 23. If you have questions, please call Kayla Gibson at (916) 658-8247.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

2016 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, September 23, 2016. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ E-mail _____

Mayor or City Clerk _____ Phone: _____
(circle one) (signature)

Date: _____

Please complete and return by Friday, September 23, 2016

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