

ANNOTATED AGENDA

for
December 11, 2012

CITY COUNCIL MEETING

Order of Council vote: AYES: Council Members Wilson, Rocha, Agopian and Mayor Harper

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.

6:00 P.M. **ROLL CALL** for Closed Sessions – ***Council Members Wilson, Rocha (arrived 6:05 p.m.), Agopian and Mayor Harper present***

PUBLIC COMMENTS for Closed Sessions – ***None***

CLOSED SESSIONS:

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** [Gov't Code section 54956.9(a); 54956.96] and **ANTICIPATED LITIGATION** [Gov't Code section 54956.9(b) – significant exposure to litigation]: Transplan Committee and East Contra Costa Regional Fee and Financing Authority v. City of Pittsburg et al., Contra Costa County Superior Court Case No. MSN11-0395. ***No Action Taken***

2. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** [Gov't Code section 54956.9(a)]; In re Eva Quesada Romero and Gilbert Romero, United States Bankruptcy Court Northern District Case No. 12-44668. ***No Action Taken***

3. **CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION** Gov't Code section 54956.9(b) – significant exposure to litigation]: Letter dated November 13, 2012 from the Law Office of Jack Silver and entitled, "Notice of Violations and Intent to File Suit under the Clean Water Act. ***No Action Taken***

4. **CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION** Gov't Code section 54956.9(b) – significant exposure to litigation]: Letters dated July 21, 2012 and October 24, 2012 from Paul B. Justi representing Kelly's Cardroom ***Direction given to staff***

7:13 P.M. **ROLL CALL** for Council Members – ***Council Members Wilson, Rocha, Agopian, and Mayor Harper present***

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

PUBLIC COMMENTS—*Only unagendized issues will be discussed during this time*

CITY COUNCIL SUBCOMMITTEE REPORTS

MAYOR’S COMMENTS

PRESENTATION to Denise Skaggs

1. COUNCIL CONSENT CALENDAR

A. APPROVAL OF COUNCIL MINUTES FOR NOVEMBER 13, 2012 AND NOVEMBER 27, 2012

Approved, 4/0

Recommended Action: Motion to approve the minutes

MINUTES

MINUTES

B. APPROVAL OF COUNCIL WARRANTS

Approved, 4/0

Recommended Action: Motion to approve the warrants

STAFF REPORT

C. APPROVAL OF TREASURER’S REPORT FOR OCTOBER 2012

Approved, 4/0

Recommended Action: Motion to approve the report

STAFF REPORT

D. CONSIDERATION OF BIDS FOR THE COUNCIL CHAMBERS AUDIO AND VISUAL SYSTEM RENOVATION (P.W. 247-0)

Approved, 4/0

Recommended Action: Motion to award the project to the low bidder, Quality Sound, in the amount of \$176,000.00

STAFF REPORT

E. RESOLUTION APPROVING AMENDMENTS TO THE CLASSIFICATION AND COMPENSATION PLANS TO IMPLEMENT THE PUBLIC WORKS DEPARTMENT REORGANIZATION AS ADOPTED BY THE CITY COUNCIL JUNE 26, 2012

Reso 2012/72, 4/0

Recommended Action: Motion to adopt the resolution approving amendments to the classification and compensation plans to implement the Public Works Department organization, as adopted by the Council June 26, 2012

STAFF REPORT

F. RESOLUTION ACCEPTING WORK AND AUTHORIZING THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION FOR THE HAMLIN COURT SEWER IMPROVEMENTS (P.W. 249-13S)

Reso 2012/73, 4/0

Recommended Action: Motion to adopt the resolution accepting work, authorizing the Director of Public Works/City Engineer to File a Notice of Completion and authorizing the Director of Finance to make a final payment of \$39,212.10 plus retention of \$10,319.05 to be paid 35 days after recordation of the Notice of Completion

STAFF REPORT

END OF COUNCIL CONSENT CALENDAR

COUNCIL REGULAR AGENDA

2. ACTIONS RELATING TO THE NORTHEAST ANTIOCH ANNEXATION CONCERNING 1) A CORRECTED RESOLUTION INITIATING ANNEXATION APPLICATIONS FOR AREA 2A AND 2B, 2) REQUEST FOR WAIVER OF LAFCO'S INDEMNITY REQUIREMENT, AND 3) DIRECTION TO PROCEED ON AN AGREEMENT WITH THE COUNTY FOR CITY SERVICES AND INFRASTRUCTURE TO ANNEXATION AREA 2B

Reso 2012/74, 4/0

Recommended Action: 1) Adopt the updated resolution directing City staff to submit reorganization applications to LAFCO for Subareas 2a and 2b of the Northeast Antioch Area.

Approved, 4/0

- 2) Request that LAFCO not impose its indemnity requirement on the City in the event that LAFCO makes the decision to waive the protest proceedings, as provided for under Government Code Section 56375.3, for Northeast Antioch Annexation Area 2b.
- 3) Request that LAFCO direct City and the County staffs to resume working together on an agreement to form a JPA or similar administrative mechanism, as agreed upon by both parties, for the purpose of providing Northeast Antioch Annexation Area 2b with City services and key infrastructure (water and sewer based on available funding) in the event LAFCO makes the decision not to waive the protest proceedings for Area 2b, and as a result of such protest proceedings Area 2b voters decide to remain in the County.

STAFF REPORT

3. CITY COUNCIL APPOINTMENTS TO COMMITTEES AND BOARDS

Conclusion to remaining appointments of Committees and Boards after appointing a person to fill the City Council Vacancy at a Special Meeting on 12/18/12

Approved, 4/0

- Action:
1. Motion to approve all appointments for Mayor Harper
 2. Motion to approve all appointments for Mayor Pro Tem Rocha
 3. Motion to approve all appointments for Council Member Agopian
 4. Motion to approve all appointments for Council Member Wilson

STAFF REPORT

PUBLIC COMMENT

STAFF COMMUNICATIONS

COUNCIL COMMUNICATIONS

ADJOURNMENT – 8:07 p.m.

CITY COUNCIL MEETING

Regular Meeting
7:00 P.M.

November 13, 2012
Council Chambers

Mayor Davis called the meeting to order at 7:03 P.M., and City Clerk Skaggs called the roll.

Present: Council Members Kalinowski, Harper, Rocha, Agopian, and Mayor Davis

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Harper led the Council and audience in the Pledge of Allegiance.

PROCLAMATION

National Elevator Escalator Safety Awareness Week, November 11-17, 2012

On motion by Councilmember Harper, seconded by Councilmember Agopian, the Council unanimously approved the Proclamation.

Mayor Davis announced the *National Elevator Escalator Safety Awareness Week* proclamation would be sent to the organization.

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS - None

PUBLIC COMMENTS

Tony Griffin, Antioch resident, expressed concern regarding various code enforcement violations that occurred in his neighborhood and noted calls to the City regarding these issues had not resulted in any action taken to remedy the situation.

Mayor Davis directed Mr. Griffin to give the information to Deputy Director of Community Development/Recreation/Code Enforcement Graham.

Julie Hass Wajdowicz, representing the City of Antioch, announced the City was hosting an Energy Upgrade California Homeowner and Business Owner Workshop from 5:30 P.M. – 7:30 P.M. on November 16, 2012, at the Antioch Community Center.

Beverly Knight, Antioch resident, congratulated Councilmember Rocha and Mayor Pro Tem Harper for their election success. She questioned how Councilmember Harper, serving as Mayor, would address crime in Antioch.

Councilmember Harper responded the community working with the Police Department would improve crime statistics in Antioch. He reported he had participated in a ride-along with the Antioch Police Department, reached out to the Railroad Police, and toured troubled areas in the City. He stated he would work hard to make the community safe, improve staffing levels, and noted his law enforcement background gave him insight in understanding the issues.

A

12-11-12

Barbara Sobalvarro, representing Friends of Animal Services, stated she was disappointed during the campaign that none of the candidates addressed animal welfare in the community. She expressed concern for any unkindness shown toward the community's homeless cats and their human caretakers.

Mr. Antrim, expressed concern regarding blight and safety issues along the Mokelumne walking trail and questioned who was responsible for maintenance of the area.

Melody Graves, representing Maya Cinemas, invited the Council and community to an event at the theater on November 14, 2012.

Brittney Gougeon, Antioch resident, reported *Take Back Antioch* had held and participated in fundraisers to benefit the City Park rebuilding efforts and to date, over \$8,600.00 had been raised.

Mayor Davis thanked all those who helped, participated, and contributed to fundraising efforts.

Romano Marchetti, Antioch resident, congratulated Councilmembers Rocha, Harper, Agopian, and Mayor Davis for running a great campaign. He suggested the City require all grocery stores to install locks on their carts to help eliminate blight and safety issues related to their use by the youth, in the community.

Willie Mims, representing the East County NAACP and the Black Political Association, requested the City proceed with caution and declare a moratorium on gun permits.

Valerie Byrne, Antioch property owner, expressed concern regarding criminal and safety issues which occurred in the Sycamore area. She noted the Police Department had indicated they do not have the resources to address these types of calls. She suggested the City Council drive through the neighborhood to view her concerns and requested this item be placed on a future agenda for discussion.

Joy Motts, representing the Antioch Unified School District, thanked the voters for supporting "Measure B".

COUNCIL SUBCOMMITTEE REPORTS

Councilmember Rocha reported on her attendance at the Veteran's Day parade and Quail Lodge Veterans event.

Councilmember Harper reported on his attendance at the Veterans Day parade and Veteran's Day Celebration at Diablo Vista Elementary School. He encouraged residents to report drug activity through the tipsoft program, or anonymously, through Antioch Police Department Dispatch.

Councilmember Kalinowski reported on his attendance at Transportation subcommittee meetings. He noted the next meeting would be held at 6:30 P.M. on December 13, 2012 at the Tri-Delta Transit Board Room.

MAYOR'S COMMENTS

Mayor Davis stated contact information for the shopping cart issue was available on the City's website. He requested City Engineer Bernal provide Mr. Antrim information regarding the maintenance of the Mokelumne Trail. He reported on his attendance at the Diablo Vista Elementary School Veteran's Day event.

PRESENTATIONS

Antioch Senior Center, Gina Lombardi-Gravert

Gina Lombardi-Gravert, Antioch Senior Center Recreation Specialist, acknowledged and thanked the Rotary Club of the Delta, Sherman Williams Paint, and Infinity Painting – Tom Hartrick for their generosity and support in painting the dining room at the Senior Center.

Judy Norceen, President of the Board of Directors and on behalf of the senior members, thanked the Rotary Club, Sherman Williams, and Infinity Painting for painting the dining hall. She invited the Council to come to the center to view the improvements and socialize with the members.

Laurna Bloxsom presented a plaque to be hung in the dining hall recognizing the Rotary Club, Antioch Sherman Williams Paint, and Infinity Painting.

Tom Hartrick, representing Infinity Painting and the Antioch Rotary Club, stated this was a great opportunity and he was glad they were able to partner with Sherwin Williams to complete the project.

The City Council thanked those who participated in the community service. Recognitions were presented.

Rising Sun Energy

Julie Haas-Wajdowicz introduced Rising Sun Energy representatives in attendance this evening.

Julia Hatten, Director of Youth Programs at Rising Sun Energy Center, gave a brief overhead presentation of the Rising Sun Energy Center/California Youth Energy Services program.

Christina Chan, Marketing and Outreach Manager at Rising Sun Energy Center, gave a brief overhead presentation of the services provided to Antioch residents. She thanked Julie Haas-Wajdowicz, Antioch Police, Fire Departments, and the City for their support.

Julie Haas-Wajdowicz reported the program was covered by the climate budget and DOE grant.

Nicole Garcia, Youth Energy Specialist and William Spivey, Energy Specialist and Leader In Field Training (LIFT) spoke to the value of the program.

Mayor Davis thanked the representatives of Rising Sun Energy Center/ California Youth Energy Services for the presentation.

Police Stats Third-Quarter 2012, Chief Allan Cantando

Chief of Police Allan Cantando gave a brief overhead presentation of Police Stats Mid-Year 2012 which included the following:

- Part 1 Crime Statistics
- Bureau of Support Services – Volunteer Program, Animal Services, Internal Affairs, General Investigations Division, and Specialized Units
- Bureau of Field Services – Calls For Service, Priority 1 Response Times, Arrests and Citations, Traffic, and K-9 Program
- New Developments – Facebook, Staffing, Recruitments and Hiring, Community Outreach, Police Activities League (PAL)

He thanked Human Recourses Director Fitzer for working diligently to expedite processes for recruitments and hiring.

Discussion ensued regarding the details of the report with Council agreeing the issues were budgetary and the Council had attempted to address them under fiscal constraints. They expressed their appreciation for the work that had been done and the team assembled to improve safety in Antioch. They spoke in support of the development of a strategic plan for the Antioch Police Department (APD).

Chief Cantando stated the APD did great work and he was proud of them. He noted as the budget improves and staff was increased, he was optimistic about the future.

Councilmember Agopian requested direction to information on the trends for other cities, similar in size.

Councilmember Kalinowski spoke in support of a future sales tax measure to address public safety issues in the community.

Mayor Davis thanked Chief Cantando for his dedication to the APD and the report this evening.

Willie Mims, representing the East County NAACP and the Black Political Association, commended Chief Cantando for the comprehensive report.

Brittney Gougeon, Antioch resident, spoke in support of fully staffing the APD with sustainable staffing and partnering with local property owners and landlords to help reduce crime on their properties. She suggested bringing Crime Free Multi-Housing and Crime Free Rental Housing programs to Antioch.

1. COUNCIL CONSENT CALENDAR
 - A. APPROVAL OF COUNCIL MINUTES FOR OCTOBER 23, 2012
 - B. APPROVAL OF COUNCIL WARRANTS
 - C. CONSIDERATION OF BIDS FOR THE COUNCIL CHAMBERS A/V SYSTEM RENOVATION (P.W. 247-0)
 - D. AMEND THE FY 2012-2013 COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING LOAN FUND BUDGET TO INCLUDE PREVIOUSLY APPROVED RENTAL HOUSING REHAB PROGRAM
 - E. CONSIDERATION OF BIDS FOR THE JAMES DONLON AND LARKSPUR WATER STORAGE RESERVOIR REHABILITATION (P.W. 246-24)
 - F. RESOLUTION NO. 2012/67 AMENDMENT TO COUNCIL RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR A CALRECYCLE GRANT FOR THE RUBBERIZED CHIP SEAL PAVEMENT PROJECT AT VARIOUS LOCATIONS (P.W. 328-6)
 - G. APPROVAL OF PROPOSAL AND AUTHORIZATION FOR THE CITY MANAGER TO SIGN AN AGREEMENT WITH RMC WATER AND ENVIRONMENT FOR ENGINEERING SERVICES FOR UPDATING THE CITY'S WASTEWATER COLLECTION SYSTEM MASTER PLAN (P.W. 620-3)
 - H. AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES WITH FLOW SCIENCE INCORPORATED
 - I. PURCHASE OF POLICE PATROL VEHICLES FOR FISCAL YEAR 2012/2013

On motion by Councilmember Kalinowski, seconded by Councilmember Harper, the City Council unanimously approved the Council Consent Calendar.

PUBLIC COMMENTS - None

STAFF COMMUNICATIONS

City Manager Jakel announced the following meeting and holiday schedules:

- Regular City Council Meeting – November 27, 2012
- New Council Special Meeting Swearing-In Ceremony – December 4, 2012
- Regular City Council Meeting – December 11, 2012
- Closed Session Special Meeting – Status of pending and existing Litigation – December 18, 2012

He announced City offices would be closed November 21 - 23, 2012 and open December 26, 27, and 31, 2012.

City Manager Jakel reported Wells Fargo was participating in the City Lift First Time Homebuyers program and Antioch residents and homes in Antioch were eligible. Contact information was provided.

Councilmember Harper announced the Martin Luther King, Jr. celebration would be held on January 21, 2012. He requested Council consider the use of the City logo for the Cesar Chavez Day and Martin Luther King, Jr. events.

City Manager Jakel responded he would put the item on the next agenda, if approval had not already been given.

COUNCIL COMMUNICATIONS

Mayor Davis requested staff agendize traffic calming measures for the intersection of Lone Tree Way and Terra Nova Way. He congratulated Councilmembers Harper and Rocha for running successful campaigns.

ADJOURNMENT

With no further business, Mayor Davis adjourned the meeting at 9:00 P.M. to the next regular Council meeting on November 27, 2012.

Respectfully submitted:

DENISE SKAGGS, City Clerk

**CITY COUNCIL MEETING
INCLUDING THE ANTIOCH CITY COUNCIL
ACTING AS SUCCESSOR AGENCY/HOUSING SUCCESSOR
TO THE ANTIOCH DEVELOPMENT AGENCY**

**Regular Meeting
7:00 P.M.**

**November 27, 2012
Council Chambers**

6:15 P.M. - CLOSED SESSION

- 1. CONFERENCE WITH LABOR NEGOTIATOR** – City designated representatives: Michelle Fitzer, Human Resources Director; Employee organizations: Public Employees' Union Local No. 1, Operating Engineers Local Union No. 3, Antioch Police Officers' Association, Antioch Police Sworn Management Association, Management Group, Confidential Group, Treatment Plant Employees' Association. This Closed Session is authorized by California Government Code §54957.6.

City Attorney Nerland reported the City Council had been in Closed Session and gave the following report: **#1 CONFERENCE WITH LABOR NEGOTIATOR**, No action taken.

Mayor Davis called the meeting to order at 7:15 P.M., and City Clerk Skaggs called the roll.

Present: Council Members Kalinowski, Harper, Rocha, Agopian and Mayor Davis

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Harper led the Council and audience in the Pledge of Allegiance.

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

Allen Payton and members of the July 4th 2012 Celebration Committee thanked the City Council for supporting the 2012 July 4th celebration. They requested City Council and staff consider support for the committee in the planning process for the 2013 July 4th celebration. They announced the first meeting of the committee would be held at 5:30 P.M. on December 17, 2012, at Rick's On Second. Contact information was given. They suggested staff designate a person as a point of contact for the committee and requested the event be placed on the City's event calendar and reconsideration of its placement on the City's official list of events, to the highest priority possible.

The Council consensus indicated they were in support of the event.

PUBLIC COMMENTS

Michael D'Augelli, Antioch resident, introduced himself as a public transit advocate and alternate on the Tri-Delta Transit Board. He spoke to the benefit of Antioch being a transit rich community.

Fred Hoskins, Antioch resident, expressed concern for the negativity of the Council as it related to non-profits and the business community. He urged the Council to change their position.

COUNCIL SUBCOMMITTEE REPORTS

Councilmember Rocha reported on her attendance at the ribbon cutting to celebrate the opening of Waypoint's first regional Resident Services Center in Antioch.

Councilmember Harper reported on his attendance at the Wells Fargo City Lift program and noted they would be holding a workshop on December 7-8, 2012, at the Oakland Convention Center. Contact information was given.

MAYOR'S COMMENTS

Mayor Davis announced the dedication of the Hudson Townhouse Manor Apartments would be held on November 29, 2012.

1. COUNCIL CONSENT CALENDAR

A. APPROVAL OF COUNCIL MINUTES FOR NOVEMBER 13, 2012

B. APPROVAL OF COUNCIL WARRANTS

C. RESOLUTION NO. 2012/68 CONTRA COSTA COUNTY HAZARD MITIGATION PLAN UPDATE

D. APPROVAL OF PROPOSAL AND AUTHORIZATION FOR THE CITY MANAGER TO SIGN AN AGREEMENT WITH RMC WATER AND ENVIRONMENT FOR ENGINEERING DESIGN, ENVIRONMENTAL PERMITTING AND CONSTRUCTION SUPPORT SERVICES FOR THE WEST ANTIOCH CREEK CHANNEL IMPROVEMENTS PROJECT (P.W. 201-6)

E. APPROVAL OF PROPOSAL AND AUTHORIZATION FOR THE CITY MANAGER TO SIGN AN AGREEMENT WITH Ecorp CONSULTING, INC., FOR PREPARING AN ENVIRONMENTAL DOCUMENT IN COMPLIANCE WITH CEQA FOR THE WEST ANTIOCH CREEK CHANNEL IMPROVEMENTS PROJECT (P.W. 201-6)

F. REQUEST TO AUTHORIZE USE OF CITY LOGO FOR CESAR CHAVEZ DAY

On motion by Councilmember Rocha, seconded by Councilmember Agopian, the City Council unanimously approved the Council Consent Calendar.

COUNCIL REGULAR AGENDA

2. UPDATE ON NON-PROFIT ORGANIZATION WATER

Director of Public Works Bernal presented the staff report dated November 20, 2012 recommending the City Council provide direction to staff on whether to grant Antioch Historical Society and Sports Legends, Antioch Babe Ruth, and Antioch Youth Sports Complex an additional six-month extension for these organizations to pursue funding or capital improvement alternatives for water sources to wean these organizations from the current City water subsidy.

Councilmember Kalinowski stated in an effort to be fair to the incoming Council, he was prepared to make a motion to grant the extension for this item, to allow sufficient time for staff to consider the options and work with stakeholders.

Fred Hoskins, Antioch resident, recommended this item go before a vote of the citizens of Antioch to determine if they support subsidized water for the non-profits.

Bob Liles, President of the Antioch Youth Sports Complex, gave a history of the agreement signed between the City of Antioch and the Sports Complex. He expressed concern that if they were required to pay for switching to well water, it would deplete their reserve account. He reported they were open in seeking grant opportunities; however, it could not be done by the date staff recommended the subsidy be discontinued. He stated they would support the City paying for the modifications or continued subsidies however, if necessary, they would support the well option.

Bob Martin, President of Antioch Historical Society, questioned what the process would be moving forward, if this item were continued. He requested the opportunity to meet with staff prior to the budget discussion of this issue.

Director of Public Works Bernal stated staff was willing to work with the non-profits regarding the grant funding opportunities.

City Attorney Nerland explained the potential legal challenges regarding the subsidies for water to non-profits as it related to Proposition 218.

Ed Daviess, Antioch Babe Ruth, stated their budget had been set for a 6-month term which would present a problem for funding the improvements. He reported they had resolved the issues with their non-profit status however their reserves were depleted. He noted with grant funding being a year out, they would need more time to obtain funding. He suggested including the Babe Ruth fields in with City Parks to eliminate Proposition 218 issues.

With regards to include facilities at City Parks for purposes of Proposition 218, City Attorney Nerland stated she would need to research the details of changing the legal relationship as well as how Proposition 218 and General Laws regarding water rates would treat rate payers paying for City water facilities.

Councilmember Agopian stated he was willing to continue this item for six months to make sure there was enough time to conclude discussions between the City and the non-profits regarding the most viable option.

Council directed staff to provide Council with regular written updates.

On motion by Councilmember Kalinowski, seconded by Councilmember Harper, the Council unanimously continued this item to July 1, 2013.

Mayor Davis declared a recess at 8:06 P.M. The meeting reconvened at 8:14 P.M with all Councilmembers present.

3. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) CONTRACT AMENDMENT FOR LOCAL SAFETY AND MISCELLANEOUS MEMBERS

City Manager Jakel, Chief Cantando, and Human Resources/Economic Development Director Fitzer gave a brief overview of the options before Council and presented the staff report dated November 19, 2012, recommending the City Council discuss and consider following actions: 1) Adopt a Resolution of Intention to approve an Amendment to the Contract between the Board of Administration of the California Public Employees' Retirement System (PERS) and the City Council of the City of Antioch to provide Section 21363.2 (3% @ 50 Full Formula) to local Safety members, and Section 21354.5 (2.7% @ 55 Full Formula) to local Miscellaneous members hired after the effective date of the Amendment to Contract. 2) Introduce the ordinance by title only. 3) Introduce the ordinance authorizing an Amendment to the Contract between the Board of Administration of the California Public Employees' Retirement System (PERS) and the City Council of the City of Antioch. Human Resources/Economic Development Director Fitzer noted if Council would like staff to move forward with this item, she would bring it back with the necessary documents on December 4, 2012, for consideration.

In response to Council, Human Resources/Economic Development Director Fitzer and Chief Cantando described the City's current recruitment efforts.

Councilmember Agopian suggested advertising for recruitment outside of California.

Tom Fuhrmann, Antioch Police Officer's Association (APOA), gave a brief history of the City action to amend the contract with PERS and discussed the importance of having a mixture of mature officers with new recruits. He stated the APOA would support the City implementing the 3% at 50 formula, to assist with the recruitment process.

Councilmember Kalinowski voiced his support for amending the contract to 3% at 50. He agreed there needed to be a blend of employees that were in the organization. He reminded Council that they would control how the City recruits and who would be hired. He noted if the actuarial study was not financially feasible, it would result in the City considering other incentives.

Council directed staff to provide actuarial data for all employee groups and recruitment options for the Police Department.

On motion by Councilmember Harper, seconded by Councilmember Agopian, the Council unanimously approved continuing this item to December 4, 2012.

4. CITY OF ANTIOCH AS SUCCESSOR AGENCY TO THE ANTIOCH DEVELOPMENT AGENCY

A. APPROVAL OF SUCCESSOR AGENCY WARRANTS

On motion by Councilmember Kalinowski, seconded by Councilmember Harper, the Council unanimously approved the warrants.

5. CITY OF ANTIOCH AS HOUSING SUCCESSOR TO THE ANTIOCH DEVELOPMENT AGENCY

A. APPROVAL OF HOUSING SUCCESSOR WARRANTS

On motion by Councilmember Harper, seconded by Councilmember Rocha, the Council unanimously approved the warrants.

PUBLIC COMMENTS - None

STAFF COMMUNICATIONS

City Manager Jakel announced the following meeting schedule:

- New Council Swearing-In Ceremony/Special Meeting – December 4, 2012
- Regular City Council meeting – December 11, 2012
- Closed Session – Status of Pending and Existing Litigation Review – December 18, 2012
- Regular City Council meeting only if the Council proceeds with the PERS item on December 4, 2012 - December 26 or 27, 2012

COUNCIL COMMUNICATIONS

Mayor Davis wished Deputy Director of Community Development/Recreation Graham a happy birthday.

Councilmember Kalinowski stated this was his last meeting as a Councilmember and it had been an honor. He thanked staff and the community for their support

ADJOURNMENT

With no further business, Mayor Davis adjourned the meeting at 8:50 P.M. to the next Special Council Meeting on December 4, 2012.

Respectfully submitted:

DENISE SKAGGS, City Clerk

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
 NOVEMBER 20 - DECEMBER 3, 2012
 FUND/CHECK#

100 General Fund

Non Departmental

342383	CONTRA COSTA WATER DISTRICT	CCWD FACILITY RESERVE FEE	172,994.00
342384	CONTRA COSTA WATER DISTRICT	TREATED WATER CAPACITY FEE	39,808.99
342395	ECC REG FEE AND FIN AUTH	ECCRFFA-RTDIM	158,729.00
342408	MCBAIL HOMES	DEPOSIT REFUND	33,706.60
342455	VERIZON WIRELESS	DEPOSIT REFUND	1,000.00
342483	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	11.25
342508	DELTA DENTAL	PAYROLL DEDUCTIONS	454.92
342558	NEOPOST	POSTAGE/FEES	1,046.22

City Council

342572	PERS	COUNCIL PAYMENT	264.26
918443	LONE TREE GOLF COURSE	DEPOSIT REFUND	500.00

City Attorney

342461	XEROX CORPORATION	COPIER LEASE	109.72
342496	COLANTUONO AND LEVIN PC	LEGAL SERVICES	130.00
342502	CONTINUING EDUCATION OF THE BAR	AUTO UPDATE	141.02
342534	JARVIS FAY AND DOPORTO LLP	LEGAL SERVICES	4,626.64
342547	LEXISNEXIS MATTHEW BENDER	ONLINE LEGAL RESEARCH	76.50
342602	WENDEL ROSEN BLACK AND DEAN	LEGAL SERVICES	2,515.00

City Manager

202138	COSTCO	MEETING EXPENSE	92.04
342461	XEROX CORPORATION	COPIER LEASE	109.71
342489	CA SHOPPING CART RETRIEVAL CORP	SHOPPING CART RETRIEVAL	48.00

City Clerk

342461	XEROX CORPORATION	COPIER LEASE	109.71
342504	CONTRA COSTA COUNTY	ELECTION FEES	60,014.51
342584	SKAGGS, DENISE A	EXPENSE REIMBURSEMENT	54.10

Human Resources

342399	FEDEX	SHIPPING	27.35
342461	XEROX CORPORATION	COPIER LEASE	300.72
342471	EMPLOYEE	EMPLOYEE SERVICE AWARD	125.00
342491	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342494	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342498	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342519	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342520	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342521	EMPLOYEE	EMPLOYEE SERVICE AWARD	75.00
342522	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342523	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342524	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342526	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342531	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342533	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342536	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342540	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00

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342545	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342550	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342551	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342556	EMPLOYEE	EMPLOYEE SERVICE AWARD	75.00
342560	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342569	EMPLOYEE	EMPLOYEE SERVICE AWARD	125.00
342571	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342576	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342581	EMPLOYEE	EMPLOYEE SERVICE AWARD	75.00
342582	EMPLOYEE	EMPLOYEE SERVICE AWARD	190.00
342590	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342596	EMPLOYEE	EMPLOYEE SERVICE AWARD	75.00
342600	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342601	EMPLOYEE	EMPLOYEE SERVICE AWARD	45.00
342605	EMPLOYEE	EMPLOYEE SERVICE AWARD	75.00
Economic Development			
342461	XEROX CORPORATION	COPIER LEASE	109.72
918422	BERNICK, MICHAEL	PROFESSIONAL SERVICES	3,300.00
Finance Administration			
342461	XEROX CORPORATION	COPIER LEASE	314.80
342562	OFFICE MAX INC	OFFICE SUPPLIES	152.37
Finance Accounting			
342446	SUNGARD PUBLIC SECTOR GROUP ASSOC	RENEWAL FEES	195.00
342518	FEDEX	SHIPPING	18.73
342562	OFFICE MAX INC	OFFICE SUPPLIES	119.64
342580	SAUNDERS, LISA D	EXPENSE REIMBURSEMENT	78.19
918445	SUNGARD PUBLIC SECTOR INC	ANNUAL ASP SUPPORT	43,020.83
Finance Operations			
342451	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	27.23
342461	XEROX CORPORATION	COPIER LEASE	2,082.28
342562	OFFICE MAX INC	OFFICE SUPPLIES	21.65
342594	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	12.00
342595	UNITED STATES POSTAL SERVICE	FIRST CLASS PRESORT FEE	190.00
Non Departmental			
202337	AVIS RENT A CAR SYSTEM	BUS LIC FEE REFUND	38.77
202338	D W NICHOLSON CORP	BUS LIC APP FEE REFUND	30.00
202339	JK AND B ENTERPRISES	BUS LIC APP FEE REFUND	30.00
202340	SMARTECH COMMUNICATIONS SERVICE	BUS LIC OVERPAYMENT REFUND	17.50
202391	REDBOX AUTOMATED RETAIL LLC	BUS LIC APP FEE REFUND	30.00
202392	REDBOX AUTOMATED RETAIL LLC	BUS LIC APP FEE REFUND	30.00
202393	REDBOX AUTOMATED RETAIL LLC	BUS LIC APP FEE REFUND	30.00
202394	1ST LIGHT ENERGY INC	BUS LIC OVERPAYMENT REFUND	5.00
202395	RESSAC INC	BUS LIC APP FEE REFUND	30.00
202396	LIN R ROGERS ELECTRICAL	STICKER FEE REFUND	5.00
342465	RECIPIENT	LIABILITY CLAIM	514.00
342487	BUDGET RENT A CAR SYSTEM INC	BUS LIC FEE REFUND	172.32

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342555 MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	36,498.42
342573 PERS	NON ELEGIBLE ADMIN FEES	1,081.11
342577 RECIPIENT	LIABILITY CLAIM	1,000.00
342606 WONDER HOSTESS BAKERY	BUS LIC FEE REFUND	543.64
918438 RETIREE	MEDICAL AFTER RETIREMENT	1,643.21
Public Works Maintenance Administration		
342461 XEROX CORPORATION	COPIER LEASE	39.39
342559 NEXTEL SPRINT	CELL PHONE	57.94
Public Works General Maintenance Services		
342461 XEROX CORPORATION	COPIER LEASE	105.07
342559 NEXTEL SPRINT	CELL PHONE	30.02
Public Works Street Maintenance		
342473 ANTIOCH BUILDING MATERIALS	ASPHALT	56,802.59
342511 DELTA FENCE CO	GUARD RAIL REPAIR	680.00
342543 L SERPA TRUCKING INC	TRUCK RENTAL	7,544.00
342559 NEXTEL SPRINT	CELL PHONE	87.66
918436 GRAINGER INC	SUPPLIES	357.99
Public Works-Signal/Street Lights		
342392 DILLON ELECTRIC INC	ELECTRICAL SERVICES	1,245.36
342459 WESCO RECEIVABLES CORP	STREET LIGHTS	9,586.62
342467 AMERICAN GREENPOWER USA INC	INDUCTION LIGHTING MATERIALS	15,576.87
918439 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,616.36
Public Works-Striping/Signing		
342559 NEXTEL SPRINT	CELL PHONE	88.65
342562 OFFICE MAX INC	OFFICE SUPPLIES	11.52
342568 PERRY, DENNIS J	SAFETY BOOTS REIMBURSEMENT	215.93
Public Works-Facilities Maintenance		
342359 A AND D AUTOMATIC GATE CO	GATE REPAIR	142.00
342413 OAKLEYS PEST CONTROL	PEST CONTROL SERVICE	100.00
342463 ACE HARDWARE, ANTIOCH	SUPPLIES	13.90
342515 DREAM RIDE ELEVATOR	ELEVATOR SERVICE	240.00
918426 HAMMONS SUPPLY COMPANY	SUPPLIES	150.60
918442 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	2,494.82
Public Works-Parks Maint		
342388 DELTA FENCE CO	REPAIR SERVICE	1,837.00
342418 ORCHARD SUPPLY HARDWARE	PLAYGROUND BOLTS	6.17
342557 MYERS CONTAINER LLC	EQUIPMENT	1,875.16
342563 PACHECO BROTHERS GARDENING INC	LANDSCAPE SERVICES	42,037.82
Public Works-Median/General Land		
342360 ACE HARDWARE, ANTIOCH	PVC FITTINGS	55.55
342396 EDEN PLAINS NURSERY	PLANTS	123.76
342419 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	2,995.00
342445 STEWARTS TREE SERVICE	TREE SERVICE	800.00
342463 ACE HARDWARE, ANTIOCH	SUPPLIES	47.07
342530 HORIZON	IRRIGATION SUPPLIES	710.30
342564 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	4,792.00

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918428 JOHN DEERE LANDSCAPES PACHECO	SUPPLIES	1,712.86
Public Works-Work Alternative		
342559 NEXTEL SPRINT	CELL PHONE	82.47
Police Administration		
342415 OFFICE MAX INC	OFFICE SUPPLIES	660.36
342451 UNITED PARCEL SERVICE	SHIPPING	47.48
342461 XEROX CORPORATION	COPIER LEASE	1,666.37
342468 AMERICAN RIVER COLLEGE	TRAINING-BLOXSOM/MOREFIELD	92.00
342479 BANK OF AMERICA	RECRUITMENT AD	1,580.00
342485 BROOKS III, TAMMANY N	EXPENSE REIMBURSEMENT	423.59
342499 COMCAST	CABLE	26.30
342501 COMMERCIAL SUPPORT SERVICES	CAR WASHES	559.00
342503 CONTRA COSTA COUNTY	RANGE USE FEES	565.00
342507 CRIME SCENE CLEANERS INC	CLEANING SERVICES	65.00
342516 ED JONES CO INC	BADGE	304.28
342541 KIRBY POLYGRAPH & INVESTIGATIVE	POLYGRAPH EXAMS	3,150.00
342544 LAMOTHE CLEANERS	DRY CLEANING	64.00
342562 OFFICE MAX INC	OFFICE SUPPLIES	395.50
342570 PITNEY BOWES INC	EQUIPMENT RENTAL	331.35
342583 SHRED IT INC	SHRED SERVICE	339.00
342598 VERIZON WIRELESS	AIR CARDS	35.28
918429 MOBILE MINI LLC	STORAGE CONTAINERS	457.85
918433 ARATA PRINTING	BUSINESS CARDS	243.56
918440 IMAGE SALES INC	BADGE	16.18
Police Community Policing		
202285 CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	99.90
202286 CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	85.50
342433 EMPLOYEE	PENSION PAYMENT	3,882.50
342435 EMPLOYEE	PENSION PAYMENT	3,736.00
342450 EMPLOYEE	PENSION PAYMENT	3,882.50
342525 HARGER, MATTHEW J	DOG ALLOWANCE	150.00
342532 HUNT AND SONS INC	FUEL	184.40
342535 JOANNIDES, JASON M	DOG ALLOWANCE	150.00
342567 PERKINSON, JAMES A	DOG ALLOWANCE	150.00
342572 PERS	PAYROLL DEDUCTIONS	53.37
342573 PERS	PAYROLL DEDUCTIONS	1,588.27
342597 VALLIERE, CHRISTOPHER J	DOG ALLOWANCE	150.00
342604 WHITE, RYAN K	DOG ALLOWANCE	150.00
Police Investigations		
202286 CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	12.50
342475 ARROWHEAD SCIENTIFIC INC	EVIDENCE SUPPLIES	225.30
342505 CONTRA COSTA COUNTY	LAB TESTING	330.00
Police Special Operations Unit		
342592 TOYOTA FINANCIAL SERVICES	VEHICLE LEASE	1,542.40
Police Communications		
342366 AT AND T MOBILITY	HIGH SPEED WIRELESS	436.66

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342469 AMERICAN TOWER CORPORATION	TOWER RENTAL	216.12
342477 AT AND T MOBILITY	HIGH SPEED WIRELESS	5,009.10
Police Community Volunteers		
342379 CONCORD UNIFORMS LLC	UNIFORM	32.57
342399 FEDEX	SHIPPING	22.86
918433 ARATA PRINTING	POSTERS/BUSINESS CARDS	638.68
Police Facilities Maintenance		
342367 BAY CITIES PYROTECTOR	FIRE SYSTEM CERTIFICATION	1,200.00
342413 OAKLEYS PEST CONTROL	PEST CONTROL SERVICE	165.00
342490 CAMALI CORP	MAINTENANCE SERVICE	345.00
342515 DREAM RIDE ELEVATOR	ELEVATOR SERVICE	80.00
342559 NEXTEL SPRINT	CELL PHONE	4,945.73
342566 PELCO	PELCO MONITOR REPAIR	201.88
342587 STANLEY SECURITY SOLUTIONS INC	SUPPLIES	358.98
918442 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	4,411.17
Community Development Administration		
342461 XEROX CORPORATION	COPIER STAPLES	87.29
Community Development Neighborhood Improvement		
202044 ARROWHEAD 24 HOUR TOWING INC	TOWING SERVICE	90.00
202045 CONTRA COSTA COUNTY	LIEN RELEASES	72.00
342466 ALLIED WASTE SERVICES	GARBAGE ABATEMENT	456.60
PW Engineer Land Development		
342461 XEROX CORPORATION	COPIER USAGE	77.07
342518 FEDEX	SHIPPING	23.27
342559 NEXTEL SPRINT	CELL PHONE	231.13
Community Development Building Inspection		
342559 NEXTEL SPRINT	CELL PHONE	72.24
Capital Imp. Administration		
201669 DS WATERS OF AMERICA	WATER DISPENSER	31.51
342461 XEROX CORPORATION	COPIER LEASE	28.76
342562 OFFICE MAX INC	OFFICE SUPPLIES	20.73
Community Development Engineering Services		
342440 STATE OF CALIFORNIA	LICENSE RENEWAL-BUENTING	115.00
342461 XEROX CORPORATION	COPIER LEASE	215.60
342559 NEXTEL SPRINT	CELL PHONE	78.92
342562 OFFICE MAX INC	OFFICE SUPPLIES	24.13
213 Gas Tax Fund		
Streets		
342406 MARK THOMAS AND CO INC	PROFESSIONAL SERVICES	9,088.08
342423 PARSONS BRINCKERHOFF INC	PROFESSIONAL SERVICES	14,712.49
214 Animal Control Fund		
Animal Control		
342363 ANIMAL SUPPLY LOGISTICS	SUPPLIES	741.88
342365 ANTIOCH VETERINARY HOSPITAL	VETERINARY SERVICES	601.06
342368 BRENTWOOD FEED AND PET SUPPLY	SUPPLIES	398.83
342393 EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	461.42

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342394 EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	1,612.00
342427 PWS INC	REPAIR SERVICE	195.00
342447 SUTHERLAND, ANDREA E	EXPENSE REIMBURSEMENT	15.52
342456 VORTECH PHARMACEUTICALS	VETERINARY SUPPLIES	557.49
342461 XEROX CORPORATION	COPIER LEASE	158.90
342529 HILLS PET NUTRITION	ANIMAL FOOD	462.24
342559 NEXTEL SPRINT	CELL PHONE	535.65
918426 HAMMONS SUPPLY COMPANY	SUPPLIES	543.24
918437 HAMMONS SUPPLY COMPANY	SUPPLIES	134.55
918442 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	435.75

219 Recreation Fund

Non Departmental

342430 ROMERO, MARTA	DEPOSIT REFUND	1,000.00
342434 SAVAGE, LINDA	DEPOSIT REFUND	500.00

Recreation Classes/Prog

202371 DOOLEY, LINDA	CLASS REFUND	10.00
202376 KELLER, DONISE	CLASS REFUND	87.00
202381 SUTTON, KAREN	CLASS REFUND	55.00
202382 BAITY, KEVIN	OVERPAYMENT REFUND	12.00
342373 CARIASO, ANGELICA	CONTRACTOR PAYMENT	46.20
342397 EL CAMPANIL THEATRE PRESERVATION	THEATRE RENTAL	500.00
342415 OFFICE MAX INC	SUPPLIES	70.83
342492 CARAVANTES, ERIN	CONTRACTOR PAYMENT	165.00
342542 KOVALICK, LUANNE	CONTRACTOR PAYMENT	372.36
342548 LIPPE, PATRICIA	CONTRACTOR PAYMENT	265.86
342553 MOSKALENKO, MARINA	CLASS REFUND	158.00
342554 MUIR, ROXANNE	CONTRACTOR PAYMENT	98.70
342589 STARGAZERS/TRACI MARTIN	CONTRACTOR PAYMENT	770.00

Recreation Sports Programs

202371 DOOLEY, LINDA	CLASS REFUND	87.00
202372 MOSES, JEWEL	CLASS REFUND	87.00
202373 AGU, BENJAMIN	CLASS REFUND	87.00
202374 KIRUUTA, JULIE	CLASS REFUND	87.00
202375 TAYLOR, TESHA	CLASS REFUND	87.00
202377 MITCHELL, LAUREN	CLASS REFUND	87.00
202383 CARDOZA, CINDY	CLASS REFUND	80.00
202384 INFANTS, JUAN	CLASS REFUND	87.00
202385 SANCHEZ, JESSICA	CLASS REFUND	87.00
202386 GUINEA, ERIKA	CLASS REFUND	87.00
202387 HARDY JR, JIMMIE	CLASS REFUND	87.00
202388 TRAN, DAO	CLASS REFUND	87.00
202389 PAL, SANCHITA	CLASS REFUND	87.00
202390 AKHILE, MARIA	CLASS REFUND	87.00
342599 WALKER, TIFFANY	CLASS REFUND	167.00

Recreation Special Needs

202381 SUTTON, KAREN	CLASS REFUND	10.00
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202390 AKHILE, MARIA	CLASS REFUND	10.00
Recreation-New Comm Cntr		
342375 COLE SUPPLY CO INC	SUPPLIES	333.73
342407 MARLIES CLEANING SERVICE	CLEANING SERVICE	342.00
342461 XEROX CORPORATION	COPIER LEASE	255.86
342563 PACHECO BROTHERS GARDENING INC	LANDSCAPE SERVICES	2,818.34
342591 SUPERIOR LAMP INC	LAMPS	409.90
220 Traffic Signalization Fund		
Traffic Signals		
342420 PACIFIC GAS AND ELECTRIC CO	TRAFFIC SIGNAL ELECTRIC	3,337.70
342444 STEINY and COMPANY	TRAFFIC SIGNAL PROJECT	112,294.75
342539 KIMLEY HORN AND ASSOCIATES INC	ENGINEERING SERVICES	427.50
226 Solid Waste Reduction Fund		
Solid Waste Used Oil		
342387 DELTA DIABLO SANITATION DISTRICT	HOUSEHOLD HAZARDOUS WASTE	6,953.05
Solid Waste		
342387 DELTA DIABLO SANITATION DISTRICT	HOUSEHOLD HAZARDOUS WASTE	8,015.65
229 Pollution Elimination Fund		
Channel Maintenance Operation		
342559 NEXTEL SPRINT	CELL PHONE	49.43
342565 PARSONS BRINCKERHOFF INC	CONSULTANT SERVICES	6,555.57
251 Lone Tree SLLMD Fund		
Lonetree Maintenance Zone 1		
342419 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	2,420.00
342564 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	3,872.00
Lonetree Maintenance Zone 2		
342419 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	4,113.60
342564 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	2,571.00
Lonetree Maintenance Zone 4		
342561 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	825.00
253 Almondridge SLLMD Fund		
Almondridge Maintenance		
342561 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	1,175.00
254 Hillcrest SLLMD Fund		
Hillcrest Maintenance Zone 2		
342564 PACIFIC COAST LANDSCAPE MGMT INC	LANDSCAPE SERVICES	4,285.00
255 Park 1A Maintenance District Fund		
Park 1A Maintenance District		
342563 PACHECO BROTHERS GARDENING INC	LANDSCAPE SERVICES	160.00
342588 STANTON, RICHARD	RV LOT MANAGEMENT	508.00
256 Citywide 2A Maintenance District Fund		
Citywide 2A Maintenance Zone10		
342514 DISCOVERY BUILDERS	REIMBURSEMENT AGREEMENT	5,364.00
342561 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	745.00

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257 SLLMD Administration Fund		
SLLMD Administration		
342557 MYERS CONTAINER LLC	EQUIPMENT	1,997.49
342559 NEXTEL SPRINT	CELL PHONE	207.97
259 East Lone Tree SLLMD Fund		
Zone 1-District 10		
342561 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	1,200.00
311 Capital Improvement Fund		
Measure WW		
342414 ODIN SYSTEMS INC	SURVEILLANCE CAMERAS	28,074.39
Public Buildings & Facilities		
342482 BEALS ALLIANCE INC	CONSULTANT SERVICES	9,654.50
342527 HARRISON ENGINEERING INC	CONSULTANT SERVICES	1,459.45
342549 LSA ASSOCIATES INC	PROFESSIONAL SERVICES	2,180.00
376 Lone Diamond Fund		
Assessment District		
342574 PUBLIC STORAGE	STORAGE FEES	532.00
416 Honeywell Capital Lease Fund		
Non Departmental		
342478 BANK OF AMERICA	LOAN PAYMENT	42,588.54
570 Equipment Maintenance Fund		
Non Departmental		
342532 HUNT AND SONS INC	FUEL	8,712.81
Equipment Maintenance		
202127 PRECISION BRAKE AND FRONT END	ALIGNMENT	60.00
202128 HARLEY DAVIDSON	TAIL LAMP	16.40
202311 PRECISION BRAKE AND FRONT END	ALIGNMENT	50.00
342364 ANTIOCH AUTO PARTS	AUTO PARTS STOCK	178.48
342404 LENHART ALARM AND SECURITY	ALARM SYSTEM REPAIRS	99.00
342425 PETERSON	FAN RESISTOR	35.66
342451 UNITED PARCEL SERVICE	SHIPPING	26.93
342457 WALNUT CREEK FORD	AUTO PARTS STOCK	180.63
342460 WESTERN TRUCK FAB	REPAIR PARTS	809.38
342461 XEROX CORPORATION	COPIER LEASE	48.17
342472 ANTIOCH AUTO PARTS	AUTO PARTS STOCK	623.71
342474 ARROWHEAD 24 HOUR TOWING INC	TOWING SERVICES	47.50
342481 BAY AREA AIR QUALITY MGMT DIST	FUEL DISPENSING PERMIT	258.00
342575 PURSUIT NORTH	VEHICLE EQUIPMENT	1,325.48
342593 TUTTS TRUCK OUTFITTERS	VEHICLE SERVICE	1,413.13
918417 A1 TRANSMISSION	REBUILT TRANSMISSION	2,205.15
918421 BAYSIDE SMOG	SMOG TESTS	430.50
918434 COAST OIL COMPANY	MOTOR OIL	1,342.30
918441 KIMBALL MIDWEST	SUPPLIES	186.06
573 Information Services Fund		
Information Services		
342559 NEXTEL SPRINT	CELL PHONE	48.51

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Network Support & PCs

342391	DIGITAL SERVICES	WEBSITE MAINTENANCE	7,015.00
342470	AMS DOT NET INC	SMART BUY 8GB 2RX4	942.87
342500	COMCAST	INTERNET SERVICE	116.41
342559	NEXTEL SPRINT	CELL PHONE	84.99
918423	COMPUCOM SYSTEMS INC	EMAIL FILTER	11,604.00

Telephone System

342451	UNITED PARCEL SERVICE	SHIPPING	72.97
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GIS Support Services

202129	11x17 INC	SUPPLIES	46.53
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Office Equipment Replacement

342528	HEWLETT PACKARD COMPANY	COMPUTER EQUIPMENT	819.65
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577 Post Retirement Medical-Police Fund

Non Departmental

342573	PERS	MEDICAL AFTER RETIREMENT	3,094.19
342607	RETIREE	MEDICAL AFTER RETIREMENT	193.22
342610	RETIREE	MEDICAL AFTER RETIREMENT	47.71
342621	RETIREE	MEDICAL AFTER RETIREMENT	776.25
342625	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
342632	RETIREE	MEDICAL AFTER RETIREMENT	40.61
342637	RETIREE	MEDICAL AFTER RETIREMENT	443.62
918446	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918450	RETIREE	MEDICAL AFTER RETIREMENT	1,013.38
918453	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918462	RETIREE	MEDICAL AFTER RETIREMENT	986.79
918463	RETIREE	MEDICAL AFTER RETIREMENT	929.00
918467	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918469	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918479	RETIREE	MEDICAL AFTER RETIREMENT	848.86
918483	RETIREE	MEDICAL AFTER RETIREMENT	791.00
918484	RETIREE	MEDICAL AFTER RETIREMENT	193.22
918497	RETIREE	MEDICAL AFTER RETIREMENT	165.81
918501	RETIREE	MEDICAL AFTER RETIREMENT	193.22
918503	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918504	RETIREE	MEDICAL AFTER RETIREMENT	1,088.88
918505	RETIREE	MEDICAL AFTER RETIREMENT	123.73
918512	RETIREE	MEDICAL AFTER RETIREMENT	165.81
918528	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918530	RETIREE	MEDICAL AFTER RETIREMENT	498.44
918540	RETIREE	MEDICAL AFTER RETIREMENT	304.35
918542	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918544	RETIREE	MEDICAL AFTER RETIREMENT	803.66
918554	RETIREE	MEDICAL AFTER RETIREMENT	498.44
918568	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918572	RETIREE	MEDICAL AFTER RETIREMENT	498.44
918581	RETIREE	MEDICAL AFTER RETIREMENT	498.44

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918583 RETIREE	MEDICAL AFTER RETIREMENT	164.52
578 Post Retirement Medical-Misc Fund		
Non Departmental		
342573 PERS	MEDICAL AFTER RETIREMENT	6,362.22
342609 RETIREE	MEDICAL AFTER RETIREMENT	242.69
342613 RETIREE	MEDICAL AFTER RETIREMENT	242.69
342614 RETIREE	MEDICAL AFTER RETIREMENT	124.69
342615 RETIREE	MEDICAL AFTER RETIREMENT	270.88
342616 RETIREE	MEDICAL AFTER RETIREMENT	597.38
342620 RETIREE	MEDICAL AFTER RETIREMENT	242.69
342623 RETIREE	MEDICAL AFTER RETIREMENT	242.69
342626 RETIREE	MEDICAL AFTER RETIREMENT	124.69
342628 RETIREE	MEDICAL AFTER RETIREMENT	124.69
342630 RETIREE	MEDICAL AFTER RETIREMENT	597.38
342631 RETIREE	MEDICAL AFTER RETIREMENT	124.69
342633 RETIREE	MEDICAL AFTER RETIREMENT	242.69
342635 RETIREE	MEDICAL AFTER RETIREMENT	320.43
342636 RETIREE	MEDICAL AFTER RETIREMENT	472.20
918447 RETIREE	MEDICAL AFTER RETIREMENT	320.43
918448 RETIREE	MEDICAL AFTER RETIREMENT	597.38
918449 RETIREE	MEDICAL AFTER RETIREMENT	225.99
918452 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918456 RETIREE	MEDICAL AFTER RETIREMENT	242.69
918458 RETIREE	MEDICAL AFTER RETIREMENT	242.69
918460 RETIREE	MEDICAL AFTER RETIREMENT	597.38
918465 RETIREE	MEDICAL AFTER RETIREMENT	242.69
918468 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918470 RETIREE	MEDICAL AFTER RETIREMENT	361.38
918473 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918475 RETIREE	MEDICAL AFTER RETIREMENT	242.69
918478 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918481 RETIREE	MEDICAL AFTER RETIREMENT	165.81
918482 RETIREE	MEDICAL AFTER RETIREMENT	597.38
918485 RETIREE	MEDICAL AFTER RETIREMENT	84.00
918487 RETIREE	MEDICAL AFTER RETIREMENT	165.81
918490 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918491 RETIREE	MEDICAL AFTER RETIREMENT	12.69
918493 RETIREE	MEDICAL AFTER RETIREMENT	558.59
918494 RETIREE	MEDICAL AFTER RETIREMENT	310.36
918500 RETIREE	MEDICAL AFTER RETIREMENT	597.38
918502 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918507 RETIREE	MEDICAL AFTER RETIREMENT	242.69
918508 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918511 RETIREE	MEDICAL AFTER RETIREMENT	597.38
918514 RETIREE	MEDICAL AFTER RETIREMENT	242.69
918516 RETIREE	MEDICAL AFTER RETIREMENT	124.69

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918519	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918522	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918524	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918527	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918536	RETIREE	MEDICAL AFTER RETIREMENT	363.88
918537	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918546	RETIREE	MEDICAL AFTER RETIREMENT	242.69
918549	RETIREE	MEDICAL AFTER RETIREMENT	242.69
918553	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918559	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918567	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918570	RETIREE	MEDICAL AFTER RETIREMENT	120.36
918571	RETIREE	MEDICAL AFTER RETIREMENT	165.81
918580	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918582	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918584	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918585	RETIREE	MEDICAL AFTER RETIREMENT	242.69
918586	RETIREE	MEDICAL AFTER RETIREMENT	124.69

579 Post Retirement Medical-Mgmt Fund

Non Departmental

342573	PERS	MEDICAL AFTER RETIREMENT	8,768.16
342608	RETIREE	MEDICAL AFTER RETIREMENT	242.69
342611	RETIREE	MEDICAL AFTER RETIREMENT	901.90
342612	RETIREE	MEDICAL AFTER RETIREMENT	182.69
342617	RETIREE	MEDICAL AFTER RETIREMENT	124.69
342618	RETIREE	MEDICAL AFTER RETIREMENT	242.69
342619	RETIREE	MEDICAL AFTER RETIREMENT	400.00
342622	RETIREE	MEDICAL AFTER RETIREMENT	361.38
342624	RETIREE	MEDICAL AFTER RETIREMENT	762.38
342627	RETIREE	MEDICAL AFTER RETIREMENT	124.69
342629	RETIREE	MEDICAL AFTER RETIREMENT	432.43
342634	RETIREE	MEDICAL AFTER RETIREMENT	597.38
342638	RETIREE	MEDICAL AFTER RETIREMENT	165.81
918451	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918454	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918455	RETIREE	MEDICAL AFTER RETIREMENT	254.87
918457	RETIREE	MEDICAL AFTER RETIREMENT	182.70
918459	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918461	RETIREE	MEDICAL AFTER RETIREMENT	901.90
918464	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918466	RETIREE	MEDICAL AFTER RETIREMENT	165.81
918471	RETIREE	MEDICAL AFTER RETIREMENT	752.86
918472	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918474	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918476	RETIREE	MEDICAL AFTER RETIREMENT	477.38
918477	RETIREE	MEDICAL AFTER RETIREMENT	361.38

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918480	RETIREE	MEDICAL AFTER RETIREMENT	320.43
918486	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918488	RETIREE	MEDICAL AFTER RETIREMENT	901.90
918489	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918492	RETIREE	MEDICAL AFTER RETIREMENT	1,006.50
918495	RETIREE	MEDICAL AFTER RETIREMENT	280.20
918496	RETIREE	MEDICAL AFTER RETIREMENT	70.00
918498	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918499	RETIREE	MEDICAL AFTER RETIREMENT	443.62
918506	RETIREE	MEDICAL AFTER RETIREMENT	371.24
918509	RETIREE	MEDICAL AFTER RETIREMENT	727.38
918510	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918513	RETIREE	MEDICAL AFTER RETIREMENT	320.43
918515	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918517	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918518	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918520	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918521	RETIREE	MEDICAL AFTER RETIREMENT	242.69
918523	RETIREE	MEDICAL AFTER RETIREMENT	242.69
918525	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918526	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918529	RETIREE	MEDICAL AFTER RETIREMENT	920.60
918531	RETIREE	MEDICAL AFTER RETIREMENT	165.81
918532	RETIREE	MEDICAL AFTER RETIREMENT	320.43
918533	RETIREE	MEDICAL AFTER RETIREMENT	182.69
918534	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918535	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918538	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918539	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918541	RETIREE	MEDICAL AFTER RETIREMENT	477.38
918543	RETIREE	MEDICAL AFTER RETIREMENT	1,108.88
918545	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918547	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918548	RETIREE	MEDICAL AFTER RETIREMENT	361.38
918550	RETIREE	MEDICAL AFTER RETIREMENT	242.69
918551	RETIREE	MEDICAL AFTER RETIREMENT	182.70
918552	RETIREE	MEDICAL AFTER RETIREMENT	382.69
918555	RETIREE	MEDICAL AFTER RETIREMENT	901.90
918556	RETIREE	MEDICAL AFTER RETIREMENT	597.38
918557	RETIREE	MEDICAL AFTER RETIREMENT	727.38
918558	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918560	RETIREE	MEDICAL AFTER RETIREMENT	320.40
918561	RETIREE	MEDICAL AFTER RETIREMENT	752.86
918562	RETIREE	MEDICAL AFTER RETIREMENT	124.69
918563	RETIREE	MEDICAL AFTER RETIREMENT	901.90
918564	RETIREE	MEDICAL AFTER RETIREMENT	762.30

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918565 RETIREE	MEDICAL AFTER RETIREMENT	161.21
918566 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918569 RETIREE	MEDICAL AFTER RETIREMENT	320.43
918573 RETIREE	MEDICAL AFTER RETIREMENT	1,946.46
918574 RETIREE	MEDICAL AFTER RETIREMENT	361.38
918575 RETIREE	MEDICAL AFTER RETIREMENT	752.86
918576 RETIREE	MEDICAL AFTER RETIREMENT	347.52
918577 RETIREE	MEDICAL AFTER RETIREMENT	124.69
918578 RETIREE	MEDICAL AFTER RETIREMENT	1,475.14
918579 RETIREE	MEDICAL AFTER RETIREMENT	320.43

611 Water Fund

Non Departmental

342361 ALL PRO PRINTING SOLUTIONS	ENVELOPES	2,059.46
342364 ANTIOCH AUTO PARTS	SUPPLIES	1,938.17
342372 CANSON, PAUL	CHECK REPLACEMENT	22.46
342398 FASTENAL CO	SUPPLIES	143.53
342401 GOLOGO PROMOTIONS	CAPS	818.37
342428 ROBERTS AND BRUNE CO	SUPPLIES	229.22
342443 STATEWIDE SAFETY AND SIGNS INC	SUPPLIES	772.97
342458 WAYPOINT	CHECK REPLACEMENT	77.79
342530 HORIZON	SUPPLIES	961.89
342578 ROBERTS AND BRUNE CO	SUPPLIES	3,016.05
342603 WESCO RECEIVABLES CORP	SUPPLIES	72.74
918424 CRYSTAL CLEAR LOGOS INC	SUPPLIES	1,578.54
918425 GRAINGER INC	SUPPLIES	1,046.88
918426 HAMMONS SUPPLY COMPANY	SUPPLIES	456.55

Water Supervision

202130 MIKES PASTRY SHOP	MEETING EXPENSE	46.80
202312 SAVE MART SUPERMARKETS	MEETING EXPENSE	39.21
342362 AMERICAN WATER WORKS ASSOCIATION	MEMBER DUES	5,370.00
342559 NEXTEL SPRINT	CELL PHONE	160.23
342562 OFFICE MAX INC	OFFICE SUPPLIES	31.70

Water Production

202342 CONSOLIDATED ELECTRICAL DIST INC	UNI STRUT	59.97
342409 MEDORA CORP	BOAT	1,054.26
342410 METTLER TOLEDO INC	CALIBRATION & SERVICE	300.00
342428 ROBERTS AND BRUNE CO	PIPE & FITTINGS	323.84
342437 SPAULDING, ANN B	CONSULTING SERVICES	3,135.45
342445 STEWARTS TREE SERVICE	TREE SERVICE	550.00
342461 XEROX CORPORATION	COPIER LEASE	68.05
342463 ACE HARDWARE, ANTIOCH	VALVE	8.27
342472 ANTIOCH AUTO PARTS	FAN BELTS	202.78
342476 ASSOC OF CALIF WATER AGENCIES	ANNUAL DUES	8,585.00
342484 BORGES AND MAHONEY	CHEMICAL ANALYZER	386.60
342488 BURLINGAME ENGINEERS INC	CHEMICAL PUMP REPAIR KITS	2,045.93
342495 CHAUDHARY, PRANAV	CERT RENEWAL REIMBURSEMENT	376.55

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342517 FASTENAL CO	BOLTS	56.60
342537 KELLY MOORE PAINT CO	BRUSHES	54.86
342538 KELLY MOORE PAINT CO	PAINT AND SUPPLIES	984.18
342559 NEXTEL SPRINT	CELL PHONE	72.77
342562 OFFICE MAX INC	OFFICE SUPPLIES	317.09
342578 ROBERTS AND BRUNE CO	PIPE FITTINGS	454.97
918431 NTU TECHNOLOGIES INC	POLYMER	2,700.00
918435 EUROFINS EATON ANALYTICAL INC	MONITORING	1,580.00
918442 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	658.60
918444 SIERRA CHEMICAL CO	HYDROFLUOSILICIC ACID	18,629.49
Water Distribution		
342376 COLEFIELD, RONALD G	EXPENSE REIMBURSEMENT	130.00
342380 CONNELLY, SHAUN P	EXPENSE REIMBURSEMENT	100.00
342387 DELTA DIABLO SANITATION DISTRICT	HOUSEHOLD HAZARDOUS WASTE	8,015.65
342400 FOSTER, GARY A	SAFETY BOOTS REIMBURSEMENT	167.39
342418 ORCHARD SUPPLY HARDWARE	SUPPLIES	21.63
342428 ROBERTS AND BRUNE CO	PIPE & FITTINGS	1,001.31
342431 ROYAL BRASS INC	SMALL TOOLS	161.50
342451 UNITED PARCEL SERVICE	SHIPPING	47.95
342453 UNITED STATES POSTAL SERVICE	H2O POSTAGE	5,000.00
342461 XEROX CORPORATION	COPIER LEASE	122.61
342473 ANTIOCH BUILDING MATERIALS	ASPHALT	47.40
342476 ASSOC OF CALIF WATER AGENCIES	ANNUAL DUES	8,585.00
342506 COUNTY ASPHALT	ASPHALT	605.51
342510 DELTA DIABLO SANITATION DISTRICT	RECYCLED WATER	8,051.33
342559 NEXTEL SPRINT	CELL PHONE	356.93
342562 OFFICE MAX INC	OFFICE SUPPLIES	11.51
918436 GRAINGER INC	SMALL TOOLS	311.87
Water Meter Reading		
342559 NEXTEL SPRINT	CELL PHONE	88.73
918420 BADGER METER INC	REGISTERS	13,658.99
Public Buildings & Facilities		
342369 BROWN AND CALDWELL INC	DESIGN SERVICES	29,133.72
342421 PAKPOUR CONSULTING GROUP INC	CONSULTING SERVICES	2,638.13
342486 BROWN AND CALDWELL INC	CONSULTING SERVICES	40,170.55
342488 BURLINGAME ENGINEERS INC	CHEMICAL STORAGE TANK	23,703.13
342586 SMITH, LOZANO	LEGAL SERVICES	11,218.30
Warehouse & Central Stores		
342451 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	27.24
342461 XEROX CORPORATION	COPIER LEASE	139.30
342559 NEXTEL SPRINT	CELL PHONE	69.46
342594 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	12.00
621 Sewer Fund		
Sewer-Wastewater Supervision		
342461 XEROX CORPORATION	COPIER LEASE	122.61
342559 NEXTEL SPRINT	CELL PHONE	21.20

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342562 OFFICE MAX INC	OFFICE SUPPLIES	31.70
Sewer-Wastewater Collection		
342385 CWEA SFBS	RENEWAL-PORTER	155.00
342387 DELTA DIABLO SANITATION DISTRICT	HOUSEHOLD HAZARDOUS WASTE	8,015.65
342418 ORCHARD SUPPLY HARDWARE	UTILITY KNIFE	11.90
342453 UNITED STATES POSTAL SERVICE	H2O POSTAGE	5,000.00
342473 ANTIOCH BUILDING MATERIALS	ASPHALT	827.68
342493 CDPH OCP	DI CERTIFICATION-STOUT	70.00
342506 COUNTY ASPHALT	ASPHALT	605.52
342559 NEXTEL SPRINT	CELL PHONE	175.62
342579 ROTO ROOTER	SEWER REPAIR	1,800.00
Wastewater Collection		
342386 D R LEMINGS CONSTRUCTION	HAMLIN SEWER PROJECT	110,713.00
631 Marina Fund		
Non Departmental		
342585 SMITH, DAN	BERTH DEPOSIT REFUND	138.00
Marina Administration		
342461 XEROX CORPORATION	COPIER LEASE	68.05
342512 DELTA LOCK KEY AND SAFE	LABOR SERVICE	141.24
342562 OFFICE MAX INC	OFFICE SUPPLIES	104.36
342585 SMITH, DAN	CREDIT BALANCE REFUND	5.72
Marina Maintenance		
342561 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	890.00
918442 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,355.14
641 Prewett Water Park Fund		
Non Departmental		
342370 BROWN, BECKEE	DEPOSIT REFUND	500.00
342371 BUSTILLOS, SHELLY	DEPOSIT REFUND	500.00
Recreation Aquatics		
202269 FOODMAXX	SUPPLIES	18.36
342411 MUIR, ROXANNE	AQUATIC INSTRUCTOR	140.00
342429 RODRIGUEZ, LETICIA	CLASS REFUND	104.00
Recreation Water Park		
342375 COLE SUPPLY CO INC	SUPPLIES	102.78
342377 COMCAST	MONTHLY DMX SERVICE	48.56
342378 COMMERCIAL POOL SYSTEMS INC	SUPPLIES	416.70
342403 KNORR SYSTEMS INC	CHEMICALS	630.98
342432 SAFETY COMPLIANCE MANAGEMENT	OSHA SAFETY REPORT	495.00
342452 UNITED STATES PLASTIC CORP	SUPPLIES	221.57
342461 XEROX CORPORATION	COPIER LEASE	226.11
342497 COLE SUPPLY CO INC	SUPPLIES	46.98
342546 LESLIES POOL SUPPLIES	POOL SUPPLIES	38.04
342563 PACHECO BROTHERS GARDENING INC	LANDSCAPE SERVICES	1,879.16
918427 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,390.94

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721 Employee Benefits Fund

Non Departmental

342374 CLAYTON FITNESS CENTER	PAYROLL DEDUCTIONS	34.00
342381 CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	50.00
342382 CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
342389 DELTA PARK ATHLETIC CLUB	PAYROLL DEDUCTIONS	74.00
342390 DELTA VALLEY ATHLETIC CLUB	PAYROLL DEDUCTIONS	54.00
342402 IN SHAPE HEALTH CLUBS	PAYROLL DEDUCTIONS	1,010.00
342405 LINA	PAYROLL DEDUCTIONS	4,617.24
342412 MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	2,273.49
342416 OPERATING ENGINEERS LOCAL NO 3	PAYROLL DEDUCTIONS	2,028.00
342417 OPERATING ENGINEERS LOCAL NO 3	PAYROLL DEDUCTIONS	837.82
342422 PARS	PAYROLL DEDUCTIONS	1,586.35
342424 PERS LONG TERM CARE	PAYROLL DEDUCTIONS	97.27
342426 PUBLIC EMPLOYEES UNION LOCAL 1	PAYROLL DEDUCTIONS	2,208.95
342436 SOLAR SWIM AND GYM	PAYROLL DEDUCTIONS	27.00
342438 STANDARD LIFE INSURANCE	PAYROLL DEDUCTIONS	924.50
342439 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	161.32
342441 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	214.00
342442 STATE OF FLORIDA DISBURSE UNIT	PAYROLL DEDUCTIONS	150.00
342448 TEXAS CHILD SUPPORT DISBURSE UNIT	PAYROLL DEDUCTIONS	422.77
342449 RECIPIENT	PAYROLL DEDUCTIONS	69.24
342454 US DEPT OF EDUCATION	PAYROLL DEDUCTIONS	242.16
342462 XTREME FITNESS	PAYROLL DEDUCTIONS	104.00
342464 AFLAC	PAYROLL DEDUCTIONS	7,907.80
342483 BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	1,816.47
342508 DELTA DENTAL	PAYROLL DEDUCTIONS	25,053.88
342572 PERS	PAYROLL DEDUCTIONS	292,763.25
342573 PERS	PAYROLL DEDUCTIONS	248,730.32
918418 ANTIOCH PD SWORN MGMT ASSOC	PAYROLL DEDUCTIONS	681.25
918419 APOA	PAYROLL DEDUCTIONS	11,724.67
918430 NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL DEDUCTIONS	40,763.15
918432 VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	2,187.48

760 ECWMA Fund

Non Departmental

342509 DELTA DIABLO SANITATION DISTRICT	ECWMA MEETING EXPENSE	1,046.87
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STAFF REPORT TO THE CITY COUNCIL
FOR CONSIDERATION AT THE COUNCIL MEETING OF DECEMBER 11, 2012

SUBMITTED BY: Donna Conley, City Treasurer *DC*

DATE: December 5, 2012

SUBJECT: Treasurer's Report – OCTOBER 2012

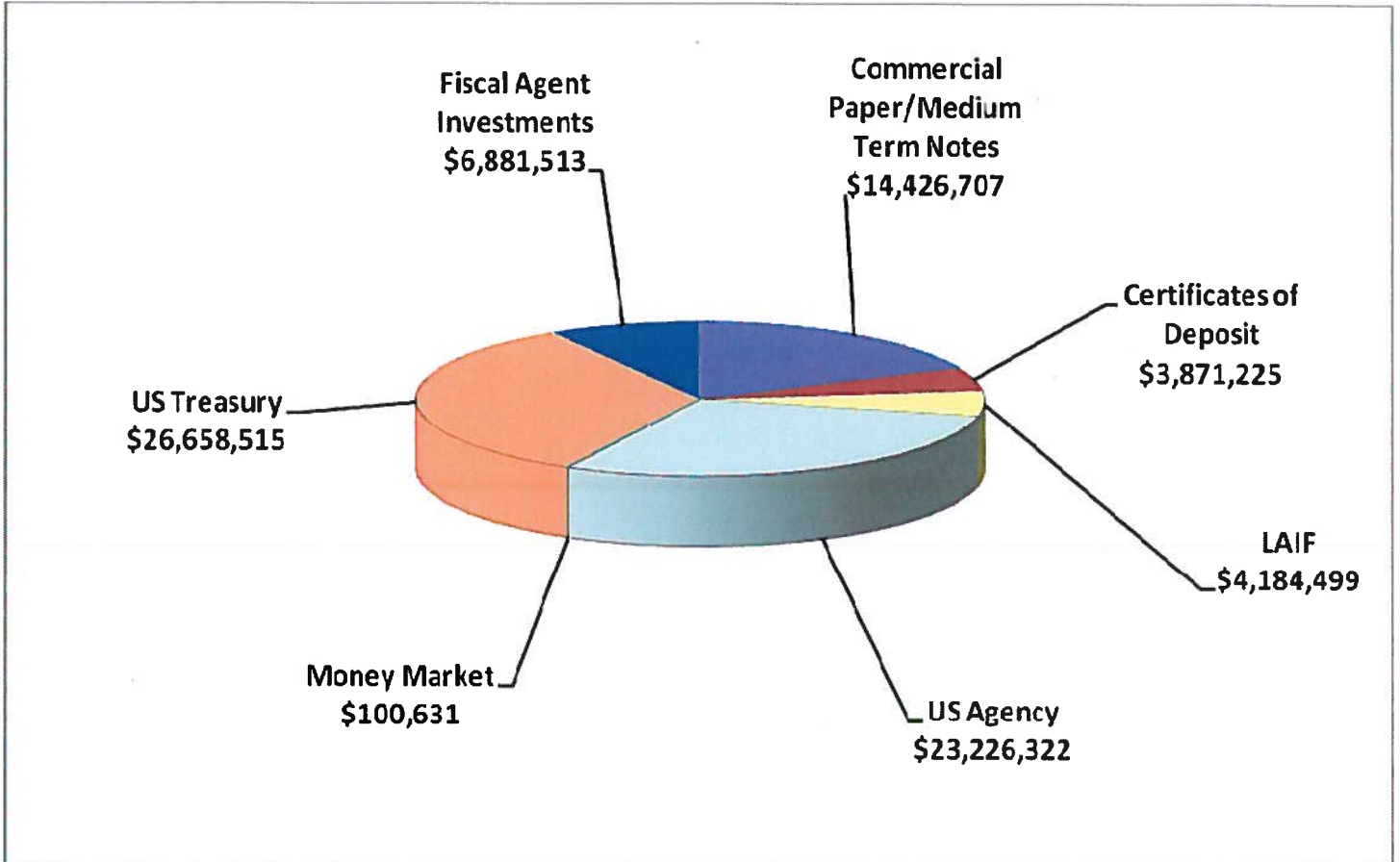
RECOMMENDATION: Review and file.

C

12-11-2012

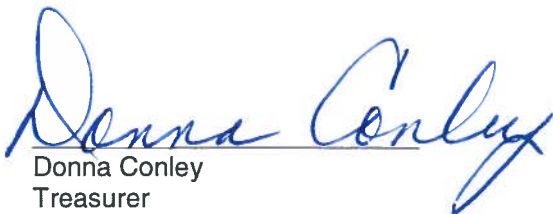
CITY OF ANTIOCH
SUMMARY REPORT ON THE CITY'S INVESTMENTS

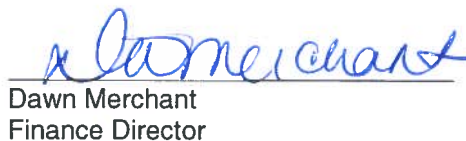
OCTOBER 31, 2012



Total of City and Fiscal Agent Investments = \$79,349,412

All City investments are shown above and conform to the City Investment Policy. All investment transactions during this period are included in this report. As Treasurer of the City of Antioch and Finance Director of the City of Antioch, we hereby certify that sufficient investment liquidity and anticipated revenue are available to meet the next six (6) months' estimated expenditures.


Donna Conley
Treasurer


Dawn Merchant
Finance Director

**Summary of Fiscal Agent Balances by
Debt Issue**

	<u>Amount</u>
Antioch Public Financing Authority 2003 Water Revenue Bonds	1,023,994
Antioch Public Financing Authority 2002 Lease Revenue Bonds	8,763
Antioch Public Financing Authority 1998 Reassessment Revenue Bonds	5,187,159
Antioch Development Agency 2009 Tax Allocation Bonds	146,036
Antioch Development Agency 2000 Tax Allocation Bonds	83,024
ABAG Lease Revenue Bonds	<u>432,537</u>
	<u><u>\$6,881,513</u></u>



Managed Account Issuer Summary

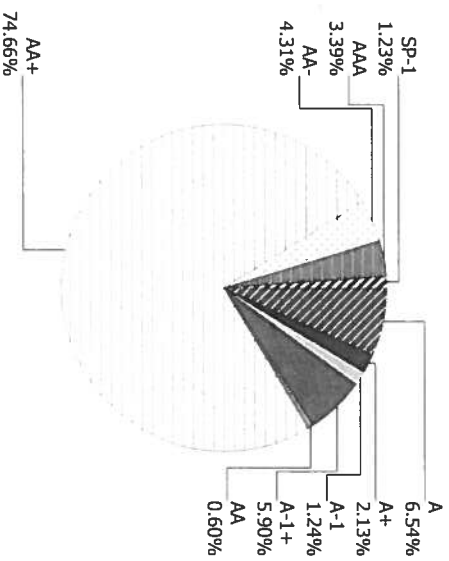
For the Month Ending **October 31, 2012**

CITY OF ANTIPOCH, CA - 04380500

Issuer Summary

Credit Quality (S&P Ratings)

Issuer	Market Value of Holdings	Percent
BANK OF NEW YORK	1,454,341.43	2.13
BERKSHIRE HATHAWAY INC	859,820.05	1.26
CA ST DEPT OF WATER REV BONDS	501,215.00	0.73
CATERPILLAR INC	786,165.70	1.15
DEERE & COMPANY	961,740.25	1.41
FANNIE MAE	11,328,273.73	16.60
FEDERAL HOME LOAN BANKS	3,033,690.00	4.44
FREDDIE MAC	6,819,574.63	9.99
GENERAL ELECTRIC CO	2,224,641.42	3.26
IBM CORP	1,130,799.05	1.66
JOHNSON & JOHNSON	1,013,170.00	1.48
JP MORGAN CHASE & CO	2,718,473.43	3.98
MET WATER DISTRICT OF SOUTHERN CA	800,248.25	1.17
MITSUBISHI UFJ FINANCIAL GROUP INC	849,757.75	1.24
PROCTER & GAMBLE CO	502,609.50	0.74
ROYAL BANK OF CANADA	700,379.05	1.03
STANDARD CHARTERED BANK	1,651,275.95	2.42
STATE OF CALIFORNIA	836,459.25	1.23
TOYOTA MOTOR CORP	1,672,696.88	2.45
UNITED STATES TREASURY	26,690,929.15	39.11
WAL-MART STORES INC	411,578.42	0.60
WESTPAC BANKING CORP NY	1,310,270.00	1.92
Total	\$68,258,108.89	100.00%



PFM Asset Management LLC



CITY OF ANTIPOCH, CA - 04380500

Managed Account Detail of Securities Held

For the Month Ending October 31, 2012

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
US TREASURY NOTES DTT 03/02/2009 1.875% 02/28/2014	912828KF6	2,500,000.00	AA+	Aaa	04/30/12	05/01/12	2,573,339.84	0.27	8,028.31	2,553,241.83	2,554,102.50
US TREASURY NOTES DTT 03/31/2009 1.750% 03/31/2014	912828KJ8	3,000,000.00	AA+	Aaa	10/27/11	10/31/11	3,098,085.94	0.39	4,615.38	3,057,456.12	3,063,165.00
US TREASURY NOTES DTT 05/16/2011 1.000% 05/15/2014	912828QMS	3,750,000.00	AA+	Aaa	03/27/12	03/29/12	3,799,511.72	0.38	17,323.37	3,785,807.96	3,792,480.00
US TREASURY NOTES DTT 07/15/2011 0.625% 07/15/2014	912828OU7	575,000.00	AA+	Aaa	11/02/11	11/07/11	579,492.19	0.33	1,064.45	577,852.64	578,368.93
US TREASURY NOTES DTT 07/15/2011 0.625% 07/15/2014	912828OU7	2,825,000.00	AA+	Aaa	06/20/12	06/21/12	2,841,552.73	0.34	5,229.70	2,838,659.55	2,841,551.68
US TREASURY N/B DTT 07/31/2012 0.125% 07/31/2014	912828TF7	250,000.00	AA+	Aaa	10/23/12	10/26/12	249,287.11	0.29	78.97	249,293.69	249,336.00
US TREASURY NOTES DTT 09/15/2011 0.250% 09/15/2014	912828RG7	1,150,000.00	AA+	Aaa	10/12/11	10/14/11	1,140,701.17	0.53	373.27	1,144,029.12	1,149,281.25
US TREASURY NOTES DTT 12/15/2011 0.250% 12/15/2014	912828RV4	1,200,000.00	AA+	Aaa	01/05/12	01/06/12	1,195,312.50	0.38	1,139.34	1,196,614.37	1,198,500.00
US TREASURY NOTES DTT 02/15/2012 0.250% 02/15/2015	912828SE1	1,500,000.00	AA+	Aaa	02/22/12	02/27/12	1,492,207.03	0.43	794.84	1,493,982.17	1,497,538.50
US TREASURY NOTES DTT 03/01/2010 2.375% 02/28/2015	912828MR8	1,500,000.00	AA+	Aaa	06/20/12	06/21/12	1,578,457.03	0.42	6,101.52	1,567,898.24	1,571,132.81
US TREASURY NOTES DTT 03/01/2010 2.375% 02/28/2015	912828MR8	2,500,000.00	AA+	Aaa	04/30/12	05/01/12	2,639,453.13	0.39	10,169.20	2,614,803.20	2,618,554.69
US TREASURY NOTES DTT 03/15/2012 0.375% 03/15/2015	912828SK7	170,000.00	AA+	Aaa	03/13/12	03/15/12	169,428.91	0.49	82.77	169,548.13	170,172.72
US TREASURY NOTES DTT 03/15/2012 0.375% 03/15/2015	912828SK7	825,000.00	AA+	Aaa	06/27/12	06/28/12	824,355.47	0.40	401.67	824,437.23	825,838.20
US TREASURY NOTES DTT 08/02/2010 1.750% 07/31/2015	912828NP1	325,000.00	AA+	Aaa	10/23/12	10/26/12	337,098.63	0.39	1,437.33	337,027.64	337,212.85



PFM Asset Management LLC



CITY OF ANTIOCH, CA - 04380500

Managed Account Detail of Securities Held

For the Month Ending October 31, 2012

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note												
US TREASURY NOTES		912828NP1	465,000.00	AA+	Aaa	08/22/12	08/23/12	483,418.36	0.39	2,056.49	482,231.68	482,473.77
DTD 08/02/2010 1.750%	07/31/2015											
US TREASURY NOTES		912828NP1	3,625,000.00	AA+	Aaa	09/06/12	09/10/12	3,772,832.03	0.33	16,031.76	3,765,631.59	3,761,220.25
DTD 08/02/2010 1.750%	07/31/2015											
Security Type Sub-Total			26,160,000.00					26,774,533.79	0.37	74,928.37	26,658,515.16	26,690,929.15
Municipal Bond / Note												
CA ST REV BONDS		13063BB68	825,000.00	SP-1	MIG1	08/17/12	08/23/12	839,033.25	0.43	3,955.48	835,769.71	836,459.25
DTD 08/23/2012 2.500%	06/20/2013											
METRO WTR DIST AUTH, CA REV BONDS		59266THP9	575,000.00	AAA	Aa1	06/21/12	06/28/12	575,000.00	0.62	1,180.67	575,000.00	575,189.75
DTD 06/28/2012 0.616%	07/01/2014											
METRO WTR DIST AUTH, CA REV BONDS		59266THQ7	225,000.00	AAA	Aa1	06/21/12	06/28/12	225,000.00	0.94	707.25	225,000.00	225,058.50
DTD 06/28/2012 0.943%	07/01/2015											
CA ST DEPT OF WATER REV BONDS		13066KX87	500,000.00	AAA	Aa1	09/19/12	09/27/12	500,000.00	0.65	306.94	500,000.00	501,215.00
DTD 09/27/2012 0.650%	12/01/2015											
Security Type Sub-Total			2,125,000.00					2,139,033.25	0.59	6,150.34	2,135,769.71	2,137,922.50
Federal Agency Bond / Note												
FNMA NOTES		3135G0BR3	540,000.00	AA+	Aaa	11/16/11	11/17/11	540,567.00	0.44	615.00	540,254.07	541,165.86
DTD 06/17/2011 0.500%	08/09/2013											
FNMA GLOBAL NOTES		3135G0AP8	1,900,000.00	AA+	Aaa	03/17/11	03/18/11	1,903,876.00	1.18	4,222.22	1,901,759.97	1,927,291.60
DTD 02/01/2011 1.250%	02/27/2014											
FNMA GLOBAL NOTES		3135G0AP8	3,450,000.00	AA+	Aaa	11/28/11	11/30/11	3,499,990.50	0.60	7,666.67	3,479,568.23	3,499,555.80
DTD 02/01/2011 1.250%	02/27/2014											
FNMA NOTES		3135G0B8V	575,000.00	AA+	Aaa	09/29/11	09/30/11	578,588.00	0.66	880.47	577,257.52	580,751.73
DTD 07/18/2011 0.875%	08/28/2014											
FHLMC NOTES		3134G2YJ5	1,600,000.00	AA+	Aaa	09/20/11	09/21/11	1,597,863.68	0.55	933.33	1,598,652.45	1,605,081.60
DTD 08/12/2011 0.500%	09/19/2014											



PFM Asset Management LLC



CITY OF ANTIOCH, CA - 04380500

Managed Account Detail of Securities Held

For the Month Ending October 31, 2012

Security Type/Description Federal Agency Bond / Note	Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
FREDDIE MAC GLOBAL NOTES DTD 08/05/2011 0.750% 09/22/2014		3134G2WG3	910,000.00	AA+	Aaa	09/28/11	09/30/11	911,820.00	0.68	739.38	911,160.51	917,178.08
FREDDIE MAC GLOBAL NOTES DTD 08/05/2011 0.750% 09/22/2014		3134G2WG3	2,450,000.00	AA+	Aaa	08/30/11	08/31/11	2,462,838.00	0.58	1,990.63	2,457,966.25	2,469,325.60
FHLB NOTES DTD 11/08/2010 0.875% 12/12/2014		313371PC4	3,000,000.00	AA+	Aaa	01/19/12	01/19/12	3,028,170.00	0.55	10,135.42	3,020,598.54	3,033,690.00
FANNIE MAE GLOBAL NOTES DTD 04/19/2012 0.500% 05/27/2015		3135G0KM4	1,380,000.00	AA+	Aaa	04/17/12	04/19/12	1,376,011.80	0.59	2,951.67	1,376,690.91	1,383,592.14
FNMA NOTES (CALLABLE) DTD 08/07/2012 0.500% 08/07/2015		3135G0NG4	3,400,000.00	AA+	Aaa	08/02/12	08/07/12	3,399,660.00	0.50	3,966.67	3,399,686.28	3,395,916.60
FREDDIE MAC GLOBAL NOTES DTD 07/11/2012 0.500% 08/28/2015		3134G3Z1	1,825,000.00	AA+	Aaa	07/30/12	07/31/12	1,827,129.78	0.46	1,596.88	1,826,957.20	1,827,989.35
Security Type Sub-Total								21,030,000.00	0.61	35,698.34	21,090,551.93	21,181,538.36
Corporate Note												
BANK OF NEW YORK MELLON SR NOTES DTD 08/27/2008 5.125% 08/27/2013		06406HBK4	625,000.00	A+	Aa3	04/05/11	04/08/11	678,912.50	1.43	5,694.44	643,779.68	649,208.75
JOHN DEERE CAPITAL CORP NOTE DTD 03/03/2011 1.600% 03/03/2014		24422ERA9	500,000.00	A	A2	02/28/11	03/03/11	499,505.00	1.63	1,288.89	499,776.17	507,368.50
CATERPILLAR FINANCIAL SE CORP NOTE DTD 04/01/2011 1.650% 04/01/2014		14912L4T5	250,000.00	A	A2	03/24/11	04/01/11	250,197.50	1.62	343.75	250,094.44	253,721.00
WAL MART STORES INC. CORP NOTES DTD 04/18/2011 1.625% 04/15/2014		931142DA8	405,000.00	AA	Aa2	04/11/11	04/18/11	403,906.50	1.72	292.50	404,460.93	411,578.42
IBM CORP GLOBAL NOTES DTD 05/12/2011 1.250% 05/12/2014		459200GW5	815,000.00	AA-	Aa3	05/09/11	05/12/11	814,233.90	1.28	4,782.47	814,605.50	825,048.14
JOHNSON & JOHNSON GLOBAL NOTE DTD 05/20/2011 1.200% 05/15/2014		478160AX2	1,000,000.00	AAA	Aaa	05/17/11	05/20/11	998,830.00	1.24	5,533.33	999,391.43	1,013,170.00
CATERPILLAR FINANCIAL SE NOTES DTD 05/20/2011 1.375% 05/20/2014		14912L4V0	275,000.00	A	A2	05/17/11	05/20/11	274,854.25	1.39	1,691.06	274,923.81	279,393.95



PFM Asset Management LLC



Managed Account Detail of Securities Held

For the Month Ending October 31, 2012

CITY OF ANTIPOCH, CA - 04380500

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note												
JP MORGAN CHASE & CO NOTES	DTD 05/18/2009 4.650% 06/01/2014	46625HHN3	1,010,000.00	A	A2	12/19/11	12/22/11	1,062,853.30	2.43	19,568.75	1,044,628.12	1,070,380.83
PROCTER & GAMBLE CO CORP NOTES	DTD 08/15/2011 0.700% 08/15/2014	742718DU0	500,000.00	AA-	Aa3	08/10/11	08/15/11	497,945.00	0.84	738.89	498,768.58	502,609.50
BERKSHIRE HATHAWAY INC (FLOATING) NOTES	DTD 08/15/2011 1.135% 08/15/2014	084670BA5	850,000.00	AA+	Aa2	08/10/11	08/15/11	850,000.00	0.98	2,089.37	850,000.00	859,820.05
GENERAL ELEC CAP CORP GLOBAL NOTES	DTD 01/09/2012 2.150% 01/09/2015	36962G5M2	1,050,000.00	AA+	A1	05/23/12	05/29/12	1,061,434.50	1.72	7,023.33	1,059,624.90	1,078,925.40
GENERAL ELEC CAP CORP GLOBAL NOTES	DTD 01/09/2012 2.150% 01/09/2015	36962G5M2	1,115,000.00	AA+	A1	01/04/12	01/09/12	1,113,840.40	2.19	7,458.11	1,114,146.75	1,145,716.02
IBM CORP GLOBAL NOTES	DTD 02/06/2012 0.550% 02/06/2015	459200HB0	305,000.00	AA-	Aa3	02/01/12	02/06/12	303,508.55	0.72	396.08	303,871.67	305,750.91
BANK OF NEW YORK MELLON (CALLABLE) NOTES	DTD 02/21/2012 1.200% 02/20/2015	06406HCC1	375,000.00	A+	Aa3	02/13/12	02/21/12	374,658.75	1.23	887.50	374,736.72	380,011.13
CATERPILLAR FIN CORP NOTES	DTD 05/30/2012 1.100% 05/29/2015	14912L5P9	250,000.00	A	A2	05/22/12	05/30/12	249,920.00	1.11	1,153.47	249,931.03	253,050.75
JOHN DEERE CAPITAL CORP GLOBAL NOTES	DTD 06/29/2012 0.950% 06/29/2015	24422ERS0	450,000.00	A	A2	06/26/12	06/29/12	449,878.50	0.96	1,448.75	449,892.06	454,371.75
JP MORGAN CHASE & CO GLOBAL NOTES	DTD 10/18/2012 1.100% 10/15/2015	46623EIR1	1,650,000.00	A	A2	10/15/12	10/18/12	1,649,323.50	1.11	655.42	1,649,331.54	1,648,092.60
BANK OF NEW YORK MELLON (CALLABLE)	DTD 10/25/2012 0.700% 10/23/2015	06406HCD9	425,000.00	A+	Aa3	10/18/12	10/25/12	424,562.25	0.73	49.58	424,564.66	425,121.55
Security Type Sub-Total			11,850,000.00					11,958,364.40	1.44	61,095.69	11,906,527.99	12,063,339.25
Commercial Paper												
BANK OF TOKYO MITSUBISHI COMM PAPER	0.000% 12/24/2012	06538BMO3	850,000.00	A-1	P-1	08/22/12	08/23/12	848,809.29	0.41	0.00	849,486.93	849,757.75





Managed Account Detail of Securities Held

For the Month Ending October 31, 2012

CITY OF ANTIPOCH, CA - 04380500

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
TOYOTA MOTOR CREDIT CORP COMM PAPER	0.000% 05/17/2013	89233GSH0	A-1+	P-1	08/22/12	08/23/12	1,669,161.23	0.47	0.00	1,670,692.00	1,672,696.88
Security Type Sub-Total							2,517,970.52	0.45	0.00	2,520,178.93	2,522,454.63

Certificate of Deposit

ROYAL BANK OF CANADA NY CERT DEPOS	0.490% 02/08/2013	78009NDY9	A-1+	P-1	02/08/12	02/10/12	700,000.00	0.49	2,524.86	700,000.00	700,379.05
STANDARD CHARTERED BANK NY CERT DEPOS	0.650% 03/18/2013	85325BOV9	A-1+	P-1	09/19/12	09/21/12	1,650,000.00	0.65	1,221.46	1,650,000.00	1,651,275.95
WESTPAC BANKING CORP NY (FLOAT) CD	1.387% 02/14/2014	96121TLT3	AA-	Aa2	02/14/12	02/16/12	1,300,000.00	1.47	3,956.80	1,300,000.00	1,310,270.00
Security Type Sub-Total							3,650,000.00	0.91	7,703.12	3,650,000.00	3,661,925.00

Managed Account Sub-Total							68,166,416.72	0.67	185,575.86	67,961,543.72	68,258,108.89
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Securities Sub-Total							\$68,166,416.72	0.67%	\$185,575.86	\$67,961,543.72	\$68,258,108.89
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Accrued Interest									\$185,575.86		
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Total Investments										\$68,443,684.75	
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CITY OF ANTIPOCH, CA - 04380500

Managed Account Security Transactions & Interest

For the Month Ending October 31, 2012

Transaction Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY										
10/15/12	10/18/12	JPMORGAN CHASE & CO GLOBAL NOTES	46623ER1	1,650,000.00	(1,649,323.50)	0.00	(1,649,323.50)			
		DTD 10/18/2012 1.100% 10/15/2015								
10/18/12	10/25/12	BANK OF NEW YORK MELLON (CALLABLE)	06406HCD9	425,000.00	(424,562.25)	0.00	(424,562.25)			
		DTD 10/25/2012 0.700% 10/23/2015								
10/23/12	10/26/12	US TREASURY N/B	912828TF7	250,000.00	(249,287.11)	(73.88)	(249,360.99)			
		DTD 07/31/2012 0.125% 07/31/2014								
10/23/12	10/26/12	US TREASURY NOTES	912828NP1	325,000.00	(337,098.63)	(1,344.60)	(338,443.23)			
		DTD 08/02/2010 1.750% 07/31/2015								
Transaction Type Sub-Total				2,650,000.00	(2,660,271.49)	(1,418.48)	(2,661,689.97)			
INTEREST										
10/01/12	10/01/12	MONEY MARKET FUND	MONEY0002	0.00	0.00	0.39	0.39			
		CATERPILLAR FINANCIAL SE CORP	14912L4T5	250,000.00	0.00	2,062.50	2,062.50			
		NOTE								
		DTD 04/01/2011 1.650% 04/01/2014								
10/15/12	10/15/12	WAL MART STORES INC. CORP NOTES	93114ZDA8	405,000.00	0.00	3,290.63	3,290.63			
		DTD 04/18/2011 1.625% 04/15/2014								
Transaction Type Sub-Total				655,000.00	0.00	5,353.52	5,353.52			
SELL										
10/15/12	10/18/12	US TREASURY NOTES	912828NP1	50,000.00	51,953.13	187.84	52,140.97	(27.34)	74.74	FIFO
		DTD 08/02/2010 1.750% 07/31/2015								
10/15/12	10/18/12	US TREASURY NOTES	912828NP1	1,500,000.00	1,558,593.75	5,635.19	1,564,228.94	(703.13)	5,445.54	FIFO
		DTD 08/02/2010 1.750% 07/31/2015								
10/18/12	10/25/12	US TREASURY NOTES	912828NP1	410,000.00	425,166.80	1,676.77	426,843.57	(1,073.05)	(131.36)	SPEC LOT
		DTD 08/02/2010 1.750% 07/31/2015								
10/23/12	10/26/12	SAN FRANCISCO CITY & CNTY, CA GO BONDS	797646PV2	300,000.00	336,063.00	5,458.33	341,521.33	(5,250.00)	5,174.53	SPEC LOT
		DTD 11/30/2011 5.000% 06/15/2015								



PFM Asset Management LLC



Managed Account Security Transactions & Interest

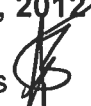

For the Month Ending **October 31, 2012**

CITY OF ANTIOCH, CA - 04380500

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
SELL											
	10/23/12	10/26/12	SAN FRANCISCO CTTY & CNTY, CA GO BONDS	797646PU4	230,000.00	247,588.10	4,184.72	251,772.82	(7,406.00)	1,451.70	SPEC LOT
	DTD 11/30/2011 5.0009% 06/15/2014										
Transaction Type Sub-Total						2,490,000.00	2,619,364.78	17,142.85	2,636,507.63	(14,459.52)	12,015.15
Managed Account Sub-Total						(40,906.71)	21,077.89	(19,828.82)	(14,459.52)	12,015.15	
Total Security Transactions						(\$40,906.71)	\$21,077.89	(\$19,828.82)	(\$14,459.52)	\$12,015.15	



**STAFF REPORT TO THE MAYOR AND CITY COUNCIL
FOR CONSIDERATION AT THE MEETING OF DECEMBER 11, 2012**

FROM: Alan Barton, Director of Information Systems 
REVIEWED BY: Jim Jakel, City Manager 
DATE: December 11, 2012
SUBJECT: Consideration of Bids for the Council Chambers Audio and Visual System Renovation (P.W. 247-0)

RECOMMENDATION

It is recommended City Council award the project to the low bidder, Quality Sound, in the amount of \$176,000.00.

BACKGROUND INFORMATION

On December 4, 2012, three (3) bids were received and opened as shown on the attached tabulation. The low bid was submitted by Quality Sound of Stockton in the amount of \$176,000.00. The bids have been checked and found to be without any errors or omissions.

FINANCIAL IMPACT

Funding is provided via the City's PEG (Public, Educational and Government) account; there will be no impact to the General Fund for this project.

OPTIONS

None considered at this time.

ATTACHMENTS

A: Tabulation of Bids

12-11-12

ATTACHMENT "A"

CITY OF ANTIOCH TABULATION OF BIDS

JOB TITLE: Council Chambers A/N System Renovation
(P.W. 247-O)

BIDS OPENED: December 4, 2012 ~ 2:00 p.m.
City Council Chambers

Engineer's Estimate	Quality Sound Stockton	PCD Santa Rosa	CCS Presentation Systems, Inc. San Jose
\$250,000.00	\$176,000.00	\$185,489.00	\$199,850.00
TOTAL BID PRICE			

<i>Quality Sound</i>	<i>PCD</i>	<i>CCS Presentation Systems, Inc.</i>
<u>None</u>	<u>None</u>	Acoustics United Acoustics

**STAFF REPORT TO THE MAYOR AND CITY COUNCIL FOR CONSIDERATION AT
THE COUNCIL MEETING OF DECEMBER 11, 2012**

FROM: Michelle Fitzer, Human Resources/Economic Development Director

DATE: December 4, 2012

**SUBJECT: RESOLUTION APPROVING AMENDMENTS TO THE CLASSIFICATION
AND COMPENSATION PLANS TO IMPLEMENT THE PUBLIC WORKS
DEPARTMENT REORGANIZATION AS ADOPTED BY THE CITY
COUNCIL JUNE 26, 2012**

RECOMMENDATION

It is recommended that the City Council adopt a resolution approving amendments to the classification and compensation plans to implement the Public Works Department reorganization, as adopted by the Council June 26, 2012.

BACKGROUND

At the June 26, 2012, meeting the Council approved a reorganization within the Public Works Department as part of the FY 2012/13 budget. Attached is a copy of the organization chart reflecting the new department structure.

As you can see, several Fiscal Year 2012/13 funded positions have remained vacant. Some of these positions will be eliminated, and their funding utilized to pay for the cost increases associated with actions proposed herein. Although the cost for some positions will be increasing, the Financial Impact section of this report will illustrate that the overall budget impact is a net *reduction* of \$101,910 to the General Fund, with a total impact to the Public Works budget of \$23,012 spread across all other funds.

Because of the contraction that the organization in general has experienced over the last several years, employees who remain have been tasked with performing many different assignments previously allocated to a number of staff members. Specifically in the Public Works Department, several significant changes have occurred since 2008.

- Five (5) management positions in streets, fleet maintenance, parks and medians, and the Antioch Marina divisions have been eliminated.
- The Engineering and Development Services Division was transferred to Public Works, and the Public Works Director was tasked with serving as the City Engineer.
- The Capital Improvements Department was also reassigned to Public Works, including management of the City's Water Rights.
- The recent retirements of both the Collections/NPDES Division Superintendent and Supervisor, the Deputy Public Works Director has assumed responsibility for oversight of this division.

In looking at the classification plan amendments being proposed to finalize the approved reorganization, attached to this report are four (4) draft class specifications for adoption. All of them reflect changes in the organization's operations and consolidation of duties from multiple classifications. They are:

- **Public Works Director/City Engineer.** The Public Works Director description did not reflect actual operational areas of responsibility, as currently assigned. The primary changes were made to incorporate the City Engineer functions, capital improvement division and program as well as management of the City's water rights. This position is filled by Ron Bernal.
- **Deputy Public Works Director.** This description was updated to incorporate the collections systems, NPDES, landscape, facilities, fleet, streets and marina. This position is filled by Mike Bechtholdt.
- **Assistant City Engineer.** This description was updated to reflect the Capital Improvement Projects responsibilities. In addition, registration as a Professional Traffic Engineer and registration as a Practicing Land Surveyor have been added as desirable qualifications. This position is budgeted but vacant. Once the description and associated salary range is adopted a recruitment will be opened.
- **Operations Supervisor.** This classification is a combination of several other classes. Specifically, duties have been incorporated from the Fleet Supervisor, Landscape and Facilities Superintendent, Street Supervisor, and Harbormaster descriptions. Currently Street Supervisor Rod Ullman is serving in an Acting capacity. Upon approval of this description and salary range, Mr. Ullman will be reclassified.

Moving to the compensation plan amendments, the salaries for these four classifications were evaluated based strictly on internal equity comparisons. Clearly the City is not in a position at this time to complete a comprehensive compensation study, nor do we have the financial ability to adjust salaries based on comparison to similar classes in other jurisdictions, also known as external equity comparisons.

The following salary ranges are proposed (at the full 40 hour workweek rate):

- **Public Works Director/City Engineer** - \$10,466 - \$12,721. This matches the Community Development Director's range.
- **Deputy Public Works Director** - \$8,218 - \$9,989. This is 10% above the incumbent's current salary range.
- **Assistant City Engineer** - \$8,629 - \$10,488. This is 5% above the Deputy Director's proposed salary range.
- **Operations Supervisor** - \$6,210 - \$7,548. This is 10% above the Fleet Supervisor's current salary range.

Of course, at this time the actual compensation rates will be reduced by ten percent (10%) to reflect the current furlough.

All of these classifications are represented by the Management bargaining unit. The draft descriptions and salary ranges have been discussed and agreed upon with the Management unit representative.

Approval of the recommended classification and compensation plan amendments will solidify the Public Works Department's management structure, and permit the orderly recruitment and filling of other funded vacancies within the department.

FINANCIAL IMPACT

The total impact to the Public Works Department FY 2012/13 budget is an increase of \$23,012 across all of the special Enterprise Funds (Water, Sewer, NPDES, Marina, etc.). However, because of the ability to reallocate the costs of these four positions across all of the special Enterprise Funds, there is an annualized savings to the General Fund of \$101,910.

This is not a dollar value savings. As indicated above, the dollar value increased by \$23,012. This \$101,910 is savings to the budgeted General Fund costs. The savings are realized because of the ability to charge payroll costs for employees who were previously allocated more to the General Fund over to the Enterprise Funds. This reallocation of payroll costs is completely valid because these employees are now responsible for functions funded by these Enterprise Funds. If we had retained the employees whose positions have been eliminated, they would have been charged to these Enterprise Funds based on their assigned responsibilities.

The fiscal year 2012/13 budget will be amended through the upcoming budget sessions.

ATTACHMENTS

- A. Resolution Approving Amendments to the Classification and Compensation Plans
- B. Public Works Department Organization Chart
- C. Public Works Director/City Engineer Draft Job Description
- D. Deputy Public Works Director Draft Job Description
- E. Assistant City Engineer Draft Job Description
- F. Operations Supervisor Draft Job Description

RESOLUTION NO. 2012/

RESOLUTION APPROVING AMENDMENTS TO THE CLASSIFICATION AND COMPENSATION PLANS TO IMPLEMENT THE PUBLIC WORKS DEPARTMENT REORGANIZATION

BE IT RESOLVED by the City Council of the City of Antioch as follows:

Section 1. That the class specifications for the classifications of Public Works Director/City Engineer, Deputy Public Works Director, Assistant City Engineer, and Operations Supervisor, attached hereto as Exhibits "C", "D", "E" and "F"; be approved and added to the City of Antioch Employees' Classification System; and

Section 2. That the salary ranges below are approved and the City of Antioch Compensation Plan is amended; and

Public Works Director/City Engineer	\$10,466 - \$12,721
Deputy Public Works Director	\$ 8,218 - \$ 9,989
Assistant City Engineer	\$ 8,629 - \$10,488
Operations Supervisor	\$ 6,210 - \$ 7,548

Section 3. That copies of this resolution be certified to all holders of the City of Antioch Employees' Classification System.

* * * * *

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 11th day of December, 2012, by the following vote:

AYES:

NOES:

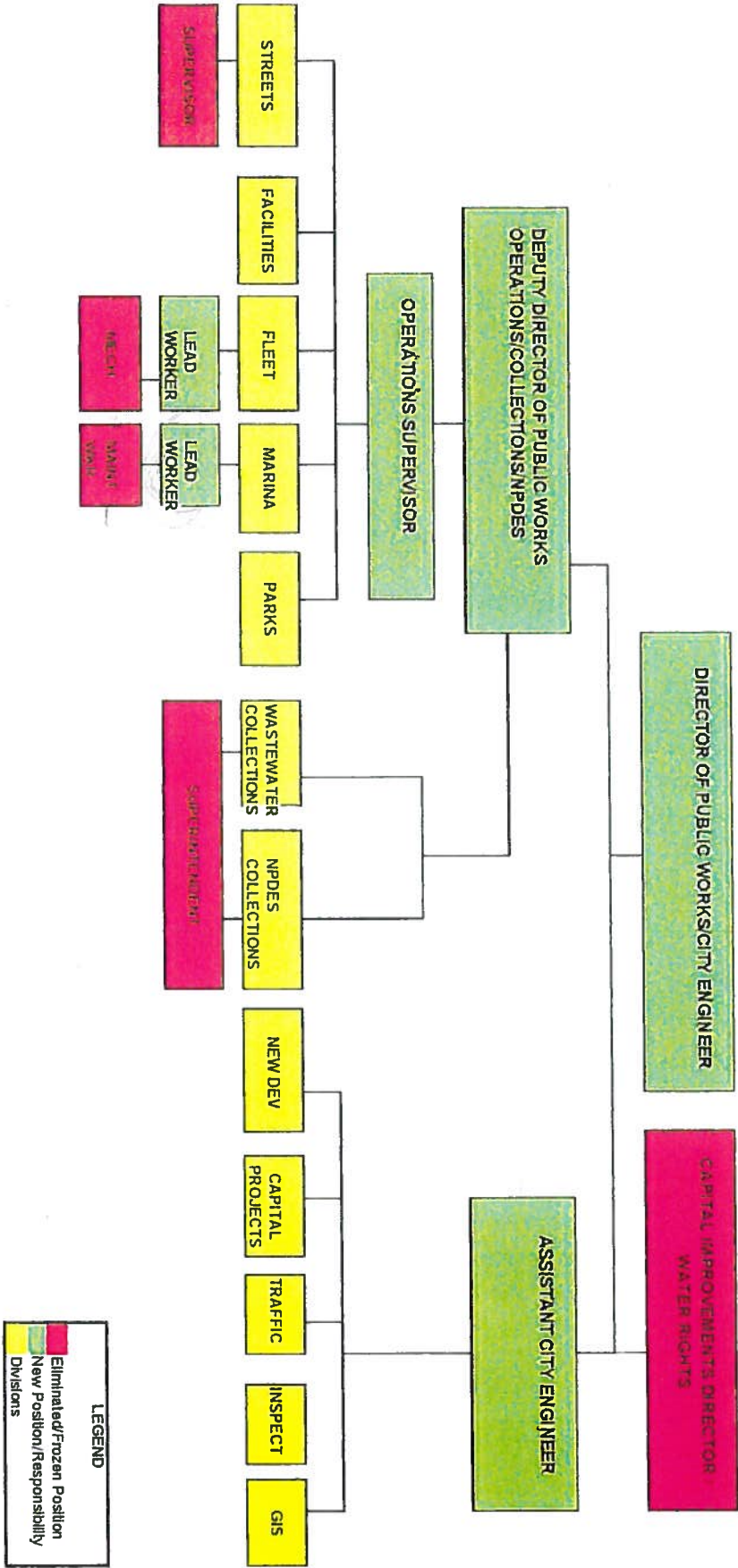
ABSENT:

CITY CLERK OF THE CITY OF ANTIOCH



Proposed Public Works Reorganization July 2012

PUBLIC WORKS OPERATIONS/COLLECTIONS/ENGINEERING AND DEVELOPMENT SERVICES/CIP DIVISIONS
Re-Organization Chart



LEGEND

- Eliminated/Frozen Position
- New Position/Responsibility
- Divisions

PUBLIC WORKS DIRECTOR/CITY ENGINEER

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under general administrative direction, plans, directs, manages, and oversees the activities and operations of the Public Works Department including water treatment and distribution, wastewater collection, storm drain and channel maintenance, street maintenance, signs, striping, and street light maintenance, fleet services, parks maintenance, facilities maintenance, geographic information systems, and marina operations; engineering development, design, review and construction inspection for new development and facility expansion and improvement and utility infrastructure rehabilitation; protects and advances the City's water rights; develops and implements short and long term goals for the department; coordinates assigned activities with other departments and outside agencies; and provides highly responsible and complex administrative support to the City Manager.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assume full responsibility for all Public Works Department services and activities including the management of crews in water treatment and distribution, wastewater collection, storm drain and channel maintenance, street maintenance, signs, striping, and street light maintenance, fleet services, parks maintenance, facilities maintenance, geographic information systems, and marina operations; traffic and land use engineering; engineering plan check, design, review and construction inspection; assume full management responsibility for protecting and advancing the City's water rights.
2. Manage the development and implementation of departmental goals, objectives, and priorities for each assigned service area; recommend and administer policies and procedures.
3. Establish, within City policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly.
4. Assess and monitor work load, administrative and support systems, and internal reporting relationships; identify opportunities for improvement; direct and implement changes.
5. Plan, direct, and coordinate, through subordinate level staff, the Public Works Department's work plan; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with key staff to identify and resolve problems.

6. Select, train, motivate, and evaluate assigned personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
7. Oversee and participate in the development and administration of the department budget; approve the forecast of funds needed for staffing, equipment, materials, and supplies; approve expenditures and implement budgetary adjustments as appropriate and necessary; prepare requests for proposals; administer agreements for consulting services; conduct research and prepare reports; prepare the capital budget for water, sewer, storm drain, traffic and street reconstruction and repair projects; obtain and manage state and federal grants.
8. Administer assessment districts.
9. Initiate, direct, and/or conduct special studies related to activities of the department and submit recommendations on projects and programs to the City Manager.
10. Plan, program and direct all City Capital Improvement Projects; implement design and construction of Capital Improvement Projects by City staff and consultant engineers.
11. Administer special City projects, including expansion of water plant facilities and construction of major facilities.
12. Review and assign engineering work to assure the overall quality of the professional engineering.
13. Develop alternative water sources to support the City's water utility.
14. Review and update the City's water and wastewater rate structures to support current utility programs and development of future projects.
15. Review and approve all contractual proposals for activities involved in the City's engineering and construction efforts.
16. Establish and maintain systems and procedures for professional and construction contract control and administration.
17. Coordinate training and safety programs; direct the development of in-service training programs designed to maintain the department's safety record and to increase department efficiencies.
18. Assume responsibility for environmental and regulatory compliance issues and ensure maintenance activities conform to and meet regulatory compliance as required by federal, state, and local codes.
19. Monitor the condition of the City's infrastructure, including buildings, collection system, storm drain system, streets, vehicle fleet, and other related facilities and equipment for maintenance, repair, and replacement.
20. Facilitate, develop, and implement short and long term goals for each assigned division.

21. Provide staff assistance to the City Manager; prepare and present staff reports and other necessary correspondence.
22. Represent the Public Works Department to other departments, elected officials, and outside agencies; coordinate assigned activities with those of other departments and outside agencies and organizations; establish and maintain liaison with appropriate governmental agencies, private firms, organizations or individuals to assist in achieving City objectives and ensuring compliance with appropriate laws and technical standards affecting engineering and construction activities.
23. Explain, justify, and defend department programs, policies, and activities; negotiate and resolve sensitive and controversial issues.
24. Participate on a variety of boards, commissions, and committees; make presentations to the City Council, commissions and other groups, as necessary.
25. Attend and participate in professional group meetings; maintain awareness of new trends and developments in the field of public works; incorporate new developments as appropriate.
26. Respond to and resolve difficult and sensitive citizen inquiries and complaints.
27. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Operations, services, and activities of a comprehensive public works program including water treatment and distribution, wastewater collection, storm drain and channel maintenance, street maintenance, signs, striping, and street light maintenance, fleet services, parks maintenance, facilities maintenance, geographic information systems, and marina operations.
- Advanced principles and practices of civil engineering, program development and administration.
- Modern principles, practices, and techniques of public works administration, organization and operation; design, construction and inspection of municipal public works projects.
- Modern methods, tools, equipment, materials, and work practices utilized in the design, installation, operation, maintenance, and repair of public works facilities and systems including that of wastewater collection and water and treatment facilities.
- Principles and practices of public relations.
- Occupational hazards and standard safety practices.
- Principles and practices of municipal budget preparation and administration.
- Principles of supervision, training, and performance evaluation.
- Principles and laws governing public works contract administration and public safety
- Applicable state and federal grant program procedures, requirements and administration.

- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

- Manage and direct a comprehensive public works and engineering program.
- Develop and administer departmental goals, objectives, and procedures.
- Analyze and assess programs, policies, and operational needs and make appropriate adjustments.
- Identify and respond to sensitive community and organizational issues, concerns, and needs.
- Plan, organize, direct, and coordinate the work of lower level staff.
- Delegate authority and responsibility.
- Select, supervise, train, and evaluate staff.
- Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
- Research, analyze, and evaluate new service delivery methods and techniques.
- Explain City practices and objectives to appropriate public and private agencies, organizations and individuals.
- Make complex structural, hydraulic and other engineering calculations.
- Establish and maintain systems needed for control of work quality and quantity.
- Conduct comprehensive engineering analysis of construction and public works problems.
- Facilitate group participation and consensus building.
- Prepare clear and concise administrative and financial reports.
- Prepare and administer large and complex budgets.
- Interpret and apply applicable federal, state, and local policies, laws, and regulations.
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work in civil engineering or a closely related field.

Experience:

Six years of broad, extensive and increasingly responsible experience in civil engineering and public works development and maintenance activities or related service delivery operations, including three years of management and administrative responsibility.

License or Certificate:

Possession of an appropriate driver's license.

Possession of Certificate of Registration as a Professional Engineer in the State of California.

Possession of Registration as a Practicing Land Surveyor in the State of California is desirable.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting with some travel to different sites; incumbents may be required to work extended hours including evenings and weekends and may be required to travel outside City boundaries to attend meetings.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

FLSA: Exempt

May 2002

Revised: November 2012

This class specification identifies the essential functions typically assigned to positions in this class. Other duties not described may be assigned to employees in order to meet changing business needs or staffing levels but will be reasonably related to an employee's position and qualifications. Other duties outside of an individual's skill level may also be assigned on a short term basis in order to provide job enrichment opportunities or to address emergency situations.

DEPUTY PUBLIC WORKS DIRECTOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under administrative direction, directs, manages, supervises, and coordinates the activities and operations of the Operations Division and Collection Systems/NPDES Division within the Public Works Department including streets, fleet, parks and landscape, facilities and marina sections, wastewater and storm water systems; coordinates assigned activities with other divisions, departments, and outside agencies; provides highly responsible and complex administrative support to the Public Works Director; and serves as second in charge of the Public Works Department and acts as the Public Works Director in his/her absence.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Participate in the overall management of the Public Works Department; assume day-to-day management responsibility for the Operations Division including streets, fleet, parks and landscape, facilities and marina sections; wastewater and storm water systems for the Collections Systems/NPDES Division.
2. Manage and participate in the development and implementation of goals, objectives, policies, and priorities for assigned service areas, programs, and operations; recommend and administer policies and procedures.
3. Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; recommend, within departmental policy, appropriate service and staffing levels.
4. Plan, direct, coordinate, and review the work plan for operations staff; assign work activities, projects, and programs; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.
5. Select, train, motivate, and evaluate personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
6. Oversee and participate in the development and administration of the division's annual budget; in association with the Public Works Director, participate in the development and administration of the Public Works Department budget; participate in the forecast of funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures; implement adjustments.
7. Oversee and administer the daily operations of the streets, fleet, parks and landscape, facilities and marina sections; and wastewater and storm water systems division in compliance with guidelines, requirements, and regulations; oversee the submittal of required reports.
8. Oversee the establishment, implementation, and monitoring of a preventive maintenance program with responsibility for division staff and equipment to include inspection, cleaning, and repair of the City's assets relating to the wastewater collection and storm water systems.
9. Oversee preparation and submittal of regular operations and maintenance reports and required regulatory reports to consultant and local, state, and federal agencies; ensure compliance with local, state, and federal regulations.

10. Establish management reporting systems and ensure the availability of accurate data for the Computerized Maintenance Management System (CMMS); work with engineering staff to develop and implement capital projects for improvements and expansion of the collection and storm water systems.
11. Develop bid specs and obtain and review bids for chemicals, supplies, and outside contractual services; monitor and approve equipment purchases; order supplies and initiate purchase orders; assist staff in developing specification as necessary.
12. Serve as the liaison for the Operations and Collections Systems/NPDES Divisions with other divisions, departments, and outside agencies; negotiate and resolve sensitive and controversial issues.
13. Oversee and inspect public works facilities and infrastructures; visits work sites to monitor progress and quality of work performed, provide direction, and assist in resolving problems encountered in the field.
14. Oversee safety programs for assigned sections and work groups; assist with action planning for safety programs.
15. Serve as the liaison for the Operations Division with other divisions, departments, and outside agencies; negotiate and resolve sensitive and controversial issues.
16. Serve as staff on a variety of boards, commissions, and committees; prepare and present staff reports and other necessary correspondence.
17. Provide responsible staff assistance to the Public Works Director; conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to planning programs, policies, and procedures as appropriate.
18. Attend and participate in professional group meetings; maintain awareness of new trends and developments in the field of public works; incorporate new developments as appropriate.
19. Respond to and resolve difficult and sensitive citizen inquiries and complaints.
20. Serve as the Public Works Director as required.
21. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Operational characteristics, services, and activities of assigned public works maintenance operations and program areas including street maintenance, fleet services, parks and landscape maintenance, facility maintenance and marina maintenance; a comprehensive municipal collections system and NPDES program functions and program areas.
- Advanced methods, practices, procedures and materials used in the construction maintenance, operation, repair and improvement of municipal street, fleet, parks and landscape, facilities and marina; wastewater collection, storm channels and related facilities.
- Principles and practices of program development and administration.
- Principles and practices of municipal budget preparation and administration.
- Principles of supervision, training, and performance evaluation.
- Principles and practices of project management, administration, and coordination.

- Modern methods, tools, equipment, materials, and work practices utilized in public works maintenance operations and service areas including street maintenance, fleet services, and parks maintenance.
- Types and level of maintenance and repair activities generally performed in a public works maintenance operations and program areas, including street maintenance, fleet services, and parks maintenance.
- Geography and public works systems of the City.
- Principles of business letter writing and report preparation.
- Occupational hazards and standard safety precautions.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

- Oversee and participate in the management of multiple sections, work groups, and/or service areas within a comprehensive public works operations division, collection systems, and NPDES program.
- Oversee, direct, and coordinate the work of lower level staff.
- Select, supervise, train, and evaluate staff.
- Participate in the development and administration of goals, objectives, and procedures for assigned areas of responsibility.
- Research, analyze, and evaluate new service delivery methods and techniques.
- Prepare and administer program budgets.
- Prepare clear and concise administrative and financial reports.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Oversee and participate in the completion of data, maintenance of records and files, and the preparation of clear and concise administrative and financial reports.
- Interpret and apply federal, state, and local policies, laws, and regulations.
- Understand the organization, operation, and services of the City and of outside agencies as necessary to assume assigned responsibilities.
- Ensure adherence to established safety rules, regulations and guidelines.
- Oversee and participate in the provision of a high level of customer service to internal and external customers.
- Respond to requests and inquiries from the general public; tactfully and courteously represent the Public Works Department during public contacts.
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work in construction, business administration, public administration, or a closely related field.

Experience:

Six years of broad and extensive experience in public works development and maintenance activities or related service delivery operations, including two years of administrative and supervisory responsibility.

License or Certificate:

Possession of an appropriate, valid driver's license.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting with some travel to different sites; incumbents may be exposed to inclement weather conditions; incumbents may be required to work extended hours including evenings and weekends and may be required to travel outside City boundaries to attend meetings.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

FLSA: Exempt

Adopted October 2010
Revised: November 2012

This class specification identifies the essential functions typically assigned to positions in this class. Other duties not described may be assigned to employees in order to meet changing business needs or staffing levels but will be reasonably related to an employee's position and qualifications. Other duties outside of an individual's skill level may also be assigned on a short term basis in order to provide job enrichment opportunities or to address emergency situations.

ASSISTANT CITY ENGINEER

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under administrative direction, directs, manages, supervises, and coordinates the activities and operations of the Engineering & Development Services and Capital Improvement Divisions within the Public Works Department including land development, traffic and transportation engineering, and capital projects engineering; coordinates assigned activities with other divisions, departments, and outside agencies; and provides highly responsible and complex administrative support to the Director of Public Works/City Engineer.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assume management responsibility for the City engineering services and activities performed by the Engineering & Development Services and Capital Improvement Divisions including land development, engineering design and administration of the Subdivision Map Act, traffic and transportation engineering activities, implement design and construction of all capital improvement projects by staff or consultant engineers; the City's storm water program (NPDES); the City's Assessment Districts; and the City's construction inspection program.
2. Perform advanced levels of traffic engineering studies; complaint investigation; plan review; signal system design, monitoring and control; field engineering and inspection of signals and other traffic control devices.
3. Manage and participate in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommend and administer policies and procedures.
4. Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; recommend, within departmental policy, appropriate service and staffing levels.
5. Plan, direct, coordinate, and review the work plan for engineering staff; assign work activities, projects, and programs; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.
6. Select, train, motivate, and evaluate engineering personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
7. Oversee and participate in the development and administration of each division's annual budget; participate in the forecast of funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures; implement adjustments.
8. Coordinate activities with planners, building inspectors and other City staff; to advise the Planning Commission and other City boards and commissions.
9. Oversee all activities related to subdivision plan checking; improvement construction; traffic engineering; the storm water program; design and construction activities; and contract proposals

for activities involved in the City's engineering and construction activities; and insure the overall quality of professional engineering.

10. Conduct comprehensive engineering analysis of land development, traffic, and storm water related problems.
11. Establish benefit districts within the City and determine how costs will be distributed.
12. Plan and track projects.
13. Establish and maintain liaison with appropriate governmental agencies, private firms, organizations or individuals to assist in achieving City objectives and ensuring compliance with appropriate laws and technical standards affecting engineering activities; negotiate solutions to disputes between the City and developers or other parties.
14. Serve as staff on a variety of boards, commissions, and committees; prepare and present staff reports and other necessary correspondence; make presentations to the City Council, Planning Commission, Design Review Board and other groups as necessary.
15. Provide responsible staff assistance to the department Director; conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to engineering programs, policies, and procedures as appropriate.
16. Attend and participate in professional group meetings; maintain awareness of new trends and developments in the fields of transportation and land development engineering; incorporate new developments as appropriate.
17. Respond to and resolve difficult and sensitive citizen inquiries and complaints.
18. May act as Director of Public Works/City Engineer in the Director's absence.
19. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Operational characteristics, services, and activities of a land development engineering program.
- Principles and practices of civil engineering, including planning, plan checking, construction, and inspection.
- Principles and practices of program development and administration.
- Advanced principles and practices of traffic and transportation engineering, design, operation, and maintenance.
- Principles and practices of civil engineering, including their application to the design, construction and inspection of municipal public works.
- Principles and laws governing public works contract administration and public safety.
- Principles and practices of municipal budget preparation and administration.
- Principles of supervision, training, and performance evaluation.
- Methods and techniques of public relations.

- Land development including planning and analysis of engineering systems needed for the use of land including streets, highways, sewage, water facility, storm drains, grading, land use and utilities.
- Construction inspection, materials and methods.
- Occupational hazards and standard safety practices.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

- Oversee and participate in the management of a comprehensive land development engineering program.
- Oversee, direct, and coordinate the work of lower level staff.
- Select, supervise, train, and evaluate staff.
- Participate in the development and administration of division goals, objectives, and procedures.
- Prepare and administer large program budgets.
- Prepare clear and concise administrative and financial reports.
- Prepare and administer assessment districts and land-based financing districts.
- Explain City practices and objectives to appropriate public and private agencies, organizations and individuals.
- Deal tactfully and effectively with the public, staff, other public and private agencies, contractors and private engineers.
- Make complex structural, hydraulic, traffic and other engineering calculations
- Make clear, concise and accurate public oral presentations.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Research, analyze, and evaluate new service delivery methods and techniques.
- Interpret and apply federal, state, and local policies, laws, and regulations.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work in civil engineering or a related field.

Experience:

Five years of increasingly responsible civil engineering experience including two years of administrative and supervisory responsibility.

License or Certificate:

Possession of an appropriate, valid driver's license.

Possession of Registration as a Professional Civil Engineer in the State of California.

Possession of registration as a Professional Traffic Engineer in the State of California is desirable.

Possession of registration as a Practicing Land Surveyor in the State of California is desirable.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

FLSA: Exempt

April 1992

Revised: June 1997; November 2012

This class specification identifies the essential functions typically assigned to positions in this class. Other duties not described may be assigned to employees in order to meet changing business needs or staffing levels but will be reasonably related to an employee's position and qualifications. Other duties outside of an individual's skill level may also be assigned on a short term basis in order to provide job enrichment opportunities or to address emergency situations.

OPERATIONS SUPERVISOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under direction, directs, supervises, assigns, reviews, coordinates, and participates in the activities and operation of the Operations Division within the Public Works Department; functional areas of responsibility include Fleet, Streets, Landscape and Facilities, and the Antioch Marina. Ensures work quality and adherence to established policies and procedures; coordinates assigned activities with other divisions and outside agencies; maintains appropriate work records including time cards and work orders; serves as a technical resource for assigned work crews; performs the more technical and complex tasks relative to assigned area of responsibility; and provides highly responsible and complex administrative support to City management.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Plan, prioritize, assign, supervise, review, and participate in the work of staff responsible for performing a variety of skilled duties involved in minor and major repairs to and maintaining of automobiles, trucks, buses, motorcycles, tractors, mowers, and other heavy and light equipment; diagnose mechanical difficulties, prioritize work, and recommend required repair measures; dispatch mechanics to emergency repair jobs as necessary.
2. Plan, prioritize, assign, supervise, review, and participate in the work of staff responsible for the construction, maintenance, repair, and cleaning of City streets, street lights, curbs, gutters, storm drains, rights-of-way and related structures including street and sidewalk resurfacing, repairing, patching, and cleaning, as well as curb and gutter removal and replacement; provide advice and assistance in the installation and maintenance of City signs, road markings, stripings, and delineators; supervise the painting of street lines and crosswalks.
3. Establish schedules and methods for providing fleet maintenance services; identify resource needs; review needs with appropriate management staff; allocate resources accordingly.
4. Participate in the development of goals and objectives as well as policies and procedures; make recommendations for changes and improvements to existing standards, policies, and procedures; participate in the implementation of approved policies and procedures; monitor work activities to ensure compliance with established policies and procedures.
5. Participate in the selection of assigned staff; provide or coordinate staff training; plan, direct, coordinate, and review the work plan for all assigned staff; evaluate assigned personnel; work with employees to correct deficiencies; implement discipline procedures, as needed.
6. Establish and implement Division safety guidelines and programs; coordinate and prepare materials for safety meetings; ensure safety training of all staff and ensure work environment

is in compliance with government, safety and environmental standards.

7. Oversee and participate in the development and administration of assigned program budget(s); submit budget recommendations; monitor expenditures; write grant proposals; prepare and maintain various accounting systems for analyzing Operations Division assessment costs and associated fees.
8. Assume responsibility for assigned services and activities of the Antioch Marina, including visitor safety and service, marina maintenance, leasehold/property management.
9. Participate in CIP projects; ensure work is completed on time and within budget constraints.
10. Prepare cost estimates for Division work and repair activities.
11. Develop marketing and other advertising programs promoting the use of the Marina and marina-related facilities; prepare and manage Marina promotions.
12. Perform the more technical and complex tasks of the work unit including planning and coordinating the purchase, utilization, replacement, and disposal of City owned cars, trucks, and equipment; develop and prepare vehicle and equipment specifications for purchase as necessary; analyze and track vehicle replacement/repair costs; reading and interpreting complex construction plans and specifications.
13. Coordinate and schedule all federal, state, and county inspections including CHP bus inspections, Bit inspections, smoke check inspections, and smog inspections.
14. Oversee and participate in performing fuel island pump maintenance and vapor recovery system repair and testing; oversee fuel dock operation; monitor fuel sales; order fuel; maintain the Division's computerized maintenance management system and automated fuel system.
15. Prepare or review and maintain a wide variety of written reports and records including time sheets, work orders, and maintenance requests; input information into a computer system; prepare statistical and/or analytical reports on operations and activities as necessary.
16. Maintain inventory for the fleet maintenance section; participate in ordering equipment and supplies as necessary.
17. Respond to and resolve difficult and sensitive citizen inquiries and complaints in an efficient and timely manner; respond to emergency situations as necessary; respond to emergency call outs, while in an "on-call" status or otherwise directed.
18. Coordinate assigned Operations Division activities with those of other divisions, departments, and outside agencies and organizations.
19. Oversee, coordinate, and inspect the work of contractors and staff in assigned functional areas.
20. Monitor Division work sites to ensure adherence to safe work practices and procedures; check sidewalks, streets, curbs, gutters, signs, legends, and related systems and facilities for needed maintenance and repairs; respond to and resolve complex work related or equipment operating problems.

21. Attend and participate in professional group meetings; maintain awareness of new trends and developments in the fields related to the Operations Division; incorporate new developments as appropriate into programs; serve as staff on a variety of boards, commissions, and committees; prepare and present staff reports and other necessary correspondence.
22. Maintain inventory control; solicit bids and prepare specifications for purchasing of supplies, equipment and materials; seek alternative forms of funding; prepare and manage materials and labor for City festivals and special events.
23. Assist with new development designs; read and interpret engineering plans; develop project budgets; solicit bids from contractors and make recommendations for new construction; manage and oversee contracts and projects; provide basic plan checking for compliance with specifications; review change orders.
24. Coordinate, organize, and implement public participation in Division related improvement and maintenance programs; meet with community groups, clubs, organization and agencies to explain and promote Division related programs.
25. Provide responsible staff assistance to the Public Works Director and Deputy Director; conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to programs, policies, and procedures within functional areas of responsibility, as appropriate.
26. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Operations, services, and activities of a municipal Public Works Operations Division, including fleet, streets, landscape and facilities, and municipal marina operations.
- Advanced principles and practices of vehicle and equipment maintenance and repair; design, construction, maintenance and repair of parks, landscaped areas, and related facilities; and marina operations.
- Theories, principles, techniques and equipment used in vehicle and equipment maintenance and repair.
- Methods and techniques of performing preventive maintenance including preventive maintenance inspection methods.
- Advanced methods and techniques of performing diagnostic troubleshooting services.
- Advanced methods and techniques of metal fabrication and welding.
- Computerized fleet maintenance management systems.
- Principles of mathematics.
- Operational characteristics of standard maintenance equipment.
- Principles, practices, rules and codes relating to work safety management.
- Acquisition and disposal practices of vehicles and equipment.
- Principles of supervision, training, and performance evaluation.
- Basic principles and practices of municipal budget preparation and administration.
- Principles and procedures of record keeping.

- Principles of business letter writing and basic report preparation.
- Occupational hazards and standard safety procedures.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Pertinent local, state and federal laws, ordinances, codes, regulations, and rules, including those related to boating and waterway environmental issues, pesticide, herbicide and related hazardous materials management.

Ability to:

- Coordinate and direct operations and activities of the Operations Division, including management of a municipal marina.
- Supervise, organize, and review the work of assigned staff involved in the Operations Division.
- Select, train, and evaluate staff.
- Recommend and implement goals, objectives, policies and procedures for providing street maintenance programs.
- Understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.
- Understand, interpret, and apply general and specific administrative and departmental policies and procedures as well as applicable federal, state, and local policies, laws, and regulations.
- Prepare clear and concise reports.
- Participate in the preparation and administration of assigned budgets.
- Analyze a complex issue and develop and implement an appropriate response.
- Research, analyze, and evaluate new and existing service delivery methods and standard operating procedures.
- Assess and meet community service needs; deal effectively with various segments of the community; develop and maintain harmonious public relations.
- Identify and interpret technical and numerical information.
- Maintain required work logs, record-related operational and maintenance data with use of various computer software programs.
- Prepare clear and concise written reports.
- Learn, interpret, and apply City, Department, and Division rules, regulations, policies and practices.
- Promote and enforce safe work and boating practices.
- Develop boating related promotional activities and programs.
- Follow written and oral directions.
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.
- Safely and effectively operate a variety of equipment, tools, and materials; drive and operate trucks and construction equipment; operate and have basic knowledge of a variety of boats, both sail and power.
- Plan and organize work to meet changing priorities and deadlines.
- Effectively represent the City to outside individuals and agencies to accomplish the goals and objectives of the unit.
- Effectively manage property and customers.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Work cooperatively with other departments, City officials, and outside agencies.
- Respond tactfully, clearly, concisely, and appropriately to inquiries from the public, City staff, or other agencies on sensitive issues in area of responsibility.

- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

Equivalent to the completion of the twelfth grade. Specialized training or college level course work in any of the related areas of responsibility is highly desired.

Experience:

Five years of increasingly responsible experience in managing multiple program areas and operational activities, including the performance of supervisory functions. Experience in fleet management is desired.

License or Certificate:

Possession of an appropriate Class A driver's license within six (6) months of appointment.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting and shop environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, and all types of weather and temperature conditions; exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; incumbents may be required to respond to emergency and public calls after hours including evenings and weekends.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting and in a shop environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to climb unusual heights on ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information.

FLSA: Exempt

Created: November 2012

This class specification identifies the essential functions typically assigned to positions in this class. Other duties not described may be assigned to employees in order to meet changing business needs or staffing levels but will be reasonably related to an employee's position and qualifications. Other duties outside of an individual's skill level may also be assigned on a short term basis in order to provide job enrichment opportunities or to address emergency situations.

**STAFF REPORT TO THE MAYOR AND CITY COUNCIL
FOR CONSIDERATION AT THE MEETING OF DECEMBER 11, 2012**

PREPARED BY: Scott Buenting, Associate Engineer, Capital Improvements Division 

REVIEWED BY: Ron Bernal, Director of Public Works/City Engineer 

DATE: December 3, 2012

SUBJECT: Resolution Accepting Work and Authorizing the City Engineer to File a Notice of Completion for the Hamlin Court Sewer Improvements (P.W. 249-13S)

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution accepting work, authorizing the Director of Public Works/City Engineer to File a Notice of Completion and authorizing the Director of Finance to make a final payment of \$39,212.10 plus retention of \$10,319.05 to be paid 35 days after recordation of the Notice of Completion.

BACKGROUND INFORMATION

On July 24, 2012, the City Council awarded a contract to D.R. Lemings Construction in the amount \$130,960.00 to replace the aging and undersized sanitary main beneath the Contra Costa Canal between Hamlin Court and slightly east of the intersection of Santa Barbara Way and Rio Grande Drive.

During construction of the improvements it was discovered that the existing facilities below the Contra Costa Canal differed from that which was shown on the "as built" drawings. Specifically, the annular space between the outside of the sewer main and the inside of the casing had been filled with concrete rather than with sand. The concrete fill material prevented the sewer pipe from being burst in-place or removed from the casing. In order to replace the sewer main crossing the canal, a new steel casing was constructed parallel to the existing system.

On November 28, 2012, the contractor completed all work associated with this project.

FINANCIAL IMPACT

The final contract price for this project is \$206,380.90. The final contract price varies from the amount awarded predominately due to the additional cost and delays associated with construction of a new sewer pipe casing below the Contra Costa Canal. A total of \$250,000 of Sewer Facility Expansion funds have been allocated for this project.

OPTIONS

No options are suggested at this time.

ATTACHMENTS

- A: Resolution Accepting Work
- B: Notice of Completion

SB:lm

12-11-12

RESOLUTION NO. 2012/**

**RESOLUTION ACCEPTING WORK AND DIRECTING THE CITY ENGINEER
TO FILE A NOTICE OF COMPLETION AND AUTHORIZING FINAL
PAYMENT TO D.R. LEMINGS CONSTRUCTION
FOR THE HAMLIN COURT SEWER IMPROVEMENTS
(P.W. 249-13S)**

WHEREAS, the Engineer for said City has certified the completion of all work provided to be done under and pursuant to the contract between the City of Antioch and D.R. Lemings Construction, and;

WHEREAS, it appears to the satisfaction of this City Council that said work under said contract has been fully completed and done as provided in said contract and the plans and specifications therein referred to;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Antioch, that:

1. The above-described work is hereby accepted.
2. The City Engineer is directed to execute and file for record with the County Recorder, County of Contra Costa, a Notice of Completion thereof.
3. The Director of Finance is hereby directed to pay the Contractor a final payment in the amount of \$39,212.10 plus retention of \$10,319.05 to be paid 35 days after recordation of the Notice of Completion.

* * * * *

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 11th day of December, 2012 by the following vote:

AYES:

NOES:

ABSENT:

DENISE SKAGGS, City Clerk

Recorded at the request
of and for the benefit
of the City of Antioch

When recorded, return
to City of Antioch
Capital Improvements Division
P.O. Box 5007
Antioch, CA 94531-5007

NOTICE OF COMPLETION

FOR

**Hamlin Court Sewer Improvements
in the City of Antioch
(P.W. 249-13S)**

NOTICE IS HEREBY GIVEN that the work and improvements hereinafter described, the contract for which was entered into by and between the City of Antioch and D.R. Lemings Construction was completed on November 28, 2012.

The surety for said project was SureTec Insurance Company.

The subject project consisted of sewer main replacement and improvements located at Hamlin Court in the City of Antioch, California.

**THE UNDERSIGNED STATES UNDER PENALTY OF
PERJURY THAT THE ABOVE IS TRUE AND CORRECT**

Date

RON BERNAL, P.E.
Director of Public Works/City Engineer

**STAFF REPORT TO THE CITY COUNCIL
FOR CONSIDER AT THE MEETING OF DECEMBER 11, 2012**

Prepared by: Victor Carniglia, Consultant for the City of Antioch 

Date: December 5, 2012

Subject: Actions relating to the Northeast Antioch Annexation Concerning 1) A Corrected Resolution Initiating Annexation Applications for Area 2a and 2b, 2) Request for Waiver of LAFCO's Indemnity Requirement, and 3) Direction to Proceed on an Agreement with the County for City Services and Infrastructure to Annexation Area 2b

RECOMMENDATION:

Staff is recommending that the City Council take the following actions:

1. Adopt the attached updated resolution (Attachment 1) directing City staff to submit reorganization applications to LAFCO for Subareas 2a and 2b of the Northeast Antioch Area.
2. Request that LAFCO not impose its indemnity requirement on the City in the event that LAFCO makes the decision to waive the protest proceedings, as provided for under Government Code Section 56375.3, for Northeast Antioch Annexation Area 2b.
3. Request that LAFCO direct City and the County staffs to resume working together on an agreement to form a JPA or similar administrative mechanism, as agreed upon by both parties, for the purpose of providing Northeast Antioch Annexation Area 2b with City services and key infrastructure (water and sewer based on available funding) in the event LAFCO makes the decision not to waive the protest proceedings for Area 2b, and as a result of such protest proceedings Area 2b voters decide to remain in the County.

BACKGROUND/ANALYSIS:

Recommendation 1: Updated City Council Resolution

On June 12, 2012 the City Council adopted a resolution directing staff to submit annexation applications for Area 2a (the marinas north of Wilbur Avenue) and Area 2b (the older residential area in the general vicinity of Viera Avenue). This June 12, 2012 action was in response to a letter from LAFCO received by the City in May 2012 requesting that the City submit annexation applications for Areas 2a and 2b. The City was just recently informed by LAFCO staff that the resolutions the Council adopted on June 12, 2012 do not contain specific wording and findings required by LAFCO law.



12-11-12

The attached resolution (Attachment 1) contains the “corrected” language. The wording changes in the resolution have no material effect on the City’s annexation applications or the annexation process.

It should be noted that City staff, based on a conversation with LAFCO staff, made a decision to wait and submit the applications for Area 2a and 2b when all the application materials were prepared and complete. The tax transfer agreement, updated environmental document, indemnity agreement, and the rezoning are all required submittal requirements for a complete application. However, given the delays in reaching resolution on the tax transfer agreement, staff has gone ahead and submitted the still incomplete application for Area 2b and is in the process of compiling the available paperwork for Area 2a.

Recommendation #2: Indemnity Issue

As City Council may be aware, an applicant is required to indemnify LAFCO in the event there is a legal challenge to an action by LAFCO on the application. This indemnity provision has not been an issue in the past, as both the City and LAFCO have been in agreement on the various legal positions LAFCO has taken on City applications. However, there is a significant unresolved issue inherent in the annexation of Area 2b, as described in the following section that is obligating the City to request a waiver of LAFCO’s indemnity requirement.

There are currently over one hundred registered voters living within Area 2b. Under LAFCO law, the presence of this number of registered voters qualifies Area 2b as being “inhabited” (the cutoff number for an inhabited annexation being twelve or more registered voters). As an inhabited annexation, the registered voters would typically have the ability to “weigh” in and vote on the annexation by a protest hearing. If more than 50% of the registered voters opposed the annexation, then the annexation process for the area in question would be terminated.

However, under certain circumstances as defined in State law (Government Code Section 56375.3) under what is called the “island provision”, LAFCO has the authority to waive the “protest hearing process”. This waiver is a “tool” the State empowered LAFCO with in order to resolve boundary issues in certain situations. The end result of waiving the protest hearing process is that neither the property owners nor registered voters in the area being annexed have the ability to vote on the annexation. In such a situation under LAFCO law, LAFCO must approve the annexation without a vote of property owners or registered voters.

LAFCO staff, along with LAFCO legal counsel, has looked at this legal question of the applicability of the “island provision” to Area 2b. In a staff report prepared for the October 31, 2012 LAFCO meeting, LAFCO staff publicly presented a legal analysis of this question (a copy of this LAFCO staff report is included as Attachment B). While as with any legal issue it is not possible to say with certainty what the outcome will be, the general conclusion of the staff report is that LAFCO staff feels they would be on sound legal ground if LAFCO decided to waive the protest hearing process for Area 2b, with

the consequence being the registered voters/property owners would not vote on the annexation.

The City understands that LAFCO wants to complete the Northeast Antioch Annexation process as much as the City does, and that “reasonable minds” can differ on legal issues, particularly complex legal issues. However, in this instance, City staff and the City’s legal consulting team have significant concerns on the question of waiving the protest hearing process for Area 2b. Given these concerns, City staff cannot recommend that the City accept the significant legal exposure in the event the protest hearing process for Area 2b is waived. Given these circumstances the City is compelled to request an indemnity waiver from LAFCO. It should be noted that LAFCO, as a Commission, has not yet decided as to how they will ultimately process Area 2b.

One approach to address the differing legal opinions is for a “third party” legal counsel to be retained. The hope is that City and LAFCO staff can continue to work together with the goal of both parties reaching agreement on a single course of action for Area 2b.

Recommendation #3:

Prior to the October 31, 2012 LAFCO meeting, City staff and County staff were working together on the concept of putting an agreement in place whereby the City would provide full City services to Area 2b, along with critically needed sewer and water irrespective of whether Area 2b voted to annex. This approach would give LAFCO an option that would significantly lower the concerns about litigation. It would also address LAFCO’s concerns about Area 2b receiving City services and infrastructure, as both would be provided irrespective of whether Area 2b was annexed to the City. However, following the October 31, 2012 LAFCO meeting, the impetus to prepare such an agreement lessened as it was felt in part that such an agreement would not be needed in the context of LAFCO waiving the protest hearing process for Area 2b.

The City is simply requesting that LAFCO direct that the City and County staffs sit down and finalize such an agreement, so that LAFCO will have a viable option in deciding to how to best address Area 2b. The specifics of how much funding the City and the County would commit to Area 2b infrastructure would be worked out in the agreement.

FISCAL IMPACTS:

The fiscal impacts to the City and the region are potentially significant for the following reasons:

- The longer the annexation process takes the longer it will be until the City realizes property tax and other revenues from the annexation area. Once the new GenOn facility comes on line in mid 2013 and the land is reassessed, the amount of property tax generated in the annexation area will increase significantly higher.
- The challenges that may result from LAFCO taking action in Area 2b to suspend the protest hearing process could delay the annexation in courts, whether LAFCO did or

didn't grant the City an exemption from its indemnity requirement. Such a delay would result in the loss in revenue to the City anticipated from the annexation.

- If LAFCO did not grant the City an indemnity waiver, and the City accepted indemnity obligations, the City would need to pay court costs and attorneys' fees in the event of any litigation, the probability of which would increase depending on LAFCO's actions. Such costs would likely be significant. Additionally, any court action could delay annexation, resulting in the City being unable to collect tax revenue from the annexation area.
- As City Council is aware, GenOn has agreed to pay a "bonus" of \$1 million (\$100,000/year for 10 years) to the City and the County, with each receiving the \$1 million bonus if the annexation is completed by December 31, 2012. Given delays due to circumstances beyond the direct control of the City and the County, GenOn has agreed to push back the completion date. Clearly these funds could be at risk if the annexation process reaches an impasse due to these legal/indemnification issues.
- The economic development future of Antioch and the region is tied to the annexation of the Northeast Antioch Area. Given current environmental, clean water, and other requirements, no significant development can occur in Northeast Antioch without the sewer and water service the City provides. Any action that delays or put the annexation process at risk greatly hampers economic development in the area, and the new tax base and jobs that will come with it.

ALTERNATIVES:

None.

Attachments:

- A. Resolution
- B. LAFCO staff report for October 31, 2012 LAFCO meeting

RESOLUTION NO. 2012/

**RESOLUTION OF APPLICATION OF THE CITY OF ANTIOCH
INITIATING PROCEEDINGS FOR REORGANIZATION OF BOUNDARIES TO
THE CITY OF ANTIOCH AND TO THE DELTA DIABLO SANITATION
DISTRICT OF AREA 2A AND AREA 2B OF THE
NORTHEAST ANTIOCH AREA**

WHEREAS, the City desires to initiate a proceeding for the reorganization of boundaries specified herein;

NOW, THEREFORE the City Council of the City of Antioch does hereby resolve and order as follows:

1. This proposal is made, and it is requested that Reorganization proceedings be taken, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000, commencing with section 56000 of the California Government Code.

2. This proposal is a Reorganization and consists of the following changes of organization, specifically to include within the City of Antioch and the Delta Diablo Sanitation District 1) Reorganization of Area 2a consisting of approximately 94 acres located north of Wilbur Avenue and west of State Hwy 160 as depicted in Exhibit 1, and 2) the Reorganization of Area 2b consisting of approximately 103 acres located generally in close proximity to Viera Avenue as depicted in Exhibit 1.

3. A map of the affected territory is set forth in Exhibit 1, attached hereto and by reference incorporated herein.

4. It is desired that the proposal be subject to the following terms and conditions: (none as of the date of this submittal).

5. The reasons for the proposal are to create logical boundaries and to comply with a written request from Contra Costa County LAFCO to include Areas 2a and 2b as part of a series of annexation applications that include Area 1 for the Northeast Antioch Area.

6. The proposal is consistent with the Spheres of Influence of the the City of Antioch and the Delta Diablo Sanitation District, and the Urban Limit Line of the City of Antioch.

* * * * *

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 11th day of December 2012, by the following vote:

AYES:

NOES:

ABSENT:

CITY CLERK OF THE CITY OF ANTIOCH

Reference: Government Code Section 56654



Lou Ann Teixeira
Executive Officer

MEMBERS

- Donald A. Blubaugh**
Public Member
- Federal Glover**
County Member
- Michael R. McGill**
Special District Member
- Don Tatzin**
City Member
- Dwight Meadows**
Special District Member
- Mary N. Piepho**
County Member
- Rob Schroder**
City Member

ALTERNATE MEMBERS

- Candace Andersen**
County Member
- Sharon Burke**
Public Member
- Tom Butt**
City Member
- George H. Schmidt**
Special District Member

October 31, 2012 (Agenda)

Contra Costa Local Agency Formation Commission
651 Pine Street, Sixth Floor
Martinez, CA 94553

October 31, 2012
Special Meeting
Agenda Item 10

Island Annexations and LAFCO Policies

Dear Members of the Commission:

In August 2011, Commissioners participated in a strategic planning workshop, at which time the Commission discussed several priority issues, including the annexation of small islands.

At the February 8, 2012 LAFCO meeting, the Commission held a workshop on island annexations. At that time, the Commission received a report which discussed the history of island annexation law, annexations and property tax exchange provisions, islands in Contra Costa County, and ideas for addressing island. The complete staff report is available online at www.contracostalafco.org.

BACKGROUND

Islands and LAFCO Law - Included among LAFCOs' charges are discouraging urban sprawl and encouraging logical and orderly local agency boundaries to promote the efficient extension of municipal services.

Since the enactment of the Knox-Nesbitt Act in 1963, unincorporated islands have been a concern for LAFCOs in that islands result in illogical boundaries and difficulty and confusion in the delivery of municipal service. Annexation of islands to cities is usually preferred, as it often results in a higher level of local service for the island residents. LAFCO law contains various provisions that encourage the annexation of islands (i.e., 56375, 56375.3, 56668), and provisions that discourage the creation of islands (i.e., 56744, 56757).

Since 1977, LAFCO law has contained provisions to encourage the annexation of small islands to cities, and provides an expedited process (without protest proceedings) for doing so. Current law (Gov. Code §56375.3) provides that the Commission shall approve annexation of an island if the island meets certain conditions, including size (150 acres or less) and characteristics (i.e., surrounded or substantially surrounded by a city or by a city and adjacent cities and/or the Pacific Ocean). The terms "surrounded or substantially surrounded" are not defined by statute, and interpretations are left to the discretion of each LAFCO. The existing streamlined provisions pertaining to small island annexations (i.e., waiver of protest proceedings) will sunset on January 1, 2014 unless there is legislation to eliminate or extend the sunset date.

There has been other recent legislation that supports the annexation of islands and the promotion of service efficiencies, including SB 375 (2008) relating to greenhouse gas emissions and sustainable communities, and SB 244 (2011) which encourages annexation and extension of services to disadvantaged unincorporated communities including islands.

Unincorporated islands continue to be a problem throughout the State. LAFCOs were recently polled regarding the number of small islands within each county and the timing of future annexations in light of the upcoming sunset on the island provisions; 28 LAFCOs responded to the survey.

Based on the survey responses, there are hundreds of small islands that could be annexed to cities via the expedited process currently contained in Government Code section 56375.3. The CALAFCO Legislative Committee is currently discussing possible legislation in 2013 relating to the extension of the island annexations provisions.

DISCUSSION

Islands in Contra Costa County – Contra Costa County has a number of unincorporated islands and pockets that result in service confusion and inefficiencies. LAFCO staff, with the help of County planning/GIS staff, compiled an inventory of islands. The list includes 16 islands that are less than 150 acres, plus five islands that are greater than 150 acres but less than 300 acres as shown on the attached map. Of the 21 islands identified, nearly all are urbanized and over half are built out or nearly built out. See February 8, 2012 staff report for a brief description of each island.

Of the 16 small islands (i.e., less than 150 acres), nine (A,B,C,E,I,J,L,Q,R) are completely surrounded by a city or cities, and seven are substantially surrounded (i.e., 61-98)%. Of the seven that are substantially surrounded, four (F,H,S,T) are connected to other unincorporated areas which are also substantially surrounded by a city or cities.

On October 10, 2012, during the discussion of the status of the Northeast Antioch proposed annexations, the Commission directed that the Policies & Procedures Committee review the existing LAFCO policies on island annexations and report back to the Commission with any proposed revisions.

On October 17, the Policies & Procedures Committee met to review the Commission's existing policies, along with the island annexation policies of a number of other LAFCOs. The Committee determined that a policy change clarifying LAFCO's authority under Government Code section 56375.3 was appropriate and should be recommended to the Commission. The proposed policy change is described below. LAFCO Legal Counsel has provided the following analysis of the proposed policy change.

LEGAL ANALYSIS

On June 1, 2012, the California Attorney General (AG) issued Opinion No. 10-902 regarding island annexations under Government Code section 56375.3. [95 Ops. Cal. Atty. Gen. 16 (2012).] The AG's Opinion concluded that an unincorporated island that exceeds 150 acres cannot be split into smaller segments of 150 acres or less in order to avoid a protest proceeding because that would disregard the statutory mandate that the "entire island" be annexed. The AG also opined that a small

island of unincorporated territory that is part of a large unincorporated island is not an "entire island" and may not be annexed to a city under Section 56375.3(a) without a protest proceeding.

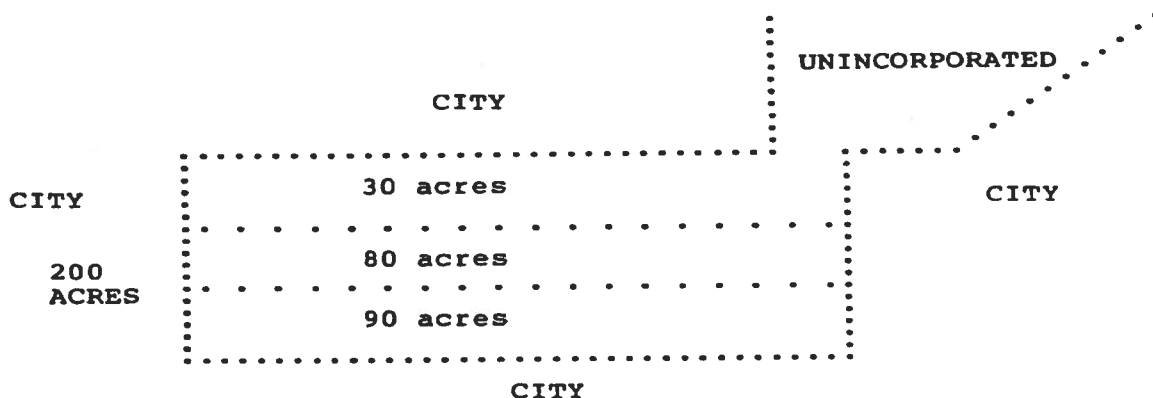
In 1980, the AG issued a similar opinion, concluding that the "entire island" requirement of the predecessor statute to Section 56375.3 demonstrated a legislative intent to preclude "the annexation of part of an island under this statutory provision." (Emphasis added.) [63 Ops. Cal. Atty. Gen. 343, 345 (1980); 95 Ops. Cal. Atty. Gen. 16, 19.] This most recent AG's Opinion is a variation on the same theme:

"An 'island' may not be a *part* of another island that is surrounded or substantially surrounded in the same manner." (Emphasis added.) [95 Ops. Cal. Atty. Gen. 16.]

In essence, both AG's Opinions reach the same conclusion: a small area of unincorporated territory cannot be annexed under Section 56375.3, without a protest proceeding, if it is "part" of a larger area of unincorporated territory. This is true even if both the small and the large territories are unincorporated islands. That is because the statute only allows the annexation of "entire" small islands. According to the AG's interpretation, a small island that is "part of a larger island" is not an entire island.

The AG noted that neither the word "island" nor the phrase "entire island" are defined in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH); so, the AG consulted the dictionary. "Where the statutory scheme does not provide a definition, the general rule in scrutinizing the words of a statute is to 'give them their usual ordinary meaning, which in turn may be obtained by referring to a dictionary.'" [95 Ops. Cal. Atty. Gen. 16, 19 (fn25) citing *Smith v. Selma Community Hosp.* (2010) 188 Cal. App. 4th 1, 30.] According to the dictionary, "island" means "something resembling an island by its isolated, surrounded, or sequestered position." [95 Ops. Cal. Atty. Gen. 16, 19.] The word "entire" is defined to mean "with no element or part excepted," "whole," "complete," or "total." The AG concluded that, since section 56375.3 only authorizes the annexation of "entire" small islands, "[a]nnexing part of a given island would run afoul of the command of section 56375.3(b)(1) and (b)(2)." [95 Ops. Cal. Atty. Gen. 16, 24.]

Citing to three court cases, the AG acknowledged that it is not necessary that a territory be completely surrounded in order to qualify as an entire unincorporated island. [See 95 Ops. Cal. Atty. Gen. 16 at 21, 22 and 25 (fn 56) citing *Fig Garden Park No. 2 Assn. v. Local Agency Formation Commn.*, (1984) 162 Cal. App. 3d, 336; *Schaeffer v. County of Santa Clara* (1984) 155 Cal. App. 3d 901; and *Scuri v. Bd. of Supervisors of Ventura Co.*, (1982) 134 Cal.App.3d 400.] The AG used the diagram below to illustrate the point that a substantially surrounded area of unincorporated land can still be an entire island in its own right, even if that island is connected to a larger unincorporated territory. [95 Ops. Cal. Atty. Gen. 16, 20-21.]



The AG's Opinion does not discuss whether a small island of unincorporated territory can be "connected" to a large unincorporated island without being a "part" of that larger island. Having introduced the word "part" into the lexicon of undefined terms, the AG neglected to provide a specific definition for that term; so, we refer to the dictionary. The Merriam-Webster Dictionary [<http://www.merriam-webster.com/dictionary>] defines the word "part" as follows: "(1) One of the often indefinite or unequal subdivisions into which something is or is regarded as divided and which together constitutes the whole (2) an essential portion or integral element." The most apt definition of the word "part" in the context of island annexations is "essential portion or integral element." The word "connected," defined to mean "joined or linked together," implies a less significant relationship. Relying on the dictionary's definition of "part" the AG's conclusion might be restated as follows:

A small island of unincorporated territory that is an integral or essential part of a larger unincorporated island is not an entire island and may not be annexed to a city without a protest proceeding under Government Code section 56375.3(a).

Government Code section 56375(f) empowers a LAFCO to determine the boundaries of any proposals before it. Therefore, it is up to each LAFCO to use its own discretion in making decisions related to annexations, including whether an unincorporated area is "substantially surrounded," an "island," an "entire island," or now, "part of a larger island." [See 95 Ops. Cal. Atty. Gen. 16, 20, 22, discussing LAFCO's discretion in determining whether an area is "substantially surrounded" or an "island."] A LAFCO's discretion is quasi-legislative and is reviewed by courts only for determination of whether there was "fraud" or a "prejudicial abuse of discretion." [Gov. Code sec. 56107; 95 Ops. Cal. Atty. Gen. 16, 20 and 22.]

If this Commission decides that it is important to continue to use section 56375.3 to facilitate the annexation into cities of small islands of unincorporated territory that are connected to larger unincorporated areas, a modification of the Island Annexation Policies is recommended. The proposed addition to the policy suggests certain factors that the Commission may consider in determining whether unincorporated territory is an integral or essential part of a large unincorporated

island: (a) topography, (b) geography, (c) land uses, (d) infrastructure and (e) patterns of service delivery. The purpose of the proposed policy is to allow the Commission to interpret section 56375.3, in light of the AG's Opinion, so that it can continue to reasonably and rationally implement the statute in this County.

It should be noted that, although opinions of the AG are entitled to great weight, they are not binding on the courts. [*Homes on Wheels v. City of Santa Barbara* (2004) 119 Cal. App.4th 1173, 1178.] Under Government Code section 56107, neither an order for annexation nor the Commission's underlying decisions as to whether an unincorporated area constitutes a small island, a large island, or a part of a large island, should be set aside by the court unless the complaining party can establish that his rights were adversely and substantially affected, and that the Commission's determinations were the result of fraud or were not supported by substantial evidence in light of the whole record. [95 Ops. Cal. Atty. Gen. 16, 20.] The outcome of any litigation depends as much on the facts as it does on the law. However, to the extent that the Commission's decisions are guided by the statutes, case law, its own policies, and supported by the facts, these determinations should be difficult to overturn.

Northeast Antioch Annexations – On October 10th, the Commission discussed the recent AG Opinion and the Contra Costa LAFCO island annexation policies as related to the City of Antioch's Northeast Antioch annexation efforts.

In August 2007, the City of Antioch submitted an application to LAFCO to annex a portion of Northeast Antioch (Area 1). The Area 1 annexation application remains incomplete and is missing a number of required components including a map and legal description, final approved environmental documents, Plan for Providing Municipal Services, City Council resolution approving rezoning of the annexation area, and City and County resolutions approving property tax exchange. Until LAFCO receives these items, the application will remain incomplete.

LAFCO has been involved in ongoing discussions with the City and County regarding the annexation of Northeast Antioch to the City. In May 2012, LAFCO sent a letter to the City reiterating its desire that the City annex all of Northeast Antioch, including areas 2A and 2B, and encouraging the City to submit annexation applications for Areas 2A and 2B prior to January 1, 2014, which is when the streamlined annexation provisions are scheduled to sunset. Area 2B was previously identified by LAFCO staff as an island that meets the criteria for the streamlined annexation provisions pursuant to Government Code section 56375.3, as Area 2B is under 150 acres and is substantially surrounded (i.e., 93%) by the City of Antioch. Area 1 is not considered an island, and Area 2A is not currently an island, but would become an island if the City annexes Area 1.

The City has not yet submitted applications to annex Areas 2A and 2B, and is currently revising its environmental document and infrastructure plans. We expect that once these documents are complete, the City will submit annexation applications for Areas 2A and 2B.

The City and County have provided the Commission regular updates regarding the Northeast Antioch annexation efforts. During the update on October 10th, City staff has expressed concern with the recent AB Opinion and the ability of LAFCO to process this annexation using the streamlined provisions provided in section 56375.3.

Contra Costa LAFCO's Policies on Island Annexations - The Policies & Procedures Committee recommends the following additions (as shown in **red**) to the Commission's island annexation policies:

2.1. POLICIES AND STANDARDS

E. Island Annexation Policies

(1) *General Policies*

Recognizing that cities are the most logical providers of municipal services, and that unincorporated islands can be more effectively and efficiently served by surrounding cities, LAFCO is committed to the annexation of urban island areas.

LAFCO will collaborate with the County and cities in facilitating annexation of unincorporated urban islands.

LAFCO encourages the County and cities to coordinate development standards in urban island areas to facilitate the annexation of urban islands.

The Government Code contains special provisions for annexing small islands, which facilitate the annexation of islands of less than 150 acres (§56375.3).

In the interest of orderly growth and development, cities should annex urban unincorporated islands within their current SOIs before seeking to add new lands to their boundaries.

(2) *Annexation of Small Islands*

The Legislature has delegated to local LAFCOs the authority to determine the boundary of any proposal. The purpose of this section is to recognize and harmonize existing legislation with a June 1, 2012, Opinion of the California Attorney General [95 Ops. Cal. Atty. Gen. 16 (2012)] regarding island annexations under Government Code section 56375.3. This policy will apply only until January 1, 2014, unless Government Code section 56375.3(a)(1)(A), or a successor statute, is amended to apply to changes of organization initiated on or after January 1, 2014.

(a) Whether unincorporated territory is an "island," an "entire island or entire unincorporated island," "part of a larger island," "surrounded," or "substantially surrounded," are determinations to be made by the Commission, on a case by case basis, based on the evidence and before it at the time those determinations are made.

(b) A small island of unincorporated territory that is connected to and an integral or essential part of a large unincorporated island is not an entire island and may not be annexed to a city without a protest proceeding under Government Code section 56375.3(a).

(c) A small island of unincorporated territory that is connected to, but not an integral or essential part of a large island, may be determined by the Commission to be an entire island or an entire unincorporated island under Government Code section 56375.3(b).

(d) The following factors may be considered by the Commission in determining whether unincorporated territory is an integral or essential part of a large unincorporated island: (a) topography, (b) geography, (c) land uses, (d) infrastructure and (e) patterns of service delivery.

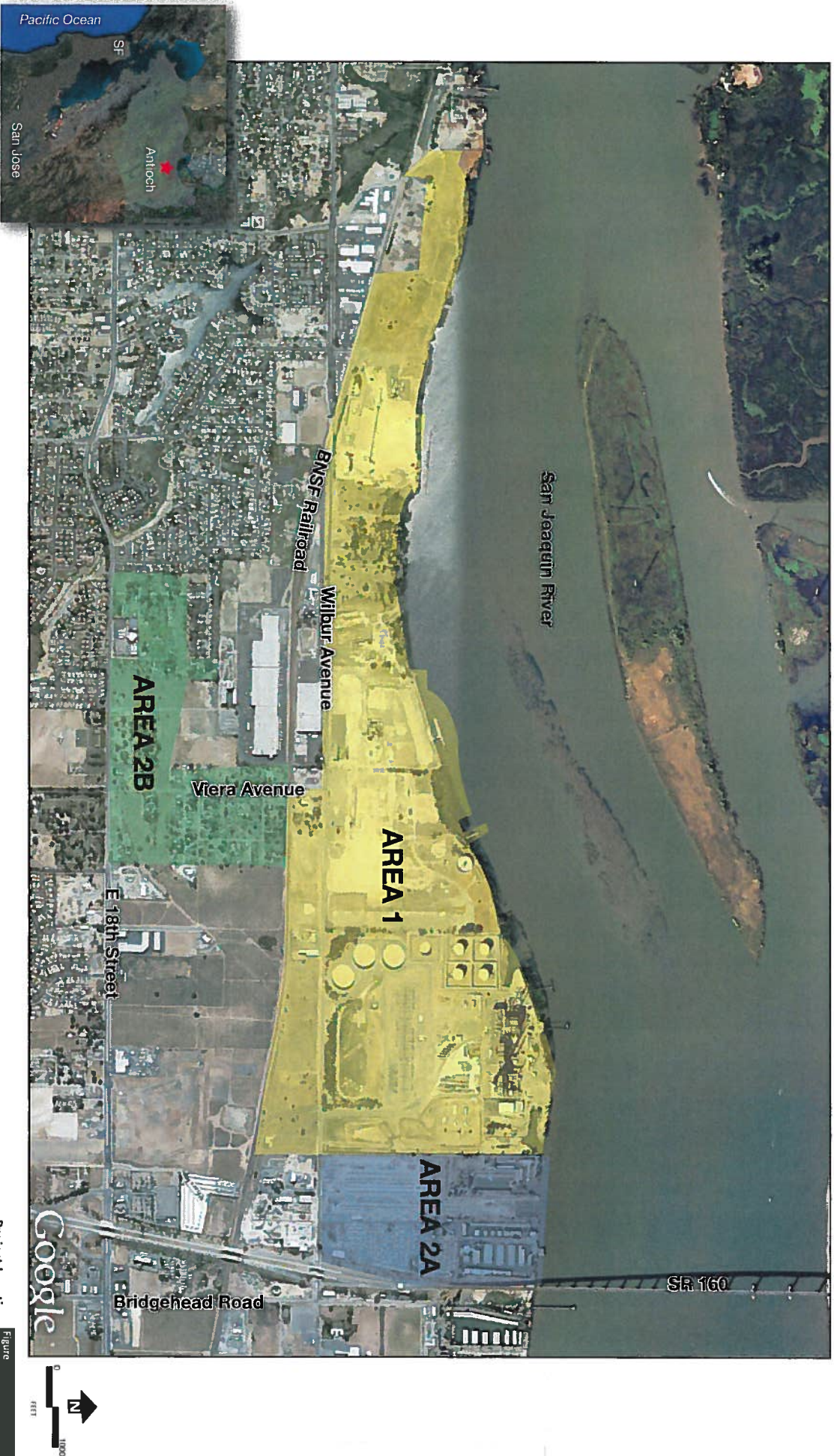
RECOMMENDATION - It is recommended that the Commission approve the revisions to the island annexation policies as submitted by the Policies & Procedures Committee, and provide other direction as desired.

Sincerely,

LOU ANN TEXEIRA
EXECUTIVE OFFICER

Attachment - Map of Unincorporated Islands Under 300 Feet in Contra Costa County

c: Distribution



Source: Google Earth, 2009.

Project Location

Figure

**REPORT FROM THE CITY CLERK'S OFFICE TO THE CITY COUNCIL FOR
CONSIDERATION AT THE COUNCIL MEETING OF DECEMBER 11, 2012**

PREPARED BY: Christina Garcia, Deputy City Clerk
Denise Skaggs, City Clerk

REVIEWED BY: Jim Jakel, City Manager

DATE: November 27, 2012

SUBJECT: **City Council Appointments to Committees and Boards**

ACTION:

The attached list shows the prior appointments of City Council Members to various committees and boards. Mayor Harper will be making new appointments for City Council approval by majority vote to be acted on as follows:

1. Motion to approve all appointments for Mayor Harper
2. Motion to approve all appointments for Mayor Pro Tem Rocha
3. Motion to approve all appointments for Council Member Agopian
4. Motion to approve all appointments for Council Member Wilson

BACKGROUND:

Due to the change of Council Members, appointments to Boards/Committees/Commissions are attached for reappointment. Given that a few of the positions provide an additional stipend, it is recommended that the proposed appointee recuse himself or herself from the dais.

FISCAL IMPACT:

There is no fiscal impact to the City from the proposed action.

OPTION:

If any appointment is not approved by the Council, then the Mayor will need to consider appointing another individual for the Council's approval.

ATTACHMENTS:

Attachment A: 2010-2012 Committee Assignments Roster

COMMITTEE ASSIGNMENTS
December 2010 to November 2012

COMMITTEE	REPRESENTATIVES	COMMITTEE INFORMATION
ABAG (Association of Bay Area Governments)	Davis Harper	General Assembly – once a year
AUSD/City Council Subcommittee	Rocha Harper	Same schedule as Mello Roos
BUDGET	Kalinowski Agopian	TBD
CDBG (Community Development Block Grant)	Harper Rocha	Two evening public meetings each year
Chamber of Commerce	Agopian	2 nd Thursday, 8:00 am, Chamber conference room
Committee on Aging	Rocha	TBD
Community Advisory Board – S.F. Bay Water Transit Authority	Agopian	TBD
Community Facilities District (Mello Roos)	Rocha Harper	1 st Monday of every other month (starting with February), 6:30 p.m., AUSD, 510 G St.
Delta Diablo Sanitation District	Davis Harper	2 nd Wednesday of month, 5:30 p.m. 2500 Pittsburg/Antioch Highway
East Bay Division (League of California Cities)	Rocha	3 rd Thursday of month, 6:00 p.m., rotates between Contra Costa County and Alameda County cities
East Contra Costa Regional Fee and Financing Authority	Kalinowski Agopian – alternate	2 nd Thursday of month, 7:00 p.m., Tri Delta Transit, 801 Wilbur Ave.
East County Regional Library Board	Rocha	As needed (Citizen Rep: Walter Ruehlig)
East County Water Management Association	Agopian	As needed, 2-3 times per year
Eastern Contra Costa Transit Authority (Tri Delta) (Board of Directors)	Davis Kalinowski	4 th Wednesday of month, 4:00 p.m., Tri Delta Transit, 801 Wilbur Ave.
Graffiti Subcommittee	Davis Agopian	As needed
Historic Preservation	Rocha	As needed
ICLEI (International Council for Local Environmental Initiatives)	Harper	TBD
Lone Tree Golf Course	Davis Harper	TBD
Mayors' Conference	Davis Harper	1 st Thursday of month, 6:30 p.m., rotates between cities of County
Northeast Antioch Annexation		TBD
Public Art Subcommittee for Lone Tree/Hillcrest Assessments Districts	Davis	As needed
Quality of Life Forum Subcommittee	Davis Kalinowski	As needed
Residential Development Allocation (RDA) Subcommittee	Davis Kalinowski	As needed
State Route 4 By-Pass Authority (Delta Expressway)	Kalinowski Agopian – Alternate	2 nd Thursday of month, 6:30 p.m. Tri Delta Transit, 801 Wilbur Ave.
TRANSPLAN	Kalinowski Agopian - Alternate	2 nd Thursday of month, 7:30 p.m., Tri Delta Transit, 801 Wilbur Ave.

COMMITTEE ASSIGNMENTS

December 2012 to November 2014

COMMITTEE	REPRESENTATIVES	COMMITTEE INFORMATION
ABAG (Association of Bay Area Governments)		General Assembly – once a year
AUSD/City Council Subcommittee		Same schedule as Mello Roos
BUDGET		TBD
CDBG (Community Development Block Grant)		Two evening public meetings each year
Chamber of Commerce		2 nd Thursday, 8:00 am, Chamber conference room
Committee on Aging		TBD
Community Advisory Board – S.F. Bay Water Transit Authority		TBD
Community Facilities District (Mello Roos)		1st Monday of every other month (starting with February), 6:30 p.m., AUSD, 510 G St.
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Eastern Contra Costa Transit Authority (Tri Delta) (Board of Directors)		4 th Wednesday of month, 4:00 p.m., Tri Delta Transit, 801 Wilbur Ave.
Graffiti Subcommittee		As needed
Historic Preservation		As needed
ICLEI (International Council for Local Environmental Initiatives)		TBD
Lone Tree Golf Course		TBD
Mayors' Conference		1 st Thursday of month, 6:30 p.m., rotates between cities of County
Northeast Antioch Annexation		TBD
Public Art Subcommittee for Lone Tree/Hillcrest Assessments Districts		As needed
Quality of Life Forum Subcommittee		As needed
Residential Development Allocation (RDA) Subcommittee		As needed
State Route 4 By-Pass Authority (Delta Expressway)		2 nd Thursday of month, 6:30 p.m. Tri Delta Transit, 801 Wilbur Ave.
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