

CITY OF  
**ANTIOCH**  
CALIFORNIA

**\*REVISED**

**ANNOTATED AGENDA**

**Antioch City Council  
REGULAR MEETING**

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Date: **Tuesday, February 11, 2020**  
Time: 5:30 P.M. – Special Meeting/Study Session  
7:00 P.M. – Regular Meeting  
Place: **ANTIOCH COMMUNITY CENTER**  
4703 Lone Tree Way, Community Hall A  
Antioch, CA 94531

**Council Meetings Are Televised Live on Comcast Channel 24**  
*Please Turn Off Cell Phones Before Entering Council Meeting*

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**Sean Wright**, Mayor  
**Joyann Motts**, Mayor Pro Tem  
**Monica E. Wilson**, Council Member  
**Lamar Thorpe**, Council Member  
**Lori Ogorchock**, Council Member

**Arne Simonsen, CMC**, City Clerk  
**James D. Davis**, City Treasurer  
**Ron Bernal**, City Manager  
**Thomas Lloyd Smith**, City Attorney

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**Electronic Agenda Packet:** <https://www.antiochca.gov/government/agendas-and-minutes/city-council/>  
**Project Plans:** <https://www.antiochca.gov/fc/community-development/planning/Project-Pipeline.pdf>  
**Hard Copy Viewing:** Antioch Public Library, 501 W 18th St, Antioch, CA

## **SPEAKERS' RULES**

Welcome to a meeting of the Antioch City Council, we appreciate your attendance.

Because we usually have busy agendas and a lot of business to get through, we need to have some rules so the meeting can be completed at a reasonable hour. Your cooperation is very much appreciated. The State Ralph M. Brown Act guarantees the public's right to address the City Council, within the framework of these rules.

The Council can only take action on items that are listed on the agenda. If you wish to speak to us about an item **not on the agenda**, the "Public Comments" section of the agenda is for you. We will take such comments until no later than 7:30 p.m., when we will move on to agenda items. There is another opportunity for public comments at the end of the meeting.

If you wish to speak, either during "public comments" or during an agenda item, fill out a Speaker Request Form and place in the Speaker Card Tray near the City Clerk. This will enable us to call upon you to speak.

Each speaker is limited to not more than three minutes under Public Comments and three minutes on non-public hearing agenda items. During public hearings, each side is entitled to one "main presenter" who may have not more than 10 minutes; all other speakers during a public hearing item are entitled to a maximum of 5 minutes. These time limits may be modified depending on the number of speakers, number of items on the agenda, or circumstances. No one may speak more than once on an agenda item or during "public comments." Groups who are here regarding an item may identify themselves by raising their hands at the appropriate time to show support for one of their speakers.

During certain types of hearings, the applicant is allowed to give his or her presentation first. After all testimony is received, the applicant has an opportunity for rebuttal.

After having heard from the public, the agenda item will be closed. Deliberations will then be limited to members of the City Council.

If the meeting appears to be going late, the City Council may decide to continue some items until a subsequent meeting. We will try to make this determination around 10:00 p.m. It is the goal to stop discussing agenda items by not later than 11:00 p.m.

The "Consent Calendar" is a group of items which staff thinks may be routine. These items are usually considered all together and approved without further discussion. If you are opposed to action which is recommended for an item on the "Consent Calendar," please submit a Speaker Request Form to let the Mayor know at that part of the agenda and the item will be removed from the "Consent Calendar."

The Council meets regularly on the second and fourth Tuesdays of the month at 7:00 p.m., with Closed Sessions often occurring before or after the regular meeting. The Council also holds adjourned and study sessions on other days. City Council Agendas, including Staff Reports are posted onto our City's Website 72 hours before each Council Meeting. To be notified when the agenda packets are posted onto our City's Website, simply click on this link: <https://www.antiochca.gov/notifications/> and enter your e-mail address to subscribe. To view the agenda information, click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/city-council/>.

In accordance with the Americans with Disabilities Act and California law, it is the policy of the City of Antioch to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at the number or address below at least 72 hours prior to the meeting or when you desire to receive services. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City's ADA Coordinator can be reached @ Phone: (925) 779-6950, and e-mail: [publicworks@ci.antioch.ca.us](mailto:publicworks@ci.antioch.ca.us).

### **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, 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 near the entrance doors, and place in the Speaker Card Tray near the City Clerk's table, before the Council Meeting begins. See the Speakers' Rules on the inside cover of this Agenda. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section.

**5:30 P.M.      ROLL CALL – SPECIAL MEETING/STUDY SESSION – for Council Members – *All Present***

**PLEDGE OF ALLEGIANCE**

**STUDY SESSION**

**1.      VISION AND STRATEGIC PLAN 2019-2029 UPDATE**

***Comments provided to staff; Received and Filed***

Recommended Action: It is recommended that the City Council receive the Vision and Strategic Plan 2019-2029 Quarterly Update, and review and file the progress report.

**PUBLIC COMMENT – *None***

**6:35 P.M.      MOTION TO ADJOURN SPECIAL MEETING/STUDY SESSION**

**7:01 P.M.      ROLL CALL – REGULAR MEETING – for Council Members – *All Present***

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

## ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

- PLANNING COMMISSION
- BOARD OF ADMINISTRATIVE APPEALS
- SALES TAX CITIZENS' OVERSIGHT COMMITTEE

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

## CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS

### MAYOR'S COMMENTS

## 2. CONSENT CALENDAR

### A. APPROVAL OF SPECIAL MEETING MINUTES FOR JANUARY 28, 2020

***Continued, 5/0***

Recommended Action: It is recommended that the City Council continue the Special Meeting Minutes to the next meeting.

### B. APPROVAL OF COUNCIL MINUTES FOR JANUARY 28, 2020

***Continued, 5/0***

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

### C. APPROVAL OF COUNCIL WARRANTS

***Approved, 5/0***

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

### D. UNDERGROUND REPAIR SERVICES BID AWARD

***Reso. No. 2020/14 adopted, 5/0***

Recommended Action: It is recommended that the City Council adopt a resolution authorizing the City Manager to execute an agreement with Advanced Trenchless Inc. to provide underground sewer line repair services for the period of February 12, 2020 through June 30, 2024 for an amount not to exceed \$550,000 per fiscal year.

**CONSENT CALENDAR – Continued**

- E.** FIRST AMENDMENT TO THE AGREEMENT WITH GARNEY PACIFIC, INC. FOR THE NORTHEAST ANTIOCH ANNEXATION WATER AND SEWER FACILITY INSTALLATION (P.W. 693)

**Reso. No. 2020/15 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt a resolution to:

- 1) Authorize an amendment increasing the FY 2019/20 Capital Improvement Budget for the Northeast Antioch Annexation Water and Sewer Facility Installation (“Project”) in the amount of \$237,684 from the Water Enterprise Fund; and
- 2) Authorize an amendment increasing the contract with Garney Pacific, Inc. for the “Project” by \$237,684 for a total contract amount of \$4,333,684.

- F.** FIRST AMENDMENT TO THE AGREEMENT WITH GRANITEROCK FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DOWNTOWN ROADWAY PAVEMENT REHABILITATION, PHASE 8 (P.W. 678-8)

**Reso. No. 2020/16 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt a resolution to:

- 1) Authorize an amendment increasing the FY 2019/20 Capital Improvement Budget for the Community Development Block Grant Downtown Roadway Pavement Rehabilitation, Phase 8 (“Project”) in the amount of \$90,000 from the Community Development Block Grant program; and
- 2) Authorize an amendment increasing the contract with Graniterock for the “Project” by \$190,000 for a total contract amount of \$1,049,372.

- G.** REVISED RESPONSE TO RECOMMENDATION NO. 2 OF THE GRAND JURY REPORT NO. 1907

**Reso. No. 2020/17 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt the resolution authorizing the City Manager to execute the written revised response to Recommendation No. 2 from the Grand Jury Report No. 1907 “Stormwater Reduction – Are We Doing All That We Can?”.

**CONSENT CALENDAR – Continued**

**H. APPROVAL OF TREASURER’S REPORT FOR NOVEMBER 2019**

**Approved, 5/0**

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

**I. INITIATE PREPARATION OF THE STREET LIGHTING AND LANDSCAPE MAINTENANCE DISTRICT CITY ENGINEER’S REPORT FOR FY 2020/2021**

**Reso. No. 2020/18 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt the resolution directing the City Engineer to prepare a consolidated Engineer’s Report for FY 2020/2021 Street Lighting and Landscape Maintenance District assessments.

**COUNCIL REGULAR AGENDA**

**3. CIVIC ENHANCEMENT GRANTS**

**Reso. No. 2020/19 adopted, 3/0/2–(Wilson & Motts Recused)  
for “Celebrate Antioch Foundation”**

**Reso. No. 2020/20 adopted, 5/0  
for the following:**

- **El Campanil Theatre**
- **Soroptimist of Antioch**
- **Delta Blues Festival**
- **Antioch Historical Society Museum**
- **“Delta Veteran’s Group” – 2020 Veteran’s Day Parade**
  - **Be Exceptional**
  - **The Drama Factory**

**Reso. No. 2020/21 adopted, 4/0/1–(Ogorchock Recused)  
for “Delta Veteran’s Group” – Veteran’s Memorial Banner Program**

Recommended Action: It is recommended that the City Council adopt a resolution approving the 2019-2020 Civic Enhancement Grants.

**COUNCIL REGULAR AGENDA – Continued**

4. AUTHORIZE IMMEDIATE OVERHIRE OF SWORN POLICE OFFICER POSITIONS  
**Reso. No. 2020/22 adopted, 5/0**  
Recommended Action: It is recommended that the City Council adopt the resolution authorizing the City Manager or designee to immediately over hire the Antioch Police Department by up to six (6) sworn Police Officers above the current authorized allocated staffing level of 115 sworn officers.
5. CITY OF ANTIOCH FLAG POLICY  
**Reso. No. 2020/23 adopted, 5/0**  
Recommended Action: It is recommended that the City Council adopt the resolution approving the City of Antioch Flag Display Policy.
6. RESOLUTION APPROVING A REVISED TRAVEL AND EXPENSE POLICY FOR ELECTED AND APPOINTED OFFICIALS  
**Reso. No. 2020/24 adopted, 5/0**  
Recommended Action: It is recommended that the City Council:
- 1) Discuss and provide direction to staff regarding the redlined revised Travel and Expense Policy for Elected and Appointed Officials; and
  - 2) Adopt a resolution approving any revisions to the Travel and Expense Policy for Elected and Appointed Officials.
7. RESOLUTION APPROVING THE SECOND AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH THOMAS SMITH FOR CITY ATTORNEY SERVICES AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT  
**Reso. No. 2020/25 adopted, 5/0**  
Recommended Action: It is recommended that the City Council adopt a resolution approving the First Amendment to the Employment Agreement with Thomas Smith (hereinafter “Smith”) for City Attorney Services and authorizing the Mayor to sign the Agreement.

**COUNCIL REGULAR AGENDA – Continued**

**8. AD HOC COMMITTEE DISSOLUTION OR EXTENSION UNTIL A SPECIFIC DATE; UPDATES ON AD HOC COMMITTEE ACTIVITIES**

Recommended Action: It is recommended that the City Council:

1) Provide updates on ad hoc committee activities:

- Waterfront Ad Hoc Committee **Dissolve**
- Youth Services Task Force Ad Hoc Committee **Dissolve**
- Sesquicentennial Ad Hoc Committee **Dissolve**
- Homeless Encampment Ad Hoc Committee **Extend to April 9, 2020**
- Senior Ad Hoc Committee **Dissolve**
- Cannabis Ad Hoc Committee **Extend to May 28, 2020**
- Sexual Violence Prevention Committee **Extend to September 10, 2020**

2) Determine whether to dissolve or extend the term of the existing ad hoc committees until a specific date. Please note: Ad Hoc Committees may be dissolved and another created with a different and specific purpose, in the same genre;

3) Determine whether to direct staff to create standing committees to replace certain existing ad hoc committees.



**PUBLIC COMMENT**

**STAFF COMMUNICATIONS**

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

**MOTION TO ADJOURN** – *After Council Communications and Future Agenda Items, the Mayor will make a motion to adjourn the meeting. A second of the motion is required, and then a majority vote is required to adjourn the meeting.*  
***Motioned to adjourn meeting at 8:22 p.m., 5/0***

CITY OF  
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CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Special Meeting of February 11, 2020  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Ron Bernal, City Manager *RB*  
**SUBJECT:** Vision and Strategic Plan 2019-2029 Update

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**RECOMMENDED ACTION**

It is recommended that the City Council receive the Vision and Strategic Plan 2019-2029 Quarterly Update, and review and file the progress report.

**FISCAL IMPACT**

There is no fiscal impact to receive and review the update however, the priorities, goals and strategies will continue to influence future Council action and budget resources.

**DISCUSSION**

The City Council adopted a Vision and Strategic Plan 2019-2029 in March 2019 to serve as a platform and foundation for goal-setting and decision-making over the next ten years. Staff provided a six-month update to the City Council in November 2019. Council asked that future updates be quarterly. Quarterly updates and progress reports are provided to inform budget decisions and project priorities. Council will have the opportunity to review and discuss the quarterly report.

**ATTACHMENT**

- A. Strategic Plan Detailed Status Update
- B. Power Point Presentation – Vision and Strategic Plan

City of Antioch

# **Vision and Strategic**

# Plan

# 2019-2029

**Opportunity Lives Here**

**Revitalize • Enhance • Transform**



# Executive Summary

Antioch will soon celebrate a key milestone in the City's history- a sesquicentennial 150 years as a city that has shaped the history and influenced the development of the East Bay and its inland waterways. Looking forward, the Antioch City Council has drafted a 2019-2029 Vision and Strategic Plan to help the City prioritize its efforts; allocating both fiscal and human resources to achieve a shared Vision and Goals for creating a new legacy. The Plan is the result of a comprehensive review of the City's current operations and finances, Quality of Life Surveys, interviews with staff and many discussions with City Council members.

## The Process

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Following the initial Quality of Life survey, Council and staff leadership participated in a study session to review the findings and conclusions of the survey results and apply the information to future goals. Residents expressed a desire to see improvement in the City's service delivery and better management of fiscal resources, while identifying public safety as their top concern.

The second Quality of Life survey demonstrated a better understanding of City services by more residents as well as a desire to improve and enhance community amenities such as attractive landscaping and youth engagement programs. City Council hosted a "visioning" workshop in 2018 to explore more aspirational goals that would better define its shared vision for the City.

Meetings and workshops were open to the public and resulted in updates to the City's Mission, Vision and Values statements. Goal categories were identified to guide the City's future operations. The City Council hosted a final Vision and Strategic Plan Workshop on February 2, 2019 to refine priorities and goals.

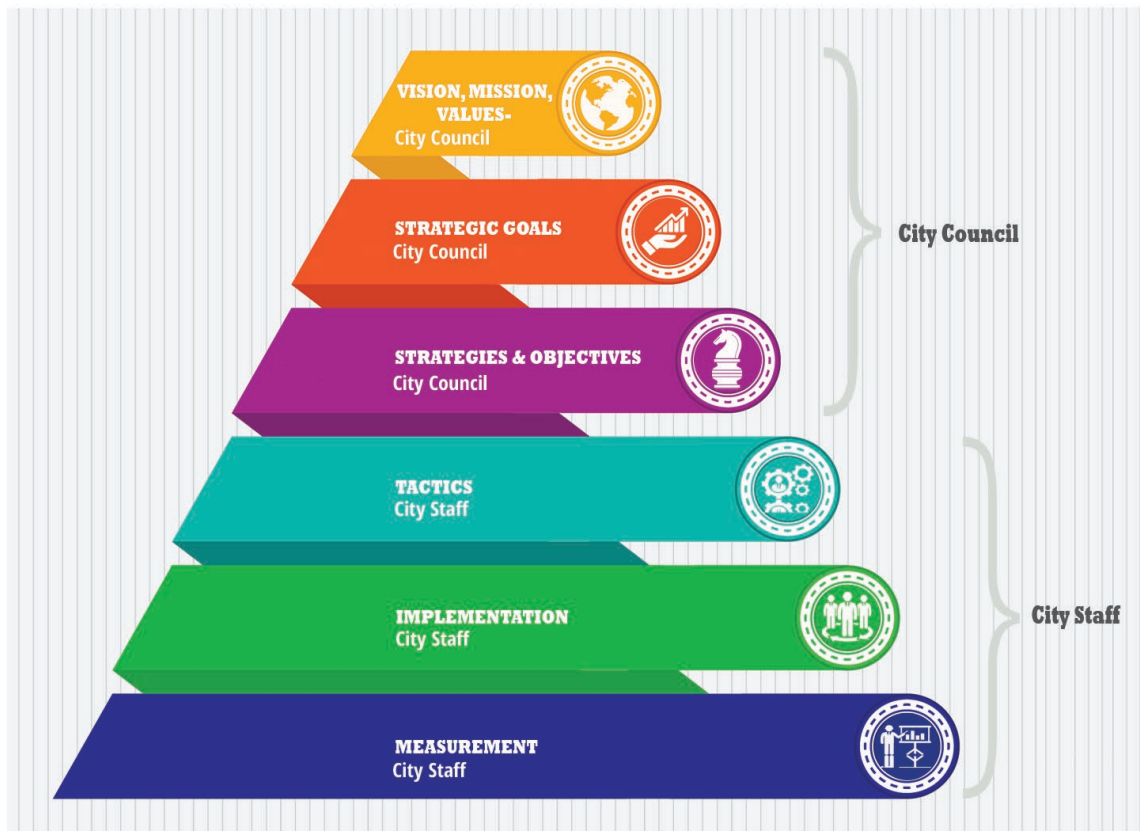


The role of the City Council is to establish Goals based on community input and fiscal viability. The City Manager along with the City Council develop strategies to achieve those goals. City staff, under the direction of the City Manager, will develop specific tactics to implement the City Council's plan.

This Strategic Plan is meant to serve as a living and working document and will be reviewed and updated in conjunction with the bi-annual budget process. The intent of the plan is to accomplish the following:

1. Establish direction for the next five to ten years
2. Align the City's resources with its strategic direction
3. Seek community engagement to guide and update the plan
4. Bring leadership, teamwork, and innovation to the City's operations

There is a relationship that connects the various components of the strategic plan and provides a hierarchy for addressing the framework to move the City forward. Each level builds upon the other resulting in a vibrant, engaging community with quality City services.



The 2019-2029 Vision and Strategic Plan identifies key opportunities outlined as goals, and strategies. There are programs, projects and initiatives suggested by the public, staff or City Council over the course of its development. The Goals represent the highest priorities noted by City Council throughout the process. As the plan is updated, and new resources identified, the City may adapt and revise accordingly. As Antioch prepares to celebrate and honor 150 years of Cityhood, the City will be better positioned to achieve its long-term vision.

## Development of the Plan

With the assistance of Consultants RGS, a comprehensive review and research of City documents was an important part of the strategic planning process including, but not limited to:

- Annual Budgets;
- Five Year Capital Improvement Plan;
- City Council Meetings  
(Agendas, Minutes and Broadcasts);
- News Articles, Prior Election Results and Other  
Published Materials;
- Demographic Data;
- Economic Trends (Local and Regional); and
- Survey Results (FM3)



### City Council and Staff Interviews

Staff participation and input is critical to the implementation of a successful Strategic Plan. Individuals representing all departments were engaged in a series of interviews and were asked to identify the City's strengths and weaknesses.

Interviews were held onsite at City Hall and via conference calls with the management team and key staff members from all City departments. The consulting team also met individually with the Mayor and Council members to discuss their goals for the Strategic Plan and learn more about their priorities for the City.

## Council Study Session

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The Antioch City Council and leadership staff participated jointly in one-day Study Sessions in 2018 and 2019. The purpose of the sessions was to identify areas of concern and appropriate priorities for the City moving forward. Discussion revolved around the following topics:

- What should the City's main priorities be now and in the future?
- How can the City best address its fiscal challenges?
- What types of housing and business development does Antioch need to remain viable?
- How can the City retain critical staff and create a productive and positive work environment for employees and contractors?



Similar to all the strategic planning sessions, the study sessions invited members of the public to share their priorities and comment on Council's vision.

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*We not only live with our day-to day decisions, but we must be responsible for long- range decisions, the results of which may not show up for several hundred years*  
-William Penn Mott, Jr

# Mission, Vision and Values

Updating the City's Mission, Vision and Values provides a new and exciting platform to grow and develop Antioch into a thriving community, one every citizen can be proud to call home. The City Council envisions a bright future and the new mission, vision and values will guide Staff and Council towards new projects and planning efforts to provide an exceptionally high quality of life.

## **Vision**

***Antioch is a desired destination in the Bay Area:***

*Building on our historic legacy, creating bright opportunities for families to grow, offering places to play, enabling businesses to thrive and cultivating a unique downtown experience*

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## **Mission**

To deliver quality services with integrity,  
excellence and innovation

## **Values**

*Integrity • Honesty • Respect  
Diversity • Transparency • Innovation  
Fiscal Responsibility  
Accountability*



# Aspirational Priorities

The Strategic Planning process identified organizational priorities for the City of Antioch to direct resources during the next five to ten years. These organizational priorities are highlighted during the budget process, annual strategic plan review, and the development of individual department or service area goals. As a result of the February 2, 2019 City Council Workshop, twelve aspirational priorities were recognized as highly important for the community:

- **Beautification of corridors community wide**  
Priority corridors include L Street, A Street, Wilbur Avenue and Somersville/Auto Center Drive, along with general landscape improvements in medians.  
**Status: Ongoing**
- **Blight Eradication**  
Comprehensive elements such as code enforcement, work crews, illegal dumping.  
**Status: Ongoing**
- **Civic Center**  
Including a central Library branch and other amenities.  
**Status: Not yet started**
- **Community Cameras**  
License plate readers, body cameras.  
**Status: Ongoing**
- **Community Center/ Town Square in the Historic District.**  
**Status: Not yet started**
- **Conference Center**  
Serving the entire community.  
**Status: Not yet started**
- **Hillcrest Specific Plan Area**  
The BART Station is a central element.  
**Status: Ongoing**

- **Marina**

Develop a more robust water adventure centric center and river walk. **Status: Not yet started**

- **Mobility Plan**

A system that balances the needs of all residents – connecting ferries to trains, to transit, to bicycles, to roads.

**Status: Not yet started**

- **Senior Services**

Ensuring that older residents have opportunities to age gracefully and spend quality time in healthy activities.

**Status: Ongoing**

- **Solar**

Community-wide attention to being a green community.

**Status: Ongoing**

- **Youth Programs**

Increasing activities and services during out-of-school time.

**Status: Ongoing**

The organizational priorities address key areas of interest shared by citizens, staff and the City Council. It is breath-taking to envision an attractive waterfront with adventures, unique shopping and dining experiences, and perhaps a new civic center. Antioch has become a friendly place to do business, helping businesses to quickly and efficiently thrive in our community. Through corridor beautification our City will be a clean and attractive place for our citizens and businesses.



With the expansion of Bay Area Rapid Transit (BART) Antioch is directly connected to San Francisco. From the river to the hills, residents of all ages can enjoy well-traveled, highly attractive transportation options. As the riverfront develops, connections between BART, Amtrak, and bus stations will be joined by a newly established Ferry Terminal.



Community events such as Farmer's Market, summer concerts, art shows and citywide festivals encourage families to stay local and attracts visitors from throughout the Bay Area. Recreational opportunities ensure that programs are available for people of all ages – from

infants to active adults. Creative partnerships with medical providers, local schools, sports program providers and community groups ensure healthy lifestyles for our community.

Antioch is positioned to become a leading hub of technology for East and Central Contra Costa County. Whether it is the critical placement of solar energy or the use of community cameras, technology will contribute to a high quality of life. Attractive incubators will allow small businesses to enjoy a welcoming environment to create and grow entrepreneurial enterprises that employ local residents. Areas within the community such as the Contra Costa Fairgrounds & Event Center have the ability to grow and re-invent their purpose.



## Benchmarks

On an annual basis during the budget process staff will provide progress reports to the City Council and the community on the implementation of the Strategic Plan, citing specific examples of fulfillment. City Council, along with citizens, should continue to highlight the aspirations of the Plan and regularly communicate the vision. Achieving our goals to meet the priorities set forth in the ten-year plan will position Antioch to be a desired destination within the Bay Area.

## Summary and Recommendations

Following the adoption of the Vision and Strategic Plan, individual City Departments will incorporate the Goals and Strategies into work plans so that staff can focus on the aspirational priorities. The City Council will review the

2019-2029 Vision and Strategic Plan every two years to gauge progress towards achieving its goals.

The Goals and Strategies are included in this Vision and Strategic Plan. They are referenced as a second chapter of the plan to stay focused on the eleven priorities.

Reviewing the over-arching Vision and Strategic Plan is best achieved prior to the development of the City Budget every two years. The goals and strategies should be reviewed annually, which allows for updates and recommendations for change.



City of Antioch

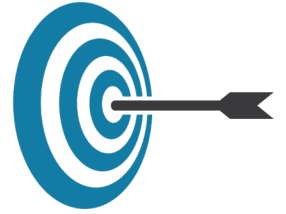
# Goals and Strategies

2019-2029



# Goals and Strategies

The Goals included in this Plan are intended to support elements of the aspirational priorities that were identified by the City Council (with community's input). The Goals also address key functions of the City that are important for sustaining a viable local government and ensuring a high quality of life for all residents. Strategies aid staff in directing fiscal and human resources towards implementation and measurement of the goals.



## **Goal 1. Ensure the City's Continued Financial Stability**

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The City Council and community value the City's commitment to maintaining adequate reserves and working with a balanced budget. Strategies to support this Goal include:

- **Maintain sound fiscal policies regulating debt and establish parameters for reserves.**

**Status:** **Completed.** Debt Policy adopted by City Council in March 2018. Budget stabilization Fund established in FY18 and reserve policy in adopted 2019-21 budget resolution.

- **Prioritize use of discretionary funds based on the 2019-2029 Strategic Plan Goals.**

**Status:** **Ongoing with each budget cycle.** Refer to adopted 2019-20 Budget.

- **Seek local, regional and federal grant opportunities to support City projects, programs and initiatives.**

**Status:** **In Process.** Pursuing Prop 1 grants for infrastructure in newly annexed areas and Creek Restoration. Seeking to add roads into East Contra Costa Regional Fee and Financing Authority (ECCRFFA) project list to expedite construction. Applied for Transportation Development Act Grant. Applied for Grant Funding Assistance for developing road safety plan. Received CalRecycle Rubber Asphalt Grant.

- **Explore revenue generating/cost saving opportunities through the development of alternative energy sources, desalinization, and/or other viable means.**

**Status: Completed and Ongoing.** Completed construction of the Lone Tree Golf Course Solar Photovoltaic System. Initiated Design of the Brackish Water Desalination Plant.

- **Provide transparency in all activities related to municipal finance and ensure that financial records are accurate, reliable and timely.**

**Status: Completed and Ongoing.** Implemented the use of BRIVO to monitor and improve inventory control at Central Stores. Replaced meter reading software (Connect) to better assist customers with consumption reports and leak detection. Replaced backflow inventory and record-keeping system (Xc2) to a web-based asset management system enhancing the effectiveness of the Backflow Prevention Program. For Ongoing items: Replaced 14 large water meters to ensure accurate meter consumption. Updating fleet tracking software by establishing Wi-Fi to better track vehicle fleet maintenance, maintenance costs and service scheduling; even remotely.

- **Explore options to reduce pension liabilities**

**Status: Completed.** City Council approved beginning to pay the full ADC (Actuarial Determined Contribution) annually for OPEB (Other Post-Employment Benefits) starting in FY20 with Budget Stabilization funds.

## **Goal 2. Support Public Safety**

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Public Safety continues to be a top priority for the City Council. In this context, Public Safety includes law enforcement, and maintenance and improvement of infrastructure such as roadways and the water system. Strategies include:



- **Ensure adequate funding for appropriate levels of staffing for law enforcement personnel.**

**Status: Ongoing.** Funded 115 officers in FY2019-21 budget with 1% sales tax funding. Hired 111 officers. Continue to Annex new residential subdivisions and units into the Police Protection Community Facilities District (CFD).

- **Support local and regional partnerships for mutual aid.**

**Status. Ongoing.** Led and hosted quarterly East County Disaster Committee along with county-wide meetings and trainings.

- **Continue to update emergency operations plan(s) and ensure appropriate staff training and engagement for implementation.**

**Status: Ongoing.** Updated GIS Datasets to address data provided to APD to be synchronized with emergency response system, address response to in-construction development, and improve response accuracy to existing areas. Creation of Evacuation Polygon data to support emergency preparedness and mutual aid support in the event of an emergency (estimated to be completed June 2020)

- **Support emergency preparedness throughout the community.**

**Status. Ongoing.** Maintained CalOES and FEMA certifications for City staff assigned to the EOC; reviewed emergency operation plan and qualified consultants.

- **Maintain safe, well-lit streets and roads.**

**Status. Completed and Ongoing.** Maintained or replaced 1,456 signs and installed 204 new signs. Repainted 16.5 miles of striping throughout the City. Applied 12,800 lbs. of Thermoplastic throughout the City to enhance retro-reflectivity of traffic marking stripes. Utilized “Proactive Pothole Crew” that filled 3,070 potholes with 18.33 tons of Cold Patch. Replaced 12,890 worn or damaged raised pavement markers. Removed 477 cubic yards of debris throughout City Streets and rights of ways. Paved

approximately 2,000 tons of asphalt roadway by way of neighborhood level course treatments, grinding and patching.

- **Monitor treatment, storage and delivery systems to ensure safe, reliable delivery of water.**

**Status. Completed and Ongoing.** Completed annual testing of the 3,368 Backflow preventers owned and maintained by the City that protect the City's water system from backflow and back siphonage of potentially contaminated water sources. Preventive maintenance completed to the City's Pressure Regulating Valves (replaced two of them) critical to ensure consistent zone pressure to prevent water main breaks. Completed quarterly dead-end water main flushing to ensure good water quality.

- **Protect public health and safety and animal welfare through Animal Control Services.**

**Status. Ongoing.** For Antioch Animal Services, hired a full-time Doctor of Veterinary Medicine, fully staff Animal Control Officers, hiring in process for an Office Assistant and two Animal Services Technicians. To protect public health 182 miles of sewer lines were cleaned and 75.9 miles were televised using CCTV cameras. Answered 420 sewer service calls and performed 118 sewer repairs.

### **Goal 3. Support Sustainable Economic Development**

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Economic Development that focuses on job creation and sales tax generation is a top priority for the City Council. With the addition of an Economic Development Director, the City will focus its efforts in areas with the highest likelihood of success. The City Council wants to "get the City ready" for the business to come. As such, Strategies to support this Goal include:

- **Develop an Economic Development Plan that includes elements to support all programs and services within every service area:**

**Status: Ongoing.** Hired the Natelson Dale Group to obtain economic development baseline data and to create an economic development strategic plan. Once the plan is created, staff will have the ability to implement tools to specifically market Antioch's future employment centers. (estimated date of completion of the plan is August 2020)

✓ **Marketing materials to promote new development and revitalization**

**Status: Ongoing.** Tied to the completion of the economic development strategic plan. Once specific industries have been identified, Economic Development staff will start to develop industry specific marketing material

✓ **A business retention program;**

**Status: Ongoing.** Reintroduced sales tax sharing agreement that is a tool to incentivize businesses to expand and remain in Antioch. This tool was used for the Nokes Auto Dealerships. Establishing a business visitation program.

✓ **A business attraction program;**

**Status: Ongoing.** Staff attends trade shows, conferences and other events in an attempt to attract businesses. Contra Costa Farms is an example of the attraction efforts. Being an active member in various organizations such as Team CA, East Bay EDA, GoBiz, ensures the Antioch name is in the right circles. Staff has responded to approximately six GoBiz requests for information for companies looking to relocate or expand in California. At least three of the inquiries come from international companies.

✓ **Better define the City's competitive advantages;**

**Status: Ongoing.** Economic Development staff has been developing Antioch's competitive advantages including the creation of marketing videos that highlight unique feature of the City including the Ancient Vines video and reverse commute. Additional information as a result of the completion of the

economic development strategic plan will also provide marketable advantages.

✓ **DBA/MBE business outreach;**

**Status: Ongoing.** Tied to the completion of the economic development strategic plan.

✓ **Open for business outreach/signage efforts;**

**Status: Ongoing.** Staff created a new website that was part of the rebranding campaign and will be utilized for more Economic Development purposes in the future. [www.Antiochisopportunity.com](http://www.Antiochisopportunity.com)

■ **Facilitate the development of strategic enterprise zones.**

**Status: Ongoing.** Tied to the completion of the economic development strategic plan.

■ **Fulton Shipyard and Rogers Point revitalization.**

**Status: In Process.** Creation of business interest data, and strategic enterprise district data to further economic development efforts. This includes sustainable business efforts and revitalization of existing areas. Estimated start June 2020.

■ **Explore regional entertainment.**

**Status: Not yet started.**

■ **Inventory infrastructure to determine future needs in employment areas.**

**Status: Ongoing.** Tied to the completion of the economic development strategic plan.

■ **Facilitate efforts to improve jobs housing balance; shift from a 1:4 to 2:4**

**Status: Ongoing.** Forrest Ebbs, Community Development Director is representing Contra Costa County on the Regional

Housing Needs Allocation Methodology Committee and is pursuing policies that will strengthen the connection between new housing and jobs and will encourage creation of jobs near existing housing rather than additional housing.

- **Promote Maritime/Tourism /Industrial Economies.**

**Status: Ongoing.** First promotional video created that featured Antioch's Ancient Grapevines. Staff will continue to work on creating additional fact-based videos and improvements to the Economic Development website that will include a tourism aspect. The Marina is actively promoting reservation requests through Marina.com and Dockwa.com in order to attract additional boaters to attain 80% occupancy. Place additional dock finger piers inside Marina to create more rental opportunities and increase single dock space by 8%

- **Explore opportunities for educational tourism.**

**Status: Not yet started.**

- **Create opportunities to improve relations between land owners, business owners, developers, and brokers. Host a Roundtable for development/builders/businesses.**

**Status. Ongoing.** In June 2019 Economic Development staff hosted an Introduction to the Antioch Economic Development Department Forum. This forum provided specific details on the future of the department and provided participants to ask questions directly of staff. Additional events will be scheduled.

- **Become a tech-hub incubator; encourage and support efforts of non-profit and for-profit entities in creating appropriate business improvement work spaces.**

**Status: Ongoing.** Chosen to participate in ABAG/MTC (Association of Bay Area Governments/Metropolitan Transportation Commission) PPA (Priority Production Area) program for the Wilbur Avenue corridor.

■ **Continue to promote development and revitalization of major employment opportunity areas:**

**Status: Ongoing.** Hired the Natelson Dale Group to obtain economic development baseline data and to create an economic development strategic plan. Once the plan is created, staff will have the ability to implement tools to specifically market Antioch's future employment centers. (estimated date of completion of the plan is August 2020)

✓ **The Hillcrest Station Area Specific Plan.**

**Status. Ongoing.** Tied to the completion of the economic development strategic plan.

✓ **The East Lone Tree Specific Plan area.**

**Status. Ongoing.** Tied to the completion of the economic development strategic plan. Also, Laurel Road is in construction and scheduled to be completed by the end of 2020 and Slatten Ranch Road is in the design phase – these will improve access to Highway 4 and relieve congestion on residential and commercial areas.

✓ **Somersville area.**

**Status. Ongoing.** Saint Mary's College of California graduate and undergraduate students are studying and creating a plan for the future of the Somersville area. (estimated date of completion June 2020)

✓ **Cannabis Overlay Zones.**

**Status. Completed and Ongoing.** Two dispensaries are open and two soon to be opening, Operating Agreements are approved for three dispensaries.

✓ **Wilbur Avenue Corridor.**

**Status. Ongoing.** Staff has been directly involved with Contra Costa County's Shortline Rail Study in this area. Staff is working

with land owners, operators, and developers on job creation efforts in this area. The area was identified as a Priority Production Area (PPA) through ABAG and will be preserved for the purposes of strengthening industrial development.

- **Specifically focus on opportunities for new businesses in the Waterfront/Downtown area of Antioch.**

**Status. In process.** Creating a business incentive program that includes a façade improvement program and business improvement grants, (estimated start date March 2020)

- **Explore the use of technology to provide tools to support local businesses and staff.**

**Status: Ongoing.** Staff recently signed up for service with Gazelle A.I. This system uses a unique set of algorithms to identify industries and companies looking to expand/relocate. There has also been a Laserfiche/GIS integration to allow Laserfiche documents to be viewed as a link within GIS; this provides a “one stop” information hub for City infrastructure and land use, increasing staff efficiency and operational effectiveness. Transition the Cities current security system to BRIVO, a more technology forward monitoring and access control system that provides live stream surveillance on mobile devices, remote capabilities, streamlines processes and provides coverage to larger areas.

## **Goal 4. Promote Community Pride**

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Community Pride takes many forms: pride in neighborhoods; pride in services and amenities; and pride in the management of the City as a whole. The City Council believes that instilling Community Pride is essential to the long-range viability of the City. Strategies include:

- **Create a way-finding system and placemaking opportunities.**

**Status. In Process.** Added wayfinding and signage program to 2019-2021 CIP Budget. RFP to be issued in early 2020.

- **Proactively communicating positive news about the City to residents, businesses and surrounding communities.**

**Status: In process.** Developing Map Tour, an interactive web map/location/description of beautification efforts, CIP projects, infrastructure improvements, land use and urban development, community successes, and other Antioch amenities, to promote public access to information about current and proposed projects throughout the community (estimated deployment February 2020).

- **Supporting efforts that promote beautification of the physical environment.**

**Status: Ongoing.** Applied for Urban Greening Grant for L Street Corridor. Issued RFQ/Call for Artists to initiate public mural and utility box painting. Renovated playground surface at Meadowbrook Park. Installed new picnic tables at Diablo West and Dallas Ranch Parks. Repaved all pedestrian pathways at Hillcrest Park. Inspected and painted 881 fire hydrants. Repaired over 39 fences in and around creek areas. Removed 6,800 yards of debris and performed week abatement for 40.8 acres in creeks, inspected 2,400 and cleaned 310 catch basins, 9,000 feet of V-ditches cleaned. Removed 477 cubic yards of debris throughout City Streets and rights of ways.

- **Utilizing social media to disseminate positive news, milestones and accomplishments.**

**Status: Ongoing.** To disseminate positive news, milestones and accomplishments. City staff also informs the City's contract PIO firm for dissemination of positive news. The Public Works department also uses Facebook to post project updates and completion notices.

- **Developing marketing/branding services to promote the City.**

**Status: Ongoing.** Marketing efforts through Evviva Brands and the media purchase guidance through Orange22 continue to help the messaging reach new and exciting markets and companies. This will also include a City-wide City Brand banner program.



- **Promoting and supporting volunteerism throughout the community.**

**Status: Ongoing.** Hosted Parks Community Events such as Arbor Day and the Police Department hosted monthly Neighborhood Cleanups. Introduced new volunteer programs such as MLK Day of Service and new summer Junior Recreation Leader volunteer program for middle school students. Hosted Boards and Commissions reception.

## **Goal 5. Strive to be a Healthy Community**

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Healthy, active communities are happier and safer. The City Council values recreational opportunities and programs for Antioch’s residents, especially youth and seniors. Strategies to support this Goal include:

- **Explore opportunities for a Sports Complex**  
(Baseball/Soccer/Tournament Friendly)

**Status: Ongoing.** Just starting research and comparison of sports complex projects in other cities such as the City of Tracy.

- **Improve youth sports fields**

**Status: Ongoing.** Awarded civic grant funds to Antioch Youth Sports Complex for improvements. Maintained existing fields in neighborhood parks.

- **Sports Programming that creates “community.”**

**Status: Ongoing.** Launched “Pop-up” Recreation and mobile recreation program to connect families and residents in neighborhoods; planning to grow program in 2020. Added seasonal festivals and performances for families. Added Movies in the Park; a free event with youth and family focus.

- **Provide recreational oversight via partnerships.**

**Status: Ongoing.** Youth Services Network Manager is investigating opportunities in this area and will reporting to the City Council in February 2020. Increased funding for youth activity scholarships; received matching funds from Antioch Community Foundation.

■ **Provide recreation/sport education opportunities.**

**Status: Ongoing.** Introduced new summer Junior Recreation Leader volunteer program for middle school students; including leadership skills, job training and recreation activities.

■ **Increase water access/water sports.**

**Status: Ongoing.** Continued partnership with Delta Kayaks to expand opportunities for water activities.

■ **Coordination with School District for healthy choices/recreation opportunities.**

**Status: Ongoing.** City Council established a City/AUSD Standing Subcommittee to establish better communication and a better relationship. The Youth Services Network Manager is researching opportunities for expanded or new youth programs in cooperation with the School District.

■ **Coordinate with medical providers'/services providers.**

**Status:** Expand the new Recreation & Health Expo. Initiated networking meetings with Sutter Health Community Relations.

■ **Promote connectivity through trail maps/signs guides for “one of the best trail systems in the State.”**

**Status. Ongoing.** Installed electronic signage to promote the Marina and updated the fitness park along the Marina trail to draw attention to one of the many recreational opportunities.

■ **Maintaining and refreshing existing parks, trails and facilities.**

**Status. In Process and Ongoing.** Contra Loma Basketball Courts Constructed. Water Park, completed concrete improvements, phase II and beginning pool deck coating. Restored the restrooms at

Gentrytown Park. Installed security fencing and parking lot gates at Chichibu Park, Hillcrest Park, and Marchetti Park. Completed rebuild of restroom building at Williamson Ranch Park. Restore Amtrak Depot landscaping. Develop work order platform with Lucity web-based software to track facility asset repair and maintenance in real time for customer service requests.

- **Supporting the City's General Plan to ensure quality development in keeping with our local community character.**

**Status:** The General Plan will undergo a significant update beginning in 2020. The new General Plan will reflect the City's desire to increase investment in existing areas, to strengthen infill opportunities, and to grow local jobs.

- **Promoting community collaboration to deliver programs and activities for youth and seniors from 8 to 80.**

**Status:** City Council established a Youth Services Ad Hoc Subcommittee and a Senior Ad Hoc Subcommittee to investigate ways of accomplishing this goal. The Council also hired a part-time Youth Services Network Manager that will be reporting out on potential youth opportunities in February. The Antioch Senior Center provides health programs and activities. Expanded Senior Resource Fair including changing date to better accommodate vendors and participants.

- **Supporting waterfront development to create a walkable, bike friendly environment.**

**Status:** Not yet started.

- **Preserving open space and the natural environment.**

**Status. Ongoing.** Desilt creek project clearing 972 yards of vegetation and desilting 148 yards of debris from 10<sup>th</sup> and O Streets to 4<sup>th</sup> and O Streets; reduces flooding and safeguards wildlife. Completed inspections and reporting to Regional Water Quality Control Board and Department of Fish and Wildlife regarding Markley Creek Mitigation Project. Increased the number of bulky-waste drop off days Citywide.

## Goal 6. Support Historic Downtown Revitalization

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The revitalization of Antioch's waterfront/downtown area continues to be a top priority for the City Council. The waterfront represents a tremendous opportunity for growth. The Council envisions a thriving, bustling area populated with restaurants, shopping, recreation and entertainment opportunities for all ages. Strategies for this Goal include:

- **Explore the establishment of a multi-purpose Municipal/Civic Center.**

**Status.** Not yet started.

- **Creation of an Adventure Center (Jet Skis/Boat Rentals).**

**Status.** Not yet started.

- **Creation of a Transit Center (Ferry/Train/BART/Bus).**

**Status.** Ongoing. Economic Development staff are continuing to find ways to attract Blue Technology companies, working with the City of Martinez staff, CCTA, and a private ferry service operator for a possible ferry service.

- **Work closely with Contra Costa Health Services to address impacts and identify solutions related to the City's homeless population.**

**Status:** In process. City Council established a Homeless Encampment Ad Hoc Subcommittee to investigate. City Council established funding for an Unhoused Resident Coordinator part time position/firm to investigate, provide recommendations and implement immediate and long-term measures. Interviewed for Unhoused Resident Coordinator Services on January 17, 2020. Consulting Services Agreement to go to City Council on January 28, 2020. City Council has allocated funding for solutions related to addressing homelessness and specifically encampments.

- **Provide a business-friendly environment to attract new tenants/owners.**

**Status: Ongoing.** Creating a business incentive program that includes a façade improvement program and business improvement grants. Actively promote booking reservation requests through Marina.com and Dockwa.com in order to attract additional boaters and achieve 80% occupancy.

- **Provide for Hard House update/upkeep.**

**Status: Ongoing.** Preservation projects on Lynn House and Hard House such as ongoing landscape maintenance and replacement of windows and roof. Note: City Council has recently approved an agreement for the Lynn House to reopen as an art gallery where art shows, classes and programs will be offered.

- **Create a trail connection from Downtown to Black Diamond Mines.**

**Status: In Process.** Continued open conversation with East Bay Regional Park District and Contra Costa County regarding future trail development

- **Provide location-based technology for visitors.**

**Status: Not yet started.**

- **Provide Wi-Fi and better cell service.**

**Status: Ongoing.** Installed small cell tower and new cellular equipment throughout the City to enhance cellular coverage with plans to expand the program in the future.

- **Establish a Farmers Market.**

**Status: Not yet started.**

- **Plan for upscale waterfront/view housing.**

**Status:** In discussions with potential developer.

- **Plan for senior housing.**

**Status:** The City Council established a Senior Ad Hoc Subcommittee that would address this subject.

- **Promote walkability.**

**Status:** All new development is required to consider and implement design measures to promote walkability.

- **Update Waldie Plaza.**

**Status: Ongoing.** Installed bistro lights to the plaza that will operate year-round. Holiday Tree location/celebration is now in Waldie plaza.

- **Create a River Walk.**

**Status: Ongoing.** Not yet started. Work is being done to complete the Veterans Memorial landscape area. New Marina Restroom completed.

## **Goal 7. Promote Sustainable Development**

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The Goal of Promoting Sustainable Development reflects the City Council's desire to plan for the long-term health of the City through thoughtful and careful planning. Strategies include:

- **Updating the City's General Plan, Zoning Code and Sign Ordinance.**

**Status:** The General Plan will undergo a significant update beginning in 2020. The new General Plan will reflect the City's desire to increase investment in existing areas, to strengthen infill opportunities and to grow local jobs. There is also a City Easement Location Project that is underway that will utilize GIS to help staff better distinguish between public rights of ways and easements to address service requests more efficiently.

- **Promoting infill and transit-oriented development.**

**Status:** In process. Wildflower Station Subdivision site is located north of the intersection of Hillcrest Avenue and Wildflower Drive and is approximately ¼ mile south of Highway 4 and the new Hillcrest BART station. This project is in construction. An SB82 Grant is pending approval and will lead to a study that will identify opportunities for high-density residential infill, while balancing the continued need for local jobs.

- **Continuing to explore options for annexation including the Fairground.**

**Status:** Not yet started.

# Vision and Strategic Plan

2019-2029

FY 19-20 Third Quarter Update & Progress Report





# Vision, Mission & Values



**MISSION...** To deliver quality services with integrity, excellence and innovation



**VISION...** Antioch is a desired destination in the Bay Area Building on our historic legacy, creating bright opportunities for families to grow, offering places to play, enabling businesses to thrive and cultivating a unique downtown experience.



**VALUES...** Integrity • Honesty • Respect  
Innovation • Fiscal Responsibility • Accountability  
Diversity • Transparency

# Aspirational Priorities



- Beautification of corridors community-wide
- Blight eradication
- Civic Center
- Community Cameras
- Community Center/Town Square in the Historic District
- Conference Center
- Hillcrest Specific Plan
- Marina
- Mobility Plan
- Senior Services
- Solar Development
- Youth Programs

# Goals & Strategies



1. Ensure the City's continued financial sustainability
2. Support public safety
3. Support sustainable economic development
4. Promote community pride
5. Strive to be a healthy community
6. Support Historic Downtown revitalization
7. Promote sustainable development

# Update & Progress Report



## Goal 1.

### Ensure the City's Continued Financial Stability Strategies

- Maintain sound fiscal policies regulating debt and establish parameters for reserves
- Prioritize use of discretionary fund based on Strategic Plan goals
- Seek local, regional and federal grant opportunities
- Explore revenue generating/cost saving opportunities through alternative energy sources
- Provide transparency in all activities related to municipal finance and ensure that records are accurate, reliable and timely
- Explore options to reduce pension liabilities

# Update & Progress Report



## Goal 1. Ensure the City's Continued Financial Stability- Progress and Update

- Adopted Debt Policy in 2018; Budget Stabilization Fund established in FY 18; Reserve Policy adopted in FY19-21 Budget Resolution
- Allocated discretionary funds following each budget cycle
- Pursued Prop 1 Grant for creek restoration, Prop 68 for park renovation, Transportation Development Act funds; grant funding for road safety plan, CalRecycle Rubber Asphalt grant, sought to annex roads into ECCRFFA
- Completed Lone Tree Golf Course Solar Photovoltaic System
- Initiated design of the Brackish Water Desalination Plant
- Started to pay full ADC annually for OPEB in FY20
- Conducted regular audit and review of municipal finances

# Update & Progress Report



## Goal 2. Support Public Safety- Strategies

- Ensure adequate funding for appropriate levels of law enforcement personnel
- Support local and regional partnerships for mutual aid
- Continue to update emergency operations plans and ensure appropriate staff training and engagement for implementation
- Support emergency preparedness throughout the community
- Maintain safe, well-lit streets and roads
- Monitor treatment, storage and delivery systems to ensure safe reliable delivery of water
- Protect public health and safety and animal welfare through animal Control Services

# Update & Progress Report



## Goal 2. Support Public Safety- Progress and Update

- Authorized hiring 115 officers in FY19-21; currently at 111
- Led and hosted quarterly East County Disaster Committee along with county-wide meetings and trainings
- Maintained CalOES and FEMA certifications for City staff assigned to the EOC; reviewed emergency operations plan (EOP) with qualified consultants
- Delivered disaster preparedness training and presentations to employees, residents, businesses and stakeholders
- Updated Police Department disaster preparedness website

# Update & Progress Report



## Goal 2. Support Public Safety- Progress and Update cont.

- Increased traffic unit to four full-time officers
- Continued multi-agency proactive traffic enforcement details
- Hired full-time Doctor of Veterinary Medicine (DVM) for the Animal Shelter; in process of hiring additional office assistant and two full-time animal service technicians
- Attained full-staff services with three Animal Control Officers
- Completed numerous Water Treatment Plant improvements; disinfection systems, pump stations, sewer mains, water main valves
- Maintained lifeguarding, water safety, and pool chemical certifications at the Water Park



# Update & Progress Report



## Goal 3. Support Sustainable Economic Development Strategies

- Develop a comprehensive Economic Development Plan
- Facilitate development of strategic enterprise ones
- Revitalize Fulton Shipyard and Rogers Point
- Explore regional entertainment
- Inventory infrastructure in employment areas for future needs
- Facilitate efforts to improve jobs housing balance
- Promote maritime/tourism/industrial economies
- Explore opportunities for educational tourism
- Create opportunities to improve relationships between landowners, business owners, developers and brokers

# Update & Progress Report



## Goal 3. Support Sustainable Economic Development- Strategies continued

- Become a tech-hub incubator; encourage efforts of non-profits and for-profits to create and improve workspaces
- Explore regional entertainment
- Continue to promote development and revitalization of major employment areas
- Explore and focus on opportunities for new business in the waterfront/downtown area
- Explore use of technology to provide tools to support local businesses

# Update & Progress Report



## Goal 3. Support Sustainable Economic Development- Progress and Update

- Hired the Natelson Dale Group to gather economic development driven data that will be used to identify industries that would thrive in Antioch
- Represented Contra Costa County on Regional Housing Needs Allocation Methodology Committee; pursuing policies to strengthen connection between new housing and jobs near existing housing vs. new/additional
- Created promotional video featuring Antioch's ancient grapevines; new videos are in production that will include tourism emphasis
- Enhanced the quality of entertainment for summer concert series at Waldie Plaza; invited regional entertainment to submit concert proposals

# Update & Progress Report



## Goal.3 Support Sustainable Economic Development- Progress and Update continued

- Purchased state-of-the art Holiday tree and relocated City tree to Waldie Plaza
- Hosted Antioch Economic Development Forum in 2019; new forums are in the planning phase
- Started construction of Laurel Road; completion planned in 2020
- Started design phase of Slatten Ranch Road; these major road projects improve access to Highway 4, undeveloped business park, and relieve congestion
- Initiated Somersville Area Plan in collaboration with St. Mary's College of California; scheduled for completion 2020

# Update & Progress Report



## Goal 3. Support Sustainable Economic Development- Progress and Update continued

- Two cannabis dispensaries open and two soon to be opening, Operating Agreements approved for three dispensaries
- Drafted a business incentive program that includes a façade improvement program and business improvement grants; underway in 2020
- Signed on with program called Gazelle A.I., which uses algorithms to identify industries looking to expand or relocate; exploring new uses of technology is ongoing
- Launched new website to connect branding with economic development  
[www.antiochisopportunity.com](http://www.antiochisopportunity.com)
- Reintroduced sales tax sharing agreement to incentivize businesses to expand and remain in Antioch

# Update & Progress Report



## Goal 4. Promote Community Pride-Strategies

- Create a way-finding system and place-making opportunities
- Proactively communicate positive news about the City to residents, businesses and surrounding communities
- Support efforts that promote beautification of the physical environment
- Utilize social media to disseminate positive news, milestones and accomplishments
- Develop marketing and branding efforts to promote the City
- Promote and support volunteerism throughout the community

# Update & Progress Report



## Goal 4. Promote Community Pride- Progress and Update

- Added wayfinding and signage program to 2019-2024 CIP; scheduled to start planning efforts in 2020
- Issued Request for Qualifications/Call for Artists to initiate public mural and utility box painting; ongoing through 2020 and 2021
- Purchased state-of-the-art mobile stage for community events/parades
- Increased the number of media reports and local newsletters about projects and completion; hosted community ribbon-cuttings and celebrations; developed friendlier look & feel to weekly reports
- Pursued Urban Greening Grant for L Street Corridor

# Update & Progress Report



## Goal 4. Promote Community Pride- Progress and Update Continued

- Distributed informal Request for Bids for citywide banners project; installation in 2020
- Improved landscaping on arterial street medians
- A Street Extension, Lone Tree Way, Hillcrest Ave, Buchanan Rd, Somersville Rd, Auto Center Dr, W 4th St, L St, East 18th St
- Increased the number of bulky-waste drop off days for Antioch neighborhoods
- Increased the number of pavement and roadway improvement projects
- Continued marketing efforts through Evviva Brands and Orange22 to reach new and exciting marketing and companies



# Update & Progress Report



## Goal 4. Promote Community Pride- Progress and Update Continued

- Selected public information/media consulting firm to initiate new citywide public information program; new programs will be on-going through 2020
- Introduced new volunteer programs such as MLK Day of Service; currently evaluating existing programs to enhance
- Introduced new summer Junior Recreation Leader volunteer program for middle school students; including leadership skills, job training, and recreation activities
- Improved quality and design of Recreation Guide; supporting new branding
- Initiated Sesquicentennial Planning for City's 150 Year celebration 2021-22

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Strategies

- Explore opportunities for a sports complex
- Improve youth sports fields
- Develop sports programming that creates community
- Provide recreational oversight via partnerships
- Provide recreation/sport education opportunities
- Increase water access/water sports
- Coordinate healthy recreation with School District
- Coordinate healthy programs with medical providers

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Strategies continued

- Promote connections of, and increase use of, trail system which is outstanding
- Support General Plan to ensure quality development fits/matches local community character
- Promote more collaboration to deliver programs through 8 to 80 concept
- Support waterfront development to create a walkable, bike-friendly environment
- Preserve open space and the natural environment

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Progress and Update

- Researched and compared (sports complex) projects in other cities, such as the City of Tracy
- City Council authorized hiring a part-time Youth Services Network Manager to identify priority youth activity funding opportunities
- Awarded civic grant funds for Antioch Youth Sports Complex improvements
- Created a new 3-on-3 basketball tournament for middle schoolers; continued increasing sports programs for youth and adults
- Continued developing new collaborations for recreational services; theater programs, youth group partnerships, senior organizational partnerships

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Progress and Update continued

- Expanded the size of the new Recreation & Health Expo
- Added seasonal festivals and performances
- Increased funding for youth activity scholarships; received matching funds from Antioch Community Foundation
- Offered NEW youth employment fair to assist young adults with resources for seeking employment and interview directly for summer jobs in recreation (with City of Antioch)

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Progress and Update continued

- Added movies in the park; free event with youth and family focus
- Partnered with Delta Kayaks to offer kayaking classes
- City Council formed City/School District Ad Hoc Subcommittee
- Initiated networking meetings with Sutter Health Community Relations
- Repaved all pedestrian pathways at Hillcrest Park
- Completed basketball courts at Contra Loma Estates Park
- Completed concrete improvements at Water Park; deck coating in 2020

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Progress and Update continued

- Demolished aged playground at Chichibu Park; install new play structure
- Installed “no smoking” signs at park playgrounds
- Painted Antioch Senior Center and Nick Rodriguez Community Center
- Prepared to update General Plan in 2020; desire to increase investment in existing areas, strengthen infill opportunities, and grow local jobs
- Launched “Pop-up” Recreation and mobile recreation program to connect families and residents in neighborhoods; planning to grow program in 2020

# Update & Progress Report



## Goal 5. Strive to be a Healthy Community- Progress and Update continued

- Expand the Senior Resource Fair
- Initiated the development of a Climate Action and Resilience Plan; working with Americorps to address greenhouse gas emissions and climate change, completed end of 2020
- Increased the number of bulky-waste drop off days citywide



# Update & Progress Report



## Goal 6. Support Historic Downtown Revitalization-Strategies

- Explore establishment of a multi-purpose Municipal/Civic Center
- Create an adventure center - water focus: jet skis, boat rental
- Create a transit center - ferry/train/BART/bus
- Partner closely with Contra Costa Health Services to address impacts related to the City's homeless population
- Support community events in the downtown/waterfront area
- Provide business-friendly environment to attract new tenants/owners
- Enhance preservation and upkeep of Hard House
- Create a trail connection from downtown to Black Diamond Mines

# Update & Progress Report



## Goal 6. Support Historic Downtown Revitalization- Strategies continued

- Provide location-based technology for visitors
- Provide wi-fi and better cell service
- Establish a farmer's market
- Plan upscale waterfront view housing
- Promote walkability
- Update Waldie Plaza
- Create a river walk

# Update & Progress Report



## Goal 6. Support Historic Downtown Revitalization- Progress and Update

- Remodeling and updating City Council Chambers
- Engaged in conversation with agencies to attract Blue Technology companies; working with City of Martinez, CCTA, private ferry service
- Allocated funding to explore feasibility and implement of measures to help unhoused residents
- Council approved hiring of part-time Unhoused Resident Coordinator
- Approved Civic Enhancement Grant for Celebrate Antioch Foundation; supported at least six seasonal events/parades with in-kind services from Police and Public Works

# Update & Progress Report



## Goal 6. Support Historic Downtown Revitalization Progress and Update continued

- Drafted a business incentive program that includes a façade improvement program and business improvement grants; underway in 2020
- Approved agreement with local artist to occupy Lynn House and reopen art shows, offer classes and art programs; underway in 2020
- Provided infrastructure improvements to protect windows at the Hard House; ongoing landscape maintenance of the property
- Continued open conversation with East Bay Regional Park District and Contra Costa County regarding future trail development
- Installed small cell tower and new cellular equipment citywide; enhances current coverage with plans to expand

# Update & Progress Report



## Goal 6. Support Historic Downtown Revitalization- Progress and Update continued

- Demolish outdated Amtrak structures and create plaza
- Lease Lynn House for art gallery, exhibits and classes
- Added wi-fi at the Nick Rodriguez Community Center
- Installed bistro lights in Waldie Plaza; initiated with the new holiday tree and will be active year round
- Completed new public restroom facility at the Marina; grand opening with Veteran's Day events
- Constructed new landscaping improvements at the Veteran's Memorial;
- Collaborated with Veteran's organizations to install banners on poles beginning at Memorial; plans to continue south along L Street
- Install new Marina restroom facility

# Update & Progress Report



## Goal 7. Promote Sustainable Development- Strategies

- Update the General Plan, Zoning Code and Sign Ordinance
- Promote infill and transit-oriented development
- Continue to explore options for annexation including the Fairgrounds

# Update & Progress Report



## Goal 7. Promote Sustainable Development- Progress and Update

- Initiated General Plan Update schedule; begins 2020
- Identified key desires for new General Plan that focus on increasing investment in existing areas, strengthen infill opportunities and grow local jobs
- Approved construction of Wildflower Station Subdivision; close proximity to Highway 4 and Hillcrest BART
- Submitted SB2 Grant designed to study the opportunities for high-density residential infill while balancing need for local job centers

# Vision and Strategic Plan

2019-2029

FY 19-20 Third Quarter Update & Progress Report

**ANTIOCH**  
CALIFORNIA  
OPPORTUNITY LIVES HERE



## ***BOARDS / COMMISSION / COMMITTEE VACANCY ANNOUNCEMENTS***

The City of Antioch encourages residents to become involved in their local community. One way to do so is to serve on various commissions, boards and committees. Any interested resident is encouraged to apply for the vacancy listed below. To be considered for this volunteer position, a completed application must be received in the Office of the City Clerk by the date listed below. Applications are available at <https://www.antiochca.gov/#> and at the City Clerk's Office, City Hall, 200 H Street, Antioch, CA 94509, (925) 779-7009.

➤ ***PLANNING COMMISSION – Deadline date: 02/14/2020***

***Your interest and desire to serve our community is appreciated.***

***One (1) Partial-Term Vacancy expiring October 2021***

- The Commissioners makes decisions and recommendations to the City Council on land use, zoning and General Plan issues.
- Must be a resident of the City of Antioch.
- Meetings are held the first and third Wednesday of each month at 6:30 p.m. in the Council Chamber
- 7 member board – 4 year terms. This partial-term vacancy will expire October 2021.
- Commissioners are required to submit a FPPC Form 700 (Statement of Economic Interests) upon assuming office, and every year thereafter no later than April 1<sup>st</sup>.
- Newly appointed Commissioners are also required to complete the AB 1234 Ethics training within 1-year of their appointment. All Commissioners must then take the AB 1234 Ethics training every two years thereafter. The Ethics training is available online.



**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

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

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

**SUBJECT:** City Council Special Meeting Minutes of January 28, 2020

---

**RECOMMENDED ACTION**

It is recommended that the City Council continue the Special Meeting Minutes of January 28, 2020 to the next meeting.

**FISCAL IMPACT**

None

**DISCUSSION**

N/A

**ATTACHMENT**

None.



**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Christina Garcia, CMC, Deputy City Clerk *Cg*  
**APPROVED BY:** Nickie Mastay, Administrative Services Director *NM*  
**SUBJECT:** City Council Meeting Minutes of January 28, 2020

---

**RECOMMENDED ACTION**

It is recommended that the City Council continue the Meeting Minutes of January 28, 2020 to the next meeting.

**FISCAL IMPACT**

None

**DISCUSSION**

N/A

**ATTACHMENT**

None.

CITY OF  
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CITY OF ANTIOCH  
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**100 General Fund**

***Non Departmental***

00385931	BLAIR CHURCH AND FLYNNE CONSULTING	CONSULTING SERVICES	500.00
00385948	FCS INTERNATIONAL INC	CONSULTING SERVICES	48,199.50
00385956	HARRIS AND ASSOCIATES INC	PROFESSIONAL SERVICES	14,080.00
00385993	STANTEC CONSULTING SERVICES INC	CONSULTING SERVICES	7,470.00
00386043	CONTRA COSTA WATER DISTRICT	TREATED WATER CAPACITY FEE	130,640.77
00386044	CONTRA COSTA WATER DISTRICT	FACILITY RESERVE CHARGES	640,634.00
00386058	ECC REG FEE AND FIN AUTH	ECCRFFA-RTDIM	1,377,807.00
00386063	FREEDOM FOREVER LLC	CBSC FEE REFUND	6.36
00386066	HARRIS AND ASSOCIATES INC	PROFESSIONAL SERVICES	2,530.00
00386108	SERVICE CHAMPIONS	CBSC FEE REFUND	3.30

***City Attorney***

00385925	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,027.33
00385967	LEXISNEXIS	SUBSCRIPTION SERVICES	215.00
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	51.16
00386000	TELECOM LAW FIRM PC	LEGAL SERVICES RENDERED	565.40
00386009	VERIZON WIRELESS	DATA SERVICES	53.76
00386034	COLE HUBER LLP	LEGAL SERVICES RENDERED	7,505.64
00386065	GOLDFARB AND LIPMAN LLP	LEGAL SERVICES RENDERED	17,466.48
00386114	STATE BAR OF CALIFORNIA	STATE BAR ANNUAL FEES	544.00

***City Manager***

00386009	VERIZON WIRELESS	DATA SERVICES	38.01
00386010	VOLER STRATEGIC ADVSIORS INC	CONSULTING SERVICES	24,000.00
00935980	DELL COMPUTER CORP	COMPUTER EQUIPMENT	258.04

***City Clerk***

00385908	AMERICAN LEGAL PUBLISHING	ORDINANCE CERTIFICATION	500.00
00385926	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,493.50
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	95.77
00385992	SIMONSEN, ARNE	REGISTRATION REIMBURSEMENT	680.00
00386072	IIMC	ANNUAL MEMBERSHIP FEE	235.00
00386087	MILLER CONSULTING GROUP	MMCA REGISTRATION	1,525.00

***Human Resources***

00385926	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	113.00
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***Economic Development***

00386009	VERIZON WIRELESS	DATA SERVICES	53.76
00386027	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	6,369.06
00935986	KARSTE CONSULTING INC	CONSULTING SERVICES	682.50

***Finance Administration***

00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	131.09
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***Finance Accounting***

00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	57.14
00386002	THALES CONSULTING INC	CONSULTING SERVICES	4,000.00

***Finance Operations***

***Non Departmental***

00385999	TELE PACIFIC COMMUNICATIONS	CHECK REPLACEMENT	30.00
00936073	RETIREE	MEDICAL AFTER RETIREMENT	1,787.98



CITY OF ANTIOCH  
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**Public Works Administration**

00386009 VERIZON WIRELESS	DATA SERVICES	38.01
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**Public Works Street Maintenance**

00385964 INTERSTATE SALES	SUPPLIES	4,824.48
00385982 OFFICE DEPOT INC	OFFICE SUPPLIES	1.96
00385985 PITTS, BRYAN J	TRAINING PER DIEM	273.00
00385988 ROYAL BRASS INC	PIPE FITTINGS	34.75
00386009 VERIZON WIRELESS	DATA SERVICES	76.02
00386030 C AND J FAVALORA TRUCKING INC	EQUIPMENT RENTAL	712.50
00386056 EAST BAY WELDING SUPPLY	SUPPLIES	81.94
00386060 FASTENAL CO	SUPPLIES	23.86
00386117 SYAR INDUSTRIES INC	ASPHALT	4,204.73
00386119 TARGET SPECIALTY PRODUCTS	PESTICIDES	3,331.70

**Public Works-Signal/Street Lights**

00386018 AMERICAN GREENPOWER USA INC	INDUCTION LIGHTING	4,502.39
00936000 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,300.49

**Public Works-Facilities Maintenance**

00386009 VERIZON WIRELESS	DATA SERVICES	38.01
00386104 RICKIES ROOF REPAIR	REPAIR SERVICES	2,100.00
00386105 ROBINS LOCK AND KEY	SUPPLIES	80.00

**Public Works-Parks Maint**

00385965 KAY PARK AND REC CORP	PARK EQUIPMENT	1,536.00
00385995 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	450.00
00386127 WATERSAVERS IRRIGATION	IRRIGATION PARTS	418.09
00935979 DEL CONTES LANDSCAPING INC	LANDSCAPE SERVICES	6,367.08
00935981 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,249.31
00936000 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,080.48
00936004 SITEONE LANDSCAPE SUPPLY HOLDING	REPAIR SERVICES	1,545.54

**Public Works-Median/General Land**

00385923 AT AND T MCI	CONNECTION SERVICES	80.25
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**Police Administration**

00385910 AMERICAN RIVER COLLEGE	TRAINING - B ROSE	77.00
00385911 AMERICAN RIVER COLLEGE	TRAINING - R MEADS	77.00
00385912 AMERICAN RIVER COLLEGE	TRAINING - S MCELROY	77.00
00385913 AMERICAN RIVER COLLEGE	TRAINING - A RODRIGUEZ	192.00
00385914 AMERICAN RIVER COLLEGE	TRAINING - C PRIETO	192.00
00385927 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	4,349.85
00385928 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	3,285.16
00385929 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	2,067.76
00385930 BEST WESTERN PLUS ISLAND PALMS	LODGING - J EVANS	783.25
00385932 CAPE ACCOUNTING	TRAINING - S MOORE	300.00
00385933 CAPE ACCOUNTING	TRAINING - S CHALK	300.00
00385941 CRYSTAL CLEAR LOGOS INC	MAMFF UNIFORMS	69.92
00385944 ED JONES CO INC	UNIFORM BADGES	1,105.91
00385952 GRAYS, ALLANTE	CAR WASHES	3,685.00
00385959 HOLIDAY INN	LODGING - R MEADS	487.20
00385960 HOLIDAY INN	LODGING - B ROSE	487.20
00385961 HOLIDAY INN	LODGING - S MCELROY	487.20

Prepared by: Lauren Posada

Finance Accounting

2/4/2020

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00385962	HOLIDAY INN	LODGING - A RODRIGUEZ	551.00
00385963	HOLIDAY INN	LODGING - C PRIETO	551.00
00385968	LOS ANGELES COUNTY	TRAINING - J DOWNIE	795.00
00385969	LOS ANGELES COUNTY	TRAINING - F BLUMBERG	795.00
00385970	LOS ANGELES COUNTY	TRAINING - R KATHAIN	795.00
00385971	LOS ANGELES COUNTY	TRAINING - S COLE	795.00
00385972	LOS ANGELES COUNTY	TRAINING - J DOWNIE	595.00
00385973	LOS ANGELES COUNTY	TRAINING - F BLUMBERG	595.00
00385974	LOS ANGELES COUNTY	TRAINING - R KATHAIN	595.00
00385975	LOS ANGELES COUNTY	TRAINING - S COLE	595.00
00385977	MCELROY, STEVEN M	TRAINING PER DIEM	198.00
00385978	MEADS, ROBERT P	TRAINING PER DIEM	198.00
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	2,709.92
00385987	ROSE, BRIAN C	TRAINING PER DIEM	198.00
00385994	STATE OF CALIFORNIA	DOJ BACKGROUND CHECK	162.00
00386003	THIRD DEGREE COMMUNICATIONS	TRAINING - L BLEDSOE	225.00
00386004	THIRD DEGREE COMMUNICATIONS	TRAINING - Z MATIS	225.00
00386016	ALAMEDA COUNTY SHERIFFS OFFICE	TRAINING - R HOFFMAN	425.00
00386017	ALAMEDA COUNTY SHERIFFS OFFICE	TRAINING - B ROSE	425.00
00386026	ATKINSON ANDELSON LOYA RUUD & ROMO	PROFESSIONAL SERVICES	9,408.04
00386031	CARMEL MISSION INN	LODGING - S COX	800.40
00386032	CCUG	MEMBERSHIP DUES	125.00
00386039	CONTRA COSTA COUNTY	TRAINING	370.00
00386045	CORDICO PSYCHOLOGICAL CORPORATION	PROFESSIONAL SERVICES	400.00
00386046	COSTCO	COSTCO MEMBERSHIP	120.00
00386059	EVANS, JOSHUA FIELD	TRAINING PER DIEM	355.00
00386067	HAWK ANALYTICS	TRAINING - M RANEY	325.00
00386070	HOLIDAY INN	LODGING - K INABNETT	470.61
00386076	KIM TURNER LLC	TRAINING - M CHAVARRIA	125.00
00386077	KIM TURNER LLC	TRAINING - V NORRIS	125.00
00386078	KIM TURNER LLC	TRAINING - T HAYES	125.00
00386092	OFFICE DEPOT INC	OFFICE SUPPLIES	937.06
00386097	PITNEY BOWES INC	COPIER USAGE	317.61
00386099	POLICE EXECUTIVE RESEARCH FORUM	MEMBERSHIP DUES	200.00
00386102	PRIETO, CALVIN GEOVANI	TRAINING PER DIEM	330.00
00386106	RODRIGUEZ, ANDREA ALEJANDRA	TRAINING PER DIEM	330.00
00386110	SHRED IT INC	ON-SITE SHRED SERVICES	295.89
00386112	SOURCING GROUP, THE	PRINTING SERVICES	345.23
00386122	ULINE	OFFICE SUPPLIES	229.58
00935977	COMPUTERLAND	COMPUTER EQUIPMENT	172.67
00935983	IMAGE SALES INC	ID CARDS	56.22
00935988	MOBILE MINI LLC	EVIDENCE STORAGE	123.28
00935997	CANON FINANCIAL SERVICES	COPIER LEASE	3,981.61
00936002	RAY MORGAN COMPANY	COPIER USAGE	3,008.64
<b>Police Reserves</b>			
00385929	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	221.95
<b>Police Prisoner Custody</b>			
00385927	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	87.48

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Finance Accounting

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**Police Community Policing**

00385919	ARK PET HOSPITAL INC, THE	VETERINARY SERVICES	312.73
00385920	ARROWHEAD 24 HOUR TOWING INC	TOWING SERVICES	47.50
00385927	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	482.87
00385929	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	100.00
00385979	METRO MOBILE EQUIPMENT	EQUIPMENT	2,047.28
00386121	UC DAVIS VETERINARY MEDICINE	VETERINARY SERVICES	192.00

**Police Investigations**

00385927	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	110.00
00385929	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	223.88
00385967	LEXISNEXIS	LEO DATABASE	252.50
00385990	SEROLOGICAL RESEARCH INSTITUTE	DNA ANALYSIS	20,350.00
00385996	T MOBILE USA INC	CELL ANALYSIS	100.00
00386006	TRANSUNION RISK & ALTERNATIVE DATA	LEO DATABASE	105.40
00935977	COMPUTERLAND	COMPUTER EQUIPMENT	345.35
00935980	DELL COMPUTER CORP	SOFTWARE	1,170.16

**Police Special Operations Unit**

00386005	TOYOTA FINANCIAL SERVICES	VEHICLE LEASE	1,499.76
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**Police Communications**

00385922	AT AND T MCI	LONG DISTANCE LINES	56.51
00385938	COMCAST	CONNECTION SERVICES	773.40
00385939	CONTRA COSTA COUNTY	RADIO	216.23
00385951	GLOBALSTAR	SATELLITE PHONE	651.69
00385984	PACIFIC TELEMAGEMENT SERVICES	PHONE	78.00
00386040	CONTRA COSTA COUNTY	RADIO	2,904.57
00386095	PACIFIC TELEMAGEMENT SERVICES	PHONE	156.00
00386125	VERIZON WIRELESS	DATA SERVICES	2,318.61
00935975	AMERICAN TOWER CORPORATION	CELL TOWER FEES	246.88
00935993	AMERICAN TOWER CORPORATION	TOWER FEES	493.76
00935998	COMPUTERLAND	SUPPLIES	645.63

**Office Of Emergency Management**

00385927	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	9.95
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**Police Facilities Maintenance**

00385986	ROCHESTER MIDLAND CORP	SUPPLIES	1,629.84
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**Community Development Land Planning Services**

00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	232.43
00386063	FREEDOM FOREVER LLC	GP MAINT FEE REFUND	26.92
00386108	SERVICE CHAMPIONS	GP MAINT FEE REFUND	19.55
00935977	COMPUTERLAND	COMPUTER SUPPLIES	172.67

**CD Code Enforcement**

00385924	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,846.98
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	232.43
00386028	BRIDGEHEAD SELF STORAGE	STORAGE FEES	235.00

**PW Engineer Land Development**

00385935	COASTLAND CIVIL ENGINEERING	CONSULTING SERVICES	25,836.25
00386009	VERIZON WIRELESS	DATA SERVICES	76.02
00935990	RED WING SHOE STORE	SAFETY SHOES - K HANSEN	243.53

Prepared by: Lauren Posada

Finance Accounting

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**Community Development Building Inspection**

00385924	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	22.50
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	409.70
00386063	FREEDOM FOREVER LLC	ENERGY INSP FEE REFUND	261.70
00386108	SERVICE CHAMPIONS	ENERGY INSP FEE REFUND	328.50

**Capital Imp. Administration**

00386009	VERIZON WIRELESS	DATA SERVICES	38.01
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**211 Delta Fair Property Fund**

**Non Departmental**

00385950	FORTICON INC	RETENTION PAYMENT	4,970.31
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**212 CDBG Fund**

**CDBG**

00385934	CITY DATA SERVICES LLC	CONSULTING SERVICES	2,100.00
00386085	LOCAL GOVERNMENT COMMISSION	PROFESSIONAL SERVICES	590.91

**213 Gas Tax Fund**

**Streets**

00385956	HARRIS AND ASSOCIATES INC	PROFESSIONAL SERVICES	7,420.00
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**214 Animal Control Fund**

**Animal Control**

00385906	AIRGAS INC	OXYGEN TANK RENTAL	48.46
00385958	HILLS PET NUTRITION	SUPPLIES	1,188.35
00385998	TAYLOR HOUSEMAN	PROFESSIONAL SERVICES	368.07
00386007	TWOMEY, BRIDGID	TRAINING PER DIEM	92.00
00386013	ZOETIS LLC	VETERINARY SUPPLIES	151.05
00386048	COURTYARD BY MARRIOTT	LODGING - A MCCARTHY	246.64
00386055	EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	112.60
00386057	EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	129.80
00386068	HILLS PET NUTRITION	SUPPLIES	241.16
00386069	HILTON	LODGING - G HARDING	1,009.75
00386080	KOEFRAAN SERVICES INC	CREMATION SERVICES	1,850.00
00386089	MWI VETERINARY SUPPLY CO	VETERINARY SUPPLIES	1,063.90
00386092	OFFICE DEPOT INC	OFFICE SUPPLIES	163.06
00935982	IDEXX LABORATORIES INC	VETERINARY SUPPLIES	132.37

**219 Recreation Fund**

**Non Departmental**

00386101	PONCE, JANEL	SECURITY SERVICE REFUND	1,171.00
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**Senior Programs**

00386035	COLE SUPPLY CO INC	SUPPLIES	174.80
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**Recreation Sports Programs**

00386029	BSN SPORTS	SUPPLIES	522.85
00386064	GOLDEN STATE WARRIORS	JUNIOR WARRIORS T-SHIRTS 2020	4,688.00

**Recreation-Comm Center**

00386009	VERIZON WIRELESS	DATA SERVICES	38.01
00386014	ADAMS, ZAKIYA MAKEBA	EXPENSE REIMBURSEMENT	17.55
00386075	KAMARA, AMISATU MEMUNA	EXPENSE REIMBURSEMENT	17.55
00386081	KOVALICK, LUANNE	CONTRACTOR PAYMENT	244.20
00386091	NOGUERA, BRYSEL	EXPENSE REIMBURSEMENT	17.55
00386101	PONCE, JANEL	EQUIPMENT REFUND	43.00

Prepared by: Lauren Posada

Finance Accounting

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00386107	SAFETY DRIVERS ED LLC	CONTRACTOR PAYMENT	795.60
00386120	TORIBIO, YESENIA	EXPENSE REIMBURSEMENT	17.55
00386123	UNIQUE PEST CONTROL	BIRD CONTROL SERVICE	800.00
00386126	WASHINGTON, NYASHA JASMINE	MILEAGE REIMBURSEMENT	63.03
<b>Recreation Water Park</b>			
00386036	COLE SUPPLY CO INC	SUPPLIES	394.80
00386037	COMCAST	CABLE SERVICES	48.67
00386042	CONTRA COSTA HEALTH SERVICES	PERMIT PLAN REVIEW	99.50
00386061	FASTSIGNS	NOW HIRING SIGNAGE	376.20
00386082	LESLIES POOL SUPPLIES	SUPPLIES	81.68
00386084	LINCOLN EQUIPMENT INC	SUPPLIES	3,557.82
00386090	NEOFUNDS BY NEOPOST	POSTAGE	383.84
00386103	RED CROSS STORE	ANNUAL FACILITY FEE	975.00
00386109	SERVICE PROS PLUMBERS INC	PLUMBING SERVICES	179.00
<b>222</b>	<b>Measure C/J Fund</b>		
<b>Non Departmental</b>			
<b>Streets</b>			
00935985	JJR CONSTRUCTION INC	CURB RAMP PROJECT	156,947.32
<b>226</b>	<b>Solid Waste Reduction Fund</b>		
<b>Solid Waste</b>			
00385924	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	384.00
00385954	HAAS-WAJDOWICZ, JULIE A	EXPENSE REIMBURSEMENT	4.00
<b>229</b>	<b>Pollution Elimination Fund</b>		
<b>Storm Drain Administration</b>			
00385954	HAAS-WAJDOWICZ, JULIE A	EXPENSE REIMBURSEMENT	32.25
<b>251</b>	<b>Lone Tree SLLMD Fund</b>		
<b>Lonetree Maintenance Zone 1</b>			
00386001	TERRACARE ASSOCIATES	TURF MOWING	273.20
<b>Lonetree Maintenance Zone 4</b>			
00386001	TERRACARE ASSOCIATES	TURF MOWING	437.12
00386015	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	717.36
<b>252</b>	<b>Downtown SLLMD Fund</b>		
<b>Downtown Maintenance</b>			
00386001	TERRACARE ASSOCIATES	TURF MOWING	273.20
<b>254</b>	<b>Hillcrest SLLMD Fund</b>		
<b>Hillcrest Maintenance Zone 1</b>			
00386001	TERRACARE ASSOCIATES	TURF MOWING	710.32
00386111	SILVA LANDSCAPE	LANDSCAPE SERVICES	3,216.00
00386116	STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	950.00
<b>Hillcrest Maintenance Zone 2</b>			
00385995	STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	1,500.00
00386001	TERRACARE ASSOCIATES	TURF MOWING	972.60
00386116	STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	1,450.00
<b>Hillcrest Maintenance Zone 4</b>			
00385991	SILVA LANDSCAPE	LANDSCAPE SERVICES	4,020.00
00385995	STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	3,125.00
00386001	TERRACARE ASSOCIATES	TURF MOWING	546.40
00386015	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	2,152.08

Prepared by: Lauren Posada

Finance Accounting

2/4/2020

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**255 Park 1A Maintenance District Fund**

***Park 1A Maintenance District***

00386001	TERRACARE ASSOCIATES	TURF MOWING	710.32
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**256 Citywide 2A Maintenance District Fund**

***Citywide 2A Maintenance Zone 3***

00386001	TERRACARE ASSOCIATES	TURF MOWING	10.92
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***Citywide 2A Maintenance Zone 6***

00386001	TERRACARE ASSOCIATES	TURF MOWING	655.68
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***Citywide 2A Maintenance Zone 8***

00386001	TERRACARE ASSOCIATES	TURF MOWING	54.64
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***Citywide 2A Maintenance Zone 9***

00386001	TERRACARE ASSOCIATES	TURF MOWING	163.92
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**257 SLLMD Administration Fund**

***SLLMD Administration***

00385916	ANTIOCH ACE HARDWARE	SUPPLIES	71.86
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00386001	TERRACARE ASSOCIATES	TURF MOWING	655.68
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00386009	VERIZON WIRELESS	DATA SERVICES	76.02
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00386011	WATERSAVERS IRRIGATION	SUPPLIES	644.09
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00386021	ANTIOCH ACE HARDWARE	IRRIGATION PARTS	10.01
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**259 East Lone Tree SLLMD Fund**

***Zone 1-District 10***

00385907	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	3,586.80
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00386116	STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	750.00
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**270 East LT Spec Plan Ben District Fund**

***East LT Spec Plan Ben District***

00386051	DAVIDON HOMES	ADVANCED ENGINEERING	239,995.00
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**311 Capital Improvement Fund**

***Non Departmental***

***Streets***

00385915	ANCHOR CONCRETE CONSTRUCTION INC	SIDEWALK REPAIR PROJECT	24,422.74
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00385991	SILVA LANDSCAPE	LANDSCAPE SERVICES	4,950.00
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***Energy Efficiency***

00385954	HAAS-WAJDOWICZ, JULIE A	EXPENSE REIMBURSEMENT	61.14
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00386085	LOCAL GOVERNMENT COMMISSION	PROFESSIONAL SERVICES	1,181.82
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**570 Equipment Maintenance Fund**

***Equipment Maintenance***

00385946	FALCON COLLISION REPAIR INC	VEHICLE REPAIR	12,909.19
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00386009	VERIZON WIRELESS	DATA SERVICES	38.01
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00386025	ARROWHEAD 24 HOUR TOWING INC	VEHICLE TOW	47.50
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**573 Information Services Fund**

***Network Support & PCs***

00386079	KIS	PROFESSIONAL SERVICES	300.00
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00935977	COMPUTERLAND	SOFTWARE	299.56
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***Telephone System***

00385909	AMERICAN MESSAGING	PAGER AND PAGECOPY SERVICE	41.77
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00385921	AT AND T MCI	LONG DISTANCE LINES	21.46
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***Office Equipment Replacement***

00935977	COMPUTERLAND	COMPUTER SUPPLIES	7,049.25
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Prepared by: Lauren Posada

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00935980	DELL COMPUTER CORP	COMPUTER EQUIPMENT	22,910.24
<b>577</b>	<b>Post Retirement Medical-Police Fund</b>		
	<b>Non Departmental</b>		
00386052	RETIREE	MEDICAL AFTER RETIREMENT	1,108.78
00386086	RETIREE	MEDICAL AFTER RETIREMENT	629.49
00386129	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00386130	RETIREE	MEDICAL AFTER RETIREMENT	762.82
00386133	RETIREE	MEDICAL AFTER RETIREMENT	1,108.78
00386136	RETIREE	MEDICAL AFTER RETIREMENT	1,090.58
00386142	RETIREE	MEDICAL AFTER RETIREMENT	968.92
00386144	RETIREE	MEDICAL AFTER RETIREMENT	629.49
00386145	RETIREE	MEDICAL AFTER RETIREMENT	1,321.13
00386151	RETIREE	MEDICAL AFTER RETIREMENT	17.69
00935978	RETIREE	MEDICAL AFTER RETIREMENT	1,280.32
00935989	RETIREE	MEDICAL AFTER RETIREMENT	563.78
00935991	RETIREE	MEDICAL AFTER RETIREMENT	539.86
00936006	RETIREE	MEDICAL AFTER RETIREMENT	539.86
00936007	RETIREE	MEDICAL AFTER RETIREMENT	1,859.07
00936011	RETIREE	MEDICAL AFTER RETIREMENT	968.92
00936013	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936014	RETIREE	MEDICAL AFTER RETIREMENT	1,433.99
00936018	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936019	RETIREE	MEDICAL AFTER RETIREMENT	1,280.32
00936026	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936031	RETIREE	MEDICAL AFTER RETIREMENT	1,000.95
00936033	RETIREE	MEDICAL AFTER RETIREMENT	883.00
00936036	RETIREE	MEDICAL AFTER RETIREMENT	563.78
00936038	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936051	RETIREE	MEDICAL AFTER RETIREMENT	1,280.32
00936052	RETIREE	MEDICAL AFTER RETIREMENT	1,536.98
00936057	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936058	RETIREE	MEDICAL AFTER RETIREMENT	883.00
00936059	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936072	RETIREE	MEDICAL AFTER RETIREMENT	245.25
00936075	RETIREE	MEDICAL AFTER RETIREMENT	539.86
00936076	RETIREE	MEDICAL AFTER RETIREMENT	1,378.92
00936077	RETIREE	MEDICAL AFTER RETIREMENT	275.71
00936078	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936087	RETIREE	MEDICAL AFTER RETIREMENT	200.43
00936088	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936091	RETIREE	MEDICAL AFTER RETIREMENT	131.98
00936101	RETIREE	MEDICAL AFTER RETIREMENT	629.49
00936102	RETIREE	MEDICAL AFTER RETIREMENT	245.78
00936113	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936114	RETIREE	MEDICAL AFTER RETIREMENT	584.82
00936116	RETIREE	MEDICAL AFTER RETIREMENT	968.92
00936118	RETIREE	MEDICAL AFTER RETIREMENT	1,013.74
00936121	RETIREE	MEDICAL AFTER RETIREMENT	245.25

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00936130	RETIREE	MEDICAL AFTER RETIREMENT	566.53
00936132	RETIREE	MEDICAL AFTER RETIREMENT	1,420.72
00936141	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936143	RETIREE	MEDICAL AFTER RETIREMENT	768.49
00936148	RETIREE	MEDICAL AFTER RETIREMENT	539.86
00936149	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936153	RETIREE	MEDICAL AFTER RETIREMENT	245.25
00936164	RETIREE	MEDICAL AFTER RETIREMENT	539.86
00936165	RETIREE	MEDICAL AFTER RETIREMENT	629.49
00936168	RETIREE	MEDICAL AFTER RETIREMENT	629.49
<b>578</b>	<b>Post Retirement Medical-Misc Fund</b>		
	<b>Non Departmental</b>		
00386033	RETIREE	MEDICAL AFTER RETIREMENT	363.34
00386054	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00386128	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00386131	RETIREE	MEDICAL AFTER RETIREMENT	363.34
00386134	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00386137	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00386139	RETIREE	MEDICAL AFTER RETIREMENT	709.38
00386148	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00386150	RETIREE	MEDICAL AFTER RETIREMENT	100.00
00935987	RETIREE	MEDICAL AFTER RETIREMENT	103.69
00936008	RETIREE	MEDICAL AFTER RETIREMENT	245.78
00936009	RETIREE	MEDICAL AFTER RETIREMENT	188.03
00936012	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936017	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936022	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936024	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936027	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936028	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936029	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936032	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936039	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936043	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936044	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936047	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936050	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936054	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936055	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936056	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936063	RETIREE	MEDICAL AFTER RETIREMENT	709.38
00936064	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936065	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936066	RETIREE	MEDICAL AFTER RETIREMENT	126.13
00936071	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936074	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936082	RETIREE	MEDICAL AFTER RETIREMENT	212.39
00936086	RETIREE	MEDICAL AFTER RETIREMENT	103.69

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00936090	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936093	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936095	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936096	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936100	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936107	RETIREE	MEDICAL AFTER RETIREMENT	200.43
00936108	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936109	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936112	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936115	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936120	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936124	RETIREE	MEDICAL AFTER RETIREMENT	97.67
00936129	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936131	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936136	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936146	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936151	RETIREE	MEDICAL AFTER RETIREMENT	79.02
00936152	RETIREE	MEDICAL AFTER RETIREMENT	200.43
00936154	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936156	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936163	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936166	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936167	RETIREE	MEDICAL AFTER RETIREMENT	570.38
<b>579</b>	<b>Post Retirement Medical-Mgmt Fund</b>		
	<b>Non Departmental</b>		
00385957	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00386008	RETIREE	MEDICAL AFTER RETIREMENT	1,859.07
00386132	RETIREE	MEDICAL AFTER RETIREMENT	874.90
00386135	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00386138	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00386140	RETIREE	MEDICAL AFTER RETIREMENT	874.90
00386141	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00386143	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00386146	RETIREE	MEDICAL AFTER RETIREMENT	437.37
00386147	RETIREE	MEDICAL AFTER RETIREMENT	735.38
00386149	RETIREE	MEDICAL AFTER RETIREMENT	1,859.07
00935999	RETIREE	MEDICAL AFTER RETIREMENT	630.56
00936010	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936015	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936016	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936020	RETIREE	MEDICAL AFTER RETIREMENT	200.43
00936021	RETIREE	MEDICAL AFTER RETIREMENT	200.43
00936023	RETIREE	MEDICAL AFTER RETIREMENT	155.70
00936025	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936030	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936034	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936035	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936037	RETIREE	MEDICAL AFTER RETIREMENT	709.38

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00936040	RETIREE	MEDICAL AFTER RETIREMENT	630.56
00936041	RETIREE	MEDICAL AFTER RETIREMENT	155.69
00936042	RETIREE	MEDICAL AFTER RETIREMENT	188.03
00936045	RETIREE	MEDICAL AFTER RETIREMENT	515.08
00936046	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936048	RETIREE	MEDICAL AFTER RETIREMENT	450.38
00936049	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936053	RETIREE	MEDICAL AFTER RETIREMENT	245.78
00936060	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936061	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936062	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936067	RETIREE	MEDICAL AFTER RETIREMENT	336.40
00936068	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936069	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936070	RETIREE	MEDICAL AFTER RETIREMENT	200.43
00936079	RETIREE	MEDICAL AFTER RETIREMENT	346.39
00936080	RETIREE	MEDICAL AFTER RETIREMENT	400.00
00936081	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936083	RETIREE	MEDICAL AFTER RETIREMENT	700.38
00936084	RETIREE	MEDICAL AFTER RETIREMENT	223.62
00936085	RETIREE	MEDICAL AFTER RETIREMENT	1,859.07
00936089	RETIREE	MEDICAL AFTER RETIREMENT	874.90
00936092	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936094	RETIREE	MEDICAL AFTER RETIREMENT	1,397.98
00936097	RETIREE	MEDICAL AFTER RETIREMENT	50.71
00936098	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936099	RETIREE	MEDICAL AFTER RETIREMENT	1,151.48
00936103	RETIREE	MEDICAL AFTER RETIREMENT	155.69
00936104	RETIREE	MEDICAL AFTER RETIREMENT	1,859.07
00936105	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936106	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936110	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936111	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936117	RETIREE	MEDICAL AFTER RETIREMENT	607.47
00936119	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936122	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936123	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936125	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936126	RETIREE	MEDICAL AFTER RETIREMENT	155.70
00936127	RETIREE	MEDICAL AFTER RETIREMENT	874.40
00936128	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936133	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936134	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936135	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936137	RETIREE	MEDICAL AFTER RETIREMENT	245.78
00936138	RETIREE	MEDICAL AFTER RETIREMENT	630.56
00936139	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936140	RETIREE	MEDICAL AFTER RETIREMENT	334.38

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00936142	RETIREE	MEDICAL AFTER RETIREMENT	450.38
00936144	RETIREE	MEDICAL AFTER RETIREMENT	239.58
00936145	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936147	RETIREE	MEDICAL AFTER RETIREMENT	570.38
00936150	RETIREE	MEDICAL AFTER RETIREMENT	709.38
00936155	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936157	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936158	RETIREE	MEDICAL AFTER RETIREMENT	334.38
00936159	RETIREE	MEDICAL AFTER RETIREMENT	215.69
00936160	RETIREE	MEDICAL AFTER RETIREMENT	1,859.07
00936161	RETIREE	MEDICAL AFTER RETIREMENT	97.69
00936162	RETIREE	MEDICAL AFTER RETIREMENT	1,706.12
<b>611</b>	<b>Water Fund</b>		
	<b>Non Departmental</b>		
00385917	ANTIOCH AUTO PARTS	SUPPLIES	224.81
	<b>Water Supervision</b>		
00385936	COLEY, TIMOTHY P	EXPENSE REIMBURSEMENT	524.00
00385937	COLEY, TIMOTHY P	EXPENSE REIMBURSEMENT	183.12
00386009	VERIZON WIRELESS	DATA SERVICES	152.04
	<b>Water Production</b>		
00385918	APPLIED TECHNOLOGY GROUP INC	SERVICE COMMUNICATION RADIO	489.00
00385940	CONTRA COSTA WATER DISTRICT	RAW WATER	687,331.78
00385945	EXPONENT INC	CONSULTING SERVICES	825.00
00385947	FASTENAL CO	SUPPLIES	173.75
00385949	FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	456.17
00385953	GUALCO GROUP INC, THE	PROFESSIONAL SERVICES	4,000.00
00385955	HACH CO	LAB SUPPLIES	934.33
00385976	LUHDORFF AND SCALMANINI	GROUNDWATER SUPPORT	3,000.00
00386009	VERIZON WIRELESS	DATA SERVICES	38.01
00386024	ARAMARK UNIFORM SERVICES	SUPPLIES	108.12
00386062	FINBERG FENCING INC	REPAIR SERVICES	3,679.00
00386071	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	6,021.63
00386092	OFFICE DEPOT INC	OFFICE SUPPLIES	96.35
00386124	US BANK	COPIER USAGE	181.22
00935986	KARSTE CONSULTING INC	CONSULTING SERVICES	780.00
00935990	RED WING SHOE STORE	SAFETY SHOES - B NG	250.00
	<b>Water Distribution</b>		
00385916	ANTIOCH ACE HARDWARE	SUPPLIES	12.76
00385942	DELTA DIABLO	RECYCLED WATER	7,901.66
00385966	KELLY MOORE PAINT CO	SUPPLIES	41.59
00385980	MT DIABLO LANDSCAPE CENTERS INC	SUPPLIES	106.52
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	115.77
00385989	RT LAWRENCE CORP	LOCKBOX PROCESSING	438.27
00386009	VERIZON WIRELESS	DATA SERVICES	418.11
00386021	ANTIOCH ACE HARDWARE	SUPPLIES	38.31
00386022	ANTIOCH AUTO PARTS	PARTS	8.73
00386030	C AND J FAVALORA TRUCKING INC	HAULING SERVICES	3,542.50
00386049	CRESO EQUIPMENT RENTALS	SUPPLIES	2.87

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00386050	CRYSTAL CLEAR LOGOS INC	SUPERVISOR	68.22
00386094	OREILLY AUTO PARTS	SUPPLIES	7.64
00386100	POLLARDWATER	WATER DIST	4,015.16
00935976	BADGER METER INC	METER PARTS	4,536.31
00935984	INFOSEND INC	POSTAGE COSTS	471.43
<b>Public Buildings &amp; Facilities</b>			
00385981	MUNICIPAL FINANCIAL SERVICES	PROFESSIONAL SERVICES	2,720.00
00386012	WOODARD AND CURRAN	PROFESSIONAL SERVICES	14.00
<b>621</b>	<b>Sewer Fund</b>		
<b>Swr-Wastewater Administration</b>			
00385943	DKF SOLUTIONS GROUP LLC	CONSULTING SERVICES	2,370.76
00385982	OFFICE DEPOT INC	OFFICE SUPPLIES	107.89
00385983	OWEN EQUIPMENT SALES	EQUIPMENT PARTS	6,163.21
00385989	RT LAWRENCE CORP	LOCKBOX PROCESSING	438.26
00386009	VERIZON WIRELESS	DATA SERVICES	304.08
00386030	C AND J FAVALORA TRUCKING INC	HAULING SERVICES	3,542.50
00386050	CRYSTAL CLEAR LOGOS INC	SHIRTS	623.16
00386074	JACK DOHENY SUPPLIES INC	SUPPLIES	1,386.56
00935984	INFOSEND INC	POSTAGE COSTS	471.42
00935990	RED WING SHOE STORE	SAFETY SHOES - T ROMANO	255.45
00935992	3T EQUIPMENT COMPANY	PARTS	10,488.00
00936003	SCOTTO, CHARLES W AND DONNA F	BUILDING LEASE	5,000.00
<b>Wastewater Collection</b>			
00385935	COASTLAND CIVIL ENGINEERING	CONSULTING SERVICES	22,562.50
00386038	CONTRA COSTA CLEAN WATER PROGRAM	PERMIT FEE	467.97
<b>631</b>	<b>Marina Fund</b>		
<b>Marina Administration</b>			
00386019	AMS DOT NET INC	CONNECTION SERVICES	682.95
00386020	AMS DOT NET INC	CONNECTION SERVICES	1,292.50
00386050	CRYSTAL CLEAR LOGOS INC	SHIRTS	603.50
<b>721</b>	<b>Employee Benefits Fund</b>		
<b>Non Departmental</b>			
00385997	EMPLOYEE	EMPLOYEE REIMBURSEMENT	44.12
00386023	ANYTIME FITNESS	PAYROLL DEDUCTIONS	39.00
00386041	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
00386047	COURT ORDERED DEBT COLLECTIONS	PAYROLL DEDUCTIONS	330.81
00386053	DIAMOND HILLS SPORT CLUB	PAYROLL DEDUCTIONS	209.00
00386073	IN SHAPE HEALTH CLUBS	PAYROLL DEDUCTIONS	700.99
00386083	LINA	PAYROLL DEDUCTIONS	3,681.11
00386088	MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	2,112.12
00386093	OPERATING ENGINEERS LOCAL NO 3	PAYROLL DEDUCTIONS	3,770.00
00386096	PARS	PAYROLL DEDUCTIONS	4,748.43
00386098	PLANET FITNESS	PAYROLL DEDUCTIONS	21.99
00386113	STANDARD LIFE INSURANCE	PAYROLL DEDUCTIONS	929.50
00386115	STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	200.00
00386118	EMPLOYEE	EMPLOYEE REIMBURSEMENT	22.06
00935994	ANTIOCH PD SWORN MGMT ASSOC	PAYROLL DEDUCTIONS	770.00
00935995	ANTIOCH POLICE OFFICERS ASSOCIATION	PAYROLL DEDUCTIONS	21,820.20

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00935996	APWEA	PAYROLL DEDUCTIONS	4,267.42
00936001	NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL DEDUCTIONS	41,095.33
00936005	VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	5,610.18



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Jeff Cook, Collection Systems Superintendent

**APPROVED BY:** Mike Bechtholdt, Interim Deputy Public Works Director *MB*

**SUBJECT:** Underground Repair Services Bid Award

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### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute an agreement with Advanced Trenchless Inc. to provide underground sewer line repair services for the period of February 12, 2020 through June 30, 2024 for an amount not to exceed \$550,000 per fiscal year.

### **FISCAL IMPACT**

Funding for this expenditure is included in the adopted fiscal year 2019-21 budget in the Sewer Enterprise Funds.

### **DISCUSSION**

This service contract provides necessary repairs to the City's sewer pipelines to ensure the continued functionality of our sewer infrastructure. It is most cost-effective and timely for Advanced Trenchless Inc. to perform scheduled repairs on behalf of the City. Advanced Trenchless Inc. would be able to provide the necessary repairs in conjunction with our construction crew to efficiently complete more lines each year. The contract specifications also cover emergency response services in addition to the scheduled sewer pipe repairs. It is paramount and prudent for the City to be prepared for emergencies and unforeseen disasters. This contract further solidifies the City's commitment to prevent sanitary sewer overflows (SSOs). The department of Public Works published the Underground Repair Services request for bids on January 2, 2020; the bid closed on January 23, 2020. Bids were solicited and Advanced Trenchless Inc. was the lowest, responsible bidder.

### **ATTACHMENTS**

- A. Resolution
- B. Bid Tabulation

**ATTACHMENT "A"**

**RESOLUTION NO. 2020/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE AWARD OF UNDERGROUND REPAIR SERVICES CONTRACT  
TO ADVANCED TRENCHLESS INC.**

**WHEREAS**, the City of Antioch requested formal bid responses for sewer pipeline repair services on a scheduled and emergency basis;

**WHEREAS**, Advanced Trenchless Inc. submitted the lowest bid with pricing details explained in the bid tabulation; and

**WHEREAS**, \$550,000 has been budgeted each year for scheduled and emergency repairs.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby approves an agreement with Advanced Trenchless Inc. to repair sewer lines in the amount not to exceed \$550,000 per fiscal year in a form to be approved by the City Attorney.

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 11<sup>th</sup> day of February 2020, by the following vote:

**AYES:**

**ABSENT:**

**ABSTAIN:**

**NOES:**

---

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

**ATTACHMENT "B"**



**UNDERGROUND REPAIR SERVICES BID NO. 968-0123-20A  
 BID CLOSED: JANUARY 23, 2020  
 BID TABULATION**

<b>Advanced Trenchless Inc. Contract Grand Total \$550,000 Per Fiscal Year</b>					
<b>Pipe Size</b>	<b>Pipe Repair Depth</b>				
	<b>1' to 5'</b>	<b>6' to 10'</b>	<b>11' to 15'</b>	<b>16' to 19'</b>	<b>20' &amp; Up</b>
<b>4"</b>	<u>\$2,165.00</u>	<u>\$2,215.00</u>	<u>\$5,050.00</u>	<u>\$10,950.00</u>	<u>\$17,000.00</u>
<b>6"</b>	<u>\$2,188.00</u>	<u>\$2,225.00</u>	<u>\$5,067.00</u>	<u>\$10,975.00</u>	<u>\$17,025.00</u>
<b>8"</b>	<u>\$2,195.00</u>	<u>\$2,232.00</u>	<u>\$5,074.00</u>	<u>\$10,995.00</u>	<u>\$17,050.00</u>
<b>10"</b>	<u>\$2,217.00</u>	<u>\$2,254.00</u>	<u>\$5,095.00</u>	<u>\$11,025.00</u>	<u>\$17,080.00</u>
<b>12"</b>	<u>\$2,309.00</u>	<u>\$2,278.00</u>	<u>\$5,120.00</u>	<u>\$11,075.00</u>	<u>\$17,110.00</u>
<b>14"</b>	<u>\$4,351.00</u>	<u>\$4,388.00</u>	<u>\$7,230.00</u>	<u>\$12,995.00</u>	<u>\$18,900.00</u>
<b>15"</b>	<u>\$4,425.00</u>	<u>\$4,462.00</u>	<u>\$7,304.00</u>	<u>\$13,100.00</u>	<u>\$19,125.00</u>
<b>16"</b>	<u>\$4,481.00</u>	<u>\$4,518.00</u>	<u>\$7,360.00</u>	<u>\$13,150.00</u>	<u>\$19,175.00</u>
<b>18"</b>	<u>\$4,536.00</u>	<u>\$4,573.00</u>	<u>\$7,415.00</u>	<u>\$13,215.00</u>	<u>\$19,235.00</u>
<b>20"</b>	<u>\$6,748.00</u>	<u>\$6,785.00</u>	<u>\$9,627.00</u>	<u>\$15,330.00</u>	<u>\$19,385.00</u>
<b>24"</b>	<u>\$6,971.00</u>	<u>\$7,008.00</u>	<u>\$9,850.00</u>	<u>\$15,765.00</u>	<u>\$19,605.00</u>
<b>33"</b>	<u>\$7,452.00</u>	<u>\$7,489.00</u>	<u>\$10,331.00</u>	<u>\$16,245.00</u>	<u>\$20,085.00</u>

**No Bids:** Absolute Plumbing and Drain  
 American Plumbing  
 ARB Underground  
 General Drainworks  
 McGuire & Hester  
 Mountain Cascade  
 Pro Pipe  
 Service Pros Plumbers  
 Teichert Construction

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Scott Buenting, Project Manager *SB*

**APPROVED BY:** Bailey Grewal, Interim Public Works Director/City Engineer *BG*

**SUBJECT:** First Amendment to the Agreement with Garney Pacific, Inc. for the Northeast Antioch Annexation Water and Sewer Facility Installation (P.W. 693)

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution to:

1. Authorize an amendment increasing the FY 19/20 Capital Improvement Budget for the Northeast Antioch Annexation Water and Sewer Facility Installation ("Project") in the amount of \$237,684 from the Water Enterprise Fund;
2. Authorize an amendment increasing the contract with Garney Pacific, Inc. for the "Project" by \$237,684 for a total contract amount of \$4,333,684.

**FISCAL IMPACTS**

The approval of this amendment will increase the contract with Garney Pacific, Inc. by \$237,684 for a total contract amount of \$4,333,684 utilizing the Water Enterprise Fund.

**DISCUSSION**

On December 11, 2018, the City Council awarded a contract to Garney Pacific, Inc. who is currently under contract to install water and sewer facilities on Viera Avenue, Wilbur Avenue, Santa Fe Avenue, Walnut Avenue and Bown Lane and the private roadways of Santa Fe Avenue, Vine Lane and Stewart Lane.

A domestic water main located on Contra Loma Blvd. between Fitzuren Road and State Route 4 has had multiple failures causing an emergency condition and resulting in losing water service to an adjacent business. The damage to the water main was too extensive to repair and it was determined the facility needed to be replaced. Staff engaged in discussions with Garney Pacific, Inc. for assistance in performing the required work to install a new water main including acquisition of permits required to perform working within the State Highway right of way, development of traffic and pedestrian traffic control plans, conducting exploratory excavation to locate all existing underground utilities crossing the new pipeline alignment and installation and testing the new pipeline. Staff is

requesting an amendment to the existing contract with Garney Pacific, Inc. in the amount of \$237,684 for performing this work.

**ATTACHMENTS**

A. Resolution

RESOLUTION NO. 2020/\*\*

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING AN AMENDMENT TO INCREASE THE FY 19/20 CAPITAL  
IMPROVEMENT BUDGET AND TO INCREASE A CONTRACT WITH GARNEY  
PACIFIC, INC. FOR THE NORTHEAST ANTIOCH ANNEXATION WATER AND  
SEWER FACILITY INSTALLATION PROJECT  
P.W. 693

**WHEREAS**, on December 11, 2018 Garney Pacific, Inc. was awarded a contract by the City of Antioch to perform work associated with the Northeast Antioch Annexation Water and Sewer Facility Installation ("Project");

**WHEREAS**, the City desires to approve an amendment increasing the FY 19/20 Capital Improvement Budget for the "Project" in the amount of \$237,684 from the Water Enterprise Fund; and

**WHEREAS**, the City desires to approve an amendment increasing the contract with Garney Pacific, Inc. for the "Project" by \$237,684 for a total contract amount of \$4,333,684.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes an amendment increasing the FY 19/20 Capital Improvement Budget in the amount of \$237,684 from the Water Enterprise Fund and increasing the contract with Garney Pacific, Inc. by **\$237,684** for a total contract amount of **\$4,333,684**.

\* \* \* \* \*

**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 11<sup>th</sup> day of February 2020, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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



CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Scott Buenting, Project Manager *SB*  
Teri House, CDBG & Housing Consultant

**APPROVED BY:** Bailey Grewal, Interim Public Works Director/City Engineer *BG*

**SUBJECT:** First Amendment to the Agreement with Graniterock for the  
Community Development Block Grant Downtown Roadway  
Pavement Rehabilitation, Phase 8 (P.W. 678-8)

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution to:

1. Authorize an amendment increasing the FY 19/20 Capital Improvement Budget for the Community Development Block Grant Downtown Roadway Pavement Rehabilitation, Phase 8 ("Project") in the amount of \$90,000 from the Community Development Block Grant program;
2. Authorize an amendment increasing the contract with Graniterock for the "Project" by \$190,000 for a total contract amount of \$1,049,372.

**FISCAL IMPACTS**

The approval of this amendment will increase Community Development Block Grant (CDBG) funding of this project by \$90,000 for a total budget of \$1,090,000 for construction, engineering, inspection, testing and contract administration of the project and increase the existing \$859,372 contract with Graniterock by \$190,000 for a total contract amount of \$1,049,372.

**DISCUSSION**

On October 22, 2019, the City Council awarded a contract to Graniterock to remove and replace the asphalt concrete over the full width of the roadways of West Seventh Street from 'A' to 'D' Streets and 'B', 'C' and 'D' Streets between West Sixth Street to West Eighth Street and reconstruct the intersection of West Seventh Street at 'B' and 'C' Streets intersections. Eight new curb ramps are scheduled to be constructed and various additional concrete improvements will be performed.

An additional \$90,000 in CDBG funds has been made available for this project. In an attempt to capitalize on favorable bid prices, staff is recommending increasing the

contract with Graniterock. Staff is requesting to amend the existing contract with Graniterock to include removal and replacement of the asphalt concrete over the full width of the roadways of 'B', 'C' and 'D' Streets between West Eighth and West Tenth Streets. In addition, deteriorating, damaged and uneven concrete curb, gutter, sidewalk and driveway approaches adjacent to these roadways will be replaced. This work is proposed to be performed predominantly through the extension of the existing contract unit price for a total contract amendment amount of \$190,000.

**ATTACHMENTS**

A. Resolution

RESOLUTION NO. 2020/\*\*

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING AN AMENDMENT TO INCREASE THE FY 19/20 CAPITAL  
IMPROVEMENT BUDGET AND TO INCREASE A CONTRACT WITH GRANITEROCK  
FOR THE COMMUNITY DEVELOPMENT DOWNTOWN ROADWAY PAVEMENT  
REHABILITATION, PHASE 8 PROJECT  
P.W. 678-8

**WHEREAS**, on October 22, 2019 Graniterock was awarded a contract by the City of Antioch to perform work associated with the Community Development Block Grant Downtown Roadway Pavement Rehabilitation, Phase 8 ("Project");

**WHEREAS**, the City desires to approve an amendment increasing the FY 19/20 Capital Improvement Budget for the "Project" in the amount of \$90,000 from the Community Development Block Grant program; and

**WHEREAS**, the City desires to approve an amendment increasing the contract with Graniterock for the "Project" by \$190,000 for a total contract amount of \$1,049,372.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes an amendment increasing the FY 19/20 Capital Improvement Budget in the amount of \$90,000 from the Community Development Block Grant program; and increasing the contract with Graniterock by **\$190,000** for a total contract amount of **\$1,049,372**.

\* \* \* \* \*

**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 11<sup>th</sup> day of February 2020, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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


CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Phil Hoffmeister, Administrative Analyst II

**APPROVED BY:** Bailey Grewal, Interim Public Works Director/City Engineer 

**SUBJECT:** Revised Response to Recommendation No. 2 of Grand Jury Report No. 1907

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute the written revised response to Recommendation No. 2 from the Grand Jury Report No. 1907 "Stormwater Reduction – Are We Doing All That We Can?".

**FISCAL IMPACT**

There is no fiscal impact associated with this action.

**DISCUSSION**

On December 10, 2019, Council held a special meeting and adopted a resolution (2019/184) authorizing the City Manager to respond to Grand Jury Report No. 1907 "Stormwater Reduction – Are We Doing All That We Can?". In that report, the City was required to respond to four findings and three recommendations, and the City submitted those to the Court on December 11, 2019.

In a letter December 19, 2019, the Grand Jury indicated that one of the City's three responses to its recommendations did not conform to the requirements and has allowed the City to modify that response and resubmit by January 7, 2019. A copy of that letter is included as Attachment B. Due to the holidays, staff was unable to meet to discuss this item prior to the Grand Jury deadline. Staff has informed the Court of the delay.

**ATTACHMENTS**

- A. Resolution  
Exhibit 1 – City's Revised Response
- B. December 19, 2019 Response Letter from Grand Jury

RESOLUTION NO. 2020/\*\*

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE WRITTEN  
REVISED RESPONSE TO RECOMMENDATION NO. 2, FROM GRAND JURY REPORT  
NO. 1907 "STORMWATER REDUCTION – ARE WE DOING ALL THAT WE CAN?"**

**WHEREAS**, the City received Grand Jury Report No. 1907 "Stormwater Reduction – Are We Doing All That We Can?" dated June 4, 2019;

**WHEREAS**, on December 10, 2019, a written response was approved by City Council by Resolution 2019/184 and submitted to the Court on December 11, 2019, attached to this Resolution as "Exhibit 1";

**WHEREAS**, the City received a response letter from the Grand Jury dated December 19, 2019, indicating that the City's response to Recommendation No. 2 did not conform to the required response options; and

**WHEREAS**, the Grand Jury has requested the City provide a revised response to Recommendation No. 2.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby approves and authorizes the City Manager to sign the written revised response to Recommendation No. 2, from Grand Jury Report No. 1907 "Stormwater Reduction – Are We Doing All That We Can?"

\* \* \* \* \*

**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 11<sup>th</sup> day of February 2020, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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

# ANTIOCH

CALIFORNIA

February 13, 2020

Via US Mail and Email: [ctadmin@contracosta.courts.ca.gov](mailto:ctadmin@contracosta.courts.ca.gov)

Ms. Ann Granlund, Foreperson  
Contra Costa County Civil Jury  
725 Court Street  
P.O. Box 431  
Martinez, CA 94553

**Regarding: Revised Response to Grand Jury Recommendation #2 Concerning Report 1907 "Stormwater Reduction – Are We Doing All That We Can?"**

Dear Ms. Granlund:

On December 11, 2019, the City of Antioch ("Antioch" or "City") submitted its responses to **Findings 2, 6, 8, and 9** and **Recommendations 2, 3, and 4** from Grand Jury Report No 1907.

In a letter dated December 19, 2019 to the City, the Grand Jury indicated that the City's response to Recommendation #2 did not conform to the legally permitted response options and requested the City provide a revised response to that recommendation.

## **I. REVISED RESPONSE TO GRAND JURY RECOMMENDATION 2**

### **Recommendation 2**

*"The City/Town Councils of Antioch, Brentwood, Clayton, Danville, Moraga, Oakley, Orinda, Pleasant Hill, and San Ramon should consider limiting the use of Styrofoam containers in their communities by June 30, 2020."*

**Response: This recommendation will not be implemented because it is not warranted or it is not reasonable.**

As presented in the Grand Jury Report, trash comes in many different forms and from many different sources. Focusing on one specific source ban is not a feasible



City of Antioch Revised Response to Grand Jury Recommendation #2 Concerning  
Report 1907 "Stormwater Reduction – Are We Doing All That We Can?"

February 12, 2020

Page 2

solution to achieve mandatory trash reduction requirements, or even potential credits, especially when its replacement could be discarded in the same manner. Like the Statewide plastic bag ban, single-use container bans, regardless of the material used, should be considered and addressed regionally or statewide. A standardized State ban would be far more effective than having ordinances implemented piecemeal, which could vary greatly from city to city.

The current Municipal Regional storm water permit (MRP) expires in December 2020 and language for a new MRP is currently being negotiated, with a tentative implementation date of Spring 2021. Therefore, implementing and providing feedback on effectiveness for one specific trash source control measure in order to potentially receive trash reduction credits prior to the current MRP ending, is not feasible or reasonable. Also, it is unclear if those same trash source control credits specifically for this source control measure will be carried into the new permit. The City has been participating in the new permit negotiations and will begin evaluating available trash credits when they are ratified in the new MRP, which could include Styrofoam. Because of these factors, and limited staffing and available resources, the City will not implement this recommendation.

Thank you for the opportunity to provide this revised response to Recommendation 2 of Civil Grand Jury Report No. 1907.

Sincerely,

Ron Bernal  
City Manager

Grand Jury

Contra  
Costa  
County

"ATTACHMENT B"

725 Court Street  
P.O. Box 431  
Martinez, CA 94553-0091



December 19, 2019

Mr. Ron Bernal  
City Manager  
200 H Street  
Antioch, CA 94509

Re: Response to Grand Jury Report No. 1907

Dear Mr. Bernal,

Thank you for your response to Report # 1907 of the Contra Costa County 2018-2019 Grand Jury Report.

Responses to these reports must be made within certain time constraints and in accordance with specific format pursuant to 933 and 933.05 of the California Penal Code. These responses to the recommendations must include one of the following legally permitted options:

- **"The recommendation has been implemented"** with a summary regarding the implemented action.
- **"The recommendation has not been implemented but will be implemented in the future"** with a time frame for implementation.
- **"The recommendation requires further analysis"** with an explanation and the scope and parameters of an analysis or study and a time frame (which shall not exceed 6 months from date of report publication) for the matter to be prepared for discussion.
- **"The recommendation will not be implemented because it is not warranted or not reasonable"** with an explanation therefor.

Your response dated 12/11/2019 to Recommendation #2 does not conform to the above mentioned legally permitted response options. Your response indicates you need further analysis but cannot commit to a deadline of 6/30/2020. Please reevaluate your response and if you believe you cannot meet the date of 6/30/2020, you may select another legally permitted option from the 4 choices shown above as permitted by the CA Penal Code ( by 1/07/ 2020 ) and return to me by email to [agran@contracosta.courts.ca.gov](mailto:agran@contracosta.courts.ca.gov) or by mail to Contra Costa Civil Grand Jury, Attn: Foreperson, P.O. Box 431, Martinez, CA 94553-0091.

Thank you for your assistance in this matter.


Best Regards,

Anne N. Granlund, Foreperson





**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** James D. Davis, City Treasurer   
**SUBJECT:** Treasurer's Report – November 2019

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**RECOMMENDED ACTION**

It is recommended that the City Council receive and file the November Treasurer's Report.

**FISCAL IMPACT**

There is no fiscal impact of this action.

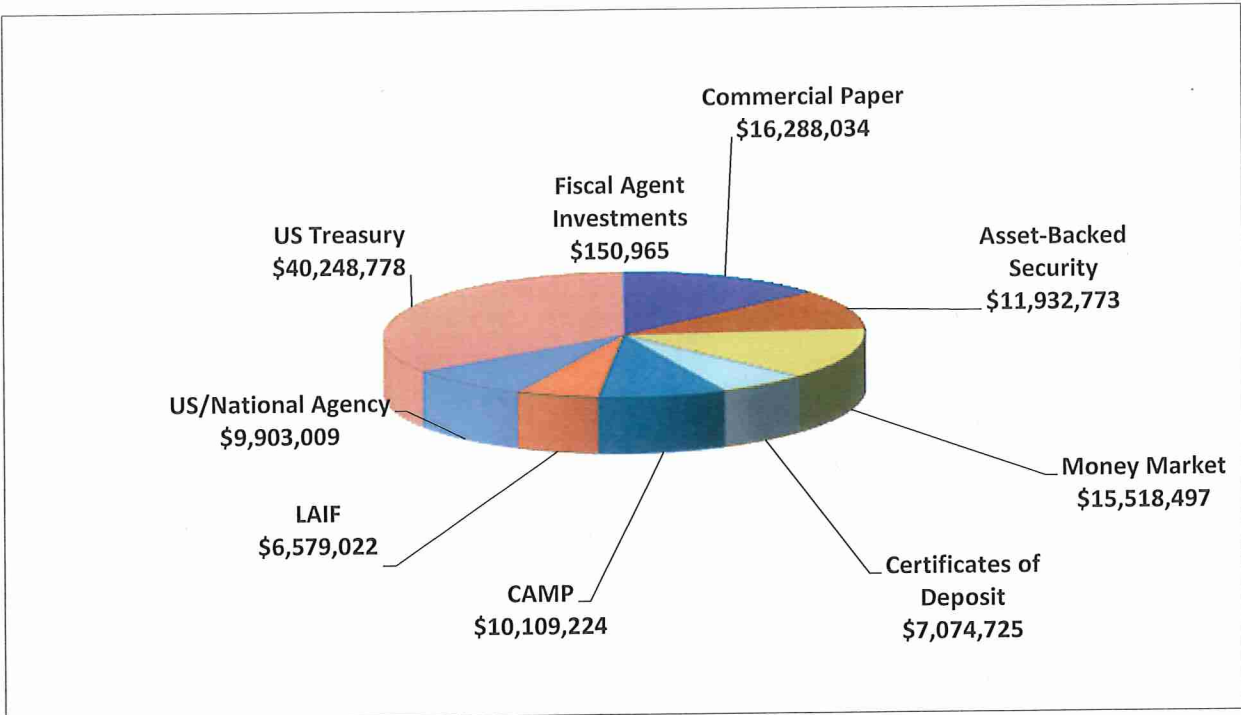
**DISCUSSION**

The City's *Statement of Investment Policy* (Policy) requires that the City Treasurer render, at least quarterly, an investment report to the City Council. The Policy also requires a monthly report of investment transactions to City Council. A monthly Treasurer's Report is provided to comply with both reporting provisions of the Policy.

**ATTACHMENT**

A. Treasurer's Report

November 30, 2019



**Total of City and Fiscal Agent Investments = \$117,805,027**

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.

  
James Davis  
Treasurer

  
Dawn Merchant  
Finance Director

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

	<u>Amount</u>
Antioch Public Financing Authority 2015 Bonds	288
Antioch Development Agency 2009 Tax Allocation Bonds	150,677
	<u><u>\$150,965</u></u>



### Account Statement - Transaction Summary

For the Month Ending **November 30, 2019**

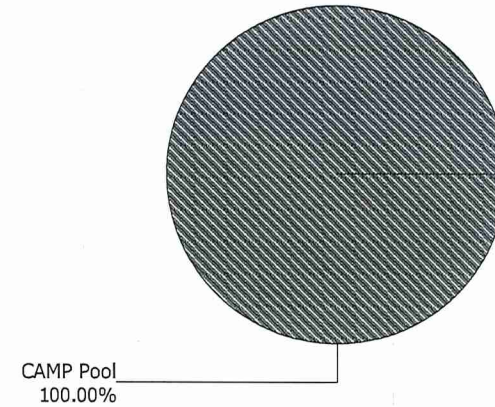
City of Antioch - City of Antioch - 6090-001

<b>CAMP Pool</b>	
Opening Market Value	10,093,600.90
Purchases	15,623.57
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$10,109,224.47</b>
Cash Dividends and Income	15,623.57

<b>Asset Summary</b>		
	<b>November 30, 2019</b>	<b>October 31, 2019</b>
<b>CAMP Pool</b>	10,109,224.47	10,093,600.90
<b>Total</b>	<b>\$10,109,224.47</b>	<b>\$10,093,600.90</b>

<b>Asset Allocation</b>	
CAMP Pool	100.00%





## Managed Account Issuer Summary

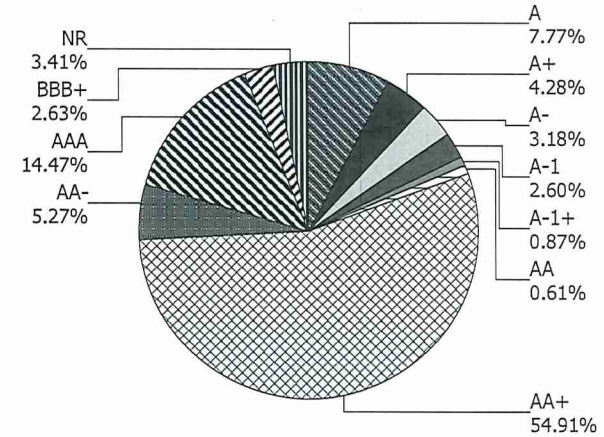
For the Month Ending **November 30, 2019**

CITY OF ANTIOCH, CA - 04380500

### Issuer Summary

Issuer	Market Value of Holdings	Percent
3M COMPANY	432,642.25	0.50
ABBOTT LABORATORIES	381,771.00	0.44
ALLY AUTO RECEIVABLES TRUST	345,174.77	0.40
AMERICAN EXPRESS CO	781,339.80	0.90
AMERICAN HONDA FINANCE	811,485.50	0.94
APPLE INC	633,230.55	0.73
BANK OF AMERICA CO	886,509.91	1.03
BANK OF MONTREAL	731,008.80	0.85
BANK OF NOVA SCOTIA	755,661.75	0.87
BB&T CORPORATION	818,880.80	0.95
BOEING COMPANY	432,657.80	0.50
BURLINGTON NORTHERN SANTA FE	291,863.66	0.34
CALIFORNIA ST	856,297.65	0.99
CAPITAL ONE FINANCIAL CORP	797,268.80	0.92
CAPITAL ONE PRIME AUTO REC TRUST	232,397.77	0.27
CARMAX AUTO OWNER TRUST	904,261.75	1.05
CATERPILLAR INC	629,611.65	0.73
CHARLES SCHWAB	356,276.55	0.41
CITIGROUP INC	355,260.85	0.41
CREDIT AGRICOLE SA	784,045.03	0.91
DEERE & COMPANY	801,626.21	0.93
DISCOVER FINANCIAL SERVICES	330,243.64	0.38
EXXON MOBIL CORP	379,649.25	0.44
FANNIE MAE	2,567,906.65	2.98
FEDERAL HOME LOAN BANKS	1,614,105.68	1.87
FIFTH THIRD AUTO TRUST	288,679.86	0.33
FORD CREDIT AUTO LEASE TRUST	650,612.46	0.75
FORD CREDIT AUTO OWNER TRUST	638,920.04	0.74
FREDDIE MAC	1,607,097.19	1.86
GM FINANCIAL AUTO LEASING TRUST	503,829.40	0.58
GM FINANCIAL SECURITIZED TERM	905,834.81	1.05
GOLDMAN SACHS GROUP INC	404,619.60	0.47

### Credit Quality (S&P Ratings)





### Managed Account Issuer Summary

For the Month Ending **November 30, 2019**

CITY OF ANTIOCH, CA - 04380500

<b>Issuer</b>	<b>Market Value of Holdings</b>	<b>Percent</b>
HARLEY-DAVIDSON MOTORCYCLE TRUST	401,738.00	0.46
HERSHEY COMPANY	284,751.88	0.33
HOME DEPOT INC	231,993.68	0.27
HONDA AUTO RECEIVABLES	1,065,299.76	1.23
HONEYWELL INTERNATIONAL	166,092.14	0.19
HYUNDAI AUTO RECEIVABLES	764,642.32	0.88
IBM CORP	450,320.85	0.52
INTER-AMERICAN DEVELOPMENT BANK	854,620.33	0.99
INTERNATIONAL FINANCE CORPORATION	730,308.45	0.85
INTL BANK OF RECONSTRUCTION AND DEV	1,807,814.55	2.09
JP MORGAN CHASE & CO	818,023.20	0.95
MERCEDES-BENZ AUTO LEASE TRUST	766,851.02	0.89
MINITUBISHI UFJ FINANCIAL GROUP INC	788,076.58	0.91
MORGAN STANLEY	732,410.68	0.85
NATIONAL RURAL UTILITIES CO FINANCE CORP	303,409.20	0.35
NISSAN AUTO LEASE TRUST	296,168.05	0.34
NISSAN AUTO RECEIVABLES	1,313,189.58	1.52
NORDEA BANK AB	801,354.40	0.93
PACCAR FINANCIAL CORP	823,296.19	0.95
PFIZER INC	694,082.60	0.80
ROYAL BANK OF CANADA	972,861.75	1.13
SKANDINAVISKA ENSKILDA BANKEN AB	801,571.20	0.93
SUMITOMO MITSUI FINANCIAL GROUP INC	761,880.00	0.88
SWEDBANK AB	752,796.00	0.87
THE BANK OF NEW YORK MELLON CORPORATION	803,042.21	0.93
THE WALT DISNEY CORPORATION	214,220.84	0.25
TOYOTA MOTOR CORP	1,122,402.83	1.30
UNILEVER PLC	580,921.35	0.67
UNITED PARCEL SERVICE INC	441,299.76	0.51
UNITED STATES TREASURY	40,642,954.21	47.04
US BANCORP	414,636.98	0.48
VERIZON OWNER TRUST	554,636.92	0.64
VOLKSWAGEN AUTO LEASE TURST	219,845.49	0.25



## Managed Account Issuer Summary

For the Month Ending **November 30, 2019**

CITY OF ANTIOCH, CA - 04380500

<b>Issuer</b>	<b>Market Value of Holdings</b>	<b>Percent</b>
VOLKSWAGEN OF AMERICA	593,998.12	0.69
WAL-MART STORES INC	530,792.60	0.61
<b>Total</b>	<b>\$86,413,075.15</b>	<b>100.00%</b>



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>												
US TREASURY NOTES DTD 12/31/2015 1.750% 12/31/2020		912828N48	750,000.00	AA+	Aaa	12/04/17	12/06/17	745,253.91	1.96	5,492.53	748,296.20	750,264.00
US TREASURY NOTES DTD 12/31/2015 1.750% 12/31/2020		912828N48	1,550,000.00	AA+	Aaa	12/01/17	12/05/17	1,542,613.28	1.91	11,351.22	1,547,352.57	1,550,545.60
US TREASURY NOTES DTD 01/31/2016 1.375% 01/31/2021		912828N89	1,500,000.00	AA+	Aaa	01/02/18	01/04/18	1,470,000.00	2.05	6,893.68	1,488,406.92	1,494,375.00
US TREASURY NOTES DTD 05/15/2018 2.625% 05/15/2021		9128284P2	875,000.00	AA+	Aaa	02/08/19	02/11/19	878,383.79	2.45	1,009.62	877,215.26	886,758.25
US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021		912828WN6	2,900,000.00	AA+	Aaa	06/04/18	06/06/18	2,848,457.03	2.62	158.47	2,873,636.59	2,913,479.20
UNITED STATES TREASURY NOTES DTD 05/31/2019 2.125% 05/31/2021		9128286V7	3,000,000.00	AA+	Aaa	09/17/19	09/18/19	3,015,351.56	1.82	174.18	3,013,580.22	3,019,923.00
US TREASURY NOTES DTD 06/30/2014 2.125% 06/30/2021		912828WR7	1,300,000.00	AA+	Aaa	07/03/18	07/06/18	1,280,093.75	2.66	11,560.46	1,289,257.70	1,309,241.70
US TREASURY NOTES DTD 08/15/2018 2.750% 08/15/2021		9128284W7	550,000.00	AA+	Aaa	10/02/18	10/04/18	547,916.02	2.89	4,438.86	548,744.87	559,904.40
US TREASURY NOTES DTD 08/15/2018 2.750% 08/15/2021		9128284W7	725,000.00	AA+	Aaa	09/12/18	09/14/18	723,838.87	2.81	5,851.22	724,315.57	738,055.80
US TREASURY NOTES DTD 08/15/2018 2.750% 08/15/2021		9128284W7	2,550,000.00	AA+	Aaa	09/05/18	09/07/18	2,552,091.80	2.72	20,580.16	2,551,250.06	2,595,920.40
US TREASURY NOTES DTD 10/31/2014 2.000% 10/31/2021		912828F96	1,600,000.00	AA+	Aaa	11/02/18	11/02/18	1,556,375.00	2.96	2,725.27	1,571,671.71	1,610,750.40
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021		912828T67	2,125,000.00	AA+	Aaa	11/08/19	11/12/19	2,107,070.31	1.69	2,262.19	2,107,540.41	2,108,979.63
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021		912828T67	3,000,000.00	AA+	Aaa	09/17/19	09/18/19	2,968,593.75	1.76	3,193.68	2,971,558.80	2,977,383.00
US TREASURY NOTES DTD 01/15/2019 2.500% 01/15/2022		9128285V8	2,300,000.00	AA+	Aaa	01/29/19	01/31/19	2,296,675.78	2.55	21,718.75	2,297,599.40	2,341,687.50





**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b> <b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES DTD 01/31/2017 1.875% 01/31/2022	912828V72	3,600,000.00	AA+	Aaa	01/07/19	01/09/19	3,534,468.75	2.50	22,561.14	3,553,134.59	3,618,561.60
US TREASURY NOTES DTD 02/15/2019 2.500% 02/15/2022	9128286C9	2,800,000.00	AA+	Aaa	03/01/19	03/05/19	2,796,937.50	2.54	20,543.48	2,797,703.86	2,852,609.20
UNITED STATES TREASURY NOTES DTD 04/15/2019 2.250% 04/15/2022	9128286M7	1,050,000.00	AA+	Aaa	05/01/19	05/03/19	1,050,738.28	2.23	3,033.81	1,050,601.68	1,065,380.40
US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	800,000.00	AA+	Aaa	07/01/19	07/03/19	802,718.75	1.76	5,013.59	802,366.89	805,562.40
US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	3,375,000.00	AA+	Aaa	06/03/19	06/05/19	3,377,768.55	1.85	21,151.07	3,377,375.87	3,398,466.38
US TREASURY NOTES DTD 08/31/2017 1.625% 08/31/2022	9128282S8	1,350,000.00	AA+	Aaa	08/02/19	08/05/19	1,347,310.55	1.69	5,544.64	1,347,592.77	1,350,738.45
US TREASURY NOTES DTD 08/31/2017 1.625% 08/31/2022	9128282S8	1,700,000.00	AA+	Aaa	10/03/19	10/04/19	1,713,945.31	1.34	6,982.14	1,713,195.86	1,700,929.90
UNITED STATES TREASURY NOTES DTD 10/15/2019 1.375% 10/15/2022	912828YK0	1,000,000.00	AA+	Aaa	10/31/19	11/04/19	996,289.06	1.50	1,765.71	996,380.63	993,438.00
<b>Security Type Sub-Total</b>		<b>40,400,000.00</b>					<b>40,152,891.60</b>	<b>2.19</b>	<b>184,005.87</b>	<b>40,248,778.43</b>	<b>40,642,954.21</b>
<b>Supra-National Agency Bond / Note</b>											
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020	45905UP32	725,000.00	AAA	Aaa	09/12/17	09/19/17	723,260.00	1.64	2,483.51	724,536.15	724,567.90
INTERNATIONAL FINANCE CORPORATION NOTE DTD 03/16/2018 2.635% 03/09/2021	45950VLO7	725,000.00	AAA	Aaa	03/09/18	03/16/18	724,456.25	2.66	4,351.41	724,761.79	730,308.45
INTER-AMERICAN DEVELOPMENT BANK NOTE DTD 04/19/2018 2.625% 04/19/2021	4581X0DB1	845,000.00	AAA	Aaa	04/12/18	04/19/18	843,141.00	2.70	2,587.81	844,124.55	854,620.33



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Supra-National Agency Bond / Note</b>												
INTL BANK OF RECONSTRUCTION AND DEV NOTE	07/25/2018 2.750% 07/23/2021	459058GH0	1,065,000.00	AAA	Aaa	07/18/18	07/25/18	1,062,507.90	2.83	10,413.33	1,063,605.46	1,083,246.65
<b>Security Type Sub-Total</b>			<b>3,360,000.00</b>					<b>3,353,365.15</b>	<b>2.51</b>	<b>19,836.06</b>	<b>3,357,027.95</b>	<b>3,392,743.33</b>
<b>Municipal Bond / Note</b>												
CA ST TXBL GO BONDS	04/25/2018 2.800% 04/01/2021	13063DGA0	845,000.00	AA-	Aa2	04/18/18	04/25/18	845,033.80	2.80	3,943.33	845,011.33	856,297.65
<b>Security Type Sub-Total</b>			<b>845,000.00</b>					<b>845,033.80</b>	<b>2.80</b>	<b>3,943.33</b>	<b>845,011.33</b>	<b>856,297.65</b>
<b>Federal Agency Collateralized Mortgage Obligation</b>												
FNA 2018-M5 A2	04/01/2018 3.560% 09/25/2021	3136B1XP4	333,545.67	AA+	Aaa	04/11/18	04/30/18	340,180.22	2.27	989.52	336,967.82	339,311.61
FHLMC MULTIFAMILY STRUCTURED P	11/01/2015 2.716% 06/25/2022	3137BLUR7	375,000.00	AA+	Aaa	03/13/19	03/18/19	374,533.45	2.68	848.75	374,533.45	381,140.48
FHLMC MULTIFAMILY STRUCTURED P	12/01/2012 2.355% 07/25/2022	3137AVXN2	360,000.00	AA+	Aaa	06/12/19	06/17/19	361,321.88	2.03	706.50	361,082.30	363,597.37
FHLMC MULTIFAMILY STRUCTURED P	05/01/2013 2.510% 11/25/2022	3137B1BS0	375,000.00	AA+	Aaa	08/13/19	08/16/19	381,210.94	1.43	784.38	380,704.26	381,258.11
FNA 2013-M7 A2	05/01/2013 2.280% 12/25/2022	3136AEGO4	254,814.67	AA+	Aaa	09/11/19	09/16/19	256,402.42	1.82	484.15	256,305.58	256,641.36
FNA 2013-M7 A2	05/01/2013 2.280% 12/25/2022	3136AEGO4	337,546.71	AA+	Aaa	09/04/19	09/09/19	341,968.91	1.42	641.34	341,672.70	339,966.48
FHMS KP05 A	12/01/2018 3.203% 07/01/2023	3137FKK39	250,677.72	AA+	Aaa	12/07/18	12/17/18	250,676.97	3.11	669.10	250,676.97	256,457.67
FHMS KJ27 A1	11/01/2019 2.092% 07/25/2024	3137FO3V3	225,000.00	AA+	Aaa	11/20/19	11/26/19	224,994.60	2.03	392.25	224,998.50	224,643.56
<b>Security Type Sub-Total</b>			<b>2,511,584.77</b>					<b>2,531,289.39</b>	<b>2.07</b>	<b>5,515.99</b>	<b>2,526,941.58</b>	<b>2,543,016.64</b>



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Federal Agency Bond / Note</b>											
FEDERAL HOME LOAN BANKS NOTES DTD 10/12/2018 3.000% 10/12/2021	3130AF5B9	1,575,000.00	AA+	Aaa	11/02/18	11/02/18	1,573,866.00	3.03	6,431.25	1,574,282.08	1,614,105.68
FANNIE MAE NOTES DTD 01/11/2019 2.625% 01/11/2022	3135G0U92	800,000.00	AA+	Aaa	01/09/19	01/11/19	799,424.00	2.65	8,166.67	799,590.06	815,993.60
FANNIE MAE NOTES DTD 01/11/2019 2.625% 01/11/2022	3135G0U92	800,000.00	AA+	Aaa	01/29/19	01/31/19	800,208.00	2.62	8,166.67	800,155.57	815,993.60
<b>Security Type Sub-Total</b>		<b>3,175,000.00</b>					<b>3,173,498.00</b>	<b>2.83</b>	<b>22,764.59</b>	<b>3,174,027.71</b>	<b>3,246,092.88</b>
<b>Corporate Note</b>											
AMERICAN EXPRESS CO CORP (CALLABLE) NOTE DTD 10/30/2017 2.200% 10/30/2020	025816BP3	325,000.00	BBB+	A3	10/23/17	10/30/17	324,577.50	2.25	615.69	324,868.34	325,685.10
JOHN DEERE CAPITAL CORP NOTES DTD 01/08/2018 2.350% 01/08/2021	24422ETZ2	140,000.00	A	A2	01/03/18	01/08/18	139,927.20	2.37	1,306.86	139,972.65	140,670.60
IBM CORP CORP NOTES DTD 02/06/2018 2.650% 02/05/2021	44932HAG8	125,000.00	A	A2	02/01/18	02/06/18	124,938.75	2.67	1,067.36	124,975.34	126,043.00
AMERICAN EXPRESS CO CORP NOTES DTD 02/22/2019 3.000% 02/22/2021	025816CB3	450,000.00	BBB+	A3	02/19/19	02/22/19	449,550.00	3.05	3,712.50	449,721.36	455,654.70
PACCAR FINANCIAL CORP NOTES DTD 02/27/2018 2.800% 03/01/2021	69371RN93	240,000.00	A+	A1	02/22/18	02/27/18	239,882.40	2.82	1,680.00	239,949.79	242,734.32
JOHN DEERE CAPITAL CORP NOTES DTD 03/13/2018 2.875% 03/12/2021	24422EUD9	375,000.00	A	A2	03/08/18	03/13/18	374,745.00	2.90	2,365.89	374,888.34	379,589.63
NATIONAL RURAL UTIL COOP NOTE DTD 02/26/2018 2.900% 03/15/2021	63743HER9	300,000.00	A	A2	02/21/18	02/26/18	299,667.00	2.94	1,836.67	299,854.59	303,409.20
UNILEVER CAPITAL CORP NOTES DTD 03/22/2018 2.750% 03/22/2021	904764AZ0	575,000.00	A+	A1	03/19/18	03/22/18	572,061.75	2.93	3,030.73	573,687.87	580,921.35
UNITED PARCEL SERVICE CORPORATE BOND DTD 11/14/2017 2.050% 04/01/2021	911312BP0	440,000.00	A	A2	11/09/17	11/14/17	439,304.80	2.10	1,503.33	439,718.34	441,299.76



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Corporate Note</b>											
TOYOTA MOTOR CREDIT CORP NOTES DTD 04/13/2018 2.950% 04/13/2021	89236TEU5	440,000.00	AA-	Aa3	04/10/18	04/13/18	439,824.00	2.96	1,730.67	439,917.94	446,792.72
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 02/19/2016 2.500% 04/15/2021	06406FAA1	375,000.00	A	A1	02/16/18	02/21/18	370,128.75	2.93	1,197.92	372,827.20	377,817.38
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	350,000.00	BBB+	A3	02/13/18	02/15/18	344,120.00	3.06	972.22	347,369.26	352,158.80
HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021	427866BA5	280,000.00	A	A1	05/03/18	05/10/18	279,806.80	3.12	385.78	279,904.01	284,751.88
CHARLES SCHWAB CORP NOTES DTD 05/22/2018 3.250% 05/21/2021	808513AW5	350,000.00	A	A2	05/17/18	05/22/18	349,989.50	3.25	315.97	349,994.59	356,276.55
WAL-MART STORES INC CORP NOTES DTD 06/27/2018 3.125% 06/23/2021	931142EJ8	520,000.00	AA	Aa2	06/20/18	06/27/18	519,974.00	3.13	7,131.94	519,985.40	530,792.60
BOEING CO DTD 07/31/2019 2.300% 08/01/2021	097023CL7	130,000.00	A	A2	07/29/19	07/31/19	129,994.80	2.30	1,004.97	129,995.68	130,668.20
CATERPILLAR FINANCIAL SERVICES CORP CORP DTD 09/07/2018 3.150% 09/07/2021	1491302N8	205,000.00	A	A3	09/04/18	09/07/18	204,842.15	3.18	1,506.75	204,905.29	209,363.43
3M COMPANY DTD 09/14/2018 3.000% 09/14/2021	88579YBA8	175,000.00	AA-	A1	09/11/18	09/14/18	174,641.25	3.07	1,122.92	174,782.58	178,377.50
BURLINGTN NORTH SANTA FE CORP NOTES DTD 08/22/2011 3.450% 09/15/2021	12189LAF8	285,000.00	A+	A3	08/09/19	08/13/19	292,105.05	2.22	2,075.75	291,105.85	291,863.66
PFIZER INC CORP NOTE DTD 09/07/2018 3.000% 09/15/2021	717081EM1	450,000.00	AA-	A1	09/04/18	09/07/18	449,392.50	3.05	2,850.00	449,632.61	459,214.65
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	275,000.00	A-	A2	09/22/17	09/26/17	274,560.00	2.37	1,067.00	274,793.72	275,606.38
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	450,000.00	A-	A2	09/13/17	09/18/17	450,000.00	2.33	1,746.00	450,000.00	450,992.25



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Corporate Note</b>											
BOEING COMPANY NOTE DTD 10/31/2014 2.350% 10/30/2021	097023BG9	300,000.00	A	A2	05/21/19	05/23/19	296,922.00	2.79	607.08	297,567.21	301,989.60
ABBOTT LABORATORIES CORP NOTES DTD 11/22/2016 2.900% 11/30/2021	002824BD1	375,000.00	A-	A3	05/10/19	05/14/19	377,025.00	2.68	30.21	376,603.30	381,771.00
CITIGROUP INC CORP (CALLABLE) NOTE DTD 12/08/2016 2.900% 12/08/2021	172967LC3	350,000.00	BBB+	A3	01/15/19	01/17/19	343,633.50	3.57	4,877.64	345,491.51	355,260.85
AMERICAN HONDA FINANCE CORP NOTES DTD 10/10/2018 3.375% 12/10/2021	02665WCP4	250,000.00	A	A2	10/03/18	10/10/18	249,880.00	3.39	4,007.81	249,916.70	257,553.00
TOYOTA MOTOR CREDIT CORP BONDS DTD 01/09/2017 2.600% 01/11/2022	89236TDP7	345,000.00	AA-	Aa3	12/28/18	12/31/18	339,172.95	3.19	3,488.33	340,881.17	349,958.69
PACCAR FINANCIAL CORP NOTE DTD 03/01/2019 2.850% 03/01/2022	69371RP75	170,000.00	A+	A1	02/22/19	03/01/19	169,850.40	2.88	1,211.25	169,886.65	173,565.07
HOME DEPOT INC DTD 12/06/2018 3.250% 03/01/2022	437076BV3	225,000.00	A	A2	11/27/18	12/06/18	224,383.50	3.34	1,828.13	224,559.31	231,993.68
3M COMPANY BONDS DTD 02/22/2019 2.750% 03/01/2022	88579YBF7	250,000.00	AA-	A1	02/12/19	02/22/19	249,882.50	2.77	1,718.75	249,910.87	254,264.75
EXXON MOBIL CORP (CALLABLE) NOTE DTD 03/06/2015 2.397% 03/06/2022	30231GAJ1	375,000.00	AA+	Aaa	11/26/18	11/28/18	363,615.00	3.38	2,122.34	367,001.12	379,649.25
PFIZER INC CORP BONDS DTD 03/11/2019 2.800% 03/11/2022	717081ER0	230,000.00	AA-	A1	03/04/19	03/11/19	229,986.20	2.80	1,431.11	229,989.42	234,867.95
US BANCORP (CALLABLE) NOTE DTD 03/02/2012 3.000% 03/15/2022	91159HHC7	105,000.00	A+	A1	07/24/19	07/26/19	107,086.35	2.22	665.00	106,810.46	107,498.48
US BANCORP (CALLABLE) NOTE DTD 03/02/2012 3.000% 03/15/2022	91159HHC7	300,000.00	A+	A1	07/24/19	07/26/19	305,925.00	2.22	1,900.00	305,141.58	307,138.50
JOHN DEERE CAPITAL CORP DTD 03/07/2019 2.950% 04/01/2022	24422EUT4	275,000.00	A	A2	03/04/19	03/07/19	274,868.00	2.97	1,352.08	274,901.95	281,365.98
GOLDMAN SACHS GROUP INC (CALLABLE) NOTE DTD 01/26/2017 3.000% 04/26/2022	38141GWC4	400,000.00	BBB+	A3	02/13/19	02/15/19	395,608.00	3.36	1,166.67	396,665.96	404,619.60



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Corporate Note</b>											
PACCAR FINANCIAL CORP CORP NOTES DTD 05/10/2019 2.650% 05/10/2022	69371RP83	400,000.00	A+	A1	05/03/19	05/10/19	399,784.00	2.67	618.33	399,822.93	406,996.80
APPLE INC CORP NOTES DTD 05/13/2015 2.700% 05/13/2022	037833BF6	400,000.00	AA+	Aa1	06/12/19	06/14/19	405,032.00	2.25	540.00	404,255.92	408,916.80
MORGAN STANLEY CORP NOTES DTD 05/19/2017 2.750% 05/19/2022	61744YAH1	375,000.00	BBB+	A3	04/05/19	04/09/19	372,513.75	2.97	343.75	373,015.63	380,251.88
BRANCH BANKING & TRUST CORP NOTES DTD 03/18/2019 3.050% 06/20/2022	05531FBG7	800,000.00	A-	A2	03/11/19	03/18/19	799,976.00	3.05	10,912.22	799,981.20	818,880.80
AMERICAN HONDA FINANCE DTD 06/27/2019 2.200% 06/27/2022	02665WCY5	550,000.00	A	A2	06/24/19	06/27/19	549,494.00	2.23	5,176.11	549,564.16	553,932.50
IBM CORP NOTES DTD 07/30/2012 1.875% 08/01/2022	459200HG9	325,000.00	A	A2	10/30/19	11/01/19	323,966.50	1.99	2,031.25	323,998.19	324,277.85
HONEYWELL INTERNATIONAL CORPORATE NOTE DTD 08/08/2019 2.150% 08/08/2022	438516BT2	165,000.00	A	A2	07/30/19	08/08/19	164,833.35	2.19	1,113.52	164,850.32	166,092.14
BANK OF NY MELLON CORP CORP NOTES DTD 08/23/2019 1.950% 08/23/2022	06406RAK3	175,000.00	A	A1	09/03/19	09/05/19	175,483.00	1.85	928.96	175,445.21	175,092.58
BANK OF NY MELLON CORP CORP NOTES DTD 08/23/2019 1.950% 08/23/2022	06406RAK3	250,000.00	A	A1	08/20/19	08/23/19	249,920.00	1.96	1,327.08	249,927.08	250,132.25
WALT DISNEY COMPANY/THE DTD 09/06/2019 1.650% 09/01/2022	254687FJ0	215,000.00	A	A2	09/03/19	09/06/19	214,533.45	1.72	837.60	214,569.47	214,220.84
CATERPILLAR FINANCIAL SERVICES CORP NOTE DTD 09/06/2019 1.900% 09/06/2022	14913O3A5	420,000.00	A	A3	09/03/19	09/06/19	419,416.20	1.95	1,884.17	419,461.04	420,248.22
APPLE INC DTD 09/11/2019 1.700% 09/11/2022	037833DL1	225,000.00	AA+	Aa1	09/04/19	09/11/19	224,961.75	1.71	850.00	224,964.52	224,313.75
JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023	46647PBB1	800,000.00	A-	A2	03/15/19	03/22/19	800,000.00	3.21	4,276.00	800,000.00	818,023.20
<b>Security Type Sub-Total</b>		<b>16,305,000.00</b>					<b>16,271,785.60</b>	<b>2.76</b>	<b>97,472.31</b>	<b>16,288,033.63</b>	<b>16,523,559.67</b>



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b> <b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Certificate of Deposit</b>											
BANK OF NOVA SCOTIA HOUSTON CD DTD 06/07/2018 3.080% 06/05/2020	06417GU22	750,000.00	A-1	P-1	06/05/18	06/07/18	749,715.00	3.10	11,293.33	749,925.05	755,661.75
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 08/03/2018 3.190% 08/03/2020	06370REU9	725,000.00	A-1	P-1	08/01/18	08/03/18	725,000.00	3.23	7,580.68	725,000.00	731,008.80
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 10/18/2018 3.390% 10/16/2020	86565BPC9	750,000.00	A-1	P-1	10/16/18	10/18/18	748,980.00	3.46	3,248.75	749,799.91	761,880.00
SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020	87019U6D6	750,000.00	A-1+	P-1	11/16/17	11/17/17	750,000.00	2.30	614.79	750,000.00	752,796.00
MUFG BANK LTD/NY CERT DEPOS DTD 02/28/2019 2.970% 02/26/2021	55379WZT6	775,000.00	A	A1	02/27/19	02/28/19	775,000.00	2.99	17,646.75	775,000.00	788,076.58
CREDIT AGRICOLE CIB NY CERT DEPOS DTD 04/04/2019 2.830% 04/02/2021	22535CDU2	775,000.00	A+	Aa3	04/03/19	04/04/19	775,000.00	2.85	14,682.59	775,000.00	784,045.03
ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	950,000.00	AA-	Aa2	06/07/18	06/08/18	950,000.00	3.24	14,877.00	950,000.00	972,861.75
NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022	65558TLL7	800,000.00	AA-	Aa3	08/27/19	08/29/19	800,000.00	1.87	3,864.44	800,000.00	801,354.40
SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022	83050PDR7	800,000.00	A+	Aa2	08/29/19	09/03/19	800,000.00	1.88	3,678.67	800,000.00	801,571.20
<b>Security Type Sub-Total</b>		<b>7,075,000.00</b>					<b>7,073,695.00</b>	<b>2.77</b>	<b>77,487.00</b>	<b>7,074,724.96</b>	<b>7,149,255.51</b>
<b>Asset-Backed Security</b>											
GMALT 2018-3 A3 DTD 09/26/2018 3.180% 06/20/2021	36256GAD1	230,000.00	AAA	Aaa	09/18/18	09/26/18	229,981.83	3.19	223.48	229,989.39	231,359.14
ALLY ABS 2017-3 A3 DTD 05/24/2017 1.740% 09/15/2021	02007EAE8	61,403.36	AAA	Aaa	05/16/17	05/24/17	61,396.95	1.96	47.49	61,400.91	61,365.20
MBALT 2018-B A3 DTD 11/20/2018 3.210% 09/15/2021	58769LAC6	760,000.00	AAA	NR	11/15/18	11/20/18	759,982.98	3.51	1,084.27	759,982.98	766,851.02



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Asset-Backed Security</b>											
FORDL 2018-B A3 DTD 09/21/2018 3.190% 12/15/2021	34531LAD2	315,000.00	NR	Aaa	09/18/18	09/21/18	314,973.38	3.41	446.60	314,982.89	317,500.56
GMALT 2019-1 A3 DTD 02/21/2019 2.980% 12/20/2021	36256UAD0	270,000.00	AAA	Aaa	02/13/19	02/21/19	269,957.61	2.99	245.85	269,968.79	272,470.26
FORDL 2019-A A3 DTD 02/25/2019 2.900% 05/15/2022	34532FAD4	330,000.00	AAA	Aaa	02/20/19	02/25/19	329,974.19	2.90	425.33	329,980.58	333,111.90
HART 2018-A A3 DTD 04/18/2018 2.790% 07/15/2022	44891KAD7	120,000.00	AAA	Aaa	04/10/18	04/18/18	119,981.93	2.80	148.80	119,988.61	120,943.21
NALT 2019-B A3 DTD 07/24/2019 2.270% 07/15/2022	65478LAD1	295,000.00	AAA	Aaa	07/16/19	07/24/19	294,983.24	2.27	297.62	294,985.14	296,168.05
VWALT 2019-A A3 DTD 10/04/2019 1.990% 11/21/2022	92867XAD8	220,000.00	AAA	NR	10/01/19	10/04/19	219,996.52	1.99	133.77	219,996.81	219,845.49
HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	300,000.00	AAA	Aaa	12/04/18	12/12/18	299,996.40	3.48	426.67	299,997.32	304,661.76
BANK OF AMERICA ABS 2017-A2 A2 DTD 08/24/2017 1.840% 01/15/2023	05522RCX4	160,000.00	AAA	NR	12/19/18	12/21/18	156,868.75	2.81	130.84	157,557.56	159,911.28
HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	740,000.00	AAA	Aaa	11/20/18	11/28/18	739,889.37	3.17	1,039.29	739,915.19	753,651.67
TOYOTA AUTO RECEIVABLES OWNER DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	320,000.00	AAA	Aaa	10/31/18	11/07/18	319,930.78	3.19	452.27	319,947.52	325,651.42
HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	120,000.00	AAA	NR	02/19/19	02/27/19	119,996.78	2.83	122.63	119,997.41	121,908.77
VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	585,000.00	AAA	Aaa	11/15/18	11/21/18	584,975.43	3.25	580.94	584,980.98	593,998.12
HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	335,000.00	AAA	NR	04/03/19	04/10/19	334,955.91	2.67	396.04	334,962.65	339,037.35
CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	340,000.00	AAA	NR	07/18/18	07/25/18	339,953.66	3.36	472.98	339,966.01	344,938.84





**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

<b>Security Type/Description</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Asset-Backed Security</b>											
NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	775,000.00	AAA	Aaa	12/04/18	12/12/18	774,851.51	3.53	1,109.11	774,882.63	789,849.93
HAROT 2019-3 A3 DTD 08/27/2019 1.780% 08/15/2023	43815NAC8	190,000.00	AAA	Aaa	08/20/19	08/27/19	189,998.42	1.78	150.31	189,998.56	189,739.32
ALLYA 2019-1 A3 DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	280,000.00	NR	Aaa	02/05/19	02/13/19	279,966.18	3.13	362.13	279,971.93	283,809.57
CARMAX AUTO OWNER TRUST DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	285,000.00	AAA	NR	10/17/18	10/24/18	284,997.38	3.36	425.60	284,998.12	290,903.03
FORDO 2019-A A3 DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	630,000.00	NR	Aaa	03/19/19	03/22/19	629,893.97	2.79	778.40	629,909.64	638,920.04
NAROT 2019-A A3 DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	515,000.00	NR	Aaa	02/05/19	02/13/19	514,921.98	2.91	663.78	514,935.00	523,339.65
COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	230,000.00	AAA	Aaa	05/21/19	05/30/19	229,953.40	2.52	256.58	229,958.22	232,397.77
GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	445,000.00	NR	Aaa	01/08/19	01/16/19	444,950.74	2.97	550.69	444,959.33	451,437.68
FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	285,000.00	AAA	Aaa	04/30/19	05/08/19	284,937.36	2.72	334.40	284,945.08	288,679.86
HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	400,000.00	NR	Aaa	06/19/19	06/26/19	399,969.04	2.95	416.00	399,971.80	401,738.00
GMCAR 2019-2 A3 DTD 04/17/2019 2.650% 02/16/2024	36257FAD2	450,000.00	AAA	Aaa	04/09/19	04/17/19	449,963.37	3.13	496.88	449,967.93	454,397.13
CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	14316LAC7	265,000.00	AAA	NR	04/09/19	04/17/19	264,972.92	2.90	315.64	264,976.24	268,419.88
VZOT 2019-C A1A DTD 10/08/2019 1.940% 04/22/2024	92348AAA3	555,000.00	AAA	NR	10/01/19	10/08/19	554,957.21	1.94	328.99	554,959.01	554,636.92
COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	AAA	NR	08/28/19	09/05/19	799,798.56	1.73	611.56	799,809.18	797,268.80



**Managed Account Detail of Securities Held**

For the Month Ending **November 30, 2019**

CITY OF ANTIOCH, 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
<b>Asset-Backed Security</b>											
DCENT 2019-A3 A DTD 10/31/2019 1.890% 10/15/2024	254683CM5	330,000.00	NR	Aaa	10/24/19	10/31/19	329,929.12	1.90	277.20	329,929.78	330,243.64
<b>Security Type Sub-Total</b>		<b>11,936,403.36</b>					<b>11,931,856.87</b>	<b>2.87</b>	<b>13,752.14</b>	<b>11,932,773.19</b>	<b>12,059,155.26</b>
<b>Managed Account Sub-Total</b>		<b>85,607,988.13</b>					<b>85,333,415.41</b>	<b>2.48</b>	<b>424,777.29</b>	<b>85,447,318.78</b>	<b>86,413,075.15</b>
<b>Securities Sub-Total</b>		<b>\$85,607,988.13</b>					<b>\$85,333,415.41</b>	<b>2.48%</b>	<b>\$424,777.29</b>	<b>\$85,447,318.78</b>	<b>\$86,413,075.15</b>
<b>Accrued Interest</b>											<b>\$424,777.29</b>
<b>Total Investments</b>											<b>\$86,837,852.44</b>



**Managed Account Security Transactions & Interest**

For the Month Ending **November 30, 2019**

**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
<b>BUY</b>											
	10/30/19	11/01/19	IBM CORP NOTES DTD 07/30/2012 1.875% 08/01/2022	459200HG9	325,000.00	(323,966.50)	(1,523.44)	(325,489.94)			
	10/31/19	11/04/19	UNITED STATES TREASURY NOTES DTD 10/15/2019 1.375% 10/15/2022	912828YK0	1,000,000.00	(996,289.06)	(751.37)	(997,040.43)			
	11/08/19	11/12/19	US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	2,125,000.00	(2,107,070.31)	(875.69)	(2,107,946.00)			
	11/20/19	11/26/19	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/25/2024	3137FO3V3	225,000.00	(224,994.60)	(326.88)	(225,321.48)			

**Transaction Type Sub-Total** **3,675,000.00** **(3,652,320.47)** **(3,477.38)** **(3,655,797.85)**

<b>INTEREST</b>											
	11/01/19	11/25/19	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/25/2022	3136AEGQ4	343,972.26	0.00	686.81	686.81			
	11/01/19	11/25/19	FHLMC MULTIFAMILY STRUCTURED P DTD 11/01/2015 2.716% 06/25/2022	3137BLUR7	375,000.00	0.00	848.75	848.75			
	11/01/19	11/25/19	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	340,960.52	0.00	1,030.36	1,030.36			
	11/01/19	11/25/19	FHLMC MULTIFAMILY STRUCTURED P DTD 05/01/2013 2.510% 11/25/2022	3137B1BS0	375,000.00	0.00	784.38	784.38			
	11/01/19	11/25/19	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/25/2022	3136AEGQ4	259,665.34	0.00	518.47	518.47			
	11/01/19	11/25/19	FHLMC MULTIFAMILY STRUCTURED P DTD 12/01/2012 2.355% 07/25/2022	3137AVXN2	360,000.00	0.00	706.50	706.50			
	11/01/19	11/25/19	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	251,081.39	0.00	670.18	670.18			
	11/10/19	11/10/19	PACCAR FINANCIAL CORP CORP NOTES DTD 05/10/2019 2.650% 05/10/2022	69371RP83	400,000.00	0.00	5,300.00	5,300.00			
	11/13/19	11/13/19	APPLE INC CORP NOTES DTD 05/13/2015 2.700% 05/13/2022	037833BF6	400,000.00	0.00	5,400.00	5,400.00			
	11/15/19	11/15/19	BANK OF AMERICA ABS 2017-A2 A2 DTD 08/24/2017 1.840% 01/15/2023	05522RCX4	160,000.00	0.00	245.33	245.33			
	11/15/19	11/15/19	FORDL 2018-B A3 DTD 09/21/2018 3.190% 12/15/2021	34531LAD2	315,000.00	0.00	837.38	837.38			



**Managed Account Security Transactions & Interest**

For the Month Ending **November 30, 2019**

**CITY OF ANTIOCH, CA - 04380500**

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>INTEREST</b>										
11/15/19	11/15/19	NALT 2019-B A3 DTD 07/24/2019 2.270% 07/15/2022	65478LAD1	295,000.00	0.00	558.04	558.04			
11/15/19	11/15/19	TOYOTA AUTO RECEIVABLES OWNER DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	320,000.00	0.00	848.00	848.00			
11/15/19	11/15/19	CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	14316LAC7	265,000.00	0.00	591.83	591.83			
11/15/19	11/15/19	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	230,000.00	0.00	481.08	481.08			
11/15/19	11/15/19	HAROT 2019-3 A3 DTD 08/27/2019 1.780% 08/15/2023	43815NAC8	190,000.00	0.00	281.83	281.83			
11/15/19	11/15/19	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	775,000.00	0.00	2,079.58	2,079.58			
11/15/19	11/15/19	HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	300,000.00	0.00	800.00	800.00			
11/15/19	11/15/19	HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	400,000.00	0.00	780.00	780.00			
11/15/19	11/15/19	ALLY ABS 2017-3 A3 DTD 05/24/2017 1.740% 09/15/2021	02007EAE8	71,298.31	0.00	103.38	103.38			
11/15/19	11/15/19	COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	0.00	1,146.67	1,146.67			
11/15/19	11/15/19	HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	335,000.00	0.00	742.58	742.58			
11/15/19	11/15/19	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	740,000.00	0.00	1,948.67	1,948.67			
11/15/19	11/15/19	FORDO 2019-A A3 DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	630,000.00	0.00	1,459.50	1,459.50			
11/15/19	11/15/19	FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	285,000.00	0.00	627.00	627.00			
11/15/19	11/15/19	MBALT 2018-B A3 DTD 11/20/2018 3.210% 09/15/2021	58769LAC6	760,000.00	0.00	2,033.00	2,033.00			
11/15/19	11/15/19	NAROT 2019-A A3 DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	515,000.00	0.00	1,244.58	1,244.58			
11/15/19	11/15/19	FORDL 2019-A A3 DTD 02/25/2019 2.900% 05/15/2022	34532FAD4	330,000.00	0.00	797.50	797.50			



**Managed Account Security Transactions & Interest**

For the Month Ending **November 30, 2019**

**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
<b>INTEREST</b>											
	11/15/19	11/15/19	ALLYA 2019-1 A3 DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	280,000.00	0.00	679.00	679.00			
	11/15/19	11/15/19	CARMAX AUTO OWNER TRUST DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	285,000.00	0.00	798.00	798.00			
	11/15/19	11/15/19	CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	340,000.00	0.00	886.83	886.83			
	11/15/19	11/15/19	DCENT 2019-A3 A DTD 10/31/2019 1.890% 10/15/2024	254683CM5	330,000.00	0.00	259.88	259.88			
	11/15/19	11/15/19	US TREASURY NOTES DTD 05/15/2018 2.625% 05/15/2021	9128284P2	875,000.00	0.00	11,484.38	11,484.38			
	11/15/19	11/15/19	HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021	427866BA5	280,000.00	0.00	4,340.00	4,340.00			
	11/15/19	11/15/19	HART 2018-A A3 DTD 04/18/2018 2.790% 07/15/2022	44891KAD7	120,000.00	0.00	279.00	279.00			
	11/16/19	11/16/19	GMCAR 2019-2 A3 DTD 04/17/2019 2.650% 02/16/2024	36257FAD2	450,000.00	0.00	993.75	993.75			
	11/16/19	11/16/19	GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	445,000.00	0.00	1,101.38	1,101.38			
	11/18/19	11/18/19	HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	120,000.00	0.00	283.00	283.00			
	11/19/19	11/19/19	MORGAN STANLEY CORP NOTES DTD 05/19/2017 2.750% 05/19/2022	61744YAH1	375,000.00	0.00	5,156.25	5,156.25			
	11/20/19	11/20/19	GMALT 2019-1 A3 DTD 02/21/2019 2.980% 12/20/2021	36256UAD0	270,000.00	0.00	670.50	670.50			
	11/20/19	11/20/19	VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	585,000.00	0.00	1,584.38	1,584.38			
	11/20/19	11/20/19	GMALT 2018-3 A3 DTD 09/26/2018 3.180% 06/20/2021	36256GAD1	230,000.00	0.00	609.50	609.50			
	11/20/19	11/20/19	VWALT 2019-A A3 DTD 10/04/2019 1.990% 11/21/2022	92867XAD8	220,000.00	0.00	559.41	559.41			
	11/20/19	11/20/19	VZOT 2019-C A1A DTD 10/08/2019 1.940% 04/22/2024	92348AAA3	555,000.00	0.00	1,256.15	1,256.15			
	11/21/19	11/21/19	CHARLES SCHWAB CORP NOTES DTD 05/22/2018 3.250% 05/21/2021	808513AW5	350,000.00	0.00	5,687.50	5,687.50			



**Managed Account Security Transactions & Interest**

For the Month Ending **November 30, 2019**

**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
<b>INTEREST</b>											
	11/30/19	11/30/19	US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	2,900,000.00	0.00	29,000.00	29,000.00			
	11/30/19	11/30/19	UNITED STATES TREASURY NOTES DTD 05/31/2019 2.125% 05/31/2021	9128286V7	3,000,000.00	0.00	31,875.00	31,875.00			
	11/30/19	11/30/19	ABBOTT LABORATORIES CORP NOTES DTD 11/22/2016 2.900% 11/30/2021	002824BD1	375,000.00	0.00	5,437.50	5,437.50			
<b>Transaction Type Sub-Total</b>					<b>23,206,977.82</b>	<b>0.00</b>	<b>136,492.81</b>	<b>136,492.81</b>			
<b>PAYDOWNS</b>											
	11/01/19	11/25/19	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	7,414.85	7,414.85	0.00	7,414.85	(147.49)	0.00	
	11/01/19	11/25/19	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	403.67	403.67	0.00	403.67	0.00	0.00	
	11/01/19	11/25/19	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/25/2022	3136AEGO4	4,850.67	4,850.67	0.00	4,850.67	(30.22)	0.00	
	11/01/19	11/25/19	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/25/2022	3136AEGO4	6,425.55	6,425.55	0.00	6,425.55	(84.18)	0.00	
	11/15/19	11/15/19	ALLY ABS 2017-3 A3 DTD 05/24/2017 1.740% 09/15/2021	02007EAE8	9,894.95	9,894.95	0.00	9,894.95	1.03	0.00	
<b>Transaction Type Sub-Total</b>					<b>28,989.69</b>	<b>28,989.69</b>	<b>0.00</b>	<b>28,989.69</b>	<b>(260.86)</b>	<b>0.00</b>	
<b>SELL</b>											
	10/30/19	11/01/19	CITIGROUP INC CORP NOTES DTD 10/26/2015 2.650% 10/26/2020	172967KB6	325,000.00	327,353.00	119.62	327,472.62	(1,261.00)	1,168.63	FIFO
	10/31/19	11/04/19	VISA INC (CALLABLE) CORP NOTES DTD 12/14/2015 2.200% 12/14/2020	92826CAB8	200,000.00	201,010.00	1,711.11	202,721.11	(1,190.00)	289.00	FIFO
	11/01/19	11/04/19	CANADIAN IMP BK COMM NY FLT CERT DEPOS DTD 04/10/2018 2.410% 04/10/2020	13606BVF0	750,000.00	751,325.30	1,254.95	752,580.25	1,325.30	1,325.30	FIFO
	11/08/19	11/12/19	US TREASURY NOTES DTD 11/30/2015 1.625% 11/30/2020	912828M98	760,000.00	759,643.75	5,567.62	765,211.37	2,939.07	787.28	FIFO
	11/08/19	11/12/19	WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020	96121T4A3	1,325,000.00	1,326,457.50	7,167.88	1,333,625.38	1,457.50	1,457.50	FIFO



**Managed Account Security Transactions & Interest**

For the Month Ending **November 30, 2019**

CITY OF ANTIOCH, CA - 04380500

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
<b>SELL</b>										
11/20/19	11/26/19	US TREASURY NOTES DTD 12/31/2015 1.750% 12/31/2020	912828N48	150,000.00	150,169.92	1,062.84	151,232.76	884.76	429.30	FIFO
<b>Transaction Type Sub-Total</b>				<b>3,510,000.00</b>	<b>3,515,959.47</b>	<b>16,884.02</b>	<b>3,532,843.49</b>	<b>4,155.63</b>	<b>5,457.01</b>	
<b>Managed Account Sub-Total</b>					<b>(107,371.31)</b>	<b>149,899.45</b>	<b>42,528.14</b>	<b>3,894.77</b>	<b>5,457.01</b>	
<b>Total Security Transactions</b>					<b>(\$107,371.31)</b>	<b>\$149,899.45</b>	<b>\$42,528.14</b>	<b>\$3,894.77</b>	<b>\$5,457.01</b>	


CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Phil Hoffmeister, Administrative Analyst II

**APPROVED BY:** Bailey Grewal, Interim Public Works Director/City Engineer 

**SUBJECT:** Initiate Preparation of the Street Lighting and Landscape Maintenance District City Engineer's Report for FY 2020/2021

---

**RECOMMENDED ACTION**

It is recommended the City Council adopt the attached resolution directing the City Engineer to prepare a consolidated Engineer's Report for FY 2020/2021 Street Lighting and Landscape Maintenance District assessments.

**FISCAL IMPACT**

By itself, this action has no impact on the City's finances; if the Council were to decline to adopt the resolution and to abandon the landscaping assessments, impacts on the City's General Fund would be substantial.

**DISCUSSION**

The annual Street Lighting and Landscape Maintenance District proceedings begin with direction from the City Council to prepare the Engineer's Report for the coming fiscal year. The attached resolution accomplishes this but makes no decisions about any matters; it merely instructs the City Engineer to prepare a report for future consideration.

**ATTACHMENT**

A. Resolution



RESOLUTION NO. 2020/\*\*

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
DIRECTING THE CITY ENGINEER TO PREPARE A CONSOLIDATED ENGINEER'S  
REPORT FOR FY 2020/2021 STREET LIGHTING AND LANDSCAPE  
MAINTENANCE DISTRICT ASSESSMENTS**

**WHEREAS**, Streets and Highways Code §22622 requires the City Council to adopt a resolution describing any proposed new improvements or substantial changes in existing improvements in the various landscape maintenance districts, and to order the City Engineer of work to prepare a report pursuant to the Act; and

**WHEREAS**, there are no significant improvements or substantial changes, other than projects already approved in the City's budget documents or that are scheduled to be accepted from new developments; and

**WHEREAS**, in November of 1996, California's voters adopted Proposition 218, which will affect certain matters involving the upcoming Engineer's report.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council determines that, for the levy of annual assessments of all the landscaping districts, there are no proposed new improvements or substantial changes in existing improvements, other than maintenance of new facilities accepted by the City since the last Engineer's Report or installed through the normal City budget process, and other than those already described in the formation of the districts.

**BE IT FURTHER RESOLVED** that the City Engineer shall prepare and file a consolidated report for all the landscaping districts pursuant to Article 4 (commencing with §22565) of the Streets and Highways Code and the requirements of Proposition 218.

\* \* \* \* \*

**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 11<sup>th</sup> day of February 2020, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*

**SUBJECT:** Civic Enhancement Grants

---

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution approving the 2019-2020 Civic Enhancement Grants.

### **FISCAL IMPACT**

The Civic Enhancement Grant Program is included in the approved Budget. City Council approved \$50,000 each year for Fiscal Year 19-20 and Fiscal Year 20-21 from the General Fund to support the grant program.

### **DISCUSSION**

Antioch's community nonprofit organizations play an important role in the vibrancy of the community and in 2018 the City Council initiated a Civic Enhancement Grant program to provide an open application process for funding nonprofits; developing an objective process for reviewing requests, and a timeline that was clear and easy to follow.

City staff administers the grant program and the Parks and Recreation Commission reviews the applications and provides a recommendation to City Council for final approval.

The 2019-20 Grant application period opened August 2019 and applications were due October 1, 2020. The Parks and Recreation Commission appointed an Ad-Hoc Committee to complete the initial review of applications and provide a priority ranking to the Commission. The Committee met on November 4, 2019 to review and rank the applications.

The City received eleven applications for grant funding to support projects and/or programs in 2020. The total amount of funding requested is \$77,800, which exceeds the budgeted amount of funding for this year's program.

On December 12, 2019 the Parks and Recreation Commission approved a recommendation to City Council to fund nine applications totaling \$50,000 in grant funding. The recommendation is outlined as follows.

<b>Name of Applicant</b>	<b>Committee Ranking</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>	<b>Project Summary</b>
Celebrate Antioch Foundation	1	\$30,000	\$20,000	July 4 <sup>th</sup> Fireworks and Winter Holiday
El Campanil Theatre	2	\$10,000	\$ 8,000	Children's Theater Program
Soroptimist of Antioch	3	\$ 6,000	\$ 4,000	Fund support for "The Get Real Academy"
Delta Blues Festival	4	\$ 5,000	\$ 5,000	Benefit Concerts
Antioch Historical Society Museum	5	\$ 4,500	\$ 4,500	Improvements to exhibits and technology
Delta Veteran's Group	6	\$10,000	\$ 5,000	Veteran's Memorial Banner Program
Delta Veteran's Group	7	\$ 1,500	\$ 1,500	2020 Veteran's Day Parade
Be Exceptional	8	\$ 2,500	\$ 1,000	Expand programs for Youth With Special Needs
The Drama Factory	9	\$ 4,800	\$ 1,000	Support Production Fees/Costs
		\$74,300	<b>\$50,000</b>	
<b>TOTAL AMOUNT FUNDED</b>				
<b>Name of Applicant</b>	<b>Committee Comments</b>	<b>Amount Requested</b>		<b>Project Summary</b>
Brentwood Community Chorus	Not as strong a connection to Antioch	\$1,000	-NA-	Funding to pay for instrumentalists and accompanist
Delta Veteran's Group	Application needs more detailed information	\$2,500	-NA-	Softball Tournament of Hero's

**ATTACHMENTS**

A. Resolution

**RESOLUTION NO. 2020/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING CIVIC ENHANCEMENT GRANTS TO {INSERT NAME OF RECIPIENTS  
AFTER APPROVAL} FOR FISCAL YEAR 2019-2020**

**WHEREAS**, it is the City's goal to assist nonprofit organizations by creating and implementing a grant program to fund civic events and enhancement projects in an objective and efficient manner;

**WHEREAS**, the Fiscal Year 2019-2020 Budget authorized funding for a community grant program;

**WHEREAS**, the City conducted an open process to accept grant applications and encouraged all community organizations to submit applications; and

**WHEREAS**, the Parks and Recreation Commission reviewed all applications and recommends approval and funding for nine programs and projects that support the community.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby approves the 2019-2020 Civic Enhancement Grant awards to {insert name of recipients after approval}.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes the City Manager to execute grant agreements and disburse funds.

\* \* \* \* \*

**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 February, 2020 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**


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

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Tammany Brooks, Chief of Police 

**APPROVED BY:** Ron Bernal, City Manager

**SUBJECT:** Authorize Immediate Overhire of Sworn Police Officer Positions

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt the resolution authorizing the City Manager or designee to immediately overhire the Antioch Police Department by up to six (6) sworn Police Officers above the current authorized allocated staffing level of 115 sworn officers.

**FISCAL IMPACT**

This change would not have an immediate fiscal impact, nor would it immediately require a budget amendment. It is anticipated any salaries paid during the current fiscal year would come from existing salary savings from unfilled positions. Once Police sworn overstaffing is implemented, the need for a budget amendment will be evaluated in conjunction with the budget process and subject to Council's direction to staff. Future Operating Budgets will include appropriations for the utilization of the overstaffing plan to help ensure the necessary budgetary funds would be available if needed, and continued evaluation will be done during the budget processes.

**DISCUSSION**

Currently, the Antioch Police Department has 112 sworn Police Officers. There is one Police Trainee currently attending a local police academy slated to graduate May 8, 2020. Recently, a conditional job offer was given to a Police Trainee applicant who, if he successfully completes the hiring process, will attend a local police academy beginning in April. There is also an open recruitment for a Police Lieutenant position. The last remaining conditional job offer is being held for the successful applicant of this process. Therefore, no further conditional job offers can be given at this time.

Attrition of Police Officers is an issue affecting police agencies throughout the country, and the Antioch Police Department is not immune from this issue. Some vacancies within the organization are anticipated, created by service or medical retirements. However,

vacancies can also occur that are not anticipated. These can be from Police Officers separating employment to work at another agency, leaving law enforcement all together, not meeting standards of probation, or being terminated.

Since Measure C was approved by voters at the end of 2013, staff has tracked the number of Police Officers either hired by or who have separated employment with the Antioch Police Department. During this time period, 82 Police Officers have been hired, while 52 have separated employment, resulting in a net gain of 30 Police Officers.

A timeline breakdown of the attrition experienced by the Antioch Police Department is as follows:

2020	1 Officer
2019	6 Officers
2018	7 Officers
2017	8 Officers
2016	6 Officers
2015	10 Officers
2014	13 Officers
2013 *	1 Officer *Nov-Dec of 2013

Staff projects there will be between 3-6 Police Officer separations during the calendar year of 2020. This number does not include any unanticipated separations that may occur. For reference, half (26) of the separations listed above were unanticipated, and each year except 2013 and 2020 had 3 or more. As such, it is reasonable to assume there will be unanticipated attrition this year as well. If this occurs, the amount of Police Officer attrition would be similar to the previous six years.

It is the desire of staff to fill these vacant positions as quickly as possible. The typical turnaround time for candidates applying for Police Officer or Police Trainee positions to complete the hiring process is 3-6 months. Current police academies run another 6 months. Therefore, the best-case scenario to fill a vacancy is 4 months, and worst case would be close to 12 months.

Staff believes it is prudent not to wait for these positions to actually become vacant, but instead should plan ahead and work to fill these vacancies to limit and/or eliminate any lapse in police services to the community.

## **ATTACHMENTS**

### **A. Resolution**

**RESOLUTION NO. 2020/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
AUTHORIZING IMMEDIATE OVERHIRING OF SWORN POLICE OFFICER  
POSITIONS BY UP TO SIX (6) SWORN POLICE OFFICERS ABOVE THE CURRENT  
AUTHORIZED ALLOCATED STAFFING LEVEL**

**WHEREAS**, the Antioch Police Department (“APD”) is currently authorized to hire up to 115 sworn officers;

**WHEREAS**, APD currently has 112 sworn Police Officers, 1 Police Trainee attending a police academy, and 1 Police Trainee applicant who has received a conditional job offer;

**WHEREAS**, there is currently an open recruitment for Police Lieutenant, and the last remaining conditional job offer is being held for the successful applicant of this process meaning that no further conditional job offers can be given at this time;

**WHEREAS**, some vacancies within the Antioch Police Department are anticipated due to service retirement, medical retirements and normal attrition; and

**WHEREAS**, staff believes it is prudent not to wait for these positions to become vacant, but instead to be proactive, plan ahead, and work to fill these anticipated vacancies in order to limit and/or eliminate any lapse in police services to the community.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes the City Manager or designee to immediately overhire for the Antioch Police Department by up to six (6) sworn Police Officers above the current authorized allocated staffing level of 115 sworn officers.

\* \* \* \* \*

**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 February, 2020 by the following vote:

**AYES:**

**ABSENT:**

**NOES:**

---

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

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Thomas Lloyd Smith, City Attorney *TL5*  
**SUBJECT:** City of Antioch Flag Policy

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt the resolution approving the City of Antioch Flag Display Policy.

**FISCAL IMPACT**

There is no fiscal impact associated with this action.

**DISCUSSION**

The City of Antioch Flag Display Policy provides standard procedures for the display of flags at City facilities while promoting patriotism, inclusion, and pride in the City. The display of flags shall support the vision, mission, and objectives of the City and present the City in a positive and professional manner.

The purpose of City of Antioch Flag Display Policy is to establish that the flag of the United States of America, the California state flag, United States Armed Forces flags, the City of Antioch flag, and other flags approved by an adopted resolution of the Antioch City Council are welcome and authorized for display at City Hall and/or other City facilities.

**ATTACHMENTS**

- A. Resolution  
Exhibit A to the Resolution – City of Antioch Flag Display Policy



RESOLUTION NO. 2020-xx

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
ADOPTING A POLICY FOR THE DISPLAY OF FLAGS AT CITY FACILITIES**

**WHEREAS**, the City of Antioch (“City”) displays flags at City Hall and other City facilities in accordance with Federal and State law;

**WHEREAS**, displays of flags on the City’s flagpoles express the City’s official sentiments;

**WHEREAS**, the City of Antioch has not historically had a comprehensive policy for the display flags on City flagpoles, but the City Council recognizes the need for such a policy;

**WHEREAS**, the City Council desires to adopt a policy for the display of flags at City Hall and other City facilities including the United States flag, the California State flag, the United States Armed Forces flags, the City of Antioch flag, and other commemorative flags approved by a resolution of the City Council; and

**WHEREAS**, at the January 14, 2020, Antioch City Council meeting, the City Council discussed and considered a working draft of a policy for the display of flags at City facilities and directed staff to bring an updated draft of such policy forward at a subsequent City Council meeting for further consideration.

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

**Section 1. Findings**

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

**Section 2. Decision**

The City Council of the City of Antioch hereby adopts the City of Antioch Flag Display Policy attached hereto as Exhibit A.

**Section 3. Effective Date**

This resolution shall take effect immediately upon its adoption.

\* \* \* \* \*

**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 February, 2020 by the following vote:

**AYES:**

**ABSENT:**

**NOES:**

---

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



# **CITY OF ANTIOCH FLAG DISPLAY POLICY**

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## ARTICLE I. INTRODUCTION

### ***Section 1.01 Goal***

The goal of the City of Antioch (“**City**”) Flag Display Policy is to provide standard procedures for the display of flags at City facilities while promoting patriotism, inclusion, and pride in the City. The display of flags shall support the vision, mission, and objectives of the City and present the City in a positive and professional manner.

### ***Section 1.02 Purpose***

The purpose of this policy is to establish that the flag of the United States of America (the “**American Flag**”), the California state flag (the “**State Flag**”), United States Armed Forces flags (“**Military Flags**”), City of Antioch flag (“**Antioch Flag**”), and other flags approved by an adopted resolution of the City Council (“**Other Approved Flags**”) are welcome and authorized for display at Antioch City Hall and/or other City facilities.

### ***Section 1.03 Applicability***

This policy applies to all flags identified herein that are flown at City facilities.

### ***Section 1.04 The American Flag in Antioch***

The American Flag is a symbol of pride and freedom for all Americans. To encourage patriotism and appreciation for the United States of America, the City of Antioch encourages the display of the American Flag in our city. In particular, the City encourages the display of the American Flag at residential homes, businesses, and civic organizations on Memorial Day, Veterans Day, Flag Day, and Independence Day. On Memorial Day the American flag should be flown at half-staff from sunrise until noon only, then raised briskly to the top of the staff until sunset, in honor of the nation's battle heroes.

### ***Section 1.05 Definitions***

Half-Staff: The position of the flag when it is one-half the distance between the top and bottom of the staff.

Executive or Military Department: Any agency listed under Sections 101 and 102 of Title 5, United States Code.

Member of Congress: A Senator, Representative, Delegate, or the Resident Commissioner from Puerto Rico.

### ***Section 1.06 References***

United States Code (U.S.C.A.), Title 4 United States Code (U.S.C.A.), Title 36 California Government Code, Sections 430-439.

## **ARTICLE II. GENERAL PROVISIONS**

### ***Section 2.01 Policy***

The City's Flag Display Policy for City Hall and other City facilities shall be in accordance with United States Code (U.S.C.A.), Title 4 and Title 36 and California Government Code, Sections 430-439.

### ***Section 2.02 The Display of Flags on the City's Flagpoles Represents the City of Antioch's Official Sentiments***

The display of flags represents the City of Antioch's official sentiments and the City may choose what it desires to publish and endorse on its flagpoles, provided it is consistent with the law. The City shall display commemorative flags only if authorized by the City Council as an expression of the City's official sentiments. Any such authorization shall be given at a duly noticed meeting of the City Council. The City's flagpoles are to be used exclusively by the City, where the City Council may display a commemorative flag as a form of government speech and expression. The City's flagpoles are not intended to serve as a forum for free expression by the public.

### ***Section 2.03 Display of Flags Generally***

2.03.1 The American Flag together with the State Flag shall be displayed daily at major City operated facilities.

2.03.2 When the American Flag and State Flag are displayed with other flags, the American Flag shall be placed in the first position of honor and the State Flag shall be placed in the position of second honor at all times.

2.03.3 The American Flag and State Flag may be displayed from sunrise to sunset. Proper illumination is recommended if the flags will be displayed twenty-four (24) hours per day.

2.03.4 The American Flag and State Flag should not be displayed on days when the weather would place them at substantial risk of damage, in the judgment of the City Manager or designee.

2.03.5 Flags displayed on the same halyard shall have the American Flag at the peak in the first position of honor, with the State Flag directly below the American Flag in the second position of honor in such a manner as not to interfere with any part of the American Flag. All other flags shall be displayed at a position subordinate to the State Flag.

2.03.6 When the American Flag and State Flag are displayed at the same time on separate flagpoles, the staffs shall be of equal height, the flags shall be of equal size, and the State Flag shall be positioned to the American Flag's left or the observer's right. The American Flag shall be hoisted first and lowered last.

2.03.7 The American Flag and State Flag, and any other displayed flag adjacent to these, shall be flown at half-staff during any of the following circumstances:

- a) During a national day of mourning or remembrance as declared by the President of the United States. The period of time that the flags remain at half-staff shall be determined by Presidential order.
- b) During a State day of mourning or remembrance as declared by the Governor of the State of California. The period of time that the flags remain at half-staff shall

be determined by gubernatorial order. On Memorial Day each year, the flags shall be displayed at half-staff until noon only, then raised to the top of the staff.

- c) By order, and for the period prescribed, by the Antioch City Council.
- d) An occasion befitting a local day of mourning or remembrance as determined by the City Manager of the City of Antioch. The length of time that the flags remain at half-staff shall be prescribed by the City Manager.

When displayed at half-staff, the American Flag and State Flag shall be first hoisted to the peak for a moment and then lowered to the half-staff position. The flags shall be again raised to the peak before they are lowered for the day. When displayed from adjacent staffs, the American Flag shall be raised and lowered first.

2.03.8 No flag shall be displayed above the American Flag.

2.03.9 When the American Flag is displayed over the middle of the street, the flag should be suspended vertically with the union (blue field) to the north in an east and west street, or to the east in a north and south street

2.03.10 When the American Flag is displayed with another flag from crossed staffs, the American Flag should be on the right (the flag's own right, the observer's left) and its staff should be in front of the staff of the other flag.

2.03.11 The City of Antioch recognizes that any rule or custom pertaining to the display of the American Flag may be altered, modified, or repealed, or additional rules with respect thereto may be prescribed, by the Commander in Chief of the Armed Forces of the United States, whenever deemed to be appropriate or desirable. Any such alteration or additional rule shall take precedence over the practices set forth in this policy.

#### ***Section 2.04 Display of Flags Outside City Hall***

The American Flag shall be displayed in the first position of honor, which is the observer's extreme left or at the highest point. The State Flag shall be displayed in second position of honor, which on a single flagpole is directly beneath the American Flag. The City of Antioch Flag shall be placed in the third position of honor directly beneath the State Flag, unless a United States Armed Forces Flag(s) (e.g. POW/MIA flag, which serves as the symbol of our Nation's concern and commitment to achieving the fullest possible accounting of all Americans who still remain, or in the future may become, unaccounted for as prisoners of war, missing in action or otherwise unaccounted for as a result of hostile action) precedes it. If so, the City of Antioch Flag will be in the fourth position of honor directly below the Military Flag.<sup>1</sup> Other Approved Flags shall be in the subordinate positions of honor.

#### ***Section 2.05 Display of Flags When There Are Multiple Flagpoles***

If there are multiple flagpoles displaying flags together in the same location, the American Flag, State Flag and City of Antioch Flag shall be displayed as follows: The American Flag shall be displayed in first position of honor, which is the observer's extreme left or at the highest point in the center. The State Flag shall be displayed in second position of honor to the right of the American Flag. The City of Antioch Flag shall be placed in the third position to the left of the American Flag.

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<sup>1</sup> At the time of drafting this policy, City Hall uses a single flagpole for the display of the American, California, POW/MIA, and City of Antioch flags. If the City elects to use multiple flagpoles at City Hall at some point in the future, then Section 2.05 of this policy would apply.

### ***Section 2.06 Display of Flags Inside City Hall and Other Facilities***

If the American Flag is displayed in a lobby area it must be displayed in the first position of honor. This position is on the left side of the lobby upon entrance.

### ***Section 2.07 Display of Flags in the City Council Chambers***

The American Flag, State Flag and City Flag shall be the only flags displayed in the City Council Chambers. The American Flag shall be displayed in the first position of honor. This position is on the Mayor and City Council's right as they face the audience or to the observer's left. The State Flag shall be displayed in the second position of honor. This position is to the observer's right of the American Flag. The City Flag shall be displayed to the observer's right of the State Flag.

### ***Section 2.08 Disposal of American Flag or State Flag***

When the American Flag or State Flag, deteriorates to such a condition that it no longer serves as a fitting emblem of display, it shall be destroyed in a dignified manner, preferably by burning. All fire stations are flag disposal sites.

## **ARTICLE III. PUBLIC REQUESTS TO DISPLAY FLAGS ON CITY FLAGPOLES**

### ***Section 3.01 Process and Timeline for Public Requests to a Display Flag at City Hall and Other City Facilities***

The City Council is open to considering public requests to display flags celebrating the efforts of nationally recognized civil rights movements that strive for equal rights and equal protection under the law for groups that have historically endured and sought to overcome unlawful and unjust discrimination within our country. Public requests to display such flags should be submitted to the City Clerk's Office at least **45 days** prior to the requested date of the flag raising and display.

- The City Clerk shall record the date of the request and forward it to the City Manager and the City Attorney for review.
- The City Manager shall present the request to the Mayor, who shall to agendize the request for the consideration of City Council, unless the City Attorney provides a written recommendation to deny the request supported by his or her analysis that the request is inconsistent with the goals and purposes of the City of Antioch Flag Policy.
- If an applicant's request to display a flag on the City's flagpole has been denied, the City Council shall only consider that same request if a member of the City Council makes a request to the Mayor or City Manager in writing on behalf of the applicant to place the item on the City Council agenda.
- The City Council shall then consider whether to approve or deny the request to display the flag by majority vote.
- The City Council reserves the right to disqualify or deny requests, in its sole discretion, that are not consistent with the goals and purpose of the City of Antioch Flag Display Policy.



***Section 3.02 Time Limit for Displaying Other Approved Flags***

Other Approved Flags shall be displayed for a period of time that is reasonable or customary for the subject that is to be commemorated, but no longer than thirty-one (31) continuous days.

***Section 3.03 Other Approved Flags Shall Be Displayed in the Last Position of Honor***

Other Approved Flags displayed on City flagpoles shall be displayed in the last position of honor beneath the City of Antioch Flag, unless otherwise directed by the City Council and to the extent such display does not conflict with federal law, state law, or this policy.

***Section 3.04 Purchase of Other Approved Flags***

The City may only purchase American Flags, State Flags, Military Flags, and City Flags. If the City Council votes to display a flag in response to a public request, the person or group making the public request shall provide the flag to the City and be responsible for the cost of the flag.

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Nickie Mastay, Administrative Services Director  
**SUBJECT:** Resolution approving a Revised Travel and Expense Policy for Elected and Appointed Officials

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**RECOMMENDED ACTION**

It is recommended that the City Council:

- Discus and provide direction to staff regarding the attached redlined revised Travel and Expense Policy for Elected and Appointed Officials.
- Adopt a resolution approving any revisions to the Travel and Expense Policy for Elected and Appointed Officials.

**FISCAL IMPACT**

The fiscal impact of adopting any revisions to the Travel and Expense Policy for Elected and Appointed Officials is not known at this time. The City Council's current budget for Conferences/Due for FY2019/20 is \$8,500.

**DISCUSSION**

At the September 10, 2019 City Council meeting, the City Council wanted to revisit the Travel and Expense Policy with a focus on Conferences. Staff is requesting direction from City Council regarding all changes to the redlined revised Travel and Expense Policy for Elected and Appointed Officials. Here are some of the redlined revisions:

Personal Vehicle Use (this revision is similar to what is included in the Travel and Expense Policy for Employees):

Elected Officials receiving a monthly vehicle allowance shall be eligible for mileage reimbursement for travel beyond a 75-mile radius from the City of Antioch City Hall based on mileage rates set by the IRS code. Reimbursement shall be for the incremental miles beyond the 75-mile radius.

There is a new section for Conferences. Currently the redlined section states: The City Council shall decide, through City Council action if attendance to any conference is

approved. Elected Officials shall submit a Conference Profile to the City Manager. The Conference Profile will include but not be limited to:

- Summary of how the conference relates to the Vision and Strategic Plan and City policy.
- Description of how the educational benefits of the conference will strengthen your ability to lead and serve in the City of Antioch.
- Description of how the networking benefits of the conference will strengthen your ability to lead and serve the City of Antioch.
- Estimated cost of the conference, and if applicable the cost of hotel, meals, mileage and airfare and any other applicable costs.

The Conference Profile must be submitted to the City Manager ninety (90) days prior to the conference start date in order for the item to be placed on the City Council Agenda for City Council consideration.

Please refer to Attachment A. Resolution, Exhibit A Draft for the redlined revised City of Antioch Travel and Expense Policy for Elected and Appointed Officials.

Attachment B is the Current City of Antioch Travel and Expense Policy for elected and Appointed Officials.

## **ATTACHMENTS**

### **A. Resolution**

Exhibit A to Resolution – Draft City of Antioch Travel and Expense Policy Elected and appointed Officials

### **B. Current City of Antioch Travel and Expense Policy Elected and Appointed Officials**

**RESOLUTION NO. 2020/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
ADOPTING A REVISED TRAVEL AND EXPENSE POLICY FOR ELECTED AND  
APPOINTED OFFICIALS**

**WHEREAS**, the City of Antioch takes its stewardship over the use of its limited public resources seriously;

**WHEREAS**, this policy will provide guidance to the City's elected and appointed officials on the use and expenditure of City resources, as well as the standards against which those expenditures will be measured;

**WHEREAS**, this policy supplements the definition of actual and necessary expenses for the purposes of state laws relating to permissible uses of public resources;

**WHEREAS**, this policy supplements the definition of necessary and reasonable expenses for the purposes of federal and state income tax laws; and

**WHEREAS**, on September 10, 2019, the City Council had a desire to revisit the Travel and Expense Policy for Elected and Appointed Officials.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Antioch as follows:

**Section 1:** The Travel and Expense Policy for Elected Officials shall be revised as shown on Exhibit A and shall be known as the City of Antioch Travel and Expense Policy for Elected and Appointed Officials.

\* \* \* \* \*

**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 11<sup>th</sup> day of February, 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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

**CITY OF ANTIOCH  
TRAVEL AND EXPENSE POLICY  
ELECTED AND APPOINTED OFFICIALS**

**PURPOSE**

This document establishes the expense and reimbursement policy for all Elected and Appointed (non-employee) Officials of the City of Antioch. As Elected Officials, individuals may incur expenses related to the execution of their duties and responsibilities. These expenses may include the following: personal vehicle use, communication needs (cell phones, internet, and personal phone lines, newspaper subscriptions), and conferences and meetings related to the City's interests **and/or business**. As to Appointed Officials on the Administrative Appeals Board, Design Review Board, Economic Development Commission, Parks and Recreation Commission, Planning Commission, **and** Police Crime Prevention Commission ~~and Investment Committee~~, **and other boards or committees established by the City Council** there may be opportunities for individuals to attend educational seminars or meetings related to the City's interests **and/or** business as approved by the City Council. Therefore, this policy establishes procedures for requesting and receiving payment for expenses incurred while representing the City on official business.

**ADOPTION AND IMPLEMENTATION**

The Council is responsible for adopting the expense and reimbursement policy for Elected and Appointed Officials and for approving any subsequent policy revisions.

**EXCEPTIONS**

The City Council may approve exceptions to this policy on a case-by-case basis for special or unique circumstances.

**I. PERSONAL VEHICLE USE**

In recognition of the fact that Elected Officials may use their private vehicles while performing their duties, a monthly vehicle allowance will be provided, as allowed pursuant to California Government Code section 1223. ~~In addition to expenses associated with direct use of a private vehicle, this allowance shall also cover related expenses such as bridge tolls and routine parking fees.~~ **Vehicle allowance shall cover all vehicle related expenses including but not limited to bridge tolls, routine parking fees, gasoline, wear and tear of personal vehicle, maintenance, and insurance. Elected officials receiving a monthly vehicle allowance shall be eligible for mileage reimbursement for travel beyond a 75-mile radius from the City of Antioch City Hall based on mileage rate set by the IRS code. Reimbursement shall be for the incremental miles beyond the 75-mile radius.**

In order to be eligible for the reimbursement allowance, Elected Officials shall annually provide proof of liability insurance to the City Clerk. The monthly cap on reimbursement of automobile expenses for personal vehicle usage shall be as follows: Mayor: \$450; Council Members: \$350; City Clerk: \$350; City Treasurer: \$350.

## II. COMMUNICATION EQUIPMENT AND SERVICES

In recognition of the fact that City Council members and other Elected and Appointed Officials have a significant responsibility to stay in touch with their constituents and City management employees, reimbursement of communication equipment shall be allowed for cell phone service and equipment, internet service and equipment, local and long distance telephone and fax line service and equipment. Individual council members and other elected and appointed officials will be responsible for establishing their own communication service providers and all bills for such service will be paid by the individual. The monthly cap on reimbursement of communication equipment and services shall be as follows: Mayor \$100; Council Members \$50; City Clerk \$50; City Treasurer \$50. Any communication service expenditures beyond that amount will be borne by the individual elected official.

## III. MEMBERSHIPS

The City Council shall decide which groups to join as an entity, such as the League of California Cities or the Antioch Chamber of Commerce, through City Council action including the budget process. Individual memberships in groups by Elected or Appointed Officials shall be the personal expense of those individuals unless otherwise approved in advance by the City Council.

## IV. LOCAL CITY EVENTS

Elected City Officials may be reimbursed for the cost of attending local events related to the City's business upon completion of an expense report and **detailed** documentation of expenses. City funds shall not be used to purchase alcohol or reimburse Elected Officials for alcohol related costs, unless as part of a set price for the event that happens to include alcohol. If a guest accompanies an Elected Official, only the cost of the Elected Official will be reimbursed. **All reimbursement requests must include original itemized receipts and information on local city events attended.**

## V. CONFERENCES

**The City Council shall decide, through City Council action if attendance to any conference is approved.**

**Elected City Officials shall submit a Conference Profile to the City Manager. The Conference Profile will include but not be limited to:**

- Summary of how the Conference relates to the Vision and Strategic Plan and City**

- policy.
- Description of how the educational benefits of the conference will strengthen your ability to lead and serve in the City of Antioch.
- Description of how the networking benefits of the conference will strengthen your ability to lead and serve the City of Antioch.
- Estimated cost of the conference, and if applicable the cost of hotel, meals, mileage, airfare, and any other applicable cost.
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The Conference Profile must be submitted to the City Manager (90) days prior to the conference start date in order for the item to be placed on the City Council Agenda for City Council consideration.

## VI. TRAVEL

In recognition of the fact that Elected Officials may need to represent the City at conferences and meetings and may incur expenses in the course of their travel, this policy establishes procedures for requesting and receiving payment for travel and travel-related expenditures. Appointed Officials must be specifically authorized by the City Council to attend educational seminars or other meetings in order to seek reimbursement.

### (A) PROCEDURE

The key document in the administrative process is the Travel Authorization/Warrant Request (TA/WR). Besides ensuring that travel by Elected and Appointed Officials is conducted within this policy, the TA/WR summarizes the total cost of attending conferences, meetings, and seminars and provides documentation for cash advances, vendor payments and credit card purchases. General instructions for completing and processing this form are provided in a separate document.

### (B) AUTHORIZATION PROCESSES

All travel by an Appointed Official shall be pre-approved by having the item placed on the City Council Consent Calendar. Overnight travel by an Elected Official, shall be pre-approved by having the item placed on the City Council Consent Calendar.

After travel, the Travel Authorization report must be finalized. Finance will review for receipts and policy compliance.

### (C) METHODS OF REIMBURSEMENT

There are three ways to request and receive payment for travel and travel-related expenditures: (1) advance payment, (2) reimbursement for actual expenditures, and (3) credit card usage.

(1) Advance payments: Elected Officials may request a cash advance for meals. For advance payment, the request must be submitted to the Finance Department two weeks prior to the travel date for the Finance Department to process such request.

Advance payment must be requested through TA/WR with a copy of the training, meeting or conference announcement as proof of official City business trip. The advance will be within the IRS approved per diem rates for meals and incidental expenses (M&IE) for the location/area visited as listed in Publication 1542. The value of meals provided —at conferences, training, or other travel programs will be deducted from the cash advance at the following rate:

Breakfast - 20%      Lunch - 30%      Dinner - 50%

Other items, such as conference registration, lodging, and air fare may be paid directly to the vendor in advance of travel.

Upon return from travel, all cash advances must be documented with original itemized receipts.

(2) Reimbursement: Elected and Appointed Officials shall be reimbursed for all eligible expenditures upon return from travel for items that have original receipts. A Travel Authorization/Warrant Request with original receipts will be paid by Finance within the regular accounts payable time schedule. Reimbursement claims should be submitted within 30 days from the return from travel, and no reimbursements may be made that cross over fiscal years.

(3) Credit Card Usage: Elected and Appointed Officials may use personal credit cards to pay for travel expenses. Original receipts must be included with the Travel Authorization Warrant Request to be eligible for reimbursement.

#### (D) ELIGIBLE EXPENDITURES

##### Meals and Incidental Expenses (M & IE)

- **Meals:** City funds shall not be used to purchase alcohol or reimburse Elected or Appointed Officials for alcohol related costs. Meal costs will be reimbursed as supported by original itemized receipts.

- **Personal Meals:** All expenditures must be documented and reimbursement will not exceed the meal schedule listed above.

- **Business Meals:** To qualify as a business meal, the identity of the participants and the business purpose of the discussion must be substantiated.

- **Incidental Expenses:** Those related to City business will be reimbursed at cost as supported by original receipts (e.g., tolls and taxi cabs).

In no event shall the reimbursement for meals and incidental expenses exceed the IRS approved per diem rates for the location visited as listed in Publication 1542.



- **Lodging:** The City will pay lodging expenses for Elected or Appointed Officials during official travel requiring one or more overnight stays. The City will pay for lodging for the evening preceding or subsequent to a meeting or business event when the Elected or Appointed Official would have to travel at unreasonably early or late hours to reach his or her destination.

Elected or Appointed Officials shall make an effort to obtain lodging at or near the facility where official City business is to take place to minimize travel time and transportation costs. The City will pay only for standard single rooms for individual Elected Officials. If lodging is in connection with a conference, lodging expenses must not exceed the group rate published by the conference sponsor. If conference rates are not available, government rates must be requested. ~~A list of hotels offering government rates in different areas of the country is available in the Finance Department.~~ Lodging rates that are equal to or less than the government rates are presumed to be reasonable and hence reimbursable for purposes of this policy.

If a double room is requested by an Elected or Appointed Official because he or she is accompanied by a spouse or other person, the difference between the single and double room rate shall be considered the Elected or Appointed Official's personal expense.

Elected or Appointed Officials shall cancel any reservations for lodging they will not use. Any charge for an unused reservation shall be considered the Elected or Appointed Official's personal expense unless failure to cancel the reservation was due to circumstances beyond the Elected Official's control.

- **Personal Entertainment:** No reimbursement will be made for personal entertainment.

- **Guests:** If a guest accompanies an Elected or Appointed Official, only the cost of the Elected or Appointed Official will be reimbursed. All costs above a single person will be borne by the Elected or Appointed Official.

- **Discounts:** If offered early registrations should be obtained whenever possible.

- **Telephone/Internet:** The City will pay for all City-related business telephone calls or internet use by an Elected or Appointed Official while traveling on authorized City business. If approved prior to travel, the City may pay for personal internet use up to \$5.00 per day for authorized overnight business travel within California and up to \$10.00 per day for all other authorized overnight business travel.

- **Transportation:** All travel will be made by the method most cost effective for the City. Considerations such as time, distance traveled and cost of transportation should be factors in arriving at the lowest cost.

Elected and Appointed Officials shall endeavor to book air travel to take advantage of discounts and nonrefundable ticket fares where practical. All flights shall be booked at

coach class or equivalent level. Any additional costs incurred due to personal travel added on before or after the trip will be paid by the Elected or Appointed Official.

Elected and Appointed Officials are encouraged to use their personal vehicles as transportation to and from airports. The cost of traveling from home to the airport will be paid for from monthly stipend. If a personal vehicle is left at the airport for more than one day, parking will be reimbursed per day based on long term parking rates or other transportation to and from the airport, whichever is less. Parking will not be reimbursed at the short term parking rate.

The use of rental vehicles is discouraged and shall be authorized only when no other mode of transportation is available or when alternate transportation would be more expensive or impractical. Elected or Appointed Officials must understand that the City's vehicle insurance coverage does not cover the individual driver of a rental car. Therefore, the City Official shall confirm personal coverage under their personal insurance or purchase additional insurance from the rental agency at their own expense. Rental vehicles shall be driven only by Elected or Appointed Officials included on the car rental agreement. Elected or Appointed Officials shall be reimbursed for reasonable taxi fare, airport van, or other public transportation in order to travel from their destination airport to their hotel.

## **VII. REPORTING OF EXPENDITURES**

If the City reimburses an Elected or Appointed Official for attending a "meeting" as defined under the Brown Act <sup>1</sup>, the Official shall provide a brief written or oral report regarding the "meeting" at the next regular meeting of the Council or applicable commission, board or committee to which the Official belongs. For other educational seminars or events for which expenses were reimbursed by the City, the Official may provide a brief written or oral report at the next regularly scheduled meeting of the Council or applicable commission, board or committee to which the Official belongs.

## **VIII. ACKNOWLEDGEMENT**

After being sworn in, Elected or Appointed Officials will be required to sign a statement formally acknowledging receipt and acceptance of this policy.

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<sup>1</sup> The Brown Act (California Government Code section 54952.2) defines a meeting as including "any congregation of majority of the members of a legislative body at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the legislative body or the local agency to which it pertains."

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**CITY OF ANTIOCH  
TRAVEL AND EXPENSE POLICY  
ELECTED AND APPOINTED OFFICIALS**

**PURPOSE**

This document establishes the expense and reimbursement policy for all Elected and Appointed (non-employee) Officials of the City of Antioch. As Elected Officials, individuals may incur expenses related to the execution of their duties and responsibilities. These expenses may include the following: personal vehicle use, communication needs (cell phones, internet, and personal phone lines, newspaper subscriptions), and conferences and meetings related to the City's interests. As to Appointed Officials on the Administrative Appeals Board, Design Review Board, Economic Development Commission, Parks and Recreation Commission, Planning Commission, Police Crime Prevention Commission and Investment Committee, there may be opportunities for individuals to attend educational seminars or meetings related to the City's interests as approved by the City Council. Therefore, this policy establishes procedures for requesting and receiving payment for expenses incurred while representing the City on official business.

**ADOPTION AND IMPLEMENTATION**

The Council is responsible for adopting the expense and reimbursement policy for Elected and Appointed Officials and for approving any subsequent policy revisions.

**EXCEPTIONS**

The City Council may approve exceptions to this policy on a case-by-case basis for special or unique circumstances.

**I. PERSONAL VEHICLE USE**

In recognition of the fact that Elected Officials may use their private vehicles while performing their duties, a monthly vehicle allowance will be provided, as allowed pursuant to California Government Code section 1223. In addition to expenses associated with direct use of a private vehicle, this allowance shall also cover related expenses such as bridge tolls and routine parking fees. In order to be eligible for the reimbursement allowance, Elected Officials shall annually provide proof of liability insurance to the City Clerk. The monthly cap on reimbursement of automobile expenses for personal vehicle usage shall be as follows: Mayor: \$450; Council Members: \$350; City Clerk: \$350; City Treasurer: \$350.

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**II. COMMUNICATION EQUIPMENT AND SERVICES**

In recognition of the fact that City Council members and other Elected and Appointed Officials have a significant responsibility to stay in touch with their constituents and City management employees, reimbursement of communication equipment shall be allowed for cell phone service and equipment, internet service and equipment, local and long distance telephone and fax line service and equipment. Individual council members and other elected and appointed officials will be responsible for establishing their own communication service providers and all bills for such service will be paid by the individual. The monthly cap on reimbursement of communication equipment and services shall be as follows: Mayor \$100; Council Members \$50; City Clerk \$50; City Treasurer \$50. Any communication service expenditures beyond that amount will be borne by the individual elected official.

**III. MEMBERSHIPS**

The City Council shall decide which groups to join as an entity, such as the League of California Cities or the Antioch Chamber of Commerce, through City Council action including the budget process. Individual memberships in groups by Elected or Appointed Officials shall be the personal expense of those individuals unless otherwise approved in advance by the City Council.

**IV. LOCAL CITY EVENTS**

Elected City Officials may be reimbursed for the cost of attending local events related to the City's business upon completion of an expense report and documentation of expenses. City funds shall not be used to purchase alcohol or reimburse Elected Officials for alcohol related costs, unless as part of a set price for the event that happens to include alcohol. If a guest accompanies an Elected Official, only the cost of the Elected Official will be reimbursed.

**V. TRAVEL**

In recognition of the fact that Elected Officials may need to represent the City at conferences and meetings and may incur expenses in the course of their travel, this policy establishes procedures for requesting and receiving payment for travel and travel-related expenditures. Appointed Officials must be specifically authorized by the City Council to attend educational seminars or other meetings in order to seek reimbursement.

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**(A) PROCEDURE**

The key document in the administrative process is the Travel Authorization/Warrant Request (TA/WR). Besides ensuring that travel by Elected and Appointed Officials is conducted within this policy, the TA/WR summarizes the total cost of attending conferences, meetings, and seminars and provides documentation for cash advances, vendor payments and credit card purchases. General instructions for completing and processing this form are provided in a separate document.

**(B) AUTHORIZATION PROCESS**

All travel by an Appointed Official shall be pre-approved by having the item placed on the City Council Consent Calendar. Overnight travel by an Elected Official, shall be pre-approved by having the item placed on the City Council Consent Calendar.

After travel, the Travel Authorization report must be finalized. Finance will review for receipts and policy compliance.

**(C) METHODS OF REIMBURSEMENT**

There are three ways to request and receive payment for travel and travel-related expenditures: (1) advance payment, (2) reimbursement for actual expenditures, and (3) credit card usage.

(1) Advance payments: Elected Officials may request a cash advance for meals. The advance will be within the IRS approved per diem rates for meals and incidental expenses (**M&IE**) for the location/area visited as listed in Publication 1542. The value of meals provided at conferences, training, or other travel programs will be deducted from the cash advance at the following rate:

Breakfast - 20%      Lunch - 30%      Dinner - 50%

Other items, such as conference registration, lodging, and air fare may be paid directly to the vendor in advance of travel.

Upon return from travel, all cash advances must be documented with original itemized receipts.

(2) Reimbursement: Elected and Appointed Officials shall be reimbursed for all eligible expenditures upon return from travel for items that have original receipts. A Travel Authorization/Warrant Request with original receipts will be paid by Finance within the regular accounts payable time

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schedule. Reimbursement claims should be submitted within 30 days from the return from travel, and no reimbursements may be made that cross over fiscal years.

(3) Credit Card Usage: Elected and Appointed Officials may use personal credit cards to pay for travel expenses. Original receipts must be included with the Travel Authorization Warrant Request to be eligible for reimbursement.

**(D) ELIGIBLE EXPENDITURES**

**Meals and Incidental Expenses (M & IE)**

- **Meals:** City funds shall not be used to purchase alcohol or reimburse Elected or Appointed Officials for alcohol related costs. Meal costs will be reimbursed as supported by original itemized receipts.

- **Personal Meals:** All expenditures must be documented and reimbursement will not exceed the meal schedule listed above.

- **Business Meals:** To qualify as a business meal, the identity of the participants and the business purpose of the discussion must be substantiated.

- **Incidental Expenses:** Those related to City business will be reimbursed at cost as supported by original receipts (e.g., tolls and taxi cabs).

In no event shall the reimbursement for meals and incidental expenses exceed the IRS approved per diem rates for the location visited as listed in Publication 1542.

- **Lodging:** The City will pay lodging expenses for Elected or Appointed Officials during official travel requiring one or more overnight stays. The City will pay for lodging for the evening preceding or subsequent to a meeting or business event when the Elected or Appointed Official would have to travel at unreasonably early or late hours to reach his or her destination.

Elected or Appointed Officials shall make an effort to obtain lodging at or near the facility where official City business is to take place to minimize travel time and transportation costs. The City will pay only for standard single rooms for individual Elected Officials. If lodging is in connection with a conference, lodging expenses must not exceed the group rate published by the conference sponsor. If conference rates are not available, government rates must be requested. A list of hotels offering

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government rates in different areas of the country is available in the Finance Department. Lodging rates that are equal to or less than the government rates are presumed to be reasonable and hence reimbursable for purposes of this policy.

If a double room is requested by an Elected or Appointed Official because he or she is accompanied by a spouse or other person, the difference between the single and double room rate shall be considered the Elected or Appointed Official's personal expense.

Elected or Appointed Officials shall cancel any reservations for lodging they will not use. Any charge for an unused reservation shall be considered the Elected or Appointed Official's personal expense unless failure to cancel the reservation was due to circumstances beyond the Elected Official's control.

- **Personal Entertainment:** No reimbursement will be made for personal entertainment.

- **Guests:** If a guest accompanies an Elected or Appointed Official, only the cost of the Elected or Appointed Official will be reimbursed. All costs above a single person will be borne by the Elected or Appointed Official.

- **Discounts:** If offered early registrations should be obtained whenever possible.

- **Telephone/Internet:** The City will pay for all City-related business telephone calls or internet use by an Elected or Appointed Official while traveling on authorized City business. If approved prior to travel, the City may pay for personal internet use up to \$5.00 per day for authorized overnight business travel within California and up to \$10.00 per day for all other authorized overnight business travel.

- **Transportation:** All travel will be made by the method most cost effective for the City. Considerations such as time, distance traveled and cost of transportation should be factors in arriving at the lowest cost.

Elected and Appointed Officials shall endeavor to book air travel to take advantage of discounts and nonrefundable ticket fares where practical. All flights shall be booked at coach class or equivalent level. Any additional costs incurred due to personal travel added on before or after the trip will be paid by the Elected or Appointed Official.

Elected and Appointed Officials are encouraged to use their personal vehicles as transportation to and from airports. The cost of traveling from home to the airport



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will be paid for from monthly stipend. If a personal vehicle is left at the airport for more than one day, parking will be reimbursed per day based on long term parking rates or other transportation to and from the airport, whichever is less. Parking will not be reimbursed at the short term parking rate.

The use of rental vehicles is discouraged and shall be authorized only when no other mode of transportation is available or when alternate transportation would be more expensive or impractical. Elected or Appointed Officials must understand that the City's vehicle insurance coverage does not cover the individual driver of a rental car. Therefore, the City Official shall confirm personal coverage under their personal insurance or purchase additional insurance from the rental agency at their own expense. Rental vehicles shall be driven only by Elected or Appointed Officials included on the car rental agreement. Elected or Appointed Officials shall be reimbursed for reasonable taxi fare, airport van, or other public transportation in order to travel from their destination airport to their hotel.

**VI. REPORTING OF EXPENDITURES**

If the City reimburses an Elected or Appointed Official for attending a "meeting" as defined under the Brown Act <sup>1</sup>, the Official shall provide a brief written or oral report regarding the "meeting" at the next regular meeting of the Council or applicable commission, board or committee to which the Official belongs. For other educational seminars or events for which expenses were reimbursed by the City, the Official may provide a brief written or oral report at the next regularly scheduled meeting of the Council or applicable commission, board or committee to which the Official belongs.

**VII. ACKNOWLEDGEMENT**

After being sworn in, Elected or Appointed Officials will be required to sign a statement formally acknowledging receipt and acceptance of this policy.

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<sup>1</sup> The Brown Act (California Government Code section 54952.2) defines a meeting as including "any congregation of majority of the members of a legislative body at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the legislative body or the local agency to which it pertains."

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Nickie Mastay, Administrative Services Director 

**SUBJECT:** Resolution approving the Second Amendment to the Employment Agreement with Thomas Smith for City Attorney Services and authorizing the Mayor to sign the Agreement

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**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution approving the First Amendment to the Employment Agreement with Thomas Smith (hereinafter "Smith") for City Attorney Services and authorizing the Mayor to sign the Agreement.

**FISCAL IMPACT**

On February 5, 2019, City Council approved an employment agreement and amendment with Thomas Smith for City Attorney services. This employment agreement stated that Smith's annual salary is One Hundred and Ninety-Five Thousand Dollars (\$195,000). The Second Amendment to this employment agreement increases the annual salary by 5% beginning March 1, 2020.

**DISCUSSION**

On February 5, 2019, the City Council approved an employment agreement and amendment with Thomas Smith for City Attorney services and authorized the Mayor to sign the agreement. The Second Amendment reflects direction provided to the Administrative Services Director on January 28, 2020 in closed session following the annual evaluation of Smith's performance.

In summary, the Second Amendment will increase Smith's annual salary by 5% to Two Hundred and Four Thousand Seven Hundred and Fifty Dollars (\$204,750) beginning March 1, 2020. The salary increase reflects a positive review.

The City Attorney's salary will also be tied to the Management Employees Benefit Document dated October 1, 2016 through September 30, 2021 Item 1. Compensation, Section A. Salaries for cost of living and equity adjustments which states: Effective the first full pay period after October 1, 2020 an increase of 3.00%

Please refer to Exhibit A to the Resolution for all amendments to the City Attorney contract. All of the remaining terms and provisions of the agreement and amendment dated February 5, 2019 shall remain in effect.

This Staff Report is intended to facilitate the City's compliance with SB 1436 (2016), which requires a public report of a summary of recommendation regarding any change in the benefits or salary of local agency executives.

## **ATTACHMENTS**

### **A. Resolution**

Exhibit A to Resolution – Second Amendment to Employment Agreement and Amendment dated February 5, 2019

**RESOLUTION NO. 2020/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE SECOND AMENDMENT TO THE EMPLOYMENT AGREEMENT  
BETWEEN THE CITY OF ANTIOCH AND THOMAS SMITH FOR  
CITY ATTORNEY SERVICES**

**WHEREAS**, on February 5, 2019, the City Council approved an employment agreement and amendment with Thomas Smith. for City Attorney services and authorized the Mayor to sign the agreement; and

**WHEREAS**, the City Council desires to approve a Second Amendment to the February 5, 2019 employment agreement and amendment with Thomas Smith for City Attorney services; and

**WHEREAS**, the Second Amendment reflects direction provided to the Administrative Services Director on January 28, 2020 in closed session following the evaluation of Thomas Smiths performance.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Antioch as follows:

**Section 1:** The Second Amendment to the Employment Agreement between the City of Antioch and Thomas Smith for City Attorney services attached to this Resolution as "Exhibit A" is hereby approved and the Mayor is authorized to execute this Agreement.

\* \* \* \* \*

**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 11<sup>th</sup> day of February, 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

\_\_\_\_\_  
**ARNE SIMONSEN, CMC**  
**CITY CLERK OF THE CITY OF ANTIOCH**

**SECOND AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN CITY OF ANTIOCH AND THOMAS SMITH**

The City of Antioch ("City") and Thomas Smith ("Smith") have previously enter into that certain Employment Agreement and Amendment dated February 5, 2019 ("Agreement"), whereby Smith was employed as the City Attorney of the City. The parties agree to modify and amend the Agreement as follows:

**1. Section 8 – Compensation**

**A. Salary.** Shall be replaced with:

Effective March 1, 2020 the City agrees to pay Smith for the performance of his duties and functions an annual salary as follows: Two Hundred and Four Thousand Seven Hundred and Fifty Dollars (\$204,750). The City Attorney's salary will also be tied to the Management Employees Benefit Document dated October 1, 2016 through September 30, 2021 Item 1. Compensation, Section A. Salaries for cost of living and equity adjustments which states:

Effective the first full pay period after October 1, 2020 an increase of 3.00%.

Salary will be paid in installments at the same time that other employees of the City are paid. Smith shall not be entitled to receive payment or credit for, and the City shall not pay or credit smith for, overtime, compensated time off in lieu of overtime or other compensation except as expressly provided in this Agreement. Smith acknowledges that the position of City Attorney is exempt from the provisions of the Fair Labor Standards Act (FLSA).

2. Except as modified herein all of the remaining terms and provisions of the Agreement and Amendment dated February 5, 2020 shall remain in effect. If any conflicts exist between the Agreement and Amendment and this Second Amendment, the Second Amendment shall govern.

City of Antioch

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Sean Wright, Mayor

Attest:

\_\_\_\_\_ Date: \_\_\_\_\_  
Arne Simonsen, CMC, City Clerk of the City of Antioch

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Thomas Smith

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of February 11, 2020

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Nickie Mastay, Administrative Services Director *NMA*

**SUBJECT:** Ad Hoc Committee Dissolution or Extension Until a Specific Date;  
Updates on Ad Hoc Committee Activities

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**RECOMMENDED ACTION**

It is recommended that the City Council:

- 1) Provide updates on ad hoc committee activities:
  - Waterfront Ad Hoc Committee
  - Youth Services Task Force Ad Hoc Committee
  - Sesquicentennial Ad Hoc Committee
  - Homeless Encampment Ad Hoc Committee
  - Senior Ad Hoc Committee
  - Cannabis Ad Hoc Committee
  - Sexual Violence Prevention Committee
- 2) Determine whether to dissolve or extend the term of the existing ad hoc committees until a specific date. Please note: Ad Hoc Committees may be dissolved and another created with a different and specific purpose, in the same genre;
- 3) Determine whether to direct staff to create standing committees to replace certain existing ad hoc committees.

**FISCAL IMPACT**

This recommended action has no direct fiscal impact.

**DISCUSSION**

At the August 27, 2019 City Council meeting, the City Council extended some committee end dates, created a City/School Standing Committee, disbanded the Human Trafficking Committee and created the Sexual Violence Prevention Committee. This is an

opportunity for ad hoc committee members to give reports, presentation, etc. about their ad hoc committees. For reference, here is a list of the following ad hoc committees, ad hoc committee members, inception date, and duration end date:

- Waterfront Ad Hoc Committee – Mayor Pro-tem Motts/Council Member Wilson, inception date: February 5, 2019; extended to December 10, 2019.
- Youth Services Task Force Ad Hoc Committee – Mayor Wright/Council Member Thorpe, inception date: February 5, 2019; extended to December 10, 2019.
- Sesquicentennial Ad Hoc Committee – Mayor Wright/Mayor Pro-tem Motts, inception date: February 5, 2019; extended to December 10, 2019.
- Homeless Encampment Ad Hoc Committee – Mayor Pro-tem Motts/Council Member Thorpe, inception date: April 9, 2019; extended to January 14, 2020.
- Senior Ad Hoc Committee – Mayor Wright/Council Member Ogorchock, inception date: April 23, 2019; extended to December 10, 2019.
- Cannabis Ad Hoc Committee – Council Member Wilson/Council Member Thorpe, inception date; May 28, 2019 originally adopted for an 8-month timeframe to January 28, 2020.
- Sexual Violence Prevention Committee – Mayor Pro-tem Motts/Council Member Wilson, inception date: September 10, 2019; originally adopted for a 6-month timeframe to March 3, 2020.

As committees reach their one-year point, staff recommends that City Council dissolve the ad hoc committee and either form a new ad hoc committee with a different goal or create a standing committee.

#### **ATTACHMENTS**

None