



**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

**Council Chambers
200 "H" Street**

**JANUARY 7, 2016
3:00 P.M.**

3:00 P.M. ROLL CALL Deborah Simpson, Chairperson
Frederick Rouse, Vice Chairperson
Diana Busenbarrick
Andrew Schleder
Mike Schneider
Ademuyiwa "Ade" Adeyemi, Alternate

PLEDGE OF ALLEGIANCE

OATH for all intending to testify

1. CONSENT CALENDAR

**A. APPROVAL OF ADMINISTRATIVE APPEALS MEETING MINUTES FOR
DECEMBER 3, 2015**

Recommended Action: Motion to approve the minutes

MINUTES

**B. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN
PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR
THE MONTH OF OCTOBER 2015**

Recommendation: The Board of Administrative Appeals shall confirm each assessment and the amount thereof, as proposed or as corrected and modified, and order it assessed against the property. The Board shall also direct that the same be recorded with the Contra Costa County Recorder's Office and thereafter the assessment shall constitute a special assessment and lien against the property.

STAFF REPORT

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

WRITTEN/ORAL COMMUNICATIONS

ADJOURNMENT

Notice of Availability of Reports

This agenda is a summary of the discussion items/actions proposed to be taken by the Board of Administrative Appeals. Materials provided regarding the agenda items will be available at the following website: <http://www.ci.antioch.ca.us/CityGov/Agendas/default.asp> or at the City Clerk's Office located on the 3rd floor of City Hall, 200 H Street, Antioch, CA 94509, Monday through Thursday, for inspection and copying (for a fee). Copies are also made available at the Antioch Public Library for inspection. The meetings are accessible to those with disabilities. Auxiliary aides will be made available for persons with hearing or vision disabilities upon request in advance at (925) 779-7009 or TDD (925) 779-7081.

Notice of Opportunity to Address the Committee

The public has the opportunity to address the Board on each agenda item. To address the Board, fill out a yellow Speaker Request form, available on each side of the entrance doors, and place in the Speaker Card Tray. This will enable us to call upon you to speak. Each speaker is limited to not more than 3 minutes. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section on the agenda. No one may speak more than once on an agenda item or during "Public Comments".

PLEASE TURN OFF CELL PHONES BEFORE ENTERING COUNCIL CHAMBERS.

**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

**Regular Meeting
3:00 P.M.**

**December 3, 2015
Council Chambers**

Chairperson Simpson called the meeting to order at 3:06 P.M. on Thursday, December 3, 2015 in the Council Chambers.

ROLL CALL:

Present: Board Members Schneider, Busenbarrick, Adeyemi, and
Chairperson Simpson

Absent: Board Members Schleder and Rouse

Staff Present: Deputy Director of Community Development/Code Enforcement
Graham
Code Enforcement Assistant, Denise Skaggs
Minutes Clerk/Acting City Clerk, Kitty Eiden

PLEDGE OF ALLEGIANCE

Chairperson Simpson led the board, staff and public in the Pledge of Allegiance.

1. CONSENT CALENDAR

**A. APPROVAL OF ADMINISTRATIVE APPEALS CONTINUED MEETING
MINUTES FOR NOVEMBER 5, 2015**

On motion by Board Member Schneider, seconded by Board Member Busenbarrick, the Board of Administrative Appeals unanimously approved the Minutes for November 5, 2015.

**B. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN
PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS &
ABATEMENTS FOR THE MONTH OF SEPTEMBER 2015**

Code Enforcement Assistant Skaggs announced due to a payment received, she would amend the assessments amount as follows:

- Delete AR143738 for \$415.54
- Delete AR143715 for \$480.00

- Adjusting the total amount of assessments from \$31,842.89 to \$30,947.35

On motion by Board Member Schneider, seconded by Board Member Busenbarrick, the Board of Administrative Appeals unanimously confirmed each assessment and the amount thereof, as proposed or as corrected and modified, and order it assessed against the property. The Board also directed that the same be recorded with the Contra Costa County Recorder's Office and thereafter the assessment shall constitute a special assessment and lien against the property.

PUBLIC COMMENTS - None

WRITTEN/ORAL COMMUNICATIONS - None

ADJOURNMENT

Chairperson Simpson adjourned the Administrative Board of Appeals meeting at 3:09 P.M. to the next regularly scheduled meeting on January 7, 2015.

Respectfully Submitted,

Kitty Eiden
Minutes Clerk

**STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS
FOR CONSIDERATION AT THE HEARING ON JANUARY 7, 2016**

Prepared by: Ryan Graham, Deputy Director of Community Development

Date: December 28, 2015

Subject: Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations & Abatements for the month of October, 2015

RECOMMENDATION

The Board of Administrative Appeals shall confirm each assessment and the amount thereof, as proposed or as corrected and modified, and order it assessed against the property (Attachment "A"). The Board shall also direct that the same be recorded with the Contra Costa County Recorders Office and thereafter the assessment shall constitute a special assessment and lien against the property.

FISCAL IMPACT

The action will enable the City of Antioch to collect outstanding receivables against properties for the month of October, 2015, in the amount of **\$7,413.10** in unpaid Administrative Citations & Abatements.

BACKGROUND INFORMATION

Pursuant to Antioch Municipal Code §1-5.09 the City may collect any past due Administrative Citation fines, Abatements or late payment charges by use of special assessment liens and all action for recovery of money.

A Notice of Intent to Record Lien was sent to each property owner who is entitled to notice reflecting the property address directly connected to conditions or activities on the subject real property, assessors parcel number, the municipal code violation, administrative citation fine and copy of the administrative citations.

ATTACHMENT

A: List of assessments

CITATION & ABATEMENT FOR BOARD OF APPEALS - JANUARY 7, 2016

AR	Amount	Owner Last	Owner First	Owner Address	Site Address	Paid
AR143970	\$415.54	AMIRI	NIGYALAI	1856 BUCK MOUNTAIN CT	1856 BUCK MOUNTAIN CT	
AR143965	\$415.54	AYALA	HENRY D.	2215 HOBART CT	2215 HOBART CT	
AR143961	\$415.54	BENAROYA	YANIV TRE	100 E 18TH ST. ANTIPOCH CA	2725 ALCALA ST	
AR143962	\$415.54	BENAROYA	ELIEZER TRE	100 E 18TH ST. ANTIPOCH CA	3112 ELIZABETH LN	
AR143974	\$415.54	CURIEL	YOLANDA	140 RUSSELL DR	140 RUSSELL DR	
AR143960	\$415.54	DEUTSCHE BANK	NAT TRUST TRE	6501 IRVINE CENTER DR, IRVINE, CA	1704 CRESTVIEW DR	
AR143963	\$415.54	HUTCHINGS	JAMES JR	1903 CROWN PEAK WAY	1903 CROWN PEAK WAY	
AR143971	\$415.54	KEY	JOHN A	3506 DI MAGGIO WAY	3506 DIMAGGIO WAY	
AR143969	\$415.54	KWAN	DAVID A & JENNY	349 BOWSPRIT DR, REDWOOD CITY, CA	5224 BLUE SKY CT	
AR143972	\$415.54	LIBRE	DANIEL & JOAN	4102 ROGERS CANYON RD	4102 ROGERS CANYON RD	
AR143726	\$415.54	ROBERTS	TYLER J.	629 CASTLE CT	629 CASTLE CT	
AR143968	\$415.54	STEPHENS	ROBERT E. JR	2804 PATRICIA AVE	2804 PATRICIA AVE	
AR143975	\$415.54	SUNLY	SUNTHAY B	3520 G ST. ANTIPOCH, CA	2416 DESRYS BLVD	
AR143964	\$415.54	WILLIAMS	ERIC	1309 MIRA VISTA CT	1309 MIRA VISTA CT	
AR143967	\$415.54	YUNXING	REN	4612 NOPAH ST	4612 NOPAH ST	
AR143995	\$700.00	FAIRGRIEF	STEVE	2725 DEL ORO CIR	2725 DEL ORO CIR	
AR143981	\$480.00	RUIZ	LAURA VANESA	5235 PREWETT RANCH DR	5235 PREWETT RANCH DR	
TOTAL	\$7,413.10					