



**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

**Council Chambers
200 "H" Street**

**MAY 5, 2016
3:00 P.M.**

3:00 P.M. ROLL CALL Deborah Simpson, Chairperson
Frederick Rouse, Vice Chairperson
Andrew Schleder
Ademuyiwa "Ade" Adeyemi
Martin T. Gonsalves
Vacant, Alternate

PLEDGE OF ALLEGIANCE

OATH for all intending to testify

1. CONSENT CALENDAR

A. APPROVAL OF ADMINISTRATIVE APPEALS MEETING MINUTES FOR APRIL 7, 2016

STAFF REPORT

Recommended Action: Motion to approve the minutes

B. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTH OF FEBRUARY 2016

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.**

**April 7, 2016
Council Chambers**

Chairperson Simpson called the meeting to order at 3:12 P.M. on Thursday, April 7, 2016 in the Council Chambers.

ROLL CALL:

Present: Board Members Schleder, Rouse, Adeyemi and Chairperson Simpson
Absent: Board Member Busenbarrick

Staff Present: City Attorney, Michael Vigilia
City Clerk, Arne Simonsen
Interim Code Enforcement Manager, Mike Aguirre
Minutes Clerk, Kitty Eiden

PLEDGE OF ALLEGIANCE

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

City Attorney Vigilia introduced himself and stated he looked forward to working with the Administrative Board of Appeals.

1. CONSENT CALENDAR

A. APPROVAL OF ADMINISTRATIVE APPEALS MEETING MINUTES FOR MARCH 3, 2016

On motion by Board Member Schleder, seconded by Board Member Adeyemi, the Board of Administrative Appeals approved the Minutes for March 3, 2016. The motion carried the following vote:

Ayes: Schleder, Adeyemi and Simpson

Abstain: Rouse

B. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTH OF JANUARY 2016

In response to Board Member Rouse, Interim Code Enforcement Manager Aguirre explained properties with more than listing for a levy of special assessments were

different citations issued for the same violation. He noted they issued 1-3 citations and if the issue was not corrected, the property would then go through the abatement process.

On motion by Board Member Rouse, seconded by Board Member Schleder, the Board of Administrative Appeals unanimously confirmed each assessment and the amount thereof, as proposed or as corrected and modified, and ordered it assessed against the property. The Board also directed that the same be recorded with the Contra Costa County Recorder's Office.

PUBLIC COMMENTS - None

WRITTEN/ORAL COMMUNICATIONS

In response to Board Member Rouse, City Clerk Simonsen reported the City Council would be making appointments for the Boards of Administrative Appeals at their April 12, 2016 City Council meeting. He announced Board Member Schneider had resigned from the Board and Board Member Busenbarrick did not reapply.


ADJOURNMENT

Chairperson Simpson adjourned the Administrative Board of Appeals meeting at 3:19 P.M. to the next regularly scheduled meeting on May 5, 2016.

Respectfully Submitted,

Kitty Eiden
Minutes Clerk

**STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS
FOR CONSIDERATION AT THE HEARING ON May 5, 2016**

Prepared by: Mike Aguirre, Interim Code Enforcement Manager 
Date: April 20, 2016
Subject: Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations & Abatements for the Month of February, 2016

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 February, 2016, in the amount of **\$27,698.64**

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

CITATIONS & ABATEMENTS FOR BOARD OF APPEALS - May 5, 2016

AR	Case	APN	Amount	Owner Last	Owner First	Owner Address	Site Address	Paid
AR144905	CE1407-008	067-273-005	\$415.54	BASULTO	JOSEPH	34 W MADILL ST	34 W MADILL ST	
AR144903	CE1511-105	075-302-013	\$415.54	CASE	MELISSA EMILY	2318 PEACHTREE CIR	2318 PEACHTREE CIR	
AR144909	CD1601-016	067-275-023	\$260.00	DOAAS LLC		2302 A STREET	2302 A STREET	
AR144922	CD1601-016	067-275-023	\$700.00	DOAAS LLC		2302 A STREET	2302 A STREET	
AR144914	CD1601-016	067-275-023	\$1,250.00	DOAAS LLC		2302 A STREET	2302 A STREET	
AR144935	CE1510-091	056-073-014	\$2,460.00	FOSTER	STEVEN CLYDE	4853 LEFEBVRE WAY	4853 LEFEBVRE WAY	
AR145233	CD1601-042	076-021-016	\$700.00	GBF HOLDINGS LLC		1590 SOLANO WAY #A, CONCORD	PASO CORTO RD	
AR144912	CD1601-042	076-021-016	\$260.00	GBF HOLDINGS LLC		1590 SOLANO WAY #A, CONCORD	PASO CORTO RD	
AR144909	CE1503-014	053-620-032	\$415.54	GBILIA	SAMUEL & NOWAI	3240 PANDA CT	3240 PANDA CT	
AR144918	CD1512-014	066-032-015	\$2,350.00	HAYES	EDWARD PHILLIP	9711A DUBLIN CANYON RD, CASTRO VALLEY	43 E 6TH ST	
AR144257	CD1512-007	074-343-034	\$1,250.00	JGR HOLDINGS LLC		P.O. BOX 613, LAFAYETTE,	2100 L STREET	
AR144920	CD1512-007	074-343-034	\$480.00	JGR HOLDINGS LLC		P.O. BOX 613, LAFAYETTE,	2100 L STREET	
AR144925	CD1512-007	074-343-034	\$2,350.00	JGR HOLDINGS LLC		P.O. BOX 613, LAFAYETTE,	2100 L STREET	
AR145228	CD1512-007	074-343-034	\$2,350.00	JGR HOLDINGS LLC		P.O. BOX 613, LAFAYETTE,	2100 L STREET	
AR144908	CE1408-044	055-250-043	\$415.54	JOHNSON	DARREL L.	2500 INEZ WAY	2500 INEZ WAY	
AR144910	CE1408-076	072-390-141	\$415.54	JORDHEIM	JODY A	1817 VENDER CT	1817 VENDER CT	
AR144904	CE1511-115	072-330-105	\$415.54	LOUDEN LLC	C/O WAXPOINT	P.O. BOX 1226, OAKLAND, CA	4817 MASSIVE PEAK WAY	
AR145235	CE1503-011	066-137-002	\$415.54	MARALL	CHARLES P.	1598 BRENDA CT, CONCORD, CA	1006 W 7TH ST	
AR145236	CE1503-042	066-137-003	\$581.08	MARALL	CHARLES P.	1598 BRENDA CT, CONCORD, CA	1008 W 7TH ST	
AR144900	CE1512-013	051-230-030	\$415.54	MARTINOVICH	CHARLES G.	RR1, BOX 444C, ANTIOCH	1920 PHILLIPS LN	
AR144901	CE1512-014	051-230-012	\$415.54	MARTINOVICH	CHARLES G.	88 W LAKE DR, ANTIOCH	1880 PHILLIPS LN	
AR144564	CE1511-099	075-251-006	\$415.54	MOORE	GEORGE E.	1517 2ND AVE, WALNUT CREEK	2060 RESEDA WAY	
AR144906	CE1407-044	076-372-014	\$415.54	OCAMPO	ARNULFO	3224 S FRANCISCO WAY	2009 PUTNAM ST	
AR144926	CD1601-011	066-061-008	\$260.00	SEELNBACHER	PHILIP	3461 MONROE AVE, LAFAYETTE	320 H STREET	
AR145227	CD1601-011	066-061-008	\$700.00	SEELNBACHER	PHILIP	3461 MONROE AVE, LAFAYETTE	320 H STREET	
AR145226	CD1601-011	066-061-008	\$1,250.00	SEELNBACHER	PHILIP	3461 MONROE AVE, LAFAYETTE	320 H STREET	
AR144924	CD1601-005	068-163-021	\$260.00	SIMPSON	FLOYD	2837 SUNSET LN,	2837 SUNSET LN	
AR144550	CE1511-062	067-311-004	\$415.54	SULLIVAN	MARK	36 RUSSELL DR	36 RUSSELL DR	
AR144931	CE1601-022	051-322-002	\$260.00	TALLEY	DJUANA	2512 BRAZIL DR	2512 BRAZIL DR	
AR144930	CE1601-022	051-322-002	\$700.00	TALLEY	DJUANA	2512 BRAZIL DR	2512 BRAZIL DR	
AR144927	CE1601-022	051-322-002	\$1,250.00	TALLEY	DJUANA	2512 BRAZIL DR	2512 BRAZIL DR	
AR144911	CE1408-087	053-650-001	\$415.54	TRAN	BINH T.	1503 CRESTVIEW DR	4213 BARDOZ CT	
AR144545	CE1511-016	052-352-021	\$415.54	WILLIAMS	MARTIN L.	3121 CRESTLINE CT	3121 CRESTLINE CT	
AR144917	CD1601-021	066-053-005	\$260.00	WYNSHIRE		2070 SAN RAMON VALLEY BLVD, SAN RAMON, CA	209 G STREET	
AR144923	CD1601-021	066-053-005	\$700.00	WYNSHIRE		2070 SAN RAMON VALLEY BLVD, SAN RAMON, CA	209 G STREET	
AR145232	CD1601-021	066-053-005	\$1,250.00	WYNSHIRE		2070 SAN RAMON VALLEY BLVD, SAN RAMON, CA	209 G STREET	
TOTAL			\$27,698.64					