



**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

Date: Thursday, May 5, 2022
Time: 3:00 P.M.
Place: **Antioch City Hall – Council Chambers**
200 'H' Street
Antioch, CA 94509

BOARD MEMBERS

Ademuyiwa “Ade” Adeyemi, Chairperson
Antwon Webster, Vice Chairperson
Marie Livingston
Crystal Sawyer-White
Ronald A. Grant
Vacant, Alternate

***PLEASE TURN OFF CELL PHONES BEFORE ENTERING THE MEETING
LOCATION.***

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.

BOARD OF ADMINISTRATIVE APPEALS

SPEAKER RULES

NOTICE OF OPPORTUNITY TO ADDRESS THE BOARD

This agenda is a summary of the discussion items/actions proposed to be taken by the Board of Administrative Appeals. The public has the opportunity to address the Board on each agenda item. The Board can only take action on items that are listed on the agenda. 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".

Members of the public wishing to provide public comments, may do so one of the following ways:

- 1) **WRITTEN PUBLIC COMMENT** – Written comments may be submitted electronically to the City Clerk at the following email address: cityclerk@ci.antioch.ca.us, **prior to 1:00 p.m. the day of the Board of Administrative Appeals Meeting.** Please indicate the agenda item and title in your email subject line. All comments received before 1:00 p.m. the day of the meeting, will be provided to the Board Members before the meeting.
- 2) **IN PERSON** – Fill out a Speaker Request Form, available near the entrance doors, and place in the Speaker Card Tray near the City Clerk before the meeting begins.

Speakers will be notified shortly before they are called to speak.

- When called to speak, please limit your comments to the time allotted (up to 3 minutes, at the discretion of the Chair/Vice Chairperson).

After hearing from the public, the agenda item will be closed. Deliberations will then be limited to members of the Board.

NOTICE OF AVAILABILITY OF REPORTS

The Board of Administrative Appeals' Agendas, including Staff Reports, are posted onto the City's Website 72 hours before each meeting. To view the agenda information, click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/board-of-administrative-appeals/>.

Copies are available for inspection (and copying for a fee), at the City Clerk's Office, City Hall, 200 'H' Street, Antioch, CA 94509, Monday through Friday, 8:30 a.m. to 4:30 p.m., excluding holidays. Copies are also made available at the Antioch Public Library for inspection.

NOTICE OF OPPORTUNITY TO ADDRESS THE BOARD

The public has the opportunity to address the Board on each agenda item. Please see the Speaker Rules on the inside cover of this Agenda for additional information on public participation.

AGENDA

3:00 P.M. ROLL CALL

Ademuyiwa "Ade" Adeyemi, Chairperson
Antwon Webster, Vice Chairperson
Marie Livingston
Crystal Sawyer-White
Ronald A. Grant
Vacant, Alternate

PLEDGE OF ALLEGIANCE

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

1. CONSENT CALENDAR

A. APPROVAL OF ADMINISTRATIVE APPEALS MEETING MINUTES FOR MARCH 3, 2022

Recommended Action: Motion to approve the Meeting Minutes.

B. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS AND LIEN PROCESSING FEES FOR DECEMBER 2021 AND JANUARY 2022

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.

WRITTEN/ORAL COMMUNICATIONS

MOTION TO ADJOURN: *After Written/Oral Communications, the Chairperson/ Vice Chairperson 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.*

AR	Case#	APN	Amount	Lien Processing Fee	Site Address	OWNER FIRST	OWNER LAST	Mailing Address	PAID
AR165542	CE2111-057	065-110-006	\$ 440.00	\$ 296.00	810 WILBUR AVE	810 WILBUR ASSOCIATES INC		1355 WILLOW WAY CONCORD CA 94520-5755	
AR164030	CE2105-006	055-600-009	\$ 100.00	\$ 296.00	2422 SILVERIA WAY	BANCHERO TRUST, ROBERT AND YVONNE		484 EVERETT DR DANVILLE CA 94526-4215	
AR165297	CE2112-012	072-221-008	\$ 540.00	\$ 296.00	4052 ROCKFORD DR	ALAN	BELLAMY	80 EDGEWATER PL PITTSBURG CA 94565-2293	
AR165288	CE2111-126	071-392-019	\$ 300.00	\$ 296.00	1005 GATTER DR	COMPASS REAL ESTATE		270 REDWOOD SHORES PKWY #172 REDWOOD CITY CA 94065-1173	
AR165538	CE2112-201	065-242-025	\$ 340.00	\$ 296.00	20 E LAKE DR	DONATELLI AMEDIA TRE		20 E LAKE DR ANTIOCH CA 94509-2042	
AR165545	CE2110-199	067-080-018	\$ 340.00	\$ 296.00	1203 E ST	JESUS	ELIZONDO	1203 E ST ANTIOCH CA 94509-2203	
AR165218	CE2109-158	056-040-010	\$ 1,240.00	\$ 296.00	4541 SHANNONDALE DR	JUAN C	FERNANDEZ	4541 SHANNONDALE DR ANTIOCH CA 94531-7704	
AR165515	CE2109-158	056-040-010	\$ 491.70	\$ 296.00	4541 SHANNONDALE DR	JUAN C	FERNANDEZ	4541 SHANNONDALE DR ANTIOCH CA 94531-7704	
AR165304	CE2110-263	051-160-005	\$ 1,240.00	\$ 296.00	HILLCREST AVE	FKP INC		1777 OAKLAND BLVD WALNUT CREEK CA 94596-4063	

AR165474	CE2110-263	051-160-005	\$ 2,240.00	\$ 296.00	HILLCREST AVE	FKP INC		1777 OAKLAND BLVD WALNUT CREEK CA 94596-4063	
AR165513	CE2110-263	051-160-005	\$ 520.57	\$ 296.00	HILLCREST AVE	FKP INC		1777 OAKLAND BLVD WALNUT CREEK CA 94596-4063	
AR165301	CE2108-026	068-500-007	\$ 1,240.00	\$ 296.00	604 IGLESIA CT	RICHARD CHARLES	FLETCHER	604 IGLESIA CT ANTIOCH CA 94509-5066	
AR165182	CE2108-026	068-500-007	\$ 440.00	\$ 296.00	604 IGLESIA CT	RICHARD CHARLES	FLETCHER	604 IGLESIA CT ANTIOCH CA 94509-5066	
AR165471	CE2108-041	072-133-008	\$ 340.00	\$ 296.00	3612 MEADOWBROOK RD	JEFFREY	FRANKLIN	3612 MEADOWBROOK RD ANTIOCH CA 94509-5957	
AR165472	CE2201-071	055-330-014	\$ 100.00	\$ 296.00	1225 OAK HAVEN WAY	GHAI AJAY & KITTY TRE PURI PARDEEP K & UMA R		1390 CUCIZ LN MILPITAS CA 95035-8206	
AR165290	CE2108-071	068-596-005	\$ 340.00	\$ 296.00	3428 BARMOUTH DR	GREG	GRECH	3428 BARMOUTH DR ANTIOCH CA 94509-6508	
AR165361	CE2112-106	053-310-059	\$ 100.00	\$ 296.00	4526 ELKHORN WAY	TRUNG QUOC & HIEN THI NGUYEN	HA	4526 ELKHORN WAY ANTIOCH CA 94531-7150	
AR165477	CE2112-106	053-310-059	\$ 740.00	\$ 296.00	4526 ELKHORN WAY	TRUNG QUOC & HIEN THI NGUYEN	HA	4526 ELKHORN WAY ANTIOCH CA 94531-7150	
AR165531	CE2105-224	067-172-011	\$ 740.00	\$ 296.00	615 W 14TH ST	FLORENCE M	HANAMAN	615 W 14TH ST ANTIOCH CA 94509-2232	

ATTACHMENT A

AR165300	CE2109-183	068-573-006	\$ 2,240.00	\$ 296.00	809 BASALT WAY	LEWIS	HARVEY	809 BASALT WAY ANTIOCH CA 94509-5175
AR165543	CE2201-043	055-590-049	\$ 340.00	\$ 296.00	2457 SILVERIA WAY	CARLOS	HERNANDEZ	2457 SILVERIA WAY ANTIOCH CA 94531-8513
AR165214	CE2109-145	065-193-010	\$ 333.00	\$ 296.00	909 E 13TH ST	LARRY & JUDY JONES JENNIFER	JONES	909 E 13TH ST ANTIOCH CA 94509-2064
AR165291	CE2107-080	053-102-010	\$ 340.00	\$ 296.00	4008 PALOMAR DR	JOSH W MAZZANTI TRE		4008 PALOMAR DR ANTIOCH CA 94531-6608
AR165221	CE2111-049	074-422-016	\$ 340.00	\$ 296.00	1742 LINDEN PL	ZEFA	LI	1742 LINDEN PL ANTIOCH CA 94509- 3165
AR165546	CE2201-046	076-251-007	\$ 340.00	\$ 296.00	2917 CARMONA WAY	DEWAYNE	MARSHALL	2761 BARCELONA CIR ANTIOCH CA 94509-4237
AR165544	CE2111-121	071-102-059	\$ 440.00	\$ 296.00	2814 LONE TREE WAY	ISRAEL	MARTINEZ	3119 CLAYTON RD CONCORD CA 94519-2732
AR165476	CE2112-110	053-181-010	\$ 440.00	\$ 296.00	4631 FAWN HILL WAY	MCGUIRE ERLINIA B TRE		4543 SWEET WATER ST ANTIOCH CA 94531-7183
AR165548	CE2112-110	053-181-010	\$ 1,240.00	\$ 296.00	4631 FAWN HILL WAY	MCGUIRE ERLINIA B TRE		4543 SWEET WATER ST ANTIOCH CA 94531-7183
AR165507	CE2107-271	067-155-001	\$ 1,240.00	\$ 296.00	825 W 11TH ST	RAMIRO & MARIA	PACHECO	825 W 11TH ST ANTIOCH CA 94509-1510
AR165223	CE2111-085	071-012-003	\$ 340.00	\$ 296.00	1032 SAN CARLOS DR	ROBERT LAWRENCE	PETTY	1032 SAN CARLOS DR ANTIOCH CA 94509-4744

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AR165511	CE2111-085	071-012-003	\$ 740.00	\$ 296.00	1032 SAN CARLOS DR	ROBERT LAWRENCE	PETTY	1032 SAN CARLOS DR ANTIOCH CA 94509-4744	
AR165220	CE2111-063	056-050-087	\$ 340.00	\$ 296.00	4704 PARKLAND CT	NORMANDY	RETUTA	4704 PARKLAND CT ANTIOCH CA 94531-7715	
AR165547	CE2111-063	056-050-087	\$ 740.00	\$ 296.00	4704 PARKLAND CT	NORMANDY	RETUTA	4704 PARKLAND CT ANTIOCH CA 94531-7715	
AR165289	CE2111-138	072-291-002	\$ 340.00	\$ 296.00	512 GREYSTONE DR	SANDRA L COULTER TRE		512 GREYSTONE DR ANTIOCH CA 94509-6968	
AR165359	CE2108-149	055-580-039	\$ 340.00	\$ 296.00	2503 MAMMOTH WAY	EARL A & ANDRENA L	SCOTT	2503 MAMMOTH WAY ANTIOCH CA 94531-9068	
AR165532	CE2106-093	067-157-002	\$ 440.00	\$ 296.00	1017 W 14TH ST	WAI	SHAM KA WAI	3745 VALLEY BLVD SPC 163 WALNUT CA 91789-1501	
AR165212	CE2010-102	051-390-007	\$ 333.00	\$ 296.00	3341 OAKLEY RD	MICHELLE	SIDRIAN	1509 A ST ANTIOCH CA 94509-2332	
AR165373	CE2112-078	055-250-047	\$ 340.00	\$ 296.00	2516 INEZ WAY	PING KATHY	SONG	124 TWIGGS COR PEACHTREE CITY GA 30269-1637	
AR165469	CE2112-078	055-250-047	\$ 740.00	\$ 296.00	2516 INEZ WAY	PING KATHY	SONG	124 TWIGGS COR PEACHTREE CITY GA 30269-1637	
AR165478	CM2112-007	052-232-020	\$ 340.00	\$ 296.00	2709 HILLCREST AVE	STAR ONE PROPERTIES LLC		17380 JEAN CT MORGAN HILL CA 95037-7255	
AR165481	CE2112-158	076-010-038	\$ 440.00	\$ 296.00	SOMMERVILLE RD	TA SOMERSVILLE LLC		2600 DALLAS PKWY FRISCO TX 75034-9483	

ATTACHMENT A

AR165358	CE2108-182	074-402-056	\$ 440.00	\$ 296.00	2113 BANYAN WAY	RICARDO	VALADEZ	2113 BANYAN WAY ANTIOCH CA 94509-3213
AR165292	CM2111-009	056-011-030	\$ 340.00	\$ 296.00	4893 LONE TREE WAY	WALMART REAL ESTATE BUS		PO BOX 8050 MS 0555 BENTONVILLE AR 72712-8055
AR165369	CE2112-165	076-065-015	\$ 100.00	\$ 296.00	1317 SAN JOSE DR	SHENG CHAO YU	WEI	610 SKYLINE DR DALY CITY CA 94015-4621
AR165466	CE2109-199	075-530-044	\$ 340.00	\$ 296.00	5060 WILMONT CT	ZHENG YUANCHENG GAO WEI		1008 WAYNE WAY SAN MATEO CA 94403-1561

\$ 25,818.27 \$ 13,320.00

Total: \$ 39,138.27

**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

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

**March 3, 2022
Council Chambers**

Chairperson Adeyemi called the meeting to order at 3:08 P.M. on Thursday, March 3, 2022.

ROLL CALL:

Present: Board Members Sawyer-White, Livingston and Chairperson Adeyemi
Absent: Board Members Grant and Webster

Staff Present: City Attorney, Thomas Lloyd Smith
City Clerk, Ellie Householder
Minutes Clerk, Kitty Eiden
Code Enforcement Manager, Curt Michael

PLEDGE OF ALLEGIANCE

Chairperson Adeyemi led the Pledge of Allegiance.

PUBLIC COMMENT – None

1. CONSENT CALENDAR

A. APPROVAL OF ADMINISTRATIVE APPEALS MINUTES FOR NOVEMBER 4, 2021

B. APPROVAL OF ADMINISTRATIVE APPEALS MINUTES FOR JANUARY 6, 2022

On motion by Board Member Sawyer-White, seconded by Board Member Livingston, the Board of Administrative Appeals members present unanimously approved the Consent Calendar with the exception of Item C which was pulled for further discussion.

C. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS AND LIEN PROCESSING FEES FOR OCTOBER AND NOVEMBER 2021

City Clerk Householder presented the supplemental staff report dated March 2, 2022, recommending the Board of Administrative Appeals adjust the grand total amount of the accounts receivable to \$24,304.00, to reflect accounts that were paid.

On motion by Board Member Sawyer-White, seconded by Board Member Livingston, the Board of Administrative Appeals members present unanimously confirmed each assessment and the amount thereof, as proposed or as corrected and modified, and order it assessed against the property in the amount of \$24,304.00.

PUBLIC COMMENTS – None

WRITTEN/ORAL COMMUNICATIONS – None

ADJOURNMENT

On motion by Board Member Sawyer-White, seconded by Board Member Livingston the Board of Administrative Appeals members present unanimously adjourned the meeting at 3:17 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk



STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS FOR CONSIDERATION AT THE HEARING ON MAY 05, 2022

Approved by: Curt Michael, Code Enforcement Manager

A handwritten signature in blue ink, appearing to read "C.M.", is written over the name "Curt Michael".

Date: April 22, 2022

Subject: Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations and Lien Processing Fees for December, 2021 and January, 2022

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 Recorder's 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 months of December, 2021 and January, 2022, in the amount of **\$39,138.27.**

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 (Attachment B) 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, assessor's parcel number, the municipal code violation, administrative citation fine and copy of the administrative citations.

ATTACHMENTS

A: List of Assessments

B: Notice of Intent to Record Lien

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AR165466	CE2109-199	075-530-044	\$ 340.00	\$ 296.00	5060 WILMONT CT	ZHENG YUANCHENG GAO WEI		1008 WAYNE WAY SAN MATEO CA 94403-1561

\$ 25,818.27 \$ 13,320.00

Total: \$ 39,138.27

NOTICE OF INTENT TO RECORD LIEN

[DATE]

[OWNER NAME]

[OWNER ADDRESS]

[OWNER CITY], [OWNER STATE] [OWNER ZIP]

SUBJECT: NOTICE OF INTENT TO RECORD LIEN

Address: [SITE ADDRESS]

Parcel No. [SITE APN]

Case No. [CASE NO]

PLEASE BE ADVISED, the City of Antioch claims a special assessment of **[\$[BAL DUE]** pursuant to Cal. Gov't Code §38773.5 and Antioch Municipal Code §1-5.09 for unpaid Administrative Citations and penalties relating to the above referred to real property. **Said fines and late penalties are not subject to appeal.**

On Thursday, May 5, 2022 at 3:00 P.M. the **ADMINISTRATIVE BOARD OF APPEALS** will receive the proposed assessment for hearing and confirmation. Should you object to our **INTENT TO RECORD LIEN** and choose to challenge it at the hearing, **you must** submit any and all objections in writing to the City Clerk at least three (3) days prior to the date of said hearing. In addition, you will need to pay the required \$50.00 appeal fee. Failure to submit written objections to the City Clerk at least three (3) days prior to the hearing date shall constitute a waiver of any such objections.

Fines and late penalties are not subject to appeal. You may only object to the INTENT TO RECORD LIEN. Objections are on the basis that said fines and late penalties have been paid in full.

BE FURTHER ADVISED that the amount of the assessment shall be recorded with the Contra Costa County Recorder's office on **May 10, 2022**. To avoid recordation, please make payment to the City of Antioch, on or before **May 2, 2022**. Failure to respond to this notice shall not affect the validity of the proceedings. Please be aware that if a lien is recorded on your property there will be additional fees to record, and release said lien.

**CITY OF ANTIOCH
COST RECOVERY/COMMUNITY DEVELOPMENT
P.O. BOX 5007
ANTIOCH, CA 94531-5007**

It is my desire that you will comply with this final notice, thus relieving the City of any further action. If you have any questions or wish to discuss this matter, please call Code Enforcement at **(925) 779-7042**.

Sincerely,



Curt Michael
Code Enforcement Manager
cc: City Attorney