



**BOARD OF ADMINISTRATIVE APPEALS  
ADMINISTRATIVE REVIEW PANEL**

**Council Chambers  
200 "H" Street**

**JULY 2, 2015  
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 JUNE 4, 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 MONTHS OF APRIL AND MAY 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 3<sup>rd</sup> 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.**

**June 4, 2015  
Council Chambers**

Chairperson Simpson called the meeting to order at 3:07 P.M. on Thursday, June 4, 2015 in the Council Chambers.

**ROLL CALL:**

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

Staff Present: Interim City Attorney, Sean De Burgh  
Code Enforcement Assistant, Denise Skaggs  
City Clerk, Arne Simonsen  
Deputy City Clerk, Christina Garcia  
Minutes Clerk, Kitty Eiden

**PLEDGE OF ALLEGIANCE**

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

Interim City Attorney De Burgh explained the manner in which the proceedings would be conducted and reviewed the options available for the Appeals Board.

City Clerk Simonsen administered the Oath for all persons present intending to testify on the appeal.

**1. CONSENT CALENDAR**

**A. APPROVAL OF ADMINISTRATIVE APPEALS CONTINUED MEETING MINUTES FOR APRIL 16, 2015**

**B. APPROVAL OF ADMINISTRATIVE APPEALS SPECIAL MEETING MINUTES FOR APRIL 30, 2015**

On motion by Board Member Schneider, seconded by Board Member Adeyemi, the Board of Administrative Appeals unanimously approved the minutes for April 16, 2015 and April 30, 2015.

**C. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTHS OF MARCH AND APRIL 2015**

On motion by Board Member Schneider, seconded by Board Member Adeyemi, 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.

**2. REGULAR AGENDA**

**A. CASE NO. CE1502-104/ APN NO. 074-421-020 – APPEAL OF SUMMARY ABATEMENT [§5-1.314] NOTICE ISSUED TO ROBRIELLE BEVERLY, 2201 DOGWOOD WAY, ANTIOCH, CA**

Code Enforcement Assistant Skaggs presented the staff report dated April 24, 2015 recommending the Board of Administrative Appeals uphold the demand and Special Assessment for the Summary of Abatement Costs.

Robrielle Beverly, owner of subject property, explained that she was at an appointment in Brentwood and while talking with her relative on the phone, she had a seizure. She noted when she came out of the seizure and returned home, her window had been boarded up and a note was left that the Antioch Police Department had forced entry to conduct a welfare check. She stated she was not home when the incident occurred and felt she should not be responsible to repay the City for the abatement costs.

In response to Board Member Adeyemi, Ms. Beverly noted she was not aware of what had happened during the seizure; however, she assumed her relative had called 911.

Following discussion, the Board Members agreed the Antioch Police Department exercised due diligence when they responded to the residence to perform a welfare check which required forced entry when they had not received a response at the door. They also felt it was appropriate for the City to secure the property prior to leaving the area.

Board Member Schneider suggested eliminating administrative fees from the abatement costs.

On motion by Board Member Schneider, seconded by Board Member Adeyemi, the Board of Administrative Appeals unanimously denied the appeal and upheld the demand

for Special Assessment for Summary Abatement Costs in the amount of \$502.84 and eliminating the administrative fee of \$250.00.

**PUBLIC COMMENTS** - None

**WRITTEN/ORAL COMMUNICATIONS** - None

**ADJOURNMENT**

Chairperson Simpson adjourned the Administrative Board of Appeals meeting at 3:30 P.M. to the next regularly scheduled meeting on July 2, 2015.

Respectfully Submitted,

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Kitty Eiden  
Minutes Clerk

**STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS  
FOR CONSIDERATION AT THE HEARING ON JULY 2, 2015**

**Prepared by:** Ryan Graham, Deputy Director of Community Development

**Date:** June 23, 2015

**Subject:** Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations & Abatements for the months of April & May, 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 months of April & May, 2015, respectively in the amount of **\$16,039.22** 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

IB  
**07-02-15**

# ATTACHMENT "A"

CITATIONS & ABATEMENTS FOR BOARD OF APPEALS - JULY 2, 2015									
AR	Case	APN	JUL	Amount	Owner Last	Owner First	Owner Address	Site Address	Paid
AR142256	CE1407-017	068-112-009	X	\$411.82	BANKS	ELIZABETH	128 E MADILL ST.	128 E MADILL ST	
AR140312	CE1407-017	068-112-009	X	\$411.82	BANKS	ELIZABETH	128 E MADILL ST.	128 E MADILL ST	
AR142224	CE1407-008	067-273-005	X	\$110.00	BASULTO	JOSEPH	34 W MADILL ST	34 W MADILL ST	
AR142841	CD1503-020	068-134-003	X	\$235.00	BETTIS	DONALD J.	2304 DIABLO AVE.	2304 DIABLO AVE	
AR142255	CD1407-033	076-580-089	X	\$383.44	CADET	MARCUS	2 AVILA PL	2 AVILA PL	
AR142829	CE1301-046	053-101-004	X	\$110.00	CASTORINA	BRANDI & DENISE	4013 PALOMAR DR.	4013 PALOMAR DR	
AR140303	CE1501-066	065-242-010	X	\$161.82	CLARK	KEVIN	26 N LAKE CIR	26 N LAKE CIR	
AR142259	CE1205-016	053-530-006	X	\$411.82	CRIST	ANNA	2312 CRYSTAL CT	2312 CRYSTAL CT	
AR142096	CE1502-132	074-411-005	X	\$411.82	DAVI	FRANK R TRUST	5197 HANSEN DR, ANTIOCH, CA	2317 MANZANITA #B	
AR142094	CE1502-130	074-411-004	X	\$411.82	DAVI	FRANK R TRUST	P.O. BOX 1171, ANTIOCH, CA	2313 MANZANITA #A	
AR142077	CE1502-125	074-361-003	X	\$411.82	JOHNSON	CHARLES TRUST	7 W LAKE CT, ANTIOCH, CA	2109 MANZANITA #B	
AR142843	CD1503-018	068-082-051	X	\$125.00	DELRIO	MIGUEL	2420 SUN VIEW TERRACE, CONCORD	TERRACE DR	
AR142225	CE1503-014	053-620-032	X	\$110.00	GBILIA	SAMUEL	3240 PANDA CT	3240 PANDA CT	
AR140325	CE1211-020	074-172-033	X	\$110.00	GREENHOUSE	CONSEPCION C	1304 POPPY WAY	1304 POPPY WAY	
AR142253	CE1503-044	055-080-050	X	\$235.00	GREENWOOD	ADRIAN RAY	4521 PAMPAS CIR	4521 PAMPAS CIR	
AR142254	CE1503-044	055-080-050	X	\$675.00	GREENWOOD	ADRIAN RAY	4521 PAMPAS CIR	4521 PAMPAS CIR	
AR142826	CE1503-044	055-080-050	X	\$1,225.00	GREENWOOD	ADRIAN RAY	4521 PAMPAS CIR	4521 PAMPAS CIR	
AR142828	CE1206-028	056-075-008	X	\$110.00	GUERRERO	CAMERINA	800 W 9TH STREET, ANTIOCH	5117 WINTERGLEN WY	
AR142258	CE1206-027	056-073-003	X	\$411.82	HASTINGS	CAROL	4809 LEFEBVRE WY	4809 LEFEBVRE WY	
AR142090	CE1502-095	076-502-027	X	\$411.82	HELLSTROM	LAWRENCE T. & MARSHA	2030 HOLLY DR, CONCORD, CA	2205 TYLER CT	
AR142227	CE1408-044	055-250-043	X	\$110.00	JOHNSON	DARRELL L.	2500 INEZ WAY	2500 INEZ WAY	
AR142081	CE1311-123	072-124-003	X	\$411.82	LEE	AMY	85 W OAKWOOD AVE, LIVINGSTON, NJ	3508 SHAW CIR	
AR142078	CE1406-043	055-050-049	X	\$411.82	LESTER	HEATHER E	1009 STONECREST DR	1009 STONECREST DR	
AR142075	CE1406-105	067-276-015	X	\$411.82	LOPEZ	JOSE L.	235 W MADILL ST	235 W MADILL ST	
AR142084	CE1311-077	055-340-002	X	\$523.64	MAGANA	IVAN	1319 AMBERDALE CT	1319 AMBERDALE CT	
AR142229	CE1503-011	066-137-002	X	\$110.00	MARALL	CHARLES P. & SUSAN TRUST	1598 BRENDA CT, CONCORD, CA	1006 W 7TH ST	
AR142228	CE1503-042	066-137-003	X	\$110.00	MARALL	CHARLES P. & SUSAN TRUST	1598 BRENDA CT, CONCORD, CA	1008 W 7TH ST	
AR142223	CE1407-044	076-372-014	X	\$110.00	OCAMPO	ARNULFO SANDOVAL	3724 CLAYBURN RD, ANTIOCH	2009 PUTNAM ST	
AR142823	CE1311-014	068-011-029	X	\$110.00	NAVARRETE	KAREN	4064 WESTRIDGE CT, ANTIOCH	31 E. 19TH ST	
AR140334	CE1406-044	055-090-061	X	\$100.82	MOSALLIMI	SHARIF	2604 WHITETAIL CT	2604 WHITETAIL CT	
AR142830	CE1301-051	053-650-043	X	\$110.00	MONELO	PAUL & NORMA P	4301 GALENEZ WAY	4301 GALENEZ WAY	
AR139990	CE1303-001	074-402-057	X	\$404.92	MAZA	JOSE	2109 BANYAN AVE	2109 BANYAN AVE	
AR142250	CE1503-029	055-090-029	X	\$235.00	MONROY	ROBERTO & JOAN	2506 HOOFTAIL WAY	2506 HOOFTAIL WAY	
AR142257	CE1407-002	067-060-006	X	\$411.82	PRADO	JOSE	1016 F STREET	1016 F STREET	
AR142076	CE1311-036	075-281-001	X	\$411.82	QUINTANILLA	OSCAR	2113 SILVERADO DR	2113 SILVERADO DR	
AR142085	CE1311-114	076-221-012	X	\$411.82	RING	NELLIE NADEND TRUST	1115 W 9TH ST, ANTIOCH, CA	2778 BARCELONA CIR	
AR142093	CE1502-135	074-412-007	X	\$411.82	RIEPLING	JEFFREY	754 THE ALAMEDA APT #3, SAN JOSE, CA	2312 MANZANITA #A	
AR142251	CE1503-021	055-090-020	X	\$675.00	RIVERA	PATRICIA THERESE	4464 PAMPAS CIR	4464 PAMPAS CIR	
AR142251	CE1503-021	055-090-020	X	\$235.00	RIVERA	PATRICIA THERESE	4404 PAMPAS CIR	4464 PAMPAS CIR	
AR142639	CD1504-055	065-225-012	X	\$1,225.00	ROSALEZ	OPHELIA	1316 E 13TH ST	1316 E 13TH ST	
AR140468	CD1409-040	076-192-021	X	\$345.00	ROGERS	CARROLL E & MARY	2703 BALBOA CT	2703 BALBOA CT	
AR142226	CE1408-040	072-322-009	X	\$110.00	USTYNIK	RONALD D	319 GREYSTONE DR	319 GREYSTONE	
AR142091	CE1502-080	065-102-028	X	\$411.82	WILSON	KENNETH	333 GRANGNELLI AVE	333 GRANGNELLI AVE	
AR142072	CE1502-057	068-050-066	X	\$411.82	WONG	WAI YU TRUST	3421 KIRKHAM ST., SAN FRANCISCO, CA	4513 KNOLL PARK CIR	
AR142231	CE1408-046	055-250-040	X	\$110.00	ZEPEDA	JUAN A & BLANCA E	2509 INEZ WAY	2509 INEZ WAY	
AR142079	CE1406-031	056-170-024	X	\$411.82	ZHANG	GUANGYU	5104 PAWNEE DR	5104 PAWNEE DR	
AR141637	CE1403-017	076-330-118	X	\$411.82	ZHENG	XIA	19 BEECHWOOD CT, PITTSBURG, CA	2508 FAIRMONT LN	
				\$16,039.22					