



**BOARD OF ADMINISTRATIVE APPEALS  
ADMINISTRATIVE REVIEW PANEL**

**ANTIOCH COMMUNITY CENTER  
4703 Lone Tree Way, Antioch**

**AUGUST 1, 2019  
3:00 P.M.**

**3:00 P.M.    ROLL CALL**    Deborah Simpson, Chairperson  
Ademuyiwa "Ade" Adeyemi, Vice Chairperson  
Marie Livingston  
Darrell Goodbeer  
Antwon Webster  
*Vacant, Alternate*

**PLEDGE OF ALLEGIANCE**

**1.    CONSENT CALENDAR**

**A.**    APPROVAL OF ADMINISTRATIVE APPEALS MEETING MINUTES FOR JUNE 6, 2019

STAFF REPORT

Recommended Action:    Motion to approve the Meeting Minutes.

**B.**    **CODE ENFORCEMENT** – APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & LIEN PROCESSING FEES FOR THE MONTHS OF MAY AND JUNE 2019

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: <https://www.antiochca.gov/government/agendas-and-minutes/board-of-administrative-appeals/> or at the City Clerk's Office, City Hall, 200 H Street, Antioch, CA 94509, Monday through Friday, 8:00 a.m. to 5:00 p.m., 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 THE MEETING LOCATION.***

**BOARD OF ADMINISTRATIVE APPEALS  
ADMINISTRATIVE REVIEW PANEL**

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

**June 6, 2019  
Council Chambers**

Chairperson Simpson called the meeting to order at 3:03 P.M. on Thursday, June 6, 2019 in the Council Chambers.

**ROLL CALL:**

Present: Board Members Adeyemi, Goodbeer, Livingston and Chairperson Simpson

Staff Present: City Attorney, Thomas Lloyd Smith  
City Clerk, Arne Simonsen  
Minutes Clerk, Kitty Eiden  
Finance Services Supervisor, Laurie McNeil  
Business License Representative, Vanessa Rosales  
Code Enforcement Manager, Curt Michael  
Code Enforcement Assistant, Denise Skaggs

**PLEDGE OF ALLEGIANCE**

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

**1. CONSENT CALENDAR**

**A. APPROVAL OF ADMINISTRATIVE APPEALS MINUTES FOR APRIL 4, 2019**

On motion by Board Member Adeyemi, seconded by Board Member Goodbeer, the Board of Administrative Appeals unanimously approved the Minutes for April 4, 2019.

**B. APPROVAL OF ADMINISTRATIVE APPEALS MINUTES FOR MAY 2, 2019**

On motion by Board Member Adeyemi, seconded by Board Member Goodbeer, the Board of Administrative Appeals unanimously approved the Minutes for May 2, 2019.

**C. CODE ENFORCEMENT – APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTHS OF MARCH AND APRIL 2019.**

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

**D. BUSINESS LICENSE – APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID BUSINESS LICENSE TAXES AND/OR ADMINISTRATIVE CITATION(S) FOR THE MONTH OF MAY 2019.**

Chairperson Simpson announced that the Board had received a supplemental staff report dated June 4, 2019 changing the assessment amount from \$56,399.00 to \$26,159.00.

On motion by Board Member Livingston, 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 in the amount of \$26,159.00 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**

Chairperson Simpson reminded the Board that the July 4, 2019 Board of Administrative Appeals meeting was cancelled and the next regularly scheduled meeting would be held at 3:00 P.M. on August 1, 2019.

City Clerk Simonsen announced the City Council would be considering the appointments of the Board Member vacancies at their June 11, 2019 City Council meeting.

Chairperson Simpson wished everyone a Happy 4<sup>th</sup> of July holiday.

**ADJOURNMENT**

Chairperson Simpson adjourned the Administrative Board of Appeals meeting at 3:10 P.M. to the next regularly scheduled meeting on August 1, 2019.

Respectfully submitted:

*Kitty Eiden*

KITTY EIDEN, Minutes Clerk

**STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS FOR  
CONSIDERATION AT THE HEARING ON AUGUST 1, 2019**

**Prepared by:** Curt Michael, Code Enforcement Manager *CM*

**Date:** July 22, 2019

**Subject:** Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations & Lien Processing Fees for the months of May & June 2019

**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 May & June 2019 in the amount of **\$85,344.00**

**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  
Abatements for Board of Appeals-August 1, 2019  
Attachment**

AR	Case	APN	Amount	Lien Processing Fee	Site Address	Owner last	Owner first	Mailing address	Paid
AR157724	CD1903-094	067-241-018	\$335.00	\$296.00	1608 C ST.	2018-1 IH BORROWER LP		1717 MAIN ST. DALLAS TX 75201-4657	
AR158015	CD1903-094	067-241-018	\$775.00		1608 C ST.	2018-1 IH BORROWER LP		1717 MAIN ST. DALLAS TX 75201-4657	
AR156535	CE1901-033	075-251-001	\$335.00	\$303.00	2040 RESEDA WY.	ARANDA	ANTHONY W & DEBRA J	2040 RESEDA WY.	
AR158110	CE1905-153	055-520-002	\$335.00	\$303.00	1104 PREWETT RANCH DR.	AVALOS	JOSE & BERTHA	1104 PREWETT RANCH DR.	
AR158028	CD1903-052	065-293-012	\$445.00	\$296.00	1218 HARGROVE ST.	CASTELLANOS	RICARDO	1218 HARGROVE ST.	
AR158174	CD1809-031	071-175-011	\$445.00	\$296.00	30 CLEARBROOK RD.	CATAMOUNT PROPERTIES 2018 LLC		2015 MANHATTAN BEACH BLVD., SUITE 100 REDONDO BEACH, CA 90278	
AR158029	CE1904-153	055-260-010	\$555.00	\$303.00	1221 ROCKSPRING WY.	CHAN	KEVIN TRE LAU FRANCES F	169 RAE AVE. SAN FRANCISCO, CA 94112-4135	
AR158175	CD1906-029	065-303-006	\$555.00	\$296.00	1503 SANDY WY.	CUNNINGHAM	REXINE J	1503 SANDY WY.	
AR158163	CE1906-155	055-680-042	\$110.00	\$296.00	1937 COLOSSEUM WY.	ESPINOZA	MARIA ESTHER	1937 COLOSSEUM WY.	
AR157694	CD1705-072	066-032-004	\$1,325.00	\$303.00	39 E 6TH ST.	HARRIS	LLOYD III & LISA	97 S. LAKE DR.	
AR157726	CD1904-089	071-271-021	\$555.00	\$296.00	3029 VIEW DR.	HENDERSON	FREDERICK L TRE	3029 VIEW DR.	
AR158016	CD1904-137	068-042-022	\$335.00	\$296.00	1901 ALPHA WY.	KAUSHAL	AMIT KAMRA RUCHIKA	3259 RIDGEFIELD WY. DUBLIN, CA 94568-7237	
AR157727	CE1904-015	053-292-011	\$335.00	\$296.00	4488 BUCKSKIN DR	LOUDEN LLC		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807	
AR157727	CE1904-015	053-292-011	\$775.00		4488 BUCKSKIN DR	LOUDEN LLC		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807	
AR158114	CE1905-077	068-594-009	\$110.00	\$296.00	900 BURWOOD WY.	MARTINEZ	PETER E	900 BURWOOD WY.	
AR158115	CE1905-006	068-594-009	\$335.00		900 BURWOOD WY.	MARTINEZ	PETER E	900 BURWOOD WY.	
AR158116	CE1905-006	068-594-009	\$1,325.00		900 BURWOOD WY.	MARTINEZ	PETER E	900 BURWOOD WY.	
AR158179	CE1903-165	052-341-031	\$335.00	\$296.00	3021 FERNGROVE WY.	JOHNSON	DEBRA D	3021 FERNGROVE WY.	
AR157728	CE1901-001	065-062-027	\$1,325.00	\$296.00	123 BEEDE WY.	MONCHA TRE	RENE	123 BEEDE WY.	
AR157695	CE1901-001	065-062-027	\$2,425.00		123 BEEDE WY.	MONCHA TRE	RENE	123 BEEDE WY.	
AR158169	CE1906-149	076-221-017	\$110.00	\$303.00	2798 BARCELONA CIR.	NORRIS	GORDON A JR. WHITMIRE ERICA L	2798 BARCELONA CIR.	
AR158035	CE1905-023	056-011-055	\$445.00	\$296.00	4849 LONE TREE WY	PINE GARDEN LLC		2438 DELMER ST. OAKLAND, CA 94602- 3017	
AR157696	CE1904-187	075-510-035	\$445.00	\$296.00	5065 CARBONDALE WY.	RAMIN	ATTIQ	4541 HOMESTEAD DR. NAZARETH, PA 18064-8997	
AR158017	CE1904-187	075-510-035	\$1,325.00		5065 CARBONDALE WY.	RAMIN	ATTIQ	4541 HOMESTEAD DR. NAZARETH, PA 18064-8997	

**Citation  
Abatements for Board of Appeals-August 1, 2019  
Attachment**

AR157698	CE1904-173	075-241-005	\$555.00	\$296.00	2016 CERRO CT.	SABIN	DON B	2415 OLIVERIA RD. #APT 4 CONCORD, CA 94520-1670
AR157732	CE1904-173	075-241-005	\$1,875.00		2016 CERRO CT.	SABIN	DON B	2415 OLIVERIA RD. #APT 4 CONCORD, CA 94520-1670
AR157117	CE1904-173	075-241-005	\$3,525.00		2016 CERRO CT.	SABIN	DON B	2415 OLIVERIA RD. #APT 4 CONCORD, CA 94520-1670
AR157700	CD1903-137	051-285-001	\$335.00	\$296.00	1908 CALAVERAS CIR	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR158118	CD1903-137	051-285-001	\$775.00		1908 CALAVERAS CIR	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR158170	CD1903-137	051-285-001	\$1,325.00		1908 CALAVERAS CIR	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR157701	CE1904-012	075-391-003	\$445.00	\$296.00	3809 KILLDEER DR.	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR157723	CE1904-012	075-391-003	\$1,325.00		3809 KILLDEER DR.	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR158018	CE1905-180	068-164-033	\$445.00	\$296.00	201 WORRELL RD.	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR158119	CE1905-180	068-164-033	\$1,325.00		201 WORRELL RD.	SWH-2017-1 BORROWER LP		8665 EAST HARTFORD DR. SCOTTSDALE, AZ 85255-7807
AR157733	CD1903-098	068-171-041	\$665.00	\$303.00	133 HILLSIDE RD.	TOOTHAKER	RAYMOND E & KAREN E	133 HILLSIDE RD.
AR158182	CE1903-098	068-171-041	\$1,435.00		133 HILLSIDE RD.	TOOTHAKER	RAYMOND E & KAREN E	133 HILLSIDE RD.
AR156745	CD1901-069	067-277-002	\$1,875.00	\$296.00	A ST.	UNION PACIFIC RAILROAD		1400 DOUGLAS ST. OMAHA, NE 68179
AR156746	CD1901-069	067-277-002	\$31,725.00		A ST.	UNION PACIFIC RAILROAD		1400 DOUGLAS ST. OMAHA, NE 68179
AR156747	CD1901-069	067-277-002	\$13,425.00		A ST.	UNION PACIFIC RAILROAD		1400 DOUGLAS ST. OMAHA, NE 68179
AR158171	CE1906-062	068-161-060	\$110.00	\$296.00	55 WORRELL RD.	VELASCO	MARIO	2325 CANDLESTICK DR.
AR158020	CD1905-080	051-294-006	\$200.00	\$296.00	1809 TREMBATH ST.	WOLF	DEANNA L	1812 TREMBATH ST.
AR158021	CD1905-079	051-293-012	\$550.00	\$296.00	1812 TREMBATH ST.	WOLF	DEANNA L	1812 TREMBATH ST.
<b>TOTAL</b>			<b>\$77,310.00</b>	<b>\$8,034.00</b>				