Agenda prepared by:



BOARD OF ADMINISTRATIVE APPEALS ADMINISTRATIVE REVIEW PANEL

Council Chambers 200 "H" Street

SEPTEMBER 3, 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 JULY 2, 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 JUNE 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.

July 2, 2015 Council Chambers

Vice Chairperson Rouse called the meeting to order at 3:00 P.M. on Thursday, July 2, 2015 in the Council Chambers.

ROLL CALL:

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

Staff Present: Interim City Attorney, Bill Galstan

City Clerk, Arne Simonsen Minutes Clerk, Kitty Eiden

PLEDGE OF ALLEGIANCE

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

1. CONSENT CALENDAR

A. APPROVAL OF ADMINISTRATIVE APPEALS MINUTES FOR JUNE 4, 2015.

On motion by Board Member Schneider, seconded by Board Member Adeyemi, the Board of Administrative Appeals unanimously approved the Minutes for June 4, 2015.

B. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTHS OF APRIL AND MAY 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.

PUBLIC COMMENTS – None

WRITTEN/ORAL COMMUNICATIONS

Interim City Attorney Galstan announced Lynn Tracy Nerland had moved on to another position and Council had appointed the firm of Cota Cole to provide Interim City Attorney services. He stated they anticipated the assignment to continue through the summer as Council was recruiting for the permanent City Attorney position. He noted Derick Cole, Sean De Burgh, and himself were all Municipal Law Attorneys, who were happy to provide services for the City.

ADJOURNMENT

Vice Chair Rouse adjourned the Administrative Board of Appeals meeting at 3:05 P.M. to the next regularly scheduled meeting on August 6, 2015.

Respectfully Submitted,
Kitty Eiden
Minutes Clerk

STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS FOR CONSIDERATION AT THE HEARING ON SEPTEMBER 3, 2015

Prepared by: Ryan Graham, Deputy Director of Community Development

Date: August 18, 2015

Subject: Approval of the Levy of Special Assessments on Certain

Properties for Unpaid Administrative Citations & Abatements

for the months of June 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 June, 2015, respectively in the amount of **\$9,900.57** 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

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	Site Address	2838 BLUEBELL CIR	1911 A STREET	1013 HARROGATE WAY	4100 BRAMANTE CT	26 BRYAN AVE	2212 CORDOBA WAY	3501 I ONE TREE WAY	3501 I ONE TREE W/AY	3501 I ONE TREE WAY	3501 I ONE TPEE WAY	SCINSET AND	SOLINGET ANE	SUNSET - ANE	3402 MOUNTAIRE DR					A. Maria de la Companya de la Compan								
CITATIONS & ABATEMENTS FOR BOARD OF APPEALS -SEPTEMBER 3, 2015	Owner Address	2838 BLUEBELL CIR	a/o CCCO ADMIN P.O. BOX 2276, MARTINEZ, CA 94553	1013 HARROGATE WAY	4100 BRAMANTE CT	26 BRYAN AVE	2212 CORDOBA WAY	P.O. BOX 292. GLENBROOK, NV89413-0292	P.O. BOX 292 G. ENBROOK NV89413-0292	P.O. BOX 292. GLENBROOK, NV89413-0292	P.O. BOX 292 G. ENBROOK NV89413-0292	COCCAM -Corinne Koopowitz, 2151 Salvio	COCCO ADMIN P.O. BOX 2276, MARTINEZ,		2575 MOUNMENT BLVD, CONCORD, CA94520													
	Owner First	KIVU & NEHESHAA	GARY	FRANCISCO E.	MARIFI	ANTHONY & KARTIKA	HONG	GURU & VEENA, TRE	GURU & VEENA, TRE	GURU & VEENA, TRE	GURU & VEENA, TRE	HOMEOWNERS	HOMEOWIERS	HOMEOWNERS	YAR													
	Owner Last	\$110.00 HUDSON		\$110.00 CALERO	LIM	MAHARAJ	\$345.00 RUAN	THALAPANEN	THALAPANEN 		THALAPANEN	VALLEY \$235 OO MOUNTAIN	VALLEY \$675 00 MOI INTAIN	VALLEY \$1,225.00 MOUNTAIN														
	Amount	\$110.00	\$1,830.57 FRANCIS	\$110.00	\$110.00 LIM	\$345.00	\$345.00	\$235.00	\$675.00	\$1,445.00	\$2.325.00	\$235.00	\$675.00	\$1,225.00	\$235.00													\$9,900.57
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	APN	052-181-012	068-012-007	071-363-010	072-480-006	068-141-007	075-262-021	071-151-012	071-151-012	071-151-012	071-151-012	068-321-088	068-321-088	068-321-088	068-424-007													
	Case	CE1410-101	CD1502-021		CE1410-126	CD1506-016		CD1505-023	CD1505-023	CD1505-023	CD1505-023	CD1505-042	CD1505-042	CD1505-042	CD1505-004													
	AR	AR142777	AR142764		AR142773	AR142770	AR142771	AR142625	AR142774	AR142772	AR142990	1			AR142765													

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