



**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

AGENDA

**CONTINUED MEETING ADJOURNED FROM SEPTEMBER 3, 2015 TO
OCTOBER 1, 2015**

**Council Chambers
200 "H" Street**

**OCTOBER 1, 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 ADMINISTRATIVE APPEALS MEETING MINUTES FOR
SEPTEMBER 3, 2015 (NO QUORUM)**

Recommended Action: Motion to approve the minutes

MINUTES

CONSENT CALENDAR – Continued

C. APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTHS OF JUNE AND JULY 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

**BOARD OF ADMINISTRATIVE APPEALS
ADMINISTRATIVE REVIEW PANEL**

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

**September 3, 2015
Council Chambers**

ROLL CALL:

Present: Board Members Simpson and Adeyemi

Absent: Board Members Schneider, Schleder, Busenbarrick and Rouse

City Clerk Simonsen announced due to the lack of a quorum, the meeting was adjourned at 3:24 P.M. to be continued on October 1, 2015 at 3:00 P.M.

Respectfully Submitted,

Kitty Eiden
Minutes Clerk

**STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS
FOR CONSIDERATION AT THE HEARING ON OCTOBER 1, 2015**

Prepared by: Ryan Graham, Deputy Director of Community Development

Date: September 21, 2015

Subject: Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations & Abatements for the months of June & July, 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 & July, 2015, respectively in the amount of \$22,221.29 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

CITATIONS & ABATEMENTS FOR BOARD OF APPEALS -OCTOBER 1, 2015									
AR	Case	APN	Amount	Owner Last	Owner First	Owner Address	Site Address	Paid	
AR143144	CE1507-071	056-140-007	\$370.00	BARNA	EUGEN	5021 WAGON WHEEL WAY	5021 WAGON WHEEL		
AR143039	CD1506-063	074-401-022	\$235.00	CASTRO	JULIO CESAR MEZA	2125 MANDARIN WAY	2125 MANDARIN WAY		
AR143040	CD1506-063	074-401-022	\$675.00	CASTRO	JULIO CESAR MEZA	2125 MANDARIN WAY	2125 MANDARIN WAY		
AR142776	CE1410-120	071-363-010	\$110.00	CALERO	FRANCISCO E.	1013 HARROGATE WAY	1013 HARROGATE WAY		
AR142991	CE1205-040	065-141-030	\$783.76	CATANIA	GENE	1621 CAVALLO RD APT A	1621 CAVALLO RD		
AR142986	CD1506-008	074-341-067	\$235.00	INC	CHEVRON USA	P.O. BOX 285, HOUSTON, TX77001	A,B,C & D		
AR143036	CD1506-008	074-341-067	\$235.00	INC	CHEVRON USA	P.O. BOX 285, HOUSTON, TX77001	L STREET		
AR143145	CD1506-008	074-341-067	\$700.00	INC	CHEVRON USA	P.O. BOX 285, HOUSTON, TX77001	L STREET		
AR143337	CD1506-008	074-341-067	\$1,250.00	INC	CHEVRON USA	P.O. BOX 285, HOUSTON, TX77001	L STREET		
AR143049	CE1506-076	068-594-008	\$235.00	CHUN	JEFFREY D.	908 BURWOOD WAY	908 BURWOOD WAY		
AR142988	CD1504-006	067-091-036	\$235.00	DC REAL ESTATE FUND		1999 HARRISON ST FL 22, OAKLAND, CA94612	223 W 10TH ST		
AR143033	CD1504-006	067-091-036	\$675.00	DC REAL ESTATE FUND		1999 HARRISON ST FL 22, OAKLAND, CA94612	223 W 10TH ST		
AR143032	CD1504-006	067-091-036	\$1,225.00	DC REAL ESTATE FUND		1999 HARRISON ST FL 22, OAKLAND, CA94612	223 W 10TH ST		
AR142764	CD1502-021	068-012-007	\$2,935.71	FRANCIS	GARY	c/o CCCO ADMIN P.O. BOX 2276, MARTINEZ, CA 94553	1911 A STREET		
AR143042	CD1506-075	074-425-006	\$235.00	HAYTER	HERBERT B.	1719 SPRINGWOOD WAY	1719 SPRINGWOOD WAY		
AR143338	CE1507-119	076-154-008	\$260.00	JOHNSON	CLEARON	2905 N FRANCISCO WAY	2905 N FRANCISCO WAY		
AR142992	CE1307-136	076-495-024	\$411.82	KEY	JOHN A	3506 DI MAGGIO WAY	3506 DI MAGGIO WAY		
AR142769	CE1504-038	076-122-011	\$235.00	LI	XIN HE	2969 LOS ALTOS WAY	2969 LOS ALTOS WAY		
AR143045	CE1504-038	076-122-011	\$675.00	LI	XIN HE	2969 LOS ALTOS WAY	2969 LOS ALTOS WAY		
AR143138	CE1504-038	076-122-011	\$1,250.00	LI	XIN HE	2969 LOS ALTOS WAY	2969 LOS ALTOS WAY		
AR143037	CD1506-061	074-403-019	\$675.00	LI	ZEFA	2224 BANYAN WAY	2224 BANYAN WAY		
AR143038	CD1506-061	074-403-019	\$235.00	LI	ZEFA	2224 BANYAN WAY	2224 BANYAN WAY		
AR142773	CE1410-126	072-480-006	\$110.00	LIM	MARIFI	4100 BRAMANTE CT	4100 BRAMANTE CT		
AR142770	CD1506-016	068-141-007	\$345.00	MAHARAJ	ANTHONY & KARTIKA	26 BRYAN AVE	26 BRYAN AVE		

AR142771	CE1503-071	075-262-021	\$345.00	RUAN	HONG	2212 CORDOBA WAY	2212 CORDOBA WAY
AR142767	CD1505-015	065-193-001	\$235.00	SANCHEZ	DOLORITAS G.	908 JACOBSEN ST	908 JACOBSEN ST
AR143142	CE1507-050	075-201-002	\$260.00	TALBERT	DEREK LEE	1400 BUCHANAN RD	1400 BUCHANAN RD
AR142625	CD1505-023	071-151-012	\$235.00	THALAPANENI	GURU & VEENA, TRE	P.O. BOX 292, GLENBROOK, NV89413-0292	3501 LONE TREE WAY
AR142774	CD1505-023	071-151-012	\$675.00	THALAPANENI	GURU & VEENA, TRE	P.O. BOX 292, GLENBROOK, NV89413-0292	3501 LONE TREE WAY
AR142772	CD1505-023	071-151-012	\$1,445.00	THALAPANENI	GURU & VEENA, TRE	P.O. BOX 292, GLENBROOK, NV89413-0292	3501 LONE TREE WAY
AR142990	CD1505-023	071-151-012	\$2,325.00	THALAPANENI	GURU & VEENA, TRE	P.O. BOX 292, GLENBROOK, NV89413-0292	3501 LONE TREE WAY
AR142775	CD1505-042	068-321-088	\$235.00	VALLEY MOUNTAIN	HOMEOWNERS	c/o CCAM - Corinne Koopowitz, 2151 Salvio St, #250, Concord, CA 94520	SUNSET LANE
AR142768	CD1505-042	068-321-088	\$675.00	VALLEY MOUNTAIN	HOMEOWNERS	c/o CCCO ADMIN P.O. BOX 2276, MARTINEZ, CA 94553	SUNSET LANE
AR142989	CD1505-042	068-321-088	\$1,225.00	VALLEY MOUNTAIN	HOMEOWNERS		SUNSET LANE
AR142765	CD1505-004	068-424-007	\$235.00	WALIZADA	YAR	2575 MOUNMENT BLVD, CONCORD, CA94520	3402 MOUNTAIRE DR
			\$22,221.29				