



ANNOTATED AGENDA

BOARD OF ADMINISTRATIVE APPEALS ADMINISTRATIVE REVIEW PANEL

ANTIOCH COMMUNITY CENTER

**Community Hall C
4703 Lone Tree Way, Antioch**

**OCTOBER 3, 2019
3:00 P.M.**

3:15 P.M. *The City Clerk announced a lack of quorum and that this meeting agenda would be continued to Thursday, November 7, 2019.*

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 AUGUST 1, 2019**

Recommended Action: Motion to approve the Meeting Minutes.

STAFF REPORT

- B. CODE ENFORCEMENT – APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS AND LIEN PROCESSING FEES FOR THE MONTHS OF AUGUST AND SEPTEMBER 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

STAFF REPORT

Costa County Recorder's Office and thereafter the assessment shall constitute a special assessment and lien against the property.

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

WRITTEN/ORAL COMMUNICATIONS

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

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.

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 near the entrance doors, and place in the Speaker Card Tray near the City Clerk's table. 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".

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
ADMINISTRATIVE REVIEW PANEL**

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

**August 1, 2019
Prewett Park Community Center**

Chairperson Simpson called the meeting to order at 3:00 P.M. on Thursday, August 1, 2019 in the Prewett Park Community Center.

ROLL CALL:

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

Staff Present: City Attorney, Thomas Lloyd Smith
City Clerk, Arne Simonsen
Minutes Clerk, Kitty Eiden
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 JUNE 6, 2019

On motion by Board Member Adeyemi, seconded by Board Member Goodbeer, the Board of Administrative Appeals unanimously approved the Minutes for June 6, 2019.

B. CODE ENFORCEMENT APPROVAL OF THE LEVY OF SPECIAL ASSESSMENTS ON CERTAIN PROPERTIES FOR UNPAID ADMINISTRATIVE CITATIONS & ABATEMENTS FOR THE MONTH OF MAY AND JUNE 2019

Code Enforcement Manager Michael presented the staff report dated July 22, 2019 recommending the Board of Administrative Appeals 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.

On motion by Board Member Adeyemi, seconded by Board Member Goodbeer, 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 for the amount of \$77,310.00. The Board also directed that the same be recorded with the Contra Costa County Recorder's Office.

PUBLIC COMMENTS – None

WRITTEN/ORAL COMMUNICATIONS

City Clerk Simonsen announced that the City was seeking applications for the alternate position on the Board of Administrative Appeals.

Board Member Livingston speaking to Consent Calendar Item 1B questioned the amount of the administrative fees, noting that she believed the total should have been \$85,344.00.

City Attorney Smith responded that he had confirmed that the total amount of assessments was \$85,344.00.

On motion by Board Member Goodbeer, seconded by Board Member Webster, the Board of Administrative Appeals unanimously moved to reconsider Consent Calendar Item IB.

On motion by Board Member Adeyemi, seconded by Board Member Webster, the Board of Administrative Appeals unanimously amended the total amount of assessments from \$77,310.00 to \$85,344.00.

ADJOURNMENT

On motion by Board Member Goodbeer, seconded by Board Member Livingston, the Board of Administrative Appeals unanimously adjourned the meeting at 3:10 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk

CITY OF
ANTIOCH
CALIFORNIA

**STAFF REPORT TO THE BOARD OF ADMINISTRATIVE APPEALS FOR
CONSIDERATION AT THE HEARING ON OCTOBER 3, 2019**

Prepared by: Curt Michael, Code Enforcement Manager *CmMichael*
Date: September 24, 2019
Subject: Approval of the Levy of Special Assessments on Certain Properties for Unpaid Administrative Citations & Lien Processing Fees for the Months of August & September 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 August & September 2019 in the amount of **\$30,070.00**

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-October 3, 2019
 Attachment

AR	Case	APN	Amount	Lien Processing Fee	Site Address	Owner last	Owner first	Mailing address	Paid
AR158630	CE1905-127	052-100-015	\$783.00	\$303.00	2924 HARRIS DR.	ARTEAGA	SALVADOR & TINA M.	2924 HARRIS DR.	
AR158592	CE1907-169	066-192-005	\$453.00	\$296.00	618 W. 7TH ST.	ATCHISSON	MARILYN TRE	P.O. BOX 20484 EL SOBRANTE, CA 94820-0484	
AR158354	CE1907-017	076-642-019	\$550.00	\$296.00	3541 CENTENNIAL DR.	BANKS	TODD E.	3541 CENTENNIAL DR.	
AR158452	CE1907-017	076-642-019	\$1,333.00		3541 CENTENNIAL DR.	BANKS	TODD E.	3541 CENTENNIAL DR.	
AR158593	CE1907-017	076-642-019	\$1,333.00		3541 CENTENNIAL DR.	BANKS	TODD E.	3541 CENTENNIAL DR.	
AR158454	CE1906-039	067-171-012	\$335.00		605 W. 13TH	VINTAGE, INVESTMENT PROPERTIES		3223 BLUME DR. RICHMOND, CA 94806-5782	
AR158453	CD1904-110	076-481-004	\$453.00	\$296.00	3504 GENTRYTOWN DR.	BREEZE	LORETTA	3504 GENTRYTOWN DR.	
AR158659	CD1904-110	076-481-004	\$2,433.00		3504 GENTRYTOWN DR.	BREEZE	LORETTA	3504 GENTRYTOWN DR.	
AR158631	CD1904-110	076-481-004	\$133.00		3504 GENTRYTOWN DR.	BREEZE	LORETTA	3504 GENTRYTOWN DR.	
AR158615	CE1907-166	055-550-057	\$343.00	\$296.00	2454 FORTY NINER WY.	CHEN	CHARLES Y	40930 LOS PINOS ST. FREMONT, CA 94536-3718	
AR158609	CE1906-095	055-090-028	\$343.00	\$303.00	2510 HOOFTAIL WY.	DASS	EMMANUEL & AGNESS	2510 HOOFTAIL WY.	

ATTACHMENT "A"

**Citation
Abatements for Board of Appeals-October 3, 2019
Attachment**

AR158594	CE1907-219	071-094-028	\$453.00	\$303.00	3112 LONE TREE WY.	DAVIDSON	KEVIN, & KAREN M	71 QUAIL LN. MARTINEZ, CA 94553-9762	
AR158595	CE1906-155	055-680-042	\$783.00	\$296.00	1937 COLOSSEUM WY.	ESPINOZA	MARIA ESTHER	1937 COLOSSEUM WY.	
AR158360	CD1906-021	066-144-008	\$335.00	\$296.00	423 W. 4TH ST.	GARCIA	LORRI A.	423 W. 4TH ST.	
AR158469	CE1907-108	071-234-008	\$110.00	\$303.00	2913 LONGVIEW DR	HARGREAVES	JAMES P. & PATRICIA	4714 TOBI DR. CONCORD, CA 94521-1409	
AR158597	CE1907-108	071-234-008	\$1,003.00		2913 LONGVIEW DR	HARGREAVES	JAMES P. & PATRICIA	4714 TOBI DR. CONCORD, CA 94521-1409	
AR158612	CE1907-205	067-302-033	\$453.00	\$296.00	303 LAWTON ST.	HILSABECK	FRIDA TRE	3068 OVERLOOK DR. VALLEJO, CA 94591-3816	
AR158613	CE1907-322	071-222-002	\$110.00	\$296.00	3008 LONGVIEW RD.	HULSEY	ROBIN DUFRESNE	567 CURTIN LN. SONOMA, CA 95476-6449	
AR158468	CE1904-223	053-690-011	\$343.00	\$296.00	4109 BROCATELLO CT.	IBEAWUCHI	AMA REMY	4109 BROCATELLO CT.	
AR158465	CE1903-165	052-341-031	\$1,333.00	\$296.00	3021 FERNGROVE WY.	JOHNSON	DEBRA	3021 FERNGROVE WY.	
AR158466	CE1903-165	052-341-031	\$783.00		3021 FERNGROVE WY.	JOHNSON	DEBRA	3021 FERNGROVE WY.	
AR158464	CE1906-193	075-610-001	\$343.00	\$296.00	2417 CAMBRIDGE DR.	LIN	ZHONG YI	2417 CAMBRIDGE DR.	
AR158361	CD1906-086	067-141-005	\$550.00	\$296.00	611 W 11TH ST.	LOUDEN LLC		8665 E. HARTFORD DR. SCOTTSDALE, AZ 85255-7807	
AR158601	CE1906-055	071-021-036	\$335.00	\$296.00	2726 G ST.	MENDOZA	LUIS M.	2726 G ST.	

**Citation
Abatements for Board of Appeals-October 3, 2019
Attachment**

AR158602	CE1906-055	071-021-036	\$550.00		2726 G ST.	MENDOZA	LUIS M.	2726 G ST.
AR158603	CE1906-055	071-021-036	\$1,100.00		2726 G ST.	MENDOZA	LUIS M.	2726 G ST.
AR158462	CE1907-016	074-123-005	\$343.00	\$296.00	FAIRVIEW DR.	NEARON	DAVID TRE	111 SOUTHVIEW LN. ALAMO, CA 94507-2314
AR158461	CD1906-058	067-223-033	\$335.00	\$296.00	421 W 19TH ST.	ORTIZ	SUNSHINE & FROILAN	421 W. 19TH ST. 2637 OCTAVIA ST. OAKLAND, CA 94619-1057
AR158617	CE1908-002	076-232-001	\$110.00	\$296.00	2716 LUCENA WY.	PAEZ	DOLLY	601 CALIFORNIA ST. SAN FRANCISCO, CA 94108-2815
AR158619	CE1906-227	076-580-119	\$343.00	\$296.00	2811 CADIZ LN.	RELIANT-EAST BAY LP		
AR158604	CE1907-139	076-192-021	\$343.00	\$303.00	2703 BALBOA CT.	ROGERS	CARROLL & MARY LARRY PAULA K.	2703 BALBOA CT.
AR158363	CE1905-125	072-082-018	\$445.00	\$296.00	3509 MAC CT.	TAH, 2017-2 BORROWER LLC		1508 BROOKHOLLOW DR. SANTA ANA, CA 92705-5433
AR158605	CE1905-125	072-082-018	\$1,333.00		3509 MAC CT.	TAH, 2017-2 BORROWER LLC		1508 BROOKHOLLOW DR. SANTA ANA, CA 92705-5433
AR158364	CE1905-160	072-151-030	\$335.00	\$296.00	VACANT LOT	VISTA DELLA MONTAGNA HO ASSN.		2929 CAMPUS DR. #240 SAN MATEO, CA 94403-2534
AR158606	CE1906-164	075-520-006	\$343.00	\$296.00	5043 HEACOCK WY.	WHITE	BOBBY D JR. & CAROL	5043 HEACOCK WY.
AR158591	CD1903-094	067-241-018	\$1,333.00	\$296.00	1608 C ST.	2018-1 IH BORROWER LP		1717 MAIN ST. DALLAS, TX 75201-4657
TOTAL			\$22,339.00	\$7,731.00				